CITY COUNCIL MEETING AGENDA

September 15, 2025 at 6:30 PM
7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

a) Pledge of Allegiance

b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, Claudia Lacy, Peter Vickery, Brian Govern Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Craig Squires, Assistant City Administrator Paula Bauman, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven and City Engineer Alyson Fauske, WSB Engineering

c) Approval of Agenda

2) SPECIAL PRESENTATIONS

3) PERSONS TO BE HEARD

The City Council invites residents to share new ideas or concerns related to city business not already on the agenda; however, individual question and remarks are limited to three (3) minutes per speaker. No City Council action will be taken, although the Council may refer issues to staff for follow up or for consideration at a future meeting. The Mayor may use discretion if speakers are repeating views already expressed or ask for a spokesperson for groups of individuals with similar views. Speakers should state their name and home address at the podium before speaking.

4) CONSENT AGENDA

a) Approve Work Session Meeting Minutes from 08-18-2025

b) Approve City Council Regular Meeting Minutes from 08-18-2025

c) Res. No. 77-25 Approve Claims

d) Res. No. 78-25 Approve On-Sale Intoxicating Liquor License Application for Everly Farms

e) Approve SCADA Task Order #3 with AE2S for Upgrading the City's Supervisory Control and Data Acquisition Reporting System

f) Approve Agreement with Westonka School District #277 for Lease of Election Equipment for 2025 School Board Elections

g) Approve a Second Home Agreement at 2585 Highland Road

h) Res. No. 79-25 Accept Improvements and Authorize Final Payment for Well #3 Rehabilitation Improvements (City Project No. 06-24)

5) PUBLIC HEARINGS

a) 2026 Street Project Public Hearing

i. Res. No. 80-25 Order Improvements and Authorize Preparation of Plans and Specs

ii. Authorize Adding Westedge Road to the Project

iii. Authorize Additional WSB Fee

6) BUSINESS ITEMS

a) Approve Ordinance 502 - Tobacco Licensing Moratorium

b) Approve Amendment to AE2S Task Order No. 11 - Water Treatment Plant Design and Bidding

7) ADMINISTRATIVE ITEMS

a) Staff Reports

b) Council Reports

i) Mayor Lisa Whalen – Economic Development Authority; Planning Commission (rotating); Parks Commission (rotating); Public Safety Advisory Committee; Northwest Hennepin League of Municipalities; Regional Council of Mayors; Minnehaha Creek Watershed District; Mound Fire Advisory Committee (alternate); Fire Partnership Committee

ii) Cathleen Reffkin – Acting Mayor; Economic Development Authority; Personnel Committee, Planning Commission (rotating); Parks Commission (rotating); St Bonifacius Fire Advisory Committee; Mound Fire Advisory Committee; Fire Partnership Committee

iii) Claudia Lacy - Economic Development Authority; Planning Commission (rotating); Parks Commission (rotating), Gillespie Center Advisory Council, Westonka Community Commerce Committee

iv) Peter Vickery – Economic Development Authority; Personnel Committee, Planning Commission (rotating); Parks Commission (rotating); Pioneer-Sarah Creek Watershed Management Commission

v) Brian Govern – Economic Development Authority; Planning Commission (rotating); Parks Commission (rotating); Pioneer-Sarah Creek Watershed Management Commission, Westonka Community & Commerce

8) ADJOURNMENT

The agenda packet with all background material will be available on the City's website for viewing by the public. Published agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.

CITY COUNCIL WORK SESSION MINUTES

August 18, 2025 at 5:00 PM
7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 5:00 p.m.

Council present: Mayor Whalen, Council Members Reffkin, Vickery, Lacy, Govern. Staff present: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Director of Public Services Gary Peters, City Clerk Ann Meyerhoff.

2) DISCUSSION ITEMS

a) 2026 Levy Discussion

The council opted to proceed with a question-and-answer format rather than revisiting the PowerPoint presentation from the previous meeting. Staff responded to inquiries regarding the proposed budget, tax levy, revenue projections, and long-term planning.

Gross vs. Net Levy

Staff clarified that the gross levy amount ($7,838,365) is certified to the county, while the net levy (approximately $7.7 million) reflects adjustments from fiscal disparities—a state-level program that redistributes commercial tax revenue across metro communities. The city receives approximately $150,000 annually from this program, which reduces the burden on residential taxpayers.

Property Tax Capacity and Rate

An explanation was provided on how the property tax rate is calculated using tax capacity, which is based on a percentage of market value determined by the state. The city's tax rate remains lower than many nearby communities due to higher property values and a modest levy. For example, Minnetrista's tax rate is approximately 21%, while some neighboring cities exceed 50%.

Decline in Building Permit Revenue

Staff noted a projected 50–60% decline in building permit revenue in 2026, primarily due to reduced housing starts in Woodland Cove. While the building department has fixed staffing costs, the city is exploring intergovernmental collaboration with the City of Victoria to perform inspections on their behalf, which could generate supplemental revenue. The potential for such partnership remains under evaluation and is not currently budgeted.

Revenue from External Sources

The council reviewed various external revenue sources. General police aid remains stable at $150,000–$170,000 annually. Revenues from the drug task force and DWI fines fluctuate year to year. Investment income is projected at 2.5–3% due to the maturity schedule of existing holdings. Fines from general traffic enforcement have remained consistent at $30,000–$40,000 annually.

Financial Software Replacement

Staff discussed the eventual need to replace the city's financial software system. Although the current system remains functional, it lacks modern reporting features. Estimated replacement cost is approximately $150,000. Staff indicated this could be funded through the capital improvement plan (CIP) or a one-time source in future years. No immediate action is being taken, but the council acknowledged the need to plan ahead.

ADA Compliance Planning

Council discussed future ADA compliance improvements at city facilities. While full compliance upgrades are anticipated around 2029–2030 (coinciding with the expiration of public facility debt levies), staff noted that a phased approach could be considered. The first step would be a facility needs assessment, which could be moved forward if council desires. Examples of non-compliance include the lack of automatic door openers and restroom accessibility.

Zoning and Subdivision Revenue

Zoning and subdivision fee revenue is projected to remain stable at $45,000. These fees are tied to land use applications such as new subdivisions and variances. Staff expressed optimism that development activity could lead to meeting or exceeding this figure.

Police Services Contract with St. Bonifacius

The city's current police services contract with St. Bonifacius is locked in until the police station bond is fully paid (estimated 2030). Renegotiation of the contract will be possible beginning in 2031. Council requested a future update on bond balances and any early payoff options.

Preliminary Budget and Meeting Schedule

Council agreed to have staff prepare a resolution for approval of the preliminary 2026 budget. If the resolution is approved at the upcoming regular meeting, the September 3rd council meeting may be canceled due to limited attendance. The debt levy will be certified at 100%, consistent with past years.

b) Water Treatment Plant Funding Update

Administrator Kruggel provided an update regarding the funding strategy for the water treatment plant, with a focus on non-local financing options. The city has previously applied for Public Facilities Authority (PFA) funding, which offers lower interest rates (currently around 3.5%) compared to traditional bonded debt (estimated at 4.5%). However, PFA funding comes with additional regulatory requirements such as environmental and cultural resource reviews, which could increase project costs by approximately 20%. Given the relatively small interest rate advantage and higher compliance costs, staff recommended not delaying the project to pursue PFA funding. If bids come in high or the project is pushed to 2026, PFA could still be considered at that time. Discussion also touched on water rates, with the council expected to review options in October, as significantly higher revenue will be required—potentially more than double the current amount—to support conventional financing. Staff and council acknowledged the importance of public communication but expressed skepticism about hosting another town hall meeting due to low prior attendance. Additionally, it was confirmed the city will continue applying for state bonding support, even if construction begins beforehand, though the chances of receiving it remain uncertain.

3) ADJOURNMENT

Motion by Lacy, seconded by Reffkin to adjourn the meeting at 5:39 p.m.

Motion passed 5-0.

CITY COUNCIL MEETING MINUTES

August 18, 2025 at 6:30 PM
7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 6:30 p.m.

a) Pledge of Allegiance

b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, Claudia Lacy, Peter Vickery, Brian Govern Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Director of Public Safety Craig Squires, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff

c) Approval of Agenda

Additions to Business Items:

- Approval of the preliminary 2026 tax levy.
- Approval of the debt levy at 100% of the 2026 bond payments.
- Designation of the meeting date as the public comment session for the 2026 tax levy.

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

2) SPECIAL PRESENTATIONS

3) PERSONS TO BE HEARD

4) CONSENT AGENDA

a) Approve Work Session Meeting Minutes from August 4, 2025

b) Approve City Council Regular Meeting Minutes from August 4, 2025

c) Res. No. 74-25 Approve Claims

d) Approve Agreement for Westonka School Resource Officer (SRO)

e) Accept Resignation of Community Service Officer Caleb Vanderplas

f) Accept Resignation of Lake Minnetonka Conservation District - Minnetrista Representative Michael Kirkwood

Motion made by Councilmember Govern, Seconded by Councilmember Vickery to adopt the Consent Agenda as presented.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

Councilmember Vickery expressed his gratitude to Michael Kirkwood for his contributions and his time and commitment, not just to the community, but to the lake as well.

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

Finance Director Grimm presented the preliminary 2025 tax levy, which is set to be adopted as final at the December 8th meeting. Grimm provided an overview, noting that discussions began in June and continued through work sessions on August 4th and August 18th. There is general consensus among the Council that the preliminary levy, which serves as the maximum allowable amount, is appropriate at this stage. The proposed preliminary levy amount is $7,838,365. Staff will now certify this amount to the county, and residents will receive preliminary tax notices in November. The Council emphasized that while the levy cannot be increased after adoption of the preliminary figure, it can be reduced before final approval. Further discussion on budget items, the levy, and enterprise funds will occur in the coming months.

a) Res. No. 75-25 Approve 2026 Preliminary Tax Levy

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to approve the 2026 Preliminary Tas Levy.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

b) Res. No. 76-25 Approve Debt Levy at 100% of 2026 Bond Payments

Motion made by Councilmember Govern, Seconded by Councilmember Reffkin to Approve Debt Levy at 100% of 2026 Bond Payments.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

c) Approve 2025 Date for Public Comments on 2025 Levy and Budget

Motion made by Councilmember Lacy, Seconded by Councilmember Vickery to Approve 2025 Date for Public Comments on 2025 Levy and Budget.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

7) ADMINISTRATIVE ITEMS

a) Staff Reports

b) Council Reports

i) Mayor Lisa Whalen

- Attended ribbon cutting for Everly Farms

ii) Cathleen Reffkin

- Personnel Committee meeting
- Mound Fire meeting moved to September 4th

iii) Claudia Lacy

iv) Peter Vickery

- Attended the Pioneer Sarah Creek Watershed District meeting

v) Brian Govern

8) ADJOURNMENT

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to adjourn the meeting at 6:46 p.m.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

RESOLUTION NO. 77-25

RESOLUTION APPROVING JUST AND CORRECT CLAIMS AGAINST CITY FUNDS

WHEREAS, the City Council of the City of Minnetrista, pursuant to MS 412.241, shall have the full authority over the financial affairs of the City; and

WHEREAS, the City Council reviewed the Claims for payment, with checks numbered 73297 through 73406; electronic checks E1003398 through E1003422; Claims batch includes an electronic transfer for payroll in the amount of $213,159.34.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MINNETRISTA, that the attached list of claims in the amount of $1,753,946.31 is hereby approved.

ADOPTED this 15th day of September 2025 by a vote of ____ Ayes ______ Nays.

____
Lisa Whalen, Mayor

ATTEST:

____
City Clerk

CITY OF MINNETRISTA

*Check Detail Register©

Batch: Tasc080925,AE2SJuly2025,PR08142025,Tasc082025,8-15-25 BRIDGE,082825HP,Tasc082525,PR08282025,Tasc090325,090525HP,MetLife090225,Medsurety090425,Aflac090425,090425 PSN,091525AP,Tasc090925,WELLS 8.9 9.15.2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
1010 1ST BK OF THE LAKES					
73297	08/28/25	**ALLENS SERVICE INC**			
E 101-43121-404		VEHICLE & EQUIP MAIN	$805.00	25-47231	Towing Service for Truck 12
		Total	$805.00		
73298	08/28/25	**CINTAS**			
E 101-43121-417		UNIFORMS	$144.50	4241129877	Uniforms
		Total	$144.50		
73299	08/28/25	**CORE AND MAIN**			
E 601-49440-227		UTILITY SYSTEM MAINT	($2,630.22)	UC33620	Credit
E 601-49440-227		UTILITY SYSTEM MAINT	$785.19	W916936	Curb Stop Supplies
E 601-49440-227		UTILITY SYSTEM MAINT	$7,845.27	X011497-2	Chemicals- Void and Re-issue
		Total	$6,000.24		
73300	08/28/25	**AT & T MOBILITY**			
E 101-41940-321		TELEPHONE	$475.55	28733314926	Cell Phones, I pads, Hotspots
E 601-49440-381		ELECTRIC UTILITIES	$150.00	28733314926	Cell Phones, I pads, Hotspots
E 101-43121-321		TELEPHONE	$150.00	28733314926	Cell Phones, I pads, Hotspots
E 602-49490-381		ELECTRIC UTILITIES	$150.00	28733314926	Cell Phones, I pads, Hotspots
		Total	$925.55		
73301	08/28/25	**FRONTIER OH**			
E 601-49440-381		ELECTRIC UTILITIES	$390.00	9521961926	South Treatment Plant
		Total	$390.00		
73302	08/28/25	**Gopher State One Call**			
E 601-49440-227		UTILITY SYSTEM MAINT	$81.67	5030610-IN2	Sewer & Water Locates-Void and Re-issue
E 602-49490-227		UTILITY SYSTEM MAINT	$81.68	5030610-IN2	Sewer & Water Locates-Void and Re-issue
E 601-49440-227		UTILITY SYSTEM MAINT	$364.50	5050611-IN2	Sewer & Water Locates-Void and Re-issue
E 602-49490-227		UTILITY SYSTEM MAINT	$364.50	5050611-IN2	Sewer & Water Locates-Void and Re-issue
		Total	$892.35		
73303	08/28/25	**GREAT AMERICA FINANCIAL SVCS**			
E 101-41320-322		POSTAGE	$149.85	39863604	Postage Machine
		Total	$149.85		
73304	08/28/25	**HAWKINS INC**			
E 601-49440-227		UTILITY SYSTEM MAINT	$3,027.83	7167103	WTP Chemicals
		Total	$3,027.83		
73305	08/28/25	**MEDICA**			
E 101-41320-131		HEALTH & LIFE INS - E C	$4,243.77	62596575296	Insurance Premium
E 101-41910-131		HEALTH & LIFE INS - E C	$2,275.00	62596575296	Insurance Premium
E 101-43121-131		HEALTH & LIFE INS - E C	$3,767.50	62596575296	Insurance Premium
E 101-42110-131		HEALTH & LIFE INS - E C	$16,489.90	62596575296	Insurance Premium
E 101-43125-131		HEALTH & LIFE INS - E C	$890.50	62596575296	Insurance Premium
E 101-45202-131		HEALTH & LIFE INS - E C	$479.50	62596575296	Insurance Premium
E 601-49440-131		HEALTH & LIFE INS - E C	$2,121.72	62596575296	Insurance Premium
E 602-49490-131		HEALTH & LIFE INS - E C	$1,826.72	62596575296	Insurance Premium
E 651-49590-131		HEALTH & LIFE INS - E C	$637.50	62596575296	Insurance Premium

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-2340		PAYROLL CLEARING HE	$2,600.00	62596575296	Insurance Premium
E 101-42401-131		HEALTH & LIFE INS - E C	$2,275.00	62596575296	Insurance Premium
		Total	$37,607.11		
73306	08/28/25	**MENARDS BUFFALO**			
E 101-43121-224		STREET MAINTENANCE	$82.80	32039	Wood for Concrete Forms
E 601-49440-401		BLDG/STRUCT MAINTEN	$63.48	32039	Roof Sealant for SWTP
		Total	$146.28		
73307	08/28/25	**MET COUNCIL**			
G 602-2395		SAC CLEARING	$100,866.15	July 2025	* Monthly SAC
		Total	$100,866.15		
73308	08/28/25	**MIDCO**			
E 673-49600-307		PROFESSIONAL SERVIC	$1,620.78	37285950214	Internet - 2 Months
		Total	$1,620.78		
73309	08/28/25	**MINNESOTA PUMP WORKS**			
E 601-49440-227		UTILITY SYSTEM MAINT	$3,298.10	INV027722	Chlorine Feed Pump for Well #3
		Total	$3,298.10		
73310	08/28/25	**MN CHILD SUPPORT PAYMENT CENTE**			
G 101-2390		PAYROLL CLEARING GA	$983.00		* Child Support
		Total	$983.00		
73311	08/28/25	**MOUND TRUE VALUE HARDWARE**			
E 601-49440-322		POSTAGE	$25.81	198644	Shipping of Samples to the MDH
		Total	$25.81		
73312	08/28/25	**Trevipay**			
E 101-43121-221		EQUIPMENT PARTS, TIR	$167.97	950bf32d	Chainsaw Cutting Chains
		Total	$167.97		
73313	08/28/25	**SUN LIFE FINANCIAL**			
G 101-2340		PAYROLL CLEARING HE	$1,031.33	Sept 2025	LTD
G 101-2340		PAYROLL CLEARING HE	$809.54	Spet 2025	STD
		Total	$1,840.87		
73314	08/28/25	**The Standard**			
G 101-2380		PAYROLL CLEARING LIF	$1,578.45	Sept 2025	* Life Insurance
		Total	$1,578.45		
73315	08/28/25	**TOWMASTER**			
E 101-43121-221		EQUIPMENT PARTS, TIR	$725.04	9400000853	Brake Parts for Trailer
		Total	$725.04		
73316	08/28/25	**WASTE MANAGEMENT OF WI-MN**			
E 671-43230-384		REFUSE REMOVAL	$96.58	9335716-228	Organics
		Total	$96.58		
73317	09/05/25	**ADVANCED POWER SERVICES INC**			
E 602-49490-221		EQUIPMENT PARTS, TIR	$420.00	6857	Repair of Winco Generator

CITY OF MINNETRISTA

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Check #	Check Date	Vendor Name		Amount	Invoice	Comment
			Total	$420.00		
73318	09/05/25	**AMAZON CAPITAL SERVICES**				
E 101-41320-201		OFFICE SUPPLIES		$34.32	117T-DPXH-	USB Flash Drive
E 101-45202-401		BLDG/STRUCT MAINTEN		$260.30	13TM-KFJG-	Trash Bags for Parks
E 101-41320-201		OFFICE SUPPLIES		$86.86	19L1-RFPQ-	Office Supplies
E 101-43121-224		STREET MAINTENANCE		$542.29	1JDX-JMMF-	PPE For Public Works
E 101-43121-224		STREET MAINTENANCE		$32.74	1LGJ-MGVD-	Forks for PW
E 101-43121-224		STREET MAINTENANCE		$57.21	1NKM-MJYT-	Truck Cleaning Supplies
			Total	$1,013.72		
73319	09/05/25	**AP SAFETY TRAINING**				
E 101-43121-307		PROFESSIONAL SERVIC		$495.00	00004855	LMS Safety Renewal
			Total	$495.00		
73320	09/05/25	**ASPEN MILLS**				
E 401-42110-560		EQIUP AND FURNISHIN		$2,189.33	352485	Gun Holsters
E 401-42110-560		EQIUP AND FURNISHIN		$199.98	353875	Gun Holsters
E 101-42110-417		UNIFORMS		$49.95	354609	Uniform
E 401-42110-560		EQIUP AND FURNISHIN		$299.55	354795	Gun Holsters
E 401-42110-560		EQIUP AND FURNISHIN		$99.99	355062	Gun Holsters
E 401-42110-560		EQIUP AND FURNISHIN		$429.70	355458	Gun Holsters
E 101-42110-418		RECRUITING		$189.99	357629	Uniform
E 101-42110-417		UNIFORMS		$144.25	359261	Uniform
E 101-42110-417		UNIFORMS		$129.94	359262	Uniform
E 101-42110-417		UNIFORMS		$54.85	359274	Uniform
E 101-42110-417		UNIFORMS		$135.65	359372	Uniform
E 101-42110-417		UNIFORMS		($146.97)	CM5414	Uniform
			Total	$3,776.21		
73321	09/05/25	**BIFFS, INC.**				
E 101-45202-401		BLDG/STRUCT MAINTEN		$160.08	INV257578	Linden Park
			Total	$160.08		
73322	09/05/25	**CANON FINANCIAL SERVICES INC**				
E 101-42110-202		COPY & PRINTING SUPP		$104.50	41617163	Copier-PD
			Total	$104.50		
73323	09/05/25	**Center Point Energy**				
E 601-49440-383		NATURAL GAS		$33.85	10654144-4	Gas Utility
E 601-49440-383		NATURAL GAS		$19.56	11431330-7	Gas Utility
E 601-49440-383		NATURAL GAS		$187.23	6401076054-	Gas Utility
			Total	$240.64		
73324	09/05/25	**CINTAS**				
E 101-43121-417		UNIFORMS		$144.50	4239696204	Uniforms
E 101-43121-417		UNIFORMS		$152.65	4240390513	Uniforms
E 101-43121-417		UNIFORMS		$144.50	4241940277	Uniforms
			Total	$441.65		
73325	09/05/25	**CIVICS PLUS LLC**				

CITY OF MINNETRISTA

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41320-433		DUES & SUBSRIPT & TR	$126.46	346485	Hosting Fee
		Total	$126.46		
73326	09/05/25	**CLASSIC CLEANING COMPANY**			
E 101-42110-211		CLEANING & MAINT SUP	$1,000.00	38175	Monthly Cleaning Aug-Towels and Toliet Paper
E 101-41940-211		CLEANING & MAINT SUP	$620.00	38176	Monthly Cleaning Aug-Towels and Bags
E 101-43121-211		CLEANING & MAINT SUP	$400.00	38176	Monthly Cleaning Aug-Towels and Bags
		Total	$2,020.00		
73327	09/05/25	**ECM Publishers, Inc.**			
E 406-43121-351		LEGAL NOTICE & ORD P	$103.20	1062763	Street Improv Project
		Total	$103.20		
73328	09/05/25	**FASTENAL COMPANY**			
E 602-49490-227		UTILITY SYSTEM MAINT	$219.50	MNWAC 813	Nitrile Gloves
E 101-43121-221		EQUIPMENT PARTS, TIR	$230.21	MNWAC8131	Bolts for Trailer
		Total	$449.71		
73329	09/05/25	**HAWKINS INC**			
E 601-49440-221		EQUIPMENT PARTS, TIR	$80.00	7169221	Chlorine Cylinder Demurrage
		Total	$80.00		
73330	09/05/25	**KENNEDY & GRAVEN, CHARTERED**			
E 101-41610-304		LEGAL FEES - ATTORNE	$3,000.00	MN415-0000	General
E 101-41610-304		LEGAL FEES - ATTORNE	$1,078.60	MN415-0014	Administration
G 801-1170		LAND USE RECEIVABLE	$77.50	MN415-0028	* Woodland Cove 3rd Addition
E 101-41610-304		LEGAL FEES - ATTORNE	$1,237.50	MN415-0038	Sunnyfield Road Code Enforcement Matter
G 801-1170		LAND USE RECEIVABLE	$77.50	MN415-0039	* Halstead Estates
		Total	$5,471.10		
73331	09/05/25	**KLEIN, MARK**			
E 101-43121-417		UNIFORMS	$138.93		Boot Reimbursement
		Total	$138.93		
73332	09/05/25	**LANGUAGE LINE SERVICES**			
E 101-42110-307		PROFESSIONAL SERVIC	$122.34	11679012	Interpretation Services
		Total	$122.34		
73333	09/05/25	**League of Minnesota Cities**			
E 101-41110-433		DUES & SUBSRIPT & TR	$55.00	433983	MMA Meeting -Whalen
		Total	$55.00		
73334	09/05/25	**LE-AST SERVICE COUNSELING**			
E 101-42110-307		PROFESSIONAL SERVIC	$480.00	1794	Check-up From the Neck Up
		Total	$480.00		
73335	09/05/25	**LELS**			
G 101-2360		PAYROLL CLEARING UN	$949.00	Sept 2025	PD Union Dues (13x$73.00)
G 101-2360		PAYROLL CLEARING UN	$64.66	Sept 2025	CSO Union Dues (1x$64.66)
		Total	$1,013.66		
73336	09/05/25	**LOFFLER**			

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Batch: Tasc080925,AE2SJuly2025,PR08142025,Tasc082025,8-15-25 BRIDGE,082825HP,Tasc082525,PR08282025,Tasc090325,090525HP,MetLife090225,Medsurety090425,Aflac090425,090425 PSN,091525AP,Tasc090925,WELLS 8.9 9.15.2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42110-410		COMPUTER SERVICES/	$27.90	5063673	Contract Invoice
E 401-43126-530		IMPROVEMENTS	$47.00	5095180	.GOV Domain Project
E 401-43126-530		IMPROVEMENTS	$1,809.50	5096249	.GOV Domain Project
		Total	$1,884.40		
73337	09/05/25	**MENARDS BUFFALO**			
E 601-49440-227		UTILITY SYSTEM MAINT	$88.79	35259	Parts for Generator Install at LS #2
		Total	$88.79		
73338	09/05/25	**Metropolitan Council WW Servic**			
E 602-49490-438		EXPENSE MWCC	$39,678.03	0001192493	* Monthly Sewer
		Total	$39,678.03		
73339	09/05/25	**METRO SALES INC**			
E 101-41320-201		OFFICE SUPPLIES	$119.86	INV2868085	Copies-City Hall
E 101-42401-201		OFFICE SUPPLIES	$160.00	INV2868085	Copies-City Hall
E 101-41910-201		OFFICE SUPPLIES	$200.00	INV2868085	Copies-City Hall
E 101-43121-201		OFFICE SUPPLIES	$235.13	INV2868086	Copies-PW
		Total	$714.99		
73340	09/05/25	**MID COUNTY**			
E 601-49440-212		MOTOR FUELS AND LUB	$292.44	82954	Dyed Diesel Fuel
E 602-49490-212		MOTOR FUELS AND LUB	$292.44	82954	Dyed Diesel Fuel
E 101-43121-212		MOTOR FUELS AND LUB	$731.09	82954	Dyed Diesel Fuel
E 101-43125-212		MOTOR FUELS AND LUB	$146.21	82954	Dyed Diesel Fuel
E 601-49440-212		MOTOR FUELS AND LUB	$260.80	83070	Dyed Diesel Fuel
E 602-49490-212		MOTOR FUELS AND LUB	$260.80	83070	Dyed Diesel Fuel
E 101-43121-212		MOTOR FUELS AND LUB	$652.00	83070	Dyed Diesel Fuel
E 101-43125-212		MOTOR FUELS AND LUB	$130.40	83070	Dyed Diesel Fuel
		Total	$2,766.18		
73341	09/05/25	**MINNESOTA BATTERY LLC**			
E 601-49440-221		EQUIPMENT PARTS, TIR	$795.00	30666	Batteries for Generators
E 602-49490-221		EQUIPMENT PARTS, TIR	$109.75	30666	Batteries for Generators
		Total	$904.75		
73342	09/05/25	**MN DEPT OF HEALTH**			
R 601-400-37158		WATER TEST SURCHAR	$4,721.00		Community Water Supply Service Connection Fee
		Total	$4,721.00		
73343	09/05/25	**Minnesota Pollution Control**			
E 602-49490-433		DUES & SUBSRIPT & TR	$23.00		Wastewater Renewal -Sandberg
		Total	$23.00		
73344	09/05/25	**MORRIES Parts and Service Group**			
E 401-43126-540		MOTOR VEHICLES & MA	$48,854.33	7013103	2026 Ford F350-Unit 109
E 601-49440-540		MOTOR VEHICLES & MA	$57,641.25	7013104	2026 Ford F350-Unit 701
		Total	$106,495.58		
73345	09/05/25	**OFFICE OF MNIT SERVICES**			
E 101-42110-410		COMPUTER SERVICES/	$100.00	DV25070456	WAN Services

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Batch: Tasc080925,AE2SJuly2025,PR08142025,Tasc082025,8-15-25 BRIDGE,082825HP,Tasc082525,PR08282025,Tasc090325,090525HP,MetLife090225,Medsurety090425,Aflac090425,090425 PSN,091525AP,Tasc090925,WELLS 8.9 9.15.2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$100.00		
73346	09/05/25	**Per Mar Security Services**			
E 101-43121-401		BLDG/STRUCT MAINTEN	$98.40	3642426	Monitoring
E 101-43121-401		BLDG/STRUCT MAINTEN	$246.00	3663929	PW Fire Alarm Monitoring
E 601-49440-401		BLDG/STRUCT MAINTEN	$246.00	3664192	NWTP Fire Alarm Monitoring
E 601-49440-401		BLDG/STRUCT MAINTEN	$246.00	3664193	SWTP Fire Alarm Monitoring
		Total	$836.40		
73347	09/05/25	**PLUNKETTS**			
E 601-49440-401		BLDG/STRUCT MAINTEN	$140.61	10111239	Pest Control
		Total	$140.61		
73348	09/05/25	**ROBERT CRAIG HOMES**			
G 101-2025		DEPOSITS PAYABLE	$10,000.00	MB-23069 R1	Temp Co Rtn- 725 Game Farm Road
		Total	$10,000.00		
73349	09/05/25	**SENSIBLE LAND USE COALITION**			
E 101-41320-433		DUES & SUBSRIPT & TR	$58.00	03498	Meeting-Kruggel
E 101-41910-433		DUES & SUBSRIPT & TR	$58.00	03501	Meeting-Abel
		Total	$116.00		
73350	09/05/25	**Stericycle, Inc.**			
E 101-41320-307		PROFESSIONAL SERVIC	$179.95	8011855621	Shredding Services
		Total	$179.95		
73351	09/05/25	**TASC**			
E 101-42110-437		MISCELLANEOUS EXPE	$30.00	IN3541670	FSA Admin Fees
E 101-41940-437		MISCELLANEOUS EXPE	$38.04	IN3541670	FSA Admin Fees
		Total	$68.04		
73352	09/05/25	**TIMECLOCK PLUS, LLC**			
E 101-42110-410		COMPUTER SERVICES/	$1,368.25	INV00435713	Schedule Anywhere License
		Total	$1,368.25		
73353	09/05/25	**Toll Gas & Welding Supply**			
E 101-43121-215		SHOP MATERIALS	$26.78	0040217674	Welder and Torch Cylinder
		Total	$26.78		
73354	09/05/25	**XCEL ENERGY**			
E 601-49440-381		ELECTRIC UTILITIES	$12,172.23	51-6565410-8	Electricity-Wells and Watertower
E 101-43160-381		ELECTRIC UTILITIES	$5,486.34	51-6565411-9	Electricity-Street Lights
E 101-42110-381		ELECTRIC UTILITIES	$2,153.54	51-9597547-2	Electricity-Police
		Total	$19,812.11		
73355	09/15/25	**ASPEN MILLS**			
E 101-42110-417		UNIFORMS	$963.07	360027	Uniform
		Total	$963.07		
73356	09/15/25	**BIFFS, INC.**			
E 101-45202-401		BLDG/STRUCT MAINTEN	$170.00	INV266740	Lisle Park
E 101-45202-401		BLDG/STRUCT MAINTEN	$170.00	INV266741	Linden Park

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45202-401		BLDG/STRUCT MAINTEN	$170.00	INV266742	Lisle Park
		Total	$510.00		
73357	09/15/25	**Bryan Rock Products**			
E 101-43121-224		STREET MAINTENANCE	$641.70	71373	Class 2 Rock
		Total	$641.70		
73358	09/15/25	**CAMPBELL KNUTSON**			
E 101-41610-305		PROSECUTING ATTORN	$443.00		Prosecution Attorney Services
E 101-41610-305		PROSECUTING ATTORN	$1,669.80		Prosecution Attorney Services
		Total	$2,112.80		
73359	09/15/25	**CEMSTONE PRODUCTS CO.**			
E 101-43121-224		STREET MAINTENANCE	$991.25	7875410	Concrete for Sidewalk Replacement in Hunters Crest
		Total	$991.25		
73360	09/15/25	**Center Point Energy**			
E 601-49440-383		NATURAL GAS	$102.39	10658039-2	Gas Utility
E 601-49440-383		NATURAL GAS	$89.93	10658041-8	Gas Utility
E 601-49440-383		NATURAL GAS	$35.05	11144790-0	Gas Utility
E 601-49440-383		NATURAL GAS	$41.04	11553312-7	Gas Utility
E 601-49440-383		NATURAL GAS	$26.72	11833736-9	Gas Utility
E 101-41940-383		NATURAL GAS	$93.46	5651357-5	Gas Utility - Gov't Bldg
E 601-49440-383		NATURAL GAS	$16.91	5659223-1	Gas - Well #5
E 101-43121-383		NATURAL GAS	$39.02	6744979-3	Gas Utility - PW
E 101-42110-383		NATURAL GAS	$95.24	8486433-9	Gas Utility - PD
E 101-43121-383		NATURAL GAS	$33.34	8486442-0	Gas Utility - PW
		Total	$573.10		
73361	09/15/25	**CINTAS**			
E 101-43121-417		UNIFORMS	$144.50	4242614810	Uniforms
		Total	$144.50		
73362	09/15/25	**City of Mound Finance Dept**			
E 101-42210-316		FIRE CONTRACT MOUN	$94,191.00	4th Qtr 2025	Quarterly Fire Service
		Total	$94,191.00		
73363	09/15/25	**City of St Bonifacius**			
E 101-42210-318		FIRE CONTRACT ST BO	$86,702.50	4th Qtr 2025	Quarterly Fire Service
		Total	$86,702.50		
73364	09/15/25	**CORE AND MAIN**			
E 601-49440-227		UTILITY SYSTEM MAINT	$5,175.86	INV0017273a	Chemicals-Void and Reissue
E 601-49440-227		UTILITY SYSTEM MAINT	$636.22	INV0020808	Water Testing Chemicals
		Total	$5,812.08		
73365	09/15/25	**CULLIGAN**			
E 101-42110-211		CLEANING & MAINT SUP	$119.00	114x0480780	Water Cooler Rental
		Total	$119.00		
73366	09/15/25	**DDK CONSTRUCTION, INC**			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 401-42110-560		EQIUP AND FURNISHIN	$139,350.00	2773	Milo Simulator
		Total	$139,350.00		
73367	09/15/25	**Earl F. Anderson Inc.**			
E 101-43121-224		STREET MAINTENANCE	$194.00	0139431-IN	City Logo Signs
		Total	$194.00		
73368	09/15/25	**ECM Publishers, Inc.**			
E 406-43121-351		LEGAL NOTICE & ORD P	$111.80	1064843	PH Street Improvements
E 101-41910-351		LEGAL NOTICE & ORD P	$43.00	1064844	PH Hagen Variance
		Total	$154.80		
73369	09/15/25	**EH RENNER & SONS**			
E 491-43241-530		IMPROVEMENTS	$42,510.00	Final Pay 1	Well No 3 Rehab
		Total	$42,510.00		
73370	09/15/25	**ERA STRUCTURAL ENGINEERING**			
E 401-42110-560		EQIUP AND FURNISHIN	$880.88	20251409-2	Minnetrista Dept Remodel-Milo Project
		Total	$880.88		
73371	09/15/25	**EROSION PRODUCTS, LLC**			
E 651-49590-224		STREET MAINTENANCE	$161.50	INV-2025186	Grass Seed for Halstead Dr Pond Project
		Total	$161.50		
73372	09/15/25	**FASCHING, ANDY**			
E 101-43121-417		UNIFORMS	$334.98		Boot Reimbursement
		Total	$334.98		
73373	09/15/25	**AT & T MOBILITY**			
E 101-43121-321		TELEPHONE	$200.00	28733314926	Cell Phones, I pads, Hotspots
E 101-41940-321		TELEPHONE	$422.18	28733314926	Cell Phones, I pads, Hotspots
E 601-49440-381		ELECTRIC UTILITIES	$150.00	28733314926	Cell Phones, I pads, Hotspots
E 602-49490-381		ELECTRIC UTILITIES	$150.00	28733314926	Cell Phones, I pads, Hotspots
		Total	$922.18		
73374	09/15/25	**GONYEA HOMES**			
G 101-2025		DEPOSITS PAYABLE	$5,000.00	MB-24134 R1	Temp Co Rtn 4360 Hawks Point
G 101-2025		DEPOSITS PAYABLE	$5,000.00	MB-24237 R1	Temp Co Rtn 4656 Meadowview Lane
		Total	$10,000.00		
73375	09/15/25	**HENNEPIN COUNTY INFO TECH DEPT**			
E 401-42110-560		EQIUP AND FURNISHIN	$2,640.92	1000252156	radio lease - PD
E 401-43126-560		EQIUP AND FURNISHIN	$349.56	1000252170	Radio Lease
		Total	$2,990.48		
73376	09/15/25	**Hennepin County Treasurer**			
E 101-42110-441		CORRECTION FEES/CH	$75.00	1000251957	Booking Fee
		Total	$75.00		
73377	09/15/25	**LEXISNEXIS RISK DATA MNGMT INC**			
E 101-42110-307		PROFESSIONAL SERVIC	$213.00	1100190652	Contract Fee

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$213.00		
73378	09/15/25	**LOFFLER**			
E 401-43126-530		IMPROVEMENTS	$540.50	5103687	.Gov Domain Project
E 101-41940-321		TELEPHONE	$369.15	5117161	Monthly Phone Bill
E 101-42110-321		TELEPHONE	$527.36	5117161	Monthly Phone Bill
E 101-43121-321		TELEPHONE	$79.10	5117161	Monthly Phone Bill
E 101-43121-321		TELEPHONE	$171.40	5117161	Monthly Phone Bill
E 101-43121-321		TELEPHONE	$171.39	5117161	Monthly Phone Bill
E 101-41320-410		COMPUTER SERVICES/	$2,280.16	5117642	Monthly Support
E 101-42110-410		COMPUTER SERVICES/	$3,257.37	5117642	Monthly Support
E 101-43121-410		COMPUTER SERVICES/	$488.61	5117642	Monthly Support
E 601-49440-410		COMPUTER SERVICES/	$1,058.64	5117642	Monthly Support
E 602-49490-410		COMPUTER SERVICES/	$1,058.64	5117642	Monthly Support
E 401-43126-560		EQIUP AND FURNISHIN	$1,675.00	5118236	.Gov Domain Name Change
E 401-43126-530		IMPROVEMENTS	$2,662.00	CW247581	Intune Autopilot Project
E 401-43126-560		EQIUP AND FURNISHIN	$3,585.50	CW249415	Intune Project Invoice
		Total	$17,924.82		
73379	09/15/25	**M/I HOMES OF MPLS**			
G 101-2025		DEPOSITS PAYABLE	$5,000.00	MB-23188 R1	Temp Co Rtn-4735 Cottongrass Lane
G 101-2025		DEPOSITS PAYABLE	$5,000.00	MB-23189 R1	Temp Co Rtn-4739 Cottongrass Lane
G 101-2025		DEPOSITS PAYABLE	$5,000.00	MB-23190 R1	Temp Co Rtn-4743 Cottongrass Lane
G 101-2025		DEPOSITS PAYABLE	$5,000.00	MB-23191 R1	Temp Co Rtn-4747 Cottongrass Lane
		Total	$20,000.00		
73380	09/15/25	**Martin McAllister**			
E 101-41320-437		MISCELLANEOUS EXPE	$1,800.00	17052	Evaluation
		Total	$1,800.00		
73381	09/15/25	**MENARDS BUFFALO**			
E 101-43121-224		STREET MAINTENANCE	$77.65	36166	Rebar and Saw Blades for Concrete Work
		Total	$77.65		
73382	09/15/25	**MAMA**			
E 101-41320-433		DUES & SUBSRIPT & TR	$35.00	2333	MAMA Meeting-Kruggel
		Total	$35.00		
73383	09/15/25	**MID COUNTY**			
E 101-42110-212		MOTOR FUELS AND LUB	$1,020.30	82905	Squad Fuel
E 101-42110-212		MOTOR FUELS AND LUB	$912.09	82953	Squad Fuel
E 101-42110-212		MOTOR FUELS AND LUB	$916.24	83009	Squad Fuel
E 101-42110-212		MOTOR FUELS AND LUB	$867.66	83069	Squad Fuel
		Total	$3,716.29		
73384	09/15/25	**MINUTEMAN PRESS MINNETONKA**			
E 101-42110-202		COPY & PRINTING SUPP	$65.00	25929	Forms
		Total	$65.00		
73385	09/15/25	**MORRIES Parts and Service Group**			
E 101-43121-404		VEHICLE & EQUIP MAIN	$100.63	612636	Oil Change Truck 16

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49490-540		MOTOR VEHICLES & MA	$67,841.74	7013217	Replacement Truck for Truck1- Truck 301
E 401-43126-540		MOTOR VEHICLES & MA	$64,253.95	7013261	Replacement Truck for #4- 104
		Total	$132,196.32		
73386	09/15/25	**MOUND TRUE VALUE HARDWARE**			
E 101-43121-224		STREET MAINTENANCE	$3.16	199103	Irrigation Elbows
		Total	$3.16		
73387	09/15/25	**NCPERS MINNESOTA - 632400**			
G 101-2380		PAYROLL CLEARING LIF	$224.00	63240001020	*PERA life Ins Employer Paid
		Total	$224.00		
73388	09/15/25	**OFFICE DEPOT**			
E 101-42110-201		OFFICE SUPPLIES	$120.06	43374631600	Plates, Advil, USB Drives, Envelopes
E 101-42110-201		OFFICE SUPPLIES	$23.54	43374985800	Powder, Air Freshners
		Total	$143.60		
73389	09/15/25	**OVERLINE & SON, INC**			
E 602-49490-227		UTILITY SYSTEM MAINT	$3,948.75	1419	Cleaning of Sanitary Line to LS 13
E 602-49490-227		UTILITY SYSTEM MAINT	$127,159.55	1430	Cleaning and Televising of the Sanitary line in the central system
E 651-49590-224		STREET MAINTENANCE	$3,201.25	1431	Jet Cleaning and Televising of Storm Sewer Lines
		Total	$134,309.55		
73390	09/15/25	**Per Mar Security Services**			
E 101-42110-404		VEHICLE & EQUIP MAIN	$163.16	3642431	Monitoring
E 101-42110-404		VEHICLE & EQUIP MAIN	$179.08	3663924	Monitoring
		Total	$342.24		
73391	09/15/25	**PREMIUM WATERS, INC**			
E 101-41940-211		CLEANING & MAINT SUP	$112.60	605123-08-25	Water
		Total	$112.60		
73392	09/15/25	**RANDYS LANDSCAPE PLUS**			
E 101-43121-224		STREET MAINTENANCE	$522.00	10019	2 Loads of Black Dirt
		Total	$522.00		
73393	09/15/25	**Rosenquist Construction, Inc.**			
E 101-42110-401		BLDG/STRUCT MAINTEN	$1,126.00	42193	Roof Repair
		Total	$1,126.00		
73394	09/15/25	**SCHIROO ELECTRICAL**			
E 101-43121-211		CLEANING & MAINT SUP	$424.13	0000103695	Starter for Truck #17
		Total	$424.13		
73395	09/15/25	**SOUTH LAKE MINNETONKA POLICE**			
E 101-42110-410		COMPUTER SERVICES/	$28.13		GTEL Invoice
		Total	$28.13		
73396	09/15/25	**TENVOORDE FORD INC**			
E 401-42110-540		MOTOR VEHICLES & MA	$43,639.94	INV258586	Squad #89

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$43,639.94		
73397	09/15/25	**Town & Country Glass**			
E 101-43121-404		VEHICLE & EQUIP MAIN	$170.00	25769	Excavator Window ReSeal
		Total	$170.00		
73398	09/15/25	**TRAFFIC LOGIX CORPORATION**			
E 401-42110-560		EQIUP AND FURNISHIN	$1,717.00	SIN33702	Radar Signs-CIP
E 401-42110-560		EQIUP AND FURNISHIN	$1,424.00	SIN33702	Radar Signs-Forfeiture
		Total	$3,141.00		
73399	09/15/25	**TRUGREEN CHEMLAWN**			
E 101-45202-402		LAWN MAINTENANCE	$395.00	215534457	Fertilization Application-Gillespie Park
		Total	$395.00		
73400	09/15/25	**US BANK CORPORATE SYSTEMS**			
E 101-42110-417		UNIFORMS	$19.99		Medical Pouch
E 101-42110-431		TRAIN/MTG/EXP & SUPP	$634.80		Defensive Tactics Training Supplies
E 101-42110-431		TRAIN/MTG/EXP & SUPP	($634.80)		Credit
E 101-42110-201		OFFICE SUPPLIES	$35.99		Paper Cutter
E 101-42110-201		OFFICE SUPPLIES	$13.45		Paper
E 101-41110-433		DUES & SUBSRIPT & TR	$76.94		Council Meeting Food
E 601-49440-227		UTILITY SYSTEM MAINT	$258.64		Water Meter Ends
E 101-41320-433		DUES & SUBSRIPT & TR	$250.00		MNGFOA Conference Registration-Grimm
E 101-41320-201		OFFICE SUPPLIES	$261.80		Ink Set for Postage Machine
E 101-43121-221		EQUIPMENT PARTS, TIR	$181.86		Yoke for PTO on Flail Mower
E 101-45202-401		BLDG/STRUCT MAINTEN	$834.00		Dog Station Bags
E 101-42110-434		POLICE TRAINING	$630.00		Training-Dwinell-Replaces Voided Chk
E 101-43125-433		DUES & SUBSRIPT & TR	$631.34		Snow Plow Training (4)
		Total	$3,194.01		
73401	09/15/25	**US BANK EQUIPMENT FINANCE**			
E 101-41320-307		PROFESSIONAL SERVIC	$41.86	562664664	Copier-City Hall
E 101-41910-307		PROFESSIONAL SERVIC	$41.86	562664664	Copier-City Hall
E 101-43121-307		PROFESSIONAL SERVIC	$41.86	562664664	Copier-City Hall
E 601-49440-307		PROFESSIONAL SERVIC	$41.87	562664664	Copier-City Hall
E 602-49490-307		PROFESSIONAL SERVIC	$41.87	562664664	Copier-City Hall
		Total	$209.32		
73402	09/15/25	**USA SECURITY**			
E 101-41940-401		BLDG/STRUCT MAINTEN	$108.12	12405046	Monitoring
		Total	$108.12		
73403	09/15/25	**VERIZON WIRELESS**			
E 101-42110-321		TELEPHONE	$40.01	6121800782	PD Cell phones
		Total	$40.01		
73404	09/15/25	**WASTE MANAGEMENT OF WI-MN**			
E 671-43230-384		REFUSE REMOVAL	$20,653.80	8141951-159	* Recycling
E 671-43230-384		REFUSE REMOVAL	$91.58	9355267-228	Organics

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Batch: Tasc080925,AE2SJuly2025,PR08142025,Tasc082025,8-15-25 BRIDGE,082825HP,Tasc082525,PR08282025,Tasc090325,090525HP,MetLife090225,Medsurety090425,Aflac090425,090425 PSN,091525AP,Tasc090925,WELLS 8.9 9.15.2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$20,745.38		
73405	09/15/25	**WSB & ASSOCIATES**			
E 651-49590-303		ENGINEERING SERV	$444.00	R-013428-00	MS4 Services
G 801-1170		LAND USE RECEIVABLE	$62.75	R-018539-00	* Woodland Cove 4th Addn
E 433-43122-303		ENGINEERING SERV	$4,849.34	R-020668-00	2023 Street and Utility Reconstruction Project
E 601-43241-303		ENGINEERING SERV	$4,564.08	R-020668-00	2023 Street and Utility Reconstruction Project
E 602-49490-303		ENGINEERING SERV	$95.08	R-020668-00	2023 Street and Utility Reconstruction Project
E 406-43121-303		ENGINEERING SERV	$11,773.25	R-026511-00	2025 Street Improvement Project
E 601-49440-303		ENGINEERING SERV	$500.00	R-026558-00	General Engineering Svcs
E 602-49490-303		ENGINEERING SERV	$500.00	R-026558-00	General Engineering Svcs
E 651-49590-303		ENGINEERING SERV	$500.00	R-026558-00	General Engineering Svcs
E 101-42600-303		ENGINEERING SERV	$1,250.00	R-026558-00	General Engineering Svcs
E 601-49440-303		ENGINEERING SERV	$4,422.75	R-026559-00	Misc Engineering
E 406-43121-303		ENGINEERING SERV	$251.00	R-026559-00	Misc Engineering
E 651-49590-303		ENGINEERING SERV	$1,004.00	R-026559-00	Misc Engineering
E 101-43121-307		PROFESSIONAL SERVIC	$1,133.75	R-026559-00	Misc Engineering
E 602-49490-303		ENGINEERING SERV	$334.00	R-026766-00	WCA Services
G 801-1170		LAND USE RECEIVABLE	$5,177.00	R-026766-00	WCA Services
E 406-43121-303		ENGINEERING SERV	$795.00	R-028526-00	2025 Pavement Maint Project
G 801-1170		LAND USE RECEIVABLE	$3,089.75	R-028750-00	* Halstead Bay Estates
E 651-49590-303		ENGINEERING SERV	$493.00	R-028841-00	2025 Pond Surveys
E 406-43121-303		ENGINEERING SERV	$14,859.25	R-029049-00	2026 Street Improvement Project
		Total	$56,098.00		
73406	09/15/25	**XCEL ENERGY**			
E 602-49490-381		ELECTRIC UTILITIES	$2,738.04	51-6565409-5	Electricity-Lift Stations
		Total	$2,738.04		
1003398 e	08/11/25	**TASC**			
G 101-2345		PR CLEARING HEALTH F	$15.08		Healthcare FSA
		Total	$15.08		
1003399 e	08/18/25	**Internal Revenue Service**			
G 101-2300		PAYROLL CLEARING FE	$16,175.54		* PR - Fed w/h
G 101-2320		PAYROLL CLEARING FIC	$16,250.00		* PR - SS/Medicare w/h
		Total	$32,425.54		
1003400 e	08/18/25	**MINNESOTA DEPT. OF REV.**			
G 101-2310		PAYROLL CLEARING ST	$7,527.77		* State w/h
		Total	$7,527.77		
1003401 e	08/18/25	**Public Employees Retirement**			
G 101-2330		PAYROLL CLEARING PE	$32,545.01		* Pera w/h
		Total	$32,545.01		
1003402 e	08/18/25	**ICMA**			
G 101-2370		PAYROLL CLEARING DE	$290.00		* Roth IRA Contributions
		Total	$290.00		
1003403 e	08/18/25	**Optum**			

CITY OF MINNETRISTA

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Batch: Tasc080925,AE2SJuly2025,PR08142025,Tasc082025,8-15-25 BRIDGE,082825HP,Tasc082525,PR08282025,Tasc090325,090525HP,MetLife090225,Medsurety090425,Aflac090425,090425 PSN,091525AP,Tasc090925,WELLS 8.9 9.15.2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-2347		HSA CLEARING ACCT	$6,032.64		HSA Employer and Employee Cont
		Total	$6,032.64		
1003404 e	08/18/25	**EDWARD JONES**			
G 101-2370		PAYROLL CLEARING DE	$3,026.20		* Deferred Comp w/h
		Total	$3,026.20		
1003405 e	08/18/25	**HCSP**			
G 101-2370		PAYROLL CLEARING DE	$275.00		* HCSP
		Total	$275.00		
1003406 e	08/20/25	**TASC**			
G 101-2346		PR CLEARING DAYCARE	$208.33		* Dependent Care
G 101-2345		PR CLEARING HEALTH F	$9.27		Health FSA
		Total	$217.60		
1003407 e	08/21/25	**BRIDGEWATER BANK**			
E 101-41320-437		MISCELLANEOUS EXPE	$221.75	8/15/2025	REMOSTE DEPOSIT & POSITIVE PAY MONTHLY FEE
		Total	$221.75		
1003408 e	08/27/25	**TASC**			
G 101-2345		PR CLEARING HEALTH F	$126.48		Healthcare FSA
		Total	$126.48		
1003409 e	08/28/25	**Internal Revenue Service**			
G 101-2300		PAYROLL CLEARING FE	$16,490.70		* PR - Fed w/h
G 101-2320		PAYROLL CLEARING FIC	$16,226.58		* PR - SS/Medicare w/h
		Total	$32,717.28		
1003410 e	08/28/25	**MINNESOTA DEPT. OF REV.**			
G 101-2310		PAYROLL CLEARING ST	$7,664.50		* State w/h
		Total	$7,664.50		
1003411 e	09/02/25	**Public Employees Retirement**			
G 101-2330		PAYROLL CLEARING PE	$32,807.11		* Pera w/h
		Total	$32,807.11		
1003412 e	09/02/25	**Optum**			
G 101-2347		HSA CLEARING ACCT	$6,082.64		HSA Employer and Employee Cont
		Total	$6,082.64		
1003413 e	09/02/25	**EDWARD JONES**			
G 101-2370		PAYROLL CLEARING DE	$3,081.15		* Deffered Comp w/h
		Total	$3,081.15		
1003414 e	09/02/25	**ICMA**			
G 101-2370		PAYROLL CLEARING DE	$290.00		* Roth IRA Contributions
		Total	$290.00		
1003415 e	09/02/25	**HCSP**			
G 101-2370		PAYROLL CLEARING DE	$275.00		* MSRS Retirement

CITY OF MINNETRISTA

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$275.00		
1003416 e	09/03/25	**TASC**			
G 101-2346		PR CLEARING DAYCARE	$208.33		* Dependent Care FSA
		Total	$208.33		
1003417 e	09/03/25	**AE2S**			
E 601-49440-303		ENGINEERING SERV	$9,298.00	104553	Ae2S July Invoicing for OCCT Plan
E 601-49440-303		ENGINEERING SERV	$9,815.38	104584	Ae2S July Invoicing for Wells 8 and 9
E 601-49440-303		ENGINEERING SERV	$512.50	104585	Ae2S July Invoicing for Well #3 Rehab
E 601-49440-303		ENGINEERING SERV	$102.50	104586	Ae2S July Invoicing for Well #7 Rehab
E 601-49440-303		ENGINEERING SERV	$4,506.65	104618	Ae2S July Invoicing for SCADA Services
E 602-49490-303		ENGINEERING SERV	$14,764.25	104620	Ae2S July Invoicing for LS Panel Design
E 601-49440-303		ENGINEERING SERV	$9,052.24	104636	Ae2S July Invoicing for Westonka Pipe Project
E 601-49440-303		ENGINEERING SERV	$3,515.25	104711	AE2S July Invoicing for General Services
E 601-49440-303		ENGINEERING SERV	$71,698.00	104861	Ae2S July Invoicing for WTP
		Total	$123,264.77		
1003418 e	09/04/25	**MEDSURETY, LLC**			
E 101-41320-307		PROFESSIONAL SERVIC	$30.00	44161	Cobra Administration
		Total	$30.00		
1003419 e	09/04/25	**AFLAC**			
G 101-2348		AFLAC INS	$48.46	978693	* Supplemental Insurance
		Total	$48.46		
1003420 e	09/08/25	**PSN**			
E 601-49440-307		PROFESSIONAL SERVIC	$666.97	09/04/2025	MONTHLY ONLINE PAYMENT FEES AUGUST 2025-WATER
E 602-49490-307		PROFESSIONAL SERVIC	$666.96	09/04/2025	MONTHLY ONLINE PAYMENT FEES AUGUST 2025-SEWER
E 651-49590-307		PROFESSIONAL SERVIC	$444.64	09/04/2025	MONTHLY ONLINE PAYMENT FEES AUGUST 2025-SWM
E 671-43230-307		PROFESSIONAL SERVIC	$444.64	09/04/2025	MONTHLY ONLINE PAYMENT FEES AUGUST 2025-RECYCLE
		Total	$2,223.21		
1003421 e	09/08/25	**METLIFE**			
E 101-41320-131		HEALTH & LIFE INS - E C	$263.07		Dental Insurance
E 101-42401-131		HEALTH & LIFE INS - E C	$90.64		Dental Insurance
E 101-41910-131		HEALTH & LIFE INS - E C	$175.38		Dental Insurance
E 101-43121-131		HEALTH & LIFE INS - E C	$355.93		Dental Insurance
E 101-43125-131		HEALTH & LIFE INS - E C	$84.13		Dental Insurance
E 101-45202-131		HEALTH & LIFE INS - E C	$45.30		Dental Insurance
E 101-42110-131		HEALTH & LIFE INS - E C	$939.92		Dental Insurance
E 601-49440-131		HEALTH & LIFE INS - E C	$123.74		Dental Insurance
E 602-49490-131		HEALTH & LIFE INS - E C	$113.75		Dental Insurance
E 651-49590-131		HEALTH & LIFE INS - E C	$42.34		Dental Insurance
		Total	$2,234.20		
1003422 e	09/09/25	**TRAUT Companies**			
E 601-43241-530		IMPROVEMENTS	$45,151.60	9015794	WELLS 8 & 9 APPLICATION #8

CITY OF MINNETRISTA

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Check #	Check Date	Vendor Name		Amount	Invoice	Comment
			Total	$45,151.60		
			1010	$1,540,786.97		

Fund Summary

1010 1ST BK OF THE LAKES	
101 GENERAL FUND	$482,849.15
401 CAPITAL IMPROVEMENT PROGRAM	$316,648.63
406 ROAD MAINTENANCE FUND	$27,893.50
433 2023 STREET PROJECTS	$4,849.34
491 WATER IMP CAPITAL PROJECTS	$42,510.00
601 WATER FUND	$264,011.04
602 SEWER FUND	$363,705.20
651 STORM WATER MGMT FUND	$6,928.23
671 RECYCLING FUND	$21,286.60
673 CABLE	$1,620.78
801 LANDUSE AGENCY	$8,484.50
	$1,540,786.97

CITY OF MINNETRISTA

CONSENT AGENDA ITEM

Subject:	**On-Sale Intoxicating Liquor License Application for Everly Farms, LLC**
Prepared By:	**Ann Meyerhoff, City Clerk**
Meeting Date:	**September 15, 2025**

Issue/Background:

The City of Minnetrista has received an application from Everly Farms, LLC, a licensed farm winery located at 6480 County Rd 26, is requesting approval for an intoxicating liquor license pursuant to Minnesota Statutes § 340A.315 and applicable City Code provisions.

Farm wineries are allowed under state law to apply for on-sale and off-sale intoxicating liquor licenses with municipal approval. The applicant currently holds a farm winery license from the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division (AGED), and seeks a city-issued license to expand its offerings on-site.

Discussion:

Per Minnesota Statutes § 340A.315:

- Licensed farm wineries may be issued on-sale and off-sale intoxicating liquor licenses by local municipalities.
- All production and sales must comply with AGED and federal TTB (Alcohol and Tobacco Tax and Trade Bureau) regulations.
- City approval is required, and the license must be renewed annually.

No changes to existing structures or land use are proposed with this license application. Events and public access are consistent with past operations, and any new activities requiring conditional use permits or building permits will be handled through standard City processes.

The applicant(s) have submitted all required materials including the required fee and proof of insurance. The Minnetrista Public Safety Department has conducted and the applicant(s) have passed all legally required background checks.

Liquor Licenses are renewed annually. The licensing period this year is from June 1, 2025 to May 31, 2026. Everly Farms will need to apply for a renewal licensed in 2026, just as any other liquor license holder in Minnetrista does.

Conclusion:

Staff would recommend approval of this On-Sale Intoxicating Liquor license contingent upon receiving a copy of the Buyers's Card issued by the State of Minnesota before the license will be issued.

Recommended City Council Action: Motion to adopt Res. No. 78-25 Approve the On-Sale Intoxicating Liquor license for Everly Farms, LLC located at 6780 County Rd 26

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

ON-SALE
LIQUOR LICENSE

This license is hereby granted for the period commencing **October 1, 2025 and terminating May 31, 2026** to:

EVERLY FARMS, LLC

FOR CONSUMPTION OF INTOXICATING ALCOHOLIC BEVERAGES ON THE PREMISES LOCATED AT: 6480 COUNTY RD, MINNETRISTA, MN 55364

This license is granted subject to all the provisions and conditions of the ordinances of this municipality and the laws of the State of Minnesota, and of the Federal Government pertaining to such sale including: required insurance for the entire duration of the licensing period, no intoxicating alcoholic beverages (IAB) may be permitted on the property other than those sold by Everly Farms, LLC, staff serving or selling IAB must receive training regarding the serving and selling of IAB to customers, on-site ability to call 911 must be provided , and a weather alert radio must be installed and used when the public is present. Not transferable.

Issued by the authority of the Minnetrista City Council

Lisa Whalen, Mayor | Date

Ann Meyerhoff, City Clerk | Date

RESOLUTION NO. 78-25

CITY OF MINNETRISTA
HENNEPIN COUNTY, MINNESOTA

A RESOLUTION APPROVING THE ON-SALE INTOXICATING LIQUOR LICENSE FOR EVERLY FARMS, LLC LOCATED AT 6780 COUNTY RD 26

WHEREAS, Everly Farms, a Farm Winery located at 6780 County Rd 26 applied for an On-Sale Intoxicating Liquor License; and

WHEREAS, Farm Wineries are allowed under state law to apply for on-sale and off-sale intoxicating liquor licenses with municipal approval, and

WHEREAS, no changes to existing structures or land use are proposed with this license application, and

WHEREAS, the Minnetrista Public Safety reviewed and approved the background checks, and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Minnetrista to authorize the issuance of a new On-Sale Intoxicating Liquor license for the 2025-2026 license period to end May 31, 2026 as listed contingent upon receipt of the Buyer's Card issued by the State of Minnesota.

This resolution was adopted by the City Council of the City of Minnetrista on the 15th day of September, 2025, by a vote of ________ Ayes and ________ Nays.

____
Lisa Whalen, Mayor

ATTEST:

____
Ann Meyerhoff, City Clerk

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM

Subject: **Approve SCADA Task Order #3 with AE2S for upgrading the City's Supervisory Control and Data Acquisition (SCADA) reporting system**

Prepared By: **Gary Peters, Public Works Director**

Meeting Date: **September 15, 2025**

Issue:
The City's present Supervisory Control and Data Acquisition (SCADA) software reporting system does not properly record data information and needs to be updated.

Background/History:
The City's SCADA system monitors and controls several key components throughout the City's water and sewer infrastructure. Here are a few:

- Monitors the alarm systems for the City's water towers, wells, water treatment plants, and lift stations, and notifies the Public Works of any problems 24 hours a day 7 days a week. This includes security, power outages, failure for pumps to start, and chemical feed issues to name a few.
- Monitors the sewage pumps at 20 sanitary sewer lift stations and 2 sanitary flow stations. Controls the pump on/off run times by monitoring the wet well float systems. Records runtime and daily sewage pumped total data for use in our quarterly and yearly reporting to the MET Council.
- Monitors and controls all the chemical feed systems at the water treatment plants and records the amount of chemicals used daily. This information is used in our monthly reporting to the MN Department of Health.
- Controls the start/stop time of the water treatment plant by monitoring the water elevation in the towers. The system starts the plant when the towers reach a designated "low" start point and stops the plant when the "high" set point level is reached.

At present time, the data that is collected by the SCADA system is recorded and stored to the SCADA system server as raw data and transferred to a monthly reporting format on an Excel spreadsheet. We recently found out that this reporting system is not the norm, and was a program set up by our former SCADA provider. This system has a major issue with losing data. An operator can look at the data on Monday morning and then pull up the report again on Tuesday and the report can be missing several days of data. While this has happened only a few times in the past, this issue has been happening every month over the last six months. This information is literally erased, and AE2S's SCADA programmers cannot find it in our system. Now all monthly information must be input into the reports by hand, making for a time-consuming process. What should take less than an hour of time to complete now takes up to three days. An example of the reports with the missing information is attached. This also shows what and how much data is recorded and why hand inputting the data takes so long.

Overview:

The Public Works Director asked AE2S to supply a Task Order for a SCADA recording and reporting system upgrade. The new SCADA recording and reporting system upgrade proposed by AE2S will use the Microsoft SQL Server Reporting Services application. The project will provide functional replacements for existing reports, while making use of the existing SCADA database. There will need to be some software updates installed on our system, but this would be required even if this upgrade was not being completed. Please see the attached SCADA Task Order No. 3 for complete details on all services to be provided.

Fiscal Impact:

SCADA Task Order No. 3 is at a cost not to exceed $15,398.00. The SCADA reporting system upgrade implementation costs will be split 50/50 and funded for by both the Sewer Department 602 Maintenance Fund and the Water Department 601 Maintenance Fund. This estimate includes the cost of all items listed under Item 4 “Payments to AE2S” in the attached SCADA Task Order No. 3.

Recommended City Council Action:

Motion to approve AE2S SCADA Task Order No. 3 for the upgrade of the SCADA recording and reporting system at a cost not to exceed $15,398.00.

AE2S Project No.: P05355-2024-010

Task Order No. 3

In accordance with the Task Order Letter Agreement Between CLIENT and AE2S for Professional Instrumentation and Control (I&C) Services – Task Order Edition, dated September 4, 2024 ("Agreement"), CLIENT and AE2S agree as follows:

1. Background Data

a.	Effective Date of Task Order:	September 10, 2025
b.	CLIENT:	City of Minnetrista
c.	AE2S:	Advanced Engineering and Environmental Services, LLC (AE2S)
d.	Specific Project (title):	SCADA Reporting Upgrade
e.	Specific Project (description):	Provide Professional Programming Services to upgrade SCADA reports to use the Microsoft SQL Server Reporting Services application. The project will generally provide functional replacements of existing reports, while making use of the existing SCADA database.

2. Services of AE2S

A. The specific services to be provided or furnished by AE2S under this Task Order are as follows:

1. SCADA Reports Programming
   a. Professional programming services of Supervisory Control and Data Acquisition (SCADA) reporting software, including:
      1) Software procurement, backing up of existing SQL database, SQL edition upgrade installation, and setup on existing SCADA historian server.
         *AE2S will provide Microsoft SQL Server Standard 2019 Box Pack software, which includes SQL Server Reporting Services (SSRS).
      2) Configure SSRS project, set up connection to existing SCADA database.
      3) SSRS Report Templates setup for the following anticipated reports:
         (i) Lift Station Flows (19 sites)
         (ii) Flow Station Flows (two sites)
         (iii) Lift Station Runtimes
         (iv) WTP Waste Discharge (daily for both plants)
         (v) Well Pumpage (Total and Daily) (seven sites)
         (vi) Well Runtimes (Total and Daily)
         (vii) WTP Chem Usage (Poly and Fluoride for both plants)
         (viii) MDH reports (wells 4 and 5 are offline)
            (a) Well 1&2
            (b) Well 3
            (c) Well 6&7
      4) Customize reports with required formatting and existing SCADA tags.

5) Deploy reports, setting up user interface on computers, validating reports, operator training.

3. Task Order Schedule

A. The parties shall meet the following schedule:

Phase	Estimated Completion Date
SCADA Reports Programming	30 days after approval to proceed

4. Payments to AE2S

A. CLIENT shall pay AE2S for services rendered under this Task Order as follows:

Description	Hrs	Fee
SQL Server Standard Software Procurement, Backing up of Existing SQL Database, SQL Edition Upgrade Installation	6	$ 1,392.00
Configure SQL Server Reporting Services (SSRS) Project, Connect to Existing SCADA Database	8	$ 1,512.00
SSRS Report Templates Setup	16	$ 3,024.00
Customizing reports with required formatting and SCADA tags	20	$ 3,780.00
Deploying reports, setting up user interface on computers, validating reports, training	10	$ 1,890.00
Software - Microsoft SQL Server Standard 2019 Box Pack		$ 3,800.00
TOTAL	**60**	**$ 15,398.00**

Compensation items and totals based in whole or in part on Hourly Rates are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate AE2S's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. AE2S may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered. AE2S shall not exceed the total lump sum compensation amount unless approved in writing by the CLIENT.

5. Other Modifications to Agreement and Exhibits: None

6. Attachments:

- 2025 Hourly Fee and Expense Schedule

7. Other Documents Incorporated by Reference: None

Execution of this Task Order by CLIENT and AE2S shall make it subject to the terms and conditions of the Agreement, which Agreement is incorporated by this reference. AE2S is authorized to begin performance upon its receipt of a copy of this Task Order signed by CLIENT.

The Effective Date of this Task Order is September 10, 2025.

CLIENT:		AE2S:	
By:		By:	Brian R. Bergantine Brian R. Bergantine (Sep 5, 2025 11:46:22 CDT)
Print Name:	Lisa Whalen	Print Name:	Brian R. Bergantine
Title:	Mayor	Title:	Project Quality Director
DESIGNATED REPRESENTATIVE FOR TASK ORDER:		DESIGNATED REPRESENTATIVE FOR TASK ORDER:	
Name:	Gary Peters Gary Peters	Name:	Anthony Pittman
Title:	Public Works Director	Title:	Lead I&C Specialist
Address:	7701 County Rd 110 W Minnetrista, MN 55364	Address:	6901 E Fish Lake Rd, Suite 184 Maple Grove, MN 55369
E-Mail Address:	garypeters@ci.minnetrista.mn.us	E-Mail Address:	Anthony.Pittman@AE2S.com
Phone:	952-241-2532	Phone:	763-463-5036

ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC
2025 HOURLY FEE AND EXPENSE SCHEDULE

Labor Rates*

Administrative 1	$70.00
Administrative 2	$85.00
Administrative 3	$99.00
Communications Specialist 1	$113.00
Communications Specialist 2	$132.00
Communications Specialist 3	$152.00
Communications Specialist 4	$183.00
Communications Specialist 5	$202.00
Construction Services 1	$135.00
Construction Services 2	$165.00
Construction Services 3	$183.00
Construction Services 4	$203.00
Construction Services 5	$224.00
Engineering Assistant 1	$91.00
Engineering Assistant 2	$107.00
Engineering Assistant 3	$135.00
Engineer 1	$146.00
Engineer 2	$175.00
Engineer 3	$205.00
Engineer 4	$237.00
Engineer 5	$254.00
Engineer 6	$269.00
Engineering Technician 1	$90.00
Engineering Technician 2	$113.00
Engineering Technician 3	$136.00
Engineering Technician 4	$152.00
Engineering Technician 5	$174.00
Financial Analyst 1	$121.00
Financial Analyst 2	$137.00
Financial Analyst 3	$165.00
Financial Analyst 4	$180.00
Financial Analyst 5	$201.00
GIS Specialist 1	$113.00
GIS Specialist 2	$137.00
GIS Specialist 3	$162.00
GIS Specialist 4	$181.00
GIS Specialist 5	$202.00
I&C Assistant 1	$108.00
I&C Assistant 2	$134.00
I&C 1	$160.00
I&C 2	$189.00
I&C 3	$213.00
I&C 4	$226.00
I&C 5	$237.00
IT 1	$140.00
IT 2	$189.00
IT 3	$232.00
Land Surveyor Assistant	$103.00
Land Surveyor 1	$124.00
Land Surveyor 2	$150.00
Land Surveyor 3	$169.00
Land Surveyor 4	$186.00
Land Surveyor 5	$205.00
Operations Specialist 1	$108.00
Operations Specialist 2	$135.00
Operations Specialist 3	$167.00
Operations Specialist 4	$191.00
Operations Specialist 5	$214.00
Project Coordinator 1	$125.00
Project Coordinator 2	$140.00
Project Coordinator 3	$156.00
Project Coordinator 4	$172.00
Project Coordinator 5	$194.00
Project Manager 1	$221.00
Project Manager 2	$242.00
Project Manager 3	$259.00
Project Manager 4	$274.00
Project Manager 5	$293.00
Project Manager 6	$307.00
Sr. Designer 1	$192.00
Sr. Designer 2	$213.00
Sr. Designer 3	$229.00
Sr. Financial Analyst 1	$227.00
Sr. Financial Analyst 2	$248.00
Sr. Financial Analyst 3	$269.00
Technical Expert 1	$348.00
Technical Expert 2	Negotiable

Reimbursable Expense Rates

Transportation	$0.75/mile
Survey Vehicle	$0.95/mile
Laser Printouts/Photocopies	$0.30/copy
Plotter Printouts	$1.00/s.f.
UAS - Photo/Video Grade	$100.00/day
UAS – Survey	$50.00/hour
Total Station – Robotic	$35.00/hour
Mapping GPS	$25.00/hour
Fast Static/RTK GPS	$50.00/hour
All-Terrain Vehicle/Boat	$100.00/day
Cellular Modem	$75.00/month
Web Hosting	$26.00/month
Legal Services Reimbursement	$291.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

* Position titles are for labor rate grade purposes only.

These rates are subject to adjustment each year on January 1.

City of Minnetrista FS Report - July 2025

Date	Flow Station 14		Flow Station 18	
	Total KGals	Daily KGals	Total KGals	Daily KGals
July 01 2025				
July 02 2025				
July 03 2025				
July 04 2025				
July 05 2025				
July 06 2025				
July 07 2025				
July 08 2025	135,701	27	192,031	52
July 09 2025	135,729	27	192,082	53
July 10 2025				
July 11 2025				
July 12 2025				
July 13 2025				
July 14 2025				
July 15 2025				
July 16 2025				
July 17 2025				
July 18 2025				
July 19 2025				
July 20 2025				
July 21 2025	136,060	28	192,688	52
July 22 2025	136,088	29	192,739	51
July 23 2025	136,117	28	192,789	51
July 24 2025	136,144	28	192,840	50
July 25 2025	136,172	28	192,889	51
July 26 2025	136,199	27	192,935	49
July 27 2025	136,228	28	192,987	47
July 28 2025	136,258	29	193,040	51
July 29 2025	136,288	30	193,094	53
July 30 2025	136,315	30	193,144	54
July 31 2025	136,342	26	193,194	51

Minimum		26		47
Maximum		30		54
Average		28		51
Total		365		665

City of Minnetrista LS Flow Report - July 2025

Date	Lift Station 1			Lift Station 2			Lift Station 3			Lift Station 4		
	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals
July 01 2025												
July 02 2025												
July 03 2025												
July 04 2025												
July 05 2025												
July 06 2025												
July 07 2025												
July 08 2025	52,704	51,648	104,352	43,308	44,388	87,696	900,010	700,010	21,600	21,000	23,040	44,040
July 09 2025	49,410	45,192	94,602	40,902	39,456	80,358	800,010	900,011	22,500	18,900	25,344	44,244
July 10 2025												
July 11 2025												
July 12 2025												
July 13 2025												
July 14 2025												
July 15 2025												
July 16 2025												
July 17 2025												
July 18 2025												
July 19 2025												
July 20 2025												
July 21 2025	49,410	51,648	101,058	43,308	41,922	85,230	700,010	900,011	22,500	21,000	23,040	44,040
July 22 2025	55,998	45,192	101,190	43,308	41,922	85,230	900,012	900,010	23,400	16,800	23,040	39,840
July 23 2025	55,998	54,876	110,874	40,902	41,922	82,824	600,010	600,010	21,600	18,900	25,344	44,244
July 24 2025	55,998	51,648	107,646	43,308	46,854	90,162	900,012	600,013	26,100	18,900	20,736	39,636
July 25 2025	49,410	51,648	101,058	45,714	46,854	92,568	800,010	13	24,300	21,000	27,648	48,648
July 26 2025	46,116	45,192	91,308	40,902	44,388	85,290	900,011	800,009	21,600	18,900	23,040	41,940
July 27 2025	49,410	45,192	94,602	36,090	41,922	78,012	800,010	800,010	21,600	18,900	23,040	41,940
July 28 2025	55,998	54,876	110,874	40,902	44,388	85,290	700,011	600,011	23,400	21,000	27,648	48,648
July 29 2025	65,880	61,332	127,212	50,526	44,388	94,914	300,012	13	26,100	18,900	23,040	41,940
July 30 2025	62,586	58,104	120,690	60,150	59,184	119,334	800,016	700,018	35,100	21,000	27,648	48,648
July 31 2025	49,410	48,420	97,830	52,932	56,718	109,650	200,019	300,021	41,400	21,000	25,344	46,344
Minimum	46,116	45,192	91,308	36,090	39,456	78,012	200,019	13	21,600	16,800	20,736	39,636
Maximum	65,880	61,332	127,212	60,150	59,184	119,334	900,012	900,011	41,400	21,000	27,648	48,648
Average	53,718	51,151	104,869	44,789	45,716	90,504	715,396	600,012	25,477	19,708	24,458	44,166
Total	698,328	664,968	1,363,296	582,252	594,306	1,176,558	9,300,153	7,800,160	331,200	256,200	317,952	574,152

City of Minnetrista LS Flow Report - July 2025

Date	Lift Station 5			Lift Station 6			Lift Station 7			Lift Station 8		
	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals
July 01 2025												
July 02 2025												
July 03 2025												
July 04 2025												
July 05 2025												
July 06 2025												
July 07 2025												
July 08 2025	0	2,622	2,622	39,366	36,768	76,134	10,332	10,626	20,958	12,492	13,104	25,596
July 09 2025	2,622	0	2,622	39,366	41,364	80,730	10,332	10,626	20,958	12,492	10,920	23,412
July 10 2025												
July 11 2025												
July 12 2025												
July 13 2025												
July 14 2025												
July 15 2025												
July 16 2025												
July 17 2025												
July 18 2025												
July 19 2025												
July 20 2025												
July 21 2025	0	0	0	43,740	36,768	80,508	8,856	7,590	16,446	12,492	10,920	23,412
July 22 2025	0	2,622	2,622	39,366	41,364	80,730	10,332	9,108	19,440	10,410	10,920	21,330
July 23 2025	2,622	0	2,622	39,366	41,364	80,730	10,332	9,108	19,440	12,492	13,104	25,596
July 24 2025	0	2,622	2,622	39,366	41,364	80,730	16,236	12,144	28,380	12,492	13,104	25,596
July 25 2025	0	0	0	39,366	36,768	76,134	13,284	10,626	23,910	18,738	10,920	29,658
July 26 2025	0	0	0	39,366	41,364	80,730	11,808	12,144	23,952	12,492	10,920	23,412
July 27 2025	2,622	0	2,622	39,366	41,364	80,730	13,284	9,108	22,392	12,492	13,104	25,596
July 28 2025	0	0	0	43,740	41,364	85,104	10,332	9,108	19,440	10,410	10,920	21,330
July 29 2025	0	2,622	2,622	34,992	45,960	80,952	13,284	10,626	23,910	14,574	13,104	27,678
July 30 2025	0	0	0	43,740	41,364	85,104	16,236	16,698	32,934	12,492	10,920	23,412
July 31 2025	2,622	0	2,622	39,366	36,768	76,134	13,284	12,144	25,428	10,410	10,920	21,330

Minimum	0	0	0	34,992	36,768	76,134	8,856	7,590	16,446	10,410	10,920	21,330
Maximum	2,622	2,622	2,622	43,740	45,960	85,104	16,236	16,698	32,934	18,738	13,104	29,658
Average	807	807	1,614	40,039	40,303	80,342	12,149	10,743	22,891	12,652	11,760	24,412
Total	10,488	10,488	20,976	520,506	523,944	1,044,450	157,932	139,656	297,588	164,478	152,880	317,358

City of Minnetrista LS Flow Report - July 2025

Date	Lift Station 9			Lift Station 10			Lift Station 11			Lift Station 12		
	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals
July 01 2025												
July 02 2025												
July 03 2025												
July 04 2025												
July 05 2025												
July 06 2025												
July 07 2025												
July 08 2025	5,460	5,370	10,830	13,662	12,960	26,622	11,856	12,402	24,258	5,280	5,280	10,560
July 09 2025	6,552	6,444	12,996	13,662	11,520	25,182	11,856	12,402	24,258	4,620	4,620	9,240
July 10 2025												
July 11 2025												
July 12 2025												
July 13 2025												
July 14 2025												
July 15 2025												
July 16 2025												
July 17 2025												
July 18 2025												
July 19 2025												
July 20 2025												
July 21 2025	5,460	5,370	10,830	10,626	11,520	22,146	9,120	10,494	19,614	4,620	4,620	9,240
July 22 2025	5,460	5,370	10,830	12,144	10,080	22,224	10,032	10,494	20,526	4,620	4,620	9,240
July 23 2025	6,552	6,444	12,996	12,144	11,520	23,664	9,120	9,540	18,660	4,620	4,620	9,240
July 24 2025	6,552	6,444	12,996	12,144	12,960	25,104	10,032	9,540	19,572	4,620	4,620	9,240
July 25 2025	6,552	5,370	11,922	12,144	11,520	23,664	10,032	10,494	20,526	4,620	4,620	9,240
July 26 2025	6,552	5,370	11,922	12,144	11,520	23,664	10,032	11,448	21,480	3,960	3,960	7,920
July 27 2025	6,552	5,370	11,922	12,144	11,520	23,664	9,120	10,494	19,614	3,960	3,960	7,920
July 28 2025	6,552	6,444	12,996	12,144	12,960	25,104	10,032	10,494	20,526	4,620	4,620	9,240
July 29 2025	6,552	6,444	12,996	13,662	12,960	26,622	10,944	12,402	23,346	3,300	3,300	6,600
July 30 2025	32,760	31,146	63,906	13,662	11,520	25,182	10,032	10,494	20,526	3,960	3,960	7,920
July 31 2025	6,552	6,444	12,996	10,626	10,080	20,706	10,032	9,540	19,572	3,960	4,620	8,580

Minimum	5,460	5,370	10,830	10,626	10,080	20,706	9,120	9,540	18,660	3,300	3,300	6,600
Maximum	32,760	31,146	63,906	13,662	12,960	26,622	11,856	12,402	24,258	5,280	5,280	10,560
Average	8,316	7,848	16,164	12,378	11,742	24,119	10,172	10,788	20,960	4,366	4,417	8,783
Total	108,108	102,030	210,138	160,908	152,640	313,548	132,240	140,238	272,478	56,760	57,420	114,180

City of Minnetrista LS Flow Report - July 2025

Date	Lift Station 13			Lift Station 15			Lift Station 16			Lift Station 17		
	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals	Pump 1 Daily Gals	Pump 2 Daily Gals	Total Daily Gals
July 01 2025												
July 02 2025												
July 03 2025												
July 04 2025												
July 05 2025												
July 06 2025												
July 07 2025												
July 08 2025	10,170	10,224	20,394	984	606	1,590	0	1,452	1,452	1,572	894	2,466
July 09 2025	13,560	13,632	27,192	0	0	0	1,572	726	2,298	1,572	1,788	3,360
July 10 2025												
July 11 2025												
July 12 2025												
July 13 2025												
July 14 2025												
July 15 2025												
July 16 2025												
July 17 2025												
July 18 2025												
July 19 2025												
July 20 2025												
July 21 2025	10,170	13,632	23,802	0	606	606	1,572	726	2,298	786	894	1,680
July 22 2025	10,170	10,224	20,394	984	0	984	0	1,452	1,452	786	0	786
July 23 2025	13,560	10,224	23,784	984	606	1,590	1,572	726	2,298	0	0	0
July 24 2025	10,170	10,224	20,394	0	0	0	786	726	1,512	0	894	894
July 25 2025	13,560	13,632	27,192	984	606	1,590	1,572	726	2,298	786	0	786
July 26 2025	10,170	10,224	20,394	0	0	0	786	1,452	2,238	0	0	0
July 27 2025	10,170	10,224	20,394	984	0	984	0	726	726	786	894	1,680
July 28 2025	10,170	10,224	20,394	0	606	606	1,572	726	2,298	0	0	0
July 29 2025	23,730	23,856	47,586	984	606	1,590	786	726	1,512	0	0	0
July 30 2025	10,170	10,224	20,394	0	0	0	786	726	1,512	786	894	1,680
July 31 2025	10,170	10,224	20,394	984	606	1,590	786	1,452	2,238	0	0	0
Minimum	10,170	10,224	20,394	0	0	0	0	726	726	0	0	0
Maximum	23,730	23,856	47,586	984	606	1,590	1,572	1,452	2,298	1,572	1,788	3,360
Average	11,995	12,059	24,054	530	326	856	907	949	1,856	544	481	1,026
Total	155,940	156,768	312,708	6,888	4,242	11,130	11,790	12,342	24,132	7,074	6,258	13,332

City of Minnetrista LS Flow Report - July 2025

Date	Lift Station 19 Pump 1 Daily Gals	Lift Station 19 Pump 2 Daily Gals	Lift Station 19 Total Daily Gals	Lift Station 21 Pump 1 Daily Gals	Lift Station 21 Pump 2 Daily Gals	Lift Station 21 Total Daily Gals	Lift Station 22 Pump 1 Daily Gals	Lift Station 22 Pump 2 Daily Gals	Lift Station 22 Total Daily Gals
July 01 2025									
July 02 2025									
July 03 2025									
July 04 2025									
July 05 2025									
July 06 2025									
July 07 2025									
July 08 2025	1,056	1,548	2,604	2,616	2,712	5,328	0	0	3,306
July 09 2025	1,056	1,032	2,088	2,616	2,712	5,328	0	0	3,372
July 10 2025									
July 11 2025									
July 12 2025									
July 13 2025									
July 14 2025									
July 15 2025									
July 16 2025									
July 17 2025									
July 18 2025									
July 19 2025									
July 20 2025									
July 21 2025	528	1,032	1,560	2,616	2,034	4,650	0	0	3,306
July 22 2025	1,584	1,032	2,616	2,616	2,712	5,328	0	0	4,326
July 23 2025	1,584	1,032	2,616	3,270	2,712	5,982	0	0	3,816
July 24 2025	528	1,032	1,560	2,616	2,712	5,328	0	0	2,862
July 25 2025	1,056	1,032	2,088	2,616	3,390	6,006	0	0	3,816
July 26 2025	1,056	1,032	2,088	3,270	2,712	5,982	0	0	4,770
July 27 2025	1,056	1,032	2,088	2,616	2,712	5,328	0	0	3,306
July 28 2025	1,056	1,032	2,088	3,270	2,712	5,982	0	0	3,816
July 29 2025	1,056	2,064	3,120	3,270	3,390	6,660	0	0	4,326
July 30 2025	1,056	516	1,572	3,270	3,390	6,660	0	0	3,306
July 31 2025	528	1,032	1,560	3,270	2,712	5,982	0	0	3,816
Minimum	528	516	1,560	2,616	2,034	4,650	0	0	2,862
Maximum	1,584	2,064	3,120	3,270	3,390	6,660	0	0	4,770
Average	1,015	1,111	2,127	2,918	2,816	5,734	0	0	3,703
Total	13,200	14,448	27,648	37,932	36,612	74,544	0	0	48,144

City of Minnetrista LS Pump Runtime Report - July 2025

Date	Lift Station 1				Lift Station 2				Lift Station 3				Lift Station 4			
	Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2	
	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours
July 01 2025																
July 02 2025																
July 03 2025																
July 04 2025																
July 05 2025																
July 06 2025																
July 07 2025																
July 08 2025	581.5	1.6	531.8	1.6	11,620.6	1.8	11,236.3	1.8	1,223.6	1.2	1,228.4	1.2	2,903.1	1.0	4,417.0	1.0
July 09 2025	583.0	1.5	533.2	1.4	11,622.3	1.7	11,238.0	1.6	1,224.9	1.2	1,229.5	1.3	2,903.9	0.9	4,418.0	1.1
July 10 2025																
July 11 2025																
July 12 2025																
July 13 2025																
July 14 2025																
July 15 2025																
July 16 2025																
July 17 2025																
July 18 2025																
July 19 2025																
July 20 2025																
July 21 2025	601.1	1.5	551.0	1.6	11,642.1	1.8	11,258.1	1.7	1,239.3	1.2	1,244.3	1.3	2,914.5	1.0	4,430.1	1.0
July 22 2025	602.8	1.7	552.4	1.4	11,643.7	1.8	11,259.8	1.7	1,240.5	1.4	1,245.5	1.2	2,915.4	0.8	4,431.1	1.0
July 23 2025	604.5	1.7	554.1	1.7	11,645.6	1.7	11,261.7	1.7	1,242.0	1.2	1,247.0	1.2	2,916.3	0.9	4,432.1	1.1
July 24 2025	606.2	1.7	555.8	1.6	11,647.6	1.8	11,263.6	1.9	1,243.1	1.4	1,248.5	1.5	2,917.3	0.9	4,433.3	0.9
July 25 2025	607.7	1.5	557.3	1.6	11,649.2	1.9	11,265.4	1.9	1,244.4	1.2	1,249.6	1.5	2,918.2	1.0	4,434.2	1.2
July 26 2025	609.0	1.4	558.7	1.4	11,650.8	1.7	11,267.1	1.8	1,245.6	1.3	1,250.9	1.1	2,919.1	0.9	4,435.3	1.0
July 27 2025	610.5	1.5	560.1	1.4	11,652.5	1.5	11,268.9	1.7	1,246.9	1.2	1,252.1	1.2	2,920.1	0.9	4,436.4	1.0
July 28 2025	612.3	1.7	561.8	1.7	11,654.5	1.7	11,270.7	1.8	1,248.3	1.3	1,253.6	1.3	2,921.0	1.0	4,437.5	1.2
July 29 2025	614.3	2.0	563.7	1.9	11,656.9	2.1	11,273.0	1.8	1,250.1	1.4	1,255.7	1.5	2,922.0	0.9	4,438.7	1.0
July 30 2025	616.1	1.9	565.5	1.8	11,659.3	2.5	11,275.2	2.4	1,252.4	1.8	1,258.1	2.1	2,923.0	1.0	4,439.8	1.2
July 31 2025	617.6	1.5	567.0	1.5	11,661.2	2.2	11,277.0	2.3	1,254.2	2.2	1,259.9	2.4	2,923.8	1.0	4,440.7	1.1

Minimum		1.4		1.4		1.5		1.6		1.2		1.1		0.8		0.9
Maximum		2.0		1.9		2.5		2.4		2.2		2.4		1.0		1.2
Average		1.6		1.6		1.9		1.9		1.4		1.4		0.9		1.1
Total	#REF!	21.2	#REF!	20.6	#REF!	24.2	#REF!	24.1	#REF!	18.0	#REF!	18.8	#REF!	12.2	#REF!	13.8

City of Minnetrista LS Pump Runtime Report - July 2025

Date	Lift Station 5				Lift Station 6				Lift Station 7				Lift Station 8			
	Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2	
	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours
July 01 2025																
July 02 2025																
July 03 2025																
July 04 2025																
July 05 2025																
July 06 2025																
July 07 2025																
July 08 2025	416.2	0.0	440.3	0.1	2,386.4	0.9	2,263.1	0.8	6,199.5	0.7	3,077.2	0.7	337.4	0.6	317.4	0.6
July 09 2025	416.2	0.1	440.3	0.0	2,387.3	0.9	2,264.0	0.9	6,200.1	0.7	3,077.7	0.7	338.1	0.6	317.9	0.5
July 10 2025																
July 11 2025																
July 12 2025																
July 13 2025																
July 14 2025																
July 15 2025																
July 16 2025																
July 17 2025																
July 18 2025																
July 19 2025																
July 20 2025																
July 21 2025	416.5	0.0	440.7	0.0	2,397.5	1.0	2,273.8	0.8	6,207.5	0.6	3,084.2	0.5	344.9	0.6	324.4	0.5
July 22 2025	416.6	0.0	440.7	0.1	2,398.5	0.9	2,274.6	0.9	6,208.2	0.7	3,084.7	0.6	345.4	0.5	324.9	0.5
July 23 2025	416.6	0.1	440.8	0.0	2,399.4	0.9	2,275.4	0.9	6,209.2	0.7	3,085.5	0.6	346.0	0.6	325.5	0.6
July 24 2025	416.6	0.0	440.8	0.1	2,400.3	0.9	2,276.4	0.9	6,210.1	1.1	3,086.3	0.8	346.6	0.6	326.1	0.6
July 25 2025	416.6	0.0	440.8	0.0	2,401.1	0.9	2,277.1	0.8	6,211.0	0.9	3,087.0	0.7	347.5	0.9	326.6	0.5
July 26 2025	416.7	0.0	440.8	0.0	2,402.1	0.9	2,278.1	0.9	6,211.9	0.8	3,087.7	0.8	348.1	0.6	327.1	0.5
July 27 2025	416.7	0.1	440.8	0.0	2,403.1	0.9	2,278.9	0.9	6,212.6	0.9	3,088.3	0.6	348.7	0.6	327.7	0.6
July 28 2025	416.7	0.0	440.9	0.0	2,403.9	1.0	2,279.9	0.9	6,213.5	0.7	3,089.0	0.6	349.2	0.5	328.2	0.5
July 29 2025	416.7	0.0	440.9	0.1	2,404.8	0.8	2,280.9	1.0	6,214.6	0.9	3,090.0	0.7	349.9	0.7	328.8	0.6
July 30 2025	416.8	0.0	440.9	0.0	2,405.7	1.0	2,281.8	0.9	6,215.5	1.1	3,090.8	1.1	350.5	0.6	329.3	0.5
July 31 2025	416.8	0.1	441.0	0.0	2,406.6	0.9	2,282.6	0.8	6,216.3	0.9	3,091.5	0.8	351.0	0.5	329.8	0.5

Minimum		0.0		0.0		0.8		0.8		0.6		0.5		0.5		0.5
Maximum		0.1		0.1		1.0		1.0		1.1		1.1		0.9		0.6
Average		0.0		0.0		0.9		0.9		0.8		0.7		0.6		0.5
Total	#REF!	0.4	#REF!	0.4	#REF!	11.9	#REF!	11.4	#REF!	10.7	#REF!	9.2	#REF!	7.9	#REF!	7.0

City of Minnetrista LS Pump Runtime Report - July 2025

Date	Lift Station 9				Lift Station 10				Lift Station 11				Lift Station 12			
	Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2	
	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours
July 01 2025																
July 02 2025																
July 03 2025																
July 04 2025																
July 05 2025																
July 06 2025																
July 07 2025																
July 08 2025	848.0	0.5	787.7	0.5	652.0	0.9	663.7	0.9	5,590.1	1.3	5,011.4	1.3	866.4	0.8	857.2	0.8
July 09 2025	848.6	0.6	788.2	0.6	652.9	0.9	664.6	0.8	5,591.3	1.3	5,012.7	1.3	867.3	0.7	858.1	0.7
July 10 2025																
July 11 2025																
July 12 2025																
July 13 2025																
July 14 2025																
July 15 2025																
July 16 2025																
July 17 2025																
July 18 2025																
July 19 2025																
July 20 2025																
July 21 2025	855.2	0.5	794.4	0.5	662.7	0.7	674.4	0.8	5,604.6	1.0	5,026.0	1.1	875.9	0.7	866.7	0.7
July 22 2025	855.8	0.5	795.0	0.5	663.5	0.8	675.2	0.7	5,605.5	1.1	5,027.0	1.1	876.6	0.7	867.4	0.7
July 23 2025	856.4	0.6	795.5	0.6	664.3	0.8	676.0	0.8	5,606.6	1.0	5,028.1	1.0	877.3	0.7	868.0	0.7
July 24 2025	857.0	0.6	796.1	0.6	665.1	0.8	676.8	0.9	5,607.8	1.1	5,029.2	1.0	878.0	0.7	868.7	0.7
July 25 2025	857.6	0.6	796.6	0.5	666.0	0.8	677.6	0.8	5,608.9	1.1	5,030.3	1.1	878.6	0.7	869.4	0.7
July 26 2025	858.2	0.6	797.1	0.5	666.8	0.8	678.4	0.8	5,610.0	1.1	5,031.4	1.2	879.2	0.6	870.0	0.6
July 27 2025	858.8	0.6	797.7	0.5	667.5	0.8	679.3	0.8	5,611.0	1.0	5,032.5	1.1	879.9	0.6	870.6	0.6
July 28 2025	861.0	0.6	799.9	0.6	668.3	0.8	680.0	0.9	5,612.0	1.1	5,033.6	1.1	880.4	0.7	871.2	0.7
July 29 2025	861.8	0.6	800.6	0.6	669.3	0.9	681.0	0.9	5,613.4	1.2	5,035.0	1.3	881.0	0.5	871.8	0.5
July 30 2025	862.4	3.0	801.2	2.9	670.1	0.9	681.8	0.8	5,614.4	1.1	5,036.0	1.1	881.6	0.6	872.4	0.6
July 31 2025	862.9	0.6	801.7	0.6	670.8	0.7	682.5	0.7	5,615.4	1.1	5,037.0	1.0	882.2	0.6	873.0	0.7

Minimum		0.5		0.5		0.7		0.7		1.0		1.0		0.5		0.5
Maximum		3.0		2.9		0.9		0.9		1.3		1.3		0.8		0.8
Average		0.8		0.7		0.8		0.8		1.1		1.1		0.7		0.7
Total	#REF!	9.9	#REF!	9.5	#REF!	10.6	#REF!	10.6	#REF!	14.5	#REF!	14.7	#REF!	8.6	#REF!	8.7

City of Minnetrista LS Pump Runtime Report - July 2025

Date	Lift Station 13				Lift Station 15				Lift Station 16				Lift Station 17			
	Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2	
	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours
July 01 2025																
July 02 2025																
July 03 2025																
July 04 2025																
July 05 2025																
July 06 2025																
July 07 2025																
July 08 2025	3,947.1	0.3	4,031.4	0.3	477.4	0.1	489.1	0.1	449.7	0.0	387.8	0.2	353.3	0.2	276.3	0.1
July 09 2025	3,947.6	0.4	4,031.7	0.4	477.5	0.0	489.2	0.0	449.8	0.2	387.9	0.1	353.4	0.2	276.4	0.2
July 10 2025																
July 11 2025																
July 12 2025																
July 13 2025																
July 14 2025																
July 15 2025																
July 16 2025																
July 17 2025																
July 18 2025																
July 19 2025																
July 20 2025																
July 21 2025	3,951.7	0.3	4,035.9	0.4	478.1	0.0	489.8	0.1	451.1	0.2	389.3	0.1	354.2	0.1	277.0	0.1
July 22 2025	3,952.1	0.3	4,036.2	0.3	478.2	0.1	489.9	0.0	451.3	0.0	389.4	0.2	354.2	0.1	277.0	0.0
July 23 2025	3,952.4	0.4	4,036.5	0.3	478.2	0.1	489.9	0.1	451.4	0.2	389.5	0.1	354.2	0.0	277.0	0.0
July 24 2025	3,952.8	0.3	4,036.8	0.3	478.3	0.0	490.0	0.0	451.6	0.1	389.5	0.1	354.3	0.0	277.0	0.1
July 25 2025	3,953.1	0.4	4,037.2	0.4	478.3	0.1	490.0	0.1	451.7	0.2	389.8	0.1	354.3	0.1	277.0	0.0
July 26 2025	3,953.4	0.3	4,037.5	0.3	478.4	0.0	490.0	0.0	451.7	0.1	389.9	0.2	354.3	0.0	277.1	0.0
July 27 2025	3,953.7	0.3	4,037.8	0.3	478.4	0.1	490.1	0.0	451.9	0.0	390.0	0.1	354.4	0.1	277.1	0.1
July 28 2025	3,954.1	0.3	4,038.2	0.3	478.5	0.0	490.2	0.1	452.0	0.2	390.0	0.1	354.4	0.0	277.1	0.0
July 29 2025	3,954.4	0.7	4,038.5	0.7	478.5	0.1	490.2	0.1	452.1	0.1	390.1	0.1	354.5	0.0	277.3	0.0
July 30 2025	3,954.7	0.3	4,038.8	0.3	478.6	0.0	490.3	0.0	452.2	0.1	390.4	0.1	354.5	0.1	277.3	0.1
July 31 2025	3,955.0	0.3	4,039.1	0.3	478.6	0.1	490.3	0.1	452.4	0.1	390.5	0.2	354.5	0.0	277.4	0.0

Minimum		0.3		0.3		0.0		0.0		0.0		0.1		0.0		0.0
Maximum		0.7		0.7		0.1		0.1		0.2		0.2		0.2		0.2
Average		0.4		0.4		0.1		0.1		0.1		0.1	#REF!	0.1	#REF!	0.1
Total	#REF!	4.6	#REF!	4.6	#REF!	0.7	#REF!	0.7	#REF!	1.5	#REF!	1.7	0.8	0.9	0.7	0.7

City of Minnetrista LS Pump Runtime Report - July 2025

Date	Lift Station 19				Lift Station 21				Lift Station 22			
	Pump 1		Pump 2		Pump 1		Pump 2		Pump 1		Pump 2	
	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours
July 01 2025												
July 02 2025												
July 03 2025												
July 04 2025												
July 05 2025												
July 06 2025												
July 07 2025												
July 08 2025	648.9	0.2	610.0	0.3	7,228.2	0.4	6,894.9	0.4	501.5	0.3	547.3	0.4
July 09 2025	649.1	0.2	610.2	0.2	7,228.6	0.4	6,895.3	0.4	501.9	0.4	547.7	0.3
July 10 2025												
July 11 2025												
July 12 2025												
July 13 2025												
July 14 2025												
July 15 2025												
July 16 2025												
July 17 2025												
July 18 2025												
July 19 2025												
July 20 2025												
July 21 2025	651.2	0.1	612.3	0.2	7,233.5	0.4	6,899.9	0.3	506.2	0.3	552.2	0.4
July 22 2025	651.5	0.3	612.5	0.2	7,233.9	0.4	6,900.3	0.4	506.6	0.5	552.6	0.4
July 23 2025	651.6	0.3	612.7	0.2	7,234.4	0.5	6,900.7	0.4	506.9	0.4	552.9	0.4
July 24 2025	651.8	0.1	612.8	0.2	7,234.8	0.4	6,901.2	0.4	507.3	0.3	553.3	0.3
July 25 2025	652.0	0.2	613.0	0.2	7,235.3	0.4	6,901.6	0.5	507.8	0.4	553.8	0.4
July 26 2025	652.2	0.2	613.3	0.2	7,235.7	0.5	6,902.0	0.4	508.1	0.5	554.2	0.5
July 27 2025	652.4	0.2	613.5	0.2	7,236.2	0.4	6,902.4	0.4	508.5	0.3	554.6	0.4
July 28 2025	652.6	0.2	613.8	0.2	7,236.6	0.5	6,902.9	0.4	508.9	0.4	555.0	0.4
July 29 2025	652.8	0.2	614.0	0.4	7,237.2	0.5	6,903.4	0.5	509.3	0.5	555.4	0.4
July 30 2025	652.9	0.2	614.0	0.1	7,237.7	0.5	6,903.8	0.5	509.7	0.3	555.8	0.4
July 31 2025	653.1	0.1	614.3	0.2	7,238.0	0.5	6,904.2	0.4	510.1	0.4	556.2	0.4

Minimum		0.1		0.1		0.4		0.3		0.3		0.3
Maximum		0.3		0.4		0.5		0.5		0.5		0.5
Average		0.2		0.2		0.4		0.4		0.4		0.4
Total	#REF!	2.5	#REF!	2.8	#REF!	5.8	#REF!	5.4	#REF!	5.0	#REF!	5.1

City of Minnetrista WTP Waste Discharge Report - July 2025

Date	North Plant Daily Discharge	South Plant Daily Discharge
July 01 2025		
July 02 2025		
July 03 2025		
July 04 2025		
July 05 2025		
July 06 2025		
July 07 2025		
July 08 2025	6	0
July 09 2025	0	0
July 10 2025		
July 11 2025		
July 12 2025		
July 13 2025		
July 14 2025		
July 15 2025		
July 16 2025		
July 17 2025		
July 18 2025		
July 19 2025		
July 20 2025		
July 21 2025	0	0
July 22 2025	0	35
July 23 2025	0	0
July 24 2025	5	34
July 25 2025	0	0
July 26 2025	0	48
July 27 2025	6	0
July 28 2025	0	23
July 29 2025	0	24
July 30 2025	6	8
July 31 2025	0	39

Minimum	0.0	0.0
Maximum	6.0	48.0
Average	1.8	16.2
Total	23.0	211.0

North WTP Meter Reading	South WTP Meter Reading	North	South
8922	13355		
8928	13355	6	0
8928	13355	0	0
8928	13355	0	0
8928	13355	0	0
8928	13355	0	0
8934	13355	6	0
8934	13355	0	0
8939	13355	5	0
8939	13355	0	0
8939	13355	0	0
8939	13355	0	0
8939	13355	0	0
8951	13416	12	61
8951	13451	0	35
8957	13451	6	0
8957	13487	0	36
8957	13487	0	0
8957	13487	0	0
8957	13487	0	0
8962	13521	5	34
8962	13556	0	35
8962	13556	0	0
8968	13556	6	0
8968	13590	0	34
8968	13590	0	0
8968	13590	0	0
8974	13662	6	72
8974	13686	0	24
8974	13686	0	0
8979	13709	5	23
57,000	354,000	57	354

Z:\6 - BIDS & COUNCIL ITEMS\2025 Council Items\AE2S SCADA TO #3 - Report System Items\July 2025 Sewer Report Example - Council meeting item.xlsx

City of Minnetrista Well Pumpage - October 2025

Date	Well 1		Well 2		Well 3		Well 4		Well 5		Well 6		Well 7	
	Total KGals	Daily KGals	Total KGals	Daily KGals	Total KGals	Daily KGals	Total KGals	Daily KGals	Total KGals	Daily KGals	Total KGals	Daily KGals	Total KGals	Daily KGals
July 01 2025														
July 02 2025														
July 03 2025														
July 04 2025														
July 05 2025														
July 06 2025														
July 07 2025														
July 08 2025	560,605	144	208,622	0	197,418	0	538,851	0	30,784	0	617,025	388	562,778	350
July 09 2025	560,620	0	208,622	0	197,418	0	538,851	0	30,784	0	617,455	430	563,165	387
July 10 2025														
July 11 2025														
July 12 2025														
July 13 2025														
July 14 2025														
July 15 2025														
July 16 2025														
July 17 2025														
July 18 2025														
July 19 2025														
July 20 2025														
July 21 2025	560,808	0	208,622	0	197,522	0	538,851	0	30,784	0	622,034	397	567,280	356
July 22 2025	560,822	0	208,622	0	197,522	0	538,851	0	30,784	0	622,355	321	567,569	289
July 23 2025	560,835	0	208,622	0	197,522	0	538,851	0	30,784	0	622,674	319	567,858	289
July 24 2025	560,843	0	208,622	0	197,522	0	538,851	0	30,784	0	622,954	280	568,112	254
July 25 2025	560,857	0	208,622	0	197,522	0	538,851	0	30,784	0	623,287	333	568,414	302
July 26 2025	560,872	0	208,622	0	197,522	0	538,851	0	30,784	0	623,734	446	568,816	402
July 27 2025	560,892	0	208,622	0	197,522	0	538,851	0	30,784	0	624,125	392	569,168	351
July 28 2025	560,896	0	208,660	0	197,522	0	538,851	0	30,784	0	624,493	367	569,460	293
July 29 2025	560,896	0	208,779	0	197,522	0	538,851	0	30,784	0	624,796	303	569,720	259
July 30 2025	560,896	0	208,892	0	197,522	0	538,851	0	30,784	0	625,166	370	570,053	334
July 31 2025	560,904	0	208,955	0	197,522	0	538,851	0	30,784	0	625,478	313	570,332	279

Minimum		0		0		0		0		0		280		254
Maximum		144		0		0		0		0		446		402
Average		11		0		0		0		0		358		319
Total		144		0		0		0		0		4,659		4,145

City of Minnetrista Well Pump Run Times - July 2025

Date	Well 1		Well 2		Well 3		Well 4		Well 5		Well 6		Well 7	
	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours	Total Hours	Daily Hours
July 01 2025														
July 02 2025														
July 03 2025														
July 04 2025														
July 05 2025														
July 06 2025														
July 07 2025														
July 08 2025	15,428.3	4.5	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,424.5	14.6	21,467.1	14.5
July 09 2025	15,433.0	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,440.8	16.3	21,483.4	16.3
July 10 2025														
July 11 2025														
July 12 2025														
July 13 2025														
July 14 2025														
July 15 2025														
July 16 2025														
July 17 2025														
July 18 2025														
July 19 2025														
July 20 2025														
July 21 2025	15,491.0	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,615.1	15.1	21,657.3	15.1
July 22 2025	15,495.3	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,627.2	12.1	21,669.5	12.2
July 23 2025	15,499.2	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,639.2	12.0	21,681.4	11.9
July 24 2025	15,501.7	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,649.6	10.4	21,691.8	10.4
July 25 2025	15,506.0	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,662.0	12.4	21,704.2	12.4
July 26 2025	15,510.7	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,679.0	16.9	21,721.1	16.8
July 27 2025	15,516.7	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,693.9	14.9	21,735.9	14.9
July 28 2025	15,518.0	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,707.7	13.9	21,750.7	14.8
July 29 2025	15,518.0	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,719.0	11.3	21,762.0	11.3
July 30 2025	15,518.0	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,733.0	13.9	21,775.9	13.8
July 31 2025	15,520.5	0.0	2,768.5	0.0	0.0	0.0	6,990.3	0.0	14,951.2	0.0	23,744.6	11.7	21,787.3	11.5

Minimum		0.0		0.0		0.0		0.0		0.0		10.4		10.4
Maximum		4.5		0.0		0.0		0.0		0.0		16.9		16.8
Average		0.3		0.0		0.0		0.0		0.0		13.5		13.5
Total		4.5		0.0		0.0		0.0		0.0		175.5		175.9

City of Minnetrista WTP Chemical Usage - July 2025

Date	North Plant Daily Usage Poly	North Plant Daily Usage Fluoride	South Plant Daily Usage Poly	South Plant Daily Usage Fluoride
July 01 2025				
July 02 2025				
July 03 2025				
July 04 2025				
July 05 2025				
July 06 2025				
July 07 2025				
July 08 2025	16.0	28.0	35.0	61.0
July 09 2025	27.0	28.0	25.0	61.0
July 10 2025				
July 11 2025				
July 12 2025				
July 13 2025				
July 14 2025				
July 15 2025				
July 16 2025				
July 17 2025				
July 18 2025				
July 19 2025				
July 20 2025				
July 21 2025	25.0	17.0	24.0	73.0
July 22 2025	40.0	37.0	34.0	45.0
July 23 2025	56.0	31.0	44.0	42.0
July 24 2025	33.0	27.0	22.0	38.0
July 25 2025	27.0	23.0	39.0	61.0
July 26 2025	62.0	41.0	39.0	57.0
July 27 2025	38.0	19.0	29.0	56.0
July 28 2025	15.0	22.0	27.0	38.0
July 29 2025	33.0	28.0	31.0	36.0
July 30 2025	20.0	17.0	24.0	66.0
July 31 2025	22.0	46.0	22.0	42.0
Minimum	15.0	17.0	22.0	36.0
Maximum	62.0	46.0	44.0	73.0
Average	31.8	28.0	30.4	52.0
Total	414.0	364.0	395.0	676.0

City of Minnetrista Water Report - Wells #1 and #2A
(July 2025)

MINNESOTA MDH DEPARTMENT of HEALTH	Drinking Water Protection Section PO Box 64975 St. Paul, MN 565164-0975	**Fluoridation & Phosphate Monthly Report** **(Multi-Well)**	PWS ID #: 1270036	**July 2025**
City of Minnetrista		7701 County Road 110 West	Minnetrista	
55387	Contact Phone #: 952-446-1660	Water Source: Well #1 & Well #2A		
Fluoride Chemical Used: Hydrofluorosilicic Acid	Fluoride Dilution: 10%	Raw Water Fluoride Concentration on: Well #1: mg/l Well #2A: mg/l		
Phosphate Chemical Used: Carus 1100				
Operator: Mike Pawelk (Mike Pawelk)		Public Works Director: Gary Peters (Gary Peters)		

Date	Well #1 Reading [kGal]	Well #2A Reading [kGal]	Pumpage [1,000 gal]	Phosphate Used per Day (lbs)	Fluoride Used per Day (lbs)	Tested Fluoride Analysis - Well #1: Fluoride Concentration* (mg/l)	Tested Fluoride Analysis - Well #1: Sampling Point on Distribution System	Tested Fluoride Analysis - Well #2A: Fluoride Concentration* (mg/l)	Tested Fluoride Analysis - Well #2A: Sampling Point on Distribution System
Day	1A	1B	2	3A	3B	4A	4B	5A	5B
1				**0.0**	**0.0**				
2				**0.0**	**0.0**				
3				**0.0**	**0.0**				
4				**0.0**	**0.0**				
5				**0.0**	**0.0**				
6				**0.0**	**0.0**				
7				**0.0**	**0.0**				
8	**560,605**	**208,622**	**144**	**16.0**	**28.0**				
9	**560,620**	**208,622**	**0**	**27.0**	**28.0**				
10				**0.0**	**0.0**				
11				**0.0**	**0.0**				
12				**0.0**	**0.0**				
13				**0.0**	**0.0**				
14				**0.0**	**0.0**				
15				**0.0**	**0.0**				
16				**0.0**	**0.0**				
17				**0.0**	**0.0**				
18				**0.0**	**0.0**				
19				**0.0**	**0.0**				
20				**0.0**	**0.0**				
21	**560,808**	**208,622**	**0**	**25.0**	**17.0**				
22	**560,822**	**208,622**	**0**	**40.0**	**37.0**				
23	**560,835**	**208,622**	**0**	**56.0**	**31.0**				
24	**560,843**	**208,622**	**0**	**33.0**	**27.0**				
25	**560,857**	**208,622**	**0**	**27.0**	**23.0**				
26	**560,872**	**208,622**	**0**	**62.0**	**41.0**				
27	**560,892**	**208,622**	**0**	**38.0**	**19.0**				
28	**560,896**	**208,660**	**0**	**15.0**	**22.0**				
29	**560,896**	**208,779**	**0**	**33.0**	**28.0**				
30	**560,896**	**208,892**	**0**	**20.0**	**17.0**				
31	**560,904**	**208,955**	**0**	**22.0**	**46.0**				
						*** Testing includes weekend**			
	#VALUE!	#VALUE!	144.0						

#VALUE!

Highest Pumpage	**144**	
Highest Pumpage Day		**D20**
Lowest Pumpage	**0**	

Well #1 & Well #2A supply the North Water Treatment Plant. This plant serves the north area of Minnetrista.

City of Minnetrista Water Report - Well #3 (July 2025)

MDH MINNESOTA DEPARTMENT OF HEALTH	Drinking Water Protection Section PO Box 64975 St. Paul, MN 565164-0975	**Fluoridation & Phosphate Monthly Report (Single Well)**	PWS ID #: 1270036	**July 2025**

City of Minnetrista	7701 County Road 110 West	Minnetrista
55387	Contact Phone #: 952-446-1660	Water Source: Well #3
Fluoride Chemical Used: Hydrofluorosilicic Acid	Fluoride Dilution: 10%	Raw Water Fluoride Concentration Well #3: mg/l
Phosphate Chemical Used: Carus 1100		Date of test:
Operator: Mike Pawelk (Mike Pawelk)		Public Works Director: Gary Peters (Gary Peters)

Date	Well #3 Meter Reading [kGal]	Pumpage [1,000 gal]	Phosphate Used per Day (gal)	Fluoride Used per Day (gal)	Tested Fluoride Analysis: Fluoride Concentration* (mg/l)	Tested Fluoride Analysis: Sampling Point on Distribution System
Day	1	2	3A	3B	4	5
1						
2						
3						
4						
5						
6						
7						
8	**197,418**	**0.0**				
9	**197,418**	**0.0**				
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21	**197,522**	**0.0**				
22	**197,522**	**0.0**				
23	**197,522**	**0.0**				
24	**197,522**	**0.0**				
25	**197,522**	**0.0**				
26	**197,522**	**0.0**				
27	**197,522**	**0.0**				
28	**197,522**	**0.0**				
29	**197,522**	**0.0**				
30	**197,522**	**0.0**				
31	**197,522**	**0.0**				
					*** Testing includes weekend**	
	0	0.0				

Highest Pumpage	**0**	
Highest Pumpage Day	**n/a**	**D20**
Lowest Pumpage	**0**	

Well #3 is used as a seasonal backup. Testing results in blue are also being supplied by the South Water Treatment Plant

City of Minnetrista Water Report - Well #4 (July 2025)

MINNESOTA MDH DEPARTMENT of HEALTH	Drinking Water Protection Section PO Box 64975 St. Paul, MN 565164-0975	**Fluoridation & Phosphate Monthly Report** (Single Well)	PWS ID #: 1270036	**July 2025**	
City of Minnetrista	7701 County Road 110 West	Minnetrista			
55387	Contact Phone #: 952-446-1660	Water Source: Well #4			
Fluoride Chemical Used: Hydrofluorosilicic Acid	Fluoride Dilution: 10%	Raw Water Fluoride Concentration Well #4: -- mg/l			
Phosphate Chemical Used: Carus 1100		Date of test:			
Operator: Mike Pawelk (*Mike Pawelk*)		Public Works Director: Gary Peters (*Gary Peters*)			

Date	Well 4 Meter Reading [kGal]	Pumpage [1,000 gal]	Phosphate Used per Day (gal)	Fluoride Used per Day (gal)	Tested Fluoride Analysis: Fluoride Concentration* (mg/l)	Tested Fluoride Analysis: Sampling Point on Distribution System
Day	1	2	3A	3B	4	5
1			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
2			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
3			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
4			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
5			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
6			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
7			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
8	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
9	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
10			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
11			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
12			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
13			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
14			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
15			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
16			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
17			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
18			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
19			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
20			**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
21	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
22	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
23	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
24	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
25	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
26	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
27	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
28	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
29	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
30	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
31	**538,851**	**0.0**	**Off-Line**	**Off-Line**	**Off-Line**	**Off-Line**
					*** Testing includes weekend**	
	#VALUE!	0.0				

Highest Pumpage	**0**	
Highest Pumpage Day	**n/a**	**D20**
Lowest Pumpage	**0**	

Well #4 is off-line and only used as an emgency back-up.

City of Minnetrista Water Report - Well #5 (July 2025)

MDH (Minnesota Department of Health)	Drinking Water Protection Section PO Box 64975 St. Paul, MN 565164-0975	**Fluoridation & Phosphate Monthly Report (Single Well)**	PWS ID #: 1270036	**July 2025**
City of Minnetrista	7701 County Road 110 West	Minnetrista		
55387	Contact Phone #: 952-446-1660	Water Source: Well #5		
Fluoride Chemical Used: Hydrofluorosilicic Acid	Fluoride Dilution: 10%	Raw Water Fluoride Concentration Well #5: -- mg/l		
Phosphate Chemical Used: Carus 1100		Date of test:		
Operator: Mike Pawelk (Mike Pawelk)		Public Works Director: Gary Peters (Gary Peters)		

Date	Well 5 Meter Reading [kGal]	Pumpage [1,000 gal]	Phosphate Used per Day (gal)	Fluoride Used per Day (gal)	Tested Fluoride Analysis: Fluoride Concentration* (mg/l)	Tested Fluoride Analysis: Sampling Point on Distribution System
Day	1	2	3A	3B	4	5
1			**Off-Line**	**Off-Line**		
2			**Off-Line**	**Off-Line**		
3			**Off-Line**	**Off-Line**		
4			**Off-Line**	**Off-Line**		
5			**Off-Line**	**Off-Line**		
6			**Off-Line**	**Off-Line**		
7			**Off-Line**	**Off-Line**		
8	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
9	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
10			**Off-Line**	**Off-Line**		
11			**Off-Line**	**Off-Line**		
12			**Off-Line**	**Off-Line**		
13			**Off-Line**	**Off-Line**		
14			**Off-Line**	**Off-Line**		
15			**Off-Line**	**Off-Line**		
16			**Off-Line**	**Off-Line**		
17			**Off-Line**	**Off-Line**		
18			**Off-Line**	**Off-Line**		
19			**Off-Line**	**Off-Line**		
20			**Off-Line**	**Off-Line**		
21	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
22	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
23	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
24	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
25	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
26	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
27	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
28	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
29	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
30	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
31	**30,784**	**0.0**	**Off-Line**	**Off-Line**		
					*** Testing includes weekend**	
	0	0.0				

Highest Pumpage	**0**	
Highest Pumpage Day	**n/a**	**D20**
Lowest Pumpage	**0**	

Testing results in yellow were done in the Well #5 area. This area is now being supplied by the South Water Treatment Plant

City of Minnetrista Water Report - Wells #6 and #7
(July 2025)

MDH	Drinking Water Protection Section PO Box 64975 St. Paul, MN 565164-0975			**Fluoridation & Phosphate Monthly Report** **(Multi-Well)**				PWS ID #: 1270036	**July 2025**
City of Minnetrista				7701 County Road 110 West				Minnetrista	
55387		Contact Phone #: 952-446-1660				Water Source: Well #6 & Well #7			
Fluoride Chemical Used: Hydrofluorosilicic Acid		Fluoride Dilution: 10%		Raw Water Fluoride Concentration on: Well #6: mg/l Well #7: mg/l					
Phosphate Chemical Used: Carus 1100									
Operator: Mike Pawelk (*Mike Pawelk*)						Public Works Director: Gary Peters (*Gary Peters*)			
Date	**Well #6 Reading [kGal]**	**Well #7 Reading [kGal]**	**Pumpage [1,000 gal]**	**Phosphate Used per Day (lbs)**	**Fluoride Used per Day (lbs)**	**Tested Fluoride Analysis - Well #6**		**Tested Fluoride Analysis - Well #7**	
						Fluoride Concentration* (mg/l)	**Sampling Point on Distribution System**	**Fluoride Concentration* (mg/l)**	**Sampling Point on Distribution System**
Day	1A	1B	2	3A	3B	4A	4B	5A	5B
1				**0.0**	**0.0**				
2				**0.0**	**0.0**				
3				**0.0**	**0.0**				
4				**0.0**	**0.0**				
5				**0.0**	**0.0**				
6				**0.0**	**0.0**				
7				**0.0**	**0.0**				
8	**617,025**	**562,778**	**738**	**16.0**	**28.0**				
9	**617,455**	**563,165**	**817**	**27.0**	**28.0**				
10				**0.0**	**0.0**				
11				**0.0**	**0.0**				
12				**0.0**	**0.0**				
13				**0.0**	**0.0**				
14				**0.0**	**0.0**				
15				**0.0**	**0.0**				
16				**0.0**	**0.0**				
17				**0.0**	**0.0**				
18				**0.0**	**0.0**				
19				**0.0**	**0.0**				
20				**0.0**	**0.0**				
21	**622,034**	**567,280**	**753**	**25.0**	**17.0**				
22	**622,355**	**567,569**	**610**	**40.0**	**37.0**				
23	**622,674**	**567,858**	**608**	**56.0**	**31.0**				
24	**622,954**	**568,112**	**534**	**33.0**	**27.0**				
25	**623,287**	**568,414**	**635**	**27.0**	**23.0**				
26	**623,734**	**568,816**	**848**	**62.0**	**41.0**				
27	**624,125**	**569,168**	**743**	**38.0**	**19.0**				
28	**624,493**	**569,460**	**660**	**15.0**	**22.0**				
29	**624,796**	**569,720**	**562**	**33.0**	**28.0**				
30	**625,166**	**570,053**	**704**	**20.0**	**17.0**				
31	**625,478**	**570,332**	**592**	**22.0**	**46.0**				
						*** Testing includes weekend**			
	#VALUE!	#VALUE!	8804.0						
	#VALUE!								

Highest Pumpage	**848**	
lighest Pumpage Day		**D38**

Well #6 & Well #7 supply the South Water Treatment Plant. This plant serves the south & central area of Minnetrista.

CITY OF MINNETRISTA

CONSENT AGENDA ITEM

Subject: Election Equipment Lease Agreement with ISD 277

Prepared By: Ann Meyerhoff, City Clerk

Meeting Date: September 15, 2025

Background:

The Westonka School District 277 will be holding School Board Elections in November, 2025. Typically in the past years, the School District has entered into an agreement with the City of Minnetrista to lease the County owned equipment.

Discussion:

Westonka School District 277 has requested the City enter into an agreement to lease the Hennepin County Election equipment that the City has in their possession.

The Lease Agreement would be from October 1, 2025 through December 31, 2025. The City would receive $586.50 from the School District as compensation for the use of the equipment. In their agreement with the City of Minnetrista the terms of their agreement were that the School District shall pay the City 50% of the annual per unit maintenance costs paid by the City to Hennepin County ($206.00 x 50% x 3 for the DS200's and $185.00 x 50% x 3 for the Express Votes). The details are outlined in the attached agreement.

Recommended City Council Action: Approve agreement with the Westonka School District 277 to lease the County owned Election Equipment for their November 2025 School Board Elections

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

CITY OF MINNETRISTA AND WESTONKA SCHOOL DISTRICT 277
LEASE AGREEMENT

THIS AGREEMENT, made by and between the City of Minnetrista and the Westonka School District 277, both political subdivisions of the State of Minnesota, hereinafter referred to as the “City” and the “School District” respectively. For purposes of this Agreement, the address of the City is 7701 County Road 110 W, Minnetrista, MN 55364 and the address of the School District is 5901 Sunnyfield Rd. E, Minnetrista, MN 55364.

WITNESSETH

WHEREAS, the County Lease provides that the City may sublease to the School District the Election Equipment and AVT Equipment, as defined in Section 1, for use in School District elections.

WHEREAS, the School District desires to sublease from the City some of the Election Equipment and AVT Equipment, as defined in Section 1, for use in School District elections.

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the City and the School District agree as follows:

Section 1

SCOPE OF AGREEMENT

1.1 The City hereby leases to the School District at the cost identified below and subject to the terms and conditions of this Agreement, and the School District hereby agrees to lease from the City election equipment identified as: three (3) DS200 Digital Scan Precinct Count Units and three (3) DS200 Plastic Ballot Boxes (the “Election Equipment”) for polling places contained within the School District.

1.2 The City hereby leases to the School District subject to the terms and conditions of this Agreement, and the School District hereby agrees to lease from the City Equipment identified as: three (3) Express Votes Voter Assist Terminals for polling places contained within the School District.

1.3 Subject to the terms and conditions of this Agreement, the parties may agree by written addendum executed by all the parties to increase or decrease the

Election Equipment and AVT Equipment included within the scope of this Agreement.

1.4 In exchange for use of the Election Equipment and AVT Equipment the School District shall pay to the City 50% of the annual per unit maintenance costs paid by the City to Hennepin County ($206.00 x 50% x 3 for the DS200's and $185.00 x 50% x3 for the Express Votes) for a lump sum total of $586.50, due and payable on November 1, 2025.

OWNERSHIP

2.1 The School District acknowledges that the County owns the Election Equipment and AVT Equipment and that the School District is authorized to use said Election Equipment and AVT Equipment for official election related purposes. Use of the Election Equipment and AVT Equipment for any other purpose is strictly prohibited absent express written consent of the County and City.

2.2 The School District acknowledges and agrees that the Election Equipment and AVT Equipment may contain proprietary and trade secret information that is owned by a third party and is protected under state and federal copyright law or other laws, rules, regulations and decisions. The School District shall protect and maintain the proprietary and trade secret status of the Election Equipment and AVT Equipment.

Section 3

HANDLING OF EQUIPMENT AND INDEMNIFICATION

3.1 The School District shall be responsible for the Election Equipment and AVT Equipment while it is in the School District's custody, possession or control. The School District, either through insurance or a self-insurance program, shall be responsible for all costs, fees, damages and expenses including but not limited to personal injury, storage, damage, repair and/or replacement of the Election Equipment and AVT Equipment while it's in the School District's custody and this Agreement is in effect, consistent with the School District's defense and indemnity obligations contained in Section 7.6 herein.

3.2 The School District shall be responsible for the transporting of the Election Equipment and AVT Equipment from and to the City. The School District shall be responsible for all costs, including but not limited to shipping, related to the repair or replacement of lost, stolen, destroyed or damaged Election Equipment and AVT Equipment.

3.3 The Election and AVT Equipment shall be stored at the City. The School District shall arrange to pick up the Election and AVT Equipment no more than 4 weeks prior to the beginning of School District voting for each election. The School District shall return the Election and AVT Equipment to the City no more than 24 hours after the end of School District voting for each election. The School District may arrange to pick up three (3) Express Vote Voter Assist Terminal, 3 DS200 Digital Scan Precinct Count Units and 3 DS200 Plastic Ballot Boxes approximately six weeks prior to each election to be used for absentee voting and new equipment demonstration. The equipment picked up for absentee voting and demonstration must be returned within 24 hours of the end of School District voting for each election. A representative from the School District and City shall both sign an acknowledgement of when the pick-up and return take place and the condition of the units at each of thosetimes.

Section 4

TERM, TERMINATION

4.1 This Agreement commences October 1, 2025 and expires December 31, 2025. Termination of this Agreement by the School District shall not relieve the School District of any duties or obligations hereunder including but not limited to the obligation to pay amounts due and payable. Upon expiration or any termination of this Agreement, the School District shall return the Election Equipment and/or AVT Equipment within a reasonable time and in good operating condition except for routine wear and tear.

Section 5

MAINTENANCE

5.1 **Maintenance.** The City has entered into agreements for the maintenance of the Election Equipment and the AVT Equipment. The School District shall immediately report any maintenance issues to the City. The City shall arrange for the performance of all maintenance for the Election and AVT Equipment.

5.2 The School District agrees not to make any repairs, changes, modifications or alterations to the Election Equipment or AVT Equipment.

5.3 After reasonable notice, the City shall have the right to enter into and upon the premises where the Election Equipment and AVT Equipment is located for the purposes of inspecting the same or observing its use. On an annual basis, during the term of this Agreement, the School District shall comply with the City's request for verification of Election Equipment and AVT Equipment inventory.

Section 6

PROGRAMMING AND ACCUMULATION

6.1 **Programming**. The School District will work directly with the County in regards for programming. The City will not be responsible for programming the Election

Equipment or AVT Equipment for School District use. The School District isresponsible for any programming costs.

Section 7

OTHER TERMS AND CONDITIONS

7.1 **No Waiver.** No delay or omission by either party hereto to exercise any right or power occurring upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof unless the same is consented to in writing. A waiver by either of the parties hereto of any of the covenants, conditions, or agreements to be observed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any covenant, condition, or agreement herein contained. All remedies provided for in this Agreement shall be cumulative and in addition to, and not in lieu of, any other remedies available to either party at law, in equity, or otherwise.

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

7.3 **Entire Agreement.** It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties hereto.

7.4 **No Assignment.** Neither party shall assign, sublet or transfer this Agreement, either in whole or in part, without the prior written consent of the other party, and any attempt to do so shall be void and of no force and effect.

7.5 **No Warranty.** CITY IS PROVIDING THE ELECTION EQUIPMENT AND AVT EQUIPMENT ON AN AS-IS BASIS WITH NO SUPPORT WHATSOEVER. THERE IS NO WARRANTY OF MERCHANTABILITY, NO WARRANTY OF FITNESS FOR PARTICULAR USE, NO WARRANTY OF NON-INFRINGEMENT, NO WARRANTY REGARDING THE USE OF THE INFORMATION OR THE RESULTS THEREOF AND NO OTHER WARRANTY OF ANY KIND, EXPRESS OR IMPLIED.

Pursuant to the foregoing, the School District agrees that the City is furnishing the Election and AVT Equipment on an “as is” basis, without representation or any express or implied warranties, including but not limited to, fitness for particular purpose, merchantability or the accuracy and completeness of the

Election Equipment or AVT Equipment. The City does not warrant that the Election Equipment and/or AVT Equipment will be error free. The City disclaims any other warranties, express or implied, respecting this agreement or the Election or AVT Equipment.

The School District's exclusive remedy and the City's sole liability for any substantial defect which impairs the use of the Election Equipment and/or AVT Equipment for the purposes stated herein shall be the right to terminate this Agreement.

7.6 IN NO EVENT SHALL THE CITY BE LIABLE FOR ACTUAL, DIRECT, INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL DAMAGES (EVEN IF THE CITY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE) OR LOSS OF PROFIT, LOSS OF BUSINESS OR ANY OTHER FINANCIAL LOSS OR ANY OTHER DAMAGE ARISING OUT OF PERFORMANCE OR FAILURE OF PERFORMANCE OF THIS AGREEMENT BY THE CITY.

The City and the School District agree each will be responsible for their own acts and omissions under this Agreement and the results thereof including but not limited to the acts or omissions of the party's subcontractors, employees and other personnel and shall to the extent authorized by law defend, indemnify and hold harmless the other party from any liability, claims, causes of action, costs or expenses resulting directly or indirectly from such acts and/or omissions. Each party shall not be responsible for the acts, errors or omissions of the other party under the Agreement and the results thereof. The parties' respective liabilities shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law. The statutory limits of liability for some or all of the parties may not be added together or stacked to increase the maximum amount of liability for any party. This paragraph shall not be construed to bar legal remedies one party may have for the other party's failure to fulfill its obligations under this Agreement. Nothing in this Agreement constitutes a waiver by the School District or City of any statutory or common law defenses, immunities, or limits on liability.

7.7 **Notice.** Any notice or demand shall be in writing and shall be sent registered or certified mail to the other party addressed as follows:

To the City:	City of Minnetrista 7701 County Road 110 W Minnetrista, MN 55364
To the School District:	Westonka Schools Educational Services Center 5901 Sunnyfield Rd. E. Minnetrista, MN 55364

7.8 **Audit Provision.** Both parties agree that either party, the State Auditor, or any of their duly authorized representatives at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the other party and involve transactions relating to this Agreement. Such materials shall be maintained and such access and rights shall be in force and effect during the period of the contract and for six (6) years after its termination or cancellation.

7.9 **Whereas Clauses.** The matters set forth in the "Whereas" clauses on page one of this Agreement are incorporated into and made a part hereof by this reference.

7.10 **Survival of Provisions.** It is expressly understood and agreed that the obligations and warranties of the School District and City hereof shall survive the completion of performance and termination or cancelation of this Agreement.

7.11 **Authority.** The person or persons executing this Lease Agreement on behalf of the School District and City represent that they are duly authorized to execute this Lease Agreement on behalf of the School District and the City and represent and warrant that this Lease Agreement is a legal, valid and binding obligation and is enforceable in accordance with its terms.

7.12 The parties shall comply with applicable law including but not limited to the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA)**.**

THE REMAINDER OF THIS PAGE IS BLANK.

AUTHORIZATION

CITY OF MINNETRISTA
STATE OF MINNESOTA

____
Lisa Whalen, Mayor

____
Ann Meyerhoff, City Clerk

WESTONKA SCHOOL DISTRICT 277

By: ____________________________________

Its: ____________________________________

And: ___________________________________

Its: ____________________________________

CITY OF MINNETRISTA

CITY COUNCIL CONSENT AGENDA ITEM 4F

Subject:	**2585 Highland Road Second Home Agreement**
Prepared By:	**Nickolas Olson, Senior City Planner**
Through:	**David Abel, Community Development Director**
Meeting Date:	**September 15, 2025**

Issue: James and Brenda Bell (the "Applicants") are the owners of the property located at 2585 Highland Road (the "Property"). The Applicants purchased the Property with the intention of building a new home. While building the new home, the Applicants would like to live in the existing home on the Property. In order to do so, City Code requires the Applicants to enter in to a second home agreement with the City. Second home agreements require approval by the City Council. City staff has draft a second home agreement and the Applicants have agreed to its form. The form of the agreement has been attached for City Council consideration.

Recommended Action: Motion to approve a second home agreement between James and Brenda Bell and authorize the Mayor and City Clerk to sign on behalf of the City.

Attachments:
1. Applicants' Narrative
2. Demo Cost Estimate
3. Form of Second Home Agreement

To Whom it may concern,

We recently purchased a home at 2585 Highland Road in Minnetrista. We plan to build a new home on the property, we are requesting the city allows us to wait to tear down the existing home until we have received the certificate of occupancy for the new home. Our 26 year old son has Muscular Dystrophy and uses a power wheelchair. The existing home works for us in the short term but does not fit all his specific needs, we would like to retain the home until the new home is built since it is very difficult to find a rental property that has accessibility. Our desire is to build a home that is custom designed for his needs and is totally accessible.

We would also like to request a 60 day delay after the certificate of occupancy to salvage as much as the existing property as possible before it is demolished.

Thank You,

Jim and Brenda Bell
2585 Highland Road
Minnetrista, Mn 55359
952-250-9756

KONEN HOMES
new homes • remodeling • additions

July 18, 2025

RE: 2585 Highland Road, Minnetrista, MN 55359

Minnetrista City Planning Department:

We will be handling the new home construction at 2585 Highland Road for Jim and Brenda Bell. As part of that new construction, we will also demo the existing home upon completion of the new home.

We would like 60 days after occupancy of the new home, to start the demo process of the existing home. The demo proposal is $28,000.00 and will take no longer than thirty days.

If there are any questions, please reach out to me at 612-382-6724.

Thank you.

Jeff Konen,
General Contractor
Konen Homes, Inc.

19460 Vine Ridge Road, Excelsior MN 612-382-6724 Lic No. BC013407

SECOND HOME AGREEMENT

THIS SECOND HOME AGREEMENT ("Agreement") is made this ____ day of _________________, 2025, by and between _____________, Trustee of the James R & Brenda S Bell Living Trust dated March 13, 2013 and any amendments thereto (the "Owner") and the City of Minnetrista (the "City"), a Minnesota municipal corporation.

I. RECITALS

WHEREAS, the Owner is the owner of certain real property located at 2585 Highland Road in Minnetrista, Hennepin County, Minnesota, legally described on the attached Exhibit A (the "Property"); and

WHEREAS, a house (the "Structure") currently exists on the Property; and

WHEREAS, the Owner wishes to construct a new house on the Property (the "Second House") while occupying the Structure during construction of the Second House; and

WHEREAS, upon completion of construction of the Second House, the Owner intends to remove the Structure and its foundation from the Property and complete the associated grading and backfilling work necessary so that the area formally occupied by the Structure meets the surrounding grade (the "Improvements"); and

WHEREAS, according to Section 505.07, subdivision 9 of the Minnetrista City Code, "no accessory structure will be allowed to exist or be constructed on any lot that does not contain a principal structure to which it is accessory, unless an accessory home agreement is entered into and approved by the city council;" and

WHEREAS, the City has agreed to allow the Owner to retain the Structure on the Property during the construction of the Second House, subject to certain conditions; and

WHEREAS, among the conditions is a requirement that the Owner executes this Agreement and provide a deposit or letter of credit to the City in order to ensure that the City has the right and the financial resources to complete the Improvements in the event that the Owner fails to do so; and

II. AGREEMENT

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties hereto agree and stipulate as follows:

1. **USE OF STRUCTURE.** The City agrees to permit the Owner to maintain and occupy, but not expand or improve, the Structure until construction of the Second House is complete. The Owner agrees to complete all of the Improvements within 60 days of the issuance of a certificate of occupancy for the Second House, or by ______________, whichever occurs first. The Owner may request an extension to this deadline, however, the City is under no obligation to grant an extension.

2. **REPRESENTATIONS OF OWNER.** The Owner represents that it is the fee owner of the Property, that it has full legal power and authority to encumber the Property as provided in this Agreement, that in doing so it is not in violation of the terms or conditions of any instrument or agreement of any nature to which the Owner is bound or which relates in any manner to the Property.

3. **COMPLETION OF THE IMPROVEMENTS.** If the Owner fails to complete any of the Improvements within 60 days of issuance of a certificate of occupancy for the Second House, the Owner grants permission to the City, its employees, contractors and assigns to enter upon the Property for the purpose of completing the Improvements.

4. **SECURITY.** The Owner agrees to deposit with the City a cash deposit or letter of credit in the amount of $28,000, which represents 100 percent of the estimated cost of completing the Improvements. In the event that the Owner fails to complete all of the Improvements within the time specified by this Agreement, the City may complete the Improvements and draw from the deposit or letter of credit for any expenses that it incurs that are associated with this work.

5. **SPECIAL ASSESSMENT WAIVER.** In the event that the City must complete the Improvements and the expenses incurred by the City exceed the amount of the deposit or letter of credit, the Owner consents to the City levying a special assessment against the Property for the remaining amount in accordance with Minnesota Statutes Section 429.061. The principal amount of the special assessment shall be the actual cost incurred by the City to complete the Improvements that exceeded the letter of credit or deposit amount. The special assessment shall not exceed $10,000.00. In the event that the City must complete the Improvements and its expenses exceed the letter of credit or deposit amount, the Owner waives its notice of hearing and hearing on the special assessment levied by the City to finance the Improvements, pursuant to Minnesota Statutes Section 429.061 and specifically requests that the special assessment be levied against the Property by the City without a hearing. The Owner also waives its right to appeal the levy of the special assessment in accordance with this Agreement pursuant to Minnesota Statutes Section 429.081. The Owner further specifically agrees with respect to this special assessment against the Property that: 1) all requirements of Minnesota Statutes Chapter 429 with which the City does not comply with are hereby waived; and 2) the increase in fair market value of the Property resulting from the Improvements will be at least equal to the amount of the special assessment levied against the Property and that such increase in fair market value is a special benefit to the Property. The special assessment levied against the Property

shall be payable over such period as the City may determine, but not less than five years, and shall bear interest at a rate determined by the City, but not more than eight percent per year. The first installment of the principal and interest shall be included in the first tax rolls completed after the adoption of the City Council resolution levying the special assessment.

6. INDEMNIFICATION. The Owner agrees to defend, protect, indemnify, and hold harmless the City from any and all claims, litigation, causes of action, and any other obligation imposed upon or asserted against upon the City, or its officials, agents, contractors or employees arising out of this Agreement or the City's exercise of its rights hereunder.

7. COSTS. The Owner agrees to pay to the City any costs or expenses, including without limitation, attorneys' fees, incurred by City in enforcing any provision of this Agreement.

8. WAIVER. Nothing in this Agreement shall constitute a waiver or limitation of the City's immunities or limitations on liability as set forth in Minnesota Statutes Chapter 466 or otherwise. The Owner further agrees and acknowledges that, except as expressly set forth in this Agreement, nothing in this Agreement shall constitute a waiver of any right the City has to enforce any federal, state, or local law, rule, or regulation or any other right to which the City is entitled.

9. NOTICE. Any notice, demand, or other communication under this Agreement by either party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally; and

(a) In the case of the Owner, is addressed to or delivered personally to the Owner at:

The James R & Brenda S Bell Living Trust
Attn: James Bell and Brenda Bell
2585 Highland Road
Minnetrista, MN 55364

(b) in the case of City, is addressed to or delivered personally to the City at:

City of Minnetrista
7701 County Road 110 W
Minnetrista, MN 55364-9553
Attn: City Administrator

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other.

10. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

11. RECORDING. The covenants, waivers and agreements contained in this Agreement shall bind the Owner and its successors and assigns and shall run with the Property. It is the intent of the parties to this Agreement that this Agreement be in a form which is recordable among the property records of Hennepin County, Minnesota. The City shall record this Agreement with the County, and the Owner shall pay all costs associated with the recording.

12. CHOICE OF LAW. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

13. TERMINATION. Failure by the Owner to obtain a building permit for the Second House within 180 days of the date of City Council approving this Agreement, shall result in automatic termination of this Agreement. Upon the Owner obtaining a building permit for the Second House, this Agreement will terminate upon the completion of the Improvements by the Owner and issuance of the Certificate of Occupancy by the City for the Second House or upon final payment by the Owner of the special assessment levied against the Property for the Improvements, whichever occurs first.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date written above.

JAMES R & BRENDA S BELL LIVING TRUST DATED MARCH 13, 2013, AND ANY AMENDMENTS THERETO

By:____

Its: Trustee

STATE OF MINNESOTA)
)
COUNTY OF ____________)

The foregoing instrument was acknowledged before me this _____ day of ____________, 2025, by ______________________, the Trustee of the James R & Brenda S Bell Living Trust dated March 13, 2013, and any amendments thereto, on behalf of the Trust.

____
Notary Public

CITY OF MINNETRISTA

By: ___________________________________
Lisa Whalen, Mayor

Attest: ___________________________________
Ann Meyerhoff, City Clerk

STATE OF MINNESOTA)
)
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of ____________, 2025 by Lisa Whalen and Ann Meyerhoff, the Mayor and City Clerk, respectively, of City of Minnetrista, on behalf of the City.

____
Notary Public

This document was drafted by:

Kennedy & Graven, Chartered (SJS)
Fifth Street Towers, Suite 700
150 South Fifth Street
Minneapolis, MN 55402
(612) 337-9260

EXHIBIT A

Legal Description of Property

The South 726 feet of the West 150 feet of that part of Government Lot 2, Section 20, Township 117 North, Range 24 West of the 5th Principal Meridian, lying North of the South 7 acres thereof, Hennepin County, Minnesota, EXCEPT the North 418.26 feet of the West 12.78 feet thereof,

AND

That part of Lot 1, Block 1, Shores of Whaletail, Hennepin County, Minnesota, described as follows: Commencing at the Northeast corner of said Lot 1; thence South 01 degrees 10 minutes 00 seconds West, along the East line of said Lot 1, a distance of 355.10 feet, to the point of beginning of the land to be described; thence North 89 degrees 41 minutes 05 seconds West, a distance of 18.00 feet; thence South 00 degrees 56 minutes 07 seconds West, a distance of 307.76 feet; thence South 89 degrees 41 minutes 05 seconds East, a distance of 16.76 feet, to the East line of said Lot 1; thence North 01 degree 10 minutes 00 seconds East, along the East line of said Lot 1, a distance of 307.78 feet, to the point of beginning.

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM

Subject: Accept improvements and authorize final payment for Well #3 rehabilitation improvements (City Project No. 06-24)

Prepared By: Gary Peters, Public Works Director and Jake Puffe, AE2S Project Manager

Meeting Date: September 15, 2025

Issue:
The Well #3 rehabilitation improvements have been satisfactorily completed, and project acceptance and final payment are requested by the contractor.

Overview:
On November 18, 2024, the City of Minnetrista awarded a contract for Well 3 Rehabilitation Improvements (City Project No. 06-24) to E.H. Renner & Sons, Inc.

All punch list items have been completed, and closeout paperwork has been submitted. Acceptance of the project will start the warranty period, effective as of the date of substantial completion, February 10, 2025. The warranty period will expire on February 10, 2026.

Staff recommends that the Well #3 Rehabilitation Improvements (City Project No. 06-24) be accepted, and that final payment be issued to E.H. Renner & Sons, Inc.

Fiscal Impact:
The bid awarded to E.H. Renner & Sons, Inc was for a total of $124,867.00 and the final project construction amount on the attached Contractor's Application for Payment No. 1 is $42,510.00. The cost of the project is lower than the bid amount since not all the bid items were used, in part or whole, reducing the overall well rehabilitation costs. This reduction is noted in the attached Change Order No. 1 in the amount of $82,357.00.

Recommended City Council Action:
Staff recommends a motion to approve Resolution No. 79-25, accepting the Well #3 Rehabilitation Improvements (City Project No. 06-24) and authorizing final payment to E.H. Renner & Sons, Inc in the amount of $42,510.00.

CHANGE ORDER NO. 1:

Owner:	City of Minnetrista	Owner's Project No.:	
Engineer:	AE2S	Engineer's Project No.:	P05355-2024-003
Contractor:		Contractor's Project No.:	
Project:	Minnetrista Well No. 3 Downhole Rehabilitation		
Contract Name:	Contract No. 1 - Minnetrista Well No. 3 Downhole Rehabilitation		
Date Issued:	9/9/2025	Effective Date of Change Order:	9/9/2025

The Contract is modified as follows upon execution of this Change Order:

Description:

Addition of Swage Nipple for pump to pipe connection.

Addition of second run of level transducer tubing piping.

Balancing change order for work not performed.

Attachments:

None.

Change in Contract Price	**Change in Contract Times**
Original Contract Price: $ 124,867.00	Original Contract Times: Substantial Completion: February 10, 2025 Ready for final payment: February 28, 2025
~~[Increase] [Decrease]~~ from previously approved Change Orders No. 1 to No.1: $ 0.00	**[Increase] [Decrease]** from previously approved Change Orders No.1 to No. **1:** Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: $ 124,867.00	Contract Times prior to this Change Order: Substantial Completion: February 10, 2025 Ready for final payment: February 28, 2025
Decrease this Change Order: $ 82,357.00	**Increase** this Change Order: Working Days Substantial Completion: 0 days Ready for final payment: 193 days
Contract Price incorporating this Change Order: $ 42,510.00	Contract Times with all approved Change Orders: Substantial Completion: February 10, 2025 Ready for final payment: September 9, 2025

	Recommended by Engineer (if required)	Accepted by Contractor
By:	John R[illegible]	Kathrynn R Wells
Title:	Project Manager	President
Date:	9/9/2025	9/9/2025

	Authorized by Owner	~~Approved by Funding Agency (if applicab~~
By:	Gary Peters Gary Peters	
Title:	Public Works Director	
Date:	9/9/2025	

Contractor's Application for Payment

Owner:	City of Minnetrista	**Owner's Project No.:**	
Engineer:	AE2S	**Engineer's Project No.:**	P05355-2024-003
Contractor:	E.H. Renner	**Contractor's Project No.:**	
Project:	Minnetrista Well No. 3 Downhole Rehab.		
Contract:	Contract No. 1 - Well No. 3 Downhole Rehab.		

Application No.: 1 **Application Date:** 3/18/2025

Application Period: From ______ to ______

1. Original Contract Price	$	124,867.00
2. Net change by Change Orders	$	(82,357.00)
3. Current Contract Price (Line 1 + Line 2)	$	42,510.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	42,510.00
5. Retainage		
a. 0% X $ 42,510.00 Work Completed	$	-
b. 0% X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	-
6. Amount eligible to date (Line 4 - Line 5.c)	$	42,510.00
7. Less previous payments (Line 6 from prior application)		
8. Amount due this application	$	42,510.00
9. Balance to finish, including retainage (Line 3 - Line 4)	$	-

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: E.H. Renner & Sons Inc.

Signature: Kathrynn R Welle **Date:** 9/9/2025

Recommended by Engineer		**Approved by Owner**	
By:	[signature]	**By:**	Gary Peters Gary Peters
Title:	Project Manager	**Title:**	Public Works Director
Date:	9/9/2025	**Date:**	9/9/2025
~~**Approved by Funding Agency**~~			
By:		**By:**	Lisa Whalen
Title:		**Title:**	Mayor
Date:		**Date:**	

Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	City of Minnetrista	**Owner's Project No.:**	
Engineer:	AE2S	**Engineer's Project No.:**	P05355-2024-003
Contractor:	E.H. Renner	**Contractor's Project No.:**	
Project:	Minnetrista Well No. 3 Downhole Rehab.		
Contract:	Contract No. 1 - Well No. 3 Downhole Rehab.		

Application No.: 1 **Application Period:** From ______ to ______ **Application Date:** 03/18/25

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
					Original Contract						
	SCH A										
A.01	Mobilization	1	LS	9,000.00	9,000.00	1.00	9,000.00		9,000.00	100%	-
A.02	Shop time for cleaning/repairing	30	Hour	125.00	3,750.00	30.00	3,750.00		3,750.00	100%	-
A.03	Video Investigation	1	LS	1,900.00	1,900.00	1.00	1,900.00		1,900.00	100%	-
A.04	Brush Well Casing and Bail Debris	1	LS	3,200.00	3,200.00	1.00	3,200.00		3,200.00	100%	-
A.05	6" X 20' Drop Pipe	11	EA	750.00	8,250.00	11.00	8,250.00		8,250.00	100%	-
A.06	6" X 10' Drop Pipe	1	LS	350.00	350.00	1.00	350.00		350.00	100%	-
A.07	New Motor	1	LS	11,500.00	11,500.00		-		-	0%	11,500.00
A.08	Rehab Pump Bowls	1	LS	5,000.00	5,000.00		-		-	0%	5,000.00
A.09	Rehab Discharge Head (sand blast and paint if requried)	1	LS	800.00	800.00	1.00	800.00		800.00	100%	-
A.10	New Well Level Tubing	231	LF	7.00	1,617.00	480.00	3,360.00		3,360.00	208%	(1,743.00)
A.11	New Level Transducer	1	EA	3,000.00	3,000.00	1.00	3,000.00		3,000.00	100%	-
A.12	6-inch Check Valve	1	LS	1,400.00	1,400.00	1.00	1,400.00		1,400.00	100%	-
					49,767.00		35,010.00	-	35,010.00	92%	14,757.00
	SCH B										
B.01	Replace Pump	1	LS	7,200.00	7,200.00	1.00	7,200.00		7,200.00	100%	-
B.02	Rehab Pump Motor	1	LS		-		-		-		-
B.03	Replace thrust bearing	1	LS		-				-		-
B.04	Motor Cable Replacement	235	LS	20.00	4,700.00		-		-	0%	4,700.00
B.05	Sandstone Removal	50	CY	200.00	10,000.00		-		-	0%	10,000.00
B.06	Air Surging	36	HR	600.00	21,600.00		-		-	0%	21,600.00
B.07	Sandstone Disposal	50	CY	200.00	10,000.00		-		-	0%	10,000.00
B.08	Test Pumping	36	HR	600.00	21,600.00		-		-	0%	21,600.00
					75,100.00		7,200.00	-	7,200.00	17%	67,900.00
				Original Contract Totals	$ 124,867.00		$ 42,210.00	$ -	$ 42,210.00	34%	$ 82,657.00

Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	City of Minnetrista	**Owner's Project No.:**	
Engineer:	AE2S	**Engineer's Project No.:**	P05355-2024-003
Contractor:	E.H. Renner	**Contractor's Project No.:**	
Project:	Minnetrista Well No. 3 Downhole Rehab.		
Contract:	Contract No. 1 - Well No. 3 Downhole Rehab.		

Application No.: 1 **Application Period:** From ______ to ______ **Application Date:** 03/18/25

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
				Change Orders							
C.1	Swage Nipple for the pump to pipe	1.00	LS	300.00	300.00	1.00	300.00		300.00	100%	-
C.2	Deduction	1.00	LS	(82,657.00)	(82,657.00)	-	-		-	0%	(82,657.00)
				Change Order Totals	$ (82,357.00)		$ 300.00	$ -	$ 300.00	0%	$ (82,657.00)
				Original Contract and Change Orders							
				Project Totals	$ 42,510.00		$ 42,510.00	$ -	$ 42,510.00	100%	$ -

RESOLUTION NO. 79-25

RESOLUTION ACCEPTING IMPROVMENTS AND AUTHORIZING FINAL PAYMENT FOR WELL #3 REHABILITATION IMPROVEMENTS (CITY PROJECT NO. 06-24)

WHEREAS, pursuant to a written contract signed with the City on November 18, 2024, E.H. Renner & Sons, Inc. has satisfactorily completed the Well #3 Rehabilitation Improvements (City Project No. 06-24), in accordance with this contract.

NOW, THEREFORE, BE IT RESOLVED, **BY THE CITY COUNCIL OF THE CITY OF MINNETRISTA,** the work completed under said contract is hereby accepted and approved; and that the City Clerk and Mayor are hereby directed to issue a proper order for the final payment on such contract in the amount of $42,510.00.

This resolution was adopted by the City Council of the City of Minnetrista on the 15th day of September, by a vote of __ Ayes and __ Nays.

____
Mayor Lisa Whalen

ATTEST:

____
Ann Meyerhoff
City Clerk

CITY OF MINNETRISTA

REQUEST FOR CITY COUNCIL ACTION/DISCUSSION

Subject: **Public Hearing for the 2026 Street Improvement Project, City Project 01-26**

Prepared By: Alyson Fauske, PE (MN), City Engineer

Meeting Date: September 15, 2025

Attachments: Project map, Assessment Map, Preliminary Assessment Roll

Issue:
As required by Minnesota State Statutes, Chapter 429 the City Council shall hold a Public Hearing for the 2026 Street Improvement Project, City Project 01-26.

Background/Discussion:
The 2026 Street Improvement Project, City Project 01-26, was initiated by the City Council at the May 5, 2025, regular City Council meeting when the City Council passed Resolution 48-25, Authorizing Professional Services for the 2026 Street Improvement Project, now known as City Project 01-26. The 2026 Street Improvement Project generally consists of improvements to the following streets to extend the existing pavement life:

- Full Depth Removal and Replacement of:
  - Game Farm Road East from 3900' west of CR 110 to 1500' west of CR 110
  - Game Farm Road North from 4630' south of CR 26 to 5810' south of CR 26
  - Saunders Lake Drive North from 265' west of Maple Lane to 350' west of Cedar Court
  - Basswood Drive between Cherrywood Court and ~85' north of Walnut Drive

- Mill and Overlay of:
  - The remainder of Game Farm Road
  - North Saunders
    - The remainder of Saunders Lake Drive North
    - Willow Court
    - Maple Lane
    - Cedar Court

Mission Statement:
The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

- South Saunders
  - Saunders Lake Drive South
  - The remainder of Basswood Drive
  - Bluffs Lane North
  - Walnut Drive
  - Cherrywood Court
- Pinnacle Way
- Lakeside Drive and Lakeside Circle

Proposed improvements also include resurfacing the bituminous trail along Westedge Boulevard and Saunders Lake Drive North.

A neighborhood information meeting was held on July 14, 2025. At the August 4, 2025 meeting City Council passed Resolutions 72-25 and 73-25, Receiving the Feasibility Report and Calling the Public Hearing for the Proposed 2026 Street Improvement Project, City Project 01-26.

The properties adjacent to the full depth removal and replacement portion of Game Farm Road are proposed to be assessed for a portion of the street improvement cost. Based on the city's policy to assess 50% of the street and storm cost, the preliminary assessment amount would be $16,200. The proposed preliminary assessment amount is $10,000, which was the assessment cap based on the special benefit analysis for the 2023 reclamation and reconstruction projects.

A Public Hearing is required per MS Chapter 429 to allow interested persons to voice their opinions of the proposed improvements, whether or not they are in the proposed assessment area. Notices of the Public Hearing were sent to the benefitting property owners in accordance with MS Chapter 429. The Public Hearing is held to allow interested persons to voice their opinions of the proposed improvements, whether or not they are in the proposed assessment area.

Fiscal Impact:
After City Council accepted the feasibility study Public Works indicated that it would be beneficial to replace two culverts under Game Farm Road and cleaning the inlets and outlets of all the culverts. The estimated additional cost for this work is $41,500 and $27,500, respectively. The culvert replacement would be paid from the City's State Aid Fund and would not be considered an assessable cost. The cost to clean the inlets and outlets would be paid from the Storm Fund. The additional design and wetland permitting fees associated with this work is $6,120.

Figure 1. Proposed culvert replacement locations

The original budget for the project included $350,000 for the mill and overlay of Westedge Boulevard, however this was inadvertently omitted from proposed project scope or the feasibility study. Staff requests council authorization to add this street to the project. Cores obtained in 2024 indicate that the portion of the road between Willow Court and Sugar Mill Lane should be full depth removal and replacement of the pavement and the remainder be milled and overlaid. The recommended budget for this work is $450,000.

Consistent with past practice, the three properties that access Westedge Boulevard are not proposed to be assessed since the majority of the roads in the North Saunders area will be milled and overlaid.

The east half of Westedge Boulevard from CR 15 to Woodedge Road is in the City of Mound. Staff from the City of Mound support the proposed improvement and the Mound City Council is supportive of their estimated portion of the project costs, which is $112,500.

The additional design fee associated with adding Westedge Boulevard to the project is $7,700.

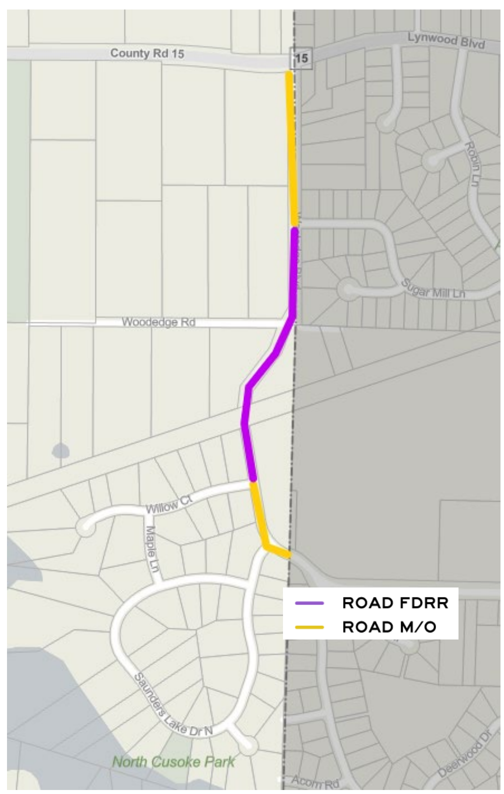


Figure 2. Proposed extent of Westedge Boulevard improvements.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

A $4.4 million preliminary budget for this project was presented to the City Council on May 5, 2025. The opinion of probable cost developed with the feasibility report is broken down in the table below; additional proposed improvements are shown in *italics*. The costs in Table 1 include a 10% construction contingency and 20% indirect costs for engineering, administration, and legal costs. The improvements are proposed to be funded through a combination of City Funds, State Aid Funds, City of Mound Funds, and special assessments to the benefitting properties.

Table 1 – Opinion of Probable Cost Summary

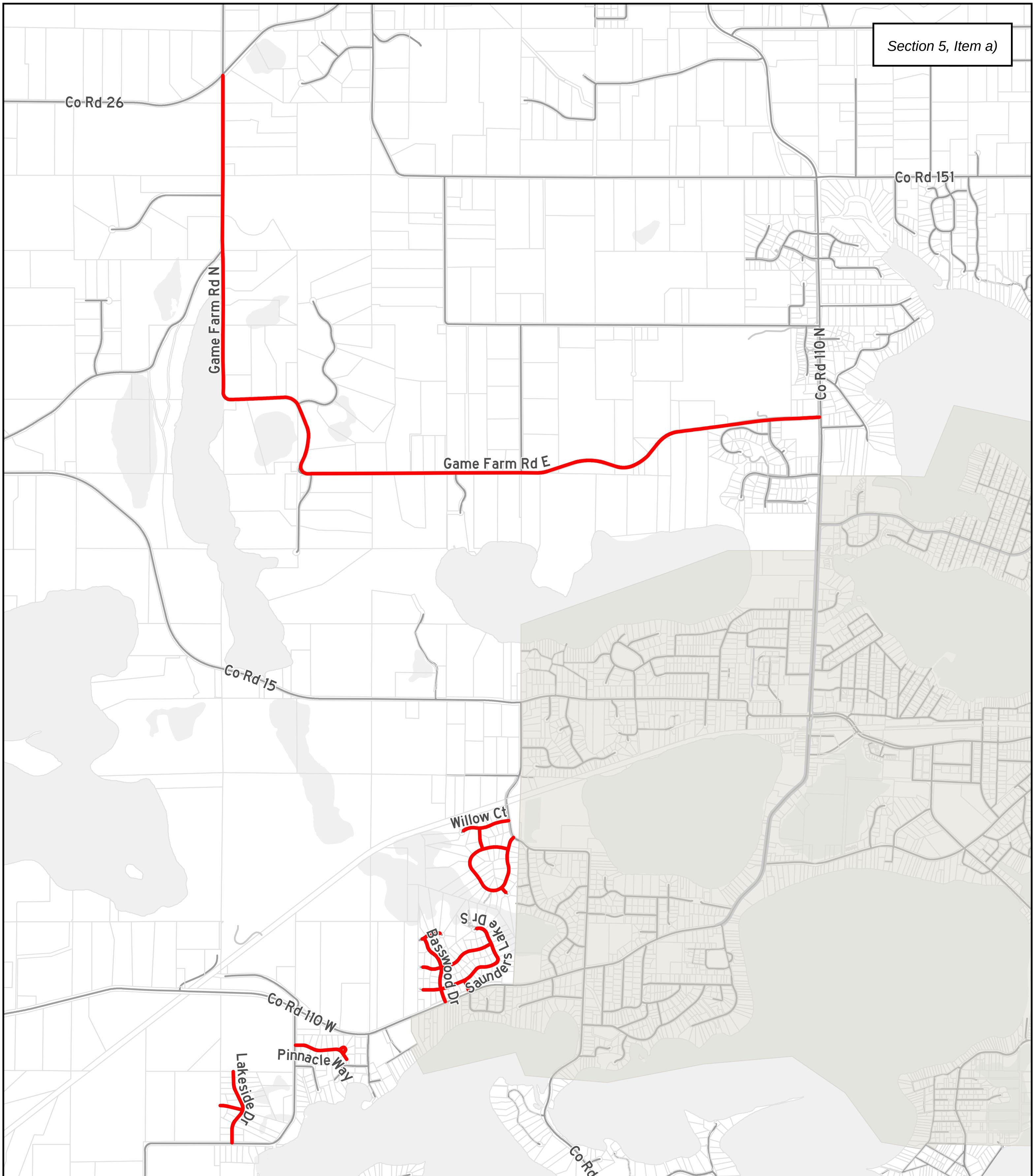
2026 Street Improvement Project

Proposed Improvements	City Responsibility	State Aid Funding	Other Funding	Total Estimated Funding
Surface Improvements, per Feasibility Report	$1,938,230	$740,240	$150,000 (Special Assessments)	$2,828,470
Resurface bituminous trail: Westedge Blvd / North Saunders Lake Dr	$22,800	-	-	$22,800
Game Farm Road Culverts	-	*$69,000*	-	*$69,000*
Westedge Boulevard Improvements	*$337,500*	-	*$112,500 (City of Mound)*	*$450,000*
Opinion of Probable Cost	**$2,298,530**	**$809,240**	**$262,500**	**$3,370,270**

Recommended City Council Action:

Staff recommends:

1. Approving Resolution No. 80-25, ordering the improvements and authorizing the preparation of plans and specifications for the 2026 Street Improvement Project, City Project 01-26, and
2. Authorize adding Westedge Road (CR 15 to City Limits) to the 2026 Street Improvement Project, City Project 01-26, and
3. Authorize an additional $13,820 in WSB fees for the design and wetland permitting for the culvert replacement under Game Farm Road, and for the design of Westedge Road.



7701 COUNTY ROAD 110 WEST
MINNETRISTA, MN 55364

2026 PAVEMENT IMPROVEMENT PROJECT LOCATION MAP

MINNETRISTA, MN

PROJECT AREA

0 0.25
MILES

N

CITY OF MINNETRISTA

2026 STREET IMPROVEMENT PROJECT

ASSESSMENTS

ASSESSED PROPERTIES

N

0 250 0

FEET

Preliminary Assessment Roll - Game Farm Road

Project: 2026 Street Improvement Project
Project Location: City of Minnetrista
City Project No. : 01-26
WSB Project No. : 029049-000

Date: 6/27/2025
Total Surface Improvement Cost: $ 484,185.24
Assessable Units: 15
Unit Assessment Rate: $ 10,000.00

Map ID	Owner Name	Property Owner Address		Property Address		PID No.	Land Use Description	Assessable Units	Assessment Rate	Total Assessment
1	D H Macdonald/E W Macdonald	5925 Game Farm Road	Minnetrista, MN 55364	5925 Game Farm Road	Minnetrista, MN 55364	1111724430005	Residential Lake Shore	1	$ 10,000.00	$ 10,000.00
2	R A Moulton & C J Moulton	5985 Game Farm Road	Minnetrista, MN 55364	5985 Game Farm Road	Minnetrista, MN 55364	1111724430022	Residential Lake Shore	1	$ 10,000.00	$ 10,000.00
3	Marianne G Lumbard	6087 Game Farm Road	Minnetrista, MN 55365	6087 Game Farm Road	Minnetrista, MN 55365	1411724210001	Residential Lake Shore	1	$ 10,000.00	$ 10,000.00
4	Kelly Gehl Dunlap	6089 Game Farm Road	Minnetrista, MN 55366	6089 Game Farm Road	Minnetrista, MN 55366	1411724210002	Residential Lake Shore	1	$ 10,000.00	$ 10,000.00
5	Marianne Gardiner Lumbard	6035 Game Farm Road	Minnetrista, MN 55364	6035 Game Farm Road	Minnetrista, MN 55364	1111724340010	Residential - Misc/ B&B / Multipl	1	$ 10,000.00	$ 10,000.00
6	Peter J Ronnerud	6055 Game Farm Road	Minnetrista, MN 55364	6055 Game Farm Road	Minnetrista, MN 55364	1111724340009	Residential	1	$ 10,000.00	$ 10,000.00
7	Alex & Ashley Yellick	6075 Game Farm Road	Minnetrista, MN 55364	6075 Game Farm Road	Minnetrista, MN 55364	1111724340012	Residential	1	$ 10,000.00	$ 10,000.00
8	D & R Knowles	6085 Game Farm Road	Minnetrista, MN 55364	6085 Game Farm Road	Minnetrista, MN 55364	1111724340011	Residential	1	$ 10,000.00	$ 10,000.00
9	Audrey E Vaughn	6170 Game Farm Road	Minnetrista, MN 55364	6170 Game Farm Road	Minnetrista, MN 55364	1111724340002	Residential	1	$ 10,000.00	$ 10,000.00
10	Steven Shannon/Cindi Shannon	6080 Game Farm Road	Minnetrista, MN 55364	6080 Game Farm Road	Minnetrista, MN 55364	1111724340004	Residential	1	$ 10,000.00	$ 10,000.00
11	Norma Jean Wuttke Revoc Tr	6060 Game Farm Road	Minnetrista, MN 55364	6060 Game Farm Road	Minnetrista, MN 55364	1111724340003	Residential	1	$ 10,000.00	$ 10,000.00
12	D M Tillman & L M Tillman	6010 Game Farm Road	Minnetrista, MN 55364	6010 Game Farm Road	Minnetrista, MN 55364	1111724340001	Residential	1	$ 10,000.00	$ 10,000.00
13	David Carl Lindstrom	5970 Game Farm Road	Minnetrista, MN 55364	5970 Game Farm Road	Minnetrista, MN 55364	1111724430001	Residential	1	$ 10,000.00	$ 10,000.00
14	Isd 277	5910 Game Farm Road	Minnetrista, MN 55364	5910 Game Farm Road	Minnetrista, MN 55364	1111724430002	Residential	1	$ 10,000.00	$ 10,000.00
15	City of Minnetrista	5890 Game Farm Road	Minnetrista, MN 55364	5890 Game Farm Road	Minnetrista, MN 55364	1111724430024	Industrial	1	$ 10,000.00	$ 10,000.00
								Total		**$ 150,000.00**

RESOLUTION NO. 80-25

CITY OF MINNETRISTA
HENNEPIN COUNTY, MINNESOTA

RESOLUTION ORDER IMPROVEMENTS AND AUTHORIZING THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE 2026 STREET IMPROVEMENT PROJECT, CITY PROJECT NO. 01-26

WHEREAS, a resolution of the City Council adopted the 4th day of August, 2025, fixed a date for a Public Hearing on City Project No. 01-26, the proposed improvements associated with the 2026 Street Improvement Project, City Project 01-26, pursuant to Minnesota Statutes Chapters 429.011 to 429.111, and

WHEREAS, due to the cancellation of the September 3, 2025 City Council meeting, the Public Hearing was rescheduled to September 15, 2025 and notices of the date, time, and place of the rescheduled hearing were sent to the property owners and published in the City's official newspaper; and

WHEREAS, it is proposed to perform street improvements to Game Farm Road, Cedar Court, Maple Lane, Saunders Lake Drive North, Willow Court, Westedge Boulevard, Basswood Drive, Bluffs Lane North, Cherrywood Court, Saunders Lake Drive South, Walnut Drive, Pinnacle Way, Lakeside Drive, and Lakeside Circle, and

WHEREAS, it is proposed to authorize preparation of plans and specifications for the 2026 Street Improvement Project, City Project 01-26, and

WHEREAS, ten days' mailed notice and two published notices of the hearing were given, and the hearing was held thereon on the 15th day of September, 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. The preparation of plans and specifications for the street improvements to Game Farm Road, Cedar Court, Maple Lane, Saunders Lake Drive North, Willow Court, Westedge Boulevard, Basswood Drive, Bluffs Lane North, Cherrywood Court, Saunders Lake Drive South, Walnut Drive, Pinnacle Way, Lakeside Drive, and Lakeside Circle, as the 2026 Street Improvement Project, City Project 01-26 is authorized.

2. WSB is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

This resolution was adopted by the City Council of the City of Minnetrista on the 15th day of September, 2025, by a vote of ___________ Ayes and ___________ Nays.

____
Lisa Whalen, Mayor

ATTEST:

____
Ann Meyerhoff, City Clerk

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM

Subject: **Tobacco Moratorium Ordinance**

Prepared By: **Jasper Kruggel, City Administrator**

Meeting Date: **September 15, 2025**

Issue: Staff have identified a deficiency in our Tobacco Licensing city code language and are recommending passing an ordinance establishing a moratorium on tobacco licensing in Minnetrista for up to one year.

Overview: In order to allow for enough time to update the City of Minnetrista City Code related to tobacco licensing, staff are proposing a 12-month moratorium on the issuance of tobacco licenses. City Attorney Sarah Sonsolla has prepared a draft ordinance for review that establishes this moratorium.

The proposed ordinance is attached to this agenda item.

Recommended City Council Action: Staff recommend adopting the attached ordinance establishing a tobacco license moratorium for a period of up to 12-months. If approved, staff will bring forward proposed changes to the tobacco section of city code at a future city council meeting.

ORDINANCE NO. 502

CITY OF MINNETRISTA
COUNTY OF HENNEPIN
STATE OF MINNESOTA

AN INTERIM ORDINANCE TEMPORARILY ESTABLISHING A LICENSING AND PLANNING MORATORIUM ON THE ESTABLISHMENT OR EXPANSION OF TOBACCO SHOPS

WHEREAS, Chapter XIV, Section 1405 of the Minnetrista City Code regulates the sale or disposal of cigarettes within the City through the issuance of a tobacco license; and

WHEREAS, the City of Minnetrista has adopted official controls through the adoption of the Zoning Code which regulates the locations of certain businesses within the City; and

WHEREAS, the City Council has concerns that the City's current licensing and zoning provisions relating to tobacco shops do not adequately address the issues relating to tobacco shops, such as the appropriate locations and the conditions under which tobacco shops may be allowed within the City; and

WHEREAS, the City Council also recognizes a need to update its tobacco regulations to keep pace with recent changes in both federal and state laws given that there a number of other tobacco and nicotine delivery products that may be sold, including, but not limited to, cigars, pipes, hookah tobacco, and chewing tobacco as well as nicotine delivery devices such as electronic nicotine delivery systems and vapes; and

WHEREAS, as a result of these important licensing, land use and zoning issues, the City desires to conduct a study for the purpose of consideration of possible amendments to the City's licensing provisions and official controls to address issues concerning tobacco shops; and

WHEREAS, the City Council has authority, pursuant to Minnesota Statutes Section 462.355, subdivision 4, to adopt an interim ordinance to study whether new or amended controls are necessary to fulfill the City's legal obligation to adequately protect the public health, safety and welfare and to protect the planning process; and

WHEREAS, the City Council is also authorized as part of its general police powers to adopt business licensing requirements related to the sale of tobacco-related products; and

WHEREAS, the Minnesota Supreme Court in the case of Almquist v. Town of Marshan (245 N.W.2d 819 (Minn. 1976)), upheld the enactment of a moratorium despite the lack of express statutory authority as being a power inherent in a broad legislative grant of power to municipalities. In most cases, the enactment of business licensing requirements is based on a city's police powers, which is the broadest grant of power to cities. Inherent in that broad grant of authority is the power to temporary place a moratorium on a business activity to study and potentially change or implement licensing regulations on that business activity; and

WHEREAS, there are both business licensing and zoning issues associated with the sale of tobacco products and therefore, the City Council determines that it needs time to study to consider the development and adoption of local regulations. In order to protect the planning process and the health, safety, and welfare of the residents while the City conducts its study and the City Council engages in policy discussions regarding possible regulations, the City Council determines that it is in the best interests of the City to impose a temporary moratorium on the establishment and expansion of tobacco shops to allow the City time to complete its study, determine how such sales and uses should be regulated under the City Code and the Zoning Code and to draft and enact such legislative updates as needed; and

NOW, THEREFORE BE IT RESOLVED:

THE CITY OF MINNETRISTA HEREBY ORDAINS:

Section 1. The following Interim Ordinance is hereby adopted by the City Council:

Subdivision 1. **Prohibition.** No business, person, or entity shall establish or expand a tobacco shop within the City. The City shall not accept, process, or act on any tobacco license application, site plan, building permit, or zoning approval for a new or expanded tobacco shop.

Subd. 2. **Violations.** During the term of this Ordinance, it is a violation of this Ordinance to do any of the following within the City:

(a) Establish a new tobacco shop; or

(b) Expand an existing tobacco shop.

Subd. 3. **Exceptions.** The moratorium imposed by this Ordinance does not apply to the following:

(a) Renewal of a tobacco license for a tobacco shop lawfully existing prior to the effective date of this Ordinance; and

(b) The continued operation of a tobacco shop lawfully existing prior to the effective date of this Ordinance.

Subd. 4. **Enforcement.** A violation of this Ordinance shall be a misdemeanor. In addition, the City may enforce this Ordinance by mandamus, injunction, or other appropriate civil remedy in any court of competent jurisdiction.

Subd. 5. **Definitions.** For purposes of this Ordinance, the following words, terms, and phrases shall have the meanings given them in this Subdivision.

(a) "Electronic Delivery Device" means an electronic product that is designed to use, or that uses, liquids or pre-loaded cartridges to simulate smoking in the delivery of nicotine or any other substance through inhalation of the aerosol or vapor produced from the substance.

(b) "Expand" means, with respect to a tobacco shop, increasing the amount of shelf space or floor area within an existing store used to display or sell tobacco-related products. The term also includes increasing the size of the building or space in which the tobacco shop is located.

(c) "Tobacco" means and includes cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product; cigars; cheroots; stogies; perique; granulated, plug cut, crip cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings, and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

(d) "Tobacco-Related Products" mean tobacco and related materials and devices used in rolling, smoking, or storing tobacco. The term includes electronic delivery devices and the substances sold for use by such devices.

(e) "Tobacco Shop" means a retail establishment with sales, or projected sales, of tobacco-related products constituting at least 40 percent of the establishment's total sales in any month.

Subd. 6. **Severability.** Every subdivision, provision, or part of this Ordinance is declared severable from every section, provision, or part of this Ordinance. If any subdivision, provision, or part of this Ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

Subd. 7. **Duration.** This Ordinance shall be in effect upon the first day of publication after adoption and shall have a term of 12 months. This Ordinance shall remain in effect until the expiration of the 12-month term or until it is expressly repealed by the City Council, whichever occurs first.

Subd. 6. **Not Codified.** This Ordinance is transitory in nature and shall not be codified into the City Code or the Zoning Code.

Section 2. This Ordinance is effective upon its adoption and publication.

Adopted Date: ___________________, 2025.

____
Lisa Whalen
Mayor

Attest:

____
Ann Meyerhoff
City Clerk

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM

Subject:	**Amendment to AE2S Task Order NO. 11 – Water Treatment Plant Design and Bidding**
Prepared By:	**Jasper Kruggel, City Administrator** **Gary Peters, Public Works Director**
Meeting Date:	**September 15, 2025**

Issue: On June 17, 2024, City Council approved Task Order No. 11 with AE2S for the design and bidding services related to the future water treatment plant. This task order totaled $1,110,922.00. Due to additional services provided by AE2S, they are proposing an amendment to Task Order No. 11, adding an additional $149,688.66 to the contract, totaling $1,260,676.66. AE2S has provided an amendment to Task Order No. 11 to be considered by the City Council.

Overview: AE2S has been engaged in the design of the future water treatment plant for approximately 15 months. Opening of bids is set to occur on September 25th, and a contract award will be considered on October 6th. The amendment to Task Order No. 11 provided by AE2S outlines the additional services related to the proposed amendment. Some of these activities have already occurred after discussion at City Council on August 4th. There have been some components of the project that were modified due to input from the neighborhood group, most notably, the movement of the main access from Lotus Drive to Wolfberry Curve. The subsequent tasks are outlined in the proposed amendment and described below:

- **Easement Coordination (East Driveway):** Coordination with Three Rivers Park District and the Metropolitan Council for the east site access driveway as per the original site design.

- **Site Grading Adjustments:** Additional coordination to adjust grading for the extended driveway through Three Rivers Park property.

- **Value Engineering Revisions:** Redesign and layout iterations of the Water Treatment Plant (WTP) post-preliminary design and cost estimating to reduce project costs and align with the Owner's budget.

- **Neighborhood Access Redesign:** Redesign of the access driveway to address concerns from the Woodland Cove neighborhood.

- **Architectural and Landscape Modifications:** Development of alternative architectural features and additional landscaping to enhance WTP aesthetics in response to neighborhood requests.

- **Easement & Highway Access Coordination:** Additional coordination with MnDOT regarding Highway 7 and HOA easement access to accommodate the revised site plan.

- **Extended Bidding Support:** Support for the extended bidding period due to design changes, including coordination and assistance through bid opening.

A representative from AE2S will be present to answer any questions from the City Council.

Recommended City Council Action: Staff is requesting the City Council evaluate the proposed amendment by AE2S to Task Order No. 11.

AE2S PROJECT NO.: P05355-2023-002

AMENDMENT TO TASK ORDER No. 11

Amendment No. **1**

Effective Date of Task Order:	**June 18, 2024**
Owner:	**City of Minnetrista**
Engineer:	**Advanced Engineering and Environmental Services, LLC**
Specific Project:	**Woodland Cove Water Treatment Plant (WTP) Design and Bidding**

Nature of Amendment:

X Modification to services of Engineer
X Modification of payment to Engineer

Description of Modifications:

a. Engineer shall perform the following Additional Services:

- **Easement Coordination (East Driveway):** Coordination with Three Rivers Park District and the Metropolitan Council for the east site access driveway included in the original site design.

- **Site Grading Adjustments:** Additional grading coordination required to accommodate the extended driveway through Three Rivers Park property.

- **Value Engineering Revisions:** Redesign and layout iterations of the WTP following preliminary design and cost estimating, in order to reduce overall project costs and align with the Owner's budget goals.

- **Neighborhood Access Redesign:** Redesign of the access driveway to address concerns raised by the Woodland Cove neighborhood.

- **Architectural and Landscape Modifications:** Development of alternative architectural features and additional landscaping elements in response to neighborhood requests to enhance the aesthetics of the WTP.

- **Easement & Highway Access Coordination:** Additional coordination with MnDOT related to Highway 7 and the HOA Easement access to accommodate the revised site plan.

- **Extended Bidding Support:** Support for the extended bidding period necessitated by design changes, including coordination and assistance through bid opening.

b. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional compensation on an hourly basis in accordance with the current Hourly Fee

Schedule attached hereto, not to exceed $149,688.66 without written authorization from Owner, plus reimbursement for all project related expenses.

Agreement Summary:

Original agreement amount:	$ 1,110,988.00
Net change for prior amendments:	$ 0.00
This amendment amount:	$ 149,688.66
Adjusted Agreement amount:	$ 1,260,676.66

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Article 4 of the Agreement.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Task Order not modified by this or previous Amendments remain in effect.

The Effective Date of this Amendment is September 2, 2025.

OWNER:	**ENGINEER:**
City of Minnetrista	Advanced Engineering and Environmental Services, LLC
By:	**By:** Brian R. Bergantine Brian R. Bergantine (Aug 27, 2025 12:28:20 CDT)
Date:	**Date:** Aug 27, 2025
Name:	**Name:** Brian R. Bergantine
Title:	**Title:** Project Quality Director

ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC
2025 HOURLY FEE AND EXPENSE SCHEDULE

Labor Rates*

Administrative 1	$70.00
Administrative 2	$85.00
Administrative 3	$99.00
Communications Specialist 1	$113.00
Communications Specialist 2	$132.00
Communications Specialist 3	$152.00
Communications Specialist 4	$183.00
Communications Specialist 5	$202.00
Construction Services 1	$135.00
Construction Services 2	$165.00
Construction Services 3	$183.00
Construction Services 4	$203.00
Construction Services 5	$224.00
Engineering Assistant 1	$91.00
Engineering Assistant 2	$107.00
Engineering Assistant 3	$135.00
Engineer 1	$146.00
Engineer 2	$175.00
Engineer 3	$205.00
Engineer 4	$237.00
Engineer 5	$254.00
Engineer 6	$269.00
Engineering Technician 1	$90.00
Engineering Technician 2	$113.00
Engineering Technician 3	$136.00
Engineering Technician 4	$152.00
Engineering Technician 5	$174.00
Financial Analyst 1	$121.00
Financial Analyst 2	$137.00
Financial Analyst 3	$165.00
Financial Analyst 4	$180.00
Financial Analyst 5	$201.00
GIS Specialist 1	$113.00
GIS Specialist 2	$137.00
GIS Specialist 3	$162.00
GIS Specialist 4	$181.00
GIS Specialist 5	$202.00
I&C Assistant 1	$108.00
I&C Assistant 2	$134.00
I&C 1	$160.00
I&C 2	$189.00
I&C 3	$213.00
I&C 4	$226.00
I&C 5	$237.00
IT 1	$140.00
IT 2	$189.00
IT 3	$232.00
Land Surveyor Assistant	$103.00
Land Surveyor 1	$124.00
Land Surveyor 2	$150.00
Land Surveyor 3	$169.00
Land Surveyor 4	$186.00
Land Surveyor 5	$205.00
Operations Specialist 1	$108.00
Operations Specialist 2	$135.00
Operations Specialist 3	$167.00
Operations Specialist 4	$191.00
Operations Specialist 5	$214.00
Project Coordinator 1	$125.00
Project Coordinator 2	$140.00
Project Coordinator 3	$156.00
Project Coordinator 4	$172.00
Project Coordinator 5	$194.00
Project Manager 1	$221.00
Project Manager 2	$242.00
Project Manager 3	$259.00
Project Manager 4	$274.00
Project Manager 5	$293.00
Project Manager 6	$307.00
Sr. Designer 1	$192.00
Sr. Designer 2	$213.00
Sr. Designer 3	$229.00
Sr. Financial Analyst 1	$227.00
Sr. Financial Analyst 2	$248.00
Sr. Financial Analyst 3	$269.00
Technical Expert 1	$348.00
Technical Expert 2	Negotiable

Reimbursable Expense Rates

Transportation	$0.75/mile
Survey Vehicle	$0.95/mile
Laser Printouts/Photocopies	$0.30/copy
Plotter Printouts	$1.00/s.f.
UAS - Photo/Video Grade	$100.00/day
UAS – Survey	$50.00/hour
Total Station – Robotic	$35.00/hour
Mapping GPS	$25.00/hour
Fast Static/RTK GPS	$50.00/hour
All-Terrain Vehicle/Boat	$100.00/day
Cellular Modem	$75.00/month
Web Hosting	$26.00/month
Legal Services Reimbursement	$291.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

* Position titles are for labor rate grade purposes only.

These rates are subject to adjustment each year on January 1.