



CITY COUNCIL MEETING AGENDA

City of New Prague

Monday, December 15, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

OPTIONAL ONLINE CONNECTION. MEETINGS ARE IN PERSON.

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1. CALL TO ORDER

- a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

3. CONSENT AGENDA

The following agenda items are considered to be non-controversial and routine in nature. They will be handled with one motion of the City Council. Council members may request that specific items be removed from the Consent Agenda and be acted upon separately.

- [a.](#) Meeting Minutes
 - i. December 1, 2025 City Council Meeting Minutes
- [b.](#) Claims for Payment: **\$458,104.66**
- [c.](#) Financial Summary Report
- [d.](#) LG220 Gambling Application St. Wenceslaus 2.20.26
- [e.](#) External Document Storage Implementation through Laserfiche
- [f.](#) Approval of Purchase for Police Department - Unmanned Aerial Systems

4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

Speakers limited to 5 minutes

5. PUBLIC HEARING(S) – 6:00 PM

- [a.](#) 2026 STREET IMPROVEMENT PROJECT
 - i. [Resolution 25-12-15-01](#) - Ordering Improvement and Preparation of Plans

6. CITY ENGINEER PROJECTS UPDATE

- [a.](#) December 15, 2025

7. ORDINANCE(S) FOR INTRODUCTION

- a. None

8. ORDINANCE(S) FOR ADOPTION

- a. None

9. RESOLUTIONS

- [a.](#) [#25-12-15-02](#) - Adopting 2026 City Budget
- [b.](#) [#25-12-15-03](#) - 2026 Official Fee Schedule
- [c.](#) [#25-12-15-04](#) - Adopting 2025 Property Tax Levy, Payable in 2026
- [d.](#) [#25-12-15-05](#) - Designating a Combined Polling Place for all Precincts for the Primary Election and General Election in 2026 and Future Elections until further notice

10. GENERAL BUSINESS

- [a.](#) Approval of 2026-2035 Capital Improvement Plan
- [b.](#) Approval of 2026-2035 Visioning Document
- [c.](#) Compensation Pay Plan 2026
- [d.](#) 2026 Golf Course Consultant Agreement
- [e.](#) Municipal State Aid Street (MSAS) Engineering Services Proposal for 2026 - SEH
- [f.](#) vCISO Cybersecurity Services
- [g.](#) Ambulance Agreement Update

11. MISCELLANEOUS

- [a.](#) North Memorial Ambulance Q3 Update
- [b.](#) Meeting Minutes
 - i. November 19, 2025 EDA Board Meeting Minutes
- [c.](#) Discussion of Items not on the Agenda

12. ADJOURNMENT

UPCOMING MEETINGS AND NOTICES:

December 17	6:30 p.m. Planning Commission
December 22	3:30 p.m. Utilities Commission
December 24	Holiday – City Offices Closed
December 25	Holiday – City Offices Closed
December 30	6:30 p.m. Golf Board - CANCELLED
January 1	Holiday – City Offices Closed
January 6	6:00 p.m. City Council



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, December 01, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

PRESENT

Mayor Charles Nickolay

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

Staff Present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, Planning/Community Development Director Ken Ondich, Police Chief Tim Applen, Public Works Director Matt Rynda and Fire Chief Steve Rynda.

a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda.

Motion made by Councilmember Bass, Seconded by Mayor Nickolay.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

a. Meeting Minutes

i. November 17, 2025 Regular Meeting Minutes

ii. November 17, 2025 Special Meeting Minutes

b. Claims for Payment: **\$83,150.50**

c. Conduit Debt Fee Policy

d. Temporary (1-4 Day) On-Sale Liquor License for Giesenbrau Bier Co. - Generations Theater Company Fundraiser on January 10, 2025, 1306 1st St. NE

e. Resolution #25-12-01-01 - Approving a Lawful Gambling Premises Permit Application LG214 and Lease LG215 for New Prague Firemen's Relief Association at New Prague Golf Club, 400 Lexington Avenue South

f. LG220 Gambling Application St. Wenceslaus 1.24.26

4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

Speakers limited to 5 minutes

Dennis Tietz, Le Sueur County Commissioner, provided some updates from the County.

5. PUBLIC HEARING(S) – 6:00 PM

a. 2025 TRUTH IN TAXATION

2026 Budget and Property Taxes

Motion to open the public hearing.

Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

City Administrator Joshua Tetzlaff began the Truth in Taxation presentation.

Planning/Community Development Director Ken Ondich provided Community Development Department updates.

Police Chief Tim Applen provided the Police Department updates.

Fire Chief Steve Rynda provided the Fire Department updates.

Public Works Director Matt Rynda provided the Public Works Department updates.

City Administrator Joshua Tetzlaff provided an EDA Update.

Brian Paulson (206 4th St SW) spoke.

Dennis Tietz (Le Sueur County Commissioner) spoke.

Motion to close the public hearing.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

6. CITY ENGINEER PROJECTS UPDATE

Chris Knutson, City Engineer, provided a project update.

a. December 1, 2025

7. 2026 STREET AND UTILITY IMPROVEMENT PROJECT

Chris Knutson, City Engineer, presented the feasibility report for the 2026 Street & Utility Improvement Project.

Public Works Director Matt Rynda helped answer any questions about the project.

Motion to approve Resolution #25-12-01-02 - Receiving Report and Calling Hearing on Improvement

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

a. Feasibility Report

b. Resolution #25-12-01-02 - Receiving Report and Calling Hearing on Improvement

8. ORDINANCE(S) FOR INTRODUCTION

a. None

9. ORDINANCE(S) FOR ADOPTION

- a. None

10. RESOLUTIONS

- a. #25-12-01-03 - Amending Official City Fee Schedule
WASTEWATER COLLECTION SYSTEM TRUNK CHARGE AND WASTEWATER CONNECTION CHARGE COST OF SERVICE STUDY
 John Peterson from Bolton & Menk gave a presentation on the Wastewater Collection System Trunk Charge and Connection Charge Study.
 Motion to approve Resolution #25-12-01-03 - Amending Official City Fee Schedule
 Motion made by Councilmember Bass, Seconded by Councilmember Ryan.
 Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0)

- b. #25-12-01-04 - Supporting MnDOT Local Road Improvement Program Grant Application for 10th Ave SE
 Planning/Community Development Director Ken Ondich presented the grant application resolution.
 Motion to approve Resolution #25-12-01-04 - Supporting MnDOT Local Road Improvement Program Grant Application for 10th Ave SE
 Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.
 Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0)

- c. #25-12-01-05 - Resolution Approving Certain Actions By The New Prague Economic Development Authority
 Planning/Community Development Director Ken Ondich presented the resolution to approve certain EDA actions.
 Motion to approve Resolution #25-12-01-05 - Resolution Approving Certain Actions By The New Prague Economic Development Authority
 Motion made by Councilmember Bass, Seconded by Councilmember Seiler.
 Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (5-0)

11. GENERAL BUSINESS

- a. None

12. MISCELLANEOUS

- a. Metropolitan Mosquito Control District Update
- b. Meeting Minutes
 - i. October 8, 2025 EDA Board Meeting Minutes
 - ii. October 14, 2025 Park Board Meeting Minutes
 - iii. October 22, 2025 Planning Commission Meeting Minutes
 - iv. October 27, 2025 Utilities Commission Meeting Minutes
 - v. October 30, 2025 EDA Board Closed Meeting Minutes
- c. Discussion of Items not on the Agenda

13. ADJOURNMENT

Motion to adjourn the meeting at 8:23 p.m.
Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

ATTEST:

Charles L. Nickolay
Mayor

Joshua M. Tetzlaff
City Administrator

CITY OF NEW PRAGUE
ACCOUNTS PAYABLE
12/15/25

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
FUND 101 - GENERAL FUND			
<u>RURAL FIRE - TO BE REIMBURSED</u>			
ACE HARDWARE & PAINT	SUPPLIES	\$3.99	
ADVANCED GRAPHIX INC.	VEHICLE GRAPHICS 2025 F-150	\$327.20	
BEVCOMM	TELEPHONE	\$89.65	
CENTERPOINT ENERGY	NATURAL GAS	\$133.88	
IMPERIALDADE	PAPER ORDER - FIRE	\$42.20	
LAKERS NEW PRAGUE SANITARY	TRASH - RURAL	\$21.66	
MCMASTER-CARR SUPPLY COMPANY	NIPPLE	\$43.04	
NEW PRAGUE UTILITIES	RURAL FIRE - UTILITES	\$460.98	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$16.60	
STAR GROUP LLC.	BRAKE PADS 2020 F150	\$31.50	
STAR GROUP LLC.	RUBBER COMPOUND	\$26.75	
STAR GROUP LLC.	WIPER BLADES	\$27.32	
ZIEGLER INC.	GENERATOR OIL SAMPLES	\$8.73	
TOTAL:			\$1,233.50
<u>ESCROW REFUNDS</u>			
MILLER HOMES	ESCROW - 1510 ENGLISH AVE NW	\$1,650.00	
MILLER HOMES	ESCROW - 1512 ENGLISH AVE NW	\$1,650.00	
MILLER HOMES	ESCROW - 201 MUSIC ST NW	\$1,650.00	
SAYLER, GREG	ESCROW - 303 2ND ST NW	\$1,650.00	
TOTAL:			\$6,600.00
<u>COUNCIL</u>			
QUILL CORPORATION	COPY PAPER	\$39.99	
SUEL PRINTING	COUNCIL MINUTES	\$1,254.00	
TOTAL:			\$1,293.99
<u>ADMINISTRATION</u>			
AMAZON CAPITAL SERVICES	CALENDAR	\$6.03	
BEVCOMM	TELEPHONE	\$70.64	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$27.79	
QUILL CORPORATION	COPY PAPER	\$39.99	
VETERAN SHREDDING	CONTRACTED SERVICES	\$8.50	
TOTAL:			\$152.95
<u>TECH NETWORK</u>			
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$5,579.87	
COMPUTER TECHNOLOGY SOLUTIONS	OFFICE 365 / FIREWALL	\$1,866.93	
TOTAL:			\$7,446.80
<u>ELECTIONS</u>			
LE SUEUR COUNTY	2026 ELECTION FEE	\$1,200.00	
TOTAL:			\$1,200.00
<u>ATTORNEY</u>			
KENNEDY & GRAVEN CHARTERED	GENERAL - CHARTER COMMISSION	\$480.00	
KENNEDY & GRAVEN CHARTERED	GENERAL - CITY CENTER	\$200.90	
KENNEDY & GRAVEN CHARTERED	GENERAL - CODE ENFORCEMENT 703 7TH ST NE	\$809.00	
KENNEDY & GRAVEN CHARTERED	GENERAL - WAYNE NAGEL VS. CITY	\$72.00	
KENNEDY & GRAVEN CHARTERED	GENERAL DEVELOPMENT MATTERS	\$24.00	
KENNEDY & GRAVEN CHARTERED	GENERAL MATTERS	\$40.80	
KENNEDY & GRAVEN CHARTERED	GENERAL POLICE DEPARTMENT MATTERS	\$432.00	
SCOTT COUNTY ATTORNEY'S OFFICE	NOVEMBER COURT FEES	\$1,029.01	
TOTAL:			\$3,087.71

CITY OF NEW PRAGUE
ACCOUNTS PAYABLE
12/15/25

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<u>PLANNING</u>			
BEVCOMM	TELEPHONE	\$43.01	
BOLTON & MENK INC.	UNIFIED DEVELOPMENT CODE	\$3,684.00	
GRAINGER	BATTERIES	\$16.93	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$16.19	
METRO SALES INC	COPIER LEASE	\$49.50	
SUEL PRINTING	ZONING ORD. / DOGS OUTDOOR	\$561.00	
TOTAL:			<u><u>\$4,370.63</u></u>
<u>GOVERNMENT BUILDING</u>			
CENTERPOINT ENERGY	NATURAL GAS	\$277.58	
JANI-KING OF MINNESOTA INC	CLEANING SERVICES	\$1,286.63	
LAKERS NEW PRAGUE SANITARY	TRASH - CITY HALL	\$88.28	
NEW PRAGUE UTILITIES	GOVT BUILDING - WATER/SEWER	\$247.23	
NEW PRAGUE UTILITIES	GOVT BUILDING -ELECTRIC	\$1,126.95	
TOTAL:			<u><u>\$3,026.67</u></u>
<u>POLICE</u>			
ADVANCED GRAPHIX INC.	VEHICLE GRAPHICS 2025 F-150	\$327.20	
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$24.97	
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$33.64	
ANCOM COMMUNICATIONS	BATTERIES	\$493.89	
AT&T MOBILITY	WIRELESS CELLS	\$569.39	
BCA TRAINING	FINANCIAL CRIMES INV. TRAINING - WICKMAN	\$300.00	
BEVCOMM	TELEPHONE	\$117.59	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$6.04	
NEW PRAGUE UTILITIES	POLICE ELECTRIC	\$175.44	
NEW PRAGUE UTILITIES	POLICE FLOCK	\$41.45	
PETERSON COUNSELING AND CONSULTING	CONSULTING SERVICE/RETAINER FEE	\$465.00	
QUILL CORPORATION	COPY PAPER	\$39.99	
TIM APPLEN	STRING LIGHTS	\$31.19	
TRANSUNION RISK AND ALTERNATIVE	TLO CHARGES	\$100.00	
VERIZON WIRELESS	SQUAD BROADBAND	\$285.27	
VETERAN SHREDDING	CONTRACTED SERVICES	\$42.50	
LEXIPOL LLC	ANNUAL POLICY MANUAL/ TRAINING	\$7,473.29	
TOTAL:			<u><u>\$10,526.85</u></u>
<u>FIRE</u>			
ACE HARDWARE & PAINT	SUPPLIES	\$3.99	
BEVCOMM	TELEPHONE	\$89.65	
CENTERPOINT ENERGY	NATURAL GAS	\$133.89	
IMPERIALDADE	PAPER ORDER - FIRE	\$42.19	
LAKERS NEW PRAGUE SANITARY	TRASH - FIRE	\$21.67	
NEW PRAGUE RURAL FIRE ASSOCIATION	RADIOS	\$4,114.06	
NEW PRAGUE UTILITIES	FIRE - ELECTRIC	\$316.30	
NEW PRAGUE UTILITIES	FIRE - WATER/SEWER	\$144.69	
STAR GROUP LLC.	BRAKE PADS 2020 F150	\$31.50	
STAR GROUP LLC.	RUBBER COMPOUND	\$26.76	
STAR GROUP LLC.	WIPER BLADES	\$27.32	
ZIEGLER INC.	GENERATOR OIL SAMPLES	\$8.73	
TOTAL:			<u><u>\$4,960.75</u></u>
<u>BUILDING INSPECTOR</u>			
BEVCOMM	TELEPHONE	\$43.01	
GRAINGER	BATTERIES	\$16.93	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$1.45	
METRO SALES INC	COPIER LEASE	\$49.50	
TOTAL:			<u><u>\$110.89</u></u>

CITY OF NEW PRAGUE
ACCOUNTS PAYABLE
12/15/25

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<u>ANIMAL CONTROL</u>			
J.P. COOKE CO.	2026 DOG TAGS	\$105.95	
TOTAL:			\$105.95
<u>STREET</u>			
AAI GARAGE DOOR	GARAGE DOOR CABLE	\$350.00	
ACE HARDWARE & PAINT	DRILL BITS / CHAPS	\$118.98	
ACE HARDWARE & PAINT	SUPPLIES	\$29.93	
ACE HARDWARE & PAINT	SUPPLIES	\$14.46	
ACME TOOLS	DEWALT BATTERIES	\$149.00	
AMAZON CAPITAL SERVICES	CALENDARS	\$12.03	
BEVCOMM	TELEPHONE	\$105.63	
CENTERPOINT ENERGY	NATURAL GAS	\$174.08	
LAKERS NEW PRAGUE SANITARY	TRASH - STREETS	\$90.92	
METRO SALES INC	COPIER LEASE	\$49.50	
NEW PRAGUE UTILITIES	STREETS - ELECTRIC	\$356.44	
NEW PRAGUE UTILITIES	STREETS - WATER/SEWER	\$259.87	
O'REILLY AUTOMOTIVE INC	SWEEPER BATTERIES	\$69.58	
O'REILLY AUTOMOTIVE INC	WIPER BLADES	\$89.18	
STAR GROUP LLC.	FILTERS, TRAILER CONNECTOR	\$72.20	
THE ELECTRONIC CONNECTION	JD TRACTOR - PART	\$39.98	
TODDS AUTO PARTS INC	HOSES	\$284.80	
UNIQUE PAVING MATERIALS IN	COLD PATCH	\$458.06	
USSATIS TRUCKING INC	12/1/25 - SNOW HAULING	\$585.00	
ZIEGLER INC.	CAT LOADER - FUEL INJECTOR LINE	\$84.65	
ZIEGLER INC.	CAT LOADER - PARTS	\$217.23	
TOTAL:			\$3,611.52
<u>STREET LIGHTS</u>			
NEW PRAGUE UTILITIES	STREETLIGHTS	\$6,354.78	
TOTAL:			\$6,354.78
<u>PARKS</u>			
ACE HARDWARE & PAINT	SUPPLIES	\$83.90	
BEVCOMM	TELEPHONE	\$35.33	
CENTERPOINT ENERGY	NATURAL GAS	\$105.22	
G & K RENTAL	RENTAL - EDGER	\$75.00	
GENERATION BUILDING CENTER	CONCRETE BLADE	\$62.99	
LAKERS NEW PRAGUE SANITARY	TRASH - PARKS	\$157.90	
NEW PRAGUE UTILITIES	PARKS - WATER/SEWER	\$188.81	
NEW PRAGUE UTILITIES	PARKS -ELECTRIC	\$723.55	
RENT N SAVE PORTABLE SERVICES	PORABLE RESTROOMS	\$155.00	
TODDS AUTO PARTS INC	AIR FILTERS	\$199.97	
TOTAL:			\$1,787.67
<u>LIBRARY</u>			
CENTERPOINT ENERGY	NATURAL GAS	\$162.03	
JANI-KING OF MINNESOTA INC	CLEANING SERVICE	\$743.27	
NEW PRAGUE UTILITIES	LIBRARY - ELECTRIC	\$693.36	
NEW PRAGUE UTILITIES	LIBRARY - WATER/SEWER	\$92.61	
TOTAL:			\$1,691.27
<u>UNALLOCATED</u>			
LE SUEUR COUNTY	10TH AVE/CR29 CONSTRUCTION COSTS	\$169,153.84	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$327.00	
SCOTT COUNTY TREASURER	TNT COST ALLOCATION 2026	\$533.05	
TOTAL:			\$170,013.89
GENERAL FUND TOTAL:			\$227,575.82

CITY OF NEW PRAGUE
ACCOUNTS PAYABLE
12/15/25

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<u>FUND 422 - CAPITAL PROJECTS - CIP 2023</u>			
HOLTMEIER CONSTRUCTION INC	2023 CIP PAY AP #10	\$54,743.44	
TOTAL:			<u>\$54,743.44</u>
<u>FUND 602 - ENTERPRISE - SANITARY SEWER</u>			
CRYSTEEL TRUCK EQUIPMENT INC	F600 - SERVICE BODY	\$96,764.60	
ACE HARDWARE & PAINT	SUPPLIES	\$177.80	
BEVCOMM	TELEPHONE	\$90.63	
BEVCOMM	TELEPHONE/COMMUNICATIONS	\$119.90	
CEMSTONE PRODUCTS COMPANY	FLOOR STAIN	\$3,363.04	
CENTERPOINT ENERGY	NATURAL GAS	\$1,260.62	
CENTERPOINT ENERGY	NATURAL GAS	\$5,519.97	
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$1,363.65	
COMPUTER TECHNOLOGY SOLUTIONS	OFFICE 365 / FIREWALL	\$299.50	
CORE & MAIN	SAFETY EQUIPMENT	\$968.39	
CORE & MAIN	SAFETY EQUIPMENT	\$1,158.01	
GOPHER STATE ONE CALL	LINE LOCATES	\$16.88	
KENNEDY & GRAVEN CHARTERED	PFA LITIGATION MATTER	\$36.00	
LAKERS NEW PRAGUE SANITARY	TRASH - WWTP	\$251.55	
NEON LINK	ONLINE PAYMENT FEES	\$201.55	
NEW PRAGUE UTILITIES	WWTP - ELECTRIC	\$22,577.94	
NEW PRAGUE UTILITIES	WWTP - WATER/SEWER	\$500.22	
O'REILLY AUTOMOTIVE INC	GEN #15 - OIL FILTER	\$5.29	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$210.60	
SALTCO	MONTHLY SALT	\$944.20	
STAR GROUP LLC.	2018 EXPLORER - PARTS	\$100.91	
STAR GROUP LLC.	GEN #14 & 15 - COOLANT	\$47.66	
STAR GROUP LLC.	V-BELT	\$103.71	
UNIVAR SOLUTIONS USA INC	CITRIC ACID 50%	\$8,187.84	
VETERAN SHREDDING	CONTRACTED SERVICES	\$8.50	
ZIEGLER INC.	GENERATOR OIL SAMPLES	\$87.27	
TOTAL:			<u>\$144,366.23</u>
<u>FUND 606 - ENTERPRISE - STORM UTILITY</u>			
GOPHER STATE ONE CALL	LINE LOCATES	\$16.87	
NEON LINK	ONLINE PAYMENT FEES	\$24.34	
O'REILLY AUTOMOTIVE INC	SWEeper BATTERIES	\$208.78	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$3.60	
TOTAL:			<u>\$253.59</u>
<u>FUND 651 - ENTERPRISE - AMBULANCE</u>			
CENTERPOINT ENERGY	NATURAL GAS	\$133.88	
LAKERS NEW PRAGUE SANITARY	TRASH - AMBULANCE	\$21.66	
NEW PRAGUE UTILITIES	AMBULANCE - ELECTRIC	\$316.30	
NEW PRAGUE UTILITIES	AMBULANCE - WATER/SEWER	\$113.17	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$10.20	
TOTAL:			<u>\$595.21</u>
TOTAL ACCOUNTS PAYABLE FOR COUNCIL APPROVAL:			<u>\$427,534.29</u>

Vendor Name	Net Invoice Amount
ACE HARDWARE & PAINT	
COFFEE POT CHAIN FASTENERS	\$80.52
CONCRETE PATCH	\$215.55
DISTILLED WATER	\$45.36
DUCT TAPE GARBAGE BAGS	\$25.99
FASTENERS	\$28.35
HAND WARMERS, JB WELD	\$51.98
PAINT, PLANT FOOD	\$30.32
PLYWOOD FASTENERS	\$72.77
WASP SPRAY	\$31.19
BALL VALVES	\$60.67
CONCRETE PATCH	\$43.32
FASTENERS	\$15.52
HAND WARMERS	\$86.64
POLY FILM WRAP	\$75.85
FASTENERS	\$125.87
BEVCOMM	
TELEPHONE / CABLE / INTERNET	\$385.83
TELEPHONE	\$47.61
CARD SERVICES/COBORNS	
FOOD	\$339.61
FOOD	\$410.53
FOOD	\$348.77
LATE FEE	\$12.50
LATE FEE	\$12.50
LATE FEE	\$12.50
CENTERPOINT ENERGY	
NATURAL GAS	\$564.63
CINTAS	
TOWELS / LINEN	\$728.78
CM2 SUPPLY	
C02/NITROGEN TANK RENTAL	\$40.21
C02/NITROGEN TANK RENTAL	\$80.53
COLLEGE CITY BEVERAGE	
BEER	\$207.45
BEVERAGES-NON-ALCOHOLIC	\$43.98
KEG - CREDIT	\$90.00-
BEER	\$383.00
BEER	\$198.00
BEVERAGES-NON-ALCOHOLIC	\$112.00
LIQUOR/SELTZERS	\$803.28
BEER	\$347.00
BEER	\$220.60
COMPUTER TECHNOLOGY SOLUTIONS	
COMPUTER SUPPORT	\$1,043.40
OFFICE 365 / FIREWALL	\$209.45
ECOLAB PEST ELIMINATION	
PEST / AIR QUALITY CONTROL	\$247.52
FISHTALE GRILL	
CATEREE - NPFD	\$1,648.21
GOLF PROFESSIONAL ENTERPRISES LLC	
NOVEMBER MANAGEMENT FEE	\$8,514.45
GREATAMERICA FINANCIAL SERVICES	
POSTAGE MACHINE LEASE	\$6.28
HERMEL WHOLESALE	
FOOD	\$1,755.02
FOOD	\$32.50

Vendor Name	Net Invoice Amount
FOOD	\$362.83
FOOD	\$1,271.33
BEVERAGE-NON-ALCOHOLIC	\$267.90
CLEANING SUPPLIES	\$314.27
SUPPLIES	\$57.83
SUPPLIES	\$14.61
FOOD	\$1,323.04
LAKERS NEW PRAGUE SANITARY	
TRASH - GOLF CLUB	\$408.65
LAU'S BAKERY	
FOOD	\$300.00
BUNS	\$51.48
BUNS	\$31.12
MEI ELEVATOR SOLUTIONS	
ELEVATOR MAINTENANCE	\$146.21
NEW PRAGUE UTILITIES	
UTILITIES	\$2,564.49
UTILITIES	\$308.94
QUILL CORPORATION	
MEMBERSHIP DUES	\$69.99
ROSS NESBIT AGENCIES INC.	
AGENCY FEE	\$50.10
STAR GROUP LLC.	
BATTERY 6 VOLT	\$380.42
FILTERS	\$44.74
TOW DISTRIBUTING CORP	
BEER	\$156.00
BEER	\$156.00
BEER-CREDIT	\$30.00-
TOWN & COUNTRY SEWER SERVICE	
PORTABLE RESTROOMS	\$1,030.80
VETERAN SHREDDING	
CONTRACTED SERVICES	\$8.50
ZIEGLER INC.	
COMPRESSOR RENTAL	\$1,625.08
GRAND TOTAL	<u>\$30,570.37</u>

Unaudited Income Statement
Through October 31, 2025
Percent of year complete: 83%

Section 3, Item c.

	Prior Year 2024 Thru 10/31/2024	Actual Thru 10/31/2025	2024/2025 Variance YTD	Current Month 10/31/2025	2025 Adopted Budget	2025 Budget Balance	% Actual compared to Budget
General Fund							
REVENUES							
Property Taxes	\$ 2,004,547.16	\$ 2,223,588.21	\$ 219,041.05	\$ -	\$ 4,238,585	\$ 2,014,997	52.46%
Local Government Aid	\$ 591,763.50	\$ 592,684.50	\$ 921.00	\$ -	\$ 1,185,369	\$ 592,685	50.00%
Licenses and permits	\$ 335,199.41	\$ 403,464.92	\$ 68,265.51	\$ 17,665.19	\$ 255,680	\$ (147,785)	157.80%
Intergovernmental	\$ 291,909.72	\$ 516,378.69	\$ 224,468.97	\$ 289,541.06	\$ 430,596	\$ (85,783)	119.92%
Charges for services	\$ 88,637.27	\$ 116,015.51	\$ 27,378.24	\$ 220.50	\$ 118,367	\$ 2,351	98.01%
Fines	\$ 14,870.28	\$ 13,023.77	\$ (1,846.51)	\$ 1,161.74	\$ 25,000	\$ 11,976	52.10%
Interest Income	\$ 393,460.59	\$ 320,624.54	\$ (72,836.05)	\$ 18,809.58	\$ 89,145	\$ (231,480)	359.67%
Miscellaneous revenue	\$ 434,960.64	\$ 167,373.69	\$ (267,586.95)	\$ 12,596.37	\$ 585,808	\$ 418,434	28.57%
Transfers In	\$ 33,333.30	\$ 33,333.34	\$ 0.04	\$ 3,333.33	\$ 80,304	\$ 46,971	41.51%
TOTAL REVENUES	\$ 4,188,681.87	\$ 4,386,487.17	\$ 197,805.30	\$ 343,327.77	\$ 7,008,854.00	\$ 2,622,366.83	62.58%
EXPENSES							
Council	\$ 58,188.39	\$ 55,375.56	\$ (2,812.83)	\$ 3,778.65	\$ 70,925	\$ 15,549	78.08%
Administration	\$ 416,278.30	\$ 450,958.29	\$ 34,679.99	\$ 37,683.08	\$ 508,668	\$ 57,710	88.65%
Tech Network	\$ 117,956.92	\$ 172,461.24	\$ 54,504.32	\$ 10,981.75	\$ 207,421	\$ 34,960	83.15%
Elections	\$ 11,373.08	\$ 1,279.09	\$ (10,093.99)	\$ 72.10	\$ 1,365	\$ 86	93.71%
Assessor	\$ 45,700.00	\$ 47,730.00	\$ 2,030.00	\$ -	\$ 48,000	\$ 270	99.44%
Attorney	\$ 77,607.03	\$ 52,612.88	\$ (24,994.15)	\$ 1,161.74	\$ 80,000	\$ 27,387	65.77%
Engineer	\$ 113.00	\$ 3,905.00	\$ 3,792.00	\$ -	\$ 15,000	\$ 11,095	26.03%
Planning	\$ 242,681.07	\$ 320,314.64	\$ 77,633.57	\$ 25,230.15	\$ 498,457	\$ 178,142	64.26%
Government Building	\$ 408,337.14	\$ 180,236.72	\$ (228,100.42)	\$ 20,417.75	\$ 82,091	\$ (98,146)	219.56%
Police	\$ 1,735,035.13	\$ 2,061,387.97	\$ 326,352.84	\$ 160,975.90	\$ 2,363,118	\$ 301,730	87.23%
Fire	\$ 226,436.37	\$ 255,079.43	\$ 28,643.06	\$ 5,382.95	\$ 308,622	\$ 53,543	82.65%
Building Inspector	\$ 266,893.53	\$ 312,106.00	\$ 45,212.47	\$ 23,014.35	\$ 397,744	\$ 85,638	78.47%
Emergency Management	\$ 3,395.81	\$ 3,681.38	\$ 285.57	\$ (230.00)	\$ 3,341	\$ (340)	110.19%
Animal Control	\$ 15,600.00	\$ 7,800.00	\$ (7,800.00)	\$ -	\$ 15,700	\$ 7,900	49.68%
Public Works	\$ 97,883.78	\$ 102,972.83	\$ 5,089.05	\$ 8,631.95	\$ 125,507	\$ 22,534	82.05%
Streets	\$ 688,092.48	\$ 701,063.52	\$ 12,971.04	\$ 128,216.91	\$ 1,164,673	\$ 463,609	60.19%
Street Lights	\$ 45,527.11	\$ 48,988.30	\$ 3,461.19	\$ 5,842.67	\$ 78,366	\$ 29,378	62.51%
Outdoor Swimming Pool	\$ 9.89	\$ -	\$ (9.89)	\$ -	\$ -	\$ -	0.00%
Aquatic Center	\$ 154,012.34	\$ 172,025.14	\$ 18,012.80	\$ -	\$ 140,329	\$ (31,696)	122.59%
Municipal Band	\$ 4,481.65	\$ 4,481.65	\$ -	\$ -	\$ 4,575	\$ 93	97.96%
Parks	\$ 701,914.48	\$ 588,702.62	\$ (113,211.86)	\$ 50,674.40	\$ 693,980	\$ 105,277	84.83%
Park Board	\$ 43,634.56	\$ 29,210.82	\$ (14,423.74)	\$ -	\$ 78,126	\$ 48,915	37.39%
Library	\$ 25,617.66	\$ 25,532.76	\$ (84.90)	\$ 1,933.67	\$ 36,027	\$ 10,494	70.87%
Unallocated	\$ 416,714.42	\$ 35,673.78	\$ (381,040.64)	\$ 2,827.00	\$ 86,819	\$ 51,145	41.09%
TOTAL EXPENSES	\$ 5,803,484.14	\$ 5,633,579.62	\$ (169,904.52)	\$ 486,595.02	\$ 7,008,854.00	\$ 1,375,274.38	80.38%
EXCESS REVENUES OVER EXPENSES	\$ (1,614,802.27)	\$ (1,247,092.45)	\$ 367,709.82	\$ (143,267.25)	\$ -	\$ 1,247,092.45	

Unaudited Income Statement
Through October 31, 2025
Percent of year complete: 83%

Section 3, Item c.

	Prior Year 2024 Thru 10/31/2024	Actual Thru 10/31/2025	2024/2025 Variance YTD	Current Month 10/31/2025	2025 Adopted Budget	2025 Budget Balance	% Actual compared to Budget
Ambulance							
TOTAL REVENUES	\$ 22,426.23	\$ 18,131.75	\$ (4,294.48)	\$ 1,441.06	\$ 20,000	\$ 1,868	90.66%
TOTAL EXPENSES	\$ 12,165.39	\$ 10,920.03	\$ (1,245.36)	\$ 508.08	\$ 16,658	\$ 5,738	65.55%
EXCESS REVENUES OVER EXPENSES	<u>\$ 10,260.84</u>	<u>\$ 7,211.72</u>	<u>\$ (3,049.12)</u>	<u>\$ 932.98</u>	<u>\$ 3,342.00</u>	<u>\$ (3,869.72)</u>	
EDA							
TOTAL REVENUES	\$ 46,692.28	\$ 47,618.35	\$ 926.07	\$ 347.04	\$ 75,250.00	\$ 27,632	63.28%
TOTAL EXPENSES	\$ 46,028.96	\$ 43,109.91	\$ (2,919.05)	\$ 2,896.26	\$ 75,250.00	\$ 32,140	57.29%
EXCESS REVENUES OVER EXPENSES	<u>\$ 663.32</u>	<u>\$ 4,508.44</u>	<u>\$ 3,845.12</u>	<u>\$ (2,549.22)</u>	<u>\$ -</u>	<u>\$ (4,508.44)</u>	
EDA-INDUSTRIAL							
TOTAL REVENUES	\$ 3,792.59	\$ 3,861.06	\$ 68.47	\$ 154.63	\$ -	\$ (3,861)	0.00%
TOTAL EXPENSES	\$ 1,805.56	\$ -	\$ (1,805.56)	\$ (1,805.56)	\$ 1,773	\$ 1,773	0.00%
EXCESS REVENUES OVER EXPENSES	<u>\$ 1,987.03</u>	<u>\$ 3,861.06</u>	<u>\$ 1,874.03</u>	<u>\$ 1,960.19</u>	<u>\$ (1,773.00)</u>	<u>\$ (5,634.06)</u>	
WATER FUND							
TOTAL REVENUES	\$ 1,601,371.97	\$ 1,875,646.64	\$ 274,274.67	\$ 204,760.95	\$ 2,056,961.00	\$ 181,314.36	91.19%
TOTAL EXPENSES	\$ 1,356,347.35	\$ 1,413,971.52	\$ 57,690.29	\$ 111,543.21	\$ 1,715,099.00	\$ 301,127.48	82.44%
EXCESS REVENUES OVER EXPENSES	<u>\$ 245,024.62</u>	<u>\$ 461,675.12</u>	<u>\$ 216,584.38</u>	<u>\$ 93,217.74</u>	<u>\$ 341,862.00</u>	<u>\$ (119,813.12)</u>	
ELECTRIC FUND							
TOTAL REVENUES	\$ 9,231,519.82	\$ 9,631,032.98	\$ 399,513.16	\$ 975,748.60	\$ 10,405,068.00	\$ 774,035.02	92.56%
TOTAL EXPENSES	\$ 8,101,343.58	\$ 8,263,515.70	\$ 162,172.12	\$ 726,529.44	\$ 10,024,284.00	\$ 1,760,768.30	82.43%
EXCESS REVENUES OVER EXPENSES	<u>\$ 1,130,176.24</u>	<u>\$ 1,367,517.28</u>	<u>\$ 237,341.04</u>	<u>\$ 249,219.16</u>	<u>\$ 380,784.00</u>	<u>\$ (986,733.28)</u>	

Unaudited Income Statement
Through October 31, 2025
Percent of year complete: 83%

Section 3, Item c.

	Prior Year 2024 Thru 10/31/2024	Actual Thru 10/31/2025	2024/2025 Variance YTD	Current Month 10/31/2025	2025 Adopted Budget	2025 Budget Balance	% Actual compared to Budget
SANITARY SEWER							
TOTAL REVENUES	\$ 3,309,488.94	\$ 3,716,039.27	\$ 406,550.33	\$ 318,134.26	\$ 3,807,276.00	\$ 91,236.73	97.60%
TOTAL EXPENSES	\$ 3,605,322.73	\$ 3,604,943.30	\$ (379.43)	\$ 250,797.85	\$ 4,309,102.00	\$ 704,158.70	83.66%
EXCESS REVENUES OVER EXPENSES	<u>\$ (295,833.79)</u>	<u>\$ 111,095.97</u>	<u>\$ 406,929.76</u>	<u>\$ 67,336.41</u>	<u>\$ (501,826.00)</u>	<u>\$ (612,921.97)</u>	
GOLF							
TOTAL REVENUES	\$ 1,440,282.53	\$ 1,536,232.62	\$ 95,950.09	\$ 100,444.98	\$ 1,454,102.00	\$ (82,130.62)	105.65%
TOTAL EXPENSES	\$ 1,293,819.88	\$ 1,498,622.36	\$ 204,802.48	\$ 263,971.32	\$ 1,829,472.56	\$ 330,850.20	81.92%
EXCESS REVENUES OVER EXPENSES	<u>\$ 146,462.65</u>	<u>\$ 37,610.26</u>	<u>\$ (108,852.39)</u>	<u>\$ (163,526.34)</u>	<u>\$ (375,370.56)</u>	<u>\$ (412,980.82)</u>	
STORM SEWER							
TOTAL REVENUES	\$ 374,840.33	\$ 400,797.83	\$ 25,957.50	\$ 38,406.95	\$ 429,680.00	\$ 28,882.17	93.28%
TOTAL EXPENSES	\$ 394,906.39	\$ 405,237.59	\$ 10,331.20	\$ 32,665.38	\$ 480,833.00	\$ 75,595.41	84.28%
EXCESS REVENUES OVER EXPENSES	<u>\$ (20,066.06)</u>	<u>\$ (4,439.76)</u>	<u>\$ 15,626.30</u>	<u>\$ 5,741.57</u>	<u>\$ (51,153.00)</u>	<u>\$ (46,713.24)</u>	

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

GENERAL FUND

ASSETS

101-10101	CLAIM ON CASH	1,178,078.63	
101-10120	MONEY MARKET-FIRST BK & TRUST	391,743.56	
101-10121	MONEY MARKET-WELLS FARGO	25,009.10	
101-10125	4M	2,974,495.06	
101-10129	MONEY MARKET.STATE BANK - FUTU	133,752.00	
101-10201	PETTY CASH POLICE DEPT	100.00	
101-10450	INT. RECEIVABLE - INVESTMENTS	278,712.04	
101-10700	TAXES RECEIVABLE-DELINQUENT	24,363.51	
101-11500	ACCOUNTS RECEIVABLE	25,516.74	
101-11501	ACCOUNTS RECEIVABLE - FLEX	4,009.08	
101-11521	BUSINESS LICENSE AR	(3,400.00)	
101-11531	BANK CLEARING ACCT	50,951.71	
101-11535	CLEARING ACCOUNT - RURAL FIRE	5,893.95	
101-11536	CLEARING ACCOUNT-GENERAL	114,837.62	
101-12100	SPECIAL ASSESS. REC.-CURRENT	768.44	
101-12200	SPECIAL ASSESS. REC.-DELINQUEN	3,165.34	
101-15501	PREPAID OTHER	3,659.93	
	TOTAL ASSETS		5,211,656.71

LIABILITIES AND EQUITY

LIABILITIES

101-20210	ACCOUNTS PAYABLE	233,954.85	
101-20800	DUE TO OTHER GOVERNMENTS	422.80	
101-20801	STATE SALES TAX	(.48)	
101-20802	SC TRANSIT TAX	(8.35)	
101-20803	LS TRANSIT TAX	(.08)	
101-21600	ACCRUED WAGES	1,635.00	
101-21706	INSURANCE PAYABLE	(7,151.31)	
101-21711	ACCRUED PAYROLL INS DEDUCT	(.98)	
101-21714	ACCRUED POLICE DUES	550.00	
101-21716	HSA EMPLOYEE AMOUNTS	7,147.56	
101-21800	ESCROW - BLDG PERMITS	70,068.00	
101-22000	DEPOSITS	15,000.00	
101-22022	HOLDING FUNDS-DEVELOPERS/OTHER	2,673.00	
101-22202	DEFERRED REVENUE - ASSMNTS	4,549.11	
101-22207	DEFERRED REVENUE - BP	29,233.15	
101-22210	DEFERRED REVENUE - TAXES	24,363.51	
	TOTAL LIABILITIES		382,435.78

FUND EQUITY

101-25311	COMMITTED: ATHLETIC FIELD	143,987.00	
101-25312	ASSIGNED: RENOV/REPL PUB FAC	1,153,279.00	
101-25313	ASSIGNED: ACQ OF EQUIP & VEHIC	413,120.00	
101-25314	COMMITTED: PUB FAC INFRAS	500,000.00	
101-25315	DESIGNATED WORKING CAPITA	100,000.00	
101-25999	COMMITTED: EMERG/DIASTER	100,000.00	

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

GENERAL FUND

UNAPPROPRIATED FUND BALANCE:			
101-25300	UNDESIGNATED: FUND BALANCE	3,665,927.38	
	REVENUE OVER EXPENDITURES - YTD	(1,247,092.45)	
	BALANCE - CURRENT DATE	2,418,834.93	
	TOTAL FUND EQUITY		4,829,220.93
	TOTAL LIABILITIES AND EQUITY		5,211,656.71

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

WWTP

ASSETS

602-10101	CLAIM ON CASH	(464,218.66)	
602-10106	DESIGNATED FOR MEMB REPLACEMEN		1,050,000.00	
602-10120	MONEY MARKET-FIRST BK & TRUST		579,568.02	
602-10121	MONEY MARKET-WELLS FARGO		44,609.15	
602-10125	MONEY MARKET-4M		7,068,160.74	
602-10126	MONEY MARKET-4M 2024 BOND		97,498.09	
602-11710	CUSTOMER ACCOUNTS RECEIVABLE		279,154.35	
602-12300	SPECIAL ASSESS. REC.-DEFERRED		398,213.59	
602-15696	DEFERRED OUTFLOW - OPEB		2,723.00	
602-15699	GERF DEFERRED OUTFLOWS		51,169.00	
602-16100	LAND		56,980.00	
602-16200	BUILDINGS		27,968,735.61	
602-16210	ACCUM. DEPRECIATION-BUILDINGS	(12,946,457.46)	
602-16300	INFRASTRUCTURE		8,571,631.52	
602-16310	ACCUMULATED DEPRECIATION - INF	(3,217,908.24)	
602-16400	EQUIPMENT		13,898,831.41	
602-16410	ACCUMULATED DEPRECIATION - EQU	(9,436,225.30)	
602-16420	OFFICE EQUIPMENT		44,423.70	
602-16500	CONSTRUCTION-IN-PROGRESS		57,229.86	
602-16504	SCADA UPGRADE		107,255.83	
602-16505	LIFT STATION REHAB/PUMP REPLAC		64,595.00	
602-16507	CIP 2025		133,485.93	
TOTAL ASSETS				34,409,455.14

LIABILITIES AND EQUITY

LIABILITIES

602-20210	ACCOUNTS PAYABLE		76,139.81	
602-20610	CP RETAINAGE PERCENTAGE		4,719.20	
602-21500	ACCRUED INTEREST		332,725.23	
602-21650	ACCRUED WAGES-VAC & COMP		63,331.03	
602-21717	OPEB LIABILITY		21,328.00	
602-22000	DEPOSITS		52,444.05	
602-22296	OPEB DEFERRED INFLOW		5,796.00	
602-22299	GERF DEFERRED INFLOWS		147,060.00	
602-22500	BOND PAYABLE - CUR PORT	(.55)	
602-23100	BONDS PAYABLE		2,903,876.24	
602-23101	PFA BOND PAYABLE		20,950,000.00	
602-23400	BOND PREMIUM		286,634.27	
602-23999	GERF PENSION LIABILITY		199,362.00	
TOTAL LIABILITIES				25,043,415.28

FUND EQUITY

602-25999	PRIOR PERIOD ADJUSTMENT	(651,969.00)	
602-27200	FUND BALANCE-UNDESIGNATED		5,565,947.85	
UNAPPROPRIATED FUND BALANCE:				
602-25300	FUND BALANCE-UNDESIGNATED		4,340,965.04	
	REVENUE OVER EXPENDITURES - YTD		111,095.97	
BALANCE - CURRENT DATE				4,452,061.01

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

WWTP

TOTAL FUND EQUITY	9,366,039.86
TOTAL LIABILITIES AND EQUITY	34,409,455.14

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

GOLF COURSE

ASSETS

603-10101	CLAIM ON CASH	(148,371.56)	
603-10125	MONEY MARKET-4M		343,278.60	
603-10126	MONEY MARKET-4M 2024 BOND		22,695.98	
603-10200	PETTY CASH		2,000.00	
603-11500	ACCOUNTS RECEIVABLE - GOLF A/R		15,066.25	
603-14100	MATERIAL INVENTORY		77,418.88	
603-15696	DEFERRED OUTFLOW - OPEB		1,072.00	
603-15699	GERF DEFERRED OUTFLOWS		32,718.00	
603-16150	OTHER IMPROVEMENTS (LAND)		910,289.85	
603-16160	ACCUMULATED DEPR - OTHER IMPRO	(906,335.99)	
603-16200	BUILDINGS		1,094,511.44	
603-16210	ACCUM. DEPRECIATION-BUILDINGS	(697,481.92)	
603-16400	EQUIPMENT		2,038,227.83	
603-16410	ACCUMULATED DEPRECIATION - EQU	(1,228,237.35)	
TOTAL ASSETS				1,556,852.01

LIABILITIES AND EQUITY

LIABILITIES

603-20200	ACCOUNTS PAYABLE	(4,323.26)	
603-20210	ACCOUNTS PAYABLE		149,527.22	
603-20800	DUE TO OTHER GOVERNMENTS	(.07)	
603-21500	ACCRUED INTEREST		7,054.53	
603-21650	ACCRUED WAGES-VAC & COMP		15,223.17	
603-21717	OPEB LIABILITY		8,398.00	
603-22000	DEPOSITS		78,376.93	
603-22001	DESIGNATED - JR GOLF FUND		20,263.52	
603-22004	DESIGNATED- GOLF MAINT. FUND		648.12	
603-22201	DEFERRED REVENUE-MEMBERSHIP DU		2,900.00	
603-22211	DEFERRED REVENUE-GIFT CERTIFIC		17,279.22	
603-22213	DEFERRED REVENUE-MEMBER CREDIT		21,543.33	
603-22296	OPEB DEFERRED INFLOW		2,282.00	
603-22299	DEFERRED (GERF) INFLOW		101,179.00	
603-23107	BOND PAYABLE-2016 EQUIPMENT		9,000.00	
603-23110	BOND PAYABLE-2022 EQUIPMENT		130,000.00	
603-23111	BOND PAYABLE-2024 EQUIPMENT		175,000.00	
603-23400	BOND PREMIUM		25,984.05	
603-23999	GERF PENSION LIABILITY		119,227.00	
TOTAL LIABILITIES				879,562.76

FUND EQUITY

603-25999	PRIOR PERIOD ADJUSTMENT	(117,578.00)	
UNAPPROPRIATED FUND BALANCE:				
603-25300	FUND BALANCE-UNDESIGNATED		757,256.99	
	REVENUE OVER EXPENDITURES - YTD		37,610.26	
BALANCE - CURRENT DATE			794,867.25	
TOTAL FUND EQUITY				677,289.25

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

GOLF COURSE

TOTAL LIABILITIES AND EQUITY

1,556,852.01

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

WATER

ASSETS

604-10101	CLAIM ON CASH	1,326,506.32	
604-10125	MONEY MARKET-4M	1,257,346.09	
604-10126	MONEY MARKET-4M 2024 BOND	107,924.10	
604-10406	F.I.S.T. INVESTMENTS	902,829.11	
604-10407	INVEST ALLOW-UNREALIZED LOS	(41,666.69)	
604-11500	ACCOUNTS RECEIVABLE	1,329.34	
604-11502	ACCOUNTS RECEIVABLE - NSF	660.06	
604-11525	ACCRUED REVENUE	157,366.64	
604-11600	ALLOWANCE DOUBTFUL ACC'T	(4,000.00)	
604-11710	CUSTOMER ACCOUNTS RECEIVABL	201,086.73	
604-12100	SPECIAL ASSESS. REC.-CURRENT	111.05	
604-12300	SPECIAL ASSESS. REC.-DEFERRED	673,456.40	
604-14100	MATERIAL INVENTORY	114,687.80	
604-15696	DEFERRED OUTFLOW - OPEB	2,308.00	
604-15699	GERF DEFERRED OUTFLOWS	33,130.00	
604-16100	LAND	79,519.50	
604-16200	BUILDINGS	2,454,932.92	
604-16201	WELLS, PUMPS & PUMP HOUSE	2,197,186.11	
604-16202	WATER TREATMENT	68,116.88	
604-16203	WATER TREATMENT EQUIPMENT	1,253,269.45	
604-16211	ACCUM DEPR-PRODUCTION PLANT	(4,536,335.23)	
604-16301	ELEVATED TOWER	1,988,569.68	
604-16303	RESERVOIR	732,530.15	
604-16304	DISTRIBUTION TO SYSTEM	8,099,391.30	
604-16305	PRU VALVES	902.95	
604-16306	MAIN STREET TREATMENT UPGRADE	215,848.13	
604-16308	WATER METERS	1,130,513.48	
604-16311	ACCUM DEPR.-TRANS-DISTRIBUTI	(4,973,417.92)	
604-16312	ACCUM. DEPR-GENERAL PLANT	(300,341.30)	
604-16314	SCADA	351,945.74	
604-16401	BLDG IMPROVEMENT OFFICE	5,533.95	
604-16402	DEFERRED MAINTENANCE CHARGE	24,794.02	
604-16403	OFFICE FUNITURE & FIXTURES	35,536.41	
604-16404	TRANSPORTATION/EQUIPMENT	264,699.45	
604-16405	MISCELLANEOUS EQUIPMENT	39,308.45	
604-16406	SHOP EQUIPMENT	1,417.62	
604-16512	CIP 2025	201,792.15	
604-16705	LEAD SERVICE LINE REPLACEMENT	15,381.55	
604-16706	FILTER PALNT #3 REHAB	1,160.00	
TOTAL ASSETS			14,085,330.39

LIABILITIES AND EQUITY

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

WATER

LIABILITIES

604-20210	ACCOUNTS PAYABLE	55,615.18	
604-20610	CIP RETAINAGE	7,500.51	
604-21503	ACCRUED INTEREST	56,455.63	
604-21650	ACCRUED WAGES-VAC & COMP	71,103.53	
604-21712	DUE WATER TESTING PROGRAM	2,435.85	
604-21717	OPEB LIABILITY	18,078.00	
604-22000	DEPOSITS	27,185.20	
604-22296	OPEB DEFERRED INFLOW	4,913.00	
604-22299	DEFERRED (GERF) INFLOW	112,639.00	
604-22500	BOND PAYABLE - CUR PORT	(.03)	
604-23400	BOND PREMIUM	387,300.91	
604-23511	2011 CIP	30,080.00	
604-23516	2013B-REFUNDING 2005-2007	40,000.00	
604-23517	CIP 2014	50,000.00	
604-23518	2020A - REFUNDING	215,746.51	
604-23519	CIP 2020-2021	1,275,000.00	
604-23520	2021 UTILITY BUILDING	390,000.00	
604-23521	CIP 2022	250,000.00	
604-23522	CIP 2023	440,000.00	
604-23523	CIP 2024	820,000.00	
604-23999	GERF PENSION LIABILITY	168,984.00	
TOTAL LIABILITIES			4,423,037.29

FUND EQUITY

604-25999	PRIOR PERIOD ADJUSTMENT	(274,691.48)	
604-26730	RESERVED FOR INVESTMENT AL	(.40)	
604-27200	FUND BALANCE-UNDESIGNATED	8,187,620.93	
604-28000	INVESTED IN UTILITY PLANT	1,287,688.93	
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD		461,675.12	
BALANCE - CURRENT DATE		461,675.12	
TOTAL FUND EQUITY			9,662,293.10
TOTAL LIABILITIES AND EQUITY			14,085,330.39

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

ELECTRIC

ASSETS

605-10101	CLAIM ON CASH	3,511,022.22
605-10125	MONEY MARKET-4M	1,576,931.20
605-10200	PETTY CASH	300.00
605-10405	MONEY MARKET-FIRST BK & TRUST	152,073.40
605-10406	F.I.S.T. INVESTMENT	2,569,590.53
605-10407	INVEST ALLOW-UNREALIZED LOS	(118,589.82)
605-11500	ACCOUNTS RECEIVABLE	66,819.00
605-11502	ACCOUNTS RECEIVABLE - NSF	5,478.06
605-11510	ACCOUNTS RECEIVABLE - SMMPA	234,108.90
605-11525	ACCRUED REVENUE	743,061.90
605-11530	CLEARING ACCOUNT	774.00
605-11600	ALLOWANCE DOUBTFUL ACC'T	(10,000.05)
605-11710	CUSTOMER ACCOUNTS RECEIVABL	824,847.87
605-12100	SPECIAL ASSESS. REC.-CURRENT	1,124.28
605-14100	MATERIAL INVENTORY	1,099,264.04
605-15501	PREPAID OTHER	572.59
605-15696	DEFERRED OUTFLOW - OPEB	4,870.00
605-15699	GERF DEFERRED OUTFLOWS	100,865.00
605-16100	LAND	41,647.88
605-16205	STRUCTURE & IMPROV. BLDGS	3,792,791.38
605-16206	GENERATORS	5,527,533.57
605-16211	ACCUM DEPR-PRODUCTION PLANT	(6,894,745.34)
605-16301	TRANSMISSION STATION EQUIPMENT	601,832.72
605-16302	TRANSMISSION POLES & CONDUCTOR	87,734.24
605-16303	DISTRIBUTION STATION EQUIPMENT	832,233.96
605-16304	POLES-TOWERS-FIXTURES	204,140.34
605-16305	OVERHEAD CONDUCTORS-DEVICES	678,998.06
605-16306	UNDERGROUND CONDUCTORS-DEVICE	6,130,180.47
605-16307	LINE TRANSFORMERS	2,104,995.37
605-16308	SERVICES	432,135.18
605-16309	ELECTRIC METERS	1,076,520.70
605-16310	FIBER OPTIC	98,856.02
605-16311	ACCUM DEPR.-TRANS-DISTRIBUTI	(8,510,672.24)
605-16312	ACCUM DEPR - GEN PLANT	(1,785,245.65)
605-16313	LOAD MANAGEMENT	104,472.67
605-16314	SCADA	123,864.82
605-16315	STREET LIGHTS	1,719,957.76
605-16316	STRUCTURE & IMPROVEMENTS E	224,058.67
605-16403	TOOLS & WORK EQUIPMENT	237,583.03
605-16404	TRANSPORTATION/EQUIPMENT	2,005,080.19
605-16405	MISCELLANEOUS EQUIPMENT	97,109.01
605-16406	SHOP EQUIPMENT	56,994.23
605-16420	OFFICE EQUIPMENT	99,254.82
605-16510	JOB #2 (URD) GIS MAPPING	24,015.21
605-16512	JOB #2 (SERV) GIS MAPPING	799.20
605-16514	JOB #2 (S.L.) GIS MAPPING	586.08
605-16516	JOB #3 (POLE) NE STREET RECONS	759.92
605-16517	JOB #3 (OH) NE STREET RECONS	8,669.68
605-16518	JOB #3 (URD) NE STREET RECONS	13,021.65
605-16519	JOB #3 (TRANS) NE STREET RECON	866.56
605-16520	JOB #3 (SERV) NE STREET RECONS	46.16
605-16522	JOB #3 (S.L.) NE STREET RECONS	15,671.34
605-16525	JOB #4 (OH) FEEDER #1	696.08
605-16526	JOB #4 (URD) FEEDER #1	292,328.61
605-16527	JOB #4 (TRANS) FEEDER #1	62,435.25
605-16528	JOB #4 (SERV) FEEDER #1	114,398.93
605-16529	JOB #4 (METER) FEEDER #1	20,655.65
605-16530	JOB #4 (S.L.) FEEDER #1	53,756.95

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

ELECTRIC

605-16531	JOB #4 (FIBER) FEEDER #1	571.96	
605-16542	JOB #6 (URD) FEEDER #4 & #6	705.52	
605-16543	JOB #6 (TRANS) FEEDER #4 & #6	359.80	
605-16549	JOB #7 (OH) FEEDER #8	386.54	
605-16550	JOB #7 (URD) FEEDER #8	58,398.35	
605-16551	JOB #7 (TRAN) FEEDER #8	480.45	
605-16555	JOB #7 (FBR) FEEDER #8	565.70	
605-16558	JOB #8 (URD) INDUSTRIAL PARK	436.90	
605-16566	JOB #9 (URD) FUTURE GENERATION	196,747.47	
605-16568	JOB #9 (SERV) FUTURE GENERATIO	771,481.49	
605-16570	JOB #9 (S.L.) FUTURE GENERATIO	191.36	
605-16574	JOB #10 (URD) ONE IF BY LAND	15,932.07	
605-16575	JOB #10 (TRANS) ONE IF BY LAND	30,765.14	
605-16577	JOB #10 (METER) ONE IF BY LAND	622.08	
605-16581	JOB #11 (OH) MAYO ADDITION	110.44	
605-16582	JOB #11 (URD) MAYO ADDITION	25,424.42	
605-16583	JOB #11 (TRANS) MAYO ADDITION	33,811.57	
605-16584	JOB #11 (SERV) MAYO ADDITION	108.00	
605-16586	JOB #11 (S.L.) MAYO ADDITION	51.40	
605-16590	JOB #12 (URD) HEARTLAND CREDIT	8,101.12	
605-16591	JOB #12 (TRANS) HEARTLAND CRED	143.52	
605-16599	JOB #13 (TRANS) BEVCOMM	190.94	
605-16605	JOB #14 (OH) POLICE STATION	171.08	
605-16606	JOB #14 (URD) POLICE STATION	5,470.37	
605-16607	JOB #14 (TRANS) POLICE STATION	3,859.69	
605-16614	JOB #15 (URD)	177.25	
605-16615	JOB #15 (TRANS)	114.48	
605-16616	JOB #15 (SERV)	214.50	
605-16622	JOB #16 (URD) GREAT RIVER ENER	6,943.88	
605-16623	JOB #16 (TRANS) GREAT RIVER EN	25,405.96	
TOTAL ASSETS			21,647,075.70
LIABILITIES AND EQUITY			
LIABILITIES			
605-20200	ACCOUNTS PAYABLE-SMMPA	474,271.81	
605-20202	AP REFUSE	(.04)	
605-20204	AP OTHER	323,578.38	
605-20210	ACCOUNTS PAYABLE	32,132.71	
605-21650	ACCRUED WAGES-VAC & COMP	155,477.59	
605-21717	OPEB LIABILITY	38,143.00	
605-22000	DEPOSITS	105,815.83	
605-22001	ENERGY ASSISTANCE CONTRACTS	63.33	
605-22022	HOLDING FUNDS-DEPOSITS	950.00	
605-22296	OPEB DEFERRED INFLOW	10,366.00	
605-22299	DEFERRED (GERF) INFLOW	342,924.00	
605-23999	GERF PENSION LIABILITY	514,464.00	
TOTAL LIABILITIES			1,998,186.61
FUND EQUITY			

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

ELECTRIC

605-25999	PRIOR PERIOD ADJUSTMENT	(890,763.35)	
605-26300	CONTRIBUTED CAPITAL	(.19)	
605-26720	RESERVED FOR BONDS		321,700.00	
605-27200	FUND BALANCE-UNDESIGNATED		14,426,601.09	
605-28000	INVESTED IN UTILITY PLANT		4,423,834.26	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD		<u>1,367,517.28</u>	
	BALANCE - CURRENT DATE		<u>1,367,517.28</u>	
	TOTAL FUND EQUITY			<u>19,648,889.09</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>21,647,075.70</u></u>

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

STORM WATER UTILITY

ASSETS

606-10101	CLAIM ON CASH	98,571.28	
606-10120	MONEY MARKET-FIRST BK & TRUST	63,573.69	
606-10125	MONEY MARKET-4M	1,111,076.82	
606-10126	MONEY MARKET-4M 2024 BOND	57,738.92	
606-11710	CUSTOMER ACCOUNTS RECEIVABLE	32,637.42	
606-15696	DEFERRED OUTFLOW - OPEB	398.00	
606-15699	GERF DEFERRED OUTFLOWS	7,488.00	
606-16300	INFRASTRUCTURE	8,777,601.44	
606-16310	ACCUMULATED DEPRECIATION - INF	(4,510,735.96)	
606-16400	EQUIPMENT	29,295.57	
606-16410	ACC. DEP. - EQUIPMENT	(25,735.10)	
606-16423	CIP 2025	81,705.66	
TOTAL ASSETS			5,723,615.74

LIABILITIES AND EQUITY

LIABILITIES

606-20210	ACCOUNTS PAYABLE	858.63	
606-20610	CP RETAINAGE PERCENTAGE	2,891.53	
606-21500	ACCRUED INTEREST	30,270.66	
606-21717	OPEB LIABILITY	3,114.00	
606-22296	OPEB DEFERRED INFLOW	846.00	
606-22299	GERF DEFERRED INFLOWS	21,520.00	
606-23100	BONDS PAYABLE	1,613,014.44	
606-23400	BOND PREMIUM	165,178.63	
606-23999	GERF PENSION LIABILITY	29,175.00	
TOTAL LIABILITIES			1,866,868.89

FUND EQUITY

606-25999	PRIOR PERIOD ADJUSTMENT	(36,253.00)	
UNAPPROPRIATED FUND BALANCE:			
606-25300	FUND BALANCE-UNDESIGNATED	3,897,439.61	
	REVENUE OVER EXPENDITURES - YTD	(4,439.76)	
BALANCE - CURRENT DATE		3,892,999.85	
TOTAL FUND EQUITY			3,856,746.85
TOTAL LIABILITIES AND EQUITY			5,723,615.74

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

AMBULANCE

ASSETS

651-10101	CLAIM ON CASH	68,419.99	
651-10120	MONEY MARKET-FIRST BK & TRUST	12,998.00	
651-10121	MONEY MARKET-WELLS FARGO	416.28	
651-10125	MONEY MARKET-4M	120,976.30	
651-10127	MONEY MARKET.STATE BANK - 1206	5,652.55	
TOTAL ASSETS			208,463.12

LIABILITIES AND EQUITY

LIABILITIES

651-20210	ACCOUNTS PAYABLE	481.55	
651-22200	DEFERRED REVENUE	1,280.10	
TOTAL LIABILITIES			1,761.65

FUND EQUITY

651-27200	FUND BALANCE-UNDESIGNATED	162,640.15	
UNAPPROPRIATED FUND BALANCE:			
651-25300	FUND BALANCE-UNDESIGNATED	36,849.60	
	REVENUE OVER EXPENDITURES - YTD	7,211.72	
BALANCE - CURRENT DATE		44,061.32	
TOTAL FUND EQUITY			206,701.47
TOTAL LIABILITIES AND EQUITY			208,463.12

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

EDA

ASSETS

680-10101	CLAIM ON CASH	190,840.63	
680-10120	MONEY MARKET-FIRST BK & TRUST	25,795.51	
680-10125	MONEY MARKET-4M	264,062.05	
	TOTAL ASSETS		480,698.19

LIABILITIES AND EQUITY

LIABILITIES

680-20210	ACCOUNTS PAYABLE	628.05	
	TOTAL LIABILITIES		628.05

FUND EQUITY

680-27200	FUND BALANCE-UNDESIGNATED	602,744.97	
	UNAPPROPRIATED FUND BALANCE:		
680-25300	FUND BALANCE-UNDESIGNATED	(127,183.27)	
	REVENUE OVER EXPENDITURES - YTD	4,508.44	
	BALANCE - CURRENT DATE	(122,674.83)	
	TOTAL FUND EQUITY		480,070.14
	TOTAL LIABILITIES AND EQUITY		480,698.19

CITY OF NEW PRAGUE
BALANCE SHEET
OCTOBER 31, 2025

Section 3, Item c.

EDA-INDUSTRIAL PARK

ASSETS			
681-10101	CLAIM ON CASH	72,544.75	
681-10120	MONEY MARKET-FIRST BK & TRUST	12,898.95	
681-10125	MONEY MARKET-4M	116,537.69	
681-16100	LAND	453,940.38	
TOTAL ASSETS			655,921.77
LIABILITIES AND EQUITY			
FUND EQUITY			
UNAPPROPRIATED FUND BALANCE:			
681-25300	FUND BALANCE	652,060.71	
	REVENUE OVER EXPENDITURES - YTD	3,861.06	
BALANCE - CURRENT DATE		655,921.77	
TOTAL FUND EQUITY			655,921.77
TOTAL LIABILITIES AND EQUITY			655,921.77



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: CHURCH OF ST. WENCESLAUS – MINNESOTA LAWFUL GAMBLING LG220
APPLICATION FOR EXEMPT PERMIT
DATE: DECEMBER 4, 2025

Attached is a Minnesota Lawful Gambling LG220 Application for the Church of St. Wenceslaus to conduct a raffle at an event on February 20, 2026, at 215 Main Street East, New Prague.

Recommendation

Staff recommends approval of the Lawful Gambling Permit for the Church of St. Wenceslaus and recommends requesting a waiver of the waiting period.

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

11/17
Page 1 of 2

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Church of St Wenceslaus

Previous Gambling Permit Number: X-70005-22-047

Minnesota Tax ID Number, if any: 8348249

Federal Employer ID Number (FEIN), if any: 41-0695519

Mailing Address: 215 Main Street East

City: New Prague State: MN Zip: 56071 County: Scott

Name of Chief Executive Officer (CEO): Fr Eugene Theisen

CEO Daytime Phone: 952-758-3225 CEO Email: Eugene.Theisen@npcatholic.org

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): ruth.weinandt@npcatholic.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal

☒ Religious

☐ Veterans

☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Church of St Wenceslaus

Physical Address (do not use P.O. box): 215 Main Street East, New Prague MN 56071

Check one:

☒ City: New Prague Zip: 56071 County: Scott

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): February 20, 2026

Check each type of gambling activity that your organization will conduct:

☐ Bingo

☐ Paddlewheels

☐ Pull-Tabs

☐ Tipboards

☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.



The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).



The application is denied.

Print City Name: City of New Prague

Signature of City Personnel: _____

Title: City Administrator Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.



The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.



The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____

(Signature must be CEO's signature; designee may not sign)

Date: 03 Dec 2025Print Name: Fr Eugene Theisen**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS**Mail application with:**

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA TETZLAFF, CITY ADMINISTRATOR
FROM: ROBIN PIKAL, FINANCE DIRECTOR
SUBJECT: ELECTRONIC DOCUMENT STORAGE
DATE: DECEMBER 10, 2025

Following the goals of the visioning document, staff began research earlier this year on electronic document storage software. Once narrowed down, the process included interviews with two well-known companies: Laserfiche and Docuware Electronic document storage is included in the 2026 budget.

The two companies offer a lot of similar features:

- * electronic filing via scanned documents, directly from email or drop and drag existing documents
- * electronic storage of documents that integrates the appropriate record period
- * electronic collaboration on documents and/or projects

Laserfiche software will be implemented through a content management enterprise, CDI. Costs include the annual subscription fee, 40 hours of professional services charged at \$185/hour to implement the Municipal Infrastructure Solution, and any system configuration or admin training. Laserfiche licensing allows up to 100 users and 1 TB of data.

<u>Company</u>	<u>Associated Costs:</u>	<u>Total Cost</u>
Laserfiche	Annual Subscription	\$ 3,415.00
	Professional Services (Start-up costs)	\$ 7,400.00
	Total 1 st year costs:	\$10,815.00

Docuware’s costs include the annual subscription and does not include any installation costs, which are currently unknown. Docuware licensing allows 20 users and 50 GB of data.

<u>Company</u>	<u>Associated Costs:</u>	<u>Total Cost</u>
Docuware	Annual Subscription	\$18,000.00
	System Configuration-unknown	\$ x,xxx.00
	Total known 1 st year costs:	\$18,000.00

Recommendation

Staff recommends approval of implementation of Laserfiche’s electronic document storage software through CDI.

Software & Services Purchase Agreement

This agreement is made and entered into on,

by and between:

Seller: Cities Digital, Inc. D.B.A. "CDI"

2000 O'Neil Road

Suite 150

Hudson, WI 54016

herein referred to as "Seller";

And

Buyer: City of New Prague

Buyer Address 1: 118 Central Ave. N.

Buyer Address 2:

City, State, Zip: New Prague, MN 56071

herein referred to as "Buyer."

WITNESSETH

WHEREFORE, in consideration of the mutual covenants herein contained, and other valuable consideration, the receipt of which is acknowledged, the parties agree as follows:

1. Agreement to Sell and Purchase: Seller hereby agrees to sell to Buyer, and Buyer agrees to purchase from Seller those software products, services, maintenance agreements, and upgrades set forth in Exhibit "A".

2. License Agreement: It is specifically agreed and acknowledged that the software products sold by Seller to Buyer as described in Section 1 hereinabove, are being sold subject to the restrictions, duties and obligations of Seller pursuant to License Agreements referenced in "Exhibit D." Buyer, by its execution of this agreement, agrees to fully abide by the terms and conditions of such License Agreements, and further agrees to fully indemnify, protect, and hold Seller harmless from any claims, suits, actions, liabilities, damages (including all legal costs incurred by Seller) resulting from any violation by Buyer under the terms thereof.

3. Term of Agreement: The term of this Agreement shall be for 1 year from the date first written above and shall renew for a one-year term, unless terminated by either party with or without cause.

- a. If a 5-year pricing guarantee has been chosen, your Laserfiche software system has a term of 5 years and has an annual increase of 5% year over year beginning on the first anniversary of your subscription start date. Expansions are sold at list price and no downgrades are permitted. Any downgrade request will void the contracted pricing and terminate the contract. Early contract termination will result in the entire remaining balance of the original contract term becoming due and payable on the termination date.

4. Purchase Price, Payments & Renewals: The purchase price for the software products and services being purchased by Buyer from Seller are set forth in the quotation in Exhibit "A" and shall be due and payable from Buyer to Seller as follows:

- a. In consideration of the initial purchase of products and/or services, the Buyer shall pay Seller commensurate with payment schedule below. Initial invoices for software and services are due upon receipt. Future invoices will be paid within thirty (30) days of invoice date. Invoices not paid within thirty (30) days of invoice may be subject to a one and ½ percent (1.5%) monthly interest charge (eighteen percent (18%) per year).
- b. It is acknowledged that certain items set forth in "Exhibit A" if necessary are based on Seller's estimates, including fees from the "Fee Sheet" included in "Exhibit B." The sums payable by Buyer for maintenance and upgrades as described in "Exhibit A" are in addition to being payable as set forth above, payable annually on the anniversary of the purchase date. Such sums may be subject to a price increase after payment for the initial year, provided that, the price shall only be increased by Seller in the event that Seller's costs therefore are increased by CompuLink Management Center, Inc. or its successor in interest. Buyer shall have no legal obligation to continue paying for the maintenance (software updates) and technical support provided Buyer does not see value in said service.
- c. It is agreed that the estimates for those items set forth in "Exhibit A" will not be exceeded by Seller without prior written approval by Buyer. In the event that the estimates are exceeded with approval of Buyer, then Buyer shall pay the difference with the payment set forth in "Exhibit A" hereinabove. It is agreed that Seller may need to adjust billable rates periodically, as well as mileage and per-diem charges, as part of this Purchase Agreement. This change will happen not more frequently than once per year. The Buyer will be notified of this change at least 30 days in advance of this change.
- d. Renewal and payment of maintenance, subscription products and Laserfiche Cloud need to be completed prior to client's renewal date to avoid disruption of support or subscription services. Cancellation of subscription products from Laserfiche requires a 90-day notice prior to renewal date.

Payment Schedule

Payment Date	Description / Percentage	Payment Amount
Upon Receipt of Licenses	Software and Maintenance & Services in Exhibit A	\$10,815.00
Net 30	Software and Maintenance & Services year 2	\$3,591.00
Net 30	Software and Maintenance & Services year 3	\$3,770.55
Net 30	Software and Maintenance & Services year 4	\$3,959.07
Net 30	Software and Maintenance & Services year 5	\$4,157.02

5. Limitation: It is specifically acknowledged and agreed that all techniques, procedures and methodologies used and implemented by Seller in the performance of its work under this agreement are not included in the sale, and all intellectual property rights to such techniques, procedures and methodologies shall be retained by Seller, or by such third parties with whom Seller may contract with or have licenses through.

6. Independent Contractor: It is specifically acknowledged that Seller is an independent contractor, and that no agent, employee, or subcontractor of Seller shall be deemed an employee of Buyer or be entitled to any compensation from Buyer except as specifically set forth in this agreement.

7. Confidentiality: Seller shall keep confidential all non-public aspects of the work performed under this contract, including but not limited to all communications regarding that work and all Buyer data and information to which Seller obtains access in the course of performing services under this agreement. Seller shall limit internal access to information regarding work under this contract to those members of Seller's own staff or subcontractors of Seller who are directly involved in the work or otherwise have a need for access to the information. Unless otherwise required by law, Seller shall not disclose any non-public information to anyone other than the Buyer's project manager and Seller's own staff and subcontractors without the Buyer's prior written consent. Seller shall ensure that all individuals and subcontractors engaged directly or indirectly by Seller to provide services under this agreement are advised of and required to comply with the forgoing confidentiality obligation.

8. Sharing Information: Upon the Buyer's written request and authorization, Seller shall share any project information designated by the Buyer and shall fully cooperate with all corporations, firms, contractors, governmental entities, and persons involved in or associated with the project and designated by the Buyer in the request. Seller shall not communicate with representatives of any of the news media regarding work under this contract; any communications with news media representatives regarding this contract shall be exclusively through the Buyer.

9. Commitment and Completion: It is agreed that Seller shall commence work within 14 days of receipt by Seller from Buyer of a written authorization to proceed and shall be completed pursuant to Exhibit "A." Notwithstanding such schedules, it is acknowledged that delays resulting from any acts or omissions of Buyer, or circumstances beyond the control of Seller, including, but not limited to acts of war or terror, natural disasters, material shortages, and acts of God, shall not be deemed a breach of this agreement.

10. Insurance: Seller shall maintain occurrence for commercial general liability and automobile liability insurance which shall include personal injury, bodily injury, including death, and broad form property damage including loss of use of property, occurring in the course of or in any way related to Seller's operations, in an amount not less than \$2,000,000 combined single limits per occurrence; Seller shall maintain Workers' Compensation and Employer's liability for all consultants' employees who are subject to Worker's Compensation statute either as a carrier-insured employer or as a self-insured employer. Seller shall maintain cyber breach, professional errors and omissions liability insurance for the protection of the Seller and its employees and subcontractors, insuring against losses arising out of or resulting from breach, their professional acts, omissions, activities or services, in an amount not less than \$2,000,000 per claim. At the request of Buyer, Seller shall furnish the Buyer with certificates evidencing the date, amount, and type of insurance required by this contract.

11. Warranty and Limitations: Except as otherwise set forth herein, Seller's warranty is specifically limited to successful completion of installation and operation of Laserfiche software program with respect to scanning and capturing documents of Buyer as provided in Exhibit "B", and that, except as may be available through CompuLink Management Center, Inc., Seller gives no other warranties, express or implied. In the event the software is unable to perform as warranted by Seller within 30 days of completion of installation, Buyer shall be entitled to a full refund of the purchase price. It is specifically acknowledged and agreed that Seller's warranty is limited and shall not apply to performance by the Seller under this agreement of specifications other than those specifically warranted above, such exclusions to include, but are not limited to: 1) the integration of the system to be installed by Seller with existing software of Buyer; and 2) the importation of documents into the system, due to the fact Seller currently has insufficient knowledge of the documentation. In addition,

said warranties shall not apply: a) To the extent of any problems encountered with the integration of external databases with the software installation; b) To the extent of any problems encountered as a result of the failure of the Buyer to install and configure the hardware necessary to operate the software in accordance with the hardware specifications previously provided by the Seller; or c) To the extent of any problems encountered as a result of the failure of the Buyer's computing equipment, servers, networks or operating systems.

12. Limitation and Damages: BUYER AGREES THAT SELLER'S TOTAL AGGREGATE LIABILITY, IF ANY, SHALL NOT EXCEED FEES PAID TO SELLER BY BUYER FOR THE PRODUCTS AND/OR SERVICES INVOLVED. The Seller will endeavor to provide high quality services and a high-quality product. However, the Seller is not, and will not be responsible for any consequential or incidental damages resulting from any interruptions of service, or data loss (including lost transactions). With the exception of Buyer subscribing to Server Hosting, day-to-day data backup is the Buyer's responsibility and Seller is not and cannot be liable for data loss due to poor or nonexistent or insufficient backup or any other issues associated and/or caused by Buyer's day-to-day server data backup.

13. Governing Law: This agreement shall be governed and construed under the laws of Wright County, Minnesota.

14. Complete Agreement: This represents the complete and final agreement of the parties regarding the purchase and sale of software products and other services to be rendered by Seller on behalf of Buyer and supersedes and replaces any oral or written agreements heretofore made. Any modification to this agreement shall only be valid in writing and signed by the parties hereto.

15. Sales Tax & Use Tax: Buyer understands that CDI does not collect sales tax in all states and localities. Buyer agrees to pay all applicable sales or use taxes required by their local jurisdictions not already outlined in this contract.

16. Paperless Billing: By selecting "Accepted" below Buyer signifies preference for paperless billing and will receive a digital copy of invoices emailed to a designated email address for processing.

ACCEPTED ☒ DECLINED ☐ Email Address: **rpikal@ci.new-prague.mn.us**

Seller: Cities Digital, Inc.	Buyer: City of New Prague
Name: Patrick Welsch	Name(s): Joshua Tetzlaff / Charles Nickolay
Title: President	Title(s): City Administrator / Mayor
Date:	Date: 12/15/2025

By: _____	By: _____
	By: _____

EXHIBIT A: Quotation

Software, Hardware & Renewal

Product	Quantity	Unit Cost	Renewal Quantity	Renewal Unit Cost	Total
Municipality Site License (Population less than 10,000) (CLXGOV10)	1.00	\$.00	1.0000	\$3,415.00	\$3,415.00
Software / Hardware:					\$.00
Renewal:					\$3,415.00
Tax:					\$.00
Total:					\$3,415.00

Services

Service	Service Quantity	Service Unit Cost	Total
Service Package - Gold (40 hours) - Prepaid Service Hours (CD6000GOV) <i>Used for System Implementation services including system design, configuration and training</i>	1.00	\$7,400.00	\$7,400.00
Service:			\$7,400.00
Tax:			\$.00
Total:			\$7,400.00

Totals	
Total Software / Hardware:	\$.00
Total *Renewal:	\$3,415.00
Total Services:	\$7,400.00
Total Tax:	\$.00
TOTAL:	\$10,815.00

* Renewals encompass Maintenance, Subscription, or Cloud where selected

*Software must be purchased on or before 12/31/25
Option includes a 5-year software licensing term with 5% pricing increases YoY
Licensing Costs:

- Year 1 = \$3,420.00
- Year 2 = \$3,591.00
- Year 3 = \$3,770.55
- Year 4 = \$3,959.07
- Year 5 = \$4,157.02

EXHIBIT B: Software Support Policy, “LSAP” (Laserfiche Software Assurance Plan) or “Annual Maintenance”

The initial purchase of a software system also requires purchasing maintenance for each component. Annual Maintenance is a software assurance program initiated by Cities Digital and required by the manufacturer to ensure that buyers are able to receive regular product updates and basic software support through their value-added reseller. Cities Digital has developed this policy with regard to services that are included with the purchase of Annual Maintenance in order to serve all buyers with access to hotfixes and expert technical support.

Services included in base LSAP costs:

- Cities Digital technical support hotline:
 - 855-714-2800
 - Support@CDI.support
 - <https://www.cdi.support/support>
- Software updates including hotfixes and new feature releases
- LogMeIn remote support (allows support technicians to access buyer's computer remotely)
- Customer portal access: Submit & track tickets, view contracts, access videos and documentation
- Annual consulting meeting & strategy session
- Annual software performance audit

Description of Support Services

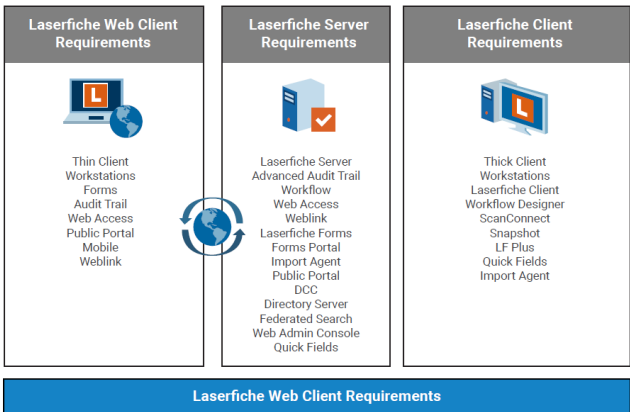
Laserfiche Software Assurance Plan (LSAP)	<p>Fee is based upon software components that have been purchased. The support plan is renewable each year.</p> <p>Seller support is provided as a part of the Laserfiche annual support fee. Technical support is considered assistance with software malfunctions (break/fix) or “bugs.” Technical Support does include assisting buyer with how-to questions and assistance with configuration of the software.</p>
Response Time and Definition	<p>Responses provided within 24 hours of initial report. Most responses and technical troubleshooting will happen within an hour, if not immediately through chat / remote support. Responses consist of diagnosing the problem and if possible, resolving it immediately. If it is not possible to resolve immediately a time will be scheduled to attempt resolution of the problem at the buyer's convenience.</p> <p>Seller provides a technical support hotline during weekday and non-holiday business hours 8:00 AM to 7:00 PM Central Time. The technical support staff processes assistance telephone calls, emails and remote connections as they arrive. The Support Director assesses difficulty of tasks and assigns cases to the tiered support staff. This process is in place to provide support to our customers based on the impact on their on-going operations.</p> <p>Non-emergency calls for support are typically responded to within one hours (or less). Critical calls (delay in work or loss of data due to system issues) may be responded to immediately. Support calls may be escalated internally to other technicians as needed.</p>
Options for Coverage During Non-Standard Business Hours or “After Hours Support”	<p>Appointments may be scheduled with the Director of Support at support@citiesdigital.com.</p> <p>After hours support requires a two-week prior notification, unless case of emergency. Upgrades, development, training & other services conducted after hours will be subject to billable rates and availability. Billable rates for buyers with current Laserfiche Software Assurance Plans are \$330/hr. before 8:00am and after 7:00pm Central Time and weekends. A minimum of one hour will be billed and incrementally every fifteen minutes thereafter.</p>

Cities Digital Closed on Six Federal Holidays	Cities Digital will be closed New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
Capability for Remote Diagnostics	A web-based tool for remote diagnostics and support called LogMeln is utilized. With specific prior written authorization from Buyer an unattended access tool is available for use.
Update Installation Limitations (does not apply to Laserfiche Cloud)	<p>Product updates are installed, in-place on the same server where Laserfiche is already installed. The installation service is free of charge for clients with standard Annual Maintenance. Limitations on the installation services are as follows:</p> <ol style="list-style-type: none"> 1. Installations in new environments or new servers requires planning and project management services outside the scope of free installations. 2. New environments are defined as new domains, installing into a new cloud environment such as Azure or AWS. 3. Installations must be scheduled in advance using the scheduling request form online. Installations are not available same-day. Installations during off-hours, weekends or holidays are subject to off-hours support charges. 4. Testing of all workflows, forms, business processes, quick fields sessions and integrations are the responsibility of the client. Advanced implementations or mission critical systems may require project management and consulting services for advanced user acceptance testing (UAT). 5. Client is responsible for installing Windows operating systems, MS SQL, configuring domain users and network security. 6. CDI limits the number of free server installations to one production and one test environment. The client may install additional test environments, development environments, etc.
Maintenance Cost for Fixes, Major Releases and Platform Changes	<p>Maintenance that is done over the phone or remote access is included in annual maintenance agreement at no additional cost. Software upgrade packages are available to Buyer at support.laserfiche.com or by request from Support@CitiesDigital.com.</p> <p>Major and infrequent upgrades referred to as "platform changes" may be subject to a fee. The fee is set by the manufacturer when the platform is released.</p>
Support Escalation Procedures	<ol style="list-style-type: none"> 1. Problem is reported, a support case is opened and documented. The case is resolved over the phone or remotely. 2. If immediate resolution is not possible, problem is reported to second tier support. 3. If there is no existing solution, Cities Digital development will write a script, solution or "work around" to fix the problem. Cities Digital will then implement the solution. <p>Cities Digital creates technical support cases on behalf of the Buyer with the manufacturer upon diagnosis of the problem if the problem cannot be immediately resolved by Cities Digital.</p>
Tracking Database	All support cases are tracked in a ticketing system. The tracking software assigns incident numbers and the buyer may call and request the status on any support case at any time during work hours or by visiting the client portal.
Third-Party IT Contractors	Buyers that utilize a third-party IT contractor for management of servers and networking should expect their IT contractor to assign remote-access to Cities Digital for installation and configuration. Should unattended access not be permissible third-party IT consultants may need to be present during installation or configuration. Additional configuration pertaining to Buyer's network IP addresses, network security and access may be necessary from time-to-time. Charges from third-party IT consultants may be assigned. Cities Digital is not responsible for such charges. It is the policy of Cities Digital to copy Buyer on all communication between third-party IT contractors unless explicitly instructed not to.

Services not included in base LSAP costs, Rates Sheet:

Technical services, design, configuration	Per hour	\$200
Project management (per hour)	Per hour	\$200
Development, integration and conversion (per hour)	Per hour	\$300
Cancelled Meeting within 24 Hours (1/2 hour/person)	Per hour	\$100 - \$150
Off-hours work, outside normal business hours excluding holidays (per hour) minimum one hour.	Per hour	\$300
Encrypted drive shipment – Export/Import (per request)	Per export/import	\$500
Managed Services including configuration of domains, IP addresses, certificates, firewall or SQL	Per hour	\$300
Mileage reimbursement	Per mile	\$.585
Per diem minimum when providing onsite service	Per day	\$250
Completion of private security due diligence examinations	Per hour	\$250

Exhibit C: Laserfiche On-Premise Recommended Server Specifications - Server Specifications Does not apply to Laserfiche Cloud



Current Versions

The current version of Laserfiche 11, Laserfiche 10.4, and locally installed components of Laserfiche Cloud support the following operating systems (unless otherwise indicated):

Server Operating Systems:

- Windows Server 2022
- Windows Server 2019
- Windows Server 2016

Laserfiche software requires Windows Server with Desktop Experience.

Server Core installations of Windows Server operating systems are not supported.

Laserfiche will support operating systems through their end of support date as stated by their manufacturer. In cases where this article, the documentation included with the software, and the manufacturer's documentation differ, the manufacturer's end of support date will be used unless otherwise indicated in this article.

Desktop Operating Systems:

- Windows 11
- Windows 10

Home editions of Windows desktop operating systems are not supported.

Laserfiche will support operating systems through their end of support date as stated by their manufacturer. In cases where this article, the documentation included with the software, and the manufacturer's documentation differ, the manufacturer's end of support date will be used unless otherwise indicated in this article.

Except for the Laserfiche Integration with Microsoft Teams, locally-installed Laserfiche components are not supported on MacOS. Mac users can use any web-based Laserfiche application functionality that does not require a locally-installed component (e.g., desktop Office Integration, Snapshot, Scanning, etc.).

Web Browsers

- Recent versions of Chrome, Microsoft Edge and Firefox
- Safari on Mac OS and iOS are supported for interacting with the repository and filling out forms.

Database Engines:

- Any Laserfiche 11 or 10.4 system with Laserfiche Forms requires Microsoft SQL Server 2014 SP3 or above
- Laserfiche supports Amazon RDS for SQL Server running a supported version of SQL Server
- Laserfiche supports Azure SQL Managed Instance
- Laserfiche supports Azure SQL Database, with the constraint that External Tables for Dynamic Fields in Laserfiche repositories must be created within the repository database itself since Azure SQL Database does not currently fully support cross-database queries
- Laserfiche will support database engines through their end-of support date as stated by their manufacturer.

Exhibit D: End User License Agreements

EXHIBIT D: End User License Agreement or "EULA"

1. The **Laserfiche End User License Agreement** is available for reference in entirety on our website at cdi.support/eula

The licensing agreements listed below pertain to Microsoft and Laserfiche. The Microsoft licensing pertains to use of hosting services from Cities Digital. Should clients not be utilizing hosting services the following eight points should not be considered applicable.

MICROSOFT SOFTWARE LICENSING AGREEMENT or "EULA"

Buyer agrees to accept the following conditions related to Software Licensing:

1. This Agreement is binding in all applicable jurisdictions.
2. Buyer is prohibited from reverse engineering, decompiling, or disassembling the Products, except to the extent that such activity is expressly permitted by applicable law.
3. Microsoft or its suppliers are hereby indemnified for any damages, whether direct, indirect, or consequential, arising from the Software Services.
4. Seller or a third party on Buyer's behalf (and not Microsoft or its suppliers) will provide technical support for the Cloud Server.
5. The Products are licensed to Buyer from an affiliate of the Microsoft Corporation (collectively "Microsoft"). Microsoft Products are protected by copyright and other intellectual property rights. Products and other Product elements including but not limited to any images, photographs, animations, video, audio, music, text and "applets" incorporated into the Products are owned by Microsoft or its suppliers. You may not remove, modify or obscure any copyright trademark or other proprietary rights notices that are contained in or on the Products. The Products are protected by copyright laws and international copyright treaties, as well as other intellectual property laws and treaties. Your possession, access, or use of the Products does not transfer any ownership of the Products or any intellectual property rights to you.
6. Buyer agrees to permitting Seller to disclose Buyer's contact information where required to satisfy license registration with software manufacturers such as Laserfiche or Microsoft.
7. The Products are not fault-tolerant and are not guaranteed to be error free or to operate uninterrupted. You must not use the Products in any application or situation where the Product(s) failure could lead to death or serious bodily injury of any person, or to severe physical or environmental damage ("High Risk Use").
8. Microsoft will be an intended third-party beneficiary of this Agreement, with the right to enforce provisions of the End User Agreement and to verify the compliance of the End User.

Exhibit E: Non-Disclosure Agreement

This Agreement is made and entered into as of the last date signed below (the “Effective Date”) by and between Cities Digital, Inc., a Wisconsin corporation having its principal place of business at 2000 O’Neil Road, Suite 150, Hudson, WI 54016 (the “Primary Party”) and City of New Prague corporation whose principal mailing address is 118 Central Ave. N., New Prague, MN 56071 (the “Second Party”).

WHEREAS Primary Company and the Second Party (the “Parties”) have an interest in participating in discussions wherein either Party might share information with the other that the disclosing Party considers to be proprietary and confidential to itself (“Confidential Information”); and

WHEREAS the Parties agree that Confidential Information of a Party might include, but not be limited to that Party’s: (1) business plans, methods, and practices; (2) personnel, customers, and suppliers; (3) inventions, processes, methods, products, patent applications, and other proprietary rights; or (4) specifications, drawings, sketches, models, samples, tools, computer programs, technical information, or other related information;

NOW, THEREFORE, the Parties agree as follows:

1. Either Party may disclose Confidential Information to the other Party in confidence provided that the disclosing Party identifies such information as proprietary and confidential either by marking it, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by e-mail or written correspondence, or via other means of communication as might be appropriate.
2. When informed of the proprietary and confidential nature of Confidential Information that has been disclosed by the other Party, the receiving Party (“Recipient”) shall, for a period of three (3) years from the date of disclosure, refrain from disclosing such Confidential Information to any contractor or other third party without prior, written approval from the disclosing Party and shall protect such Confidential Information from inadvertent disclosure to a third party using the same care and diligence that the Recipient uses to protect its own proprietary and confidential information, but in no case less than reasonable care. The Recipient shall ensure that each of its employees, officers, directors, or agents who has access to Confidential Information disclosed under this Agreement is informed of its proprietary and confidential nature and is required to abide by the terms of this Agreement. The Recipient of Confidential Information disclosed under this Agreement shall promptly notify the disclosing Party of any disclosure of such Confidential Information in violation of this Agreement or of any subpoena or other legal process requiring production or disclosure of said Confidential Information.
3. All Confidential Information disclosed under this Agreement shall be and remain the property of the disclosing Party and nothing contained in this Agreement shall be construed as granting or conferring any rights to such Confidential Information on the other Party. The Recipient shall honor any request from the disclosing Party to promptly return or destroy all copies of Confidential Information disclosed under this Agreement and all notes related to such Confidential Information. The Parties agree that the disclosing Party will suffer irreparable injury if its Confidential Information is made public, released to a third party, or otherwise disclosed in breach of this Agreement and that the disclosing Party shall be entitled to obtain injunctive relief against a threatened breach or continuation of any such breach and, in the event of such breach, an award of actual and exemplary damages from any court of competent jurisdiction.
4. The terms of this Agreement shall not be construed to limit either Party’s right to develop independently or acquire products without use of the other Party’s Confidential Information. The disclosing party acknowledges that the Recipient may currently or in the future be developing information internally, or receiving information from other parties, that is similar to the Confidential Information. Nothing in this Agreement will prohibit the Recipient from developing or having developed for it products, concepts, systems or techniques that are similar to or compete with the products,

concepts, systems or techniques contemplated by or embodied in the Confidential Information provided that the Recipient does not violate any of its obligations under this Agreement in connection with such development.

5. Notwithstanding the above, the Parties agree that information shall not be deemed Confidential Information and the Recipient shall have no obligation to hold in confidence such information, where such information:

- (a) Is already known to the Recipient, having been disclosed to the Recipient by a third party without such third party having an obligation of confidentiality to the disclosing Party; or
- (b) Is or becomes publicly known through no wrongful act of the Recipient, its employees, officers, directors, or agents; or
- (c) Is independently developed by the Recipient without reference to any Confidential Information disclosed hereunder; or
- (d) Is approved for release (and only to the extent so approved) by the disclosing Party; or
- (e) Is disclosed pursuant to the lawful requirement of a court or governmental agency or where required by operation of law.

6. Nothing in this Agreement shall be construed to constitute an agency, partnership, joint venture, or other similar relationship between the Parties.

7. Neither Party will, without prior approval of the other Party, make any public announcement of or otherwise disclose the existence or the terms of this Agreement.

8. This Agreement contains the entire agreement between the Parties and in no way creates an obligation for either Party to disclose information to the other Party or to enter into any other agreement.

9. This Agreement shall remain in effect for a period of two (2) years from the Effective Date unless otherwise terminated by either Party giving notice to the other of its desire to terminate this Agreement. The requirement to protect Confidential Information disclosed under this Agreement shall survive termination of this Agreement.

IN WITNESS WHEREOF:

Cities Digital, Inc.	City of New Prague
Company	Company
Name	Name
Signature	Signature
Title	Title
Date	Date



New Prague Police Department

City of New Prague In the Counties of Scott & Le Sueur

118 CENTRAL AVENUE NORTH, NEW PRAGUE, MINNESOTA 56071

Phone: (952) 758-2791

Fax: (952) 758-6279

Website: www.ci.new-prague.mn.us

Tim Applen, Chief of Police

MEMORANDUM

To: Honorable Mayor, Charles Nickolay; Members of the City Council, Shawn Ryan, Maggie Bass, Bruce Wolf, Rik Seiler and City Administrator, Joshua Tetzlaff

From: Tim Applen, Police Chief / Emergency Manager

Date: December 10, 2025

Subject: Purchase of two Unmanned Aerial Systems (UAS)

This memo requests City Council approval for the purchase of two Unmanned Aerial Systems (UAS) to enhance operational capabilities for the New Prague Police Department and support other City functions such as building inspections, emergency management, and planning.

The use of drones in law enforcement has become a widely adopted best practice. Agencies throughout Minnesota and across the country utilize UAS for search and rescue, crime scene documentation, traffic crash reconstruction, active incident overwatch, and disaster response. These tools allow officers to operate more efficiently and safely, often providing real-time situational awareness without placing personnel in harm's way.

Drones provide a safer, faster, and more efficient way to conduct building inspections and mapping. They allow staff to inspect roofs, facades, and hazardous areas without climbing ladders or scaffolding, reducing risk to personnel. High-resolution and thermal cameras capture detailed imagery that improves documentation, identifies issues earlier, and supports code enforcement and maintenance planning. Drones also produce accurate maps and 3D models for site planning, storm-damage assessment, and engineering projects—saving time and reducing the need for expensive lifts, contractors, or manual surveys. Overall, drone technology enhances safety, lowers costs, and strengthens the City's ability to manage infrastructure and development.

Minnesota Statute §626.19 regulates law-enforcement UAS use and requires strict reporting, data retention limits, and annual public disclosure. The NPPD is prepared to comply fully with all statutory requirements and has drafted an internal UAS policy consistent with state law and best-practice guidelines.

The department proposes purchasing **two DJI Matrice 4TD UAS units**, which would provide:

- High-resolution video and still imaging
- Thermal/infrared capability for nighttime or low-visibility searches
- Live streaming to command staff during critical incidents
- Automated flight safety features (GPS stabilization, obstacle avoidance, geofencing)
- Built-in redundancy to ensure operational readiness even if one unit is unavailable for maintenance
- Loudspeaker
- Spotlight
- Rain / Snow Weatherproof

Only officers and city staff trained and certified under FAA Part 107 will be authorized to operate the drones. The department plans to train officers, ensuring adequate coverage across all shifts. Additionally, city staff will also be trained to operate the drones for inspections, mapping, or other designated uses.

The estimated cost for the two drones, including accessories, is **\$24,598.00**. This includes:

- Aircraft and batteries
- Camera and thermal modules
- Controller units
- Protective cases
- Software/licensing

Funding is proposed to come from current crime prevention funds in accordance with MN State Statute §609.5315.

Recommendation: Approve purchase of two Matrice 4TD Unmanned Aerial Systems (UAS) from Vertex Unmanned Solutions for \$24,598.00.



**CITY OF NEW PRAGUE
RESOLUTION #25-12-15-01**

**2025 STREET AND UTILITY IMPROVEMENT PROJECT
ORDERING IMPROVEMENT AND PREPARATION OF PLANS**

WHEREAS, a resolution of the City Council adopted the 1st day of December, 2025, fixed a date for a council hearing on the proposed 2026 Street Improvement Project,

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 15th day of December, 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 NEW PRAGUE, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 1st day of December, 2025.
3. Such improvement has no relationship to the comprehensive municipal plan.
4. Short Elliott Hendrickson Inc. (SEH®) is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
5. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Adopted by the council this 15th day of December, 2025.

Charles Nickolay
Mayor

ATTEST:

Joshua M. Tetzlaff
City Administrator

MEMORANDUM

TO: Mayor and City Council
Joshua Tetzlaff, City Administrator

FROM: Chris Knutson, PE (Lic. MN)

DATE: December 9, 2025

RE: Project Updates

See below for updates on current SEH Projects for the City of New Prague.

2024 STREET AND UTILITY IMPROVEMENTS PROJECT

The contractor has not completed all closeout repairs. The bonding agency has been contacted for assistance.

2025 STREET AND UTILITY IMPROVEMENTS PROJECT

Work will resume next spring. A pay application is likely in January as final quantities for season are determined.

CITY CENTER STORM POND

This project is approximately 90% complete and on-hold as funding is determined.

LEAD SERVICE LINE REPLACEMENTS

2025 Project (Phase 1)

Construction is not expected until March or April next spring.

2026 Project (Phase 2)

Funding for this project is included in the Draft IUP, which will be finalized next week after the 30 day comment period.

2026 STREET IMPROVEMENT PROJECT

The public hearing will be held at the December 15th meeting on the improvement. A resolution is included with the council packet for consideration after the public hearing. A final design proposal is not provided with the council packet as it is dependent on which option is chosen to proceed.

2026 MSAS SERVICES

A proposal is included for consideration. This is for standard services related to maintenance of the Municipal State Aid System that are completed on an annual basis.

cdk

x:\ko\newpr\common\council meetings\121525 cc project updates.docx



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: RESOLUTION ADOPTING 2026 CITY BUDGET
DATE: DECEMBER 11, 2025

Enclosed for your review is the City's proposed 2026 Total Budget (All Funds), totaling \$27,649,894 in total expenditures across all City departments as has been reviewed and discussed during budget workshops over the last few months.

The budget includes summaries of the General Funds, the EDA, the Enterprise Funds (Water, Wastewater, Electric, Golf, and Stormwater), Special Revenues, Capital Projects, and the Debt Service funds.

Following the Truth in Taxation public hearing on December 1, 2025, staff recommends approval of the proposed 2026 Total Budget (All Funds).

Recommendation

Staff recommends approval of Resolution #25-12-15-02, Adopting the City Budget for 2026.

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague }

CITY OF NEW PRAGUE
RESOLUTION #25-12-15-02

RESOLUTION ADOPTING THE CITY BUDGET FOR 2026

WHEREAS, the Minnesota Legislature has adopted legislation that requires the adoption of a proposed property tax levy on or before September 30, 2025, and a final tax levy prior to December 30, 2025; and

WHEREAS, the City held a Truth in Taxation budget and tax levy hearing on December 1, 2025, prior to the adoption of the final budget and tax levy; and

WHEREAS, it is the intent of the New Prague City Council to adopt a final budget for 2026 for all City Funds; and

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

The 2026 Total City Budget of \$27,649,794 (All Funds) is hereby adopted and is supported with a property tax levy.

Adopted by the City Council of the City of New Prague, Minnesota, this 15th day of December, 2025.

Charles L. Nickolay
Mayor

ATTEST:

Joshua M. Tetzlaff
City Administrator

New Prague, Minnesota

A Tradition of Progress



CITY OF NEW PRAGUE 2026 PROPOSED GENERAL FUND BUDGET REPORT

TABLE OF CONTENTS

Contents

2026 BUDGETS – ALL FUNDS..... 3

2026 GENERAL FUND..... 4

2026 WATER FUND 28

2026 ELECTRIC FUND 43

2026 WASTE WATER SANITARY SEWER FUND..... 60

2026 AMBULANCE FUND 72

2026 ECONOMIC DEVELOPMENT AUTHORITY 74

2026 NEW PRAGUE GOLF CLUB 76

2026 STORM WATER FUND 88

2026 SPECIAL REVENUE FUNDS98

2026 DEBT SERVICE FUND103

2026 CAPITAL PROJECTS FUND105

BUDGET MESSAGE

The budget is intended to serve as a guide for elected officials, City staff and others interested in the budget for the City of New Prague. The City Council formally adopts budgets for the General Fund, Enterprise Funds, Debt Service, Special Revenue and Capital Projects Funds.

BUDGET POLICY & STRATEGY

The budget document was prepared after analyzing and evaluating recommendations from the various Departments. It represents the requested financial support for the operation of the City of New Prague for the upcoming fiscal year. Revenue estimates are conservative, realistic, and based on historical and current trends. The City Administrator, Finance Director, and City Council have provided input for the budget.

The City of New Prague provides a range of services to the community, including police and fire protection, street and park maintenance, snow and ice removal, recreation, economic development, administrative and planning services, elections, and electric, water, wastewater sewer and storm water management services.

2026 BUDGETS – ALL FUNDS

The City of New Prague's Budgets include the General Fund, the Special Revenue Funds, the Debt Service Funds, the Capital Improvement Funds and the Enterprise Funds (Water, Electric, Sanitary Sewer, Storm Water, EDA, EDA Industrial Park and Golf Course).

GENERAL FUND

The General Fund serves as a primary operating fund of the city. The General Fund is used to account for all financial resources not assigned to a special purpose or revenue. The proposed General Fund Budget is a balanced budget – current revenues and other sources are equal to expenditures and other uses.

CITY OF NEW PRAGUE										
2026 Budgets - All Funds										
December 15, 2025										
Fund	Revenues	(+)	Transfers In (=)	Total Revenues	Expenses	(+)	Transfers Out (=)	Total Expenses	Net Differences	Description
General Fund	-\$6,638,777		-\$727,619	-\$7,366,396	\$7,324,450		\$41,946	\$7,366,396	\$0	Balanced Budget
Enterprise Funds (Major)										
Water	-\$2,274,864			-\$2,274,864	\$1,766,915			\$1,766,915	-\$507,949	
Sanitary Sewer	-\$3,954,365			-\$3,954,365	\$4,371,342			\$4,371,342	\$416,977	Use of Fund Balance
Electric	-\$10,691,428			-\$10,691,428	\$9,632,581		\$40,000	\$9,672,581	-\$1,018,847	
Enterprise Funds (Non-Major)										
Ambulance	\$0			\$0	\$0			\$0	\$0	
EDA	-\$76,000			-\$76,000	\$76,000			\$76,000	\$0	
EDA - Industrial Park	-\$1,000			-\$1,000	\$0			\$0	-\$1,000	
Golf	-\$1,585,994			-\$1,585,994	\$1,624,148			\$1,624,148	\$38,154	Use of Fund Balance
Storm Water	-\$456,619			-\$456,619	\$510,568			\$510,568	\$53,949	Use of Fund Balance
Special Revenue Funds	-\$27,060			-\$27,060	\$11,650			\$11,650	-\$15,410	
Capital Project Funds	-\$399,935			-\$399,935	\$340,500			\$340,500	-\$59,435	
Debt Service Funds	-\$1,073,583			-\$1,073,583	\$1,909,794			\$1,909,794	\$836,211	Use of Fund Balance
	-\$27,169,865		-\$727,619	-\$27,897,484	\$27,513,084		\$81,946	\$27,595,030	-\$302,455	

	2026 PROPOSED GENERAL FUND BUDGET					
	2024	2025	2026			
	ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026	
	GENERAL	GENERAL	GENERAL	(\$)	(%)	
GENERAL FUND REVENUE	FUND	FUND BUDGET	FUND BUDGET	DIFFERENCE	DIFFERENCE	
TAXES	\$ (3,847,664)	\$ (4,328,585)	\$ (4,518,735)	\$ (190,150)	4.39%	
LICENSES & PERMITS	\$ (374,872)	\$ (255,680)	\$ (262,735)	\$ (7,055)	2.76%	
INTERGOVERNMENTAL	\$ (1,933,520)	\$ (1,615,965)	\$ (1,572,220)	\$ 43,745	-2.71%	
CHARGES FOR SERVICES	\$ (105,925)	\$ (119,367)	\$ (130,587)	\$ (11,220)	9.40%	
FINES	\$ (17,861)	\$ (25,000)	\$ (25,000)	\$ -	0.00%	
SPECIAL ASSESSMENTS	\$ -	\$ -	\$ -	\$ -	0.00%	
INTEREST INCOME	\$ (294,906)	\$ (89,145)	\$ (100,000)	\$ (10,855)	12.18%	
MISCELLANEOUS REVENUE	\$ (441,351)	\$ (309,500)	\$ (29,500)	\$ 280,000	-90.47%	
TRANSFERS IN	\$ (218,430)	\$ (285,612)	\$ (727,619)	\$ (442,007)	154.76%	
TOTAL REVENUE	\$ (7,234,530)	\$ (7,028,854)	\$ (7,366,396)	\$ (337,542)	4.80%	
	2024	2025	2026			
	ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026	
	GENERAL	GENERAL	GENERAL	(\$)	(%)	
GENERAL FUND EXPENSES	FUND	FUND BUDGET	FUND BUDGET	DIFFERENCE	DIFFERENCE	
CITY COUNCIL	\$ 68,154	\$ 70,925	\$ 73,017	\$ 2,092	2.95%	
ADMINISTRATION	\$ 495,887	\$ 508,668	\$ 879,617	\$ 370,949	72.93%	
TECHNOLOGY NETWORK	\$ 189,674	\$ 207,421	\$ 182,421	\$ (25,000)	-12.05%	
ELECTIONS	\$ 18,785	\$ 1,365	\$ 20,970	\$ 19,605	1436.26%	
ASSESSOR	\$ 45,700	\$ 48,000	\$ 50,000	\$ 2,000	4.17%	
ATTORNEY	\$ 90,273	\$ 80,000	\$ 84,000	\$ 4,000	5.00%	
ENGINEERING	\$ 113	\$ 15,000	\$ 15,750	\$ 750	5.00%	
PLANNING	\$ 303,892	\$ 498,457	\$ 404,796	\$ (93,661)	-18.79%	
GOVERNMENT BUILDINGS	\$ 115,878	\$ 82,091	\$ 85,181	\$ 3,090	3.76%	
POLICE	\$ 2,054,114	\$ 2,363,118	\$ 2,516,390	\$ 153,272	6.49%	
FIRE	\$ 408,890	\$ 308,622	\$ 298,892	\$ (9,730)	-3.15%	
AMBULANCE	\$ -	\$ -	\$ 16,402	\$ 16,402	0.00%	
BUILDING INSPECTION	\$ 331,011	\$ 397,744	\$ 380,392	\$ (17,352)	-4.36%	
EMERGENCY MANAGEMENT	\$ 3,396	\$ 3,341	\$ 3,841	\$ 500	14.97%	
ANIMAL CONTROL	\$ 15,600	\$ 15,700	\$ 15,750	\$ 50	0.32%	
PUBLIC WORKS	\$ 116,813	\$ 125,507	\$ 139,232	\$ 13,725	10.94%	
STREETS	\$ 819,964	\$ 1,164,673	\$ 1,074,022	\$ (90,651)	-7.78%	
STREET LIGHTS	\$ 54,410	\$ 78,366	\$ 80,384	\$ 2,018	2.58%	
AQUATICS CENTER	\$ 154,012	\$ 140,329	\$ 173,475	\$ 33,146	23.62%	
MUNICIPAL BAND	\$ 4,482	\$ 4,575	\$ 4,575	\$ -	0.00%	
PARKS	\$ 785,629	\$ 693,980	\$ 706,019	\$ 12,039	1.73%	
PARK BOARD	\$ 44,840	\$ 78,126	\$ 65,000	\$ (13,126)	-16.80%	
LIBRARY	\$ 29,574	\$ 36,027	\$ 36,928	\$ 901	2.50%	
UNALLOCATED	\$ 420,611	\$ 77,000	\$ 59,342	\$ (17,658)	-22.93%	
TRANSFER OUT	\$ 41,946	\$ 29,819	\$ -	\$ (29,819)	\$ (1)	
TOTAL EXPENSES	\$ 6,613,649	\$ 7,028,854	\$ 7,366,396	\$ 337,542	4.80%	
DIFFERENCE	\$ (620,881)	\$ -	\$ -	\$ -		

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-3-0000-31010	CURRENT PROPERTY TAXES	\$ (3,754,632.01)	\$ (4,238,585.00)	\$ (2,908,904.02)	\$ (4,428,735.00)	\$ (190,150.00)	4%
101-3-0000-31020	DELINQUENT PROPERTY TAXES	\$ (5,090.34)	\$ -	\$ (4,947.78)	\$ -	\$ -	0
101-3-0000-31030	FRANCHISE TAXES	\$ (87,941.75)	\$ (90,000.00)	\$ -	\$ (90,000.00)	\$ -	0%
TAXES	TOTAL	\$ (3,847,664.10)	\$ (4,328,585.00)	\$ (2,913,851.80)	\$ (4,518,735.00)	\$ (190,150.00)	4%
101-3-4100-32110	LIQUOR LICENSES	\$ (41,990.00)	\$ (38,400.00)	\$ (46,209.00)	\$ (45,100.00)	\$ (6,700.00)	17%
101-3-4100-32180	BUSINESS LICENSES	\$ (16,917.50)	\$ (3,000.00)	\$ (10,255.00)	\$ (2,500.00)	\$ 500.00	-17%
101-3-4100-32181	TOBACCO LICENSES	\$ (2,800.00)	\$ (2,800.00)	\$ -	\$ (2,800.00)	\$ -	0%
101-3-4100-32182	PET LICENSES	\$ (1,620.00)	\$ (1,000.00)	\$ (965.00)	\$ (1,545.00)	\$ (545.00)	55%
101-3-4100-32183	THC LICENSES	\$ (1,050.00)	\$ (1,650.00)	\$ (700.00)	\$ (1,750.00)	\$ (100.00)	6%
101-3-4100-32210	BUILDING PERMITS	\$ (261,543.53)	\$ (195,000.00)	\$ (332,460.92)	\$ (195,000.00)	\$ -	0%
101-3-4100-32215	GOLF CART PERMITS	\$ (4,710.00)	\$ (3,830.00)	\$ (4,900.00)	\$ (4,040.00)	\$ (210.00)	5%
101-3-4100-32220	PLANNING APPLICATIONS	\$ (14,065.00)	\$ (6,000.00)	\$ (5,280.00)	\$ (6,000.00)	\$ -	0%
101-3-4100-32260	PLAN REVIEW	\$ (30,176.35)	\$ (4,000.00)	\$ (2,770.00)	\$ (4,000.00)	\$ -	0%
LICENSES & PERMITS	TOTAL	\$ (374,872.38)	\$ (255,680.00)	\$ (403,539.92)	\$ (262,735.00)	\$ (7,055.00)	3%
101-3-4100-33180	AMERICAN RESCUE AID	\$ (270,611.13)	\$ -	\$ -	\$ -	\$ -	0
101-3-4100-33401	LOCAL GOVERNMENTAL AID	\$ (1,183,527.00)	\$ (1,185,369.00)	\$ (592,684.50)	\$ (1,189,668.00)	\$ (4,299.00)	0%
101-3-4100-33408	MARKET VALUE CREDIT	\$ (189.14)	\$ -	\$ (97.51)	\$ -	\$ -	0
101-3-4210-33161	FEDERAL GRANT-COPS POLICE	\$ (10,687.67)	\$ -	\$ (5,940.08)	\$ -	\$ -	0
101-3-4210-33416	POLICE TRAINING AID	\$ (10,136.42)	\$ (9,000.00)	\$ (10,938.73)	\$ (9,000.00)	\$ -	0%
101-3-4210-33424	POLICE STATE AID	\$ (128,220.26)	\$ (100,000.00)	\$ (140,894.90)	\$ (100,000.00)	\$ -	0%
101-3-4220-33417	FIRE TRAINING AID	\$ (10,629.80)	\$ (12,000.00)	\$ (13,602.60)	\$ (12,000.00)	\$ -	0%
101-3-4220-33423	FIRE STATE AID	\$ (128,877.74)	\$ (120,000.00)	\$ (148,548.65)	\$ (120,000.00)	\$ -	0%
101-3-4220-33435	STATE GRANT	\$ -	\$ (40,000.00)	\$ (4,280.00)	\$ -	\$ 40,000.00	-100%
101-3-4300-33181	HIGHWAY STATE AID	\$ (58,500.00)	\$ -	\$ (42,522.22)	\$ -	\$ -	0
101-3-4300-33425	HIGHWAY STATE AID	\$ (124,361.00)	\$ (120,000.00)	\$ (134,552.00)	\$ (120,000.00)	\$ -	0%
101-3-4300-33611	TAA TRANSPORTATION ADVANC	\$ (3,580.00)	\$ (25,396.00)	\$ (10,802.00)	\$ (17,352.00)	\$ 8,044.00	-32%
101-3-4300-33610	STATE/COUNTY ROAD MAINT	\$ (4,200.00)	\$ (4,200.00)	\$ (4,200.00)	\$ (4,200.00)	\$ -	0%
INTERGOVERNMENTAL	TOTAL	\$ (1,933,520.16)	\$ (1,615,965.00)	\$ (1,109,063.19)	\$ (1,572,220.00)	\$ 43,745.00	-3%
101-3-4100-34107	ASSESSMENT SEARCH REVENUE	\$ (1,825.00)	\$ (2,500.00)	\$ (1,950.00)	\$ (2,000.00)	\$ 500.00	-20%
101-3-4100-34108	ADMINISTRATIVE CHARGES	\$ (3,107.45)	\$ (7,000.00)	\$ (4,047.67)	\$ (7,000.00)	\$ -	0%
101-3-4100-34109	SVC CHG/CODE ENFORCEMENT	\$ (2,128.07)	\$ (1,500.00)	\$ (957.67)	\$ (1,500.00)	\$ -	0%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description		FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-3-4210-34210	POLICE LIASON REVENUE	\$	(71,937.47)	\$ (100,000.00)	\$ (105,302.99)	\$ (110,300.00)	\$ (10,300.00)	10%
101-3-4210-34220	POLICE REVENUE	\$	(10,964.38)	\$ (2,500.00)	\$ (1,451.00)	\$ (2,500.00)	\$ -	0%
101-3-4300-34320	STREET REVENUE	\$	(871.13)	\$ (1,000.00)	\$ (2,092.12)	\$ (1,000.00)	\$ -	0%
101-3-4300-36103	YARD WASTE/ORGANICS SITE(R	\$	(8,473.47)	\$ -	\$ (11,061.49)	\$ -	\$ -	0
101-3-4500-34331	TEAM LEAGUE REVENUE	\$	(4,317.50)	\$ (3,019.00)	\$ (5,686.25)	\$ (4,439.00)	\$ (1,420.00)	47%
101-3-5201-34783	PARK FEES-SHELTERS	\$	(2,301.00)	\$ (1,848.00)	\$ (1,287.00)	\$ (1,848.00)	\$ -	0%
CHARGES FOR SERVICES	TOTAL	\$	(105,925.47)	\$ (119,367.00)	\$ (133,836.19)	\$ (130,587.00)	\$ (11,220.00)	9%
101-3-4210-35101	COURT FINES-SC	\$	(17,860.64)	\$ (25,000.00)	\$ (14,332.12)	\$ (25,000.00)	\$ -	0%
FINES	TOTAL	\$	(17,860.64)	\$ (25,000.00)	\$ (14,332.12)	\$ (25,000.00)	\$ -	0%
101-3-0000-36210	INTEREST INCOME	\$	(370,309.52)	\$ (89,145.00)	\$ (340,079.31)	\$ (100,000.00)	\$ (10,855.00)	12%
101-3-0000-36211	INTEREST INCOME- MARKET VAI	\$	75,403.22	\$ -	\$ -	\$ -	\$ -	0
INTEREST INCOME	TOTAL	\$	(294,906.30)	\$ (89,145.00)	\$ (340,079.31)	\$ (100,000.00)	\$ (10,855.00)	12%
101-3-0000-36200	BOND PROCEEDS-EQUIP CERT	\$	-	\$ (265,000.00)	\$ (271.39)	\$ -		
101-3-0000-36240	INSURANCE REIMBURSEMENTS	\$	(396,406.92)	\$ (5,000.00)	\$ (16,431.72)	\$ (5,000.00)	\$ -	0%
101-3-0000-36300	MISCELLANEOUS INCOME	\$	(6,094.00)	\$ (2,000.00)	\$ (77,512.36)	\$ (2,000.00)	\$ -	0%
101-3-0000-36330	CONTRIBUTIONS AND DONATIO	\$	-	\$ (500.00)	\$ -	\$ (500.00)	\$ -	0%
101-3-0000-36440	REIMBURSEMENTS	\$	(8,592.88)	\$ (2,000.00)	\$ (1,866.52)	\$ (2,000.00)	\$ -	0%
101-3-0000-39101	SALES OF GENERAL FIXED ASSE	\$	(12,402.50)	\$ -	\$ (24,232.00)	\$ -	\$ -	0
101-3-4210-36200	MISCELLANEOUS INCOME	\$	(2,500.00)	\$ -	\$ (9,416.46)	\$ -	\$ -	0
101-3-4210-36240	REIMBURSEMENTS	\$	(615.00)	\$ -	\$ (4,142.30)	\$ -	\$ -	0
101-3-4220-36240	REIMBURSEMENTS-FIRE	\$	-	\$ -	\$ (200.00)	\$ -	\$ -	0
101-3-4260-36231	RENTS	\$	-	\$ -	\$ -	\$ (15,000.00)	\$ (15,000.00)	0
101-3-4260-36240	REIMBURSEMENTS	\$	-	\$ -	\$ -	\$ (5,000.00)	\$ (5,000.00)	0
101-3-4300-33620	COMPOST SITE GRANT	\$	(10,000.00)	\$ -	\$ -	\$ -	\$ -	0
101-3-4300-36200	MISCELLANEOUS INCOME	\$	-	\$ -	\$ (1,790.00)	\$ -	\$ -	0
101-3-4300-36240	REIMBURSEMENTS	\$	-	\$ -	\$ (6,259.63)	\$ -	\$ -	0
101-3-4500-34332	CONCESSIONS AGREEMENTS	\$	(500.00)	\$ -	\$ (500.00)	\$ -	\$ -	0
101-3-4520-33640	EMERALD ASH BORER GRANT	\$	(3,029.39)	\$ -	\$ (11,051.39)	\$ -	\$ -	0
101-3-4520-33641	SMALL TOWN GRANT-DISC GOL	\$	-	\$ -	\$ 4,656.57	\$ -	\$ -	0
101-3-4520-36330	CONTRIBUTIONS AND DONATIO	\$	(1,210.00)	\$ -	\$ (1,195.00)	\$ -	\$ -	0
101-3-4521-33640	LOCAL GOV'T GRANTS.AID	\$	-	\$ (35,000.00)	\$ -	\$ -	\$ 35,000.00	-100%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
MISCELLANEOUS REVENUE	TOTAL	\$ (441,350.69)	\$ (309,500.00)	\$ (150,212.20)	\$ (29,500.00)	\$ 15,000.00	-5%
101-3-0000-39200	TRF- PILOT FROM ELEC FUND	\$ (40,000.00)	\$ (40,000.00)	\$ (33,333.34)	\$ (40,000.00)	\$ -	0%
101-3-0000-36500	USE OF FUND BALANCE	\$ -	\$ (205,308.00)	\$ -	\$ (447,119.00)	\$ (241,811.00)	118%
101-3-0000-39206	TRF FROM ARPA FUNDS	\$ (29,924.05)	\$ -	\$ -	\$ -	\$ -	0
101-3-0000-39207	TRF FROM EQUIPMENT FUNDS	\$ (148,506.00)	\$ (40,304.00)	\$ -	\$ (240,500.00)	\$ (200,196.00)	497%
TRANSFERS IN	TOTAL	\$ (218,430.05)	\$ (285,612.00)	\$ (33,333.34)	\$ (727,619.00)	\$ (442,007.00)	155%
101-4-4111-103	WAGES PART-TIME	\$ 21,982.50	\$ 21,900.00	\$ 19,651.75	\$ 21,900.00	\$ -	0%
101-4-4111-113	EMPLOYEE BENEFITS	\$ -	\$ 400.00	\$ 219.49	\$ 400.00	\$ -	0%
101-4-4111-121	EMPLOYER CONT. P E R A	\$ 1,034.45	\$ 1,035.00	\$ 814.49	\$ 1,035.00	\$ -	0%
101-4-4111-122	EMPLOYER CONT. F I C A	\$ 398.16	\$ 423.00	\$ 347.66	\$ 423.00	\$ -	0%
101-4-4111-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 91.00	\$ 91.00	0
101-4-4111-151	WORKER'S COMP PREMIUMS	\$ 68.33	\$ 91.00	\$ 45.39	\$ 72.00	\$ (19.00)	-21%
101-4-4111-200	SUPPLIES	\$ 411.51	\$ 400.00	\$ 197.49	\$ 400.00	\$ -	0%
101-4-4111-305	CIVIL LEGAL FEES	\$ 1,593.90	\$ -	\$ -	\$ -	\$ -	0
101-4-4111-310	PROFESSIONAL SERVICES	\$ 9,200.00	\$ 9,200.00	\$ 11,359.20	\$ 9,200.00	\$ -	0%
101-4-4111-320	POSTAGE	\$ -	\$ -	\$ 30.40	\$ -	\$ -	0
101-4-4111-321	TELEPHONE	\$ 990.77	\$ 1,000.00	\$ 1,088.85	\$ 1,200.00	\$ 200.00	20%
101-4-4111-330	TRAVEL, CONF, MILEAGE ALLOW	\$ 40.00	\$ 1,000.00	\$ 476.30	\$ 1,000.00	\$ -	0%
101-4-4111-340	ADVERTISING & PUBLICATIONS	\$ 24,782.29	\$ 30,000.00	\$ 18,533.21	\$ 30,000.00	\$ -	0%
101-4-4111-350	PRINTING & BINDING	\$ 5,883.70	\$ 2,200.00	\$ 3,077.76	\$ 4,000.00	\$ 1,800.00	82%
101-4-4111-369	INSURANCES	\$ 1,710.35	\$ 2,046.00	\$ 1,736.00	\$ 2,046.00	\$ -	0%
101-4-4111-401	CONTRACTED SERVICES	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	0%
101-4-4111-430	MISCELLANEOUS EXPENSE	\$ -	\$ 150.00	\$ -	\$ 150.00	\$ -	0%
101-4-4111-433	DUES & SUBSCRIPTIONS	\$ 58.00	\$ 80.00	\$ 91.00	\$ 100.00	\$ 20.00	25%
101-4-4111-450	TRAINING & SEMINARS	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	0%
CITY COUNCIL	TOTAL	\$ 68,153.96	\$ 70,925.00	\$ 57,668.99	\$ 73,017.00	\$ 2,092.00	3%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4132-101	WAGES FULL-TIME	\$ 325,390.47	\$ 296,421.00	\$ 309,473.01	\$ 319,363.00	\$ 22,942.00	8%
101-4-4132-102	WAGES OVERTIME	\$ 1,073.43	\$ 500.00	\$ 1,293.90	\$ 500.00	\$ -	0%
101-4-4132-113	EMPLOYEE BENEFITS	\$ 4,800.00	\$ 4,800.00	\$ 4,956.14	\$ 6,234.00	\$ 1,434.00	30%
101-4-4132-121	EMPLOYER CONT. P E R A	\$ 24,324.50	\$ 22,269.00	\$ 23,776.30	\$ 23,990.00	\$ 1,721.00	8%
101-4-4132-122	EMPLOYER CONT. F I C A	\$ 22,191.06	\$ 22,732.00	\$ 22,523.14	\$ 24,487.00	\$ 1,755.00	8%
101-4-4132-123	EMPLOYER CONT. FMLA	\$ -	\$ -	\$ -	\$ 1,405.00	\$ 1,405.00	0
101-4-4132-131	HEALTH INSURANCE	\$ 60,365.68	\$ 65,643.00	\$ 54,269.76	\$ 61,563.00	\$ (4,080.00)	-6%
101-4-4132-132	DENTAL INSURANCE	\$ 5,872.13	\$ 5,190.00	\$ 5,000.24	\$ 4,223.00	\$ (967.00)	-19%
101-4-4132-133	LIFE & S-T DISABILITY INS	\$ 983.25	\$ 870.00	\$ 918.39	\$ 913.00	\$ 43.00	5%
101-4-4132-151	WORKER'S COMP PREMIUMS	\$ 1,444.35	\$ 1,986.00	\$ 990.56	\$ 1,517.00	\$ (469.00)	-24%
101-4-4132-200	SUPPLIES	\$ 1,877.42	\$ 2,000.00	\$ 1,500.66	\$ 2,000.00	\$ -	0%
101-4-4132-220	REPAIRS & MAINT. SUPPLIES	\$ 123.93	\$ -	\$ -	\$ -	\$ -	0
101-4-4132-231	SAFETY EQUIP & TRAINING	\$ 1,072.30	\$ 1,105.00	\$ 1,104.47	\$ 1,105.00	\$ -	0%
101-4-4132-301	AUDIT	\$ 23,529.21	\$ 32,860.00	\$ 17,013.09	\$ 28,110.00	\$ (4,750.00)	-14%
101-4-4132-310	PROFESSIONAL SERVICES	\$ 1,320.00	\$ 25,804.00	\$ 17,823.32	\$ 35,000.00	\$ 9,196.00	36%
101-4-4132-320	POSTAGE	\$ 1,162.28	\$ 1,200.00	\$ 966.10	\$ 1,200.00	\$ -	0%
101-4-4132-321	TELEPHONE	\$ 1,857.19	\$ 2,000.00	\$ 1,926.84	\$ 2,000.00	\$ -	0%
101-4-4132-322	COMPUTER COMM/MAINT	\$ -	\$ -	\$ 903.64	\$ -	\$ -	0
101-4-4132-330	TRAVEL, CONF, MILEAGE ALLOW	\$ 102.29	\$ -	\$ 20.00	\$ 500.00	\$ 500.00	0
101-4-4132-340	ADVERTISING & PUBLICATIONS	\$ 280.00	\$ -	\$ 86.61	\$ -	\$ -	0
101-4-4132-369	INSURANCES	\$ 2,230.60	\$ 2,988.00	\$ 2,307.00	\$ 2,988.00	\$ -	0%
101-4-4132-401	CONTRACTED SERVICES	\$ 93.50	\$ 100.00	\$ 93.50	\$ 100.00	\$ -	0%
101-4-4132-410	RENTALS	\$ 6,992.94	\$ 2,500.00	\$ 3,679.29	\$ 2,500.00	\$ -	0%
101-4-4132-430	MISCELLANEOUS EXPENSE	\$ -	\$ 200.00	\$ 10.14	\$ 200.00	\$ -	0%
101-4-4132-431	CREDIT CARD EXPENSE	\$ 647.90	\$ 1,000.00	\$ 395.55	\$ 1,000.00	\$ -	0%
101-4-4132-433	DUES & SUBSCRIPTIONS	\$ 7,760.78	\$ 14,000.00	\$ 14,727.33	\$ 14,000.00	\$ -	0%
101-4-4132-450	TRAINING & SEMINARS	\$ 371.72	\$ 2,500.00	\$ 2,309.07	\$ 3,000.00	\$ 500.00	20%
101-4-4132-460	LICENSE FEES/REGISTRATION	\$ 20.00	\$ -	\$ 20.00	\$ -	\$ -	0
ADMINISTRATION	TOTAL	\$ 495,886.93	\$ 508,668.00	\$ 488,088.05	\$ 879,617.00	\$ 29,230.00	6%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4135-200	SUPPLIES	\$ -	\$ -	\$ 18.19	\$ -	\$ -	0
101-4-4135-207	COMPUTER SUPPORT SERVICES	\$ 77,734.86	\$ 67,000.00	\$ 79,605.97	\$ 72,000.00	\$ 5,000.00	7%
101-4-4135-322	COMPUTER COMM/MAINT	\$ 111,543.04	\$ 50,000.00	\$ 51,048.03	\$ 60,000.00	\$ 10,000.00	20%
101-4-4135-369	INSURANCES	\$ 396.25	\$ 421.00	\$ 424.00	\$ 421.00	\$ -	0%
101-4-4135-500	CAPITAL OUTLAY	\$ -	\$ 90,000.00	\$ 48,813.78	\$ 50,000.00	\$ (40,000.00)	-44%
TECHNOLOGY NETWORK	TOTAL	\$ 189,674.15	\$ 207,421.00	\$ 179,909.97	\$ 182,421.00	\$ (25,000.00)	-12%
101-4-4141-103	WAGES PART-TIME	\$ 14,472.75	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	0
101-4-4141-200	SUPPLIES	\$ 1,590.64	\$ -	\$ 6.99	\$ 3,500.00	\$ 3,500.00	0
101-4-4141-310	PROFESSIONAL SERVICES	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -	0%
101-4-4141-320	POSTAGE	\$ 93.56	\$ 15.00	\$ -	\$ 120.00	\$ 105.00	700%
101-4-4141-330	TRAVEL, CONF, MILEAGE ALLOW	\$ 946.04	\$ 50.00	\$ -	\$ 600.00	\$ 550.00	1100%
101-4-4141-369	INSURANCES	\$ 30.85	\$ -	\$ -	\$ 50.00	\$ 50.00	0
101-4-4141-430	MISCELLANEOUS EXPENSE	\$ 451.30	\$ 100.00	\$ -	\$ 500.00	\$ 400.00	400%
ELECTIONS	TOTAL	\$ 18,785.14	\$ 1,365.00	\$ 1,206.99	\$ 20,970.00	\$ 19,605.00	1436%
101-4-4155-312	ASSESSOR FEES	\$ 45,700.00	\$ 48,000.00	\$ 47,730.00	\$ 50,000.00	\$ 2,000.00	4%
ASSESSOR	TOTAL	\$ 45,700.00	\$ 48,000.00	\$ 47,730.00	\$ 50,000.00	\$ 2,000.00	4%
101-4-4161-304	CRIMINAL LEGAL FEES	\$ 17,906.84	\$ 30,000.00	\$ 14,956.12	\$ 31,500.00	\$ 1,500.00	5%
101-4-4161-305	CIVIL LEGAL FEES	\$ 72,366.39	\$ 50,000.00	\$ 45,165.01	\$ 52,500.00	\$ 2,500.00	5%
ATTORNEY	TOTAL	\$ 90,273.23	\$ 80,000.00	\$ 60,121.13	\$ 84,000.00	\$ 4,000.00	5%
101-4-4171-303	ENGINEERING FEES	\$ 113.00	\$ 15,000.00	\$ 3,905.00	\$ 15,750.00	\$ 750.00	5%
ENGINEERING	TOTAL	\$ 113.00	\$ 15,000.00	\$ 3,905.00	\$ 15,750.00	\$ 750.00	5%
101-4-4191-101	WAGES FULL-TIME	\$ 212,183.23	\$ 271,063.00	\$ 205,331.47	\$ 268,771.00	\$ (2,292.00)	-1%
101-4-4191-113	EMPLOYEE BENEFITS	\$ -	\$ -	\$ 131.79	\$ -	\$ -	0
101-4-4191-121	EMPLOYER CONT. P E R A	\$ 15,772.25	\$ 20,330.00	\$ 14,744.67	\$ 20,158.00	\$ (172.00)	-1%
101-4-4191-122	EMPLOYER CONT. F I C A	\$ 14,913.33	\$ 20,758.00	\$ 15,155.87	\$ 20,576.00	\$ (182.00)	-1%
101-4-4191-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 1,183.00	\$ 1,183.00	0
101-4-4191-131	HEALTH INSURANCE	\$ 26,286.48	\$ 58,106.00	\$ 24,897.10	\$ 46,989.00	\$ (11,117.00)	-19%

**GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY**

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4191-132	DENTAL INSURANCE	\$ 2,840.52	\$ 4,631.00	\$ 2,037.73	\$ 3,147.00	\$ (1,484.00)	-32%
101-4-4191-133	LIFE & S-T DISABILITY INS	\$ 620.16	\$ 776.00	\$ 540.31	\$ 655.00	\$ (121.00)	-16%
101-4-4191-151	WORKER'S COMP PREMIUMS	\$ 1,400.71	\$ 2,188.00	\$ 1,090.60	\$ 1,471.00	\$ (717.00)	-33%
101-4-4191-200	SUPPLIES	\$ 513.97	\$ 1,500.00	\$ 446.65	\$ 1,500.00	\$ -	0%
101-4-4191-212	MOTOR FUELS	\$ 105.06	\$ 250.00	\$ 111.10	\$ 250.00	\$ -	0%
101-4-4191-231	SAFETY EQUIP & TRAINING	\$ 765.93	\$ 789.00	\$ 788.90	\$ 790.00	\$ 1.00	0%
101-4-4191-303	ENGINEERING FEES	\$ 224.50	\$ 1,600.00	\$ -	\$ 1,500.00	\$ (100.00)	-6%
101-4-4191-305	CIVIL LEGAL FEES	\$ -	\$ 20,000.00	\$ 545.30	\$ 20,000.00	\$ -	0%
101-4-4191-310	PROFESSIONAL SERVICES	\$ 14,643.00	\$ 61,500.00	\$ 43,742.50	\$ 1,500.00	\$ (60,000.00)	-98%
101-4-4191-320	POSTAGE	\$ 703.00	\$ 400.00	\$ 460.42	\$ 500.00	\$ 100.00	25%
101-4-4191-321	TELEPHONE	\$ 1,535.35	\$ 1,600.00	\$ 1,689.62	\$ 1,600.00	\$ -	0%
101-4-4191-330	TRAVEL, CONF, MILEAGE ALLOW	\$ 133.46	\$ 275.00	\$ 59.50	\$ 300.00	\$ 25.00	9%
101-4-4191-340	ADVERTISING & PUBLICATIONS	\$ 4,076.00	\$ 4,000.00	\$ 1,081.71	\$ 4,500.00	\$ 500.00	13%
101-4-4191-350	PRINTING & BINDING	\$ 112.00	\$ -	\$ -	\$ -	\$ -	0
101-4-4191-369	INSURANCES	\$ 1,881.13	\$ 2,291.00	\$ 1,948.93	\$ 2,406.00	\$ 115.00	5%
101-4-4191-404	REPAIRS & MAINTENANCE	\$ -	\$ -	\$ 33.95	\$ -	\$ -	0
101-4-4191-408	VEHICLE MAINT	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ -	0%
101-4-4191-410	RENTALS	\$ 1,473.92	\$ 2,000.00	\$ 1,251.04	\$ 2,000.00	\$ -	0%
101-4-4191-431	CREDIT CARD EXPENSE	\$ 320.93	\$ 500.00	\$ 197.74	\$ 500.00	\$ -	0%
101-4-4191-433	DUES & SUBSCRIPTIONS	\$ 247.20	\$ 1,000.00	\$ 1,002.14	\$ 1,000.00	\$ -	0%
101-4-4191-450	TRAINING & SEMINARS	\$ 1,817.90	\$ 1,800.00	\$ 1,592.83	\$ 2,200.00	\$ 400.00	22%
101-4-4191-460	LICENSE FEES/REGISTRATION	\$ 1,288.25	\$ 1,000.00	\$ 782.00	\$ 1,200.00	\$ 200.00	20%
101-4-4191-500	CAPITAL OUTLAY	\$ 33.98	\$ 20,000.00	\$ 21,830.13	\$ -	\$ (20,000.00)	-100%
PLANNING	TOTAL	\$ 303,892.26	\$ 498,457.00	\$ 341,494.00	\$ 404,796.00	\$ (93,661.00)	-19%
101-4-4194-101	WAGES FULL-TIME	\$ 7,942.40	\$ 8,322.00	\$ 7,463.44	\$ 8,920.00	\$ 598.00	7%
101-4-4194-102	WAGES OVERTIME	\$ 7.19	\$ -	\$ -	\$ -	\$ -	0
101-4-4194-121	EMPLOYER CONT. P E R A	\$ 590.88	\$ 624.00	\$ 672.04	\$ 668.00	\$ 44.00	7%
101-4-4194-122	EMPLOYER CONT. F I C A	\$ 538.53	\$ 637.00	\$ 628.17	\$ 682.00	\$ 45.00	7%
101-4-4194-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 39.00	\$ 39.00	0
101-4-4194-131	HEALTH INSURANCE	\$ 1,963.45	\$ 2,176.00	\$ 2,013.68	\$ 2,506.00	\$ 330.00	15%
101-4-4194-132	DENTAL INSURANCE	\$ 203.04	\$ 177.00	\$ 157.74	\$ 177.00	\$ -	0%
101-4-4194-133	LIFE & S-T DISABILITY INS	\$ 24.96	\$ 239.00	\$ 22.88	\$ 251.00	\$ 12.00	5%
101-4-4194-151	WORKER'S COMP PREMIUMS	\$ 36.06	\$ 51.00	\$ 25.43	\$ 38.00	\$ (13.00)	-25%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4194-200	SUPPLIES	\$ 1,530.53	\$ 1,600.00	\$ 1,544.95	\$ 1,600.00	\$ -	0%
101-4-4194-220	REPAIRS & MAINT. SUPPLIES	\$ 1,179.96	\$ 4,000.00	\$ 2,437.61	\$ 4,000.00	\$ -	0%
101-4-4194-231	SAFETY EQUIP & TRAINING	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ -	0%
101-4-4194-310	PROFESSIONAL SERVICES	\$ 904.54	\$ 1,350.00	\$ 813.62	\$ 1,400.00	\$ 50.00	4%
101-4-4194-369	INSURANCES	\$ 343.97	\$ 215.00	\$ 367.48	\$ -	\$ (215.00)	-100%
101-4-4194-381	ELECTRIC	\$ 15,379.69	\$ 20,000.00	\$ 14,739.47	\$ 22,000.00	\$ 2,000.00	10%
101-4-4194-382	WATER/SEWER	\$ 2,776.94	\$ 2,500.00	\$ 3,015.59	\$ 2,700.00	\$ 200.00	8%
101-4-4194-384	REFUSE	\$ 1,044.78	\$ 1,100.00	\$ 872.76	\$ 1,100.00	\$ -	0%
101-4-4194-385	NATURAL GAS	\$ 6,126.06	\$ 14,000.00	\$ 8,449.66	\$ 14,000.00	\$ -	0%
101-4-4194-387	CITY WIDE CLEAN-UP	\$ 3,154.60	\$ 4,000.00	\$ 3,036.54	\$ 4,000.00	\$ -	0%
101-4-4194-401	CONTRACTED SERVICES	\$ 15,439.56	\$ 16,000.00	\$ 14,152.93	\$ 16,000.00	\$ -	0%
101-4-4194-404	REPAIRS & MAINTENANCE	\$ -	\$ 5,000.00	\$ 404.98	\$ 5,000.00	\$ -	0%
101-4-4194-441	SPECIAL PROJECTS	\$ -	\$ -	\$ 19,240.23	\$ -	\$ -	0
101-4-4194-500	CAPITAL OUTLAY	\$ 56,691.20	\$ -	\$ 103,227.53	\$ -	\$ -	0
GOVERNMENT BUILDINGS	TOTAL	\$ 115,878.34	\$ 82,091.00	\$ 183,294.73	\$ 85,181.00	\$ 3,090.00	4%
101-4-4210-101	WAGES FULL-TIME	\$ 1,153,717.17	\$ 1,327,644.00	\$ 1,192,877.74	\$ 1,412,511.00	\$ 84,867.00	6%
101-4-4210-102	WAGES OVERTIME	\$ 83,497.00	\$ 60,000.00	\$ 83,424.48	\$ 65,000.00	\$ 5,000.00	8%
101-4-4210-107	POLICE COURT TIME	\$ 1,254.26	\$ 3,200.00	\$ 7,127.92	\$ 3,200.00	\$ -	0%
101-4-4210-113	EMPLOYEE BENEFITS	\$ 25,328.35	\$ 15,000.00	\$ 13,682.01	\$ 17,000.00	\$ 2,000.00	13%
101-4-4210-121	EMPLOYER CONT. P E R A	\$ 205,259.65	\$ 231,964.00	\$ 222,209.14	\$ 250,861.00	\$ 18,897.00	8%
101-4-4210-122	EMPLOYER CONT. F I C A	\$ 22,054.90	\$ 27,731.00	\$ 23,399.65	\$ 29,780.00	\$ 2,049.00	7%
101-4-4210-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 6,219.00	\$ 6,219.00	0
101-4-4210-131	HEALTH INSURANCE	\$ 194,433.05	\$ 280,900.00	\$ 229,526.29	\$ 288,235.00	\$ 7,335.00	3%
101-4-4210-132	DENTAL INSURANCE	\$ 20,516.05	\$ 22,263.00	\$ 17,139.32	\$ 19,685.00	\$ (2,578.00)	-12%
101-4-4210-133	LIFE & S-T DISABILITY INS	\$ 3,239.30	\$ 3,865.00	\$ 3,315.18	\$ 4,079.00	\$ 214.00	6%
101-4-4210-151	WORKER'S COMP PREMIUMS	\$ 80,445.75	\$ 113,412.00	\$ 56,559.00	\$ 84,468.00	\$ (28,944.00)	-26%
101-4-4210-200	SUPPLIES	\$ 12,553.68	\$ 12,000.00	\$ 7,144.15	\$ 13,000.00	\$ 1,000.00	8%
101-4-4210-207	COMPUTER SUPPORT SERVICES	\$ 4,344.78	\$ 6,000.00	\$ 5,984.67	\$ 6,000.00	\$ -	0%
101-4-4210-212	MOTOR FUELS	\$ 15,012.17	\$ 23,000.00	\$ 13,976.94	\$ 23,000.00	\$ -	0%
101-4-4210-220	REPAIRS & MAINT. SUPPLIES	\$ 1,258.58	\$ 700.00	\$ 1,089.92	\$ 700.00	\$ -	0%
101-4-4210-231	SAFETY EQUIP & TRAINING	\$ 612.74	\$ 631.00	\$ 631.12	\$ 750.00	\$ 119.00	19%
101-4-4210-310	PROFESSIONAL SERVICES	\$ 2,368.31	\$ 2,500.00	\$ 28,858.43	\$ 19,500.00	\$ 17,000.00	680%
101-4-4210-320	POSTAGE	\$ 341.91	\$ 500.00	\$ 206.73	\$ 500.00	\$ -	0%

**GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY**

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4210-321	TELEPHONE	\$ 6,672.96	\$ 9,200.00	\$ 7,245.82	\$ 9,200.00	\$ -	0%
101-4-4210-322	COMPUTER COMM/MAINT	\$ 7,505.83	\$ 8,800.00	\$ 7,588.08	\$ 8,800.00	\$ -	0%
101-4-4210-330	TRAVEL, CONF, MILEAGE ALLOW	\$ 1,334.61	\$ 1,300.00	\$ 1,289.23	\$ 1,450.00	\$ 150.00	12%
101-4-4210-340	ADVERTISING & PUBLICATIONS	\$ -	\$ 350.00	\$ -	\$ 350.00	\$ -	0%
101-4-4210-350	PRINTING & BINDING	\$ 162.45	\$ 400.00	\$ 77.00	\$ 400.00	\$ -	0%
101-4-4210-369	INSURANCES	\$ 31,668.08	\$ 35,208.00	\$ 40,144.87	\$ 35,208.00	\$ -	0%
101-4-4210-381	ELECTRIC	\$ -	\$ -	\$ 404.98	\$ 14,338.00	\$ 14,338.00	0
101-4-4210-382	WATER/SEWER	\$ -	\$ -	\$ -	\$ 6,796.00	\$ 6,796.00	0
101-4-4210-384	REFUSE	\$ -	\$ -	\$ -	\$ 360.00	\$ 360.00	0
101-4-4210-385	NATURAL GAS	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	0
101-4-4210-401	CONTRACTED SERVICES	\$ 27,438.64	\$ 46,500.00	\$ 43,654.67	\$ 54,000.00	\$ 7,500.00	16%
101-4-4210-404	REPAIRS & MAINTENANCE	\$ 399.43	\$ 300.00	\$ -	\$ 350.00	\$ 50.00	17%
101-4-4210-408	VEHICLE MAINT	\$ 4,839.77	\$ 6,500.00	\$ 4,518.61	\$ 7,000.00	\$ 500.00	8%
101-4-4210-410	RENTALS	\$ 3,971.39	\$ 4,000.00	\$ 3,213.26	\$ 4,200.00	\$ 200.00	5%
101-4-4210-415	LEASE EQUIPMENT	\$ 32,013.00	\$ 34,000.00	\$ 43,697.23	\$ 34,000.00	\$ -	0%
101-4-4210-433	DUES & SUBSCRIPTIONS	\$ 1,380.39	\$ 950.00	\$ 2,701.70	\$ 2,600.00	\$ 1,650.00	174%
101-4-4210-441	SPECIAL PROJECTS	\$ 40,579.43	\$ -	\$ 13,632.93	\$ -	\$ -	0
101-4-4210-442	GRANTS/SPECIAL PROJECTS	\$ -	\$ -	\$ 72,787.52	\$ -	\$ -	0
101-4-4210-450	TRAINING & SEMINARS	\$ 10,696.89	\$ 14,500.00	\$ 14,727.58	\$ 16,000.00	\$ 1,500.00	10%
101-4-4210-453	SEIZED PROPERTY DIST.	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	0%
101-4-4210-455	POLICE COMPLIANCE EXPENSES	\$ 140.00	\$ 500.00	\$ 285.86	\$ 500.00	\$ -	0%
101-4-4210-460	LICENSE FEES/REGISTRATION	\$ 361.44	\$ 600.00	\$ 559.50	\$ 650.00	\$ 50.00	8%
101-4-4210-490	DONATION OTHER CIVIC ORG.	\$ 200.00	\$ 3,200.00	\$ 825.00	\$ 3,200.00	\$ -	0%
101-4-4210-500	CAPITAL OUTLAY	\$ 58,511.79	\$ 64,000.00	\$ 62,704.23	\$ 66,000.00	\$ 2,000.00	3%
POLICE	TOTAL	\$ 2,054,113.75	\$ 2,363,118.00	\$ 2,227,210.76	\$ 2,516,390.00	\$ 153,272.00	6%
101-4-4220-103	WAGES PART-TIME	\$ 39,681.00	\$ 50,000.00	\$ -	\$ 55,000.00	\$ 5,000.00	10%
101-4-4220-122	EMPLOYER CONT. FICA	\$ 3,035.60	\$ 5,485.00	\$ -	\$ 4,208.00	\$ (1,277.00)	-23%
101-4-4220-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 242.00	\$ 242.00	0
101-4-4220-124	FIRE PENSION CONTR.	\$ 128,877.74	\$ 120,000.00	\$ 148,548.65	\$ 120,000.00	\$ -	0%
101-4-4220-151	WORKER'S COMP PREMIUMS	\$ 14,932.60	\$ 19,687.00	\$ 9,821.56	\$ 15,679.00	\$ (4,008.00)	-20%
101-4-4220-200	SUPPLIES	\$ 15,441.17	\$ 12,500.00	\$ 7,680.04	\$ 15,000.00	\$ 2,500.00	20%
101-4-4220-212	MOTOR FUELS	\$ 4,075.26	\$ 3,000.00	\$ 3,017.35	\$ 3,000.00	\$ -	0%
101-4-4220-220	REPAIRS & MAINT. SUPPLIES	\$ 5,129.81	\$ 8,000.00	\$ 7,198.19	\$ 8,000.00	\$ -	0%

**GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY**

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4220-310	PROFESSIONAL SERVICES	\$ 5,943.15	\$ 5,000.00	\$ 2,545.00	\$ 5,000.00	\$ -	0%
101-4-4220-321	TELEPHONE	\$ 1,852.33	\$ 1,500.00	\$ 1,957.64	\$ 2,000.00	\$ 500.00	33%
101-4-4220-322	COMPUTER COMMUNICATIONS	\$ (32.97)	\$ 50.00	\$ -	\$ 50.00	\$ -	0%
101-4-4220-330	TRAVEL, CONF, MILEAGE ALLOW	\$ 2,750.36	\$ 2,500.00	\$ 2,200.93	\$ 3,500.00	\$ 1,000.00	40%
101-4-4220-340	ADVERTISING & PUBLICATIONS	\$ 192.50	\$ 300.00	\$ 216.00	\$ 300.00	\$ -	0%
101-4-4220-369	INSURANCES	\$ 4,632.12	\$ 5,150.00	\$ 4,684.00	\$ 5,408.00	\$ 258.00	5%
101-4-4220-381	ELECTRIC	\$ 4,567.31	\$ 5,000.00	\$ 3,431.39	\$ 5,550.00	\$ 550.00	11%
101-4-4220-382	WATER/SEWER	\$ 2,301.01	\$ 3,800.00	\$ 1,327.58	\$ 3,800.00	\$ -	0%
101-4-4220-384	REFUSE	\$ 278.04	\$ 250.00	\$ 225.03	\$ 280.00	\$ 30.00	12%
101-4-4220-385	NATURAL GAS	\$ 2,044.94	\$ 4,000.00	\$ 3,224.94	\$ 4,000.00	\$ -	0%
101-4-4220-401	CONTRACTED SERVICES	\$ 120.00	\$ 200.00	\$ 180.00	\$ 200.00	\$ -	0%
101-4-4220-404	REPAIRS & MAINTENANCE	\$ 9,006.55	\$ 8,000.00	\$ 4,816.44	\$ 8,000.00	\$ -	0%
101-4-4220-430	MISCELLANEOUS EXPENSE	\$ -	\$ -	\$ 27.00	\$ -	\$ -	0
101-4-4220-433	DUES & SUBSCRIPTIONS	\$ 145.00	\$ 200.00	\$ 145.00	\$ 175.00	\$ (25.00)	-13%
101-4-4220-442	GRANTS/SPECIAL PROJECTS	\$ 147,944.17	\$ -	\$ 44,280.00	\$ -	\$ -	0
101-4-4220-450	TRAINING & SEMINARS	\$ 14,971.87	\$ 12,000.00	\$ 11,686.13	\$ 12,000.00	\$ -	0%
101-4-4220-451	REIMBURSEMENTS-TRAINING	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	0
101-4-4220-500	CAPITAL OUTLAY	\$ -	\$ 42,000.00	\$ -	\$ 27,500.00	\$ (14,500.00)	-35%
FIRE	TOTAL	\$ 408,889.56	\$ 308,622.00	\$ 257,226.37	\$ 298,892.00	\$ (9,730.00)	-3%
101-4-4240-101	WAGES FULL-TIME	\$ 223,056.76	\$ 240,539.00	\$ 220,511.90	\$ 240,870.00	\$ 331.00	0%
101-4-4240-113	EMPLOYEE BENEFITS	\$ 800.00	\$ 940.00	\$ 747.17	\$ 940.00	\$ -	0%
101-4-4240-121	EMPLOYER CONT. P E R A	\$ 16,578.23	\$ 18,040.00	\$ 16,052.26	\$ 18,065.00	\$ 25.00	0%
101-4-4240-122	EMPLOYER CONT. F I C A	\$ 15,600.04	\$ 18,473.00	\$ 16,130.14	\$ 18,498.00	\$ 25.00	0%
101-4-4240-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 1,060.00	\$ 1,060.00	0
101-4-4240-131	HEALTH INSURANCE	\$ 42,588.84	\$ 58,013.00	\$ 41,644.41	\$ 62,656.00	\$ 4,643.00	8%
101-4-4240-132	DENTAL INSURANCE	\$ 4,592.88	\$ 5,370.00	\$ 3,418.04	\$ 4,436.00	\$ (934.00)	-17%
101-4-4240-133	LIFE & S-T DISABILITY INS	\$ 682.80	\$ 717.00	\$ 619.30	\$ 714.00	\$ (3.00)	0%
101-4-4240-151	WORKER'S COMP PREMIUMS	\$ 1,235.21	\$ 1,952.00	\$ 972.92	\$ 1,297.00	\$ (655.00)	-34%
101-4-4240-200	SUPPLIES	\$ 879.55	\$ 1,300.00	\$ 275.71	\$ 5,100.00	\$ 3,800.00	292%
101-4-4240-212	MOTOR FUELS	\$ 1,081.48	\$ 2,000.00	\$ 938.31	\$ 2,000.00	\$ -	0%
101-4-4240-231	SAFETY EQUIP & TRAINING	\$ 612.74	\$ 631.00	\$ 631.12	\$ 631.00	\$ -	0%
101-4-4240-310	PROFESSIONAL SERVICES	\$ 2,898.17	\$ 7,500.00	\$ 5,506.32	\$ 7,500.00	\$ -	0%
101-4-4240-320	POSTAGE	\$ 10.77	\$ 100.00	\$ 28.51	\$ 100.00	\$ -	0%

**GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY**

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4240-321	TELEPHONE	\$ 1,662.26	\$ 1,600.00	\$ 1,779.73	\$ 1,700.00	\$ 100.00	6%
101-4-4240-330	TRAVEL, CONF, MILEAGE ALLOW	\$ -	\$ 250.00	\$ -	\$ 250.00	\$ -	0%
101-4-4240-369	INSURANCES	\$ 1,725.13	\$ 2,119.00	\$ 1,718.93	\$ 2,225.00	\$ 106.00	5%
101-4-4240-401	CONTRACTED NUISANCE ABATE	\$ 708.77	\$ 1,500.00	\$ 1,347.47	\$ 1,500.00	\$ -	0%
101-4-4240-408	VEHICLE MAINTENANCE	\$ 495.43	\$ 700.00	\$ 137.76	\$ 700.00	\$ -	0%
101-4-4240-410	RENTALS	\$ 1,128.89	\$ 850.00	\$ 978.38	\$ 1,200.00	\$ 350.00	41%
101-4-4240-431	CREDIT CARD FEES	\$ 5,507.02	\$ 6,000.00	\$ 3,362.04	\$ 6,000.00	\$ -	0%
101-4-4240-433	DUES & SUBSCRIPTIONS	\$ 104.89	\$ 900.00	\$ 112.90	\$ 900.00	\$ -	0%
101-4-4240-450	TRAINING & SEMINARS	\$ 1,241.76	\$ 3,200.00	\$ 1,266.06	\$ 2,000.00	\$ (1,200.00)	-38%
101-4-4240-460	LICENSE FEES/REGISTRATION	\$ 42.50	\$ 50.00	\$ -	\$ 50.00	\$ -	0%
101-4-4240-500	CAPITAL OUTLAY	\$ 7,777.19	\$ 25,000.00	\$ 18,616.35	\$ -	\$ (25,000.00)	-100%
BUILDING INSPECTION	TOTAL	\$ 331,011.31	\$ 397,744.00	\$ 336,819.29	\$ 380,392.00	\$ (17,352.00)	-4%
101-4-4250-200	SUPPLIES	\$ -	\$ -	\$ 369.00	\$ -	\$ -	0
101-4-4250-220	REPAIRS & MAINT. SUPPLIES	\$ (100.08)	\$ -	\$ -	\$ -	\$ -	0
101-4-4250-369	INSURANCES	\$ 493.63	\$ 591.00	\$ 491.00	\$ 591.00	\$ -	0%
101-4-4250-404	REPAIRS & MAINTENANCE	\$ 3,002.26	\$ 2,750.00	\$ 2,821.38	\$ 3,250.00	\$ 500.00	18%
EMERGENCY MANAGEMENT	TOTAL	\$ 3,395.81	\$ 3,341.00	\$ 3,681.38	\$ 3,841.00	\$ 500.00	15%
101-4-4270-401	CONTRACTED SERVICES	\$ 15,600.00	\$ 15,600.00	\$ 7,800.00	\$ 15,600.00	\$ -	0%
101-4-4270-460	LICENSE FEES/REGISTRATION	\$ -	\$ 100.00	\$ -	\$ 150.00	\$ 50.00	50%
ANIMAL CONTROL	TOTAL	\$ 15,600.00	\$ 15,700.00	\$ 7,800.00	\$ 15,750.00	\$ 50.00	0%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4260-220	REPAIRS & MAINT. SUPPLIES	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	0
101-4-4260-301	AUDIT	\$ -	\$ -	\$ -	\$ 150.00	\$ 150.00	0
101-4-4260-310	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 50.00	\$ 50.00	0
101-4-4260-369	INSURANCES	\$ -	\$ -	\$ -	\$ 3,002.00	\$ 3,002.00	0
101-4-4260-381	ELECTRIC	\$ -	\$ -	\$ -	\$ 4,950.00	\$ 4,950.00	0
101-4-4260-382	WATER/SEWER	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	0
101-4-4260-384	REFUSE	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00	0
101-4-4260-385	NATURAL GAS	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	0
101-4-4260-404	REPAIRS & MAINTENANCE	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	0
AMBULANCE	TOTAL	\$ -	\$ -	\$ -	\$ 16,402.00	\$ 16,402.00	0
101-4-4300-101	WAGES FULL-TIME	\$ 84,224.42	\$ 88,414.00	\$ 80,952.10	\$ 99,988.00	\$ 11,574.00	13%
101-4-4300-113	EMPLOYEE BENEFITS	\$ -	\$ 56.00	\$ 84.62	\$ 56.00	\$ -	0%
101-4-4300-121	EMPLOYER CONT. P E R A	\$ 6,260.77	\$ 6,627.00	\$ 6,240.83	\$ 7,495.00	\$ 868.00	13%
101-4-4300-122	EMPLOYER CONT. F I C A	\$ 6,090.61	\$ 6,764.00	\$ 6,072.11	\$ 7,649.00	\$ 885.00	13%
101-4-4300-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 440.00	\$ 440.00	0
101-4-4300-131	HEALTH INSURANCE	\$ 13,743.52	\$ 15,231.00	\$ 14,100.65	\$ 17,544.00	\$ 2,313.00	15%
101-4-4300-132	DENTAL INSURANCE	\$ 1,421.16	\$ 1,242.00	\$ 1,104.29	\$ 1,242.00	\$ -	0%
101-4-4300-133	LIFE & S-T DISABILITY INS	\$ 237.00	\$ 249.00	\$ 217.25	\$ 269.00	\$ 20.00	8%
101-4-4300-151	WORKER'S COMP PREMIUMS	\$ 3,379.93	\$ 4,827.00	\$ 2,407.08	\$ 3,549.00	\$ (1,278.00)	-26%
101-4-4300-231	SAFETY EQUIP & TRAINING	\$ 306.37	\$ 316.00	\$ 315.56	\$ 400.00	\$ 84.00	27%
101-4-4300-369	INSURANCES	\$ 610.64	\$ 781.00	\$ 629.34	\$ 100.00	\$ (681.00)	-87%
101-4-4300-433	DUES & SUBSCRIPTIONS	\$ -	\$ 500.00	\$ -	\$ -	\$ (500.00)	-100%
101-4-4300-442	GRANTS/SPECIAL PROJECTS	\$ 518.95	\$ -	\$ 129.98	\$ -	\$ -	0
101-4-4300-450	TRAINING & SEMINARS	\$ 20.00	\$ 500.00	\$ 42.07	\$ 500.00	\$ -	0%
PUBLIC WORKS	TOTAL	\$ 116,813.37	\$ 125,507.00	\$ 112,295.88	\$ 139,232.00	\$ 13,725.00	11%
101-4-4310-101	WAGES FULL-TIME	\$ 381,004.98	\$ 400,037.00	\$ 339,519.73	\$ 431,085.00	\$ 31,048.00	8%
101-4-4310-102	WAGES OVERTIME	\$ 9,056.83	\$ 11,000.00	\$ 6,973.80	\$ 11,000.00	\$ -	0%
101-4-4310-103	WAGES PART-TIME	\$ 360.00	\$ 4,000.00	\$ 562.50	\$ 4,000.00	\$ -	0%
101-4-4310-106	FULL TIME WAGES (STORM SW)	\$ 108.93	\$ -	\$ -	\$ -	\$ -	0
101-4-4310-108	WAGES ON-CALL	\$ 20,487.33	\$ 22,499.00	\$ 18,376.98	\$ 23,375.00	\$ 876.00	4%
101-4-4310-113	EMPLOYEE BENEFITS	\$ 3,164.03	\$ 2,375.00	\$ 2,761.26	\$ 3,000.00	\$ 625.00	26%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4310-121	EMPLOYER CONT. P E R A	\$ 30,554.21	\$ 33,115.00	\$ 28,186.10	\$ 35,209.00	\$ 2,094.00	6%
101-4-4310-122	EMPLOYER CONT. F I C A	\$ 27,801.94	\$ 33,959.00	\$ 25,937.09	\$ 36,095.00	\$ 2,136.00	6%
101-4-4310-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 1,897.00	\$ 1,897.00	0
101-4-4310-131	HEALTH INSURANCE	\$ 82,200.84	\$ 108,649.00	\$ 90,032.06	\$ 122,809.00	\$ 14,160.00	13%
101-4-4310-132	DENTAL INSURANCE	\$ 8,465.89	\$ 8,550.00	\$ 7,210.53	\$ 8,550.00	\$ -	0%
101-4-4310-133	LIFE & S-T DISABILITY INS	\$ 1,245.88	\$ 1,269.00	\$ 1,130.67	\$ 1,318.00	\$ 49.00	4%
101-4-4310-151	WORKER'S COMP PREMIUMS	\$ 19,872.86	\$ 26,300.00	\$ 13,617.43	\$ 20,867.00	\$ (5,433.00)	-21%
101-4-4310-200	SUPPLIES	\$ 1,068.69	\$ 1,200.00	\$ 1,072.19	\$ 1,200.00	\$ -	0%
101-4-4310-212	MOTOR FUELS	\$ 28,236.65	\$ 40,000.00	\$ 26,150.03	\$ 40,000.00	\$ -	0%
101-4-4310-220	REPAIRS & MAINT. SUPPLIES	\$ 27,338.42	\$ 43,000.00	\$ 25,290.42	\$ 44,000.00	\$ 1,000.00	2%
101-4-4310-224	SIDEWALK MAINTENANCE	\$ 2,000.00	\$ 2,000.00	\$ 192.00	\$ 2,000.00	\$ -	0%
101-4-4310-231	SAFETY EQUIP & TRAINING	\$ 2,768.09	\$ 2,051.00	\$ 3,349.07	\$ 4,200.00	\$ 2,149.00	105%
101-4-4310-303	ENGINEERING FEES	\$ 178.00	\$ 500.00	\$ -	\$ 500.00	\$ -	0%
101-4-4310-310	PROFESSIONAL SERVICES	\$ 1,775.89	\$ 2,700.00	\$ 1,139.50	\$ 7,500.00	\$ 4,800.00	178%
101-4-4310-316	SNOW REMOVAL	\$ 24,341.07	\$ 57,000.00	\$ 11,912.50	\$ 57,000.00	\$ -	0%
101-4-4310-320	POSTAGE	\$ 0.69	\$ 20.00	\$ 2.07	\$ 20.00	\$ -	0%
101-4-4310-321	TELEPHONE	\$ 3,191.08	\$ 4,100.00	\$ 2,252.98	\$ 2,200.00	\$ (1,900.00)	-46%
101-4-4310-322	COMPUTER COMM/MAINT	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ -	0%
101-4-4310-330	TRAVEL, CONF, MILEAGE ALLOW	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ -	0%
101-4-4310-340	ADVERTISING & PUBLICATIONS	\$ 735.00	\$ 600.00	\$ 25.69	\$ 600.00	\$ -	0%
101-4-4310-369	INSURANCES	\$ 13,836.83	\$ 16,154.00	\$ 13,412.16	\$ 16,962.00	\$ 808.00	5%
101-4-4310-381	ELECTRIC	\$ 4,267.95	\$ 5,500.00	\$ 4,006.71	\$ 6,000.00	\$ 500.00	9%
101-4-4310-382	WATER/SEWER	\$ 1,419.36	\$ 1,550.00	\$ 2,192.16	\$ 1,750.00	\$ 200.00	13%
101-4-4310-384	REFUSE	\$ 1,095.07	\$ 1,200.00	\$ 898.89	\$ 1,200.00	\$ -	0%
101-4-4310-385	NATURAL GAS	\$ 3,998.09	\$ 10,500.00	\$ 5,739.10	\$ 10,000.00	\$ (500.00)	-5%
101-4-4310-404	REPAIRS & MAINTENANCE	\$ 15,451.07	\$ 30,000.00	\$ 14,352.36	\$ 30,000.00	\$ -	0%
101-4-4310-408	VEHICLE MAINT	\$ 6,124.63	\$ 10,500.00	\$ 4,561.28	\$ 8,000.00	\$ (2,500.00)	-24%
101-4-4310-410	RENTALS	\$ 8,155.67	\$ 13,500.00	\$ 9,800.64	\$ 11,500.00	\$ (2,000.00)	-15%
101-4-4310-414	LEASE AGREEMENTS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -	0%
101-4-4310-430	MISCELLANEOUS EXPENSE	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	0%
101-4-4310-433	DUES & SUBSCRIPTIONS	\$ 19.89	\$ 130.00	\$ 12.90	\$ 135.00	\$ 5.00	4%
101-4-4310-441	SPECIAL PROJECTS	\$ 3,395.40	\$ -	\$ -	\$ -	\$ -	0
101-4-4310-442	GRANTS/SPECIAL PROJECTS	\$ 95.00	\$ -	\$ -	\$ -	\$ -	0
101-4-4310-443	MnDOT HSIP GRANT - 10TH AVE	\$ 38,663.22	\$ -	\$ -	\$ -	\$ -	0

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4310-450	TRAINING & SEMINARS	\$ 420.76	\$ 2,150.00	\$ 803.40	\$ 2,150.00	\$ -	0%
101-4-4310-460	LICENSE FEES/REGISTRATION	\$ 297.12	\$ 265.00	\$ 153.00	\$ 600.00	\$ 335.00	126%
101-4-4310-500	CAPITAL OUTLAY	\$ 43,766.79	\$ 265,000.00	\$ 78,447.09	\$ 124,000.00	\$ (141,000.00)	-53%
STREETS	TOTAL	\$ 819,964.15	\$ 1,164,673.00	\$ 742,074.29	\$ 1,074,022.00	\$ (90,651.00)	-8%
101-4-4316-369	INSURANCES	\$ 290.20	\$ 366.00	\$ 298.00	\$ 384.00	\$ 18.00	5%
101-4-4316-381	ELECTRIC	\$ 54,119.74	\$ 78,000.00	\$ 48,690.30	\$ 80,000.00	\$ 2,000.00	3%
STREET LIGHTS	TOTAL	\$ 54,409.94	\$ 78,366.00	\$ 48,988.30	\$ 80,384.00	\$ 2,018.00	3%
101-4-4510-200	SUPPLIES	\$ 9.89	\$ -	\$ -	\$ -	\$ -	0
OUTDOOR SWIMMING POOL	TOTAL	\$ 9.89	\$ -	\$ -	\$ -	\$ -	0
101-4-4515-369	INSURANCES	\$ 317.20	\$ 329.00	\$ 340.00	\$ 345.00	\$ 16.00	5%
101-4-4515-491	CONTRIBUTION TO NPAS	\$ 153,695.14	\$ 140,000.00	\$ 171,685.14	\$ 173,130.00	\$ 33,130.00	24%
AQUATICS CENTER	TOTAL	\$ 154,012.34	\$ 140,329.00	\$ 172,025.14	\$ 173,475.00	\$ 33,146.00	24%
101-4-4516-103	WAGES PART-TIME	\$ 4,481.65	\$ 4,575.00	\$ 4,481.65	\$ 4,575.00	\$ -	0%
MUNICIPAL BAND	TOTAL	\$ 4,481.65	\$ 4,575.00	\$ 4,481.65	\$ 4,575.00	\$ -	0%
101-4-4520-101	WAGES FULL-TIME	\$ 262,232.33	\$ 243,076.00	\$ 210,262.68	\$ 266,341.00	\$ 23,265.00	10%
101-4-4520-102	WAGES OVERTIME	\$ 4,310.39	\$ 3,500.00	\$ 1,955.99	\$ 3,500.00	\$ -	0%
101-4-4520-103	WAGES PART-TIME	\$ 82,080.70	\$ 80,000.00	\$ 73,953.66	\$ 80,000.00	\$ -	0%
101-4-4520-113	EMPLOYEE BENEFITS	\$ 1,478.57	\$ 2,055.00	\$ 1,815.38	\$ 2,055.00	\$ -	0%
101-4-4520-121	EMPLOYER CONT. P E R A	\$ 20,100.31	\$ 20,093.00	\$ 16,308.28	\$ 21,838.00	\$ 1,745.00	9%
101-4-4520-122	EMPLOYER CONT. F I C A	\$ 25,441.23	\$ 25,140.00	\$ 21,550.29	\$ 26,920.00	\$ 1,780.00	7%
101-4-4520-123	EMPLOYER CONT. PFMLA	\$ -	\$ -	\$ -	\$ 1,172.00	\$ 1,172.00	0
101-4-4520-131	HEALTH INSURANCE	\$ 36,250.26	\$ 40,838.00	\$ 28,974.57	\$ 46,997.00	\$ 6,159.00	15%
101-4-4520-132	DENTAL INSURANCE	\$ 3,596.11	\$ 3,632.00	\$ 2,060.90	\$ 3,632.00	\$ -	0%
101-4-4520-133	LIFE & S-T DISABILITY INS	\$ 819.54	\$ 751.00	\$ 615.81	\$ 790.00	\$ 39.00	5%
101-4-4520-151	WORKER'S COMP PREMIUMS	\$ 16,215.61	\$ 20,311.00	\$ 10,135.88	\$ 17,026.00	\$ (3,285.00)	-16%
101-4-4520-200	SUPPLIES	\$ 2,590.36	\$ 3,000.00	\$ 3,021.21	\$ 3,200.00	\$ 200.00	7%
101-4-4520-212	MOTOR FUELS	\$ 8,129.92	\$ 14,000.00	\$ 8,246.95	\$ 14,000.00	\$ -	0%
101-4-4520-220	REPAIRS & MAINT. SUPPLIES	\$ 48,884.00	\$ 55,000.00	\$ 44,401.28	\$ 58,000.00	\$ 3,000.00	5%
101-4-4520-231	SAFETY EQUIP & TRAINING	\$ 1,070.34	\$ 1,700.00	\$ 1,530.76	\$ 1,800.00	\$ 100.00	6%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4520-310	PROFESSIONAL SERVICES	\$ 568.63	\$ 500.00	\$ 918.98	\$ 1,000.00	\$ 500.00	100%
101-4-4520-320	POSTAGE	\$ 30.08	\$ 50.00	\$ -	\$ 50.00	\$ -	0%
101-4-4520-321	TELEPHONE	\$ 1,884.32	\$ 2,000.00	\$ 1,644.63	\$ 2,000.00	\$ -	0%
101-4-4520-322	COMPUTER COMM/MAINT	\$ 801.36	\$ 600.00	\$ 110.22	\$ 150.00	\$ (450.00)	-75%
101-4-4520-340	ADVERTISING & PUBLICATIONS	\$ 962.50	\$ 700.00	\$ -	\$ 700.00	\$ -	0%
101-4-4520-369	INSURANCES	\$ 13,488.94	\$ 14,284.00	\$ 13,138.31	\$ 14,998.00	\$ 714.00	5%
101-4-4520-381	ELECTRIC	\$ 13,540.46	\$ 14,700.00	\$ 22,531.04	\$ 18,000.00	\$ 3,300.00	22%
101-4-4520-382	WATER/SEWER	\$ 5,906.72	\$ 7,000.00	\$ 7,234.35	\$ 7,500.00	\$ 500.00	7%
101-4-4520-384	REFUSE	\$ 2,753.25	\$ 3,000.00	\$ 2,552.30	\$ 3,000.00	\$ -	0%
101-4-4520-385	NATURAL GAS	\$ 4,338.27	\$ 6,000.00	\$ 4,066.14	\$ 7,500.00	\$ 1,500.00	25%
101-4-4520-401	CONTRACTED SERVICES	\$ 1,962.55	\$ 5,000.00	\$ 2,303.40	\$ 5,000.00	\$ -	0%
101-4-4520-404	REPAIRS & MAINTENANCE	\$ 11,004.17	\$ 12,000.00	\$ 8,999.77	\$ 12,000.00	\$ -	0%
101-4-4520-408	VEHICLE MAINTENANCE	\$ 2,491.44	\$ 4,000.00	\$ 994.30	\$ 4,000.00	\$ -	0%
101-4-4520-410	RENTALS	\$ 5,279.95	\$ 7,400.00	\$ 5,025.16	\$ 7,400.00	\$ -	0%
101-4-4520-430	MISCELLANEOUS EXPENSE	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	0%
101-4-4520-433	DUES & SUBSCRIPTIONS	\$ 19.89	\$ 750.00	\$ 12.90	\$ 750.00	\$ -	0%
101-4-4520-440	REAL ESTATE TAXES	\$ 16,717.00	\$ -	\$ 2,801.00	\$ -	\$ -	0
101-4-4520-441	SPECIAL PROJECTS	\$ 19,724.80	\$ 21,000.00	\$ 21,185.00	\$ 21,500.00	\$ 500.00	2%
101-4-4520-442	GRANTS/SPECIAL PROJECTS	\$ 6,638.22	\$ -	\$ 7,216.42	\$ -	\$ -	0
101-4-4520-450	TRAINING & SEMINARS	\$ 3.50	\$ 700.00	\$ 2,000.00	\$ 1,500.00	\$ 800.00	114%
101-4-4520-460	LICENSE FEES/REGISTRATION	\$ 144.75	\$ 200.00	\$ 57.58	\$ 200.00	\$ -	0%
101-4-4520-500	CAPITAL OUTLAY	\$ 164,168.06	\$ 80,000.00	\$ 84,693.95	\$ 50,500.00	\$ (29,500.00)	-37%
PARKS	TOTAL	\$ 785,628.53	\$ 693,980.00	\$ 612,319.09	\$ 706,019.00	\$ 12,039.00	2%
101-4-4521-441	SPECIAL PROJECTS	\$ 44,840.26	\$ 35,000.00	\$ 29,210.82	\$ 65,000.00	\$ 30,000.00	86%
101-4-4521-500	CAPITAL OUTLAY	\$ -	\$ 43,126.00	\$ -	\$ -	\$ (43,126.00)	-100%
PARK BOARD	TOTAL	\$ 44,840.26	\$ 78,126.00	\$ 29,210.82	\$ 65,000.00	\$ (13,126.00)	-17%

GENERAL FUND - FUND 101
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 Thru 11/30/2025	FY26 Proposed	2025-2026 Difference	% Difference
101-4-4550-200	SUPPLIES	\$ 204.16	\$ 700.00	\$ 522.57	\$ 700.00	\$ -	0%
101-4-4550-220	REPAIRS & MAINT. SUPPLIES	\$ 2,157.60	\$ 1,700.00	\$ 1,533.87	\$ 1,700.00	\$ -	0%
101-4-4550-310	PROFESSIONAL SERVICES	\$ 172.00	\$ -	\$ -	\$ -	\$ -	0
101-4-4550-369	INSURANCE	\$ 3,297.30	\$ 3,977.00	\$ 3,337.00	\$ 4,178.00	\$ 201.00	5%
101-4-4550-381	ELECTRIC	\$ 9,805.40	\$ 11,500.00	\$ 8,314.96	\$ 12,000.00	\$ 500.00	4%
101-4-4550-382	WATER/SEWER	\$ 1,280.64	\$ 1,300.00	\$ 1,204.90	\$ 1,400.00	\$ 100.00	8%
101-4-4550-384	REFUSE	\$ 906.99	\$ 850.00	\$ 696.17	\$ 950.00	\$ 100.00	12%
101-4-4550-385	NATURAL GAS	\$ 2,336.43	\$ 5,000.00	\$ 2,945.13	\$ 5,000.00	\$ -	0%
101-4-4550-401	CONTRACTED SERVICES	\$ 8,919.24	\$ 9,500.00	\$ 8,175.97	\$ 9,500.00	\$ -	0%
101-4-4550-404	REPAIRS & MAINTENANCE	\$ 494.28	\$ 1,500.00	\$ 355.59	\$ 1,500.00	\$ -	0%
LIBRARY	TOTAL	\$ 29,574.04	\$ 36,027.00	\$ 27,086.16	\$ 36,928.00	\$ 901.00	3%
101-4-4920-365	INSURANCE DEDUCTIBLES	\$ 379,684.00	\$ 10,000.00	\$ 2,500.00	\$ 10,000.00	\$ -	0%
101-4-4920-369	PROP/LIAB INSURANCE	\$ 16,516.14	\$ 17,762.00	\$ 15,764.00	\$ 17,342.00	\$ (420.00)	-2%
101-4-4920-430	MISCELLANEOUS EXPENSE	\$ 1,075.21	\$ 1,000.00	\$ 32.00	\$ 5,000.00	\$ 4,000.00	400%
101-4-4920-438	BAD DEBT	\$ 0.47	\$ -	\$ -	\$ -	\$ -	0
101-4-4920-440	PROPERTY TAX	\$ -	\$ -	\$ 1,999.99	\$ -	\$ -	0
101-4-4920-615	TOWNSHIP TAX PAYMENT	\$ 1,658.28	\$ 3,238.00	\$ 468.29	\$ 1,500.00	\$ (1,738.00)	-54%
101-4-4920-700	DISCRETIONARY EXPENSES	\$ 5,000.00	\$ 45,000.00	\$ -	\$ 25,500.00	\$ (19,500.00)	-43%
101-4-4920-720	OPERATING TRF - OUT	\$ 16,677.20	\$ -	\$ -	\$ -	\$ -	0
UNALLOCATED	TOTAL	\$ 420,611.30	\$ 77,000.00	\$ 20,764.28	\$ 59,342.00	\$ (17,658.00)	-23%
101-4-4920-721	OPERATING TRF - GOLF COURSI	\$ 41,946.00	\$ 29,819.00	\$ 14,909.50	\$ -	\$ (29,819.00)	-100%
TRANSFER OUT	TOTAL	\$ 41,946.00	\$ 29,819.00	\$ 14,909.50	\$ -	\$ (29,819.00)	-100%
	Total Revenues	\$ (7,234,529.79)	\$ (7,028,854.00)	\$ (5,098,248.07)	\$ (7,366,396.00)		
	Total Expenditures	\$ 6,613,658.91	\$ 7,028,854.00	\$ 5,980,311.77	\$ 7,366,396.00		
	Grand Total						
General Fund	Revenue Over/(Under) Expenditures	\$ (620,880.77)	\$ -	\$ 882,063.70	\$ -		

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Grand Total
Building Inspections		35,000					15,000				50,000
Vehicle Replacement		35,000					15,000				50,000

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Fire	26,250	27,563	578,941	30,387							663,141
City Fire Pumper			550,000								550,000
Portable Radios	26,250	27,563	28,941	30,387							113,141
Fire - Rural	26,250	27,563	578,941	30,387							663,141
City Fire Pumper - \$0 Cost			550,000								550,000
Portable Radios - \$0 Cost	26,250	27,563	28,941	30,387							113,141

Section 9, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Government Building	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000
Government Building Improvements	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000

Section 9, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Section 9, Item a.
Park Board	45,000	102,001	140,003	10,003							297,007
Climbing Wall				1							1
Concrete Cornhole at Southside Park		5,000									5,000
Concrete in Hockey Rink for Pickleball and Hockey Use	40,000										40,000
Hammock Stands and used for Slack Lines too at Memorial Park		12,000									12,000
Interactive Art Installation				1							1
Memorial Park Entrance Sign Replacement	5,000										5,000
Mini-Golf Course (3 holes?)			1								1
Park Reforestation			10,000	10,000							20,000
Philipps Creek / Sand Creek Trail Feasibility Study			1								1
Prairie Restoration Maintenance - Settlers Park		15,000									15,000
Sidewalk / Trail Study/Plan		30,000									30,000
Skate Park Equipment Addition			40,000								40,000
Sledding Hill Picnic Shelter			90,000								90,000
Sprinkler Systems for Memorial Sotball Fields		40,000									40,000
Tri-Creek Park and Trail System		1	1								2
Wiffle Ball Field				1							1

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Section 9, Item a.
Parks	50,501	78,000	61,000	27,035	176,518	45,000	67,950	410,922	5,000	173,800	1,095,726
1 Ton Truck - 2018			44,200								44,200
1/2 Ton Truck - 2008		40,000									40,000
1/2 Ton Truck - 2013	1										1
1/2 Ton Truck - 2014	23,000										23,000
1/2 Ton Truck - 2015		32,000									32,000
16ft Lawn Mower - 2019					146,518						146,518
310 Top Dresser - 2017							15,950				15,950
440 Top Dresser - 2017							42,000				42,000
60" Zero Turn Lawn Mower - 2025										35,000	35,000
72" Zero Turn Lawn Mower - 2023					30,000						30,000
Ball Diamond Drag - 2015				5,890							5,890
Brush Chipper (30% of cost) - 2013			10,800								10,800
Building Improvements	10,000	6,000	6,000	6,000							28,000
Explorer - 2017						10,000					10,000
Fairway Roller - 2017				15,145							15,145
Heavy Duty Utility Tractor - 2021								358,700			358,700
Mini Front End Loader -2024										98,800	98,800
Rotary Aerator 83" - 2018								25,222			25,222
Sprayer - 2025								27,000			27,000
Stump Grinder (1/3 of cost) - 2024									5,000		5,000
Tree Lift 50%	17,500										17,500
Utility Vehicle - 2021						35,000					35,000
Utility Vehicle - 2025										40,000	40,000
Vehicle Replacement - 2022 - Public Works Director 20%							10,000				10,000

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Planning								35,000			35,000
Vehicle Replacement								35,000			35,000

Section 9, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Police	105,904	147,220	150,401	113,000	116,000	116,000	116,000	116,000	116,000		1,096,525
Portable Radios		37,200	37,200								74,400
Squad Car Camera	12,323	12,816	13,329	12,500	12,500	13,000	13,000	13,000	13,000		115,468
Squad Car Install and Equipment	20,000	21,000	22,000	23,000	24,500	24,000	24,000	24,000	24,000		206,500
Squad Car Replacement	45,500	47,000	47,500	47,500	49,000	49,000	49,000	49,000	49,000		432,500
Taser/Bodycam	28,081	29,204	30,372	30,000	30,000	30,000	30,000	30,000	30,000		267,657

Section 9, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Section 9, Item a.
Streets	125,500	682,000	17,930	322,063	25,534	7,500	86,500	340,260	238,800	26,000	1,872,087
1 Ton Truck w/ Plow - 2016		62,000									62,000
1/2 Ton Crew Cab Truck - 2014		60,000									60,000
1/2 Ton Crew Cab Truck - 2023									65,000		65,000
12' Snow Plow - 2017							11,500				11,500
12 Ton Trailer - 2014				8,355							8,355
2 Ton Dump Truck W/ Plow - 2016	108,000										108,000
2 Ton Dump Truck W/ Plow & Sander - 2023								70,000			70,000
20 Ton Trailer - 2009			10,730								10,730
5 Ton Asphalt Roller - 2014				43,303							43,303
5 Ton Dump Truck w/Plows and Sanding Equipment - 2014				265,405							265,405
72" Grapple Bucket - 2019				5,000							5,000
Brush Chipper (20% of cost) - 2013			7,200								7,200
Cold Planer - 2016					25,534						25,534
Pay Loader - 2012		180,000									180,000
Pay Loader - 2019									168,800		168,800
Skid Loader - 2017							55,000				55,000
Snow Blower - 2020										26,000	26,000
Street Roof		85,000									85,000
Street Sweeper - 2017		295,000									295,000
Stump Grinder (1/3 of cost) - 2024									5,000		5,000
Tractor - 2018								270,260			270,260
Tree Lift 50%	17,500										17,500
Utility Vehicle 50% - 2021						7,500					7,500
Vehicle Replacement - 2022 - Public Works Director 40%							20,000				20,000

ENTERPRISE FUNDS

Enterprise Funds are used to report any activity for which a fee is charged to external users for goods or services. Unlike governmental funds, enterprise funds operate like private business enterprises where decisions are made that determine revenues earned, costs incurred and/or net income that is necessary for management accountability.

WATER FUND

The Water Fund is a self-sustaining city utility fund. The water utility provides a safe, reliable, efficient, and cost-effective water operation system to meet the needs of the resident and businesses now and into the future. Services include water pumping, water treatment, water storage, water distribution, repairs and maintenance, hydrant flushing, line locates and responding to emergency water main breaks.

The 2026 Revenue budget reflects an increase of \$.68 / 1000 gallons for non-summer months and \$.18 / 1000 gallons for summer months. Residential customer with an average usage of 4000 gallons a month will see approximately a \$2.72 per month increase. Seasonal rates will continue in 2026 with higher usage rates during the summer months of June through September to meet the water conservation pricing requirement set forth by the state.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
WATER REVENUE	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
CHARGES FOR SERVICES	\$ (1,742,412)	\$ (1,988,851)	\$ (2,169,364)	\$ (180,513)	9.08%
HOOK-UP CHARGES	\$ (52,386)	\$ (23,000)	\$ (25,000)	\$ (2,000)	8.70%
MISCELLANEOUS REVENUE	\$ (544,189)	\$ (45,110)	\$ (80,500)	\$ (35,390)	78.45%
TOTAL REVENUE	\$ (2,338,987)	\$ (2,056,961)	\$ (2,274,864)	\$ (217,903)	10.59%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
WATER EXPENSES	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
SOURCE OF SUPPLY	\$ 642,908	\$ 666,088	\$ 661,866	\$ (4,222)	-0.63%
POWER & PUMPING	\$ 108,844	\$ 117,500	\$ 117,500	\$ -	0.00%
PURIFICATION	\$ 59,468	\$ 58,000	\$ 58,000	\$ -	0.00%
DISTRIBUTION	\$ 66,841	\$ 64,500	\$ 92,518	\$ 28,018	43.44%
ADMIN & GENERAL	\$ 687,025	\$ 809,011	\$ 837,031	\$ 28,020	3.46%
TOTAL EXPENSES	\$ 1,565,086	\$ 1,715,099	\$ 1,766,915	\$ 51,816	3.02%
DIFFERENCE	\$ (773,901)	\$ (341,862)	\$ (507,949)	\$ (166,087)	

New Prague, Minnesota

A Tradition of Progress



NEW PRAGUE UTILITIES COMMISSION 2026 PROPOSED WATER BUDGET REPORT

TABLE OF CONTENTS

Contents

2026 MANAGEMENT STATEMENT & FORECAST 31

2026 PROPOSED WATER BUDGET 33

PROJECTED WATER REVENUE & EXPENSE CHART 34

2026 PROJECTED WATER SALES 35

DEBT SERVICE CHART (Existing and Future) 36

WATER RATE INFORMATION 37

WATER RATE COMPARISION 38

10-YEAR CAPITAL PROJECTS 39

PROPOSED 2026 RATES 40

MANAGEMENT STATEMENT

The overall management goal for the New Prague Utilities Water Department is our commitment to the Community in providing a safe and reliable water supply to the City of New Prague. During the past couple of years, we had to change the focus of our budget to include major CIP projects that affect the water distribution system. That focus is forecasted to continue through 2026 with the filter #3 rehabilitation project.

FORECAST

The 2026 water department budget is projected to forecast the financial operation of the New Prague Utilities Commission. The New Prague Utilities Commission has been able to keep rates relatively flat with an average increase of only 1.9% per year over the past several years but due to large capital improvement projects the past three years and higher bonding cost rates will need to be increased. The 2026 budget reflects a change in rates to include both the usage and customer service charges.

REVENUE

The 2026 Revenue budget reflects an increase of \$.68 / 1000 gallons for non-summer months and \$.18 / 1000 gallons for summer months. Residential customer with an average usage of 4000 gallons a month will see approximately a \$2.72 per month increase. Seasonal rates will continue in 2026 with higher usage rates during the summer months of June through September to meet the water conservation pricing requirement set forth by the state.

EXPENSES

Personnel Costs:

- Wages Full-Time and Part-Time – Reflects implementation based on a recommendation through a compensation study completed in 2025.
- Health Insurance –17% increase in health insurance premiums for 2026. HSA contributions remain the same 2,250 family and 1,125 single.
- Dental Insurance –Premiums for 2026 remain the same as 2025.
- Life, Long-Term Disability, Short-Term Disability and Paid Family Medical Leave Act (PFMLA) is a reduction of 15.1% change in 2026. PFMLA is effective January 1, 2026. The Life and Disability rates effective January 1, 2026 have a two year rate guarantee.
 - Note: Insurance providers will change effective Jan. 1, 2026 from The Hartford to MetLife. This change is due to bid results completed in 2025.

Operating Expenses:

- Projected increase of 8.7% in water hook-up fees due to projected homes being built in 2026.
- Debt service interest decreased by 6.54% based on scheduled payments.
- Distribution increased by 43.44 % due to the cost of planned projects.

2025 KEY WATER BUDGET AND OPERATIONAL CHALLENGES

- Rehab filter plant #3
- Continue to make updates to the GIS mapping system.
- Continue CIP Planning for reconstruction of 1st Ave SE
- In the spring of 2026, we will start the process of working with customers to replace approximately 80 lead service lines with cost primarily covered by a grant from the state.

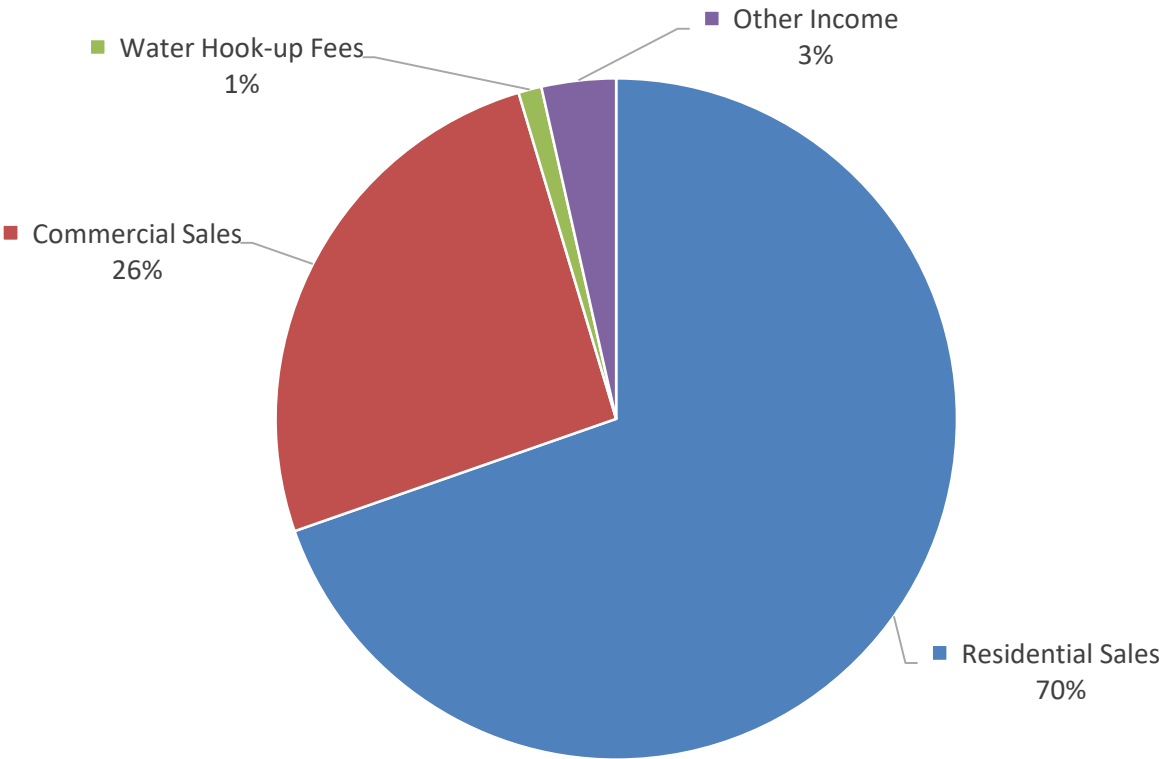
2025 KEY ACCOMPLISHMENTS

- Replaced 4,700 feet of water main and 100 service lines on the Lyndale and Lexington Ave CIP project.
- Replaced well #2 failed pump.
- Work with PFA to gain over a million dollars of grant money to replace lead service lines for residents.

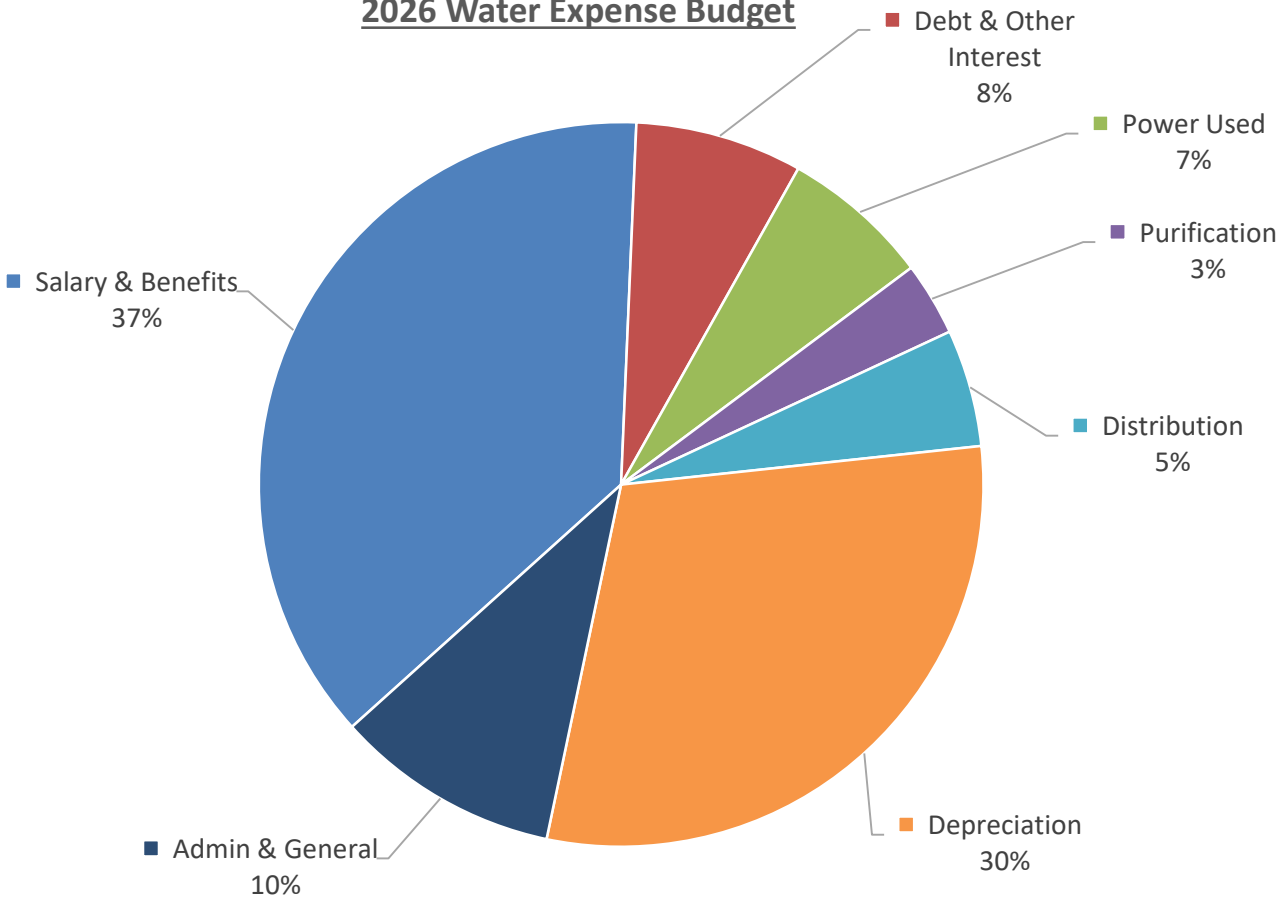
NEW PRAGUE UTILITIES COMMISSION
PROPOSED WATER BUDGET
As of November 30, 2025

	2024	2025	2025	2026	2025-2026	
	ACTUAL	Y-T-D ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	\$ DIFFERENCE	% DIFFERENCE
REVENUES						
Unbilled Accounts Receivable	\$ (3,150.66)	\$ (61,286.53)	\$ -	\$ -	\$ -	0.00%
Residential	\$ (1,276,733.01)	\$ (1,297,761.00)	\$ (1,297,761.00)	\$ (1,584,718.00)	\$ (286,957.00)	22.11%
Commercial	\$ (465,678.57)	\$ (457,370.93)	\$ (691,090.00)	\$ (584,646.00)	\$ 106,444.00	-15.40%
Water Hook-up Fees	\$ (52,386.00)	\$ (23,000.00)	\$ (23,000.00)	\$ (25,000.00)	\$ (2,000.00)	8.70%
Other Income	\$ (541,038.48)	\$ (88,576.83)	\$ (45,110.00)	\$ (80,500.00)	\$ (35,390.00)	78.45%
TOTAL REVENUES	\$ (2,338,986.72)	\$ (1,927,995.29)	\$ (2,056,961.00)	\$ (2,274,864.00)	\$ (217,903.00)	10.59%
EXPENSES						
Power Used	\$ 108,843.67	\$ 87,080.31	\$ 117,500.00	\$ 117,500.00	\$ -	0.00%
Purification	\$ 59,468.46	\$ 51,413.94	\$ 58,000.00	\$ 58,000.00	\$ -	0.00%
Distribution	\$ 66,840.86	\$ 44,136.46	\$ 64,500.00	\$ 92,518.00	\$ 28,018.00	43.44%
Depreciation	\$ 516,951.57	\$ 456,596.51	\$ 525,000.00	\$ 530,003.00	\$ 5,003.00	0.95%
Debt & Other Interest	\$ 125,956.07	\$ 140,620.53	\$ 141,088.00	\$ 131,863.00	\$ (9,225.00)	-6.54%
Salary & Benefits	\$ 492,916.34	\$ 572,239.84	\$ 639,341.00	\$ 659,741.00	\$ 20,400.00	3.19%
Admin & General	\$ 194,108.65	\$ 121,239.25	\$ 169,670.00	\$ 177,290.00	\$ 7,620.00	4.49%
TOTAL EXPENSES	\$ 1,565,085.62	\$ 1,473,326.84	\$ 1,715,099.00	\$ 1,766,915	\$ 51,816.00	3.02%
EXCESS REVENUES OVER EXPENSES	<u>\$ (773,901.10)</u>	<u>\$ (454,668.45)</u>	<u>\$ (341,862.00)</u>	<u>\$ (507,949.00)</u>		

2026 Water Revenue Budget



2026 Water Expense Budget



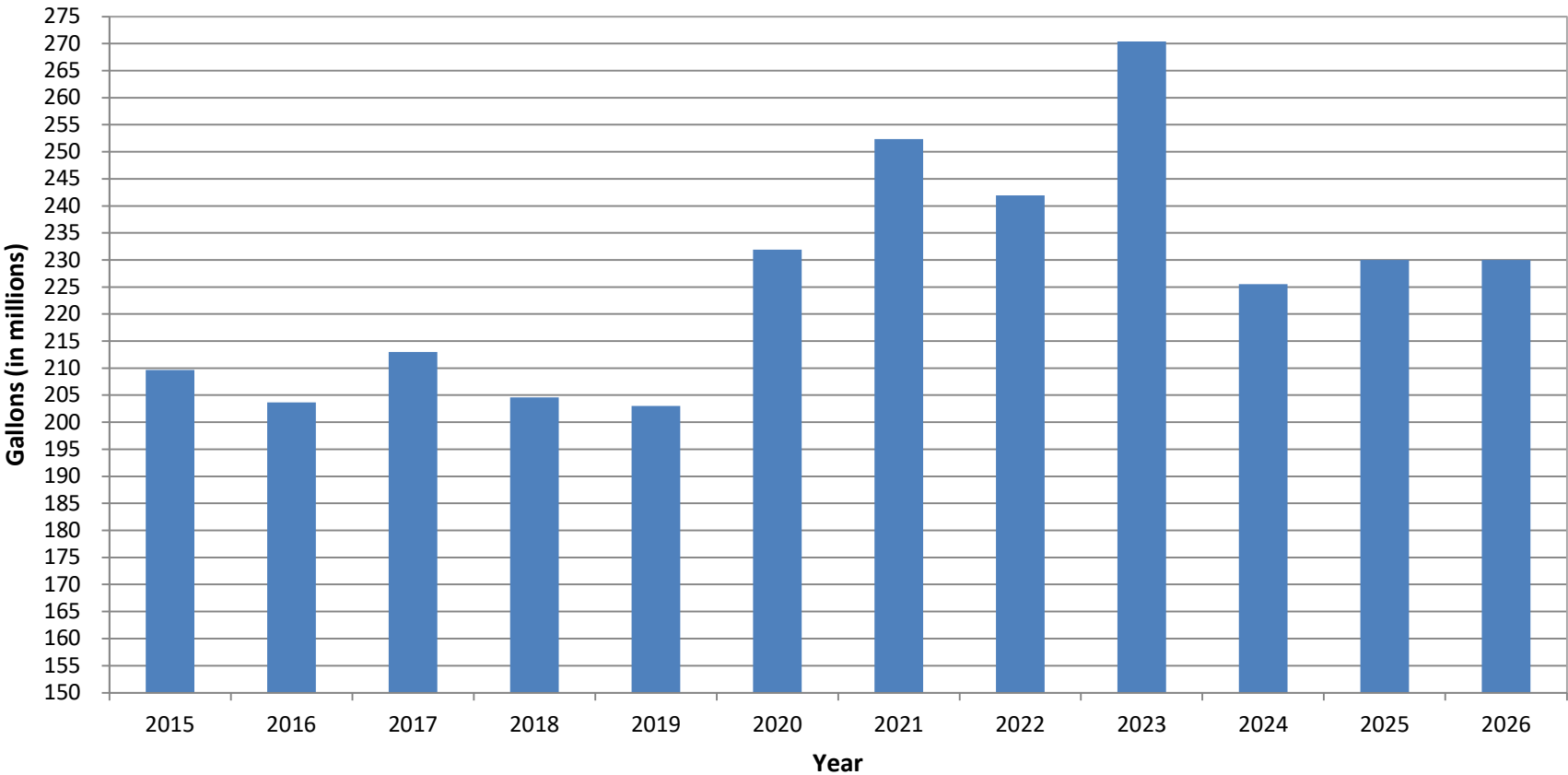
2026 Projected Water Sales

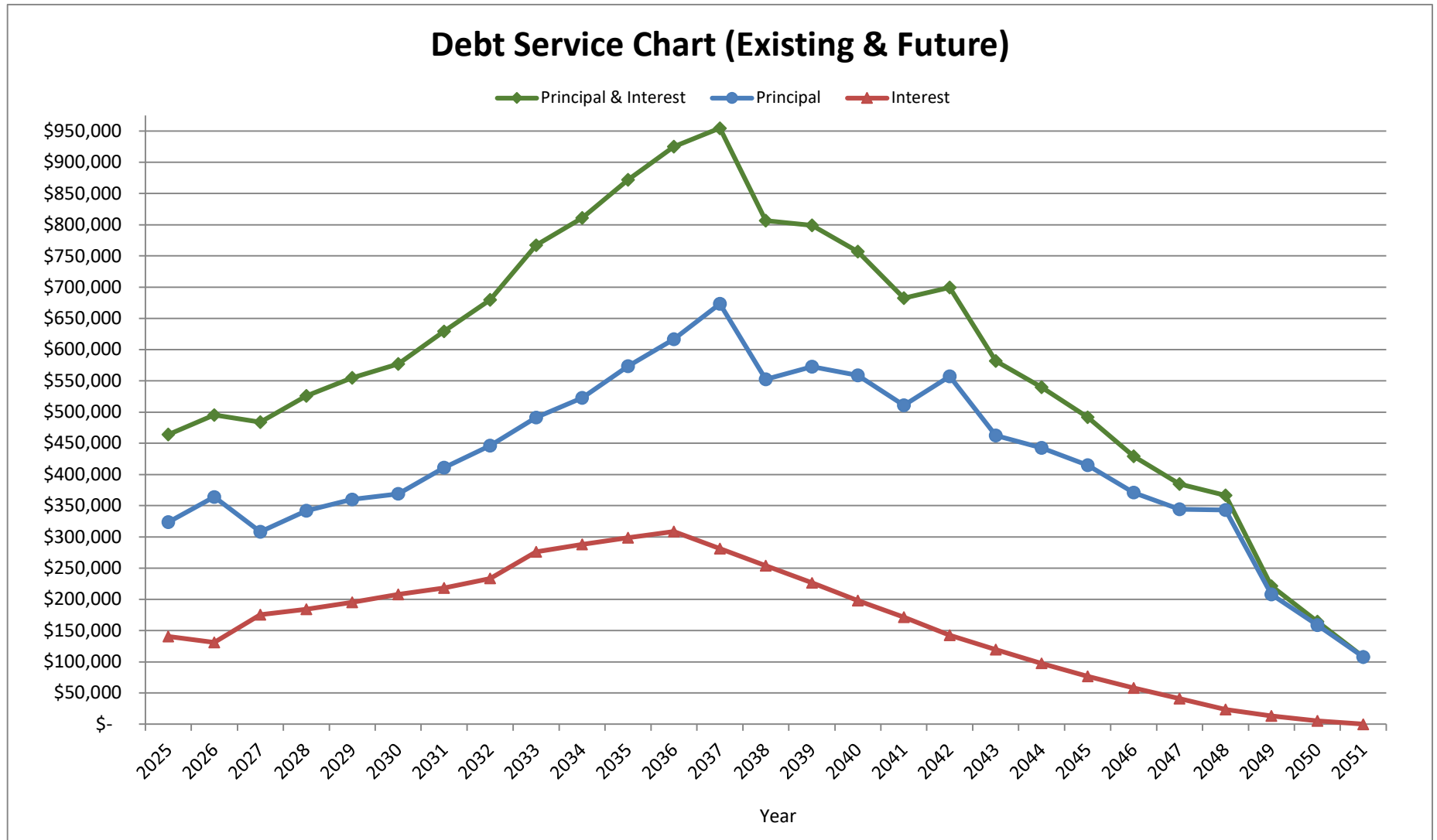
Water Sales are projected to be at 230,000,000 gallons sold for 20256. Weather has a large effect on gallons sold.

History of Water Sales:

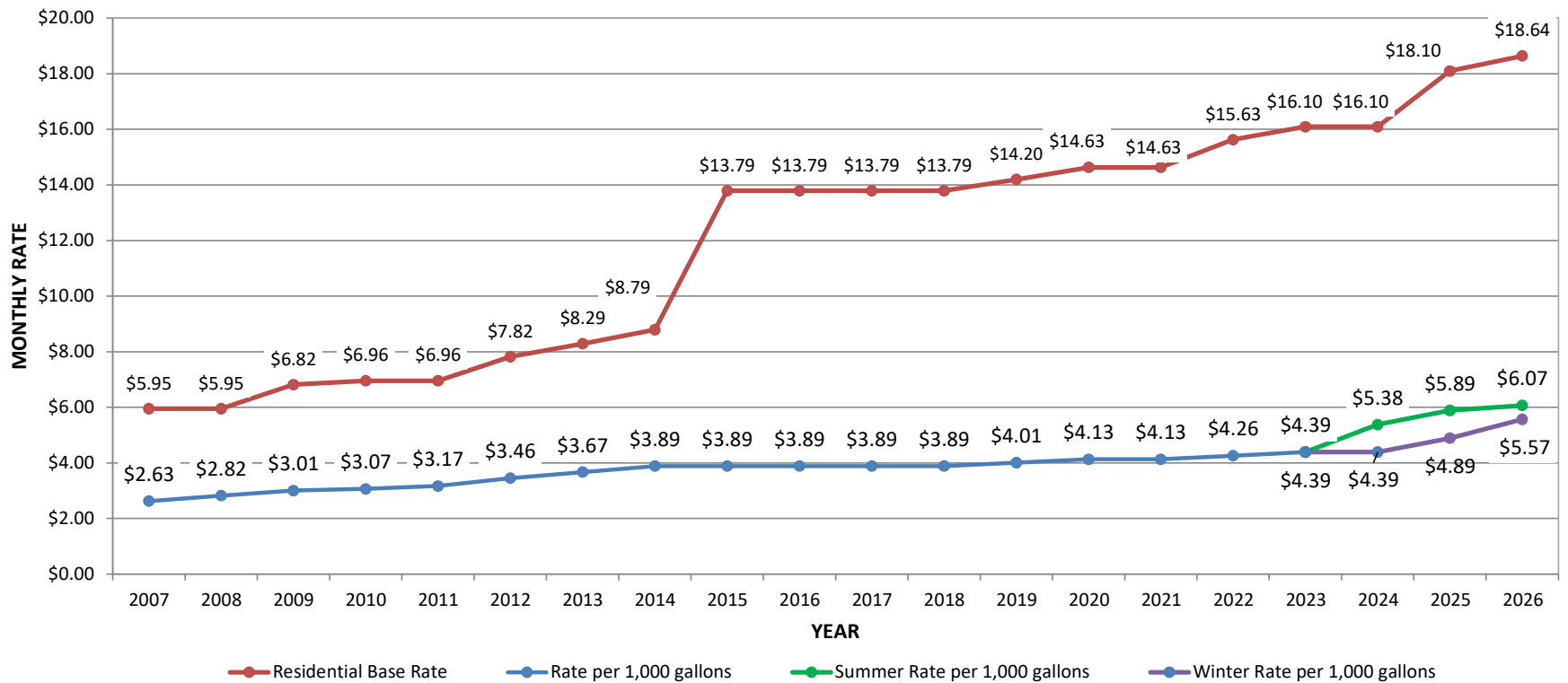
2015	209,645,000	2021	252,326,000
2016	203,679,000	2022	241,960,000
2017	213,000,000	2023	270,410,000
2018	204,592,000	2024	223,618,000
2019	203,000,000	* 2025	230,000,000
2020	231,931,000	* * 2026	230,000,000

* Anticipated * * Budgeted

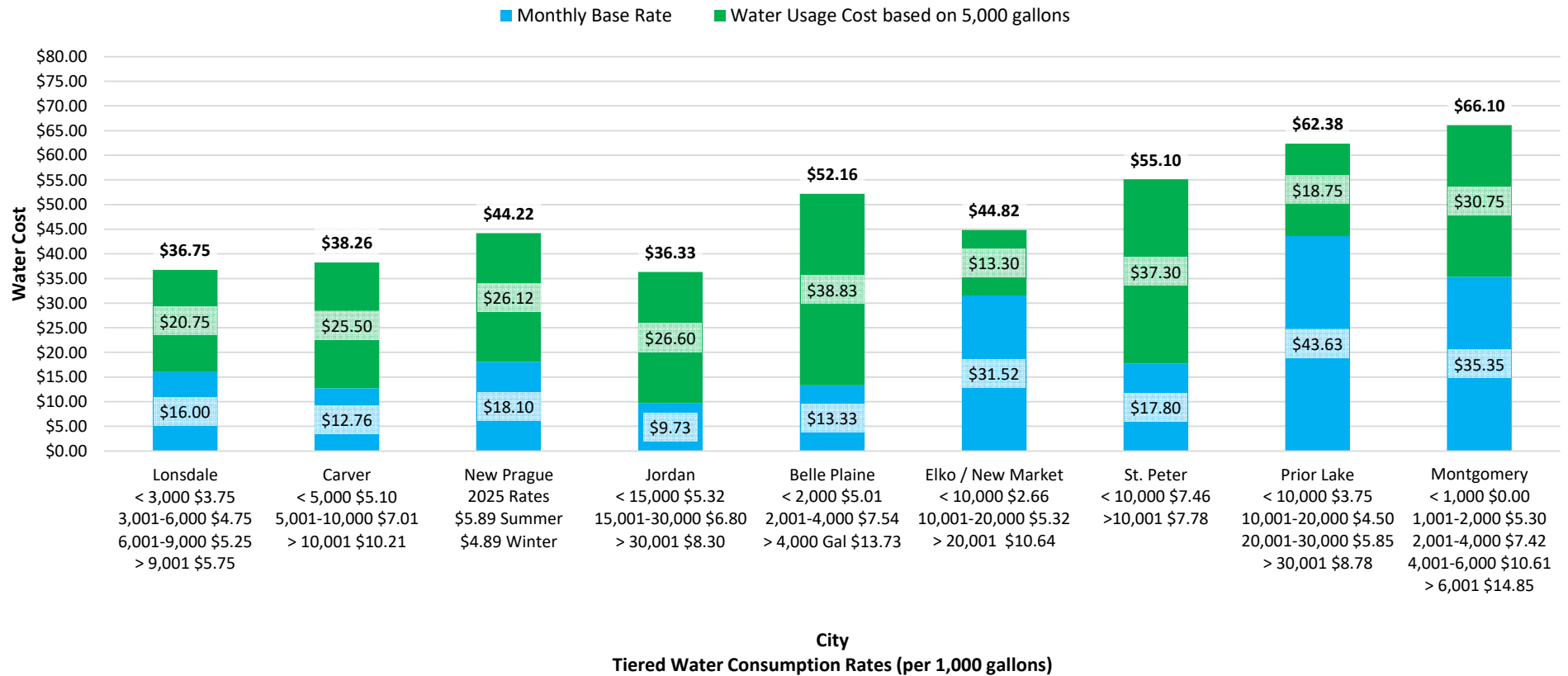




CITY OF NEW PRAGUE WATER RATE INFORMATION HISTORY (2007 - 2026)



New Prague Utilities Commission Monthly water costs compared to surrounding cities based on 5,000 gallon usage



Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Water	1,012,000	510,000	576,000	631,050	551,200	630,500	606,000	647,789	660,917	694,553	6,520,009
Filter #1 Chemical Feed System	40,000										40,000
Future CIP	850,000	400,000	441,000	463,050	486,200	510,500	536,000	562,789	590,917	614,553	5,455,009
Mini Excavator Backhoe (1/3 Cost)										10,000	10,000
Misc. Equipment	20,000	20,000	20,000	20,000	20,000	25,000	25,000	25,000	25,000	25,000	225,000
SCADA	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000
Service Truck	57,000			60,000		50,000					167,000
Tractor Backhoe			25,000								25,000
Utilities General Manager Vehicle								15,000			15,000
Well #1 Replacement		45,000									45,000
Well #2 Replacement				43,000							43,000
Well #3, #4, #6 Pump Replacement	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
Well #5 Replacement			45,000								45,000

Section 9, Item a.

New Prague Utilities
Existing and Proposed Water Rates

Class	2025 Current Rate	2026 Proposed Rate
Customer Charge		
Residential 5/8" & 3/4"	\$18.10	\$18.64
Residential 1"	\$18.81	\$19.37
Residential 1.5"	\$18.96	\$19.53
Commercial 5/8" & 3/4"	\$18.10	\$18.64
Commercial 1"	\$18.81	\$19.37
Commercial 1.5"	\$18.96	\$19.53
Commercial 2"	\$39.17	\$40.35
Commercial 3"	\$44.46	\$45.79
Commercial 4"	\$64.83	\$66.78
Commercial 6"	\$95.66	\$98.53
Residential Multi	\$13.69	\$18.64
Commercial Multi	\$13.69	\$18.64
Water Charges		
per 1,000 gallons (June 1-Sept 30)	\$5.88	\$6.07
per 1,000 gallons (non-summer)	\$4.89	\$5.57
per 1,000 gallons (golf course - all months)	\$4.65	\$4.79
Bulk Water	\$35.00/1,000 gal	\$35.00/1,000 gal
Bulk Water - City CIP		\$10.00/1,000 gal

WATER FUND - FUND 604
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
604-3-0000-33426	STATE AID-PERA	-	-	-	-	\$ -	0%
604-3-0000-33439	PERA PENSION OTHER REVENUE	(7,697)	-	-	-	\$ -	0%
604-3-0000-36100	SPECIAL ASSESSMENTS-CO	(308,200)	-	-	-	\$ -	0%
604-3-0000-39101	SALE OF FIXED ASSET	-	-	(17,018)	-	\$ -	0%
604-3-0000-39500	BOND PREMIUM AMORTIZATION	(34,425)	-	-	-	\$ -	0%
604-3-4940-33200	UNBILLED ACCOUNTS RECEIVABLE	(3,151)	-	(61,287)	-	\$ -	0%
604-3-4940-36200	MISCELLANEOUS INCOME	(11,590)	(10,000)	(9,300)	(5,000)	\$ 5,000.00	-50%
604-3-4940-36210	INTEREST INCOME	(120,224)	(15,000)	(44,550)	(45,000)	\$ (30,000.00)	200%
604-3-4940-36225	RADIO TOWER LEASE	-	-	-	-	\$ -	0%
604-3-4940-36240	REIMBURSEMENTS	(1,350)	(2,000)	(1,439)	(2,000)	\$ -	0%
604-3-4940-37102	WATER SALES-ELEC.DISTR.	(10,559)	(5,000)	(753)	(5,000)	\$ -	0%
604-3-4940-37150	WAC INCOME	-	(5,000)	-	(5,000)	\$ -	0%
604-3-4940-37409	REVENUE-OUTSIDE SERVICES	-	-	-	-	\$ -	0%
604-3-4940-37414	SEWER/REFUSE COLLECTION	(7,987)	(710)	(5,801)	(11,000)	\$ (10,290.00)	1449%
604-3-4940-37460	PENALTIES	(9,180)	(7,400)	(8,778)	(7,500)	\$ (100.00)	1%
604-3-4940-39201	TRANSFER IN	(29,826)	-	-	-	\$ -	0%
MISCELLANEOUS REVENUE	TOTAL	\$ (544,189)	\$ (45,110)	\$ (148,925)	\$ (80,500)	\$ (35,390)	78%
604-3-4940-37100	RESIDENTIAL WATER	(1,276,733)	(1,297,761)	(1,208,187)	(1,584,718)	\$ (286,957.00)	22%
604-3-4940-37101	COMMERCIAL WATER	(465,679)	(691,090)	(427,502)	(584,646)	\$ 106,444.00	-15%
CHARGES FOR SERVICES	TOTAL	\$ (1,742,412)	\$ (1,988,851)	\$ (1,635,689)	\$ (2,169,364)	\$ (180,513)	9%
604-3-4940-37103	WATER HOOK-UP FEE	(46,566)	(18,000)	(89,730)	(20,000)	\$ (2,000.00)	11%
604-3-4940-37105	WATER METER INCOME	(5,820)	(5,000)	(6,666)	(5,000)	\$ -	0%
HOOK-UP CHARGES	TOTAL	\$ (52,386)	\$ (23,000)	\$ (96,396)	\$ (25,000)	\$ (2,000)	9%
604-4-4940-420	DEPRECIATION	516,952	525,000	456,597	530,003	\$ 5,003.00	1%
604-4-4940-610	DEBT SERVICE-INTEREST	123,211	140,438	139,938	131,163	\$ (9,275.00)	-7%
604-4-4940-619	OTHER INTEREST EXPENSES	2,745	650	616	700	\$ 50.00	8%
SOURCE OF SUPPLY	TOTAL	\$ 642,908	\$ 666,088	\$ 597,151	\$ 661,866	\$ (4,222)	-1%
604-4-4941-213	GEN-SET FUEL	890	2,000	449	2,000	\$ -	0%
604-4-4941-390	NATURAL GAS-10TH AVE BOOST	662	2,000	1,026	2,000	\$ -	0%
604-4-4941-392	ELECTRICITY USED	106,364	110,000	83,114	110,000	\$ -	0%
604-4-4941-394	NATURAL GAS-FILTER #3	928	3,500	2,492	3,500	\$ -	0%
POWER & PUMPING	TOTAL	\$ 108,844	\$ 117,500	\$ 87,080	\$ 117,500	\$ -	0%
604-4-4942-309	SYSTEM WATER TESTING	4,053	3,000	2,696	3,000	\$ -	0%
604-4-4942-385	PURIFICATION	55,416	55,000	48,718	55,000	\$ -	0%
PURIFICATION	TOTAL	\$ 59,468	\$ 58,000	\$ 51,414	\$ 58,000	\$ -	0%
604-4-4943-212	MOTOR FUELS	7,073	8,500	3,375	7,000	\$ (1,500.00)	-18%
604-4-4943-106	WAGES ON-CALL	24,685	-	21,193	27,518	\$ 27,518.00	0%
604-4-4943-226	HYDRANTS	1,984	2,500	4,604	5,000	\$ 2,500.00	100%
604-4-4943-227	LEAK DETECTION	3,800	5,000	1,390	4,500	\$ (500.00)	-10%
604-4-4943-229	MAINT.-WELLS.-PUMPS	17,273	15,000	2,126	15,000	\$ -	0%
604-4-4943-233	DISTRIBUTION	5,776	8,000	6,655	8,000	\$ -	0%
604-4-4943-244	WELLHEAD PROTECTION PLAN	-	500	-	500	\$ -	0%
604-4-4943-403	WATER MAIN REPAIR	758	20,000	4,668	20,000	\$ -	0%
604-4-4943-407	WATER TOWER MAINT.	5,492	5,000	125	5,000	\$ -	0%
DISTRIBUTION	TOTAL	\$ 66,841	\$ 64,500	\$ 44,136	\$ 92,518	\$ 28,018	43%
604-4-4943-101	WAGES FULL-TIME	225,554	-	222,591	-	\$ -	0%
604-4-4943-102	WAGES OVER-TIME	527	-	1,995	-	\$ -	0%
604-4-4943-113	EMPLOYEE BENEFITS	1,225	-	1,400	-	\$ -	0%
604-4-4943-121	EMPLOYER CONT. P E R A	17,764	-	18,669	-	\$ -	0%
604-4-4943-122	EMPLOYER CONT. F I C A	17,418	-	17,563	-	\$ -	0%
604-4-4943-129	GERF CHANGE	(57,812)	-	-	-	\$ -	0%
604-4-4943-131	HEALTH INSURANCE	41,052	-	55,316	-	\$ -	0%
604-4-4943-132	DENTAL INSURANCE	5,072	-	4,322	-	\$ -	0%
604-4-4943-133	LIFE AND S-T DISABILITY	648	-	653	-	\$ -	0%
604-4-4943-135	OPEB EXPENSE	(2,194)	-	-	-	\$ -	0%
604-4-4942-101	WAGES FULL TIME	908	-	178	-	\$ -	0%
604-4-4942-121	EMPLOYER CONT. P E R A	68	-	13	-	\$ -	0%
604-4-4942-122	EMPLOYER CONT. F I C A	63	-	12	-	\$ -	0%
604-4-4942-131	HEALTH INSURANCE	232	-	35	-	\$ -	0%
604-4-4942-132	DENTAL INSURANCE	35	-	6	-	\$ -	0%
604-4-4942-133	LIFE & S.T. DISABILITY INS	4	-	1	-	\$ -	0%
604-4-4944-101	WAGES FULL-TIME	159,467	400,297	177,690	428,811	\$ 28,514.00	7%
604-4-4944-102	WAGES OVERTIME	321	5,000	330	5,000	\$ -	0%
604-4-4944-103	WAGES PART-TIME	1,782	16,970	-	26,000	\$ 9,030.00	53%
604-4-4944-106	WAGES ON-CALL	-	26,446	-	-	\$ (26,446.00)	-100%
604-4-4944-113	EMPLOYEE BENEFITS	260	2,658	257	-	\$ (2,658.00)	-100%
604-4-4944-115	VACATION ACCRUAL	17,689	-	-	-	\$ -	0%
604-4-4944-121	EMPLOYER CONT. P E R A	11,813	33,881	11,457	36,460	\$ 2,579.00	8%
604-4-4944-122	EMPLOYER CONT. F I C A	11,052	34,762	10,605	37,392	\$ 2,630.00	8%
604-4-4944-123	EMPLOYER CONT. PFMLA	-	-	-	2,144	\$ 2,144.00	0%
604-4-4944-131	HEALTH INSURANCE	27,321	94,757	35,371	107,189	\$ 12,432.00	13%
604-4-4944-132	DENTAL INSURANCE	2,402	7,900	2,614	7,566	\$ (334.00)	-4%
604-4-4944-133	LIFE & S-T DISABILITY	459	1,198	471	1,256	\$ 58.00	5%
604-4-4944-151	WORKER'S COMP PREMIUMS	9,788	15,472	7,712	7,923	\$ (7,549.00)	-49%
604-4-4944-200	SUPPLIES	3,884	5,000	2,803	5,000	\$ -	0%
604-4-4944-207	COMPUTER SUPPORT SERVICES	7,787	7,200	9,144	8,000	\$ 800.00	11%
604-4-4944-224	GEN. EXPENSE-EQUIPMENT	2,863	10,000	577	10,000	\$ -	0%
604-4-4944-225	GENERAL PLANT MAINT.	7,474	12,000	11,034	12,000	\$ -	0%

WATER FUND - FUND 604
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24	FY25	FY25 YTD	FY26	2025-2026	
		Actual	Budget	Thru 11/30/25	Proposed	Difference	%Diff.
604-4-4944-230	MAINT/LEASE	3,554	3,500	3,314	3,500	\$ -	0%
604-4-4944-231	SAFETY EQUIP & TRAINING	1,772	4,000	2,272	4,000	\$ -	0%
604-4-4944-301	AUDIT	6,225	5,200	5,002	5,100	\$ (100.00)	-2%
604-4-4944-303	ENGINEERING FEES	-	2,000	-	2,000	\$ -	0%
604-4-4944-305	CIVIL LEGAL FEES	372	3,000	122	3,000	\$ -	0%
604-4-4944-306	LINE LOCATES	1,465	2,000	1,106	2,000	\$ -	0%
604-4-4944-308	METER TESTING	3,214	4,000	1,559	4,000	\$ -	0%
604-4-4944-310	PROFESSIONAL SERVICES	30,138	20,000	4,258	20,000	\$ -	0%
604-4-4944-320	POSTAGE	8,494	7,000	8,722	11,500	\$ 4,500.00	64%
604-4-4944-321	TELEPHONE	3,414	5,000	3,926	4,500	\$ (500.00)	-10%
604-4-4944-322	COMPUTER COMM/MAINT	6,366	10,000	11,431	11,000	\$ 1,000.00	10%
604-4-4944-330	TRAVEL, CONF, MILEAGE ALLOW.	602	4,000	1,565	4,000	\$ -	0%
604-4-4944-340	ADVERTISING & PUBLICATIONS	1,136	1,000	84	1,000	\$ -	0%
604-4-4944-365	INSURANCE DEDUCTIBLE	17,985	2,500	-	2,500	\$ -	0%
604-4-4944-369	INSURANCES	21,664	23,780	21,061	23,780	\$ -	0%
604-4-4944-380	UTILITIES	663	2,000	4,105	3,000	\$ 1,000.00	50%
604-4-4944-384	REFUSE	329	300	207	300	\$ -	0%
604-4-4944-401	CONTRACTED SERVICES	28,626	100	94	100	\$ -	0%
604-4-4944-408	VEHCILE MAINT	920	5,000	998	5,000	\$ -	0%
604-4-4944-430	MISCELLANEOUS EXPENSE	13	4,000	(2,940)	4,000	\$ -	0%
604-4-4944-431	CREDIT CARD EXPENSE	8,109	7,380	8,269	8,300	\$ 920.00	12%
604-4-4944-433	DUES & SUBSCRIPTIONS	800	2,000	849	2,000	\$ -	0%
604-4-4944-438	BAD DEBT EXPENSE	2,128	2,000	-	2,000	\$ -	0%
604-4-4944-440	REAL ESTATE TAXES	9	10	-	10	\$ -	0%
604-4-4944-450	TRAINING & SEMINARS	1,217	2,000	376	2,000	\$ -	0%
604-4-4944-460	LICENSES FEES/REGISTRATION	5,998	6,000	2,992	6,000	\$ -	0%
604-4-4944-602	ST. & CTY ASSESSMENTS	200	200	200	200	\$ -	0%
604-4-4944-620	BOND ISSUANCE COSTS	16,687	7,500	17,942	7,500	\$ -	0%
ADMIN & GENERAL	TOTAL	\$ 687,025	\$ 809,011	\$ 693,311	\$ 837,031	\$ 28,020	3%
	Total Revenues	\$ (2,338,986.72)	\$ (2,056,961.00)	\$ (1,881,010.15)	\$ (2,274,864.00)	\$ (217,903.00)	
	Total Expenditures	\$ 1,565,085.62	\$ 1,715,099.00	\$ 1,473,092.38	\$ 1,766,915.00	\$ 51,816.00	
WATER	Grand Total	\$ (773,901.10)	\$ (341,862.00)	\$ (407,917.77)	\$ (507,949.00)	\$ (166,087.00)	
	Revenue Over/(Under) Expenditures						

ELECTRIC FUND

The Electric Fund is a self-sustaining city utility fund. The electric utility provides reasonably priced, reliable, and customer-focused electrical services to fulfill the needs of the New Prague area.

Services include maintaining the electric distribution system, installation of a new AMI metering system, inspecting, and testing high voltage equipment, maintaining, repairing, and operating all engines and generators in the power plant and responding to emergency electrical outages.

New Prague Public Utilities customers are accustomed to a staff of full-time professionals to provide virtually uninterrupted services on demand – 24 hours a day, 365 days a year.

The New Prague Public Utilities is a member of the Southern Minnesota Municipal Power Agency (SMMPA) from which it purchases all its wholesale electricity.

The 2026 Revenue budget reflects a 2% increase on residential and commercial rates. Increases are primarily driven by escalating labor, material and equipment cost and the ongoing operational cost of building and maintaining an electric distribution system that is both reliable and capable of serving future growth.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
ELECTRIC REVENUE	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
CHARGES FOR SERVICES	\$ (9,701,350)	\$ (9,630,735)	\$ (9,823,428)	\$ (192,693)	2.00%
MISCELLANEOUS REVENUE	\$ (1,497,335)	\$ (774,333)	\$ (868,000)	\$ (93,667)	12.10%
TOTAL REVENUE	\$ (11,198,685)	\$ (10,405,068)	\$ (10,691,428)	\$ (286,360)	2.75%
			-		
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
ELECTRIC EXPENSES	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
SOURCE OF SUPPLY	\$ 7,473,927	\$ 7,351,509	\$ 6,850,161	\$ (501,348)	-6.82%
SOURCE OF SUPPLY - SMMPA	\$ 474,224	\$ 332,295	\$ 360,000	\$ 27,705	8.34%
DISTRIBUTION	\$ 119,187	\$ 145,813	\$ 166,000	\$ 20,187	13.84%
CUSTOMER SERVICE	\$ 18,230	\$ 2,500	\$ 2,500	\$ -	0.00%
ADMIN & GENERAL	\$ 1,627,474	\$ 2,152,167	\$ 2,253,920	\$ 101,753	4.73%
TRANSFER OUT	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0.00%
TOTAL EXPENSES	\$ 9,753,042	\$ 10,024,284	\$ 9,672,581	\$ (351,703)	-3.51%
DIFFERENCE	\$ (1,445,644)	\$ (380,784)	\$ (1,018,847)	\$ (638,063)	

New Prague, Minnesota

A Tradition of Progress



NEW PRAGUE UTILITIES COMMISSION 2026 PROPOSED ELECTRIC BUDGET REPORT

TABLE OF CONTENTS

Contents

2026 MANAGEMENT STATEMENT & FORECAST 46

2026 PROPOSED ELECTRIC BUDGET 48

PROJECTED ELECTRIC REVENUE & EXPENSE CHART 49

SMMPA PURCHASED POWER 50

RESIDENTIAL AND COMMERICAL RATE HISTORY 51

10-YEAR CAPITAL PROJECTS 56

PROPOSED 2026 RATES..... 57

MANAGEMENT STATEMENT

The overall management goal of the New Prague Utilities Electric Department is to provide safe, reliable, and economical public electric service with a focus on customer needs, infrastructure enhancements, growth, and responsible resource management. 2025 was a very busy year starting out with finishing the final section of the NE residential overhead to underground conversion. This included removing 10 blocks of overhead primary lines and installing new streetlighting. The utility also worked with several commercial customers upgrading or installing new services.

2025 also brought on a new challenge with the Commission approving the building of a new power plant to be located near the West Substation. This will be a nearly three-year project with projected cost of 18 to 20 million. This expansion of generation is a joint venture between Southern Minnesota Municipal Power Association (SMPMA) and the New Prague Utilities with revenues from a 20-year capacity contract to be used to make the bond payments.

FORECAST

The 2026 Electric Department budget is projected to forecast the financial operation of the New Prague Utilities Commission. Southern Minnesota Municipal Power Agency (SMPMA) is predicting that wholesale energy cost will fluctuate throughout the next several years with both declining and increasing rates of 10 to 15 percent each year. Starting in 2026, management and the Commission will create a rate stabilization account to balance out these fluctuations in the future, the targeted amount to set aside in 2026 is between \$600k-\$700k.

REVENUE

The 2026 Revenue budget reflects a 2% increase on residential and Commercial rates. These increases are primarily driven by escalating labor, material and equipment cost and the ongoing operational cost of building and maintaining an electric distribution system that is both reliable and capable of serving future growth.

EXPENSES

Personnel Costs:

- Wages Full-Time and Part-Time – Reflects implementation based on a recommendation through a compensation study completed in 2025.
- Health Insurance –17% increase in health insurance premiums for 2026. HSA contributions remain the same 2,250 family and 1,125 single.
- Dental Insurance –Premiums for 2026 remain the same as 2025.
- Life, Long-Term Disability, Short-Term Disability and Paid Family Medical Leave Act (PFMLA) is a reduction of 15.1% change in 2026. PFMLA is effective January 1, 2026.
- The Life and Disability rates effective January 1, 2026 have a two year rate guarantee.
 - Note: Insurance providers will change effective Jan. 1, 2026 from The Hartford to MetLife. This change is due to bid results completed in 2025.

Operating Expenses:

- Purchased Power cost decrease 9% compared to 2025
- Capital improvement costs increase \$17k compared to 2025 and are based on planned SMMPA projects.

2026 KEY BUDGET AND OPERATIONAL INFLUENCES

2026 continues our work to maintain and provide reliable and affordable electric service to its current and new customers.

- Continued work on future expansion of New Prague's generation facilities to meet continued growth and to meet base load requirements of New Prague's power supplier (SMMPA) it is anticipated that this project will cost an estimated 18 million dollars and take nearly 3 years to complete. This expansion will provide New Prague residents with reliable generation backup for the next 20 years and be paid for by a 20-year contract with New Prague's wholesale power provider (SMMPA)
- Distribution replacements and upgrades to our distribution system and the extension of underground distribution lines to keep moving toward our goal of having all residential distribution lines underground by the end of 2026 by adding an additional 20,000' of new underground conductors and related equipment.
- Continued refinement and development of energy programs that are offered to new and existing customers to promote energy sales and cost efficiency.
- Strengthen current and future workforce and career development needs so that the utility can retain a skilled labor force and be prepared for future workforce retirements.

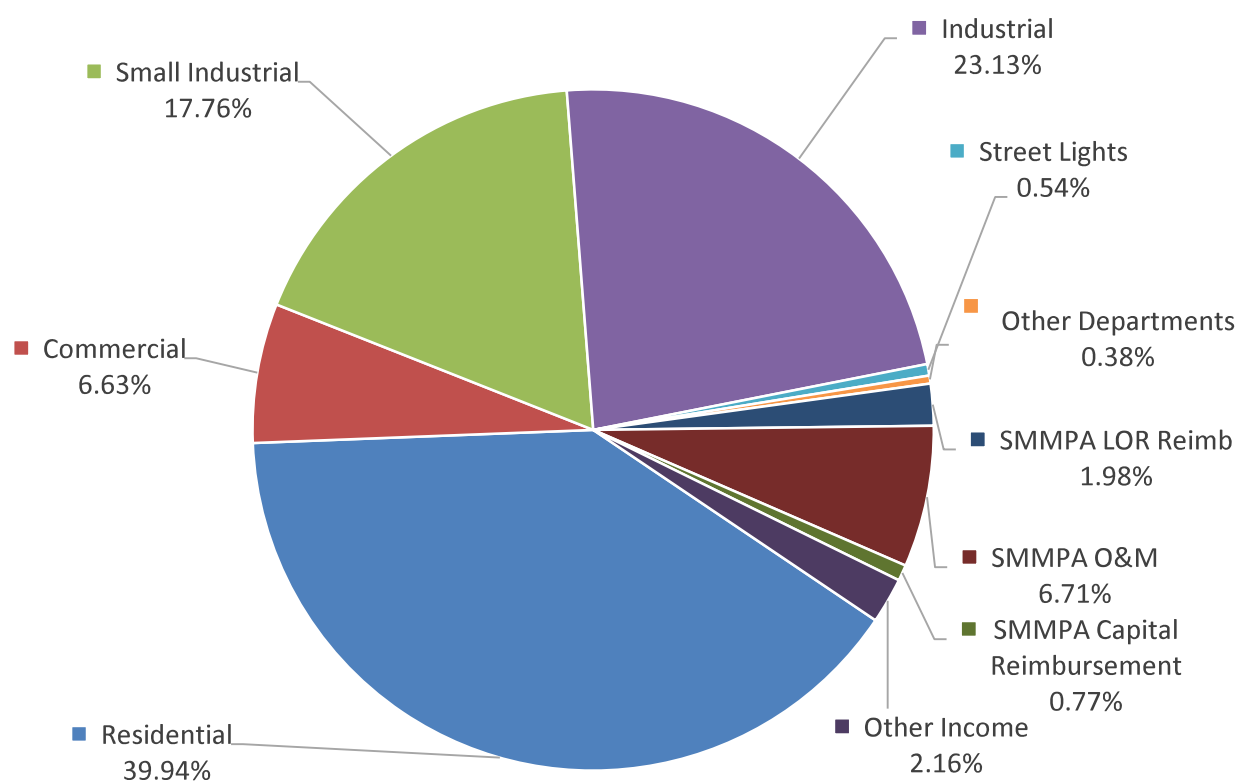
2025 NPUC KEY ACCOMPLISHMENTS

- Installed 22,000 feet of new underground distribution conductor, 4 commercial services and 5,000' of fiber optic duct.
- Installed commercial services to Mayo Hospital, 2 If By Sea Tactical, Bevcomm, Hartland Credit Union and Great River Energy.
- Installed sewer and water to the new West Side Energy Station along with the installation of a new distribution duct system in preparation for building construction in the spring of 2026.

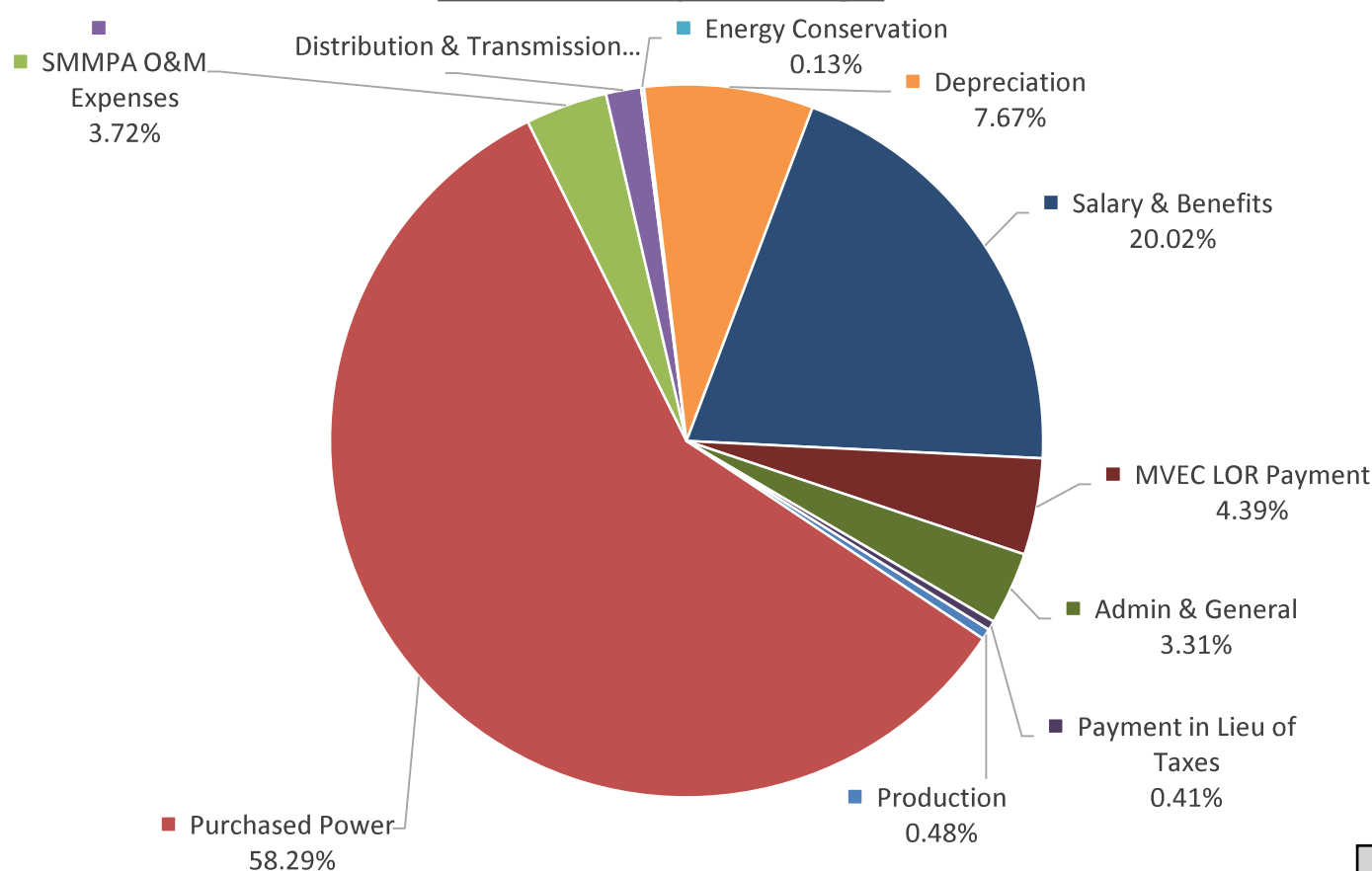
NEW PRAGUE UTILITIES COMMISSION
PROPOSED ELECTRIC BUDGET
As of 11/30/2025

	2024	2025	2025	2026	2025-2026	
		Y-T-D	CURRENT	PROPOSED	\$	%
REVENUES	ACTUAL	ACTUAL	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
Unbilled Accounts Receivable	\$ (31,671.17)	\$ (143,048.42)	0	0	\$ -	0.00%
Residential	\$ (4,204,675.26)	\$ (4,051,776.13)	\$ (4,186,223.00)	\$ (4,269,950.00)	\$ (83,727.00)	2.00%
Commercial	\$ (668,320.66)	\$ (711,122.57)	\$ (628,951.00)	\$ (725,602.00)	\$ (96,651.00)	15.37%
Small Industrial	\$ (1,892,282.16)	\$ (1,806,265.80)	\$ (1,861,047.00)	\$ (1,898,268.00)	\$ (37,221.00)	2.00%
Industrial	\$ (2,489,544.23)	\$ (2,292,297.80)	\$ (2,424,913.00)	\$ (2,473,410.00)	\$ (48,497.00)	2.00%
Large Industrial	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Streetlights	\$ (53,587.97)	\$ (54,642.56)	\$ (63,443.00)	\$ (57,814.00)	\$ 5,629.00	-8.87%
Other Departments	\$ (130,545.10)	\$ (29,578.03)	\$ (160,583.00)	\$ (61,199.00)	\$ 99,384.00	-61.89%
SMMMPA LOR Reimbursement	\$ (206,080.87)	\$ (179,235.23)	\$ (205,075.00)	\$ (212,185.00)	\$ (7,110.00)	3.47%
SMMMPA O&M Revenue	\$ (912,195.75)	\$ (740,152.36)	\$ (676,033.00)	\$ (717,500.00)	\$ (41,467.00)	6.13%
SMMMPA Capital Reimbursement	\$ -	\$ -	\$ (65,000.00)	\$ (82,000.00)	\$ (17,000.00)	26.15%
Other Income	\$ (609,782.14)	\$ (305,868.64)	\$ (133,800.00)	\$ (193,500.00)	\$ (59,700.00)	44.62%
TOTAL REVENUES	\$ (11,198,685.31)	\$ (10,313,987.54)	\$ (10,405,068.00)	\$ (10,691,428.00)	\$ (286,360.00)	2.75%
EXPENSES						
Production	\$ 13,591.33	\$ 33,193.03	\$ 44,000.00	\$ 46,000.00	\$ 2,000.00	4.55%
Purchased Power	\$ 6,297,476.63	\$ 5,254,609.93	\$ 6,196,036.00	\$ 5,638,135.00	\$ (557,901.00)	-9.00%
SMMMPA O&M Expenses	\$ 474,223.98	\$ 363,065.42	\$ 332,295.00	\$ 360,000.00	\$ 27,705.00	8.34%
Distribution/Transmission	\$ 44,521.63	\$ 115,651.34	\$ 133,313.00	\$ 153,000.00	\$ 19,687.00	14.77%
Energy Conservation	\$ 16,183.30	\$ 31,975.54	\$ 12,500.00	\$ 13,000.00	\$ 500.00	4.00%
Depreciation	\$ 750,697.00	\$ 622,939.71	\$ 701,323.00	\$ 741,656.00	\$ 40,333.00	5.75%
Salary & Benefits	\$ 1,415,389.66	\$ 1,336,538.17	\$ 1,859,346.00	\$ 1,936,420.00	\$ 77,074.00	4.15%
MVEC LOR Payment	\$ 412,161.68	\$ 358,470.40	\$ 410,150.00	\$ 424,370.00	\$ 14,220.00	3.47%
Admin & General	\$ 288,796.32	\$ 249,800.85	\$ 295,321.00	\$ 320,000.00	\$ 24,679.00	8.36%
Payment in Lieu of Taxes	\$ 40,000.00	\$ 33,333.34	\$ 40,000.00	\$ 40,000.00	\$ -	0.00%
TOTAL EXPENSES	\$ 9,753,041.53	\$ 8,399,577.73	\$ 10,024,284.00	\$ 9,672,581.00	\$ (351,703.00)	-3.51%
EXCESS REVENUES OVER EXPENSES	\$ (1,445,643.78)	\$ (1,914,409.81)	\$ (380,784.00)	\$ (1,018,847.00)		

2026 Electric Revenue Budget



2026 Electric Expense Budget



ELECTRIC DEPARTMENT
SMMPA PURCHASE POWER

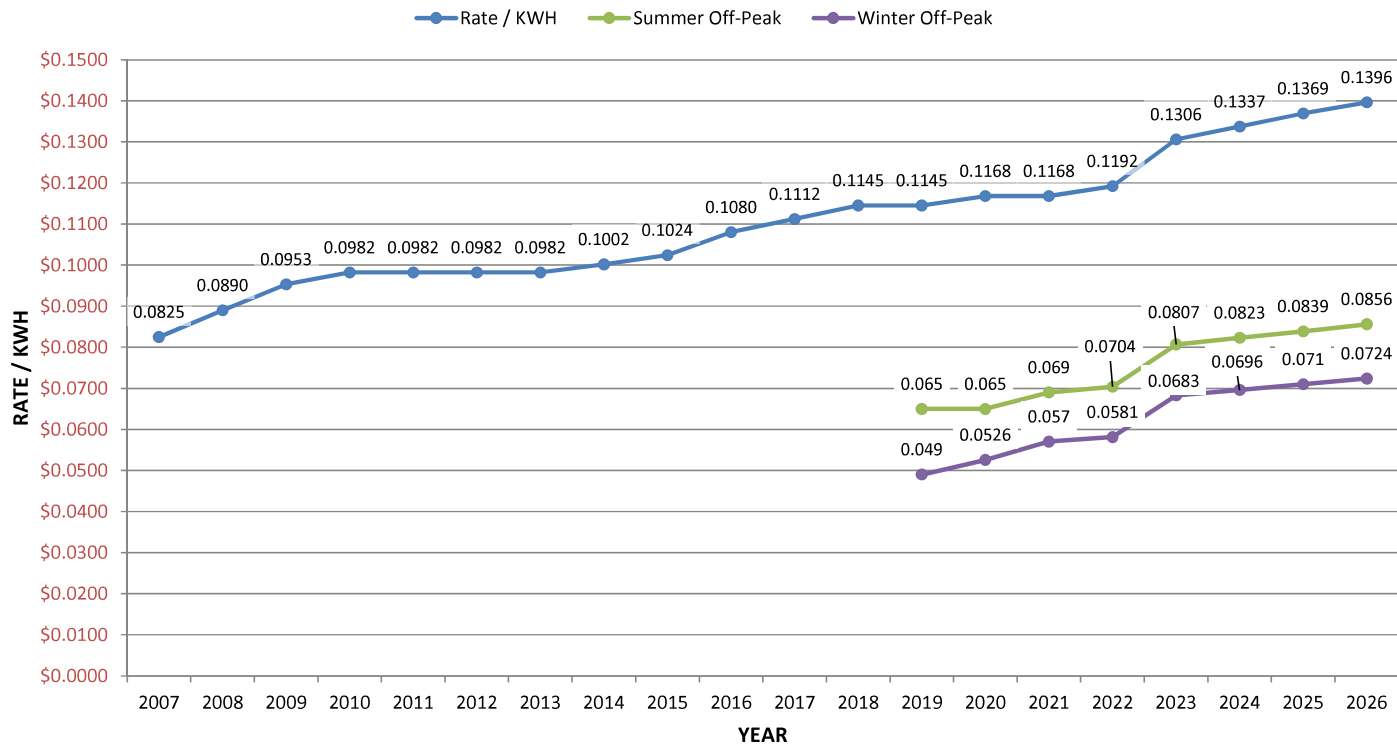
The 2026 purchased wholesale net power rate is projected to be \$0.0786 per kilowatt-hour (kWh).

The budget projects the energy purchase to be 71,732,000 kWh for New Prague.

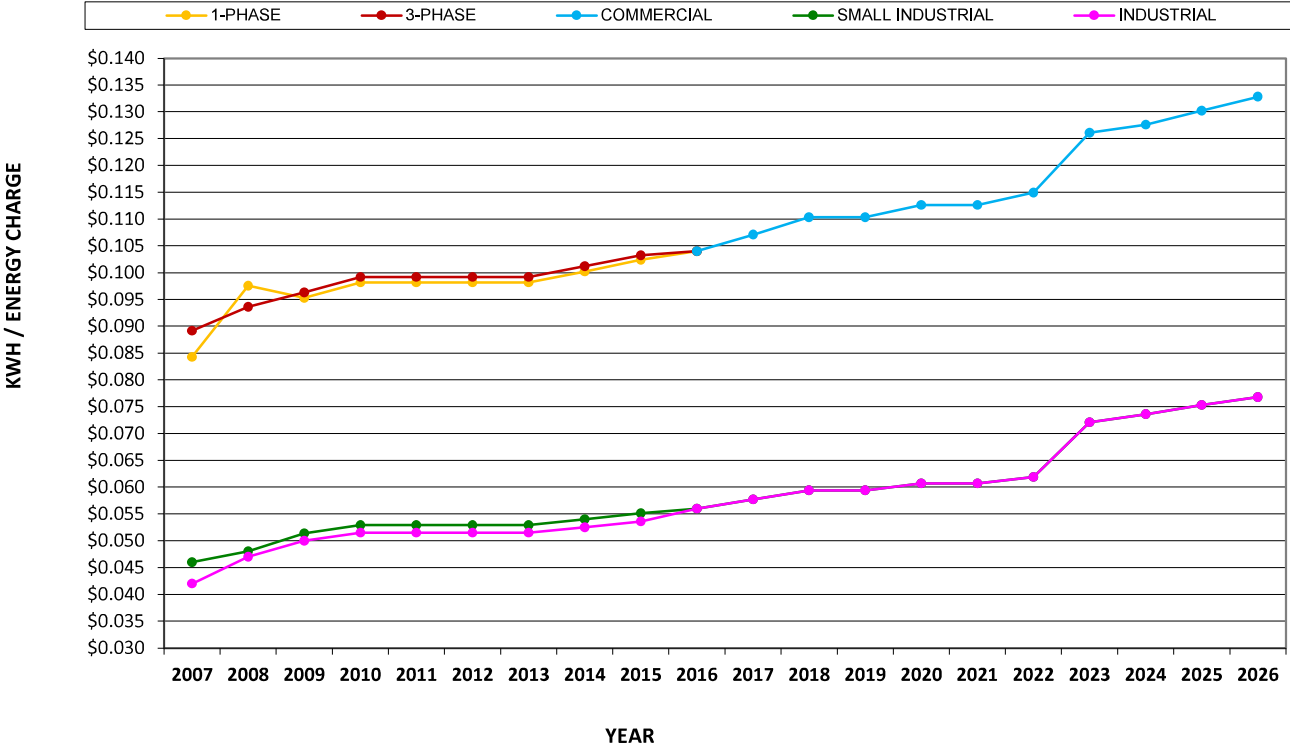
	Purchased kWh	Cost kWh	Total Cost
*2026	71,732,000	\$0.0786	\$5,638,135
*2025	72,407,625	\$0.0849	\$6,149,579
2024	70,729,666	\$0.0890	\$6,297,476
2023	72,260,959	\$0.0861	\$6,221,565
2022	72,086,211	\$0.0753	\$5,427,726
2021	72,006,211	\$0.0754	\$5,427,727
2020	61,433,726	\$0.0847	\$5,200,945
2019	77,305,672	\$0.0744	\$5,752,796

* Represents projections

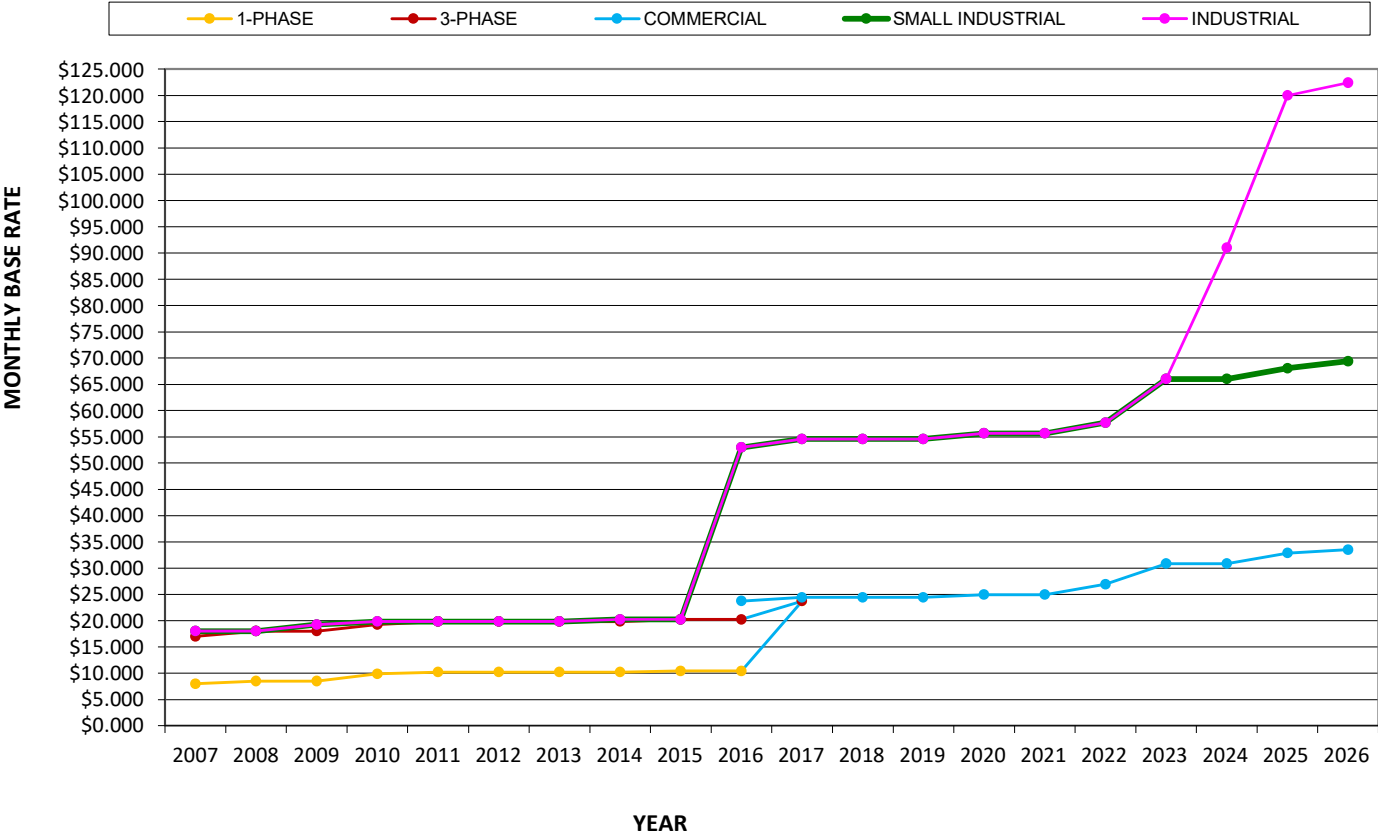
NEW PRAGUE UTILITIES COMMISSION
RESIDENTIAL ELECTRIC RATES
(2007 - 2026)



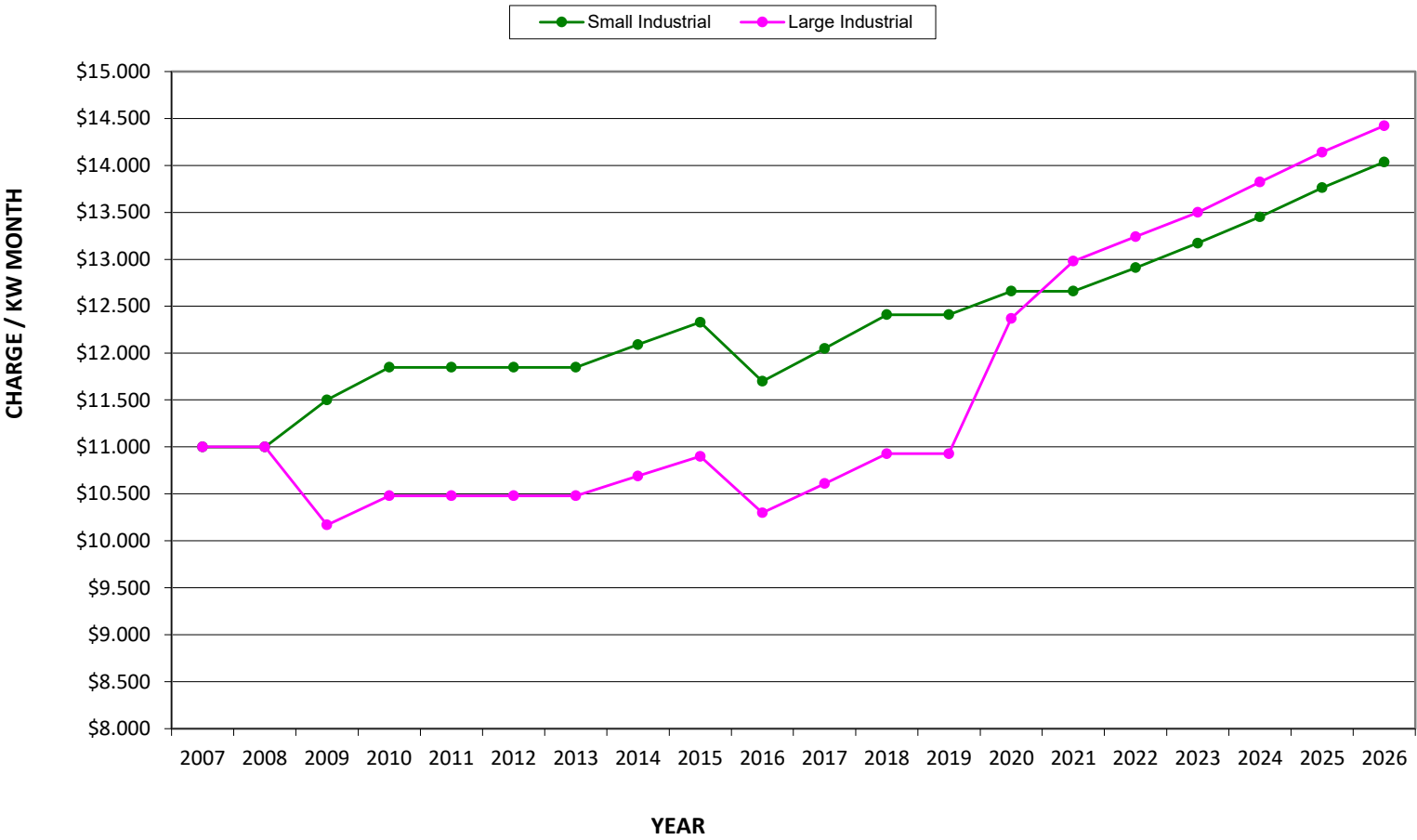
**NEW PRAGUE UTILITIES COMMISSION
COMMERCIAL ELECTRIC RATE INFORMATION
(2007 - 2026)**

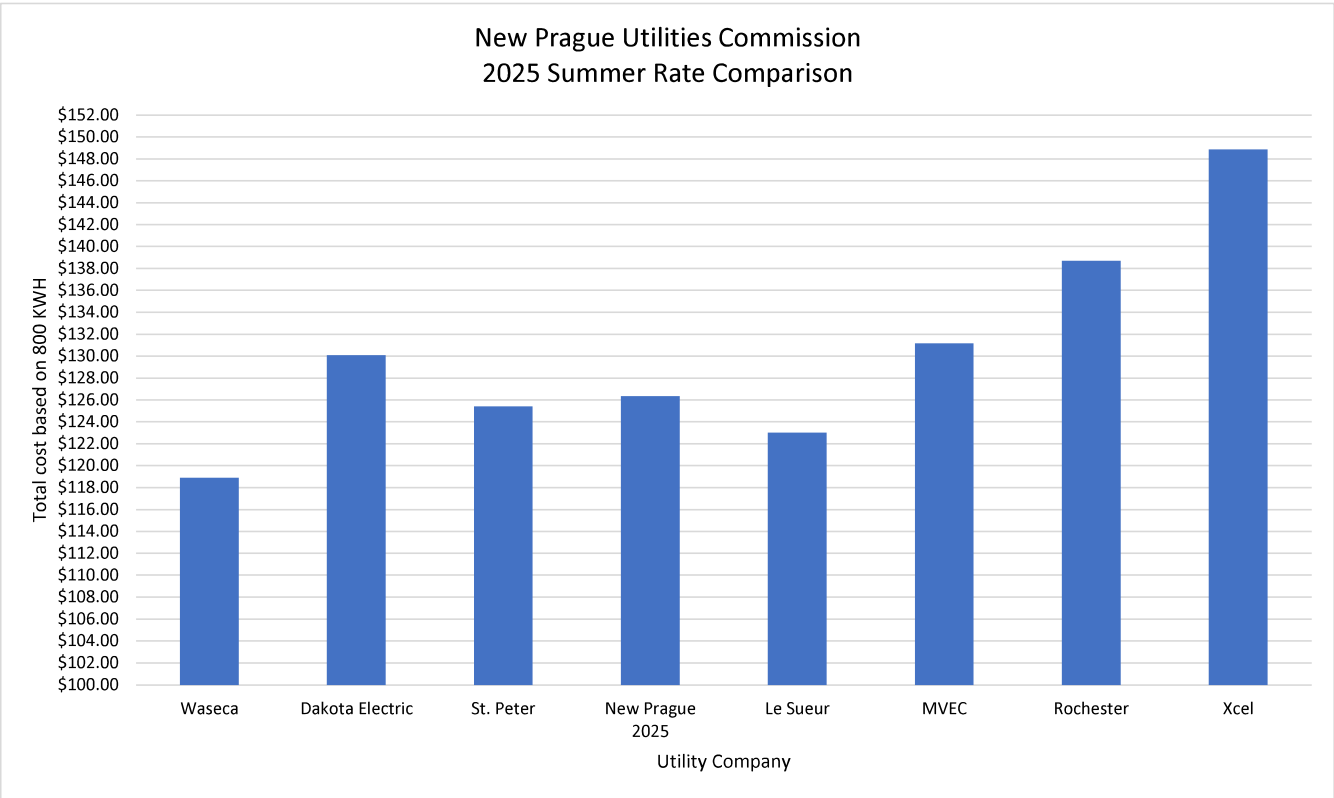


NEW PRAGUE UTILITIES COMMISSION
COMMERCIAL ELECTRIC BASE RATE INFORMATION
(2007 - 2026)



**NEW PRAGUE UTILITIES COMMISSION
COMMERCIAL ELECTRIC DEMAND RATE INFORMATION
(2007 - 2026)**





Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Grand Total
Electric	5,882,000	14,188,000	794,000	626,000	589,000	606,000	734,000	652,590	661,677	65,000	24,798,267
#5 Generator Replacement		300,000									300,000
Air Compressor										20,000	20,000
Bucket Truck	150,000	150,000									300,000
Directional Drill			150,000								150,000
Dump Truck Replacement			65,000								65,000
Future Distribution CIP	463,000	477,000	491,000	506,000	522,000	537,000	553,000	569,590	586,677		4,705,267
Future Generation	5,000,000	13,000,000									18,000,000
Mini Excavator Backhoe (2/3 Cost)										45,000	45,000
Miscellaneous Equipment	29,000	31,000	33,000	35,000	37,000	39,000	41,000	43,000	45,000		333,000
SCADA/ Switch Gear	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000		270,000
Service Truck Replacement	60,000	50,000		55,000			60,000				225,000
Skid Loader Replacement								10,000			10,000
Tractor Backhoe			25,000								25,000
Trencher/Plow		150,000									150,000
Vac Machine Replacement							50,000				50,000
West Substation Upgrade - Controls/Gear	150,000										150,000
Grand Total	5,882,000	14,188,000	794,000	626,000	589,000	606,000	734,000	652,590	661,677	65,000	24,798,267

10/14/2025

Proposed 2026 Rates

	2025			2026	
	Rate	BASE FEE		Rate	BASE FEE
RESIDENTIAL	\$ 0.1369	\$ 16.82		\$ 0.1396	\$ 17.16
OFF PEAK SUMMER (JUNE - SEPT)	\$ 0.0839			\$ 0.0856	
OFF PEAK WINTER (OCT - MAY)	\$ 0.0710			\$ 0.0724	
RESIDENTIAL - SOLAR / Grid Access	\$ 0.1369	\$ 4.50		\$ 0.1396	4.59 / KW
RESIDENTIAL - SOLAR BI-DIRECTIONAL	\$ (0.1369)			\$ 0.1396	
RESIDENTIAL -SOLAR BI -DIRECTIONAL OFF-PEAK				\$ 0.1126	
TIME OF USE - AM (CAR)	\$ 0.2507			\$ 0.2557	
TIME OF USE - PM (CAR)	\$ 0.0806			\$ 0.0838	
LOAD CONTROL CREDITS		\$ (5.00)		\$ 5.0000	
COMMERCIAL	\$ 0.1302	\$ 32.86		\$ 0.1328	\$ 33.52
SMALL INDUSTRIAL	\$ 0.0753	\$ 68.04		\$ 0.0768	\$ 69.40
SMALL INDUSTRIAL - DEMAND	\$ 13.7600			\$ 14.0532	
INDUSTRIAL	\$ 0.0753	\$ 120.00		\$ 0.0768	\$ 122.40
INDUSTRIAL - DEMAND	\$ 14.1400			\$ 14.4228	
PEAK ALERT	\$ 0.0797	\$ 138.60		\$ 0.0813	\$ 141.37
PEAK ALERT - DEMAND	\$ 4.4100	\$ -		\$ 4.4982	
INTERRUPTABLE	\$ 0.0945	\$ 32.86		\$ 0.0964	\$ 33.52
LARGE INDUSTRIAL	\$ 0.0753	\$ 140.00		\$ 0.0768	\$ 142.80
LARGE INDUSTRIAL - Demand	\$ 17.2000			\$ 17.5400	
INTERDEPARTMENT SALES	\$ 0.0945	\$ 32.86		\$ 0.0964	\$ 27.48
INTERDEPARTMENT SALES	\$ 0.1302	\$ 32.86		\$ 0.1328	\$ 27.48
METERED STREET LIGHT - LED	\$ 0.2500	\$ 12.60		\$ 0.2550	\$ 12.85
METERED STREET LIGHT -NON LED	\$ 0.1469	\$ 12.60		\$ 0.1498	\$ 12.85
SECURITY LIGHTS		\$ 12.60			\$ 12.60

ELECTRIC FUND - FUND 605
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
605-3-0000-33426	STATE AID-PERA	-	-	-	-	\$ -	0%
605-3-0000-33439	PERA PENSION OTHER REVENUE	(23,433)	-	-	-	\$ -	0%
605-3-4955-33200	UNBILLED ACCOUNTS RECEIVABLE	(31,671)	-	(143,048)	-	\$ -	0%
605-3-4955-36200	MISCELLANEOUS INCOME	(85,471)	(50,000)	(71,467)	(50,000)	\$ -	0%
605-3-4955-36205	CASH-OVER/SHORT	-	-	-	-	\$ -	0%
605-3-4955-36210	INTEREST INCOME	(222,950)	(25,000)	(53,706)	(75,000)	\$ (50,000)	200%
605-3-4955-36231	HOUSE RENTAL	(11,400)	(11,400)	(10,450)	(12,000)	\$ (600)	5%
605-3-4955-36240	REIMBURSEMENTS	(4,402)	(5,000)	(18,381)	(5,000)	\$ -	0%
605-3-4955-36241	REIMBURSEMENT - SMMMPA REBATES	(10,923)	-	(20,771)	-	\$ -	0%
605-3-4955-37413	SMMMPA O&M	(912,196)	(676,033)	(740,152)	(717,500)	\$ (41,467)	6%
605-3-4955-37414	SEWER/REFUSE COLLECTION	(7,987)	(6,900)	(5,801)	(8,500)	\$ (1,600)	23%
605-3-4955-37415	CONTRIBUTED CAPITAL	(175,793)	-	(68,406)	-	\$ -	0%
605-3-4955-39101	SALE OF FIXED ASSETS	(8,015)	-	(1,093)	-	\$ -	0%
605-3-4955-37104	DIST ENERGY RESOURCE - SOLAR	(3,093)	-	(1,513)	-	\$ -	0%
MISCELLANEOUS REVENUE		\$ (1,497,335)	\$ (774,333)	\$ (1,134,788)	\$ (868,000)	\$ (93,667)	12%
605-3-4955-37103	ELECTRIC CONNECTION FEE	(16,000)	(8,000)	(5,784)	(8,000)	\$ -	0%
605-3-4955-37400	REVENUE-RESIDENTIAL	(4,204,675)	(4,186,223)	(3,774,480)	(4,269,950)	\$ (83,727)	2%
605-3-4955-37401	REVENUE-COMMERCIAL-1PH	(659,330)	(618,062)	(637,327)	(708,839)	\$ (90,777)	15%
605-3-4955-37403	REVENUE-COMMERCIAL INTERRUPT	(8,990)	(10,889)	(14,905)	(16,763)	\$ (5,874)	54%
605-3-4955-37405	REVENUE-INDUSTRIAL	(2,489,544)	(2,424,913)	(2,112,958)	(2,473,410)	\$ (48,497)	2%
605-3-4955-37406	REVENUE-SMALL INDUSTRIAL	(1,892,282)	(1,861,047)	(1,661,856)	(1,898,268)	\$ (37,221)	2%
605-3-4955-37407	REVENUE-SECURITY LIGHTING	(5,300)	(5,000)	(4,399)	(5,292)	\$ (292)	6%
605-3-4955-37409	REVENUE-OTHER DEPARTMENTS	(106,364)	(135,583)	(18,248)	(40,127)	\$ 95,456	-70%
605-3-4955-37410	INTERDEPARTMENTAL SALES	(18,882)	(20,000)	(6,499)	(15,780)	\$ 4,220	-21%
605-3-4955-37411	REVENUE-STREET LIGHTING	(53,588)	(63,443)	(48,311)	(57,814)	\$ 5,629	-9%
605-3-4955-37421	SMMMPA LOR REIMBURSEMENT	(206,081)	(205,075)	(179,235)	(212,185)	\$ (7,110)	3%
605-3-4955-37422	SMMMPA CAPITAL REIMBURSEMENT	-	(65,000)	-	(82,000)	\$ (17,000)	26%
605-3-4955-37460	PENALTIES	(40,314)	(27,500)	(45,009)	(35,000)	\$ (7,500)	27%
CHARGES FOR SERVICES		\$ (9,701,350)	\$ (9,630,735)	\$ (8,509,011)	\$ (9,823,428)	\$ (192,693)	2%
605-4-4955-214	NP GENERATION GAS/OIL	2,862	5,000	4,712	5,000	\$ -	0%
605-4-4955-224	EQUIPMENT REPAIRS	650	7,000	335	7,000	\$ -	0%
605-4-4955-313	NPUC-TRANS/STATION EQUIP	1,071	28,000	19,233	28,000	\$ -	0%
605-4-4955-391	PURCHASED POWER	6,297,477	6,196,036	5,254,610	5,638,135	\$ (557,901)	-9%
605-4-4955-392	MVEC LOR PAYMENT	412,162	410,150	358,470	424,370	\$ 14,220	3%
605-4-4955-420	DEPRECIATION	750,697	701,323	622,940	741,656	\$ 40,333	6%
605-4-4955-431	CASH (OVER) SHORT	7	-	-	-	\$ -	0%
605-4-4955-552	NPUC-GENERATION MAINT	13	4,000	6,047	4,000	\$ -	0%
605-4-4955-619	OTHER INTEREST EXPENSES	8,988	-	2,531	2,000	\$ 2,000	0%
SOURCE OF SUPPLY		\$ 7,473,927	\$ 7,351,509	\$ 6,268,878	\$ 6,850,161	\$ (501,348)	-7%
605-4-4956-218	SMMMPA ENGINE LUBE OIL	9,446	8,000	9,789	8,000	\$ -	0%
605-4-4956-219	SMMMPA GAS & OIL ENGINE	91,716	75,000	125,648	75,000	\$ -	0%
605-4-4956-231	SMMMPA SAFETY	6,566	4,262	2,096	4,500	\$ 238	6%
605-4-4956-243	SMMMPA SUPPLIES & CHEMICALS	18,910	25,000	15,184	28,000	\$ 3,000	12%
605-4-4956-368	SMMMPA INSURANCE	60,669	52,533	59,734	60,000	\$ 7,467	14%
605-4-4956-386	SMMMPA NATURAL GAS BLDG	330	500	412	500	\$ -	0%
605-4-4956-393	SMMMPA PLANT WATER USED	2,102	2,000	3,605	2,000	\$ -	0%
605-4-4956-402	SMMMPA PLANT MAINT	10,646	20,000	9,150	20,000	\$ -	0%
605-4-4956-409	SMMMPA ENGINE MAINT	22,426	55,000	29,415	55,000	\$ -	0%
605-4-4956-435	SMMMPA MISCELLANEOUS	2,731	25,000	2,277	25,000	\$ -	0%
605-4-4956-450	TRAINING & SEMINARS	-	-	1,110	-	\$ -	0%
605-4-4956-500	SMMMPA-CAPITAL PROJECTS	248,682	65,000	104,646	82,000	\$ 17,000	26%
SOURCE OF SUPPLY - SMMMPA		\$ 474,224	\$ 332,295	\$ 363,065	\$ 360,000	\$ 27,705	8%
605-4-4957-212	MOTOR FUELS	15,731	16,000	14,224	16,000	\$ -	0%
605-4-4957-106	WAGES ON-CALL	58,482	-	54,557	-	\$ -	0%
605-4-4957-223	DISTRIBUTION OVERHEAD/UNDERGRO	(46,658)	60,000	39,424	60,000	\$ -	0%
605-4-4957-231	SAFETY EQUIP & TRAINING	13,645	3,313	14,178	14,000	\$ 10,687	323%
605-4-4957-233	ENERGY CONSERV MATERIAL	480	500	5	500	\$ -	0%
605-4-4957-234	ENERGY CONSERV MISC/EMP	4,780	7,000	3,937	7,000	\$ -	0%
605-4-4957-235	ENERGY CONSERV APPLIANCE	10,923	-	25,710	-	\$ -	0%
605-4-4957-237	ENERGY CONSERV LOW INCOME	-	5,000	-	5,500	\$ 500	10%
605-4-4957-241	STREET LIGHTING	11,392	20,000	6,794	20,000	\$ -	0%
605-4-4957-242	SAFETY EQUIP TESTING	4,018	4,000	2,302	4,000	\$ -	0%
605-4-4957-306	LINE LOCATES	2,587	3,000	1,203	3,000	\$ -	0%
605-4-4957-307	LOAD MANAGEMENT	26,770	25,000	35,777	25,000	\$ -	0%
605-4-4957-441	SPECIAL PROJECTS	17,037	2,000	1,572	11,000	\$ 9,000	450%
DISTRIBUTION		\$ 119,187	\$ 145,813	\$ 199,683	\$ 166,000	\$ 20,187	14%
605-4-4958-438	BAD DEBT EXPENSE	18,230	2,500	-	2,500	\$ -	0%
CUSTOMER SERVICE		\$ 18,230	\$ 2,500	\$ -	\$ 2,500	\$ -	0%
605-4-4955-101	WAGES FULL-TIME	272,796	-	260,530	-	\$ -	0%
605-4-4955-102	WAGES OVER-TIME	1,519	-	129	-	\$ -	0%
605-4-4955-121	EMPLOYER CONT. P E R A	20,306	-	20,040	-	\$ -	0%
605-4-4955-122	EMPLOYER CONT. F I C A	18,927	-	18,685	-	\$ -	0%
605-4-4955-131	HEALTH INSURANCE	37,330	-	38,201	-	\$ -	0%
605-4-4955-132	DENTAL INSURANCE	3,591	-	2,982	-	\$ -	0%

ELECTRIC FUND - FUND 605
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
605-4-4955-133	LIFE & S-T DISABILITY INS	736	-	715	-	\$ -	0%
605-4-4957-101	WAGES FULL TIME	384,263	-	377,899	-	\$ -	0%
605-4-4957-102	WAGES OVERTIME	5,434	-	7,926	-	\$ -	0%
605-4-4957-103	WAGES PART-TIME	2,377	-	-	-	\$ -	0%
605-4-4957-121	EMPLOYER CONT. P E R A	49,437	-	50,662	-	\$ -	0%
605-4-4957-122	EMPLOYER CONT. F I C A	47,687	-	47,807	-	\$ -	0%
605-4-4957-131	HEALTH INSURANCE	67,400	-	85,809	-	\$ -	0%
605-4-4957-132	DENTAL INSURANCE	7,199	-	6,033	-	\$ -	0%
605-4-4957-133	LIFE & S-T DISABILITY INS	1,810	-	1,668	-	\$ -	0%
605-4-4957-151	WORKER'S COMP PREMIUM	1,290	-	-	1,354	\$ 1,354	0%
605-4-4958-101	WAGES FULL-TIME	579	-	-	-	\$ -	0%
605-4-4958-121	EMPLOYER CONT. P E R A	43	-	-	-	\$ -	0%
605-4-4958-122	EMPLOYER CONT. F I C A	41	-	-	-	\$ -	0%
605-4-4958-131	HEALTH INSURANCE	159	-	-	-	\$ -	0%
605-4-4958-132	DENTAL INSURANCE	16	-	-	-	\$ -	0%
605-4-4958-133	LIFE & S.T. DISABILITY INS	3	-	-	-	\$ -	0%
605-4-4959-101	WAGES FULL-TIME	226,792	1,334,399	216,823	1,413,196	\$ 78,797	6%
605-4-4959-102	WAGES OVERTIME	483	-	502	-	\$ -	0%
605-4-4959-103	WAGES-PART TIME	-	20,000	-	30,000	\$ 10,000	50%
605-4-4959-104	CITY WAGES	4,333	-	9,665	-	\$ -	0%
605-4-4959-105	CITY WAGES - STREETLIGHTS	45,660	-	24,006	-	\$ -	0%
605-4-4959-106	WAGES ON-CALL	-	39,387	-	35,600	\$ (3,787)	-10%
605-4-4959-113	EMPLOYEE BENEFITS	-	2,502	103	-	\$ (2,502)	-100%
605-4-4959-114	UNEMPLOYMENT BENEFITS	-	-	3,724	-	\$ -	0%
605-4-4959-115	VACATION ACCRUAL	33,093	-	-	-	\$ -	0%
605-4-4959-121	EMPLOYER CONT. P E R A	20,467	100,493	19,456	106,541	\$ 6,048	6%
605-4-4959-122	EMPLOYER CONT. F I C A	19,156	104,319	18,107	108,859	\$ 4,540	4%
605-4-4959-123	EMPLOYER CONT. PFMLA	-	-	-	6,218	\$ 6,218	0%
605-4-4959-129	GERF CHANGE	6,026	-	-	-	\$ -	0%
605-4-4959-131	HEALTH INSURANCE	39,857	201,985	50,940	198,587	\$ (3,398)	-2%
605-4-4959-132	DENTAL INSURANCE	3,502	21,886	3,490	14,908	\$ (6,978)	-32%
605-4-4959-133	LIFE & S-T DISABILITY INS	790	3,623	735	3,865	\$ 242	7%
605-4-4959-135	OPEB EXPENSE	10,913	-	-	-	\$ -	0%
605-4-4959-151	WORKER'S COMP PREMIUMS	22,892	30,752	15,345	17,292	\$ (13,460)	-44%
605-4-4959-200	SUPPLIES	4,147	7,000	3,558	7,000	\$ -	0%
605-4-4959-207	COMPUTER SUPPORT SERVICES	13,130	14,000	15,628	14,000	\$ -	0%
605-4-4959-224	GENERAL EXP-EQUIPMENT	16,061	15,000	11,606	15,000	\$ -	0%
605-4-4959-225	GENERAL PLANT MAINTENANCE	9,012	33,000	23,471	33,000	\$ -	0%
605-4-4959-230	MAINT/LEASE	8,833	6,500	7,482	8,500	\$ 2,000	31%
605-4-4959-301	AUDIT	6,225	5,200	5,002	5,100	\$ (100)	-2%
605-4-4959-303	ENGINEERING FEES	-	6,000	-	6,000	\$ -	0%
605-4-4959-305	CIVIL LEGAL FEES	1,022	12,000	4,018	12,000	\$ -	0%
605-4-4959-310	PROFESSIONAL SERVICES	1,192	20,000	9,519	20,000	\$ -	0%
605-4-4959-320	POSTAGE	8,494	7,000	8,728	12,000	\$ 5,000	71%
605-4-4959-321	TELEPHONE	7,098	8,000	6,558	8,000	\$ -	0%
605-4-4959-322	COMPUTER COMM/MAINT	7,802	20,000	18,521	20,000	\$ -	0%
605-4-4959-330	TRAVEL, CONF, MILEAGE ALLOW.	1,638	7,000	3,613	7,000	\$ -	0%
605-4-4959-340	ADVERTISING & PUBLICATIONS	925	3,000	1,384	3,000	\$ -	0%
605-4-4959-369	INSURANCES	30,113	30,721	29,461	33,800	\$ 3,079	10%
605-4-4959-380	UTILITIES	39,257	25,000	22,239	25,000	\$ -	0%
605-4-4959-384	REFUSE	329	500	207	500	\$ -	0%
605-4-4959-401	CONTRACTED SERVICES	42,898	300	94	1,000	\$ 700	233%
605-4-4959-408	VEHICLE MAINT	3,513	7,000	5,224	7,000	\$ -	0%
605-4-4959-430	MISCELLANEOUS EXPENSE	53	4,000	22	4,000	\$ -	0%
605-4-4959-431	CREDIT CARD EXPENSE	44,234	35,000	45,113	46,000	\$ 11,000	31%
605-4-4959-432	PRIOR PERIOD ADJUSTMENT	-	-	-	-	\$ -	0%
605-4-4959-433	DUES & SUBSCRIPTIONS	14,668	16,000	14,977	17,000	\$ 1,000	6%
605-4-4959-440	REAL ESTATE TAXES	2,211	2,000	1,163	2,000	\$ -	0%
605-4-4959-450	TRAINING & SEMINARS	7,189	8,000	11,967	10,000	\$ 2,000	25%
605-4-4959-460	LICENSE FEES/REGISTRATION	521	600	78	600	\$ -	0%
ADMIN & GENERAL		\$ 1,627,474	\$ 2,152,167	\$ 1,531,614	\$ 2,253,920	\$ 101,753	5%
605-4-4955-495	PAYMENT IN LIEU OF TAXES	\$ 40,000	\$ 40,000	33,333	\$ 40,000	\$ -	0%
TRANSFER OUT		\$ 40,000	\$ 40,000	\$ 33,333	\$ 40,000	\$ -	0%
<i>Total Revenues</i>		<i>\$ (11,198,685.31)</i>	<i>\$ (10,405,068.00)</i>	<i>\$ (9,643,798.76)</i>	<i>\$ (10,691,428.00)</i>	<i>\$ (286,360.00)</i>	
<i>Total Expenditures</i>		<i>\$ 9,753,041.53</i>	<i>\$ 10,024,284.00</i>	<i>\$ 8,396,572.90</i>	<i>\$ 9,672,581.00</i>	<i>\$ (351,703.00)</i>	

ELECTRIC	Grand Total	\$ (1,445,643.78)	\$ (380,784.00)	\$ (1,247,225.86)	\$ (1,018,847.00)	\$ (638,063.00)
	Revenue Over/(Under) Expenditures					

WASTEWATER SANITARY SEWER FUND

The Sanitary Sewer Fund is a self-sustaining city utility fund. The sanitary sewer provides an efficient, well-maintained, and cost-effective sewer collection system to meet the needs of the growing community. Services include operating and maintaining the sanitary sewer collection system, sewer jetting, inspecting lift stations, inflow and infiltration improvements, and emergency sewer repair.

The 2026 Revenue Budget reflects a 3% increase for Residential and Commercial Wastewater Rates. This is a reflection of the current economy and rising operating costs. Currently there are 2,941 sanitary sewer connections with a projected 15 new connections in 2026. Each permit brings in \$5,934.50 in hook-up charges.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
SANITARY SEWER REVENUE		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
CHARGES FOR SERVICES	\$ (3,591,797)	\$ (3,649,776)	\$ (3,754,665)	\$ (104,889)	2.87%
HOOK-UP CHARGES	\$ (131,289)	\$ (124,200)	\$ (124,200)	\$ -	0.00%
MISCELLANEOUS REVENUE	\$ (600,504)	\$ (33,300)	\$ (75,500)	\$ (42,200)	126.73%
TOTAL REVENUE	\$ (4,323,590)	\$ (3,807,276)	\$ (3,954,365)	\$ (147,089)	3.86%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
SANITARY SEWER EXPENSES		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
EMPLOYEE WAGES & BENEFITS	\$ 653,853	\$ 790,865	\$ 819,480	\$ 28,615	3.62%
OPERATING EXPENSES	\$ 2,525,641	\$ 2,600,218	\$ 2,694,067	\$ 93,849	3.61%
CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -	0.00%
DEBT SERVICE	\$ 937,180	\$ 918,019	\$ 857,795	\$ (60,224)	-6.56%
TOTAL EXPENSES	\$ 4,116,674	\$ 4,309,102	\$ 4,371,342	\$ 62,240	1.44%
DIFFERENCE	\$ (206,915)	\$ 501,826	\$ 416,977	\$ (84,849)	

New Prague, Minnesota

A Tradition of Progress



CITY OF NEW PRAGUE 2026 PROPOSED SANITARY SEWER BUDGET REPORT

TABLE OF CONTENTS

2026 MANAGEMENT STATEMENT AND FORECAST 63

2026 PROPOSED WASTEWATER BUDGET 65

WASTEWATER REVENUE & EXPENSE CHART..... 66

WASTEWATER RATE HISTORY..... 67

WASTEWATER GO BOND PAYMENTS 68

2026-2035 CAPITAL IMPROVEMENT PLAN..... 69

MANAGEMENT STATEMENT

The overall management goal for the City of New Prague is our commitment to the community to provide wastewater collection, treatment, and disposal services to protect public health and preserve the environment for current and future generations.

FORECAST

The 2026 Wastewater Budget is projected to forecast the financial operation of the City of New Prague. A component of the Wastewater Budget is that there is 42 miles of sanitary sewer mains and 799 sanitary sewer manholes that are currently maintained by the Street Department. The Wastewater Treatment Plant also serves the residents of the Cedar Lake Area Water and Sanitary Sewer District which contributes average annual flows of up to 14 million gallons of wastewater.

REVENUE

The 2026 Revenue Budget reflects a 3% increase for Residential and Commercial Wastewater Rates. Currently there are 2,941 wastewater connections.

Sewer Hook-ups:

- The city is anticipating 15 new building permits in 2026. Each permit brings in \$5,934.50 in hook-up charges.

EXPENSES

Personal Costs:

- Full Time Wages: Reflects implementation based on a recommendation through a compensation study completed in 2025.
- Health Insurance: 17% increase in health insurance premiums for 2026. HSA contributions remain the same 2,250 family and 1,125 single.
- Dental Insurance: Premiums for 2026 remain the same as 2025.
- Life, Long-Term Disability, Short-Term Disability and Paid Family Medical Leave Act (PFMLA): Reduction of 15.1% change in 2026. PFMLA is effective January 1, 2026. The Life and Disability rates effective January 1, 2026 have a two year rate guarantee.
 - Note: Insurance providers will change effective Jan. 1, 2026 from The Hartford to MetLife. This change is due to bid results completed in 2025.

Operating Expenses:

Chemicals

- Due to demand and supply chain issues, supplier pricing continues to rise.

Utilities:

- Electric, natural gas and water expenditures are all anticipated to increase for 2025.

OPERATION & MAINTENANCE

The Wastewater Department consists of four (4) employees who are responsible for the operation and maintenance of a 1.8 million gallon per day capacity Biological Aerated Filtration Plant along with nine (9) lift stations.

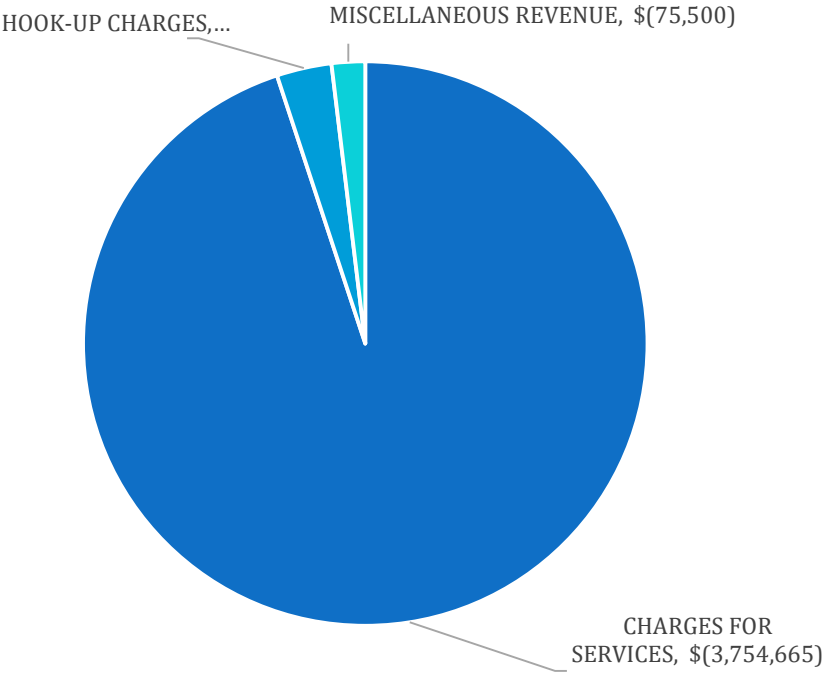
- The lift stations are checked one (1) time per week by two (2) employees.
- Multiple samples are collected, tested in house and by private labs.

2026 KEY BUDGET AND OPERATIONAL INFLUENCES

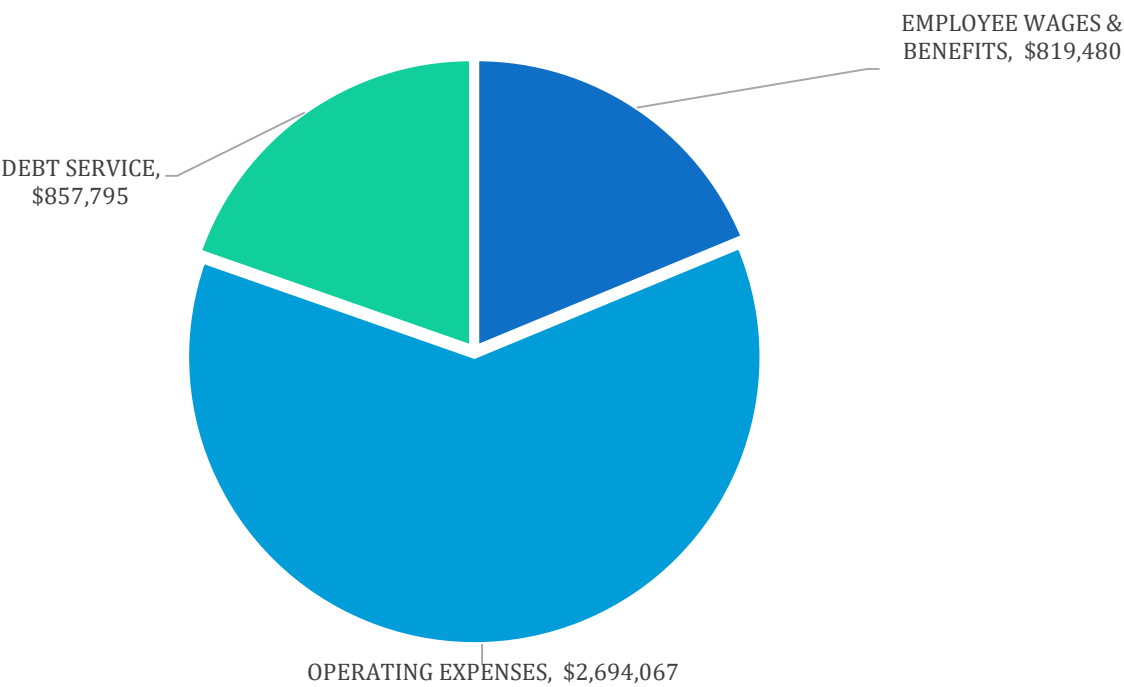
The Wastewater Treatment Plant has proven to be a constant financial and labor intense challenge. Following renewal of the Wastewater Permit, increased testing and testing limits requirements are changing. In 2024 we filed for a 15-year extension to meet the new requirements. The cost of equipment maintenance at the plant is rising constantly due to the corrosive environment it is in, along with the cost of replacing some of the equipment out in the field at existing lift stations due mostly to age along with a large increase due to supply chain challenges and demand.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
SANITARY SEWER REVENUE		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
CHARGES FOR SERVICES	\$ (3,591,797)	\$ (3,649,776)	\$ (3,754,665)	\$ (104,889)	2.87%
HOOK-UP CHARGES	\$ (131,289)	\$ (124,200)	\$ (124,200)	\$ -	0.00%
MISCELLANEOUS REVENUE	\$ (600,504)	\$ (33,300)	\$ (75,500)	\$ (42,200)	126.73%
TOTAL REVENUE	\$ (4,323,590)	\$ (3,807,276)	\$ (3,954,365)	\$ (147,089)	3.86%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
SANITARY SEWER EXPENSES		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
EMPLOYEE WAGES & BENEFITS	\$ 653,853	\$ 790,865	\$ 819,480	\$ 28,615	3.62%
OPERATING EXPENSES	\$ 2,525,641	\$ 2,600,218	\$ 2,694,067	\$ 93,849	3.61%
CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -	0.00%
DEBT SERVICE	\$ 937,180	\$ 918,019	\$ 857,795	\$ (60,224)	-6.56%
TOTAL EXPENSES	\$ 4,116,674	\$ 4,309,102	\$ 4,371,342	\$ 62,240	1.44%
DIFFERENCE	\$ (206,915)	\$ 501,826	\$ 416,977	\$ (84,849)	

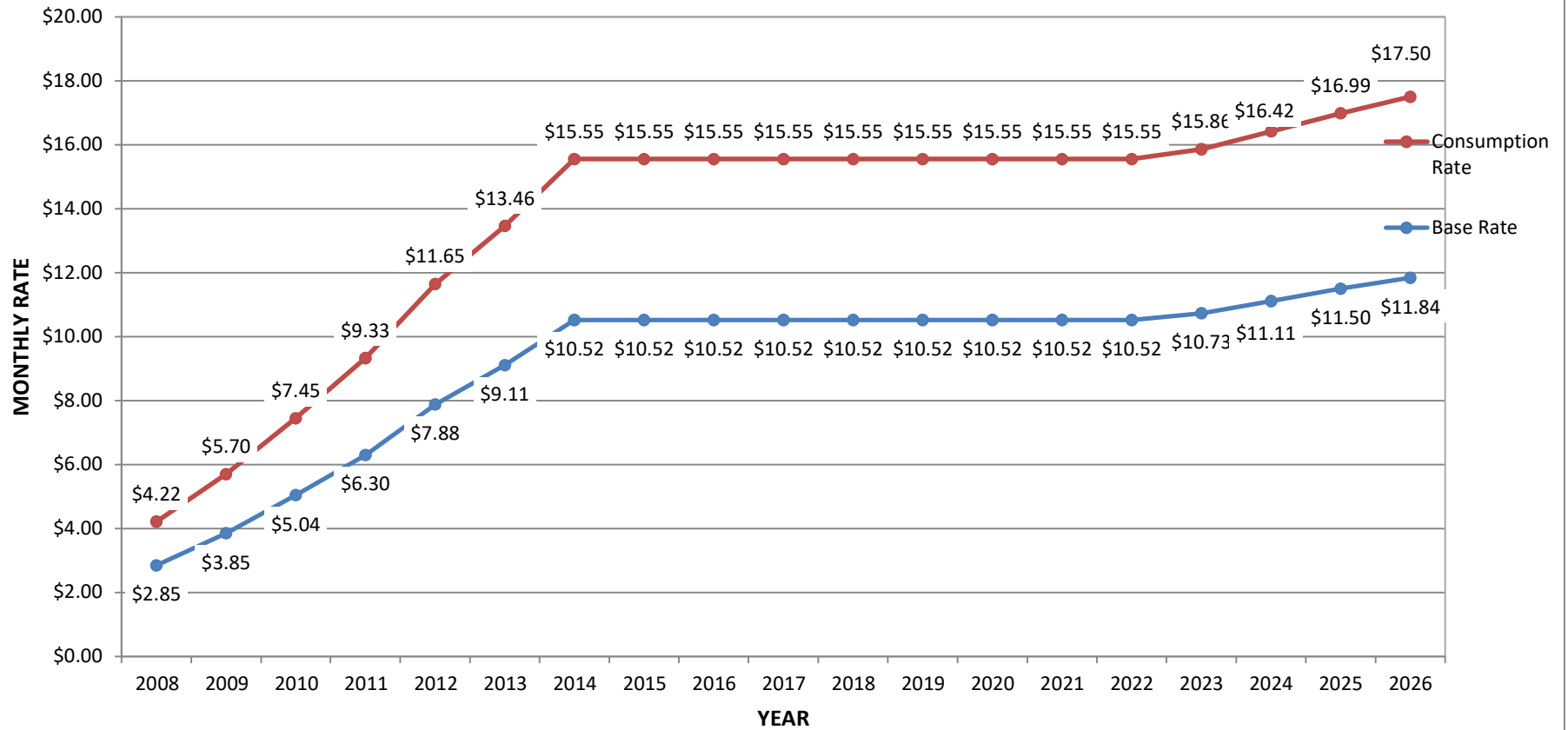
2026 Sanitary Sewer Revenue Budget

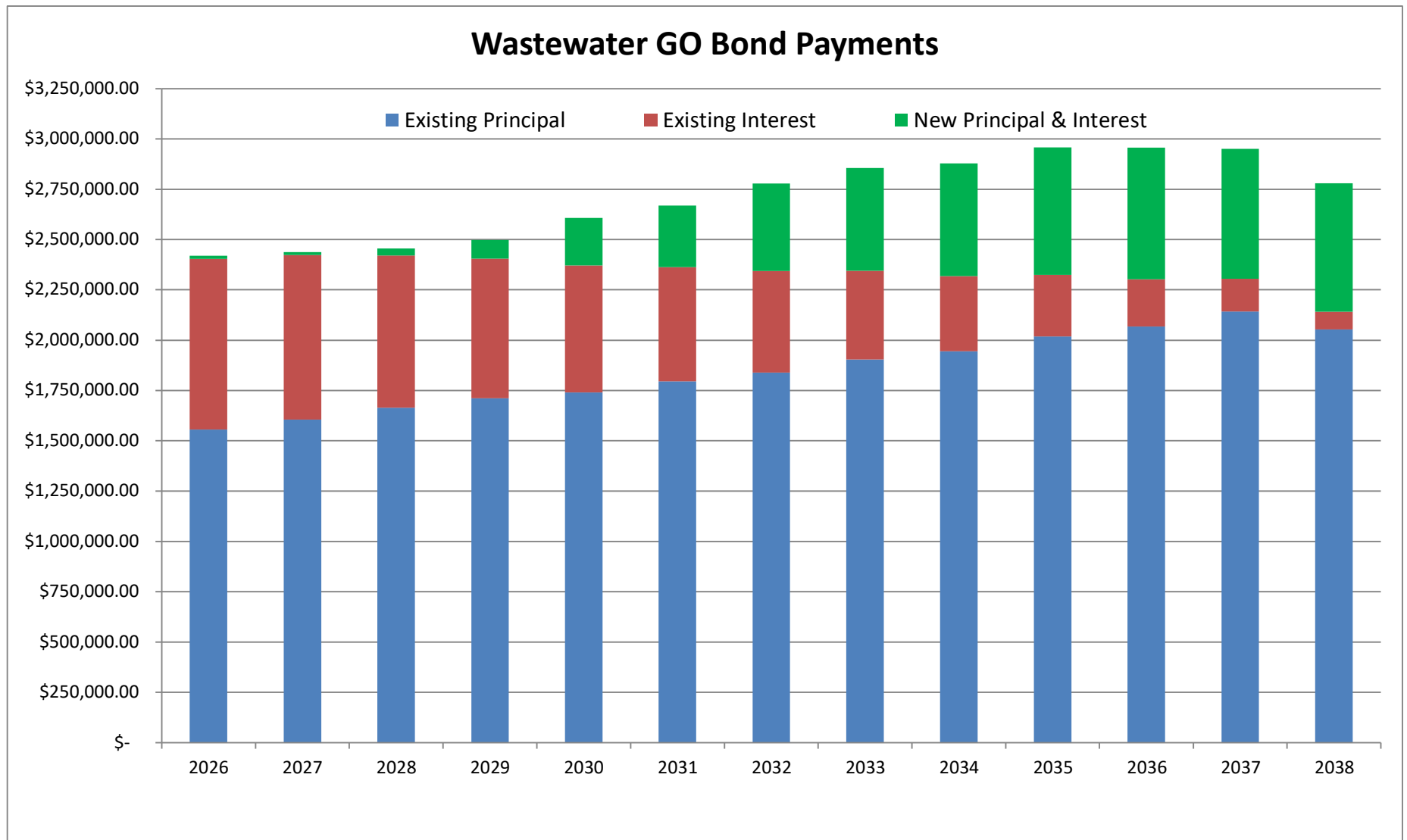


2026 Sanitary Sewer Expenditure Budget



CITY OF NEW PRAGUE **WASTEWATER BASE CHARGE AND RATE PER 1,000 GALLONS HISTORY** **(2008 - 2026)**





Sum of Amount	Years											
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Wastewater	564,552	403,363	809,297	2,217,356	1,405,550	1,483,884	435,362	1,165,994	634,786	868,744	9,988,888	
1 Ton Pickup w/Utility Box and Crane										200,000	200,000	
1/2 Ton Pickup		40,000									40,000	
Air Compressor Replacement			100,000								100,000	
Air Heater Skid Replacement								500,000			500,000	
All Polymer Injection Systems Replacement								75,000			75,000	
Camera - Sewer Push Camera	30,000										30,000	
Chalupsky Lift Station				100,000							100,000	
Chemical Feed Pumps Replacement									300,000		300,000	
Chemical Tank & PVC Replacement	125,000										125,000	
Clarifier Scraper System Replacement			70,000								70,000	
Confined Space Entry Equipment for Lift Stations/Hatches	11,000										11,000	
Forklift Replacement							33,000				33,000	
Future CIP		52,000	300,001	325,000	325,000	350,000					1,352,001	
HVAC Controls Upgrade				400,000							400,000	
Lift Station Rehab & Pump Replacement Program	30,839	31,764	32,717	33,698	34,709	35,751	36,823	37,928	39,066	40,238	353,533	
Main Lift Control Cabinet Replacement										125,000	125,000	
Membrane Cartridge Replacement	180,000	180,000	200,000	200,000	200,000	200,000	200,000	200,000			1,560,000	
Plant Blowers		25,000	25,000	15,000							65,000	
Pump and Instrument Panel Replacement	37,713	39,599	41,579	43,658	45,841	48,133	50,539	53,066	55,720	58,506	474,354	
Rebuild Sludge Tank Blower		35,000									35,000	
Rehab (2) Barscreens & Replace (2) Compactors						300,000					300,000	
Rehab Pretreatment UPS			20,000								20,000	
Roof Repair 1/3								240,000	240,000	240,000	720,000	
Rotary Press Control / PLC Upgrade						50,000					50,000	
SCADA Hardware Software/PLC Upgrade	150,000				300,000					200,000	650,000	
Truck with Vector				750,000							750,000	
UV System Replacement				350,000							350,000	
Valves & Actuators in BAF Replacement					500,000						500,000	
Valves & Actuators in Biosolids Replacement							100,000				100,000	
Valves & Actuators in Membrane Replacement						500,000					500,000	
Vehicle Replacement										5,000	5,000	
Vehicle Replacement - Public Works Director 30%							15,000				15,000	
VFD's and Controls for BAF Blowers								60,000			60,000	
Water Softener Upgrade			20,000								20,000	

Section 9, Item a.

SANITARY SEWER FUND - FUND 602
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
602-3-0000-33439	PERA PENSION OTHER REVENUE	(9,063)	-	-	-	-	0%
602-3-0000-36100	SPECIAL ASSESSMENTS-CO	(196,710)	-	-	-	-	0%
602-3-0000-36200	MISCELLANEOUS INCOME	(297)	(500)	(53)	(500)	-	0%
602-3-0000-36210	INTEREST INCOME	(351,021)	(10,000)	(242,969)	(75,000)	(65,000.00)	650%
602-3-0000-36240	REIMBURSEMENTS	(226)	-	(4,066)	-	-	0%
602-3-0000-39101	GAIN/LOSS ON SALE OF ASSET	-	-	(24,450)	-	-	0%
602-3-0000-39200	OPERATING FUND TRANSFER IN	(19,816)	-	-	-	-	0%
602-3-0000-39500	BOND PREMIUM AMORTIZATION	(23,372)	(22,800)	-	-	22,800.00	-100%
MISCELLANEOUS REVENUE		(600,504)	(33,300)	(271,537)	(75,500)	(42,200)	127%
602-3-4945-35304	SEWER HOOKUP	(131,289)	(124,200)	(375,951)	(124,200)	-	0%
HOOK-UP CHARGES		(131,289)	(124,200)	(375,951)	(124,200)	-	0%
602-3-0000-37200	SANITARY SEWER CHARGES	(3,407,597)	(3,497,134)	(2,932,669)	(3,602,048)	(104,914.00)	3%
602-3-0000-37460	PENALTIES	(18,800)	(15,525)	(16,459)	(15,500)	25.00	0%
602-3-0000-37271	CEDAR LAKE SEWER CHARGES	(165,400)	(137,117)	(142,964)	(137,117)	-	0%
CHARGES FOR SERVICES		(3,591,797)	(3,649,776)	(3,092,092)	(3,754,665)	(104,889)	3%
602-4-4945-101	WAGES FULL-TIME	429,028	539,730	408,925	533,071	(6,659.00)	-1%
602-4-4945-102	WAGES OVERTIME	8,206	8,500	11,693	10,000	1,500.00	18%
602-4-4945-106	WAGES ON-CALL	28,157	27,212	23,279	31,746	4,534.00	17%
602-4-4945-113	EMPLOYEE BENEFITS	1,656	2,251	2,064	2,250	(1.00)	0%
602-4-4945-115	VACATION ACCRUAL	33,365	-	-	-	-	0%
602-4-4945-121	EMPLOYER CONT. P E R A	34,195	40,311	34,222	42,119	1,808.00	4%
602-4-4945-122	EMPLOYER CONT. F I C A	32,485	41,289	31,839	43,134	1,845.00	4%
602-4-4945-123	EMPLOYER CONT. F I C A	-	-	-	2,471	2,471.00	0%
602-4-4945-129	PENSION (GERF) CHANGE	(21,346)	-	-	-	-	0%
602-4-4945-131	HEALTH INSURANCE	80,938	99,186	100,448	134,275	35,089.00	35%
602-4-4945-132	DENTAL INSURANCE	6,645	9,730	6,667	9,730	-	0%
602-4-4945-133	LIFE & S-T DISABILITY INS	1,237	1,485	1,300	1,551	66.00	4%
602-4-4945-135	OPEB EXPENSE	1,423	-	-	-	-	0%
602-4-4945-151	WORKER'S COMP PREMIUMS	17,864	21,171	10,763	9,133	(12,038.00)	-57%
EMPLOYEE WAGES & BENEFITS		653,853	790,865	631,198	819,480	28,615	4%
602-4-4945-200	SUPPLIES	95	200	187	240	40.00	20%
602-4-4945-201	CHEMICALS	205,270	243,000	173,029	237,000	(6,000.00)	-2%
602-4-4945-207	COMPUTER SUPPORT SERVICES	18,773	19,100	17,856	21,150	2,050.00	11%
602-4-4945-211	GENERATOR FUEL	3,215	8,000	4,242	8,000	-	0%
602-4-4945-212	MOTOR FUELS	1,676	4,000	1,771	4,000	-	0%
602-4-4945-220	REPAIRS & MAINT. SUPPLIES	35,742	37,000	21,231	42,000	5,000.00	14%
602-4-4945-224	GEN. EXPENSE-EQUIPMENT	55,195	43,000	28,578	43,000	-	0%
602-4-4945-231	SAFETY EQUIP & TRAINING	2,770	4,100	3,326	2,500	(1,600.00)	-39%
602-4-4945-301	AUDIT	11,025	15,900	7,833	15,000	(900.00)	-6%
602-4-4945-303	ENGINEERING FEES	-	3,000	-	4,000	1,000.00	33%
602-4-4945-305	CIVIL LEGAL FEES	-	2,000	-	2,000	-	0%
602-4-4945-306	LINE LOCATES	1,133	1,000	585	1,000	-	0%
602-4-4945-310	PROFESSIONAL SERVICES	60,494	17,000	21,534	15,000	(2,000.00)	-12%
602-4-4945-315	ADMINISTRATIVE FEES	7,059	7,500	5,916	15,000	7,500.00	100%
602-4-4945-317	TESTING ANALYSIS	25,704	51,000	26,039	48,500	(2,500.00)	-5%
602-4-4945-320	POSTAGE	-	200	2	200	-	0%
602-4-4945-321	TELEPHONE	3,416	4,300	3,820	4,300	-	0%
602-4-4945-322	COMPUTER COMM/MAINT	6,250	5,000	10,149	5,600	600.00	12%
602-4-4945-330	TRAVEL, CONF, MILEAGE ALLOW.	1,646	150	-	150	-	0%
602-4-4945-340	ADVERTISING & PUBLICATIONS	1,120	100	6	100	-	0%
602-4-4945-365	INSURANCE DEDUCTIBLES	-	5,000	-	5,000	-	0%
602-4-4945-369	INSURANCES	56,327	67,341	58,785	67,341	-	0%
602-4-4945-381	ELECTRIC	290,705	300,000	254,299	318,000	18,000.00	6%
602-4-4945-382	WATER	4,302	6,000	8,047	6,300	300.00	5%
602-4-4945-384	REFUSE	3,231	3,300	2,674	3,300	-	0%
602-4-4945-385	NATURAL GAS	56,702	75,000	77,546	90,000	15,000.00	20%
602-4-4945-386	NATURAL GAS - DRYER	22,544	26,600	31,746	32,500	5,900.00	22%
602-4-4945-404	REPAIRS & MAINTENANCE	6,759	10,500	1,691	11,000	500.00	5%
602-4-4945-408	VEHICLE MAINTENANCE	1,819	700	247	700	-	0%
602-4-4945-410	RENTALS/LEASES/CONTRACTS	1,357	1,500	1,068	1,500	-	0%
602-4-4945-420	DEPRECIATION	1,609,741	1,608,252	1,490,080	1,657,806	49,554.00	3%
602-4-4945-430	MISCELLANEOUS EXPENSE	3	1,000	10	1,000	-	0%
602-4-4945-431	CREDIT CARD EXPENSE	18,432	15,600	18,794	15,600	-	0%
602-4-4945-433	DUES & SUBSCRIPTIONS	75	75	38	130	55.00	73%
602-4-4945-434	LICENSE FEES/REGISTRATION	8,753	9,600	9,043	9,450	(150.00)	-2%
602-4-4945-438	BAD DEBT EXPENSE	2,037	-	-	-	-	0%
602-4-4945-450	TRAINING & SEMINARS	2,269	4,200	1,983	5,700	1,500.00	36%
OPERATING EXPENSES		2,525,641	2,600,218	2,282,154	2,694,067	93,849	4%
602-4-4945-610	DEBT SERVICE-INTEREST	917,136	908,019	907,617	847,445	(60,574.00)	-7%
602-4-4945-619	OTHER INTEREST EXPENSE	5,056	1,000	1,199	1,350	350.00	35%

SANITARY SEWER FUND - FUND 602							
DETAIL BY DEPARTMENT / CATEGORY							
Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
602-4-4945-620	BOND ISSUANCE FEES	14,988	9,000	-	9,000	\$ -	0%
	DEBT SERVICE	937,180	918,019	908,816	857,795	(60,224)	-7%
	Total Revenues	\$ (4,323,589.58)	\$ (3,807,276.00)	\$ (3,739,579.82)	\$ (3,954,365.00)	\$ (147,089.00)	
	Total Expenditures	\$ 4,116,674.45	\$ 4,309,102.00	\$ 3,822,168.21	\$ 4,371,342.00	\$ 62,240.00	
SANITARY SEWER	Grand Total	\$ 4,116,674	\$ 4,309,102	\$ 3,822,168	\$ 4,371,342	\$ 62,240	1%
	Revenue Over/(Under) Expenditures						

AMBULANCE FUND

The City’s Ambulance Fund is used to track the rental income of the North Memorial Ambulance Service and the expenses associated with the Emergency Management Services building. In addition to the rental income, North Memorial also pays toward the payment of premises utilities. For the 2026 budget, the ambulance fund is proposed as a part of the general fund.

	2024	2025	2026		2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED		(\$)	(%)
AMBULANCE REVENUE	FUND	BUDGET	BUDGET		DIFFERENCE	DIFFERENCE
RENT	\$ (15,193)	\$ (15,000)	\$ -		\$ 15,000	-100.00%
MISCELLANEOUS REVENUE	\$ (11,886)	\$ (5,000)	\$ -		\$ 5,000	-100.00%
TOTAL REVENUE	\$ (27,079)	\$ (20,000)	\$ -		\$ 20,000	-100.00%
	2024	2025	2026		2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED		(\$)	(%)
AMBULANCE EXPENSES	FUND	BUDGET	BUDGET		DIFFERENCE	DIFFERENCE
OPERATING EXPENSES	\$ 13,984	\$ 16,658	\$ -		\$ (16,658)	-100.00%
TOTAL EXPENSES	\$ 13,984	\$ 16,658	\$ -		\$ (16,658)	-100.00%
DIFFERENCE	\$ (13,095)	\$ (3,342)	\$ -		\$ 3,342	

AMBULANCE FUND - FUND 651
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	* FY26 Proposed	2025-2026 Difference	%Diff.
651-3-0000-36210	INTEREST INCOME	(6,886)	-	(4,115)	-	-	0%
651-3-0000-36240	REIMBURSEMENTS	(5,000)	(5,000)	(1,346)	-	5,000	-100%
	MISCELLANEOUS REVENUE	\$ (11,886)	\$ (5,000)	\$ (5,461)	\$ -	\$ 5,000	-100%
651-3-4972-36231	RENT	(15,193)	(15,000)	(14,081)	-	15,000	-100%
	RENT	\$ (15,193)	\$ (15,000)	\$ (14,081)	\$ -	\$ 15,000	-100%
651-4-4972-220	REPAIRS & MAINT. SUPPLIES	2,615	2,000	284	-	(2,000)	-100%
651-4-4972-301	AUDIT	96	150	74	-	(150)	-100%
651-4-4972-310	PROFESSIONAL SERVICES	120	50	-	-	(50)	-100%
651-4-4972-369	INSURANCES	2,786	3,258	2,780	-	(3,258)	-100%
651-4-4972-381	ELECTRIC	4,567	4,950	3,431	-	(4,950)	-100%
651-4-4972-382	WATER/SEWER	1,325	1,500	826	-	(1,500)	-100%
651-4-4972-384	REFUSE	278	250	225	-	(250)	-100%
651-4-4972-385	NATURAL GAS	2,045	4,000	3,225	-	(4,000)	-100%
651-4-4972-404	REPAIRS & MAINTENANCE	152	500	-	-	(500)	-100%
	OPERATING EXPENSES	\$ 13,984	\$ 16,658	\$ 10,951	\$ -	\$ (16,658)	-100%
	Total Revenues	\$ (27,078.92)	\$ (20,000.00)	\$ (19,542.28)	\$ -	\$ 20,000.00	
	Total Expenditures	\$ 13,983.58	\$ 16,658.00	\$ 10,951.49	\$ -	\$ (16,658.00)	
	Grand Total						
AMBULANCE FUND	Revenue Over/(Under)	\$ (13,095.34)	\$ (3,342.00)	\$ (8,590.79)	\$ -	\$ 3,342.00	
	Expenditures						

* Note: The Ambulance fund is part of the General Fund, identified by Department 4260, starting in 2026.

ECONOMIC DEVELOPMENT AUTHORITY FUND

The Economic Development Authority Fund is designed to account for the authority's detailed financial activities (including all receipts, disbursements, their nature, money on hand, the purposes to which the money or land is to be applied, the authority's credits and assets, and its outstanding liabilities). The local EDA Board possess all the economic development and redevelopment powers and authority as authorized by MN States, Chapter 469, and the City's Home Rule Charter.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	($\text{\$}$)	(\%)
EDA REVENUE	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
PROPERTY TAXES	\$ (75,181)	\$ (75,000)	\$ (75,000)	\$ -	0.00%
LOCAL GRANT	\$ -	\$ -	\$ -	\$ -	0.00%
MISCELLANEOUS REVENUE	\$ (16,517)	\$ (250)	\$ (1,000)	\$ (750)	300.00%
TOTAL REVENUE	\$ (91,698)	\$ (75,250)	\$ (76,000)	\$ (750)	1.00%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	($\text{\$}$)	(\%)
EDA EXPENSES	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
OPERATING EXPENSES	\$ 59,035	\$ 75,250	\$ 76,000	\$ 750	1.00%
TRANSFERS OUT	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL EXPENSES	\$ 59,035	\$ 75,250	\$ 76,000	\$ 750	1.00%
DIFFERENCE	\$ (32,663)	\$ -	\$ -	\$ -	

ECONOMIC DEVELOPMENT AUTHORITY FUND (INDUSTRIAL PARK)

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	($\text{\$}$)	(\%)
EDA - INDUSTRIAL PARK REVENUE	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
TRANSFERS IN	\$ -	\$ -	\$ -	\$ -	0.00%
LOCAL GRANT	\$ -	\$ -	\$ -	\$ -	0.00%
MISCELLANEOUS INCOME	\$ (7,076)	\$ -	\$ (1,000)	\$ (1,000)	0.00%
RENTAL INCOME	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUE	\$ (7,076)	\$ -	\$ (1,000)	\$ (1,000)	0.00%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	($\text{\$}$)	(\%)
EDA - INDUSTRIAL PARK EXPENSES	FUND	BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
OPERATING EXPENSES	\$ 1,214	\$ -	\$ -	\$ -	0.00%
DEPRECIATION	\$ -	\$ 1,773	\$ -	\$ (1,773)	-100.00%
SETTLEMENT CHARGES	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL EXPENSES	\$ 1,214	\$ 1,773	\$ -	\$ (1,773)	-100.00%
DIFFERENCE	\$ (5,861)	\$ 1,773	\$ (1,000)	\$ (2,773)	

EDA & EDA INDUSTRIAL PARK - FUND 680 & 681
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
680-3-0000-31010	CURRENT PROPERTY TAXES	(75,000)	(75,000)	(52,227)	(75,000)	-	0
680-3-0000-31020	DELINQUENT PROPERTY TAXES	(181)	-	(98)	-	-	0
	PROPERTY TAXES	(75,181)	(75,000)		(75,000)		
680-3-0000-36210	INTEREST INCOME	(16,517)	(250)	(8,995)	(1,000)	(750)	3
680-3-4650-36240	REIMBURSEMENTS	-	-	(31)	-	-	0
	MISCELLANEOUS REVENUE	(16,517)	(250)		(1,000)		
680-4-4650-101	WAGES FULL-TIME	41,894	47,111	32,653	50,660	3,549	0.075333
680-4-4650-113	EMPLOYEE BENEFITS	-	24	-	-	(24)	-1
680-4-4650-121	EMPLOYER CONT. PERA	3,112	3,532	2,485	3,798	266	0.075311
680-4-4650-122	EMPLOYER CONT. F I C A	3,100	3,604	2,496	3,875	271	0.075194
680-4-4650-123	EMPLOYER CONT. PFMLA	-	-	-	223	223	0
680-4-4650-131	HEALTH INSURANCE	3,620	6,728	3,452	7,519	791	0.117568
680-4-4650-132	DENTAL INSURANCE	308	670	221	670	-	0
680-4-4650-133	LIFE & DISABILITY INSURANCE	122	128	90	134	6	0.046875
680-4-4650-151	WORKER'S COMPENSATION	260	365	182	273	(92)	-0.25205
680-4-4650-200	SUPPLIES	4	500	1	-	(500)	-1
680-4-4650-220	REPAIRS & MAINT. SUPPLIES	-	500	-	-	(500)	-1
680-4-4650-301	AUDIT	10	725	357	622	(103)	-0.14207
680-4-4650-303	ENGINEERING FEES	-	-	-	-	-	0
680-4-4650-305	CIVIL LEGAL FEES	4,058	3,000	3,988	-	(3,000)	-1
680-4-4650-310	PROFESSIONAL SERVICES	469	327	274	150	(177)	-0.54128
680-4-4650-320	POSTAGE	69	200	-	-	(200)	-1
680-4-4650-321	TELEPHONE	-	-	-	-	-	0
680-4-4650-322	COMPUTER COMM/MAINT	11	-	21	50	50	0
680-4-4650-330	TRAVEL, CONF, MILEAGE ALLOW.	170	300	165	-	(300)	-1
680-4-4650-340	ADVERTISING & PUBLICATIONS	288	1,200	782	1,000	(200)	-0.16667
680-4-4650-350	PRINTING & BINDING	-	-	-	-	-	0
680-4-4650-369	INSURANCES	430	2,954	428	450	(2,504)	-0.84766
680-4-4650-433	DUES & SUBSCRIPTIONS	1,110	545	-	600	55	0.100917
680-4-4650-441	SPECIAL PROJECTS	-	2,837	-	5,976	3,139	1.10645
680-4-4650-490	DONATION OTHER CIVIC ORG.	-	-	1,000	-	-	0
	OPERATING EXPENSES	59,035	75,250	48,595	76,000	750	1%
681-3-0000-36200	MISCELLANEOUS INCOME	-	-	-	-	-	-
681-3-0000-36210	INTEREST INCOME	(7,076)	-	(3,986)	(1,000)	(1,000)	0
	681-MISCELLANEOUS INCOME	(7,076)	-	(3,986)	(1,000)	(1,000)	0%
681-4-4650-305	CIVIL LEGAL FEES	1,214	-	48	-	-	0
	681-OPERATING EXPENSES	1,214	-		-		
681-4-4650-420	DEPRECIATION EXPENSE	-	1,773	-	-	(1,773)	-1
	681-DEPRECIATION	-	1,773	-	-	(1,773)	-100%
	Total Revenues	\$ (98,774)	\$ (75,250)	\$ (3,986)	\$ (77,000)	\$ (1,000)	
	Total Expenditures	\$ 60,250	\$ 77,023	\$ 48,595	\$ 76,000	\$ (1,023)	
	Grand Total						
EDA & EDA INDUST.	Revenue Over/(Under) Expenditures	\$ (38,524)	\$ 1,773	\$ 44,609	\$ (1,000)	\$ (2,023)	-114%

NEW PRAGUE GOLF CLUB

The New Prague Golf Club is located within Memorial Park and was established in 1931.

The golf club, membership, and competition in the area have changed. The nine-hole golf course has expanded to an 18-hole course in the late 1960's. In the 1970s membership was comprised of approximately 30% residents, increasing to 45% in the early 1990s. Membership trends over recent years included 260 members in 2018; 226 in 2019 and have continued to grow since 2020. The golf club provides recreational opportunities for a wide demographic in the community including leagues and lessons for all ages and abilities, juniors to seniors.

The golf course property includes a club house which can accommodate 100 people on the second-floor dining. Up to 100 people can be accommodate on the 3rd floor, which includes a kitchen, full bar, two outdoor patios and restrooms. The first floor includes a golf shop, ladies locker rooms/restrooms and the business office. The men's locker room and additional restrooms are located on the basement level. The Golf club hosts weddings, anniversaries, reunions, bingo, meeting, birthday parties along with daily lunches.

The 2026 Revenue Budget reflects 4% increase to regular membership fees/dues. 2026 Green Fees are as follows:

	2026 9-walk	2026 9-ride	2026 18-walk	2026 18-ride
weekday-regular	\$ 29.00	\$ 44.00	\$ 45.00	\$ 68.00
weekend-regular	\$ 31.00	\$ 46.00	\$ 48.00	\$ 71.00
senior	\$ 20.00	\$ 34.00	\$ 32.00	\$ 46.00
junior	\$ 15.00	\$ 25.00	\$ 25.00	\$ 48.00

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
GOLF REVENUE		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
SALES	\$ (71,762)	\$ (84,200)	\$ (76,000)	\$ 8,200	-9.74%
CHARGES FOR SERVICES	\$ (954,936)	\$ (947,602)	\$ (1,047,619)	\$ (100,017)	10.55%
FOOD & BEVERAGE	\$ (408,443)	\$ (411,000)	\$ (454,000)	\$ (43,000)	10.46%
MISCELLANEOUS	\$ (36,863)	\$ (11,300)	\$ (8,375)	\$ 2,925	-25.88%
TRANSFERS IN	\$ (41,946)	\$ (320,000)	\$ -	\$ 320,000	-100.00%
TOTAL REVENUE	\$ (1,513,950)	\$ (1,774,102)	\$ (1,585,994)	\$ 188,108	-10.60%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
GOLF EXPENSES		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
GOLF OPERATIONS	\$ 612,698	\$ 901,719	\$ 606,850	\$ (294,869)	-32.70%
FOOD & BEVERAGE	\$ 351,164	\$ 333,676	\$ 365,324	\$ 31,648	9.48%
MAINTENANCE	\$ 530,925	\$ 594,078	\$ 651,974	\$ 57,896	9.75%
TOTAL EXPENSES	\$ 1,494,787	\$ 1,829,473	\$ 1,624,148	\$ (205,325)	-11.22%
DIFFERENCE	\$ (19,163)	\$ 55,371	\$ 38,154	\$ (17,217)	

New Prague, Minnesota

A Tradition of Progress



NEW PRAGUE GOLF CLUB 2026 PROPOSED BUDGET REPORT

TABLE OF CONTENTS

Contents

2026 MANAGEMENT STATEMENT AND FORCAST 79

2026 PROPOSED GOLF BUDGET 80

GOLF GO BOND PAYMENTS 81

2025 GREEN ROUNDS AND SALES 82

GOLF PROFESSIONAL ENTERPRISES, LLC & GME CONTRACTUAL SUMMARY 83

2026-2035 CAPITAL IMPROVEMENT PLAN..... 84

MANAGEMENT STATEMENT

It is the goal of the New Prague Golf Club to provide a well maintained and affordable municipal golf facility for the residents of New Prague and surrounding areas. The NPGC strives to build a strong image within the community by offering quality services, programs and a facility able to host tournaments accessible to all.

FORECAST

The 2026 Golf Budget is projected to forecast the financial operation of the New Prague Golf Club. Golf revenue will realize a decrease in revenue by \$188,108 or -11% and a decrease in expenses of \$205,325 or -11% in 2026 compared to 2025.

REVENUE

Regular membership dues are increasing by 4% in 2026

EXPENSES

Personnel: There are two full-time employees in the Maintenance Department and there is a percentage of City administration staff wages in Golf Operations.

- Full Time Wages: Reflects implementation based on a recommendation through a compensation study completed in 2025.
- Health Insurance: 17% increase in health insurance premiums for 2026. HSA contributions remain the same 2,250 family and 1,125 single.
- Dental Insurance: Premiums for 2026 remain the same as 2025.
- Life, Long-Term Disability, Short-Term Disability and Paid Family Medical Leave Act (PFMLA): Reduction of 15.1% change in 2026.
 - PFMLA is effective January 1, 2026. The Life and Disability rates effective January 1, 2026 have a two year rate guarantee.
 - Insurance providers will change effective Jan. 1, 2026 from The Hartford to MetLife. This change is due to bid results completed in 2025.

Operating Expenses:

- Golf Operations in total, reflects an decrease to expense of \$294,869 or 33% from 2025 to 2026 budgeted expenses.
 - Employee Wages & Benefits reflects an increase of \$15,605 or 18%
 - Operating Expenses reflects a decrease of \$310,474 or -38%
- Food & Beverage in total, reflects an increase to expense of \$31,648 or 9% from 2025 to 2026
 - Employee Wages & Benefits reflects an increase of \$6,286 or 5%
 - Operating Expenses reflect an increase of 25,362 or 12%
- Maintenance in total, reflects an increase to expense of \$57,896 or 10% from 2025 to 2026.
 - Employee Wages & Benefits reflects an increase of \$33,127 or 9%
 - Operating expense reflect an increase of \$24,769 or 11%

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
GOLF REVENUE		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
SALES	\$ (71,762)	\$ (84,200)	\$ (76,000)	\$ 8,200	-9.74%
CHARGES FOR SERVICES	\$ (954,936)	\$ (947,602)	\$ (1,047,619)	\$ (100,017)	10.55%
FOOD & BEVERAGE	\$ (408,443)	\$ (411,000)	\$ (454,000)	\$ (43,000)	10.46%
MISCELLANEOUS	\$ (36,863)	\$ (11,300)	\$ (8,375)	\$ 2,925	-25.88%
TRANSFERS IN	\$ (41,946)	\$ (320,000)	\$ -	\$ 320,000	-100.00%
TOTAL REVENUE	\$ (1,513,950)	\$ (1,774,102)	\$ (1,585,994)	\$ 188,108	-10.60%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
GOLF EXPENSES		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
GOLF OPERATIONS	\$ 612,698	\$ 901,719	\$ 606,850	\$ (294,869)	-32.70%
FOOD & BEVERAGE	\$ 351,164	\$ 333,676	\$ 365,324	\$ 31,648	9.48%
MAINTENANCE	\$ 530,925	\$ 594,078	\$ 651,974	\$ 57,896	9.75%
TOTAL EXPENSES	\$ 1,494,787	\$ 1,829,473	\$ 1,624,148	\$ (205,325)	-11.22%
DIFFERENCE	\$ (19,163)	\$ 55,371	\$ 38,154	\$ (17,217)	

GOLF FUND GO BOND PAYMENT SCHEDULE								
GO Bonds	2024	2025	2026	2027	2028	2029	2030	2031
CIP 2014								
Project Cost - \$50,000								
Principal	\$ 5,000.00							
Interest	\$ 62.50							
CIP 2015								
Project Cost - \$85,000								
Principal	\$ 10,000.00	\$ 10,000.00						
Interest	\$ 375.00	\$ 125.00						
CIP 2016								
Project Cost - \$74,000								
Principal	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00					
Interest	\$ 461.25	\$ 276.75	\$ 92.25					
CIP 2022								
Project Cost - \$210,000								
Principal	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 45,000.00	\$ 45,000.00			
Interest	\$ 9,500.00	\$ 7,500.00	\$ 5,500.00	\$ 3,375.00	\$ 1,125.00			
CIP 2024								
Project Cost - \$175,000								
Principal			\$ 30,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 40,000.00	
Interest		\$ 10,086.81	\$ 8,000.00	\$ 6,375.00	\$ 4,625.00	\$ 2,875.00	\$ 1,000.00	
CIP 2025								
Project Cost - \$100,000								
Principal				\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Interest			\$ 2,500.00	\$ 4,500.00	\$ 3,500.00	\$ 2,500.00	\$ 1,500.00	\$ 500.00
TOTAL								
Principal	\$ 64,000.00	\$ 59,000.00	\$ 79,000.00	\$ 100,000.00	\$ 100,000.00	\$ 55,000.00	\$ 60,000.00	\$ 20,000.00
Interest	\$ 10,398.75	\$ 17,988.56	\$ 16,092.25	\$ 14,250.00	\$ 9,250.00	\$ 5,375.00	\$ 2,500.00	\$ 500.00
TOTAL PAYMENTS	\$ 74,398.75	\$ 76,988.56	\$ 95,092.25	\$ 114,250.00	\$ 109,250.00	\$ 60,375.00	\$ 62,500.00	\$ 20,500.00

2026 GREENS FEES

Section 9, Item a.

	<u>2026 9-WALK</u>	<u>2026 9-RIDE</u>	<u>2026 18-WALK</u>	<u>2026 18-RIDE</u>
WEEKDAY-REGULAR	\$ 29.00	\$ 44.00	\$ 45.00	\$ 68.00
WEEKEND-REGULAR	\$ 31.00	\$ 46.00	\$ 48.00	\$ 71.00
SENIOR	\$ 20.00	\$ 34.00	\$ 34.00	\$ 46.00
JUNIOR	\$ 15.00	\$ 25.00	\$ 25.00	\$ 48.00

2011 - 2026 NEW PRAGUE CONTRACTUAL AGREEMENTS							
GOLF MANAGEMENT ENTERPRISES, LLC							
CONTRACT YEAR	CONTRACT BASE FEE		ADDITIONAL ADJUSTMENT	INCENTIVE PAYMENT	TOTAL COMPENSATION	\$ Difference	% Difference
2011*	\$55,000		0	0	\$55,000		
2012	\$83,000	(1)	0	\$9,562.80	\$92,562.80	\$28,000	50.9%
2013	\$88,000		0	0	\$88,000	\$5,000	6.0%
2014	\$89,760		\$880	\$7,913.85	\$98,553.85	\$1,760	2.0%
2015	\$114,760	(2)	0	\$1,898.78	\$116,658.78	\$25,000	27.9%
2016	\$119,760		0	0	\$119,760	\$5,000	4.4%
2017	\$130,000		0	0	\$130,000	\$10,240	8.6%
2018	\$130,000		0	"tbd"	\$130,000	\$0	0.0%
2019	\$130,000		0	"tbd"	\$130,000	\$0	0.0%
GOLF PROFESSIONAL ENTERPRISES, LLC							
2020	\$73,333		0	0	\$73,333		
2021	\$85,000		0	0	\$85,000	\$11,667	15.9%
2022	\$90,000		0	0	\$90,000	\$5,000	5.88%
2023	\$94,500		0	0	\$94,500	\$4,500	5.00%
2024	\$100,170		0	0	\$100,170	\$5,670	6.00%
2025	\$102,173		0	0	\$102,173	\$2,003	2.00%
2026	\$107,000		0	0	\$107,000	\$4,827	4.72%
* 11 months							
(1) - Beginning in 2012, \$13,00 in part-time wages for the City was moved into GME contract base fee							
(2) - City increased the GME Contract for F&B/GO employee							

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Section 9, Item a.
Golf	203,500	154,000	153,600	131,000	250,000	84,000	6,500	241,000	5,000	30,000	1,258,600
Brush Chipper (35% of cost)			12,600								12,600
Clubhouse Carpet	12,000										12,000
Clubhouse Chairs	2,500										2,500
Dump Truck			40,000								40,000
Fairway / Deep Tine Aerifier	65,000										65,000
Fairway Mower #2				80,000							80,000
Fertilizer Spreader #1							6,500				6,500
Golf Carts					250,000						250,000
Greens / Tee Aerifier			50,000								50,000
Greens Mower #1	36,000										36,000
Greens Mower #2	36,000										36,000
Greens Roller #2				19,000							19,000
Leaf Blower #1			15,000								15,000
Leaf Blower #2		15,000									15,000
Mower #3								48,000			48,000
Mower #4								48,000			48,000
Reel Sharpener		85,000									85,000
Rough Mower #2								105,000			105,000
Skid Loader			36,000								36,000
Stump Grinder (1/3 of cost)									5,000		5,000
Tractor						40,000					40,000
Trap Machine										30,000	30,000
Utility Mower #1	52,000										52,000
Utility Mower #2		54,000									54,000
Utility Vehicle								40,000			40,000
Work Cart #1						22,000					22,000
Work Cart #2						22,000					22,000
Work Cart #3				16,000							16,000
Work Cart #4				16,000							16,000

GOLF FUND - FUND 603
DETAIL BY DEPARTMENT / CATEGORY

Section 9, Item a.

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
603-3-4511-38046	GOLF MERCHANDISE	(38,129)	(50,000)	(46,851)	(45,000)	\$ 5,000.00	-10%
603-3-4511-38047	CLOTHING	(25,893)	(25,000)	(29,528)	(25,000)	\$ -	0%
603-3-4511-38052	SPECIAL ORDER-MERCHANDISE	(7,740)	(9,200)	(4,984)	(6,000)	\$ 3,200.00	-35%
SALES		\$ (71,762)	\$ (84,200)	\$ (81,362)	\$ (76,000)	\$ 8,200	-10%
603-3-0000-33439	PERA PENSION OTHER REVEN	(5,384)	-	-	-	\$ -	0%
603-3-4511-34710	EMPLOYEE GOLF PUNCH CAF	(667)	-	(861)	(875)	\$ (875.00)	0%
603-3-0000-39500	BOND PREMIUM AMORTIZATIO	(9,532)	-	-	-	\$ -	0%
603-3-4511-36210	INTEREST INCOME	(14,535)	(5,000)	(12,029)	(5,000)	\$ -	0%
603-3-4511-36230	CONTRIBUTIONS AND DONATI	(511)	(1,300)	(500)	(500)	\$ 800.00	-62%
603-3-4511-36240	REIMBURSEMENTS	(630)	(500)	(1,028)	(500)	\$ -	0%
603-3-4511-38042	RENTALS	-	(500)	-	-	\$ 500.00	-100%
603-3-4511-38043	LESSONS	(3,000)	(2,500)	(120)	-	\$ 2,500.00	-100%
603-3-4511-38044	FACILITY FEES	(746)	-	(39)	-	\$ -	0%
603-3-4511-38045	MISCELLANEOUS INCOME	(1,858)	(1,500)	(969)	(1,500)	\$ -	0%
MISCELLANEOUS		\$ (36,863)	\$ (11,300)	\$ (15,547)	\$ (8,375)	\$ 2,925	-26%
603-3-4511-38040	MEMBERSHIP DUES	(293,810)	(315,000)	(311,411)	(320,000)	\$ (5,000.00)	2%
603-3-4511-38041	ADDITIONAL FEES	(8,940)	(8,500)	(10,540)	(12,000)	\$ (3,500.00)	41%
603-3-4511-38048	GREEN FEES	(366,988)	(342,404)	(399,337)	(403,957)	\$ (61,553.00)	18%
603-3-4511-38049	DAILY CART FEES	(230,345)	(223,198)	(242,110)	(244,662)	\$ (21,464.00)	10%
603-3-4511-38050	PRIVATE CART FEES	(25,332)	(27,000)	(27,726)	(27,000)	\$ -	0%
603-3-4511-38051	DRIVING RANGE	(24,712)	(26,000)	(35,180)	(35,000)	\$ (9,000.00)	35%
603-3-4511-38053	PRIVATE CART REPAIRS	(4,810)	(5,500)	(3,774)	(5,000)	\$ 500.00	-9%
CHARGES FOR SERVICES		\$ (954,936)	\$ (947,602)	\$ (1,030,078)	\$ (1,047,619)	\$ (100,017)	11%
603-3-4511-38054	BOND PROCEEDS	-	(100,000)	-	-	\$ 100,000.00	-100%
603-3-4511-38055	USE OF FUND BALANCE	-	(220,000)	-	-	\$ 220,000.00	-100%
603-3-4511-39200	OPERATING TRANSFER IN	(41,946)	-	(14,910)	-	\$ -	0%
TRANSFERS IN		\$ (41,946)	\$ (320,000)	\$ (14,910)	\$ -	\$ 320,000	-100%
603-3-4512-38044	FACILITY FEES	(5,203)	(6,000)	(8,811)	(6,000)	\$ -	0%
603-3-4512-38045	GRATUITIES	(8,469)	(11,000)	(11,838)	(12,000)	\$ (1,000.00)	9%
603-3-4512-38140	FOOD SALES	(157,487)	(160,000)	(149,755)	(175,000)	\$ (15,000.00)	9%
603-3-4512-38141	BEVERAGE NON-ALCOHOL	(29,051)	(30,000)	(35,331)	(33,000)	\$ (3,000.00)	10%
603-3-4512-38142	BEVERAGE ALCOHOL	(197,047)	(195,000)	(215,002)	(215,000)	\$ (20,000.00)	10%
603-3-4512-38143	SUNDRIES	(11,186)	(9,000)	(13,601)	(13,000)	\$ (4,000.00)	44%
FOOD & BEVERAGE R		\$ (408,443)	\$ (411,000)	\$ (434,338)	\$ (454,000)	\$ (43,000)	10%
603-4-4511-101	WAGES FULL-TIME	20,615	21,744	19,193	22,507	\$ 763.00	4%
603-4-4511-102	WAGES OVERTIME	1,054	250	1,197	500	\$ 250.00	100%
603-4-4511-103	WAGES PART-TIME	72,560	50,000	71,768	63,000	\$ 13,000.00	26%
603-4-4511-113	EMPLOYEE BENEFITS	60	117	15	-	\$ (117.00)	-100%
603-4-4511-115	VACATION ACCRUAL	166	-	-	-	\$ -	0%
603-4-4511-121	EMPLOYER CONT. P E R A	2,294	2,675	2,488	2,713	\$ 38.00	1%
603-4-4511-122	EMPLOYER CONT. F I C A	6,996	5,517	6,998	5,547	\$ 30.00	1%
603-4-4511-123	EMPLOYER CONT. PFMLA	-	-	-	320	\$ 320.00	0%
603-4-4511-131	HEALTH INSURANCE	4,221	3,953	4,219	5,388	\$ 1,435.00	36%
603-4-4511-132	DENTAL INSURANCE	429	319	325	319	\$ -	0%
603-4-4511-133	LIFE & LT DISABILITY	64	63	56	57	\$ (6.00)	-10%
603-4-4511-151	WORKER'S COMP INSURANCE	643	859	1,526	751	\$ (108.00)	-13%
603-4-4511-207	COMPUTER SUPPORT SERVIC	13,031	13,550	14,661	13,550	\$ -	0%

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
603-4-4511-210	SUPPLIES - GENERAL	5,656	5,500	10,911	5,500	\$ -	0%
603-4-4511-211	SUPPLIES - CLEANING	2,777	1,000	880	1,000	\$ -	0%
603-4-4511-260	COGS - GOLF MERCHANDISE	27,712	30,000	47,209	32,706	\$ 2,706.00	9%
603-4-4511-261	COGS - CLOTHING	19,084	17,500	16,922	17,475	\$ (25.00)	0%
603-4-4511-262	COGS - SPECIAL ORDER	8,968	8,000	7,011	4,380	\$ (3,620.00)	-45%
603-4-4511-264	SUPPLIES - OFFICE	1,967	2,000	1,703	2,000	\$ -	0%
603-4-4511-265	COGS - DRIVING RANGE	3,313	7,000	5,906	7,000	\$ -	0%
603-4-4511-301	AUDIT	4,823	7,102	3,496	6,075	\$ (1,027.00)	-14%
603-4-4511-305	CIVIL LEGAL FEES	116	500	-	500	\$ -	0%
603-4-4511-310	PROFESSIONAL SERVICES	-	-	2,055	500	\$ 500.00	0%
603-4-4511-318	HANDICAP SERVICES	6,090	6,000	6,315	6,500	\$ 500.00	8%
603-4-4511-319	PROF. FEES - CONSULTING	2	-	-	-	\$ -	0%
603-4-4511-321	TELEPHONE / CABLE	6,842	7,600	6,081	7,000	\$ (600.00)	-8%
603-4-4511-322	COMPUTER COMMUNICATIONS	2,433	4,000	5,683	5,250	\$ 1,250.00	31%
603-4-4511-323	POSTAGE	438	950	264	500	\$ (450.00)	-47%
603-4-4511-340	ADVERTISING & PUBLICATIONS	493	1,000	590	1,000	\$ -	0%
603-4-4511-341	PROMOTION	3,750	3,800	4,146	4,500	\$ 700.00	18%
603-4-4511-369	INSURANCES	13,877	13,928	14,248	14,500	\$ 572.00	4%
603-4-4511-381	ELECTRIC	22,138	23,000	21,675	22,500	\$ (500.00)	-2%
603-4-4511-382	WATER/SEWER	7,864	5,500	8,557	8,000	\$ 2,500.00	45%
603-4-4511-383	STORM SEWER UTILITIES	5,999	6,000	5,180	6,000	\$ -	0%
603-4-4511-384	REFUSE	5,877	4,500	4,937	5,000	\$ 500.00	11%
603-4-4511-385	NATURAL GAS	5,770	9,500	7,639	10,000	\$ 500.00	5%
603-4-4511-401	CONTRACTED SERVICES	100,814	102,173	85,238	107,000	\$ 4,827.00	5%
603-4-4511-404	REPAIRS & MAINTENANCE	11,028	13,000	16,507	15,000	\$ 2,000.00	15%
603-4-4511-411	EQUIPMENT RENTAL	3,725	5,200	4,073	5,000	\$ (200.00)	-4%
603-4-4511-412	TOURNAMENT FLEET RENTAL	5,210	3,000	7,975	5,000	\$ 2,000.00	67%
603-4-4511-418	PORTABLE TOILETS	2,062	2,000	784	2,000	\$ -	0%
603-4-4511-420	DEPRECIATION	135,552	143,105	116,072	133,220	\$ (9,885.00)	-7%
603-4-4511-430	MISCELLANEOUS EXPENSE	19,268	-	1,330	-	\$ -	0%
603-4-4511-431	CASH (OVER) SHORT	2,613	-	994	-	\$ -	0%
603-4-4511-433	DUES & SUBSCRIPTIONS	1,600	1,200	2,326	2,500	\$ 1,300.00	108%
603-4-4511-437	CREDIT CARD FEES	33,795	29,000	34,011	35,000	\$ 6,000.00	21%
603-4-4511-460	LICENSE FEES/REGISTRATION	1,076	1,000	280	1,000	\$ -	0%
603-4-4511-500	CAPITAL OUTLAY	-	320,000	-	-	\$ (320,000.00)	-100%
603-4-4511-611	INTEREST EXPENSE	14,301	13,614	21,132	16,092	\$ 2,478.44	18%
603-4-4511-620	BOND ISSUANCE FEES	3,533	5,000	2,513	2,500	\$ (2,500.00)	-50%
GOLF OPERATIONS		\$ 612,698	\$ 901,719	\$ 597,085	\$ 606,850	\$ (294,869)	-33%
603-4-4512-102	WAGES OVERTIME	437	500	2,512	1,500	\$ 1,000.00	200%
603-4-4512-103	WAGES PART-TIME	103,575	102,000	116,174	105,000	\$ 3,000.00	3%
603-4-4512-104	GRATUITIES	8,469	11,000	11,838	12,000	\$ 1,000.00	9%
603-4-4512-114	UNEMPLOYMENT BENEFITS	128	-	-	-	\$ -	0%
603-4-4512-121	EMPLOYER CONT. P E R A	3,586	4,500	4,820	3,500	\$ (1,000.00)	-22%
603-4-4512-122	EMPLOYER CONT. F I C A	8,624	7,000	10,030	8,500	\$ 1,500.00	21%
603-4-4512-123	EMPLOYER CONT. PFMLA	-	-	-	266	\$ 266.00	0%
603-4-4512-151	WORKER'S COMPENSATION	655	866	432	1,386	\$ 520.00	60%
603-4-4512-210	SUPPLIES - GENERAL	15,312	18,000	16,391	17,500	\$ (500.00)	-3%
603-4-4512-217	TOWELS/LINENS	5,242	4,800	5,198	4,000	\$ (800.00)	-17%
603-4-4512-251	COGS - ALCOHOL	69,426	60,000	39,875	75,745	\$ 15,745.00	26%
603-4-4512-254	COGS - BEV NON-ALCOHOL	21,179	17,000	20,997	24,057	\$ 7,057.00	42%
603-4-4512-259	COGS - FOOD	81,636	81,760	90,576	90,720	\$ 8,960.00	11%
603-4-4512-262	COGS - SUNDRIES	11,457	7,650	11,495	7,150	\$ (500.00)	-7%
603-4-4512-263	EXPIRED GOODS	-	500	-	500	\$ -	0%

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
603-4-4512-365	INSURANCE DEDUCTIBLE	241	-	-	-	\$ -	0%
603-4-4512-404	REPAIRS & MAINTENANCE	4,991	4,000	4,873	4,500	\$ 500.00	13%
603-4-4512-415	EQUIPMENT RENTAL	4,133	2,600	3,609	3,000	\$ 400.00	15%
603-4-4512-430	MISCELLANEOUS EXPENSE	7,154	2,000	917	1,500	\$ (500.00)	-25%
603-4-4512-460	LICENSE FEES/REGISTRATION	3,320	4,500	4,220	4,500	\$ -	0%
603-4-4512-500	CAPITAL OUTLAY	1,599	5,000	-	-	\$ (5,000.00)	-100%
FOOD & BEVERAGE		\$ 351,164	\$ 333,676	\$ 343,958	\$ 365,324	\$ 31,648	9%
603-4-4513-101	WAGES FULL-TIME	192,452	191,045	179,391	198,640	\$ 7,595.00	4%
603-4-4513-102	WAGES OVERTIME	2,155	1,000	4,558	2,500	\$ 1,500.00	150%
603-4-4513-103	WAGES PART-TIME	105,241	105,000	135,460	115,000	\$ 10,000.00	10%
603-4-4513-113	EMPLOYEE BENEFITS	700	760	700	700	\$ (60.00)	-8%
603-4-4513-115	VACATION ACCRUAL	3,756	-	-	3,750	\$ 3,750.00	0%
603-4-4513-121	EMPLOYER CONT. P E R A	15,336	14,283	15,614	15,250	\$ 967.00	7%
603-4-4513-122	EMPLOYER CONT. F I C A	22,250	20,211	24,225	23,363	\$ 3,152.00	16%
603-4-4513-123	EMPLOYER CONT. PFMLA	-	-	-	1,342	\$ 1,342.00	0%
603-4-4513-129	GERF CHANGE	(14,475)	-	-	-	\$ -	0%
603-4-4513-131	HEALTH INSURANCE	27,649	29,959	28,195	34,465	\$ 4,506.00	15%
603-4-4513-132	DENTAL INSURANCE	2,735	1,731	2,224	1,731	\$ -	0%
603-4-4513-133	LIFE & S-T DISABILITY	559	536	532	579	\$ 43.00	8%
603-4-4513-135	OPEB EXPENSE	4,454	-	-	-	\$ -	0%
603-4-4513-151	WORKER'S COMP INSURANCE	2,792	3,822	2,281	4,154	\$ 332.00	9%
603-4-4513-210	SUPPLIES - GENERAL	8,786	8,000	12,541	12,000	\$ 4,000.00	50%
603-4-4513-212	MOTOR FUELS	25,008	25,000	21,545	25,000	\$ -	0%
603-4-4513-216	FERTILIZER & CHEMICALS	4,676	45,000	39,215	45,000	\$ -	0%
603-4-4513-221	R & M - MACHINERY PARTS	28,757	30,000	36,101	30,000	\$ -	0%
603-4-4513-222	R & M - IRRIGATION	12,090	15,000	42,726	35,000	\$ 20,000.00	133%
603-4-4513-231	SAFETY EQUIP & TRAINING	1,503	631	927	1,500	\$ 869.00	138%
603-4-4513-247	R & M - COURSE GEN IMPROV	13,810	15,000	26,479	17,500	\$ 2,500.00	17%
603-4-4513-330	TRAVEL, CONF, MILEAGE ALLC	-	500	92	500	\$ -	0%
603-4-4513-381	ELECTRICITY	1,224	1,600	1,019	1,500	\$ (100.00)	-6%
603-4-4513-382	WATER/SEWER	47,865	62,000	36,698	55,000	\$ (7,000.00)	-11%
603-4-4513-404	REPAIRS & MAINTENANCE	3,665	2,000	9,505	7,500	\$ 5,500.00	275%
603-4-4513-405	R & M - PRIVATE CART REPAIR	4,643	5,000	3,468	3,500	\$ (1,500.00)	-30%
603-4-4513-430	MISCELLANEOUS EXPENSE	2,478	1,000	1,874	1,000	\$ -	0%
603-4-4513-441	SPECIAL PROJECTS	8,817	15,000	2,871	15,000	\$ -	0%
603-4-4513-500	CAPITAL OUTLAY	2,000	-	-	-	\$ -	0%
MAINTENANCE		\$ 530,925	\$ 594,078	\$ 628,240	\$ 651,974	\$ 57,896	10%
Total Revenues		\$ (1,513,950)	\$ (1,774,102)	\$ (1,576,234)	\$ (1,585,994)	\$ 188,108	
Total Expenditures		\$ 1,494,787	\$ 1,829,473	\$ 1,569,284	\$ 1,624,148	\$ (205,325)	
Grand Total							
Golf Fund	Revenue Over/(Under)	\$ (19,163)	\$ 55,371	\$ (6,951)	\$ 38,154	\$ (17,217)	-31%
Expenditures							

STORM WATER FUND

The Storm Water Fund is a self-sustaining city utility fund. The Storm Water utility exists to regulate, manage, and maintain storm water drainage infrastructure effectively and efficiently.

The 2026 Revenue Budget reflects a 2% increase in residential and commercial storm sewer rates to offset increased expenditures. Currently the City of New Prague has 36 miles of storm pipe along with 30 storm water ponds and water ways all monitored and maintained by the street department. Maintenance includes repairing and cleaning leaves out of the catch basins, cleaning dirt and sand from in front of the inlet and discharge pipes in all ponds.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
STORM WATER REVENUE		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
CHARGES FOR SERVICES	\$ (411,757)	\$ (429,580)	\$ (446,619)	\$ (17,039)	3.97%
MISCELLANEOUS REVENUE	\$ (161,994)	\$ (100)	\$ (10,000)	\$ (9,900)	9900.00%
TOTAL REVENUE	\$ (573,752)	\$ (429,680)	\$ (456,619)	\$ (26,939)	6.27%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
STORM WATER EXPENSES		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
EMPLOYEE WAGES & BENEFITS	\$ 89,330	\$ 96,838	\$ 111,874	\$ 15,036	15.53%
OPERATING EXPENSES	\$ 295,555	\$ 298,355	\$ 324,669	\$ 26,314	8.82%
CAPITAL EXPENSES	\$ -	\$ 11,000	\$ -	\$ (11,000)	-100.00%
DEBT SERVICE	\$ 76,437	\$ 74,640	\$ 74,025	\$ (615)	-0.82%
TOTAL EXPENSES	\$ 461,322	\$ 480,833	\$ 510,568	\$ 29,735	6.18%
DIFFERENCE	\$ (112,430)	\$ 51,153	\$ 53,949	\$ 2,796	

New Prague, Minnesota

A Tradition of Progress



CITY OF NEW PRAGUE 2026 PROPOSED STORM SEWER BUDGET REPORT

TABLE OF CONTENTS

2026 MANAGEMENT STATEMENT & FORECAST 91

2026 PROPOSED STORM SEWER BUDGET 92

2026 STORM SEWER REVENUE & EXPENSE CHARTS 93

RESIDENTIAL STORM SEWER RATE HISTORY..... 94

STORM SEWER GO BOND PAYMENTS..... 95

2026-2035 CAPITAL IMPROVEMENT PLAN..... 96

MANAGEMENT STATEMENT

It is the responsibility of the City of New Prague to effectively and efficiently regulate, manage and maintain the storm water drainage infrastructure.

FORECAST

The 2026 Storm Sewer Budget is projected to forecast the financial operation of the City of New Prague.

REVENUE

The 2026 Revenue Budget reflects a 2% increase in residential and commercial storm sewer rates.

EXPENSES

Personnel Costs:

Approximately 7.65% of Street, Billing and Administrative wages are allocated to the Storm Sewer.

- Currently there are no employee(s) assigned strictly to Storm Sewer.
- Full Time Wages: Reflects implementation based on a recommendation through a compensation study completed in 2025.
- Health Insurance: 17% increase in health insurance premiums for 2026. HSA contributions remain the same 2,250 family and 1,125 single.
- Dental Insurance: Premiums for 2026 remain the same as 2025.
- Life, Long-Term Disability, Short-Term Disability and Paid Family Medical Leave Act (PFMLA): Reduction of 15.1% change in 2026.
 - PFMLA is effective January 1, 2026.
 - The Life and Disability rates effective January 1, 2026 have a two year rate guarantee.
 - Insurance providers will change effective Jan. 1, 2026 from The Hartford to MetLife. This change is due to bid results completed in 2025.

Operating Expenses:

- 2026 budget includes costs for MS4 City Storm Water Management Plan developed through SHE.

OPERATION & MAINTENANCE

Currently, the City of New Prague has 36 miles of storm pipe in addition to 30 storm water ponds and water ways all monitored and maintained by the street department. Maintenance includes repairing and cleaning leaves out of the catch basins every fall (weather permitting), cleaning dirt and sand in front of the inlet and discharge pipes along with noxious weed and tree control at the ponds.

2026 KEY BUDGET AND OPERATIONAL INFLUENCES

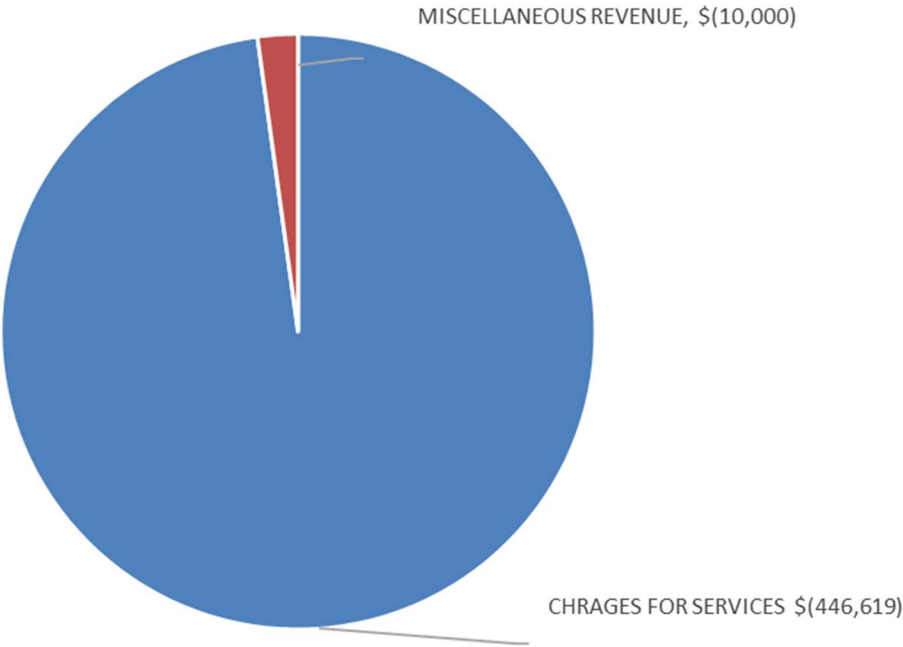
With work starting in 2026, New Prague will be recognized as an MS4 City, this designation will require additional documentation and reporting on our ponds, which will ultimately cause additional expenses. Spraying noxious weeds around the ponds is one of the biggest challenges due to staffing, weather and available equipment needed to do the job. The maintenance of the storm water catch basins and the ponds is very time consuming and because of limited staff, we do not spend as much time taking care of them as we really should.

City staff continues to struggle getting residents to stop cutting grass past their property line. It is important that resident don't disturb the buffer zone around ponds. The buffer zone around ponds is what keeps our water ways healthy.

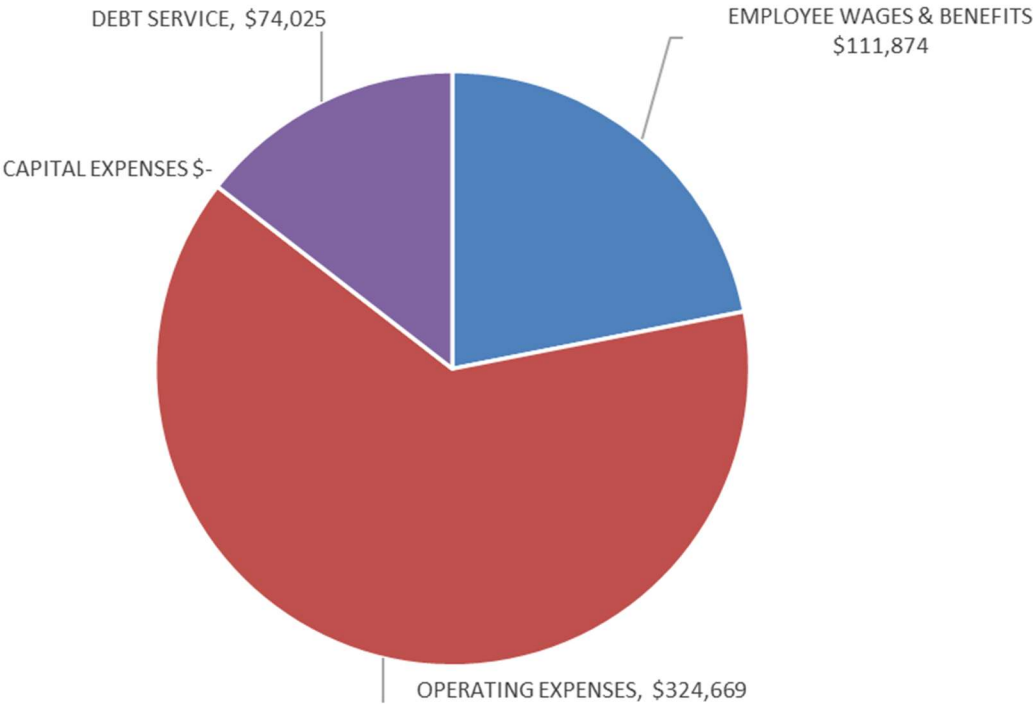
Staff will continue to monitor storm sewer permit requirements.

	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
STORM WATER REVENUE		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
CHARGES FOR SERVICES	\$ (411,757)	\$ (429,580)	\$ (446,619)	\$ (17,039)	3.97%
MISCELLANEOUS REVENUE	\$ (161,994)	\$ (100)	\$ (10,000)	\$ (9,900)	9900.00%
TOTAL REVENUE	\$ (573,752)	\$ (429,680)	\$ (456,619)	\$ (26,939)	6.27%
	2024	2025	2026	2025 to 2026	2025 to 2026
	ACTUAL	ADOPTED	PROPOSED	(\$)	(%)
STORM WATER EXPENSES		BUDGET	BUDGET	DIFFERENCE	DIFFERENCE
EMPLOYEE WAGES & BENEFITS	\$ 89,330	\$ 96,838	\$ 111,874	\$ 15,036	15.53%
OPERATING EXPENSES	\$ 295,555	\$ 298,355	\$ 324,669	\$ 26,314	8.82%
CAPITAL EXPENSES	\$ -	\$ 11,000	\$ -	\$ (11,000)	-100.00%
DEBT SERVICE	\$ 76,437	\$ 74,640	\$ 74,025	\$ (615)	-0.82%
TOTAL EXPENSES	\$ 461,322	\$ 480,833	\$ 510,568	\$ 29,735	6.18%
DIFFERENCE	\$ (112,430)	\$ 51,153	\$ 53,949	\$ 2,796	

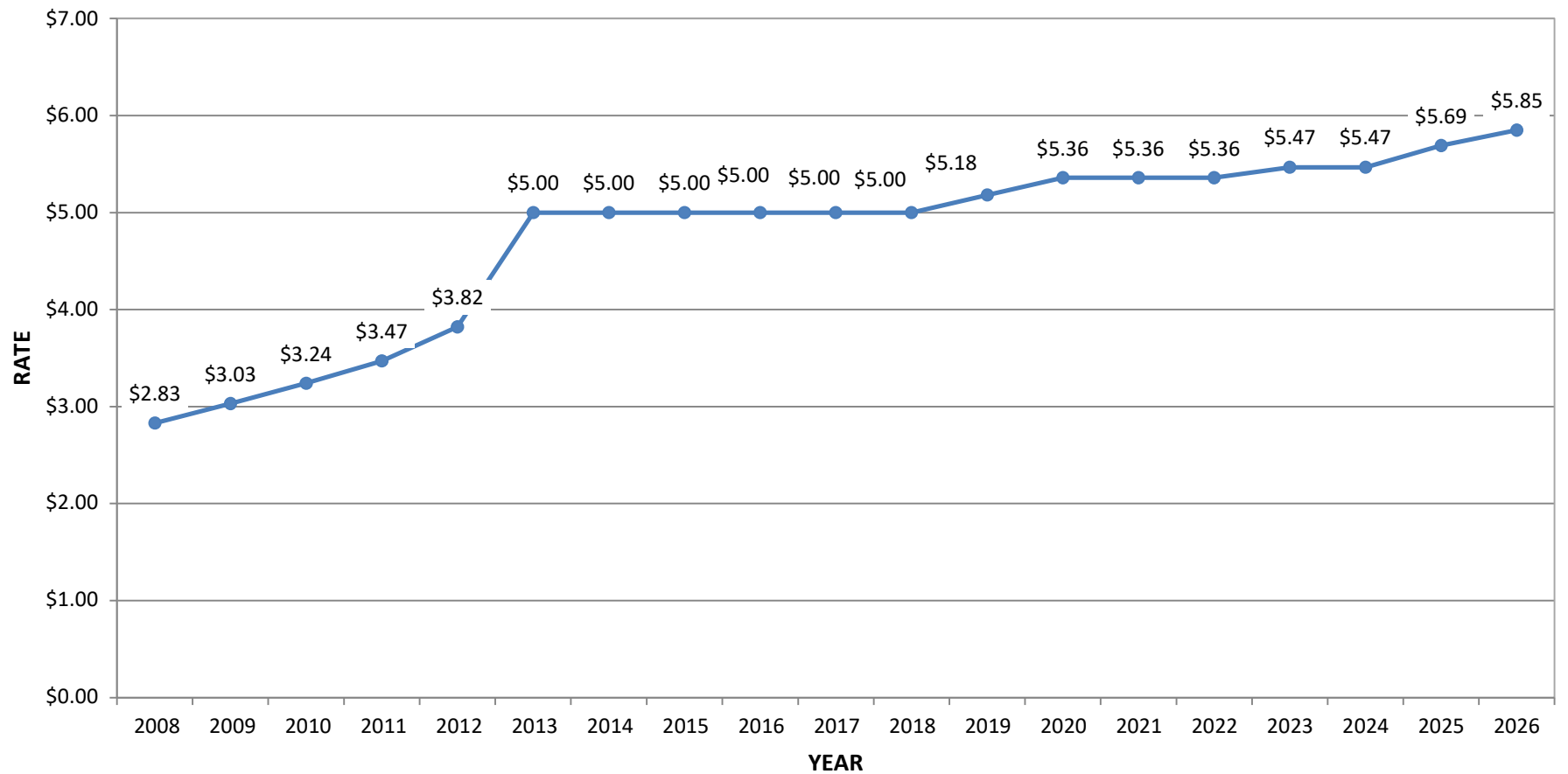
2026 STORM SEWER REVENUE

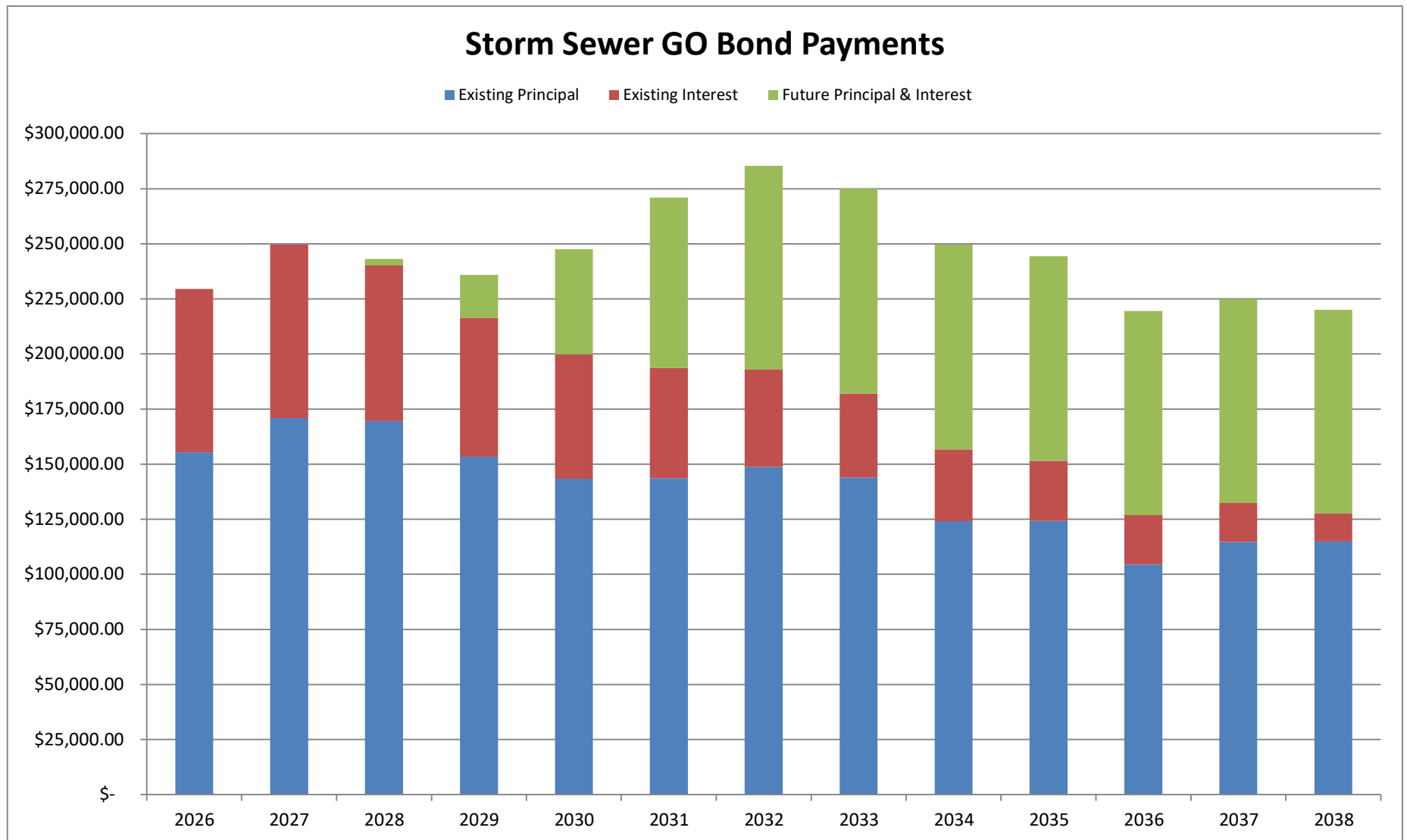


2026 STORM SEWER EXPENSE



CITY OF NEW PRAGUE RESIDENTIAL STORM SEWER RATE HISTORY (2008 - 2026)





Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Storm Water	65,000	65,000	300,000	325,000	325,000	7,500	5,000				1,092,500
Future CIP	65,000	65,000	300,000	325,000	325,000						1,080,000
Utility Vehicle 50%						7,500					7,500
Vehicle Replacement - Public Works Director 10%							5,000				5,000

Section 9, Item a.

STORM SEWER FUND - FUND 606
DETAIL BY DEPARTMENT / CATEGORY

Account Code	Description	FY24 Actual	FY25 Budget	FY25 YTD Thru 11/30/25	FY26 Proposed	2025-2026 Difference	%Diff.
606-3-0000-36210	INTEREST INCOME	(58,763)	(100)	(38,836)	(10,000)	(9,900)	9900%
606-3-0000-36240	REIMBURSEMENTS	(12)	-	(268)	-	-	0%
606-3-0000-39500	BOND PREM AMORTIZATION	(13,520)	-	-	-	-	0%
606-3-0000-33439	PERA PENSION OTHER REVENUE	(1,326)	-	-	-	-	0%
606-3-4311-33435	STATE AID	(88,373)	-	-	-	-	0%
MISCELLANEOUS REVENUE		\$ (161,994)	\$ (100)	\$ (39,105)	\$ (10,000)	\$ (9,900)	9900%
606-3-0000-37205	STORM SEWER REVENUE	(410,306)	(428,480)	(361,457)	(445,619)	(17,139)	4%
606-3-0000-37460	PENALTIES	(1,451)	(1,100)	(1,598)	(1,000)	100	-9%
CHARGES FOR SERVICES		\$ (411,757)	\$ (429,580)	\$ (363,055)	\$ (446,619)	\$ (17,039)	4%
606-4-4311-101	WAGES FULL-TIME	66,418	67,390	62,044	77,444	10,054	15%
606-4-4311-102	WAGES OVERTIME	109	-	360	-	-	0%
606-4-4311-113	EMPLOYEE BENEFITS	-	246	48	246	-	0%
606-4-4311-121	EMPLOYER CONT. PERA	5,004	5,054	4,745	5,808	754	15%
606-4-4311-122	EMPLOYER CONT. FICA	4,682	5,174	4,458	5,943	769	15%
606-4-4311-123	EMPLOYER CONT. PFMLA	-	-	-	341	341	0%
606-4-4311-129	PENSION (GERF) CHANGE	(2,121)	-	-	-	-	0%
606-4-4311-131	HEALTH INSURANCE	11,816	14,549	12,333	18,390	3,841	26%
606-4-4311-132	DENTAL INSURANCE	1,277	1,434	1,030	1,293	(141)	-10%
606-4-4311-133	LIFE & S-T DISABILITY INS	216	202	183	247	45	22%
606-4-4311-135	OPEB EXPENSE	(130)	-	-	-	-	0%
606-4-4311-151	WORKER'S COMPENSATION	2,059	2,789	1,391	2,162	(627)	-22%
EMPLOYEE WAGES & BENEFITS		\$ 89,330	\$ 96,838	\$ 86,593	\$ 111,874	\$ 15,036	16%
606-4-4311-200	SUPPLIES	21	50	1	50	-	0%
606-4-4311-212	MOTOR FUEL	85	5,000	75	5,000	-	0%
606-4-4311-220	REPAIRS & MAINT. SUPPLIES	979	4,500	551	4,500	-	0%
606-4-4311-301	AUDIT	873	950	473	900	(50)	-5%
606-4-4311-303	ENGINEERING FEES	-	500	-	500	-	0%
606-4-4311-306	LINE LOCATES	1,133	800	585	800	-	0%
606-4-4311-310	PROFESSIONAL SERVICES	-	100	319	17,500	17,400	17400%
606-4-4311-315	ADMINISTRATIVE FEES	6,783	6,900	5,685	6,900	-	0%
606-4-4311-320	POSTAGE	-	50	-	50	-	0%
606-4-4311-321	TELEPHONE	76	100	70	100	-	0%
606-4-4311-322	COMPUTER COMM/MAINT	640	825	1,235	825	-	0%
606-4-4311-340	ADVERTISIT & PUBLICATIONS	-	50	2	50	-	0%
606-4-4311-369	INSURANCES	910	1,162	962	1,162	-	0%
606-4-4311-401	CONTRACTED SERVICES	4,534	1,000	6	-	(1,000)	-100%
606-4-4311-404	REPAIRS & MAINTENANCE	5,343	3,000	1,991	4,000	1,000	33%
606-4-4311-420	DEPRECIATION	271,197	271,118	263,168	279,582	8,464	3%
606-4-4311-430	MISCELLANEOUS EXPENSE	18	-	11	-	-	0%
606-4-4311-431	CREDIT CARD EXPENSE	2,212	2,200	2,257	2,700	500	23%
606-4-4311-433	DUES & SUBSCRIPTIONS	3	50	-	50	-	0%
606-4-4311-438	BAD DEBT	527	-	-	-	-	0%
606-4-4311-440	REAL ESTATE TAXES	224	-	-	-	-	0%
OPERATING EXPENSES		\$ 295,555	\$ 298,355	\$ 277,428	\$ 324,669	\$ 26,314	9%
606-4-4311-500	CAPITAL OUTLAY	-	11,000	-	-	(11,000)	-100%
CAPITAL EXPENSES		\$ -	\$ 11,000	\$ -	\$ -	\$ (11,000)	-100%
606-4-4311-610	DEBT SERVICE-INTEREST	67,570	74,640	74,640	74,025	(615)	-1%
606-4-4311-620	BOND ISSUANCE FEES	8,867	-	12,954	-	-	0%
DEBT SERVICE		\$ 76,437	\$ 74,640	\$ 87,594	\$ 74,025	\$ (615)	-1%
Total Revenues		\$ (573,751.52)	\$ (429,680.00)	\$ (402,159.95)	\$ (456,619.00)	\$ (26,939.00)	
Total Expenditures		\$ 461,321.74	\$ 480,833.00	\$ 451,614.27	\$ 510,568.00	\$ 29,735.00	
Grand Total							
STORM SEWER	Revenue Over/(Under)	\$ (112,429.78)	\$ 51,153.00	\$ 49,454.32	\$ 53,949.00	\$ 2,796.00	
	Expenditures						

New Prague, Minnesota

A Tradition of Progress

NEW PRAGUE SPECIAL REVENUE FUNDS NEW PRAGUE DEBT SERVICE FUNDS NEW PRAGUE CAPITAL PROJECT FUNDS 2026 PROPOSED BUDGET REPORTS

TABLE OF CONTENTS

Contents

SPECIAL REVENUE FUNDS..... 100

DEBT SERVICE FUNDS..... 103

CAPITAL FUNDS 105

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are committed to expenditures for specific projects or purposes other than debt service or capital projects. Unlike the General Fund, the budgets of special revenue funds do not always balance, e.g., revenues equal expenditures.

		2024	2025	2026		
		ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026
		SPECIAL	SPECIAL	SPECIAL	(\$)	(%)
	SPECIAL REVENUE	REVENUE	REVENUE	REVENUE	DIFFERENCE	DIFFERENCE
203 R	SMALL CITIES REVOLVING	\$ (6,181)	\$ (100)	\$ (100)	\$ -	0.00%
204 R	SMALL CITIES GRANT	\$ -	\$ -	\$ -	\$ -	0.00%
206 R	SP - ECONOMIC DEVELOPMENT	\$ (7,795)	\$ -	\$ -	\$ -	0.00%
207 R	SOUTHERN MN HOUSING PARTNERSHIP (SWMHP)-2016	\$ (6,110)	\$ (800)	\$ (800)	\$ -	0.00%
208 R	SMALL CITIES DEVELOPMENT PROGRAM (SCDP)-2018	\$ (18,897)	\$ (450)	\$ (450)	\$ -	0.00%
209 R	AMERICAN RESCUE PLAN	\$ -	\$ -	\$ -	\$ -	0.00%
227 R	RENTALS	\$ (8,829)	\$ -	\$ -	\$ -	0.00%
228 R	PARK ACQUISITION FEE	\$ (16,427)	\$ (9,211)	\$ (12,360)	\$ (3,149)	34.19%
230 R	PARK EQUIPMENT	\$ (25,082)	\$ (6,850)	\$ (6,750)	\$ 100	-1.46%
233 R	CRIME PREVENTION	\$ (29,404)	\$ (3,300)	\$ (3,300)	\$ -	0.00%
235 R	SIDEWALKS	\$ (1,401)	\$ -	\$ -	\$ -	0.00%
236 R	SIRENS	\$ (894)	\$ (3,300)	\$ (3,300)	\$ -	0.00%
	TOTAL REVENUE	\$ (121,020)	\$ (24,011)	\$ (27,060)	\$ (3,049)	12.70%
		2024	2025	2026		
		ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026
		SPECIAL	SPECIAL	SPECIAL	(\$)	(%)
	SPECIAL REVENUE EXPENSES	REVENUE	REVENUE	REVENUE	DIFFERENCE	DIFFERENCE
203 E	SMALL CITIES REVOLVING	\$ -	\$ -	\$ -	\$ -	0.00%
204 E	SMALL CITIES GRANT	\$ -	\$ -	\$ -	\$ -	0.00%
206 E	SP - ECONOMIC DEVELOPMENT	\$ -	\$ -	\$ -	\$ -	0.00%
207 E	SOUTHERN MN HOUSING PARTNERSHIP (SWMHP)	\$ -	\$ -	\$ -	\$ -	0.00%
208 E	SMALL CITIES DEVELOPMENT PROGRAM (SCDP)	\$ -	\$ -	\$ -	\$ -	0.00%
209 E	AMERICAN RESCUE PLAN	\$ -	\$ -	\$ -	\$ -	0.00%
227 E	RENTALS	\$ -	\$ -	\$ -	\$ -	0.00%
228 E	PARK ACQUISITION FEE	\$ 25,000	\$ -	\$ -	\$ -	0.00%
230 E	PARK EQUIPMENT	\$ 17,096	\$ -	\$ -	\$ -	0.00%
233 E	CRIME PREVENTION	\$ 11,458	\$ 12,000	\$ 11,650	\$ (350)	-2.92%
235 E	SIDEWALKS	\$ -	\$ -	\$ -	\$ -	0.00%
236 E	SIRENS	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL EXPENSES	\$ 53,554	\$ 12,000	\$ 11,650	\$ (350)	-2.92%
	DIFFERENCE	\$ (67,465)	\$ (12,011)	\$ (15,410)	\$ (3,399)	

SPECIAL REVENUE FUNDS

Special Revenue Funds are established to collect money that must be used for a specific project and provide an extra level of accountability to taxpayers that their tax dollars will go toward an intended purpose.

(203) Development Revolving Loan – Grant from the State to use as a loan to New Prague Opportunities which was for (the “blue” building for MVE - Chart). When the money was paid back; the city was able to keep approx. \$100,000 for loan revolving purposes. Use of these funds are restricted because they are State MIF Funds which cannot be used for retail business, housing and/or transferred to Small Cities.

Currently this fund has a balance of \$173,476.

(204) Small Cities Revolving Grant – Leftover State “Small Cities” Funds that became available to residential customers to up-grade their homes. However, if the house was sold within 10 years, the residential customer must reimburse the city at a pro-rata share of the house loan. \$80,000 was sent to LeSueur County for this housing rehabilitation program of which 5 of 20 homes, funded, were rehabilitated in 2011 within the City. This term expired March of 2021.

Currently this fund has a balance of \$33,885.

(206) Special Economic Development (2017) – This fund was created with monies received from Chart in the amount of \$173,639 from the “claw back” payment for not meeting their job goals. The City Council approved the transfer from Funds 239 and 240 – Tax Abatement in the amount of \$47,406 to this fund in December 2018.

Currently this fund has balance of \$240,772.

(207) 2016 Small Cities Project (SCDP): This program was established in 2016 for the Rehabilitation of 6 commercial units and 4 commercial rental units. Funding to undertake this project came from a 2008 SCDP Grant of \$300,000 (repaid from the Westgate Townhome Project in 2015) and owner matching Funds of \$73,200. There have been (2) commercial establishments that have utilized this program in 2017, (2) in 2018, (1) in 2019 and (1) in 2020. This program closed in 2020, however, payments into this fund will continue until 2030.

Currently this fund has a balance of \$200,888.

(208) 2017 Small Cities Development Program (SCDP): This Program was established to assist in the rehabilitation of 20 residential owner-occupied units, 5 residential rental units and 8 commercial units. Funding to undertake this project is a 2017 SCDP Grant of \$295,550, the City’s former MN Investment Fund of \$476,100 and property owner matching funds of \$249,000 for a total estimated project cost of \$1,020,650. There were (4) residents that utilized this program. This Program closed in 2020.

Currently this fund has a balance of \$496,060.

(210) Federal Grants: This fund is for tracking federal grant money and associated expenditures.
Currently this fund has a balance of \$0.

(227) Rental Property – Was a rental building at 505 5th Ave NW (tin building Southwest of the Fire/Ambulance Building) that was entered into on Dec. 2012 and was \$600/month. As of spring/summer 2025, the building was demolished to accommodate space for the new police station.
Currently this fund has a balance of \$42,913.

SPECIAL REVENUE FUNDS

Section 9, Item a.

(228) Park Acquisition Fees – Collected from developers and can be used only for the acquisition of land for parks. The city had entered into a 3-year lease agreement with Ralph Sullivan (Lanesburg Farms, LLC) in 2023. Lease payments for years 2023, 2024, and 2025 will be \$27,332.85 for the land that is owned by the city located at the SW intersection of Highway 13/21 and County Rd 29. 2023 property taxes in the amount of \$2,078 is paid thru the Parks Budget. There are not any definitive plans to acquire additional park land currently utilizing this fund.

Currently this fund has a balance of \$207,805.

(230) Park Equipment – Collected thru the building permit (.0025% of the value of a new home) or based on the demand new platted land is expected to make on the park system (the fee schedule provides for the fees based on fair market value of the undeveloped land and the land demand the use puts on the park system), for purchases of new or expanded park equipment (not for repairs and maintenance).

Currently this fund has a balance of \$129,048.

(233) Crime Prevention – Fund designed for forfeiture revenue and expenses; annual contribution of \$4,000.00 received from the School District to buy drug awareness, educational and promotional material.

Currently this fund has a balance of \$61,586.

(235) Sidewalk – Collected from developers in the developer's agreement as a flat fee (\$50/per lot). Funds are to be used for City-wide sidewalk improvements, first to connect new neighborhoods to existing and secondarily to remove gaps in the sidewalk system City-wide.

Currently this fund has a balance of \$42,110.

(236) Sirens – Collected from the developer in the developer's agreement as a flat fee (\$165/acre of land platted). Funds are to be used only for the purchase of new sirens to ensure coverage for all developments in the City limits and not intended to replace existing sirens.

Currently this fund has a balance of \$27,373.

DEBT SERVICE FUNDS

Debt Service Fund is a cash reserve that is used to pay for the interest and principal payments of general long-term debt principal, interest, and related costs. The city maintains individual debt service funds for its various bond issues. The city has established annual financial plans for each of the individual debt service funds.

		2024	2025	2026		
		ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026
		DEBT	DEBT	DEBT	(\$)	(%)
	DEBT SERVICE REVENUE	FUND	FUND BUDGET	FUND BUDGET	DIFFERENCE	DIFFERENCE
311 R	CIP 2011	\$ (20,657)	\$ (9,473)	\$ -	\$ 9,473	-100.00%
315 R	2013B - REFUNDING	\$ (303,842)	\$ (281,960)	\$ (267,549)	\$ 14,411	-5.11%
316 R	CIP 2014	\$ (95,691)	\$ (81,056)	\$ (60,109)	\$ 20,947	-25.84%
317 R	CIP 2015	\$ (20,488)	\$ (15,963)	\$ (2,800)	\$ 13,163	-82.46%
318 R	TIF-NP SENIOR HOUSING	\$ (113,831)	\$ (110,016)	\$ -	\$ 110,016	-100.00%
319 R	CIP 2019	\$ (300,922)	\$ (260,720)	\$ (54,157)	\$ 206,563	-79.23%
320 R	2020A REFUNDING	\$ (169,850)	\$ (150,364)	\$ (1,723)	\$ 148,641	-98.85%
321 R	CIP 2020-2021	\$ (101,209)	\$ (124,873)	\$ (25,573)	\$ 99,300	-79.52%
322 R	CIP 2022	\$ (72,285)	\$ (84,525)	\$ (24,577)	\$ 59,948	-70.92%
323 R	CIP 2023	\$ (191,775)	\$ (214,883)	\$ (137,420)	\$ 77,463	-36.05%
324 R	CIP 2024	\$ (120,854)	\$ (294,475)	\$ (146,407)	\$ 148,068	-50.28%
325 R	CIP 2025	\$ -	\$ -	\$ -	\$ -	0.00%
326 R	POLICE STATION	\$ -	\$ -	\$ (341,718)	\$ (341,718)	0.00%
375 R	CIP 2007	\$ (3,212)	\$ -	\$ -	\$ -	0.00%
380 R	HRA (PHILLIPS SQUARE)	\$ (11,912)	\$ -	\$ (11,550)	\$ (11,550)	0.00%
395 R	CIP 2009	\$ (27,770)	\$ -	\$ -	\$ -	0.00%
	TOTAL REVENUE	\$ (1,554,297)	\$ (1,628,308)	\$ (1,073,583)	\$ 554,725	-34.07%
		2024	2025	2026		
		ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026
		DEBT	DEBT	DEBT	(\$)	(%)
	DEBT SERVICE EXPENSES	FUND	FUND BUDGET	FUND BUDGET	DIFFERENCE	DIFFERENCE
311 E	CIP 2011	\$ 8,189	\$ 7,045	\$ 10,259	\$ 3,214	45.62%
315 E	2013B - REFUNDING	\$ 372,877	\$ 374,036	\$ 371,020	\$ (3,016)	-0.81%
316 E	CIP 2014	\$ 106,560	\$ 105,500	\$ 97,925	\$ (7,575)	-7.18%
317 E	CIP 2015	\$ 37,422	\$ 36,275	\$ 36,075	\$ (200)	-0.55%
318 E	TIF-NP SENIOR HOUSING	\$ 109,490	\$ -	\$ -	\$ -	0.00%
319 E	CIP 2019	\$ 288,497	\$ 286,800	\$ 156,975	\$ (129,825)	-45.27%
320 E	2020A REFUNDING	\$ 183,919	\$ 166,772	\$ 159,854	\$ (6,918)	-4.15%
321 E	CIP 2020-2021	\$ 176,365	\$ 175,343	\$ 169,393	\$ (5,950)	-3.39%
322 E	CIP 2022	\$ 41,947	\$ 40,250	\$ 34,225	\$ (6,025)	-14.97%
323 E	CIP 2023	\$ 104,452	\$ 215,650	\$ 202,075	\$ (13,575)	-6.29%
324 E	CIP 2024	\$ -	\$ 115,912	\$ 228,050	\$ 112,138	96.74%
325 E	CIP 2025	\$ -	\$ -	\$ 89,975	\$ 89,975	0.00%
326 E	POLICE STATION	\$ -	\$ -	\$ 342,468	\$ 342,468	0.00%
375 E	CIP 2007	\$ 157,661	\$ -	\$ -	\$ -	0.00%
380 E	HRA (PHILLIPS SQUARE)	\$ 11,000	\$ -	\$ 11,000	\$ 11,000	0.00%
395 E	CIP 2009	\$ 40,223	\$ 39,111	\$ 500	\$ (38,611)	-98.72%
	TOTAL EXPENSES	\$ 1,638,602	\$ 1,562,694	\$ 1,909,794	\$ 347,100	22.21%
	DIFFERENCE	\$ 84,305	\$ (65,614)	\$ 836,211	\$ 901,825	

DEBT SERVICE FUNDS

The Debt Service Fund is used to make interest and principal payments on general long-term debt. In the graphs following, it is the intent of staff to keep the levy at \$1,000,000 to establish an Equipment Fund (as illustrated in the graph #3 – Existing and all Future Debt plus Proposed Capital Levy.

1. **(380) HRA** – Philipps Square Apartments – Refinanced in 2011 – Maturity 2035
2. **(311) CIP 2011** – 5th St NW; 4th St NW; 1st Ave NW; Central Ave N - *Maturity 2/1/2027*
3. **(315) CIP 2013** – 2013B Refunding Bonds. Refunded 2005B, 2007BC, 2008A. *Maturity 2028*
4. **(316) CIP 2014** – 3rd St NW, 1st Ave NE, Church Ave & Alley by the Church-*Maturity 2030*
5. **(317) CIP 2015** – 1st St NW; 2nd St NW; 5th Ave NW; 1st St NW, 3rd St NW and 6th Ave NW-
Maturity 2/1/2031
6. **(318) TIF District 8-1** – New Prague Senior Housing Living I, LLC Project: The Developer will be reimbursed development costs up to a total of \$1,724,492. The city will receive tax increment monies from the county twice a year (June – December) of which 5% will be maintained for the City’s expenses. A check will then be issued to the Developer for the remaining 95%.
7. **(319) CIP 2019** – Total reclaim and turnback of 10th Ave SE, 7th St NE/NW, (formally known as County Road 37) along with the mill and overlay of a few Residential Streets in the NE and SE sides of New Prague - *Maturity 02/2035*
8. **(320) REFUNDING 2020A** – Refunding of 2010A, 2012A, 2012B and 2013A
9. **(321) CIP 2021A** – Mainstreet project, began in 2020 with a completion date of November of 2022. Funding came for MNDOT, Federal and State Aid, Scott & LeSueur County and City bonding. City Bonding for the Project was \$5,465,000 (which included assessments, sanitary, storm sewer and water utility, water utility building and the Central Plaza) – *Maturity 2/1/2037*
10. **(322) CIP 2022A** –Project bonding \$1,095,000 (which included assessments, street improvements, sanitary, storm sewer, water utility and equipment certificates Golf Course)– *Maturity 2/1/2033*
11. **(323) CIP 2023A** – Project bonding \$3,445,000 (which included assessments, street improvements, sanitary, storm sewer and water utility) – *Maturity 2/1/2039*
12. **(324) CIP 2024A** – Project bonding \$4,745,000 (which included assessments, street improvements, sanitary, storm sewer and water utility) – *Maturity 2/1/2040*
13. **(399) New Prague Area Community Center Assoc., Inc. (NPACCA)** -This Fund represents and acknowledges the loan agreement between the NPACCA and the Round Bank for the Community Center expansion project that occurred in 2011. The loan has a separate security agreement between NPACCA and New Prague Area Schools which provides funding for making the monthly loan payments. The loan for the improvement project that was taken out by NPACCA essentially encumbers a city owned asset. Although NPACCA makes principal and interest payments on the loan, the city is listed as a Guarantor of the loan with Round Bank. For auditing purposes, the city is required to record principal and interest payments as they are being made.

CAPITAL PROJECT FUNDS

Capital Project Funds are used to account for the acquisition and construction of major capital facilities, infrastructure, and equipment (except those financed by enterprise funds). This fund includes the expenditure relating to the capital project and large capital outlay purchases. Project budgets and/or annual financial plans are established for each fund.

		2024	2025	2026		
		ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026
		CAPITAL	CAPITAL	CAPITAL	(\$)	(%)
	CAPITAL PROJECTS REVENUE	FUND	FUND BUDGET	FUND BUDGET	DIFFERENCE	DIFFERENCE
417 R	CIP 2016-2020	\$ -	\$ -	\$ -	\$ -	0.00%
418 R	TH 19 PROJECT (2020)	\$ -	\$ -	\$ -	\$ -	0.00%
420 R	CIP 2019	\$ -	\$ -	\$ -	\$ -	0.00%
421 R	CIP 2022	\$ (65,459)	\$ -	\$ -	\$ -	0.00%
422 R	CIP 2023	\$ (3,157)	\$ -	\$ -	\$ -	
423 R	CIP 2024	\$ (2,353,780)	\$ -	\$ -	\$ -	
424 R	CIP 2025	\$ -	\$ (4,347,000)	\$ -	\$ 4,347,000	
425 R	POLICE STATION	\$ -	\$ -	\$ -	\$ -	
426 R	CIP 2026	\$ -	\$ -	\$ -	\$ -	
455 R	TRUNK SANITARY FEES	\$ (122,490)	\$ 28,200	\$ -	\$ (28,200)	-100.00%
472 R	TH19-11TH AVE PROJECT	\$ (5,227)	\$ -	\$ -	\$ -	0.00%
498 R	EQUIPMENT FUND	\$ (295,936)	\$ (40,304)	\$ (268,135)	\$ (227,831)	565.28%
499 R	GENERAL	\$ (15,789)	\$ (500)	\$ (100,000)	\$ (99,500)	19900.00%
	TOTAL REVENUE	\$ (2,861,839)	\$ (4,359,604)	\$ (368,135)	\$ 3,991,469	-91.56%
		2024	2025	2026		
		ACTUAL	ADOPTED	PROPOSED	2025 to 2026	2025 to 2026
		CAPITAL	CAPITAL	CAPITAL	(\$)	(%)
	CAPITAL PROJECTS EXPENSES	FUND	FUND BUDGET	FUND BUDGET	DIFFERENCE	DIFFERENCE
417 E	CIP 2016-2020	\$ -	\$ -	\$ -	\$ -	0.00%
418 E	TH 19 PROJECT (2020)	\$ 33,253	\$ -	\$ -	\$ -	0.00%
420 E	CIP 2019	\$ -	\$ -	\$ -	\$ -	0.00%
421 E	CIP 2022	\$ -	\$ -	\$ -	\$ -	0.00%
422 E	CIP 2023	\$ 177,982	\$ -	\$ -	\$ -	0.00%
423 E	CIP 2024	\$ 2,401,099	\$ -	\$ -	\$ -	0.00%
424 E	CIP 2025	\$ 107,049	\$ 4,904,605	\$ -	\$ -	100.00%
425 E	POLICE STATION	\$ 401,519	\$ -	\$ -	\$ -	
426 E	CIP 2026	\$ -	\$ -	\$ -	\$ -	
455 E	TRUNK SANITARY FEES	\$ -	\$ -	\$ -	\$ -	0.00%
472 E	TH19-11TH AVE PROJECT	\$ -	\$ -	\$ -	\$ -	0.00%
498 E	EQUIPMENT FUND	\$ 148,506	\$ 40,304	\$ 240,500	\$ 200,196	496.71%
499 E	GENERAL	\$ 2,024	\$ -	\$ 100,000	\$ 100,000	0.00%
	TOTAL EXPENSES	\$ 3,271,432	\$ 4,944,909	\$ 340,500	\$ 300,196	6.07%
	DIFFERENCE	\$ 409,593	\$ 585,305	\$ (27,635)	\$ 4,291,665	

CAPITAL PROJECT FUNDS

The City's primary capital projects are in the reconstruction of city streets/water mains/sanitary and storm sewer. The total cost of these capital project expenditures is accumulated in this fund until the project is completed; at which time the fund ceases to exist, and any remaining balance is transferred to the appropriate debt service account.

(418) – CIP 2020 - TH 19 – Main Street Project – The 2020 Main Street CIP project changed to a two-year project, completed in 2022. The approximate cost of the project was \$16 million.

(420) – CIP 2019 - CSAH 37 and Mill Overlay of various streets – This Fund was for road repairs, manhole restoration, sidewalk, curb, etc. along Cty. Rd 37. Most of this cost was reimbursed by Scott County as well as with assessments and City Debt Service.

(421) – CIP 2022 – Columbus Ave North – This fund was for total reconstruction of Main Street to 4th Street and realigning 2nd street intersection. 4th Street to 7th Street included mill work and repave.

(422) – CIP 2023 – NE Section of Town – This fund was for total reconstruction of various streets within 13 City Blocks: Parts of the following streets will be reconstructed in 2023 Sunset, Sunrise, 1st Steet, 2nd Street, 3rd Street. The project started in Spring 2023 and concluded in Fall 2023.

(423) – CIP 2024 –Continuation of NE Section of Town– This fund was for total reconstruction of various streets and some connection of sidewalks on the NE section of town and 1 block on the south east side of town. Parts of the following streets are included: Sunset, 1st Steet, 2nd Street, 3rd Street, 6th St, Lexington, Lyndale and 1st St SE. The project started in Spring 2024 and concluded in Fall 2024.

(424) – CIP 2025 – Last Phase of NE Section of Town – This fund is for total reconstruction of various streets and some connection of sidewalks on the NE section of town and 1 block on the south east side of town. Parts of the following streets are included: Lincoln Avenue N from Main Street to Fifth St NE, Pershing Avenue N from Main Street to Fifth Street NE, First Street NE from Columbus Avenue N to Pershing Avenue N, Second Street NE from Columbus Avenue N To Lyndale Avenue N (Sidewalk Only), Alleys between Columbus Avenue N to Lincoln Avenue N, between Main Street E and First Street NE. The project started in Spring 2025 and will be concluded in Summer 2026.

(425) – POLICE STATION – This fund is for construction of a new police station, connected to the current fire station. Construction started in Spring of 2025 and anticipated completion is spring 2026.

(426) – CIP 2026 – 10th Ave SE – This fund is for installation of a mini round-a-about and mill and overlay of 10th Ave SE. When approved, the project would start in Spring 2026 and will be concluded in Fall 2026.

CAPITAL PROJECT FUNDS

Section 9, Item a.

(455) Trunk Sanitary Sewer Fees – Collected through a portion (17% or \$1,215.50) of the building permit fee and is to be used for future sanitary sewer trunk line over-sizing projects. \$30,000 of revenue is budgeted for a projected 10 single family homes and 5 commercial units.

(472) – TH19/11th Intersection Improvements - This fund is being used to keep track of the assessments associated with these improvements. This fund will remain active during the collection period of the deferred assessments and will be closed out to Fund 499-General Improvements once all assessments have been collected.

(498) – Equipment Fund- This Fund is used to supplement various City-wide equipment expenses. Funding to this fund is through the levy.

(499) – General Improvements –This Fund is used to supplement various City-wide improvement projects associated with CIP Projects/Land Acquisitions. Funding to this fund can be through the levy and upon closure of debt service accounts.



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF– CITY ADMINISTRATOR
FROM: CITY DEPARTMENT HEADS
SUBJECT: PROPOSED 2026 OFFICIAL CITY FEE SCHEDULE
DATE: DECEMBER 9, 2025

Attached to this memo is the proposed 2026 Official City Fee Schedule. All the fees are categorized by type/department. Any language or fees that are proposed to change from the 2025 amount are highlighted in yellow.

All City Departments have reviewed the fees throughout the year and have proposed appropriate changes based on increased costs from 2025, adding costs missing, or deleting fees that no longer apply on the fee schedule. Department Heads will be available at the meeting to answer specific questions regarding the proposed 2026 City Fee Schedule.

The notable changes include:

- Removing the Notary Fee as staff does not perform notarial services for the general public
- Sewer (Sanitary and Storm) rate increase as proposed by staff
- Water rate increases as proposed by the Utilities Commission
- Electric rate increases as proposed by the Utilities Commission

Staff Recommendation

Approval of the attached “Resolution Adopting An Official 2026 Fee Schedule”.

CITY OF NEW PRAGUE
RESOLUTION #25-12-15-03

RESOLUTION ADOPTING AN OFFICIAL 2026 FEE SCHEDULE

WHEREAS, several sections of the City Code allow the City Council to adopt permit fees which will be effective in the City; and,

WHEREAS, the City Council has historically reviewed and updated its Official Fee Schedule each year; and,

WHEREAS, City Staff has reviewed and suggested changes to the existing 2025 Fee Schedule that would become effective with the proposed 2026 Fee Schedule; and,

NOW, THEREFORE BE IT RESOLVED, by the City Council of New Prague, MN, that the attached 2026 Official City Fee Schedule is hereby **approved** and will become effective on 1/1/2026, until amended.

This resolution is approved effective immediately upon its passage and without publication.

Adopted by the City Council of the City of New Prague on this 15th day of December, 2025.

Charles L. Nickolay, Mayor

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

2025 2026 OFFICIAL CITY FEE SCHEDULE
(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

2025 2026 Fee (In Dollars)

ADMINISTRATIVE SERVICE CHARGES:

Assessment Search (per parcel)	\$25.00
Nuisance/Code Violation Search (per parcel)	\$20.00
Nuisance Abatement Service Administrative Charge (per lot, per incident)	75.00 or 15% of Service Charge - Whichever is Greater
Nuisance Abatement Assessment Administrative Fee (only if assessed to taxes)	\$100.00 per property that is assessed
Utility Charges Assessment Administrative Fee (only if assessed to taxes)	\$100.00 per property that is assessed
NSF Charge	\$30.00
Special Meeting Fee for Park Board, Planning Commission and City Council as requested (workshops not included)	\$500.00 + \$50.00 per diem per member
Consent Assessment Administrative Fee	\$350.00
Employee Mileage	(Standard Federal IRS Rate)
Past Due and Delinquent Invoices (Non-Utility Bills)	1% Monthly Service Charge of Past Due Amount or \$1.00, whichever is greater
Overnight Parking Permit	\$10.00
Application for Deferral of Special Assessment	\$100.00
Subordination of Small Cities Development Program Agreements	\$150.00
Release of Deferred Assessment Certificate	\$100.00 (does not include recording fee)
City Repayment / Lien Agreement Verification Fee	\$30.00

MAPS:

Small - Less than 11 x 17 (Color or Black and White)	\$1.20
Medium - 11 x 17 to 17 x 22 (Color or Black and White)	\$6.00
Large - Larger than 17 x 22 up to 34 x 44 (Color or Black and White)	\$24.00
Copy charge per page (Black and White)	0.35
Copy charge per page (Color)	0.65
Fax service per page	1.10
Notary (per document)	2.20
Custom GIS Maps (per hour)	99.00

PUBLIC WORKS SERVICES:

(Minimum 1 hour charge for all items below)	
Mileage	(Standard Federal IRS Rate)
Sweeper	\$90.00/hr
Roller	\$60.00/hr
Loader	\$105.00/hr
Sewer Jetter	\$115.00/hr
Five Ton Dump Truck	\$115.00/hr
Tractor & Implements (mower, etc.)	\$75.00/hr
Gravel	Actual Cost
Blacktop	Actual Cost
Labor (during regular hours of 7:30AM - 3:45 PM)	\$75.00/hr
Labor (after hours)	\$94.00/hr
Labor (Sundays and Holidays)	\$125.00/hr
Skid Loader	\$65.00/hr
Lawn Mower	\$45.00/hr
Pickup & Plow	\$85.00/hr
Parks Utility Vehicle	\$50.00/hr
Pick-up Truck	\$75.00/hr
Equipment rate to be charged at established rate plus actual labor costs	
Road Surface / Sidewalk Deposit	\$500.00

MISCELLANEOUS LICENSES/PERMITS:

2025 2026 OFFICIAL CITY FEE SCHEDULE

(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

	2025 2026 Fee (In Dollars)
Bingo/Gambling License	\$20.00
Commercial Lawn Spraying License	\$30.00
Dance Permit	\$100.00
Tobacco / Cigarette License	\$200.00
THC License Application / Investigation Fee	\$200.00 (prorated towards registration fee as necessary)
THC License Annual Fee	\$350.00 (prorated towards registration fee as necessary)
Lower Potency Hemp Edible - Retailer (LPHE-R) Registration/Renewal Fee - Annual	\$125.00
Cannabis Microbusiness - Retailer Renewal Fee**** - Annual	\$1,000.00
Cannabis Retailer* Registration Fee**	\$500.00
Cannabis Retailer* Renewal Fee***	\$1,000.00
<p>*Initial registration fee includes first annual renewal fee: a registration fee shall be charged at the time of the second renewal and each subsequent year. **Not to exceed 1/2 of the initial state license fee under M.S. 342.11. ***Not to exceed 1/2 of the renewal state license fee under M.S. 342.11 ****Cannot charge an initial registration fee.</p>	
Dogs in Outdoor Dining Areas Permit	\$50.00
Dog License (includes dog park use)	\$15.00 per license year (no refunds or transfers)
Replacement Dog Tag	\$5.00
Peddlers/Transient Merchant License	\$30.00
Solicitor License / Permit (per person)	\$0.00
Golf Cart Operator Permit (annual)	\$30.00
Golf Cart Event Operation Permit (each event)	\$30.00
Class 2 ATV / Utility Task Vehicle Operator Permit (annual)	\$40.00
Adult Use License (annual)	\$3,000.00
Commercial Refuse Hauler License (up to 3 year license)	\$150.00 per year
Residential Refuse Hauler License (up to 3 year license)	\$150.00 per year
Fireworks Display Permit	\$50.00
Pawn Broker / Seconhand Goods Dealer Application Fee	\$500.00
Annual Pawn Broker License Fee	\$10,000.00 Annual
Filming Permit - Documentary	\$250 plus actual costs
Filming Permit - Low Impact Commercial	\$500 plus actual costs
Filming Permit - High Impact Commercial	\$1,000 plus actual costs
Large Assembly Permits	
Level A - New Event (single/mult. days, street closures, alcohol, fencing, live entertainment)	\$150.00
Level A - Repeat Event (single/mult. days street closures, alcohol, fencing, live entertainment)	\$75.00
Level B - New/Repeat Event (single/mult. days, sidewalk use, live entertainment)	\$50.00
Level C - New/Repeat Event (single day, park area, no live entertainment)	\$30.00
ROW Management	
Excavation Permit Fee	\$100.00
Small Wireless Facility Permit Fee	\$250/application for first 5 facilities, \$100 each after 5 (up to 15 max)
Obstruction Permit Fee	\$50.00
Degradation Fee In Lieu of Restoration	Negotiated fee determined on a case by case basis.
Small Wireless Facility Agreement Fees (Set by M.S. 237.163 as may be amended)	
Collocation Rental Fee on City Structure	\$150 per year
Maintainace for Collocation Fee	\$25 per year
Monthly Electrical Service	
Per Radio Node Less than or equal to 100 maximum watts	\$73.00
Per Radio Node Over 100 maximum watts	\$182.00
Actual costs of electricity (if actual costs exceed forgoing fees)	See Electric Fees in this fee schedule
LIQUOR LICENSES:	

2025 2026 OFFICIAL CITY FEE SCHEDULE
(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

	2025 2026 Fee (In Dollars)
Off Sale Intoxicating	\$150.00
Off Sale 3.2% Malt Liquor	\$100.00
Small Brewer (Off Sale)	\$100.00
On Sale Intoxicating	3,000.00
On Sale 3.2% Malt Liquor	\$400.00
Brewer Taproom (On Sale)	\$400.00
Set-up License	\$300.00
Sunday Liquor	\$200.00
Temporary On Sale Non-intoxicating (1-4 days)	\$100.00
Temporary On Sale Intoxicating (1-4 days)	\$100.00
Wine License	\$500.00
License Investigation Fee - On/Off Sale Intoxicating	\$200.00
Application Fee	\$200.00
Premises Extension Permit for Alcohol on Temporary Patio	\$100.00
PUBLICATIONS:	
Audit Booklet	\$28.00
City Code of Ordinances	Free Online Viewing Only
Comprehensive Plan	Free Online Viewing Only
Comprehensive Utility Plans (each)	Free Online Viewing Only
Subdivision Ordinance	Free Online Viewing Only
Zoning Ordinance	Free Online Viewing Only
ZONING/SUBDIVISION APPLICATION FEES:	
Minor Subdivision Fee	\$400.00
Comprehensive Plan Amendment	\$660.00
Concept Review (Plats, CUP)	\$330.00
Conditional Use / Planned Unit Development Fee	\$550.00
Conditional / Interim Use Amendment	\$440.00
Interim Use Permit	\$550.00
Final Plat Application Fee	\$495.00
Final Plat Major Modification	\$440.00
RLS Review Fee	\$550.00
Building Relocation Deposit/Escrow	\$5,000.00
Preliminary Plat Application Fee	\$660.00
Rezoning	\$550.00
Sign Permit (permanent)	\$82.00
Sign Permit (temporary - only need to pay one time per year)	\$33.00
Vacation Fee (Easements and Right of Way)	\$495.00
Zoning Code Amendment	\$550.00
Right of Way Encroachment Permit	\$330.00
Variance Fee	\$385.00
Residential Rental Inspection Fee (Valid for 2 to 4 years - See City Code for Details)	\$100 per building plus \$25 for each additional unit
Residential Rental Re-Inspection Fee (only for failing to keep a scheduled inspection or not fixing a violation found on a previous inspection)	\$50 per inspection
Zoning Verification Letter	\$55.00
2nd Kitchen Permit/Agreement	\$110.00
Bed and Breakfast Home/Inn License	\$110.00
Annexation Administration Fee - plus filing fees from state	\$605.00
Natural Landscape Permit Fee	\$220.00

2025 2026 OFFICIAL CITY FEE SCHEDULE
(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

	2025 2026 Fee (In Dollars)
Wetland Mitigation/Monitoring Escrow	\$1,760.00
PARK FACILITY RENTALS:	
Shelter (except Memorial Park Shelter)	
Resident (of City of New Prague)	\$33.00 plus sales tax
Non-resident	\$66.00 plus sales tax
Picnic Table Rental	\$17 plus sales tax per table (For tables not normally located at a shelter)
Damage Deposit (Shelter Rental)	\$100.00
Daily Use of Softball/Baseball Fields (Includes a picnic shelter at park)(Does not include dragging of the fields - contact the City for requests to drag fields for actual costs)	
Resident - One Field (\$30 for shelter and \$20 for field)	\$50.00 plus sales tax
Non-Resident - One Field (\$60 for shelter and \$40 for field)	\$100.00 plus sales tax
Resident - Two Fields (\$30 for shelter and \$20 for each field)	\$70.00 plus sales tax
Non-Resident - Two Fields (\$60 for shelter and \$40 for each field)	\$140.00 plus sales tax
Daily Use of Memorial Stadium Baseball Field (single game)	\$80.00 plus sales tax
Volleyball Court	\$10.00/day plus sales tax
Tournament Fees	
Memorial Park Softball Fields (Includes Memorial Park Shelter and both fields)	
One Day Tournament - Resident (\$30 for shelter and \$20 for each field)	\$70.00 plus sales tax
One Day Tournament - Non-Resident (\$60 for shelter and \$40 for each field)	\$140.00 plus sales tax
Two Day Tournament - Resident (\$30 for shelter and \$40 for each field)	\$110.00 plus sales tax
Two Day Tournament - Non-Resident (\$60 for shelter and \$80 for each field)	\$220.00 plus sales tax
Damage Deposit for Memorial Park Shelter Concession Stand	\$100.00
Temporary Liquor License for On-Sale 3.2 Malt Liquor (With Tournaments)	\$25.00
Memorial Stadium Baseball Field (Concessions to be Coordinated with the Orioles)	
One Day Tournament	\$160.00 plus sales tax
Additional Days of Tournament (Each)	\$160.00 plus sales tax
Memorial Park Baseball Stadium Team Fees	
Adult Teams	\$358.75 + \$40 per game played (plus sales tax)
Youth Teams	\$180.00 + \$40 per game played (plus sales tax)
Adult Softball/Baseball League Fees (Annual - Not Including Teams Using Memorial Park Baseball Stadium)	
Teams Playing 2 Times a Week	\$358.75 plus sales tax
Teams Playing 1 Time a Week	\$301.25 plus sales tax
Fall League Teams (starting after Labor Day) 2 Times a Week	\$215.00 plus sales tax
Fall League Teams (starting after Labor Day) 1 Time a Week	\$107.50 plus sales tax
Youth Ball Team Fees (Annual)	
Teams Playing 2 Times a Week	\$180.00 plus sales tax
Teams Playing 1 Time a Week	\$151.25 plus sales tax
POLICE SERVICE CHARGES:	
Police Reports (incident print-out 1 to 100 pages)	\$0.25 per page
Copies of Audio and Visual media (media storage device may be CD, DVD, USB Flash Drive)	\$20.00 per media storage device
Computer Research, or copies over 100 pages	Charged on a case by case basis with actual costs determined for searching, retrieving, and making, certifying, compiling and electronically making copies of the data or the data itself.
Police Accident Reports	\$0.25 per page
Police Officer	\$130.00/hr
Fine for Public Use of Cannabis	\$100.00
BUILDING PERMITS:	

2025 2026 OFFICIAL CITY FEE SCHEDULE

(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

2025 2026 Fee (In Dollars)

*Valutation determined by Building Official based on square footage and information from area municipalities.	
Building Permit	Fee Schedule - MN Statute 326B.153 + 0.05% + State Surcharge
Common Home Improvements	(Fixed valuation fees)
Re-roofing	\$110.00 + State Surcharge
Re-siding	\$110.00 + State Surcharge
Windows (Total Replacement - Sash Replacement Only is Exempt)	\$110.00 + State Surcharge
Front Door or Patio Door Replacement Only	\$44.00 + State Surcharge
Lower level finish	\$170.00 + State Surcharge
Swimming pool (above ground)	\$59.00 + State Surcharge+Planning Site Plan Review
Swimming pool (below ground)	\$360.00 + State Surcharge+Planning Site Plan Review
Deck	\$170.00 + State Surcharge+Planning Site Plan Review
Re-Decking	\$85.00 + State Surcharge
Pergola	\$60.00 + State Surcharge+Planning Site Plan Review
Bathroom Remodel	\$110.00 + State Surcharge
Plan Review	65.05% Building Permit Fee
Repetitive Plan Review	32.55% Building Permit Fee
Plumbing Permits	
Industrial, commercial, multi-residential	1.55% of valuation (\$75.00 min. + State Surcharge)
Residential - New construction (single/two family)	\$147.00 + State Surcharge
Residential - Bathroom finish	\$65.00 + State Surcharge
Residential - Lawn sprinkler	\$75.00 + State Surcharge
Residential - Water Treatment	\$65.00 + State Surcharge
Residential - Water Heater	\$65.00 + State Surcharge
Repetitive Plan Review	
Residential - Miscellaneous	\$55.00 + State Surcharge
Mechanical Permits	
Industrial, commercial, multi-residential	1.55% of valuation (\$75.00 min. + State Surcharge)
Residential - HVAC system (single/two family)	\$147.00 + State Surcharge
Residential - Factory fireplace	\$65.00 + State Surcharge
Residential - Furnace replacement	\$65.00 + State Surcharge
Residential - Air conditioning	\$65.00 + State Surcharge
Residential - Garage heater	\$65.00 + State Surcharge
Residential - Air exchanger	\$65.00 + State Surcharge
Residential - Miscellaneous	\$65.00 + State Surcharge
Erosion Control, Turf Establishment and Tree Escrow (Residential)	\$1,650 (unused portion returned after warranty period)
Erosion Control, Turf Establishment and Landscaping Escrow (Commercial)	\$3,300 per acre (unused portion returned after warranty period)
Work without Permit	Double Permit Fee
Temporary Structures (more than 30 but less than 180 days)	\$82.00 per season
Demolition Permit	\$80.00 plus escrow on case by case basis as deemed needed
Move-In house pre-inspection	\$250.00 plus mileage if outside City Limits
Move-In accessory structure pre-inspection	\$100 plus mileage if outside City Limits
Lead certification verification fee	\$5.00
Change of Commercial Tenant	\$75.00
Other Inspection Fees	
A re-inspection fee may be assessed for each re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. Re-inspection fees may be assessed when the inspection record card is not readily available, approved plans are not readily available, failure to provide access on the the date for which the inspection is requested, or for deviating from plans requiring approval from the Building Official	
a. Inspection outside of normal business hours (minimum charge - 2 hrs)	\$82.00 per hour*
b. Re-Inspection fees assessed	\$82.00

2025 2026 OFFICIAL CITY FEE SCHEDULE

(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

	2025 2026 Fee (In Dollars)
c. Inspection for which no fee is specifically indicated (minimum charge 1 hour)	\$82.00 per hour*
d. Additional plan review required by changes, additions or revisions to approved plans (minimum charge 1 hour)	\$82.00 per hour*
e. Use of outside consultants for plan checking and inspection, or both	Actual cost**
* Or the total hourly cost to jurisdiction, whichever is greatest. The cost shall include supervision, overhead, hourly wages and fringe benefits of the employee involved.	
** Actual cost includes administrative and overhead costs	
Planning Survey/Site Plan Review for commercial structures (non-refundable)	\$100 per hour
Planning Survey/Site Plan Review for New dwellings (non-refundable)	\$100.00
Planning Survey/Site Plan Review for Decks, additions and similar projects	\$50.00
Engineering Survey/Site Plan/Grading Plan Review by City Engineer	Actual Costs
Refunds	No more than 80% of the permit fee will be refunded. Requests must be in writing within 180 days of date permit is applied for. No refunds for plan review fees.
FIRE INSPECTION FEES:	
Fire protection equipment (Sprinkler Systems, etc.)	Fee Schedule - MN Statute 326B.153 + 0.05% + State Surcharge
Flammable/Combustible Liquid Storage	\$115.00 for first tank and \$82.00 for each additional tank
Flammable/Combustible Liquid Storage Install Plan Review	\$88.00 per tank
Plan Review	65.05% of permit fee
Daycare/Childcare License Inspection	\$60.00
CONNECTION PERMIT CHARGES:	
Sewer Connection Charge	
For building permits for lots platted after 12/1/2025	\$6,645.00 per REU
For building permits for lots platted prior to 12/1/2025:	
Trunk Fund at 17%	\$1,215.50 per REU
WWTF Fund at 83%	\$5,934.5 per REU
Water Connection Charge	
Residential - single family - 1" line	\$1,800.00
Residential - townhouse unit (75% of REU)	\$1,350.00
Commercial / Industrial / Institutional	\$1,800.00 per REU
(Based on Met. Council Service Availability Charge Manual)	
Water Meters	
3/4" meter and equipment	\$400.00 and is subject to change per vendor pricing
1" meter and equipment	\$450.00 and is subject to change per vendor pricing
1-1/2" meter and equipment	\$1080.00 and is subject to change per vendor pricing
2" meter and equipment	\$1300.00 and is subject to change per vendor pricing
3" meter and equipment	To be quoted at time of purchase
4" meter and equipment	To be quoted at time of purchase
Pressure Reducer Valve	\$225.00 and is subject to change per vendor pricing
DEVELOPMENT FEES:	
Park Dedication Fee	
Land Dedication Requirement	
Land Requirement	Commercial/Industrial Per Capita Share: 282 sq. ft. per employee Residential Per Capita Share: 815 sq. ft. per resident
Building Permit Fee	.25% of value of residential dwelling unit*
*applicable only to residential lots platted prior to April 1, 2025	

2025 2026 OFFICIAL CITY FEE SCHEDULE
(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

		2025 2026 Fee (In Dollars)
Fee in Lieu of Land Based on Land Requirement	Fair Market Value of the Buildable Unplatted Land x Land Requirement	
Water Area Access Charge (unplatted land being developed)		\$2,814.00/ac.
Trunk Sanitary Sewer Area Charge (unplatted land being developed)		\$6,010.00/ac.
Emergency Warning Siren Area Charge		\$165/ac
Sidewalk Fee		\$55 per lot
Saw and Seal Fee (Developer Installed Roadways)	\$3.50/lineal foot (Saw Joint Every 40' of new road)	
Municipal Electric Development Fees (costs subject to change per material pricing)		
Development Electric Service Install and Material Cost		At cost plus 15%
Street Lights (NPUC Standard Light)	\$1,850/light and is subject to change per vendor pricing	
Street Lights Other than NPUC Standard (All Fixtures Require NPUC Approval)		At-Cost Plus 15%
Street Light Wire and Conduit		\$2.25/ft
Road Crossing Conduit Pricing - Based on 4" PVC		\$9.00/ft
Road Crossing Conduit Pricing - Other than 4" PVC		At-Cost Plus 15%
Winter Construction Frost Charges (November 1st through April 15th)		Additional \$5.00/ft
Winter Construction Equipment Charges (November 1st through April 15th)		\$150.00/per piece of equipment
MISCELLANEOUS		
Memorial plaques		
5" x 8" engraved tree plaque		\$83.00 or actual cost
4" x 6" engraved metal bench plaque		\$.40 per letter or actual cost
Wooden Post for Plaques		\$75.00 or actual cost
Memorial trees		\$300.00 or actual cost
Memorial benches		
6' metal coated		\$490.00 or actual cost
MUNICIPAL FINANCING APPLICATION FEES:		
Tax Increment Financing Application Fee (plus city expenses)		\$1,200.00
Tax Abatement (plus city expenses)		\$1,200.00
Tax Exempt Financing		\$1,200.00
*All costs incurred by the City for TIF, Abatement, and Tax Exempt Financing applications will be billed seperately. Such costs include, but are not limited to, costs for legal, fiscal, and staff time.		
UTILITY BILLING RATES:		
WATER:		
Water (Base) Rates		
Residential 5/8" or 3/4" meter		\$18.10 \$18.64/billing cycle
Residential 1" meter		\$18.84 \$19.37/billing cycle
Residential 1 1/2" meter		\$18.96 \$19.53/billing cycle
Commercial 5/8" or 3/4"		\$18.64/billing cycle
Commercial 1"		\$19.37/billing cycle
Commercial 1.5"		\$19.53/billing cycle
2" compound meter Commercial 2"		\$39.17 \$40.35/billing cycle
3" compound meter Commercial 3"		\$44.46 \$45.79/billing cycle
4" compound meter Commercial 4"		\$64.83 \$66.78/billing cycle
6" compound meter Commercial 6"		\$95.66 \$98.53/billing cycle
Multi-Dwelling Units (with one water meter)-Residential Multi		\$13.69 \$18.64/monthly per unit
Multi-Dwellings constructed after 1-1-2025 (with one water meter)-Commercial Multi	Base Rate	\$18.10 \$18.64/ unit per monthly billing cycle

2025 2026 OFFICIAL CITY FEE SCHEDULE

(DRAFT Amendments Effective 1/1/26)

Section 9, Item b.

	2025 2026 Fee (In Dollars)
Water Rate	\$4.89 \$5.57/1,000 gallons Non Summer (Oct 1 - May 31) \$5.89 \$6.07/1000 gallons (June 1-Sept 30)
Water Rate for City Golf Course (All Months)	\$4.65 \$4.79/ 1000 gallons
Bulk Water Charge	\$35.00/1000 gallons
—Bulk Water Loading Charge	\$40.00/load
Bulk Water - City C.I.P.	\$10.00/1000 gallons
Pool fill metered from Fire Hydrant	\$75.00 meter set up fee & water charge \$8.50 \$35.00/1000 gallons
Water Conservation Violation Fines	
First Day	\$50/day
Each Additional Day	\$100/day
Minnesota Department of Health Water Service Connection Fee	\$.81/Month Subject to change per Minnesota Department of Health
REFUSE:	
Yard Waste Site Fee	\$0.40/month added to residential utility accounts
SANITARY:	
Sanitary Sewer Rate	\$11.50 \$11.84 base rate + \$16.99 \$17.50/1,000 gallons
STORM:	
Storm Sewer Rate	
Base Rate (Used in the formula for storm sewer charges: Base Rate x Acres x REF)	\$17.05 \$17.56
ELECTRIC:	
Electric Rates	
Residential	\$16.82 \$17.16 Customer Charge & \$0.1369 \$0.1396/kWh
Off Peak	
Summer Energy Charge (June through September)	\$0.0839 \$0.0856/kWh
Winter Energy Charge (October through May)	\$0.0710 \$0.0724/kWh
Off Peak-Load Control Credit	\$5.00/monthly (non-metered)
Solar Grid Access Charge - First 3kW Free, then billed rate/month based on rated AC output of solar array	First 3kW Free, then billed \$4.50 \$4.59/kw/Month based on rated AC output of solar array
Residential Solar Reimbursement Under 40kW Bi-Directional	Customer Charge & \$0.1369 \$0.1396/kWh
Residential Solar Bi-Directional Off-Peak	\$0.1126 \$0.1126/kWh
Car Charging (Time of Use)	
10pm - 8am	\$0.0822 \$0.0838/kWh
8am - 10pm	\$0.2507 \$0.2557/kWh
Whole House Time of Use Rate	
Customer Charge	\$16.82 \$17.16/month
8am - 10pm	\$0.1683 \$0.1717/kWh
10pm - 8am	\$0.084 \$0.086/kWh
Commercial	\$32.86 \$33.52 Customer Charge & \$0.1302 \$0.1328/kWh
Small Industrial	\$68.04 \$69.40 Customer Charge & \$13.76 \$14.0532/kw Demand & \$0.0753 \$0.0768/kWh
Small Industrial - Demand	\$14.0532/kw
Industrial	\$120.00 \$122.40 Customer Charge & \$14.14 \$14.42/kw Demand & \$0.0753 \$0.0768/kWh
Industrial - Demand	\$14.42/kw Demand
Large Industrial	\$140 \$142.80 Customer Charge \$17.20 \$17.54/kw Demand & \$0.0753 \$0.0768/kWh
Large Industrial - Demand	\$17.54/kw

2025 2026 OFFICIAL CITY FEE SCHEDULE

(DRAFT Amendments Effective 1/1/26)

		2025 2026 Fee (In Dollars)
Interruptible		\$32.86 \$33.52 Customers Charge & \$0.0945 \$0.0964/kWh
Street Light Rental - Residential LED Light Fixture on 23' Fiberglass Pole		\$25.00/month
Street Light Rental - Commercial LED Light Fixture on 35' Fiberglass Pole		\$35.00/month
Security Lights - Rental		\$12.35 \$12.60/month
City Street Light (LED less than 100 watt)		\$12.60/month
City Street Light (LED 100 watt or more)		\$16.25/month
Metered Street Lights (Current non LED Fixtures)		\$12.60 \$12.85 Customer Charge & \$0.1469 \$0.1498/kWh
Metered Street Lights (LED Fixtures)		\$12.60 \$12.85 Customer Charge & \$0.2500 \$0.2550/kWh
Peak Alert Rate (Customer Owned Generation)		
Customer Charge		\$138.60 \$141.37/month
Demand Charge		\$4.41/kW \$4.4982/kW
Energy Charge		\$0.0797 \$0.0813/kWh
Interdepartment Sales		\$27.48 Customer Charge & \$0.0964/kWh
Interdepartment Sales (how is his one different from the one above???)		\$27.48 Customer Charge & \$0.1328/kWh
Energy Cost Adjustment (ECA)		Based on additional charge or credit of wholesale energy / KWh
Residential Electric Service Install Fees (costs subject to change per material pricing)		
200 Amp Residential Underground Service - Up to 100' In Length		1,600.00 (includes 200A Disconnect)
Additional Charge for 200 Amp Service Installs Over 100'		\$6.00/ft
Winter Frost Charges will be applied November 1st through April 15th		Additional \$5.00/ft
Service Conduit (If Needed)		\$7.00/ft
Residential Service - Over 200 Amp		At-Cost Plus 15%
Other Utility Service Drops (Materials Provided by Service Provider)		\$150.00/service duct
Other Utility Service Drops Winter Installation (November 1st through April 1st)		\$200.00/service duct
Electric Service Connection Charges		
Commercial Electric Service Connection Charge		Billed Per Policy of the New Prague Utilities Commission
UTILITY EQUIPMENT:		
Bucket / Digger Truck		\$135.00/hr
Service Truck		\$75.00/hr
Skid Loader		\$60.00/hr
Tractor Backhoe		\$100.00/hr
Trencher		Quoted Per Foot
Directional Bore		Quoted Per Foot
DEPOSITS:		
Residential Electric		\$150.00
Residential Water		\$50.00
Residential Sanitary Sewer		\$100.00
Small Industrial, Industrial and Large Industrial Electric		2 months estimated consumption based on load & demand w/\$300.00 min
Commercial Electric		2 months estimated consumption based on load & demand w/\$150.00 min
Commercial Water		2 months estimated consumption with a \$100.00 minimum
Commercial Sanitary Sewer		2 months estimated consumption with a \$100.00 minimum
DISCONNECTION/RECONNECTION OF UTILITIES:		
During Work Hours (8:00AM to 4:30PM)		\$35.00 plus sales tax
After Work Hours		\$150.00 plus sales tax
MISCELLANEOUS:		
Fire Hydrant Maintenance (Annual per private hydrant)		\$60.00/hr, minimum 1hr
Water System Flow Testing		\$200.00/hr, minimum 1hr

2025 2026 OFFICIAL CITY FEE SCHEDULE (DRAFT Amendments Effective 1/1/26)	
	2025 2026 Fee (In Dollars)
Irrigation Meter Connection/Disconnection Fee	\$70.00/hr
Temporary Service Connection Fee - Residential	200.00
Temporary Service Connection Fee - Commercial	Cost based on type & size of service
Utility Line Worker Labor Rate	\$87.50/hr during normal business hours, \$140.00/hr all other hours
Utility Line Worker Labor Rate for Mutual Aid with other Utilities	\$140.00/hr all hours
Interest Rate for customer deposits (water and electric)	Rate as Published on Department of Commerce Website - based on MN Statute 325E.02(B)



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: RESOLUTION ADOPTING THE 2025 PROPERTY TAX LEVY, PAYABLE IN 2026
DATE: DECEMBER 11, 2025

Enclosed for your review is a copy of the resolution adopting the proposed 2025 Property Tax Levy, Payable in 2026.

The proposed Property Tax Levy is comprised of the following components:

General Fund Levy	\$4,428,735
Debt Service Levy	\$ 831,865
Equipment Levy	\$ 268,135
<u>EDA Levy</u>	<u>\$ 75,000</u>
Total 2025 Levy/Payable 2026	\$5,603,735

Recommendation

Staff recommends approval of Resolution #25-12-15-04, Approving the 2025 Property Tax Levy, Payable in 2026.

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague }

CITY OF NEW PRAGUE
RESOLUTION #25-12-15-04

RESOLUTION APPROVING THE 2025 PROPERTY TAX LEVY,
PAYABLE IN 2026

WHEREAS, the Minnesota Legislature has adopted legislation that requires the adoption of a proposed property tax levy on or before September 30, 2025, and a final tax levy prior to December 30, 2025; and

WHEREAS, the City held a Truth in Taxation budget and tax levy hearing on December 1, 2025, prior to the adoption of the final budget and tax levy.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEW PRAGUE, COUNTIES OF SCOTT AND LE SUEUR COUNTIES, MINNESOTA THAT:

The following sums of money be levied for the 2025 current year, payable in 2026, upon the taxable property of the City of New Prague for the following purposes:

<u>Net Tax Capacity Levy for 2025/Payable 2026</u>	
General Fund Levy	\$4,428,735
Debt Service Levy	\$ 831,865
Equipment Levy	\$ 268,135
EDA Levy	\$ 75,000
Total 2025 Levy/Payable 2026	\$5,603,735

The City Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Scott and Le Sueur Counties, Minnesota.

Adopted by the City Council of the City of New Prague, Minnesota, this 15th day of December, 2025.

Charles Nickolay
Mayor

ATTEST:

Joshua M. Tetzlaff
City Administrator



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: RESOLUTION TO CHANGE POLLING PLACE LOCATION
DATE: DECEMBER 11, 2025

The City of New Prague has recently been using the Fitness and Aquatic Center as its primary polling facility. With the Police Station finalizing construction in 2026, staff is proposing moving our polling place to utilize our own facility. A resolution is attached to recommend changing the official polling location to the Police Station.

To make changes for the 2026 Election year, polling location designations need to be done by December 31st of 2025. Staff has reached out to Le Sueur County and Scott County regarding the change, and neither see any issues.

If approved, notices will be sent to all registered voters as required by state statute, and the change will be communicated through the City’s website, newsletter and social media.

Recommendation

Staff recommends approval of the attached resolution “...Designating a Combined Polling Place for all Precincts for the Primary Election and General Election in 2026 and Future Elections until further notice.”

RESOLUTION #25-12-15-05

**RESOLUTION OF THE NEW PRAGUE CITY COUNCIL DESIGNATING A
COMBINED POLLING PLACE FOR ALL PRECINCTS FOR THE PRIMARY
ELECTION AND GENERAL ELECTION IN 2026 AND FUTURE ELECTIONS UNTIL
FURTHER NOTICE, NEW PRAGUE, MINNESOTA**

WHEREAS, Minnesota Statutes Section 204B.16, permits cities to establish combined polling places; and,

WHEREAS, the City of New Prague has determined that combining the polling places serves the public's interest for future elections by reducing the financial burden due to the mandatory costs incurred by HAVA (Help America Vote Act) and to avoid confusion of multiple polling places for the City residents in each County; and,

THEREFORE, BE IT RESOLVED that the City of New Prague does hereby resolve to combine polling places.

BE IT FURTHER RESOLVED, by the City Council of New Prague, Minnesota, that pursuant to M.S. 204B.16, the following location is designated as the combined polling place for the State Primary Election and State General Election in 2026 and all Future Elections until further notice:

New Prague Police Station – 505 5th Avenue NW, Suite 1, New Prague, MN 56071

BE IT FURTHER RESOLVED, by the City Council of New Prague, Minnesota, that the above polling place is established for Precinct 1 and Precinct 2 for the City of New Prague.

This resolution becomes effective immediately upon its passage and without publication.

Passed this 15th day of December, 2025.

Charles L. Nickolay, Mayor
State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: 2026-2035 CAPITAL IMPROVEMENT PLAN
DATE: DECEMBER 11, 2025

As reviewed by the City Council during the 2026 budget workshops, I have attached the proposed 2026-2035 Capital Improvement Plan (CIP). This plan reflects estimated spending in 2026 and forward, split into the departments who would make the proposed spending.

As a reminder, this is a plan and does not formally approve spending on any singular item. Ultimately, spending will take place according to the existing budget and how availability fits into that budget.

Recommendation

Staff recommends approval 2026-2035 Capital Improvement Plan.

Sum of Amount	Years										Section 10, Item a.	
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Grand Total	
Building Inspections		35,000					15,000				50,000	
Vehicle Replacement		35,000					15,000				50,000	

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	Section 10, Item a.	
Electric	5,882,000	14,188,000	794,000	626,000	589,000	606,000	734,000	652,590	661,677	65,000	24,798,267
#5 Generator Replacement		300,000									300,000
Air Compressor										20,000	20,000
Bucket Truck	150,000	150,000									300,000
Directional Drill			150,000								150,000
Dump Truck Replacement			65,000								65,000
Future Distribution CIP	463,000	477,000	491,000	506,000	522,000	537,000	553,000	569,590	586,677		4,705,267
Future Generation	5,000,000	13,000,000									18,000,000
Mini Excavator Backhoe (2/3 Cost)										45,000	45,000
Miscellaneous Equipment	29,000	31,000	33,000	35,000	37,000	39,000	41,000	43,000	45,000		333,000
SCADA/ Switch Gear	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000		270,000
Service Truck Replacement	60,000	50,000		55,000			60,000				225,000
Skid Loader Replacement								10,000			10,000
Tractor Backhoe			25,000								25,000
Trencher/Plow		150,000									150,000
Vac Machine Replacement							50,000				50,000
West Substation Upgrade - Controls/Gear	150,000										150,000

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Fire	26,250	27,563	578,941	30,387							663,141
City Fire Pumper			550,000								550,000
Portable Radios	26,250	27,563	28,941	30,387							113,141
Fire - Rural	26,250	27,563	578,941	30,387							663,141
City Fire Pumper - \$0 Cost			550,000								550,000
Portable Radios - \$0 Cost	26,250	27,563	28,941	30,387							113,141

Section 10, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		Section 10, Item a.
Golf	203,500	154,000	153,600	131,000	250,000	84,000	6,500	241,000	5,000	30,000	1,258,600
Brush Chipper (35% of cost)			12,600								12,600
Clubhouse Carpet	12,000										12,000
Clubhouse Chairs	2,500										2,500
Dump Truck			40,000								40,000
Fairway / Deep Tine Aerifier	65,000										65,000
Fairway Mower #2				80,000							80,000
Fertilizer Spreader #1							6,500				6,500
Golf Carts					250,000						250,000
Greens / Tee Aerifier			50,000								50,000
Greens Mower #1	36,000										36,000
Greens Mower #2	36,000										36,000
Greens Roller #2				19,000							19,000
Leaf Blower #1			15,000								15,000
Leaf Blower #2		15,000									15,000
Mower #3								48,000			48,000
Mower #4								48,000			48,000
Reel Sharpener		85,000									85,000
Rough Mower #2								105,000			105,000
Skid Loader			36,000								36,000
Stump Grinder (1/3 of cost)									5,000		5,000
Tractor						40,000					40,000
Trap Machine										30,000	30,000
Utility Mower #1	52,000										52,000
Utility Mower #2		54,000									54,000
Utility Vehicle								40,000			40,000
Work Cart #1						22,000					22,000
Work Cart #2						22,000					22,000
Work Cart #3				16,000							16,000
Work Cart #4				16,000							16,000

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	Section 10, Item a.	
Government Building	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000
Government Building Improvements	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	900,000

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		Section 10, Item a.
Park Board	45,000	102,001	140,003	10,003							297,007
Climbing Wall				1							1
Concrete Cornhole at Southside Park		5,000									5,000
Concrete in Hockey Rink for Pickleball and Hockey Use	40,000										40,000
Hammock Stands and used for Slack Lines too at Memorial Park		12,000									12,000
Interactive Art Installation				1							1
Memorial Park Entrance Sign Replacement	5,000										5,000
Mini-Golf Course (3 holes?)			1								1
Park Reforestation			10,000	10,000							20,000
Philipps Creek / Sand Creek Trail Feasibility Study			1								1
Prairie Restoration Maintenance - Settlers Park		15,000									15,000
Sidewalk / Trail Study/Plan		30,000									30,000
Skate Park Equipment Addition			40,000								40,000
Sledding Hill Picnic Shelter			90,000								90,000
Sprinkler Systems for Memorial Sotball Fields		40,000									40,000
Tri-Creek Park and Trail System		1	1								2
Wiffle Ball Field				1							1

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		Section 10, Item a.
Parks	50,501	78,000	61,000	27,035	176,518	45,000	67,950	410,922	5,000	173,800	1,095,726
1 Ton Truck - 2018			44,200								44,200
1/2 Ton Truck - 2008		40,000									40,000
1/2 Ton Truck - 2013	1										1
1/2 Ton Truck - 2014	23,000										23,000
1/2 Ton Truck - 2015		32,000									32,000
16ft Lawn Mower - 2019					146,518						146,518
310 Top Dresser - 2017							15,950				15,950
440 Top Dresser - 2017							42,000				42,000
60" Zero Turn Lawn Mower - 2025										35,000	35,000
72" Zero Turn Lawn Mower - 2023					30,000						30,000
Ball Diamond Drag - 2015				5,890							5,890
Brush Chipper (30% of cost) - 2013			10,800								10,800
Building Improvements	10,000	6,000	6,000	6,000							28,000
Explorer - 2017						10,000					10,000
Fairway Roller - 2017				15,145							15,145
Heavy Duty Utility Tractor - 2021								358,700			358,700
Mini Front End Loader -2024										98,800	98,800
Rotary Aerator 83" - 2018								25,222			25,222
Sprayer - 2025								27,000			27,000
Stump Grinder (1/3 of cost) - 2024									5,000		5,000
Tree Lift 50%	17,500										17,500
Utility Vehicle - 2021						35,000					35,000
Utility Vehicle - 2025										40,000	40,000
Vehicle Replacement - 2022 - Public Works Director 20%							10,000				10,000

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Planning								35,000			35,000
Vehicle Replacement								35,000			35,000

Section 10, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Police	105,904	147,220	150,401	113,000	116,000	116,000	116,000	116,000	116,000		1,096,525
Portable Radios		37,200	37,200								74,400
Squad Car Camera	12,323	12,816	13,329	12,500	12,500	13,000	13,000	13,000	13,000		115,468
Squad Car Install and Equipment	20,000	21,000	22,000	23,000	24,500	24,000	24,000	24,000	24,000		206,500
Squad Car Replacement	45,500	47,000	47,500	47,500	49,000	49,000	49,000	49,000	49,000		432,500
Taser/Bodycam	28,081	29,204	30,372	30,000	30,000	30,000	30,000	30,000	30,000		267,657

Section 10, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Storm Water	65,000	65,000	300,000	325,000	325,000	7,500	5,000				1,092,500
Future CIP	65,000	65,000	300,000	325,000	325,000						1,080,000
Utility Vehicle 50%						7,500					7,500
Vehicle Replacement - Public Works Director 10%							5,000				5,000

Section 10, Item a.

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034		Section 10, Item a.
Streets	125,500	682,000	17,930	322,063	25,534	7,500	86,500	340,260	238,800	26,000	1,872,087
1 Ton Truck w/ Plow - 2016		62,000									62,000
1/2 Ton Crew Cab Truck - 2014		60,000									60,000
1/2 Ton Crew Cab Truck - 2023									65,000		65,000
12' Snow Plow - 2017							11,500				11,500
12 Ton Trailer - 2014				8,355							8,355
2 Ton Dump Truck W/ Plow - 2016	108,000										108,000
2 Ton Dump Truck W/ Plow & Sander - 2023								70,000			70,000
20 Ton Trailer - 2009			10,730								10,730
5 Ton Asphalt Roller - 2014				43,303							43,303
5 Ton Dump Truck w/Plows and Sanding Equipment - 2014				265,405							265,405
72" Grapple Bucket - 2019				5,000							5,000
Brush Chipper (20% of cost) - 2013			7,200								7,200
Cold Planer - 2016					25,534						25,534
Pay Loader - 2012		180,000									180,000
Pay Loader - 2019									168,800		168,800
Skid Loader - 2017							55,000				55,000
Snow Blower - 2020										26,000	26,000
Street Roof		85,000									85,000
Street Sweeper - 2017		295,000									295,000
Stump Grinder (1/3 of cost) - 2024									5,000		5,000
Tractor - 2018								270,260			270,260
Tree Lift 50%	17,500										17,500
Utility Vehicle 50% - 2021						7,500					7,500
Vehicle Replacement - 2022 - Public Works Director 40%							20,000				20,000

Sum of Amount	Years											
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034			Section 10, Item a.
Wastewater	564,552	403,363	809,297	2,217,356	1,405,550	1,483,884	435,362	1,165,994	634,786	868,744	9,988,888	
1 Ton Pickup w/Utility Box and Crane										200,000	200,000	
1/2 Ton Pickup		40,000									40,000	
Air Compressor Replacement			100,000								100,000	
Air Heater Skid Replacement								500,000			500,000	
All Polymer Injection Systems Replacement								75,000			75,000	
Camera - Sewer Push Camera	30,000										30,000	
Chalupsky Lift Station				100,000							100,000	
Chemical Feed Pumps Replacement									300,000		300,000	
Chemical Tank & PVC Replacement	125,000										125,000	
Clarifier Scraper System Replacement			70,000								70,000	
Confined Space Entry Equipment for Lift Stations/Hatches	11,000										11,000	
Forklift Replacement							33,000				33,000	
Future CIP		52,000	300,001	325,000	325,000	350,000					1,352,001	
HVAC Controls Upgrade				400,000							400,000	
Lift Station Rehab & Pump Replacement Program	30,839	31,764	32,717	33,698	34,709	35,751	36,823	37,928	39,066	40,238	353,533	
Main Lift Control Cabinet Replacement										125,000	125,000	
Membrane Cartridge Replacement	180,000	180,000	200,000	200,000	200,000	200,000	200,000	200,000			1,560,000	
Plant Blowers		25,000	25,000	15,000							65,000	
Pump and Instrument Panel Replacement	37,713	39,599	41,579	43,658	45,841	48,133	50,539	53,066	55,720	58,506	474,354	
Rebuild Sludge Tank Blower		35,000									35,000	
Rehab (2) Barscreens & Replace (2) Compactors						300,000					300,000	
Rehab Pretreatment UPS			20,000								20,000	
Roof Repair 1/3								240,000	240,000	240,000	720,000	
Rotary Press Control / PLC Upgrade						50,000					50,000	
SCADA Hardware Software/PLC Upgrade	150,000				300,000					200,000	650,000	
Truck with Vactor				750,000							750,000	
UV System Replacement				350,000							350,000	
Valves & Actuators in BAF Replacement					500,000						500,000	
Valves & Actuators in Biosolids Replacement							100,000				100,000	
Valves & Actuators in Membrane Replacement						500,000					500,000	
Vehicle Replacement										5,000	5,000	
Vehicle Replacement - Public Works Director 30%							15,000				15,000	
VFD's and Controls for BAF Blowers								60,000			60,000	
Water Softener Upgrade			20,000								20,000	

Sum of Amount	Years										
Funding Sources	2026	2027	2028	2029	2030	2031	2032	2033	2034	Section 10, Item a.	
Water	1,012,000	510,000	576,000	631,050	551,200	630,500	606,000	647,789	660,917	694,553	6,520,009
Filter #1 Chemical Feed System	40,000										40,000
Future CIP	850,000	400,000	441,000	463,050	486,200	510,500	536,000	562,789	590,917	614,553	5,455,009
Mini Excavator Backhoe (1/3 Cost)										10,000	10,000
Misc. Equipment	20,000	20,000	20,000	20,000	20,000	25,000	25,000	25,000	25,000	25,000	225,000
SCADA	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000
Service Truck	57,000			60,000		50,000					167,000
Tractor Backhoe			25,000								25,000
Utilities General Manager Vehicle								15,000			15,000
Well #1 Replacement		45,000									45,000
Well #2 Replacement				43,000							43,000
Well #3, #4, #6 Pump Replacement	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
Well #5 Replacement			45,000								45,000



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: 2026-2035 VISIONING DOCUMENT
DATE: DECEMBER 11, 2025

I have attached the latest draft of the Visioning Document, as was discussed throughout the budget formation the last few months. There are not any changes to the document from the last discussion.

As a reminder, this document does not formally approve any spending, but instead acts as a guide for staff and what the Council would like staff to work on, as well as providing information to the public about what the City has been working on.

Recommendation
Staff recommends approval of 2026-2035 Visioning document.

2026 Visioning List

Each year, the City Council meets with the City department heads and holds a number of workshops to determine projects and ideas the City would like to accomplish. Some of the projects are small in both cost and interest to the public, such as updating the employee review process, while others are large in both cost and interest to the public, such as building a new City Hall or development of the land in the southwest portion of town thought to be an athletic complex. Some projects are internal to City operations, such as implementing a City-wide GIS solution while others are more public based, such as a trail to Cedar Lake Farm Regional Park.

This list is in no way exhaustive of the activities of staff but is meant to act as a beacon for specific projects that are desired to be completed and to act as a list that will increase the accountability of both the Council and the staff for completion of projects. It is possible that some projects listed will not be completed in their given year due to extenuating circumstances or because a change in desirability took place. At the end of each calendar year, the City Administrator will share a report with the City Council that will outline the progress on the visioning list and the outlook for the next year.

Within the following list, each project/idea will have the following:

- a Target Date that the City would like to complete the project by;
- a Date Added that shows the year the idea was first added to the list;
- an Original Target Date that shows the Target date a project/idea was first assigned to track if a project has moved around;
- a Responsible Department that the City Administrator will use to track which departments are working on the various projects;
- a Details section that will layout and explain what the project is and why it is being supported; and
- and Progress section that will show progress on the projects/ideas.

The list is expected to be updated annually and approved at the end of each year during the budgeting process. As the list continues to be used through the years, completed projects will be listed in an abbreviated form at the end of the document for up to five years to remind readers what the City has been able to accomplish.

I hope that this process will continue to evolve into the future and be completed so that the City can continue to progress, providing better and more efficient services to our residents as we continue to grow.



Joshua M. Tetzlaff, AICP
City Administrator, City of New Prague

Contents

Short-term Goals..... 3

 2026 3

 2027 7

 2028 10

Medium-term Goals..... 12

 2029 12

 2030 12

 2031 13

Long-term Goals..... 15

 2032 15

 2033 15

 2034 16

 2035 16

Future, Uncommitted Goals 18

Completed Projects..... 21

 2022 21

 2023 23

 2024 26

 2025 28

Short-term Goals

The following projects are considered short-term in nature and are meant to be completed in the next 1-3 years, or between the years 2023 and 2025. The list has been categorized by year that it is intended to be completed.

2026

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Equipment Fund/General Obligation Debt Reduction	
Timeframe	Ongoing
Resp. Depart.	Administration
Details	<p>As yearly debt payments are reduced, the levy amount previously used to pay debt will be instead allocated to an Equipment Replacement fund. This will reduce the need to borrow for the purchasing of equipment on a yearly basis as well as allow the City to maintain a more consistent levy increase. It will also create a cushion should debt need to be again used in the future to reduce overall levy impacts.</p> <p>For the 2026, \$268,135 is being levied towards the Equipment Fund.</p>

Long-Term Financial Plan			
Target Year	2026	Year Added	2023
Original Target Year	2023	Change in Target Year?	Council wanted to finish other projects
Resp. Depart.	Administration		
Details	<p>Working through the long-term financial plan in 2023, it was quickly discovered that doing so with the budget created a large amount of work having to change both with any small change to the budget. Because of this, staff recommends completely the plan, and then subsequent updates, in the spring, which will help guide staff along with the Visioning Document when it puts together the budget for the upcoming year.</p> <ul style="list-style-type: none"> 6/2025 Update: City Council asked that this item be pushed to 2026 for discussion. 9/2025 Update: \$35,000 has been preliminarily budgeted in the 2026 budget for this work. 		

Orderly Annexation Agreements			
Target Year	2026	Year Added	2022
Original Target Year	2023	Change in Target Year?	Waited until Comp Plan updated
Resp. Depart.	Community Development		
Details	<p>Staff will work to negotiate and enter into Annexation Agreements with Helena and Lanesburgh townships for continued planned expansion of New Prague.</p> <ul style="list-style-type: none"> 3/2025 Update: Staff have shared with both townships that the City would like to discuss updating agreements. Lanesburgh has discussed an openness to start discussions. Helena did say that modernizing would likely be a good idea. Talks will continue through the year. 6/2025 Update: Staff is working with the City Attorney's office to start preliminary discussions with the township boards. 		

Organize Revolving Loan Fund Program for Downtown Businesses			
Target Year	2026	Year Added	2022
Original Target Year	2023	Change in Target Year?	Waited until Comp Plan updated
Resp. Depart.	Community Development		
Details	<p>The City has funding available to start a revolving loan fund program. Staff will organize and work with the EDA on potentially starting up a program for downtown businesses. As the EDA works through its Strategic Planning process in the second half of 2025, whether it wants to organize a Revolving Loan Fund Program for downtown will be discussed.</p>		

Electronic Document Storage			
Target Year	2026	Year Added	2022
Original Target Year	2023	Change in Target Year?	On hold to determine need
Resp. Depart.	Administration		
Details	<p>City staff have included in the 2026 budget implementation of an electronic storage system for all the City's documents, that makes them more accessible and usable. A system like this will also cut down drastically on time spent on records requests and space needed for physical.</p>		

Reduce Golf Course Subsidy			
Target Year	2024-2027	Year Added	2022
Original Target Year	2023-2032	Change in Target Year?	Target year reduced as reduction has taken place
Resp. Depart.	Administration/Golf		
Details	In 2025, the subsidy to the Golf Course is \$29,816. The City Council has been working this down from \$121,270 starting in 2023. The 2026 budget proposes to reduce the subsidy to \$0 in 2026.		

Historic District			
Target Year	2026	Year Added	2022
Original Target Year	2024	Change in Target Year?	Waited until Comp Plan updated
Resp. Depart.	Community Development		
Details	Staff will explore establishing downtown New Prague as a historic district by the State of Minnesota.		

City Center Development			
Target Year	2025	Year Added	2025
Original Target Year	2025	Change in Target Year?	
Resp. Depart.	Administration		
Details	<p>Following up on an update to the City's Comprehensive Plan, the City will explore the development of a lot known as City Center, north of Main Street, west of 2nd Avenue NW. The City owns much of the north 2/3rds of the block. A Small Area Plan was conducted with the Comprehensive Plan that laid out a more detailed land use plan for the site. The City also received grading plans for the site. A private committee was put together to construct an outdoor performance theater on the site. The City is responsible for the development of the rest of the site.</p> <ul style="list-style-type: none"> • 03/2025 Update: Phase 1 grading has been approved by the Council for the entire site. This includes grading for the potential POPS facility and seeding. Staff is exploring funding options for Phase 2, which would grade in the necessary stormwater infrastructure. The POPS facility is working through donation agreement language with staff, with hopes to seek approval in early Q2 2025. • 06/2025 Update: Grading and seeding of the full site has taken place. The City received a grant to design the needed stormwater infrastructure though doesn't have a source of funds identified to complete the project. The POPS group is hoping to be started by mid-August with construction. No plans have been submitted for formal permit review. • 09/2025 Update: The site was reseeded under warranty work when most of the site went to weeds. Following City Council's direction, staff has been working with Bolton & Menk to unlock MnDEED Small City Development Program funding to build out the stormwater infrastructure on the site. 		

Construct New Police Station			
Target Year	2025	Year Added	2024
Original Target Year	2025	Change in Target Year?	
Resp. Depart.	Administration/Police		
Details	Construction of a new police station began in summer 2025, with completion expected spring of 2026.		

Trail Expansion/Maintenance			
Target Year	2026 (Even Years)	Year Added	2022
Original Target Year	2026	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Each year, the Parks Board acknowledges trail expansion projects but puts them off due to lack of funding. Expanding the trail network would be a continued effort to begin completing some of those projects. Staff will be working with Scott County on further planning of a trail from Cedar Lake Farms to New Prague.		

City Council Technology			
Target Year	2026	Year Added	2022
Original Target Year	2026	Change in Target Year?	
Resp. Depart.	Administration		
Details	Purchase three laptops for use by the newly elected Council members starting their terms in 2027.		

City-wide GIS Solution			
Target Year	2026	Year Added	2022
Original Target Year	2026	Change in Target Year?	
Resp. Depart.	Administration		
Details	Implement a City-wide GIS solution that allows all departments to utilize GIS to improve their efficiencies. Work began on this project in 2025 and will conclude early 2026.		

2026 Infrastructure Improvement Project			
Target Year	2026	Year Added	2022
Original Target Year	2026	Change in Target Year?	
Resp. Depart.	Public Works		
Details	There are sections of 10th Avenue SE that are over 20 years old and being one of the City's most heavily travelled roadways, the surface needs upkeep and possibly a facelift.		

2027

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Strategic Plan			
Target Year	2025	Year Added	2024
Original Target Year	2025	Change in Target Year?	
Resp. Depart.	Council/Administration		
Details	<p>Most organizations that are considered successful tend to have in common that the organization as a whole is moving in the same direction. From the Board of Directors (or owner) to the hourly employees, everyone is aware of the mission of the organization and the goals it hopes to accomplish over the next five to ten years. As I consider New Prague and what can be done to ensure it continues to be regional leader, I believe the next step is to have a formal Strategic Planning process. This would help Council, staff, and the community know the direction the City is headed and why certain decision are made. It'll help boards and commission when new projects are being reviewed as to whether those projects match the vision for the community that Council has set. It'll help staff when preparing the budget and the Council when reviewing the budget that the budget is advancing the goals for the community. And it will help explain the reasons behind Council decisions to the general public and allow the Council to point to "why" a certain decision was made.</p> <p>Staff does not have the expertise to lead this overall discussion. To allow staff to fully participate in the Strategic Planning process, I would recommend bringing in a third-party mediator to lead the discussion and know which questions to be asking to get the best result possible.</p> <p>With a newly elected City Council settling in, a great time to do this project would be early 2027.</p>		

1 st Avenue SE (County Road 60) Reconstruction/Turnback			
Target Year	2027	Year Added	2022
Original Target Year	2026	Change in Target Year?	Working through logistics with the County
Resp. Depart.	Administration/Public Works		
Details	<p>There have been past discussions with the City Engineer and the Le Sueur County Engineer regarding a possible rehabilitation and turnback of 1st Ave SE as a county road. The condition of 1st Ave SE is deteriorating more each year and the County has indicated past discussions about using the mileage of this county road designation elsewhere in the County.</p>		

Sidewalk Expansion/Maintenance			
Target Year	2027 (Odd years)	Year Added	2022
Original Target Year	2027	Change in Target Year?	
Resp. Depart.	Community Development		
Details	A continuing effort will be made to expand the City's sidewalk system to make the City more accessible for all modes of transportation. This includes ADA updates when necessary.		

Staffing Levels Assessment			
Target Year	2026	Year Added	2022
Original Target Year	2023	Change in Target Year?	Funding
Resp. Depart.	Administration		
Details	Have a staffing levels assessment performed for all departments to determine if the City departments are appropriately sized for the level of service expectations we have for the City.		

Increase Security Cameras			
Target Year	2025-2028	Year Added	2022
Original Target Year	2023-2026	Change in Target Year?	Staff applying for grants for partial funding
Resp. Depart.	Police		
Details	In 2025, the City installed security cameras, both in parks and at key intersections around the City. Staff would like to evaluate their performance and determine if additional cameras would be helpful.		

Additional Wastewater Operator			
Target Year	2026	Year Added	2022
Original Target Year	2025	Change in Target Year?	Not needed in 2026
Resp. Depart.	Public Works		
Details	As the wastewater plant ages, an additional operator will be needed to keep up with maintenance of the plant.		

Tri-Creek Park and Trail System			
Target Year	2027+	Year Added	2025
Original Target Year	2027+	Change in Target Year?	
Resp. Depart.	Administration/Planning/Parks		
Details	The community currently has one creek (Phillips Creek) within City limits and is in very close proximity to two others (Sand Creek and Raven Stream). These are community assets that should be preserved, protected, and utilized to allow showcase New Prague. They offer an opportunity to build out as a backbone to the New Prague Trail System. The City Council is committed to setting funding aside yearly for acquiring property and building out the Tri-Creek Park and Trail System.		

Safety Equipment			
Target Year	2026	Year Added	2022
Original Target Year	2025	Change in Target Year?	
Resp. Depart.	Police		
Details	To keep our officers safe, this will be a planned purchasing of safety equipment, including ballistic shields, for use by our officers should a situation arise. Due to frequency of use, purchasing equipment will largely rely on receiving grant funding.		

2028

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

City Council Technology			
Target Year	2028	Year Added	2022
Original Target Year	2028	Change in Target Year?	
Resp. Depart.	Administration		
Details	Purchase three laptops for use by the newly elected Council members starting their terms in 2029.		

Trail Expansion/Maintenance			
Target Year	2028 (Even Years)	Year Added	2022
Original Target Year	2028	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Each year, the Parks Board acknowledges trail expansion projects but puts them off due to lack of funding. Expanding the trail network would be a continued effort to begin completing some of those projects.		

2028 Infrastructure Improvement Project			
Target Year	2028	Year Added	2022
Original Target Year	2028	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2028 CIP		

Update Snow Removal and Grass Cutting Maps (Update Every Five Years)			
Target Year	2028	Year Added	2022
Original Target Year	2028	Change in Target Year?	
Resp. Depart.	Administration/Public Works		
Details	Staff will examine the areas of town that the City cleans snow and cuts grass and will make changes as necessary for equity and service purposes.		

Increase Security Cameras			
Target Year	2025-2028	Year Added	2022
Original Target Year	2023-2026	Change in Target Year?	Staff applying for grants for partial funding
Resp. Depart.	Police		
Details	In 2025, the City installed security cameras, both in parks and at key intersections around the City. Staff would like to evaluate their performance and determine if additional cameras would be helpful.		

Medium-term Goals

The following projects are considered medium-term in nature and are meant to be completed in the next 4-6 years, or between the years 2026 and 2028. The list has been categorized by year that it is intended to be completed.

2029

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Sidewalk Expansion/Maintenance			
Target Year	2029 (Odd years)	Year Added	2022
Original Target Year	2029	Change in Target Year?	
Resp. Depart.	Community Development		
Details	A continuing effort will be made to expand the City's sidewalk system to make the City more accessible for all modes of transportation. This includes ADA updates when necessary.		

2029 Infrastructure Improvement Project			
Target Year	2029	Year Added	2022
Original Target Year	2029	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2029 CIP		

2030

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

City Council Technology			
Target Year	2030	Year Added	2022
Original Target Year	2030	Change in Target Year?	
Resp. Depart.	Administration		
Details	Purchase three laptops for use by the newly elected Council members starting their terms in 2031.		

Trail Expansion/Maintenance			
Target Year	2030 (Even Years)	Year Added	2022
Original Target Year	2030	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Each year, the Parks Board acknowledges trail expansion projects but puts them off due to lack of funding. Expanding the trail network would be a continued effort to begin completing some of those projects.		

Update Compensation Study			
Target Year	2030	Year Added	2025
Original Target Year	2030	Change in Target Year?	
Resp. Depart.	Council/Administration		
Details	As the City continues to evolve as an organization, it is important that the City is competitive in the labor market for attracting and retain top talent. Because of this, the City intends to complete a full compensation study of employee wages, benefits, and job descriptions every ten years. This study is planned to be updated every five years to look at wages. 2030 would be performing an update of the 2025 study, to implement in 2031.		

2030 Infrastructure Improvement Project			
Target Year	2030	Year Added	2022
Original Target Year	2030	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2030 CIP		

2031

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Sidewalk Expansion/Maintenance			
Target Year	2031 (Odd Years)	Year Added	2022
Original Target Year	2031	Change in Target Year?	
Resp. Depart.	Community Development		
Details	A continuing effort will be made to expand the City's sidewalk system to make the City more accessible for all modes of transportation. This includes ADA updates when necessary.		

2031 Infrastructure Improvement Project			
Target Year	2031	Year Added	2022
Original Target Year	2031	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2031 CIP		

Long-term Goals

The following projects are considered long-term in nature and are meant to be completed in the next 7-10 years, or between the years 2031 and 2034. The list has been categorized by the year that it is intended to be completed.

2032

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Trail Expansion/Maintenance			
Target Year	2032 (Even Years)	Year Added	2022
Original Target Year	2032	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Each year, the Parks Board acknowledges trail expansion projects but puts them off due to lack of funding. Expanding the trail network would be a continued effort to begin completing some of those projects.		

2032 Infrastructure Improvement Project			
Target Year	2032	Year Added	2022
Original Target Year	2032	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2032 CIP		

2033

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Sidewalk Expansion/Maintenance			
Target Year	2033 (Odd Years)	Year Added	2023
Original Target Year	2033	Change in Target Year?	
Resp. Depart.	Community Development		
Details	A continuing effort will be made to expand the City's sidewalk system to make the City more accessible for all modes of transportation. This includes ADA updates when necessary.		

2033 Infrastructure Improvement Project			
Target Year	2033	Year Added	2023
Original Target Year	2033	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2033 CIP		

2034

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Trail Expansion/Maintenance			
Target Year	2034 (Even Years)	Year Added	2025
Original Target Year	2034	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Each year, the Parks Board acknowledges trail expansion projects but puts them off due to lack of funding. Expanding the trail network would be a continued effort to begin completing some of those projects.		

2034 Infrastructure Improvement Project			
Target Year	2034	Year Added	2025
Original Target Year	2034	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2034 CIP		

2035

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Sidewalk Expansion/Maintenance			
Target Year	2035 (Odd Years)	Year Added	2026
Original Target Year	2035	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Each year, the Parks Board acknowledges trail expansion projects but puts them off due to lack of funding. Expanding the trail network would be a continued effort to begin completing some of those projects.		

2035 Infrastructure Improvement Project			
Target Year	2035	Year Added	2026
Original Target Year	2035	Change in Target Year?	
Resp. Depart.	Public Works		
Details	2035 CIP		

Future, Uncommitted Goals

The following projects are considered future projects and have not been given a goal for completion. This may be due to funding, direction, or any other circumstance that the Council does not wish to put a timetable on a project but wants to keep it on the radar. It is possible these projects are waiting on another, outside party and may be completed on short notice should the other responsible party move on the project.

Staff Development	
Timeframe	Ongoing
Resp. Depart.	All
Details	Budget each year for staff in each department to be able to grow their skills as professionals

Splash Pad Feasibility Study			
Target Year	???	Year Added	2022
Original Target Year	2022	Change in Target Year?	Citizen Group Not Ready to Proceed
Resp. Depart.	Community Development		
Details	<p>Staff will lead a feasibility study for the construction of a splash pad to better understand the reality of completing the project. This study will be done in conjunction with the Park Board.</p> <p>** This item is dependent on a group unaffiliated with the City completing their application to form a non-profit.</p> <ul style="list-style-type: none"> Q4 2022 Update: The group has not completed this step. Q4 2024 Update: Any groups previously working on fundraising have been disbanded and there are no groups, City or otherwise, actively pursuing funding. 		

City Hall			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Administration		
Details	Following discussions by the City Council, this item is placed for future consideration. In 2022, a Facilities Study is being performed to determine the amount of need for a new facility.		

40-Acre Athletic Complex			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Community Development		
Details	Unsure if site is even best used as an athletic facility. Are there other areas better suited? Is the City interested in building an athletic complex?		

National Pollutant Discharge Elimination System			
Target Year	2037	Year Added	2022
Original Target Year	2042	Change in Target Year?	
Resp. Depart.	Public Works		
Details	In 2022, the State of Minnesota informed the City of New Prague that our wastewater discharge had elevated chloride levels and that this needed to be remedied. Our current wastewater facility is not able to correct this situation so the City requested a 20-year variance from the State. While not yet formally announced, we are under the assumption the State will grant the City a 15-year variance. At that time, the City, whether through a wastewater facility upgrade or a water treatment facility upgrade, the City will need to comply with the State regulations.		

Sanitary Sewer Trunk Main – NorthEast			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Public Works		
Details	Expansion of the sanitary sewer trunk main to the east from the wastewater treatment plant to allow continued development.		

Sanitary Sewer Trunk Main – NorthWest			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Public Works		
Details	Expansion of the sanitary sewer trunk main to the west from the wastewater treatment plant to allow continued development.		

Sanitary Sewer Trunk Main – SouthEast			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Public Works		
Details	Expansion of the sanitary sewer trunk main to the southeast part of the City to allow continued development.		

Sanitary Sewer Trunk Main – SouthWest			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Public Works		
Details	Expansion of the sanitary sewer trunk main to the southwest part of the City to allow continued development.		

Future Infrastructure Improvement Projects			
Target Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Public Works		
Details	2036+ CIP		

Completed Projects

The following projects are considered to have been completed. This list will keep projects for five years and will serve as a reminder for the City Council, staff, and citizens of the projects the City has been able to complete in the recent years. Some projects, which may not have initially appeared on the goals list but were completed in a given year due to short-notice may also be included on this list.

2022

Preparation for Absentee Ballot Processing			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Administration		
Details	The City took the necessary steps to take over absentee voting in the Scott County portion of town. This included purchasing new equipment, training staff, and hiring election judges to work for both 46-day periods prior to election days. While mandated by the County, this was unfunded by the County or the State.		

Update Employee Review Process			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Administration		
Details	In June 2022, administration rolled out a new employee review process that focuses on self-improvement, assessment, and progress, having employees take an active role in what they need to improve and how to get there. This process has supervisors meet with employees twice per year to better keep track of progress and improvement. It also puts all employees of the City under the same process so that all employees are treated equitably.		

City Hall Renovation			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Public Works		
Details	The upper floor of City Hall was remodeled to include two additional offices as well as reduce the size of the employee breakroom to a more appropriate size for its level of use. This process also converted an office on the main level into two workspaces. Overall, this created three additional offices. Outside of electrical work, all renovation work was handled in-house to significantly reduce the cost of construction.		

Toxicity Reduction Evaluation			
Completed Year	2022	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Public Works		
Details	The State determined that our wastewater discharge was considered toxic and needed to be remedied. Wastewater staff worked diligently with a consultant who specializing in this work to find the problem. What was expected to take a couple years, and cost upwards of \$100,000 to fix, was discovered and remedied for less than \$5,000.		

Have Risk Assessment Performed on City Technology			
Completed Year		Year Added	2022
Original Target Year		Change in Target Year?	
Resp. Depart.	Administration		
Details	The City contracted with TrueNorth to have a Risk Assessment performed on the City's IT equipment. Through this assessment, a number of items were identified for the City to work on to increase its ability to perform in a secure manner. Going forward, staff will work on some of the recommendations.		

Green Step Cities			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Administration/Planning Commission		
Details	The City completed the process of becoming a Green Step City.		

Paperless Council/Board Packets			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	All		
Details	The City began the transition to paperless Council/Board packets. This first step was to create a PDF document that is sent to all Council and Board members in lieu of a paper packet. A transition policy was passed September 2022 to put this into action.		

2022 Infrastructure Improvement Project			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Public Works		
Details	Staff coordinated and oversaw the 2022 CIP project, which included the reconstruction of Columbus Avenue and underlying infrastructure from Main Street to 4 th Avenue.		

Emerald Ash Borer Plan			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Staff completed an emerald ash borer plan to assist the City in combatting the emerald ash borer. A grant was received to assist in the costs of preparing and implementing the plan.		

Events Permit			
Completed Year	2022	Year Added	2022
Original Target Year	2022	Change in Target Year?	
Resp. Depart.	Community Development		
Details	During November 2022, the City Council approved an ordinance that put an Events Permit into place. This permit is styled in a manner that sees different fees and requirements based on the size of an event, with larger more intensive events requiring a larger fee and more intense backgrounding.		

2023

Discount Memberships for Employees			
Completed Year	2023	Year Added	2022
Original Target Year	2022	Change in Target Year?	Approved 2022, Implemented 2023
Resp. Depart.	Administration		
Details	As an employment benefit for City employees, the City Council placed a program in place that allowed City employees the ability to purchase up to two 10-punch golf cards at a discounted rate.		

Bylaw Updating			
Completed Year	2023	Year Added	2022
Original Target Year	2022 – EDA 2023 – Golf Board	Change in Target Year?	Started in 2022 but did not fully complete.
Resp. Depart.	Administration		
Details	<p>Due to bylaws that have not been updated/revised since 1991, the City Council approved updated EDA bylaws to ensure they are meeting the needs of the City Council and EDA.</p> <p>The City Council also took the opportunity to review the enabling resolution for the Golf Board and updated the resolution to better clarify the powers of the Board.</p>		

Implement Multifactor Authentication for all City Computer Users			
Completed Year	2023	Year Added	2022
Original Target Year	2022	Change in Target Year?	Did not have budgeted funds
Resp. Depart.	Administration		
Details	The City Council implemented Multifactor Authentication for all City Computer users to better protect the City's data and systems.		

City Development Guide			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Community Development		
Details	Staff updated the City's Development Guide, which is passed out to developers and interested parties to assist in working through the City's development process.		

Paperless Council/Board Packets			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Administration		
Details	In an effort to make packets more accessible, as well as to reduce the City's environmental footprint, the City Council adopted a fully paperless packet that can be accessed from an device that has internet access.		

Extension of 6 th Avenue NW and 8 th Avenue NW			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Administration/Public Works		
Details	As part of the 2023 Improvement Project, the EDA finished their development obligations on the latest phase of the industrial park, extending 6 th Avenue NW and 8 th Avenue NW to the edge of City Limits.		

Rental Inspection Ordinance			
Completed Year	2023	Year Added	2022
Original Target Year	2022	Change in Target Year?	Process begun in 2022
Resp. Depart.	Community Development		
Details	Working with a committee of staff, citizens, and rental unit owners, the City Council drafted a Rental Inspection Ordinance that gives advantages to both renters and rental-owners.		

Finance/Administration Software Updates			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Administration/Utilities		
Details	The City made a swich from Incode 9 to CivicSystems to tie together and operate the City. CivicSystems increased ease of use, allowed for easier public interactions with the City, and came a reduced cost when compared to Incode 9.		

Continuity of Operations Plan			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Administration		
Details	Administrator Tetzlaff worked with staff to complete a plan that will allow for operations to more smoothly continue when a short-term vacancy occurs in a position. This document will be a continually evolving document as the City grows and changes.		

Ordinance Updating			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Community Development		
Details	The City Council approved updates to the City Code regarding rights-of-way and refuse collection.		

2023 Infrastructure Improvement Project			
Completed Year	2023	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Public Works		
Details	The 2023 Infrastructure Improvement Project was completed, which replaced underground infrastructure, poured new streets, and added sidewalks to Sunrise Avenue, Sunset Avenue, 1 st Street N, 2 nd Street, NE, and 3 rd Street NE3.		

City Facility Assessment			
Completed Year	2022	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Administration		
Details	Working with Wold Architects, the City completed a Facilities Assessment to gauge the condition and space availability of current City facilities.		

New Parks Department Facility			
Completed Year	2023	Year Added	2023
Original Target Year	2024+	Change in Target Year?	A facility became available
Resp. Depart.	Administration		
Details	Following the completion of the facility assessment, a new Parks Department facility was listed as a high priority need. When the facility located at 412 5 th Avenue NW became available, it offered the City the ability to meet its needs for a Parks Department facility while also saving over \$3m compared to building a new facility.		

2024

Bylaw Updating			
Target Year	2024	Year Added	2022
Original Target Year	2023	Change in Target Year?	Started in 2023 but did not fully complete.
Resp. Depart.	Administration		
Details	Staff, in conjunction with Fire Department, reviewed the internal working procedures used by the Fire Department to update the documents and make them more cohesive.		

Community Recreational Facility Study			
Target Year	2024	Year Added	2022
Original Target Year	2023	Change in Target Year?	Process took longer than expected
Resp. Depart.	Administration		
Details	Staff, working with Wold Architects, completed a Community Recreational Facility Study. In March 2024, John McNamara from Wold presented findings regarding the existing conditions of the City facilities and their usage. The report spelled out possible improvements the City can make to existing facilities to increase usability. The report did not include an in-depth look on indoor facilities since the City does not currently have any indoor studies. It did include anecdotal from the various organizations about what indoor facilities could be used.		

Replace Sidearms			
Target Year	2024	Year Added	2022
Original Target Year	2024	Change in Target Year?	
Resp. Depart.	Police		
Details	As recommended by manufacturers to maintain a level of safety and service, the City replaced the sidearms of City officers using one-time public safety funding.		

Online System for Licenses			
Target Year	2024	Year Added	2022
Original Target Year	2023	Change in Target Year?	
Resp. Depart.	Community Development		
Details	The City implemented software that allows for permit, project, and license applications to be submitted online. This went live on May 1 st .		

Emergency Operations Plan			
Target Year	2024	Year Added	2022
Original Target Year	2024	Change in Target Year?	
Resp. Depart.	Administration/Police Department		
Details	In early 2024, the City Council approved an updated Emergency Operations Plan, to help guide City Officials should a large scale emergency take place. By working through this plan during a time of no emergency, a solid plan was able to be formulated when people are not worried about the many things that may be happening professionally and personally.		

Comprehensive Plan Update			
Target Year	2024	Year Added	2022
Original Target Year	2022-2023	Change in Target Year?	Process took longer than expected
Resp. Depart.	Community Development		
Details	Throughout 2023 and 2024, the City worked with a city planning firm to perform a full update of the City's Comprehensive Plan, which acts as a guiding document for the City to direct responsible growth of New Prague into the future.		

East/West Sanitary Sewer Trunk Mains Feasibility Study			
Target Year	2024	Year Added	2022
Original Target Year	2023	Change in Target Year?	Started in 2023. Finished in 2024
Resp. Depart.	Publics Works		
Details	The City worked with an engineering firm to plan for the expansion of its sanitary sewer system to allow for growth into the future. This study included a high level look at pipe location and depth, as well as phasing and costs for expansion.		

Upgrade City Website			
Target Year	2024	Year Added	2022
Original Target Year	2024	Change in Target Year?	
Resp. Depart.	Administration		
Details	In 2024, the City worked with its website host to give the site a fresh look.		

2024 Infrastructure Improvement Project			
Target Year	2024	Year Added	2022
Original Target Year	2024	Change in Target Year?	
Resp. Depart.	Public Works		
Details	The 2024 Infrastructure Improvement Project was completed, which replaced underground infrastructure, poured new streets, and added sidewalks to 1 st Street SE, Lexington Avenue N, Lyndale Avenue N, 1 st Street NE, 2 nd Street NE, 3 rd Street NE, and 6 th Street NE.		

Dog Park			
Completed Year	2024	Year Added	2022
Original Target Year	---	Change in Target Year?	
Resp. Depart.	Public Works/Community Development		
Details	Following demand for a dog park from residents, the Park Board as part of their 2024 initiatives put creating a dog park in New Prague as a priority. In Summer 2024, located at 701 12 Avenue NE, the New Prague dog park was opened to the public.		

2025

Green Step Cities			
Completed Year	2025	Year Added	2022
Original Target Year	2023	Change in Target Year?	Implementation was a three year process
Resp. Depart.	Administration/Planning Commission		
Details	<p>The Planning Commission, who is the City's Green Step Coordination Team, and staff worked to implement the Green Step program in New Prague. The program is aimed at making cities more efficient by directing spending in specific areas of infrastructure and populous. Program resources come at no cost to the City.</p> <p>Now that the program is in place, staff will continue to monitor the City's expenses and costs as related to utilities, infrastructure, and other tracking measures to determine how well the program is working for New Prague.</p>		

Sidewalk Expansion/Maintenance			
Target Year	2025	Year Added	2022
Original Target Year	2023	Change in Target Year?	Applying for Grants
Resp. Depart.	Community Development		
Details	In 2025, the City used MnDOT grant funding build a sidewalk along 12 th Avenue SE, from Tikalsky Street SE to 9 th Street SE.		

City Hall Hours			
Target Year	2025	Year Added	2022
Original Target Year	2023	Change in Target Year?	Was not completed on time
Resp. Depart.	Administration		
Details	During the summer of 2025, the City changed City Hall hours to 7:00 am to 4:30 pm on Monday through Thursday and 7:00 am to 11:00 am on Friday. This was done to try to be more accommodating to people's schedules who need to visit City Hall without creating additional time that City Hall would need to be staffed.		

Full Compensation Study			
Target Year	2025	Year Added	2025
Original Target Year	2025	Change in Target Year?	
Resp. Depart.	Council/Administration		
Details	In 2025, the City Council commissioned a full compensation study to determine whether it was providing compensation to employees that was competitive with the surrounding market.		

2025 Infrastructure Improvement Project			
Target Year	2025	Year Added	2022
Original Target Year	2025	Change in Target Year?	
Resp. Depart.	Public Works		
Details	The 2025 Infrastructure Improvement Project was completed, which replaced underground infrastructure, poured new streets, and added sidewalks to Lincoln Avenue N, Pershing Avenue N, 1 st Street NE, and 2 nd Street NE. Alley improvements were also made north of Main Street and a sidewalk was added to 12 th Avenue SE.		

2026 Amateur State Baseball Tournament			
Target Year	2025	Year Added	2022
Original Target Year	2026	Change in Target Year?	
Resp. Depart.	Public Works?		
Details	The City took necessary steps to ready Memorial Park Ballfield to host the 2026 Amateur State Baseball Tournament, including pouring new concrete for viewing area and moving the batting cage.		

Zoning Ordinance Update			
Target Year	2025	Year Added	2022
Original Target Year	2024	Change in Target Year?	Funding
Resp. Depart.	Community Development		
Details	Following the completion of the City's Comprehensive plan, the City spent a year overhauling its Zoning Ordinance to ensure that it is up to date with State regulations and matches what the community wants for City-wide development patterns.		



118 Central Avenue North, New Prague, MN 56071
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MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: APPROVAL OF 2026 COMPENSATION PAY PLAN
DATE: DECEMBER 11, 2025

Enclosed for your review is a copy of the proposed employee Compensation Pay Plan for 2026.

In 2025, the City ordered a Compensation Study to be conducted by AutoSolve. Throughout its budget conversations, the City reviewed pay plan proposals and ultimately Council approved the Compensation Plan recommended by AutoSolve on October 20th, 2025. The plan set new pay ranges for all non-union employees and has been implemented in the proposed 2026 Budget. The already approved Police Union Agreement with a 4% adjustment for 2026 is also included in the proposed budget.

Recommendation

Staff recommends approval of the 2026 Compensation Pay Plan.

Class/Grade	Classification	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
G1	Administrative Assistant	\$ 26.75	\$ 27.49	\$ 28.24	\$ 29.01	\$ 29.81	\$ 30.63	\$ 31.47	\$ 32.33	\$ 33.21	\$ 34.12	\$ 35.06	\$ 36.02	\$37.01	\$ 38.02	\$ 39.06
G2	Public Works Maintenance Worker, Permit Specialist, Police Records Technician	\$ 28.63	\$ 29.41	\$ 30.22	\$ 31.05	\$ 31.90	\$ 32.77	\$ 33.67	\$ 34.59	\$ 35.54	\$ 36.51	\$ 37.51	\$ 38.54	\$39.60	\$ 40.68	\$ 41.80
G3	Accountant I, Utility Billing Specialist	\$ 30.06	\$ 30.88	\$ 31.73	\$ 32.60	\$ 33.49	\$ 34.41	\$ 35.35	\$ 36.32	\$ 37.32	\$ 38.34	\$ 39.39	\$ 40.47	\$41.58	\$ 42.72	\$ 43.89
G4	Mechanic, Water Operator I, Wastewater Operator I	\$ 31.56	\$ 32.43	\$ 33.32	\$ 34.23	\$ 35.17	\$ 36.13	\$ 37.12	\$ 38.14	\$ 39.18	\$ 40.25	\$ 41.36	\$ 42.49	\$43.66	\$ 44.85	\$ 46.08
G5	Administrative Coordinator, Accountant II	\$ 33.14	\$ 34.05	\$ 34.98	\$ 35.94	\$ 36.92	\$ 37.94	\$ 38.98	\$ 40.04	\$ 41.14	\$ 42.27	\$ 43.43	\$ 44.62	\$45.84	\$ 47.09	\$ 48.38
G6	Water Operator II, Wastewater Operator II	\$ 34.80	\$ 35.75	\$ 36.73	\$ 37.74	\$ 38.77	\$ 39.83	\$ 40.92	\$ 42.05	\$ 43.20	\$ 44.38	\$ 45.60	\$ 46.85	\$48.13	\$ 49.45	\$ 50.80
G7		\$ 36.54	\$ 37.54	\$ 38.57	\$ 39.62	\$ 40.71	\$ 41.82	\$ 42.97	\$ 44.15	\$ 45.36	\$ 46.60	\$ 47.88	\$ 49.19	\$50.54	\$ 51.92	\$ 53.34
G8	Building Inspector, Generation Operator, Parks Supervisor, Planner	\$ 38.36	\$ 39.41	\$ 40.49	\$ 41.60	\$ 42.74	\$ 43.92	\$ 45.12	\$ 46.36	\$ 47.63	\$ 48.93	\$ 50.27	\$ 51.65	\$53.06	\$ 54.52	\$ 56.01
G9	Golf Superintendent, Lineman	\$ 42.20	\$ 43.36	\$ 44.54	\$ 45.76	\$ 47.02	\$ 48.31	\$ 49.63	\$ 50.99	\$ 52.39	\$ 53.82	\$ 55.30	\$ 56.81	\$58.37	\$ 59.97	\$ 61.61
G10	Generation Supervisor, Public Works Supervisor, Water Operations Supervisor	\$ 44.31	\$ 45.52	\$ 46.77	\$ 48.05	\$ 49.37	\$ 50.72	\$ 52.11	\$ 53.54	\$ 55.01	\$ 56.51	\$ 58.06	\$ 59.65	\$61.29	\$ 62.97	\$ 64.69
G11	Wastewater Superintendent, Building Official	\$ 46.53	\$ 47.80	\$ 49.11	\$ 50.46	\$ 51.84	\$ 53.26	\$ 54.72	\$ 56.22	\$ 57.76	\$ 59.34	\$ 60.97	\$ 62.64	\$64.35	\$ 66.12	\$ 67.93
G12	Electric Operations Supervisor	\$ 50.25	\$ 51.62	\$ 53.04	\$ 54.49	\$ 55.99	\$ 57.52	\$ 59.10	\$ 60.71	\$ 62.38	\$ 64.09	\$ 65.84	\$ 67.65	\$69.50	\$ 71.41	\$ 73.36
G13		\$ 54.27	\$ 55.75	\$ 57.28	\$ 58.85	\$ 60.46	\$ 62.12	\$ 63.82	\$ 65.57	\$ 67.37	\$ 69.21	\$ 71.11	\$ 73.06	\$75.06	\$ 77.12	\$ 79.23
G14	Finance Director, General Manager - Electric and Water, Community Development Director, Police Chief, Public Works Director	\$ 58.61	\$ 60.21	\$ 61.86	\$ 63.56	\$ 65.30	\$ 67.09	\$ 68.93	\$ 70.82	\$ 72.76	\$ 74.75	\$ 76.80	\$ 78.90	\$81.07	\$ 83.29	\$ 85.57
G15		\$ 63.30	\$ 65.03	\$ 66.81	\$ 68.64	\$ 70.53	\$ 72.46	\$ 74.44	\$ 76.48	\$ 78.58	\$ 80.73	\$ 82.94	\$ 85.22	\$87.55	\$ 89.95	\$ 92.41
G16	City Administrator	\$ 68.36	\$ 70.23	\$ 72.16	\$ 74.14	\$ 76.17	\$ 78.25	\$ 80.40	\$ 82.60	\$ 84.86	\$ 87.19	\$ 89.58	\$ 92.03	\$94.56	\$ 97.15	\$ 99.81

Class/Grade	Classification: Part Time Employees	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
PT1	Food and Beverage Worker, Golf Attendant, Golf Maintenance Worker, Parks Maintenance Worker	\$ 12.00	\$ 12.46	\$ 12.95	\$ 13.45	\$ 13.96	\$ 14.50	\$ 15.06	\$ 15.65	\$ 16.25	\$ 16.88	\$ 17.53	\$ 18.21	\$18.91	\$ 19.64	\$ 20.40

CITY OF NEW PRAGUE
POLICE LELS

Schedule A

Police Officer	Hourly Rate	Hourly Rate
Effective	January 1, 2025	January 1, 2026
Step 1	\$37.09	\$38.57
Step 2	\$38.57	\$40.12
Step 3	\$40.11	\$41.72
Step 4	\$41.71	\$43.38
Step 5	\$43.39	\$45.12
Step 6	\$45.13	\$46.93
Step 7	\$46.92	\$48.80
Step 8	\$48.81	\$50.76
 Police Detective	 Hourly Rate	 Hourly Rate
Effective	January 1, 2025	January 1, 2026
Step 1	\$40.42	\$42.04
Step 2	\$42.04	\$43.72
Step 3	\$43.72	\$45.47
Step 4	\$45.47	\$47.29
Step 5	\$47.29	\$49.18
Step 6	\$49.18	\$51.15
Step 7	\$51.15	\$53.19
Step 8	\$53.20	\$55.32
 Police Sergeant	 Hourly Rate	 Hourly Rate
Effective	January 1, 2025	January 1, 2026
Step 1	\$44.06	\$45.83
Step 2	\$45.82	\$47.66
Step 3	\$47.66	\$49.57
Step 4	\$49.57	\$51.55
Step 5	\$51.55	\$53.61
Step 6	\$53.61	\$55.76
Step 7	\$55.75	\$57.98
Step 8	\$57.99	\$60.31



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MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: GOLF MANAGEMENT CONTRACT
DATE: DECEMBER 11, 2025

Attached is the proposed Golf Management contract for 2026. At its October meeting, the Golf Board recommended approval of the Golf Management contract along with its 2026 budget.

Major changes to this year's contract include:

- Updating dates
- Increasing the contract amount from \$102,173.40 to \$107,000, which is a 4.7% increase.

I would recommend proceeding with the contract for golf management services for 2026.

Recommendation

Staff recommends approval of 2026 Golf Management contract.

**GOLF COURSE CONSULTANT AGREEMENT BETWEEN
CITY OF NEW PRAGUE AND GOLF PROFESSIONAL ENTERPRISES, LLC**

THIS AGREEMENT is entered into this 1st day of January, **2026**, by and between the CITY OF NEW PRAGUE, a Minnesota municipal corporation, (“the City”) and GOLF PROFESSIONAL ENTERPRISES, LLC, a professional golf management limited liability corporation (“Contractor”).

RECITALS

WHEREAS, the City wishes to retain the services of the Contractor to render professional golf management services for the operation of the New Prague Golf Club; and

WHEREAS, Contractor has indicated that it is qualified and willing to accept and perform the golf course management responsibilities pursuant to the terms of this Agreement; and

WHEREAS, the City intends to enter into a management agreement with the Contractor in connection with the operation of the New Prague Golf Club for the **2026** golf season with contract renewal for the **2027** golf season based on performance review.

NOW, THEREFORE, for good and valuable mutual consideration, and with the intent of being legally bound, the City and Contractor agree as follows:

1. TERM

The term of this Agreement shall be for a period of 12 months, commencing on January 1, **2026** and terminating December 31, **2026**, unless terminated at a sooner date as provided for in this Agreement. The Agreement may be terminated on 30 days written notice without cause or on 24 hours written notice with cause by either party, and payment of compensation hereinafter provided, shall be prorated to the last day this Agreement remains in force. For purposes of this Agreement, cause shall be defined as either (1) a material failure to comply with the provisions of this Agreement; (2) negligent or willful misconduct; (3) dissolution, substantial contraction, or bankruptcy of the non-terminating party; (4) execution of long term management agreement with Contractor or other management company.

2. SCOPE OF SERVICES

Contractor agrees to provide professional golf course management services for the operation of the New Prague Golf Club as more fully described in Exhibit A hereto.

3. COMPENSATION

The City shall pay compensation for services to Contractor without deduction for social security, federal or state taxes. Contractor shall be compensated at the rate of \$107,000.00 or 12 equal payments of \$8,916.66 per month beginning on January 1, 2026 and continuing monthly through December 31, 2026. The City shall furnish Contractor with a copy of required IRS 1099 form(s) setting forth Contractor’s annual compensation no later than the end of January of the year following any year during which services are rendered. Contractor shall provide the City with an invoice for fees for each month in which services are rendered. The City agrees to pay such invoice within ten (10) days of receipt of an invoice from Contractor, subject to the City’s normal approval process involving the New Prague Golf Board, the New Prague City Council and the City Administrator.

4. EXPENDITURES/EXPENSES

Any expenditures deemed necessary for the operations of the New Prague Golf Club for the upcoming golf season by the Contractor in performance of this Agreement must be authorized by the City pursuant to the City’s normal approval process involving the New Prague Golf Board, the New Prague City Council and the City Administrator. All such expenditures shall be subject to City purchasing policies and any federal, state or local laws, rules and regulations. Expenses incurred by Contractor for City business activities are eligible for reimbursement pursuant to City policy. Any vendor service charges, finance charges, interest charges, etc. that are incurred by or caused by the Contractor on purchases or payments to vendors made by the Contractor on the City’s behalf, are the responsibility of the Contractor and shall be deducted from the Contractor’s monthly compensation once identified by the Finance Department. If the additional vendor charges are caused by or are the direct responsibility of the City’s Finance Department due to their delay in processing the vendor payments, there will be no deduction to the Contractor’s monthly compensation

5. SERVICE PROVIDER(S); ASSIGNMENT

Services by the Contractor will be performed by the following persons: Kurt Ruehling. All persons providing services through the Contractor shall be subject to routine background checks by the City prior to providing any services pursuant to this Agreement or handling any funds of the City.

Upon approval by the City, the Contractor may substitute other persons to perform the services. If substitution is permitted by the City, the Contractor shall furnish information to the City to allow proper review of the qualifications of the substituted person. No assignment of this Agreement shall be permitted without the written amendment signed by the City and the Contractor.

6. RELATIONSHIP OF PARTIES

The relationship of the parties to this Agreement shall be that of principal and agent, and all duties to be performed by the Contractor under this Agreement shall be for and on behalf of the City, in the City’s name, and for the City’s benefit. In taking any action under this Agreement, the

Contractor shall be acting only as an agent for the City, and nothing in this Agreement shall be construed as creating a partnership, joint venture, or any other relationship between the parties to this Agreement except that of principal and agent. The Contractor shall not have the power to bind or obligate the City except as expressly set forth in this Agreement, except that the Contractor is authorized to act with such authority and power as may be necessary to carry out the spirit and intent of this Agreement.

7. AMENDMENTS

No amendments may be made to this Agreement except in writing and executed in the same manner as this Agreement.

8. INDEPENDENT CONTRACTOR

The parties agree that Contractor and its employees are not employees of the City. The Contractor and its employees will act as an independent contractor and acquire no rights to tenure, workers' compensation benefits, unemployment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of the City, its departments or agencies. All services provided by the Contractor, Contractor's officers, agents, and employees pursuant to this Agreement shall be provided by such persons as an employee of the Contractor or as an independent contractor and not as an employee of the City for any purpose.

9. INDEMNIFICATION

Contractor agrees to defend, indemnify and hold harmless, the City, its officials, officers, agents and employees from any liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, resulting directly or indirectly from any act or omission of the Contractor, its contractors or subcontractors or anyone directly or indirectly employed by them, or anyone volunteering for them, or any party that directly or indirectly benefits from the activities specified in this Agreement, or anyone for whose acts or omissions they may be liable in the performance of the activities specified in this Agreement and against all loss by reason of the failure of the Contractor to perform fully, in any respect, all obligations under this Agreement.

Nothing in this Agreement shall be deemed to be a waiver by the City or its elected officials of any limitations on or immunities from liability set forth in Minnesota Statutes, Chapter 466 or to which the City or its elected officials, officers, employees, agents and representatives are otherwise entitled.

10. DATA PRACTICES/WORK PRODUCT

Contractor agrees to comply with the Minnesota Government Data Practices Act (the “Act”) and all other applicable state and federal laws relating to data privacy or confidentiality. Contractor will immediately report to the City any requests from third parties for information relating to this Agreement, or services provided thereunder. The City agrees to promptly respond to inquiries from the Contractor concerning data requests. All data created, collected, received stored, used, maintained or disseminated by Contractor in performing its obligations is subject to the requirements of the Act, and Contractor must comply with the requirements of the Act as if Contractor was a government entity. Contractor agrees to hold the City, Mayor, City Council Members, and employees harmless from any claims resulting from Contractor’s failure to disclose data maintained by Contractor and authorized for release by the City, and from Contractor’s unlawful disclosure or use of data protected under state and federal laws.

Any information, data, reports, records, contracts, work products or other materials given to or prepared or assembled by Contractor under this Agreement shall be kept confidential and Contractor shall not make any of this material available to any individual or organization without prior approval of the City.

At the termination of this Agreement, all information, data, reports, records, contracts, work products or other materials relating to the Contractor’s assignment and duties under this Agreement shall remain the property of the City of New Prague.

All Contractor personnel records associated with personnel assigned under the terms and conditions of this Agreement shall be and remain the exclusive property of the Contractor provided, however, that the Contractor shall grant the City, City Administrator and/or City Attorney the right to review such files upon at least five days’ notice of their intent to review such files.

11. AUDITS

Contractor agrees that the City or the State Auditor, including any duly authorized representatives of the City or State Auditor, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, and records that involve relevant transactions relating to this Agreement at any time during normal business hours and as often as they may reasonably deem necessary.

12. APPLICABLE LAW

The laws of the State of Minnesota shall govern all interpretations of this Agreement, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in and under those courts located within the County of Le Sueur, State of Minnesota.

13. NOTICES

Any notice or demand authorized or required under this Agreement shall be in writing and shall be sent by certified mail to the other party as follows:

To Contractor:	To the City:
Golf Professional Enterprises, LLC	City of New Prague
C/O Kurt Ruehling	C/O City Administrator
423 Flag Boulevard NE	118 Central Avenue North
New Prague, MN 56071	New Prague, MN 56071

14. INSURANCE

A. Contractor warrants and represents that it is a limited liability company with employees and therefore is subject to liability for workers’ compensation benefits under Chapter 176 of the Minnesota Statutes. As a result, Contractor shall purchase and maintain appropriate workers’ compensation insurance as required under Minnesota law. Moreover, as an independent contractor for the City, neither Contractor nor any of its employees have any entitlement or claim to workers’ compensation benefits from the City.

B. Contractor shall purchase and maintain general and professional liability insurance to protect against claims for damages because of injury to persons or damage/destruction of any tangible property including loss of use resulting therefrom and from any claims arising out of the performance of this Agreement by the Contractor. The base limits for the general liability and automobile insurance policies shall be at least \$1,500,000 combined single limit.

C. Contractor shall provide the City with evidence of the foregoing insurance and policies in the form of a certificate from the insurer naming all policies no later than ten (10) days after the execution of this Agreement. The City shall be an additional named insured on both the general liability and automobile insurance policies. All insurance policies shall also contain a provision that they may not be cancelled or non-renewed unless prior written notice thereof is given to the City not less than sixty (60) business days (ten (10) days for non-payment of premium) prior to such cancellation or non-renewal date.

15. PERFORMANCE BOND

The City reserves the right to require, in its sole discretion, that Contractor post a bond, certificate of deposit, or other similar instrument approved by the City in an amount as the City reasonably deems to be adequate compensation for damages resulting from Contractor’s nonperformance of its obligations under this Agreement. The City agrees to provide the Contractor with thirty (30) days advance notice of its intent to require such bond, certificate of deposit, or other similar instrument.

16. CONFLICT OF INTEREST

Contractor certifies that to the best of its knowledge no City officer or employee has any pecuniary interest in the business of Contractor or in this Agreement. No person associated with Contractor has any interest that would conflict in any manner or degree with Contractor’s performance of this Agreement.

17. COMPLIANCE WITH LAWS AND REGULATIONS

In providing services hereunder, Contractor shall abide by all statutes, ordinances, rules and regulations, including all non-discrimination laws, pertaining to the provisions of services to be provided. Any violation shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement notwithstanding other termination provisions contained herein.

18. COMPLETE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes any oral or written agreements between the parties. This Agreement may only be modified by written agreement signed by both parties.

19. SEVERABILITY

In any provision or provisions of this Agreement are held to be invalid, illegal or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

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

Golf Professional Enterprises, LLC

City of New Prague

By: _____
Kurt Ruehling, Owner

By: _____
Mayor

By _____
City Administrator

EXHIBIT A

SCOPE OF SERVICES

Contractor shall provide the following services in connection with the management of the New Prague Golf Club:

- Identify the club's needs and goals.
- Work with the New Prague Golf Board and New Prague City Council in the development and implementation of a management plan for the short range and long range operations of the golf course.
- Develop and recommend to the New Prague Golf Board and the New Prague City Council the appropriate services and programs to be offered at the golf course in order for the golf operations to be profitable.
- Market, advertise and promote the golf course to increase membership, attract tournaments and events. Communicate business details and plans to Golf Board and to City Administration monthly.
- Maintain customer service and satisfaction to ensure retention of members and events.
- Review monthly status reports with the City Administrator including membership counts, events booked, pricing adjustments, golf course readiness, tee time capacity, marketing efforts completed and underway, banquet facility operation and food and beverage services, financial results and net operating income, customer complaints and follow-up, and other information as requested by the City Administrator.
- Attend, or be represented at, all New Prague Golf Board meetings and provide agenda and administrative support, prepare reports and compile information necessary for the decision-making process.
- Recommend fees and other charges for services to the New Prague Golf Board and New Prague City Council, which ensure that such services are provided in accordance with sound business principles.
- Oversee and manage the use of the golf course facilities during the off season, including but not limited to rental of banquet facilities, operation of food and beverage services, plan menus and maintains inventory as needed, provide for the overall care and maintenance of the facilities.

- Contractor shall possess a certified food manager license in compliance with Minnesota Department of Health and Le Sueur County regulations and requirements at any time food preparation occurs at the golf course.
- Contractor and any employees of Contractor shall each possess an alcohol server certification and any additional appropriate training and shall train and require all servers at the golf course to be in compliance with such certification at any time alcohol is provided at the golf course.
- Manage the golf shop and maintain appropriate inventory levels. Retail operations in the golf shop are for the financial benefit of the New Prague Golf Club.
- Oversee, manage, and direct all golf club personnel and activity deemed necessary for the financial success of the golf course operations, subject to the consent and authority of the City Administrator and the City's policies, including but not limited to the City's personnel policies, and all federal, state and local laws, rules and regulations.
- Oversee all golf course operations through regular contact and interaction with City staff, assigned to the golf course, and other employees, as appropriate, participate in event planning as necessary, conduct follow-up on all events and addresses customer complaints as required. Any complaints and their resolutions shall be reported to the City Administrator on a weekly basis. Any complaints received by the City shall be reported to the Contractor on a weekly basis.
- Undertakes or effectively recommends a full compliment of personnel (Golf Shop, Bar, Food and Beverage Operations, Golf and Maintenance Operations), including interviewing applicants, hiring, transfer, training, assigning and prioritizing work, scheduling staff, coaching and performance evaluation in accordance with the New Prague Personnel Policies. Provide annual performance evaluations and feedback to City Administrator for full-time staff.
- Provide a system for and oversee the maintenance of all departmental records, prepare departmental reports, assist with enforcement of all City policies and ordinances.
- Prepares the annual operating capital, and improvements budgets for the department and submits to the City Administrator in accordance with the City adopted budget practices. Administers the final City Council approved budget.
- Establishes priorities and standards for various projects and departmental work; assigns personnel; reviews project assignments; responds to emergencies and unanticipated needs with appropriate action plan; advises the Board and City Administrator of work planned, work completed, emergencies and problems encountered.
- Manages the daily tee-sheet to maximize daily and event play.

- Manages food and beverage services, plans menus and maintains inventory; serves as food safety manager.
- Operate machines (computer, cash registers, fax, phone, charge card machine, building equipment/machines/systems) and other equipment.
- Prepares and submits daily reports following each day. Prepare daily cash deposit and deliver to the bank in a timely manner.
- Prepare and submit month end reports on the 1st **business** day of the following month.
- Prepare maintenance schedules for the operation and maintenance of all capital equipment and systems operated within the golf clubhouse and identify the responsible personnel to conduct the appropriate maintenance on a daily, weekly, monthly, etc. basis.



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: MUNICIPAL STATE AID STREET (MSAS) ENGINEERING SERVICES PROPOSAL FOR 2026 - SEH
DATE: DECEMBER 8, 2025

In 2004, after the city's population reached 5,000 people, the City of New Prague became a designated state aid city. This designation allows the City access to the Highway Users Tax Distribution Fund (Gas Tax) for maintenance and construction of certain roadways within the City. The funds are a distribution of gas tax dollars allocated to municipalities and are distributed to state aid cities through MnDOT State Aid. The City is required to contract with a qualified engineering firm to complete the necessary services to benefit from the State Aid System dollars.

From 2004 through April 2009, the City contracted with Bonestroo, but since then has contracted with SEH. Most recently, the City contracted with SEH from January 1, 2025 through December 31, 2025 with a contract amount of \$7,100. The contract amount for services in 2024 was slightly less at \$6,800.

The new proposal from SEH provides State Aid services from January 1, 2026 through December 31, 2026 in the amount of \$7,100 for routine services (same as 2025). For non-routine services, there is an additional \$1,500 not to exceed fee if any proposed services are needed (none are anticipated to be needed in 2026).

The 2026 budget for engineering, including the specific MSA related work, is \$15,000. It should also be noted that the City's annual allotment of State Aid Maintenance Funds (which was at \$134,552 in 2025) covers the entire cost of the engineering services required by the state aid program, so gas tax dollars pay for the engineering services, not the City's general tax dollars. It is also notable that the City's allotment of construction funds was \$403,655 in 2025.

Staff Recommendation

Staff recommends that the City Council approve the supplemental letter agreement for MSA Services with SEH as outlined in the December 5, 2025 proposal as attached.

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Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of New Prague ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective May 8, 2009, this Supplemental Letter Agreement dated December 5, 2025, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2026 MSAS Services.

Client's Authorized Representative: Ken Ondich
Address: 118 Central Ave N, New Prague, Minnesota 56071, United States
Telephone: 952.758.4401 Email: kondich@ci.new-prague.mn.us

Project Manager: Chris Knutson
Address: 11 Civic Center Plaza, Suite 200, Mankato, Minnesota 56001
Telephone: 507.237.8383 Email: cknutson@sehinc.com

Scope: The Services to be provided by Consultant:

Task 1.0: Routine MSAS Services
The lump sum fee is \$7,100 including expenses and equipment.

Task 2.0: Non-Routine MSAS Services
The hourly fee not to exceed is \$1,500 including expenses and equipment.

Schedule: Work to be ongoing in 2026. Non-routine services, if any, are likely to occur in early 2026 is changes to the MSA system are proposed.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1 or A-2. Additional work, if required, shall be compensated in accordance with the established rate schedule.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.


Short Elliott Hendrickson Inc.	City of New Prague
By: <u></u>	By: _____
Title: <u>Client Service Manager</u>	Title: _____
	By: _____
	Title: _____

Exhibit A-1**Payments to Consultant for Services and Expenses Using the Hourly Basis Option**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

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The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

Exhibit A-2**Payments to Consultant for Services and Expenses Using the Lump Sum Basis Option**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

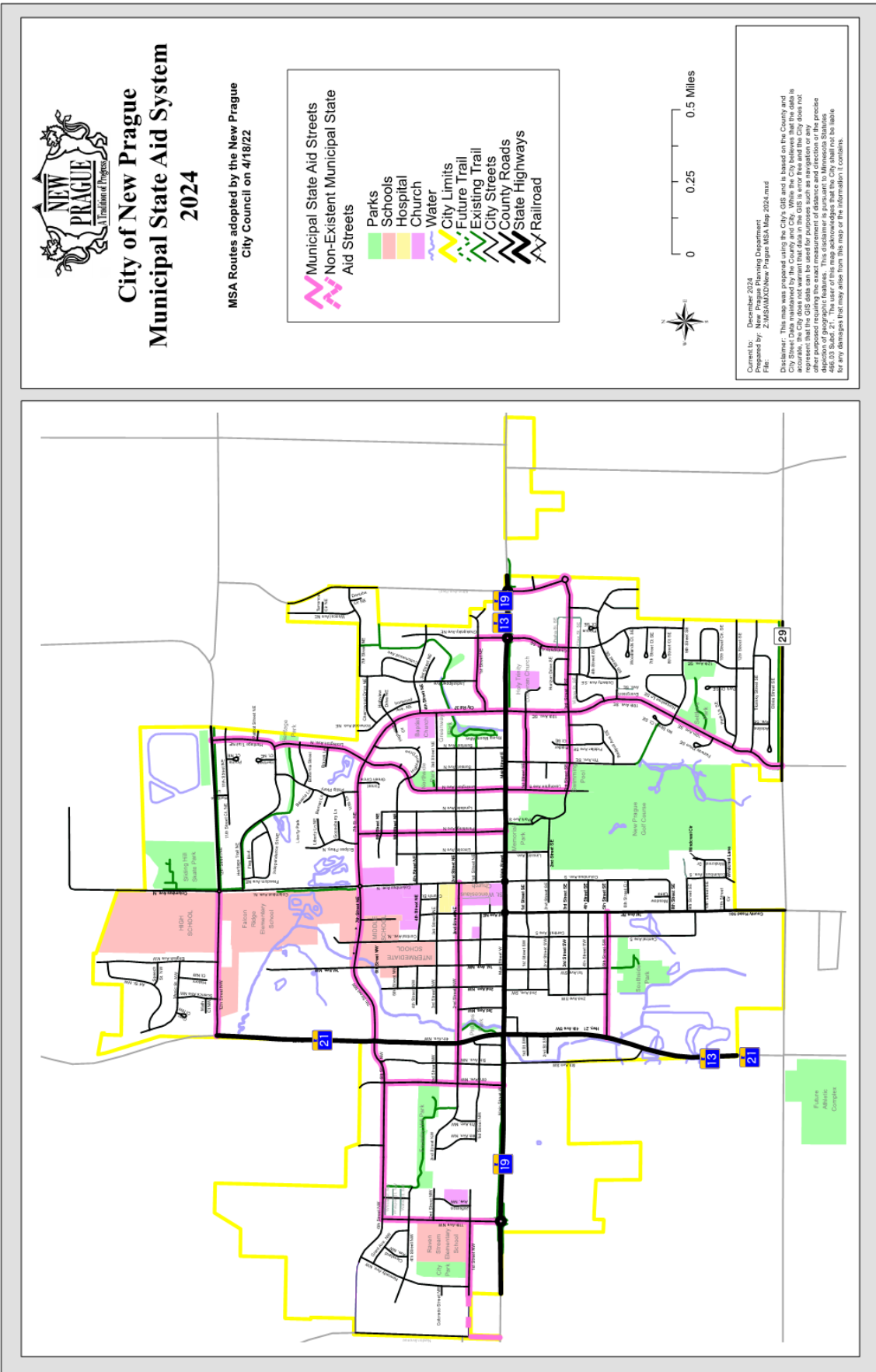
The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

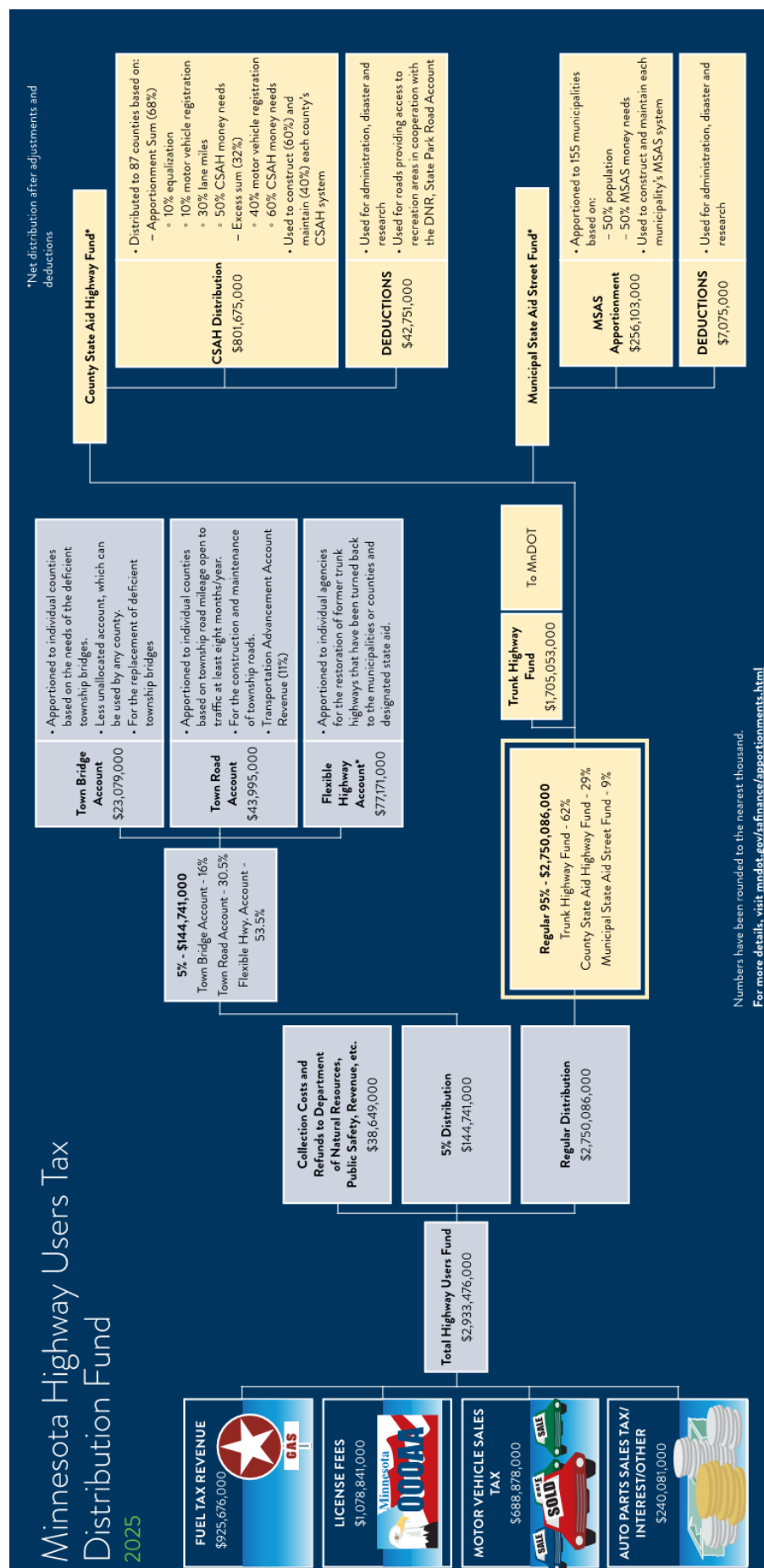
The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.



(2024 Map is included as no changes were made for 2025).





118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: vCISO CYBERSECURITY SERVICES
DATE: DECEMBER 11, 2025

This year, the Police Department has been working with a firm called Minnesota Security Consortium on its cybersecurity standards so that it is compliant with BCA (Bureau of Criminal Apprehension) requirements for criminal justice data. The Minnesota Security Consortium is able to review practices and needs of the Police Department and then communicate what cybersecurity measures should be taken to CTS (the City's IT provider) so that CTS is able to put those measures into practice.

From the City perspective, I would recommend the City takes advantage of these services as well. Right now, the Minnesota Security Consortium is offering six-months of services for \$6,000 to review the City's cybersecurity needs and make recommendations on how the City can better protect the data it has on customers. This is a different offering than CTS does for the City. CTS manages the City's equipment but does not offer cybersecurity recommendations beyond basic anti-virus and email filters. Working with the Minnesota Security Consortium, who specializes in cybersecurity, will allow the City to have a security expert reviewing its IT systems from the lens of securing its information.

Recommendation

Staff recommends approval of a contract with the Minnesota Security Consortium for Cybersecurity services for the City of New Prague.

vCISO Cybersecurity Services – 2026 Jumpstart Trial Period

Statement of Work

Prepared for City of New Prague

November 25, 2025



Introduction / Purpose:

Traditionally only very large organizations can afford to hire and maintain a CISO (a Chief Information Security Officer) as part of their executive management team. However, now each County/City can take advantage of a consortium wide vCISO and now get the benefits of a highly trained and experienced cybersecurity expert for the unique needs of your local government organization. Our vCISOs constantly keep current on new and emerging threats as well and new and emerging security techniques that work best for local government organizations. Minnesota local governments have needed this for a long time, and we are pleased to offer this as an affordable non-profit consortium service to qualifying entities.

New Prague and four other similar sized cities that we recently started working with on CJIS Audit Preparation are now under increasing pressure to spin up a real appropriately sized cybersecurity program because of the massive requirements for the Police Department to comply with the December 2024 CJIS Security Policy 6.0 that has now modernized and adopted the government NIST cybersecurity frameworks.

MNSec has developed and proposes a limited Customized trial vCISO program for smaller Cities and Counties for the first half of the 2026 calendar year to create a security roadmap for the city and to start completing high priority security tasks and work with your current IT Managed Service Provider.

Scope of Work:

Several Security items have already been identified throughout the most recent CJIS Audit. However, there are many more that will be enforced between now and 2027. 2027 is when agencies are expected to have all the requirements fixed.

The Minnesota Security Consortium (MNSec) would immediately start a formal Security Program and cover the following items, with an intense focus on tasks in the remaining 2025 months:

- Our vCISO Services are designed for both the City's Security and the Police Departments CJIS Security at no extra cost (having two separate security programs is far more time consuming, confusing and more expensive, in our experiences with MN local governments)
- Create a 2-year Security and budgeting Roadmap (including CJIS requirements)
- Develop Recommendations for Special Projects including those required by CJIS Security Policy 6.0 and the BCA's MNJIS Security Policy 5002
- Address Depth in Defense Layers of Security
- Address High Priority Security Items with your current MSSP
- Address evolving areas of Information Security.
- Quarterly/Annual Management Meetings, if desired
- Security Triage work of your Azure/O365/M365 Email tenant
- Other duties as requested and time permits

Our vCISO is extremely skilled at getting the city the most cost-effective remediation solutions, getting the city the biggest benefit for their valuable taxpayer dollars. There is a very real threat to local government information systems, and cybersecurity is very important. You may very well have other compliancy considerations such as PCI, HIPAA, PII, CJIS, etc.

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Section 10, Item f.

Location and Time of Work:

Work will be performed remotely from the Minnesota Security Consortium (MNSec) offices as well as onsite when needed to perform some of vCISO and/or Assessment work.

Onsite work will generally be performed during normal city business hours.

Project Start Date: January 1, 2026

Project End Date: June 30, 2026

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Section 10, Item f.

Payment Fees, Terms and Schedule:

Item	Fee
vCISO services (6 months)	\$6,000
Total Project Cost	\$6,000

Invoices are issued Quarterly.

Invoices are issues with NET 30 Day Terms, and subject to a 1.5% late fee, per month, after 30 Days from invoice date.

Minnesota Security Consortium - MNSec

Bringing Information Security to Local Minnesota Governments

Section 10, Item f.

Authorization of Project:

By signing below, the City of New Prague agrees to this Statement of Work to be performed by the Minnesota Security Consortium (MNSec). Any mutually agreed upon changes shall be amended in writing as an Addendum to this Statement of Work.



11/25/2025

Date: _____

Dimitrios Hilton, Chief Information Security Officer

Minnesota Security Consortium (MNSec)

dhilton@mnsec.org

Date: _____

Josh Tetzlaff, City Administrator

City of New Prague

jtetzlaff@ci.new-prague.mn.us

Minnesota Security Consortium

80 South Eighth Street #900

Minneapolis, MN 55402

City of New Prague

118 Central Ave. N

New Prague, MN 55071

AGREEMENT FOR AMBULANCE SERVICES

THIS AGREEMENT, made this 1st day of May 2023, by and between the City of New Prague for its Ambulance service, (hereinafter "City"), and North Memorial Health Care, (hereinafter "NMHC");

WHEREAS, City is responsible for providing ambulance service in the New Prague area pursuant to licenses issued by the State of Minnesota and has been contracting with NMHC to provide ambulance services; and

WHEREAS, NMHC is a non-profit corporation organized under the laws of the State of Minnesota to provide hospital services and related health care services to patients;

WHEREAS, NMHC operates a division known as North Memorial Ambulance, which supplies ambulance services in areas of Minnesota and Wisconsin; and

WHEREAS, City has determined it is in the best interests of the public to contract with NMHC to deliver ambulance services to those within City service area; and

WHEREAS, a primary purpose of this agreement is to provide high quality ambulance service to the community while maintaining the option for the City to retain ownership of the ambulance license.

NOW, THEREFORE, upon adequate consideration, the receipt and sufficiency of which is acknowledged, the parties hereto agree as follows:

- 1) Operation of Ambulance Service. NMHC shall operate an ambulance service in the City of New Prague and the surrounding area as depicted on the attached Exhibit A incorporated herein by reference (hereinafter "Service Area") identified in license #0174 BLS and #2018 ALS (Part-Time Advanced) issued by the Emergency Medical Service Regulatory Board of the State of Minnesota (hereinafter "EMSRB") to the City.
 - a. Level of Service. NMHC shall provide Advanced and Basic Life support ambulance services within the Service Area consistent with the requirements of Minnesota Statutes, section 144E.101, subdivision 6 and as authorized by the current licenses and any applicable variances.
 - b. Staffing. At all times NMHC shall ensure that it is satisfying the requirements of the current license as set forth in Minnesota Statutes, section 144E.101, subdivision 8 and such other law as may apply. The general staffing plan is as follows:
 - i. Current staffing consists of two 24-hour Advanced Life Support Ambulance crews (One Paramedic & One EMT):
 1. The first crew will be at the located within the City Limits of New Prague available for immediate deployment 24 hours per day.
 2. The second crew will be located within the City Limits of New Prague for immediate deployment 12 hours per day and on an on-call basis to back up the primary unit 12-hours per day.

These hours may be modified by NMHC based on demand for service and changes in state and/or federal economic support for these services.

- c. Employment of Staff. NMHC shall be solely responsible for employing ambulance staff and all such staff shall be employees of NMHC, not the City. All ambulance staff shall hold and maintain the licenses and certifications required by the EMSRB for the level of service they are providing. The City shall not in any way be responsible toward the ambulance staff or any other person employed by NMHC.
- 2) Ambulances and Equipment. The parties acknowledge that effective on the date of the Original Contract dated January 19, 2010, the City sold and transferred to NMHC its ambulances and the other City ambulance related equipment (collectively referred to as the "Equipment") as set forth in the Original Contract. In the event this Agreement is terminated, or NMHC ceases to operate the ambulance service in the Service Area for any reason, the City shall have the option, within sixty (60) days of the last date of which NMHC shall provide ambulance services, to purchase the remaining Equipment and any replacement equipment from NMHC for an amount equal to the fair market value amount for such Equipment. To determine the fair market value amount of the Equipment, the parties agree to have the remaining Equipment and any replacement equipment appraised. NMHC will work in good faith with the City to ensure the transition does not impede the delivery of ambulance service to the Service Area.
- 3) Sharing of Operational Information. NMHC shall provide the City with operational information on a quarterly basis. The report will include:
 - a. Average response time for emergency 911 requests and interfacility transfer response time
 - b. Number of calls per hour of day
 - c. Breakdown of disposition of calls
 - d. Patient destination report for both 911 and interfacility runs
 - e. Payer mix information
 - f. Breakdown of level of crew service (i.e. ALS vs BLS))
- 4) Dispatch. NMHC is responsible to provide associated Dispatch support services during the duration of the agreement. This includes providing pre-arrival instructions provided the Primary Service Answering Point in Scott County transfers callers to NMHC Dispatch.
- 5) Sharing of Financial Information. NMHC shall provide the parties to this contract with a profit and loss statement on a semi-annual basis. The statement shall include all revenues and direct expenses associated with the provision of services in the Service Area as well as an expense allocation of indirect expenses equal to 8% of the actual expenses.
- 6) Ambulance Advisory Committee. An Ambulance Advisory Committee has been created to review operational issues, review progress towards meeting the needs of the community and to make suggestions to optimize the effective delivery of services. This Committee shall meet at least once annually. Meeting frequency may be adjusted based on the recommendations of the Committee and as agreed to by the parties. The Advisory Committee shall be comprised of representatives appointed by the City and the NMHC Ambulance Outstate Director, Medical Director and Regional Ambulance Manager. Other stake holders may be engaged to address specific issues that may come up from time to time.

- 7) Term. The term of this Agreement shall commence on May 1, 2023, and continue 36 months until April 30, 2026. Any party may terminate this Agreement for any reason upon providing the other party three hundred sixty-five (365) days written notice of intent to terminate. In addition, if the City determines NMHC has breached this Agreement or is not otherwise providing a sufficient level of ambulance services, the City may provide NMHC written notice of its intent to terminate the Agreement in 90 days if the breach or other deficiencies are not corrected in that period. If the City determines NMHC has not cured the breach or corrected the deficiencies within the 90-day period, the Agreement shall be deemed terminated. Upon the termination of this Agreement, NMHC shall transfer operational responsibilities for the license and the Equipment, including any replacement equipment, to the City upon the City's request as provided in Section 2 of this Agreement and under such other terms and conditions as the parties may agree in writing at the time of the requested transfer.
- 8) License. The City and NMHC agree to take all reasonable steps necessary with the EMSRB to execute the necessary documents to transfer operational responsibilities for the licenses to NMHC. Upon termination of this Agreement for any reason, NMHC shall also, if requested by the City, execute a consent or other necessary documents to transfer operational responsibilities for the licenses back to the City or its nominee.
- 9) Radio Frequency. The City shall allow NMHC to continue to operate on the frequencies that are currently being utilized by the ambulance service, provided permission for such continued use is also granted by the Statewide Radio Board or the Regional Radio Board, as is appropriate.
- 10) Legal Compliance. NMHC shall abide by all federal, state and local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to the services provided pursuant to the Agreement including, but not limited to, those related to the staff it employs to provide such services and for compliance with the Health Insurance Portability and Accountability Act as it may apply to the services provided hereunder. Any documents, data or other materials NMHC may possess that are subject to the Minnesota Government Data Practices Act as established in Minnesota Statutes, Chapter 13 shall be administered in accordance with the Act and shall not be released or used in a way that violates the Act. Pursuant to Minnesota Statutes, section 13C.05, subdivision 5, the books, records, documents and accounting procedures of NMHC relevant to the services provide under this Agreement are subject to examination by the City and either the legislative auditor or the state auditor, as appropriate, for a minimum of six years.
- 11) Assignment and Subcontracting. No interest in this Agreement shall be assigned to another without the express written consent of the parties and subject to such conditions and provisions as the City may deem necessary or desirable in its sole discretion. Furthermore, NMHC shall not enter into any subcontract for performance of any services contemplated under this Agreement.
- 12) Insurance. NMHC agrees to obtain, at its cost, and maintain during the entire term of this Agreement, an appropriate comprehensive general liability policy, medical malpractice insurance policy, and automobile liability insurance policy each with coverage amounts of not less than One Million Five Hundred Thousand Dollars (\$1,500,000) per occurrence and an annual aggregate of not less than Three Million Dollars (\$3,000,000) or provide evidence of policies consistent with those requirements. NMHC shall also obtain premises liability coverage for the lease premise identified in Paragraph 5 of this Agreement naming the City as an additional insured in an amount

no less than One Million Five Hundred Thousand Dollars (\$1,500,000). NMHC shall also maintain statutory workers' compensation for its employees including those providing ambulance services. NMHC shall be responsible for insuring against all damages from any casualty on all NMHC personal property which is stored pursuant to this Agreement. If the maximum municipal liability established by Minnesota Statutes, Section 466.04 is increased, then the amount of all liability coverages set forth herein shall be increased to such increased legal limit. NMHC shall provide the City with a certificate or certificates evidencing said insurances at least annually.

- 13) Indemnity. Each party agrees that it shall be responsible for its own legal liabilities arising from its own acts or omissions and agrees to defend, indemnify, and hold harmless the other parties to this Agreement from any obligations, claims, liabilities or related expenses (including reasonable attorneys' fees to defend a liability claim by a third party or to collect amounts owed under this Section) made against another party to this Agreement by a third party arising out of acts, or omissions of the first party. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, Chapter 466 or otherwise as provided under law. This Paragraph 13 shall survive termination of this Agreement and shall be binding on the City and NMHC regardless of the enforceability of any other provision of this Agreement.
- 14) Billing. The parties agree that NMHC shall issue invoices to patients and or their insurance companies for ambulance services and materials furnished in connection with services provided and shall collect accounts and monies owed with respect thereto. The City shall not be responsible for assisting in collecting or paying any portion of the amounts billed by NMHC.
- 15) Management. Day to day management of the ambulance services shall be coordinated through the management team of NMHC.
- 16) Personnel. NMHC shall be exclusively responsible for selection, hiring, placement, disciplining, discharging, scheduling and supervising of all medical personnel necessary including, but not limited to, a medical director for the rendering of patient care services related to the ambulance service and the conduct of service with the Service Area. The rate of pay and other benefits to be supplied by NMHC to its employees shall be determined exclusively by NMHC. Those employed by NMHC shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefits, or any incident of employment by the City, including but not limited to eligibility to enroll in Public Employees Retirement Association or coverage under the City's workers' compensation policy.
- 17) Independent Contractor Status. Whether NMHC is a corporation, limited liability company, partnership, or other legal entity, NMHC shall be deemed an independent contractor. NMHC's duties will be performed with the understanding that NMHC has special expertise as to the services which NMHC is to perform and is customarily engaged in the independent performance of the same or similar services for others. The manner in which the services are performed by NMHC shall be consistent with the standard of care for the providing of such services under the applicable licenses set forth in this Agreement. NMHC is not to be deemed an employee or agent of the City and has no authority to make any binding commitments or obligations on behalf of City except to the extent expressly provided herein. All services provided by NMHC pursuant to this Agreement shall be provided by NMHC as an independent contractor and not as an employee of the City for any purpose, including but not limited to: income tax withholding, workers'


compensation, unemployment compensation, FICA taxes, liability for torts and eligibility for employee benefits.

- 18) No Third-Party Beneficiary Rights. This Agreement is entered into for the sole benefit of the City and NMHC, and no other parties are intended to be direct or incidental beneficiaries of this Agreement, and no third party shall have any right in, under, or to this Agreement.
- 19) Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.
- 20) Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.
- 21) Waiver. The delay or failure of any party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance.
- 22) No Modifications. This Agreement represents the entire agreement between the parties and any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have reduced to writing, agreed to, and signed by the parties.
- 23) Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this agreement on behalf of said parties and that by doing so, the parties hereto are formally bound to the provisions of this Agreement.
- 24) Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns.
- 25) Governing Law. This Agreement shall be governed by and construed under the laws of the State of Minnesota without giving effect to that body of laws pertaining to conflict of laws.
- 26) No Joint Venture or Partnership. In no event shall the relationship among the parties or the transactions contemplated hereunder constitute a partnership or joint venture among them with respect to the subject matter hereof, and no party shall owe another party any fiduciary duty or obligation hereunder.
- 27) Assumed Liabilities. NMHC accepts no liability from or assert any claim against any ambulance operations arising before May 1, 2010, when the City was the operator of the Ambulance Service.

[Signatures Begin on the Next Page]

Signature Page


City of New Prague

By: 

Duane J. Jirik

Its: Mayor

Date: 10-17-2022

By: 

Joshua M. Tetzlaff

Its: City Administrator

Date: 10/18/2022

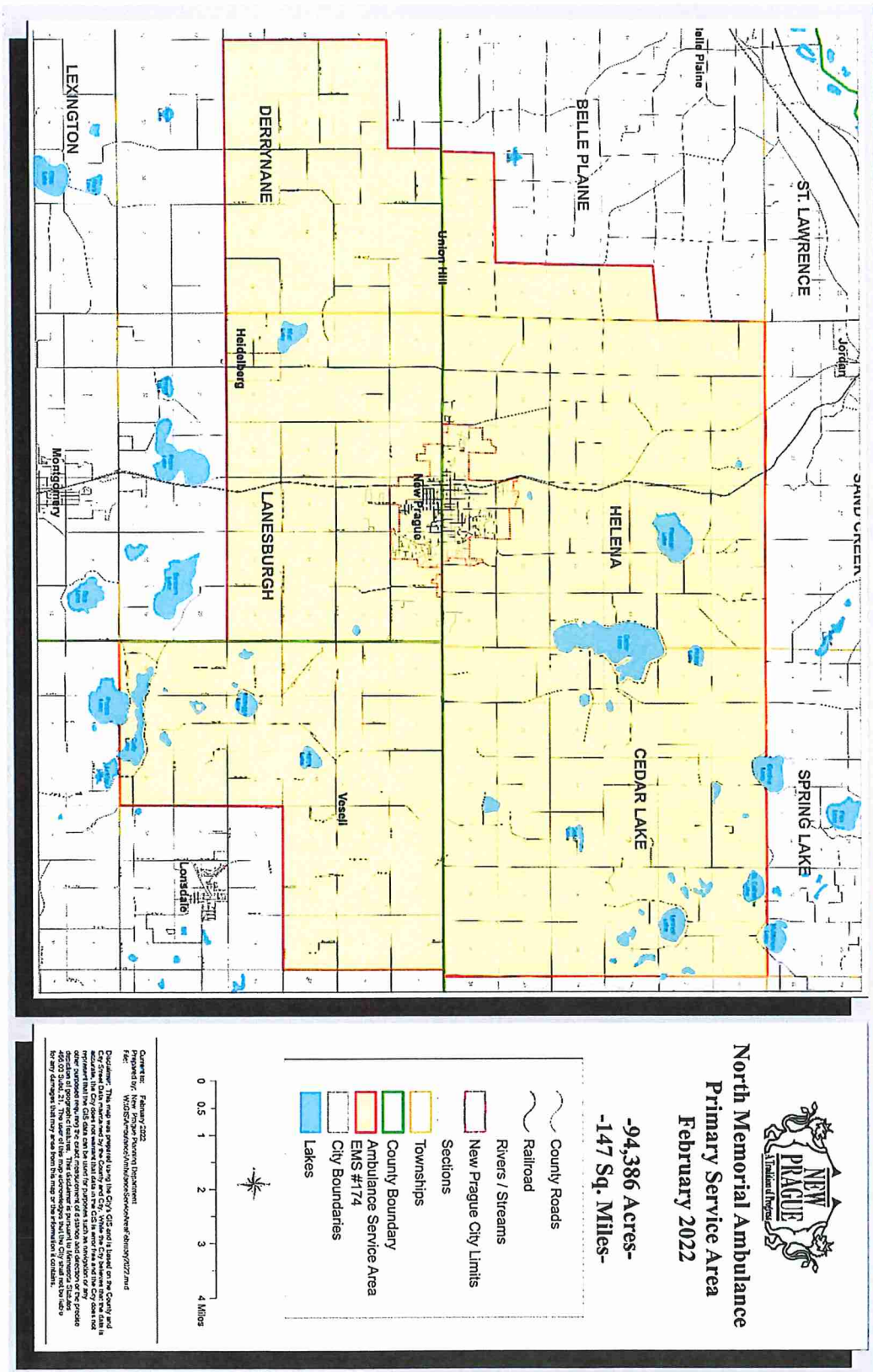
North Memorial Health Care

By: _____

Its: _____

Date: _____

EXHIBIT A
Ambulance Service Area



2023 AMBULANCE FACILITY LEASE AGREEMENT

Lease Agreement, by and between the City of New Prague ("Landlord"), whose address is 118 Central Avenue North, New Prague, MN 56071 and North Memorial Health Care ("Tenant"), whose address is 4501 68th Avenue North, Brooklyn Center, MN 55429.

- 1) Term. This lease shall commence on May 1, 2023, and shall terminate on April 30, 2026, or as otherwise set forth in this Lease Agreement. The parties shall negotiate the term of any lease renewal within six (6) months of the end of the term of this lease.
- 2) Premise. Landlord hereby leases to Tenant the portion of the building used to operate the New Prague Ambulance Service located at 505 5th Avenue NW in New Prague, Minnesota. This lease will also be binding to space allocated for ambulance operations in the New Prague Emergency Services Center, pursuant to the attached Exhibit A.
- 3) Rent. Tenant shall pay rent to the Landlord in the amount of \$14,856.05 per year, payable in monthly installments of \$1,238.00, which shall be due and payable in advance on the 1st of the month. After the initial year of this lease, the annual rent amount for the Premises shall be increased by a percentage based on the CPI-U index from the previous year (i.e., the increase in the rent amount for 2024 shall be increased by the national CPI-U from 2023), but in no event shall the annual rent amount for the Premises decrease.
- 4) Use of Premises. Tenant shall use the Premises for ambulance storage, office space, garage purposes and uses ancillary thereto, including the storage of property and equipment used directly or indirectly in connection with the ambulance service to be provided by Tenant. There shall be no sublease of the Premises by Tenant without written permission.
- 5) Real Estate Taxes. If any real estate taxes become due and payable during the term of this lease, the Landlord and Tenant agree to renegotiate the terms of this lease and the payment of such taxes. If the Landlord and Tenant cannot reach agreement as to the payment of such taxes, this lease shall terminate upon 90 (ninety) days' notice from the Landlord.
- 6) Termination. This lease shall terminate on April 30, 2026, or at an earlier date if the Tenant ceases to provide ambulance services to the City of New Prague pursuant to the Ambulance Service Contract.
- 7) Maintenance. Landlord shall be responsible for maintenance and repair of all structural components, heating, ventilation, air conditioning, electrical, plumbing, and mechanical systems of the Premises. Tenant shall otherwise keep and maintain the Premises in as good or better condition as same were in at the beginning of the Lease, ordinary wear and tear and insured casualty excepted.

The Tenant shall not knowingly commit or willfully permit any act or thing contrary to the rules and regulations prescribed from time to time by any federal, state, county, or municipal authority. The Tenant shall be responsible for replacing and repairing any damage to the Premises caused by Tenant. The Landlord makes no representations as to the condition of the Premises for its

intended use. Responsibility for any major breakdowns of the mechanical, electrical, plumbing or heating systems shall be with the Landlord.

- 8) Alteration of Premises. Tenant shall not make any alterations to the Premises without the express written consent of the Landlord. Tenant shall indemnify the Landlord against any and all mechanic's liens arising out of the making of any alteration, repair, addition or improvement to the Premises, whether made with or without the express written consent of the Landlord.
- 9) Snow Removal. Landlord will be responsible for all snow removal.
- 10) Utilities. Electric, gas, water, sewer, and refuse removal utilities associated with the Premises shall be paid by the Landlord. NMHC is willing to contribute \$5,000 per year toward the payment of the Premises' utilities or \$416.67 per month.
Any telephone service, internet and cable television utilities associated with the Premises shall be the responsibility of the Tenant.
- 11) Surrender at End of Term. Tenant agrees that upon termination of the Lease, the Premises will be returned in as good condition as the same were in at the inception of the Term, subject to normal wear and tear and insured casualty. Tenant may, at the time of termination, remove any fixtures, equipment and items of personal property that have been installed by Tenant.
- 12) Landlord's Right to Re-Enter Upon Tenant's Default. If the Premises are abandoned by the Tenant, or a default in the performance of this Lease by the Tenant is not cured within thirty days' notice by the Landlord, the Landlord shall have the right to re-enter or repossess the Premises by summary proceedings.
- 13) Amendments. Any additional amendments between Landlord and Tenant must be in writing and signed by both parties to be effective.
- 14) Insurance. Landlord shall be responsible for insuring the Premises against casualty. If there is a major casualty loss, the Landlord may provide to the Tenant adequate temporary facilities to meet the needs of the Tenant during the period of the rebuilding of the facility. The Tenant shall be responsible for insuring against all damages from any casualty on all the personal property which is stored within the premises. The Tenant shall also obtain premises liability coverage naming the Landlord as an additional insured in an amount no less than \$1,500,000. If the maximum municipal liability established by Minn. Stat., Section 466.04 is increased, then the amount of liability coverage shall be increased to the legal limit.
- 15) Casualty Loss Replacement. Minor casualty damage repairs (defined as up to \$1,000.00 per occurrence) to Tenant's portion of the Premises shall be the responsibility of the Tenant. In the event of major casualty damage defined as requiring a replacement cost of more than 50% of the value of the Premises, this lease shall terminate.

16) Notice. Any notice to be given to Landlord shall be sent to Landlord at the following address:
City of New Prague
City Hall
118 Central Avenue North
New Prague, MN 56071
ATTN: City Administrator

Any notice to be given to Tenant shall be given to Tenant at the following address:
North Memorial Health Care
4501 68th Avenue North
Brooklyn Center, MN 55429
ATTN: Director of Ambulance Services

Each patty shall have the right to specify as its proper address any other address in the United States of America by giving to the other patty at least fifteen (15) days' written notice thereof.

17) Termination. This lease may be terminated by either party by notice to the other, 270 days in advance of any lease renewal. The lease may also be terminated at any earlier time on such terms and conditions as are mutually agreed upon by the patties or if Tenant ceases to provide ambulance service to the Landlord and surrounding area for any reason.

18) Effective Date of Lease. This lease shall be effective May 1, 2023.

Dated: _____

NORTH MEMORIAL HEALTH CARE

By: _____

Its: Vice President of Ambulance Services

Dated: 10-17-2022

CITY OF NEW PRAGUE

By:  _____

Duane J. Jirik

Its: Mayor

ATTEST

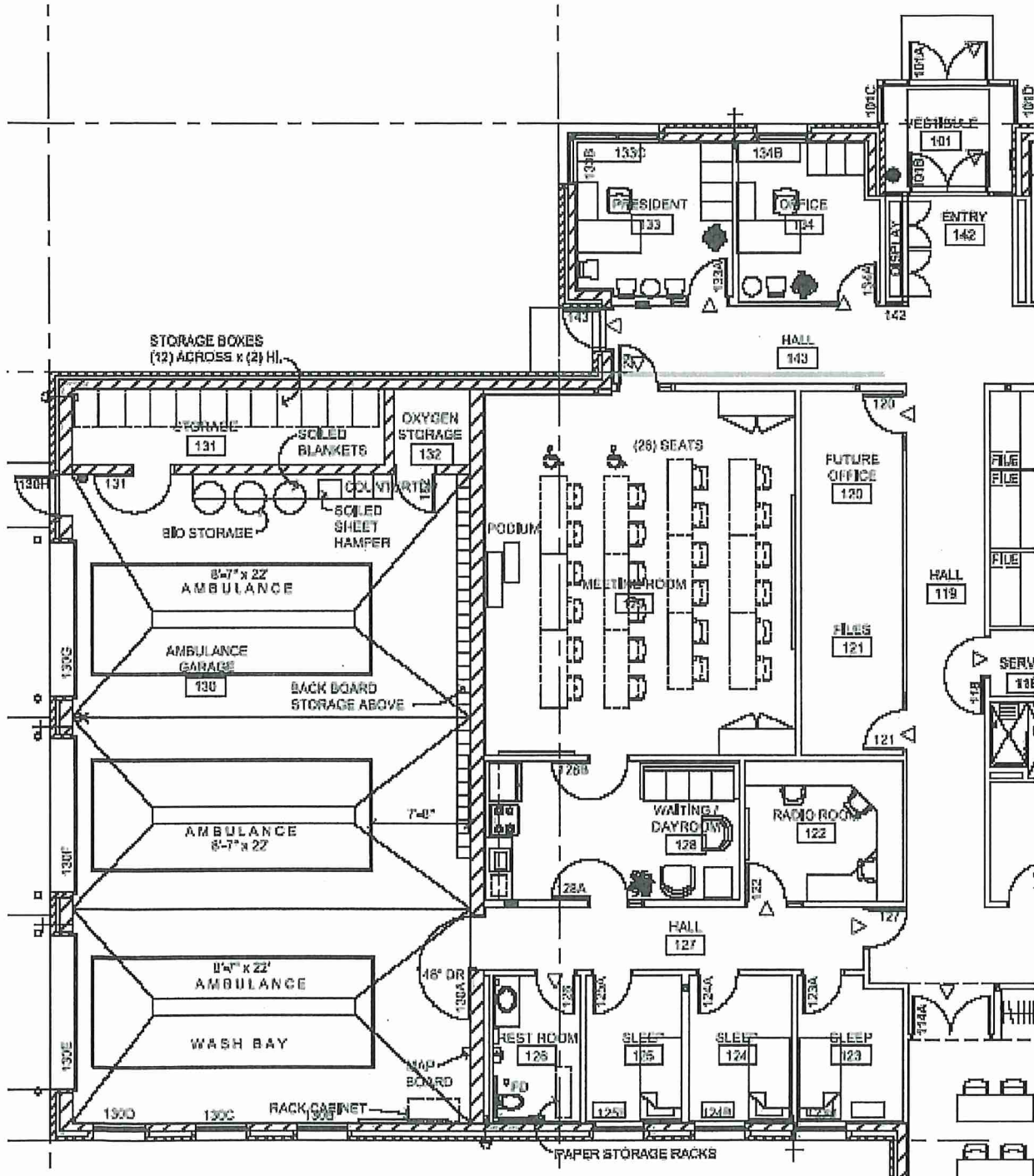
By:  _____

Joshua M. Tetzlaff

Its: City Administrator

EXHIBIT A
DEPICTION OF SPACE ALLOCATED FOR AMBULANCE OPERATIONS

Ambulance Garage & Associated Storage Areas = 1,805 SF
Ambulance Office Area = 2,207 SF
(as depicted in gray below)





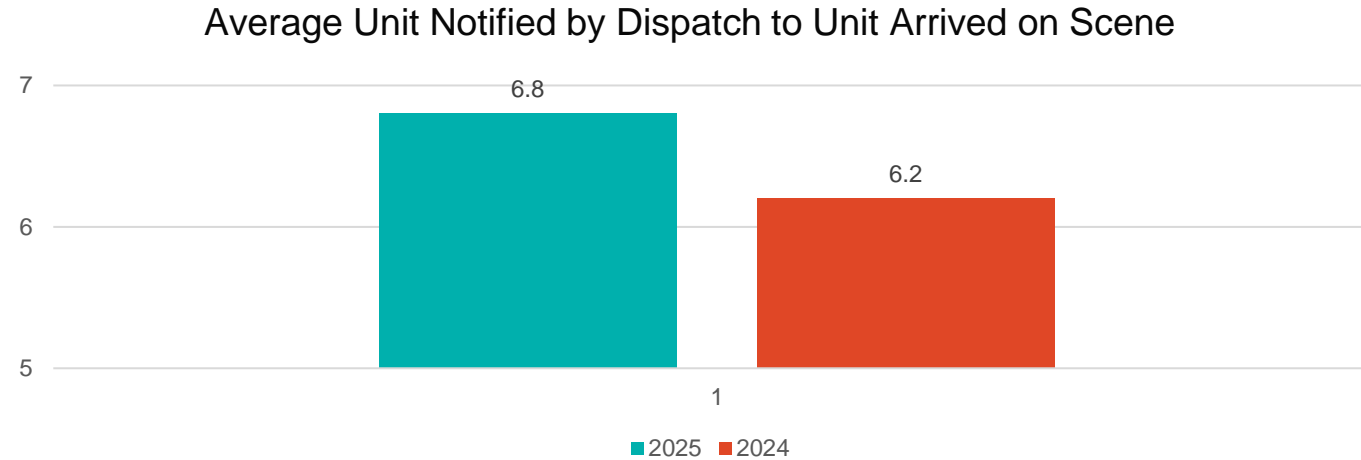
City of New Prague

NORTH AMBULANCE OPERATIONS REVIEW

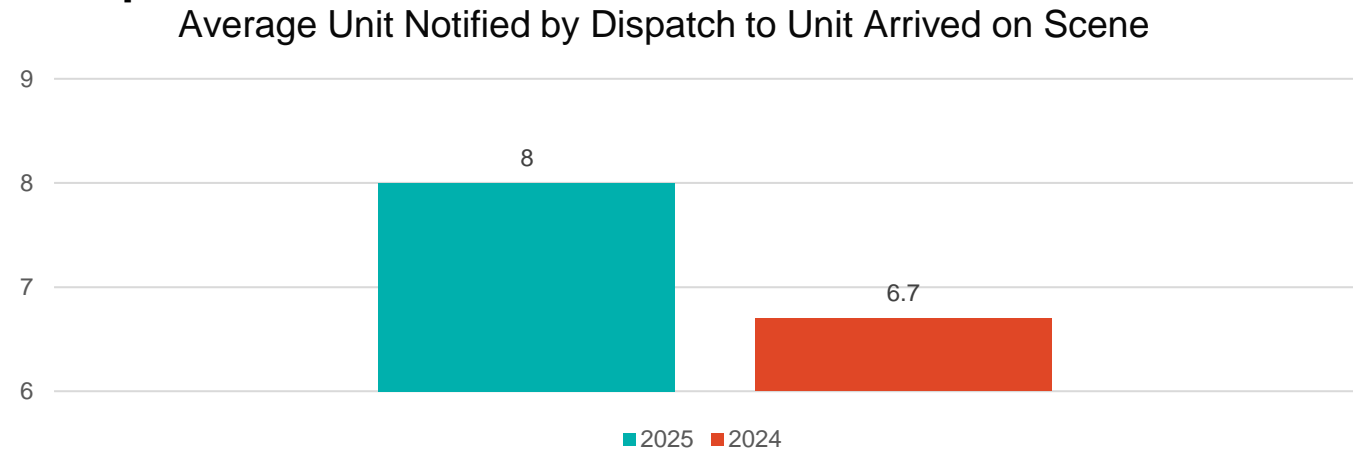
January 1, 2025, to September 30, 2025

New Prague Median Response Time

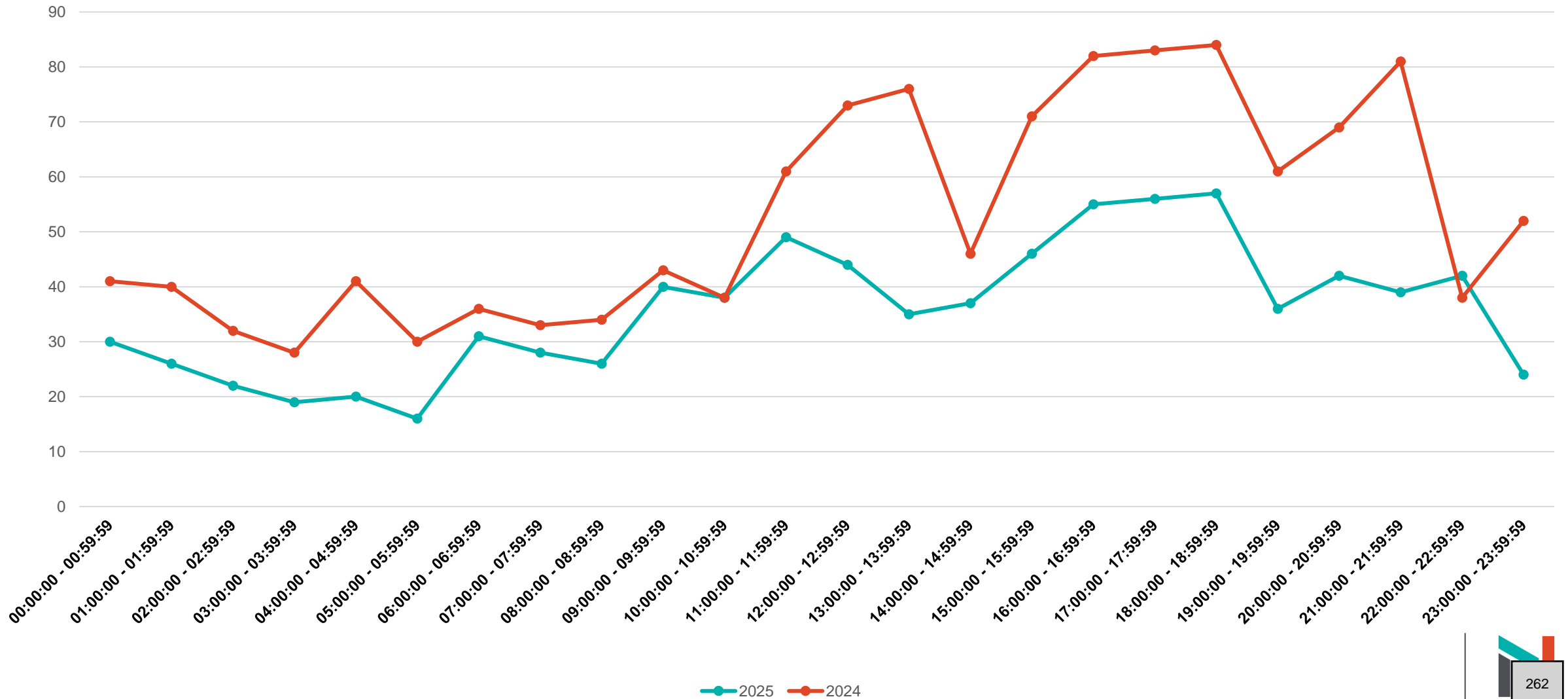
- 911 Response Time:**



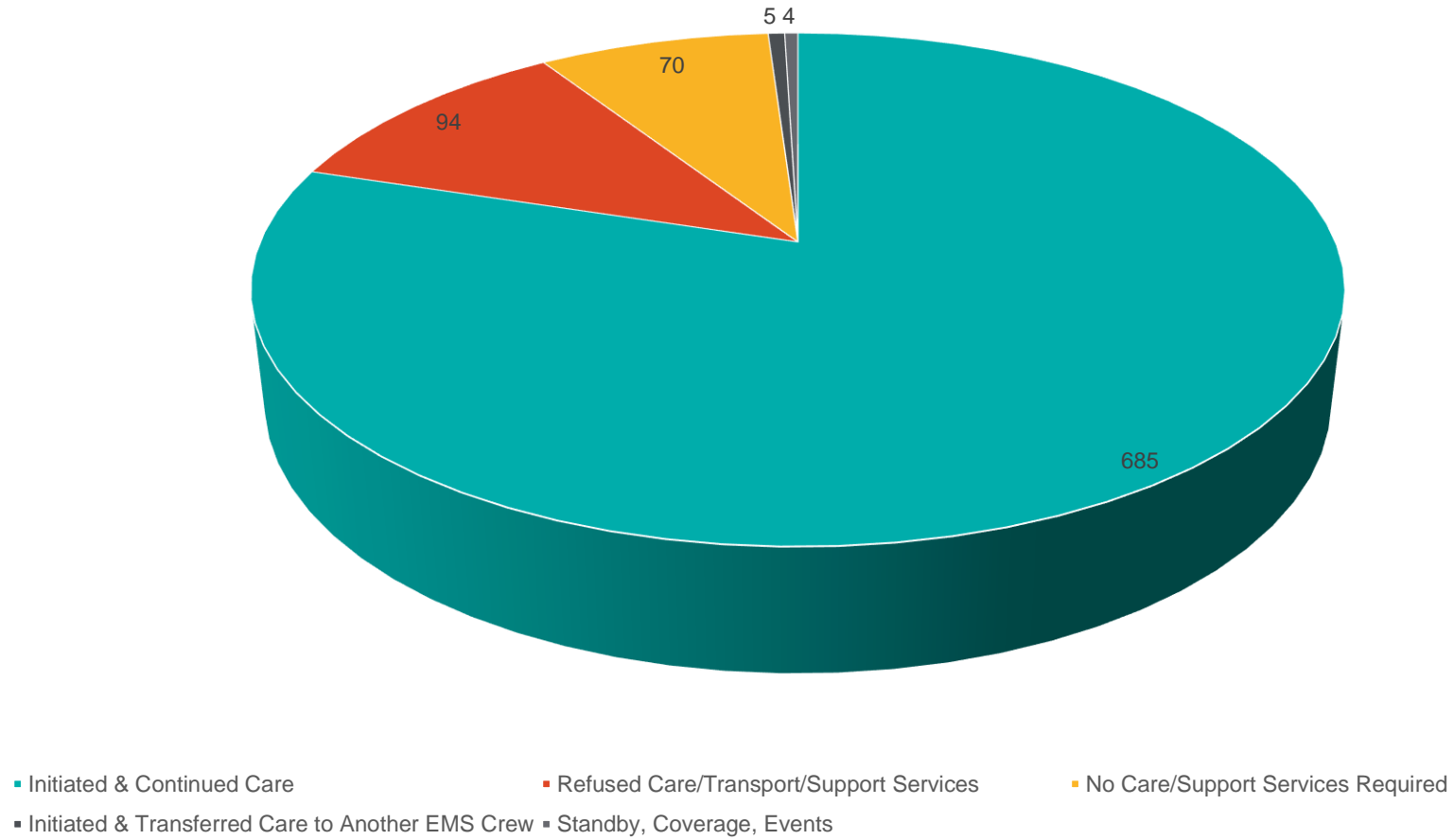
- Interfacility Transfer Response Time:**



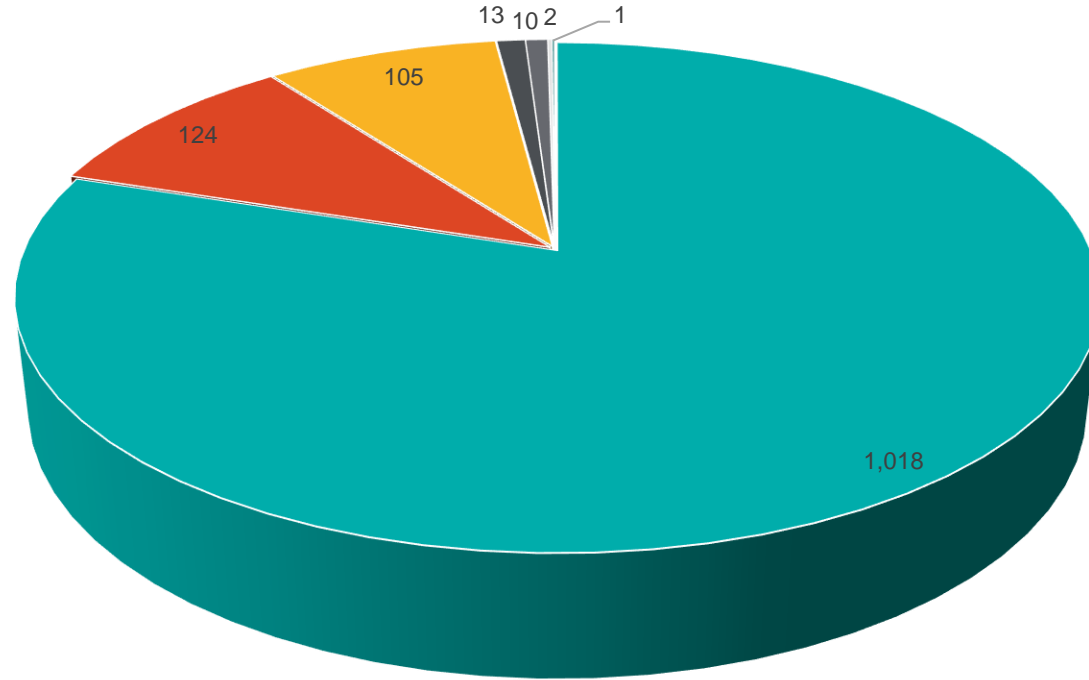
NEW PRAGUE CALLS PER HOUR OF DAY



New Prague Responses January 1, 2025 to September 30, 2025

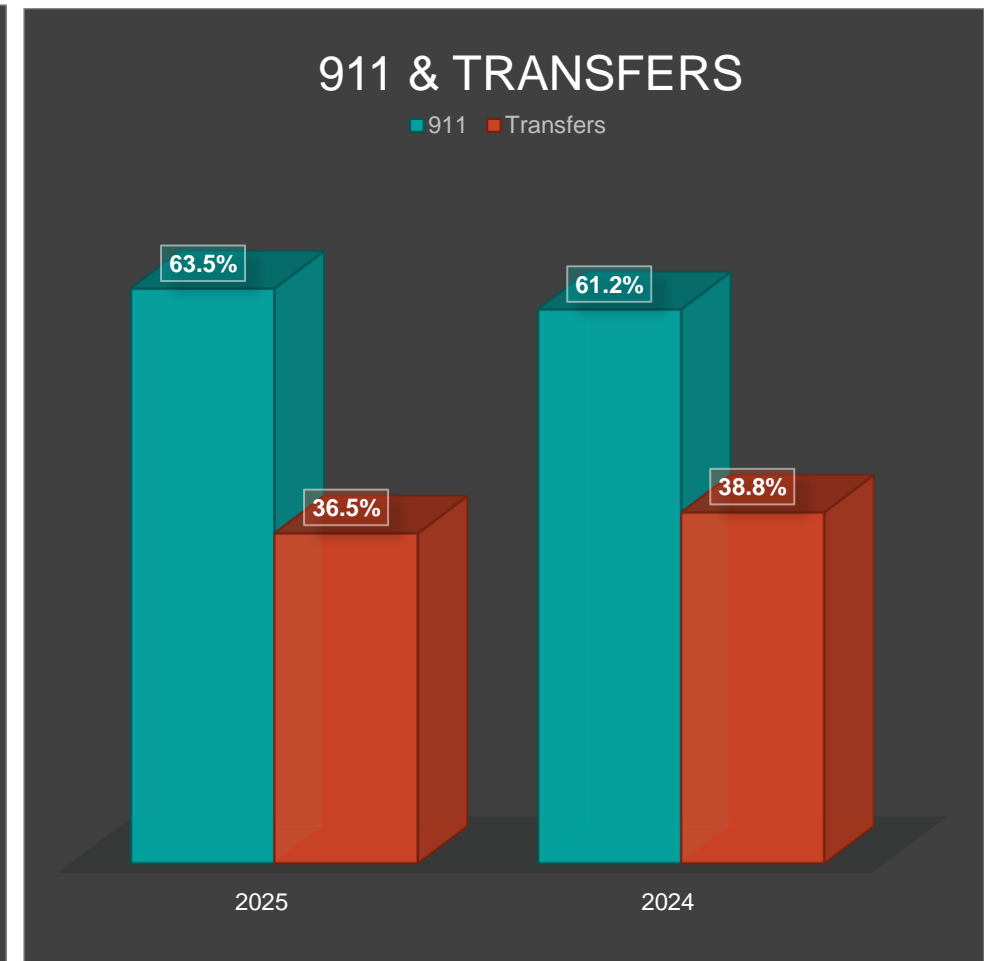
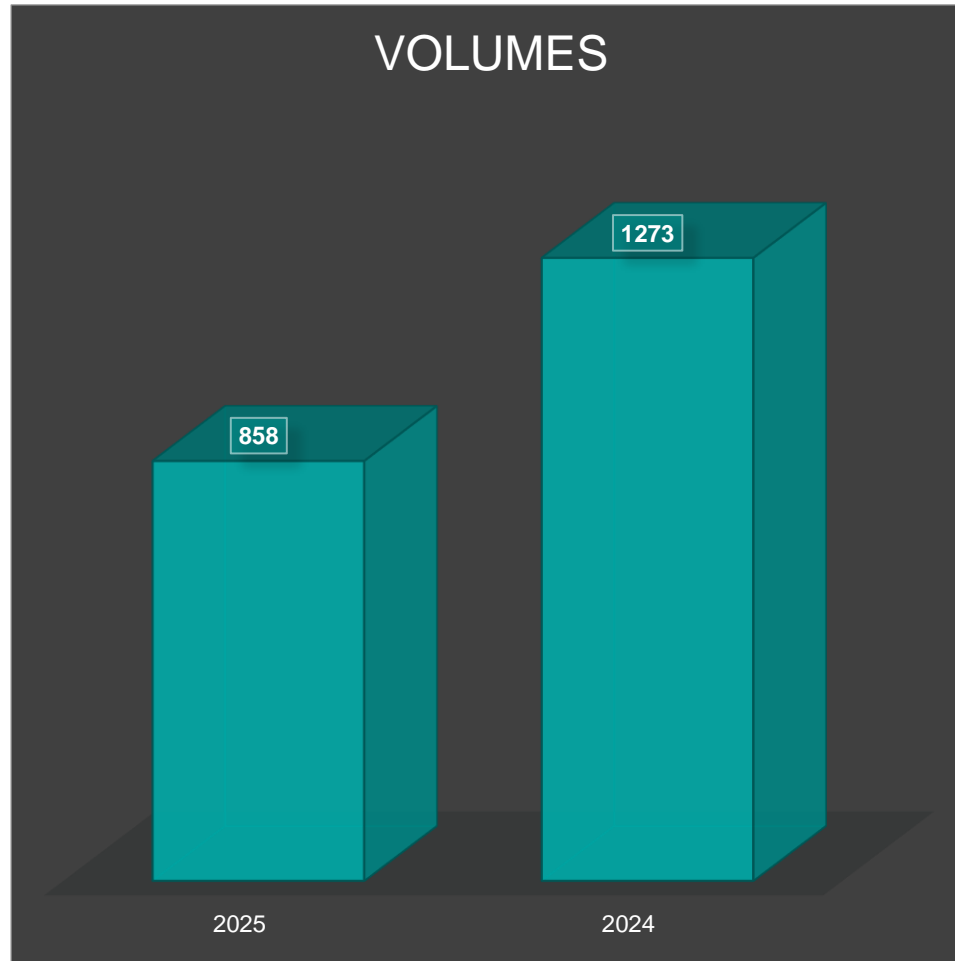


New Prague Responses January 1, 2024 to September 20, 2024

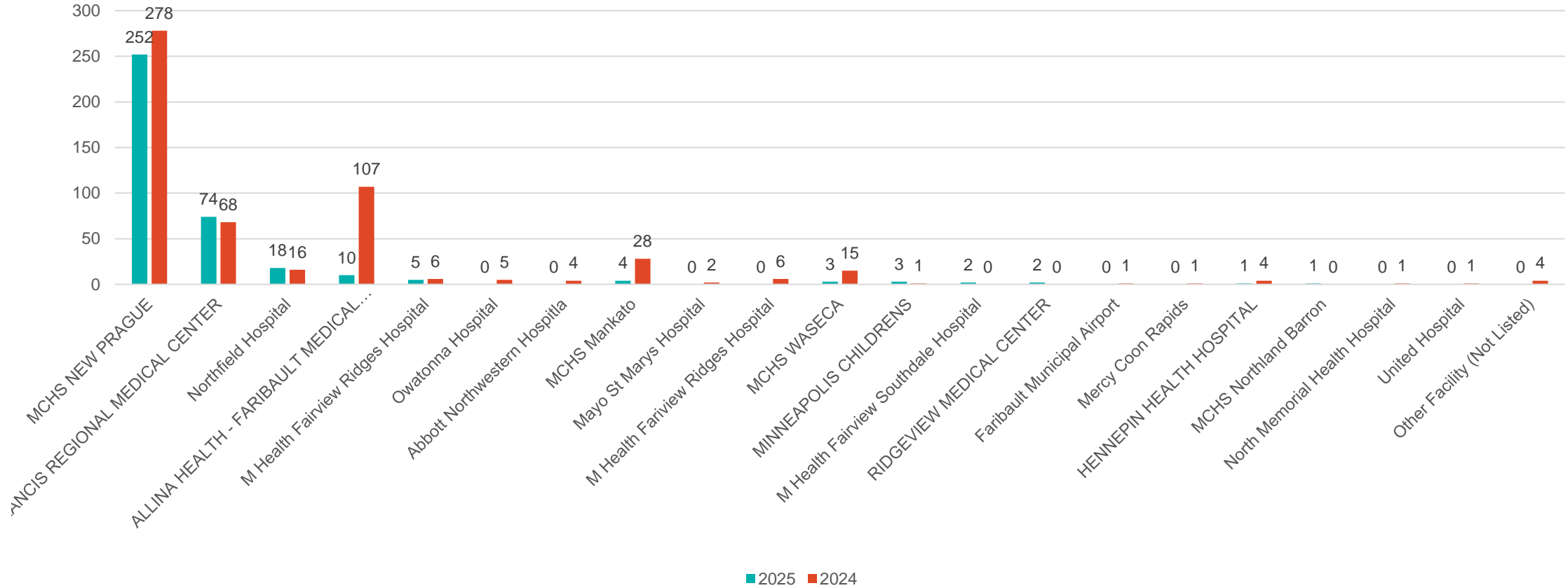


- Initiated & Continued Care
- Refused Care/Transport/Support Services
- No Care/Support Services Required
- Standby, Coverage, Events
- Initiated & Transferred Care to Another EMS Crew
- Assumed Primary Care from Another Crew

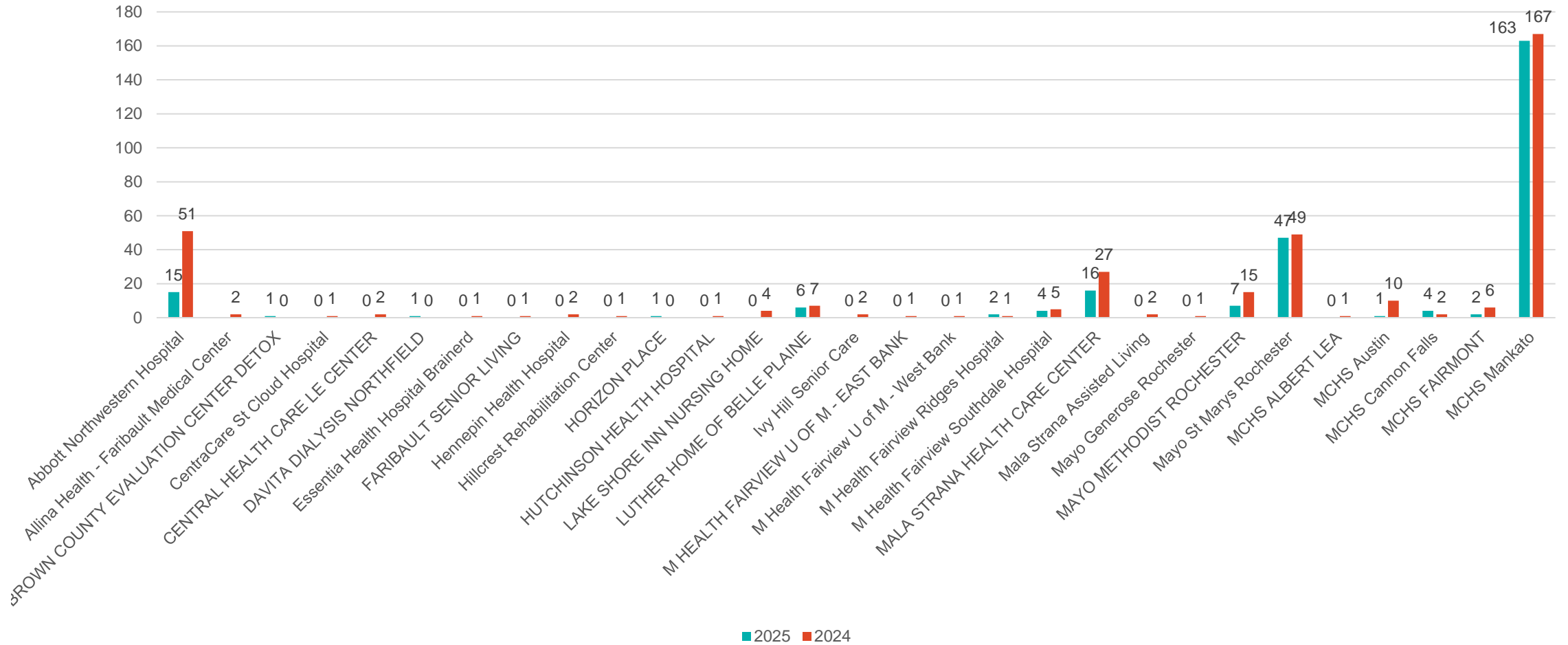
Volumes & 911 vs Transfer %



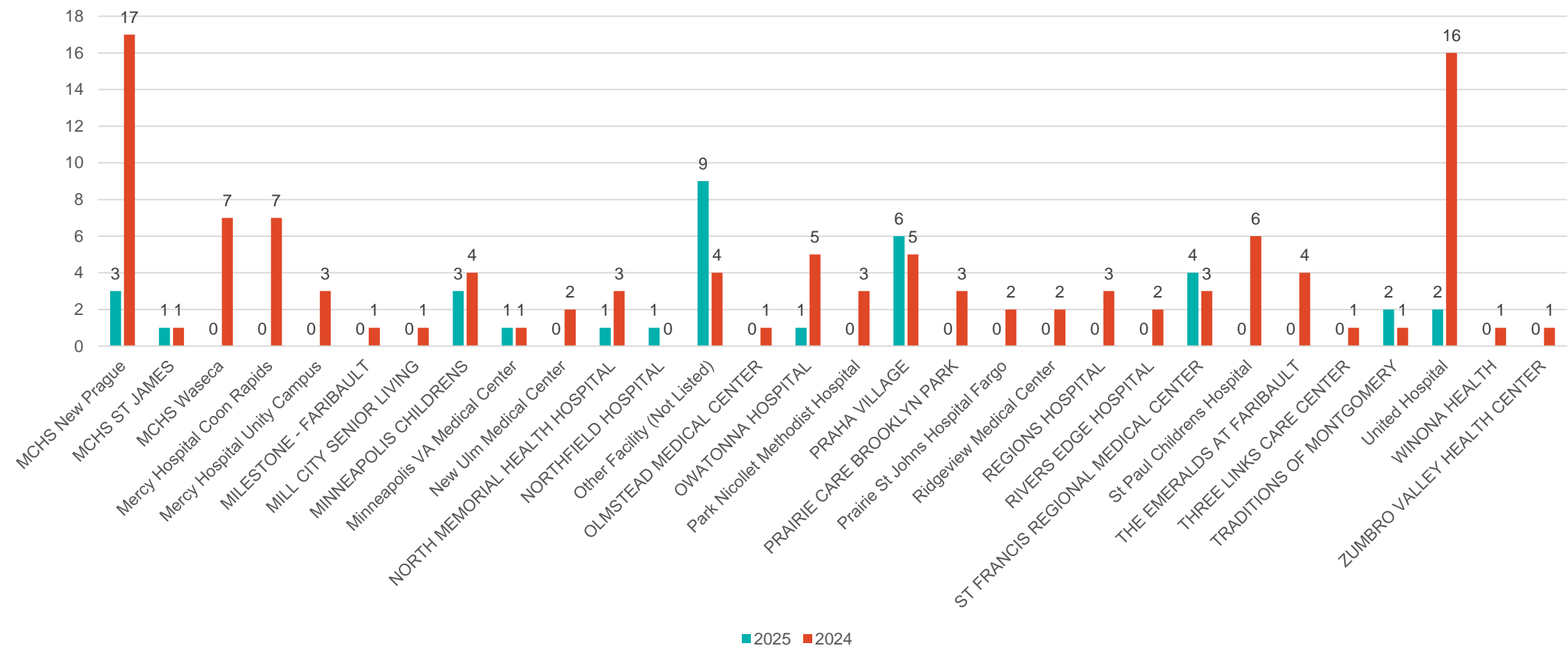
911 Destinations



Interfacility Destinations



Interfacility Destinations



New Prague Ambulance Income Statement

For Nine Months Ended September 30, 2025

(Unaudited)

(\$000's)

	Actual YTD 2025	Budget YTD 2025	F(U) Actual vs Budget
Revenue:			
Ambulance Services Revenue	\$753	\$747	0.8%
Other Revenue	\$68	\$68	0.0%
Total Operating Revenue	\$822	\$815	0.8%
Direct Expense			
Compensation	844	843	-0.1%
Supplies	22	31	30.7%
Purchased Services	52	54	3.3%
Utilities and Fuel	25	31	18.9%
Maintenance and Repairs	38	69	44.3%
Rental	12	12	-2.2%
Tax & Insurance	16	23	30.3%
Other Expense	9	13	30.4%
Depreciation	18	16	-15.1%
Total Direct Expense	1,035	1,090	5.0%
Indirect Expense			
Indirect Expense (10%)	104	109	5.0%
Total Indirect Expense	\$104	\$109	5.0%
Total Operating Expense	\$1,139	\$1,199	5.0%
Net Operating Income (Loss)	(\$317)	(\$384)	17.4%
Net Operating Margin	-38.6%	-47.1%	8.5%
Statistics			
Key Stat / Transports	686	715	-4.1%
Net Patient Revenue / Transports	\$1,098	\$1,045	5.1%
FTE's	11.2	11.8	5.3%

New Prague Semptember YTD 2025 Financials

- September YTD posted a net operating loss of \$317K; favorable to plan by 17.4%
- Favorable revenue driven by positive revenue per transport and compounded by lower net rev/unit of \$55.82, which is driven by a sharp increase in Government payors and the settling of payments from the Change Health cyberattack earlier in the year
- Decreased vehicle maintenance and other direct expenses throughout year helped with variance in YTD results

Questions

????



ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

City of New Prague

Wednesday, November 19, 2025 at 7:30 AM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

The meeting was called to order by EDA President Brent Quast at 7:30 a.m. with the following members present: Brent Quast, Eric Krogman, Troy Pint, Austin Reville, Bruce Wolf and Charles Nickolay. Absent was Nick Slavik.

Staff Present: City Administrator Joshua Tetzlaff and Planning/Community Development Director Ken Ondich.

2. CONSENT AGENDA

Motion to approve the consent agenda was made by Reville, seconded by Pint.

Motion carried (6-0)

- a. October 8, 2025 Regular EDA Meeting Minutes
October 20, 2025 Closed EDA Meeting Minutes
- b. Claims for Payment: **\$800.25**

3. PUBLIC HEARING - PROPOSED SALE OF LAND

Ondich provided an overview of the proposed sale of the last two EDA owned lots in the industrial park.

- a. Proposed Sale of Land to Aventus Investments LLC
PID No. 24.124.0050 & 24.124.0060
701 & 703 6th Street NW
- b. Resolution #25-11-19-01 - Approving Sale of Land and Purchase and Development Agreement between the Authority and Adventus Investments, LLC
Resolution #25-11-19-02 - Approving Sale of Land and Purchase and Development Agreement between the Authority and Adventus Investments, LLC
- c. Purchase and Development Agreements - Lots 4 & 5

A motion to open the first public hearing for Lot 4 (Resolution #1) at 7:36 a.m. was made by Nickolay, seconded by Wolf.

Motion carried (6-0)

No public comment received.

Motion to close the first public hearing at 7:37 a.m. was made by Nickolay, seconded by Pint.

Motion carried (6-0)

A motion to open the second public hearing for Lot 5 (Resolution #2) at 7:38 a.m. was made by Pint, seconded by Nickolay.

Motion carried (6-0)

No public comment received.

Motion to close the second public hearing at 7:39 a.m. was made by Nickolay, seconded by Reville.

Motion carried (6-0)

At this time, Brent Quast and Austin Reville recused themselves from voting.

Motion to approve Resolution #25-11-19-01 was made by Krogman, seconded by Nickolay.

Motion carried (4-0)

Motion to approve Resolution #25-11-19-02 was made by Pint, seconded by Wolf.

Motion carried (4-0)

4. MHFA 2026 MINNESOTA CITY PARTICIPATION PROGRAM

Ondich provided an overview of the MHFA 2026 MCPP Program. The EDA consensus was to participate again in 2026.

a. Memo MCPP

5. BUSINESS RETENTION AND EXPANSION (BR&E) PROGRAM

No update.

6. BUSINESS UPDATES

Ondich presented the monthly update.

a. November 2025

7. CDA UPDATE

No update.

8. SCHOOL DISTRICT UPDATE

No update.

9. EXECUTIVE DIRECTORS REPORT

Tetzlaff stated that the EDA Strategic Plan would be reviewed by the EDA at the December meeting. He noted that there's been behind the scenes discussions for various developments, but no formal applications at this time. He also noted that staff is beginning to put together information on a trunk sanitary sewer line along Alton Ave. NE which is necessary to further build out of the east side of the City.

10. MISCELLANEOUS

None.

11. ADJOURNMENT

Motion to adjourn the meeting at 7:48 a.m. was made by Quast, seconded by Reville.

Motion carried (6-0)

Respectfully Submitted,

Joshua M. Tetzlaff
City Administrator / EDA Executive Director