CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

AGENDA - AMENDED
December 10, 2025 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: GUSTAFSON____ LEEHY___ MEYER ___

MIELKE ____ WASSENBERG___

STAFF PRESENT: LINEHAN___

C. APPROVAL OF AGENDA

D. PRESENTATION

E. APPROVAL OF MINUTES:
1. October 8, 2025 City Council Regular Meeting Minutes
2. October 22, 2025 City Council Regular Meeting Minutes
3. October 22, 2025 City Council Special Workshop Meeting Minutes
4. November 5, 2025 City Council Workshop Meeting Minutes

F. PUBLIC HEARINGS:
1. 2026 Truth in Taxation and Budget Presentation

G. CONSENT AGENDA:
1. General Disbursements through 12/5/25: $620,488.22
   Payroll through 11/18/25: $23,753.44
   Payroll through 12/2/25: $21,331.40
   Wire Payments through 12/2/25: $33,808.31
2. City Licenses
3. Approval of Resolution 25-105 Accepting the Resignation of Erin Williams from the Parks and Recreation Commission and Declaring a Vacancy
4. Approval of 2026 City Meetings Calendar
5. Approval of Pay Estimate #1 (Final) to Fahrner Asphalt Sealers LLC for the 2025 Crack Seal Project
6. Approval of Professional Services Agreement with Valley Rich Co., Inc. for On-Call Emergency Sanitary Sewer Repair Services
7. Approval of Setting 2025 Cost of Living Adjustment (COLA) at 3% for All City Employees
8. Statutory Tort Limits Liability Coverage for the City in 2026
9. Approval to Replace Two Streetlights at Snelling and Larpenteur
10. Authorization of Inspection and Additional Repair Fees for Dump Truck Units #16 and #12
11. Approval of City Administrator Performance Review Results

12. Approval of Velair Bond Inducement Resolution 25-106
13. Approval of Resolution 25-107 Accepting the Resignation of James Mogen from the Planning Commission and Declaring a Vacancy
14. Approval of Resolution 25-108 Accepting the Resignation of Georgiana May from the Environment Commission and Declaring a Vacancy

H: POLICY ITEMS:

1. Approval of Resolution 25-109 Authorizing an Agreement with Bolton & Menk for Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment
2. Adoption of Ordinance 25-07 Modifying Chapter 105 of City Code - Rental Ordinance Changes
3. Adoption of a Class & Compensation Plan for Full-Time City Staff
4. Adoption of Ordinance 25-08 Modifying Chapter 2 of City Code to Increase Future Mayor and City Council Pay Effective January 1, 2028
5. Adoption of Ordinance 25-09 Amending Chapters 2 and 14 of City Code for Massage Therapist Licensing and Background Investigations

I: INFORMATION / ANNOUNCEMENTS:

J: COMMUNITY FORUM:

Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

K: ADJOURNMENT:

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CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

MINUTES
October 8, 2025 at 7:00 P.M.

A. CALL TO ORDER: 7:01 PM

B. ROLL CALL: GUSTAFSON_X___ LEEHY_X__ MEYER _X__

MIELKE __X__ WASSENBERG_X__

STAFF PRESENT: LINEHAN_X__ HENRICKSEN_X_

C. APPROVAL OF AGENDA

Councilmember Meyer motions to approve the agenda;
Approved 5-0

D. PRESENTATION

E. APPROVAL OF MINUTES:
1. September 3, 2025 City Council Workshop Meeting

Councilmember Mielke motions to approve the meeting minutes;
Approved 5-0

F. PUBLIC HEARINGS:
1. 2025 Pavement Management Project (PMP) - Assessment Hearing and Approval of Resolutions 25-89 and 25-90 Accepting the Assessment Rolls

Henricksen explains the 2 neighborhoods and streets that were a part of the project The completed improvements were full-depth reclamation of the streets in both neighborhoods, including curb, gutter, and spot storm repairs as well as stormwater improvements and trail rehabilitation. He provides an overview of the project timeline. There are minor punch list items that need to occur, as well as a warranty inspection in the spring of 2027. The total project cost was $1.4 million, partially paid for through assessments and various local and state funds. Henricksen explains the Falcon Heights Assessment Policy. He then provides updated project costs. The City received competitive bids, and the total costs came in lower than estimated in the feasibility study. In Falcon Woods, there is a per-parcel assessment, and this decreased from $3,850 to $2,104. In Northome, there is a front footage assessment, and this decreased from $30.53 per foot to $22.47 per foot, with the average being $1,201 per parcel. After the council approves the assessment rolls, residents can pay partially or all up front in the first 30 days. After this period, the assessment rolls will be turned over to Ramsey County to be collected in 2026 through property taxes with 5.485% interest. There is the option to make a hardship deferral. There is also the option to appeal to the district court.

1954 Autumn St.
The homeowner believes that the work is not finished and that payment should not be due until 30 days after work has finished.

Councilmember Leehy motions to close the public hearing by consent.

Meyer wonders when the final punch list items will be completed. Henricksen explains the project is substantially complete apart from restoration items and clean up, but that doesn't mean the city should not start the assessment process. Linehan adds that the city holds the final payment until restoration is completed up to standards in the spring of 2026.

Leehy wonders what the warranty inspection in 2027 entails. Henricksen notes that during this inspection, they assess the quality of the work

Councilmember Wassenberg Motions To Approve Resolution 25-89 Adopting And Confirming Assessments For 2025 Pavement Management Project – Northome; Approved 5-0

Councilmember Meyer Motions To Approve Resolution 25-90 Adopting And Confirming Assessments For 2025 Pavement Management Project – Falcon Woods; Approved 5-0

G. CONSENT AGENDA:

1. General Disbursements through 10/3/25: $220,897.84
   Payroll through 9/23/25: $23,823.16
   Wire Payments through 10/3/25: $14,821.32
2. Approval of Sewer Cleaning and Televising Payable
3. Approval of Resolution 25-91 Appointing Emily Schmall to the Community Engagement Commission
4. Approval of Resolution 25-92 Authorizing the Application for the Select Committee on Recycling & the Environment (SCORE) Grant
5. Approval of Resolution 25-93 Authorizing ICMA Conference Travel
6. Approval of Resolution 25-94 Authorizing the Application for the Minnesota Department of Natural Resources Community Tree Planting Grant
7. Approval of Resolution 25-95 Authorizing an Amendment to Tax Increment Finance District #1-3 for Parcel Number Correction
8. Approval of Repayment Request for Tax Increment Finance District #1-3
9. Approval of Pay Voucher #1 to New Look Contracting, Inc. for the Community Park Construction Project

Mayor Gustafson motions to approve the consent agenda; Approved 5-0

H: POLICY ITEMS:

I: INFORMATION / ANNOUNCEMENTS:

Wassenberg explains that the Parks & Recreation met on Monday to discuss different fall and winter programming for residents and management of the community garden rules and regulations. Fall Festival will be at Falcon Heights Elementary School on Saturday, October 11, from 1 to 3 PM.

Leehy encourages residents to join the Fall Festival. The Community Engagement Commission will meet later this month.

Meyer explains the Planning Commission is also meeting later this month. He announces that he is ending his campaign for re-election. He notes it has been an honor and a pleasure serving.

Mielke recommends everyone get their COVID shots.

Gustafson notes Human Rights Day will be in December around food security, he looks forward to the Fall/Winter newsletter coming out in the next weeks.

Linehan states that staff are getting ready for Fall Festival and are excited to partner with the elementary school on this event. School Board members will be present to discuss the upcoming referendum, as will Carol Coffee and the public safety agencies. The parts for the shelter have been delivered to the Community Park, and contractors have installed the new storm drainage system as well as poured concrete for the shelter base. New solar panels will be installed at City Hall as part of the solar on public buildings program. The Les Bolstad RFP will be released in the following week.

J: COMMUNITY FORUM:

Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

K: ADJOURNMENT: 7:33 PM

Councilmember Mielke motions to adjourn the meeting;
Approved 5-0

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Randall C. Gustafson, Mayor

Dated this 10th day of December, 2025

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Jack Linehan, City Administrator

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CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

AGENDA – AMENDED
MINUTES
October 22, 2025 at 7:00 P.M.

A. CALL TO ORDER: 7:00 PM

B. ROLL CALL: GUSTAFSON_X___ LEEHY_X__ MEYER __X_

MIELKE _X___ WASSENBERG_X__

STAFF PRESENT: LINEHAN_X__

C. APPROVAL OF AGENDA

Councilmember Leehy motions to approve the agenda;
Approved 5-0

D. PRESENTATION
1. Roseville Area School District – Capital Project Levy for Technology Referendum

Linehan explains representatives from the Roseville Area School will present information on the proposed capital project levy for technology. If approved, the levy would provide a dedicated source of funding of $6 million per year for 10 years to update the school security and ensure access to technology learning tools.

The presenters noted that the district has previously received community support for a 2017 bond referendum to upgrade school buildings, and an operating levy increase in 2021, which runs through 2031. They highlighted that, unlike cities or counties, school districts can only raise additional revenue through state funding set by the legislature or voter-approved ballot measures.

The proposed levy would support key areas, including safety and security, student learning, cybersecurity, infrastructure, and communication. Representatives emphasized that the district does not intend to increase student screen time, acknowledging community concerns. For a median-value home of $350,000, the estimated tax impact would be an additional $18 per month, or $218 per year. Without dedicated funding, these technology and safety costs would need to be absorbed by the general fund, resulting in potential budget cuts. Additional information and a tax impact calculator are available on the district's website.

The Council thanked Roseville Area Schools for their presentation and asked several clarifying questions. The district noted that technology upgrades can improve school accessibility, such as providing translation capabilities, and support the shift toward digital learning tools and subscription-based curriculum, which continue to rise in cost.

E. APPROVAL OF MINUTES:

1. September 10, 2025 City Council Regular Meeting Minutes
2. September 10, 2025 City Council Special Workshop Meeting Minutes

Councilmember Meyer motions to approve the meeting minutes;
Approved 5-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through 10/17/25: $380,391.23
   Payroll through 10/7/25: $22,375.98
   Wire Payments through 10/17/25: $22,878.65
2. Approval of City Licenses
3. Approval of Pay Estimate #5 to Bituminous Roadways, Inc. for the 2025 Pavement Management Project
4. Approval of Pay Estimate to Bituminous Roadways, Inc. for Repairs Made Related to 2021 Pavement Management Project
5. Approval of Resolution 25-96 Authorizing All Energy Solar Change Order for City Hall CT Cabinet Installation
6. Authorization of Inspection and Repairs for Plow Truck Units #16 and #12 Not to Exceed $11,000
7. Approval of Postage Meter Lease for City Hall
8. Approval of Ordinance 25-06 and Summary Ordinance 25-06 Amending the 2025 Fee Schedule to Add Fee for Lower Potency Hemp Retailer Registrations

Mayor Gustafson motions to approve the consent agenda;
Approved 5-0

Linehan explains that leasing the postage meter was added as an amendment because staff received a quote for a refurbished machine, but Loffler only has 1 left. City Hall currently does not have a postage meter; leasing one would save considerable staff time. Last year, the City Council adopted ordinances authorizing cannabis businesses to operate within the City. As part of that action, the City also amended its fee schedule to include registration fees for cannabis businesses following licensure with the State of Minnesota. It was recently identified that an additional fee category is needed for businesses seeking registration as lower-dose hemp edible retailers. The State of Minnesota has established a maximum local registration fee of $125 for the initial registration and $125 for each annual renewal.

H: POLICY ITEMS:

1. Request for Proposals – Les Bolstad Golf Course Redevelopment Consultant

Linehan notes staff is releasing an RFP for a planning consultant to assist with the redevelopment of the Les Bolstad Golf Course, and will serve as an extension to city staff. $60,000 is budgeted in 2026 for this work. Gustafson adds the timeline will work out as the city will most likely select a consultant as the University is closing their RFP. Linehan points out that selecting a developer is up to the U of M. Mielke wonderings if the U is still interested in supporting the city with consulting costs. Linehan adds they want to be supportive, but no formal agreements are in place. Staff has been working positively with university staff.

Councilmember Leehy motions to authorize staff to release the Request for Proposals (RFP) for Planning and Land Use Consulting Services related to the Les Bolstad Golf Course redevelopment;
Approved 5-0

2. Consideration of Falcon Heights – Lauderdale Lions Club's Use of City Hall Parking Lot for Holiday Tree Sales and Approval of 2025 Holiday Tree Sales License

   Linehan explains the Lions Club has a long-standing tradition of selling Christmas trees at Community Park. Funds received from this sale are put back into the community. Because of the uncertainty around the renovation of Community Park, Staff is seeking the Council's support to allow the Falcon Heights – Lauderdale Lions Club to sell holiday trees from City Hall this year.

   Leehy wonders about liability. Linehan explains the Lions Club has committed to support for the Community Park. It would be best to have a formal use agreement in place in the future.

   Bob Tomlinson appreciates the support from the council and from staff.

Councilmember Mielke motions to approve the Falcon Heights – Lauderdale Lions Club's request to sell holiday trees from City Hall, approve the 2025 Holiday Tree Sales license, and authorize staff to negotiate a use agreement;
Approved 5-0

I: INFORMATION / ANNOUNCEMENTS:

Mielke explains the Environment Commission met last week, reviewing code around gardens and boulevard trees. Public works will be picking up and planting trees in the following weeks. Additionally, they are reviewing a green to-go ordinance, requiring compostable containers. State Fair Task Force met, reviewing data and putting together a final report for recommendation to the Council. The Nine North board met as well.

Meyer notes the Planning Commission will meet next week.

Leehy announces a Human Rights Day event on Tuesday, December 9, at City Hall with a focus on food insecurities. Various local organizations will present on their needs and services.

Wassenberg thanks everyone who attended the Falcon Heights Fall Festival.

Gustafson adds that the St. Anthony Police Department will be holding a Trunk or Treat event at their City Hall. Gibbs Farm will host a Halloween event. He recommends children carrying lights when going trick-or-treating.

Linehan notes that Community Park is moving along; footings are being put in for support beams. The splash pad will be poured next, following getting all the water features put in. The Planning Commission will host a public hearing on a conditional use permit for a proposed day care in the Falcon Town Square building to support residents. Additionally, on November 12, rental license holders were invited to an open house to discuss upcoming proposed changes to rental ordinances.

J: COMMUNITY FORUM:

Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

K: ADJOURNMENT: 7:49 PM

Councilmember Leehy motions to adjourn the meeting;
Approved 5-0

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Randall C. Gustafson, Mayor

Dated this 10th day of December, 2025

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Jack Linehan, City Administrator

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CITY OF FALCON HEIGHTS
City Council Special Workshop
City Hall
2077 West Larpenteur Avenue

MINUTES
Wednesday, October 22 2025
7:30 P.M.

A. CALL TO ORDER: 7:57 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_
MEYER _X_ MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_ MCDOWELL POEHLER_X_

C. POLICY ITEMS:
1. Minnesota Cities Gun Violence Prevention Discussion

Linehan explains St. Paul Mayor Melvin Carter has reached out to elected leaders in metro cities asking municipalities to join St. Paul in an ordinance aimed at reducing gun violence. St. Paul will introduce an ordinance at their October 22nd meeting with five stipulations:

- Ban the public possession of assault weapons, large-capacity magazines, and binary triggers within city limits
- Prohibit untraceable “ghost guns,” by requiring all firearms to have serial numbers
- Restrict firearms in sensitive public spaces, such as parks, libraries, recreation centers, and city buildings
- Require clear signage in public facilities to inform residents of restrictions and encourage compliance
- Define enforcement authority and penalties—to take effect only if the state repeals or amends preemption law

Surrounding cities have indicated they will join St. Paul in advocating for similar ordinances.

Wassenberg recognizes that this is more of a voice of support. Many legal hurdles to proposed items actually becoming enforceable, but that does not mean we should not raise our voice on this issue. As a gun owner he does not see the need for assault style weapons.

Mielke notes that actions started at the city level have become state laws, such as banning smoking in restaurants started at the city level.

Leehy comments that while policies are happening, everyone involved with the recent shooting at Annunciation Catholic School is still grieving, and she extends her thoughts and prayers. She expresses her concerns and believes it would be helpful if the types of weapons were spelled out more clearly. Additionally, Falcon Heights is impacted by surrounding municipalities and St. Anthony Police Department, and they all would need to be on board to prevent confusion around enforcement. Wassenberg noted that defining "assault weapons" has historically been challenging, and the term is often used as a broad catch-all category.

Meyer expressed sympathy for the issue and frustration over the lack of local control. He stated his support for taking action. Leehy indicated she would support a letter or resolution of support but not an ordinance at this time, as she feels such action would be premature. Gustafson stated that, as a gun owner, he does not see a need for assault-style weapons. He supports measures to prevent gun misuse and supports an assault weapon ban but believes this issue is more appropriately addressed at the state or federal level. He supports showing support similar to the approach taken by West St. Paul.

City Attorney McDowell Poehler described the legal challenges. Even if the state were to lift preemption, any local ordinance may not be fully enforceable. If preemption is removed in the future, a similar ordinance could then be adopted. She added that bans on assault weapons and large-capacity magazines may currently be enforceable, but the U.S. Supreme Court would likely find assault-weapon bans unconstitutional.

The Council discussed the potential legal risks and costs associated with adopting such an ordinance. McDowell Poehler confirmed that the city could face litigation, including claims brought by individuals alleging they were improperly charged under an invalid ordinance.

Gustafson asked how adopting the ordinance would improve the lives of Falcon Heights residents, noting that it would restrict assault weapons for most individuals except those authorized to carry them. Mielke stated that the ordinance would ban assault weapons in public places. Gustafson noted that residents could still own and use these firearms in their homes, meaning the weapons would not be removed from the community. He added that discharge of firearms is already prohibited under city code, and he believes efforts should focus on removing assault weapons entirely. McDowell Poehler clarified that it prohibits the use, possession, and transport of ghost guns and assault weapons, and restricts firearms in sensitive locations

Mielke reiterated that the intent is to prohibit bringing assault-style weapons into public spaces. Wassenberg observed that the ordinance appears to ban possession of these types of weapons within Falcon Heights. He noted that there are multiple avenues for purchasing such weapons. Gustafson asked whether the city could enter a private home to remove prohibited weapons. McDowell Poehler stated that doing so would require probable cause and a search warrant, and would only be possible if the legislature amends the state preemption law. She suggested the city focus on supporting state-level change

Meyer said that adopting an ordinance could signal the city's desire for such laws, even though local action is not currently available. He believes adopting an ordinance is a strong statement. Wassenberg added that statements alone have been ineffective and that adopting an ordinance would send a stronger message urging state action. Leehy asked whether the city could still be sued if it passed the ordinance. McDowell Poehler confirmed that litigation is still possible, as the contingent-effective clause remains too vague regarding when preemption might be repealed.

Linehan stated that all actions carry risk. While the city has some protections, there are examples of cities facing challenges or significant legal costs, including potential Supreme Court cases, when taking the lead on similar issues. The response of the League of Minnesota Cities in such cases is uncertain.

Wassenberg asked what actions other cities listed as supporting St. Paul's ordinance have taken. Linehan reported that, according to the City Prosecutor, some cities were listed as supporters simply by completing a form, without formal council action. Gustafson said he currently views the ordinance primarily as a political statement intended to influence the legislature. Leehy referenced the resolution of support adopted by West St. Paul and noted that both ordinances and resolutions are options. Mielke stated a preference for gathering additional information on actions taken by other cities before continuing the discussion. Linehan noted that Chief Spiess has been informed about the ongoing conversation.

D. ADJOURNMENT: 9:09 PM

Councilmember Meyer motions to adjourn the meeting;
Approved 5-0

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.

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Randall C. Gustafson, Mayor

Dated this 10th day of December, 2025

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Jack Linehan, City Administrator

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CITY OF FALCON HEIGHTS
City Council Workshop
City Hall
2077 West Larpenteur Avenue

AGENDA
Wednesday, November 5, 2025
6:30 P.M.

A. CALL TO ORDER: 6:30 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_
MEYER _X_ MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X__ JOHNSON_X_ ASANI_X_

C. POLICY ITEMS:
1. Rental Rights
   a. Just Cause Evictions

Mielke brought forward a bill drafted by HOME line for the legislature. They are currently looking for support from the local level.

Michael Dahl from HOME Line provided an overview of statewide eviction trends. Minnesota has experienced a 40% increase in evictions since before the pandemic and has some of the shortest timelines for eviction filings. He explained that many tenants contact HOME Line because they do not understand why their leases were not renewed. The proposed Just Cause legislation would:
- Require landlords to provide a valid, documented reason for non-renewal or eviction.
- Extend the notice period from 14 days to 30 days.
- Standardize tenant protections already in place for some subsidized and tax credit–financed housing.

Dahl shared that Brooklyn Center adopted a similar ordinance in 2022, which has contributed to measurable declines in eviction filings without reducing new housing construction.

The Council heard additional research from Kenton Clark, from the University of Minnesota who reported that communities with Just Cause ordinances, such as Brooklyn Center, have seen lower eviction rates without negative impacts on housing development. Just Cause can help with the fear of retaliation when tenants have to report issues.

Councilmembers discussed:
- Whether Just Cause provides additional protection against retaliatory non-renewals.
- How the ordinance defines non-renewal, lease amendments, and material

breaches.
- Ownership changes and tenant protections during the sale of a rental property.
- How the length of the eviction process (approximately 21 days) interacts with proposed notice requirements.
- The lack of city-level data on evictions.
- The difference between state laws already protecting certain low-income or subsidized housing tenants versus private-market tenants.

Questions were raised about enforcement mechanisms. Brooklyn Center relies primarily on tenant-initiated legal action rather than city enforcement. Councilmembers discussed whether cities could or should attach fines for non-compliance.

Gustafson asked a series of questions. The first question was related to the status of the bill and lack of support at the legislature, and why Falcon Heights would want to be involved in a state matter. He asked about the protection available for public housing or federal programs. He asked about the Brooklyn Center program and how other cities are enforcing the regulations, as well as expressing his concern that the program would not be necessary.

Meyer asked how developers might view this type of renter protection and whether it could be perceived as a barrier to new housing. Clark noted that the available research shows no negative impact on housing development in cities that have adopted Just Cause policies. Meyer added that he struggles to understand what the main objections to the policy would be.

Clark responded that the issue involves a cascade of broader questions about how renters, an often underrepresented group, are protected in a largely unregulated private rental market. He explained that renter protections in Minnesota are limited, and Just Cause requirements help level the playing field by ensuring families have greater stability. He described the concept as "common sense," even though it is not currently written into law. Dahl emphasized that supporting the state legislation is important because renters often hold fragile leases, and sudden non-renewals can drastically disrupt their lives. He also noted that property owners have significant lobbying influence, whereas tenant advocacy groups generally do not.

Meyer remarked that it is surprising these kinds of regulations are not already in place, given how reasonable they appear. Leehy agreed, adding that some property owners are more focused on protecting their own equity than supporting tenant stability. She noted that renters may not always be aware of a property's history or the landlord's intentions when they move in, making additional protections valuable.

While councilmembers generally expressed interest in supporting stronger tenant protections and reducing the fear of retaliatory non-renewals, several expressed caution about weighing in on state legislation that has not yet advanced through committee. Dahl and Clark encouraged local support, explaining that the bill had previously been part of a broader tenant rights package but had not received a hearing.

Linehan agreed to compile additional information on Brooklyn Center's ordinance and suggested gathering feedback from both property owners and residents as part of the city's legislative priorities discussion.

b. Review of Proposed Crime Free Housing

Linehan provided an overview of the proposed updates to the city's Crime Free Housing ordinance, noting that the Council had discussed rental code changes the previous year but that several concerns remain with the ordinance as it currently stands. He explained that while the city already has a Crime Free Housing program, it is unclear how consistently landlords use it, and there is no appeals process for tenants who face early lease termination under its provisions. The proposed updates would maintain the program but modernize it, including revising the lookback period to 36 months for background checks and creating an appeals body to review disputes. Linehan emphasized that without an appeals process, tenants have no formal recourse if the program is misapplied.

Asani added that the U.S. Department of Justice has raised significant concerns nationwide about due process within crime-free housing programs, particularly when landlords use the programs too broadly or apply them to minor issues that do not warrant eviction. She explained that the DOJ's guidance calls for clearer safeguards to ensure that landlords can address genuinely problematic behavior while still protecting tenants from unfair or premature lease terminations. Under the proposed changes, a conviction, not merely a charge, would be required to trigger certain actions, and any violation would need to be supported by evidence. This is intended to prevent tenants from being penalized based solely on old or unproven allegations.

Linehan asked the Council whether they wished to move forward with the modifications or consider stepping away from the program entirely. He noted that while the ordinance does provide some benefits, it is also susceptible to misuse and can be used to remove tenants unfairly if not properly regulated. Creating an appeals body would introduce essential safeguards and ensure a fair, private process for tenants to be heard, rather than addressing these matters in a public meeting. He recommended adopting the changes sooner rather than later.

Leehy agreed that the program can be a useful tool in addressing nuisance tenants who jeopardize the safety or well-being of others, but only if structured carefully. She stressed the importance of preventing the ordinance from being used against individuals who have served their time and are working to improve their lives. She supported the idea of an appeals body as a necessary "safety net" built into the system.

Asani noted that if the city includes a 36-month limit on what can be considered during a background check, that restriction becomes embedded in the city's broader rental licensing framework. This prompted Wassenberg to question whether it was necessary for the city to regulate background checks at all. Gustafson observed that if a tenant has committed a serious offense that threatens the safety of neighbors, waiting for a formal conviction might unnecessarily delay action; however, Asani clarified that the ordinance includes an exception for serious incidents involving violence, allowing action prior to a conviction when safety is at risk.

Wassenberg questioned the need for the Crime Free Housing program altogether, noting that eviction is already a relatively accessible process. Linehan and Asani clarified the distinction between eviction, which is a court action, and early termination of a lease, which is a contractual matter. The Crime Free Housing program affects the latter and currently allows landlords to end leases early based only on a criminal charge, not a conviction. The proposed revisions would provide renters with more protection and ensure that past, irrelevant issues could not be used against a tenant who is not currently causing problems. Asani also explained that the program outlines what landlords may and may not consider when screening prospective tenants and that DOJ concerns centered on ensuring these limitations cannot be misused.

Finally, Gustafson asked whether St. Anthony Village, which provides police services to Falcon Heights, maintains a similar ordinance. Asani confirmed that St. Anthony recently updated its own ordinance and removed law enforcement from the decision-making process, aligning with the approach Falcon Heights is considering.

2. Gun Violence Prevention Ordinances

Linehan provided an update on the discussion from the previous meeting regarding potential gun violence prevention ordinances and shared examples of how other cities have approached similar issues. Mielke noted that no other cities in the region are currently pursuing such ordinances and suggested that the topic would be more appropriately addressed at the state level. She recommended adding it to the city's legislative agenda rather than pursuing a standalone local ordinance at this time. The Council agreed with this approach. Gustafson added that it would be beneficial to invite state representatives to a future workshop to discuss the city's legislative priorities and explore opportunities for partnership on this issue.

3. Budget Workshop #4
    a. 2026 Capital Improvement Plan Budget

Linehan presented the 2026 Capital Improvement Plan (CIP) as part of the broader budget discussion leading up to the Truth in Taxation hearing. He noted that while capital projects are not tied directly to the levy, they do rely heavily on internal transfers.

Major 2026 CIP Items:

- Community Park Finalization – $1,400,000
    - Covers final phase of construction.
    - Follows $1 million invested in 2025.
    - Total project cost remains on track at $2.4 million (excluding land

purchase).

- Machinery & Equipment – $265,000 to $790,000
  - Street Sweeper Replacement
    - Option 1: 2017 refurbished diesel Pelican – $185,000
    - Option 2: Regenerative air sweeper with catch basin hose – $400,000
  - Option 3: Hybrid electric Pelican – $700,000
- Notes:
  - Joint ownership with Little Canada was explored; both cities need the sweeper simultaneously.
  - Current sweeper used daily in fall/spring and after storm events.
  - An upgraded sweeper could make contracting with Lauderdale possible.
  - Concern about climate goals vs. high cost of hybrid model.
  - Council leaned toward Option 1, with the possibility of purchasing an electric unit later.
  - Gustafson suggested adding funds for additional catch basin cleaning tools if needed.

- Truck Replacement
  - Replace F-250 with electric F-150 Lightning – approx. $80,000 (with upfitting).

Other CIP Requests:

- Les Bolstad Consultant – $60,000
- Council Chambers Technology Upgrades – $15,000
  - Improved screens, wireless connections, and display systems.
  - Could be first step in a broader 5-year chambers renovation plan.
- Paper-Free Agenda Packets – $5,000
  - Tablets for Council and commission members.
  - Supports both sustainability and IT security upgrades.
- Proprietary AI Solution – $10,000 annually
  - Internal staff tool for research and code navigation.
  - Helps reduce reliance on public AI platforms and enhances data security.
  - Not resident-facing.
  - Will go out for RFP; Metro-INet has shown limited interest in a shared system.
- SAPD Body-Worn Cameras – $40,000 annually
  - 10-year contract; fund will require ongoing replenishment.
- Curtiss Field Drinking Fountain Installation – approx. $10,000
  - Final cost dependent on proximity to water lines.
  - Mielke also requested estimates for adding water service on the City Hall lawn and exploring additional community garden space.

City Hall Signage

- Mielke suggested adding an electronic sign or updating existing monument signs.
- Linehan noted City Hall is the most appropriate location. Proposed adding a $50,000 placeholder to the CIP.

Street and Infrastructure Planning

- No street reconstruction projects scheduled for 2026.

- Roselawn Avenue project likely deferred to 2027 or 2028.
- Hoyt Avenue in the Grove neighborhood is next on the list.
- Council noted that the Luther Seminary development may impact future infrastructure needs.

~~4. 2026 City Calendar Draft~~

D. ADJOURNMENT: 9:40 PM

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.

____
Randall C. Gustafson, Mayor

Dated this 10th day of December, 2025

____
Jack Linehan, City Administrator

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FALCON HEIGHTS
THE CITY THAT SOARS

REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Public Hearing F1
Attachment	Resolutions(s)
Submitted By	Jack Linehan, City Administrator

Item	2026 Truth in Taxation Hearing to Adopt 2026 Tax Levy and Budget
Description	Each year the City Council is required to adopt a budget and tax levy to fund City operations. This action must be completed before the end of the year, and the adopted levy is then provided to Ramsey County so they can produce property tax statements for each parcel in the County. On September 24th, the City Council adopted a preliminary levy and established December 10th as the date at which the public would be given an opportunity to address the Council about the proposed budget and tax levy. At the December 3rd workshop, City staff presented the general fund budget, which remained the same amount as the preliminary budget and levy amount. Before the Council is a proposed property tax levy of $2,882,408 and a general fund budget of $3,753,163. This represents an increase in the proposed levy of 3.88% and an increase in the general fund budget of 2.76%. The levy with a comparison to previous years is detailed below:

	2024 Levy	**2025 Levy**	**Proposed 2026 Levy**	**% Increase (Decrease)/ 2025 to 2026**
Ad Valorem	$2,510,386	$2,626,701	$2,712,781	**3.28%**
Debt Service	$189,686	$148,058	$169,627	**14.57%**
Total	**$2,700,072**	**$2,774,759**	**$2,882,408**	**3.88%**

The general fund budget with a comparison to previous years is detailed below:

2023 General Fund Budget	**2024 General Fund Budget**	**2025 General Fund Budget**	**Proposed 2026 General Fund Budget**	**% Increase 2025 to 2026**
$3,091,322	$3,513,179	$3,652,477	$3,753,163	2.76%

Impact on a median valued home in Falcon Heights:

	2023	2024	2025	2026	Change 2025 to 2026
Median Value Home ($)	362,150	373,950	401,750	411,750	10,000
Taxable Median Value ($)	357,504	370,366	391,358	402,258	10,900
Tax Capacity ($)	3,575	3,704	3,914	4,023	109
City Tax Rate (%)	35.19	36.94	35.787	37.578	1.791
City Taxes ($)	1,258	1,368	1,401	1,512	111
Net Change	$97	$110	$33	$111	

The impact of this proposed levy on a median valued home, which in 2026 is assessed at $411,750 (2.5% increase over 2025), is estimated to result in an increase of $111 in the City's portion of the median value homeowner's taxes.

The 2026 General Fund budget includes an increase in police services costs as planned services increase, implementation of MN Paid Leave, implementation of recommendations from the Class & Comp Study, as well as a decrease in FTEs in the finance department.

The Special Revenue Funds remain relatively similar to last year. The Parking Management Fund was added in 2025 to account for State Fair parking revenue and expenses. The surplus of that account provided the opportunity to transfer funds to the General Fund to help reduce the levy amount.

The City did not levy for the 2021A G.O. Improvement Bond since there were sufficient funds. This reduced the debt levy by $80,141.16, but the 2025 G.O. Improvement & Tax Abatement Bond was added which increased the debt levy to $169,627.20. The 2023 G.O. Improvement Bond was paid off early in 2025.

The Capital Project Funds includes expenditures to complete the Community Park renovations, equipment replacements for the Public Works department, and other typical capital replacement costs. The Les Bolstad Golf Course Redevelopment Fund was added to begin accounting for consultant costs.

The Enterprise Funds remain relatively similar to average years.

The City's total levy increase of 3.88% is lower than most of the proposed 2026 levy increases for the metro region.

A full presentation with more details will be presented at the City Council meeting and will be available on the City's website.

Budget Impact	This budget preserves the core functions of the City's current operations.
Attachment	• Resolutions 25-103 Approving 2026 Tax Levy • Resolution 25-104 Approving 2026 City Budget • 2026 Budget
Action(s) Requested	Staff recommends that the Falcon Heights City Council hold a public hearing and receive comments. Once the hearing is closed, staff recommends that the City Council adopt attached resolutions regarding the 2026 Tax Levy and regarding the 2026 City of Falcon Heights budget.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

December 10, 2025

No. 25-103

- -

RESOLUTION ADOPTING THE 2026 TAX LEVY FOR THE CITY OF FALCON HEIGHTS, COUNTY OF RAMSEY, STATE OF MINNESOTA

BE IT RESOLVED by the Mayor and City Council of the City of Falcon Heights, County of Ramsey, State of Minnesota, that the following sums of money be levied for the taxes payable 2026, upon the taxable property in the City of Falcon Heights, for the following purposes:

	CERTIFIED LEVY
GENERAL FUND	**$2,712,781**
DEBT SERVICE	**$169,627**
TOTAL LEVY	**$2,882,408**

BE IT FURTHER RESOLVED that the City Administrator is hereby directed to transmit a certified copy of this Resolution to the County Auditor and should extend the tax levy in the amount of $2,882,408 to be collected for the year 2026.

- -

Moved by:

Approved by: ______________________
Randall C. Gustafson
Mayor

GUSTAFSON ___ In Favor
MEYER
WASSENBERG ___ Against
LEEHY
MIELKE

Attested by: ______________________
Jack Linehan
City Administrator

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

December 10, 2025

No. 25-104

- -

RESOLUTION ADOPTING THE 2026 BUDGET

BE IT RESOLVED by the City Council of the City of Falcon Heights that the General Fund Operating Budget for the year 2026 in the amount of $3,753,163 and other Fund Budgets as listed are adopted.

Fund Name	Fund Number	Amount ($)
Park Program Fund	201	51,960
Charitable Gambling	202	4,000
Community Garden	203	3,000
Water Fund	204	16,361
Recycling Fund	206	169,556
Community Development Fund	208	850
Street Light Utility	209	38,850
Community Inclusion	210	850
Parking Management	211	101,932
GO Improvement Street Series 2023A	306	850
GO Improvement Tax Abatement & Street Series	311	97,753
GO Improvement Street Series 2021A	313	145,750
General Capital Improvements	401	15,850
Public Safety Capital	402	850
Parks Recreation/Public Facilities Capital	403	1,344,966
TIF District #1-3	414	237,850
TIF District #1-4	415	45,850
Infrastructure Capital	419	60,850
2025 Street Project	424	96,050
UMN Les Bolstad Golf Course	432	75,850

- ----

Moved by:

Approved by: ___________________________
Randall C. Gustafson
Mayor

GUSTAFSON ___ In Favor
MEYER
LEEHY ___ Against
WASSENBERG
MIELKE

Attested by: ___________________________
Jack Linehan
City Administrator

CITY OF FALCON HEIGHTS

MINNESOTA

2026 BUDGET

FALCON HEIGHTS
THE CITY THAT SOARS

CITY OF FALCON HEIGHTS
SUMMARY OF THE FUNDS

GENERAL FUND	The General Fund accounts for resources devoted to financing the general services. These include General Government, Public Safety, Public Works, and Parks & Recreation. It is the largest and most important accounting activity and is the main operating fund of the city.
SPECIAL REVENUE FUND	Special Revenue Funds are used to account for revenues derived from specific revenue sources that are restricted for specific purposes.
DEBT SERVICE FUND	Debt Service Funds are to account for the accumulation of resources for, and the payment of general long-term debt principal and interest.
CAPITAL PROJECTS FUND	Capital Projects Funds are to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by Enterprise funds.
ENTERPRISE FUND	Enterprise Funds are to account for operations that are financed and operated in a manner similar to private business enterprises- where the intent of The City of Falcon Heights is that the cost of providing services are to be recovered primarily on a user-charge basis to the residents.

BUDGET SUMMARY

OVERALL BUDGET:

The city has formulated the following expenditure/expense budget based upon city goals, department budget requests, historical trends, financial policies, and revenue estimates (amounts include budgeted operating transfers):

	BUDGET 2025	BUDGET 2026
General Fund	3,652,477	3,753,163
Special Revenue Funds	400,991	387,358
Debt Service Funds	724,154	243,503
Capital Projects Funds	6,260,750	1,878,116
Enterprise Funds	1,959,620	1,628,778
Total	12,997,992	7,890,918

BUDGET SUMMARY ALL FUNDS

REVENUES & OTHER FINANCING SOURCES

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
GENERAL FUND	3,705,947	3,758,527	3,652,477	3,765,203	3,704,163
TRANSFERS IN	21,000	0	0	0	49,000
TOTAL	3,726,947	3,758,527	3,652,477	3,765,203	3,753,163
SPECIAL REVENUE FUNDS	248,003	278,083	454,942	353,507	344,532
TRANSFERS IN	56,000	26,000	76,000	76,000	36,000
TOTAL	304,003	304,083	530,942	429,507	380,532
DEBT SERVICE FUNDS	248,481	301,689	222,081	235,048	279,627
TRANSFERS IN	0	0	715,000	631,503	0
TOTAL	248,481	301,689	937,081	866,551	279,627
CAPITAL PROJECTS FUNDS	1,672,111	1,294,753	1,718,149	1,375,230	649,022
TRANSFERS IN/BOND PROCEEDS	1,477,000	1,798,136	2,860,000	2,615,091	40,000
TOTAL	3,149,111	3,092,890	4,578,149	3,990,321	689,022
ENTERPRISE FUNDS	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460
TRANSFERS IN	0	0	0	0	0
TOTAL	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460
ALL FUNDS	7,867,605	7,017,182	7,415,534	7,116,473	6,372,804
TRANSFERS IN	1,554,000	1,824,136	3,651,000	3,322,593	125,000
TOTAL	9,421,605	8,841,318	11,066,534	10,439,067	6,497,804

EXPENDITURES/EXPENSES & OTHER FINANCING USES

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
GENERAL FUND	2,875,288	3,403,001	3,576,477	3,306,939	3,677,163
TRANSFERS OUT	576,000	76,000	76,000	156,000	76,000
TOTAL	3,451,288	3,479,001	3,652,477	3,462,939	3,753,163
SPECIAL REVENUE FUNDS	221,845	238,823	400,991	300,016	338,358
TRANSFERS OUT	30,000	300,000	0	0	49,000
TOTAL	251,845	538,823	400,991	300,016	387,358
DEBT SERVICE FUNDS	278,895	300,101	404,154	828,747	243,503
TRANSFERS OUT	0	0	320,000	241,978	0
TOTAL	278,895	300,101	724,154	1,070,725	243,503
CAPITAL PROJECTS FUNDS	2,993,007	1,369,795	5,380,750	3,543,001	1,878,116
TRANSFERS OUT	428,000	348,543	880,000	874,640	0
TOTAL	3,421,007	1,718,338	6,260,750	4,417,641	1,878,116
ENTERPRISE FUNDS	1,086,377	1,215,419	1,959,620	1,859,873	1,628,778
TRANSFERS OUT	0	1,000,000	0	0	0
TOTAL	1,086,377	2,215,419	1,959,620	1,859,873	1,628,778
ALL FUNDS	7,455,412	6,527,139	11,721,992	9,838,576	7,765,918
TRANSFERS OUT	1,034,000	1,724,543	1,276,000	1,272,618	125,000
TOTAL	8,489,412	8,251,682	12,997,992	11,111,194	7,890,918

FUND BALANCE / NET POSITION ALL FUNDS

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
GENERAL FUND BALANCE 01/01	3,152,421	3,428,081	3,707,607	3,707,607	4,009,871
REVENUES	3,705,947	3,758,527	3,652,477	3,765,203	3,704,163
EXPENDITURES	(2,875,288)	(3,403,001)	(3,576,477)	(3,306,939)	(3,677,163)
OTHER FINANCING SOURCES (USES) NET	(555,000)	(76,000)	(76,000)	(156,000)	(27,000)
FUND BALANCE 12/31	3,428,081	3,707,607	3,707,607	4,009,871	4,009,871
SPECIAL REVENUE FUND BALANCE 01/01	481,966	534,124	299,384	299,384	428,875
REVENUES	248,003	278,083	454,942	353,507	344,532
EXPENDITURES	(221,845)	(238,823)	(400,991)	(300,016)	(338,358)
OTHER FINANCING SOURCES (USES) NET	26,000	(274,000)	76,000	76,000	(13,000)
FUND BALANCE 12/31	534,124	299,384	429,335	428,875	422,049
DEBT SERVICE FUND BALANCE 01/01	576,360	545,946	547,534	547,534	343,360
REVENUES	248,481	301,689	222,081	235,048	279,627
EXPENDITURES	(278,895)	(300,101)	(404,154)	(828,747)	(243,503)
OTHER FINANCING SOURCES (USES) NET	0	0	395,000	389,525	0
FUND BALANCE 12/31	545,946	547,534	760,461	343,360	379,484
CAPITAL PROJECTS FUND BALANCE 01/01	3,224,008	2,952,112	4,326,664	4,326,664	3,899,343
REVENUES	1,672,111	1,294,753	1,718,149	1,375,230	649,022
EXPENDITURES	(2,993,007)	(1,369,795)	(5,380,750)	(3,543,001)	(1,878,116)
OTHER FINANCING SOURCES (USES) NET	1,049,000	1,449,594	1,980,000	1,740,451	40,000
FUND BALANCE 12/31	2,952,112	4,326,664	2,644,063	3,899,343	2,710,249
ENTERPRISE NET POSITION 01/01	4,525,295	5,431,980	4,600,691	4,600,691	4,128,303
REVENUES	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460
EXPENSES	(1,086,377)	(1,215,419)	(1,959,620)	(1,859,873)	(1,628,778)
OTHER FINANCING SOURCES (USES) NET	0	(1,000,000)	0	0	0
RESTATEMENT CHG IN ACCTING PRINCIPLE	0	0	0	0	0
NET POSITION 12/31	5,431,980	4,600,691	4,008,956	4,128,303	3,894,985

	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
TOTAL FUND BALANCE/NET ASSETS 01/01	10,925,712	11,857,905	12,447,541	12,447,541	11,775,414
REVENUES	7,867,605	7,017,182	7,415,534	7,116,473	6,372,804
EXPENDITURES/EXPENSES	(7,455,412)	(6,527,139)	(11,721,992)	(9,838,576)	(7,765,918)
OTHER FINANCING SOURCES (USES) NET	520,000	99,594	2,375,000	2,049,975	0
RESTATEMENT CHG IN ACCTING PRINCIPLE	0	0	0	0	0
TOTAL FUND BALANCE/NET ASSETS 01/01	11,857,905	12,447,541	10,516,083	11,775,414	10,382,300

GENERAL FUND SUMMARY

PURPOSE:

The general fund (a governmental fund) is the general operating fund of the city and is used to account for all financial resources except those required to be accounted for in another fund. Activities accounted for in the general fund include general government, public safety, public works, and recreation.

An annual appropriated budget is adopted during the year for the city's general fund.

BASIS OF ACCOUNTING & BUDGETING:

The measurement focus for the general fund is on a spending or "financial flow" basis, which means only current assets and current liabilities are generally included on each funds' respective balance sheets. The fund balance (or net current assets) is considered a measure of available spendable resources.

Fixed assets used in governmental fund operations are not accounted for in governmental funds, but rather in the general fixed assets account group with no depreciation calculated. Additionally, long-term liabilities expected to be financed from governmental funds are accounted for in the general long-term debt account group, rather than in the governmental funds.

The general fund uses the modified-accrual basis of accounting, under which revenues are recognized when they become measurable and available as net current assets, and expenditures are recognized when the related fund liabilities are incurred.

The general fund budget is adopted on a basis consistent with “Generally Accepted Accounting Principles (GAAP)” in the United States of America.

GENERAL FUND BUDGET SUMMARY

REVENUES BY CLASSIFICATION

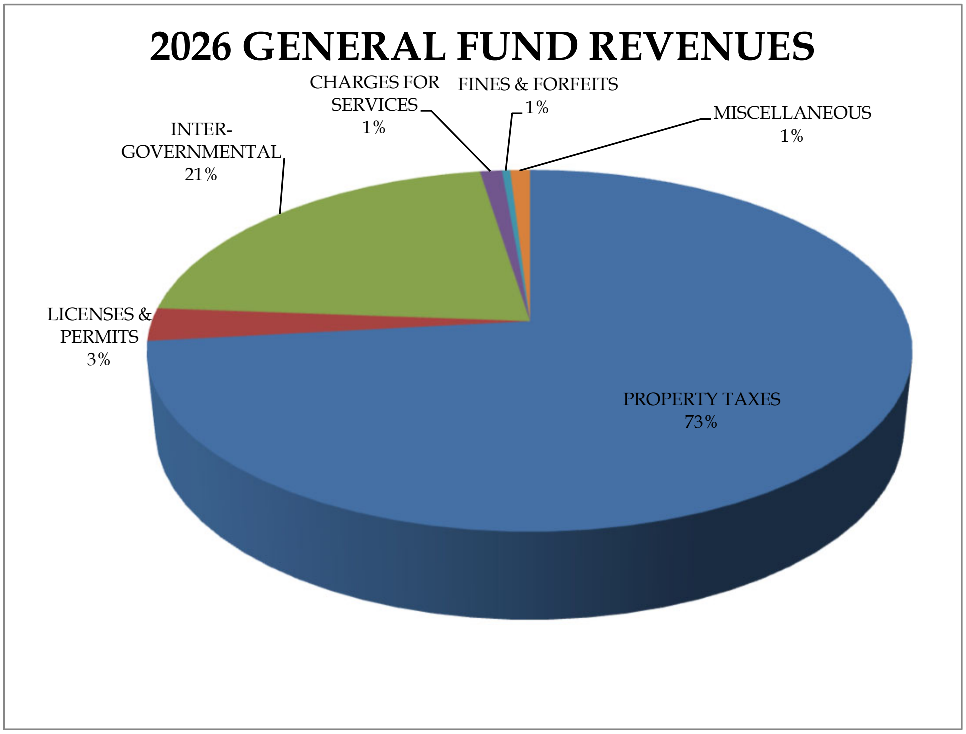
	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
PROPERTY TAXES	2,208,553	2,282,825	2,533,828	2,626,701	2,626,701	2,712,781
LICENSES & PERMITS	166,271	260,184	110,865	108,750	95,850	109,250
INTERGOVERNMENTAL	652,290	896,660	876,077	842,046	836,046	790,971
CHARGES FOR SERVICES	21,319	46,357	39,088	38,980	35,130	40,161
FINES & FORFEITS	18,385	17,962	18,168	15,000	15,000	15,000
MISCELLANEOUS	24,462	201,959	180,501	21,000	156,476	36,000
TOTAL REVENUES	3,091,280	3,705,947	3,758,527	3,652,477	3,765,203	3,704,163
OTHER FINANCING SOURCES	0	21,000	0	0	0	49,000
	0	21,000	0	0	0	49,000
TOTAL REVENUES & OTHER FINANCING SOURCES	3,091,280	3,726,947	3,758,527	3,652,477	3,765,203	3,753,163

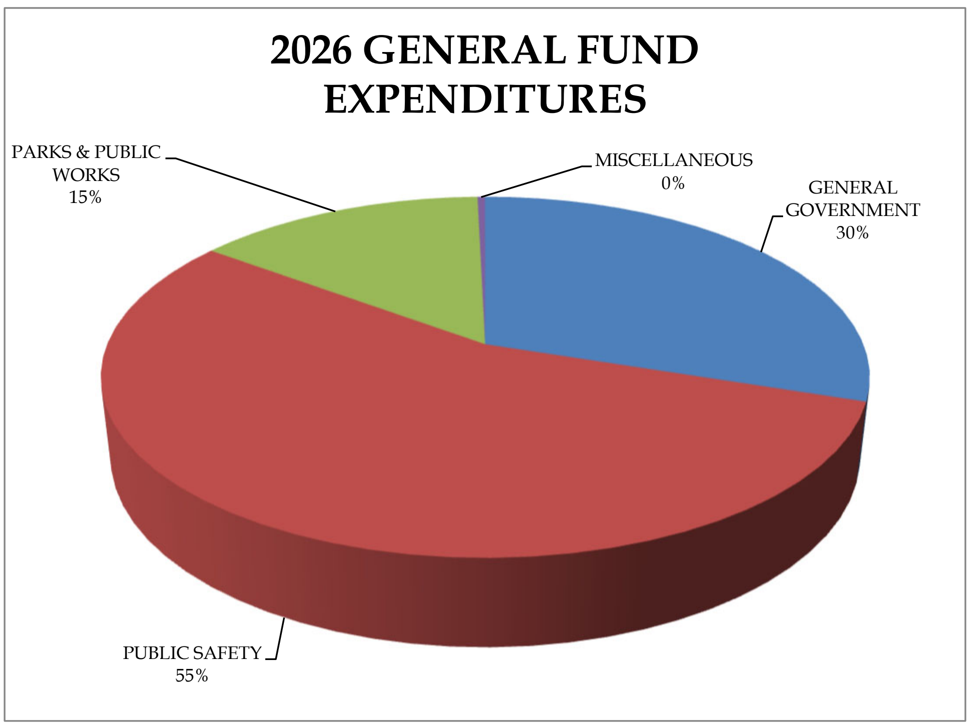
EXPENDITURES BY DEPARTMENT

	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
GENERAL GOVERNMENT	800,580	906,891	969,103	1,124,202	1,088,129	1,104,281
PUBLIC SAFETY	1,383,570	1,556,357	2,009,091	1,881,119	1,705,808	2,025,980
PARKS & PUBLIC WORKS	356,003	405,087	421,197	557,156	506,002	532,902
MISCELLANEOUS	4,005	6,953	3,609	14,000	7,000	14,000
TOTAL EXPENDITURES	2,544,158	2,875,288	3,403,001	3,576,477	3,306,939	3,677,163
OTHER FINANCING USES	640,000	576,000	76,000	76,000	156,000	76,000
	640,000	576,000	76,000	76,000	156,000	76,000
TOTAL EXPENDITURES & OTHER FINANCING USES	3,184,158	3,451,288	3,479,001	3,652,477	3,462,939	3,753,163

GENERAL FUND BALANCE

	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
GENERAL FUND BALANCE 01/01	3,245,299	3,152,421	3,428,081	3,707,607	3,707,607	4,009,871
CHANGE IN FUND BALANCE	-92,878	275,660	279,526	0	302,264	0
GENERAL FUND BALANCE 12/31	3,152,421	3,428,081	3,707,607	3,707,607	4,009,871	4,009,871


2026 GENERAL FUND REVENUES
CHARGES FOR SERVICES 1%
FINES & FORFEITS 1%
MISCELLANEOUS 1%
INTER-GOVERNMENTAL 21%
LICENSES & PERMITS 3%
PROPERTY TAXES 73%


2026 GENERAL FUND EXPENDITURES
PARKS & PUBLIC WORKS 15%
MISCELLANEOUS 0%
GENERAL GOVERNMENT 30%
PUBLIC SAFETY 55%

GENERAL FUND REVENUE BUDGET

ACCOUNT 615810	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	PROPERTY TAXES						
30111	CURRENT AD VALOREM TAXES	1,776,644	1,873,764	2,066,418	2,109,776	2,109,776	2,223,728
30111	FISCAL DISPARITY	429,234	405,444	421,230	516,925	516,925	489,053
30112	DELINQUENT AD VALOREM	2,401	3,617	16,180	0	0	0
30113	DELINQUENT PENALTY	274	0	1,291	0	0	0
30114	TAX INCREMENT EXCESS	0	0	28,709	0	0	0
	TOTAL PROPERTY TAX LEVY	2,208,553	2,282,825	2,533,828	2,626,701	2,626,701	2,712,781
	LICENSES & PERMITS						
32110	CONTRACTOR LICENSES	105	1,570	560	0	100	500
32120	LIQUOR, WINE & THC LICENSES	8,312	8,312	6,311	6,500	6,500	6,500
32130	CIGARETTE & AMUSEMENT LICENSES	750	500	750	750	750	750
32140	MISCELLANEOUS BUSINESS LICENSES	7,980	6,360	9,866	8,000	8,000	8,000
32150	RENTAL HOUSING LICENSE	9,750	7,700	8,400	8,500	8,500	8,500
32210	BUILDING PERMITS	118,354	160,068	59,935	64,000	50,000	64,000
32216	ZONING/DRIVEWAYS/FENCES	0	1,039	1,700	1,000	1,000	1,000
32220	MECHANICAL PERMITS	9,524	62,307	11,275	11,000	11,000	11,000
32230	PLUMBING PERMITS	4,750	5,458	4,895	4,000	4,000	4,000
32235	SIGN PERMITS	50	250	50	0	0	0
32240	OTHER PERMITS	6,696	6,621	7,123	5,000	6,000	5,000
	TOTAL LICENSES & PERMITS	166,271	260,184	110,865	108,750	95,850	109,250
	INTERGOVERNMENTAL						
33400	STATE GRANTS & AIDS (LGA)	603,532	615,810	759,971	759,971	759,971	759,971
33405	SNELLING/LARP CORRIDOR STUDY GRANT	0	14,045	34,400	0	0	0
33406	MN PUBLIC SAFETY AID LGA	0	224,272	0	0	0	0
33409	MCMA INTERN GRANT	0	0	3,500	0	0	0
33410	OTHER GRANTS (PERA & TREE DISASTER)	0	0	0	0	0	0
33411	STATE AID - POLICE	15,033	10,129	49,268	0	0	0
33440	INSURANCE PREMIUM - FIRE	0	0	0	5,000	0	0
33700	CABLE TV FRANCHISE FEES	33,725	32,405	28,938	31,000	30,000	31,000
33710	CLIMATE ACTION PLAN GRANT	0	0	0	46,075	46,075	0
	TOTAL INTERGOVERNMENTAL	652,290	896,660	876,077	842,046	836,046	790,971
	CHARGES FOR SERVICES						
34101	CITY FACILITY RENTAL	1,492	2,117	3,374	2,000	2,000	2,000
34120	PLAN CHECK FEES	5,517	17,775	8,025	10,000	6,000	10,000
34150	ZONING REVIEW FEES	0	600	0	0	500	500
34160	ADMINISTRATIVE FEES	0	121	1,100	200	100	100
34200	LAUDERDALE - PLOWING CONTRACT	12,150	24,604	25,219	26,030	26,030	26,811
34215	FIRE RENTAL HOUSING INSPECTIONS	100	300	150	0	0	0
34221	FALSE ALARMS - FIRE	760	60	0	0	0	0
34222	FALSE ALARMS - SECURITY	1,300	780	720	750	500	750
34500	TOBACCO COMPLIANCE	0	0	500	0	0	0
	TOTAL CHARGES FOR SERVICES	21,319	46,357	39,088	38,980	35,130	40,161
	FINES & FORFEITS						
35110	COURT FINES	18,385	17,962	18,168	15,000	15,000	15,000
	TOTAL FINES & FORFEITS	18,385	17,962	18,168	15,000	15,000	15,000
	SPECIAL ASSESSMENTS						
36100	SPECIAL ASSESSMENTS	0	0	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	0	0	0	0	0	0
	MISCELLANEOUS						
36211	INTEREST ON INVESTMENTS	43,100	149,178	156,531	15,000	150,000	30,000
36212	TIF LOAN INTEREST	0	0	50	0	0	0
36213	CHANGE IN FAIR VALUE OF INVESTMENT	(48,269)	28,028	7,313	0	0	0
36233	CONTRIBUTION - AARP TAX	0	0	200	0	300	0
36400	MISCELLANEOUS	1,125	553	2,840	1,000	2,000	1,000
36401	MCMA INTERNSHIP	0	0	2,262	0	0	0
36420	INSURANCE REFUND	28,507	5,553	11,304	5,000	4,176	5,000
36480	SNOW REMOVAL	0	1,234	0	0	0	0
36490	MONSANTO PBC SETTLEMENT	0	17,414	0	0	0	0
	TOTAL MISCELLANEOUS	24,462	201,959	180,501	21,000	156,476	36,000
	TOTAL REVENUES	3,091,280	3,705,947	3,758,527	3,652,477	3,765,203	3,704,163
	OTHER FINANCING SOURCES						
39200	TRANSFERS	0	21,000	0	0	0	49,000
	TOTAL OTHER FINANCING SOURCES	0	21,000	0	0	0	49,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	**3,091,280**	**3,726,947**	**3,758,527**	**3,652,477**	**3,765,203**	**3,753,163**

TOTAL GENERAL FUND EXPENDITURES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	490,204	483,378	545,259	630,180	668,080	544,701
60510	MAYOR & CITY COUNCIL	19,710	19,800	19,800	19,800	19,800	19,800
60515	CITY COMMISSIONERS	0	0	0	21,000	2,500	21,000
60520	PART-TIME EMPLOYEES	50,918	51,758	55,609	13,500	12,000	16,900
60540	RINK ATTENDANTS-SEASONAL	2,237	2,190	430	4,000	1,000	4,000
61000	OVERTIME SALARY	0	0	0	1,000	0	0
64011	PERA CONTRIBUTIONS	35,727	38,549	45,801	48,310	46,760	42,086
64012	FICA CONTRIBUTIONS	42,781	42,118	46,228	52,770	53,350	44,910
64015	PAID LEAVE	0	0	0	0	0	5,249
64031	HOSPITALIZATION	61,350	60,034	76,539	109,400	83,850	93,435
64032	DENTAL	2,659	2,530	2,669	5,900	3,910	5,298
64033	LONG-TERM DISABILITY	939	1,070	364	1,619	800	1,416
64034	LIFE INSURANCE	1,272	1,225	1,255	1,940	1,578	1,573
64035		0	0	0	0	0	12,714
	TOTAL COMPENSATION	707,798	702,651	793,955	909,419	893,628	813,082
	MATERIALS & SUPPLIES						
70100	SUPPLIES	8,903	5,985	14,312	14,450	14,195	10,150
70110	SUPPLIES - MISC	9,873	12,385	9,520	9,500	8,500	9,500
70120	TOOLS	5,001	4,697	3,898	6,100	6,050	6,100
70410	LEGAL NOTICES	669	2,258	1,452	1,400	1,500	1,750
70420	NEWSLETTERS	6,303	6,613	5,293	8,100	8,050	8,100
70440	POLICE NEWS/INFORMATION	0	0	2,405	0	0	0
70500	POSTAGE	5,347	4,342	2,768	7,450	5,000	6,050
74000	MOTOR FUEL & LUBRICANTS	14,306	16,454	10,543	16,500	11,500	16,500
75000	BITUMINOUS PATCHING	1,374	5,002	571	5,000	500	5,000
75100	STREET SIGNS	483	1,120	1,811	600	900	600
77000	CLOTHING	2,083	1,444	629	2,000	1,400	2,000
	TOTAL MATERIALS & SUPPLIES	54,342	60,299	53,202	71,100	57,595	65,750
	OTHER SERVICES & CHARGES						
80100	ENGINEERING SERVICES	4,874	6,415	3,886	12,000	12,000	15,000
80200	LEGAL FEES	38,145	59,252	49,837	56,000	52,000	56,620
80210	ZONING CODE UPDATE	0	0	0	2,500	2,500	2,500
80300	ELECTION CONTRACT	21,800	21,800	21,800	23,975	23,976	25,000
80310	AUDIT	11,160	11,700	12,238	13,450	12,600	13,921
80330	ADMIN./AUDIT/FIN/FOREST CONSULTANT	12,625	42,916	19,712	30,000	32,500	101,000
80332	FIRE SERVICE CONTRACT	168,713	177,718	176,390	180,359	180,359	184,417
80350	ACCUVOTE VOTING SERVICE	3,230	2,266	2,946	3,000	2,527	3,000
80400	CONSULTANT PLANNER	9,521	880	0	10,000	0	0
80450	SNELLING/LARP CORRIDOR STUDY	0	14,156	28,989	0	0	0
80460	CLIMATE ACTION PLAN	0	0	5,144	49,425	45,000	0
80500	GIS SUPPORT	940	1,431	1,006	1,400	1,100	1,500
80600	FINANCIAL SOFTWARE MAINTENANCE	7,601	9,441	8,539	9,000	9,181	9,315
81000	POLICE SERVICES	1,146,909	1,313,047	1,538,866	1,615,514	1,450,000	1,754,490
81010	SAFETY AID - POLICE SERVICES	0	0	224,274	0	0	0
81200	DISPATCH 911	33,588	31,652	32,957	45,079	38,592	46,957
81210	BLDG/MECHANICAL INSPECTORS	62,458	47,788	55,235	70,000	56,000	70,000
81220	MECHANICAL INSPECTORS	6,583	26,254	9,558	11,100	9,000	11,000
81230	PLUMBING INSPECTIONS	3,070	878	2,979	3,000	3,000	3,000
81300	ANIMAL CONTROL	308	769	701	800	500	0
83030	SNOW REMOVAL	6,948	12,015	8,637	15,000	8,000	15,000
84010	TREE TRIMMING	6,740	57,000	37,730	45,000	45,000	45,000
84020	TREE REMOVAL	8,025	11,065	8,900	15,000	14,000	15,000
84030	TREE PLANTING	0	0	1,278	25,000	25,000	25,000
84040	STORM DAMAGE	3,450	925	8,955	3,000	1,000	3,000
85010	TELEPHONE	379	850	1,358	1,250	1,600	1,300
85011	TELEPHONE - LANDLINE	766	767	802	800	860	900
85015	CELL PHONE	686	0	0	720	0	720
85020	ELECTRIC	6,451	7,894	3,301	5,700	7,350	11,600
85025	SOLAR ELECTRIC	11,611	11,810	14,155	17,000	15,000	15,000
85030	UTILITIES	9,256	6,207	4,577	9,000	5,135	7,000
85040	WATER	4,645	3,946	1,927	4,000	2,700	17,500
85050	CABLE TV	19,694	20,698	20,678	24,500	24,500	25,358
85060	WEBSITE	4,244	4,371	4,677	25,000	17,000	14,000
85070	NETWORK/TECHNICAL SUPPORT(I-NET)	38,336	42,421	49,726	53,295	53,292	59,251
86010	MILEAGE	1,555	1,296	1,397	1,900	1,230	1,960
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	3,135	6,464	13,035	17,700	13,302	18,325
86101	MILEAGE	118	228	0	350	0	350
86105	TEMPORARY WARMING HOUSE	3,596	3,073	853	4,000	0	4,000
86110	MEMBERSHIPS	221	1,234	601	1,600	1,100	1,621
86130	MEETINGS	0	0	0	500	250	500
86140	COMMISSIONS	8,893	9,358	5,086	10,000	10,032	11,000
86500	COOPERATIVE SERVICE	11,287	17,246	17,846	18,800	18,296	40,000
87000	REPAIR AND MAINTENANCE	10,617	13,761	27,745	12,000	12,400	12,000
87010	MAINTENANCE CITY HALL	14,163	13,467	20,901	13,800	16,800	16,800
87100	PANIC BUTTON SECURITY	473	284	378	500	400	500
87120	GROUNDS MAINTENANCE	3,168	4,279	3,017	8,000	4,000	12,000
88000	INSURANCE & BONDS	64,065	71,183	76,122	92,441	67,314	92,517
88500	ELECTRONIC PAYMENT EXPENSE	660	667	331	700	600	725
89000	MISCELLANEOUS	4,353	17,625	16,880	20,900	13,220	20,635
89010	SPECIAL EVENTS	2,916	2,592	8,675	10,000	9,000	10,150
89070	ENERGY AUDIT INCENTIVE	0	1,250	1,220	1,500	1,500	1,500
89100	ENERGY REBATE PROGRAM	43	0	0	400	0	400
	TOTAL OTHER SERVICES & CHARGES	1,782,019	2,112,338	2,555,844	2,595,958	2,320,716	2,798,331
	TOTAL EXPENDITURES	2,544,158	2,875,288	3,403,001	3,576,477	3,271,939	3,677,163
	OTHER FINANCING USES						
97000	TRANSFERS	640,000	576,000	76,000	76,000	156,000	76,000
	TOTAL OTHER FINANCING USES	640,000	576,000	76,000	76,000	156,000	76,000
	TOTAL EXPENDITURES & OTHER USES	**3,184,158**	**3,451,288**	**3,479,001**	**3,652,477**	**3,427,939**	**3,753,163**

TOTAL GENERAL FUND EXPENDITURES BY DEPARTMENT

DEPT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	GENERAL GOVERNMENT						
111	LEGISLATIVE	44,037	53,832	48,450	78,120	58,283	100,039
112	ADMINISTRATIVE	285,852	290,517	298,750	327,550	312,924	339,444
113	FINANCE	170,632	191,454	212,480	255,742	269,831	204,977
114	LEGAL	7,760	29,567	19,837	27,500	24,500	27,500
115	ELECTIONS	25,851	24,537	26,298	28,275	27,503	29,500
116	COMMUNICATIONS	109,196	141,845	165,483	202,115	194,468	202,477
117	PLANNING & INSPECTIONS	157,252	175,139	197,806	204,900	200,620	200,343
	TOTAL GENERAL GOVERNMENT	800,580	906,891	969,103	1,124,202	1,088,129	1,104,281
	PUBLIC SAFETY						
121	EMERGENCY PREPAREDNESS	3,668	3,487	5,903	8,367	6,357	8,496
122	POLICE	1,180,805	1,345,467	1,796,798	1,661,393	1,489,092	1,801,447
123	PROSECUTION	30,385	29,685	30,000	31,000	30,000	31,620
124	FIREFIGHTING	168,713	177,718	176,390	180,359	180,359	184,417
	TOTAL PUBLIC SAFETY	1,383,570	1,556,357	2,009,091	1,881,119	1,705,808	2,025,980
	PARKS & PUBLIC WORKS						
131	CITY HALL & GROUNDS	107,313	100,179	98,176	108,956	98,512	116,792
132	STREETS	140,604	126,033	134,091	138,475	137,225	137,983
133	ENGINEERING	4,874	6,415	3,886	12,000	12,000	15,000
134	TREE PROGRAM	20,590	70,431	58,164	93,000	87,500	93,000
137	ENVIRONMENTAL	0	21,569	36,776	86,775	79,175	35,413
141	PARK MAINTENANCE & ADMINISTRATION	82,622	80,461	90,104	117,950	91,590	134,714
	TOTAL PARKS & PUBLIC WORKS	356,003	405,087	421,197	557,156	506,002	532,902
	MISCELLANEOUS						
192	CONTINGENCY	4,005	6,953	3,609	14,000	7,000	14,000
	TOTAL MISCELLANEOUS	4,005	6,953	3,609	14,000	7,000	14,000
	TOTAL EXPENDITURES	2,544,158	2,875,288	3,403,001	3,576,477	3,306,939	3,677,163
	OTHER FINANCING USES						
97000	TRANSFERS	640,000	576,000	76,000	76,000	156,000	76,000
	TOTAL OTHER FINANCING USES	640,000	576,000	76,000	76,000	156,000	76,000
	TOTAL EXPENDITURES & OTHER FINANCING USES	**3,184,158**	**3,451,288**	**3,479,001**	**3,652,477**	**3,462,939**	**3,753,163**

LEGISLATIVE EXPENDITURES (111)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60510	MAYOR & CITY COUNCIL	19,710	19,800	19,800	19,800	19,800	19,800
60515	CITY COMMISSIONERS	0	0	0	21,000	2,500	21,000
64011	PERA CONTRIBUTIONS	836	990	990	810	990	990
64012	FICA CONTRIBUTIONS	1,508	1,515	1,515	3,120	2,000	1,900
64015	PAID LEAVE	0	0	0	0	0	359
	TOTAL COMPENSATION	22,053	22,305	22,305	44,730	25,290	44,049
	MATERIALS & SUPPLIES						
70100	SUPPLIES	87	39	0	100	175	100
70410	LEGAL NOTICES	669	2,258	1,452	1,400	1,500	1,750
	TOTAL MATERIALS & SUPPLIES	756	2,297	1,452	1,500	1,675	1,850
	OTHER SERVICES & CHARGES						
86100	CONFERENCES/EDUCATION/TRAINING	975	2,551	1,712	2,500	2,600	2,500
86130	MEETINGS	0	0	0	500	250	500
86140	COMMISSIONS/MEMBERSHIPS/ASSOCIATIONS	8,893	9,358	5,086	10,000	10,032	11,000
86500	COOPERATIVE SERVICES (NYFS + TUBMAN)	11,287	17,246	17,846	18,800	18,296	40,000
88000	INSURANCE & BONDS	73	75	49	90	140	140
	TOTAL OTHER SERVICES & CHARGES	21,228	29,230	24,693	31,890	31,318	54,140
111	***TOTAL EXPENDITURES***	**44,037**	**53,832**	**48,450**	**78,120**	**58,283**	**100,039**

ADMINISTRATIVE EXPENDITURES (112)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	188,160	155,178	161,989	177,000	177,000	186,076
60520	PART-TIME EMPLOYEES/INCLUSION	9,027	10,140	7,600	5,000	0	5,000
64011	PERA CONTRIBUTIONS	11,155	11,699	12,441	13,650	13,000	13,956
64012	FICA CONTRIBUTIONS	15,070	12,433	12,148	14,000	13,000	14,650
64015	PAID LEAVE	0	0	0	0	0	1,637
64031	HOSPITALIZATION	22,405	15,477	24,680	30,000	25,000	31,500
64032	DENTAL	1,095	1,065	895	1,500	1,000	1,575
64033	LONG-TERM DISABILITY	246	250	107	500	200	525
64034	LIFE INSURANCE	216	195	199	500	250	525
	TOTAL COMPENSATION	247,375	206,437	220,060	242,150	229,450	255,444
	MATERIALS & SUPPLIES						
70100	SUPPLIES	6,101	4,015	3,500	5,500	5,500	5,500
70500	POSTAGE	2,243	2,034	917	4,400	2,000	3,000
	TOTAL MATERIALS & SUPPLIES	8,343	6,049	4,417	9,900	7,500	8,500
	OTHER SERVICES & CHARGES						
80330	CONSULTANT	10,250	41,475	18,493	25,000	30,000	25,000
86010	MILEAGE	964	198	173	300	300	300
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	1,353	2,200	9,222	8,000	8,000	8,000
86110	MEMBERSHIPS	51	675	40	700	200	700
87000	REPAIR OFFICE EQUIPMENT	878	1,439	2,537	1,500	1,900	1,500
88000	INSURANCE & BONDS	17,738	22,351	32,182	35,000	30,574	35,000
89000	MISCELLANEOUS	(1,101)	9,693	11,626	5,000	5,000	5,000
	TOTAL OTHER SERVICES & CHARGES	30,134	78,030	74,273	75,500	75,974	75,500
112	***TOTAL EXPENDITURES***	**285,852**	**290,517**	**298,750**	**327,550**	**312,924**	**339,444**
	OTHER FINANCING USES						
97000	TRANSFERS TO CAPITAL	114,000	50,000	50,000	50,000	60,000	50,000
	TOTAL OTHER FINANCING USES	114,000	50,000	50,000	50,000	60,000	50,000
	TOTAL EXPENDITURES & OTHER FINANCING USES	**399,852**	**340,517**	**348,750**	**377,550**	**372,924**	**389,444**

FINANCE EXPENDITURES (113)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	100,452	104,400	112,802	173,000	205,000	72,225
60520	PART-TIME FINANCE EMPLOYEES	18,582	29,935	39,302	0	0	0
64011	PERA CONTRIBUTIONS	8,437	10,051	11,384	13,000	11,000	5,450
64012	FICA CONTRIBUTIONS	9,064	10,212	11,573	13,400	16,000	5,100
64015	PAID LEAVE	0	0	0	0	0	636
64031	HOSPITALIZATION	10,417	10,867	10,651	22,300	10,000	4,000
64032	DENTAL	445	456	424	1,000	950	250
64033	LONG-TERM DISABILITY	285	324	78	400	250	200
64034	LIFE INSURANCE	600	573	555	642	800	300
64035	HEALTH CARE SAVINGS PLAN CONTRIBUTIONS	0	0	0	0	0	12,714
	TOTAL COMPENSATION	148,282	166,819	186,769	223,742	244,000	100,875
	MATERIALS & SUPPLIES						
70100	SUPPLIES	343	192	1,783	500	500	500
	TOTAL MATERIALS & SUPPLIES	343	192	1,783	500	500	500
	OTHER SERVICES & CHARGES						
80310	AUDIT	11,160	11,700	12,238	13,450	12,600	13,921
80330	FINANCIAL CONSULTANT	0	0	0	0	0	71,000
80600	SOFTWARE MAINTENANCE	7,601	9,441	8,539	9,000	9,181	9,315
86010	MILEAGE	585	686	780	1,000	550	1,035
86100	CONFERENCES/EDUCATION	70	0	0	5,000	500	5,175
86110	MEMBERSHIPS	170	460	460	600	600	621
88000	INSURANCE & BONDS	1,006	1,029	1,054	750	700	776
88500	POSITIVE PAY EXP	660	667	331	700	600	725
89000	MISCELLANEOUS	755	460	525	1,000	600	1,035
	TOTAL OTHER SERVICES & CHARGES	22,007	24,443	23,927	31,500	25,331	103,603
113	***TOTAL EXPENDITURES***	**170,632**	**191,454**	**212,480**	**255,742**	**269,831**	**204,977**

LEGAL EXPENDITURES (114)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	OTHER SERVICES & CHARGES						
80200	LEGAL FEES	7,760	29,567	19,837	25,000	22,000	25,000
80210	ZONING CODE UPDATE	0	0	0	2,500	2,500	2,500
	TOTAL OTHER SERVICES & CHARGES	7,760	29,567	19,837	27,500	24,500	27,500
114	***TOTAL EXPENDITURES***	**7,760**	**29,567**	**19,837**	**27,500**	**24,500**	**27,500**

ELECTIONS EXPENDITURES (115)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	MATERIALS & SUPPLIES						
70100	SUPPLIES	822	471	1,552	1,300	1,000	1,500
70500	POSTAGE	0	0	0	0	0	0
	TOTAL MATERIALS & SUPPLIES	822	471	1,552	1,300	1,000	1,500
	OTHER SERVICES & CHARGES						
80300	ELECTION CONTRACT	21,800	21,800	21,800	23,975	23,976	25,000
80350	ACCUVOTE VOTING SERVICE	3,230	2,266	2,946	3,000	2,527	3,000
	TOTAL OTHER SERVICES & CHARGES	25,030	24,066	24,746	26,975	26,503	28,000
115	***TOTAL EXPENDITURES***	**25,851**	**24,537**	**26,298**	**28,275**	**27,503**	**29,500**
	OTHER FINANCING USES						
97000	TRANSFERS TO CAPITAL	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**25,851**	**24,537**	**26,298**	**28,275**	**27,503**	**29,500**

COMMUNICATIONS EXPENDITURES (116)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	26,900	43,963	51,708	55,000	55,000	57,400
60520	PART-TIME EMPLOYEES (Special Events)	0	0	120	0	0	900
64011	PERA CONTRIBUTIONS	1,752	3,423	4,060	4,050	4,400	4,350
64012	FICA CONTRIBUTIONS	2,058	3,683	4,200	4,150	4,400	4,500
64015	PAID LEAVE	0	0	0	0	0	505
64031	HOSPITALIZATION	28	7,678	9,474	10,200	11,200	10,710
64032	DENTAL	0	207	256	500	400	525
64033	LONG-TERM DISABILITY	19	86	34	60	66	63
64034	LIFE INSURANCE	32	91	105	110	110	116
	TOTAL COMPENSATION	30,789	59,131	69,957	74,070	75,576	79,069
	MATERIALS & SUPPLIES						
70100	SUPPLIES	219	210	1,172	2,000	2,000	2,000
70420	NEWSLETTERS/INFORMATION	6,303	6,613	5,158	8,000	8,000	8,000
70440	POLICE NEWS/INFORMATION	0	0	2,405	0	0	0
70500	POSTAGE	3,104	2,307	1,815	3,000	3,000	3,000
	TOTAL MATERIALS & SUPPLIES	9,627	9,131	10,551	13,000	13,000	13,000
85010	TELEPHONE	379	850	1,358	1,250	1,600	1,300
85040	VIRTUAL COMMUNICATION	3,295	2,645	411	1,000	500	500
85050	CABLE TV	19,694	20,698	20,678	24,500	24,500	25,358
85060	WEBSITE	4,244	4,371	4,677	25,000	17,000	14,000
85070	TECHNICAL SUPPORT	38,252	42,421	49,726	53,295	53,292	59,251
86010	MILEAGE	0	7	0	0	0	0
89010	SPECIAL EVENTS	2,916	2,592	8,125	10,000	9,000	10,000
	TOTAL OTHER SERVICES & CHARGES	68,779	73,584	84,974	115,045	105,892	110,409
116	*TOTAL EXPENDITURES*	109,196	141,845	165,483	202,115	194,468	202,477
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**109,196**	**141,845**	**165,483**	**202,115**	**194,468**	**202,477**

PLANNING & INSPECTIONS EXPENDITURES (117)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	55,479	60,466	70,533	74,000	74,000	75,600
60520	PART-TIME FIRE INSPECTOR	5,720	5,213	8,588	7,500	12,000	10,000
64011	PERA CONTRIBUTIONS	3,511	4,638	5,955	6,050	6,100	5,700
64012	FICA CONTRIBUTIONS	4,860	4,824	6,010	6,200	6,200	6,550
64015	PAID LEAVE	0	0	0	0	0	753
64031	HOSPITALIZATION	4,718	5,567	5,661	11,000	9,500	11,550
64032	DENTAL	168	184	137	500	400	525
64033	LONG-TERM DISABILITY	68	102	45	150	100	158
64034	LIFE INSURANCE	107	93	93	150	100	158
	TOTAL COMPENSATION	74,630	81,086	97,021	105,550	108,400	110,993
	MATERIALS & SUPPLIES						
70100	SUPPLIES	0	0	0	50	20	50
	TOTAL MATERIALS & SUPPLIES	0	0	0	50	20	50
	OTHER SERVICES & CHARGES						
80400	CONSULTING PLANNER	9,521	880	0	10,000	0	0
80450	SNELLING/LARP CORRIDOR STUDY	0	14,156	28,989	0	0	0
80500	GIS SUPPORT	940	1,431	1,006	1,400	1,100	1,500
81210	BUILDING INSPECTORS	62,458	47,788	55,235	70,000	56,000	70,000
81220	MECHANICAL INSPECTORS	6,583	26,254	9,558	11,100	9,000	11,000
81230	PLUMBING INSPECTORS	3,070	878	2,979	3,000	3,000	3,000
86010	MILEAGE	6	405	445	600	300	600
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	913	1,252	1,000	1,000	1,000
86110	MEMBERSHIPS	0	99	101	300	300	300
89070	ENERGY AUDIT INCENTIVE	0	1,250	1,220	1,500	1,500	1,500
89100	ENERGY REBATE PROGRAM	43	0	0	400	0	400
	TOTAL OTHER SERVICES & CHARGES	82,622	94,053	100,784	99,300	72,200	89,300
117	*TOTAL EXPENDITURES*	157,252	175,139	197,806	204,900	180,620	200,343
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	20,000	0
	TOTAL OTHER FINANCING USES	0	0	0	0	20,000	0
117	***TOTAL EXPENDITURES***	**157,252**	**175,139**	**197,806**	**204,900**	**200,620**	**200,343**

EMERGENCY PREPAREDNESS EXPENDITURES (121)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	2,433	2,150	4,204	4,500	4,400	4,500
60520	PART TIME EMERGENCY MGMT	0	0	0	1,000	0	1,000
64011	PERA CONTRIBUTIONS	39	158	310	350	320	340
64012	FICA CONTRIBUTIONS	186	148	285	400	300	420
64015	PAID LEAVE	0	0	0	0	0	48
64031	HOSPITALIZATION	418	392	771	900	750	945
64032	DENTAL	30	37	27	500	30	525
64033	LONG-TERM DISABILITY	6	6	3	9	4	9
64034	LIFE INSURANCE	3	5	3	8	3	8
	TOTAL COMPENSATION	3,116	2,896	5,603	7,667	5,807	7,796
	MATERIALS & SUPPLIES						
70120	SUPPLIES	0	0	0	100	50	100
	TOTAL MATERIALS & SUPPLIES	0	0	0	100	50	100
	OTHER SERVICES & CHARGES						
85015	CELL PHONE	0	0	0	0	0	0
85020	ELECTRIC	552	592	301	600	500	600
	TOTAL OTHER SERVICES & CHARGES	552	592	301	600	500	600
121	***TOTAL EXPENDITURES***	**3,668**	**3,487**	**5,903**	**8,367**	**6,357**	**8,496**
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**3,668**	**3,487**	**5,903**	**8,367**	**6,357**	**8,496**

POLICE EXPENDITURES (122)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	OTHER SERVICES & CHARGES						
81000	POLICE SERVICES	1,146,909	1,313,047	1,538,866	1,615,514	1,450,000	1,754,490
81010	SAFETY AID - POLICE SERVICES	0	0	224,274	0	0	0
81200	DISPATCH 911	33,588	31,652	32,957	45,079	38,592	46,957
81300	ANIMAL CONTROL	308	769	701	800	500	0
	TOTAL OTHER SERVICES & CHARGES	1,180,805	1,345,467	1,796,798	1,661,393	1,489,092	1,801,447
122	***TOTAL EXPENDITURES***	**1,180,805**	**1,345,467**	**1,796,798**	**1,661,393**	**1,489,092**	**1,801,447**

PROSECUTION EXPENDITURES (123)

ACCOUNT NUMBER		ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
		OTHER SERVICES & CHARGES						
80200	LEGAL FEES		30,385	29,685	30,000	31,000	30,000	31,620
		TOTAL OTHER SERVICES & CHARGES	30,385	29,685	30,000	31,000	30,000	31,620
123		***TOTAL EXPENDITURES***	**30,385**	**29,685**	**30,000**	**31,000**	**30,000**	**31,620**

FIRE SERVICES EXPENDITURES (124)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	OTHER SERVICES & CHARGES						
80332	FIRE SERVICE CONTRACT	168,713	177,718	176,390	180,359	180,359	184,417
	TOTAL OTHER SERVICES & CHARGES	168,713	177,718	176,390	180,359	180,359	184,417
124	***TOTAL EXPENDITURES***	**168,713**	**177,718**	**176,390**	**180,359**	**180,359**	**184,417**
97000	TRANSFERS	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**168,713**	**177,718**	**176,390**	**180,359**	**180,359**	**184,417**

CITY HALL & GROUNDS EXPENDITURES (131)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	19,895	20,653	23,970	25,680	25,680	25,100
60520	PART-TIME EMPLOYEES	1,760	0	0	0	0	0
64011	PERA CONTRIBUTIONS	1,624	1,357	1,786	1,800	1,800	1,900
64012	FICA CONTRIBUTIONS	1,552	1,467	1,699	1,850	1,850	1,950
64015	PAID LEAVE	0	0	0	0	0	221
64031	HOSPITALIZATION	4,822	4,456	5,908	7,400	6,000	7,770
64032	DENTAL	192	146	216	350	250	368
64033	LONG-TERM DISABILITY	55	53	17	75	30	79
64034	LIFE INSURANCE	57	46	49	80	50	84
	TOTAL COMPENSATION	29,956	28,178	33,644	37,235	35,660	37,471
	MATERIALS & SUPPLIES						
70110	SUPPLIES	9,873	11,488	8,427	9,000	8,000	9,000
	TOTAL MATERIALS & SUPPLIES	9,873	11,488	8,427	9,000	8,000	9,000
	OTHER SERVICES & CHARGES						
85015	CELL PHONE	686	0	0	720	0	720
85020	ELECTRIC	3,136	4,436	2,107	500	6,000	5,000
85025	SOLAR GARDEN	11,611	0	0	0	0	0
85030	NATURAL GAS	8,043	5,616	4,577	7,000	5,000	7,000
85040	WATER	820	874	1,055	2,000	1,500	2,000
85070	SEWER	72	0	0	0	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	737	801	849	800	852	900
87010	CITY HALL GROUNDS/FACILITIES/BLDG. MAINT.	13,413	13,132	18,218	13,000	16,000	16,000
87100	PANIC BUTTON SECURITY	473	284	378	500	400	500
88000	INSURANCE & BONDS	28,402	35,279	28,822	38,101	25,000	38,101
89000	MISCELLANEOUS	92	92	100	100	100	100
	TOTAL OTHER SERVICES & CHARGES	67,485	60,512	56,105	62,721	54,852	70,321
131	***TOTAL EXPENDITURES***	**107,313**	**100,179**	**98,176**	**108,956**	**98,512**	**116,792**
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	10,000	0
	TOTAL OTHER FINANCING USES	0	0	0	0	10,000	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**107,313**	**100,179**	**98,176**	**108,956**	**108,512**	**116,792**

STREET EXPENDITURES (132)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	55,290	47,238	54,903	50,000	57,000	51,500
60520	PART-TIME EMPLOYEES	13,130	4,391	0	0	0	0
61000	OVERTIME SALARY	0	0	0	1,000	0	0
64011	PERA CONTRIBUTIONS	5,119	2,987	4,081	3,800	4,100	3,900
64012	FICA CONTRIBUTIONS	5,019	3,733	3,940	3,850	4,200	3,930
64015	PAID LEAVE	0	0	0	0	0	453
64031	HOSPITALIZATION	13,386	9,743	11,687	14,200	12,000	13,000
64032	DENTAL	502	305	429	750	500	750
64033	LONG-TERM DISABILITY	157	125	37	250	70	200
64034	LIFE INSURANCE	165	113	114	275	120	200
	TOTAL COMPENSATION	92,768	68,635	75,191	74,125	77,990	73,933
	MATERIALS & SUPPLIES						
70120	SUPPLIES	5,001	4,697	3,898	6,000	6,000	6,000
74000	MOTOR FUEL & LUBRICANTS	13,306	14,658	9,133	15,000	10,000	15,000
75000	BITUMINOUS PATCHING	1,374	5,002	571	5,000	500	5,000
75100	STREET SIGNS	483	1,120	1,811	600	900	600
77000	CLOTHING	2,083	1,444	629	2,000	1,400	2,000
	TOTAL MATERIALS & SUPPLIES	22,247	26,922	16,041	28,600	18,800	28,600
	OTHER SERVICES & CHARGES						
83030	SNOW REMOVAL	6,948	12,015	8,637	15,000	8,000	15,000
85030	OIL DISPOSAL	75	100	0	0	135	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	0	0	300	0	300
86101	MILEAGE	118	228	0	350	0	350
87000	REPAIR EQUIPMENT	9,740	12,322	25,208	10,500	10,500	10,500
87010	BOULEVARD MAINTENANCE	750	335	2,683	800	800	800
87500	RENTAL OF EQUIPMENT	0	0	0	0	0	0
88000	INSURANCE & BONDS	7,357	5,048	5,311	8,000	5,500	8,000
89000	MISCELLANEOUS	602	428	1,020	800	500	500
	TOTAL OTHER SERVICES & CHARGES	25,590	30,477	42,859	35,750	25,435	35,450
132	*TOTAL EXPENDITURES*	140,604	126,033	134,091	138,475	122,225	137,983
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	15,000	0
	TOTAL OTHER FINANCING USES	0	0	0	0	15,000	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**140,604**	**126,033**	**134,091**	**138,475**	**137,225**	**137,983**

ENGINEERING EXPENDITURES (133)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	OTHER SERVICES & CHARGES						
80100	ENGINEERING SERVICES	4,874	6,415	3,886	12,000	12,000	15,000
	TOTAL OTHER SERVICES & CHARGES	4,874	6,415	3,886	12,000	12,000	15,000
133	***TOTAL EXPENDITURES***	**4,874**	**6,415**	**3,886**	**12,000**	**12,000**	**15,000**

TREE PROGRAM EXPENDITURES (134)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	PROPOSED 2025	ESTIMATED 2025	PROPOSED 2026
	MATERIALS & SUPPLIES						
70110	SUPPLIES	0	0	82	0	0	0
	TOTAL MATERIALS & SUPPLIES	0	0	82	0	0	0
	OTHER SERVICES & CHARGES						
80330	FORESTRY CONSULTANT	2,375	1,441	1,219	5,000	2,500	5,000
84010	TREE TRIMMING	6,740	57,000	37,730	45,000	45,000	45,000
84020	TREE REMOVAL	8,025	11,065	8,900	15,000	14,000	15,000
84030	TREE PLANTING	0	0	1,278	25,000	25,000	25,000
84040	STORM DAMAGE	3,450	925	8,955	3,000	1,000	3,000
	TOTAL OTHER SERVICES & CHARGES	20,590	70,431	58,082	93,000	87,500	93,000
134	***TOTAL EXPENDITURES***	**20,590**	**70,431**	**58,164**	**93,000**	**87,500**	**93,000**
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**20,590**	**70,431**	**58,164**	**93,000**	**87,500**	**93,000**

ENVIRONMENTAL EXPENDITURES (137)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	0	7,732	13,664	15,000	14,000	14,500
60520	PART-TIME EMPLOYEES	0	0	0	0	0	0
64011	PERA CONTRIBUTIONS	0	485	1,005	1,050	1,050	1,100
64012	FICA CONTRIBUTIONS	0	592	1,046	1,200	1,100	1,110
64015	PAID LEAVE	0	0	0	0	0	128
64031	HOSPITALIZATION	0	17	0	2,200	1,900	2,200
64032	DENTAL	0	0	0	200	80	150
64033	LONG-TERM DISABILITY	0	20	9	25	20	25
64034	LIFE INSURANCE	0	16	20	25	25	25
	TOTAL COMPENSATION	0	8,862	15,744	19,700	18,175	19,238
	MATERIALS & SUPPLIES						
70110	SUPPLIES	0	897	1,012	500	500	500
70420	NEWSLETTERS/INFORMATION	0	0	135	100	50	100
70500	POSTAGE	0	0	36	50	0	50
	TOTAL MATERIALS & SUPPLIES	0	897	1,183	650	550	650
	OTHER SERVICES & CHARGES						
80460	CLIMATE ACTION PLAN	0	0	5,144	49,425	45,000	0
85025	SOLAR ELECTRIC	0	11,810	14,155	17,000	15,000	15,000
86010	MILEAGE	0	0	0	0	80	25
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	0	0	0	350	350
86110	MEMBERSHIPS	0	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	20	0
89010	SPECIAL EVENTS	0	0	550	0	0	150
	TOTAL OTHER SERVICES & CHARGES	0	11,810	19,849	66,425	60,450	15,525
137	***TOTAL EXPENDITURES***	**0**	**21,569**	**36,776**	**86,775**	**79,175**	**35,413**
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**0**	**21,569**	**36,776**	**86,775**	**79,175**	**35,413**

PARK MAINTENANCE & ADMINISTRATION EXPENDITURES (141)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	COMPENSATION						
60100	REGULAR SALARIES	41,596	41,598	51,487	56,000	56,000	57,800
60520	PART-TIME EMPLOYEES	2,700	2,080	0	0	0	0
60540	RINK ATTENDANTS-SEASONAL	2,237	2,190	430	4,000	1,000	4,000
64011	PERA CONTRIBUTIONS	3,254	2,762	3,789	3,750	4,000	4,400
64012	FICA CONTRIBUTIONS	3,465	3,510	3,813	4,600	4,300	4,800
64015	PAID LEAVE	0	0	0	0	0	509
64031	HOSPITALIZATION	5,157	5,836	7,705	11,200	7,500	11,760
64032	DENTAL	227	130	285	600	300	630
64033	LONG-TERM DISABILITY	104	104	35	150	60	158
64034	LIFE INSURANCE	90	93	117	150	120	158
	TOTAL COMPENSATION	58,829	58,303	67,660	80,450	73,280	84,214
	MATERIALS & SUPPLIES						
70100	SUPPLIES	1,331	1,056	6,305	5,000	5,000	500
74000	MOTOR FUEL & LUBRICANTS	1,000	1,796	1,410	1,500	1,500	1,500
	TOTAL MATERIALS & SUPPLIES	2,331	2,852	7,714	6,500	6,500	2,000
	OTHER SERVICES & CHARGES						
85011	TELEPHONE - LANDLINE	766	767	802	800	860	900
85020	ELECTRIC	2,762	2,867	894	4,600	850	6,000
85030	NATURAL GAS	1,139	491	0	2,000	0	0
85040	WATER	530	428	461	1,000	700	15,000
85070	SEWER	12	0	0	0	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	0	0	100	0	100
86101	MILEAGE	0	0	0	0	0	0
86105	TEMPORARY WARMING HOUSE	3,596	3,073	853	4,000	0	4,000
86110	MEMBERSHIPS	0	0	0	0	0	0
87120	FACILITIES & GROUNDS MAINTENANCE	3,168	4,279	3,017	8,000	4,000	12,000
88000	INSURANCE & BONDS	9,489	7,401	8,704	10,500	5,400	10,500
89000	MISCELLANEOUS	0	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	21,462	19,305	14,730	31,000	11,810	48,500
141	*TOTAL EXPENDITURES*	82,622	80,461	90,104	117,950	91,590	134,714
	OTHER FINANCING USES						
97000	TRANSFERS	526,000	526,000	26,000	26,000	51,000	26,000
	TOTAL OTHER FINANCING USES	526,000	526,000	26,000	26,000	51,000	26,000
	TOTAL EXPENDITURES & OTHER FINANCING USES	**608,622**	**606,461**	**116,104**	**143,950**	**142,590**	**160,714**

CONTINGENCY EXPENDITURES (192)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	PROPOSED 2026
	WAGES, SALARIES, & COMP						
64011	PERA	0	0	0	0	0	0
64012	FICA CONTRIBUTION	0	0	0	0	0	0
	TOTAL WAGES, SALARIES & COMP	0	0	0	0	0	0
	OTHER SERVICES & CHARGES						
89000	MISCELLANEOUS	4,005	6,953	3,609	14,000	7,000	14,000
	TOTAL OTHER SERVICES & CHARGES	4,005	6,953	3,609	14,000	7,000	14,000
192	*TOTAL EXPENDITURES*	4,005	6,953	3,609	14,000	7,000	14,000
	OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	**4,005**	**6,953**	**3,609**	**14,000**	**7,000**	**14,000**

SPECIAL REVENUE FUNDS

PURPOSE:

Special revenue funds (a type of governmental fund) are used to account for the proceeds of specific revenue sources (other than debt service or major capital projects) that are restricted to expenditures for specified purposes. The city presently has nine special revenue funds with budgets for 2026:

1. Park Programs (201)
2. Charitable Gambling (202)
3. Community Garden (203)
4. Water (204)
5. Recycling (206)
6. Community/Economic Development (208)
7. Street Lighting (209)
8. Community Inclusion (210)
9. Parking Management (211)

Annual appropriated budgets are adopted during the year for the city's special revenue funds.

BASIS OF ACCOUNTING & BUDGETING:

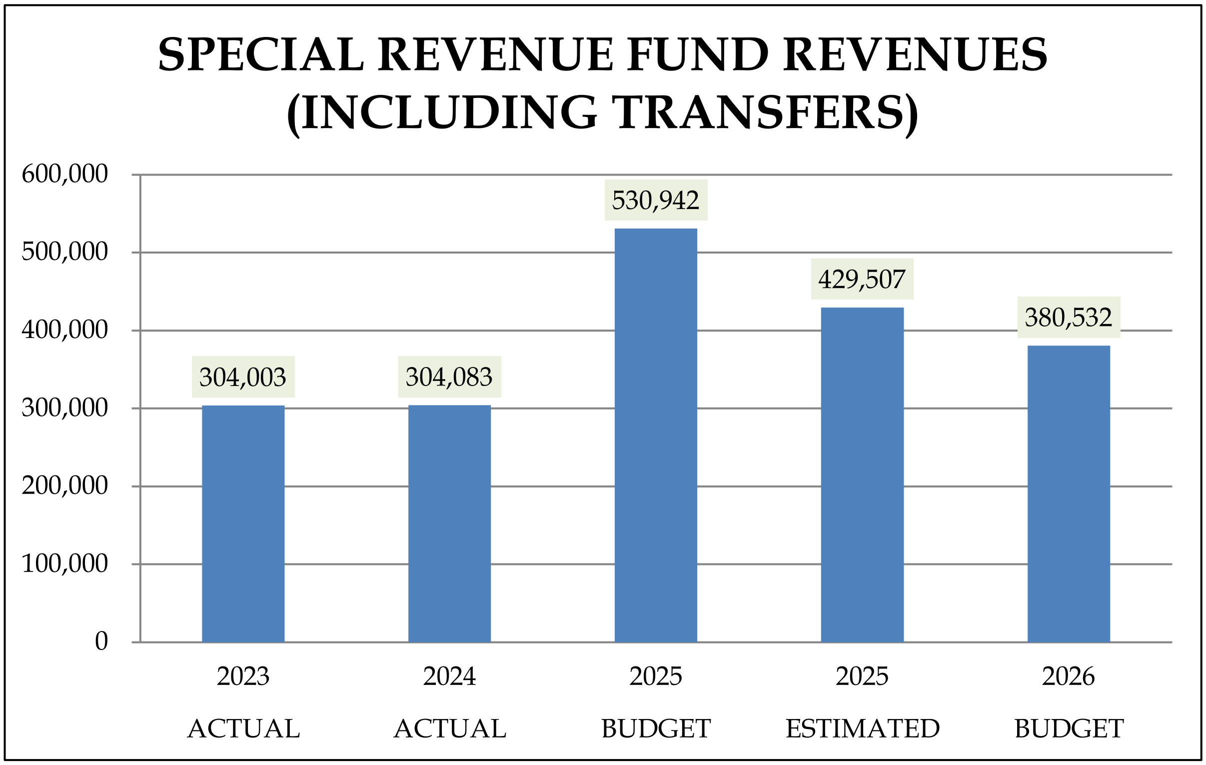
The measurement focus for special revenue funds is on a spending or "financial flow" basis, which means only current assets and current liabilities are generally included on their balance sheets. The fund balance (or net current assets) is considered a measure of available spendable resources.

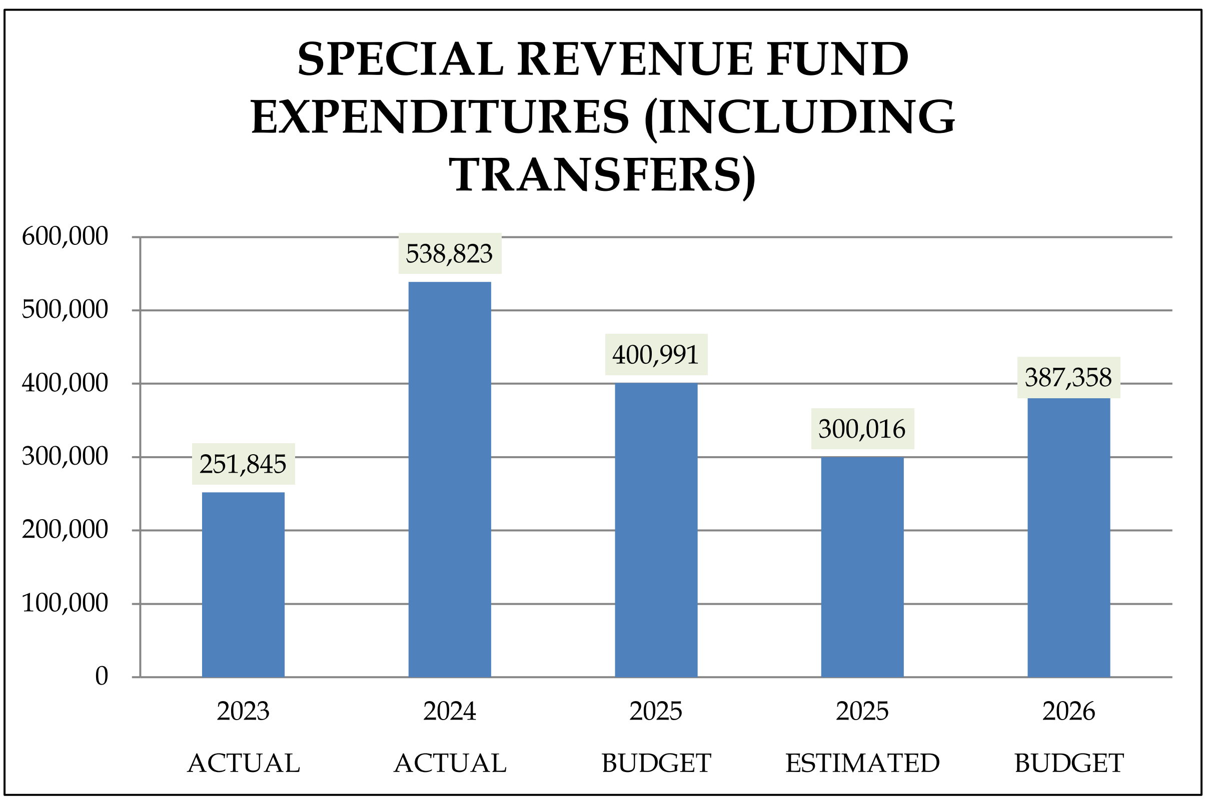
Special revenue funds use the modified accrual basis of accounting, under which revenues are recognized when they become measurable and available as net current assets, and expenditures are recognized when the related fund liabilities are incurred.

Budgets for special revenue funds are adopted on a basis consistent with generally accepted accounting principles in the United States of America.

TOTAL SPECIAL REVENUE FUNDS

ACCOUNT NUMBER	ACCOUNT TITLE	**ACTUAL 2023**	**ACTUAL 2024**	**BUDGET 2025**	**ESTIMATED 2025**	**BUDGET 2026**
	REVENUES:					
201	PARK PROGRAMS	20,474	24,023	14,700	15,500	14,500
202	CHARITABLE GAMBLING	41	21,288	10,000	6,800	6,500
203	COMMUNITY GARDEN	1,190	1,305	1,050	1,340	1,240
204	WATER	54,990	49,955	39,000	46,500	40,500
206	RECYCLING	120,828	131,939	143,500	148,500	159,900
208	COMMUNITY & ECONOMIC DEVELOPMENT	4,911	3,051	2,692	2,942	2,592
209	STREET LIGHTNING	43,380	44,004	43,000	40,000	43,000
210	COMMUNITY INCLUSION	2,190	2,518	1,000	2,000	1,000
211	PARKING MANAGEMENT	0	0	200,000	89,925	75,300
	TOTAL REVENUES	248,003	278,083	454,942	353,507	344,532
	OTHER FINANCING SOURCES					
39200	TRANSFERS	56,000	26,000	76,000	76,000	36,000
	TOTAL OTHER FINANCING SOURCES	56,000	26,000	76,000	76,000	36,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	304,003	304,083	530,942	429,507	380,532
	EXPENDITURES:					
-201	PARK PROGRAMS	32,711	47,008	50,951	37,705	51,960
-202	CHARITABLE GAMBLING	1,720	0	18,000	14,609	4,000
-203	COMMUNITY GARDEN	78	55	1,000	891	3,000
-204	WATER	13,416	14,907	15,315	15,400	16,361
-206	RECYCLING	117,427	135,842	155,800	155,650	169,556
-208	COMMUNITY & ECONOMIC DEVELOPMENT	5,671	2,444	8,850	810	850
-209	STREET LIGHTING	34,363	31,976	43,850	33,910	38,850
-210	COMMUNITY INCLUSION	16,460	6,590	21,250	860	850
-211	PARKING MANAGEMENT	0	0	85,975	40,181	52,932
	TOTAL EXPENDITURES	221,845	238,823	400,991	300,016	338,358
	OTHER FINANCING USES					
97000	TRANSFERS	30,000	300,000	0	0	49,000
	TOTAL OTHER FINANCING USES	30,000	300,000	0	0	49,000
	TOTAL EXPENDITURES & OTHER FINANCING USES	251,845	538,823	400,991	300,016	387,358
	FUND BALANCE - JANUARY 1	481,966	534,124	299,384	299,384	428,875
	CHANGE IN FUND BALANCE	52,158	(234,740)	129,951	129,491	(6,826)
	FUND BALANCE - DECEMBER 31	534,124	299,384	429,335	428,875	422,049


SPECIAL REVENUE FUND REVENUES (INCLUDING TRANSFERS)
600,000
500,000
400,000
300,000
200,000
100,000
0
304,003
304,083
530,942
429,507
380,532
2023 ACTUAL
2024 ACTUAL
2025 BUDGET
2025 ESTIMATED
2026 BUDGET


SPECIAL REVENUE FUND EXPENDITURES (INCLUDING TRANSFERS)
600,000
500,000
400,000
300,000
200,000
100,000
0
251,845
538,823
400,991
300,016
387,358
2023 ACTUAL
2024 ACTUAL
2025 BUDGET
2025 ESTIMATED
2026 BUDGET

TOTAL SPECIAL REVENUE FUND REVENUES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	**ACTUAL 2023**	**ACTUAL 2024**	**BUDGET 2025**	**ESTIMATED 2025**	**BUDGET 2026**
	REVENUES:					
	INTERGOVERNMENTAL					
33610	GRANTS	15,661	13,914	16,000	25,000	22,000
33611	GRANTS - BULKY ITEM RECYCLING	0	0	0	0	0
33612	UMN GOOD NEIGHBOR GRANT	0	7,299	0	0	0
	TOTAL INTERGOVERNMENTAL	15,661	21,213	16,000	25,000	22,000
	CHARGES FOR SERVICES					
34180	CHARGES FOR SERVICES	187,839	203,755	205,000	203,000	218,900
34181	SOLID WASTE PENALTY	0	0	0	0	0
34182	SALE OF RECYCLING	0	0	0	0	0
34183	COMPOST BINS	0	0	0	0	0
34310	RECREATION FEES/PARKING METER FEES	17,552	12,499	213,200	101,025	88,000
34500	COMMUNITY GARDEN PLOT FEE	950	950	950	990	1,140
	TOTAL CHARGES FOR SERVICES	206,341	217,204	419,150	305,015	308,040
	MISCELLANEOUS					
36200	*3% TAX*	0	14,278	7,000	4,000	4,000
36211	INTEREST ON INVESTMENTS	16,966	16,199	7,700	15,400	6,400
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	4,851	607	0	0	0
36220	RENTS & ROYALTIES	4,184	2,092	2,092	2,092	2,092
36222	10% REQUIREMENT	0	6,490	3,000	2,000	2,000
36232	CONTRIBUTIONS-SCHOLARSHIP	0	0	0	0	0
36233	CONTRIBUTIONS FROM PARTICIPANTS	0	0	0	0	0
36236	CONTRIBUTION PROGRAM SUPPORT	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36410	CONDUIT DEBT	0	0	0	0	0
	TOTAL MISCELLANEOUS	26,001	39,666	19,792	23,492	14,492
	TOTAL REVENUES	248,003	278,083	454,942	353,507	344,532
	OTHER FINANCING SOURCES					
39200	TRANSFERS	56,000	26,000	76,000	76,000	36,000
	TOTAL OTHER FINANCING SOURCES	56,000	26,000	76,000	76,000	36,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	304,003	304,083	530,942	429,507	380,532

TOTAL SPECIAL REVENUE FUND EXPENDITURES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	35,047	45,451	51,350	49,300	53,300
60520	PART-TIME EMPLOYEES	0	0	2,500	0	0
60530	SEASONAL EMPLOYEES	659	3,289	23,625	13,850	29,100
64011	PERA CONTRIBUTIONS	2,612	3,327	3,850	3,670	3,850
64012	FICA CONTRIBUTIONS	2,637	3,601	5,790	4,730	6,010
64015	PAID LEAVE CONTRIBUTIONS	0	0	0	0	654
64031	HOSPITALIZATION	3,302	3,854	5,290	5,000	6,240
64032	DENTAL	153	137	285	190	300
64033	LONG-TERM DISABILITY	89	30	98	47	80
64034	LIFE INSURANCE	85	71	103	80	85
	TOTAL COMPENSATION	44,585	59,759	92,891	76,867	99,619
	MATERIALS & SUPPLIES					
70100	SUPPLIES	78	55	15,700	4,313	7,000
70180	LED LIGHT SUPPLIES	0	0	0	0	0
70300	ADDITIONAL SUPPLIES	374	0	10,550	6,177	10,500
70420	NEWSLETTERS/PRINT & PUBLISHING	593	135	750	0	0
70440	PRINTING, PUBLISHING & ADVERTISING	0	692	2,500	250	2,250
70500	POSTAGE	95	36	400	0	0
73000	RECREATION EQUIPMENT & SIGNAGE	0	0	2,100	481	600
	TOTAL MATERIALS & SUPPLIES	1,140	918	32,000	11,221	20,350
	OTHER SERVICES & CHARGES					
80310	AUDIT	4,260	4,487	5,950	4,860	5,950
80330	FORESTRY CONSULTING/POLICE INSPECTION	0	0	0	0	0
80600	PERSONNEL/CONTRACT SUPPORT	0	0	5,000	0	0
81905	DEVELOPER EXPENSES	0	0	0	0	0
81900	OTHER PROFESSIONAL SERVICES	4,961	1,696	8,000	0	0
81910	RESILIANCY GRANT EXPENSES	0	0	0	0	0
82030	RECYCLING CONTRACT	101,439	113,512	126,000	125,450	135,000
82035	BULKY WASTE STUDY	0	0	0	0	0
82040	RECYLING BULKY ITEMS	0	0	0	0	0
82050	SUSTAINABILITY	0	0	0	5,000	5,000
85000	TREE REMOVALS	0	0	0	0	0
85100	STUMP GRINDING	0	0	0	0	0
85020	STREET LIGHTING POWER	31,554	29,171	40,000	31,000	35,000
86000	TREE REPLANTING	0	0	0	0	0
86010	MILEAGE AND PARKING	0	0	1,600	0	0
86100	CONFERENCES/BACKGROUND CHECKS/SALES TAX	0	0	400	0	0
86105	INCLUSION TRAINING	15,750	5,842	15,000	50	0
87000	REPAIR/RENTAL OF EQUIPMENT	0	0	0	0	0
87090	REPAIR EQUIPMENT	0	817	0	793	800
87120	REPAIRS & MAINTENANCE	1,498	1,356	1,300	1,300	1,300
87500	PARKMOBILE FEES	0	0	37,600	16,741	13,875
87700	INSTRUCTOR SPECIALTY	11,652	10,199	11,000	8,500	11,000
88000	INSURANCE & BONDS	0	0	0	0	0
88500	BILLING FEES	2,562	2,740	3,200	3,000	3,414
88600	RECREATION - SCHOLARSHIP	0	0	0	75	0
88800	UMN GOOD NEIGHBOR GRANT	0	7,303	0	0	0
89000	MISCELLANEOUS	24	0	150	150	150
89010	CLEAN-UP DAY ACTIVITIES	700	700	2,500	0	2,500
89070	HYDRANT MARKERS	0	323	400	400	400
89100	MISC - 3% EXPENSES	0	0	18,000	14,609	4,000
89200	MISC - 10% EXPENSES	1,720	0	0	0	0
	TOTAL MISCELLANEOUS	176,120	178,145	276,100	211,928	218,389
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
94700	INFRASTRUCTURE IMPROVEMENTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
	TOTAL EXPENDITURES	221,845	238,823	400,991	300,016	338,358
	OTHER FINANCING USES					
97000	TRANSFERS	30,000	300,000	0	0	49,000
	TOTAL OTHER FINANCING USES	30,000	300,000	0	0	49,000
	TOTAL EXPENDITURES & OTHER FINANCING USES	251,845	538,823	400,991	300,016	387,358

PARK PROGRAMS (201)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33610	GRANTS	0	0	0	0	0
33612	UMN GOOD NEIGHBOR GRANT	0	7,299	0	0	0
	TOTAL INTERGOVERNMENTAL	0	7,299	0	0	0
	CHARGES FOR SERVICES					
34310	RECREATION FEES	17,552	12,499	13,200	12,000	13,000
	TOTAL CHARGES FOR SERVICES	17,552	12,499	13,200	12,000	13,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	2,313	4,086	1,500	3,500	1,500
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	609	140	0	0	0
36232	CONTRIBUTIONS - SCHOLARSHIP	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	2,921	4,225	1,500	3,500	1,500
201	*TOTAL REVENUES*	20,474	24,023	14,700	15,500	14,500
	OTHER FINANCING SOURCES					
39200	TRANSFERS	26,000	26,000	26,000	26,000	26,000
	TOTAL OTHER FINANCING SOURCES	26,000	26,000	26,000	26,000	26,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	46,474	50,023	40,700	41,500	40,500
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	16,681	21,301	23,200	24,000	25,000
60520	PART-TIME EMPLOYEES	0	0	0	0	0
60530	SEASONAL EMPLOYEES	659	3,289	8,505	0	8,100
64011	PERA CONTRIBUTIONS	1,190	1,537	1,700	1,750	1,900
64012	FICA CONTRIBUTIONS	1,327	1,882	2,400	1,800	2,500
64015	PAID LEAVE	0	0	0	0	220
64031	HOSPITALIZATION	28	0	840	0	840
64032	DENTAL	0	0	100	0	100
64033	LONG-TERM DISABILITY	44	14	53	20	50
64034	LIFE INSURANCE	45	43	53	50	50
	TOTAL COMPENSATION	19,975	28,066	36,851	27,620	38,760
	MATERIALS & SUPPLIES					
70100	SUPPLIES	0	0	600	100	500
70300	RECREATION SUPPLIES	374	0	550	250	500
70440	PRINT & PUBLISHING & ADVERTISING	0	692	500	250	250
73000	RECREATION EQUIPMENT	0	0	100	100	100
	TOTAL MATERIALS & SUPPLIES	374	692	1,750	700	1,350
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
86010	MILEAGE	0	0	100	0	0
86100	CONFERENCES / EDUCATION/BACKGROUND CHECKS	0	0	400	0	0
87500	RENTAL OF EQUIPMENT	0	0	0	0	0
87700	INSTRUCTOR - SPECIALTY	11,652	10,199	11,000	8,500	11,000
88000	INSURANCE & BONDS	0	0	0	0	0
88600	RECREATION - SCHOLARSHIP	0	0	0	75	0
88800	UMN GOOD NEIGHBOR GRANT	0	7,303	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	12,362	18,250	12,350	9,385	11,850
-201	*TOTAL EXPENDITURES*	32,711	47,008	50,951	37,705	51,960
	FUND BALANCE - JANUARY 1	57,718	71,481	74,496	74,496	78,291
	CHANGE IN FUND BALANCE	13,763	3,015	(10,251)	3,795	(11,460)
	FUND BALANCE - DECEMBER 31	71,481	74,496	64,245	78,291	66,831

CHARITABLE GAMBLING (202)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	MISCELLANEOUS					
36200	*3% TAX*	0	14,278	7,000	4,000	4,000
36211	INTEREST ON INVESTMENTS	41	481	0	800	500
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	0	40	0	0	0
36222	10% REQUIREMENT	0	6,490	3,000	2,000	2,000
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	41	21,288	10,000	6,800	6,500
202	*TOTAL REVENUES*	41	21,288	10,000	6,800	6,500
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	41	21,288	10,000	6,800	6,500
	EXPENDITURES:					
	MATERIALS & SUPPLIES					
70100	SUPPLIES	0	0	0	0	0
	TOTAL MATERIALS & SUPPLIES	0	0	0	0	0
	OTHER SERVICES & CHARGES					
80310	AUDIT	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
89100	MISC - 3% EXPENSES	0	0	18,000	14,609	4,000
89200	MISC - 10% EXPENSES	1,720	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	1,720	0	18,000	14,609	4,000
-202	*TOTAL EXPENDITURES*	1,720	0	18,000	14,609	4,000
	FUND BALANCE - JANUARY 1	1,679	(0)	21,288	21,288	13,479
	CHANGE IN FUND BALANCE	(1,679)	21,288	(8,000)	(7,809)	2,500
	FUND BALANCE - DECEMBER 31	(0)	21,288	13,288	13,479	15,979

COMMUNITY GARDEN (203)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	CHARGES FOR SERVICES					
34500	COMMUNITY GARDEN PLOT FEE	950	950	950	990	1,140
	TOTAL CHARGES FOR SERVICES	950	950	950	990	1,140
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	189	341	100	350	100
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	52	14	0	0	0
36300	DONATION - COMMUNITY GARDEN	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	240	355	100	350	100
203	*TOTAL REVENUES*	1,190	1,305	1,050	1,340	1,240
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,190	1,305	1,050	1,340	1,240
	EXPENDITURES:					
	MATERIALS & SUPPLIES					
70100	SUPPLIES	78	55	1,000	891	3,000
	TOTAL MATERIALS & SUPPLIES	78	55	1,000	891	3,000
	OTHER SERVICES & CHARGES					
80310	AUDIT	0	0	0	0	0
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	0	0	0	0	0
-203	*TOTAL EXPENDITURES*	78	55	1,000	891	3,000
	FUND BALANCE - JANUARY 1	4,938	6,050	7,299	7,299	7,748
	CHANGE IN FUND BALANCE	1,112	1,250	50	449	(1,760)
	FUND BALANCE - DECEMBER 31	6,050	7,299	7,349	7,748	5,988

WATER (204)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33611	ST. PAUL WATER UTILITY	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	CHARGES FOR SERVICES					
34180	WATER CHARGES	44,243	48,016	38,000	45,000	40,000
	TOTAL CHARGES FOR SERVICES	44,243	48,016	38,000	45,000	40,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	8,264	1,895	1,000	1,500	500
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	2,483	44	0	0	0
	TOTAL MISCELLANEOUS	10,748	1,939	1,000	1,500	500
204	*TOTAL REVENUES*	54,990	49,955	39,000	46,500	40,500
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	7,725	8,034	8,600	8,300	8,600
64011	PERA CONTRIBUTIONS	579	603	650	620	650
64012	FICA CONTRIBUTIONS	522	547	590	570	660
64015	PAID LEAVE	0	0	0	0	76
64031	HOSPITALIZATION	2,608	2,569	2,800	2,500	2,800
64032	DENTAL	92	91	100	90	100
64033	LONG-TERM DISABILITY	23	6	10	7	10
64034	LIFE INSURANCE	22	9	15	10	15
	TOTAL COMPENSATION	11,571	11,859	12,765	12,097	12,911
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
86100	CONFERENCE & EDUCATION	0	0	0	0	0
87090	REPAIR EQUIPMENT	0	817	0	793	800
87120	REPAIRS & MAINTENANCE	250	200	300	300	300
88500	BILLING FEES	884	961	1,000	1,000	1,100
89000	MISCELLANEOUS	0	0	0	0	0
89070	HYDRANT MARKERS	0	323	400	400	400
	TOTAL OTHER SERVICES & CHARGES	1,844	3,048	2,550	3,303	3,450
	CAPITAL OUTLAY					
94700	INFRASTRUCTURE IMPROVEMENTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
-204	*TOTAL EXPENDITURES*	13,416	14,907	15,315	15,400	16,361
	OTHER FINANCING USES					
97000	TRANSFERS	0	300,000	0	0	0
	TOTAL OTHER FINANCING USES	0	300,000	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING USES	13,416	314,907	15,315	15,400	16,361
	FUND BALANCE - JANUARY 1	255,809	297,384	32,431	32,431	63,531
	CHANGE IN FUND BALANCE	41,575	(264,953)	23,685	31,100	24,139
	FUND BALANCE - DECEMBER 31	297,384	32,431	56,116	63,531	87,670

RECYCLING (206)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33610	COUNTY GRANT - RECYCLING	15,661	13,914	16,000	25,000	22,000
33611	COUNTY GRANT - BULKY ITEM RECYCLING	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	15,661	13,914	16,000	25,000	22,000
	CHARGES FOR SERVICES					
34180	SOLID WASTE FEE	101,699	113,877	125,000	120,000	136,900
	TOTAL CHARGES FOR SERVICES	101,699	113,877	125,000	120,000	136,900
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	2,712	4,000	2,500	3,500	1,000
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	755	147	0	0	0
	TOTAL MISCELLANEOUS	3,468	4,148	2,500	3,500	1,000
206	*TOTAL REVENUES*	120,828	131,939	143,500	148,500	159,900
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	10,641	16,116	17,050	17,000	17,200
64011	PERA CONTRIBUTIONS	843	1,187	1,300	1,300	1,300
64012	FICA CONTRIBUTIONS	787	1,172	1,300	1,300	1,350
64015	PAID LEAVE	0	0	0	0	151
64031	HOSPITALIZATION	666	1,285	1,500	2,500	2,600
64032	DENTAL	61	46	60	100	100
64033	LONG-TERM DISABILITY	22	10	20	20	20
64034	LIFE INSURANCE	18	18	20	20	20
	TOTAL COMPENSATION	13,038	19,834	21,250	22,240	22,741
	MATERIALS & SUPPLIES					
70100	SUPPLIES	0	0	3,000	1,000	2,000
70420	NEWSLETTERS	593	135	550	0	0
70500	POSTAGE	95	36	300	0	0
	TOTAL MATERIALS & SUPPLIES	688	171	3,850	1,000	2,000
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
82030	RECYCLING CONTRACTS	101,439	113,512	126,000	125,450	135,000
82040	BULKY ITEM RECYCLING	0	0	0	0	0
82050	SUSTAINABILITY	0	0	0	5,000	5,000
86010	MILEAGE	0	0	0	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	0	0	0	0
88000	INSURANCE & BONDS	0	0	0	0	0
88500	BILLING FEES	828	878	1,200	1,000	1,314
89000	MISCELLANEOUS	24	0	150	150	150
89010	CLEAN-UP DAY & MULCH ACTIVITIES	700	700	2,500	0	2,500
	TOTAL OTHER SERVICES & CHARGES	103,701	115,837	130,700	132,410	144,814
-206	*TOTAL EXPENDITURES*	117,427	135,842	155,800	155,650	169,556
	FUND BALANCE - JANUARY 1	101,043	104,444	100,540	100,540	93,390
	CHANGE IN FUND BALANCE	3,401	(3,904)	(12,300)	(7,150)	(9,656)
	FUND BALANCE - DECEMBER 31	104,444	100,540	88,240	93,390	83,735

COMMUNITY/ECONOMIC DEVELOPMENT (208)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33610	CITY WIDE RESILENCY GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	560	921	600	850	500
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	167	37	0	0	0
36220	RENTS & ROYALTIES	4,184	2,092	2,092	2,092	2,092
36400	MISCELLANEOUS	0	0	0	0	0
36410	CONDUIT DEBT	0	0	0	0	0
	TOTAL MISCELLANEOUS	4,911	3,051	2,692	2,942	2,592
208	*TOTAL REVENUES*	4,911	3,051	2,692	2,942	2,592
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	4,911	3,051	2,692	2,942	2,592
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	0	0	0	0	0
64011	PERA CONTRIBUTIONS	0	0	0	0	0
64012	FICA CONTRIBUTIONS	0	0	0	0	0
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG-TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
	TOTAL COMPENSATION	0	0	0	0	0
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
81900	OTHER PROFESSIONAL SERVICES	4,961	1,696	8,000	0	0
81905	DEVELOPER EXPENSES	0	0	0	0	0
81910	RESILIENCY GRANT EXPENSES	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	5,671	2,444	8,850	810	850
-208	*TOTAL EXPENDITURES*	5,671	2,444	8,850	810	850
	FUND BALANCE - JANUARY 1	20,327	19,567	20,174	20,174	22,306
	CHANGE IN FUND BALANCE	(760)	607	(6,158)	2,132	1,742
	FUND BALANCE - DECEMBER 31	19,567	20,174	14,016	22,306	24,048

STREET LIGHTING (209)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	CHARGES FOR SERVICES					
34180	ELECTRIC CHARGES	41,897	41,862	42,000	38,000	42,000
	TOTAL CHARGES FOR SERVICES	41,897	41,862	42,000	38,000	42,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	1,153	2,048	1,000	2,000	1,000
36213	CHANGES IN FAIR VALUE OF INTEREST	329	94	0	0	0
	TOTAL MISCELLANEOUS	1,483	2,142	1,000	2,000	1,000
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
209	*TOTAL REVENUES*	43,380	44,004	43,000	40,000	43,000
	EXPENDITURES:					
	MATERIALS AND SUPPLIES					
70100	SUPPLIES	0	0	1,000	100	1,000
70180	LED LIGHT SUPPLIES	0	0	0	0	0
	TOTAL MATERIAL & SUPPLIES	0	0	1,000	100	1,000
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
85020	STREET LIGHTING POWER	31,554	29,171	40,000	31,000	35,000
87120	REPAIR & MAINTENANCE	1,248	1,156	1,000	1,000	1,000
88500	BILLING FEES	850	902	1,000	1,000	1,000
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	34,363	31,976	42,850	33,810	37,850
-209	*TOTAL EXPENDITURES*	34,363	31,976	43,850	33,910	38,850
97000	TRANSFERS	30,000	0	0	0	0
	TOTAL OTHER FINANCING USES	30,000	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	64,363	31,976	43,850	33,910	38,850
	FUND BALANCE - JANUARY 1	62,261	71,278	83,306	83,306	89,396
	CHANGE IN FUND BALANCE	9,017	12,028	(850)	6,090	4,150
	FUND BALANCE - DECEMBER 31	71,278	83,306	82,456	89,396	93,546

COMMUNITY INCLUSION (210)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33610	GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	1,734	2,426	1,000	2,000	1,000
36213	CHANGES IN FAIR VALUE OF INTEREST	456	92	0	0	0
36233	CONTRIBUTIONS FROM PARTICPANTS	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	2,190	2,518	1,000	2,000	1,000
210	*TOTAL REVENUES*	2,190	2,518	1,000	2,000	1,000
	OTHER FINANCING SOURCES					
39200	TRANSFERS	30,000	0	10,000	10,000	10,000
	TOTAL OTHER FINANCING SOURCES	30,000	0	10,000	10,000	10,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	32,190	2,518	11,000	12,000	11,000
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARY	0	0	0	0	0
64011	PERA CONSTRIBUTIONS	0	0	0	0	0
64012	FICA CONTRIBUTIONS	0	0	0	0	0
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
	TOTAL COMPENSATION	0	0	0	0	0
	MATERIALS AND SUPPLIES					
70100	SUPPLIES	0	0	100	0	0
70420	NEWSLETTER/PRINTING & PUBLISHING	0	0	200	0	0
70500	POSTAGE	0	0	100	0	0
	TOTAL MATERIALS AND SUPPLIES	0	0	400	0	0
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
80600	PERSONNEL/CONTRACT SERVICES	0	0	5,000	0	0
86010	MILEAGE AND PARKING	0	0	0	0	0
86100	CONFERENCES & EDUCATION	0	0	0	0	0
86105	INCLUSION EFFORTS	15,750	5,842	15,000	50	0
86110	MEMBERSHIPS	0	0	0	0	0
88000	INSURANCE AND BONDS	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	16,460	6,590	20,850	860	850
-210	*TOTAL EXPENDITURES*	16,460	6,590	21,250	860	850
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	16,460	6,590	21,250	860	850
	FUND BALANCE - JANUARY 1	37,766	53,496	49,424	49,424	60,564
	CHANGE IN FUND BALANCE	15,730	(4,072)	(10,250)	11,140	10,150
	FUND BALANCE - DECEMBER 31	53,496	49,424	39,174	60,564	70,714

PARKING MANAGEMENT (211)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33610	GRANTS	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	CHARGES FOR SERVICES					
34310	PARKING METER FEES	0	0	200,000	89,025	75,000
	TOTAL CHARGES FOR SERVICES	0	0	200,000	89,025	75,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	0	0	0	900	300
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	0	0	0	900	300
211	*TOTAL REVENUES*	0	0	200,000	89,925	75,300
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	40,000	40,000	0
	TOTAL OTHER FINANCING SOURCES	0	0	40,000	40,000	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	0	0	240,000	129,925	75,300
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	0	0	2,500	0	2,500
60520	PART-TIME EMPLOYEES	0	0	2,500	0	0
60530	SEASONAL EMPLOYEES	0	0	15,120	13,850	21,000
64011	PERA CONTRIBUTIONS	0	0	200	0	0
64012	FICA CONTRIBUTIONS	0	0	1,500	1,060	1,500
64015	PAID LEAVE CONTRIBUTIONS	0	0	0	0	207
64031	HOSPITALIZATION	0	0	150	0	0
64032	DENTAL	0	0	25	0	0
64033	LONG-TERM DISABILITY	0	0	15	0	0
64034	LIFE INSURANCE	0	0	15	0	0
	TOTAL COMPENSATION	0	0	22,025	14,910	25,207
	MATERIALS AND SUPPLIES					
70100	SUPPLIES	0	0	10,000	2,222	500
70300	AMBASSADOR SUPPLIES	0	0	10,000	5,927	10,000
70440	PRINT, PUBLISHING & ADVERTISING	0	0	2,000	0	2,000
73000	ADDITIONAL SIGNAGE	0	0	2,000	381	500
	TOTAL MATERIALS AND SUPPLIES	0	0	24,000	8,530	13,000
	OTHER SERVICES & CHARGES					
80310	AUDIT	0	0	850	0	850
86010	MILEAGE/VEHICLE USAGE	0	0	1,500	0	0
86100	SALES TAX	0	0	0	0	0
87500	PARKMOBILE FEES	0	0	37,600	16,741	13,875
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	0	0	39,950	16,741	14,725
-211	*TOTAL EXPENDITURES*	0	0	85,975	40,181	52,932
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	49,000
	TOTAL OTHER FINANCING USES	0	0	0	0	49,000
	TOTAL EXPENDITURES & OTHER FINANCING USES	0	0	85,975	40,181	101,932
	FUND BALANCE - JANUARY 1	0	0	0	0	89,744
	CHANGE IN FUND BALANCE	0	0	154,025	89,744	(26,632)
	FUND BALANCE - DECEMBER 31	0	0	154,025	89,744	63,112

DEBT SERVICE FUNDS

PURPOSE:

Debt service funds are used to account for the accumulation of resources for the payment of general long-term debt principal, interest, and related costs. The city has four debt service funds to display outstanding long-term debt.

1. 2023 G.O. Improvement Series 2023A (306)
2. 2025 Tax Abatement & G.O Improvement Series (311)
3. 2021 G.O Improvement Series 2021A (313)
4. 2017 G.O. Improvement Series 2017A (316)

BASIS OF ACCOUNTING & BUDGETING:

Debt service funds use the modified accrual basis of accounting, under which revenues are recognized when they become measurable and available as net current assets, and expenditures are recognized when the related fund liabilities are incurred. Major exceptions to this basis are the payments for principal and interest on general long-term debt, which are recognized when due.

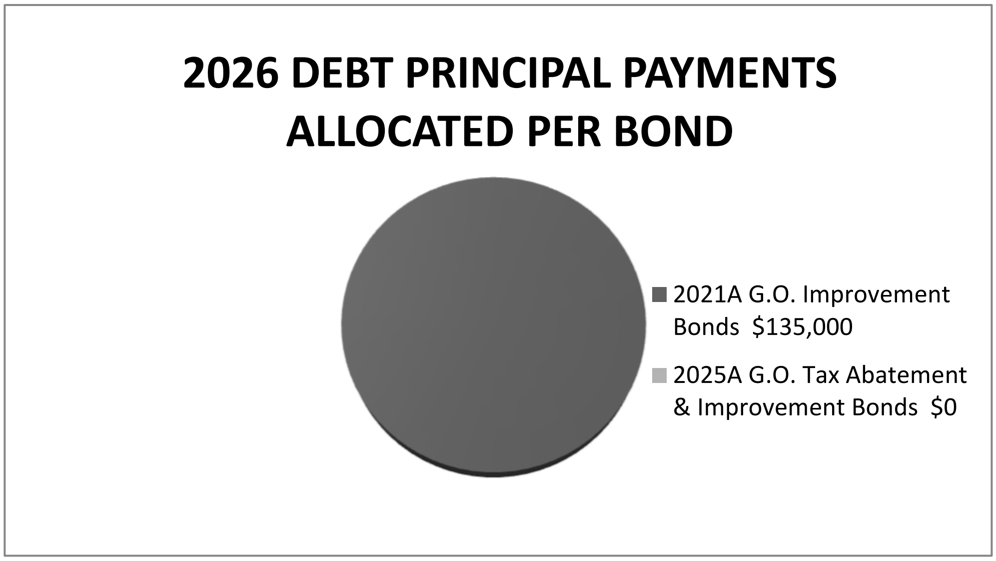
The basis of budgeting is consistent with generally accepted accounting principles in the United States of America.

DEBT PAYMENT SCHEDULE:

YEAR	**PRINCIPAL**	**INTEREST**
2026	135,000	95,953
2027	220,000	89,375
2028	135,000	82,525
2029	135,000	75,775
2030	145,000	68,775
2031	145,000	61,525
2032	155,000	54,025
2033	160,000	46,150
2034	165,000	38,025
2035	170,000	29,650
2036	180,000	20,900
2037	75,000	14,900
2038	80,000	11,800
2039	80,000	8,600
2040	85,000	5,300
2041	90,000	1,800
TOTAL:	2,155,000	705,078

TOTAL DEBT SERVICE FUNDS

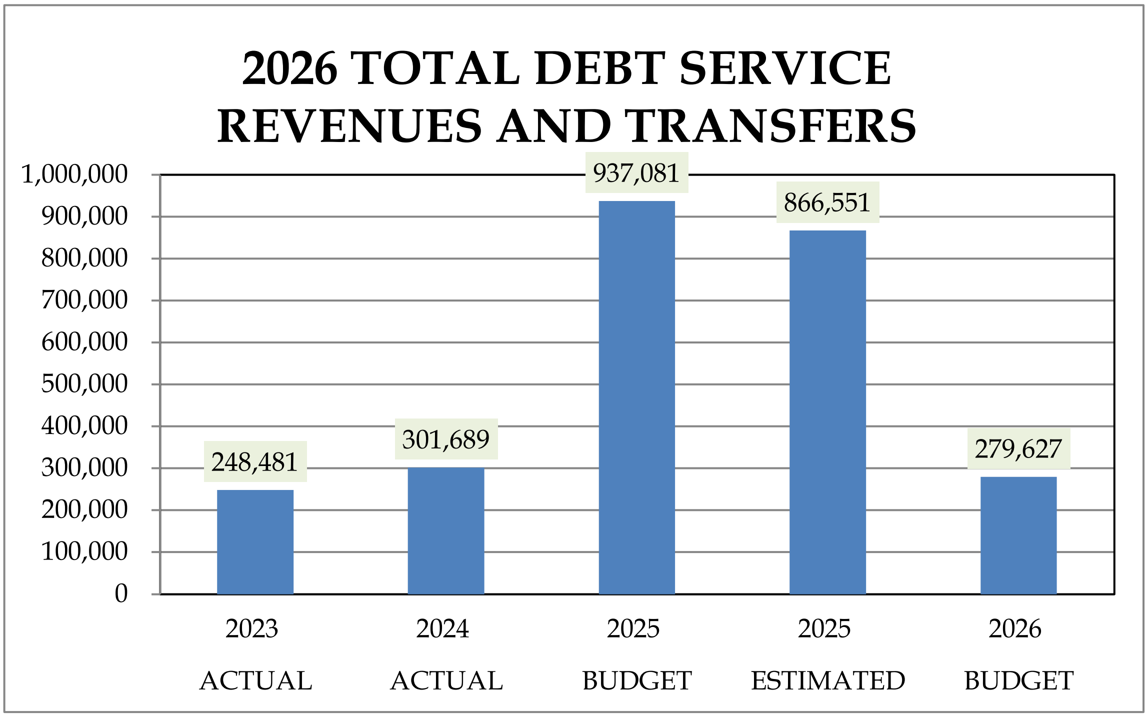
ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
306	2023 GO IMPROVEMENT SERIES 2023A	0	119,829	113,000	117,552	41,000
311	2025 TAX ABATEMENT & GO IMPROVEMENT SERIES 2025A	0	0	0	0	215,627
313	2021 GO IMPROVEMENT BOND SERIES 2021	116,973	119,467	104,081	115,081	23,000
316	2017 GO IMPROVEMENT SERIES 2017A	131,508	62,393	5,000	2,415	0
	TOTAL REVENUES	248,481	301,689	222,081	235,048	279,627
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	0	0	0	0	0
39200	TRANSFERS	0	0	715,000	631,503	0
	TOTAL OTHER FINANCING SOURCES	0	0	715,000	631,503	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	248,481	301,689	937,081	866,551	279,627
	EXPENDITURES:					
-306	2023 GO IMPROVEMENT SERIES 2023A	0	23,258	118,754	540,597	850
-311	2025 TAX ABATEMENT & GO IMPROVEMENT SERIES 2025A	0	0	0	0	97,753
-313	2021 GO IMPROVEMENT SERIES 2021A	143,185	144,470	147,600	144,560	144,900
-316	2017 GO IMPROVEMENT SERIES 2017A	135,710	132,373	137,800	143,590	0
	TOTAL EXPENDITURES	278,895	300,101	404,154	828,747	243,503
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	320,000	241,978	0
	TOTAL OTHER FINANCING USES	0	0	320,000	241,978	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	278,895	300,101	724,154	1,070,725	243,503
	FUND BALANCE - JANUARY 1	576,360	545,946	547,534	547,534	343,360
	CHANGE IN FUND BALANCE	(30,414)	1,588	212,927	(204,174)	36,124
	FUND BALANCE - DECEMBER 31	545,946	547,534	760,461	343,360	379,484



BOND	PRINCIPAL	INTEREST	TOTAL
2021A G.O. Improvement Bonds	$ 135,000	$ 4,050	$ 139,050
2025A G.O. Tax Abatement & Improvement Bonds	$ 0	$ 91,903	$ 91,903
	$ 135,000	$ 95,953	$ 230,953

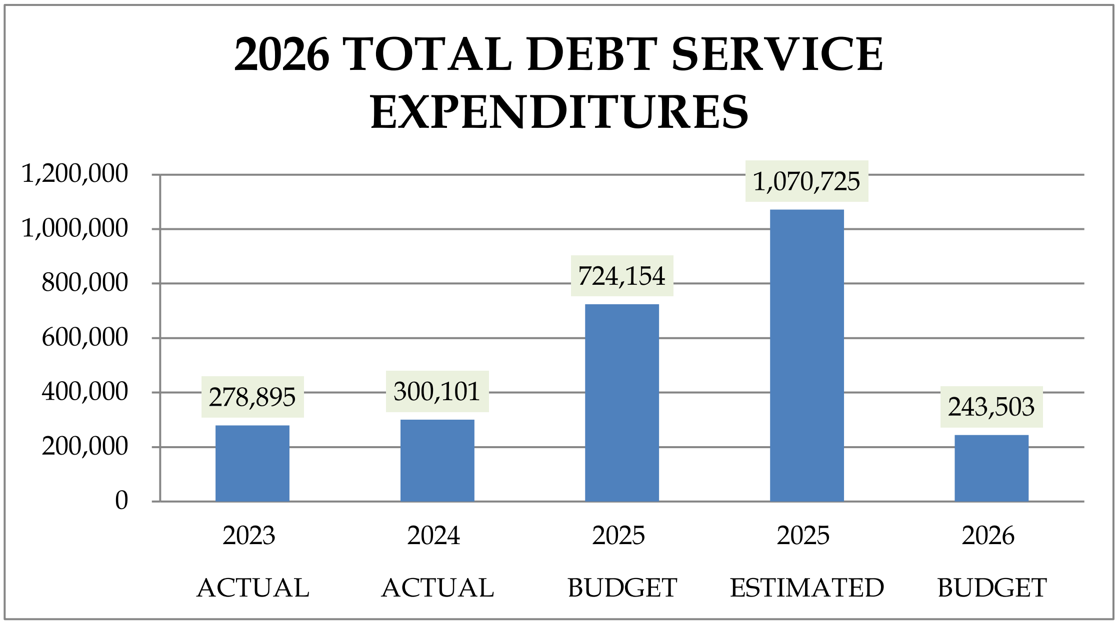
TOTAL DEBT SERVICE FUND REVENUES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAXES					
30111	DEBT LEVY PROPERTY TAX	189,686	189,686	148,081	148,058	169,627
	TOTAL PROPERTY TAX LEVY	189,686	189,686	148,081	148,058	169,627
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	38,299	72,623	65,000	60,115	105,000
36101	SPECIAL ASSESSMENTS - LINDIG/ALLEY	3,504	19,677	2,000	12,275	2,000
	TOTAL SPECIAL ASSESSMENTS	41,803	92,299	67,000	72,390	107,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	12,361	18,689	7,000	14,600	3,000
36213	CHANGE IN FAIR VALUE OF INVESTMENT	4,632	1,014	0	0	0
36420	SALE OF EQUIPMENT	0	0	0	0	0
	TOTAL MISCELLANEOUS	16,992	19,704	7,000	14,600	3,000
	TOTAL REVENUES	248,481	301,689	222,081	235,048	279,627
	OTHER FINANCING SOURCES					
39130	*BOND PROCEEDS*	0	0	0	0	0
39200	TRANSFERS	0	0	715,000	631,503	0
	TOTAL OTHER FINANCING SOURCES	0	0	715,000	631,503	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	248,481	301,689	937,081	866,551	279,627


2026 TOTAL DEBT SERVICE
REVENUES AND TRANSFERS
1,000,000
900,000
800,000
700,000
600,000
500,000
400,000
300,000
200,000
100,000
0
248,481
301,689
937,081
866,551
279,627
2023
ACTUAL
2024
ACTUAL
2025
BUDGET
2025
ESTIMATED
2026
BUDGET

TOTAL DEBT SERVICE FUND EXPENDITURES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT	1,420	2,244	2,550	2,420	2,550
	TOTAL OTHER SERVICES & CHARGES	1,420	2,244	2,550	2,420	2,550
	DEBT SERVICE					
94000	BOND PRINCIPAL	255,000	255,000	357,000	785,000	135,000
94500	BOND INTEREST	21,525	37,088	29,604	23,312	95,953
94900	BOND FEES	950	5,770	15,000	18,015	10,000
	TOTAL DEBT SERVICE	277,475	297,858	401,604	826,327	240,953
	TOTAL EXPENDITURES	278,895	300,101	404,154	828,747	243,503
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	320,000	241,978	0
	TOTAL OTHER FINANCING USES	0	0	320,000	241,978	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	278,895	300,101	724,154	1,070,725	243,503


2026 TOTAL DEBT SERVICE EXPENDITURES
1,200,000
1,000,000
800,000
600,000
400,000
200,000
0
278,895
300,101
724,154
1,070,725
243,503
2023 ACTUAL
2024 ACTUAL
2025 BUDGET
2025 ESTIMATED
2026 BUDGET

G.O. IMPROVEMENT BONDS, SERIES 2023A (306)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAX					
30111	DEBT LEVY PROPERTY TAX	0	67,087	67,000	66,977	0
	TOTAL PROPERTY TAX LEVY	0	67,087	67,000	66,977	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS - GARDEN AVE	0	35,394	45,000	40,000	40,000
36101	SPECIAL ASSESSMENTS - ALLEY	0	15,522	0	10,275	0
	TOTAL SPECIAL ASSESSMENTS	0	50,916	45,000	50,275	40,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	0	1,648	1,000	300	1,000
36213	CHANGE IN FAIR VALUE OF INVESTMENT	0	179	0	0	0
	TOTAL MISCELLANEOUS	0	1,827	1,000	300	1,000
306	*TOTAL REVENUES*	0	119,829	113,000	117,552	41,000
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	545,000	465,640	0
	TOTAL OTHER FINANCING SOURCES	0	0	545,000	465,640	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	0	119,829	658,000	583,192	41,000
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT	0	748	850	810	850
	TOTAL OTHER SERVICES & CHARGES	0	748	850	810	850
	DEBT SERVICE					
94000	BOND PRINCIPAL	0	0	92,000	520,000	0
94500	BOND INTEREST	0	21,913	20,904	14,612	0
94900	BOND FEES	0	598	5,000	5,175	0
	TOTAL DEBT SERVICE	0	22,510	117,904	539,787	0
-306	*TOTAL EXPENDITURES*	0	23,258	118,754	540,597	850
	OTHER FINANCING USES					
97000	*TRANSFERS*	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING	0	23,258	118,754	540,597	850
	FUND BALANCE - JANUARY 1	0	0	96,571	96,571	139,166
	CHANGE IN FUND BALANCE	0	96,571	539,246	42,595	40,150
	FUND BALANCE - DECEMBER 31	0	96,571	635,817	139,166	179,316

G.O. TAX ABATEMENT AND IMPROVEMENT BOND, SERIES 2025A (311)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAX					
30111	DEBT LEVY PROPERTY TAX	0	0	0	0	169,627
	TOTAL PROPERTY TAX LEVY	0	0	0	0	169,627
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	0	0	0	0	45,000
	TOTAL SPECIAL ASSESSMENTS	0	0	0	0	45,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	0	0	0	0	1,000
36213	CHANGE IN FAIR VALUE OF INVESTMENT	0	0	0	0	0
	TOTAL MISCELLANEOUS	0	0	0	0	1,000
311	*TOTAL REVENUES*	0	0	0	0	215,627
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	0	0	0	0	0
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	0	0	0	0	215,627
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT	0	0	0	0	850
	TOTAL OTHER SERVICES & CHARGES	0	0	0	0	850
	DEBT SERVICE					
94000	BOND PRINCIPAL	0	0	0	0	0
94500	BOND INTEREST	0	0	0	0	91,903
94900	BOND FEES	0	0	0	0	5,000
	TOTAL DEBT SERVICE	0	0	0	0	96,903
-311	*TOTAL EXPENDITURES*	0	0	0	0	97,753
	OTHER FINANCING USES					
97000	*TRANSFERS*	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING	0	0	0	0	97,753
	FUND BALANCE - JANUARY 1	0	0	0	0	0
	CHANGE IN FUND BALANCE	0	0	0	0	117,874
	FUND BALANCE - DECEMBER 31	0	0	0	0	117,874

2021 G.O. IMPROVEMENT BOND SERIES 2021A (313)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAX					
30111	DEBT LEVY PROPERTY TAX	77,606	82,021	81,081	81,081	0
	TOTAL PROPERTY TAX	77,606	82,021	81,081	81,081	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	34,382	33,238	20,000	20,000	20,000
36101	SPECIAL ASSESSMENTS - LINDIG	3,504	4,154	2,000	2,000	2,000
	TOTAL SPECIAL ASSESSMENTS	37,886	37,392	22,000	22,000	22,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	702	(71)	1,000	12,000	1,000
36213	CHANGE IN FAIR VALUE OF INVESTMENT	779	124	0	0	0
	TOTAL MISCELLANEOUS	1,481	54	1,000	12,000	1,000
313	*TOTAL REVENUES*	116,973	119,467	104,081	115,081	23,000
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	170,000	165,863	0
	TOTAL OTHER FINANCING SOURCES	0	0	170,000	165,863	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	116,973	119,467	274,081	280,944	23,000
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
	TOTAL OTHER SERVICES & CHARGES	710	748	850	810	850
	DEBT SERVICE					
94000	BOND PRINCIPAL	130,000	130,000	135,000	135,000	135,000
94500	BOND INTEREST	12,000	9,400	6,750	6,750	4,050
94900	BOND FEES	475	4,323	5,000	2,000	5,000
	TOTAL DEBT SERVICE	142,475	143,723	146,750	143,750	144,050
-313	*TOTAL EXPENDITURES*	143,185	144,470	147,600	144,560	144,900
	OTHER FINANCING USES					
97000	*TRANSFERS*	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING	143,185	144,470	147,600	144,560	145,750
	FUND BALANCE - JANUARY 1	119,025	92,813	67,810	67,810	204,193
	CHANGE IN FUND BALANCE	(26,212)	(25,004)	126,481	136,384	(122,750)
	FUND BALANCE - DECEMBER 31	92,813	67,810	194,291	204,193	81,443

2017 G. O. IMPROVEMENT BONDS SERIES 2017A (316)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAXES					
30111	DEBT LEVY PROPERTY TAX	112,080	40,579	0	0	0
	TOTAL PROPERTY TAX LEVY	112,080	40,579	0	0	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	3,917	3,991	0	115	0
	TOTAL SPECIAL ASSESSMENTS	3,917	3,991	0	115	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	11,659	17,112	5,000	2,300	0
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	3,853	711	0	0	0
	TOTAL MISCELLANEOUS	15,512	17,823	5,000	2,300	0
316	*TOTAL REVENUES*	131,508	62,393	5,000	2,415	0
	OTHER FINANCING SOURCES					
39130	*BOND PROCEEDS*	0	0	0	0	0
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	131,508	62,393	5,000	2,415	0
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT & OTHER CHARGES	710	748	850	800	0
	TOTAL OTHER SERVICES & CHARGES	710	748	850	800	0
	DEBT SERVICE					
94000	BOND PRINCIPAL	125,000	125,000	130,000	130,000	0
94500	BOND INTEREST	9,525	5,775	1,950	1,950	0
94900	BOND FEES	475	850	5,000	10,840	0
	TOTAL DEBT SERVICE	135,000	131,625	136,950	142,790	0
-316	*TOTAL EXPENDITURES*	135,710	132,373	137,800	143,590	0
	OTHER FINANCING USES					
97000	*TRANSFERS*	0	0	320,000	241,978	0
	TOTAL OTHER FINANCING USES	0	0	320,000	241,978	0
	TOTAL EXPENDITURES AND OTHER FINANCING	135,710	132,373	457,800	385,568	0
	FUND BALANCE - JANUARY 1	457,335	453,133	383,153	383,153	0
	CHANGE IN FUND BALANCE	(4,202)	(69,980)	(132,800)	(383,153)	0
	FUND BALANCE - DECEMBER 31	453,133	383,153	250,353	0	0

CAPITAL PROJECTS FUNDS

PURPOSE:

Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds).

1. General Capital Improvements (401)
2. Public Safety Capital Improvements (402)
3. Parks/Recreation/Public Facilities Capital Improvements (403)
4. Tax Increment Financing District #1-3 Improvements (414)
5. Tax Increment Financing District #1-4 Improvements (415)
6. Infrastructure Improvements (419)
7. Falcon Woods & Northome (424)
8. 2021 Street Project (426)
9. Amber Union – historical (428)
10. 2023 Street Project/Garden Avenue (429)
11. UMN Les Bolstad Golf Course Redevelopment (432)

Annual appropriated budgets are not adopted for capital projects funds because effective budgetary control is alternatively accomplished through the use of project controls. However, capital projects fund budgets along with a ten year capital improvement plan are prepared by staff and reviewed by the city council to assist in the city's overall financial planning.

BASIS OF ACCOUNTING & BUDGETING:

The measurement focus for capital projects funds is on a spending or "financial flow" basis, which means only current assets and current liabilities are generally included on their balance sheets. The fund balance (or net current assets) is considered a measure of available, spendable resources.

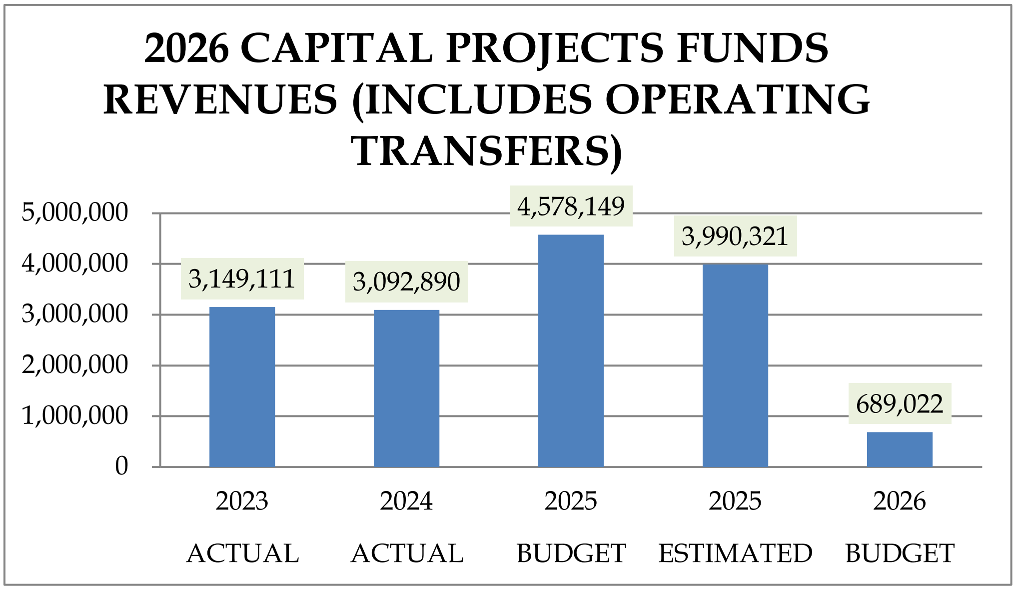
Fixed assets used in governmental fund operations are not accounted for in governmental funds, but rather in the general fixed assets account group with no depreciation calculated. Additionally, long-term liabilities expected to be financed from governmental funds are accounted for in the general long-term debt account group, rather than in the governmental funds.

Capital projects funds use the modified accrual basis of accounting, under which revenues are recognized when they become measurable and available as net current assets, and expenditures are recognized when the related fund liabilities are incurred.

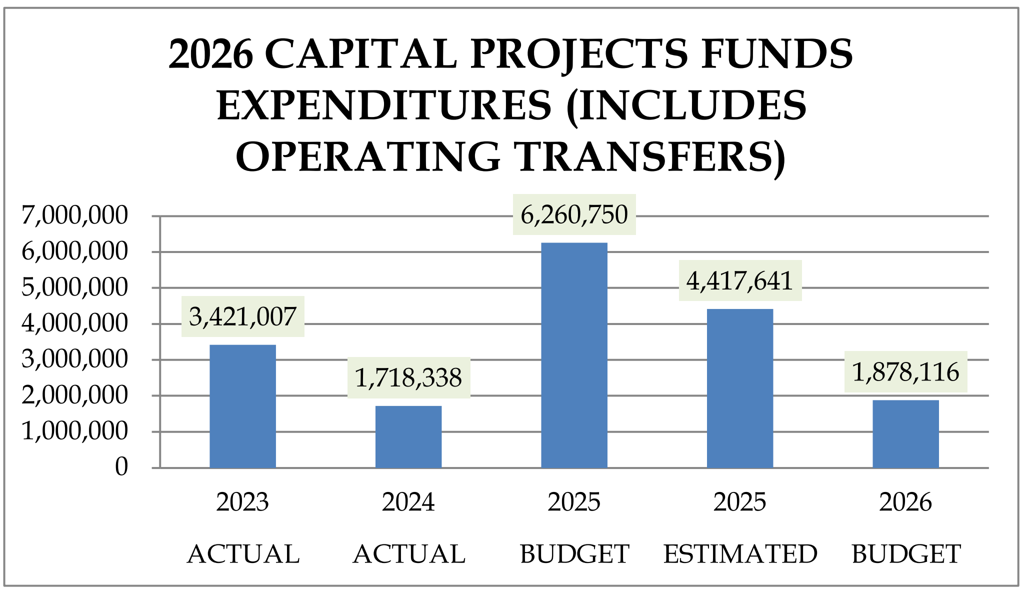
Budgets for capital projects funds are adopted on a basis consistent with generally accepted accounting principles in the United States of America.

TOTAL CAPITAL PROJECTS FUNDS

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
401	GENERAL CAPITAL	27,987	32,547	16,000	28,000	14,500
402	PUBLIC SAFETY CAPITAL	1,158	1,208	300	600	300
403	PARKS/REC./PUBLIC FACILITIES CAPITAL	41,076	170,852	30,000	100,000	30,000
414	TIF DISTRICT #1-3 IMPROVEMENTS	359,638	386,522	400,200	104,000	230,500
415	TIF DISTRICT #1-4 IMPROVEMENTS	14,971	276,375	275,100	45,550	45,100
419	INFRASTRUCTURE IMPROVEMENTS	690,308	399,167	329,549	382,272	327,222
424	FALCON WOODS	0	0	655,000	705,001	200
426	2021 STREET PROJECT	6,566	9,607	1,000	7,000	1,000
428	AMBER UNION	10,740	2,402	0	0	0
429	2023 STREET PROJECT/GARDEN AVE	519,667	16,072	11,000	2,807	200
432	UMN LES BOLSTAT GOLF COURSE REDEVELOPMENT	0	0	0	0	0
	TOTAL REVENUES	1,672,111	1,294,753	1,718,149	1,375,230	649,022
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	520,000	0	875,000	1,005,411	0
39140	INDURANCE & BONDS	0	99,594	0	0	0
39101	PROCEEDS FROM SALE OF CAPITAL ASSETS	0	0	0	0	0
39200	TRANSFERS	957,000	1,698,543	485,000	565,000	40,000
39210	BOND PROCEEDS	0	0	1,500,000	1,044,680	0
	TOTAL OTHER FINANCING SOURCES	1,477,000	1,798,136	2,860,000	2,615,091	40,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	3,149,111	3,092,890	4,578,149	3,990,321	689,022
	EXPENDITURES:					
-401	GENERAL CAPITAL	5,546	17,705	40,850	53,810	15,850
-402	PUBLIC SAFETY CAPITAL	9,311	5,208	10,850	9,085	850
-403	PARKS/REC./PUBLIC FACILITIES CAPITAL	1,233,326	215,480	3,076,950	1,701,781	1,344,966
-414	TIF DISTRICT #1-3 IMPROVEMENTS	386,935	375,910	408,350	107,810	237,850
-415	TIF DISTRICT #1-4 IMPROVEMENTS	16,477	264,273	262,350	45,810	45,850
-419	INFRASTRUCTURE IMPROVEMENTS	299,183	455,676	38,850	47,885	60,850
-424	FALCON WOODS	0	0	1,415,850	1,506,010	96,050
-426	2021 STREET PROJECT	11,678	3,908	120,850	70,810	0
-428	AMBER UNION	1,488	748	0	0	0
-429	2023 STREET PROJECT/GARDEN AVE	1,029,063	30,887	5,850	0	75,850
-432	UMN LES BOLSTAT GOLF COURSE REDEVELOPMENT	0	0	0	0	0
	TOTAL EXPENDITURES	2,993,007	1,369,795	5,380,750	3,543,001	1,878,116
	OTHER FINANCING USES					
97000	TRANSFERS	428,000	348,543	880,000	874,640	0
	TOTAL OTHER FINANCING USES	428,000	348,543	880,000	874,640	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	3,421,007	1,718,338	6,260,750	4,417,641	1,878,116
	FUND BALANCE - JANUARY 1	3,224,008	2,952,112	4,326,664	4,326,664	3,899,343
	CHANGE IN FUND BALANCE	(271,896)	1,374,552	(1,682,601)	(427,320)	(1,189,094)
	FUND BALANCE - DECEMBER 31	2,952,112	4,326,664	2,644,063	3,899,343	2,710,249



2026 CAPITAL PROJECTS FUNDS REVENUES (INCLUDES OPERATING TRANSFERS)
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
3,149,111
3,092,890
4,578,149
3,990,321
689,022
2023 ACTUAL
2024 ACTUAL
2025 BUDGET
2025 ESTIMATED
2026 BUDGET



2026 CAPITAL PROJECTS FUNDS EXPENDITURES (INCLUDES OPERATING TRANSFERS)
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
0
3,421,007
1,718,338
6,260,750
4,417,641
1,878,116
2023 ACTUAL
2024 ACTUAL
2025 BUDGET
2025 ESTIMATED
2026 BUDGET

TOTAL CAPITAL PROJECT FUND REVENUES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAXES					
30111	PROPERTY TAXES	0	0	0	0	0
30113	TAX INCREMENTS	371,129	660,931	675,000	145,000	275,000
	TOTAL PROPERTY TAXES	371,129	660,931	675,000	145,000	275,000
	INTERGOVERNMENTAL					
33405	TIF MKT VALUE HOMESTEAD CREDIT	0	0	0	0	0
33400	LGA	127,240	101,593	102,573	102,573	103,875
33410	GRANTS	0	0	0	0	0
33430	MINNESOTA STATE AID	370,990	57,620	495,000	509,723	50,000
33431	STATE AID CRRSAA	14,626	0	0	0	0
33432	MN RELIEF PROGRAM	0	0	0	0	0
33433	MET COUNCIL TBRA FUNDS	430	0	0	0	0
33434	WATERSHED DISTRICT GRANT	0	0	0	0	0
33435	ST PAUL WATER UTILITY	0	0	0	0	0
33436	CLEVELAND GREENERY PROJECT	0	0	0	0	0
33437	2013 STORMWATER/ST PROJECT	0	0	0	0	0
33438	U OF M FAIRVIEW PROJECT	0	0	0	0	0
33439	U OF M GROVE/PATHWAY	0	0	0	0	0
33440	U OFM BIKE GOOD NEIGHBOR	0	0	0	0	0
33441	CLEVELAND AVENUE 2022	277,973	19,941	0	0	0
33442	MN DOT TAA LARGE CITY	0	1,660	11,976	11,976	8,347
33610	SCBA GRANT/OTHER GRANTS IN AID	0	0	0	0	0
33620	FEMA FIRE EQUIPMENT GRANT	0	0	0	0	0
33700	XCEL/CABLE FRANCHISE FEE	147,935	147,027	146,000	139,000	144,500
	TOTAL INTERGOVERNMENTAL	939,193	327,841	755,549	763,272	306,722
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	171,388	94	210,000	259,501	0
36105	SPECIAL ASSESSMENTS LARP 1	0	0	0	0	0
36108	SPECIAL ASSESSMENTS LARP III	0	0	0	0	0
36110	SPECIAL ASSESSMENTS HAMLIN/HOYT	0	0	0	0	0
36120	SPECIAL ASSMTS ROSELAWN	0	14,798	0	0	0
36130	SPECIAL ASSMTS HOYT SANITARY	0	0	0	0	0
36140	SPECIAL ASSMTS PRIOR MILL AND OV ERLAY	0	0	0	0	0
36150	SPEC ASSMTS: ARONA/HOLLYWOOD CRT/ALLEY	0	0	0	0	0
36160	SPEC ASSMTS SNELLING DRIVE/GARDEN	0	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	171,388	14,892	210,000	259,501	0
	MISCELLANEOUS					
36204	PREPAYMENT ESCROW/ATTORNEY	0	0	0	0	0
36205	REIMBURSE ATTORNEY FEES	0	0	0	0	0
36211	INTEREST ON INVESTMENTS	140,988	255,861	77,600	207,457	67,300
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	32,274	9,353	0	0	0
36222	REFUNDS/REIMBURSEMENTS	0	0	0	0	0
36233	CONTRIBUTIONS	500	500	0	0	0
36240	PARK DEDICATION FEE	0	0	0	0	0
36300	SETTLEMENT PERFORMANCE BOND	91	0	0	0	0
36400	MISCELLANEOUS	1,768	376	0	0	0
36401	BROKEN GATE VALVE REPAIR	5,820	0	0	0	0
36402	REIMBURSE FOR CARIBOU COFFEE	4,961	0	0	0	0
36404	TIF APPLICATION FEE	0	0	0	0	0
36406	ISSUER FEE AMBER UNION	0	0	0	0	0
36410	CONDUIT BOND FEE	0	0	0	0	0
36420	SALES OF EQUIPMENT	4,000	25,000	0	0	0
	TOTAL MISCELLANEOUS	190,401	291,090	77,600	207,457	67,300
	TOTAL REVENUES	1,672,111	1,294,753	1,718,149	1,375,230	649,022
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	520,000	0	875,000	1,005,411	0
39140	INDURANCE AND BONDS	0	99,594	0	0	0
39101	PROCEEDS FROM SALE OF CAPITAL ASSETS	0	0	0	0	0
39200	TRANSFERS	957,000	1,698,543	485,000	565,000	40,000
39210	BOND PROCEEDS	0	0	1,500,000	1,044,680	0
	TOTAL OTHER FINANCING SOURCES	1,477,000	1,798,136	2,860,000	2,615,091	40,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	3,149,111	3,092,890	4,578,149	3,990,321	689,022

TOTAL CAPITAL PROJECTS FUND EXPENDITURES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
60100	WAGES/SALARY/COMPENSATION	0	0	0	0	0
64011	PERA-SIDEWALK PROJ	0	0	0	0	0
64012	FICA- SIDEWALK PROJECT	0	0	0	0	0
64031	INSURANCE-SIDEWALK	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG-TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
80100	ENGINEERING SERVICES	123,762	38,408	0	110,000	20,000
80200	LEGAL SERVICES	1,833	748	0	0	0
80310	AUDIT	6,390	5,983	7,650	6,480	6,800
80400	DEED GRANT	350	0	0	0	0
80500	MET COUNCIL TBRA	0	0	0	0	0
81900	OTHER PROFESSIONAL SERVICES	13,453	13,837	7,500	5,500	65,000
81910	CONSULTING-STREETSCAPE	0	0	0	0	0
82000	TIF LOAN	0	50	0	0	0
83010	PAVEMENT MANAGEMENT	938	0	8,000	8,000	0
84000	TREE TRIMMING	0	0	0	0	0
85000	TREE REMOVAL	0	0	0	0	0
86000	TREE PLANTING	0	0	0	0	0
86500	TREE DAMAGE REPAIRS	0	0	0	0	0
86600	CLEVELAND REPLANTING	0	0	0	0	0
89000	MISCELLANEOUS	1,339	747	6,500	1,700	2,200
89001	MN ST AID CRRSAA FUNDS	14,626	0	0	0	0
89100	PARK APPRAISALS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	162,691	59,773	29,650	131,680	94,000
	CAPITAL OUTLAY					
90100	FURNITURE & EQUIPMENT	4,836	16,958	40,000	53,000	15,000
90200	COVID 19	0	0	0	0	0
91000	MACHINERY & EQUIPMENT	95,493	48,622	76,100	76,875	334,116
91100	POLICE OFFICE RENOVATION	0	0	10,000	7,500	0
91200	FIRE TRUCK - LADDER	0	0	0	0	0
91500	COMMUNITY PARK LAND/BUILDING	1,143,498	166,110	3,000,000	1,500,000	1,000,000
91550	CURTISS FIELD	0	0	0	0	10,000
91600	AED GRANT	0	0	0	0	0
91650	ROOF SOLAR PANELS	1,104	0	0	124,871	0
91700	SW CORNER BLDG REPLACEMENT	0	0	0	0	0
91800	DNR GRANT EXP	0	0	0	0	0
91850	BASKETBALL COURT GROVE PARK	0	0	0	0	0
91900	POLICE SQUAD	0	0	0	0	0
92000	OTHER IMPROVEMENTS	0	0	0	10,575	10,000
92005	SIDEWALK IMPROVEMENT	17,727	3,042	10,000	2,000	10,000
92007	CURB IMPROVEMENT	0	0	0	0	0
92008	CITY MONUMENTS	0	21,518	20,000	1,500	40,000
92010	ROSELAWN AN SNELLING SIGNAL	0	0	0	0	0
92015	TRAFFIC SIGNAL	0	0	0	0	0
92022	SIDEWALK PANELS	0	0	0	0	0
92030	STREET ALLEY PAVEMENT MGMT	0	0	0	0	0
92035	PARKING LOT- TESTING	277,973	19,941	0	0	0
92040	MAPLE/PRIOR MILL AND OVERLAY	0	0	0	0	0
92045	MN DOT LARGE CITY	0	0	0	0	0
92050	DOWNSTREAM WATER UPGRADE LAUDEDALE	0	0	0	0	0
92055	CRAWFORD/ALLEY/ARONA /MILL&OVERLAYMENT	0	0	0	0	0
92056	LARPENTEUR MEDIAN	0	0	0	0	0
92057	2015 SNELLING DRIVE/GARDEN	0	0	0	0	0
92058	ROSELAWN STREET & TRAIL	0	0	0	0	0
92060	CRACK SEALING	0	0	0	0	0
92070	SEAL COATING	0	0	0	0	0
92080	CITY SIGN REFINISHING	0	0	0	0	0
92085	GARDEN AVE	0	0	0	0	0
92086	2025 STREET PROJECT	0	4,280	0	0	0
92087	LES BOLSTAD GOLF COURSE	0	0	0	5,000	0
92090	SOLAR ENERGY SYSSTEM	0	0	0	0	0
92095	HOYT SNELLING SIGNAL	0	0	0	0	0
92098	2017 STREET PROJECT	0	0	0	0	0
92100	NE CONNECTOR TRAIL	0	0	0	0	0
92300	BIKE FIXIT STATION	0	0	0	0	0
92400	2021 STREET PROJECT	5,519	0	1,535,000	1,485,000	90,000
92450	2023 STREET PROJECT	741,805	11,002	0	0	0
92460	GARDEN SIDEWALK	123,900	14,553	0	0	0
92470	IDAHO AVE ALLEY	3,249	1,092	0	0	0
92500	LARPENTEUR STREET LIGHTS	1,835	357,971	0	0	0
92600	ROSELAWN M&O 2024	0	108,051	0	0	0
93000	DEBT PAY AS YOU GO PYMT	393,930	537,630	660,000	145,000	275,000
94900	BOND FEES	19,765	0	0	0	0
	CAPITAL OUTLAY	2,830,633	1,310,770	5,351,100	3,411,321	1,784,116
	TOTAL EXPENDITURES	2,993,324	1,370,543	5,380,750	3,543,001	1,878,116
	OTHER FINANCING USES					
97000	TRANSFERS	428,000	348,543	585,000	585,000	0
	TOTAL OTHER FINANCING USES	428,000	348,543	585,000	585,000	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	3,421,324	1,719,086	5,965,750	4,128,001	1,878,116

GENERAL CAPITAL IMPROVEMENTS (401)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33410	OTHER GRANTS	0	0	0	0	0
33700	CABLE FRANCHISE FEES	10,803	9,673	11,000	9,000	9,500
	TOTAL INTERGOVERNMENTAL	10,803	9,673	11,000	9,000	9,500
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	13,411	22,024	5,000	19,000	5,000
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	3,774	851	0	0	0
36233	CONTRIBUTIONS	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36410	CONDUIT BOND FEE	0	0	0	0	0
	TOTAL MISCELLANEOUS	17,184	22,875	5,000	19,000	5,000
401	*TOTAL REVENUES*	27,987	32,547	16,000	28,000	14,500
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	27,987	32,547	16,000	28,000	14,500
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT/PROFESSIONAL FEES	710	748	850	810	850
	TOTAL OTHER SERVICES & CHARGES	710	748	850	810	850
	CAPITAL OUTLAY					
90100	FURNITURE & EQUIPMENT	4,836	16,958	40,000	53,000	15,000
90200	COVID 19	0	0	0	0	0
91000	MACHINERY & EQUIPMENT	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	4,836	16,958	40,000	53,000	15,000
-401	*TOTAL EXPENDITURES*	5,546	17,705	40,850	53,810	15,850
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	5,546	17,705	40,850	53,810	15,850
	FUND BALANCE - JANUARY 1	423,123	445,564	460,406	460,406	434,596
	CHANGE IN FUND BALANCE	22,441	14,842	(24,850)	(25,810)	(1,350)
	FUND BALANCE - DECEMBER 31	445,564	460,406	435,556	434,596	433,246

PUBLIC SAFETY CAPITAL IMPROVEMENTS (402)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL REVENUES					
33610	SCBA GRANT/OTHER GRANTS IN AID	0	0	0	0	0
33620	FEMA FIRE EQUIPMENT GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	951	1,170	300	600	300
36213	CHANGE IN FAIR VALUE OF I	207	38	0	0	0
36233	CONTRIBUTIONS	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36410	CONDUIT BOND FEE	0	0	0	0	0
36420	SALES OF EQUIPMENT	0	0	0	0	0
	TOTAL MISCELLANEOUS	1,158	1,208	300	600	300
402	*TOTAL REVENUES*	1,158	1,208	300	600	300
	OTHER FINANCING SOURCES					
39101	PROCEEDS FROM SALE OF EQUIPMENT	0	0	0	0	0
39310	BOND PROCEEDS	0	0	0	0	0
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,158	1,208	300	600	300
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80310	AUDIT	710	748	850	810	850
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	710	748	850	810	850
	CAPITAL OUTLAY					
91000	MACHINERY & EQUIPMENT	8,601	0	0	775	0
91100	POLICE OFFICE RENOVATION	0	0	10,000	7,500	0
91200	FIRE TRUCK - LADDER	0	0	0	0	0
91600	AED GRANT	0	0	0	0	0
91700	FEMA FIRE EQUIPMENT GRANT	0	0	0	0	0
91800	DNR GRANT	0	0	0	0	0
91900	POLICE SQUAD	0	0	0	0	0
92000	OTHER IMPROVEMENTS	0	0	0	0	0
93000	RADAR SPEED TRAILER	0	4,460	0	0	0
94900	BOND FEES	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	8,601	4,460	10,000	8,275	0
-402	*TOTAL EXPENDITURES*	9,311	5,208	10,850	9,085	850
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	9,311	5,208	10,850	9,085	850
	FUND BALANCE - JANUARY 1	32,427	24,274	20,274	20,274	11,789
	CHANGE IN FUND BALANCE	(8,153)	(4,000)	(10,550)	(8,485)	(550)
	FUND BALANCE - DECEMBER 31	24,274	20,274	9,724	11,789	11,239

PARKS/RECREATION/PUBLIC FACILITIES CAPITAL IMPROVEMENTS (403)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33410	GRANT	0	0	0	0	0
33430	DNR GRANT	0	0	0	0	0
33440	GOOD NEIGHBOR GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	29,278	140,848	30,000	100,000	30,000
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	7,298	4,504	0	0	0
36233	CONTRIBUTIONS	500	500	0	0	0
36240	PARK DEDICATION FEE	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36410	CONDUIT BOND FEE	0	0	0	0	0
36420	SALE OF EQUIPMENT	4,000	25,000	0	0	0
	TOTAL MISCELLANEOUS	41,076	170,852	30,000	100,000	30,000
403	*TOTAL REVENUES*	41,076	170,852	30,000	100,000	30,000
	OTHER FINANCING SOURCES					
39101	PROCEEDS FROM SALE OF CAPITAL ASSETS	0	0	0	0	0
39200	TRANSFERS	520,000	1,698,543	40,000	40,000	40,000
39210	BOND PROCEEDS	0	0	1,500,000	1,044,680	0
	TOTAL OTHER FINANCING SOURCES	520,000	1,698,543	1,540,000	1,084,680	40,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	561,076	1,869,395	1,570,000	1,184,680	70,000
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80200	LEGAL SERVICES	1,123	0	0	0	0
80310	AUDIT	710	748	850	810	850
89000	MISCELLANEOUS	0	0	0	0	0
89100	PARK APPRAISALS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	1,833	748	850	810	850
	CAPITAL OUTLAY					
91000	MACHINERY & EQUIPMENT	86,891	48,622	76,100	76,100	334,116
91500	COMMUNITY PARK LAND/BUILDING	1,143,498	166,110	3,000,000	1,500,000	1,000,000
91550	CURTISS FIELD	0	0	0	0	10,000
91600	ROOF REPLACEMENT	0	0	0	0	0
91650	ROOF SOLAR PANELS	1,104	0	0	124,871	0
91700	PARK PATH IMPROVEMENT	0	0	0	0	0
91800	PIANO IN PARK	0	0	0	0	0
91850	BASKETBALL COURT GROVE PARK	0	0	0	0	0
92000	PARK DEDICATION IMPROVEMENTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	1,231,493	214,732	3,076,100	1,700,971	1,344,116
-403	*TOTAL EXPENDITURES*	1,233,326	215,480	3,076,950	1,701,781	1,344,966
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	1,233,326	215,480	3,076,950	1,701,781	1,344,966
	FUND BALANCE - JANUARY 1	1,501,373	829,123	2,483,038	2,483,038	1,965,937
	CHANGE IN FUND BALANCE	(672,250)	1,653,915	(1,506,950)	(517,101)	(1,274,966)
	FUND BALANCE - DECEMBER 31	829,123	2,483,038	976,088	1,965,937	690,971

TIF DISTRICT #1-3 IMPROVEMENTS (414)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAXES					
30113	TAX INCREMENTS	356,109	384,709	400,000	100,000	230,000
	TOTAL PROPERTY TAXES	356,109	384,709	400,000	100,000	230,000
	SPEICAL ASSESSMENTS					
33405	TIF MARKET VALUE HOMESTD	0	0	0	0	0
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	2,760	1,689	200	4,000	500
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	770	124	0	0	0
	TOTAL MISCELLANEOUS	3,529	1,813	200	4,000	500
414	*TOTAL REVENUES*	359,638	386,522	400,200	104,000	230,500
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	359,638	386,522	400,200	104,000	230,500
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	0	0	0	0	0
80310	AUDIT	710	748	850	810	850
81900	OTHER PROFESSIONAL SERVICES	5,278	10,028	6,000	5,500	5,000
89000	MISCELLANEOUS - TIF ADMIN FEES	1,288	375	1,500	1,500	2,000
	TOTAL OTHER SERVICES & CHARGES	7,275	11,151	8,350	7,810	7,850
	DEBT SERVICE/CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
92500	LARPENTEUR STREET LIGHTS	0	94,000	0	0	0
93000	DEBT PAY AS YOU GO PYMT	379,660	270,759	400,000	100,000	230,000
	TOTAL DEBT SERVICE/CAPITAL OUTLAY	379,660	364,759	400,000	100,000	230,000
-414	*TOTAL EXPENDITURES*	386,935	375,910	408,350	107,810	237,850
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	386,935	375,910	408,350	107,810	237,850
	FUND BALANCE - JANUARY 1	83,281	55,984	66,596	66,596	62,786
	CHANGE IN FUND BALANCE	(27,297)	10,612	(8,150)	(3,810)	(7,350)
	FUND BALANCE - DECEMBER 31	55,984	66,596	58,446	62,786	55,436

TIF DISTRICT #1-4 IMPROVEMENTS (415)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAXES					
30113	TAX INCREMENTS	15,021	276,222	275,000	45,000	45,000
	TOTAL PROPERTY TAXES	15,021	276,222	275,000	45,000	45,000
	INTERGOVERNMENTAL					
33400	STATE GRANTS AND AIDS	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	(39)	133	100	550	100
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	(10)	20	0	0	0
	TOTAL MISCELLANEOUS	(49)	153	100	550	100
415	*TOTAL REVENUES*	14,971	276,375	275,100	45,550	45,100
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	14,971	276,375	275,100	45,550	45,100
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	0	0	0	0	0
80310	AUDIT	710	748	850	810	850
81900	OTHER PROFESSIONAL SERVICES	1,498	713	1,500	0	0
82000	TIF LOAN	0	50	0	0	0
89000	MISCELLANEOUS	0	352	0	0	0
	TOTAL OTHER SERVICES & CHARGES	2,208	1,862	2,350	810	850
	DEBT SERVICE/CAPITAL OUTLAY					
93000	DEBT PAY AS YOU GO PYMT	14,270	262,411	260,000	45,000	45,000
	TOTAL DEBT SERVICE/CAPITAL OUTLAY	14,270	262,411	260,000	45,000	45,000
-415	*TOTAL EXPENDITURES*	16,477	264,273	262,350	45,810	45,850
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	16,477	264,273	262,350	45,810	45,850
	FUND BALANCE - JANUARY 1	0	(1,506)	10,597	10,597	10,337
	CHANGE IN FUND BALANCE	(1,506)	12,102	12,750	(260)	(750)
	FUND BALANCE - DECEMBER 31	(1,506)	10,597	23,347	10,337	9,587

INFRASTRUCTURE IMPROVEMENTS (419)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	PROPERTY TAXES					
30111	PROPERTY TAXES	0	0	0	0	0
	TOTAL PROPERTY TAX	0	0	0	0	0
	INTERGOVERNMENTAL					
33400	*LGA*	127,240	101,593	102,573	102,573	103,875
33430	MINNESOTA STATE AID (DOT)	53,354	57,620	50,000	64,723	50,000
33430	RAMSEY COUNTY TURNBACK FUNDS	0	0	0	0	0
33430	MSA ROSELAWN	0	0	0	0	0
33431	RAMSEY COUNTY: ROSELAWN	0	0	0	0	0
33432	MN RELEAF PROGRAM	0	0	0	0	0
33433	RAMSEY COUNTY AGGREGATE	430	0	0	0	0
33434	WATERSHED DISTRICT GRANT	0	0	0	0	0
33435	ST PAUL WATER UTILITY	0	0	0	0	0
33436	CLEVELAND GREENERY PROJECT	0	0	0	0	0
33437	2013 STORMWATER/ST PROJECT	0	0	0	0	0
33438	U OF M FAIRVIEW PROJECT	0	0	0	0	0
33440	U OF M BIKE GOOD NEIGHBOR	0	0	0	0	0
33441	CLEVELAND AVENUE 2022	277,973	19,941	0	0	0
33442	MN DOT LARGE CITY	0	1,660	11,976	11,976	8,347
33700	EXCEL FRANCHISE FEE	137,132	137,354	135,000	130,000	135,000
	TOTAL INTERGOVERNMENTAL	596,128	318,168	299,549	309,272	297,222
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	0	94	0	0	0
36105	SPECIAL ASSMTS: GROVE PREPAIDS	0	0	0	0	0
36108	SPECIAL ASSMETS: LARP III	0	0	0	0	0
36110	SPECIAL ASMTS: HAMLINE/HOYT	0	0	0	0	0
36120	SPECIAL ASMTS: ROSELAWN	0	14,798	0	0	0
36130	SPECIAL ASMTS: HOYT SANITARY	0	0	0	0	0
36140	SPEC ASMTS:MAPLE/PRIOR MILL OVERLAY	0	0	0	0	0
36150	SPEC ASMTS: ARONA/ HOLLYWOOD COURT/ ALLEY	0	0	0	0	0
36160	SPEC ASMTS SNELLING DRIVE 2015	0	0	0	0	0
	TOTAL SPECIAL ASSESSENTS	0	14,892	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	76,948	62,974	30,000	73,000	30,000
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	15,373	2,757	0	0	0
36222	REFUNDS/REIMBURSEMENTS	0	0	0	0	0
36300	MISC - RECYCLE STREET LIGHTS	91	0	0	0	0
36400	MISCELLANEOUS	1,768	376	0	0	0
36410	ALLOCATION BONDING	0	0	0	0	0
	TOTAL MISCELLANEOUS	94,179	66,107	30,000	73,000	30,000
419	*TOTAL REVENUES*	690,308	399,167	329,549	382,272	327,222
	OTHER FINANCING SOURCES					
39200	TRANSFERS	30,000	0	0	0	0
39130	BOND PROCEEDS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	30,000	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	720,308	399,167	329,549	382,272	327,222
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	0	34,125	0	20,000	0
80310	AUDIT	710	748	850	810	850
81900	OTHER PROFESSIONAL SVCS	0	0	0	0	0
83010	PAVEMENT MANAGEMENT	938	0	8,000	8,000	0
86600	CLEVELAND REPLANTING	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	1,648	34,872	8,850	28,810	850
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	10,575	10,000
92005	SIDEWALK IMPROVEMENTS	17,727	3,042	10,000	2,000	10,000
92007	CURBS	0	0	0	0	0
92008	CITY MONUMENTS	0	21,518	20,000	1,500	40,000
92010	ROSELAWN AND SNELLING SIGNAL	0	0	0	0	0
92015	2019 TRAFFIC CONTROL	0	0	0	0	0
92020	HAMLINE/HOYT CONSTRUCTION	0	0	0	0	0
92030	STREET ALLEY PAVEMENT MGMT	0	0	0	0	0
92035	CLEVELAND	277,973	19,941	0	0	0
92040	MAPLE/PRIOR MILL AND OVERLAY	0	0	0	0	0
92045	MN DOT LARGE CITY	0	0	0	0	0
92050	DOWNSTREAM WATER UPGRADE LAUDERDALE	0	0	0	0	0
92055	2013 CRAWFORD/ALLEY/ARONA MILL/OVERLAY	0	0	0	0	0
92056	LARPENTEUR MEDIAN	0	0	0	0	0
92057	2015 SNELLING DRIVE/GARDEN	0	0	0	0	0
92058	ROSELAWN STREET & TRAIL	0	0	0	0	0
92060	CRACK SEALING	0	0	0	0	0
92070	SEAL COATING	0	0	0	0	0
92080	CITY SIGN REFINISHING	0	0	0	0	0
92085	GARDEN AVE	0	0	0	0	0
92086	2025 STREET PROJECT	0	4,280	0	0	0
92087	LES BOLSTAT GOLF COURSE	0	0	0	5,000	0
92090	SOLAR ENERGY SYSTEM	0	0	0	0	0
92095	HOYT SNELLING SIGNAL	0	0	0	0	0
92098	2017 STREET PROJECT	0	0	0	0	0
92100	NE CONNECTOR TRAIL	0	0	0	0	0
92300	BIKE FIXIT STATION	0	0	0	0	0
92500	LARPENTEUR STREET LIGHTS	1,835	263,971	0	0	0
92600	ROSELAWN M&O 2024	0	108,051	0	0	0
94900	BOND FEES	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	297,535	420,804	30,000	19,075	60,000
-419	*TOTAL EXPENDITURES*	299,183	455,676	38,850	47,885	60,850
	OTHER FINANCING USES					
97000	TRANSFERS	407,000	300,000	485,000	485,000	0
	TOTAL OTHER FINANCING USES	407,000	300,000	485,000	485,000	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	706,183	755,676	523,850	532,885	60,850
	FUND BALANCE - JANUARY 1	1,848,313	1,862,438	1,505,929	1,505,929	1,355,316
	CHANGE IN FUND BALANCE	14,125	(356,509)	(194,301)	(150,613)	266,372
	FUND BALANCE - DECEMBER 31	1,862,438	1,505,929	1,311,628	1,355,316	1,621,688

FALCON WOODS & NORTHOME (424)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33430	MINNESOTA STATE AID	0	0	445,000	445,000	0
33434	WATERSHED DISTRICT GRANT	0	0	0	0	0
33500	CONSERVATION DISTRICT GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	445,000	445,000	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	0	0	210,000	259,501	0
	TOTAL SPECIAL ASSESSMENTS	0	0	210,000	259,501	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	0	0	0	500	200
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	0	0	0	500	200
424	*TOTAL REVENUES*	0	0	655,000	705,001	200
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	0	0	875,000	1,005,411	0
39200	TRANSFERS	0	0	445,000	445,000	0
	TOTAL OTHER FINANCING SOURCES	0	0	1,320,000	1,450,411	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	0	0	1,975,000	2,155,412	200
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	0	0	0	90,000	5,000
80310	AUDIT/PROFESSIONAL FEES	0	0	850	810	850
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	200	200
	TOTAL OTHER SERVICES & CHARGES	0	0	850	91,010	6,050
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
92030	STREET TESTING	0	0	0	0	0
92400	FALCON WOODS PROJECT	0	0	1,415,000	1,415,000	90,000
94900	BOND FEES	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	1,415,000	1,415,000	90,000
-424	*TOTAL EXPENDITURES:*	0	0	1,415,850	1,506,010	96,050
	OTHER FINANCING USES					
97000	OPERATING TRANSFER	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	1,415,850	1,506,010	96,050
	FUND BALANCE - JANUARY 1	0	0	0	0	649,402
	CHANGE IN FUND BALANCE	0	0	559,150	649,402	(95,850)
	FUND BALANCE - DECEMBER 31	0	0	559,150	649,402	553,552

2021 STREET PROJECT PMP (426)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33430	MINNESOTA STATE AID DOT	0	0	0	0	0
33434	WATERSHED DISTRICT GRANT	0	0	0	0	0
33500	CONSERVATION DISTRICT GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	5,042	9,172	1,000	7,000	1,000
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	1,523	435	0	0	0
36300	SETTLEMENT PERFORMANCE BOND	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	6,566	9,607	1,000	7,000	1,000
426	*TOTAL REVENUES*	6,566	9,607	1,000	7,000	1,000
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	0	0	0	0	0
39140	INDURANCE AND BONDS	0	99,594	0	0	0
39200	TRANSFERS	120,000	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	120,000	99,594	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	126,566	109,201	1,000	7,000	1,000
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	347	52	0	0	0
80310	AUDIT/PROFESSIONAL FEES	710	748	850	810	0
81900	OTHER PROFESSIONAL SERVICES	5,102	3,097	0	0	0
89000	MISCELLANEOUS	0	11	0	0	0
	TOTAL OTHER SERVICES & CHARGES	6,159	3,908	850	810	0
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
92030	STREET TESTING	0	0	0	0	0
92200	PARKING LOT - STORM	0	0	0	0	0
92400	2021 STREET PROJECT	5,519	0	120,000	70,000	0
94900	BOND FEES	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	5,519	0	120,000	70,000	0
-426	*TOTAL EXPENDITURES:*	11,678	3,908	120,850	70,810	0
	OTHER FINANCING USES					
97000	OPERATING TRANSFER	0	0	100,000	100,000	0
	TOTAL OTHER FINANCING USES	0	0	100,000	100,000	0
	TOTAL EXPENDITURES	11,678	3,908	220,850	170,810	0
	FUND BALANCE - JANUARY 1	14,138	129,026	234,318	234,318	70,508
	CHANGE IN FUND BALANCE	114,888	105,292	(219,850)	(163,810)	1,000
	FUND BALANCE - DECEMBER 31	129,026	234,318	14,468	70,508	71,508

AMBER UNION 428

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33430	MN STATE AID	0	0	0	0	0
33431	DEED GRANT	0	0	0	0	0
33433	MET COUNCIL TBRA FUNDS	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	0	0	0	0	0
	MISCELLANEOUS					
36204	PREPAYMENT ESCROW/ATTORNEY	0	0	0	0	0
36205	REIMBURSE ATTORNEY FEES	0	0	0	0	0
36211	INTEREST ON INVESTMENTS	5,380	2,312	0	0	0
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	399	90	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36402	REIMBURSE FOR CARIBOU COFFEE	4,961	0	0	0	0
36404	TIF APPLICATION FEE	0	0	0	0	0
36406	ISSUER FEE AMBER UNION	0	0	0	0	0
	TOTAL MISCELLANEOUS	10,740	2,402	0	0	0
428	*TOTAL REVENUES*	10,740	2,402	0	0	0
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	10,740	2,402	0	0	0
	EXPENDITURES:					
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	0	0	0	0	0
80200	ATTORNEY SERVICES	393	0	0	0	0
80310	AUDIT/PROFESSIONAL FEES	710	748	0	0	0
80400	DEED GRANT	350	0	0	0	0
80500	MET COUNCIL TBRA	0	0	0	0	0
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
89000	MISCELLANEOUS	35	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	1,488	748	0	0	0
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
94900	BOND FEES	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
-428	*TOTAL EXPENDITURES:*	1,488	748	0	0	0
	OTHER FINANCING USES					
97000	OPERATING TRANSFER	21,000	48,543	0	0	0
	TOTAL OTHER FINANCING USES	21,000	48,543	0	0	0
	TOTAL EXPENDITURES	22,488	49,290	0	0	0
	FUND BALANCE - JANUARY 1	58,637	46,889	0	0	0
	CHANGE IN FUND BALANCE	(11,748)	(46,888)	0	0	0
	FUND BALANCE - DECEMBER 31	46,889	0	0	0	0

2023 STREET PROJECT /GARDEN AVENUE (429)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33430	MINNESOTA STATE AID DOT	317,636	0	0	0	0
33434	WATERSHED DISTRICT GRANT	0	0	0	0	0
33431	STATE AID CRRSAA	14,626	0	0	0	0
33500	OTHER GRANTS	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	332,262	0	0	0	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	171,388	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	171,388	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	7,256	15,539	11,000	2,807	0
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	2,941	533	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36401	BROKEN GATE VALVE REPAIR	5,820	0	0	0	0
	TOTAL MISCELLANEOUS	16,017	16,072	11,000	2,807	0
429	*TOTAL REVENUES*	519,667	16,072	11,000	2,807	0
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	520,000	0	0	0	0
39200	TRANSFERS	287,000	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	807,000	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,326,667	16,072	11,000	2,807	0
	EXPENDITURES:					
	MATERIALS & SUPPLIES					
75100	SIGNS	4,526	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	4,526	0	0	0	0
	TOTAL MATERIALS & SUPPLIES					
80100	ENGINEERING SERVICES	123,415	4,231	0	0	0
80310	AUDIT/PROFESSIONAL FEES	710	0	850	0	0
81900	OTHER PROFESSIONAL SERVICES	1,576	0	0	0	0
89000	MISCELLANEOUS	17	9	5,000	0	0
89001	MN ST AID CRRSAA FUNDS	14,626	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	140,344	4,240	5,850	0	0
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
92030	STREET TESTING	0	0	0	0	0
92450	2023 STREET PROJECT	741,805	11,002	0	0	0
92460	GARDEN SIDEWALK	123,900	14,553	0	0	0
92470	IDAHO AVE ALLEY	3,249	1,092	0	0	0
94900	BOND FEES	19,765	0	0	0	0
	TOTAL CAPITAL OUTLAY	888,719	26,647	0	0	0
-429	*TOTAL EXPENDITURES:*	1,029,063	30,887	5,850	0	0
	OTHER FINANCING USES					
97000	TRANSFER	0	0	295,000	289,640	0
	TOTAL OTHER FINANCING USES	0	0	295,000	289,640	0
	TOTAL EXPENDITURES	1,029,063	30,887	300,850	289,640	0
	FUND BALANCE - JANUARY 1	8,569	306,174	291,358	291,358	4,526
	CHANGE IN FUND BALANCE	297,605	(14,815)	(289,850)	(286,833)	0
	FUND BALANCE - DECEMBER 31	306,174	291,358	1,508	4,526	4,526

UMN LES BOLSTAD GOLF COURSE REDEVELOPMENT (432)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL					
33430	MINNESOTA STATE AID DOT	0	0	0	0	0
33434	WATERSHED DISTRICT GRANT	0	0	0	0	0
33431	STATE AID	0	0	0	0	0
33500	OTHER GRANTS	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	SPECIAL ASSESSMENTS					
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	TOTAL SPECIAL ASSESSMENTS	0	0	0	0	0
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	0	0	0	0	200
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	0	0	0	0	200
429	*TOTAL REVENUES*	0	0	0	0	200
	OTHER FINANCING SOURCES					
39130	BOND PROCEEDS	0	0	0	0	0
39200	TRANSFERS	0	0	0	80,000	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	80,000	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	0	0	0	80,000	200
	EXPENDITURES:					
	MATERIALS & SUPPLIES					
75100	SIGNS	0	0	0	0	0
	TOTAL MATERIALS & SUPPLIES	0	0	0	0	0
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	0	0	0	0	15,000
80310	AUDIT FEES	0	0	0	0	850
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	60,000
89000	MISCELLANEOUS	0	0	0	0	0
	TOTAL OTHER SERVICES & CHARGES	0	0	0	0	75,850
	CAPITAL OUTLAY					
92000	OTHER IMPROVEMENTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
-429	*TOTAL EXPENDITURES:*	0	0	0	0	75,850
	OTHER FINANCING USES					
97000	TRANSFER	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	0	0	75,850
	FUND BALANCE - JANUARY 1	0	0	0	0	80,000
	CHANGE IN FUND BALANCE	0	0	0	80,000	(75,650)
	FUND BALANCE - DECEMBER 31	0	0	0	80,000	4,350

ENTERPRISE FUNDS

PURPOSE:

Enterprise funds are used to account for operations financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. During 2001, the city established the Storm Drainage enterprise fund.

1. Sanitary Sewer
2. Storm Drainage

Annual appropriated budgets are not adopted for enterprise funds, but are prepared as a means of financial planning.

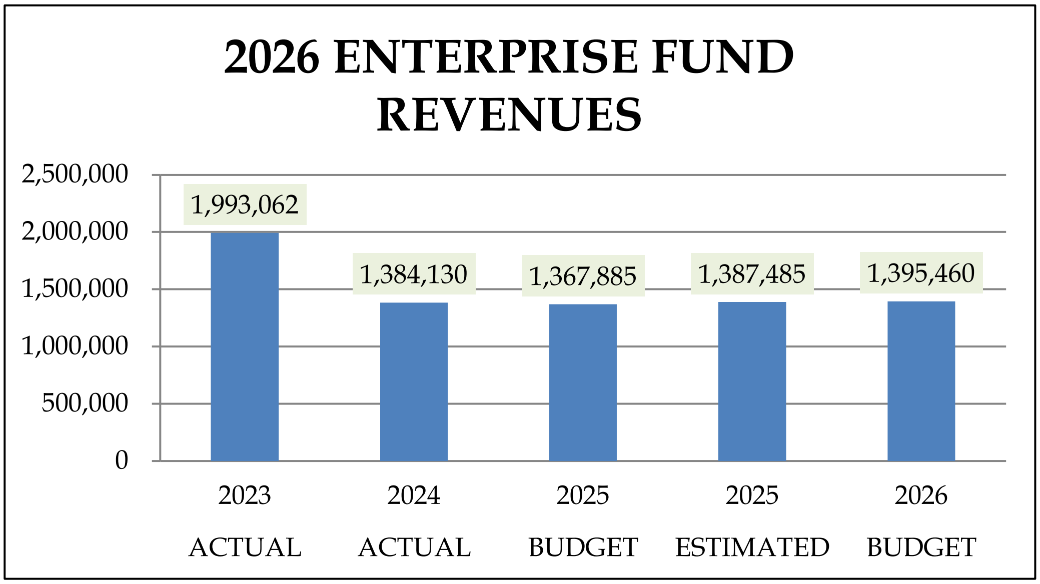
BASIS OF ACCOUNTING & BUDGETING:

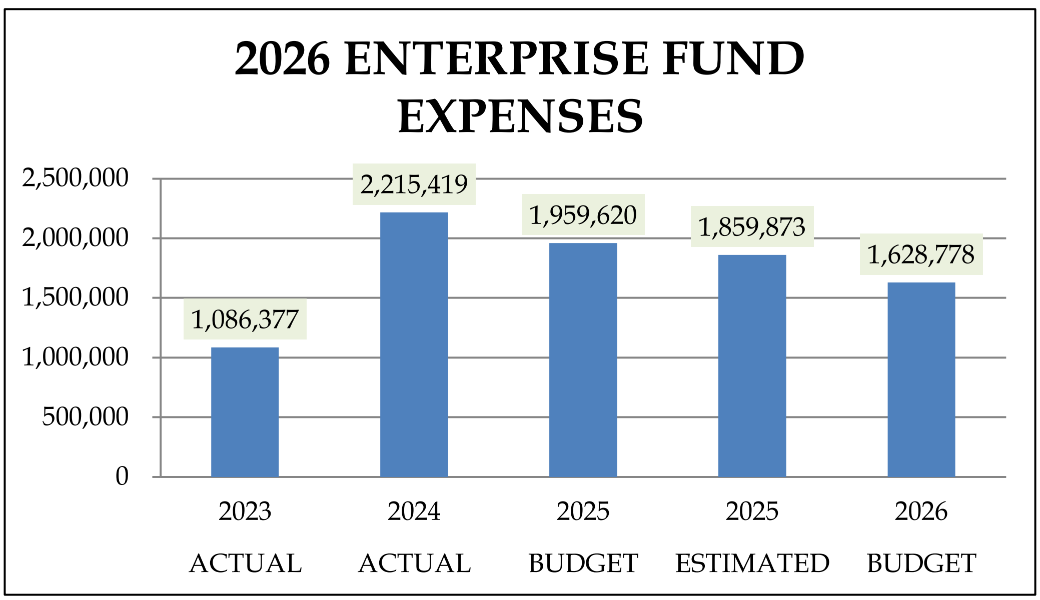
All enterprise funds are accounted for on a flow of economic resources measurement focus, which means that all assets and all liabilities (whether current or non-current) associated with the fund's activity are included on the balance sheet. Transactions that improve or diminish the economic position of the fund are reported as revenues or expenses. Depreciation, using the straight-line method, is charged against all exhaustible fixed assets as an expense against operations.

Enterprise funds are accounted for using the accrual basis of accounting, in which revenues are recognized when they are earned and expenses are recognized when they are incurred. The basis of budgeting is consistent with generally accepted accounting principles in the United States of America.

TOTAL ENTERPRISE FUNDS

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
601	SANITARY SEWER	1,778,724	1,162,141	1,154,485	1,162,485	1,176,925
602	STORM DRAINAGE	214,338	221,989	213,400	225,000	218,535
	TOTAL REVENUES	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460
	OTHER FINANCING SOURCES					
39700	CONTRIBUTED CAPITAL	0	0	0	0	0
39100	CONTRIBUTED CAPITAL	0	0	0	0	0
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460
	EXPENSES:					
-601	SANITARY SEWER	933,620	1,057,156	1,560,150	1,564,751	1,464,365
-602	STORM DRAINAGE	152,757	158,263	399,470	295,122	164,412
	TOTAL EXPENSES	1,086,377	1,215,419	1,959,620	1,859,873	1,628,778
	OTHER FINANCING USES					
97000	TRANSFERS	0	1,000,000	0	0	0
	TOTAL OTHER FINANCING USES	0	1,000,000	0	0	0
	TOTAL EXPENSES & OTHER FINANCING USES	1,086,377	2,215,419	1,959,620	1,859,873	1,628,778
	NET POSITION - JANUARY 1	4,525,295	5,431,980	4,600,691	4,600,691	4,128,303
	NET INCOME (LOSS)	906,685	(831,289)	(591,735)	(472,388)	(233,318)
	RESTATEMENT CHG ACCTING PRINCIPLE	0	0	0	0	0
	NET POSITION - DECEMBER 31	5,431,980	4,600,691	4,008,956	4,128,303	3,894,985


2026 ENTERPRISE FUND
REVENUES
2,500,000
2,000,000
1,500,000
1,000,000
500,000
0
1,993,062
1,384,130
1,367,885
1,387,485
1,395,460
2023
ACTUAL
2024
ACTUAL
2025
BUDGET
2025
ESTIMATED
2026
BUDGET


2026 ENTERPRISE FUND
EXPENSES
2,500,000
2,000,000
1,500,000
1,000,000
500,000
0
1,086,377
2,215,419
1,959,620
1,859,873
1,628,778
2023
ACTUAL
2024
ACTUAL
2025
BUDGET
2025
ESTIMATED
2026
BUDGET

TOTAL ENTERPRISE FUND REVENUES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMETNAL					
33404	FEDERAL GRANTS - ARPA	604,112	0	0	0	0
33410	OTHER GRANTS	0	0	0	0	0
33430	MN STATE AID	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	604,112	0	0	0	0
	CHARGES FOR SERVICES					
34180	SEWER CHARGES	1,252,619	1,306,576	1,327,400	1,305,000	1,354,975
34181	SEWER PENALTIES	0	0	0	0	0
34183	OTHER CHARGES	0	0	0	0	0
34192	SAC CHARGES	2,485	2,485	2,485	2,485	2,485
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
37120	RESCUE PENALTIES	0	0	0	0	0
37500	RESCUE CHARGES	0	0	0	0	0
37540	RESCUE SUPPLY CHARGES	0	0	0	0	0
	TOTAL CHARGES FOR SERVICES	1,255,104	1,309,061	1,329,885	1,307,485	1,357,460
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	109,550	71,703	38,000	80,000	38,000
36213	CHANGE IN FAIR VALUE OF INV	2,762	784	0	0	0
36214	CHANGE IN FAIR VALUE OF INV	21,534	2,582	0	0	0
36215	ST PERA CONTRIBUTION	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36500	GAIN ON SALE OF ASSET	0	0	0	0	0
	TOTAL MISCELLANEOUS	133,846	75,069	38,000	80,000	38,000
	TOTAL REVENUES	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
39100	CONTRIBUTED CAPITAL	0	0	0	0	0
39700	CONTRIBUTED CAPITAL	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,993,062	1,384,130	1,367,885	1,387,485	1,395,460

TOTAL ENTERPRISE FUND EXPENSES BY LINE ITEM

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	EXPENSES:					
	COMPENSATION					
60100	REGULAR SALARIES	182,720	213,342	260,000	260,000	250,200
60520	PART-TIME EMPLOYEES	890	0	0	0	0
64011	PERA CONTRIBUTIONS	5,079	8,771	19,250	18,000	18,900
64012	FICA CONTRIBUTIONS	13,370	15,492	19,900	18,000	19,000
64015	PAID LEAVE CONTRIBUTIONS	0	0	0	0	2,202
64031	HOSPITALIZATION	36,457	40,386	49,100	43,000	47,000
64032	DENTAL	1,175	1,468	2,700	1,950	2,300
64033	LONG-TERM DISABILITY	508	141	510	350	450
64034	LIFE INSURANCE	477	450	560	600	600
	TOTAL COMPENSATION	240,676	280,050	352,020	341,900	340,652
	MATERIALS & SUPPLIES					
70100	SANITARY SEWER SUPPLIES	57	157	600	600	600
70120	TOOLS	0	0	0	0	0
70200	STORM SUPPLIES	205	190	300	0	100
70500	POSTAGE	0	139	0	0	0
74000	MOTOR FUEL & LUBRICANTS	2,567	1,629	4,400	4,400	4,400
77000	CLOTHING	0	0	0	0	0
	TOTAL MATERIALS & SUPPLIES	2,829	2,115	5,300	5,000	5,100
	OTHER SERVICES & CHARGES					
80100	ENGINEERING	290	0	0	0	0
80200	LEGAL	0	214	0	0	0
80310	AUDIT	2,130	2,244	2,550	2,440	2,550
81900	OTHER SERVICES & CHARGES	0	99	0	0	0
81910	VEGETATION MGMT	0	0	0	0	0
83025	SWEEPER PARTS/SUPPLIES	2,175	3,682	5,000	5,000	5,000
83050	RAIN GARDEN	827	0	0	0	0
84000	STREET SWEEPINGS	6,649	3,615	8,000	8,000	8,000
85011	TELEPHONE - LANDLINE	995	983	1,200	1,000	1,000
85015	CELL PHONE	640	720	900	720	800
85020	ELECTRIC	0	0	0	0	0
85040	WATER	0	0	0	1,256	1,400
85060	METRO SEWER CHARGES	669,995	760,060	732,665	732,665	741,341
85070	SAC CHARGES	2,485	2,485	2,485	2,485	2,485
85075	CITY BLDG SEWER CHARGES	394	406	500	500	500
85080	PORTABLE TOILET - PARKS	5,405	6,249	5,000	6,200	6,500
86030	CONFERENCES & SCHOOLS	0	0	0	0	0
86100	TRAINING	1,195	805	1,200	1,200	1,200
86101	SANITARY/SEWER MILEAGE	150	0	150	0	0
86110	MEMBERSHIPS	600	2,010	800	1,245	1,300
87000	REPAIR EQUIPMENT	11,223	3,146	2,000	2,122	2,150
87100	SANITARY TELEVISING & COMMERCIAL JETTING	29,655	33,426	118,000	136,000	0
87101	ANNUAL SWEEPER INSPECTION	0	180	500	500	500
87150	STORM CATCH BASIN CLEANING/JETTING OF SYSTEM	0	0	0	0	0
87160	SEMINARY POND ANNUAL	2,674	1,927	0	0	0
87200	SEWER LINE REPAIRS	0	0	0	0	0
87230	LIFT STATION	0	0	15,000	0	0
87250	DAMAGE CLAIMS	4,346	0	0	0	0
87260	GOTTFRIEDS STORM WATER	1,868	2,913	3,500	3,500	0
87300	ROOT TREATMENT	0	0	0	0	0
87600	DEPRECIATION	66,476	77,152	72,000	72,000	72,000
88000	INSURANCE & BONDS	8,377	7,923	9,000	8,540	9,000
88010	OCCURRENCE INSURANCE	0	0	0	0	0
88030	ONE CALL CONCEPTS-LOCATES	1,215	651	1,200	1,000	1,200
88500	BILLING FEE-UTILITIES	21,451	22,183	20,000	26,000	26,000
88600	MISCELLANEOUS FEES	0	0	0	0	0
88700	LIFT STATION REPAIRS	1,658	0	0	0	0
89000	MISCELLANEOUS	0	180	150	100	100
	TOTAL OTHER SERVICES & CHARGES	842,872	933,253	1,001,800	1,012,473	883,026
	CAPITAL OUTLAY					
91000	CAPITAL EQUIPMENT	0	0	0	0	0
92000	SANITARY INFRASTRUCTURE	0	0	0	0	0
92010	GARDEN AVENUE WITH SIDEWALK 2023	0	0	0	0	0
92050	HOLTON, ALBERT, SHELDON, RUGGLES 2023	0	0	0	0	0
92060	ALLEY IOWA/IDAHO 2023	0	0	130,000	130,000	0
92100	CURTIS FIELD DRAINAGE POND	0	0	0	0	0
92300	TROLLEY PATH CATCH BASIN AND POND	0	0	0	0	0
92400	2021 STREET PROJECT SANITARY	0	0	70,500	70,500	0
92450	2021 STREET PROJECT STORM	0	0	0	0	0
92460	FH CHURCH STORMWATER IMPROVEMENETS	0	0	100,000	0	0
92470	2024 ROSELAWN MILL AND OVERLAY	0	0	0	0	0
92500	SNELLING SVCD DRIVES RELINNING TO W OF FRY	0	0	0	0	0
92700	2012 STREET PROJECT	0	0	0	0	0
92600	GROVE STORM IMPROVEMENTS	0	0	0	0	0
92800	SEWER LINING PROJECT	0	0	300,000	300,000	400,000
	TOTAL CAPITAL	0	0	600,500	500,500	400,000
	TOTAL EXPENSES	1,086,377	1,215,418	1,959,620	1,859,873	1,628,778
	OTHER FINANCING USES					
97000	TRANSFERS	0	1,000,000	0	0	0
	TOTAL OTHER FINANCING USES	0	1,000,000	0	0	0
	TOTAL EXPENSES & OTHER FINANCING USES	1,086,377	2,215,418	1,959,620	1,859,873	1,628,778

SANITARY SEWER (601)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL REVENUE					
33404	FEDERAL GRANTS -ARPA	604,112	0	0	0	0
33430	STATE AID	0	0	0	0	0
	TOTAL INTERNGOVERNMENTAL	604,112	0	0	0	0
	CHARGES FOR SERVICES					
34180	SANITARY SEWER CHARGES	1,053,912	1,103,311	1,122,000	1,100,000	1,144,440
34181	SANITARY SEWER PENALTIES	0	0	0	0	0
34183	OTHER CHARGES	0	0	0	0	0
34192	SAC CHARGES	2,485	2,485	2,485	2,485	2,485
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	TOTAL CHARGES FOR SERVICES	1,056,397	1,105,796	1,124,485	1,102,485	1,146,925
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	96,680	53,763	30,000	60,000	30,000
36213	LOAN INTEREST	0	0	0	0	0
36214	CHANGE IN FAIR VALUE OF I	21,534	2,582	0	0	0
36215	STATE PERA CONTRIBUTION	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
36500	GAIN ON SALE OF CAPITAL ASSETS	0	0	0	0	0
	TOTAL MISCELLANEOUS	118,215	56,346	30,000	60,000	30,000
601	*TOTAL REVENUES*	1,778,724	1,162,141	1,154,485	1,162,485	1,176,925
	OTHER FINANCING SOURCES					
39100	CONTRIBUTED CAPITAL	0	0	0	0	0
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,778,724	1,162,141	1,154,485	1,162,485	1,176,925
	EXPENSES:					
	COMPENSATION					
60100	REGULAR SALARIES	123,938	145,129	190,000	190,000	180,600
60520	PART-TIME EMPLOYEES	0	0	0	0	0
64011	PERA CONTRIBUTIONS	5,836	5,737	14,000	13,000	13,600
64012	FICA CONTRIBUTIONS	9,081	10,622	14,500	13,000	13,600
64015	PAID LEAVE CONTRIBUTIONS	0	0	0	0	1,589
64031	HOSPITALIZATION	24,930	27,926	33,500	30,000	33,000
64032	DENTAL	782	1,016	1,800	1,350	1,500
64033	LONG-TERM DISABILITY	348	96	350	250	300
64034	LIFE INSURANCE	335	323	400	450	450
	TOTAL COMPENSATION	165,250	190,849	254,550	248,050	244,639
	MATERIALS & SUPPLIES					
70100	SANITARY SEWER SUPPLIES	57	157	600	600	600
70120	TOOLS	0	0	0	0	0
74000	MOTOR FUEL & LUBRICANTS	0	0	400	400	400
	TOTAL MATERIALS & SUPPLIES	57	157	1,000	1,000	1,000
	OTHER SERVICES & CHARGES					
80100	ENGINEERING	0	0	0	0	0
80200	LEGAL	0	214	0	0	0
80310	AUDIT	1,420	1,496	1,700	1,630	1,700
85011	TELEPHONE - LANDLINE	995	983	1,200	1,000	1,000
85015	CELL PHONE	640	720	900	720	800
85020	ELECTRIC	0	0	0	0	0
85040	WATER	0	0	0	1,256	1,400
85060	METRO SEWER CHARGES	669,995	760,060	732,665	732,665	741,341
85070	SAC CHARGES	2,485	2,485	2,485	2,485	2,485
85075	CITY BLDG SEWER CHARGES	394	406	500	500	500
85080	PORTABLE TOILET - PARKS	5,405	6,249	5,000	6,200	6,500
86030	CONFERENCES & SCHOOLS	0	0	0	0	0
86100	TRAINING	1,195	805	1,200	1,200	1,200
86101	MILEAGE	150	0	150	0	0
86110	MEMBERSHIPS	0	1,280	0	445	500
87000	REPAIR EQUIPMENT	1,611	2,995	2,000	2,000	2,000
87100	TELEVISING & COMMERCIAL JETTING	29,655	32,126	118,000	136,000	
87200	SEWER LINE REPAIRS	0	0	0	0	0
87230	LIFT STATION COFFMAN	0	0	15,000	0	0
87250	DAMAGE CLAIMS	4,346	0	0	0	0
87300	ROOT TREATMENT	0	0	0	0	0
87600	DEPRECIATION	22,355	29,039	27,000	27,000	27,000
88000	INSURANCE & BONDS	5,863	5,374	6,000	6,000	6,000
88010	OCCURRENCE INSURANCE	0	0	0	0	0
88030	ONE CALL CONCEPTS-LOCATES	1,215	651	1,200	1,000	1,200
88500	BILLING FEE-UTILITIES	20,589	21,269	19,000	25,000	25,000
89000	MISCELLANEOUS	0	(0)	100	100	100
	TOTAL OTHER SERVICES & CHARGES	768,313	866,150	934,100	945,201	818,726
	CAPITAL OUTLAY					
91000	MACHINERY & EQUIPMENT	0	0	0	0	0
92000	OTHER IMPROVEMENTS	0	0	0	0	0
92050	2023 STREET PROJECT SANITARY SEWER	0	0	0	0	0
92400	2025 STREET PROJ - FALCON WOODS	0	0	70,500	70,500	0
92500	GROVE STREET PROJECT 2017	0	0	0	0	0
92800	SEWER LINING PROJ	0	0	300,000	300,000	400,000
	TOTAL CAPITAL OUTLAY	0	0	370,500	370,500	400,000
-601	*TOTAL EXPENDITURES*	933,620	1,057,156	1,560,150	1,564,751	1,464,365
	OTHER FINANCING USES					
97000	TRANSFERS	0	1,000,000	0	0	0
	TOTAL OTHER FINANCING USES	0	1,000,000	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	933,620	2,057,156	1,560,150	1,564,751	1,464,365
	NET POSITION - JANUARY 1	2,986,738	3,831,842	1,936,826	1,936,826	1,534,560
	NET INCOME (LOSS)	845,104	(1,895,015)	(405,665)	(402,266)	(287,440)
	RESTATMENT CHG IN ACCTING PRINCIPLE	0	0	0	0	0
	NET POSITION - DECEMBER 31	3,831,842	1,936,826	1,531,161	1,534,560	1,247,120

STORM DRAINAGE (602)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	ESTIMATED 2025	BUDGET 2026
	REVENUES:					
	INTERGOVERNMENTAL REVENUE					
33410	OTHER GRANTS (WATERSHED STORM GRANT)	0	0	0	0	0
33430	STATE AID	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
	CHARGES FOR SERVICES					
34180	STORM SEWER CHARGES	198,707	203,265	205,400	205,000	210,535
34181	STORM SEWER PENALTIES	0	0	0	0	0
	TOTAL CHARGES FOR SERVICES	198,707	203,265	205,400	205,000	210,535
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	12,869	17,940	8,000	20,000	8,000
36213	CHANGE IN FAIR VALUE OF I	2,762	784	0	0	0
36215	STATE PERA CONTRIBUTION	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	TOTAL MISCELLANEOUS	15,631	18,723	8,000	20,000	8,000
602	*TOTAL REVENUES*	214,338	221,989	213,400	225,000	218,535
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
39700	CONTRIBUTED CAPITAL	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	214,338	221,989	213,400	225,000	218,535
	EXPENDITURES:					
	COMPENSATION					
60100	REGULAR SALARIES	58,782	68,214	70,000	70,000	69,600
60520	PART-TIME/SEASONAL EMPLOYEES	890	0	0	0	0
64011	PERA CONTRIBUTIONS	(757)	3,034	5,250	5,000	5,300
64012	FICA CONTRIBUTIONS	4,289	4,870	5,400	5,000	5,400
64015	PAID LEAVE	0	0	0	0	612
64031	HOSPITALIZATION	11,527	12,459	15,600	13,000	14,000
64032	DENTAL	393	452	900	600	800
64033	LONG-TERM DISABILITY	160	45	160	100	150
64034	LIFE INSURANCE	142	127	160	150	150
	TOTAL COMPENSATION	75,426	89,201	97,470	93,850	96,012
	MATERIALS & SUPPLIES					
70200	SUPPLIES	205	190	300	0	100
70500	POSTAGE	0	140	0	0	0
74000	MOTOR FUEL & LUBRICANTS	2,567	1,629	4,000	4,000	4,000
	TOTAL MATERIALS & SUPPLIES	2,772	1,959	4,300	4,000	4,100
	OTHER SERVICES & CHARGES					
80100	ENGINEERING SERVICES	290	0	0	0	0
80310	AUDIT	710	748	850	810	850
81900	OTHER PROFESSIONAL SERVICES	0	99	0	0	0
83025	SWEEPER PARTS/SUPPLIES	2,175	3,682	5,000	5,000	5,000
83050	RAIN GARDEN	827	0	0	0	0
84000	STREET SWEEPINGS	6,649	3,615	8,000	8,000	8,000
86110	MEMBERSHIPS	600	730	800	800	800
87000	REPAIR EQUIPMENT/CATCH BASIN	9,612	152	0	122	150
87100	TELEVISING/CLEANING	0	1,300	0	0	0
87101	ANNUAL SWEEPER INSPECTION	0	180	500	500	500
87150	CATCH BASIN CLEANING/JETTING OF SYSTEM	0	0	0	0	0
87160	SEMINARY POND ANNUAL	2,674	1,927	0	0	0
87260	GOTFRIEDS STORM WATER	1,868	2,913	3,500	3,500	
87600	DEPRECIATION	44,120	48,113	45,000	45,000	45,000
88000	INSURANCE & BONDS	2,514	2,549	3,000	2,540	3,000
88500	BILLING FEES	862	914	1,000	1,000	1,000
88600	MISCELLANEOUS FEES & MS4 PERMIT	0	0	0	0	0
88700	LIFT STATION REPAIR (GOTFREID PIT)	1,658	0	0	0	0
89000	ROW WATER MGMT DISTRIBUTE	0	180	50	0	0
	TOTAL OTHER SERVICES & CHARGES	74,559	67,102	67,700	67,272	64,300
	CAPITAL OUTLAY					
91000	CAPITAL EQUIPMENT	0	0	0	0	0
92060	2025 STREET PROJECT	0	0	130,000	130,000	0
92450	2021 STREET PROJECT	0	0	0	0	0
92460	FH CHURCH STORM WATER IMPROVEMENTS	0	0	100,000	0	0
92470	2024 ROSELAWN MILL AND OVERLAY	0	0	0	0	0
92500	CURTISS FIELD SIDEWALKS	0	0	0	0	0
92600	GROVE STORM IMPROVEMENTS	0	0	0	0	0
92700	SEMINARY POND IMPROVEMENTS (3 YR PROJ)	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	230,000	130,000	0
-602	*TOTAL EXPENDITURES*	152,757	158,263	399,470	295,122	164,412
	OTHER FINANCING USES					
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES &	152,757	158,263	399,470	295,122	164,412
	NET POSITION - JANUARY 1	1,738,814	1,800,396	1,864,121	1,864,121	1,793,999
	NET INCOME (LOSS)	61,582	63,726	(186,070)	(70,122)	54,123
	RESTATEMENT CHG ACCTING PRINCIPLE	0	0	0	0	0
	NET POSITION - DEC 31	1,800,396	1,864,121	1,678,051	1,793,999	1,848,122

10 YEAR CAPITAL IMPROVEMENT PLAN 2026-2035

PURPOSE:

The ten year capital improvement plan (C.I.P.) is a summary of projects and equipment that are projected over the next five years, and includes potential funding sources for the improvements. The city has four areas in which capital spending and budgeting are used:

1. General Capital Improvements
2. Public Safety Capital Improvements
3. Parks/Recreation/Public Facilities Capital Improvements
4. Infrastructure Improvements

The capital improvement plan carries no appropriation authority, but is approved by the city council and used in the city's overall financial planning. The capital plan is funded through existing fund balances, operating transfers, or debt issuance when necessary.

PROCESS:

During the budgeting process, staff submits their proposals for the C.I.P. to the city's administrator and finance director. Staff requests are modified by reviewing expected sources of funds (generally, the associated capital project fund balance) along with the proposed uses of funds. Additionally, the effect of capital improvements on the operating budget is weighed. Total uses for the first year of the C.I.P. are then allocated to the various next-years capital projects expenditure budgets (and any other funds, i.e. enterprise).

The capital projects fund budgets along with the C.I.P. are presented to the city council during the budget workshop process. After review and modification, the council approves the C.I.P. and capital projects fund budgets, which are then used as spending guidelines throughout the subsequent year.

GENERAL CAPITAL IMPROVEMENTS
10 YEAR CAPITAL IMPROVEMENT PLAN (401)

CAPITAL USES	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
OFFICE EQUIPMENT:										
TELEPHONE SYSTEM	500	500	500	500	500	500	500	500	500	500
CITY HALL SECURITY	0	0	0	0	0	0	0	0	0	0
COMPUTERS AND PRINTERS	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000
G.I.S.(GEOGRAPHIC INFORMATION SYS.)	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
CABLE/ELECTRONIC EQUIPMENT	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
COUNCIL CHAMBER IMPROVEMENTS	0	0	0	0	0	0	0	0	0	0
ONLINE INITIATIVES	0	0	0	0	0	0	0	0	0	0
GENERAL EQUIPMENT	9500	0	0	0	0	0	0	0	0	0
TOTAL OFFICE EQUIPMENT	15,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
TOTAL GENERAL CAPITAL	15,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500

CAPITAL SOURCES										
FUND BALANCE BEGINNING	434,596	433,246	438,346	443,446	448,446	448,446	448,446	453,446	459,446	229,534
INTEREST	5000	500	500	500	500	500	500	1500	500	500
TRANSFER	0	0	0	0	0	0	0	0	0	0
OTHER FUNDS CABLE TX FRANCHISE FEES	9500	11000	11000	11000	11000	11000	11000	11000	11000	11000
TOTAL SOURCES	449,096	444,746	449,846	454,946	459,946	459,946	459,946	465,946	470,946	241,034
TOTAL USES	15,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500	4,500	5,500
AUDIT FEE	850	900	900	1000	1000	1000	1000	1000	1000	1000
FUND BALANCE YEAR-END	433,246	438,346	443,446	448,446	453,446	453,446	453,446	459,446	465,446	234,534

PUBLIC SAFETY CAPITAL IMPROVEMENTS
10 YEAR CAPITAL IMPROVEMENT PLAN (402)

CAPITAL USES	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
FIRE:										
EXERCISE ROOM FITNESS EQUIPMENT	-	-	-	-	-	-	-	-	-	-
SELF CONTAINED BREATIHING APPARATUS	-	-	-	-	-	-	-	-	-	-
VENTILATION FANS	-	-	-	-	-	-	-	-	-	-
POWER EQUIPMENT	-	-	-	-	-	-	-	-	-	-
PERSONAL PROTECTIVE GEAR (BOOTS, HELMETS)	-	-	-	-	-	-	-	-	-	-
EXHAUST SYSTEM EQUIPMENT	-	-	-	-	-	-	-	-	-	-
MEDICAL BAGS AND 02 BAGS	-	-	-	-	-	-	-	-	-	-
TRAINING EQUIPMENT	-	-	-	-	-	-	-	-	-	-
RESCUE CAMERA	-	-	-	-	-	-	-	-	-	-
PORTABLE RADIOS (3 PER YR REPLACEMENT)	-	-	-	-	-	-	-	-	-	-
MOBILE RADIOS 1 PER YEAR	-	-	-	-	-	-	-	-	-	-
FIREFIGHTING EQUIPMENT	-	-	-	-	-	-	-	-	-	-
APPARATUS IT INFRASTRUCTURE	-	-	-	-	-	-	-	-	-	-
RESPONSE TO WATER RELATED EMERGERNCIES	-	-	-	-	-	-	-	-	-	-
AIR MONITORING EQUIPMENT	-	-	-	-	-	-	-	-	-	-
RESCUE EQUIPMENT	-	-	-	-	-	-	-	-	-	-
OFF SITE PAGING EQUIPMENT	-	-	-	-	-	-	-	-	-	-
SCENE LIGHTING	-	-	-	-	-	-	-	-	-	-
HOSE	-	-	-	-	-	-	-	-	-	-
LADDERS	-	-	-	-	-	-	-	-	-	-
NOZZELS	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-		-
TOTAL FIRE AND OTHER:	-	-	-	-	-	-	-	-		-
CAPITAL SOURCES										
FUND BALANCE BEGINNING	11,789	11,239	10,409	9,579	8,749	8,749	8,749	7,769	6,869	5,919
INTEREST	300	20	20	20	20	20	20	100	50	50
BOND REVENUE	0	0	0	0	0	0	0	0	0	0
OTHER FUNDS (TRANSER FROM GENERAL FUND)	0	0	0	0	0	0	0	0	0	0
DONATIONS	0	0	0	0	0	0	0	0	0	0
SALE OF EQUIPMENT	0	0	0	0	0	0	0	0	0	0
TOTAL SOURCES	12,089	11,259	10,429	9,599	8,769	8,769	8,769	7,869	6,919	5,969
TOTAL USES	0	0	0	0	0	0	0	0	0	0
AUDIT FEE	850	850	850	850	1,000	1,000	1,000	1,000	1,000	1,000
	850	850	850	850	1,000	1,000	1,000	1,000	1,000	1,000
FUND BALANCE YEAR-END *	**11,239**	**10,409**	**9,579**	**8,749**	**7,769**	**7,769**	**7,769**	**6,869**	**5,919**	**4,969**

PARKS/RECREATION/PUBLIC FACILITIES CAPITAL IMPROVEMENTS
10 YEAR CAPITAL IMPROVEMENT PLAN (403)

CAPITAL USES	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
COMMUNITY PARK:										
BUILDING AND LAND (already have the land - purchased 2022)	1,000,000									
COMMUNITY GARDENS										
BASKETBALL COURT RESURFACE & NEW HOOPS										
PLAYING FIELDS & BACKSTOP										
ICE RINK BOARDS ($125 PER SECTION AND NEED 6)										
ICE RINK LIGHTS										
SHELTER - PAVILION										
SIGNS										
PARK ENTRANCE IMPROVEMENT										
SIDEWALK REPLACEMENT										
BASKETBALL COURT RECONSTRUCTION										
TENNIS COURT RECONSTRUCTION										
SITE FURNISHINGS - BENCHES, ETC.										
TOTAL COMMUNITY PARK	1,000,000	-	-	-	-	-	-	-		-
CURTISS FIELD PARK:										
BASKETBALL COURT RESURFACE										
DRINKING FOUNTAIN	10,000									
REGRADING OF HOCKEY AREA										
ICE RINK BOARDS										
BENCHES										
PLAYGROUND EQUIPMENT		100,000								
SIGNS										
TOTAL CURTISS FIELD PARK	10,000	100,000	-	-	-	-	-	-		-
GROVE PARK:										
PATH & RUBBER SURFACING ADA COMPL		25,000	25,000							
PLAY AREA BASKETBALL & COURT RESURFACE										
SIGNS										
SIDEWALK (FINISH LOOP)										
ICE RINK BOARDS										
SWINGSET/TIRE SWING		100,000	100,000							
TOTAL GROVE PARK	-	125,000	125,000	-	-	-	-	-		-
CITY HALL:										
BUILDING REPAIRS		200,000	1,100	1,100	1,100	1,100	1,100	1,100	1,000	1,000
SERVICE ENTRANCE DOORS										
KITCHEN APPLIANCE REPLACEMENT										
HOT WATER HEATER										
FURNACES CITY HALL (2 OF 3) (2002)			15,000							
FURNACE - FIRE HALL (2003)				15,000						
SOLAR PANELS										
SIGNS										
LIGHTING										
TOTAL CITY HALL	-	200,000	16,100	16,100	1,100	1,100	1,100	1,100	1,000	1,000

CAPITAL USES	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
PARK/PUBLIC WORKS EQUIPMENT:										
1 TON TRUCK F450 (Projected trade-in of $20,000)										
F - 250 TRUCK / F-150 LIGHTNING	85,000									
BOBCAT 5-650 Purchased 2023										
BOBCAT 5-590 Purchased 2023										
RIDING MOWERS JD 1585 (Projected trade-in at $28,600) with mower deck										
DUMP TRUCK (ANYTIME WHEN AVAILABALE) / Street Sweeper	225,000									
WEED WHIPS / BRUSH CUTTER										
ASPHALT TAMPER										
RED MAX (2 LAWNMOWERS - 60" & 60" Decks)	24,116	26,000								
TOOL CAT 2012										
WALK BEHIND SAW AND BLADES										
TOTAL PARK/PUBLIC WORKS	334,116	26,000	-	-	-	-	-	-		-
TOTAL USES	1,344,116	451,000	141,100	16,100	1,100	1,100	1,100	1,100	1,000	1,000
FUND BALANCE BEGINNING	1,965,937	690,971	739,321	597,521	580,621	580,621	580,621	578,721	576,821	209,621
INTEREST	30,000	200	200	200	200	200	200	200	200	200
PARK DEDICATION FEE										
BOND FOR CONSTRUCTION		500,000								
BOND FOR COMMUNITY PARK										
TRANSFER FROM GENERAL FUND AND WATER FUND	40,000									
TRANSFER FROM OTHER FUNDS ENTERPRISE										
TOTAL SOURCES	2,035,937	1,191,171	739,521	597,721	580,821	580,821	580,821	578,921	577,021	209,821
OPERATING TRANSFER OUT										
TOTAL USES	1,344,116	451,000	141,100	16,100	1,100	1,100	1,100	1,100	1,000	1,000
AUDIT FEE	850	850	900	1,000	1,000	1,000	1,000	1,000	1,000	1,000
	1,344,966	451,850	142,000	17,100	2,100	2,100	2,100	2,100	2,000	2,000
FUND BALANCE YEAR-END	**690,971**	**739,321**	**597,521**	**580,621**	**578,721**	**578,721**	**578,721**	**576,821**	**575,021**	**207,821**

INFRASTRUCTURE CAPITAL IMPROVEMENTS
10 YEAR CAPITAL IMPROVEMENT PLAN (419)

CAPITAL USES	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
SIDEWALKS	10,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
MONUMENT SIGNS / GAZEBO REPAINTING	40,000									
CURBS										
DOWNSTREAM WATER PROJECT WITH LAUDERDALE										
SEAL COATING/ CRACK SEALING										
MILL AND OVERLAY										
HOYT SNELLING SIGNAL										
ROSELAWN & SNELLING SIGNAL										
GARDEN AND NE STREETS										
CALIFORNIA,IDAHO, IOWA										
FULHAM(LAUDERDALE), HOYT (ST PAUL) COOPERATIVE PROJECT		66,115								
LARPENTEUR STREET LIGHTS										
FULHAM(LAUDERDALE), HOYT (ST PAUL) COOPERATIVE PROJECT										
OTHER IMPROVEMENTS	10,000									
PAVEMENT MGMT PLAN ANALYSIS (EVERY 3 YRS)	-	1,000	8,000	1,000	1,000	8,000	1,000	1,000	8,000	8,000
LANDSCAPE:										
TOTALS:	60,000	69,115	10,000	3,000	3,000	10,000	3,000	3,000	10,000	10,000
CAPITAL SOURCES										
FUND BALANCE BEGINNING	1,355,316	1,621,688	1,951,783	2,129,933	2,360,011	2,360,011	2,360,011	2,551,011	2,551,011	845,051
INTEREST	30,000	4,000	4,000	4,000	4,000	4,000	4,000	12,000	12,000	12,000
SPECIAL ASSESSMENTS	0	84,424	0	18,031	6,000	6,000	6,000	0	0	0
SPECIAL ASSESSMENTS PREPAID	0	0	0	0	0	-	-	-	0	0
MSA STREET MAINTENANCE FUNDS	50,000	50,000	50,000	50,000	50,000	50,000	50,000	60,000	60,000	60,000
MSA STREET AID	0	98,495	0	21,037	0	-	-		0	0
LGA	103,875									
MN DOT LARGE CITY`	8,347									
XCEL ENERGY FRANCHISE FEE	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000	135,000
TRANSFER								80,000	80,000	80,000
ST PAUL WATER UTILITY FOR WATER IMPROVEMENTS	0	0	0	0	0	0	0	0	0	0
STORM DRAINAGE	0	28,141	0	6,010	0	0	0	0	0	0
SANITARY FUND	0	0	0	0	0	0	0	0	0	0
STREET BOND	0	0	0	0	0	0	0	0	0	0
TOTAL SOURCES:	1,682,538	2,021,748	2,140,783	2,364,011	2,555,011	2,555,011	2,555,011	2,838,011	2,838,011	1,132,051
TIF BOND OBLIGATION	0	0	0	0	0	0	0	0	0	0
TOTAL USES	60,000	69,115	10,000	3,000	3,000	10,000	3,000	3,000	10,000	10,000
AUDIT FEE	850	850	850	1,000	1,000	1,000	1,000	1,000	1,000	1,000
ENGINEEERING										
TRANSFER OUT TO OTHER FUNDS										
BOND FEE	0	0	0	0	-	-	-		0	0
	60,850	69,965	10,850	4,000	4,000	11,000	4,000	4,000	11,000	11,000
FUND BALANCE YEAR-END	1,621,688	1,951,783	2,129,933	2,360,011	2,551,011	2,544,011	2,551,011	2,834,011	2,827,011	1,121,051

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Payables through 12/5/25		
11/17/2025	$	83,883.45
11/25/2025	$	144,051.99
12/2/2025	$	318,668.91
12/3/2025	$	668.00
12/5/2025	$	73,215.87
Payables Total	$	620,488.22

Payroll 11/18/25	$	23,753.44
Payroll 12/2/25	$	21,331.40
Total Payroll	$	45,084.84

Wire/ACH Payments through 12/2/25 (Includes 2 Payrolls)		
Federal Withholding	$	15,915.56
State Withholding	$	3,065.01
PERA	$	9,015.78
ICMA	$	500.00
BP Payment	$	2,237.50
Quarterly HCSP Contribution	$	3,074.46
Total Wire/ACH Payments	$	33,808.31

***** DIRECT DEPOSIT LIST *****   PAY PERIOD ENDING 11/16/2025
DIRECT DEPOSIT EFFECTIVE DATE 11/18/2025

EMP #	---------------- NAME ----------------	AMOUNT
01-0022	RANDALL C GUSTAFSON	293.07
01-0023	MELANIE M LEEHY	262.05
01-0027	ERIC G MEYER	262.05
01-0028	JAMES J WASSENBERG	262.05
01-0029	PAULA MIELKE	262.05
01-2292	JACOB BROOKS	46.17
01-2293	JAMES MOGEN	46.17
01-2294	ERIC BRENTON	46.17
01-2295	JEROME BUCKRIDGE	46.17
01-2297	ADAM KEESTER	46.17
01-2298	DAVID SMITH	92.35
01-2299	JACOB ANDERSON	46.17
01-2302	MICHAEL TRACY	46.17
01-2303	LAURA PAYNTER	46.17
01-2305	EMILY SCHMALL	46.17
01-1006	JACK LINEHAN	2,846.49
01-1027	KELLY A NELSON	2,422.83
01-1029	ELKE JOHNSON	1,771.60
01-1162	ALYSSA LANDBERG	2,827.23
01-1028	HANNAH B LYNCH	3,414.10
01-1168	DEAN T POPE	1,754.38
01-1033	DAVE TRETSVEN	1,976.21
01-1143	COLIN B CALLAHAN	2,895.02

TOTAL PRINTED: 23   21,757.01

11-18-2025 8:42 AM   **PAYROLL CHECK REGISTER**   PAGE: 1
PAYROLL NO: 01 City of Falcon Heights   PAYROLL DATE: 11/18/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
2296	FAUST, THOMAS	R	11/18/2025	46.17	094656
2300	GOLDBERG, WESLEY	R	11/18/2025	46.17	094657
2301	PELLEGRINI, JOHN	R	11/18/2025	46.17	094658
2304	SANIDAD, KALINA	R	11/18/2025	46.17	094659
1167	SIMONS SR., DAVID S	R	11/18/2025	1,811.75	094660

11-18-2025 8:42 AM   **PAYROLL CHECK REGISTER**   PAGE: 2
PAYROLL NO: 01 City of Falcon Heights   PAYROLL DATE: 11/18/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	5	1,996.43
DIRECT DEPOSIT REGULAR CHECKS:	23	21,757.01
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	28	23,753.44

*** NO ERRORS FOUND ***

** END OF REPORT **

***** DIRECT DEPOSIT LIST *****　　PAY PERIOD ENDING 11/30/2025
DIRECT DEPOSIT EFFECTIVE DATE 12/02/2025

EMP #	---------------- NAME ----------------	AMOUNT
01-1006	JACK LINEHAN	2,846.49
01-1027	KELLY A NELSON	2,422.83
01-1029	ELKE JOHNSON	1,771.60
01-1162	ALYSSA LANDBERG	2,827.23
01-1028	HANNAH B LYNCH	2,836.21
01-1168	DEAN T POPE	1,754.38
01-1033	DAVE TRETSVEN	1,976.21
01-1143	COLIN B CALLAHAN	2,895.02

TOTAL PRINTED: 8 19,329.97

12-02-2025 8:38 AM　　P A Y R O L L　C H E C K　R E G I S T E R　　PAGE: 1
PAYROLL NO: 01 City of Falcon Heights　　PAYROLL DATE: 12/02/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1167	SIMONS SR., DAVID S	R	12/02/2025	2,001.43	094673

12-02-2025 8:38 AM　　P A Y R O L L　C H E C K　R E G I S T E R　　PAGE: 2
PAYROLL NO: 01 City of Falcon Heights　　PAYROLL DATE: 12/02/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	1	2,001.43
DIRECT DEPOSIT REGULAR CHECKS:	8	19,329.97
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	9	21,331.40

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 03485 November 17 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-00543 ASSURED PARTNERS OF MN LLC						
I-605791		Bond Insurance for Finance Di	400.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Bond Insurance for Finance Dir		101 4113-88000-000	INSURANCE & BONDS	400.00
		=== VENDOR TOTALS ===	400.00			
01-01021 BITUMINOUS ROADWAYS INC						
I-202511179318		2021 Street Project Repairs	66,720.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		2021 Street Project Repairs		426 4426-92400-000	2021 STREET PROJECT	66,720.00
		=== VENDOR TOTALS ===	66,720.00			
01-03001 CAMPBELL KNUTSON						
I-336		October General Legal Matters	2,226.40			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: Y		
		October General Legal Matters		101 4114-80200-000	LEGAL FEES	2,226.40
		=== VENDOR TOTALS ===	2,226.40			
01-03110 CENTURY LINK						
I-202511179319		Lift Station Auto Dialer Nov	80.19			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Lift Station Auto Dialer Nov		601 4601-85011-000	TELEPHONE - LANDLINE	80.19
		=== VENDOR TOTALS ===	80.19			
01-03108 CERTIFIED LABORATORIES						
I-9375804		Supplies	742.90			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		CH Supplies - Pest Control		101 4131-70110-000	SUPPLIES	276.95
		Ice Supplies		101 4131-70110-000	SUPPLIES	465.95
I-9382150		Disposable Gloves	263.48			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Disposable Gloves		101 4131-70110-000	SUPPLIES	263.48
		=== VENDOR TOTALS ===	1,006.38			

PACKET: 03485 November 17 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-03123 CINTAS CORPORATION						
I-4245847044		Floor Mats Svc 10/8	122.19			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Floor Mats Svc 10/8		101 4131-87010-000	CITY HALL MAINTENANCE	122.19
		=== VENDOR TOTALS ===	122.19			
01-05352 SHAILA CUNNINGHAM						
I-202511179320		Yoga Instructor through 11/24	1,520.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: Y		
		Yoga Instructor through 11/24		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	1,520.00
		=== VENDOR TOTALS ===	1,520.00			
01-05235 JAN-PRO CLEANING SYSTEMS						
I-139511		Janitorial Services Oct & Nov	1,100.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Janitorial Services Oct & Nov		101 4131-87010-000	CITY HALL MAINTENANCE	1,100.00
		=== VENDOR TOTALS ===	1,100.00			
01-05908 METRO-INET						
I-3097		November IT	4,441.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		November IT		101 4116-85070-000	TECHNICAL SUPPORT	4,441.00
		=== VENDOR TOTALS ===	4,441.00			
01-05927 DEAN POPE						
I-202511179321		Wastewater Cert Reimburse	45.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Wastewater Cert Reimburse		601 4601-86100-000	TRAINING AND OSHA TNG	45.00
		=== VENDOR TOTALS ===	45.00			
01-06465 SAFE-FAST INC						
I-INV316113		Mesh Vests	78.03			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Mesh Vests		101 4132-77000-000	CLOTHING	78.03
I-INV316657		Jacket	69.95			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Jacket		101 4132-77000-000	CLOTHING	69.95
		=== VENDOR TOTALS ===	147.98			

PACKET: 03485 November 17 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-05784 UPPER CUT TREE SERVICES						
I-130		Tree Services	3,475.00			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Tree Trimming		101 4134-84010-000	TREE TRIMMING	475.00
		Tree Removal		101 4134-84020-000	TREE REMOVAL	3,000.00
		=== VENDOR TOTALS ===	3,475.00			
01-05870 XCEL ENERGY						
I-950803441		Electricity	13.60			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	13.60
I-950971671		Electricity	6.65			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	6.65
I-950992411		Gas	96.55			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Gas		101 4131-85030-000	NATURAL GAS	96.55
I-950992566		Electricity	14.30			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	14.30
I-951050182		Electricity	66.97			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	66.97
I-951099066		Electricity	66.66			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	66.66
I-951151450		Electricity	14.57			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	14.57
I-951203008		Electricity	28.45			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		101 4121-85020-000	ELECTRIC	28.45
I-951268976		Electricity	34.12			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	34.12
I-951292457		Electricity	62.14			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	62.14

PACKET: 03485 November 17 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-05870 XCEL ENERGY		(** CONTINUED **)				
I-951357590		Electricity	2,195.30			
11/17/2025	APBNK	DUE: 11/17/2025 DISC: 11/17/2025		1099: N		
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	2,195.30
		=== VENDOR TOTALS ===	2,599.31			
		=== PACKET TOTALS ===	83,883.45			

PACKET: 03488 November 25 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-05941 ALL ENERGY SOLAR INC.						
I-INV-00025154		Roof Solar Panels Payment #2	35,354.40			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Roof Solar Panels Payment #2		403 4403-91650-000	ROOF SOLAR PANELS	35,354.40
I-INV-00026215		Roof Solar Panels Payment #3	31,485.00			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Roof Solar Panels Payment #3		403 4403-91650-000	ROOF SOLAR PANELS	31,485.00
		=== VENDOR TOTALS ===	66,839.40			
01-01021 BITUMINOUS ROADWAYS INC						
I-202511259323		2025 Street Project Pay #5	69,994.72			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		2025 Street Project Pay #5		424 4424-92400-000	FALCON WOODS PROJECT	22,243.68
		2025 Street Project Pay #5		424 4424-92400-000	FALCON WOODS PROJECT	3,067.79
		2025 Street Project Pay #5		602 4602-92060-000	2025 STREET PROJECT	11,480.75
		2025 Street Project Pay #5		601 4601-92400-000	2025 STREET PROJ- FALCON	33,202.50
		=== VENDOR TOTALS ===	69,994.72			
01-03103 CANON FINANCIAL SERVICES						
I-42129093		Copier Contract November	163.59			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Copier Contract November		101 4131-87010-000	CITY HALL MAINTENANCE	163.59
		=== VENDOR TOTALS ===	163.59			
01-03110 CENTURY LINK						
I-202511259324		Landline Service November	73.86			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Landline Service November		101 4141-85011-000	TELEPHONE - LANDLINE	73.86
		=== VENDOR TOTALS ===	73.86			
01-03123 CINTAS CORPORATION						
I-4250317486		Floor Mats Svc 11/19	122.19			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Floor Mats Svc 11/19		101 4131-87010-000	CITY HALL MAINTENANCE	122.19
		=== VENDOR TOTALS ===	122.19			

PACKET: 03488 November 25 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-05856 JACK LINEHAN						
I-202511259325		Dependent Care Flex Reimburse	2,224.00			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Dependent Care Flex Reimburse		101 21711-000	DEPENDENT CARE FLEX PAYA	1,957.12
		Dependent Care Flex Reimburse		206 21711-000	DEPENDENT CARE FLEX PAYA	111.20
		Dependent Care Flex Reimburse		601 21711-000	DEPENDENT CARE FLEX PAYA	88.96
		Dependent Care Flex Reimburse		602 21711-000	DEPENDENT CARE FLEX PAYA	66.72
I-202511259326		ICMA Conference Reimburse	1,195.57			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		ICMA Conference Parking		101 4112-86100-000	CONFERENCES/EDUCATION/AS	103.10
		ICMA Conference Transportation		101 4112-86100-000	CONFERENCES/EDUCATION/AS	69.87
		ICMA Conference Hotel		101 4112-86100-000	CONFERENCES/EDUCATION/AS	947.60
		ICMA Conference Reception		101 4112-86100-000	CONFERENCES/EDUCATION/AS	75.00
		=== VENDOR TOTALS ===	3,419.57			
01-05585 METROPOLITAN AREA MANAGEMENT A						
I-2343		August Meeting	35.00			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		August Meeting		101 4112-86100-000	CONFERENCES/EDUCATION/AS	35.00
		=== VENDOR TOTALS ===	35.00			
01-05843 MN NCPERS LIFE INSURANCE						
I-458800122025		Life Insurance December	96.00			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Life Insurance December		101 21709-000	OTHER PAYABLE	63.84
		Life Insurance December		204 21709-000	OTHER PAYABLE	1.60
		Life Insurance December		601 21709-000	OTHER PAYABLE	22.56
		Life Insurance December		602 21709-000	OTHER PAYABLE	8.00
		=== VENDOR TOTALS ===	96.00			
01-06024 ON SITE SANITATION						
I-1992482		Portable Toilet Comm Park	260.00			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Portable Toilet Comm Park		601 4601-85080-000	PORTABLE TOILET PARKS	260.00
I-1992483		Portable Toilet Curtiss Field	260.00			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Portable Toilet Curtiss Field		601 4601-85080-000	PORTABLE TOILET PARKS	260.00
		=== VENDOR TOTALS ===	520.00			

PACKET: 03488 November 25 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-06184 RAMSEY COUNTY - POLICE AND 911						
I-EMCOM-012907		CAD Services October	349.45			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		CAD Services October		101 4122-81200-000	911 DISPATCH FEES	349.45
I-EMCOM-012923		911 Dispatch Services October	2,325.91			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		911 Dispatch Services October		101 4122-81200-000	911 DISPATCH FEES	2,325.91
		=== VENDOR TOTALS ===	2,675.36			
01-06581 TRI-STATE BOBCAT INC						
I-A56934		Supplies for Toolcat	56.22			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Supplies for Toolcat		101 4132-87000-000	REPAIR EQUIPMENT	56.22
		=== VENDOR TOTALS ===	56.22			
01-05870 XCEL ENERGY						
I-952605769		Electricity	30.87			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	30.87
I-952621613		Electricity	25.21			
11/25/2025	APBNK	DUE: 11/25/2025 DISC: 11/25/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	25.21
		=== VENDOR TOTALS ===	56.08			
		=== PACKET TOTALS ===	144,051.99			

PACKET: 03491 December 2 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-00028 ALLSTREAM						
I-1303126		Emergency Landline Dec	183.41			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Emergency Landline Dec		101 4116-85010-000	TELEPHONE	183.41
		=== VENDOR TOTALS ===	183.41			
01-06005 BAILEY NURSERIES						
I-202512029328		Boulevard Trees	365.08			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Boulevard Trees		101 4134-84030-000	TREE PLANTING	365.08
		=== VENDOR TOTALS ===	365.08			
01-00875 BHE COMMUNITY SOLAR, LLC						
I-12211022		Solar Garden Electric Oct	971.23			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Solar Garden Electric Oct		101 4137-85025-000	SOLAR ELECTRIC	971.23
		=== VENDOR TOTALS ===	971.23			
01-03025 COLIN CALLAHAN						
I-202512029329		Mileage Reimbursement	94.50			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Mileage Reimbursement		101 4132-86101-000	MILEAGE	94.50
		=== VENDOR TOTALS ===	94.50			
01-06290 CITY OF ROSEVILLE						
I-242588		Engineering Oct	4,272.31			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Engineering Oct General		101 4133-80100-000	ENGINEERING SERVICES	37.72
		Engineering Oct Crack Seal		419 4419-80100-000	ENGINEERING	343.99
		Engineering Oct Falcon Woods		424 4424-80100-000	ENGINEERING	3,764.17
		Engineering Oct Les Bolstad		419 4419-92087-000	LES BOLSTAD GOLF COURSE	126.43
		=== VENDOR TOTALS ===	4,272.31			

PACKET: 03491 December 2 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-07228 CITY OF ST ANTHONY						
I-4653		Nov Police Services	115,721.58			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Nov Police Services		101 4122-81000-000	POLICE SERVICES	115,721.58
		=== VENDOR TOTALS ===	115,721.58			
01-03122 CITY OF ST PAUL						
I-IN64083		Fire Protection Services 2025	180,358.75			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Fire Protection Services 2025		101 4124-80332-000	FIRE SERVICE CONTRACT	180,358.75
		=== VENDOR TOTALS ===	180,358.75			
01-05175 CONTINENTAL RESEARCH CORPORATI						
I-67978		Shop Supplies	245.00			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Shop Supplies		101 4131-70110-000	SUPPLIES	245.00
		=== VENDOR TOTALS ===	245.00			
01-031343 CRYSTEEL TRUCK EQUIPMENT						
I-FP201632		Dump Truck Part	58.08			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Dump Truck Part		101 4132-70120-000	SUPPLIES	58.08
		=== VENDOR TOTALS ===	58.08			
01-05032 FOREST LAKE CONTRACTING INC						
I-7327		Monument & Gazebo Lighting	2,872.92			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Monument & Gazebo Lighting		419 4419-92009-000	GAZEBO MONUMENT	2,872.92
I-7334		Parking Lot & Rink Lighting	1,414.00			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Parking Lot & Rink Lighting		101 4141-87120-000	FACILITIES & GROUND MAIN	1,414.00
		=== VENDOR TOTALS ===	4,286.92			

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-05045 GRUBER'S POWER EQUIPMENT						
I-01-49981		John Deere Blower Repair	277.58			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		John Deere Blower Repair		101 4132-87000-000	REPAIR EQUIPMENT	277.58
		=== VENDOR TOTALS ===	277.58			
01-05153 HOME DEPOT CREDIT SERVICES						
I-202512029330		Mulch	51.61			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Mulch		101 4134-70110-000	SUPPLIES	51.61
		=== VENDOR TOTALS ===	51.61			
01-05887 RACHEL JENSEN						
I-202512029331		Breathwork Instructor Oct-Dec	286.40			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Breathwork Instructor Oct-Dec		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	286.40
		=== VENDOR TOTALS ===	286.40			
01-05058 JOSH JORDAN						
I-202512029332		Tae Kwon Do Instructor Oct-De	800.00			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: Y		
		Tae Kwon Do Instructor Oct-Dec		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	800.00
		=== VENDOR TOTALS ===	800.00			
01-05440 LOFFLER COMPANIES, INC						
I-5194057		Copier Charge November	185.09			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Copier Charge November		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	185.09
		=== VENDOR TOTALS ===	185.09			
01-06002 NINENORTH						
I-2025-184		Webstreaming/Cablecast Nov	721.25			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Webstreaming/Cablecast Nov		101 4116-85050-000	CABLE TV	721.25
		=== VENDOR TOTALS ===	721.25			

PACKET: 03491 December 2 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-06314 REHDER FORESTRY CONSULTING						
I-490		Forestry Consultant May-July	758.66			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Forestry Consultant May-July		101 4134-80330-000	FORESTRY CONSULTANT	758.66
I-514		Forestry Consultant Nov	307.41			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Forestry Consultant Nov		101 4134-80330-000	FORESTRY CONSULTANT	307.41
		=== VENDOR TOTALS ===	1,066.07			
01-00935 ST PAUL REGIONAL WATER SERVICE						
I-202512029333		Water & Sanitary Sewer	176.80			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		Water & Sanitary Sewer		101 4131-85040-000	WATER	156.39
		Water & Sanitary Sewer		601 4601-85075-000	CITY BUILDINGS SANITARY	20.41
		=== VENDOR TOTALS ===	176.80			
01-07898 WSB						
I-R-023655-000-25		October Planning - Comm Park	8,547.25			
12/02/2025	APBNK	DUE: 12/02/2025 DISC: 12/02/2025		1099: N		
		October Planning - Comm Park		403 4403-91500-000	COMMUNITY PARK LAND/BUIL	8,547.25
		=== VENDOR TOTALS ===	8,547.25			
		=== PACKET TOTALS ===	318,668.91			

PACKET: 03493 December 3 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-00859 BLUE LAKE PLASTICS LLC						
I-202512039334		Rink Liner	668.00			
12/03/2025	APBNK	DUE: 12/03/2025 DISC: 12/03/2025		1099: N		
		Rink Liner		101 4141-70100-000	SUPPLIES	668.00
		=== VENDOR TOTALS ===	668.00			
		=== PACKET TOTALS ===	668.00			

PACKET: 03495 December 5 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-03123 CINTAS CORPORATION						
I-4251797245		Floor Mats Svc 12/3	122.19			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Floor Mats Svc 12/3		101 4131-87010-000	CITY HALL MAINTENANCE	122.19
		=== VENDOR TOTALS ===	122.19			
01-05933 ESCH CONSTRUCTION SUPPLY, INC						
I-INV93601		Parts for Concrete Grinder	111.24			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Parts for Concrete Grinder		101 4132-87000-000	REPAIR EQUIPMENT	111.24
		=== VENDOR TOTALS ===	111.24			
01-05115 GOPHER STATE ONE CALL						
I-5110393		Locates November	37.80			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Locates November		601 4601-88030-000	LOCATES	37.80
		=== VENDOR TOTALS ===	37.80			
01-05887 RACHEL JENSEN						
I-202512059337		Breathwork Instructor Dec	75.20			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Breathwork Instructor Dec		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	75.20
		=== VENDOR TOTALS ===	75.20			
01-05853 ALYSSA LANDBERG						
I-202512059335		Mileage Reimbursement	13.72			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Mileage Reimbursement		101 4113-86010-000	MILEAGE	13.72
		=== VENDOR TOTALS ===	13.72			
01-05582 MENARDS						
I-202512059336		Supplies	520.07			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Supplies for Boulevard Trees		101 4134-84030-000	TREE PLANTING	372.33
		City Hall Kitchen Supplies		101 4131-70110-000	SUPPLIES	26.96
		Flags for CH		101 4131-70110-000	SUPPLIES	45.98
		Brine Spray Bar Supplies		101 4132-70120-000	SUPPLIES	65.81
		PW Supplies		101 4132-70120-000	SUPPLIES	8.99
		=== VENDOR TOTALS ===	520.07			

PACKET: 03495 December 5 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

--------ID-------- POST DATE	BANK CODE	---------DESCRIPTION---------	GROSS DISCOUNT	P.O. # G/L ACCOUNT	------ACCOUNT NAME------	DISTRIBUTION
01-05665 METROPOLITAN COUNCIL						
I-1197806		January 2026 Waste Water Svc	61,778.43			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		January 2026 Waste Water Svc		601 15500-000	PREPAID EXPENSE	61,778.43
		=== VENDOR TOTALS ===	61,778.43			
01-05374 TENNIS SANITATION LLC						
I-4528820		Recycling November	10,442.25			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Recycling November		206 4206-82030-000	RECYCLING CONTRACTS	10,442.25
I-4528821		SWMT&CEC Charges Nov	73.16			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		SWMT&CEC Charges Nov		101 4131-87010-000	CITY HALL MAINTENANCE	73.16
		=== VENDOR TOTALS ===	10,515.41			
01-05870 XCEL ENERGY						
I-454344435		Electricity	29.23			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	29.23
I-454453314		Electricity	12.58			
12/05/2025	APBNK	DUE: 12/05/2025 DISC: 12/05/2025		1099: N		
		Electricity		101 4121-85020-000	ELECTRIC	12.58
		=== VENDOR TOTALS ===	41.81			
		=== PACKET TOTALS ===	73,215.87			

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REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Administrative Services Director/ Deputy Clerk

Item	Approval of City License(s)
Description	The following individuals/entities have applied for a Municipal Business License for 2026. Staff have received the necessary documents for licensure. 1. National Dentex Labs, LLC 2. Young Spa 3. Hair Designs Unlimited 4. American Family Mutual Insurance Co. S.I. 5. John A. Knutson & Co., PLLP 6. Honest – 1 Auto Care 7. Phenom 8. Scarborough Fair 9. The Good Acre 10. Northern Tier Retail, LLC dba Speedway #4353 11. Golden Tailor 12. Hamline Family Dental 13. Falcon Heights Gas & Convenience Inc. 14. Sua Beauty Brows 15. Merwin Liquors Falcon Heights 16. Any Lab Test Now St. Paul The following individuals/entities have applied for a Tobacco License for 2026. Staff have received the necessary documents for licensure. 1. Northern Tier Retail, LLC dba Speedway #4353 2. Falcon Heights Gas & Convenience Inc. 3. Merwin Liquors Falcon Heights The following individuals/entities have applied for a Liquor License for 2026. Staff have received the necessary documents for licensure. 1. Merwin Liquors Falcon Heights The following individuals/entities have applied for a Car Wash License for 2026. Staff have received the necessary documents for licensure.

	1. Falcon Heights Gas & Convenience Inc. The following individuals/entities have applied for a <u>Retail Grocery License</u> for 2026. Staff have received the necessary documents for licensure. 1. Northern Tier Retail, LLC dba Speedway #4353 2. Heights Gas & Convenience Inc. The following individuals/entities have applied for a <u>Refuse & Recycling Hauler License</u> for 2026. Staff have received the necessary documents for licensure. 1. Tennis Sanitation, LLC 2. Curbside Waste 3. Aspen Waste Systems of Minnesota, Inc. 4. Gene's Disposal Service Inc. 5. Republic Services of the Twin Cities, IGH, MN The following individuals/entities have applied for a <u>Tree Contractors License</u> for 2026. Staff have received the necessary documents for licensure. 1. SavATree, LLC 2. A-1 Walsh Inc. 3. Precision Landscape and Tree, Inc. 4. Bratt Tree Company 5. Birch Tree Care The following individuals/entities have applied for a <u>Home Occupation License</u> for 2026. Staff have received the necessary documents for licensure. 1. Pamela M. Harris PLLC 2. Cynthia Cyd Wicker The following individuals/entities have applied for a <u>Restaurant License</u> for 2026. Staff have received the necessary documents for licensure. 1. New Fresh Wok 2. Ayvaz Pizza LLC dba Pizza Hut The following individuals/entities have applied for a <u>Gasoline Operator License</u> for 2026. Staff have received the necessary documents for licensure. 1. Northern Tier Retail, LLC dba Speedway #4353 2. Falcon Heights Gas & Convenience Inc. The following individuals/entities have applied for a <u>Multifamily Rental Dwelling License</u> for 2026. Staff have received the necessary documents for licensure.

	1. 21^{st} Housing Square, LLC; 1466 Larpenteur Ave. W. 2. 21^{st} Housing Square, LLC; 1472 Larpenteur Ave. W. 3. 21^{st} Housing Square, LLC; 1486 Larpenteur Ave. W. 4. Larpenteur Manor, LLC; 1710 Larpenteur Ave. W. 5. Larpenteur Manor, LLC; 1720 Larpenteur Ave. W. 6. Larpenteur Manor, LLC; 1730 Larpenteur Ave. W. 7. Larpenteur Manor, LLC; 1740 Larpenteur Ave. W. 8. PC Hendrickson LLC; 1750 Larpenteur Ave. W.
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G3
Attachment	See below
Submitted By	Kelly Nelson, Administrative Services Director / Deputy Clerk

Item	Resignation of Erin Williams from the Parks and Recreation Commission and Vacancy Declared
Description	Erin Williams was appointed to the Parks and Recreation Commission on January 10, 2024. She brought knowledge obtained from her experience with the National Park Service to the commission and has been a valuable member of it since her appointment. Staff appreciates Erin's contributions and for the time she spent on the Parks and Rec Commission. Staff sincerely thanks Erin and wishes her well. A vacancy will now be declared on December 11, 2025, and posted for at least 30 days, allowing applications to be received and considered for this one (1) open Parks and Recreation Commissioner vacancy.
Budget Impact	N/A
Attachment(s)	• Resignation of Erin Williams • Resolution 25-105 Accepting Resignation of Erin Williams from the Parks and Recreation Commission
Action(s) Requested	Staff recommends approval of attached resolution, accepting the resignation of Erin Williams from the Parks and Recreation Commission and declaring a vacancy.

Outlook

Resignation from PARC

From E Williams [redacted]
Date Fri 11/14/2025 11:11 AM
To Kelly Nelson <kelly.nelson@falconheights.org>

Hi Kelly,
As you know, I've been assisting my mom during her lengthy terminal illness and have decided it's best to resign from the Parks and Recreation Commission.
I appreciate the opportunity to serve the community and wish that I could've served out my three year term.
It's been nice to work with you and to get to know you a bit more. I look forward to seeing the new park amenities and recreation opportunities.

Best regards,
Erin Williams

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

December 10, 2025

No. 25-105

RESOLUTION ACCEPTING THE RESIGNATION OF ERIN WILLIAMS FROM THE FALCON HEIGHTS PARKS AND RECREATION COMMISSION

WHEREAS, the City appointed Erin Williams as a member of the City of Falcon Heights Parks and Recreation Commission in 2024; and

WHEREAS, Erin Williams communicated her intent to resign her duties from the Parks and Recreation Commission effective immediately.

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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

Moved by: Approved by: ________________________
Randall C. Gustafson
Mayor

GUSTAFSON	____	In Favor	Attested by: ________________________
MEYER			Jack Linehan
LEEHY	____	Against	City Administrator
WASSENBERG			
MIELKE			

REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G4
Attachment	Calendar; Personnel Policy
Submitted By	Jack Linehan, City Administrator

Item	2026 City Meeting Calendar
Description	Each year, City Staff sets the upcoming annual meeting calendar based on our past practices for meeting dates and based around our city holiday schedule per our personnel policy. Moving forward, we are recommending that we formally approve the annual calendar so that we can advertise meeting dates to the public and the media. The attached calendar highlights the suggested 2026 meeting dates for City Council, commissions, and our city holiday schedule. The council and the commissions still reserve the right to add special meetings or cancel meetings based on the requirements outlined in the Minnesota Open Meetings Act. Upon approval, staff will add all of the dates in to the city website calendar and post the dates as our official meetings.
Budget Impact	N/A
Attachment(s)	2026 Calendar
Action(s) Requested	Staff recommends adoption of the following motion: Motion to approve the 2026 calendar and authorize staff to publish the dates accordingly.

2026 CALENDAR

JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY

S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JUNE

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

City Holidays		
City Council Meetings - 7:00 PM	Council Workshops - 6:30 PM	CE Commission - 6:30 PM
Environment Commission - 6:30 PM	Parks Commission - 6:30 PM	Planning Commission - 7:00 PM

REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G5
Attachment	Pay Request - Final
Submitted By	Erik Henricksen, City Engineer

Item	Request approval of Pay Request #1 (Final) for the 2025 Crack Seal Project.
Description	The first and final Pay Estimate is attached for work on the 2025 Crack Seal Project. The final Pay Estimate is in the amount of $7,330.00. The project engineer and contractor have reviewed and approved the estimate, and it is submitted for Council approval. With this pay estimate, the total amount paid to date on this project is $7,330.00 or approximately 50% lower than the original contract price. The 50% reduction from the original contract price was due to less material needed to fill all the cracks within the University Grove neighborhood.
Budget Impact	The contractor completed the crack sealing of roadways (approximately 1.1 miles) for a total of $7,330.00, a 50% reduction from the original contract amount of $14,750.00. Funding for the repairs would be from the Infrastructure Fund 419.
Attachment(s)	Pay Request - Final
Action(s) Requested	Motion to approve Pay Request #1 (Final) for the 2025 Crack Seal Project.

Progress Billing Invoice

From: **Fahrner Asphalt Sealers LLC**
2800 Mecca Drive
Plover, WI 54467
Ph. 715-341-2868

To: **City of Falcon Heights**
2077 Larpenteur Avenue W
Falcon Heights, MN 55113

Invoice #: **8300022800**
Date: **10/31/25**
Application #: **1**
Customer Number: **203149**
Customer Reference: **25-02**

Contract: 1502550424 Falcon Heights, 2025 Crack Seal Project 25-02 - CF

		Contract				To Date		This Invoice		
Cont Item	Description	Contract Quantity	U/M	Unit Price	Contract Amount	Quantity JTD	Amount To-Date	Quantity This Period	Amount This Period	% Compl
1	Crack Sealing Materials (MnDOT 3725)	2,950.000	LBS	5.000	14,750.00	1,466.000	7,330.00	1,466.000	7,330.00	49.69%

Total Contract:	**14,750.00**		
Total Billed:	**49.69%**	**7,330.00**	**7,330.00**
Less Retainage:		**0.00**	**0.00**
Net Invoices:		**7,330.00**	**7,330.00**
Less Previous Applications:		-	-
Total Due This Invoice:		**7,330.00**	**7,330.00**

Terms: DUE UPON COMPLETION
Payment in full is due upon completion unless modified by written contract. A delinquency charge of 1 1/2% per month (18% per annum) will be assessed on any unpaid balance from the previous statement.

REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G6
Attachment	Professional Service Agreement
Submitted By	Erik Henricksen, City Engineer

Item	Approval of Professional Services Agreement with Valley Rich Co., Inc. for On-Call Emergency Sanitary Sewer Repair Services
Description	At its September 10, 2025 meeting, the City Council authorized staff to issue a Request for Proposals (RFP) to secure an on-call contractor to provide emergency sanitary sewer repair services. The purpose of this contract is to ensure the City has immediate access to qualified personnel and equipment in the event of sanitary sewer system failures that pose risks to public health, safety, and environmental quality. The RFP required contractors to demonstrate the ability to respond within twenty-five (25) minutes of notification and be on-site within two (2) hours, with 24/7 availability. The city received three proposals by the deadline. Proposals were evaluated based on the criteria established in the RFP:

Contractor	Cost (60)	Experience (20)	Availability (10)	Clarity (10)	Total
Valley Rich Co., Inc.	60	20	10	6	96
Dave Perkins Contracting, Inc.	58	20	6	6	90
Capra's Utilities, Inc.	55	15	2	2	74

Although two proposers achieved fairly close overall scores, Valley Rich Co., Inc. distinguished themselves through their extensive experience providing emergency sanitary sewer repair services for several surrounding communities. Their references consistently reported rapid mobilization, high-quality workmanship, and strong coordination with municipal staff, which shows in the Availability scoring.

This contract is structured as a rate-based, on-call agreement, with no guaranteed minimum work. Charges will occur only when emergency repairs are required and will follow the unit rates submitted in the selected contractor's proposal. It is a three-year contract with option to extend.

	Staff recommends that the City Council authorize entering into a Professional Services Agreement (PSA) with Valley Rich Co., Inc. An agreement is attached for Council consideration and has been reviewed by the City Attorney.
Budget Impact	Emergency sanitary sewer repair services are paid from the City's sanitary sewer utility fund under existing maintenance and repair accounts. Costs will be incurred only when emergency repairs are performed and no budget amendment is required.
Attachment(s)	Professional Service Agreement
Action(s) Requested	Authorize the Mayor and City Administrator to enter into the attached Professional Services Agreement with Valley Rich Co., Inc. for On-Call Emergency Sanitary Sewer Repair Services.

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 10th day of December, 2025, by and between the **CITY OF FALCON HEIGHTS,** a Minnesota municipal corporation ("City") and **VALLEY RICH CO., INC.,** a Minnesota corporation ("Contractor").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Contractor to provide sanitary sewer emergency professional repair services on an as-needed basis consistent with the terms of the Agreement ("Services").

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Professional Services Agreement;

B. The City's Request for Proposal for Emergency Sanitary Sewer Repair Services, dated October 31, 2025;

C. The most recent edition of Ten States Standards for Wastewater Facilities;

D. The City's Standard Specifications and Details for Sanitary Sewer;

E. Contractor's Proposal dated November 14, 2025 ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "E" having the last priority.

3. COMPENSATION. Contractor shall be paid by the City for the Services in accordance with the rates set forth in the Proposal, subject to annual adjustments by Contractor submitted to the City 30 days prior to the end of each year of the term of this Agreement and subject to City Council approval of the rate increases proposed by Contractor. Contractor shall submit a statement of the Services rendered within 30 days of completion of those Services. City shall make prompt payment for the Services within 35 days of receipt of Contractor' s statements.

4. DOCUMENT OWNERSHIP. All reports, plans, models, software, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing Services hereunder, Contractor shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of Services to be provided.

7. STANDARD OF CARE. Contractor shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a professional Contractor under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Contractor's Services.

8. INDEMNIFICATION. Contractor agrees, to the fullest extent permitted by law, to indemnify and hold the City, its officials, officers, agents, employees, and volunteers harmless from any damage, liability, or cost (including reasonable attorney' s fees and costs of defense) to the extent caused by Contractor' s negligent acts, errors, or omissions in the performance of the Services under this Agreement and those of his or her subcontractors or anyone for whom Contractor is liable. No supplemental agreement or work order may reduce or limit this obligation.

9. INSURANCE.

A. Contractor shall secure and maintain such insurance as will protect Contractor from claims under the Worker's Compensation Acts, and from claims for bodily injury, death, or property damage which may arise from the performance of Services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability

Bodily Injury	
General and Automobile	$2,000,000 each person
General and Automobile	$2,000,000 each occurrence
Property Damage	
General and Automobile	$2,000,000 each occurrence
General	$2,000,000 aggregate

Professional Liability	$1,000,000 each claim

The insurance coverages may be provided by a single policy or by a combination of policies, including umbrella or excess liability policies.

B. City and its officers, employees and agents shall be named Additional Insured on the above CGL and Auto liability policies.

C. The Contractor also agrees to maintain, at Contractor's expense, Professional Liability Insurance coverage insuring Contractor against damages for legal liability arising from a negligent act, error or omission in the performance of professional services required by this Agreement during the period of Contractor's Services and for one (1) year following the date of final completion of its Services. The professional liability insurance coverage shall provide limits of at least $1,000,000 per claim and an annual aggregate. Coverage under such policy may not be subject to a deductible not to exceed $200,000 per occurrence.

D. Prior to commencement of any work under this Agreement, Contractor will provide the City with certificates of insurance evidencing the required insurance coverage in a form acceptable to City. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be cancelled or reduced in limits by endorsement for any reason without at least 15 days prior written notice to the City of the intent to cancel. Contractor shall provide the City with evidence that such coverage will be renewed or replaced upon termination with insurance that complies with these provisions. Such evidence of insurance shall be in the form of the City Certificate of Insurance, and shall contain sufficient information to allow the City to determine whether there is compliance with these provisions. At the request of the City, Contractor shall, in addition to providing such evidence of insurance, promptly furnish Manager with a complete (and if so required, insurer-certified) copy of each insurance policy intended to provide coverage required hereunder. All such policies shall be endorsed to require that the insurer provide at least fifteen (15) days' notice to the City prior to the effective date of policy cancellation and nonrenewal. On Certificate of Insurance, Contractor's insurance agency shall certify that he/she has Error and Omissions coverage.

E. All policies of insurance required under this paragraph shall be issued by financial responsible insurers licensed to do business in the State of Minnesota, and all such insurers must be acceptable to the City. Such acceptance by the City shall not be unreasonably withheld or delayed. An insurer with a current A.M. Best Company rating of at least A:VII shall be conclusively deemed to be acceptable. In all other instances, the City shall have fifteen (15) business days from the date of receipt of Contractor's evidence of insurance to advise Contractor in writing of any insurer that is not acceptable to the City. If the City does not respond in writing within such fifteen (15) day period, Contractor's insurer(s) shall be deemed to be acceptable to the City.

F. The City shall, at any time during the period of this Agreement, have the right to require that Contractor secure any additional insurance, or additional feature to existing insurance, as the City may reasonably require for the protection of its interests or those of the public. In such event Contractor shall proceed with due diligence to make every good faith effort to promptly comply with such additional requirement(s).

10. INDEPENDENT CONTRACTOR. The City hereby retains Contractor as an independent contractor upon the terms and conditions set forth in this Agreement. Contractor is not an employee of the City and is free to contract with other entities as provided herein. Contractor shall be responsible for selecting the means and methods of performing the work. Contractor shall furnish any and all supplies, equipment, and incidentals necessary for Contractor's performance under this Agreement. City and Contractor agree that Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's agents or employees are in any manner agents or employees of the City. Contractor shall be exclusively responsible under this Agreement for Contractor's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

11. SUBCONTRACTORS. Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Contractor shall comply with Minnesota Statutes § 471.425. Contractor must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Contractor's receipt of payment from City. Contractor must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars ($100.00) or more is Ten Dollars ($10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Hennepin County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Contractor must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by Contractor pursuant to this Agreement. Contractor is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event Contractor receives a request to release data, Contractor must immediately notify City. City will give Contractor instructions concerning the release of the data to the requesting party before the data is released. Contractor agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Contractor's officers', agents', City, partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

14. COPYRIGHT. Contractor shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Contractor desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Contractor shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Contractor shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the Services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Contractor shall maintain complete and accurate records of hours worked and expenses involved in the performance of Services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. ENTIRE AGREEMENT. The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

20. OWNERSHIP OF DOCUMENTS All documents including Plans and Specifications prepared or furnished by Contractor (and Contractor's independent professional associates and Contractors) pursuant to this Agreement are instruments of service and the City will be provided with original record drawing copies.

21. NON-DISCRIMINATION. During the performance of this Agreement, the Contractor shall not discriminate against any employee or applicants for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.

22. SURVIVAL. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

23. NOTICES. Any notice given under this Agreement shall be deemed given on the third business day following the date the same is deposited in the United States Mail (registered or certified) postage prepaid, addressed as follows:

If to City:	City of Falcon Heights 2077 Larpenteur Ave. W. Falcon Heights, MN 55113 Attention: City Administrator
If to Contractor:	Valley Rich Co., Inc. 147 Jonathan Blvd. N. Chaska, MN 55318 Attn: Matt Miklya

24. EFFECTIVE DATE AND TERM. This Agreement shall be effective upon execution by the City and Contractor, and the term of this Agreement shall be from the date of execution of this Agreement until three (3) years following commencement. The parties may extend this Agreement for an additional three (3) years upon mutual agreement.

25. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Contractor. In the event of termination, the City shall be obligated to the Contractor for payment of amounts due and owing including payment for Services performed or furnished to the date and time of termination.

Dated: ____________________, 2025. **CITY OF FALCON HEIGHTS**

BY: ______________________________________
Randy Gustafson
Its: Mayor

ATTEST: _________________________________
Jack Linehan
Its: City Administrator

Dated: __________________, 2025. **VALLEY RICH CO., INC.**

By: _____________________________________
____________________________ [print name]
Its ___________________________ [title]

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ITEM FOR DISCUSSION

Meeting Date	December 10, 2025
Agenda Item	Consent G7
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	2026 Cost of Living Adjustments (COLA)
Description	As part of the 2026 Budget process, employee salaries are adjusted based on various factors, one of which is a cost-of-living adjustment (COLA). Incorporated into the approved 2026 budget is a three (3.0) percent increase for all regular, non-seasonal employees. This cost of living adjustment will be extended to permanent part-time employees as well.
Budget Impact	The 3.0% COLA is incorporated into the approved 2026 Budget.
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve a three percent cost of living adjustment for all regular, non-seasonal city employees for 2026 as reflected in the approved 2026 Budget.

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ITEM FOR DISCUSSION

Meeting Date	December 10, 2025
Agenda Item	Consent G8
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	Statutory Tort Limits Liability Coverage for the City of Falcon Heights in 2026
Description	If the City of Falcon Heights does not waive the statutory tort limits, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total of all claimants could recover for a single occurrence to which the statutory tort limits apply would be $1,500,000. These statutory tort limits would apply regardless of whether the City purchases the optional LMCIT excess liability coverage. The League of Minnesota Cities Insurance Trust is requesting that cities determine if they wish to waive the statutory tort limits for 2026. Under certain circumstances the LMCIT, which represents the city in these claims, may negotiate above the legal liability limit if necessary because some claims like employment are exempt from the cap. The general council from the LMCIT states that cities make different choices depending upon their circumstances. However, they perceived that maintaining the limit was prudent in many cases. The city has had no claims for settlements for several years. Since 2000, the city council has voted not to waive the statutory tort limits.
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve a motion **not to waive** the city's statutory tort limits for 2026 and authorize the City Administrator to execute all documents.

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REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G9
Attachment	Service Agreement
Submitted By	Colin Callahan, Public Works Director

Item	Replace two decorative light poles, fixtures and footings
Description	On Sunday, November 9, two streetlight poles on the southeast corner of Larpenteur Ave and Snelling were hit by a vehicle. The collision destroyed the light poles, fixtures, and footings. An insurance claim has been filed and a proposal for the replacement of the light poles, fixtures, and footings has been submitted by Forest Lake Contracting
Budget Impact	Not to exceed $20,000
Attachment(s)	• See attachment
Action(s) Requested	City staff recommend the City Council approve funding to replace two streetlights along Larpenteur Avenue.

Forest Lake Contracting, Inc.

14777 Lake Drive
Forest Lake, MN 55025
PH: (651) 464-4500
FAX: (651)464-4722

PROPOSAL SUBMITTED TO ***WORK TO BE PERFORMED AT***

NAME City of Falcon Heights:
ADDRESS 2077 Larpenteur Ave W.
CITY Falcon Heights **STATE** MN. **ZIP** 55113
PHONE 612 366 2307
DATE 11/24/25

NAME Larpenteur Ave @ Snelling
ADDRESS
CITY Falcon Heights **STATE** MN. **ZIP** 55113

PROPOSAL TO DO THE FOLLOWING WORK

Remove two damaged light pole foundations. Provide & install two new 20” x 6’ light pole foundations.
Provide & install 2 new matching light poles and fixtures.

THE COST OF THIS WORK WILL BE:

Remove 5x5 area concrete walk $750.00 x 2 = $1,500.00
Remove Light Foundation $575.00 x 2 = $1,050.00
Install concrete Foundation 20”x 6’ $975.00 x 2 = $1,950.00
Pour concrete walk area’s $950.00 EA x 2 = $1,900.00
Provide Light Pole & Fixture $4,507.50 x 2 = $9,015.00
Transport, Install, wire & test light pole 2Hr EA. $685.00 x 2 = $1,370.00

TOTAL COST: $16,785.00

ACCEPTANCE OF PROPOSAL

PAYMENT TO BE MADE AS FOLLOWS 30 DAYS NET.
A 1.5% per month interest fee shall be charged on any balance 30 days past due.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO COMPLETE THIS CONTRACT AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

COMPANY

Joe Monette

AUTHORIZED SIGNATURE
Joe Monette

AUTHORIZED SIGNATURE

DATE OF ACCEPTANCE

AN AFFIRMATIVE ACTION, EQUAL OPPORTUNITY EMPLOYER

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ITEM FOR DISCUSSION

Meeting Date	December 10, 2025
Agenda Item	G10
Attachment	See Below
Submitted By	Colin Callahan, Public Works Director

Item	-DOT inspection and necessary repairs of dump trucks Unit 16 and Unit 12
Description	It is required that commercial motor vehicles are inspected annually to ensure they are in good working order and comply with safety regulations. This helps reduce injuries, accidents, and fatalities on our roadways. Needed repairs were identified on dump trucks Unit 16 and Unit 12. Council previously approved repairs of up to $11,000 for dump trucks Unit 16 and Unit 12 during the City Council meeting on October 22, 2025. After that date, additional repairs of the same dump trucks were identified, adding $2,729.63 to the estimate. Council is asked to now approved the additional $2,729.63 ($13,729.63 total) to complete all necessary work on dump trucks Unit 16 and Unit 12.
Budget Impact	$2,729.63 additional; $13,729.63 total
Attachment(s)	See attachments
Action(s) Requested	Staff recommend Falcon Heights City Council approve the request for additional funding for DOT inspection and necessary repairs.

Universal Truck Service LLC
2845 Long Lake Rd
Roseville, MN 55113
service@universaltruckservice.com
651-639-0017

Invoice: 119105
Date: 11/21/2025

Bill To
City of Falcon Heights
2077 W Larpenteur
Falcon Heights, MN 55113
P: 651-792-7600

Ship To
City of Falcon Heights
2077 W Larpenteur
Falcon Heights, MN 55113

Remit Payment To
Universal Truck Service
2845 Long Lake Rd
Roseville, MN 55113

Service Order	Terms	Due Date	Authorizer	Customer PO	Service Writer	Unit #
616170	Net 30	12/21/2025			Grausam, Matt	12

Item	Description	Quantity	Rate	Amount
Complaint: DOT: Truck State				
Cause: Customer request				
Labor	**Correction:** Chassis / Chassis / Performed DOT inspection - Unit passed after repairs were completed.			$165.00
Parts	DOT STICKER - DOTSTICKER	1.00000	$2.00	$2.00
			Subtotal	$167.00

Complaint: City horn inop — **CUSTOMER DECLINED**

Cause: *

(Inspection)

Labor — **Recommended Correction:**
Chassis / Lighting & Electrical / Check and advise

Complaint: Washer jets not spraying onto windshield well — **CUSTOMER DECLINED**

Cause: *

(Inspection)

Labor — **Recommended Correction:**
Chassis / Chassis / Clean or replace washer jets.

Complaint: Left upper plow marker light inop — **CUSTOMER DECLINED**

Cause: *

(Inspection)

Labor — **Recommended Correction:**
Chassis / Lighting & Electrical / Check and advise

Parts — plow light assembly KIT - 645WK

Complaint: Audible air leak from front of truck with key on

Cause: No issues at this time.

Item	Description	Quantity	Rate	Amount
(Inspection)				
Labor	**Correction:** Chassis / Air System / Pudlick, Jarrett Couldn't duplicate. I'm guessing fan hub or airline for fan hub but fan hub never disengaged for me. Checked for leaks, could not find any. May be related to the fan clutch. No repairs needed st this time.			$165.00
			Subtotal	$165.00

Complaint: Coolant reservoir empty — **CUSTOMER DECLINED**

Cause: *

(Inspection)

Labor	**Recommended Correction:** Engine / Cooling / Top off coolant, pressure test and check for leaks			
Parts	FILTERS COOLANT - BW5137			

Complaint: Unable to easily check left inner drive axle tire pressure

Cause: Valve stem touching brake drum

(Inspection)

Labor	**Correction:** Chassis / Tire & Wheels / Installed extension onto valve stem to check tire pressure, tire pressure was at 70psi. Inflated tire to 100psi and let sit over the weekend. Checked again and tire was at 95psi.			$41.25
			Subtotal	$41.25

Complaint: One exhaust flex pipe and stack is rusted- THIS HAS NOT BEEN REPAIRED YET BUT CUSTOMER HAS PARTS ON ORDER — **CUSTOMER DECLINED**

Cause: Wear and Tear; Weathering **Type:** Other

(Inspection)

Labor	**Recommended Correction:** Engine / Exhaust / Replace flex pipe and exhaust stack			
Parts	4" exhaust flex pipe (per foot) - 562.U7240-10SS			
Parts	Exhaust stack - 562.U5436SA			
Parts	EXHAUST ELBOW 4 IN 45 DEG ID-OD ALZ - 562.U4445E5A			
Parts	4" PREFORMED BAND CLAMP - 562.U3104A			

Complaint: Muffler has holes in it- THIS HAS NOT BEEN REPAIRED YET BUT CUSTOMER HAS PARTS ON ORDER — **CUSTOMER DECLINED**

Cause: Rusted out muffler

(Inspection)

Labor	**Recommended Correction:** Engine / Exhaust / Replace muffler			
Parts	Muffler - M110148			
Parts	4" PREFORMED BAND CLAMP - 562.U3104A			
Parts	EXHAUST HANGER - PPUH100			

Complaint: Power steering fluid low

Cause: Low power steering fluid

(Inspection)

Item	Description	Quantity	Rate	Amount
Labor	**Correction:** Chassis / Steering / Pulled truck into shop and inspected steering system. Used brake clean, rags, and compressed air to clean off the power steering reservoir, as well as the steering gear. Tightened up a bunch of hose clamps for the steering lines, then checked the reservoir fill cap o-ring condition. O-ring is not flattened or hardened, so it should be sealing fine. Added a bit of steering fluid to get reservoir fluid level to the cold full mark. Suspect steering gear is leaking where the 2 pieces bolt together, as there is fluid puddle up there. Pulled truck out of the shop and cleaned up work area while truck warmed up, then worked steering back and forth for a while. test drove truck to work steering more and get fluid warmer, then got back to shop and worked steering some more. Opened the hood to reinspect the steering system, and found that the reservoir is dry, but the driver's side steering gear is indeed leaking from the suspected area where the gear bolts together. Recommend complete steering gear replacement. Made a separate labor line, then quoted time and requested necessary parts to complete the job. Attached pictures to the work order, then parked truck and updated service for now.			$330.00
Parts	Power steering fluid reservoir top housing piece o ring - MATCH UP INVENTORY/ FLEETPRIDE ETC	1.00000	$17.50	$17.50
Parts	BRAKE CLEAN - 4520PEN	2.00000	$4.50	$9.00
Parts	VALVOLINE SYN GUARD ATF, PER GAL - BULK-ATF	0.06250	$49.99	$3.12
			Subtotal	$359.62

Complaint: Audible air leak from rear of truck with brakes applied

Cause: Failed push lock fitting

(Inspection)

Item	Description	Quantity	Rate	Amount
Labor	**Correction:** Chassis / Air Brakes / Pudlick, Jarrett: Air leak at quick connect fitting on top of service brake QR valve for drive axle Raised box and then removed air line from fitting. Removed fitting from qr valve and installed a new one. Reinstalled air line and then inspected for leaks. Found no leaks, lowered box back down.			$165.00
Parts	1/2" Tube x 3/8" Male NPT Brass Northway[REG] Male P-T-C DOT Air Brake Connector - 5129466	1.00000	$14.57	$14.57
Parts	3/8"FPT x 3/8"FPT Brass Coupling - 69837	1.00000	$5.61	$5.61
Parts	1/4" Male NPT x 3/8" Female NPT Brass Straight Adapter - 69899	1.00000	$7.51	$7.51
			Subtotal	$192.69

Complaint: Left drive axle mud flap torn up on bottom side **CUSTOMER DECLINED**

Cause: Damaged mud flap

(Inspection)

Item	Description
Labor	**Recommended Correction:** Chassis / Chassis / Replace mud flap
Parts	MUD FLAP UTS 24" X 30" BLACK - 6390018

Complaint: Grease truck **CUSTOMER DECLINED**

Cause: Truck has not been greased in a while

(Inspection)

Item	Description
Labor	**Recommended Correction:** Chassis / Chassis / Grease chassis
Parts	LITHIUM HIGH TEMP GREASE - GREASE TUBE

Complaint: Engine oil pan beginning to rust through at back

Item	Description	Quantity	Rate	Amount
Cause: Rust due to age and elements				
(Inspection)				
Labor	**Correction:** Engine / Lubrication / Pulled truck into the shop, then brough oil bin over and removed oil pan drain plug to let oil drain. Removed oil filter and matched up, then installed and tightened new oil filter onto engine. Loosened clamp for air compressor oil drain hose, then removed oil drain hose from pan fitting. Slid clamp back and removed crankcase breather hose from the same pan fitting. Removed fitting from oil pan, then began removing oil pan bolts. Some bolts were harder to access due to plow bracing, and the front 4 bolts where the front engine crossmember were also a tight fit requiring a swivel socket. Got all oil pan bolts out except for 6 that didn't want to crack free. Used a hammer and a punch to hit the bolt heads, then tried to work them free. Got 2 more bolts removed, but 4 ended up snapping off, as there was nothing that could be done. Used hammer to knock old oil pan free and drop down, then removed from engine and inspected engine to access bolt damage. 1 bolt is broken off in the iron block on the driver's side by the starter, the other 3 are broken off in the aluminum front engine cover. Updated service and made a separate labor line for the extraction of the broken bolts, then picked back up on the job again here. Had to unbolt and remove the oil pick up tube & bracing to gain better access the the broken front cover bolts. Reinstalled the oil pick up tube and bracing with new mounting gasket once bolts were extracted. Brought new oil pan and gasket over from parts, then installed new plugs/fittings into new pan. Old oil pan paper gasket is cemented to the block, so it took some time to clean properly. Used a carbide scraper and hammer to chisel all of the old gasket material away, then scrape off some severe rust scaling on the bottom of the block, then finished with an abrasive wheel. Wiped down the block with brake clean and rags, then applied silicone to the 4 deck corners. Lifted new pan and gasket into position, then tried starting a few bolts. Found that the new oil pan has a much thicker mounting flange, so had to run and grab 32 all new oil pan bolts with washers and get those started. Snugged bolts down, then went around again torquing them to 20 ft lbs. Made sure all side and drain plugs on new pan are tight, then reinstalled and tightened driver's side oil pan fitting. Reconnected crankcase breather hose and air compressor oil drain hose, then reinstalled and tightened clamps. Tightened oil drain hose clamp at compressor itself as well, as it seems to have been seeping for some time, then wiped down hoses. Disposed of old oil pan and bolts while letting silicone cure, then filled engine with new oil. Checked oil level, then ran engine for a few minutes and verified good oil pressure. Shut engine down and let oil level settle to check it again. Topped off oil, then pulled truck out of the shop and let idle to warm up a bit while cleaning up the work area. Took truck on a short test drive, then checked to verify no oil leaks around the new pan. Parked truck and attached pictures to work order.			$660.00
Parts	Engine oil pan - 4376431	1.00000	$899.12	$899.12
Parts	OIL PAN GASKET - 5332563	1.00000	$99.76	$99.76
Parts	FILTERS OIL - BD103	1.00000	$34.50	$34.50
Parts	engine oil pick up tube gasket - 3939352	1.00000	$5.11	$5.11
Parts	2" 50YF Aluminum Oxide GREEN CORPS ROLOC Disc - 0825947	1.00000	$4.59	$4.59
Parts	4" ZIP TIE - 63431	1.00000	$0.85	$0.85
Parts	M8 x 16mm OD DIN 125 Low Carbon Zinc Finish Steel Type A General Purpose Flat Washer - 1140357	32.00000	$0.41	$13.13
Parts	M8 DIN 127 Mechanical Zinc Finish Split Lock Washer - 1140383	32.00000	$0.60	$19.29
Parts	4" ZIP TIE - 63431	4.00000	$0.85	$3.39
Parts	M8-1.25 x 30mm DIN 933 Class 8.8 Zinc Finish Hex Cap Screw - 1138617	32.00000	$1.20	$38.43
Parts	SYNTHETIC BLEND 15W40 CK-4 BULK, PER GAL - BULK-15W40FLT	7.00000	$17.99	$125.93
			Subtotal	$1,904.10

Complaint: Diagnose and build estimate

Cause: Service request

Item	Description	Quantity	Rate	Amount
(Inspection)				
Labor	**Correction:** Chassis / Chassis / Pulled unit in shop. Went through list, diagnosed what I could, put in times and put in for parts. Fixed city horn and spent some time on fan issue. Will need more time, parked unit			$165.00
			Subtotal	$165.00

Complaint: Engine fan not disengaging

Cause: Engine fan control module is shot **Type:** Unscheduled repair

Item	Description	Quantity	Rate	Amount
(Inspection)				
Labor	**Correction:** Engine / Cooling / Tested fan clutch, solenoid, wiring, fuse, relay. Module is shot. Located behind air box			$412.50
Parts	RELAY 12V MICRO MULTI-USE - 23-13265-001	1.00000	$27.11	$27.11
			Subtotal	$439.61

Complaint: Positive cable on alternator rubbed through on radiator pipe **CUSTOMER DECLINED**

Cause: Not properly secured

(Inspection)

Labor **Recommended Correction:**
Engine / Electrical / Secure line so it does not rub, wrap rubbed section in electrical tape and loom

Complaint: Washer hose and pump harness should be secured so they don't contact fan **CUSTOMER DECLINED**

Cause: Not secured

(Inspection)

Labor **Recommended Correction:**
Chassis / Lighting & Electrical / Secure hose and harness

Complaint: Replace engine fan control module **CUSTOMER DECLINED**

Cause: Failed

(Inspection)

Labor **Recommended Correction:**
Engine / Cooling / Replace fan control module and verify proper fan operation

Parts engine fan control timer module - F6HT-8C609-AC-USED

Parts SHIPPING/ TAXES - SHIPPING/TAXES

Complaint: Replace driver's side steering gear

Cause: Leaking

Item	Description	Quantity	Rate	Amount
(Inspection)				
Labor	**Correction:** Chassis / Steering / Removed steering gear and brought the new steering gear out to the truck. Open the new steering gear and found the new one was not the correct gear. Installed the correct steering gear. Filled fluid and turned the tire to each poppet multiple times and topped off fluid. Would recommend sending it on a test drive because it has dual steering gears to make sure the fluid level is good.			$660.00
Parts	BRAKE CLEAN - 4520PEN	1.00000	$4.50	$4.50
Parts	VALVOLINE SYN GUARD ATF, PER GAL - BULK-ATF	0.50000	$49.99	$25.00

Item	Description	Quantity	Rate	Amount
Parts	STEERING GEAR - TAS65105WEL	1.00000	$1,084.84	$1,084.84
Parts	Inherent Core for STEERING GEAR - TAS65105WEL-CORE	1.00000	$1,125.00	$1,125.00
Parts	Dirty Core for STEERING GEAR - TAS65105WEL-CORE	-1.00000	$1,125.00	-$1,125.00
Parts	BRAKE CLEAN - 4520PEN	1.00000	$4.50	$4.50
Parts	VALVOLINE SYN GUARD ATF, PER GAL - BULK-ATF	0.50000	$49.99	$25.00
			Subtotal	$1,803.84

Complaint: Extract broken oil pan bolts

Cause: Customer request

(Inspection)

Labor	**Correction:** Engine / Lubrication / None of the 4 broken bolts stick out beyond the pan mounting surface by more than 1mm, so an internal bolt extractor won't work. Started at the single broken bolt in the iron block over by the starter, and drilled a small hole slightly through the bolt, then pounded in an external bolt extractor. Used a propane torch to heat around the area, then attempted to remove the bolt, but it would not budge, and the extractor was going to break, so removed it. Continued drilling all the way through the bolt, but right as the bit breached the beveled bolt tip, the bit caught and snapped inside the bolt. Brought the welded over and set it up, then grabbed a bunch of M8 nuts from parts. Tried several times to weld a nut to the broken stud and extract it, but the welds kept breaking. Was able to get a better weld on the final attempt, then brought the big torch over to carefully heat the block better than with a propane torch, then carefully worked bolt back and forth until finally being able to remove it. This leaves the 3 broken bolts in the aluminum front cover. As with the bolt that was broken off in the block, tried several times on each bolt to weld and extract, but the weld just kept breaking, and the aluminum can't be heated to help like with the iron. Ended up having to center punch the 3 bolts, then slowly and carefully drill through 1" worth of bolt of each of the 3 remaining. Front engine crossmember and plow bracing are in the way a bit, which made the work take longer and required more focus. Once all 3 bolts were drilled through, stepped up a bit size and repeated the process, then did that again until the bolt were drilled to proper size. Set up an M8x1.25 tap, then tapped the 3 holes. Used sanding wheel and carbide scraper to carefully shave off any burs, and verified a flush gasket surface. Used a thread chaser on all 32 oil pan bolt bores to clean up the threads, then verified bolts thread in with no issues. Cleaned up work area & put welder & torch away, then attached pictures to work order.			$1,320.00
Parts	M8-1.25 DIN 934 Zinc Finish Steel Class 8 Hex Nut - 1140307	11.00000	$0.67	$7.41
			Subtotal	$1,327.41

Inspection

Labor	Test Drive: Road test unit to verify repairs			$82.50
			Subtotal	$82.50

Unit: 12 **VIN:** 1FDYS80E5WVA40976
License Plate: 179 452
1998 Ford L8513
Chassis: 68,808 Miles

Labor	$4,166.25
Parts	$2,481.77
Shop Supplies	$333.30
Pre-Charge Subtotal	$6,981.32
Exempt (0% of $0.00)	$0.00
Total	$6,981.32
Payments & Credits	$0.00
Balance Due	$6,981.32

Payment due upon delivery unless previously arranged in a legal binding contract. We accept cash, Visa, MasterCard, American Express, Comcheck, EFS, T-check, TCH check, business checks with two forms of current ID (one being a valid driver's license). We reserve the right to cancel credit arrangements at anytime due to poor payment activities. Any account with a balance owing over 30 days will accrue a 1.5% monthly finance charge, or 18% annually. In the event collection action becomes necessary, all legal fees become the responsibility of the customer. We reserve the right to sell the vehicle via sheriff's sale unless payment arrangements are made in writing and accepted by management. You as the customer agree to pay Universal Truck Service LLC upfront for all legal fees if you choose to take legal action. You as the customer agree to compensate Universal for all time involved for legal matters including transportation. Warranty disclaimer: All labor and parts are to be covered for 90 days unless otherwise noted. It is our right to return defective parts to the manufacturer for proper analysis, and upon receipt of payment we will return payment to the customer no warranties will be paid without inspection and return of parts. All vehicles left over 48 hours upon completion of repairs will incur a $50.00 per day storage fee. Lug nuts must be retorqued after 50 miles. Aluminum corrosion or rust on steel wheels don't allow for proper torque in every circumstance. Special order parts may be non-returnable or subject to a restocking fee. Electrical components are non-refundable.

Universal Truck Service LLC
2845 Long Lake Rd
Roseville, MN 55113
service@universaltruckservice.com
651-639-0017

UNIVERSAL Truck Service LLC

Invoice: 118515
Date: 11/11/2025

Bill To
City of Falcon Heights
2077 W Larpenteur
Falcon Heights, MN 55113
P: 651-792-7600

Ship To
City of Falcon Heights
2077 W Larpenteur
Falcon Heights, MN 55113

Remit Payment To
Universal Truck Service
2845 Long Lake Rd
Roseville, MN 55113

Service Order	Terms	Due Date	Authorizer	Customer PO	Service Writer	Unit #
616144	Net 30	12/11/2025			Perry, Andrew	16

Item	Description	Quantity	Rate	Amount
Complaint: DOT: Truck State				
Cause: Customer request				
Labor	**Correction:** Chassis / Chassis / Preformed DOT inspection. Wrote up defects found and completed paperwork once DOT was complete.			$165.00
Parts	DOT STICKER - DOTSTICKER	1.00000	$2.00	$2.00
			Subtotal	$167.00
Complaint: License plate light inop				
Cause: Damaged wiring				
(Inspection)				
Labor	**Correction:** Chassis / Lighting & Electrical / Inspected light and found light fixture to be rusted. Unplugged light and checked for power at connector and found no power. Inspected wires and found three broken wires on side of box. Checked for power at wires and found proper 12v. Splice wiring back together and then installed a new license plate light with new hardware as old hardware broke while removing it. Tied and secured wiring so it would not chafe through again and tested license plate light, license plate light is working as intended now. tested strobe light next to LP light and it is also working as it is tied into the same wiring for the light.			$264.00
Parts	LICENSE PLATE LIGHT - 26330	1.00000	$6.95	$6.95
Parts	16-14 AWG Power Phase[REG] Blue Polyolefin Sealed Crimp Butt Splice Connector (Blue Butt Connector) - 58590	2.00000	$1.84	$3.68
Parts	12-10 AWG Power Phase[REG] Yellow Polyolefin Sealed Crimp Butt Splice Connector (Yellow butt connector) - 58589	2.00000	$1.85	$3.69
Parts	HEAVY DUTY CABLE TIE- 15-1/4" X .30", 120LB - TRL-HD-BLK	1.00000	$0.70	$0.70
Parts	#10-24 x 1" Phillips Drive Pan Head Zinc Finish Steel Machine Screw - 1128981	2.00000	$0.30	$0.61
Parts	10-24 Zinc Plated Machine Screw Nut - 1136028	2.00000	$0.17	$0.33
Parts	M6 DIN 127 Mechanical Zinc Finish Split Lock Washer - 1140381	2.00000	$0.49	$0.99

Item	Description	Quantity	Rate	Amount
			Subtotal	$280.95
Complaint: Right rear turn signal on box not flashing correctly				
Cause: Old light				
(Inspection)				
Labor	**Correction:** Chassis / Lighting & Electrical / Removed old tail light and then swapped over connector end to new light. Installed new light and plugged it in. Tested new light and found all operations of the light to be working as intended.			$99.00
Parts	Tail light - 40BTT	1.00000	$166.78	$166.78
			Subtotal	$265.78
Complaint: Left steer axle tire from 2009				
Cause: Old tire				
(Inspection)				
Labor	**Correction:** Chassis / Tire & Wheels / Raised up steer axle of truck and removed wheel. Removed old tire from rim and then installed a new one. Inflated new tire to 110psi and then reinstalled wheel onto truck. Set truck onto ground and torqued lug nuts to 500ft lbs.			$114.00
Parts	315/80R22.5 steer axle tire load range L - 172051017	1.00000	$726.83	$726.83
Parts	TIRE DISPOSAL - TD13	1.00000	$13.00	$13.00
			Subtotal	$853.83
Complaint: Transmission cooler lines leaking fluid/extremely rusted				
Cause: Old transmission cooler lines				
(Inspection)				
Labor	**Correction:** Transmission / Automatic Transmission / Performed transmission cooler line replacement. Attempted to remove original cooler lines at transmission; lines were seized due to corrosion. Applied controlled heat with propane torch to line fittings while supporting transmission fittings. Lines freed but rotated as complete assembly. Due to seized rotating joints, cut lines at transmission. Removed retainer clips at radiator connection points. Carefully applied intermittent heat to radiator fittings, mindful of plastic components. Successfully removed lines from radiator using pliers. Removed all mounting hardware, including clamps, zip ties, and bracket at flywheel housing. Extracted old lines from vehicle. Transferred mounting clamps to new cooler lines after proper orientation verification. Installed new lines, securing to radiator with retainer clips and locking clips. Mounted all clamps to engine and routed lines to transmission. Verified proper fitting engagement at transmission connection points. Reinstalled mounting bracket at flywheel housing, including battery cable clamps. Secured lines with heavy-duty zip ties. Cleaned engine bay of residual oil. Added transmission fluid incrementally, cycling through all gears and checking fluid level. Performed test drive and confirmed proper fluid level at hot full mark. Completed final inspection and documentation.			$1,402.50
Parts	Transmission cooler line - GT 1290JT083	1.00000	$56.03	$56.03
Parts	CASTROL ALLISON TRANSYN TRANNY TRASMISSION FLUID (GALLON JUG) - 27101TCS	2.00000	$75.90	$151.80
Parts	other transmission cooler line (has straight fitting at cooler end) - GT 1200JT077	1.00000	$113.88	$113.88
Parts	NDA FREIGHT - NDA FREIGHT	1.00000	$58.00	$58.00
Parts	HEAVY DUTY CABLE TIE- 15-1/4" X .30", 120LB - TRL-HD-BLK	3.00000	$0.70	$2.10
Parts	BRAKE CLEAN - 4520PEN	3.00000	$4.50	$13.50
			Subtotal	$1,797.81

Item	Description	Quantity	Rate	Amount
Complaint: Drive axle tires are from 2008				
Cause: Old tires (treads in notes)				
(Inspection)				
Labor	**Correction:** Chassis / Tire & Wheels / Raised up rear drive axle and set on jack stands then removed wheels. Removed old Tires from rims and installed four new tires. Inflated tires to 105psi and then reinstalled wheels onto truck. Set truck back down onto ground and torqued lug nuts to 500ft lbs. moved old tires to warehouse and put away tools.			$228.00
Parts	11R22.5 COOPER PRO SERIES LHD - 172011003	4.00000	$582.87	$2,331.47
Parts	TIRE DISPOSAL - TD13	4.00000	$13.00	$52.00
			Subtotal	$2,611.47
Complaint: Jump start truck to get into shop				
Cause: Old batteries				
(Inspection)				
Labor	**Correction:** Chassis / Lighting & Electrical / Had to jump start truck to pull into shop for initial DOT inspection. Did not see a deadman switch anywhere, so ended up having to jump it again to get back into the shop when transmission cooler lines arrived. Put a battery charger on the batteries and made a separate labor line to load test them when they are charged. Batteries are from 2022 according to stickers on them.			$140.25
			Subtotal	$140.25
Complaint: Load test batteries				
Cause: Truck needs to be jump started to get into the shop				
(Inspection)				
Labor	**Correction:** Engine / Starting & Charging / Once both batteries were fully charged, disconnected battery charger and put it away, then disconnected batteries and brought load tester out. Tested both batteries individually. The rear battery passed, while the front battery failed. Both batteries are dated 4/22. Highly recommend replacing both batteries. Made a separate labor line to replace batteries, then removed battery load tester and put it away. Reconnected batteries and reinstalled battery box cover for now. Pulled truck out of shop and parked it, then attached pictures to work order and updated service.			$82.50
			Subtotal	$82.50
Complaint: Replace both batteries				
Cause: 1 of 2 batteries failed, both are 3 years old				
(Inspection)				
Labor	**Correction:** Engine / Starting & Charging / Grabbed new batteries from warehouse and brought them over to truck. Removed battery box cover, then disconnected batteries. Unbolted and removed battery hold down, then removed old batteries. Installed new batteries, then reinstalled and tightened battery hold down. Reconnected battery cables, then reinstalled battery box cover and tested truck starting operation. Brought old batteries to parts for core credit. Attached pictures to work order.			$82.50
Parts	950 CCA GROUP 31 BATTERY TOP STUD - MF31S-950	2.00000	$130.00	$260.00
Parts	Inherent Core for 950 CCA GROUP 31 BATTERY TOP STUD - Inherent Core for MF31S-950	2.00000	$30.00	$60.00
Parts	Dirty Core for 950 CCA GROUP 31 BATTERY TOP STUD - Dirty Core for MF31S-950	-2.00000	$30.00	**-$60.00**

Item	Description	Quantity	Rate	Amount
			Subtotal	$342.50

Unit: 16 **VIN:** 2FZAAWBS9AAAP9666
License Plate: 966785
2010 Sterling L8500 series
Chassis: 35,751 Miles

Labor	$2,577.75
Parts	$3,964.34
Shop Supplies	$206.22
Pre-Charge Subtotal	$6,748.31
Exempt (0% of $0.00)	$0.00
Total	$6,748.31
Payments & Credits	$0.00
Balance Due	$6,748.31

Payment due upon delivery unless previously arranged in a legal binding contract. We accept cash, Visa, MasterCard, American Express, Comcheck, EFS, T-check, TCH check, business checks with two forms of current ID (one being a valid driver's license). We reserve the right to cancel credit arrangements at anytime due to poor payment activities. Any account with a balance owing over 30 days will accrue a 1.5% monthly finance charge, or 18% annually. In the event collection action becomes necessary, all legal fees become the responsibility of the customer. We reserve the right to sell the vehicle via sheriff's sale unless payment arrangements are made in writing and accepted by management. You as the customer agree to pay Universal Truck Service LLC upfront for all legal fees if you choose to take legal action. You as the customer agree to compensate Universal for all time involved for legal matters including transportation. Warranty disclaimer: All labor and parts are to be covered for 90 days unless otherwise noted. It is our right to return defective parts to the manufacturer for proper analysis, and upon receipt of payment we will return payment to the customer no warranties will be paid without inspection and return of parts. All vehicles left over 48 hours upon completion of repairs will incur a $50.00 per day storage fee. Lug nuts must be retorqued after 50 miles. Aluminum corrosion or rust on steel wheels don't allow for proper torque in every circumstance. Special order parts may be non-returnable or subject to a restocking fee. Electrical components are non-refundable.

REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G11
Attachment	Contract
Submitted By	Randy Gustafson, Mayor

Item	City Administrator Jack Linehan Performance Evaluation
Description	Jack Linehan, City Administrator was hired May 2, 2022. In accordance with the employment agreement with Administrator Linehan, the City Council members are to annually review the job performance and compensation. The City Council completed the 2024-2025 performance review and submitted the forms to the Mayor. The City Council then met in closed session at our last meeting on November 12, pursuant to Minn. Stat. 13D.05, subd. 3a to discuss the evaluation. The City Administrator's Performance Evaluation covers 50 scored questions and four narrative evaluation questions. Each of the ten categories of evaluation criteria contains five statements to rate performance on this scale: 5 = Excellent (almost always exceeds the performance standard) 4 = Above average (generally exceeds the performance standard) 3 = Average (generally meets the performance standard) 2 = Below average (usually does not meet the performance standard) 1 = Poor (rarely meets the performance standard) The Council expressed satisfaction with Mr. Linehan's service to the City of Falcon Heights. The cumulative Administrator Performance score was 4.868. Jack provides a consistent, professional approach to his work guiding city services and activities to meet daily/short-term demands while maintaining a long-range vision of community success. Active listening and a thoughtful inclusive approach to decision making are strengths that help our council/city work effectively. Challenges faced and met by Administrator Linehan and his team of dedicated, hardworking staff to deliver on the goals set and overseen by the City Council during this review period include: **Projects**

	Larpenteur Street Lights: Initiated and implemented a replacement plan for 34 streetlights on Larpenteur Avenue, avoiding property tax impact. **Community Park Redesign**: Adjusted project scope to remain within budget after initial costs exceeded estimates. **2025 Capital Plan**: Developed the city's most extensive capital plan for Falcon Woods, Northome, and Community Park renovation. **City Hall Security**: Enhanced security with additional cameras and key-fob access. **Personnel** **Staff Stability**: Maintained a stable workforce, promoted a part-time accountant to Assistant Finance Director for succession planning. **Payroll Transition**: Shifted from 24 to 26 pay periods annually, improving payroll reliability and consistency. **Fiscal** **2025 Budget**: Achieved a record capital program with a 2.77% levy, innovatively reducing taxpayer costs. **Police Savings**: Transition to SAPD reduced police budget by $150K. **Series 2023A Bond**: Initiated early payoff plan to save on interest payments. **Grants** - Secured several grants including: **Met Council Livable Communities**: $204,000 **Solar on Public Buildings**: Up to $72,000 **MPCA Climate Action Plan**: $46,000 **MPCA Site Assessment**: Technical Assistance **GreenCorps Volunteer**: Staffing Assistance **Good Neighbor Grant**: $10,000 **Strategic Initiatives** **SAV Policing**: Led community discussions for long-term policing solutions, finalizing an effective contract for city control. **RCSO Interim Contract**: Negotiated service extension for SAPD transition. **State Fair Task Force**: Served as liaison, implemented new pedi-cab licensing, and identified new revenue streams. **Climate Action Plan**: Secured grant support for a comprehensive climate strategy. **Larpenteur & Snelling Corridor Plan**: Advocated for future zoning and development considerations, including the importance of looking at the Les Bolstad Golf Course in the event it redeveloped so we could plan proactively in the event it sold. **Goal Setting Exercise**: Facilitated City Council's goal-setting for strategic alignment. **Communications**

	• **Website & Newsletter**: Planned ADA-compliant website replacement and revamped e-mail-based newsletter aligned with City Council goals. Following this review, it is the practice of the City for the Mayor to discuss the performance review results with the City Administrator, and address base salary and other compensation issues. It is recommended that the City Council place City Administrator Linehan on Grade 8, Step 8 of the Class & Compensation Plan effective January 1, 2026.
Budget Impact	Funds have been allocated in the 2026 Budget.
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council accept the performance evaluation, and recommend that the City Council accept the recommendation to place the City Administrator on Grade 8, Step 8 of the class & compensation plan.

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REQUEST FOR CITY COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G12
Attachment	See below.
Submitted By	Jack Linehan, City Administrator

Item	Larpenteur Senior Apartments Inducement Bond Resolution
Description	Velair Development Company (Velair) is proposing to develop a 110-unit senior (55+) affordable apartment building at 1644 Larpenteur Ave West. This is the site just to the west of Amber Union, previously approved as the "Amber Flats PUD." To continue with the project, Velair is requesting assistance with securing a Bond Inducement Resolution. Velair needs a resolution from the City of Falcon Heights to request $25,000,000 from the State of Minnesota MMB for their Multifamily Housing Revenue Bonds in January. The Multifamily Housing Revenue bonds, in this case more commonly referred to as conduit bonds, are a pass through financing source that the City can leverage to assist developers offering affordable housing projects. There is no cost or risk to the City, and we collect 1/4th of a percent in an issuance fee, estimated to be $62K over the life of the bond. All legal paperwork has been drafted by our bond counsel, Taft Stettinius & Hollister LLP. Velair is responsible for all legal fees associated with the issuance of these bonds. Council approval of the bond inducement resolution to facilitate Velair's application for bonding authority from the Minnesota Department of Management and Budget.
Budget Impact	N/A
Attachment(s)	• Larpenteur Ave Senior Apartments – Narrative • Development Proposal Presentation
Action(s) Requested	The City Council is requested to approve Resolution 25-106

LARPENTEUR AVE SENIOR HOUSING

CITY COUNCIL WORKSHOP

December 3rd, 2025

DEVELOPMENT TEAM

Velair Development Company ("VDC") is an affordable housing developer based in Richfield, MN. Our mission is to provide quality housing that is aesthetically pleasing, environmentally conscious, and built to last. Our group has developed 50+ properties encompassing 3,500+ residential units, mostly in the Twin Cities and Rochester, MN areas. We operate and long-term own all our affordable housing developments, which solidifies our commitment to providing a high-quality living environment for our residents.

Velair Property Management ("VPM") is our in-house property management group. They oversee the day-to-day operations of our entire MN-based portfolio. VPM is deeply engrained with housing, actively managing over 3,000 housing units. They are a critical asset in our team's ability to deliver high quality housing.

DEVELOPMENT PROPOSAL

VDC is proposing to develop a 110-unit senior (55+) affordable apartment building at 1644 Larpenteur Avenue West. The building will include a mix of studio, one, and two-bedroom floorplans across four stories of residential and one level of underground parking. Gross square footage of the building is estimated at 123,975 square feet, including the underground parking area.

AMENITIES

Common Areas

- Underground parking
- Community room including kitchenette
- Fitness center
- Library/Craft room
- Secure package room
- WIFI
- Outdoor patio
- Bicycle storage

Units

- Washer/Dryer
- Quartz countertops
- Luxury vinyl plank flooring
- Temperature control via thermostat
- High speed internet hookups

SITE, ACCESS, LAND USE AND ZONING

The project will be developed on a 2.58-acre parcel, just west of the existing Amber Union property, on an underutilized parking lot. Resident and public access to the site will be provided from the existing curb cut along Larpenteur Avenue. The existing sidewalks along Larpenteur Avenue will provide pedestrian access to nearby transit, commercial, and park space.

The site is currently guided Mixed Use Residential TOD. A PUD was approved in January 2024 for a 96-unit apartment building called Amber Flats. A new PUD will need to be approved to accommodate our proposal, which includes changes to the site plan, unit mix, and façades. We believe this property is a great fit for senior-oriented housing, in part from the following:

1. Lack of affordable senior product in local market.
2. Transit-served.
3. Nearby commercial.
4. Compatible with neighboring uses.

PARKING

The underlying R-5M zoning requires one (1) parking stall per unit. The Larpenteur Ave Senior building will have one level of climate controlled underground parking containing 72 stalls and an additional 44 at-grade surface stalls for a total of 116 parking stalls (1.05 parking stalls per unit). This equates to 0.91 parking stalls per bedroom, which exceeds the parking stalls per bedroom for the existing Amber Union building (0.51 spaces per bedroom) and is in line with the PUD approved Amber Flats proposal (0.90 stalls per bedroom).

Development	Total Units	Total Bedrooms	Parking Count	Parking / Unit	Parking / Bedroom
Amber Union	125	264	135	1.08	0.51
Amber Flats PUD	96	134	121	1.26	0.90
Larpenteur Senior	110	128	*116	1.05	0.91

*Does NOT include 54 existing surface stalls on 1644 Larpenteur Ave W property that will be preserved and set-aside for use by Amber Union.

Additionally, the property is less than a 1,000-walking distance from the A Line BRT and less than a 200 ft walking distance from Bus Route 61. Based on our group's extensive operating experience, we are confident that the proposed parking is adequate to meet the full parking needs of the building.

AFFORDABILITY, UNIT MIX, RESIDENT QUALIFICATIONS

The project will have rent and income restrictions that average to the 60% Area Median Income (AMI) limit. In 2025, the 60% AMI limit for a 2-person household is $63,600. Rents are currently underwritten at the following:

Unit Type	Studio	1 Bedroom	2 Bedrooms
Number of Units	16	76	18
Rents	$653 - $1,116	$1,346 - $1,495	$1,795

The housing will be independent living. At least one member of each household must be 55+ years of age. All other household members must be 50+ years of age. All households must income qualify, pass a criminal background, and pass financial credit check.

SECURITY & MANAGEMENT PLAN

Velair will be a long-term owner and operator of this development. We take pride in providing a safe and high-quality living environment for our residents, which the following actions help to accomplish:

- **Access control:** Entrances always locked. Access control via fob.
- **Security cameras:** In parking areas, entrances, common areas, stairwells, hallways, elevator cab.
- **Resident screening:** Income qualify, criminal background check, financial credit check.
- **On-Site Personnel:** Property manager. Maintenance technician. Roving regional property manager.
- **Meeting with local police department prior to first occupancy:** VDC / VPM meet with police department prior to opening. Opportunity to discuss best management practices and establish relationship between Owner, VPM, and police.

BENEFITS OF DEVELOPMENT

Benefits provided by this development include, but are not limited to, the following:

- **New Housing:** Addition of 110 newly constructed housing units that will provide a high-quality affordable housing option to seniors living in and around Falcon Heights.
- **Boost Commercial Demand:** Additional households will provide economic boost to nearby commercial users.
- **Increase Local Tax Base:** Projected to generate approximately $75,000-$80,000 of annual property taxes.
- **Issuance Fee:** Projected $50,000 to $60,000 bond issuance fee paid to City.
- **Development of Key Site:** The 2.58-acre site is a vastly underutilized parking lot. The proposed development will be of high quality, is dense, and is compatible with its surrounding uses. The proposal is the highest and best use of the subject property.

DEVELOPMENT SCHEDULE

Preliminary Development Schedule:

- December 2025: City Council Workshop, Bond Inducement Resolution
- January 2026: MMB Bond Application
- Winter/Spring 2026: Neighborhood Meeting, Land Use Entitlements
- July 2026: MMB Bond Award
- December 2026: Secure Building Permit, Close on Financing, Start Construction
- March 2027: Construction Complete, Lease-up Begins

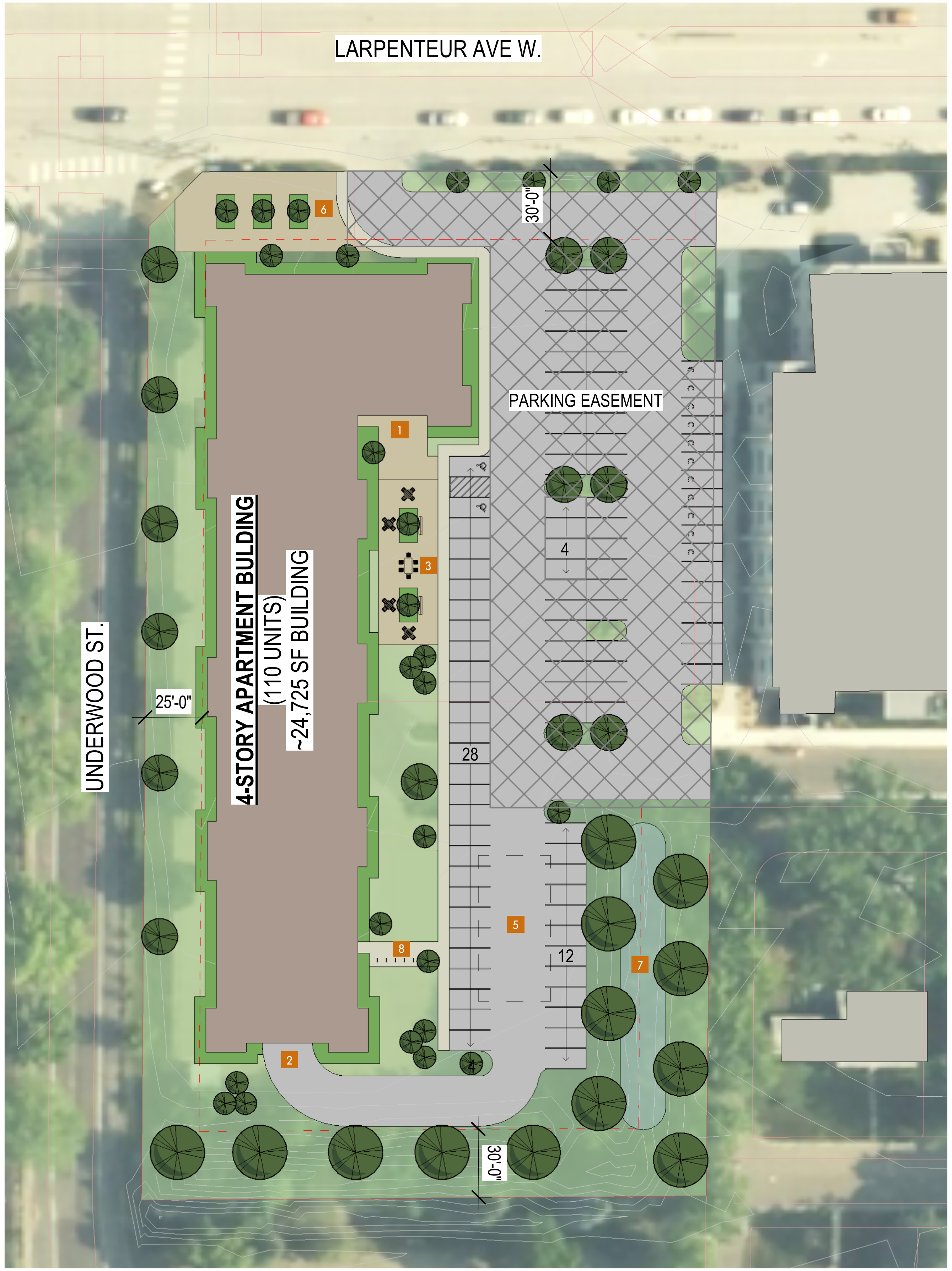
Velair Development Company looks forward to working with the City of Falcon Heights to deliver a high-quality housing development where people can live at an affordable price. Please reach out with any questions or comments.

Thank You,

Marty O'Connell

Senior Development Associate

VELAIR



SITE PLAN KEY

1. BUILDING ENTRANCE
2. GARAGE ENTRANCE
3. COMMUNITY PATIO
5. UNDERGROUND STORMWATER RETENTION
6. SIDEWALK PROMENADE
7. RAIN GARDEN
8. BIKE RACK

Approx. FAR: 0.9

1 SD Site Plan
1" = 60'-0"

UNIT MIX - GROSS AREA

Name	Count	Unit Gross Area Main Floor	Total Area	%
0 BR (Studio)				
Unit S1	16	<varies>	8,826 ft²	15%
1 BR				
Unit A1	28	663 ft²	18,557 ft²	25%
Unit A2	48	713 ft²	34,234 ft²	44%
2BR				
Unit C1	14	1,192 ft²	16,688 ft²	13%
Unit C2	4	1,255 ft²	5,022 ft²	4%
Grand total	110		83,327 ft²	100%

PARKING EASEMENT

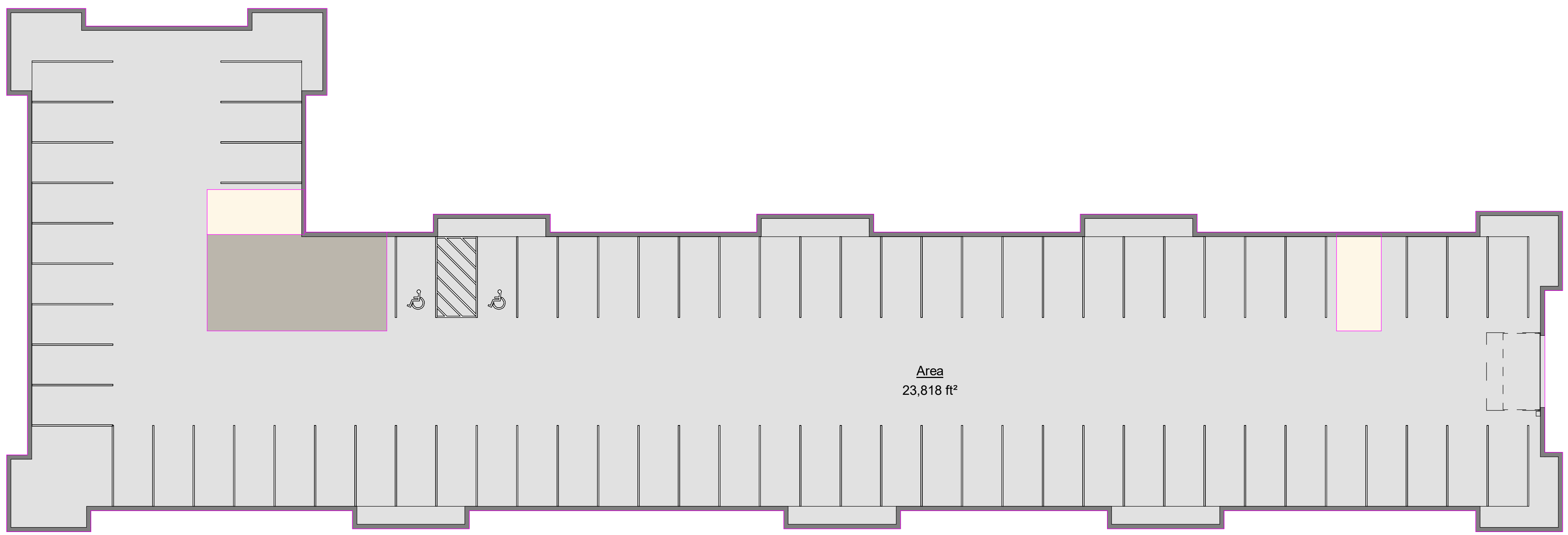
Level	Type	Count
Level 1	Easement Parking	54
		54

PARKING

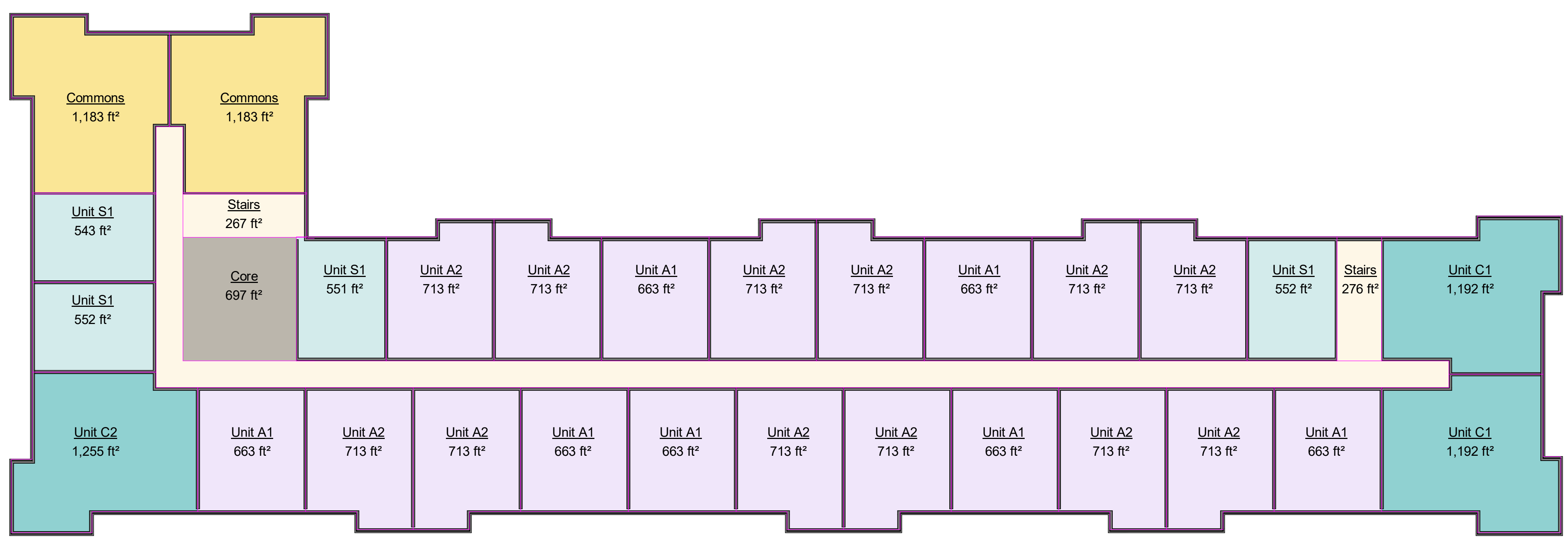
Level	Type	Count
Level -1	Garage Stalls	72
Level 1	Surface Stalls	44
		116

GROSS AREA - TOTAL

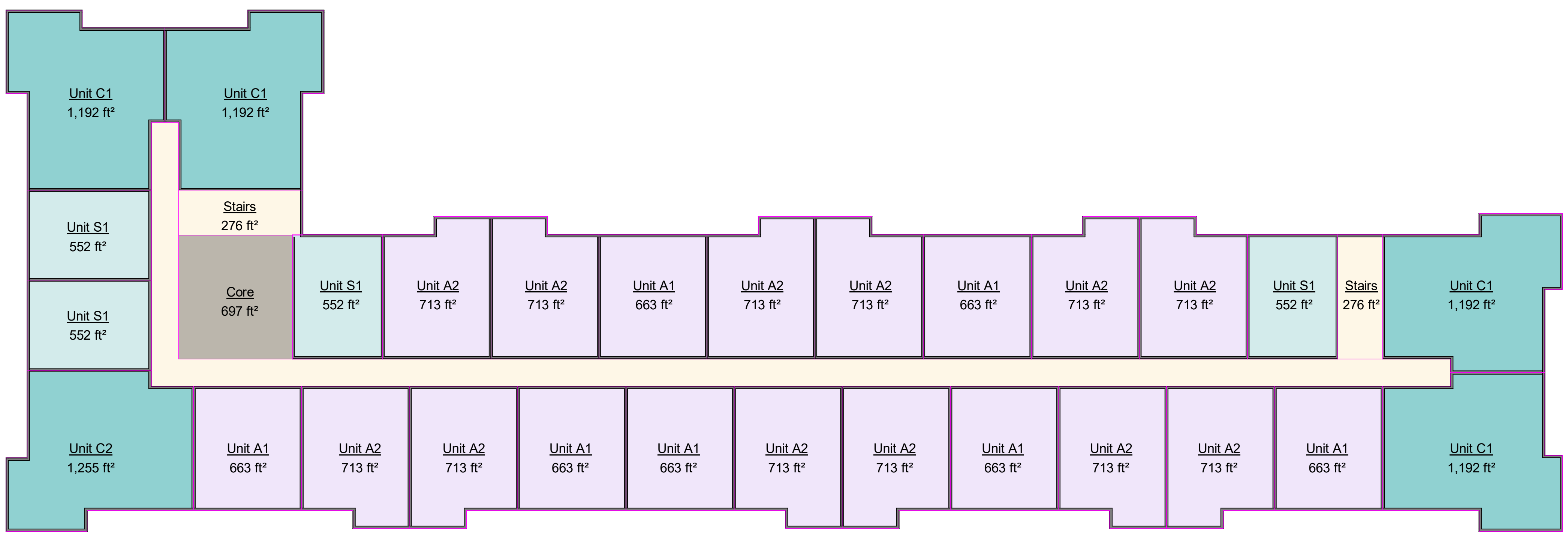
Level	Area
Level 4	24,724 ft²
Level 3	24,724 ft²
Level 2	24,724 ft²
Level 1	24,684 ft²
Level -1	25,119 ft²
Grand total	123,975 ft²



1 Level -1
1/32" = 1'-0"



1 Level 1
1/32" = 1'-0"



1 Level 2 (Levels 3 & 4 Sim.)
1/32" = 1'-0"

Development Proposal
1644 Larpenteur Ave W

VELAIR DEVELOPMENT COMPANY

Marty O'Connell
Senior Development Associate

Velair Development Company

- Founded: 1999.
- Located: Richfield, MN.
- Mission Statement: to provide quality housing that is aesthetically pleasing, environmentally conscious, and built to last.
- Types of Housing Development: Workforce Affordable, Senior Affordable, Market Rate Housing
- Portfolio: Developed/Consulted on the development of 50 properties totaling over 3,500 units across Minnesota, Iowa, and Illinois.

Development Team

- Developer/Owner: Velair Development Company
- Architect: Kaas Wilson Architects
  - Completed 1,500+ projects
- Construction Contractor: Eagle Building Company
  - Completed 4,800+ units across 36 properties in previous 5 years
- Property Manager: Velair Property Management
  - Currently manages 3,000+ units across 44 properties
  - In-House
  - Share office space with Velair Development Company

Villas at Pleasant Avenue I and II

Burnsville, MN

150 Units and 110 Units

Senior Affordable | 55+ Independent Living

Villas at Pleasant Avenue I and II

Burnsville, MN
150 Units and 110 Units
Senior Affordable | 55+ Independent Living

Villas at Pleasant Avenue I and II

Burnsville, MN
150 Units and 110 Units
Senior Affordable | 55+ Independent Living

Garland Commons

Maple Grove, MN
160 Units
Senior Affordable | 55+ Independent Living

Garland Commons

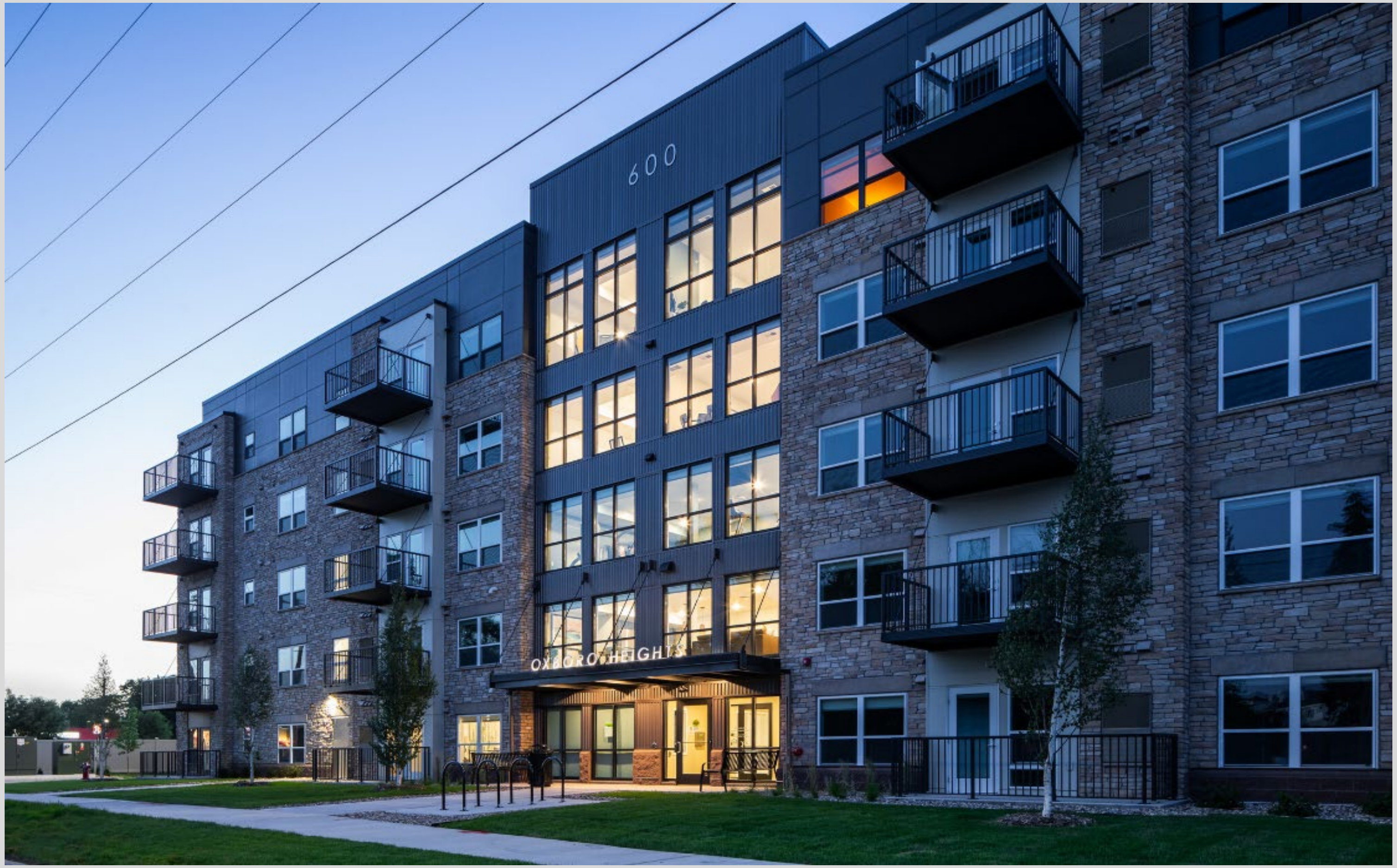
Maple Grove, MN
160 Units
Senior Affordable | 55+ Independent Living

Garland Commons

Maple Grove, MN
160 Units
Senior Affordable | 55+ Independent Living

Oxboro Heights

Bloomington, MN
125 Units
Senior Affordable | 55+ Independent Living



Oxboro Heights

Bloomington, MN
125 Units
Senior Affordable | 55+ Independent Living


Oxboro Heights

Bloomington, MN
125 Units
Senior Affordable | 55+ Independent Living

Development Proposal

- 1644 Larpentuer Avenue West
- 110-unit age-restricted (55+ years) affordable apartments
- Studio, 1BR, and 2BR units
- 4 stories residential + 1 level of underground enclosed parking
- 116 off-street parking stalls
- **Amenities:** outdoor patio, community room, library/craft room, fitness center, package room, WIFI
- **In-unit features:** quartz countertops, washer/dryer, adjustable thermostat, LVP flooring


COUNTY
Map Ramsey
Find address or place
Larpenteur Avenue
Amber Union
Snelling Avenue
Development Site
MN State Fairgrounds
1683
1687
1639
1611
1701
1691
1644
1667
1740
1627
1625
1617
1611
1607
1603
1597
1589
1583
1630
1624
1618
1612
1608
1604
1598
1590
1582
1564
1561
554,497.292 Feet

COUNTY
Map Ramsey
Find address or place
Larpenteur Avenue
Amber Union
Snelling Avenue
MN State Fairgrounds
4-STORY APARTMENT BUILDING
(110 UNITS)
~24,725 SF BUILDING
PARKING EASEMENT
1683
1687
1639
1611
1701
1691
1667
1740
1627
1625
1617
1611
1607
1603
1597
1589
1583
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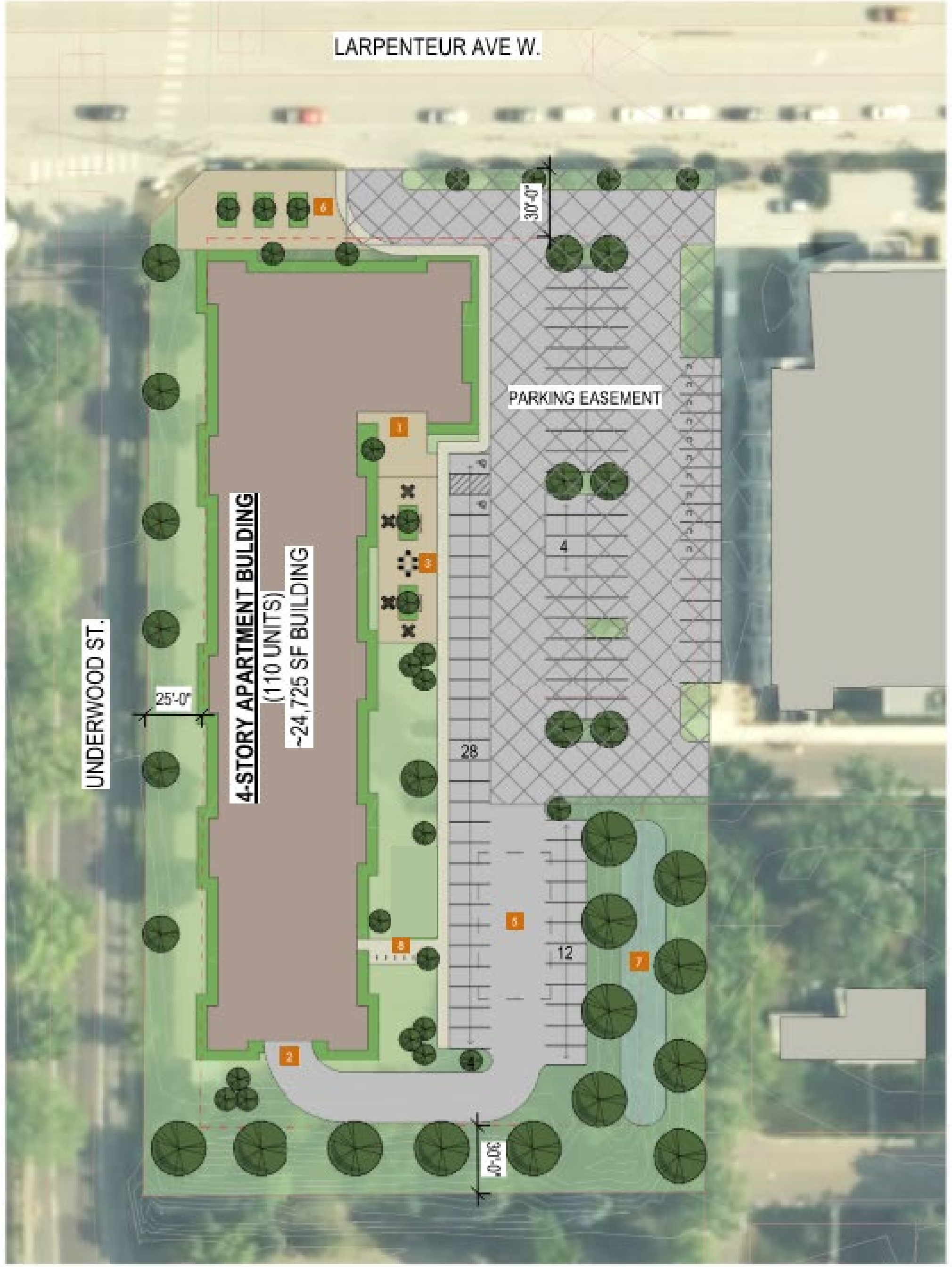
554,497.292 Feet



SITE PLAN KEY

- 1 BUILDING ENTRANCE
- 2 GARAGE ENTRANCE
- 3 COMMUNITY PATIO
- 5 UNDERGROUND STORMWATER RETENTION
- 6 SIDEWALK PROMENADE
- 7 RAIN GARDEN
- 8 BIKE RACK

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PARKING

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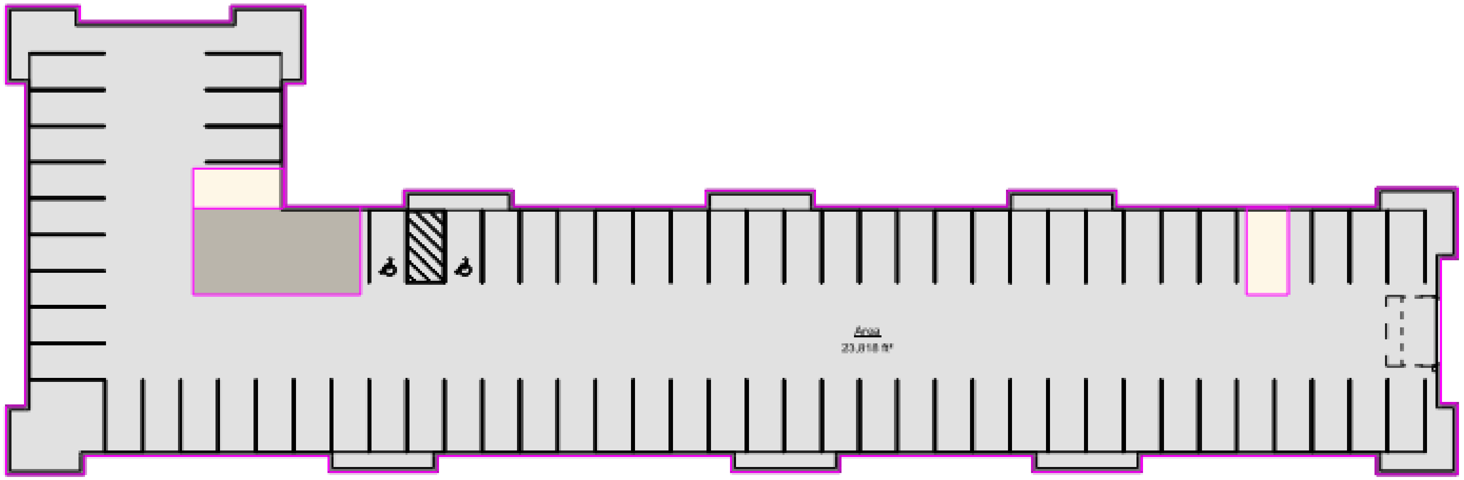

1 Level -1
1/32" = 1'-0"

1 Level 1
1/32" = 1'-0"

1 Level 2 (Levels 3 & 4 Sim.)
1/32" = 1'-0"

Parking

- **Total Off-Street Parking Spaces = 116 stalls.**
  - 72 surface stalls
  - 44 garage stalls
- **Parking Easement**
  - Existing parking easement sets-aside 54 surface parking stalls for use by Amber Union. These stalls are NOT included in the 116-stall count.
- **Parking Ratio = 1.05 stalls per unit.**
  - Velair Proposal = 0.91 stalls per bedroom
  - Amber Union = 0.51 stalls per bedroom
  - Amber Flats PUD = 0.90 stalls per bedroom
- **Transit**
  - Less than 1,000 ft walking distance from A Line BRT
  - Less than 200 ft walking distance from Bus Route 61

Housing

- **Rent and Income restrictions will average to the 60% Area Median Income (AMI) limit.**
  - 2025 60% AMI limit for 2-person household = $63,600
  - Underwritten Rents =
    - Studio = $653-$1,116/month
    - 1BR = $1,346-$1,495/month
    - 2BR = $1,795/month
- **At least one member of each household must be 55+ years. All other household members must be 50+ years.**
- **Independent Living.**

Qualifications

- **Age Requirements**
  - At least one member of each household must be 55+ years. All other household members must be 50+ years.
- **Income Qualify**
  - All households must meet income requirements.
- **Criminal Background Check**
  - All households must pass criminal background check.
- **Financial Credit Check**
  - All households must pass financial credit check.

Security & Management Plan

- **Long-Term Owner & Operator**
- **Access Control**
  - Entrances always locked. Access control via fob.
- **Security Cameras**
  - Typically, between 30 to 40 cameras. In parking areas, entrances, common areas, stairwells, hallways, elevator cab.
- **On-Site Personnel**
  - Property manager. Maintenance technician. Roving regional property manager.
- **Police Meeting**
  - VDC / VPM meet with police department prior to opening. Opportunity to discuss best management practices and establish relationship between Owner, VPM, and police.

Key Benefits to City

- **Provides New Housing**
  - 110 units of new senior housing at affordable level.
- **Benefits Commercial Uses**
  - New households will increase commercial demand.
- **Increase Property Tax Base**
  - Projected $75,000 to $80,000 in annual property taxes.
- **Issuance Fee**
  - Projected Fee between $50,000 to $60,000.
- **Highest & Best Use of Key Development Site**
  - High quality, dense development, that is compatible with surrounding uses.

Development Schedule

- December 2025: City Council Workshop, Bond Inducement Resolution
- January 2026: MMB Bond Application
- Winter/Spring 2026: Neighborhood Meeting, Land Use Entitlements
- July 2026: MMB Bond Award
- December 2026: Secure Building Permit, Close on Financing, Start Construction
- March 2027: Construction Complete, Lease-up Begins

Questions / Discussion

Contact:

Velair Development Company

Marty O’Connell

612-243-4623

MartyOConnell@Velairdc.com

MANAGEMENT AND BUDGET

APPLICATION FOR ALLOCATION OF BONDING AUTHORITY FOR RESIDENTIAL RENTAL PROJECTS

Pursuant to Minnesota Statutes, Chapter 474A, as amended

NAME OF ISSUER: City of Falcon Heights, Minnesota

NAME OF PROJECT: ______________ Project

AMOUNT OF ISSUANCE AUTHORITY REQUESTED: $25,00,000

TYPE OF RESIDENTIAL RENTAL PROJECT BONDS TO BE ISSUED AND AGGREGATE BOND LIMITATION:

Applicant must complete and submit the Sworn Applicant Statement, Form S-Rental, identifying the type of residential rental project and certifying the project's aggregate bond limitation. A copy of this Statement will be appended to any Certificate of Allocation for this project. **NOTE:** The project must be treated as a single project for purposes of Internal Revenue Code section 142(d)(1) and associated Treasury Regulations.

DESCRIPTION OF PROJECT:

The acquisition, construction, and equipping of an approximately 110-unit 4-story multifamily rental building for low- and moderate-income senior households, located at 1644 Larpenteur Avenue West in the City, to be initially owned and operated by Velair Development Company, or an affiliate, successor, or assign.

AGGREGATE BOND LIMITATION: $__________.

Amount of bonds previously issued for the project using an allocation of volume cap: $0.

Remaining amount of bonds for which an allocation is requested: $[25,000,000].

Total units in the building(s) that will be financed as part of the project: 110.

Total number of units that have project-based rental assistance: 0.

If the project consists of multiple buildings, will it be a single project for purposes of Internal Revenue Code section 142(d)(1) and associated Treasury Regulations? ☐ Yes / ☐ No **Not Applicable**

Has the project already submitted an application, or been prequalified by an allocation entity, for tax credits? ☐ Yes / ☑ No

IN ORDER TO BE CONSIDERED COMPLETE, THIS APPLICATION FORM MUST BE ACCOMPANIED BY:

1. A nonrefundable application fee of $20 for each $100,000 amount of issuance authority requested, with the request rounded to the nearest $100,000. The minimum fee is $20, and this fee will not be refunded or recalculated;
2. A preliminary resolution adopted by the governing body;
3. A statement from bond counsel that the proposed issue of obligations requires an allocation under M.S. 474A and the Internal Revenue Code in the amount requested;
4. An application deposit in the amount of 2% of the requested allocation;
5. A Sworn Applicant Statement on Form S-Rental from the applicant identifying the type of residential rental project;
6. A certification from the applicant or its accountant stating that the requested allocation does not exceed the aggregate bond limitation; and
7. A map or site diagram with the project area and surrounding street names clearly identified.

Note Regarding Payments: All issuers must pay the application fee and application deposit by separate checks or wire transfers made payable to Minnesota Management and Budget. All payments of fees and deposits must be made by the issuer (not the project developer). The Minnesota Housing Finance Agency, Minnesota Rural Finance Authority, and Higher Education Services Office may provide payment on a SWIFT Interagency Invoice. The federal employer identification number (FEIN) for the State of Minnesota is 41-6007162.

The following official of the issuer is designated for contact by Minnesota Management and Budget:

NAME: Jack Linehan PHONE NO: 651-792-7611
TITLE: City Administrator E-MAIL: jack.linehan@falconheights.org
ISSUER: City of Falcon Heights, Minnesota
ADDRESS: 2077 West Larpenteur Avenue
CITY/STATE/ZIP: Falcon Heights, MN 55113

THE UNDERSIGNED CERTIFY THE ACCURACY OF THE ABOVE INFORMATION SUBMITTED WITH THIS APPLICATION:

Mayor or Chief Administrator of Local Issuer Date

Attorney for Local Issuer or Bond Counsel Date

Send one original copy to:
Minnesota Management and Budget
Attn: Debt Management Division
400 Centennial Building, 658 Cedar Street
St. Paul, Minnesota 55155-1489

SWORN APPLICANT STATEMENT

APPLICATION FOR ALLOCATION OF BONDING AUTHORITY FOR RESIDENTIAL RENTAL PROJECTS

THE UNDERSIGNED is the mayor or chief administrator of the City of Falcon Heights, State of Minnesota (the "Applicant") and hereby makes the following statements in support of its Application for Allocation of Bonding Authority for Residential Rental Projects, dated December __, 2025:

1. The Applicant is requesting allocation under Minnesota Statutes, Chapter 474A, Minnesota Bond Allocation Act, for a residential rental project to be known as ______________________ (the "Project") being undertaken by Velair Development Company (the "Developer").

2. The project is, or will be, located at 1644 Larpenteur Avenue West in the City of Falcon Heights, Minnesota ____________________________ *[provide street address or, if none yet, reference to boundary streets]*.

3. The project meets or will meet all of the criteria specified in the applicable provisions of Minnesota Statutes, Section 474A.02, including but not limited to subdivisions 1a, 1b, 21a and 30 to 33,* and thereby qualifies for designation as a:

   ☐ Preservation project
   ☐ 30 percent AMI residential rental project
   ☐ 50 percent AMI residential rental project
   ☒ 100 percent LIHTC project
   ☐ 20 percent LIHTC project
   ☐ Other residential rental project

   **See page 2 of this Sworn Applicant Statement for the definition of each type of project.*

4. The reasonably expected aggregate basis of the project and the land on which the project is or will be located is $see attached. Therefore, the aggregate bond limitation for the project, representing 55 percent of the reasonably expected aggregate basis, is $see attached. (*Alternatively, the Applicant may attach a sworn certification from its certified public accountant attesting to the reasonably expected aggregate basis.*)

I hereby declare that the information contained in this Sworn Statement is true and correct.

City of Falcon Heights, a political subdivision of the State of Minnesota

By: ______________________________
Title: City Administrator
Dated: ______________________________

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this _______ day of _____________, 2025, by ______________________________, the City Administrator, of City of Falcon Heights, a political subdivision of the State of Minnesota.

____
Notary Public

Definition of Project Types

Preservation project. "Preservation project" means any residential rental project, regardless of whether or not the project is restricted to persons of a certain age or older, that is expected to generate low-income housing tax credits under section 42 of the Internal Revenue Code of 1986, as amended, and (1) receives federal project-based rental assistance, or (2) is funded through a loan from or guaranteed by the United States Department of Agriculture's Rural Development Program. In addition, to qualify as a preservation project, the amount of bonds requested in the application must not exceed the aggregate bond limitation.

30 percent AMI residential rental project. "30 percent AMI residential rental project" means a residential rental project that does not otherwise qualify as a preservation project, is expected to generate low-income housing tax credits under section 42 of the Internal Revenue Code of 1986, as amended, from 100 percent of its residential units, and in which:

(1) all the residential units of the project:

(i) are reserved for tenants whose income, on average, is 30 percent of AMI or less;

(ii) are rent-restricted in accordance with section 42(g)(2) of the Internal Revenue Code of 1986, as amended; and

(iii) are subject to rent and income restrictions for a period of not less than 30 years; or

(2)(i) is located outside of the metropolitan area as defined in section 473.121, subdivision 2, and within a county or metropolitan area that has a current median area gross income that is less than the statewide area median income for Minnesota;

(ii) all of the units of the project are rent-restricted in accordance with section 42(g)(2) of the Internal Revenue Code of 1986, as amended; and

(iii) all of the units of the project are subject to the applicable rent and income restrictions for a period of not less than 30 years.

In addition, to qualify as a 30 percent AMI residential project, the amount of bonds requested in the application must not exceed the aggregate bond limitation.

For purposes of this definition, "on average" means the average of the applicable income limitation level for a project determined on a unit-by-unit basis for example, a project with one-half of its units subject to income limitations of not greater than 20 percent AMI and one-half subject to income limitations of not greater than 40 percent AMI would be subject to an income limitation on average of not greater than 30 percent AMI.

50 percent AMI residential rental project. "50 percent AMI residential rental project" means a residential rental project that does not qualify as a preservation project or 30 percent AMI residential rental project, is expected to generate low-income housing tax credits under section 42 of the Internal Revenue Code of 1986, as amended, from 100 percent of its residential units, and in which all the residential units of the project:

(1) are reserved for tenants whose income, on average, is 50 percent of AMI or less;

(2) are rent-restricted in accordance with section 42(g)(2) of the Internal Revenue Code of 1986, as amended; and

(3) are subject to rent and income restrictions for a period of not less than 30 years.

In addition, to qualify as a 50 percent AMI residential rental project, the amount of bonds requested in the application must not exceed the aggregate bond limitation.

For purposes of this definition, "on average" means the average of the applicable income limitation level for a project determined on a unit-by-unit basis for example, a project with one-half of its units subject to income limitations of not greater than 40 percent AMI and one-half subject to income limitations of not greater than 60 percent AMI would be subject to an income limitation on average of not greater than 50 percent AMI.

100 percent LIHTC project. "100 percent LIHTC project" means a residential rental project that is expected to generate low-income housing tax credits under section 42 of the Internal Revenue Code of 1986, as amended, from 100 percent of its residential units and does not otherwise qualify as a preservation project, 30 percent AMI residential rental project, or 50 percent AMI residential rental project. In addition, to qualify as a 100 percent LIHTC project, the amount of bonds requested in the application must not exceed the aggregate bond limitation.

20 percent LIHTC project. "20 percent LIHTC project" means a residential rental project that is expected to generate low-income housing tax credits under section 42 of the Internal Revenue Code of 1986, as amended, from at least 20 percent of its residential units and does not otherwise qualify as a preservation project, 30 percent AMI residential rental project, 50 percent AMI residential rental project, or 100 percent LIHTC project. In addition, to qualify as a 20 percent LIHTC project, the amount of bonds requested in the application must not exceed the aggregate bond limitation.

Additional Definitions:

Aggregate bond limitation. "Aggregate bond limitation" means up to 55 percent of the reasonably expected aggregate basis of a residential rental project and the land on which the project is or will be located.

AMI. "AMI" means the area median income for the applicable county or metropolitan area as published by the Department of Housing and Urban Development, as adjusted for household size.

[Taft Letterhead]

December ___, 2025

Minnesota Management and Budget
Debt Management Division
400 Centennial Building
658 Cedar Street
St. Paul, Minnesota 55155-1489

Re: City of Falcon Heights, Minnesota
Multifamily Housing Revenue Bonds (__________ Project)

We are acting as bond counsel to the City of Falcon Heights, Minnesota in connection with the issuance of the above-referenced obligations (the "Bonds"). We have reviewed an Application for Allocation of Bonding Authority for Residential Rental Projects, Form H-Rental (Revised December 2020) with respect to the Bonds. We are of the opinion (i) that the proposed Bonds require an allocation of bonding authority under Minnesota Statutes, Chapter 474A, as amended (the "Allocation Act"), and Section 146 of the Internal Revenue Code of 1986, as amended (the "Code"), in the amount requested, (ii) that the Bonds, when issued, will constitute "residential rental project bonds," to be issued to finance a "qualified residential rental project" within the meaning of the Allocation Act, and (iii) that the Bonds will finance a "qualified residential rental project" within the meaning of Section 142(d) of the Code and a "multifamily housing development" within the meaning of Minnesota Statutes, Section 462C, as amended.

Taft Stettinius & Hollister LLP

Rhonda M. Skoby

RMS:cln

[TAFT LETTERHEAD]

December __, 2025

VIA E-MAIL

Ms. Jennifer Hassemer, Assistant Commissioner
Mr. Craig Wieber, Debt Analyst
Minnesota Management and Budget
Debt Management Division
400 Centennial Building
658 Cedar Street
St. Paul, Minnesota 55155-1489

Re: Allocation Application
City of Falcon Heights
Multifamily Housing Revenue Bonds (_______ Project)

Dear Ms. Hassemer and Mr. Wieber:

On behalf of the City of Falcon Heights, Minnesota (the "Issuer" or "Applicant"), with respect to the proposed issuance of the above-referenced obligations (the "Bonds"), enclosed in this electronic application package, please find the following items:

1. An application by the Issuer for an allocation of bonding authority for residential rental bonds in the amount of [$25,000,000] on the form provided by Minnesota Department of Management and Budget—Application for Allocation of Bonding Authority for Residential Rental Projects, Form H-Rental (Revised December 2020);

2. Resolution No. _____________, adopted by the City Council of the Issuer on December 10, 2025, granting preliminary authorization to the issuance of the Bonds in the aggregate principal amount of $25,000,000;

3. A statement of bond counsel that the proposed Bonds require an allocation under Minnesota Statutes, Chapter 474A, as amended, and the Internal Revenue Code of 1986, as amended;

4. A Sworn Applicant Statement—Application for Allocation of Bonding Authority for Residential Rental Projects, Form S-Rental (Revised December 2019), executed by the Applicant, (i) identifying the project as a 100 Percent LIHTC Project, based solely on the attached Sworn Statement of Borrower, and (ii) setting forth the aggregate bond limitation, based solely on the attached Sworn Certification of Applicant's Certified Public Accountant Regarding Aggregate Bond Limitation; and

5. A map or site diagram with the project area and surrounding street names clearly identified.

In addition, the Applicant will directly wire certain amounts to Minnesota Department of Management and Budget, including for payment of:

6. the refundable application deposit in the amount of [$250,000] (representing one percent (1%) of the [$25,000,000] of allocation of bonding authority requested); and

7. the non-refundable application fee in the amount of $5,000 (representing $20 for each $100,000 of allocation of bonding authority requested, rounded to the nearest $100,000).

Please do not hesitate to call me if you have any questions.

Sincerely,

Taft Stettinius & Hollister LLP

Rhonda M. Skoby

RMS:cln

ATTACHMENT TO

Sworn Applicant Statement—Application for Allocation of Bonding Authority for Residential Rental Projects, Form S-Rental (Revised December 2019)

SWORN STATEMENT OF BORROWER IDENTIFYING PROJECT AS A 100 PERCENT LIHTC PROJECT

City of Falcon Heights, Minnesota
Multifamily Housing Revenue Bonds
(_________ Project)

December __, 2025

I, _____________, the duly authorized representative of Velair Development Company, a Minnesota limited liability company (the "Borrower"), hereby swear or affirm on behalf of the Borrower as follows:

1. This statement has been prepared and executed in conjunction with an application by the City of Falcon Heights, Minnesota (the "Issuer") for an allocation of bonding authority (the "Allocation Application") with respect to the above-referenced obligations (the "Bonds"), the proceeds of which the Borrower proposes to apply to the acquisition, construction, and equipping of an approximately 110-unit 4-story multifamily rental building for low- and moderate-income senior households, and facilities functionally related and subordinate thereto located at 1644 Larpenteur Avenue West in the City of Falcon Heights, Minnesota (the "Project").

2. The Project is a residential rental project that is expected to generate low-income housing tax credits under Section 42 of the Internal Revenue Code of 1986, as amended, from 100 percent of its residential units and does not otherwise qualify as a *preservation project*, *30 percent AMI residential rental project*, or *50 percent AMI residential rental project*. In addition, the amount of Bonds requested in the application does not exceed the *aggregate bond limitation*, as provided in the Sworn Certification of Applicant's Certified Public Accountant Regarding Aggregate Bond Limitation attached to the Allocation Application to which this statement is attached. Accordingly, the Project constitutes a "100 percent LIHTC project," as that term is defined under Minnesota Statues, Section 474A.02, subdivision 32. All italicized terms used in this paragraph 2 have the meanings given to such terms under Minnesota Statutes, Section 474A.02.

3. I swear under penalty of perjury that the information I have provided is true and accurate to the best of my knowledge, information and belief.

4. It is understood and agreed by the Borrower that the Borrower shall indemnify the Issuer against all liabilities, losses, damages, costs, and expenses (including attorney's fees and expenses incurred by the Issuer) arising with respect to the Allocation Application, the Project and the Bonds.

VELAIR DEVELOPMENT COMPANY, a
Minnesota limited liability company

By: ___________________________________

Name: _________________________________

Its: ___________________________________

STATE OF MINNESOTA)
) ss
COUNTY OF ___________)

The foregoing instrument was acknowledged before me this ____ day of June 2025, by ________________________, the ________________ of Velair Development Company, a Minnesota limited liability company.

____
Notary Public

Signature page to Sworn Statement of
Borrower Identifying Project as a 100 Percent LIHTC Project
(Workforce Housing Project)

ATTACHMENT TO
Sworn Applicant Statement—Application for Allocation of Bonding Authority for Residential Rental Projects, Form S-Rental (Revised December 2019)

SWORN CERTIFICATION OF APPLICANT'S CERTIFIED PUBLIC ACCOUNTANT REGARDING AGGREGATE BOND LIMITATION

City of Falcon Heights, Minnesota
Multifamily Housing Revenue Bonds
(__________ Project)

December __, 2025

The undersigned is the duly authorized representative of [Mahoney Ulbrich Christiansen & Russ, PA] a Minnesota professional association (the "Accountant"), and hereby represents and certifies as follows:

1. This Sworn Certification of Applicant's Certified Public Accountant Regarding Aggregate Bond Limitation (the "Certification") has been prepared and executed in conjunction with an application by the City of Falcon Heights, Minnesota (the "Applicant") for an allocation of bonding authority (the "Allocation Application") with respect to the above-referenced obligations, the proceeds of which Velair Development Company, a Minnesota limited liability company (the "Borrower"), proposes to apply to the acquisition, construction, and equipping of an approximately 110-unit 4-story multifamily rental building for low- and moderate-income senior households, and facilities functionally related and subordinate thereto, located at 1644 Larpenteur Avenue West in the City of Falcon Heights, Minnesota (the "Project").

2. The Accountant is the certified public accountant of the Applicant for purposes of the certification as to aggregate bond limitation required to be made in connection with the Allocation Application.

3. The reasonably expected aggregate basis of the Project and the land on which the Project is or will be located is $__________. Therefore, the aggregate bond limitation for the Project, representing 55 percent of the reasonably expected aggregate basis, is $__________.

4. The amounts set forth in the preceding paragraph were calculated based on preliminary information provided by the Borrower or its affiliates and represent our professional judgment based on the stated facts as of the date of this Certification. These amounts will change if there is a change in the basis in land, building, land improvements, or personal property.

5. I swear under penalty of perjury that the information I have provided is true and accurate to the best of my knowledge, information and belief, as of the date of this Certification.

MAHONEY ULBRICH CHRISTIANSEN & RUSS, PA

By: ____________________________________

Name: __________________________________

Its: ____________________________________

STATE OF MINNESOTA)
) ss
COUNTY OF _____________)

The foregoing instrument was acknowledged before me this ____ day of December, 2025, by __________________, a ___________________ of Mahoney Ulbrich Christiansen & Russ, PA, an Minnesota professional association, on behalf of said professional association.

____
Notary Public

Signature page to Sworn Certification of
Applicant's Certified Public Accountant Regarding Aggregate Bond Limitation
(Workforce Housing Project)

EXTRACT OF MINUTES OF A MEETING
OF THE CITY COUNCIL OF THE
CITY OF FALCON HEIGHTS, MINNESOTA

Pursuant to due call and notice thereof a regular meeting of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, was duly held at the City Hall in said City on December 10, 2025 at 7:00 P.M.

The following members were present:

The following were absent:

Member _______________ introduced the following resolution and moved its adoption:

RESOLUTION NO. 25-106

RESOLUTION GRANTING PRELIMINARY APPROVAL TO THE ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS (LARPENTEUR AVENUE PROJECT); AUTHORIZING THE SUBMISSION OF ONE OR MORE APPLICATIONS FOR ALLOCATION OF BONDING AUTHORITY UNDER MINNESOTA STATUTES, CHAPTER 474A; AUTHORIZING THE PREPARATION OF A HOUSING PROGRAM PURSUANT TO MINNESOTA STATUTES, CHAPTER 462C; AND AUTHORIZING A PUBLIC HEARING AND PUBLICATION OF A NOTICE THEREOF

WHEREAS, the City of Falcon Heights, Minnesota (the "Issuer" or "City"), is a statutory city existing under the Constitution and laws of the State of Minnesota.

WHEREAS, pursuant to Minnesota Statutes, Chapter 462C, as amended (the "Housing Act"), the Issuer is authorized to carry out the public purposes described in the Housing Act by issuing revenue bonds or other obligations to finance or refinance multifamily housing developments, and as a condition to the issuance of such revenue bonds, adopt a housing program providing the information required by Section 462C.03, subdivision 1a of the Housing Act.

WHEREAS, in the issuance of revenue bonds to finance multifamily housing developments, the Issuer may exercise within its corporate limits any of the powers the Minnesota Housing Finance Agency may exercise under Minnesota Statutes, Chapter 462A, as amended, including without limitation under the provisions of Minnesota Statutes, Chapter 475, as amended.

WHEREAS, Velair Development Company, a Minnesota limited liability company, or an affiliate, successor, or assign (collectively, the "Borrower") submitted an application to the Issuer requesting the issuance of one or more series of multifamily housing revenue bonds or other obligations (the "Bonds"), in an aggregate principal amount not to exceed $__,000,000, under the provisions of the Housing Act to assist in financing the acquisition, construction, and equipping of an approximately 110-unit 4-story multifamily rental building for low- and moderate-income senior households, located at 1644 Larpenteur Avenue West in the City, to be initially owned and operated by the Borrower (the "Project").

WHEREAS, under Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), prior to the issuance of the Bonds, a public hearing duly noticed must be held by the City Council of the City (the "City Council"). Under Section 462C.04, subdivision 2 of the Housing Act, a public hearing must be held on a housing program with respect to the Project (the "Housing Program") after one publication of notice in a newspaper circulating generally in the City, at least ten (10) days before the hearing (or such other notice period as is then in effect under the Housing Act and Treasury regulations applicable to tax-exempt bonds), and on or before the date of publication of such notice, the Housing Program must be submitted to the Metropolitan Council for review and comment.

WHEREAS, under Section 146 of the Code, the Bonds must receive allocation of the bonding authority of the State of Minnesota, and one or more applications for such an allocation must be made pursuant to the requirements of Minnesota Statutes, Chapter 474A, as amended (the "Allocation Act").

WHEREAS, the City Council may grant preliminary approval to the issuance of the Bonds to finance the multifamily housing development referred to in the Housing Program, and may authorize the submission of one or more applications to the State of Minnesota Department of Management and Budget ("MMB") for allocation of bonding authority with respect to the Bonds to finance the Project in accordance with the requirements of Section 146 of the Code and the Allocation Act.

BE IT RESOLVED, that the City Council of the City approve the following:

1. The Project and the issuance of the Bonds therefor, in one or more series of tax-exempt or taxable bonds or notes in an amount not to exceed $_____,000,000, are hereby given preliminary approval by the Issuer, subject to mutual agreement of the Issuer, the Borrower, and the initial purchaser of the Bonds as to the details of the Bonds and provisions for their payment. In all events, it is understood, however, that the Bonds shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the Issuer, except the Issuer's interest in the loan agreement with the Borrower for the Project and security pledged to the payment thereof. The Bonds, when, as, and if issued, shall recite in substance that the Bonds, including interest thereon, are payable solely from the revenues received from the Project and property and security pledged to the payment thereof, and shall not constitute general or moral obligations of the Issuer.

2. The Bonds will be payable solely from the revenues of the Project and other money and security, if any, provided by the Borrower and its affiliates, and the Bonds will not constitute or give rise to a pecuniary liability of the Issuer or a charge against the general credit, full faith and credit, or taxing powers of the Issuer .

3. No holder of any such Bonds shall ever have the right to compel any exercise of the taxing power of the Issuer to pay the Bonds, or the interest thereon, nor to enforce payment against any property of the Issuer, except revenues of the Project to be paid to the Issuer and pledged to the Bonds.

4. The Borrower may incur expenditures for the Project prior to the issuance of the Bonds therefor, and such expenditures may be reimbursed from proceeds of the Bonds, when, and if issued.

This resolution shall constitute an "official intent" to reimburse such expenditures for purposes of Treasury Regulations, Section 1.150-2.

5. The City Administrator and other officials, employees, and agents of the Issuer, with the assistance of the Borrower and Taft Stettinius & Hollister LLP, as bond counsel to the Issuer ("Bond Counsel"), are authorized and directed to prepare and submit one or more applications to MMB for allocation of bonding authority for the Project and the Bonds to be issued therefor in an amount not to exceed $__,000,000, pursuant to the Allocation Act.

6. The officials, employees, and agents of the Issuer are hereby authorized to receive money from the Borrower for the payment of the deposit and fee required to be paid to MMB under the Allocation Act in connection with the application for an allocation of bonding authority. The officials, employees, and agents of the Issuer are further authorized to disburse to the Borrower any money returned to the Issuer by MMB in connection with such application.

7. The City Administrator and other officers, employees and agents of the Issuer are hereby authorized to: (i) prepare the Housing Program in accordance with the requirements of the Act; (ii) submit the Housing Program to the Metropolitan Council for its review and comments in accordance with Section 462C.04, subdivision 2 of the Housing Act; and (iii) participate in the preparation and review of necessary documents relating to the Project and the Bonds issued in connection therewith.

8. The Borrower will be responsible for paying any and all costs incurred by the Issuer or County in connection with the Bonds and the Project, including costs that the Issuer may incur for legal counsel and any fees the Issuer may charge, whether or not the Project is carried to completion, and whether or not the Bonds or operative instruments are executed.

9. The adoption of this resolution does not constitute a guaranty or firm commitment that the Issuer will issue the Bonds as requested by the Borrower. The Issuer retains the right, in its sole discretion, to withdraw from participation and accordingly not to issue the Bonds, or issue the Bonds in an amount less than the amount referred to herein should the Issuer at any time prior to issuance thereof determine that it is in the best interest of the Issuer not to issue the Bonds, or to issue the Bonds in an amount less than the amount referred to herein, or should the parties to the transaction be unable to reach agreement as to the terms and conditions of any of the documents required for this transaction, including substantial changes to the affordability level, unit mix, scale, scope, or cost of the Project.

10. A public hearing on the Housing Program relating to the Project and the issuance of the Bonds shall be held before the City Council of the City on a date, and at a time and place, as is deemed appropriate by City Administrator. The City Administrator shall publish notice of the public hearing, in substantially the form attached hereto as EXHIBIT A in the *St. Paul Pioneer Press*, the official newspaper and a newspaper of general circulation in the City. The notice shall be published at least once at least 10 days prior to the date of the public hearing (or such other notice period as is then in effect under the Housing Act and applicable Treasury regulations applicable to tax-exempt bonds), but not more than 30 days prior to the date of the public hearing, and a copy of the Housing Program shall be submitted to the Metropolitan Council for review and comment on or before the date of publication of the notice.

11. This resolution shall be in full force and effect from and after its passage.

The motion for the adoption of the foregoing resolution was duly seconded by member ___________________, and after full discussion thereof and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

____
Mayor

Attest:

____
City Administrator

(The remainder of this page is intentionally left blank.)

EXHIBIT A

Form of Notice of Public Hearing

NOTICE OF PUBLIC HEARING ON THE ISSUANCE OF REVENUE BONDS TO FINANCE A MULTIFAMILY HOUSING DEVELOPMENT UNDER MINNESOTA STATUTES, CHAPTER 462C, AS AMENDED, IN THE CITY OF FALCON HEIGHTS

NOTICE IS HEREBY GIVEN that the City Council (the "City Council") of the City of Falcon Heights, Minnesota (the "City") will hold a public hearing on [_________, _______ __, 20__], commencing on or after __:___ p.m. in the City Hall Council Chambers, 2077 W. Larpenteur Ave, in the City, to consider a housing program (the "Housing Program") prepared under the provisions of Minnesota Statutes, Chapter 462C, as amended (the "Act"), for the issuance by the City of revenue bonds or other obligations (the "Bonds") to finance a multifamily housing development located within the City. The Bonds are proposed to be issued in an aggregate principal amount not to exceed $__,000,000. The Bonds may be issued in one or more series of tax-exempt or taxable obligations.

The project proposed to be financed under the Housing Program consists of the financing and refinancing of the acquisition and rehabilitation of in financing the acquisition, construction, and equipping of an approximately 110-unit 4-story multifamily rental building for low- and moderate-income senior households, located at 1644 Larpenteur Avenue West in the City (the "Project), to be initially owned by Velair Development Company, a Minnesota limited liability company, or an affiliate, successor, or assign (collectively, the "Borrower").

The Bonds will be issued by the City and will be special, limited obligations of the City payable solely from the revenues pledged to the payment thereof. The Bonds will not constitute general or moral obligations of the City, the State of Minnesota, or any political subdivision thereof, and will not be secured by any taxing powers of the City or other assets of the City (other than the interests of the City in the Project). Before issuing the Bonds, the City will inter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of and interest on the Bonds when due.

At said time and place all parties who appear shall be given an opportunity to express their views with respect to the Housing Program and the proposal to issue the Bonds to finance the Housing Program and the Project. In addition, interested persons may direct any question or file written comments respecting the proposal with the City Administrator, at or prior to the public hearing.

Dated: [date of publication]

REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G13
Attachment	See below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	Resignation of James Mogen from the Planning Commission and Vacancy Declared
Description	James Mogen was appointed to the Planning Commission on July 14, 2021. He brought a wealth of knowledge from his career as an attorney and has been a valued member of the Commission for over four years. Staff appreciates Jim's contributions and for the time he spent on the Planning Commission. Staff sincerely thanks Jim and wishes him well as he moves into his seat as a new City Council member. A vacancy will now be declared on December 11, 2025, and posted for at least 30 days, allowing applications to be received and considered for this one (1) open Planning Commissioner vacancy.
Budget Impact	N/A
Attachment(s)	• Resignation of James Mogen • Resolution 25-107 Accepting Resignation of James Mogen from the Planning Commission
Action(s) Requested	Staff recommends approval of attached resolution, accepting the resignation of James Mogen from the Planning Commission and declaring a vacancy.

JAMES A MOGEN
1734 St. Marys St.
Falcon Heights, MN 55113

Randy Gustafson
Mayor
City of Falcon Heights
2077 Larpenteur Ave. W.
Falcon Heights, MN 55113

Mike Tracy
Chair, Planning Commission
City of Falcon Heights
2077 Larpenteur Ave. W.
Falcon Heights, MN 55113

Honorable Mayor Gustafson and Chair Tracy:

Due to my recent election to serve the City of Falcon Heights as a member of the Falcon Heights City Council, taking office January 5, 2026, I hereby resign from my position as a member of the Falcon Heights Planning Commission, effective January 14, 2026. It is my intent for the City Council to declare a vacancy on the Planning Commission at its December 10, 2025 meeting and to begin the process of advertising the vacancy, and recruiting and appointing a replacement commissioner.

I also intend to serve as both a member of the City Council and the Planning Commission through January 14, 2026.

It has been an honor to serve.

Regards,

/s/ James A Mogen
JAMES A MOGEN
Planning Commission
City of Falcon Heights

cc: Jack Linehan, City Administrator; Hannah Lynch, Community Development Coordinator; City Council members; Mike Tracy, Chair, Planning Commission; Planning Commission members

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

December 10, 2025

No. 25-107

- -

RESOLUTION ACCEPTING THE RESIGNATION OF JAMES MOGEN FROM THE FALCON HEIGHTS PLANNING COMMISSION

WHEREAS, the City appointed James Mogen as a member of the City of Falcon Heights Planning Commission in 2021; and

WHEREAS, James Mogen communicated his intent to resign his duties from the Planning Commission effective January 14, 2026.

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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

- -

Moved by:

Approved by: _________________________
Randall C. Gustafson
Mayor

GUSTAFSON ____ In Favor
MEYER
LEEHY ____ Against
WASSENBERG
MIELKE

Attested by: _________________________
Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	December 10, 2025
Agenda Item	Consent G14
Attachment	See below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	Resignation of Georgiana May from the Environment Commission and Vacancy Declared
Description	Georgiana May was appointed to the Environment Commission on May 14, 2025. She brought a wealth of knowledge from her career at the University of Minnesota in the Department of Ecology, Evolution and Behavior, and has been a valued member of the Commission. Staff appreciates Georgiana's contributions and for the time she spent on the Environment Commission. Staff sincerely thanks Georgiana and wishes her well as she moves into her seat as a new City Council member. A vacancy will now be declared on December 11, 2025, and posted for at least 30 days, allowing applications to be received and considered for this one (1) open Environment Commissioner vacancy.
Budget Impact	N/A
Attachment(s)	• Resignation of Georgiana May • Resolution 25-108 Accepting Resignation of Georgiana May from the Environment Commission
Action(s) Requested	Staff recommends approval of attached resolution, accepting the resignation of Georgiana May from the Environment Commission and declaring a vacancy.

Outlook

Fw: Environment Commission Resignation - here

From Hannah B. Lynch <hannah.b.lynch@falconheights.org>
Date Mon 12/8/2025 10:43 AM
To Hannah B. Lynch <hannah.b.lynch@falconheights.org>

From: Georgiana May <[redacted]
Sent: Monday, December 8, 2025 9:57:53 AM
To: Jack Linehan <jack.linehan@falconheights.org>
Subject: Environment Commission Resignation - here

Hi Jack,
I am resigning from the Environment Commission effective January 14, 2026. I thank Beth Mercer-Taylor (chair) Hanna Lynch (staff liaison), Paula Mielke (council liaison) and the entire commission for a productive and meaningful year of environmental work in Falcon Heights.

Best wishes,
Georgiana May
Councilmember-elect

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

December 10, 2025

No. 25-108

- -

RESOLUTION ACCEPTING THE RESIGNATION OF GEORGIANA MAY FROM THE FALCON HEIGHTS ENVIRONMENT COMMISSION

WHEREAS, the City appointed Georgiana May as a member of the City of Falcon Heights Environment Commission in 2025; and

WHEREAS, Georgiana May communicated her intent to resign her duties from the Environment Commission effective January 14, 2026.

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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

- -

Moved by:

Approved by: ________________________
Randall C. Gustafson
Mayor

GUSTAFSON ____ In Favor
MEYER
LEEHY ____ Against
WASSENBERG
MIELKE

Attested by: ________________________
Jack Linehan
City Administrator

REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	December 10, 2025
Agenda Item	Policy H1
Attachment(s)	See below.
Submitted By	Jack Linehan, City Administrator

Item	Approval of Resolution 25-109 Authorizing an Agreement with Bolton & Menk for Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment
Description	At the October 22nd City Council meeting, the City Council authorized staff to release a professional services request for proposals (RFP) to find a consultant to help assist the city in navigating the potential redevelopment of the Les Bolstad Golf Course. The City anticipates needing technical expertise to evaluate and guide the local review process, including: • Land use and zoning review; • Environmental review and documentation (AUAR/EAW); • Transportation and infrastructure analysis; • Community engagement and facilitation; and • Concept and master planning assistance. The RFP sought qualified planning and urban design firms to provide on-call and project-based consulting services to support the City's efforts in these areas. The consultant will serve as an extension of City staff, working closely with the City Administrator, City Planner, City Attorney, and regional partners such as the Metropolitan Council, Ramsey County, and the University of Minnesota. The RFP was released on October 24, 2025, with proposals due November 21, 2025. The City budget includes $60,000 in 2026 for this work, and staff will pursue grant funding and external cost-sharing opportunities as they become available. It is understood that this likely will be a multi-year engagement, so a budget limit was not established in the RFP.

	In total, the City received six responses to the RFP from qualified firms, with representation from local firms and national ones as well. City Administrator Jack Linehan and Community Development Coordinator Hannah Lynch met with each of the six firms for a 30 minute video conferences on December 3rd and 4th, and ranked the firms based on the criteria outlined in the RFP. The aggregate rankings of the firms was as follows (out of a possible 70 points): The full scoring matrix is available as an attachment. Bolton & Menk performed extremely well in this process, and demonstrated a thorough knowledge and understanding of the project. Members of the team had worked on 10 golf course redevelopments nationally, and project lead Andrew Dresdner did master planning for many of the large similar projects in the region, including the Hillcrest Golf Course, TCAAP/Rice Creek Commons, Highland Bridge and more. To assist the firm, they are bringing in Barr Engineering for stormwater expertise. Barr's team works regularly with both Rice Creek and the Capitol Region Watershed and understands the site well. For the environmental review, they are bringing in Braun Intertec, a leader in geotechnical engineering. The City included a draft contract in the RFP, which will be used to negotiate a contract with Bolton & Menk.
Budget Impact	The City has budgeted a maximum of $60,000 for this in 2026. We will be pursuing grants and other support as well.
Attachment(s)	• RFP • Bolton & Menk RFP Submission • Scoring Matrix • Resolution 25-109 Authorizing an Agreement with Bolton & Menk for Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment
Action(s) Requested	Staff recommends approval of Resolution 25-109 Authorizing an Agreement with Bolton & Menk for Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment.

City of Falcon Heights
Addendum No. 1 — Responses to Proposer Questions

Project: Les Bolstad Golf Course — Development Consultant RFP

RFP Issued: October 24, 2025
Proposals Due: November 21, 2025 at 4:00 PM (CT)
Addendum Issue Date: November 13, 2025 4:30 PM
RFP Contact: City Administrator Jack Linehan, City of Falcon Heights

A. Project intent and role of the consultant

RFP cross-reference: Section 1 (Introduction) and Section 3-1 A–E (Scope of Services).

A-1. Is it the City's intent for the consultant to lead and create a master plan for the site, or primarily to review and advise on a master plan submitted by the eventual landowner/master developer?

Response A-1:
The assumption should be for the later at this time, as it is likely the eventual owner will work with the City (and consultant) to develop the final master plan.

A-2. Should proposers assume this engagement will determine appropriate land uses (e.g., zoning and comprehensive plan amendments and concept plan development) in advance of any developer proposal, to guide a future developer?

Response A-2:
The proposer will likely assist the City in determining land uses and any required amendments/steps the City may want to pursue.

B. Ownership, parties, and coordination expectations

RFP cross-reference: Section 3-1.B (coordination with Met Council, Ramsey County, and University of Minnesota staff).

B-1. Please confirm current ownership of the Les Bolstad Golf Course. Will the University of Minnesota be the party submitting any development application to the City (potentially with a private development partner)?

Response B-1:
The future buyer will submit the application to the City.

B-2. What level of coordination is expected between the City's planning consultant and the property owner/developer? Should the planning process produce a City-led framework for a developer to follow, or a co-created concept with the owner/developer team?

Response B-2:

The City's consultant will have considerable coordination with the buyer/developer. It will be a co-created concept that mutually works for all parties.

The sellers (U of M) have a team of advisors, as will the buyers (developer). The City is seeking advisors to serve in our corner to help guide us through this process.

B-3. The RFP notes that the consultant would serve as an extension of City staff. What level of involvement is envisioned from City staff on the project?

Response B-3:

C. Scope boundaries: environmental review (AUAR/EAW) and analysis depth

RFP cross-reference: Section 3-1.B (Assist with or administer AUAR/EAW; review environmental and transportation studies).

C-1. Please confirm that the consultant will administer or assist in administering the AUAR/EAW process on the City's behalf, and will not be responsible for drafting the full AUAR/EAW documents unless otherwise directed.

Response C-1:

The consultant would likely help us administer the AUAR/EAW process on our behalf to meet our statutory obligations. The responsibility to perform soil sampling and other steps in the environmental review process would remain the responsibility of the owner.

C-2. To what level of detail should design impacts on neighborhoods, transportation corridors, and open space systems be evaluated? Should recommendations extend to regional systems (transportation, open space, housing, etc.)?

Response C-2:

Likely yes, the analysis should look at a regional level as well.

C-3. Is it expected the consultant will conduct the AUAR or EAW, or is it expected the consultant will review the AUAR or EAW?

Response C-3:

Conduct or help administer the AUAR. The consultant will also help us answer this question.

C-4. Given WSB's Larpenteur–Snelling Corridor Study, does their scope of work include analysis of the golf course site that the selected team will be expected to utilize?

The selected team will use the Larpenteur-Snelling Corridor Study as part of the guiding land use for the site, but we will be continuing to modify the initial study and working with the U of M and buyer.

C-5. To inform staffing and work planning, does the City anticipate a greater share of scope devoted to environmental assessment tasks (Section 3-1.B) versus public-facing items (Sections 3-1.C, D, E)?

This will need to be mutually determined as we work with our selected team.

D. Meetings, engagement, and deliverables

RFP cross-reference: Section 3-1.D (community engagement support) and 3-1.C (concept plans, visualizations, master plan alternatives).

D-1. How many community workshops, public open houses, stakeholder meetings, and presentations to Council and Commission should proposers assume? If not specified, should proposals price these as hourly or per-meeting rates?

Response D-1:

We would advise thinking at hourly or per-meeting rates, and we work on identifying how many sessions and what makes sense in a mutually agreed manner. We do not have a predetermined answer, and will evaluate and consider all options.

D-2. Does the City require a final redevelopment deliverable (e.g., a summary report or plan) documenting process, findings, and recommendations? If so, what format is preferred?

Response D-2:

Other than assisting with the required documentation/processes (I.e. EAW/AUAR), not at this time. The primary need for the consultant remains in the area of a subject-matter-expert to supplement our staff with advice and guidance rather than a more predetermined deliverable expectation.

D-3. What frequency of project management interactions does the City prefer (e.g., biweekly staff meetings, monthly Council briefings), and what are the format expectations for status updates (verbal updates vs. formal written reports)?

This can be worked out mutually as we work together on building out a shared scope.

E. Schedule and milestones

RFP cross-reference: Section 2-2 (Tentative Schedule).

E-1. What overall project timeline and key milestones does the City anticipate, particularly in relation to a developer's design and entitlement process?

Response E-1:

We anticipate that the bids for buyers will close on December 18, 2025 as specified in the RFP, and that the seller will award a buyer in Q1 of 2026. We would work together leading up to this selection to prepare for what we may need, and then work with the buyer over the time required to develop plans for the project. It is likely a multi-year engagement with our consultant.

E-2. Does the City have an identified timeline beyond the tentative RFP schedule (e.g., for planning approvals, environmental review, and engagement phases)?

Response E-2:

Not at this time, but it will be determined by the U of M's timeline.

E-3. What is the project schedule and is there a completion deadline that the City is targeting?

Response E-3:

This will likely be a multi-year engagement.

E-4. Section 4, Item 7 references a "Proposed work schedule aligned with Section 2 milestones." Are there milestones after December 15 that we should consider when drafting our schedule and timeline?

Response E-4:

This will primarily be driven by the U of M's close of their RFP. We will work together once we select a team to be our advisor / work with our team as a project consultant to help us navigate a complex and large project with a small internal staff size.

F. Budget and pricing assumptions

RFP cross-reference: Section 4-2(6) (Fee Schedule).

F-1. The City Council discussed $60,000 for this purpose in 2025. Should proposers treat $60,000 as the total expected budget for the full scope, or as a current City contribution toward a larger multi-phase effort?

Response F-1:

$60,000 is our budget figure for 2026, but we will be seeking additional funding as well. This will likely be a multi-year engagement spanning multiple budgets. If more or less is needed, we can adjust budgets accordingly.

F-2. For meeting participation (Council/Commission/public), would the City prefer a fixed count of included meetings with unit rates for additional meetings, or to price all meeting work on an hourly/meeting-rate basis?

Response F-2:

We think hourly with an annual not-to-exceed would make sense, as there are a lot of unknowns on the full scope of assistance we will need in a partner.

F-3. We understand the City has budgeted $60,000 and is seeking additional grant funding. What is the City's total budget target for this project, inclusive of anticipated grants?

Response F-3:

We do not have a figure for the total cost of this project. We know that we can afford $60,000 of our city funds in 2026, but this number can be adjusted if needed. We will be seeking grants and additional planning assistance to undertake this project.

G. Submittal focus and content alignment

RFP cross-reference: Section 4 (Proposal Form and Content) and Section 5 (Evaluation Criteria).

G-1. Are there any specific expectations for the organization or emphasis of the "Project Understanding and Approach," "Timeline," and "Key Personnel" sections, beyond what is outlined in Section 4?

Response G-1:

No.

G-2. What method will the City use to select the consultant? Will scoring criteria be weighted, and if so, can the City share the weighting breakdown?

Response G-2:

We will evaluate based on Section 5. This is a professional service and will be evaluated using the criteria in Section 5.

End of Addendum No. 1. Proposers must acknowledge receipt of this addendum with their submission.

City of Falcon Heights
Addendum No. 1 — Responses to Proposer Questions

Project: Les Bolstad Golf Course — Development Consultant RFP

RFP Issued: October 24, 2025
Proposals Due: November 21, 2025 at 4:00 PM (CT)
Addendum Issue Date: November 13, 2025 4:30 PM
RFP Contact: City Administrator Jack Linehan, City of Falcon Heights

A. Project intent and role of the consultant

RFP cross-reference: Section 1 (Introduction) and Section 3-1 A–E (Scope of Services).

A-1. Is it the City's intent for the consultant to lead and create a master plan for the site, or primarily to review and advise on a master plan submitted by the eventual landowner/master developer?

Response A-1:
The assumption should be for the later at this time, as it is likely the eventual owner will work with the City (and consultant) to develop the final master plan.

A-2. Should proposers assume this engagement will determine appropriate land uses (e.g., zoning and comprehensive plan amendments and concept plan development) in advance of any developer proposal, to guide a future developer?

Response A-2:
The proposer will likely assist the City in determining land uses and any required amendments/steps the City may want to pursue.

B. Ownership, parties, and coordination expectations

RFP cross-reference: Section 3-1.B (coordination with Met Council, Ramsey County, and University of Minnesota staff).

B-1. Please confirm current ownership of the Les Bolstad Golf Course. Will the University of Minnesota be the party submitting any development application to the City (potentially with a private development partner)?

Response B-1:
The future buyer will submit the application to the City.

B-2. What level of coordination is expected between the City's planning consultant and the property owner/developer? Should the planning process produce a City-led framework for a developer to follow, or a co-created concept with the owner/developer team?

Response B-2:

The City's consultant will have considerable coordination with the buyer/developer. It will be a co-created concept that mutually works for all parties.

The sellers (U of M) have a team of advisors, as will the buyers (developer). The City is seeking advisors to serve in our corner to help guide us through this process.

B-3. The RFP notes that the consultant would serve as an extension of City staff. What level of involvement is envisioned from City staff on the project?

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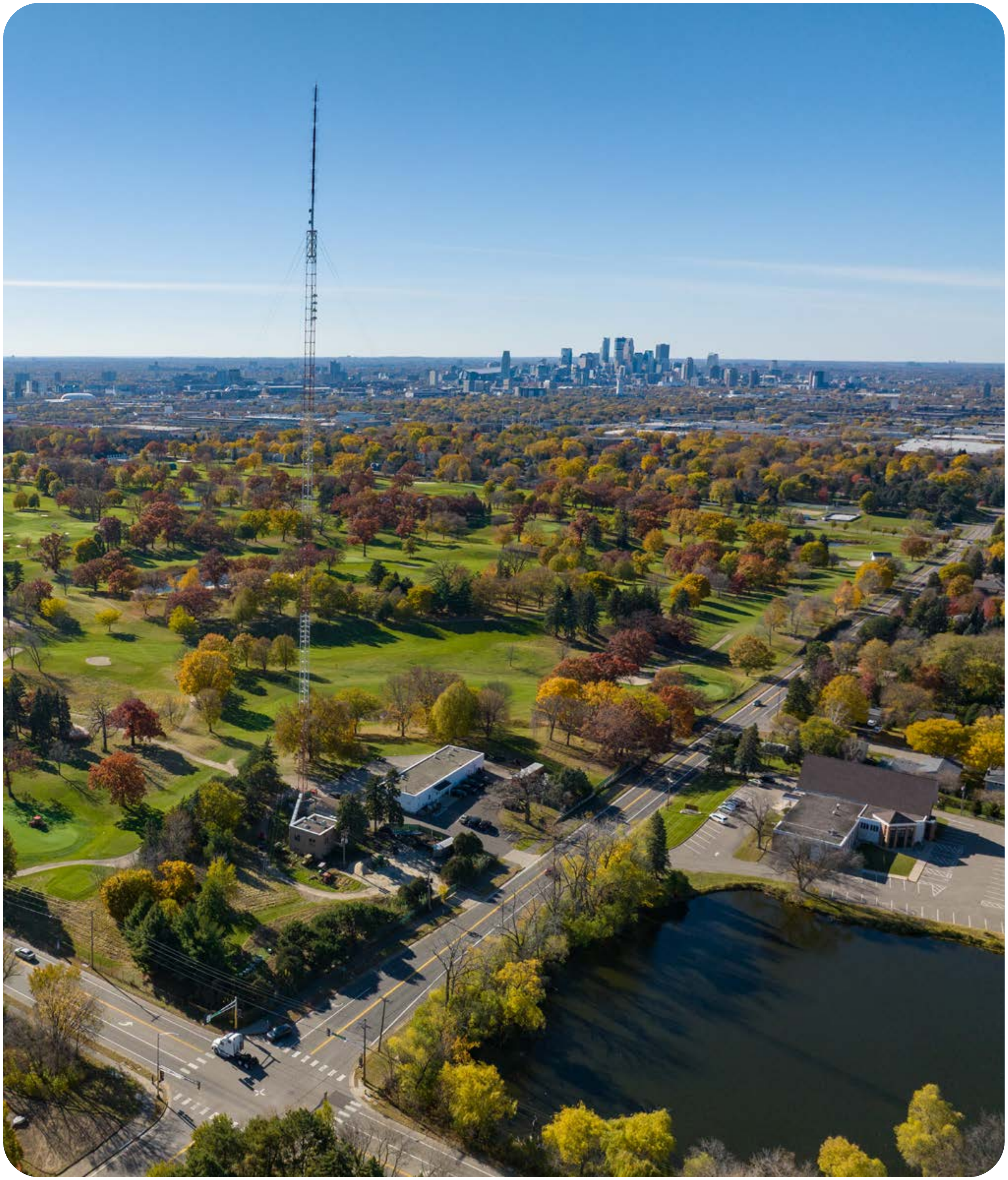

Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment

Falcon Heights, Minnesota

November 21, 2025

BOLTON & MENK

Real People. Real Solutions.

Contact:
Andrew Dresdner
612-345-2566
Andrew.Dresdner@bolton-menk.com

111 Washington Ave South
Suite 650 | Minneapolis, MN 55401
612-416-0220 | Bolton-Menk.com

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We acknowledge the addendum received on November 13, 2025.

This proposal and cost schedule are valid and binding for 90 days from submittal.

Dear Jack,

Thank you for the opportunity to share with you our proposal to support the City of Falcon Heights in the redevelopment of the Les Bolstad Golf Course.

At 140 acres, the redevelopment is a generational opportunity to redefine the trajectory of the community—to bring new amenities and housing en route to a more complete and sustainable community will ensure the future of the site yields positive results for the city.

We understand you are seeking a team who can support your city by working alongside the developer to create a transformational master plan. As a small community with limited capacity, you need a team of experienced professionals to offer solid advice and to stand firmly in your corner.
Our team includes the following:

- **Bolton & Menk, Inc.:** Lead Firm, Land Use and Transportation Planning, Urban Design, Sustainability, and Municipal Infrastructure
- **Barr Engineering:** Stormwater and Ecological Resources
- **Braun Intertec:** AUAR and Geotechnical Engineering

Our proposal is highlighted by the following features:

A Core Team with a Deep Bench

In order to serve as an extension of your staff, we have structured our team with a core group of planners and support technicians—all having experience in both private and public sector work, and with projects of this scale. Our team will be available to the city to both lead and respond to efforts as they arise. If you have questions related to zoning, sustainability, traffic management, environmental mitigation, and more, we have you covered.

Experience with Large Scale Golf Course Redevelopments

Projects of this scale and complexity are rare. Our team brings a portfolio of experience with similar projects, both locally and nationally. We understand the nuances of golf course projects (topography, contamination, legacy greenspace), as well as the importance of master plans (predictability, flexibility, district systems) and the once in a lifetime opportunity to use the project to meet city and regional needs (housing, trail connections, employment).

Commitment to Lasting and Broadly-Shared Public Outcomes

We do not know what the long-term public outcomes should be today. We are committed to working with you to define them and help create a plan that achieves them.

Thank you for the opportunity to share our proposal. I will be your main contact and project manager. If you have any questions, please don't hesitate to contact me at Andrew.Dresdner@bolton-menk.com or 612-271-6343.

Andrew Dresdner,
Project Manager, Lead Urban Designer

Mike Thompson, AICP
Principal-in-Charge, Authorized Signer

1 INTRODUCTION

Redevelopment of the Les Bolstad Golf Course is a generational opportunity for Falcon Heights to define a new trajectory for the community.

Redevelopment of the golf course has the potential for transformative change. The challenge is to ensure that impacts are positive, contributing to a more sustainable and complete community.

While much will rely on the vision brought forth by the owner/developer, we have structured our approach based on the following three ideas:

Opportunity
At 140 acres, the redevelopment can, and should, yield significant public benefits to Falcon Heights and the greater community. The redevelopment can connect to regional systems; it can provide new public open spaces, housing, employment, and a broad array of amenities to help Falcon Heights remain a complete community with a high quality of life.

Partnerships
Falcon Heights is a small community operating in a unique corner of the region. The city regularly collaborates with partners—not just with surrounding communities, but with the county, the watershed districts, and the University. These relationships will remain important throughout the redevelopment process. Nurturing those relationships will help deliver a project that is widely embraced.

Regeneration
It is tempting to view the site as pastoral and natural. While it is quiet, lightly-used, and home to several large trees and open space features, it is important to note that it is a contaminated site. Years of fertilizer and mercury have likely built up in the soils; and grading has altered the drainage patterns. Remediation and mitigation will be essential in any redevelopment option. For that reason, we are excited about the opportunity to regenerate the site through insightful analysis and creative design solutions.

PROJECT UNDERSTANDING

Summary of City Goals and Guiding Principles

Connectivity
- Integrated, not isolated
- Seamless transitions to surrounding areas
- Public biking and walking connections to nearby parks and amenities

Green Space
- Exceed the minimum 10 percent park land dedication
- Open spaces for environmental health, neighborhood character, and community well-being
- Tree preservation and replacement

Self Sustaining
- Public revenues must cover public costs

Housing Mix
- Variety of housing types for residents at different life stages and income levels
- Higher density along Larpenteur Avenue, small single family lots to the interior

Sustainability
- Building designs that encourage renewable energy
- Site design that minimizes impermeable parking lots and heat island effects

Commercial Uses
- A mix of commercial uses focused on the surrounding arterials
- Smaller neighborhood oriented businesses to the interior

Development Funding
- Willingness to be a partner in return for broad public benefits

\+

Four Key Design Approaches

Aggregating Assets to Create a Prominent and Connected Public Realm

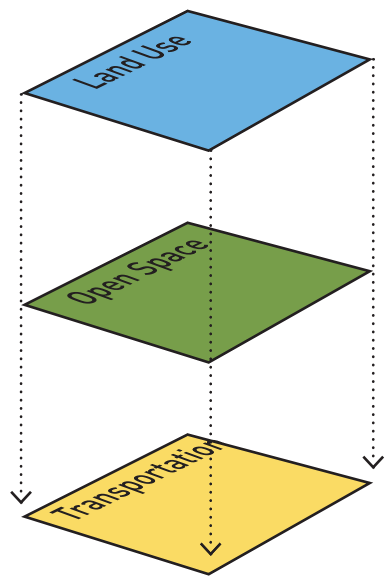
District Systems to Stack and Multiply Benefits

Compact Patterns and Mixed-Uses to Promote Walkability and Active Living

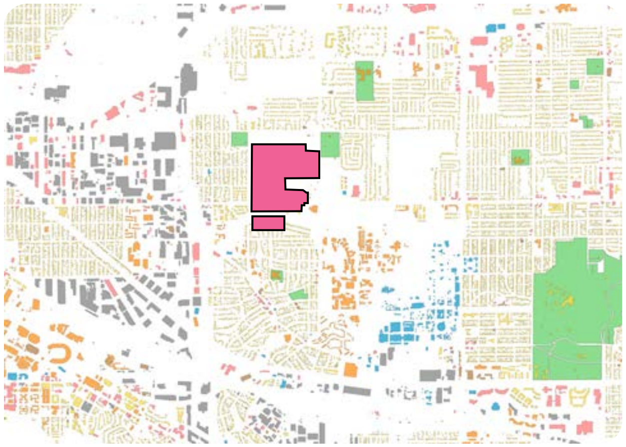
Connecting and Completing Regional Systems to Build Partnerships and Attract Funding

=

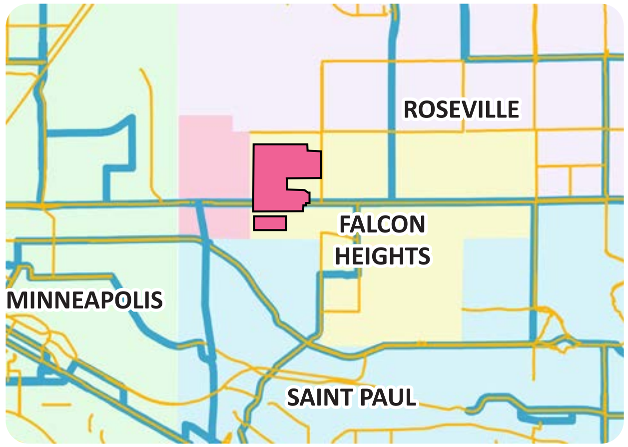
Overall Master Plan



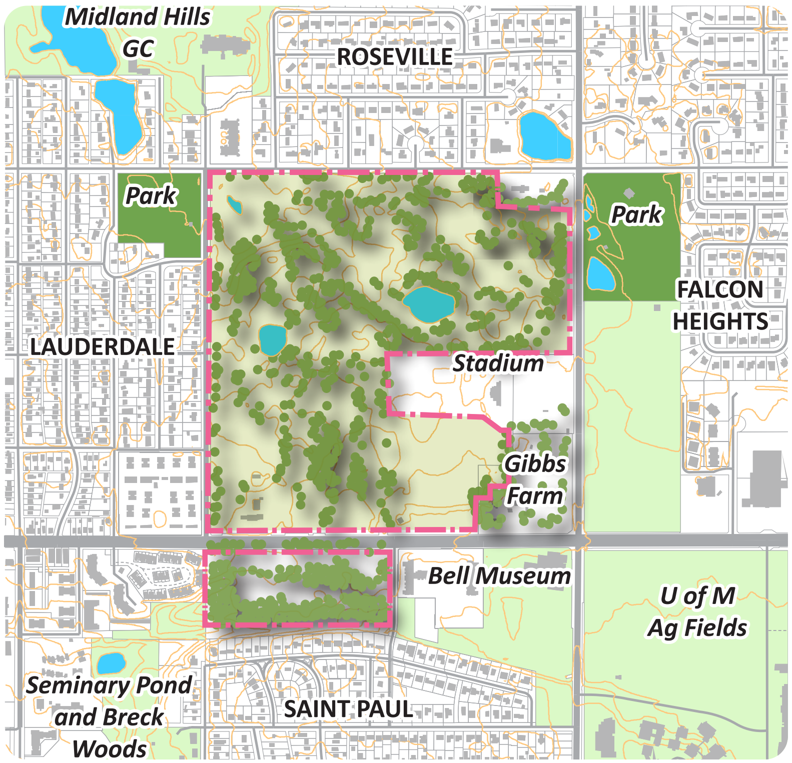
ABOUT FALCON HEIGHTS



Building Use



Bikeways and Transit Routes



- Falcon Heights shares a border (and relationships) with several surrounding communities
- The golf course has played an important year-round recreational role for the broader community
- The site is part of two watershed districts (and a third during occasional hydrological conditions)
- The site is a high point in the area, affording views in all directions
- The site can serve as a connection between surrounding green spaces
- The site has significant tree cover with mature trees throughout
- A former trolley line on the south edge of the site has been converted into a wooded trail

HOW WE MEET THE CRITERIA

1. Understanding of Falcon Heights' Goals and Project Scope

We have reviewed the city's goals and guiding principles adopted this past summer. They are an admirable set of expectations, without dictating specific outcomes—thereby offering flexibility and inviting creativity. These goals anticipate a well-connected community with a range of housing and commercial types, aspirational sustainability features, and considerable tax revenues that cover public costs. We look forward to working with Falcon Heights and the developer to make a creative master plan that achieves these goals.

2. Demonstrated Experience With Comparable Planning and Redevelopment Projects

Our team has created and implemented similar redevelopment projects across the Midwest and Southeast, representing both public and private parties. We understand how to develop plans that are both aspirational and achievable, as well as technically sound while yielding substantial public benefits to the community. Please refer to page 10 for more information on these projects.

3. Quality and Completeness of the Proposal

We take pride in conducting initial research on all projects in order to immerse ourselves deep within the issues. Rather than repackaging proposals, each one is unique. We are proud to deliver final master plans that are thorough, custom to the site, and tailored specifically to the client's need. Please refer to page 5 for more information on the background research conducted for this proposal.

4. Qualifications of Key Staff

Our team has considerable experience creating and implementing large master plans, conducting land use and zoning reviews, performing environmental and infrastructure analysis, engaging with the community and public officials, and providing policy and implementation guidance. We have identified Andrew Dresdner to lead the project, as well as support staff who will assist in providing key resources during the golf course's redevelopment. Please refer to page 20 for more information on team members.

5. Cost Competitiveness and Value to the City

Our team understands the city has $60,000 in this year's budget to complete this project. We also understand you are looking for an extension of staff to work alongside the developer to create the master plan. We propose to work on an hourly basis advising the city and preparing the foundational analysis that will inform a thoughtful Master Plan. Please refer to page 16 for more information on our proposed budget and fee.

6. Demonstrated Ability to Work Collaboratively With Elected Officials, Staff, and the Public

We have a proud history of serving public clients as extension of staff on special projects. Engagement with staff, elected officials, the public, and partner jurisdictions is central to our work and we regularly appear before boards and commissions in both public hearings and work sessions. Each of the projects highlighted in this proposal have come before either elected or appointed bodies for approvals.

2 FIRM QUALIFICATIONS

Summary of Team and Roles

We are proud to assemble a team with the experience and commitment to public service to support the City of Falcon Heights and your neighbors on this transformational project.

Bolton & Menk will be the lead firm, responsible for contracting, administration, and primary client contact. In the RFP, we acknowledge the city is looking for a partner to act as an extension of staff, working alongside the developer to create a master plan for the golf course. At times, we anticipate reviewing proposals or issues brought forward by the developer on behalf of the city, while other times we anticipate initiating ideas and solving problems together with the developer.

BOLTON & MENK

Real People. Real Solutions.

- Project Management
- Urban Design
- Master Planning
- Zoning and Policy Planning
- Transportation Planning
- Municipal Infrastructure
- Sustainability
- Community Engagement
- Funding

BARR

- Stormwater
- Ecological Resources

BRAUN INTERTEC

the science you build on

- Geotechnical Engineering
- State Environmental Review – Alternative Urban Areawide Review (AUAR)

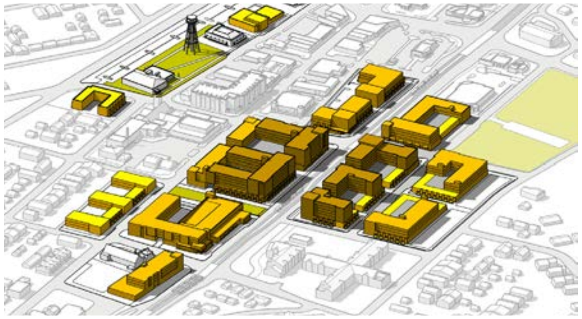
Real People. Real Solutions.

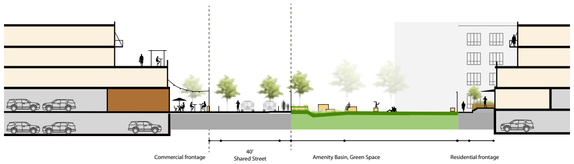
Sleeves Rolled Up

Since 1949, Bolton & Menk planning and urban design staff help clients plan and design their future. Rooted in skilled technical analysis, visionary yet practical insights, and intentionally inclusive public engagement, our team facilitates community-centered consensus for buildable, sustainable solutions. Bolton & Menk helps solve multifaceted problems with technical, regulatory, funding, and community expertise. We deliver plans and designs for projects that transcend expectations.

Our planning, placemaking and policy practice area focuses on delivering innovative solutions for master plans, small areas, districts, transit-oriented development, corridors, private development feasibility, parks, trails, and placemaking. Alongside our expertise in transportation, water resources, funding, project communication, and related services, we offer a comprehensive approach for communities looking to make their vision a reality to help create and maintain great places. Today—more than 75 years later—Bolton & Menk has more than 1,200 employees including a professional staff of more than 400 engineers, planners, landscape architects, and surveyors.

We know how to navigate complex challenges—technical, regulatory, funding, and community-driven—and we do it with care. Because at the end of the day, we're ***Real People offering Real Solutions.***





Barr Engineering Co. provides engineering and environmental consulting services to clients across the Midwest, throughout the Americas, and around the world. Founded as an employee-owned firm in 1966, Barr was built upon the hydrology practice of Adolph Meyer, one of the first hydrologists in the United States in the early 1900s. With more than 900 engineers, scientists, and technical specialists, they help clients develop, manage, and restore natural resources.

Barr is based in the Twin Cities, and also has offices in Duluth and Hibbing, Minnesota, as well as in Denver, Colorado; Jefferson City, Missouri; Ann Arbor and Grand Rapids, Michigan; Bismarck, North Dakota; Salt Lake City, Utah; and Calgary, Alberta. More than 400 staff members are based at their Minneapolis office.

Their Minneapolis-based engineers and scientists are engaged in water resources engineering and design, stormwater management, wetland management, limnology, and landscape ecology, structural engineering and design, assessment and remediation, and environmental management. They also have world-class groundwater, geotechnical, and hydrologic and hydraulic modeling expertise.

Since the early 1960s, Barr has worked with nearly all of the municipalities in the Twin Cities metropolitan area, as well as many other cities in Minnesota and neighboring states. Because of their long record of service and large staff base, clients rely on them for comprehensive engineering and communications services.

Braun Intertec's scientific achievements are driven by its team members. They foster collaboration and are dedicated to providing high-quality solutions and recommendations for engineering, environmental, design, and testing challenges. Since its founding in 1957, Braun Intertec has established a trusted reputation by consistently delivering innovative thinking that meets project scope, schedule, and budget requirements.

Braun employs more than 1,000 engineers, scientists, managers, and field personnel who specialize in more than 100 technical services. Backed by rigorous quality assurance and quality control programs, as well as numerous national accreditations, they offer reliable and cost-effective solutions for projects of any size. This expertise and commitment to quality are paired with a collaborative approach, ensuring that clients receive the scientific support needed for success.

Through an interdisciplinary strategy, Braun Intertec's experience and dedication to excellence lead to successful outcomes at every stage—from planning and design to construction, ongoing management, and operations. As an employee-owned company, Braun Intertec strives daily to be each client's Consultant of Choice, earning trust by consistently completing projects to satisfaction.

By delivering reliable, cost-effective, and innovative solutions, the company maintains approximately 80 percent of its workload from repeat clients. Few firms can offer the same breadth of expertise, level of accountability, and personal attention.

SELECT SAMPLE OF PROJECT AND TEAM MEMBER EXPERIENCE

Golf Course Redevelopments

- Hillcrest/The Heights Golf Course Redevelopment, Saint Paul, MN
- Hiawatha Golf Course Reuse Plan, Minneapolis, MN
- Owatonna Country Club, Owatonna, MN
- Bay Tree Golf Course Redevelopment, North Myrtle Beach, SC
- Waterway Hills Redevelopment, Myrtle Beach, SC
- Diamond Back Golf Course Redevelopment, Longs, SC
- Winyah Bay Golf Course Redevelopment, Georgetown, SC
- Wicked Stick Golf Course Redevelopment, Surfside Beach, SC
- Cypress Bay Golf Course Redevelopment, Little River, SC
- Wild Wing Golf Course Redevelopment, Conway, SC

On most of the projects listed above, our team members have delivered the following services: master planning, rezoning, civil design, regulatory permitting, and landscape design.

Master Plans in the Twin Cities

- Northwest Growth Area, Brooklyn Park, MN (637 acres)
- Opportunity Site, Brooklyn Center, MN (110 acres)
- Central Commons Master Plan, Eagan, MN (120 acres)
- TCAAP/Rice Creek Commons, Arden Hills, MN (427 acres)
- The Village Master Plan, Brooklyn Park, MN (97 acres)
- Blue Line Station Area Plan, Brooklyn Park, MN (108 acres)
- Highland Bridge Green Infrastructure, Saint Paul and Capitol Region Watershed District, MN (122 acres)

We Have Served as Planners for the Following Twin Cities Communities

- Arden Hills, MN
- Jordan, MN
- Chaska, MN
- Shakopee, MN
- Albertville, MN
- Burnsville, MN
- Cottage Grove, MN
- Shakopee, MN
- Tonka Bay, MN
- Bloomington, MN

We Have Served as City Engineers for the Following Twin Cities Communities

- Carver, MN
- Dellwood, MN
- Forest Lake, MN
- Jordan, MN
- Lake Elmo, MN
- Little Canada, MN
- Orono, MN
- Red Wing, MN
- Shorewood, MN
- Victoria, MN
- Waconia, MN

State Environmental Review (AUAR or EAW)

- Northwest Growth Area AUAR, Brooklyn Park, MN
- Growth Area AUAR, Empire, MN
- Hermantown Business Park AUAR, Hermantown, MN
- Graff Quarry EAW, Cottonwood County, MN
- Fox Meadows Development EAW, Eagle Lake, MN
- Public Works Facility EAW, Blue Earth County, MN
- Wagner Dairy EAW, Litchfield, MN
- City Housing Authority Federal EA, Faribault, MN
- Mississippi River Learning Center, Saint Paul, MN
- Stearns County Justice Center EAW, Saint Cloud, MN
- Timm's Marina EAW, Forest Lake, MN
- Downtown Redevelopment EAW, Buffalo, MN

Organizations in the Twin Cities for whom we have provided Watershed Planning and Ecological Services

- Capitol Region Watershed District
- Rice Creek Watershed District
- Ramsey Washington Metro Watershed District
- Nine Mile Creek Ramsey Washington Metro Watershed District
- Mississippi Watershed Ramsey Washington Metro Watershed District
- Riley Purgatory Bluff Creek Ramsey Washington Metro Watershed District
- Valley Branch Ramsey Washington Metro Watershed District

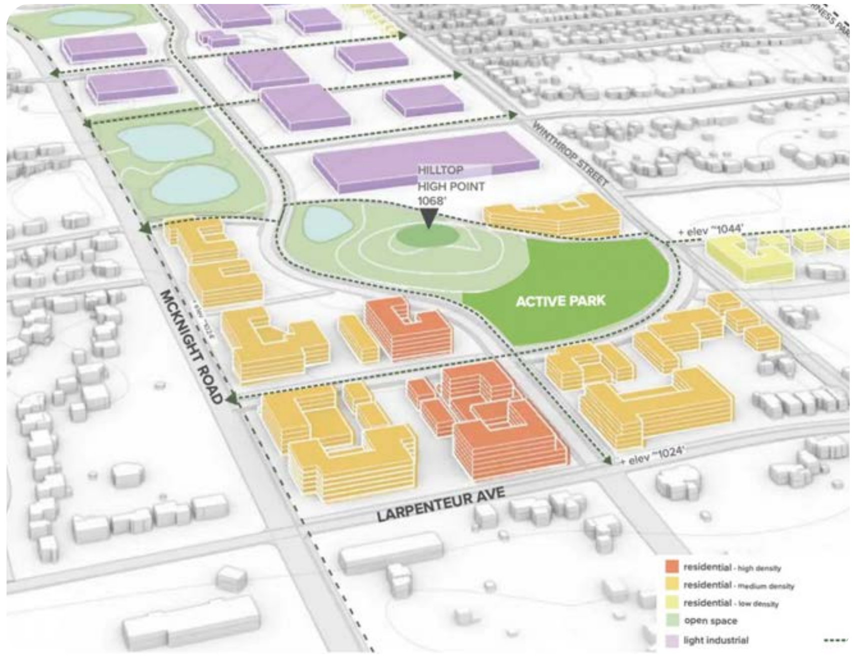
PROJECT EXAMPLES

Hillcrest/The Heights Golf Course Redevelopment

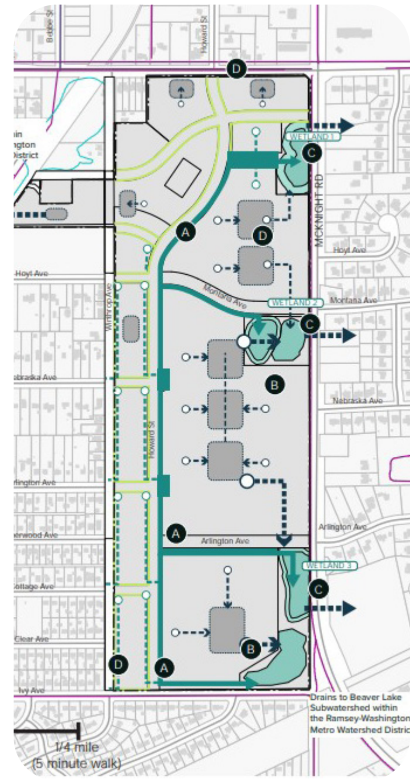
Saint Paul, MN

Bolton & Menk and Barr Engineering have worked collaboratively on developing and implementing a master plan for the Heights—a golf course redevelopment project on the east side of Saint Paul. While with a previous firm, Andrew Dresdner led the master planning process, working with Nathan Campeau of Barr to develop a district stormwater solution that provides long-term value to the project.

Bolton & Menk and Barr have worked together throughout the past several years with the property owner, Port Authority, to implement the master plan. Our team has been designing the roadways, stormwater system, and managing regulations and permitting.



Overall Master Plan

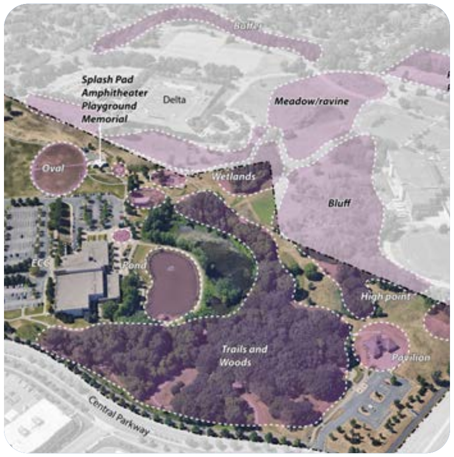


District Stormwater Plan

Street Sections

Northwest Central Commons Small Area Plan

Eagan, MN



Bolton & Menk developed a plan for Eagan's Central Park and 60 acres that are adjacent to the site. The park is home to the city's community center and host to large events, yet it is unused and does not add value to surrounding properties. The plan grew and reorganized the park to increase its functionality and connectivity to surrounding properties and beyond. The small area plan also establishes a development plan for adjacent properties, creating two neighborhoods each with its own character and relationship to the park.

Opportunity Site Redevelopment Plan

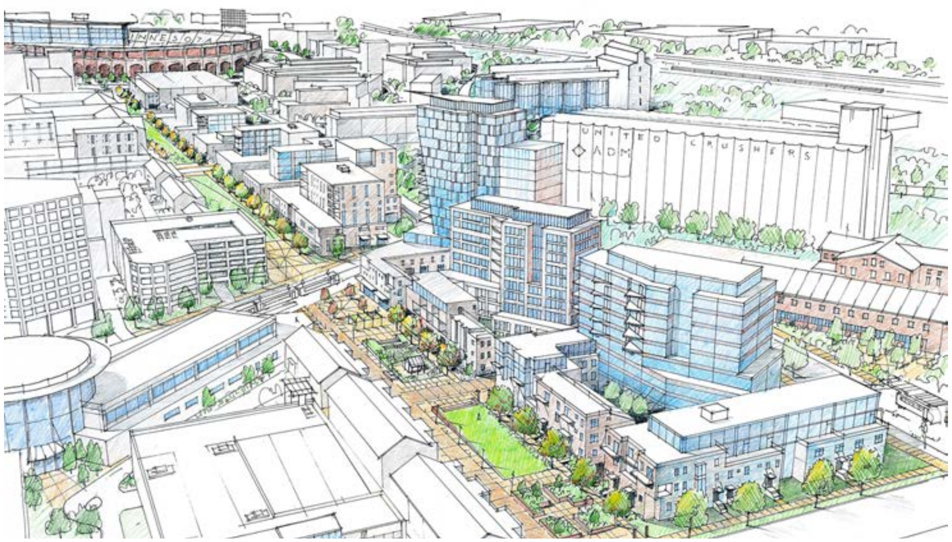
Brooklyn Center, MN

The City of Brooklyn Center invested in the Opportunity Site, situated west of Hwy 100 and south of TH 694, as a multi-use redevelopment corridor. Through a master developer and Bolton & Menk, regional transportation, development, and drainage strategies were identified. Stormwater management concepts include a greenway corridor, complete street concepts, integrated landscaping, underground storage, and impervious area reduction strategies to protect Shingle Creek.

Towerside and Malcolm Yards

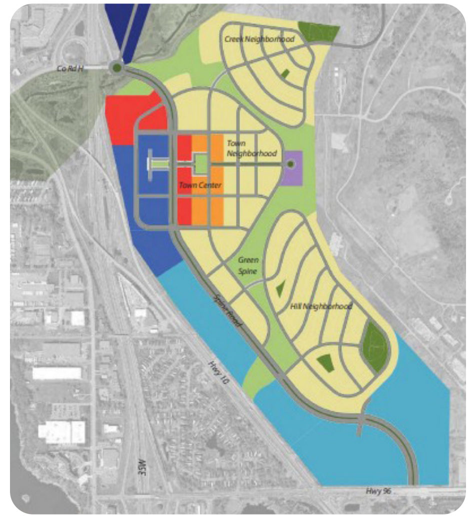
Minneapolis, MN

Towerside is a 300-acre mixed-use neighborhood focused on innovative, sustainable development showcasing district transportation, energy, and stormwater. While at a previous firm, Andrew Dresdner worked with the community on initial visioning, while Nathan Campeau worked closely with the Mississippi Watershed Management Organization to develop a district-wide system that manages and treats urban stormwater runoff on a district scale. The system reduces landowner costs, implements more effective and environmentally friendly stormwater treatment, and provides public green space.

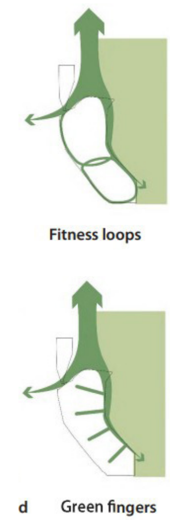


TCAAP/Rice Creek Commons

Arden Hills, MN

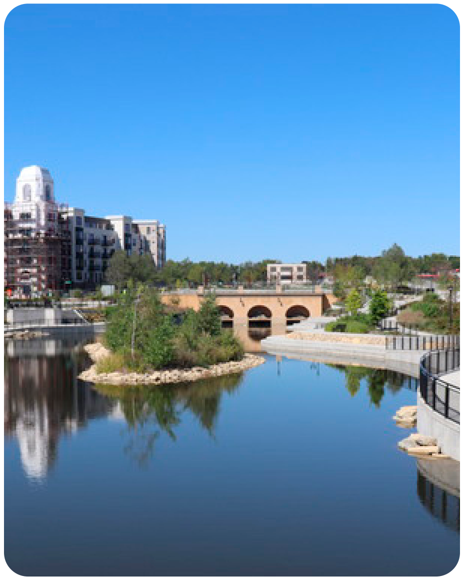


While with a previous firm, Andrew Dresdner led the master plan for the 427-acre site in Arden Hills. Overall, the site plan called for approximately 3,000 households and 3,000 jobs organized in three separate neighborhoods, and tied together with stormwater and a local road system. Each of the neighborhoods contained a central park and a range of housing and amenities. Bolton & Menk is working for Ramsey County designing the roadway and stormwater infrastructure for the community.



Highland Bridge Green Stormwater Infrastructure

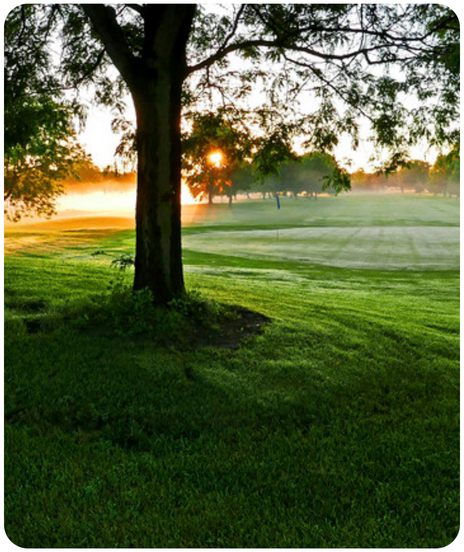
Saint Paul, MN



The Highland Bridge district in Saint Paul is a redevelopment of the former Ford Motor Company assembly plant site into a sustainable, mixed-use community designed to improve surface water quality. Central to the project is an innovative stormwater management system that features a continuous waterway, rain gardens, and underground filtration—all aimed at treating runoff efficiently and supporting public spaces. Barr completed the system in 2021, capturing and cleaning millions of gallons of stormwater each year. It has significantly reduced pollution and mitigated downstream erosion, and received national recognition for excellence.

Hiawatha Golf Course Alternatives Analysis and Master Planning

Minneapolis, MN



Between 2015 and 2018, the Minneapolis Park and Recreation Board engaged Barr to assess groundwater and water management issues at Hiawatha Golf Course; develop models to evaluate flooding impacts; conduct public outreach; and guide master planning for the site's future. Barr's work included analyzing alternatives for pumping and land use, and designing a plan that addresses water resource challenges, enhances visitor experiences, and offers broader benefits such as reduced pumping, improved water quality, restored habitats, and maintain compliance with pollutant reduction requirements.

3 PROJECT UNDERSTANDING AND APPROACH

We understand you are seeking a consultant to serve as an advisor and extension of your staff; to stand in your corner and co-create a master plan with the owner/developer. Rather than defining a specific scope of work, we have assembled a team and developed an approach that is flexible and able to respond to the needs of the project as they arise.

A project of this scale will not happen overnight, yet these initial steps are crucial. Advising and co-creating the master plan with the developer will require:

- A thorough analysis of existing conditions
- Technical support and systems-level solutions to utilities and infrastructure
- Creative problem solving
- Regulatory guidance and support
- Skill and commitment to public engagement
- Ability to work with multiple parties toward a mutually beneficial solution

The city has allocated $60,000 for consultant services in 2026. Assuming the developer/owner will use part (or all) of 2026 to perform their own due diligence and the master plan may not begin until late 2026 or early 2027, we believe we can help you prepare and lay the foundation for a successful master plan. This can include:

- **Mapping of regional systems** (trails, transit, habitat, water, etc.) that impact the site and identification of potential connections to surrounding assets
- **Review of geotechnical data** and understanding how it may impact site layout
- **Desktop and on-site review of ecological resources** (water, habitat, specimen, or mature trees)
- **Initial work with city's financial consultant** to help identify ways in which the plan can be financially sustainable; we anticipate the owner/developer will have a financial ask from the city and this pre-work will help prepare the city to respond
- **Initial coordination with likely partners** at Met Council, watershed districts, the University, county, and surrounding communities to understand existing and future stake/interest in the project
- **Evaluation of zoning compatibility** with initial concepts in the Larpenteur Corridor Plan
- **Site analysis** of topography, viewsheds, features, amenities, and edge conditions
- **Initial municipal utility assessments** to understand capacity constraints, if any
- **Initial fit studies and high-level concept plans** that test different potential outcomes not considered in the Larpenteur Corridor Plan
- **Identification of barriers** to creative and mixed-use design solutions
- **Identify potential funding sources** and grant opportunities to advance planning efforts focusing on sustainability
- **Review of scoping documents** produced by owner/developer, if produced in 2026
- **High-level triple bottom line assessment** scoping and analysis

Project History

In 1929, the University of Minnesota established the Les Bolstad Golf Course at the corner of Larpenteur Avenue and Cleveland Avenue. At the time, it sat on the edge of the Twin Cities metro, surrounded by agricultural lands. Over the next 100 years, the region and the University grew up around the golf course.

Today, the golf course is located in Falcon Heights, while sharing a border with the Saint Paul Campus of the University, the City of Lauderdale, the Saint Anthony Neighborhood of Saint Paul, and the Midland Hills neighborhood of Roseville. This unique cluster of communities share a common interest as they are intimately connected to the University—and to the golf course. It has served as an accessible form of recreation for golfers, cross country skiers, and sledders, a green quiet buffer space for Lauderdale. Every fall for the past 40 years, the golf course hosts one of the largest cross country meets in the country—the Roy Griak Invitational.

In 2024, the University announced it will be closing and selling the 140-acre golf course to a developer and the proceeds will be reinvested in the Saint Paul Campus (located in Falcon Heights).

While plans for the site are not fully determined, the impact on Falcon Heights (and the surrounding neighborhoods) will be significant. The redevelopment will be as large as the City of Lauderdale, and it will potentially double the population of Falcon Heights.

Furthermore, while the site may be viewed as a pastoral greenspace and quiet buffer, the reality is the site is contaminated and has long since departed from its natural state. It is a highly manipulated space that deserves and requires mitigation and reclamation so it can become a yet greater asset to the community.

Coordination with Owner/Developer

Concurrent to this RFP, the University has issued an RFP to purchase the site. The assumption is a party will step forward to purchase the site, develop a master plan for it, and assume the role of master developer. The master plan developer will coordinate the horizontal infrastructure in order to sell the land to other developers.

The selected consultant will coordinate closely with the owner/developer in the master planning process. The owner/developer will likely bring forth their development vision presumably with the intent to maximize financial outcomes and justify the proposed purchase price. Meanwhile, the city's selected consultant will represent the general public, working to ensure public benefits and community concerns are met.

This past summer, the city initiated and completed a preliminary planning process to develop a set of guiding principles and goals for the golf course site. This document was included in the University's RFP and will be considered by the future owner/developer. The document is a strong start to articulating community desires. It intentionally lacks specifics so the master plan can proceed without too many restrictions and with maximum creativity.

Design and Planning Approach

There are several basic design principles our team will advocate for in the co-creation process of the master plan.

Aggregating Assets to Create a Prominent and Connected Public Realm

We will analyze the underlying properties of the site, such as topography, environmental resources, mature trees, water resources, and viewsheds. Ideally, these assets can be protected, enhanced, and leveraged for common and public benefits.

District Systems to Stack and Multiply Benefits

Building out the site will require a street, open space, and stormwater systems. Ideally, these systems reinforce each other rather than being separate. We will look for opportunities for the street system to double function as open space and for future parks to leverage stormwater.

Compact Patterns and Mixed-Uses to Promote Walkability

The city's guiding principles suggest a mixed land use pattern and a range of housing. In order to maximize open space and revenue potential for the city, we advocate for a walkable pattern of streets and blocks that interconnect with each other and the surrounding community.

Connecting and Completing Regional Systems to Build Partnerships

Thoughtful design of the site will consider ways in which regional systems (such as transit, trails, habitat, etc.) can be connected through or along edges of the site. Doing so will enhance the value of the site while building stewardship with a wide set of potential implementing and funding partners.

Community Engagement Approach

Community engagement will continue to be an important part of the process. While regulatory, land use, and many utility approvals will come from the City of Falcon Heights, neighboring communities such as Lauderdale, Saint Anthony Park in Saint Paul, and Midland Hills in Roseville are paying close attention to the project. Furthermore, due to the size of the project, Ramsey County—specifically economic development, transportation, and the historical society; the University of Minnesota's athletics programs, Bell Museum and real estate; the Metropolitan Council; and Metro Transit are likely to be stakeholders in the process.

One option would be to create a steering committee representing the myriad of stakeholders and tasking that committee with being a liaison between their communities and the project. A steering committee could serve as local experts with a broad outreach network. While this sort of steering committee would not likely have any official approval powers, they could serve as a valuable resource to the project.

We anticipate early efforts to build on the guiding principles to broaden staff and the city council's understanding about what is possible on the golf course. Our team will conduct case studies that highlight how other similar projects achieved aspirational results. We can explore new ideas, such as district energy, habitat renewal, and new housing solutions for things like co-housing and live/work housing. Our team can develop high-level alternative frameworks for the site that test different approaches to different redevelopment plans. Early, pre-master plan work, such as this would allow the city to get a head start on the process and be well-positioned to guide (or react to) the owner/developers early concepts.

Environmental Review

Eventually, the master plan will require land use approvals, comprehensive plan amendment, zoning approvals, and an AUAR. The owner/developer will submit the AUAR, however, the selected consultant will advise and support the city with their regulatory obligations as the responsible government unit (RGU). This will likely include scoping at the beginning of the master plan, as well as a draft/final AUAR towards the end.

The environmental review process entails multiple phases, including city review and acceptance of the owner/developer prepared scoping and AUAR documents, two 30-day public notice periods, response to comments, findings of fact, and city council actions.

Braun Intertec will guide these efforts with city staff to ensure the Minnesota Environmental Policy Act (MEPA) requirements and standards are properly met.

Sustainability and Ecological Design

As stated in the city's Guiding Principles, "Falcon Heights has long been a leader in climate action and is committed to ensuring that future development strengthens this legacy." As your consultant team, we would be excited to be your partner in these efforts. Early district-level decisions about how and where to invest in sustainability are particularly important—they set the template and expectations for decades of investments.

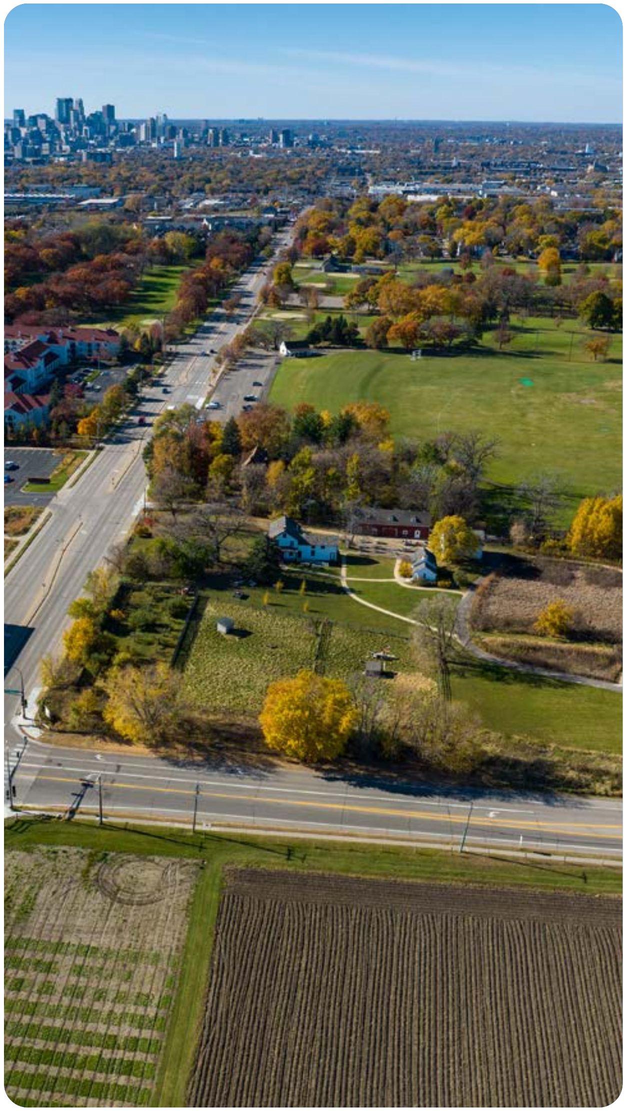
Protection (and regeneration) of ecological resources, renewable energy systems, compact patterns that promote walking and biking, community amenities, and green infrastructure are just some of the district level strategies we will can explore with the City of Falcon Heights. At a minimum, we would anticipate conducting a high-level, "triple bottom line" assessment scoping and analysis of green infrastructure options for the site.

Funding Support

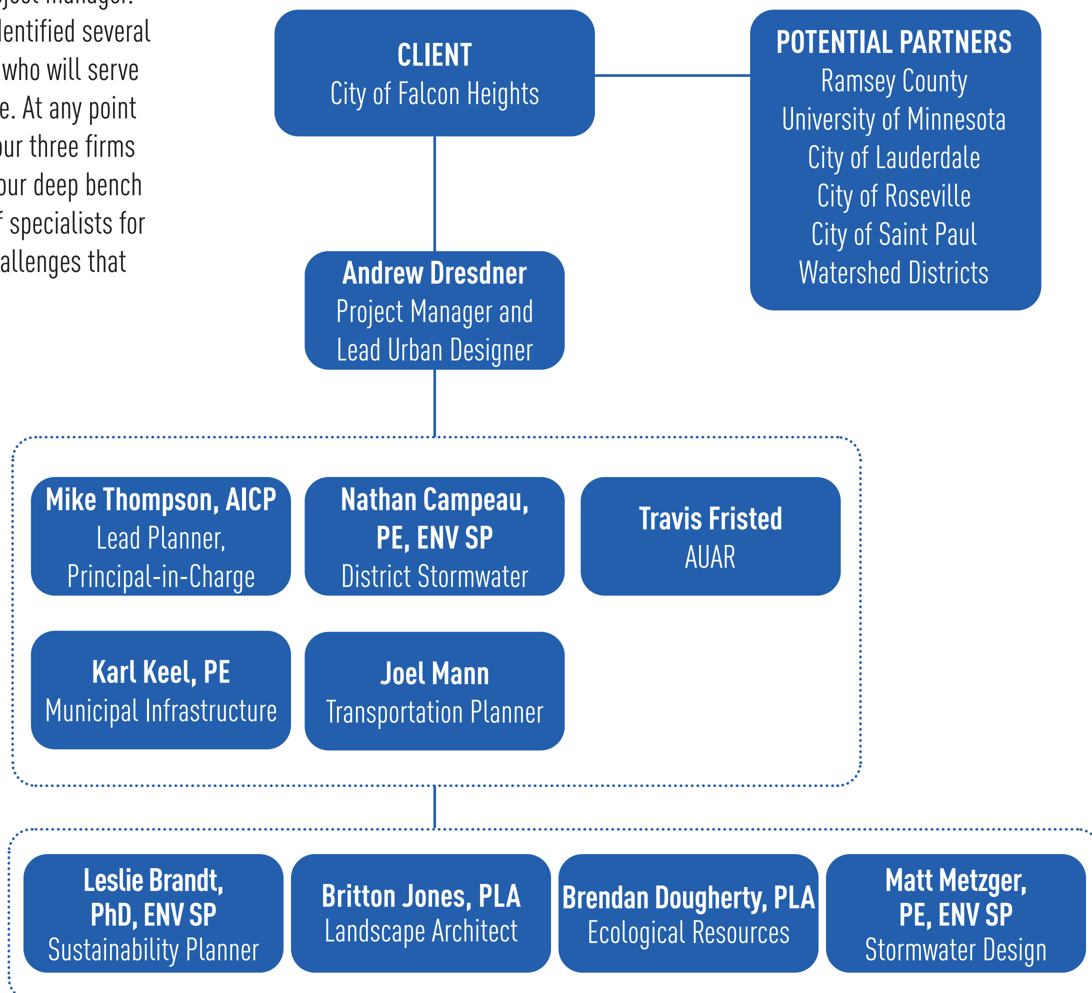
Projects of this size and complexity have regional impacts and typically require more resources than a small suburban community has available. It is a site in which the county, University, Met Council, State, and Watershed Districts will have a stake and interest. It is also a rare opportunity to accomplish sustainability outcomes that are not achievable on small sites, meaning it is a project that can attract broad attention and the likelihood of additional funding from the public, private, and non-profit sectors.

To further support project implementation, our team can develop a project funding matrix identifying external funding sources delineated by project type. Throughout the last 10 years, Bolton & Menk's funding team has secured more than $1.2 billion in competitive funding, leveraging more than $2.3 billion in total project coasts. Barr Engineering has had similar success with raising funds for projects related to water quality and ecological resources. This expertise uniquely positions our team to identify funding solutions that will provide the greatest likelihood of successful project delivery.

4 KEY PERSONNEL



The team will be lead by Andrew Dresdner as project manager. We have also identified several team members who will serve in a support role. At any point in the project, our three firms can draw from our deep bench of internal staff specialists for questions or challenges that may arise.



Andrew Dresdner (Bolton & Menk)

Project Manager and Lead Urban Designer

Minneapolis, MN

Andrew will lead the project team and serve as the primary point of contact for the City of Falcon Heights. He will coordinate team efforts, facilitate communication, and advise on matters related to urban design.

Andrew is a senior urban designer at Bolton & Menk whose professional career began in 2000. His expertise spans urban design, redevelopment planning, community development, public space design, and placemaking. Andrew appreciates the interdisciplinary approach to projects, as well as the willingness to bring innovation to all projects.

Relevant Experience:

- Hillcrest Golf Course Redevelopment Master Plan, Saint Paul, MN
- TCAAP/Rice Creek Commons, Arden Hills, MN
- Opportunity Site Redevelopment Plan, Brooklyn Center, MN
- Northwest Central Commons Small Area Plan, Eagan, MN
- Industrial Land Use Feasibility Study and Small Area Plan, Monticello, MN
- Central Avenue Small Area Plan, Minneapolis, MN
- Downtown Small Area Plan, Monticello, MN
- Cahill Area District Plan, Edina, MN
- Historic Millwork District Small Area Plan, Dubuque, IA

Mike Thompson, AICP (Bolton & Menk)

Lead Planner, Principal-in-Charge

Minneapolis, MN

As lead planner, Mike will help oversee all planning tasks and will be responsible for advising on zoning, land use, and policy matters.

Mike is an urban design planning group leader who began his career in 2012. He brings national experience in site planning, public realm design, multimodal transportation, and engagement. Mike helps communities rethink how neighborhoods look, feel, and function—creating places that reflect the people who use them every day.

Relevant Experience:

- Opportunity Site Redevelopment Plan, Brooklyn Center, MN
- Northwest Central Commons Small Area Plan, Eagan, MN
- Rice Street Redevelopment Feasibility Plan, Saint Paul, MN
- Downtown Redevelopment Plan, Savage, MN
- 2025 Downtown Small Area Plan, Elk River, MN
- Brooklyn Boulevard Land Use Study, Brooklyn Center, MN
- Cahill Area District Plan, Edina, MN
- University Connections, Vanderbilt University, TN
- Downtown and Infrastructure Plan, Wisconsin Rapids, WI
- Madison Downtown Development Plan, Madison, TN
- Dreaming Big for Public Space, Nashville, TN

Britton Jones, PLA (Bolton & Menk)

Landscape Architect

Minneapolis, MN

Britton will support the team as lead landscape architect. He will advise the team on design matters related to site planning, overall layout, and deign of the public realm.

Britton is a senior landscape architect at Bolton & Menk who began his career in 2004. His work centers on designing flexible, welcoming spaces that serve as a framework for development and daily life. He enjoys working closely with clients and communities to create places that feel rooted and resilient.

Relevant Experience:

- Opportunity Site Redevelopment Plan, Brooklyn Center, MN
- Heart of the City, Plaza and Streetscape, Rochester, MN
- Discovery Walk, Rochester, MN
- Downtown Small Area Plan, Monticello, MN
- 2025 Downtown Small Area Plan, Elk River, MN
- Rice Street Final Design, Ramsey County, MN
- Downtown Roadway and Pedestrian Improvements, Monticello, MN
- Riverfront Activation Plan, Greater Topeka Partnership, KS
- Parks Master Plan, Moss Point, MS

Joel Mann (Bolton & Menk)

Transportation Planner

Minneapolis, MN

Joel will lead transportation planning efforts, bringing a comprehensive, multimodal lens to the project. He specializes in street design, parking strategy, and active transportation planning—helping communities make informed decisions that balance mobility, safety, and place.

Joel is a senior transportation planner who began his career in 2004. His work spans downtowns, urban neighborhoods, and maturing suburban corridors, often supporting multidisciplinary teams. He's passionate about helping clients tackle complex challenges and make meaningful change through policy, design, and implementation.

Relevant Experience:

- Lyndale Avenue Corridor Master Plan, Bloomington, MN
- Downtown Fort Myers Redevelopment Plan, Fort Myers, FL
- Mallory Square Parking Strategy, Key West, FL
- Rock Creek East II Livability Study, District Department of Transportation, Washington, D.C.
- Downtown Chattanooga Parking Study, Chattanooga Parking Authority, TN
- Regional Thoroughfare Design Guidelines, Atlanta Regional Commission, Atlanta, GA
- Downtown Hapeville Master Plan, Hapeville, GA
- Downtown Tampa Parking Plan and Study, Tampa Downtown Partnership, FL

Leslie Brandt, PhD, ENV SP (Bolton & Menk)

Sustainability Planner

Minneapolis, MN

Leslie will use her 17 years of experience in climate vulnerability assessment, urban forestry, and resilience planning to assess the golf course's current conditions. She will also advise the team on matters related to climate change adaptation, regenerative strategies, and ecological balance.

Leslie is a resiliency and sustainability project manager who began her career in 2008. Her experience lies in program administration, strategic planning, and technical guidance at the intersection of climate adaptation, sustainability, urban forestry, and natural resource management. She has led high-impact partnerships across federal, academic, and nonprofit sectors.

Relevant Experience:

- Tower Harbor Site Development Phase I, Tinde-USA
- ReLEAF Grant Proposal, Rochester, MN
- New Public Services Facility, Carver, MN
- Snow Operations Practices, Saint Paul, MN
- Climate Vulnerability Assessment, Detroit, MI
- Northern Minnesota Ecosystem Vulnerability Assessment, USFS
- Mark Twain National Forest Climate Change Impact Assessment and Vulnerability Framework, USFS
- Adaptation Strategies-Climate Change Response Framework, USDA Northern Forests Climate Hub

Karl Keel, PE (Bolton & Menk)

Municipal Infrastructure

Minneapolis, MN

Karl will support the team on all matters related to municipal infrastructure. He will work closely with the city engineer to conduct initial infrastructure analysis to municipal systems are adequate to serve the redevelopment.

Karl is a municipal practice expert at Bolton & Menk who began his career in 1983. He is responsible for leading municipal projects and ensuring project timelines and plans are adhered to. Karl strives to build lasting relationships between his project teams and our clients. His key areas of expertise lie in municipal engineering, public works, urban design, solid waste management, and environmental planning. Supporting clients, accomplishing challenging projects, and working as a team are what drives Karl.

Relevant Experience:

- New Basset Creek Tunnel, Minneapolis, MN
- Speed Limits Communication Plan, Bloomington, MN
- Interim Public Works Assistance, Mankato, MN
- South Loop Redevelopment, Bloomington, MN

Nathan Campeau, PE, ENV SP (Barr)

Water Resources

Denver, CO

Nathan will serve as water resources expert and advisor on all matters related to stormwater. Nathan will be the liaison to the various watershed districts with jurisdiction in the area. Nathan will focus on innovative solutions that bring value to both the community and the development.

Nathan has more than 20 years of experience with hydrologic and hydraulic (H&H) analysis, flood-risk management design, and green infrastructure design. His projects involve low-impact site design, stormwater-quality analysis and improvement, and flood analysis and mitigation. He has led many green infrastructure, water-quality, and flood-mitigation alternatives analyses, feasibility studies, and stormwater systems design.

Relevant Experience:

- 37th Avenue Greenway Green Infrastructure and Flood Mitigation, Minneapolis, MN
- 4th Street SE Boulevard Improvements and Green Infrastructure, Mississippi Watershed Management Organization, MN
- Highland Bridge Green Infrastructure, Ryan Companies, Saint Paul and Capitol Region Watershed District, MN
- Riverside Avenue Green Infrastructure, Minneapolis, MN
- Prior Avenue Green Infrastructure Study, Saint Paul, MN
- West Side Flats Stormwater System and Greenway, Saint Paul, MN

Brendan Dougherty, PLA (Barr)

Ecological Resources

Minneapolis, MN

Brendan will advise on innovative ecological and stormwater solutions for the Les Bostad Golf Course, integrating bioretention, rain gardens, and sustainable landscape features. He will work with local agencies to improve water quality and ecological health of redeveloped course environments.

Brendan is a professional landscape architect with 14 years of experience in ecological planning, native plant community restoration, sustainable landscape design, alternative stormwater management, and construction administration. He designs and develops construction documents for green infrastructure, pollinator plantings, wetland restoration, and creek stabilization projects.

Relevant Experience:

- Hillcrest Golf Course Redevelopment Master Plan, Saint Paul, MN
- Hiawatha Golf Course Alternatives Analysis and Master Plan, Minneapolis Park and Recreation Board, Minneapolis, MN
- Morningside Flood Improvement Project at Weber Park, Edina, MN
- Hasenbank Stormwater Park, South Washington Watershed District, Woodbury, MN
- West Side Flats Stormwater System and Greenway, Saint Paul, MN

Matt Metzger, PE, ENV SP (Barr)

Stormwater Designer

Minneapolis, MN

Matt will support the team with stormwater design, ensuring all the infrastructure is resilient and built to withstand numerous scenarios.

Matt is a senior civil engineer, project leader, and Envision™ Sustainability Professional with more than 20 years of design engineering experience related to community infrastructure and water resources. He has planned, engineered, and designed large project alternatives evaluations, climate-change-resilient flood risk reduction systems, green stormwater infrastructure, and industrial site sustainability improvements for clients in the public and private sectors.

Relevant Experience:

- Hillcrest Golf Course Redvelopment Master Plan, Saint Paul, MN
- Hiawatha Golf Course Redevelopment, Minneapolis, MN
- Highland Bridge Green Infrastructure, Ryan Companies,
- Saint Paul and Capitol Region Watershed District, MN
- Ford Site Sustainable Stormwater Master Plan, Capitol Region Watershed District, Saint Paul, MN
- Owasso County Park Stormwater Master Plan, Ramsey-Washington Metro Watershed District, Shorewood, MN
- Maplewood Mall Stormwater Retrofit, Ramsey-Washington Metro Watershed District, Maplewood, MN

Travis Fristed, PWS (Braun)

Environmental Reviewer

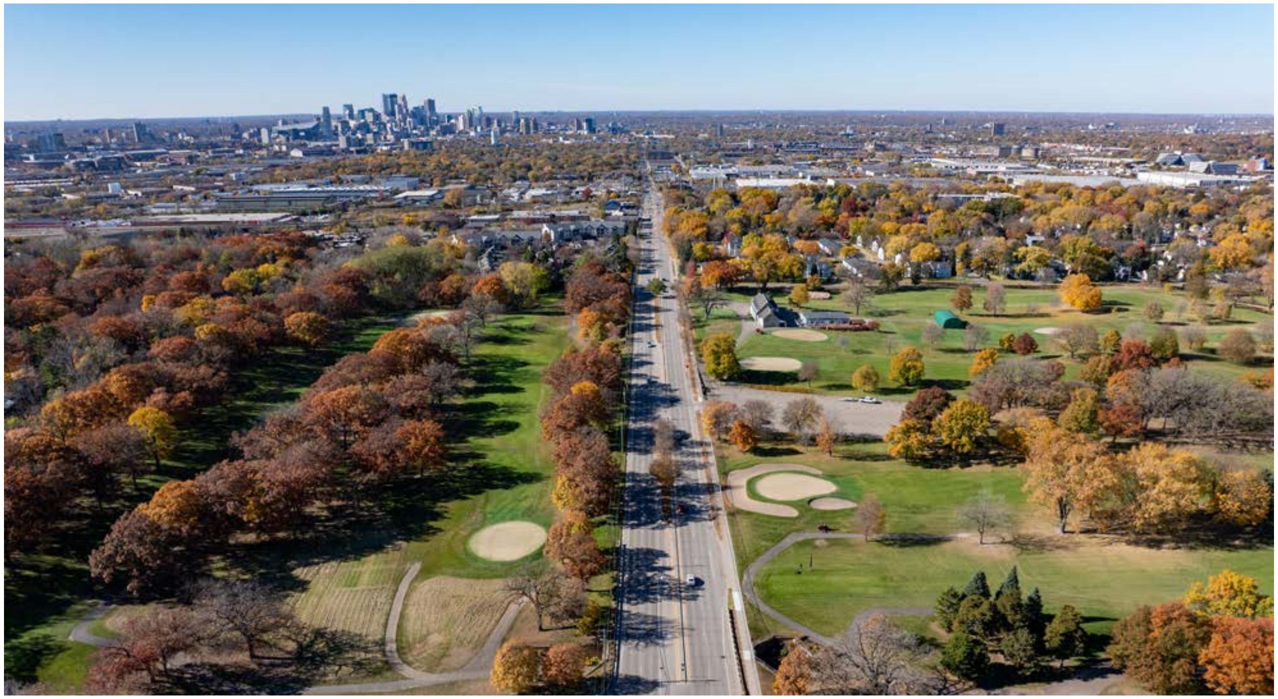
Minneapolis, MN

Travis will lead all efforts related to the AUAR and environmental compliance. He will provide advice to the city and third-party review of the submitted AUAR on behalf of Falcon Heights.

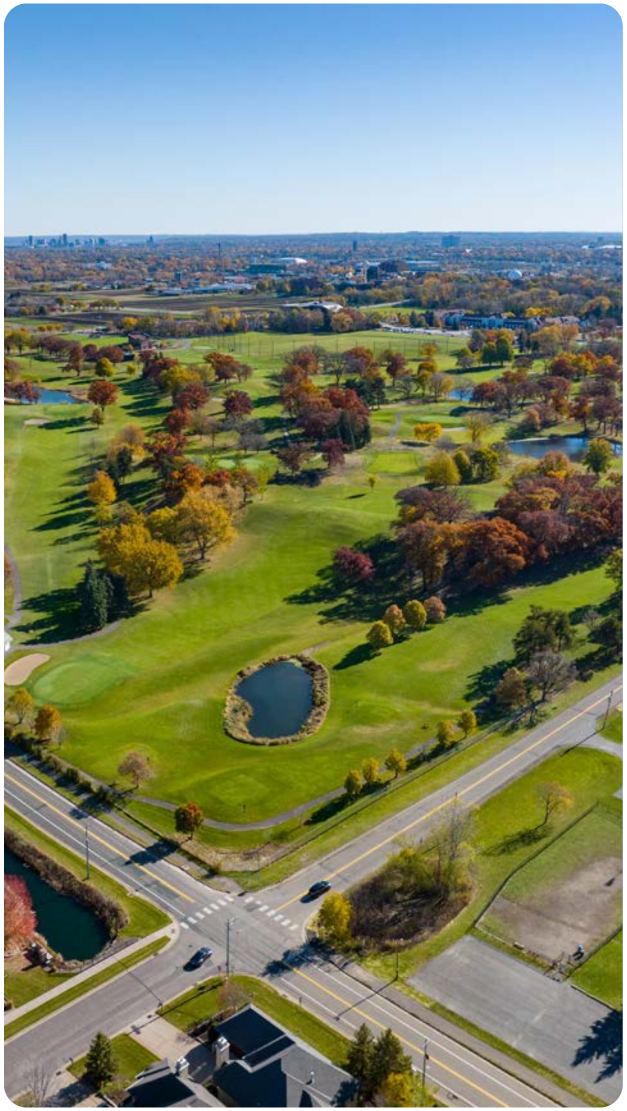
Travis brings 20 years of environmental compliance and natural resources consulting experience in public and private markets throughout the Midwest. Travis' technical strength lies in interpreting environmental regulations and planning for projects, with specific expertise in wetland regulation/permitting (local, state, and federal), stormwater pollution prevention plans (SWPPP), best management plan implementation, environmental review, site due-diligence, and other unique environmental work specific to transportation and linear projects.

Relevant Experience:

- Northwest Growth Area AUAR, Brooklyn Park, MN
- City Business Park AUAR, Hermantown, MN
- Stearns County Justice Center EAW, Saint Cloud, MN
- Timm's Marina EAW, Forest Lake, MN
- Downtown Redevelopment EAW, Buffalo, MN
- Public Works Facility EAW, Blue Earth County, MN
- Fox Meadows Development EAW, Eagle Lake, MN



5 REFERENCES



The individuals below have been clients with whom many of our team members have worked with in recent years. We welcome you to reach out to them for a candid assessment of our work and commitment to project success.

Jill Hutmacher

Planning Director
Eagan, MN

jhutmacher@cityofeagan.com
651-675-5653

Projects
Jill has worked with Bolton & Menk on the following projects:

- TCAAP/Rice Creek Commons, Arden Hills, MN
- Northwest Central Commons Small Area Plan, Eagan, MN

Jesse Anderson

Community Development Director
Brooklyn Center, MN

janderson@brooklyncentermn.gov
763-569-3420

Projects
Jesse has worked with Bolton & Menk on the following projects:

- Opportunity Site Master Plan, Brooklyn Center, MN
- Brooklyn Boulevard Land Use Study, Brooklyn Center, MN

Paul Mogush

Planning Director
Brooklyn Park, MN

paul.mogush@brooklynpark.org
651-675-5653

Projects
Paul has worked with Bolton & Menk on the following projects:

- Northwest Growth Area Plan, Brooklyn Park, MN
- Brooklyn Boulevard Land Use Study, Brooklyn Center, MN

Dave Kuebler

City Engineer
Saint Paul, MN

david.kuebler@ci.stpaul.mn.us
651-266-6108

Projects
Dave has worked with Barr on the following projects:

- Hillcrest Golf Course Redevelopment Master Plan, Saint Paul, MN
- Highland Bridge Green Infrastructure, Ryan Companies, Saint Paul and Capitol Region Watershed District, MN

6 FEE SCHEDULE

Project Cost

We understand the City of Falcon Heights has allocated $60,000 to this effort for 2026. As noted in Addendum #1, the city is not looking for a specific deliverable—rather, the city is seeking a consultant who can advise and support city staff as the master plan is developed by the buyer/developer of the site.

We therefore propose an hourly, not to exceed budget of $60,000 for 2026. We have included our hourly rate sheets for your reference.

We recognize a project like this may likely require resources beyond the city's capacity. We have experience and a successful track record of securing additional planning and implementation funding for communities to enhance their efforts. Typically, these funds are available to projects that demonstrated innovative approaches, progressive planning, and commitment to partnerships. Given the transformative potential of this project, and the likelihood of multijurisdictional implementation, there is great potential to improve outcomes with additional funding from the public, semi-public, and institutional or philanthropic sectors.

Potential List of Services in 2026

- Mapping of regional systems
- Review of geotechnical data
- Desktop and on-site review of ecological resources
- Initial work with city's financial consultant
- Initial coordination with likely partners
- Evaluation of zoning compatibility
- Site analysis
- Initial municipal utility assessments
- Initial fit studies and high-level concept plans
- Identification of barriers
- Identify potential funding sources
- Review of scoping documents
- High-level triple bottom line assessment

See page 16 for more details.

Bolton & Menk

EMPLOYEE CLASSIFICATION	2025 HOURLY BILLING RATE
Graduate Engineer	$125-185
Design Engineer	$125-196
Project Engineer	$145-215
Senior Project Engineer	$160-215
Project Manager	$135-240
Senior Project Manager	$188-273
Architect	$186-267
Planner	$125-168
Senior Planner	$170-228
Landscape Designer	$98-196
Landscape Architect	$148-176
Senior Landscape Architect	$160-268
Survey Technician[1]	$90-196
Graduate Surveyor	$122-190
Licensed Project Surveyor	$180-225
Technician	$75-182
Senior Technician	$125-212
Construction Manager	$130-225
Administrative/Corporate Specialists	$68-175
Specialist*	$100-230
Practice Expert**	$145-363
Principal**	$175-316
Senior Principal**	$218-333
GPS/Robotic Survey Equipment[1]	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

Barr Engineering

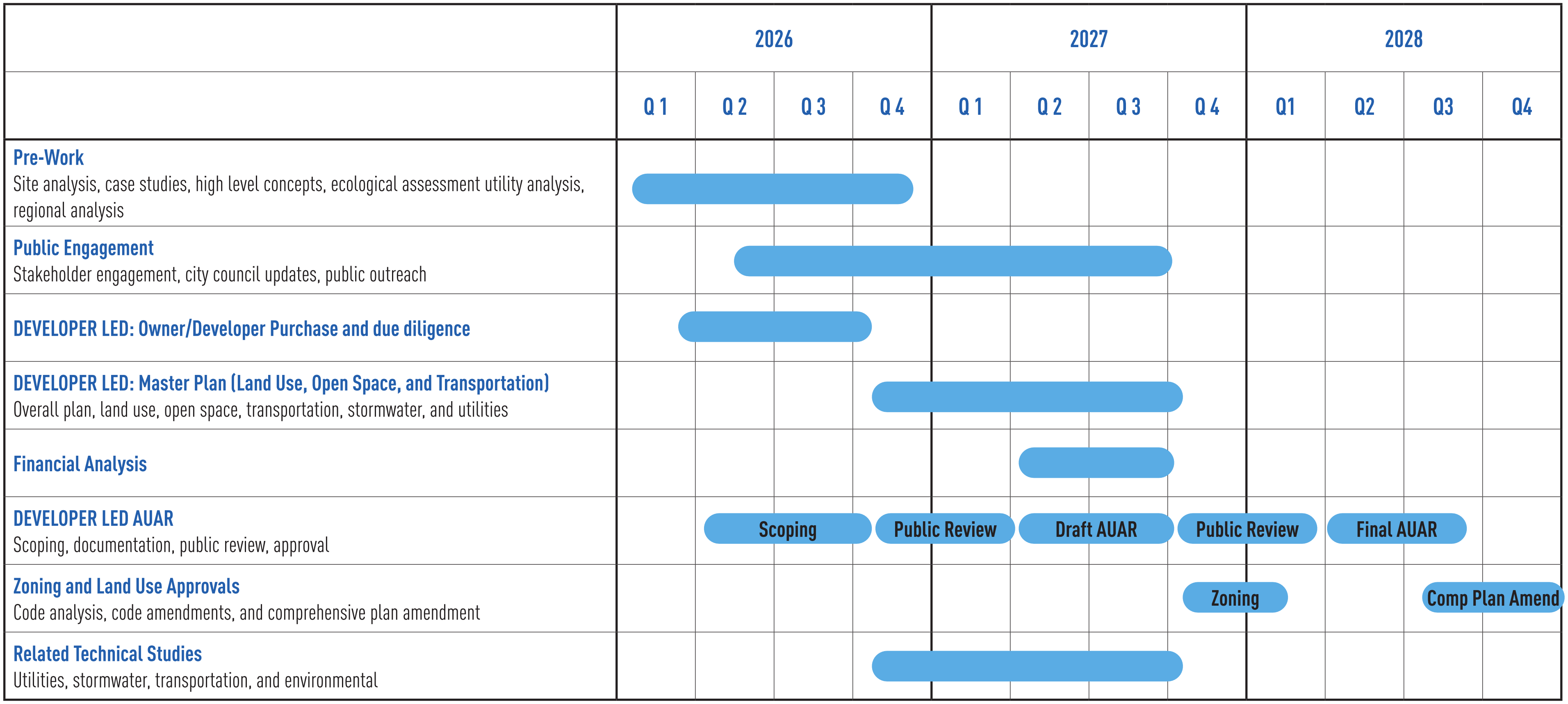
EMPLOYEE DESCRIPTION	2025 HOURLY BILLING RATE
Vice President	$180-350
Consultant/Advisor	$210-325
Engineer/Scientist/Specialist IV	$185-205
Engineer/Scientist/Specialist III	$155-180
Engineer/Scientist/Specialist II	$130-150
Engineer/Scientist/Specialist I	$85-125
Technician IV	$155-205
Technician III	$125-150
Technician II	$95-120
Technician I	$60-90
Support Personnel III	$155-205
Support Personnel II	$95-150
Support Personnel I	$60-90

Braun Intertec

EMPLOYEE DESCRIPTION	2025 HOURLY BILLING RATE
Field Scientist I	$100
Field Scientist II	$105
Field Scientist III	$115
Field Scientist IV	$125
Staff Scientist I	$105
Staff Scientist II	$115
Staff Scientist III	$130
Project Scientist I	$145
Project Scientist II	$160
Project Scientist III	$170
Senior Scientist I	$185
Senior Scientist II	$205
Senior Scientist III	$215
Principal Scientist I	$225
Principal Scientist II	$255
GIS/CAD Specialist I	$105
GIS/CAD Specialist II	$120
GIS/CAD Specialist III	$145
Data Quality Reviewer	$180
Project Assistant	$85
Project Control Specialist	$120

1 No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.
*Specialized role not classified above otherwise.
**Highly specialized and industry expertise unique to the market or area of discipline.

7 TIMELINE



Note: This schedule represents one possible approach and outcome. It is intended to describe the general sequencing of efforts rather than a specific proposed schedule, which is highly variable and dependent on the owner/developer initiating and investing in the process. In general, a master plan will take approximately one year to complete. However, there are many variables that will impact the schedule.

Criteria	Firm 1 (1-10)	Firm 2 (1-10)	Firm 3* (1-10)	Firm 4 (1-10)	Firm 5 (1-10)	Firm 6 (1-10)
Understanding of Falcon Heights' goals and project scope	2.5	8.5	**10**	9	8.5	8
Demonstrated experience with comparable planning and redevelopment projects	8.5	9	**9**	8	7.5	8
Quality and completeness of the proposal	8	9	**10**	8.5	7.5	9
Qualifications of key staff	9	9.5	**9.5**	8.5	8.5	9
Cost competitiveness and value to the City	4	3.5	**10**	10	6	1.5
Demonstrated ability to work collaboratively with elected officials, staff, and the public	4	8.5	**10**	8	10	8.5
Interview Performance	6	8.5	**9**	8	10	9
TOTAL	42	56.5	**67.5**	60	58	53

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

December 10, 2025

No. 25-109

- -

RESOLUTION AUTHORIZING AN AGREEMENT WITH BOLTON & MENK FOR PLANNING AND LAND USE CONSULTING SERVICES FOR THE LES BOLSTAD GOLF COURSE REDEVELOPMENT

WHEREAS, on October 24, 2025, the City issued a Request for Proposals (RFP) for a qualified planning and urban design firm to provide technical expertise to evaluate and guide the local review process of the redevelopment of the Les Bolstad Golf Course; and

WHEREAS, the City received six proposals by the submission deadline of November 21, 2025, and City Administrator Jack Linehan and Community Development Coordinator Hannah Lynch conducted interviews with all respondents on December 3rd and 4th; and

WHEREAS, based on the evaluation criteria outlined in the RFP, including project understanding, firm qualifications, relevant experience, proposed team, and cost competitiveness, Bolton & Menk was ranked the highest of the six firms; and

WHEREAS, Bolton & Menk's proposal includes a multidisciplinary team with Barr Engineering for stormwater and ecological analysis and Braun Intertec for AUAR and geotechnical services—all of whom bring significant experience working with regional watershed districts, Ramsey County, and other project partners; and

WHEREAS, the City has budgeted up to $60,000 in 2026 for planning and consulting services associated with this work and anticipates the need for a multi-year effort as redevelopment advances; and

WHEREAS, Bolton & Menk's proposal includes an hourly, not to exceed budget of $60,000 for 2026.

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

1. Bolton & Menk is hereby selected as the most qualified firm to provide planning and land use consulting services for the Les Bolstad Golf Course redevelopment.
2. The City Administrator and Mayor are authorized to negotiate and execute a professional services agreement with Bolton & Menk, in an amount not to exceed $60,000 for 2026, with future services subject to available funding and subsequent Council authorization.

ADOPTED by the Falcon Heights City Council this 10th day of December, 2025.

- -

Moved by: Approved by: ________________________
Randall C. Gustafson
Mayor

GUSTAFSON
LEEHY
MEYER ____ In Favor
WASSENBERG
MIELKE ____ Against

Attested by: ________________________
Jack Linehan
City Administrator

ITEM FOR DISCUSSION

Meeting Date	December 10, 2025
Agenda Item	Policy H2
Attachment	See Below
Submitted By	Kelly Nelson, Administrative Services Director/Deputy Clerk

Item	Renters Rights Policies – Chapter 105 and Crime-Free Housing Revisions
Description	City Code frequently needs updates as issues are raised, and Staff enforces code. To reflect practices similar to those in neighboring cities and to help protect renters' rights, Council has previously discussed proposed changes to Chapter 105 of City Code during multiple Council Workshops. Suggestions were made to update multiple portions of Chapter 105, including the rental inspection process and to Sec. 105-96 Crime free/criminal activity lease requirements. Some Changes of Note Include: <u>Sec. 105-60 Amendments</u> Sections 603.1 through 601.4 were added to City Code, which adds Air Conditioning Requirements and establishes maximum temperatures, enforcement and penalties. In summary, this section states that air conditioning equipment provided by landlords in rental housing units must be properly maintained. And, in units where tenants do not control the cooling system, landlords must ensure that the air conditioning system maintains a temperature of no more than 80 degrees. These standards apply from May 1 to September 30 each year, except when maintenance is required, which must be done with limited disruption. Violations of these air conditioning standards may result in a $500 per unit, per incident fine. Sec.105-87 Definitions Definitions of Fire Code official, owner and Property manager or responsible party added for further clarity throughout City Code. <u>Sec. 105-94 City Inspections</u> • Updates language so that fire marshal / designated representative remains consistent throughout. • Wording added to reflect that individual units in multifamily dwellings may be subject to inspection.

	- The current City Code states that common areas of multifamily dwellings shall be inspected. The revision adds wording to reflect that inspections of multifamily dwellings shall include common areas but that they MAY also include any dwelling unit, with permission from any owner, operator, occupant or other person(s) in charge. - The Fire Marshal can currently inspect any/all units following due process and noticing requirements if there are suspicions of violations or a problem that may cover multiple units. - c). Wording added to further state actions the City may take if any owner or (tenant) occupant refuses entry for an inspection. o In addition to outlining legal steps the City may pursue, wording is added to state how the license itself may be suspended, revoked or denied. (d). Adding mention of a re-inspection fee to City Code. o The change adds additional fees if multiple re-inspections are needed. If during an initial inspection, a correction notice is issued, then one re-check will be included in the inspection fee. Should any code violations still exist and second/further inspections are needed, then an additional fee or fees will be charged to the owner. These fees are stated in the Fee Schedule. (e). Wording added stating that a re-inspection fee can be waived by the compliance official or their designee in case of error, mistake, injustice, or other good cause. (f). Wording added stating that the owner/owner's representative/tenant must be present during the inspection and must permit free access and entry for inspection purposes. o Occasionally, an owner asks if they can provide a code to enter an unattended premise. The Fire Marshal will not enter an unoccupied property for inspections. (g). Wording added stating that no-shows or refusals to permit entry to the rental dwelling may be subjected to reinspection fees. (h) Wording updated to reflect that the city may inspect individual dwelling units if they receive a complaint which may require this to be done. **Sec. 105-96 Crime Free Housing Program** In December 2024, the City Council first reviewed the proposed modifications to the Crime Free Housing Program and has workshopped the modifications multiple times since, including in November and December 2025. Two changes from that meeting have been incorporated into the final version proposed: - Lookback Period – Council recommended a longer lookback period to review criminal and drug-related activity, proposing increasing the lookback period from 12 months to 36 months, since convictions can take time to prosecute.

	• Appeals Body – During the December 2024 workshop, rather than having City Council act as an appeals body, Council favored forming a separate body consisting of the compliance official and two members of City Council to act as an appeals body if a tenant receives a third violation notice and wishes to appeal. The City held an Open House at City Hall on November 12, 2025 to present the proposed changes to the rental inspections process and to allow for questions and comments from owners and property managers. Although only one property manager attended the meeting, they did not have objections to the proposed changes and felt the impact of the changes would not be great. Council again showed support for these proposed modifications when finalizing the draft during the November 5, 2025 workshop and again on December 3, 2025. Council is asked to approve an ordinance change to make revisions to Chapter 105 of City Code.
Budget Impact	None.
Attachment(s)	• Chapter 105 Ordinance 25-07 • Chapter 105 Summary Ordinance 25-07
Action(s) Requested	Staff requests City Council approve Ordinance 25-07 and Summary Ordinance 25-07 to make revisions to Chapter 105 of City Code.

ORDINANCE NO. 25-07

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 105 OF THE FALCON HEIGHTS CITY CODE TO REGARDING RENTAL INSPECTIONS AND THE CRIME FREE HOUSING PROGRAM

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION I. Section 105-60 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-60 – Amendments

The following sections of the International Property Maintenance Code are amended to read as follows:

Section 101.1 Title

These regulations shall be known as the Property Maintenance Code of the City of Falcon Heights hereinafter referred to as "this Code."

Section 102.3 Application of Other Codes

Repairs, additions, or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Minnesota State Building Code and Falcon Heights City Code.

Section 102.7 Referenced Codes and Standards

The codes and standards referenced in this Code shall mean the applicable provision of the Falcon Heights City Code or Minnesota State Building Code, whichever is the most restrictive requirement permitted under statute and considered part of the requirements of this Code to the prescribed extent of each such reference. Where differences occur between provisions of this Code and the referenced standards, the provisions of this Code shall apply unless preempted by or in conflict with the State Building Code.

Section 103.2 Appointment

The City Administrator or the City Administrator's designated agents shall be the code official responsible for the administration and enforcement of this Code. Given limited city resources and local community standards, the City Administrator and other City Code Officials shall have discretion in responding to complaints of violations and prioritizing compliance initiatives and enforcement actions.

Section 103.5 Fees

The fees for activities and services performed by the City in carrying out its responsibilities under this Code shall be adopted by Resolution of the City Council.

Section 106.3 Prosecution of Violation

Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed guilty of a misdemeanor and the violation shall be deemed a strict liability offense. 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 removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant thereto. Any expenses incurred by the City in carrying out the enforcement of the provisions of this Code shall be included as a special assessment against the property.

Section 107.2 Form

Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.
3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this Code.
5. Inform the property owner <u>or responsible party</u> of the right to appeal.
6. Include a statement of the right to impose a special assessment in accordance with Section 106.3.

Section 108.1 General

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be subject to the provisions of this Code.

Section 108.2 Closing of Vacant Structures

If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post the premises and order the structure ~~closed up~~ <u>to be boarded, locked, blocked or otherwise protected to prevent entry by unauthorized individuals</u> so as not to be an attractive nuisance. Upon failure of the owner <u>or responsible party</u> to close up the premises within the time specified in the order, the code official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be assessed to the real estate upon which the structure is located.

Section 108.3 Notice

Whenever the code official has determined a structure or equipment is unsafe, a structure is unfit for human occupancy or a structure is unlawful under the provisions of this Article, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or responsible party ~~or the person or persons responsible~~ for the structure or equipment in accordance with Section 107.3. If the notice pertains to equipment, it shall also be placed on the unsafe equipment. The notice shall be in the form prescribed in Section 107.2.

Section 108.4 Posting

Upon failure of the owner ~~or person responsible~~ or responsible party to comply with the notice provisions within the time given, the code official shall place a posting on the premises or on the defective equipment which shall provide a statement of the penalties for occupying the premises or operating the equipment.

Section 108.4.1 Posting Removal

The code official shall provide written approval and remove the posting whenever the defect or defects upon which the enforcement action and posting were based have been eliminated. It shall be unlawful for any person to deface, obscure or remove a posting without the approval of the code official. Any person who defaces, obscures or removes a posting shall be subject to the penalties provided by this Code.

Section 108.5 Prohibited Occupancy

Any occupied structure posted by the code official shall be vacated as ordered by the code official. Any person who shall occupy posted premises or shall operate posted equipment, and any owner or any person responsible for the premises who shall let anyone occupy a posted premises or operate posted equipment shall be liable for the penalties provided by this Code.

Section 109.6 Hearing

Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon filing a written notice of appeal with the Clerk, be afforded an appeal/hearing as described in this Code.

Section 110.3 Failure to Comply

If the owner of a premise fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost thereof assessed to the real estate upon which the structure is located.

Section 111.1 Application for Appeal

Any person directly aggrieved by a notice issued under this Code, may within ten days after service of the same, appeal to the Council by filing a written notice of appeal with the Clerk. In the case of an appeal from a notice issued to vacate pending elimination of imminent dangers, the appeal shall be heard as soon as possible after the time of filing. In the case of appeals from other notices, the appeal shall be heard at such time as may be established by the Council, but the taking of an appeal from a notice other than one to vacate pending the elimination of imminent dangers shall, during the pendency of such appeal, restrain the City and its officers from proceeding in any manner to enforce such notice.

Section 111.2 Decision of the Council

All appeals under this Code shall be heard by the Council. The Council may affirm in whole or in part or deny the existence of a violation of this Code, and if the violation is found to exist, confirm or modify the corrective action to be taken or the order requiring vacation of the premises and the time allowed for it.

Section 111.3 Correction of Violation by City; Assessment of Cost

In all cases of violation of this Code to which M.S. 145A.03 through 145A.09 are applicable, the Sanitarian may proceed as provided in M.S. 145A.03 through 145A.09 to abate or remove the violation and to have the cost of it specially assessed against the lot or parcel where the violation was located. In suitable cases, said statutory remedies and procedure may be used either concurrently with, or separate from, the procedures prescribed in this Code.

Section 112.4 Failure to comply

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilt of a misdemeanor.

Section 201.3 Terms Defined in Other Codes

Where terms are not defined in this Code and are defined in the Falcon Heights City Code or the Minnesota State Building Code, such terms shall have the meanings ascribed to them as stated in those codes.

Section 304.14 Insect Screens

Except for owner-occupied residential dwellings, during the period from May 15 to October 15 every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Section 305.1 General

The interior of a rental structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property. The property owner is ultimately responsible for the whole property.

Section 307.1 General

Every exterior and interior flight of stairs shall have handrails on both sides of the stair.

Exception: Stairs having four or more risers and permitted by the Minnesota State Building Code to be less than 44" wide may have handrails on one side. Stairs having less than four risers and permitted by the Minnesota State Building Code to be less than 44" wide are not required to have handrails.

Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards.

Handrails shall not be less than 34 inches (864 mm) high or more than 38 inches (965 mm) high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 42 inches (1067 mm) high above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

Exceptions:

1. Guards may be not less than 36 inches (914mm) high where permitted by the Minnesota State Building Code.
2. Guards shall not be required where exempted by the adopted building code.

Section 308.4 Multiple Occupancies

The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for extermination. Whenever infestation exists in two or more dwelling units in a dwelling, extermination of the infested areas shall be the responsibility of the owner and operator.

Section 401.3 Alternative Devices

In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the Minnesota State Building Code shall be permitted.

Section 402.3 Other Spaces

All other spaces shall be provided with natural or artificial light to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures. Minimum artificial light shall provide 10 foot candles of light over the room area at a height of 30 inches.

Section 505.1 General. Amended to read:

Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the Minnesota State Building Code.

Section 602.2 Residential Occupancies

Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F (20°C) at a distance ~~3~~ five (5) feet above floor level in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature of -15 ° F. Cooking appliances shall not be used to provide space heating to meet the requirements of this section.

Section 602.3 Heat supply

Every owner ~~and operator~~ or responsible party of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from ~~September 15 to May 15~~ October 1 to April 30 to maintain a temperature of not less than 68°F (20°C) at a distance ~~3~~ five (5) feet ~~above floor level~~ above the floor, near the center of the room, and two (2) feet inward from any exterior walls in all habitable rooms, bathrooms, and toilet rooms.

Exception: When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature shall be -15 ° F.

Section 602.4 Occupiable Work Spaces

Indoor occupiable work spaces shall be supplied with heat during the period from ~~September 15 to May 15~~ October 1 to April 30 to maintain a temperature of not less than 65°F (18°C) at a distance ~~3~~ five (5) feet above ~~floor level during the period the spaces are occupied~~ the floor, near the center of the room, and two (2) feet inward from any exterior walls.

Section 603.1 Air Conditioning Requirements

General Requirements for Landlord-Provided Equipment: Air conditioning equipment provided by the owner or responsible party in rental housing units shall be properly installed, connected, and maintained.

Section 603.2 Temperature Standards During Summer Months

For rental housing units where tenants do not control the central cooling system, the owner or responsible party must ensure that the air conditioning system is capable of maintaining a temperature of no more than 80 degrees Fahrenheit in at least one habitable room within the dwelling unit. This temperature shall be measured at a distance of five (5) feet above the floor, near the center of the room, and two (2) feet inward from any exterior walls.

For rental units where tenants control the cooling system, the owner or responsible party must provide an air conditioning system capable of maintaining a temperature of no more than 80 degrees Fahrenheit under typical conditions in at least one habitable room.

Section 603.3 Seasonal Enforcement

These standards apply from May 1 to September 30 each year, except when temporary shutdown is required for reasonable maintenance or repair purposes. Maintenance should be scheduled to minimize disruption to tenants.

Section 604.2 Service

The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the currently adopted National Electrical Code. Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a rating of not less than 60 amperes.

Section 605.2 Receptacles

~~Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area and bathroom in a dwelling shall contain at least one receptacle. Any electrical outlet within six feet of a water source or water outlet shall include operable ground fault circuit interrupter protection.~~

Every dwelling unit shall contain receptacle outlets that are in safe working condition installed in accordance of when the unit was built or remodeled in accordance with the National Electrical Code. Damaged or non-functioning receptacles shall be replaced under permit in accordance with the National Electrical Code in effect at the time of replacement.

Section 606.1 General

Elevators, dumbwaiters and escalators shall be maintained in compliance with Minnesota Elevators and Related Devices Code. The most current certification of inspection shall be on display at all times within the elevator or attached to the escalator or dumbwaiter, or the certificate shall be available for public inspection in the office of the building operator. The inspection and tests shall be performed at not less than the periodical intervals listed in Minnesota Elevators and Related Devices Code, except where otherwise specified by the authority having jurisdiction.

Section 702.1 General

A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the Minnesota State Fire Code.

Section 702.2 Aisles

The required width of aisles in accordance with the Minnesota State Fire Code shall be unobstructed.

Section 702.3 Locked Doors

All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the Minnesota State Building Code.

Section 702.4 Emergency Escape Openings

Required emergency escape openings for Group IRC, Groups R and Group I-1 shall comply with Minnesota State Fire Code, ~~Section 1026, Emergency Escape and Rescue.~~ Minnesota Rules Part 7511.1030 and Minnesota Rules Part 7511.1104, subp. 18 ~~Sections 1026 1030 and 1104.26~~.

Section 704.1 General

All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the Minnesota State Fire Code.

Section 704.2 Smoke Alarms

~~Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R- 3, R-4 and in dwellings not regulated in Group R occupancies, regardless of occupant load at all of the following locations:~~

~~1. on the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.~~

~~2. in each room used for sleeping purposes.~~

~~3. In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.~~

~~Single or multiple-station smoke alarms shall be installed in other groups in accordance with the Minnesota State Fire Code.~~

Single or multiple-station smoke alarms shall be installed and maintained in Groups I-1 and Group R occupancies in accordance with ~~1103.8 of~~ the Minnesota State Fire Code, Minnesota Rules Part 7511.1103, subp. 8, or as required under the Minnesota State Building Code of when it was constructed or remodeled.

SECTION II. Section 105-87 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-87 – Definitions

For the purposes of this article, the terms defined in this section shall have the meanings given them as follows:

Compliance official means the city administrator or ~~his or her~~ their designees.

Fire Code official means the appointed official by the city administrator as ~~his or her~~ their designee for the purpose of enforcing the Minnesota State Fire Code and City Codes related to rental and business license inspections. The fire code official and ~~his or her~~ their designees shall be competent by virtue of certification as a fire inspector, training, or experience in fire prevention inspections and enforcement.

Fire Marshal, see Fire Code official

Owner. The person, firm, corporation or other entity listed in the records on file in the recorder's office as holding fee title to the building. For purposes of notice only, "owner" includes the owner's authorized agent or other person in control of the premises.

Property manager or responsible party. An individual(s) with the legal authority to make and act on decisions of tenancy, building maintenance and repairs relating to applicable safety codes.

Operate means to charge a rental charge or other form of compensation for the use of a unit in a rental dwelling/multifamily rental dwelling.

Rental dwelling means any single-family dwelling, accessory dwelling unit, duplex dwelling or triplex dwelling, which is rented for more than ~~four consecutive months~~ thirty (30) consecutive days in any calendar year. Rental dwelling does not include Minnesota Department of Health–licensed rest homes, convalescent care facilities, nursing homes, hotels, motels, managed home-owner associations, cooperatives, or on-campus college housing.

Multifamily rental dwelling means any building or portion thereof, including the real property upon which it is located and which surrounds it, that contains four or more dwelling units that may be attached side-by-side, stacked floor-to-ceiling, and/or have a common entrance and have a common owner that are being rented out. Multifamily rental dwelling does not include Minnesota Department of Health–licensed rest homes, convalescent care facilities, nursing homes, hotels, motels, managed home-owner associations, cooperatives, or on-campus college housing.

SECTION III. Section 105-88 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-88 - License required

No person, firm, partnership, corporation or other legal entity shall operate a rental dwelling or multifamily rental dwelling in the city without first obtaining a license. The license is issued annually and is valid until the date of expiration. Changes that result in a 25% change in ownership of a property requires a new license. The new owner(s) must submit an application for a new license within thirty calendar days of acquiring the property. Property owners that are listed on a stock exchange are exempt from ~~section 105-88 section 105-88~~ the requirements to obtain a new license due to ownership change.

SECTION IV. Section 105-93 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-93 – Furnish License

Every registrant of a rental dwelling/multifamily rental dwelling shall be given a copy of the license. The license shall contain a statement that the tenant or tenants may contact the Office of the Minnesota ~~attorney~~ Attorney ~~general~~ General for information regarding the rights and obligations of owners and tenants under state law. The statement shall include the telephone number and address of the Office of the Minnesota ~~attorney~~ Attorney ~~general~~ General.

SECTION V. Section 105-94 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-94 – City Inspections

(a) Rental dwellings shall be inspected by the ~~compliance official~~ fire marshal in their entirety every 24 months. An application and payment is required annually on a continuous basis. Rental dwellings ~~that fail~~ that receive a correction notice after their first inspection will be subjected to additional inspections until an inspection certificate is given by the compliance official. ~~Rental dwellings that fail multiple reinspections their first inspection will be subjected to an inspection the subsequent year.~~

(b) Multifamily rental dwellings shall be inspected by the ~~compliance official~~ fire marshal every 24 months. An inspection will be made of the common areas of the property and the ~~compliance official~~ fire marshal shall have the authority to enter, at all reasonable times, any dwelling unit, with permission from any owner, operator, occupant or other person(s) in charge. An application and payment is required annually on a continuous basis. Multifamily rental dwellings that fail their first inspection will be subjected to additional inspections until an inspection certificate is given by the compliance official. ~~Multifamily rental dwellings that fail their first inspection will be subjected to an inspection the subsequent year.~~

(c) Pursuant to this section, the fire marshal ~~compliance official~~ shall make inspections to determine the condition of rental dwellings/multifamily rental dwellings located within the city for the purpose of enforcing the rental licensing standards ~~The compliance official or designated representative~~ and may enter, examine and survey at all reasonable times all rental dwellings/multifamily rental dwellings and premises after obtaining consent from an occupant of the premises. In the event that an owner or ~~his or her~~ their occupant of the premises does not consent to entry by the ~~compliance official or designate representative~~ fire marshal, and if there is probable cause to believe that an inspection is warranted, then application may be made to the court for an administrative or other search warrant for the purpose of inspecting the premises~~.~~ ~~If any owner or occupant fails or refuses to permit entry to a rental dwelling under its control for an inspection pursuant to this article~~, ~~the compliance official or designated representative~~ The fire marshal may pursue any remedy at law or under the city code, including, but not limited to, securing an administrative search warrant for the rental dwelling, denying the issuance of a rental license, revoking or suspending a rental license, or denying a renewal license.

(d) ~~The city may, upon receipt of a creditable third party complaint or a complaint by residents with reasonable concerns, require an inspection of rental dwellings/multifamily rental dwellings. A complaint-based inspection may require individual dwelling units to be inspected.~~ The license application fee shall cover an initial inspection of the property and up to one recheck in the event that correction notices are issued during the initial inspection. If the ~~compliance official~~ fire marshal determines code violations still exist and a second/further inspection(s) is/are needed by them, then a fee will be charged for each subsequent re-inspection occurring after the due date for compliance with an order, as published in and according to the City's current adopted fee schedule.

(e) ~~The owner's rental housing license may be suspended, revoked or denied renewal for failing to maintain the licensed building in compliance with the property maintenance code as set forth in chapter 105, article III of this Code or otherwise failing to comply with the requirements of the City Code or applicable state or federal law.~~ The compliance official or their designee may waive a re-inspection fee in case of error, mistake, injustice, or other good cause.

(f) Either the owner/owner's representative/occupant must be present during the inspection and must permit free access and entry for inspection purposes.

(g) Should an owner, their duly authorized representative, or occupant fail to ~~keep~~ appear for a scheduled inspection without reasonable cause or refuse to permit entry to the rental dwelling, causing the fire marshal to return at another time, a re-inspection fee may be charged.

(h) The city, after receiving a complaint, ~~or at the discretion of the City Administrator, upon receipt of a creditable third-party complaint or a complaint by residents with reasonable concerns,~~ may require an inspection of rental dwellings/multifamily rental dwellings~~.~~, ~~A complaint-based inspection~~ which may require individual dwelling units to be inspected.

(i) ~~The owner's~~ A rental housing license may be suspended, revoked or denied renewal for failing to maintain the licensed building in compliance with the property maintenance code as set forth in chapter 105, article III of this Code or otherwise failing to comply with the requirements of the City Code or applicable state or federal law.

SECTION VI. Section 105-95 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-95 - Maintenance standards

(a) Every rental dwelling/multifamily rental dwelling shall maintain the standards in chapter 105, article III, housing code, and chapter 22, blight, in addition to any other requirement of the ordinance of the city or special permits issued by the city, or the laws of the State of Minnesota.

(b) Any code violation noted by the city must be remedied in a timely fashion by the ~~property~~ owner or responsible party and reinspected for compliance by the city.

SECTION VII. Section 105-96 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-96 – Crime free~~/criminal activity lease requirements~~ housing program

(a) *Purpose.* The purpose of the crime free housing program is to mitigate the burden of repeated instances of disorderly conduct and criminal activity in rental properties on law enforcement resources and public safety and welfare. The city council finds that landlords are best positioned to address this activity before it escalates to warrant law enforcement intervention. The city council also finds that putting conditions on the use of disorderly conduct and criminal activity in housing determinations will protect and encourage individuals seeking legitimate law enforcement support to seek assistance without fear of housing retaliation.

(b) *Program Overview.*

(1) An owner, agent, or property manager of rental dwelling(s) in the city is

encouraged, but not required, to conduct a criminal background check of all prospective tenants eighteen (18) years and older. If an owner, agent, or property manager chooses to conduct a criminal background check, they must do so in compliance with this Section.

(2) Owners, agents, or property managers must comply with the following requirements prior to conducting any criminal background checks on prospective tenants or enforcing the crime-free/drug-free lease provisions provided in this Section:

a. Attend an eight-hour crime free housing course certified by the Minnesota Crime Prevention Association and offered either by the city or another municipality in the State of Minnesota, which course must include training on compliance with the Fair Housing Act. The rental dwelling licensee is responsible for the cost of training. Proof of completion must be provided to the city compliance official before a license may conduct criminal background checks. Failure to provide proof of completion of a training within two (2) years before conducting criminal background checks may result in revocation, suspension, nonrenewal, or nonissuance of a license;

b. Use a written lease that contains the crime-free/drug-free lease provisions in this Section; and

c. Actively pursue the eviction of tenants or termination of the lease for tenants who violate the terms of the lease and/or the crime-free/drug-free lease provisions. Nothing in this Section restricts rental dwelling licensees from entering into leases with applicants possessing a criminal history, except as noted in Section 105-96(f)(3)(e).

(c) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them here, except where the context clearly indicates a different meaning:

(1) Criminal activity means conviction of a misdemeanor or higher for any of the following offenses:

a. Minn. Stats. §§ 609.75 through 609.76, which prohibit gambling;

b. Minn. Stats. §§ 609.321 through 609.324, which prohibit prostitution and related acts;

c. Minn. Stat. § 243.166 relating to violation of the state's predatory offender registration requirement, provided that a individual has not committed criminal activity simply because they are required to register and properly do register;

d. Minn. Stat. § 340A.401, which prohibits the unlawful sale of alcoholic beverages;

e. Minn. Stat. § 340A.503, subd. 1(2), which prohibits the underage use of alcoholic beverages except within the household of and with the permission of the underage individual's parent or guardian, and provided there is no violation of Chapter 30, Article II of the Falcon Heights City Code, the City's Social Hosts ordinances;

f. Minn. Stats. §§ 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, and Section 30-3 of this Code, which prohibit the unlawful possession, transportation, sale or use of a weapon;

g. Minn. Stats. §§ 609.185, 609.19, 609.195, 609.20, and 609.205 which prohibit murder and manslaughter, unless an individual was acting in self-defense or in defense of others;

h. Minn. Stats. §§ 609.221, 609.222, 609.223, and 609.2231 which prohibit assault, unless an individual was acting in self-defense or in defense of others;

i. Minn. Stat. § 609.226 relating to great or substantial bodily harm caused by dangerous dogs and the negligent confinement of dangerous dogs;

j. Minn. Stat. § 609.255 which prohibits false imprisonment;

k. Minn. Stat. § 609.25 which prohibits kidnapping;

l. Minn. Stats. §§ 609.342, 609.343, 609.344, 609.345, and 609.3451 which prohibit criminal sexual conduct;

m. Minn. Stat. § 609.50 which prohibits interference with a peace officer, firefighter, or member of an ambulance service in the performance of their official duties;

n. Minn. Stat. § 609.52 which prohibits theft, as long as the acts constituting theft occur in a dwelling unit;

o. Minn. Stat. § 609.53 which prohibits receiving stolen property, but only if the value of the property is no less than $1,000 such that the underlying theft would qualify as a felony;

p. Minn. Stats. §§ 609.561, 609.562, 609.563, 609.5631, and 609.5632 which prohibit arson;

q. Minn. Stat. § 609.582 which prohibits burglary, but which shall not apply to acts that could also be considered shoplifting;

r. Minn. Stat. § 609.595 which prohibits damage to property;

s. Minn. Stat. § 609.71 which prohibits riot;

t. Minn. Stat. § 609.713 which prohibits threatening to commit a violent crime with the intent to terrorize another or to cause the evacuation of a building;

u. Minn. Stat. § 609.72, which prohibits disorderly conduct, when the violation disturbs the peace and quiet of the occupants of at least one unit on the licensed premises or other nearby premises, other than the unit occupied by the person(s) committing the violation;

v. Minn. Stat. § 609.78 which prohibits intentional interference with "911" phone calls;

w. Minn. Stat. § 609.903 which prohibits racketeering; and

x. Section 30-3 of the Falcon Heights City Code which prohibits the discharge of a firearm, unless the individual was acting in self-defense or in defense of others.

(2) It shall not be considered criminal activity for an individual to seek emergency assistance on their own behalf or on behalf of another, including through making an "emergency call" as defined by Minn. Stat. § 609.78. "Emergency assistance" that is not considered criminal activity includes the following situations:

a. Any individual who seeks emergency assistance as or on behalf of a victim of criminal activity, including but not limited to domestic abuse as defined in Minn. Stat. § 518B.01, subd. 2;

b. Any individual who seeks emergency assistance for their own or another's mental health, disability-related, or substance abuse issues; and

c. Any individual seeking emergency assistance who is not a health care professional and acts in good faith in administering an opiate antagonist to another person whom the person believes in good faith to be suffering a drug overdose.

(3) Drug-related criminal activity means conviction of a misdemeanor or higher for illegal possession, manufacture, sale, distribution, purchase, use or possession with intent to manufacture, sell or distributed a "controlled substance" as defined in Minnesota Statutes, Section 152.01, subdivision 4, in violation of Minn. Stat. §§ 152.01 through 152.025, and 152.027, subd. 1-2 and Section 102 of the Controlled Substance Act, 21 U.S.C. § 802.

(d) *Prospective Tenant Background Check Procedure.*

(1) All licensees must provide a written copy of the following two-step criminal background check policy in a format provided by the city, to any prospective tenants before accepting an application or application fee.

(2) Step One: Limited criminal background screening. A licensee may conduct a limited criminal background screening either for the applicant or for all individuals age eighteen (18) and older who will reside in the rental dwelling. A licensee's choice to screen either the applicant or all individuals age eighteen (18) and older must be applied consistently for all rental applications. The limited background screening will consider only:

1. Criminal activity within the thirty-six (36) months prior to the anticipated start-date of the lease;

2. Drug-related criminal activity within thirty-six (36) months prior to the anticipated start-date of the lease;

(3) Step Two: Individual assessment. If an individual is identified as having criminal activity or drug-related criminal activity within the last thirty-six (36) months through the limited criminal background screening, the licensee shall provide an individual assessment of the individual's current situation. The purpose of this assessment is to determine whether the individual is able to fulfill the obligations of tenancy at the property.

a. The licensee will send a written notice to each applicant for whom the applicant or a prospective tenant is identified as having activity covered by the limited criminal background screening. The notice shall inform the applicant of the covered criminal conduct identified and invite the applicant an opportunity to provide additional information within ten (10) days of receipt of the written notice.

b. An applicant may respond to the notice with a description of the reasons why the covered criminal conduct should not disqualify their application for rental housing, such as rehabilitation efforts or responsible conduct by the applicant or individual with the criminal conduct history. The applicant may include supporting documentation such as letters from parole officers, case workers, counselors, family members, or community organizations.

c. Based on the information received from the applicant and the limited criminal background screening, the licensee will conduct an individual assessment of the individual's risk to the safety and welfare of the property's current tenants, employees, or visitors within twenty (20) days after receipt of an applicant's response to a notice of covered conduct. All individual assessments must be conducted consistently across applicants for all rental dwelling units of the licensee. The licensee shall consider only the following factors in determining whether to approve or reject the application:

1. The facts or circumstances surrounding the covered conduct;

2. The age of the applicant at the time of occurrence of the covered

conduct;

3. Evidence of good tenant or employment history before or after the occurrence of the covered conduct;

4. Evidence of rehabilitation efforts;

5. The time that has elapsed since the occurrence of the conduct;

6. Any information about the applicant that indicates good conduct since the covered conduct occurred;

7. Whether the covered conduct arose from the individual's status as a survivor of domestic violence, sexual assault, stalking, or dating violence;

8. Whether the covered conduct arose from an individual's disability, including mental illness and substance abuse; and

9. Any other information related to whether the individual's specific covered conduct creates the potential that the property's current tenants, employees, or visitors will be exposed to a heightened risk of criminal activity or drug-related criminal activity.

d. If an applicant does not provide information to the licensee within ten (10) days of receipt of the notice of covered conduct, the licensee will assess the applicant under the factors in Section 105-96(d)(3)(c) based on the information available to the licensee, including information received from credit screenings and the limited criminal background screening.

e. In no event may a licensee take action against any tenant that would constitute a violation of Minn. Stat. § 504B.225, or that would penalize an individual who sought emergency assistance that is not considered criminal activity under this section.

f. If a licensee decides to reject an application following an individual assessment, then the licensee shall send to the applicant a written notice outlining the reasons for rejecting the application on the date of the decision to reject.

(e) *Crime-free/drug-free lease provisions.* All licensees desiring to use criminal background checks during the rental housing application process or the term of any lease shall include the following provisions in all new and renewed leases, in addition to all other terms of the lease, using contractually and legally equivalent language:

(1) Tenant, any members of tenant's household or any individual under tenant's control shall not engage in drug-related criminal activity on the rental

premises, as defined in Falcon Heights City Code Section 105-96(c).

(2) Tenant, any members of tenant's household or any individual under tenant's control shall not permit the rental premises to be used for, or to facilitate drug-related activity.

(3) Tenant, any member of tenant's household or any individual under tenant's control shall not engage in conduct which would constitute a crime of violence, as defined in Minn. Stat. § 624.712, subd. 5, except for offenses falling under Minn. Stat. Ch. 152, regardless of whether a charge or conviction is obtained.

(4) Tenant, any members of tenant's household or any individual under tenant's control shall not engage in criminal activity on the rental premises, as defined in the Falcon Heights City Code Section 105-96(c).

(5) Three instances of a violation of any of the above provisions within a continuous 36-month period shall be a substantial and material violation of the lease and good cause for termination of tenancy. One instance of criminal activity or crime of violence that jeopardizes the health, safety, and welfare of any individual lawfully on the premises, or involving imminent or actual serious property damage on the premises, shall be a substantial and material violation of the lease and good cause for termination of tenancy.

(6) Tenant shall have the right to contest any determination that they have violated the above provisions by following the procedure outlined in the Falcon Heights City Code Section 105-96(f).

(7) In no event may Landlord take action against Tenant that would constitute a violation of Minn. Stat. § 504B.225, or that would penalize an individual who sought emergency assistance as defined in Falcon Heights City Code Section 105-96(c)(2).

(8) The above provisions are in addition to all other terms of the lease and do not limit or replace any other provisions or limit a tenant's rights or remedies under the terms of this lease or other applicable law. If any portion of these provisions is found to be invalid or unenforceable by a court of competent jurisdiction, that portion shall be severed and the remaining provisions remain in effect.

(f) *Procedure for violations of crime-free/drug-free lease provisions.* The following procedures shall govern the enforcement of crime-free/drug-free lease provisions:

(1) First violation.

a. If the licensee determines for the first time by a preponderance of the evidence that there has been a violation of the crime-free/drug-free lease provisions for a particular tenancy, the licensee shall make all reasonable efforts to provide the tenant with written notice of the violation. Licensee shall also provide a copy of this notice to the city.

b. The tenant may appeal the licensee's determination within ten (10) days of receipt of the notice by providing a written explanation and any evidence demonstrating why the violation does not constitute a substantial and material violation of the crime-free/drug-free lease provisions. Tenant shall send their appeal to the licensee and provide a copy to the city.

c. The licensee shall evaluate a tenant's appeal using the factors outlined in Section 105-96(d)(3)(c). The licensee must provide the tenant and the city with a written final determination on the appeal no later than twenty (20) days after receipt of tenant's appeal.

(2) Second violation.

a. If the licensee determines by a preponderance of the evidence that there has been a second violation of the crime-free/drug-free lease provisions within a continuous 24-month period for a particular tenancy, the licensee shall make all reasonable efforts to provide tenant with written notice of this second violation. Licensee shall also provide a copy of this notice to the city.

b. The tenant may appeal the licensee's determination following the same procedure as a first violation. A licensee shall evaluate a tenant's appeal and provide a written final determination following the same procedure as a first violation.

c. If a second violation is not appealed or the appeal affirms the finding of a violation, the landlord and tenant must confer within fourteen (14) days of the final determination to develop an action plan to mitigate further violations. Such action plan must be submitted to the city within seven (7) days of the meeting for approval as appropriate for mitigating further violations and fairly balancing the interests of the tenant and landlord.

(3) Third violation.

a. If the licensee determines by a preponderance of the evidence that there has been a third violation of the crime-free/drug-free lease provisions within a continuous 24-month period for a particular tenancy, the licensee shall make all reasonable efforts to provide tenant with a written notice of this third violation and that the landlord will proceed with terminating the tenancy and/or evicting those individuals who are in violation if the tenant does not appeal within ten (10) days of receipt of the notice. Licensee shall also provide a copy of this notice to the city.

b. The tenant may appeal the licensee's determination directly to the Appeals Body, consisting of the compliance official and two members of City

Council, by providing the compliance official and licensee written notice of appeal within ten (10) days of receipt of the licensee's notice of a violation. Upon filing an appeal, a licensee may take no action against a tenant or the individuals in violation while the appeal remains pending, except where such stay of action would cause imminent peril to life, health, or property.

c. The Appeals Body will hear the tenant's appeal at the next regularly scheduled public meeting that is at least five (5) days subsequent to receipt of the appeal. The tenant has the right to present evidence, testimony, and arguments at such hearing. The licensee also has the right to present evidence and arguments at such hearing, including regarding the licensee's compliance with any applicable action plan.

d. The Appeals Body shall make a determination on the tenant's appeal within 20 days of the appeal hearing. The Appeals Body may reverse, modify, or affirm, in whole or in part, a finding of a violation and direct the licensee to evict the tenant, if applicable, and/or take any other appropriate action, including but not limited to mitigation measures to deter future criminal activity. The Appeals Body shall consider the factors outlined in Section 105-96(d)(3)(c), whether the individual failed to comply with any applicable action plan, and whether the individual in violation still poses a risk to the health, safety, and welfare of any individuals on the premises.

e. If an individual is evicted or their lease terminated under this section, a licensee shall not enter into a new lease with the evicted individual for a period of twelve (12) months after the eviction or lease termination at any of licensee's rental dwelling units in the City.

f. Additionally, if the Appeals Body finds that a licensee failed to comply with their responsibilities under an action plan that addressed mitigation measures for the particular prohibited activity or location where the prohibited activity occurred, regardless of the tenant's compliance with such plan, the licensee is in violation of this Section and their license may be revoked, suspended, or not renewed. Nothing in this section prevents the ~~City Council~~ Appeals Body from permitting the compliance official to establish an action plan with the licensee to remedy the violation in lieu of revocation, suspension, or nonrenewal of the license, provided that such remedies may be reinstated upon noncompliance with the action plan.

(4) In no event may a licensee take action against any tenant that would constitute a violation of Minn. Stat. § 504B.225, or that would penalize an individual who sought emergency assistance as defined in this section. Licensees who have knowledge that a violation of the crime-free/drug-free lease provisions constitutes an instance of an individual seeking emergency assistance shall not make a determination that the violation constitutes a substantial and material violation of the lease.

(5) Enforcement of the crime-free/drug-free provisions provided in this section shall not be exclusive, and the City may take any action with respect to a licensee or individual on the licensed premises as is authorized by this Code or state or federal law.

(g) *Form of Notices.* The compliance official shall maintain template notices for all notices that a licensee is required to provide under this section. All notices a licensee is required to provide under this section shall contain substantially the same form and language as the template notices.

(h) *Record-keeping.*

(1) Licensee shall retain for three (3) years after receipt of an application for rental housing the following records: all rental applications, criminal background screening records, communications between landlords and applicants relating to criminal background screening, and any rental determination made, including the basis for that determination, to the extent allowed by state and federal law.

(2) Licensee shall retain a copy of each lease for three (3) years after the expiration of the lease term or renewed lease term.

(3) Licensee shall retain a copy of all records related to enforcement of the crime-free/drug-free lease provisions for three (3) years after a final determination in the enforcement action.

(4) Licensee shall provide any of these records to the city upon request.

~~(a) All tenant leases, except for state licensed residential facilities and subject to all preemptory state and federal laws, shall contain the following crime free/criminal activity language:~~

~~(1) *Drug-related activity*.~~

~~a. Resident, any members of the resident's household or a guest or other person affiliated with resident shall not engage in drug-related criminal activity, on or near the premises.~~

~~b. Resident, any member of the resident's household or a guest or other person affiliated with resident shall not engage in any act intended to facilitate drug-related criminal activity on or near the premises.~~

~~c. Resident or members of the household will not permit the dwelling unit to be used for, or to facilitate drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.~~

~~d. Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance at any locations, whether on or near the premises or otherwise.~~

~~c. Violation of the above provisions shall be a material and irreparable violation of the lease and good cause for immediate termination of tenancy.~~

~~(2) Criminal activity.~~

~~a. Resident, members of the resident's household, guests, or other persons under the resident's control shall not engage in criminal activity, engage in any act intended to facilitate criminal activity, or permit the dwelling unit to be used for or facilitate criminal activity on or near the premises.~~

~~b. Three criminal activity violations involving the same tenancy within a continuous 12-month period shall be a substantial and material violation of the lease and good cause for termination of the tenancy.~~

~~c. Notwithstanding the above provision, criminal activity that jeopardizes the health, safety, and welfare of the landlord, his or her agent, other residents, neighbors or other third party, or involving imminent or actual serious property damage shall be a material and irreparable violation of the lease and good cause for immediate termination of tenancy.~~

~~(3) Definitions.~~

~~a. The term "criminal activity" means the violation of the following:~~

1. ~~Minn. Stats. §§ 609.75 through 609.76, which prohibit gambling;~~
2. ~~Minn. Stats. §§ 609.321 through 609.324, which prohibit prostitution and acts relating thereto;~~
3. ~~Minn. Stats. § 340A.401, which prohibit the unlawful sale of alcoholic beverages;~~
4. ~~Minn. Stats. §§ 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, and section 30-3 of this Code, which prohibit the unlawful possession, transportation, sale or use of a weapon;~~
5. ~~Minn. Stats. §§ 609.185, 609.19, 609.195, 609.20, and 609.205 which prohibit murder and manslaughter;~~
6. ~~Minn. Stats. §§ 609.221 , 609.222, 609.223, and 609.2231 which prohibit assault;~~
7. ~~Minn. Stats. §§ 609.342, 609.343, 609.344, 609.345, and 609.3451 which prohibit criminal sexual conduct;~~
8. ~~Minn. Stats. §§ 609.52 which prohibit theft;~~
9. ~~Minn. Stats. §§ 609.561, 609.562, 609.563, 609.5631, and 609.5632 which prohibit arson;~~
10. ~~Minn. Stats. § 609.582 which prohibit burglary;~~
11. ~~Minn. Stats. § 609.595 which prohibit damage to property;~~
12. ~~Chapter 22, article III of this Code, which prohibits nuisances;~~
13. ~~Minn. Stats. § 609.72, which prohibit disorderly conduct, when the violation disturbs the peace and quiet of the occupants of at least one unit on the licensed premises or other premises, other than the unit occupied by the person(s) committing the violation; and~~
14. ~~Section 30-3 of the Falcon Heights City Code which prohibits the discharge of a firearm.~~

~~b. The term "drug related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use of a controlled substance or any substance represented to be drugs in violation of Minn. Stats. §§ 152.01 through 152.025, and 152.027, subds. 1 and 2 and Section 102 of the Controlled Substance Act, 21 U.S.C. § 802).~~

~~(5) *Non-exclusive remedies.* The crime free/criminal activity provisions are in addition to all other terms of the lease and do not limit or replace any other provisions.~~

~~a. These lease provisions shall be incorporated into every new lease for a tenancy beginning January 1, 2009 and all renewed leases thereafter.~~

~~b. Upon determination by the compliance official that a licensed premises or unit within a licensed premises was used in violation of the drug-related activity provision of subsection (a)(1) or criminal activity provision of subsection (a)(2)(c), the city shall cause notice to be made to the owner and property manager of the violation. The owner or property manager shall notify the tenant or tenants within ten days of the notice of violation of the crime free/criminal activity lease language and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in the licensed property with an evicted tenant for a period of one year after the eviction.~~

~~c. Upon determination by the compliance official that a licensed premises or unit within a licensed premises was used for criminal activity as set forth in subsection (a)(2) herein, the city shall cause notice to be made to the owner and property manager of the violation and direct the owner and property manager to take steps to prevent further criminal activity violations.~~

~~d. If a second criminal activity violation occurs within a continuous 12-month period involving the same tenancy, the city shall cause notice to be made to the owner and property manager of the second violation. The owner or property manager shall respond in writing within ten days of receipt of the notice with an action plan to prevent further criminal activity violations.~~

~~e. If a third criminal activity violation occurs within a continuous 12-month period involving the same tenancy, the city shall cause notice to be made to the owner and property manager of the third violation. The owner or property manager shall notify the tenant or tenants within ten days of the violation of the crime free/criminal activity lease language within the lease and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in the licensed property with an evicted tenant for a period of one year after the eviction.~~

~~f. The provisions of subsections c., d., e., and f. herein do not apply if the determination that the premises have been used in violation of the crime free/criminal activity provisions of subsections (a)(1) and (a)(2) herein~~

~~originates from a call from or at the request of one or more of the tenants occupying the premises for police or emergency assistance, or in the case of domestic abuse, from a call for assistance from any source. The term "domestic abuse" has the meaning given in Minn. Stat. § 518B.01, subd. 2.~~

SECTION VIII. Section 105-97 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 105-97 – Revocation, suspension, and civil fines.

(a) *Violations.* The following actions by property owners or license holders are misdemeanors and are subject to civil penalties, may constitute the basis for revocation of licenses and/or may result in injunctive action by the city. The property owner shall be responsible for the conduct of its agents or employees while engaged in normal business activities on the licensed premises. Any violation of this article shall be considered an act of the property owner or license holder for purposes of imposing a civil penalty or license revocation. If a license is revoked it is unlawful for the owner to permit new occupancy of any vacant rental unit, or any units that become vacant during license injunction.

(b) *Basis for sanctions.* The compliance official may revoke, suspend, deny or decline to renew any license issued under this article for part or all of a rental dwelling/multifamily rental dwelling upon any of the following grounds:

(1) *Leasing without a license.* Leasing residential units without a license is subject to license suspension or revocation;

(2) *Violation of codes.* Violation of the city maintenance code, building code, or fire code;

(3) *Hazardous or uninhabitable units.* Leasing units that are deemed hazardous or uninhabitable or units within a building that are deemed hazardous or uninhabitable;

(4) *Commission of a felony.* Commission of a felony related to the licensed activity by the property owner or manager;

(5) <u>*Crime free housing.* Violation of the crime free housing provisions of the city code or failure to actively pursue eviction of tenants in accordance with those provisions;</u>

~~(5)~~ <u>(6)</u> *Consideration of suspension or revocation.* At any time during a license period, if a rental property does not meet or exceed the criteria established for the current license, the license may be brought forth to the city council for consideration of license suspension or revocation;

~~(6)~~ <u>(7)</u> *Updated application requirement.* Failure to provide an updated application with current information within 30 days of application renewal request from the city;

~~(7)~~ (8) *False statements*. False statements on any application or other information or report required by this article to be given by the applicant or licensee;

~~(8)~~ (9) *Fees.* Failure to pay any application, inspection, penalty, reinspection or reinstatement fee required either by this section or city council resolution. Fee amounts are subjected to change through the city fee schedule;

~~(9)~~ (10) *Correction of deficiencies.* Failure to correct dwelling deficiencies in the time specified in a compliance order;

~~(10)~~ (11) *Inspection.* Failure to schedule an inspection within 90 days of application filed and/or allow an authorized inspection of a rental dwelling/multifamily rental dwelling;

~~(11)~~ (12) *Violation of statute.* Violation of an owner's duties under Minn. Stats. §§ 299C.66 to 299C.71 ("Kari Koskinen Manager Background Check Act");

~~(12)~~ (13) *Delinquent taxes or fines.* Real estate or personal property taxes or municipal utilities have become delinquent or have unpaid fines.

(14) *Violation of other applicable law.* Violation of the Fair Housing Act, Violence Against Women Act, American with Disabilities Act, and any other applicable federal, state, or local law.

(c) *Penalties.*

(1) *Revocation.* Any violation of this article may be grounds to revoke a license. Any civil penalty, revocation or combination thereof under this section does not preclude criminal prosecution under this article or Minnesota statutes. All fines are cumulative and revocation periods will run consecutively.

(2) *Violation.* Any person that maintains a rental dwelling/multifamily rental dwelling without having a property registered or after the registration for the property has been revoked or suspended or who permits new occupancy in violation is guilty of a misdemeanor and upon conviction is subject to a fine and imprisonment as prescribed by state law.

a. *First violation:* Compliance official will give notice to the licensee of the violation, request fine payment and direct the licensee to take steps to prevent further violations.

b. *Second violation:* If a second violation occurs within 60 days of a first violation the compliance official will give notice to the licensee of the violation, request fine payment and direct the licensee to take steps to prevent further violations.

c. *Third or more violation:* If another instance of violations occurs within 60 days of the calendar year compliance official will give notice to the licensee of the violation, request fine payment and direct the licensee to take steps to prevent further violations. If a fourth or subsequent violation occurs, suspension of the license will be pending until a hearing.

(3) *Suspension.* The city council may temporarily suspend a license pending a

hearing on the suspension or revocation when, in its judgment, the public health, safety, and welfare is endangered by the continuance of the licensed activity.

(4) *Civil fines.* The city council may impose civil fines in addition to revocation or suspension for violations of any provision of this article as follows:

Within One Calendar Year	Fine Per Unit/Common Building
First Violation	$300.00
Second Violation	600.00
Third or more within a 12-month period	900.00
Renting without a license after 30 days' notice shall be subject to $1,000.00 fine per unit and also be a misdemeanor offense	

(5) *Enforcement and Penalties.* Violations of Section 603, *the air conditioning maintenance standards,* may result in fines of up to $500 per unit per incident, or occurrence, and the owner or responsible party may be required to make necessary repairs within a specified timeframe to ensure compliance. Per incident or occurrence means from the time the fire marshal confirms the violation until it has been abated.

SECTION IX. Effective date. This ordinance is effective immediately upon its passage and publication.

ADOPTED this 10th day of December 2025, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: ________________________________
Randall C. Gustafson, Mayor

ATTEST:

____
Jack Linehan, City Administrator

SUMMARY ORDINANCE NO. 25-07

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 105 OF THE FALCON HEIGHTS CITY CODE REGARDING RENTAL INSPECTIONS AND THE CRIME FREE HOUSING PROGRAM

Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The purpose of this ordinance is to reflect practices similar to those in neighboring cities to help protect renters' rights. This adds air conditioning standards, clearer definitions, expanded inspection authority and procedures, including charging for repeated re-inspections, establishes a lookback period of 36 months to review criminal and drug-related activity, and creates an appeals body for any tenants wishing to appeal a third violation notice.

This ordinance shall be effective upon passage.

APPROVED for publication by the City Council of the City of Falcon Heights, Minnesota this 10th day of December, 2025.

CITY OF FALCON HEIGHTS

BY: ______________________________
Randall C. Gustafson, Mayor

ATTEST:

____
Jack Linehan, City Administrator

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REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	December 10, 2025
Agenda Item	Policy H3
Attachment(s)	2026 Pay Plan
Submitted By	Jack Linehan, City Administrator & Kelly Nelson, Administrative Service Director

Item	Class and Compensation Plan Implementation – Full-time Staff
Description	At the August 27th Regular City Council meeting, the City's consultant for a class & compensation study reviewed the results of our analysis to 17 comparable cities and found that generally wages were in line with the market, but some adjustments needed to be made to certain positions to improve internal equity. At the September workshop, City Council recommended the staff work to provide a plan that would include: 1. Employees who met "satisfactory" or better performance reviews could be moved to their next step within range. 2. All step adjustments would be done annual with a cost-of-living-adjustment (COLA). 3. All employees would be brought in to the plan structure, so some employees who were under the range would be brought up higher. 4. All employees were moved to the next closest step to their current rate of pay. 5. The plan would be instituted in a way that worked with the finances of the city. When the study was conducted, the City had 10 full-time employees in 9 positions. For 2026, the City has reduced to 9 FTEs with the removal of one FTE in the finance department. Because of this reduction, the proposed 2026 payroll for the city is less than it was for 2025 by nearly 10%. To bring the 9 FTEs up to the pay plan will cost approximately $38,643, or an increase of 4.44%. This is including the 3% COLA, so the net increase of implementing the pay plan is 1.44%.

	It is recommended that the city put the employees in to the following as the year 1 step 1 costs:

Position	Grade	Step	Annual Diff. from Current	Percent Diff.
Admin & Comms Coor.	2	1	$4,766.63	7.72%*
Senior Maint. Worker	2	2	$2,489.68	3.74%
Senior Maint. Worker	2	2	$2,489.68	3.74%
Lead Main. Worker	3	7	$2,815.14	3.38%
Assistant Finance Director**	6	3	$4,253.47	4.75%
Admin. Servs. Dir	6	4	$4,193.55	4.54%
Comm. Dev. Coord.	6	4	$4,193.55	4.54%
PW Director	7	3	$6,662.09	6.58%
City Admin.	8	8	$6,779.28	4.76%
TOTAL			**$38,646**	**4.90%**

**Currently below range, increase to bring in to pay plan*
***Currently in an interim promotion for 10% increase above this rate*

Adoption of the new pay plan will help improve staff retention and recruitment, and ensures the City meets the State of Minnesota's pay equity reporting requirements.

Budget Impact	The total amount different form the initial budget/levy projections was approximately $18,000, which is spread across funds to include Enterprise funds.
Attachment(s)	• 2026 Pay Plan
Action(s) Requested	Staff recommends approval of the new pay plan as presented. Adoption of this plan will ensure Falcon Heights remains a competitive and equitable employer while supporting staff retention and recruitment. Motion to adopt the 2026 Pay Plan based on the Classification and Compensation Study conducted by DDA HR, effective January 1, 2026.

City of Falcon Heights
NEW Pay Plan Calibrated for 2026 Wages

% of Bench Avg >

NEW	105%	107%

		Evaluation Points			Steps									
		Point	Point			4.0%	3.5%	3.0%	3.0%	3.0%	2.75%	2.75%	2.5%	2.0%
Grade	# points per step	Minimum	Maximum		**1**	2	3	4	5	6	7	8	9	**10**
1		0	185		**$29.87**	$31.06	$32.15	$33.12	$34.11	$35.13	$36.10	$37.09	$38.02	$38.78
2	40	**186**	226	*107.000%*	**$31.96**	$33.24	$34.40	$35.43	$36.50	$37.59	$38.63	$39.69	$40.68	$41.49
3	40	227	256	*107.000%*	**$34.20**	$35.57	$36.81	$37.92	$39.05	$40.22	$41.33	$42.47	$43.53	$44.40
4	30	257	286	*107.000%*	**$36.59**	$38.06	$39.39	$40.57	$41.79	$43.04	$44.22	$45.44	$46.58	$47.51
5	30	287	371	*107.000%*	**$39.15**	$40.72	$42.14	$43.41	$44.71	$46.05	$47.32	$48.62	$49.84	$50.83
6	85	372	471	*107.000%*	**$41.89**	$43.57	$45.09	$46.45	$47.84	$49.28	$50.63	$52.02	$53.32	$54.39
7	100	472	611	*115.000%*	**$48.18**	$50.11	$51.86	$53.41	$55.02	$56.67	$58.23	$59.83	$61.32	$62.55
8	140	612	651	*120.000%*	**$57.81**	$60.13	$62.23	$64.10	$66.02	$68.00	$69.87	$71.79	$73.59	$75.06

REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	December 10, 2025
Agenda Item	Policy H4
Attachment(s)	See Below
Submitted By	Jack Linehan, City Administrator & Kelly Nelson, Administrative Service Director

Item	Class and Compensation Plan Implementation – Future Councilmembers and Mayor Pay Effective January 1, 2028
Description	Background: During a recent Class & Compensation study conducted by David Drown & Associates Human Resources (DDA), the study looked at 17 comparable cities to Falcon Heights, taking into consideration the comparable cities' population size and geographic proximity to gather data from. At the August 27th meeting, DDA presented the study results and solicited feedback on how to potentially implement the plan for full-time employees. Study Findings: The comparable cities' annual averages are approximately $4,899 per year for councilmembers and $6,153 per year for mayors. Falcon Heights Council Members currently receive $3,600 per year ($300 per month) and the Mayor receives $5,400 ($450/month). The City Council Member pay was last increased in 1993, and the Mayor's pay was increased in 1999. During the October 1st workshop, Council favored increasing the councilmember salary amount to be $4,800 annually ($400/month) and the Mayor to increase to $6,000 annually ($500/month), bringing them closer in line with the comps. Because 2025 is an election year to fill two councilmember seats, and because State Statute 415.11 dictates the setting of salaries for City Council's and requires that it take place after the next election, Council is asked to support increasing the monthly pay of councilmembers and Mayor effective January 1, 2028. Doing it two years in advance allows the current City Council to vote on increasing the pay for a future city council where no members currently hold a seat.

	At the December 3, 2025 City Council Workshop Meeting, Council considered how best to implement a Class & Compensation plan then for part-time employees, including councilmembers, and supported the following: Starting January 1, 2028, the councilmember salary amount would be $4,800 annually ($400/month) and the mayor would increase to $6,000 annually ($500/month). The cost to bring all council members and mayor into the proposed pay structure would be an increase of $5,400 in 2028. City Council salaries are set in Falcon Heights Municipal Code Sec. 2-20. Changing these would require adoption of an ordinance. Council is asked to approve an ordinance change to make pay increases for City Council effective January 1, 2028.
Budget Impact	The 2028 budget impact would be $5,400 for 2028 if implemented January 1, 2028.
Attachment(s)	• DDA 's Council Salary Findings • Ordinance 25-08
Action(s) Requested	Staff recommends City Council approve Ordinance 25-08 to make pay increases for City Council, effective January 1, 2028.

2025 City Council and Mayor Salaries (Annual)		
City	**Council**	**Mayor**
Arden Hills	$7,452	$8,250
Centerville		
Circle Pines	$5,000	$6,000
Columbus	$3,500	$4,500
Deephaven	$4,800	$7,200
Elko New Market	$4,800	$6,000
Isanti		
Lauderdale	$3,000	$4,500
Medina	$3,000	$4,250
Newport	$4,800	$6,000
Oak Grove	$5,540	$6,290
Oak Park Heights	$6,800	$7,800
Roseville	$7,020	$9,300
Saint Anthony Village		
Saint Paul		
Scandia	$3,969	$4,895
Wyoming	$4,000	$5,000
Average	**$4,899**	**$6,153**
Falcon Heights	$3,600	$5,400
Percent of Market	73%	88%

ORDINANCE NO. 25-08

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 2 OF THE FALCON HEIGHTS CITY CODE TO ESTABLISH COMPENSATION FOR CITY COUNCILMEMBERS AND MAYOR

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION I.
Section 2-20 of the City Code of Falcon Heights, Minnesota is hereby amended to read as follows (additions are underlined and deletions are shown with strikethrough):

Sec. 2-20. – Salaries.

(a) *Salary of mayor.* The salary of the mayor shall be $450.00 per month. <u>Then, effective January 1, 2028, the salary of the mayor shall be $500 per month.</u>

(b) *Salaries of city councilmembers*. The salary of each city councilmember shall be $300 per month. <u>Then, effective January 1, 2028, the salary of each city councilmember shall be $400.00 per month.</u>

SECTION II. Effective date. This ordinance is effective immediately upon its passage and publication.

ADOPTED this 10th day of December 2025, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: ________________________________
Randall C. Gustafson, Mayor

ATTEST:

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Jack Linehan, City Administrator

ITEM FOR DISCUSSION

Meeting Date	December 10, 2025
Agenda Item	Policy H5
Attachment	See Below
Submitted By	Kelly Nelson, Administrative Services Director/Deputy Clerk

Item	Background Checks for Massage Therapy Licenses – Chapters 2 and 14 of City Code
Description	Due to a recent statutory change regarding criminal background checks for massage therapy licenses, a few ordinance changes were needed. This Ordinance amends Chapters 2 and 14 of the Falcon Heights City Code concerning clarifying the licensing background check requirements for massage therapist licensing pursuant to the requirements of Minnesota Statutes, Section 299C.77. The primary change is that a set of classifiable fingerprints (along with a criminal history records check) is now required for those seeking a massage therapist license. In Chapter 2, under the city licenses which require a background check, the city is adding Pedicab Drivers to the list so that the list is updated to reflect all current licenses that require a background check. **299C.77 FEDERAL BACKGROUND CHECKS BY POLITICAL SUBDIVISIONS.** § Subdivision 1.**Definition.** As used in this section, "applicant for licensure" means an individual or if the applicant is a corporation, limited liability company, partnership, or other legal entity, every officer, director, manager, and general partner of the entity, who seeks a license issued by a county or city to operate a business: (1) that qualifies as an adult entertainment establishment under section 617.242, subdivision 1; or (2) providing massage services. Subd. 2.**Background check authorized.** (a) A county or city may investigate the criminal history background of any applicant for licensure. (b) The investigation conducted pursuant to paragraph (a) must consist of a criminal history check of the state criminal records repository and a national criminal history check. The county or city must accept the applicant's signed criminal history records check consent form for the state and national criminal history check request, a full set of classifiable fingerprints, and required fees.

	The county or city must submit the applicant's completed criminal history records check consent form, full set of classifiable fingerprints, and required fees to the Bureau of Criminal Apprehension. After receiving this information, the bureau must conduct a Minnesota criminal history records check of the applicant. The bureau may exchange an applicant's fingerprints with the Federal Bureau of Investigation to obtain the applicant's national criminal history record information. The bureau must return the results of the Minnesota and federal criminal history records checks to the county or city. Using the criminal history data provided by the bureau, the county or city must determine whether the applicant is disqualified from licensure. The applicant's failure to cooperate with the county or city in conducting the records check is reasonable cause to deny an application. **Changes to City Code:** Sec. 2-141 Criminal history license background investigations. The St. Anthony Police Department is hereby ~~required~~ authorized, as the exclusive entity within the city, to do a criminal history background investigation on the applicants for the following licenses within the city: City licenses: - Peddler, solicitor and transient merchant; - Massage therapist; - Owners of liquor establishments. - Pedicab Drivers In conducting the criminal history background investigation in order to screen license applicants, the police department is authorized to access data maintained ~~in~~ by the Minnesota Bureau of Criminal Apprehension's ~~computerized criminal history information system~~ in accordance with BCA policy and applicable law, including but not limited to Minn. Stat. 299C.77, subd. 2. Any data that is accessed and acquired shall be maintained at the police department under the care and custody of the chief law enforcement official or his or her designee. A summary of the results of the computerized criminal history data may be released by the police department to the licensing authority, including the city council, the city administrator or other city staff involved in the license approval process. Before the investigation is undertaken, the applicant must authorize the police department by written consent to begin the investigation. The written consent must fully comply with the provisions of Minn. Stats. ch. 13 regarding the collection, maintenance and use of the information and Minn. Stat. 299C.77, subd. 2, as applicable. Except for the positions set forth in Minn. Stats. § 364.09, the city will not reject an applicant for a license on the basis of the applicant's prior conviction unless the crime is directly related to the license sought and

	the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the city rejects the applicant's request on this basis, the city shall notify the applicant in writing of the following: (1) The grounds and reasons for the denial. (2) The applicant complaint and grievance procedure set forth in Minn. Stats. § 364.06. (3) The earliest date the applicant may reapply for the license. (4) That all competent evidence of rehabilitation will be considered upon reapplication. (Ord. No. 12-08, § 3, 9-26-2012) Section 2. Section 14-146(2) of the Falcon Heights City Code is amended by adding the underlined new subsection (i) to read as follows: <u>i. A set of classifiable fingerprints and a criminal history records check consent form for a state and national criminal history background check.</u> Section 3. Section 14-149 of the Falcon Heights City Code is amended by adding the underlined new subsection (8) to read as follows: <u>(8) Fails to cooperate with a licensing criminal history background investigation.</u> Council is asked to approve an ordinance change to make revisions to Chapters 2 and 14 of City Code to reflect recent statutory changes.
Budget Impact	None.
Attachment(s)	• Ordinance 25-09 • Summary Ordinance 25-09
Action(s) Requested	Staff requests City Council approve Ordinance 25-09 and Summary Ordinance 25-09 to make revisions to Chapters 2 and 14 of City Code.

ORDINANCE NO. 25-09

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTERS 2 AND 14 OF THE FALCON HEIGHTS CITY CODE FOR MASSAGE THERAPIST LICENSING AND AMENDING CHAPTER 2 FOR BACKGROUND INVESTIGATIONS FOR PEDICAB DRIVERS

Section 1. Section 2-141 of the Falcon Heights City Code is amended by adding the underlined language and removing the ~~strikethrough~~ language to read as follows:

Purpose. The purpose and intent of this section is to establish regulations that will allow law enforcement access to Minnesota's computerized criminal history information for specified non- criminal purposes of licensing background checks.

Criminal history license background investigations. The St. Anthony Police Department is hereby ~~required~~authorized, as the exclusive entity within the city, to do a criminal history background investigation on the applicants for the following licenses within the city:

City licenses:

- Peddler, solicitor and transient merchant;
- Massage therapist;
- Owners of liquor establishments~~.~~;
- Pedicab Drivers.

In conducting the criminal history background investigation in order to screen license applicants, the police department is authorized to access data maintained ~~in~~by the Minnesota Bureau of Criminal Apprehension~~'s computerized criminal history information system~~ in accordance with BCA policy and applicable law, including but not limited to Minn. Stat. 299C.77, subd. 2. Any data that is accessed and acquired shall be maintained at the police department under the care and custody of the chief law enforcement official or his or her designee. A summary of the results of the computerized criminal history data may be released by the police department to the licensing authority, including the city council, the city administrator or other city staff involved in the license approval process.

Before the investigation is undertaken, the applicant must authorize the police department by written consent to begin the investigation. The written consent must fully comply with the provisions of Minn. Stats. ch. 13 regarding the collection, maintenance and use of the information and Minn. Stat. 299C.77, subd. 2, as applicable. Except for the positions set forth in

Minn. Stats. § 364.09, the city will not reject an applicant for a license on the basis of the applicant's prior conviction unless the crime is directly related to the license sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the city rejects the applicant's request on this basis, the city shall notify the applicant in writing of the following:

(1) The grounds and reasons for the denial.

(2) The applicant complaint and grievance procedure set forth in Minn. Stats. § 364.06.

(3) The earliest date the applicant may reapply for the license.

(4) That all competent evidence of rehabilitation will be considered upon reapplication. (Ord. No. 12-08, § 3, 9-26-2012)

Section 2. Section 14-146(2) of the Falcon Heights City Code is amended by adding the <u>underlined</u> new subsection (i) to read as follows:

<u>i. A set of classifiable fingerprints and a criminal history records check consent form for a state and national criminal history background check.</u>

Section 3. Section 14-149 of the Falcon Heights City Code is amended by adding the <u>underlined</u> new subsection (8) to read as follows:

<u>(8) Fails to cooperate with a licensing criminal history background investigation.</u>

Section 4. This ordinance is effective immediately upon its passage and publication.

ADOPTED this 10th day of December, 2025, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: ________________________________
Randall C. Gustafson, Mayor

ATTEST:

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Jack Linehan, City Administrator

SUMMARY ORDINANCE NO. 25-09

CITY OF FALCON HEIGHTS
COUNTY OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING CHAPTERS 2 AND 14 OF THE FALCON HEIGHTS CITY CODE CONCERNING LICENSING BACKGROUND CHECKS FOR MASSAGE THERAPIST LICENSES AND PEDICAB DRIVERS

NOTICE IS HEREBY GIVEN that on December 10, 2025, Ordinance No. 25-09 was adopted by the City Council of the City of Falcon Heights;

NOTICE IS FURTHER GIVEN that, because of the lengthy nature of Ordinance No. 25-09, the following summary of the Ordinance has been prepared for publication:

This Ordinance amends Chapters 2 and 14 of the Falcon Heights City Code concerning clarifying the licensing background check requirements for massage therapist licensing pursuant to the requirements of Minnesota Statutes, Section 299C.77.

A printed copy of the entire ordinance is available for inspection by any person during the City Clerk's regular office hours.

Approved for publication by the City Council of the City of Falcon Heights, Minnesota this 10th day of December, 2025.

CITY OF FALCON HEIGHTS

BY: ______________________________
Randy Gustafson, Mayor

ATTEST:

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Jack Linehan, City Administrator/City Clerk