

WABASHA CITY COUNCIL

WABASHA CITY HALL

Tuesday, September 2, 2025

Council Meeting 6:00 PM

To see Council meeting YouTube videos, go to the City's YouTube page and go to the "LIVE" tab.

All matters listed under the "Consent Agenda" are considered to be routine by the City Council and will be entered by one motion. Unless requested by a Council Member or citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and will be considered separately. This meeting will be held in person at Wabasha City Hall, 900 Hiawatha Dr E, Wabasha, MN 55981. A virtual option is also available. To join, click here <https://us02web.zoom.us/j/82339495094>. To watch the meeting live on your computer or Smartphone, [click here](#) to watch the meeting on YouTube (or search for City of Wabasha YouTube Channel).

Council member Dean Meurer will attend the meeting via Zoom from: 218 Main St. W, Wabasha, MN 55981

1. **Pledge of Allegiance**

2. **Guest Speaker**

1. Recognition of Livability Tab Photo Contest Winners: April Hager and Jim Mathias
2. Three Rivers Tracy Borgschatz and Dianne Ford

3. **Public Comments**

4. **Changes or Additions to Agenda**

Item 10.7 was added to the agenda on September 2nd.

5. **Mayor's Presentation - Mayor Emily Durand**

6. **Committee Reports and Wabasha Good News**

7. **Administrator's Report - Caroline Gregerson**

1. Administrators Report

8. **Consent Agenda**

1. Pool mechanical room plumbing & state requirements
2. 8-5-25 Regular Council Minutes
3. September Warrants
4. NEC Event permits and temp liquor license
5. 8-26-25 Special Council Minutes

9. **Public Hearing**

10. **General Business**

1. General Obligation Improvement & Tax Abatement Bonds Series 2025A: Recommendations and Initial Bond Report
2. Request to Approve MOU to Pay \$6,000 per Year for 5 years to Provide Matching Funds for Three Rivers Bus
3. Approve 2026 Preliminary Budget Levy, Approve 2026 Capital Improvement Projects, and Call for Public Hearing December 2, 2025
4. Approval of Additional Porta Potty at Heritage Park
5. Sidewalks/Sidewalk Policy
6. Port Authority Interfund Loan
7. BDPI Grant Funds Revised Resolution

11. **Donations**

1. Resolution 41-2025 September Donations
12. **Information - financials emailed to Council.**
13. **Announcements**
14. **Adjournment**

City Council Regular

2. 1.

Meeting Date: 09/02/2025

ITEM TITLE: Recognition of Livability Tab Photo Contest Winners: April Hager and Jim Mathias

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

April Hager and Jim Mathias were chosen by WATCH as the winners of the Livability Tab Photo Contest.

City Council Regular

2. 2.

Meeting Date: 09/02/2025

ITEM TITLE: Three Rivers Tracy Borgschatz and Dianne Ford

DEPARTMENT: Administration

PURPOSE:

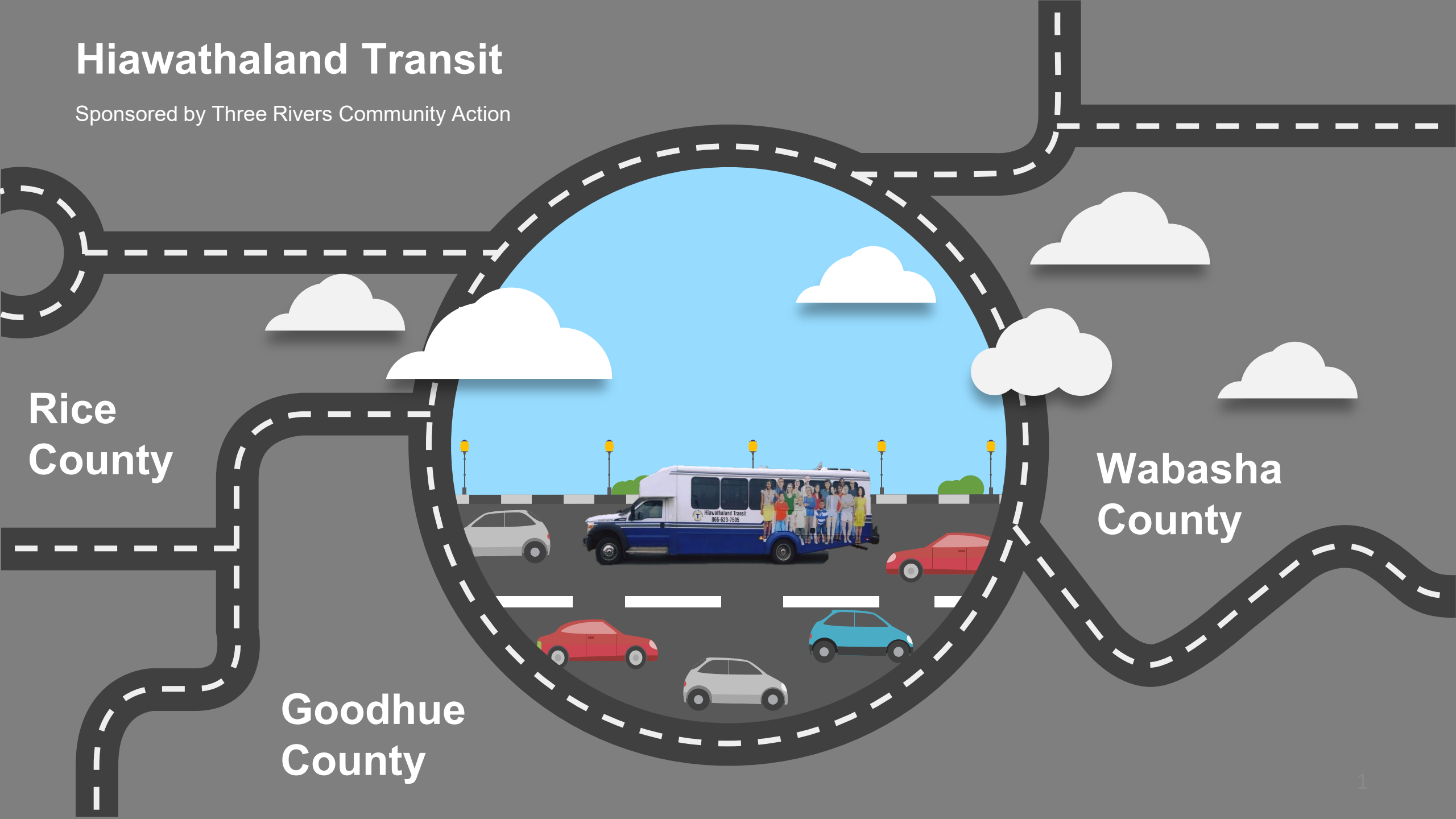
ITEM SUMMARY:

Attachments

Three Rivers Presentation

Hiawathaland Transit

Sponsored by Three Rivers Community Action

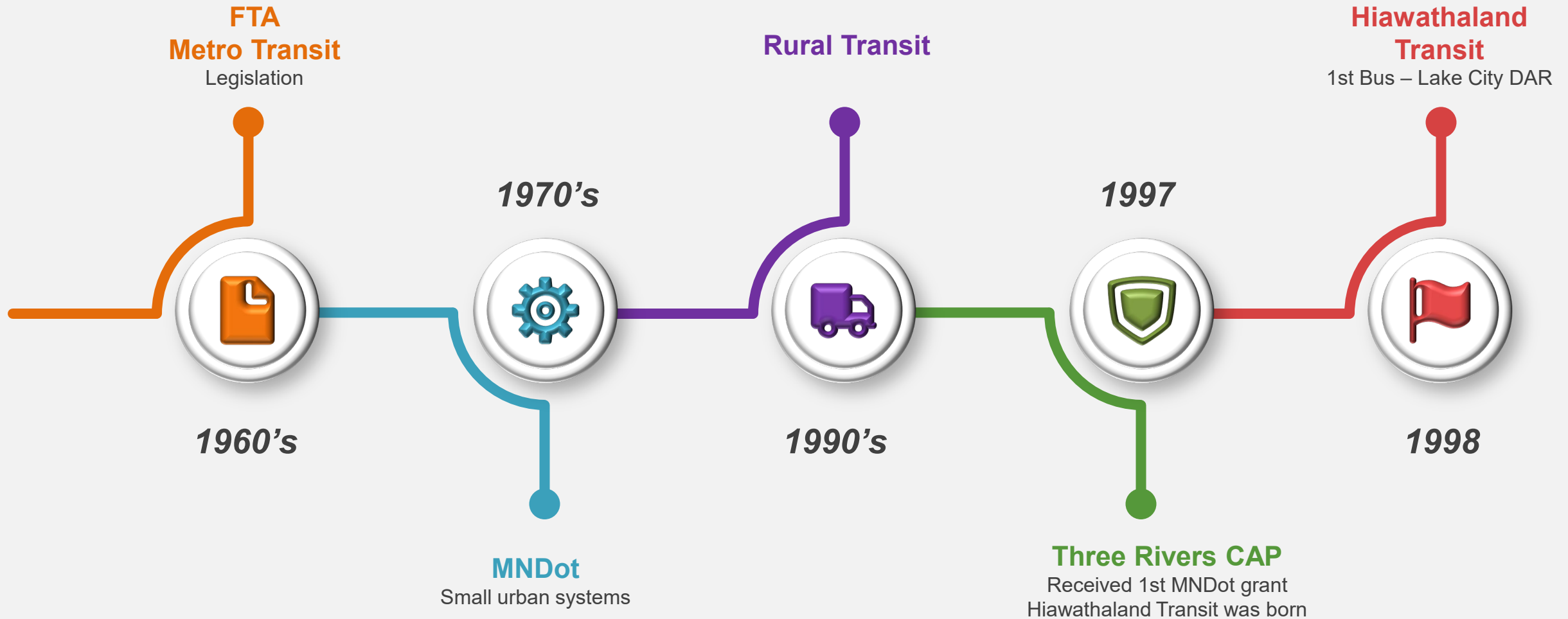


Rice
County

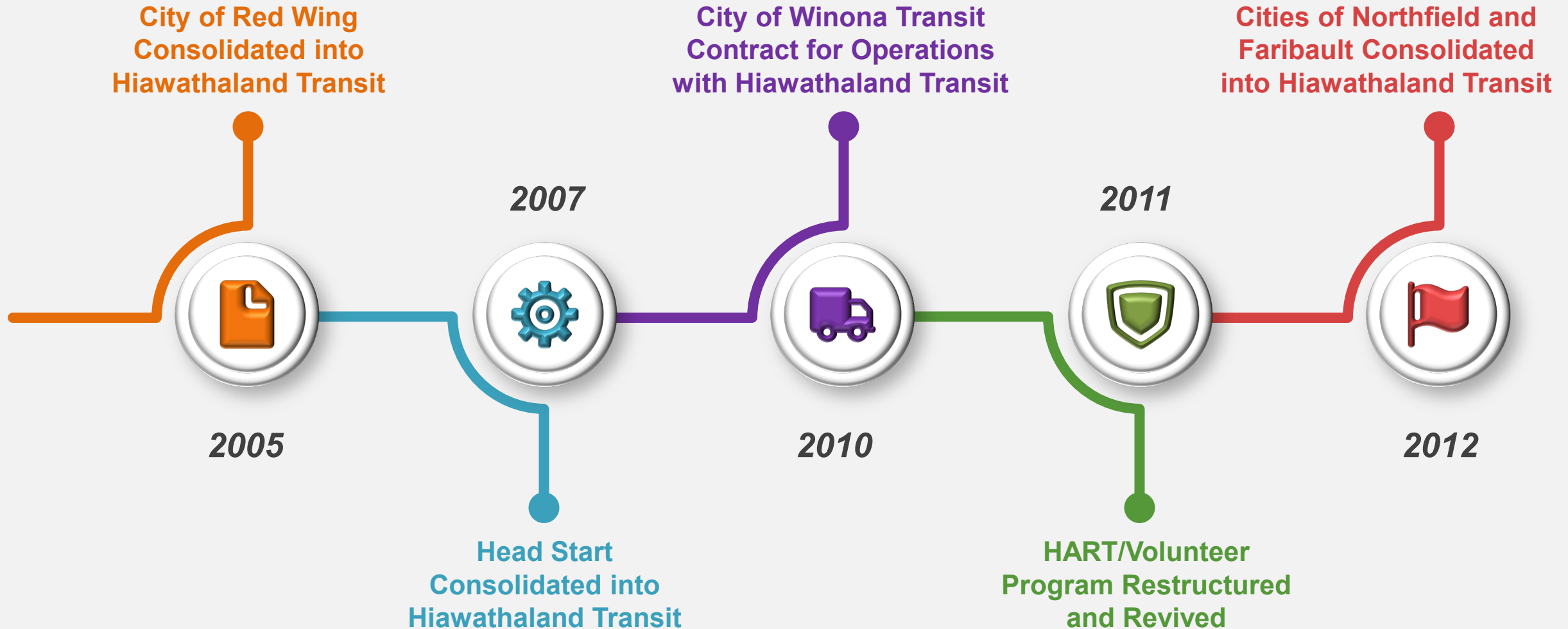
Wabasha
County

Goodhue
County

How We Started...



And Grew...

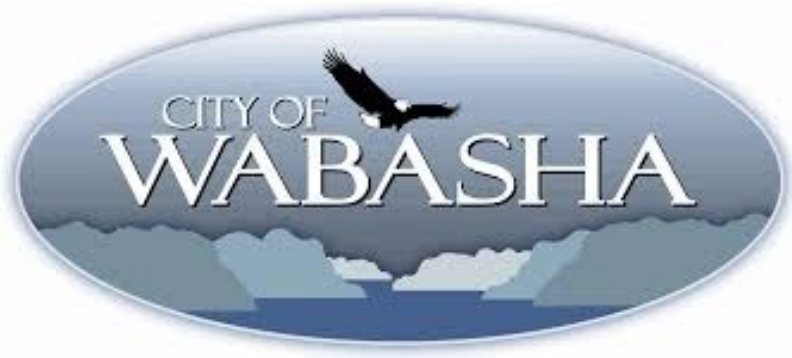


Types of Services We Offer:

1. Deviated Routes
2. Dial-A-Ride

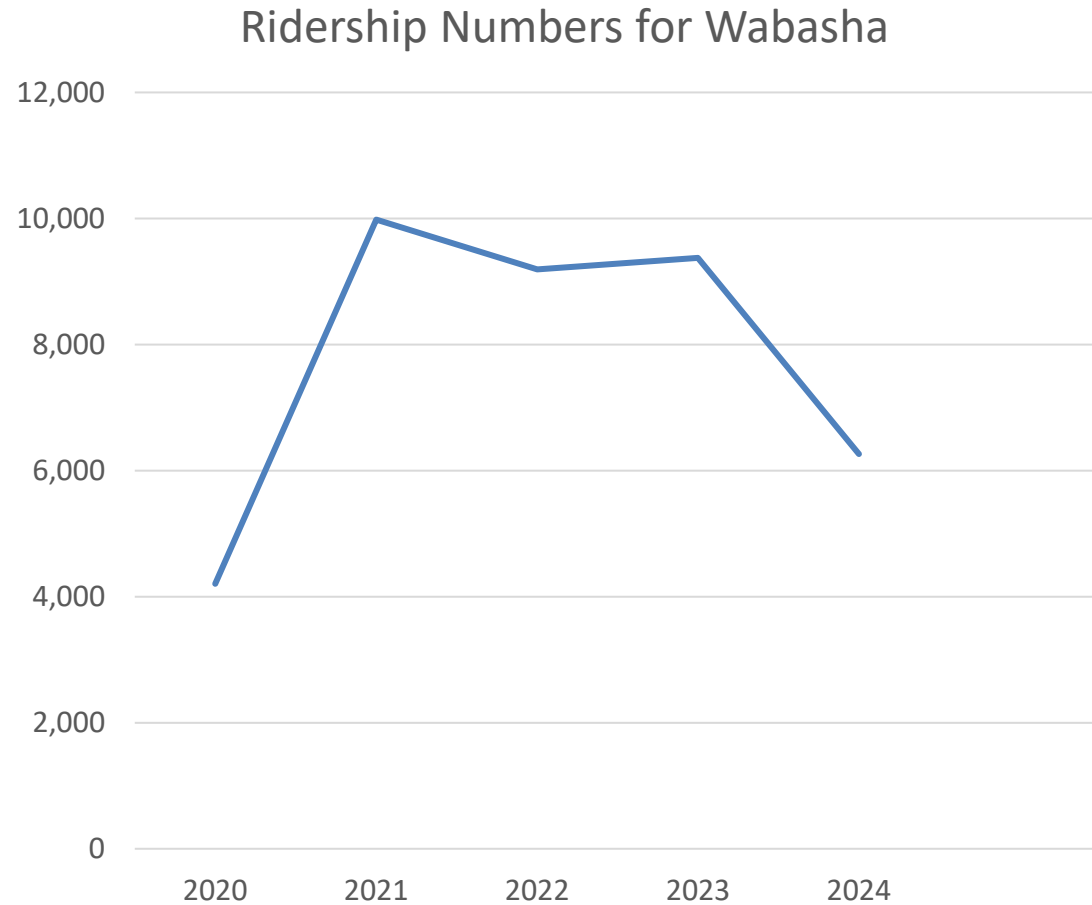
1. Deviated Routes: A service operating on a fixed route from which vehicles may deviate to pick up or drop off passengers. Requests for route deviations must be made by calling the dispatch office. We can deviate up to .2-miles.
 - *MnDOT standards = 8 rides per hour*
2. Dial-A-Ride: A demand-response service in which the vehicle is requested by telephone and routing is determined as requests are received. Origin-to-destination service with some intermediate stops is offered. Dial-A-Ride is a service that operates outside of the .2-mile radius of the deviated routes.
 - *MnDOT standards = 3 rides per hour*

WABASHA SERVICE AREA



- City of Wabasha
- City of Kellogg
- Will travel outside of City Limits as time permits and if the bus is able to safely navigate to and from the location

In 2024 Hiawathaland Transit provided 171,211



DAR – DIAL-A-RIDE

Service Hours By Community

- **Cannon Falls:** Cannon Falls, Randolph
 - Monday - Friday: 7:00 am - 5:00 pm
- **Kenyon/Wanamingo:** Kenyon, Wanamingo
 - Monday - Friday: 7:30 am - 4:30 pm
- **Lake City:** Lake City, Frontenac
 - Monday - Friday: 7:00 am - 5:00 pm
- **Pine Island:** Pine Island
 - Monday - Friday: 7:00 am - 5:00 pm
- **Plainview:** Plainview, Elgin
 - Monday - Friday: 7:00 am - 5:00 pm
- **Wabasha:** Wabasha, Kellogg
 - Monday - Friday: 7:30 am - 5:00 pm
- **Zumbrota:** Zumbrota, Mazeppa
 - Monday - Friday: 7:00 am - 5:00 pm

Customer Service (Dispatch)

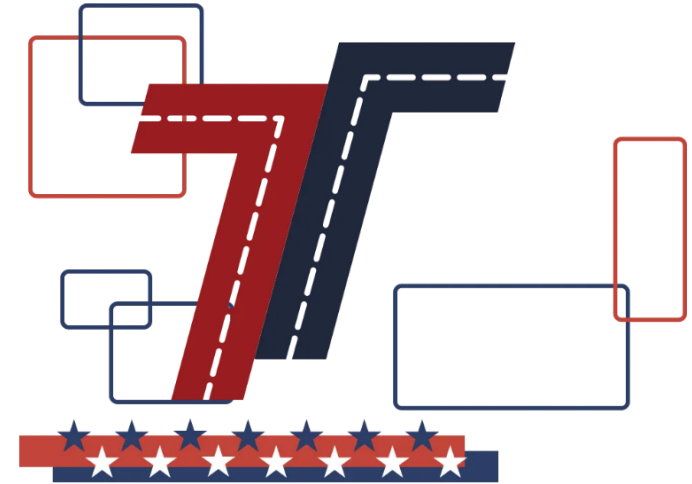
- Weekdays - 5:30 am - 6:00 pm
- Saturday - 7:30 am - 4:00 pm
- Closed Sunday

Service	Token Price	Unlimited Monthly Pass Price
Dial-A-Ride	\$2.50	*****
DAR Student Pass (to/from home/school only)	*****	\$60.00
DAR Adult/Senior/Child	*****	\$70.00

CAMERA SYSTEM UPGRADE

NEW DISPATCH SOFTWARE

RADIO UPGRADE



Plans for 2025



Educate

Educate the public about our services

Build

Build ridership by 10%

Update

Start using the online app option with our software

Start

Start our community connection routes

THANK YOU



Transportation Co-Director's

Dianne Ford and Tracy Borgschatz

dford@threeriverscap.org

tborgschatz@threeriverscap.org

www.threeriverscap.org

City Council Regular

7. 1.

Meeting Date: 09/02/2025

ITEM TITLE: Administrators Report

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

1. Minnesota Housing approved \$275,000 grant to the City of Wabasha for assisting people building new housing in Wabasha. You must create affordably price workforce rents or sell homes at an affordable price to someone earning 80% county median income.
 2. Sewer jetting is underway and we also received a grant to address PFAs in our water system and look for alternative well sites. Additionally, some testing has been completed by the State of Minnesota Health Department, hired by Braun.bTo see where the PFAs is coming from.
 3. Boring and drilling will be done by the Highway 60 project. Port approved these costs.
 4. The skate park grand opening was a success - photos on our website <https://www.wabasha.org/skatepark/>
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City Council Regular

8. 1.

Meeting Date: 09/02/2025

ITEM TITLE: Pool mechanical room plumbing & state requirements

DEPARTMENT: Public Works

PURPOSE:

Discuss the proposed project to repair aged plumbing that is out of state compliant.

ITEM SUMMARY:

After the past two MN Dept of Health inspections, we need to implement a safety protocol for pool pump and chemical pump shut-downs during emergencies. Certain flow meter fittings need to be installed, along with more electrical work planned for the spring of 2026, which will be an additional cost. We also have some leaks that need to be repaired as per the inspection. Some of the PVC piping has been there for over 38 years. Also, keep in mind that this is 4 in. PVC and 6 in. PVC, which is much more expensive piping than the normal size compared to a house/garage. We can't complete the total retrofit all in one year. That is why we are choosing to use funds from the 2025 pool budget, \$2,000 from the CIP, and then the 2026 pool budget to finish the operating program and electrical. The project is likely to take place immediately after the pool season closes, as soon as approved at the September 2nd council meeting. Funds would be used from the pool equipment maintenance budget in both 2025, \$2,000 from CIP and 2026 for this project.

Attachments

plumbing quote

Thatcher Pools & Spas

25 Woodlake Drive SE
Rochester, MN 55904

Quote

Quote ID: 146069
Customer ID: 3138
Employee ID: angie
Quote Expires: 9/11/2025

Location:

City Of Wabasha
Po Box 268
Wabasha, MN 55981-0268

City of Wabasha
812 9h St E
Wabasha, MN 55983-1731

Qty	Item	List Price	Unit Price	Total
1	Zone 4-Pool service call-Commercial	\$219.00	\$219.00	\$219.00
15	Labor-per man hour	\$120.00	\$120.00	\$1,800.00
1	Van/Shop supplies Taco switch	\$849.00	\$849.00	\$849.00
1	4" Coupling Slip x Slip	\$11.95	\$11.95	\$11.95
3	4" x 4" x 2" Tee Reducer Slip x Slip x Slip	\$31.25	\$31.25	\$93.75
3	2" x 3/4" reducer bushing spigot x FPT	\$14.50	\$14.50	\$43.50
1	Van/Shop supplies unions, nipples, 3/4" ball valves, reducer bushings, hardware kits, screws/washers, elbows	\$950.00	\$950.00	\$950.00
5	4" Elbow 90 Slip x Slip	\$21.00	\$21.00	\$105.00
1	4" Soc Flange, PVC Sch 80 (V-S)	\$51.00	\$51.00	\$51.00
2	4" Tee Slip x Slip x Slip	\$28.95	\$28.95	\$57.90
4	2-1/2" Flange PVC VS Style Schedule 80 PVC	\$39.67	\$39.67	\$158.68
2	Butterfly Valve 2-1/2" Pool Pro Type I	\$415.00	\$415.00	\$830.00
2	2 1/2" sch80 CPVC coupling female socket	\$47.00	\$47.00	\$94.00
50	4" PVC Schedule 40 Rigid Pipe (per foot)	\$16.25	\$16.25	\$812.50
10	2-1/2" Pipe Schedule 40 Rigid (Per Foot)	\$3.90	\$3.90	\$39.00
20	Unistrut 1-5/8" Post Base, Electro-Galvanized	\$50.00	\$50.00	\$1,000.00
10	4" Galvanized metal pipe clamp	\$14.50	\$14.50	\$145.00
2	P-70 Clear Primer (Quart) 10222	\$61.00	\$61.00	\$122.00
2	Weld-On 747 Pool R Spa Cement- Blue (Quart)	\$52.00	\$52.00	\$104.00

Sub Total	\$7,486.28
Taxes	\$0.00
Total	\$7,486.28

Additional Comments

Taco Switch WS1001964-3 week lead time from DSG

Terms And Conditions

Residential customers require a credit card on file. Once an order is invoiced it will be charged to the card on file and a receipt will be emailed to the customer. Commercial customers will have a \$1500 line of credit. Once the account reaches that limit or any invoices go 60 days past due the

25 Woodlake Drive SE, Rochester, MN 55904, Service@ThatcherPools.com

account will be placed on hold for any future sales or service until the account is brought current. New commercial accounts will require a credit card on file. Any project over \$2,000 requires a 50% deposit upon acceptance of the work. All special order parts must be paid in full prior to them being ordered.

City Council Regular

8. 2.

Meeting Date: 09/02/2025

ITEM TITLE: 8-5-25 Regular Council Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

8-5-25 CC Minutes

DRAFT

Council Members:

First Ward: John Friedmeyer, Dean Meurer

Second Ward: Tim Wallerich, Brian Wodele

Third Ward: Gene Jensen, Jeff Sulla

Mayor: Emily Durand

City Attorney: Mike Flaherty

City Administrator: Caroline Gregerson

Deputy Clerk: Jessica Bruce

Date: August 5, 2025

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, August 5, 2025, and was called to order at 6:00 p.m. by Council President Wallerich. Mayor Durand and Council Member Meurer attended the meeting remotely via Zoom.

Present: Council Member John Friedmeyer; Council Member Dean Meurer; Council Member Brian Wodele; Council Member Jeff Sulla; Mayor Emily Durand; Council Member Tim Wallerich; Council Member Eugene Jensen

All present stood and recited the Pledge of Allegiance.

1. **Pledge of Allegiance**

2. **Guest Speaker - None**

3. **Public Comments**

Council President Wallerich reviewed the public comment procedure, noting that comments relating to the proposed moratorium should be made during the public hearing.

Jim "Arlo" Perry introduced himself as the President of the Coffee Mill Golf Course. He expressed concerns about the proposed assessments for the overlay project on Skyline Drive. He stated that the community rallied behind the golf course when it almost shut down seven years ago. He described the course as a huge asset to the City of Wabasha. He quoted language from Minnesota statutes pertaining to property tax assessments for improvement projects. He stated that assessments should be fair and equitable, and are not to exceed the amount of increased value that the property receives from the improvement. He commented that the golf course only uses Skyline Drive to access a maintenance shed on the property.

A member of Coffee Mill Golf Course expressed appreciation for the street improvement project. He pointed out an inequity that, while Skyline Drive is used by many people, only property owners will be assessed for the project. He added that the golf course would not receive any significant benefit from the project in terms of increased property value. He noted that the golf course, while not an official nonprofit, serves as a gathering place for the community. He stated his understanding that the City Council has some latitude in terms of making adjustments to assessments.

4. **Changes or Additions to Agenda**
There were no changes or additions to the agenda.

5. **Mayor's Presentation - Mayor Emily Durand**
Mayor Durand expressed appreciation for the many volunteers who provided assistance during Riverboat Days events and activities.

6. **Committee Reports and Wabasha Good News**
Planning Commission: Council Member Wallerich reported that the Planning Commission did not meet during July.

Utilities Commission: Council Member Wodele stated that he had nothing of note to report.

Port Authority: Council Member Friedmeyer summarized topics of discussion during a recent meeting, including a website photo contest, mitigation plans with the DNR relating to the barge terminal, and an upcoming Minnesota Ports Association meeting.

Park Board: Public Works Director Tony Johnson summarized topics of discussion during a recent meeting, including proposed swings at Bruegger Memorial Park, budget planning and potential future fee increases, new dog park rules, grant funding toward Athletic Field improvements, and a skatepark update.

Street Commission: Public Works Director Johnson summarized topics of discussion during a recent meeting, including a micro-slurry project on the West Side.

1. **Administrator's Report**
Administrator Gregerson discussed National Night Out activities. She discussed a recent Highway 60 re-route project kick-off meeting with MnDOT representatives, during which easements and the design process were discussed. She reported that preliminary approval has been obtained for the environmental assessment relating to the barge terminal. She discussed civil engineering work pertaining to the apartment project and reviewed the next steps in the process. She stated that a grant was received to cover the cost of a mitigation system. She described her participation in a celebrity swine showmanship contest at the Wabasha County Fair. She noted that there were 120 responses to a recent community survey and suggested scheduling a workshop for further discussion of building plans.

8. **Consent Agenda**
Council President Wallerich reviewed the consent agenda.

Moved by Council Member Jeff Sulla, seconded by Council Member John Friedmeyer to approve the consent agenda as presented. A voice vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

1. Resolution 37-2025 TZD Grant City of Wabasha and MN Dept of Public Safety Offices
2. August Warrants
3. Resolution 38-2025 - Joint Powers between WPD & BCA for ICAC

4. 7-1-25 Regular Council Minutes
5. Gambling Application
6. Approve New Ordinance Junkyard and Outdoor Storage (2nd read)
7. Approve Athletic Field improvements with WNB Financial Grant

9. **Public Hearing**

1. **Moratorium on Short-Term Rentals**

City Planner Kristi Trisko provided background information. She referenced resident comments during a recent City Council meeting relating to the number of short-term rental properties along Skyline Drive. She stated that she has conducted research and sought guidance from City Attorney Flaherty. She noted that a moratorium on short-term rentals is being recommended, to allow time to study the issues and evaluate potential options for limiting the numbers or locations of short-term rental properties in Wabasha. She clarified that the goal would be to create a more balanced approach to this land use. She stated that the moratorium, if approved, would be in place for up to one year, with the Planning Commission tasked with conducting further research and providing recommendations to the City Council.

City Attorney Flaherty started by providing a recommendation relating to conducting roll call votes when members are participating remotely. He then provided examples of how other cities have regulated short-term rental properties. He commented that short-term rental ordinances are very broad, with each community tailoring this language to fit their specific situation.

City Administrator Gregerson discussed a potential registration process and referenced potential fines for violations. She commented that staff members have received requests to register new short-term rentals with the City prior to the implementation of a moratorium if there is a property sale pending.

Council President Wallerich reviewed the public hearing procedure and opened the public hearing at 6:17 p.m.

Michelle Meyer, Wabasha, asked about comments that were submitted previously. Council President Wallerich clarified that previous comments were included in the agenda packet.

Jack Burns, 340 Skyline Drive, Wabasha, commented that hotel-type uses should not be allowed in low-density residential zoning districts, citing increased traffic and other factors. He suggested allowing these uses in other zoning districts, such as the Downtown area. He recommended a moratorium on short-term rentals in the R-1 and R-2 zones so that further research can be conducted.

Christopher Baecker, 430 Main Street East, Wabasha, stated that he and his wife moved to Wabasha last February. He indicated that he has been noticing large numbers of short-term rental units during the tourist season. He commented that these units are largely vacant during the remainder of the year. He commented regarding the adverse impacts of this situation on the housing stock, local businesses, and the school district.

Robin Gwaltney introduced herself as a local realtor. She stated that a client of hers will be closing on a property later in August and plans to utilize the property as an Airbnb. She commented regarding the lively Downtown area and noted that there are currently 22 homes for sale in Wabasha.

Bucky Beeman introduced himself as a real estate investor. He stated that he acquired an Airbnb in Wabasha in 2021. He noted that he has worked with local businesses and remodeled the property, which was run down and not well cared for, using local contractors. He provided examples of positive guest reviews. He commented that short-term stays provide visitors and young families with an introduction to the community and may generate future interest in moving to Wabasha. He stated that he has not experienced any major incidents with renters.

Beth Biever introduced herself as a local real estate agent. She commented that potential clients fall in love with Wabasha during short-term stays and express interest in moving to the community.

Jane Rodriguez, Mazeppa, spoke on behalf of her sister, Cindy Chino, Skyline Drive, Wabasha. Ms. Rodriguez stated that her sister resides in Wabasha for two months each year and relies on short-term rental income to help her pay the taxes. She also expressed concerns about potential assessments. She asked what kind of analysis has been conducted and commented that further study could be completed without the need for a moratorium. She asked about Wabasha County considerations. She referenced information indicating the need to study impacts relating to public health, safety, and welfare and requested an example of how short-term rentals impact public health, safety, or welfare. She inquired regarding current language contained within the Comprehensive Plan. She stated that American citizens should have the right to do what they want with their properties.

Brianna Koehn, Nerstrand, asked whether taxpayers would pay for the study. She requested that the City Council consider grandfathering in all current short-term rentals. She suggested freezing fees and lodging taxes until the study is complete.

Michelle Meyer, 712 Circle Drive, Wabasha, referenced comments that she submitted prior to the meeting and highlighted some of these comments. She stated that conducting a study and reviewing the short-term rental situation is not a bad idea but expressed opposition to putting a moratorium in place. She discussed the benefits of short-term rentals to visitors and to the community. She commented that visitors utilize short-term rentals throughout the year. She stated, as the Wabasha-Kellogg School Board Chair, that there are many reasons for declining school enrollment that would not be solved by limiting the number of short-term rentals in Wabasha. She commented that residents do not get to choose their neighbors and should be respectful of their neighbors' choices.

Bill Kay, 224 Third Street East, Wabasha, spoke in support of a moratorium. He stated that this would allow time to pause, review the situation, and determine what is best for the community.

Jack Burns commented that a 12-month moratorium may not be needed. He suggested that stakeholders conduct research and prove to the City Council what the best approach would be to address the concerns.

Amelia Roemer, Skyline Drive, Wabasha, expressed concerns about short-term rentals being clustered in certain neighborhoods. She agreed that current short-term rentals should be grandfathered in.

Bucky Beeman commented that some short-term rental properties are eventually utilized as permanent residences and provided a recent example.

Sharon Burke, Miligan Avenue, Wabasha, expressed support for a moratorium and analysis, stating her opinion that any properties currently in the closing process should be exempt from the moratorium.

No one else spoke during the public hearing. Council President Wallerich closed the public hearing at 6:40 p.m.

It was clarified that the moratorium would be on additional short-term rentals. Council Members expressed agreement that properties currently in a closing process should be exempt from the moratorium. It was also clarified that the moratorium would impact only the City of Wabasha and not Wabasha County.

Council President Wallerich reviewed the goals of the study, including analyzing the numbers and locations of current short-term rental properties along with studying potential public safety impacts and evaluating zoning considerations and the registration process. He clarified that the goal would not be to restrict current short-term rentals. He discussed staff involvement in the study process.

Mayor Durand provided additional comments, noting that the study would provide a greater understanding of how short-term rentals operate in the community and help to determine whether additional City regulation of short-term rentals is necessary.

City Planner Trisko commented regarding Comprehensive Plan considerations in terms of parking, outdoor lighting, noise, and other neighborhood impacts. She stated that cities have various specialized ways of regulating short-term rentals. She stated that the study would be conducted as quickly as possible and recommendations forwarded to the City Council.

Council Member Wodele commented that he could go either way in terms of a brief moratorium. He agreed that existing contracts should be exempted. He stated that the Planning Department is very efficient and should be able to complete the study within a couple of months. He stated that density is an issue in certain areas.

Council Member Friedmeyer commented that it will take a few months to complete the analysis and referenced Planning Commission involvement in the process. He commented that currently operating short-term rentals and properties under contract should not be affected.

Consideration of a six-month moratorium was suggested.

A motion was made by Council Member Friedmeyer, seconded by Mayor Durand for discussion purposes, to adopt a six-month moratorium on new short-term rentals, effective immediately, but excluding properties currently under contract. The motion was discussed, including the effective date and the exemption language. City Attorney Flaherty provided additional information, noting that City staff will not be able to process applications or issue licenses during a moratorium. He noted that, once an effective date is selected, City staff would need to process any outstanding applications before that date. Administrator Gregerson stated her understanding that applications would need to be submitted by the property owners and that short-term rental licenses are not transferable. The current fine for violations was discussed. Council Member Friedmeyer withdrew his motion at this point.

Following the roll call vote on the second motion, the next steps were outlined. Involvement by the City Planner, the Planning Commission, and the City Attorney was discussed along with opportunities for public participation in the process.

Moved by Council Member John Friedmeyer, seconded by Mayor Emily Durand to adopt a six-month moratorium on the approval of new short-term rental license applications, effective on September 1, 2025. A roll call vote was conducted.

Vote: 6 - 1 Adopted

NAY: Council Member Jeff Sulla

10. **General Business**

1. 2025 Street and Utility Improvement Project - Contract Award and Discussion
City Engineer Brian Malm detailed the bidding process for the mill, overlay, and reclamation portions of the project. He noted that one bid was received, from Rochester Sand & Gravel. He reported that the project bid was approximately \$711,000, compared with the engineer's estimate of approximately \$741,000. He stated that staff recommends awarding the contract to Rochester Sand & Gravel, as the lowest responsible bidder.

Following the vote, City Engineer Malm discussed the assessment process. He referenced the City's assessment policy and commented regarding concerns relating to assessments for the Coffee Mill Golf Course and Market Street properties. City Administrator Gregerson reported that Mike Bubany from David Drown Associates has reviewed the recommendations relating to assessments and has indicated that the changes would not significantly impact the project budget. It was noted that an assessment hearing will be scheduled in the spring of 2026, following the bidding process for the second component of the project. City Engineer Malm commented that many cities use policy-based calculations and cap assessment amounts. He stated that these policies can prove to be problematic, providing the examples of the golf course assessment and the Market Street project assessments. He noted that the City Council has the discretion to reduce assessment amounts or establish an assessment cap and requested guidance in this regard.

Council Members discussed potential options for reducing the golf course and Market Street assessments. A cap of \$10,000 was suggested for the golf course, and it was suggested that assessments for Market Street should be comparable to Downtown assessments. City Engineer Malm provided additional clarification of the properties along Skyline Drive that would be assessed. Responsibilities in terms of maintaining a private street were discussed. Council Member Sulla asked why property owners on Buena Vista Drive were assessed. City Engineer Malm stated that if there is no frontage along an improved street, the property owner should not be assessed. Council Member Sulla commented that this street serves as the only access road to these properties. He stated that if you need to use a road to get to your property, you should pay for the improvement. It was suggested to further research assessment options and conduct further discussion.

Moved by Council Member Brian Wodele, seconded by Council Member Jeff Sulla to adopt a resolution accepting the bid and awarding the contract to Rochester Sand & Gravel, as discussed. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

2. Approve Resolution for Abatement Order 918 Grant Blvd, 930 Grant, 936 Grant
City Administrator Gregerson provided background information and an update regarding the parcels under discussion. She described the current condition of the property and the items being stored outdoors. She stated that, while progress is being made, there are things yet to be done. The fence was discussed. Photo documentation was reviewed. Administrator Gregerson referenced the resolution language and reviewed the next steps in the abatement order process along with the appeal procedure.

Attorney Kurt Knuesel spoke on behalf of property owner Lance Binner. He detailed the progress that has been made and further discussed the fencing that will serve to screen stored items. He stated that there are a handful of small items remaining that need to be organized or moved. He asked the City to acknowledge the fact that Mr. Binner has put in significant effort and expense toward meeting the City's expectations. He reiterated his client's position that the remaining items are for sale and not junk, per the City's ordinance definition. He stated that Mr. Binner is committed to removing additional items and doing everything necessary to avoid the declaration of a nuisance. Mr. Knuesel stated that this type of declaration would result in an immediate appeal. He commented regarding the City's financial position and suggested working together to avoid additional legal fees.

Police Chief Joe Stark commented that the property has come a long way in terms of being cleaned up. He stated his opinion that Mr. Binner is willing to continue to work with the City. Chief Stark expressed disagreement that the remaining items are all for sale. He discussed the process of organizing items stored behind the fence. He stated that it would be possible for the property to no longer be defined as a nuisance within a short period of time.

Administrator Gregerson provided additional information relating to the current condition of the property.

City Attorney Flaherty commented that it is up to the City Council to determine how they would like to proceed from a legal perspective.

Council Member Wodele expressed concerns that the City does not have the authority to issue an abatement order.

Council Member Wallerich commented that, although Mr. Binner has done well in terms of moving and organizing items, a fence does not resolve the nuisance. He suggested continuing to work with Mr. Binner to clean up the property but expressed concerns about the need to revisit this issue every month.

Council Member Friedmeyer asked whether there are enough grounds to declare the property to be a nuisance, per the City's ordinance.

Mr. Knuesel provided additional comments. He reiterated that his client is doing everything he can to clean up the property and that the remaining items should not be classified as junk. He stated that there is disagreement relating to the definition of junk. He again stated that Mr. Binner is committed to moving the remaining items, understands the City's position, and knows the potential consequences if the City's expectations are not met. He stated that Mr. Binner is working to remove some of the items that will be sold at an upcoming auction and is working with a company to come and repair machinery.

Administrator Gregerson commented that progress appears to be made just prior to visits by City staff. She expressed concerns about establishing standards in terms of declaring a property to be a nuisance. She stated that she would like to avoid further legal

proceedings if possible. She also discussed the challenges faced by City staff in terms of enforcing the City's junk and nuisance ordinances. She acknowledged that Mr. Binner understands the City's standards. She referenced broken pieces of machinery that are being stored outside, noting that these items have been documented and photographed. She stated that City ordinances prohibit the outdoor storage of inoperable vehicles and broken machinery and equipment.

City Attorney Flaherty further reviewed the City's responsibilities in terms of ordinance enforcement. It was noted that the new ordinance includes more detailed language.

Council Member Wallerich stated that, even though the condition of the property is not acceptable per City standards, legal proceedings may not be warranted. He suggested reassessing the property in two months and then following the new procedure, if warranted.

Mayor Durand expressed appreciation for the good faith efforts, noting that this has been a very challenging situation. She stated her opinion that it is no longer useful for City staff to continually monitor the property, noting that there are new procedures to follow if things get worse.

City Attorney Flaherty reviewed options for Council action at this time, including a motion to approve an abatement order resolution, a motion to table action at this time, or a motion to postpone the abatement order pending further analysis by City staff. He commented that progress has seemed to ebb and flow. He recommended that the City Council adopt a well-defined procedure to assist City staff in addressing these types of situations in the future.

Administrator Gregerson stated her understanding that, regardless of the ordinance revisions, court proceedings would be necessary when nuisance declarations are made and abatement orders are approved. City Attorney Flaherty discussed the mitigation process that often occurs.

Council Members thanked City staff for their ongoing work. Mayor Durand encouraged Council Members to monitor and report nuisance situations and not rely solely on City staff.

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to postpone abatement order action, pending further analysis by City staff. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

3. Approve New Ordinance Regulating Public Nuisances within the City of Wabasha (Second Read)

Moved by Council Member John Friedmeyer, seconded by Council Member Brian Wodele to approve the ordinance language as drafted. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

4. Request to Approve MOU to Pay \$6,000 per Year for 5 years to Provide Matching Funds for Three Rivers Bus
City Administrator Gregerson provided background information and referenced past City Council discussion of the funding request from Three Rivers Community Action. She noted that Three Rivers representatives were unable to attend the meeting. She reviewed ridership statistics, noting overall declining ridership over time. She discussed the benefits of this service, especially for elderly and disabled residents and young children. She stated that she asked about the possibility of decreasing the City's cost share if a smaller vehicle is utilized, noting that this is not possible. She referenced State grant funding, potentially dependent upon matching funds from the communities receiving transportation services. She reviewed options for Council action at this time, stating that action could be deferred pending discussion of the CIP budget and/or a presentation from Three Rivers.

Mayor Durand commented that she was hoping that Three Rivers representatives could present their case directly to the City Council. She stated that more detailed ridership and utilization data could be compiled. She stated that there may be opportunities for increased ridership by early childhood development program students. She referenced pandemic impacts and noted that new buses have been back-ordered for years. She asked about the timing of a decision. Administrator Gregerson stated her understanding that the grant application has already been submitted. Mayor Durand stated that Three Rivers is amenable to a pilot program through which a van would be utilized. She also noted that Three Rivers has undergone some leadership and internal process changes. It was suggested to invite Three Rivers representatives to provide a presentation during a Council workshop.

Moved by Council Member Eugene Jensen, seconded by Council Member Brian Wodele to table action on this item, pending a presentation from Three Rivers Community Action representatives. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

5. Milligan Street Lot Inquiries
City Administrator Gregerson reported that the City has received inquiries regarding this City-owned lot. She suggested requesting Port Authority input regarding offers, noting that the City Council would have final approval authority. Potential housing and construction options were discussed, including a manufactured home. It was decided to request input from the Port Authority.
6. Set Meeting Date for Council Workshop on Building and Discuss Survey Results
It was noted that a Council workshop has been scheduled.

11. Donations

1. Resolution 36-2025 August Donations

Council Member Wodele reviewed the August donations:

POOL PASSES

\$16,000 – Wabasha Kellogg Area Community Foundation

AMBULANCE DEPARTMENT

\$200 – In memory of Patricia Dahl

\$20 – Cheryl Costello

\$1,000 – Anonymous Donor

FIRE DEPARTMENT

\$1,000 – Anonymous Donor

BIKE SHARE

\$360 – Rotary Club of Wabasha

LIBRARY

\$3,000 – Carlene & Harold Brosdal

\$1,000 – Anonymous

\$500 – Laurie Hassinger

In memory of Alice Jarstad -

\$20 – Gary & Edith Ruff,

\$25 – Ruby Rhoads White

\$20 – Robert & Tonya Jumbeck

\$20 – John & Lisa Klees

\$50 – John & Jo Lineweaver

\$50 – Jennifer Christoffer

\$50 – June Kasper

\$50 – Marianne Carr

\$20 – Laura Schurhammer

\$25 – Libby & Aaron LaRocque

\$50 – Dr. Bob & Linda Mann,

\$50 – Alan & Nancy Pinsonneault

\$25 – Claire Abbott

\$50 – Gary & Deb Golonski

\$100 – William & Mary Keilty

\$200 – Elizabeth & Mathew Melcher

\$35 – Margaret & Peter Klucas

\$10 – Rosanne Wodele

\$25 – Mary & Jerry Arens

\$25 – Jim & Kathy Schurhammer

\$100 – Jim & Anne Miller

\$25 – John & Caren Passe

\$200 - Dr. Phillip & Kate Perry

\$100 – Charlie & Randy Campbell

\$25 – Sandra Fitzgerald

\$25 – Nancy Denzer & Maynard Johnson

\$100 – Jim Nordstrom & Joni Lommen

\$25 – Ed & Luci Plank

\$25 – Janice Glonski

\$25 – David & Diane Mikelson

\$50 – Bonnie Lodermeier

\$100 – Victory Johnson

\$20 – Ronald & Denyse Schroeder

\$100 – Peter & Sharon Riester

\$120 – Charles & Lisa Nicholson

\$50 – Daniel Quam

\$20 – Joanne Zimmerman

\$25 – Steve & Teresa Passe

\$50 - Martin & Gretchen Wilson

\$25 – Charles & Carole Dillerud

\$25 – Mary Funk

\$50 – Jeanne & Robert Hovda

\$25 – Terry & Kathy Arens
\$50 – Dennis & Gail Schneider
\$50 – Michael & Maria Slavik
\$20 – Dean Anderson & Jean Tentis
\$50 – Michael Palmersheim
\$100 - Sharon & Peter Malin
\$100 – Julie & Leland Leichtnam
\$25 – Fred & Diane Schjolberg
\$100 – Werner & Kathleen Beuning
\$50 - Shawn & Kimberly Kockler
\$25 – John & Mary Mattison
\$25 – Brenda Pearson
\$50 – Bev & Bruce Hall / Library Staff,
\$25 – Linda Stamchorr
\$50 – Greg Williams
\$25 – Robert & Diane Scheel
\$50 – Kathy Wohlfeil
\$50 – Dan & M.J. Moravec
\$250 – Rollin Hall
\$50 – John & Sarah DeGrood 4

FIREWORKS

\$220 – Edward Jones
\$250 – Greenfield Township
\$250 – Wabasha Area Lions Club
\$250 – Fred & Diane Schjolberg
\$250 – Heritage Laundromat

Moved by Council Member John Friedmeyer, seconded by Council Member Jeff Sulla to adopt Resolution 36-2025, approving the August donations. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

12. **Information - Financials Emailed to Council**

13. **Announcements**

Council President Wallerich reviewed the announcements.

1. Wabasha Athletic Complex Donation Ceremony: WNB Financial / FHLB of Des Moines, Thursday, August 14, at 9 a.m.
2. 2026 Budget Workshop: Tuesday, August 26, at 3 p.m., Wabasha Public Library
3. Skatepark Grand Opening Tuesday, August 26, at 11 a.m.
4. Surveying Council Members to Set Date for Workshop on Buildings

14. **Adjournment**

Moved by Council Member Eugene Jensen, seconded by Council Member Tim Wallerich to adjourn the meeting. A roll call vote was conducted. The meeting adjourned at 7:55 p.m.

Vote: 7 - 0 Adopted - Unanimously

Jessica Bruce, Deputy Clerk

City Council Regular

8. 3.

Meeting Date: 09/02/2025

ITEM TITLE: September Warrants

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

September Warrants

CITY OF WABASHA COUNCIL PAYABLES

08/27/25 3:30 PM

Page 1

PROG Descr	Search Name	Account Descr	Amount	Comments
Administration				
Administration	RED WING WORDSMITH	E 100-410-41500-311 Contractor Fees	\$331.20	COUNCIL MINUTES 7-1-25
Administration	WATER SYSTEMS COMPANY	E 100-410-41500-311 Contractor Fees	\$19.74	CITY HALL WATER SERVICES
Administration	WATER SYSTEMS COMPANY	E 100-410-41500-311 Contractor Fees	\$19.70	CITY HALL WATER SERVICES
Administration	WATER SYSTEMS COMPANY	E 100-410-41500-311 Contractor Fees	\$14.98	CITY HALL WATER SERVICES
Administration	WABASHA COUNTY D. A. C.	E 100-410-41500-311 Contractor Fees	\$10.20	SHREDDING
Administration	QUADIENT LEASING USA, INC.	E 100-410-41500-311 Contractor Fees	\$173.55	POSTAGE MACHINE LEASE
Administration	VERIZON WIRELESS	E 100-410-41500-321 Telephone	\$160.12	POLICE PHONES
Administration	TYLER GRABAU	E 100-410-41500-331 Travel Expense	\$95.20	MILEAGE TO CEDA & PERA MEETINGS
Administration				
			\$824.69	
Ambulance				
Ambulance	KWIK TRIP INC	E 100-420-42500-212 Motor Fuels	\$76.84	AMBULANCE FUELS
Ambulance	WABASHA COUNTY	E 100-420-42500-212 Motor Fuels	\$126.32	AMBULANCE GAS
Ambulance	WABASHA COUNTY	E 100-420-42500-212 Motor Fuels	\$875.39	AMBULANCE DIESEL
Ambulance	AIRGAS USA LLC	E 100-420-42500-215 Oxygen-Supplies	\$257.64	OXYGEN SERVICES
Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$159.76	MEDICAL SUPPLIES
Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$194.90	MEDICAL SUPPLIES
Ambulance	TEC SOLUTIONS CONCEPTS INC	E 100-420-42500-217 Medical Supplies	\$399.00	CYBER KEY, GEN 2
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$298.11	MEDICAL SUPPLIES
Ambulance	ST ELIZABETHS MED-AMB SUPPLIES	E 100-420-42500-217 Medical Supplies	\$86.11	FENTANYL INJECTION
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$173.38	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$34.42	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$278.84	MEDICAL SUPPLIES
Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$37.49	MEDICAL SUPPLIES
Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$71.85	UNIFORM PIN
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-219 General Supplies	\$148.61	AMBULANCE - MISC BARN ITEMS
Ambulance	WABASHA FRESH MARKET	E 100-420-42500-219 General Supplies	\$10.73	AMBULANCE SUPPLIES
Ambulance	ZACH MCNALLAN	E 100-420-42500-219 General Supplies	\$6.49	ICE FOR FAIR
Ambulance	ECP SERVICES, LLC	E 100-420-42500-311 Contractor Fees	\$3,680.31	JULY 2025 COMMISSIONS
Ambulance	FIRSTNET BUILT WITH AT & T	E 100-420-42500-321 Telephone	\$60.73	MEDICAL INTERNET SERVICES
Ambulance	XCEL ENERGY	E 100-420-42500-381 Electric/Gas Utility	\$148.91	AMBULANCE GARAGE
Ambulance	CLEARWAY COMMUNITY SOLAR LLC	E 100-420-42500-381 Electric/Gas Utility	\$99.14	AMBULANCE SOLAR
Ambulance	CULLIGAN	E 100-420-42500-409 Maintenance Agreements	\$65.44	RENTAL HE 10" TWIN WATER SOFTNER
Ambulance	JESSES AUTOMOTIVE LLC	E 100-420-42500-414 Vehicle Maintenance	\$120.00	EXHAUST GASKET, SUPPLIES & LABOR
Ambulance	DICK S AUTO PARTS	E 100-420-42500-414 Vehicle Maintenance	\$19.28	DIESEL EXHAUST FLUID
Ambulance	DICK S AUTO PARTS	E 100-420-42500-414 Vehicle Maintenance	\$14.99	HOT SHINE TIRE COAT

PROG Descr	Search Name	Account Descr	Amount	Comments
Ambulance			\$7,444.68	
Emergency Management				
Emergency Management	RUDY ROEMER	E 100-420-42400-311 Contractor Fees	\$540.00	HOURLY RATE FOR MAN & MACHINE
Emergency Management	PEMBER COMPANIES INC	E 100-420-42400-387 Emergency Mgmt/Flood Expense	\$73,684.90	SKATE PARK RELOCATION
Emergency Management	EGAN	E 100-420-42400-387 Emergency Mgmt/Flood Expense	\$28,556.00	PARK LIGHTING OF SKATEPARK
Emergency Management	EGAN	E 100-420-42400-387 Emergency Mgmt/Flood Expense	\$1,346.00	MOBILIZATION OF SKATEPARK
Emergency Management	BOLTON AND MENK INC	E 100-420-42400-387 Emergency Mgmt/Flood Expense	\$11,790.00	FEMA RIVERBANK RIP - RAP
Emergency Management			\$115,916.90	
Engineering				
Engineering	BOLTON AND MENK INC	E 100-410-41300-303 Engineering Fees	\$300.00	GENERAL ENGINEERING
Engineering	CONSTRUCTION MANAGEMENT SER	E 100-410-41300-315 Building Inspector Fees	\$1,316.85	BUILDING INSPECTIONS
Engineering			\$1,616.85	
Fire Protection				
Fire Protection	WABASHA COUNTY	E 100-420-42200-212 Motor Fuels	\$40.40	FIRE DEPT DIESEL
Fire Protection	KWIK TRIP INC	E 100-420-42200-212 Motor Fuels	\$136.80	FIRE DEPT ACCT - FUEL
Fire Protection	DICK S AUTO PARTS	E 100-420-42200-221 Equipment Maintenance/Parts	\$2.42	FUEL PUMP GASKET
Fire Protection	HILLS HARDWARE HANK	E 100-420-42200-223 Building Maint/Repair Supplies	\$210.61	WFD INK & CLEANING SUPPLIES
Fire Protection	WABASHA PLUMBING & HANDYMAN	E 100-420-42200-223 Building Maint/Repair Supplies	\$194.23	NATURAL GAS REGULATOR
Fire Protection	STRONGWELL	E 100-420-42200-223 Building Maint/Repair Supplies	\$2,991.90	Materials
Fire Protection	MN STATE FIRE CHIEFS ASSN.	E 100-420-42200-308 Continuing Ed	\$285.00	DULUTH FOTOS ATTENDEE
Fire Protection	XCEL ENERGY	E 100-420-42200-381 Electric/Gas Utility	\$212.91	FIRE STATION
Fire Protection	CLEARWAY COMMUNITY SOLAR LLC	E 100-420-42200-381 Electric/Gas Utility	\$154.94	FIRE DEPARTMENT SOLAR
Fire Protection	WABASHA RUBBISH REMOVAL	E 100-420-42200-384 Refuse Disposal	\$93.60	FIRE HALL DUMPSTER
Fire Protection			\$4,322.81	
General Govt Bldg City Hall				
General Govt Bldg City Hall	CINTAS	E 100-410-41900-313 Cleaning Services	\$133.41	RUG SERVICES
General Govt Bldg City Hall	WABASHA COUNTY D. A. C.	E 100-410-41900-313 Cleaning Services	\$462.40	CLEANING SERVICES
General Govt Bldg City Hall	CLEARWAY COMMUNITY SOLAR LLC	E 100-410-41900-381 Electric/Gas Utility	\$513.01	CITY HALL SOLAR
General Govt Bldg City Hall	WABASHA RUBBISH REMOVAL	E 100-410-41900-384 Refuse Disposal	\$117.00	CITY HALL DUMPSTER
General Govt Bldg City Hall			\$1,225.82	
Independent Accounting/Audit				
Independent Accounting/A	WABASHA COUNTY	E 100-410-41700-307 Auditor Fees	\$200.00	2024 AUDIT
Independent Accounting/A	DAVID DROWN ASSOCIATES	E 100-410-41700-317 Consultant Fees	\$1,800.00	FINANCIAL CONSULTING
Independent Accounting/Audit			\$2,000.00	
IT Department				
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$107.00	MICROSOFT 365 AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$254.84	CLOUD BACKUP AGREEMENT

PROG Descr	Search Name	Account Descr	Amount	Comments
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$1,112.00	EXPANDED BUSINESS AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$42.00	FIREWALL PROTECTION
IT Department			<u>\$1,515.84</u>	
Legal				
Legal	WABASHA COUNTY	E 100-410-41800-304 Legal Fees	\$2,000.00	AUGUST 2025 Legal Services
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304 Legal Fees	\$1,350.00	LEGAL FEES
Legal			<u>\$3,350.00</u>	
Miscellaneous				
Miscellaneous	DANIEL LANGLOIS	E 100-490-45400-430 Miscellaneous	\$100.00	REFUND OF PARK RENTAL
Miscellaneous	XCEL ENERGY	E 100-490-45400-450 Food Share Expenses	\$25.53	142 2ND ST W
Miscellaneous	SALAMANDER TECHNOLOGIES LLC	E 502-490-45400-478 Reception Center	\$3,631.00	DOUBLE SIDED ID PRINTER
Miscellaneous			<u>\$3,756.53</u>	
Planning & Community Developme				
Planning & Community De	RED WING WORDSMITH	E 100-420-42300-311 Contractor Fees	\$16.00	HPC MINUTES 6-5-25
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311 Contractor Fees	\$4,378.00	PLANNING CONTRACTOR FEES
Planning & Community De	VALLEY PUBLICATIONS, INC	E 100-420-42300-351 Legal Notice Publishing	\$81.60	PUBLIC HEARING
Planning & Community Developme			<u>\$4,475.60</u>	
Police Protection				
Police Protection	WABASHA COUNTY	E 100-420-42100-212 Motor Fuels	\$1,693.36	POLICE GAS
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221 Equipment Maintenance/Parts	\$5.85	WASHER FLUID
Police Protection	HILLS HARDWARE HANK	E 100-420-42100-221 Equipment Maintenance/Parts	\$24.48	POLICE BLACK TAPE AND BATTERIES
Police Protection	JESSES AUTOMOTIVE LLC	E 100-420-42100-221 Equipment Maintenance/Parts	\$36.98	PATCH PLUG AND REPAIRS
Police Protection	MOSAIC FORD LAKE CITY	E 100-420-42100-221 Equipment Maintenance/Parts	\$13,511.92	SQUAD REPAIRS
Police Protection	WABASHA COUNTY	E 100-420-42100-412 Building Rent	\$1,102.50	SEPTEMBER CJC RENT
Police Protection			<u>\$16,375.09</u>	
Pool				
Pool	HAWKINS, INC	E 100-450-45300-216 Chemical and Chemical Products	\$94.71	SODIUM BICARBONATE
Pool	INTERSTATE BUILDING & SUPPLY	E 100-450-45300-219 General Supplies	\$151.90	GLASSBOARD PANEL
Pool	INTERSTATE BUILDING & SUPPLY	E 100-450-45300-219 General Supplies	\$9.13	REBAR
Pool	INTERSTATE BUILDING & SUPPLY	E 100-450-45300-219 General Supplies	\$45.63	REBAR
Pool	RIESTER REFRIDGERATION INC	E 100-450-45300-221 Equipment Maintenance/Parts	\$165.00	SLUSHIE MACHINE REPAIRS
Pool	WABASHA FRESH MARKET	E 100-450-45300-333 Concessions	\$348.43	CONCESSION SUPPLIES
Pool	CLEARWAY COMMUNITY SOLAR LLC	E 100-450-45300-381 Electric/Gas Utility	\$516.63	POOL SOLAR
Pool	JADA HERMAN	E 100-450-45300-430 Miscellaneous	\$150.00	REFUND OF POOL PARTY
Pool			<u>\$1,481.43</u>	
Port Authority & Dev. Agency				
Port Authority & Dev. Agen	FRESH WOK	E 200-472-46500-472 Grants/Donations	\$3,866.77	Façade Improvement Program Disbursem

PROG Descr	Search Name	Account Descr	Amount	Comments
Port Authority & Dev. Agen	TERRACON CONSULTANTS INC	E 200-472-46500-472 Grants/Donations	\$291.25	Port Authority Grants: Apartments Soil Va
Port Authority & Dev. Agency			\$4,158.02	
Public Works				
Public Works	ARNOLD S SUPPLY & KLEENIT CO	E 100-430-43100-211 Cleaning/Janitorial Supplies	\$907.00	GARBAGE BAGS, TOILET PAPER AND PAP
Public Works	WABASHA COUNTY	E 100-430-43100-212 Motor Fuels	\$1,067.48	PUBLIC WORKS
Public Works	WABASHA COUNTY	E 100-430-43100-212 Motor Fuels	\$945.92	PUBLIC WORKS - DIESEL
Public Works	MID AMERICAN RESEARCH CHEMICA	E 100-430-43100-216 Chemical and Chemical Products	\$670.59	JUDGEMENT DAY WEEK KILLER 05
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$30.40	CITY HALL WATER
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$44.75	CITY HALL WATER
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$16.05	CITY HALL WATER
Public Works	JOHN DEERE FINANCIAL	E 100-430-43100-221 Equipment Maintenance/Parts	\$175.42	FUEL FILTERS
Public Works	MOTOR PARTS & EQUIPMENT	E 100-430-43100-221 Equipment Maintenance/Parts	\$42.06	SOLENOID
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$164.15	BATTERY
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$17.21	OIL FILTERS
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$57.98	OIL FILTERS & OIL
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$22.95	CABLE TIES
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$12.64	BALL SHANK REDUCER, PWR TAKE OCC
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$148.50	BRAKE PADS & OIL
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$18.92	LUBE
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$49.63	GLOVES & OIL
Public Works	JESSES AUTOMOTIVE LLC	E 100-430-43100-221 Equipment Maintenance/Parts	\$23.22	MOUNT NEW LAWN MOWER TIRE
Public Works	GUNDERSEN ST ELIZ HOSP & CLINIC	E 100-430-43100-305 Medical/physical fees	\$22.00	MEDICAL FEES
Public Works	VERIZON WIRELESS	E 100-430-43100-321 Telephone	\$40.01	PUBLIC WORKS IPAD
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$193.86	ATHLETIC FIELD
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$70.70	311 MAIN & LAWRENCE
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$1,512.15	PARKS
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$63.90	172 PEMBROKE AVE
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$183.16	PUBLIC WORKS GARAGE
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$12.58	CAMPGROUND
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$20.08	724 MAIN ST W
Public Works	CLEARWAY COMMUNITY SOLAR LLC	E 100-430-43100-381 Electric/Gas Utility	\$212.16	PUBLIC WORKS SOLAR
Public Works	XCEL ENERGY	E 100-430-43100-382 Street Lights	\$4,132.86	STREET LIGHTS
Public Works	XCEL ENERGY	E 100-430-43100-382 Street Lights	\$178.47	STREET LIGHTS
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$617.76	CITY SHOP DUMPSTERS
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$473.85	HARBOR GARBAGE
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$228.15	IKES PARK GARBAGE
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$655.20	BEACH PARK & CAMPGROUND
Public Works	HALL ELECTRIC, INC.	E 100-430-43100-527 PARK MAINTENANCE	\$150.00	LABOR IN MALONE PARK
Public Works	JASONS PORTABLE TOILETS	E 100-430-43100-527 PARK MAINTENANCE	\$1,390.00	PORTA POTTIES IN PARKS
Public Works	HALL ELECTRIC, INC.	E 100-430-43100-527 PARK MAINTENANCE	\$117.47	BEACH PARK BATHROOM REPAIRS
Public Works	FALCON YOUTH BASEBALL ASSOC	E 100-430-43100-580 Other Equipment	\$500.00	PAYMENT FOR PUG

PROG Descr	Search Name	Account Descr	Amount	Comments
Public Works	MACQUEEN EQUIPMENT INC	E 100-430-43100-580 Other Equipment	\$766.89	PELICAN PARTS
Public Works	MACQUEEN EQUIPMENT INC	E 100-430-43100-580 Other Equipment	\$21.25	DIFFERENCE IN AMOUNT PAID
Public Works	BOBCAT OF COULEE REGION	E 100-430-43100-580 Other Equipment	\$885.99	TOOL CAT
Public Works	VALLEY PUBLICATIONS, INC	E 367-430-43100-303 Engineering Fees	\$346.80	2025 STREET & UTILITY BIDS
Public Works	BOLTON AND MENK INC	E 367-430-43100-303 Engineering Fees	\$12,887.50	2025 STREET PROJECT ENGINEERING FE
Public Works			\$30,097.66	
Sewer Department				
Sewer Department	WABASHA COUNTY D. A. C.	E 810-500-49449-311 Contractor Fees	\$39.06	ENVELOPES
Sewer Department	HBC	E 810-500-49449-321 Telephone	\$49.23	UTILITIES ALARM
Sewer Department	VERIZON WIRELESS	E 810-500-49449-321 Telephone	\$40.01	UTILITIES IPAD
Sewer Department	U S POSTAL SERVICE	E 810-500-49449-322 Postage	\$320.79	AUGUST POSTAGE FOR BILLS
Sewer Department	XCEL ENERGY	E 810-500-49449-381 Electric/Gas Utility	\$7.35	300 10TH ST W
Sewer Department	CLEARWAY COMMUNITY SOLAR LLC	E 810-500-49449-381 Electric/Gas Utility	\$5,950.91	UTILITIES SOLAR
Sewer Department			\$6,407.35	
Water Department				
Water Department	WABASHA COUNTY	E 800-500-49000-212 Motor Fuels	\$0.01	Utilities
Water Department	XCEL ENERGY	E 800-500-49000-212 Motor Fuels	\$107.32	UT COMM LIFT STATION
Water Department	WABASHA COUNTY D. A. C.	E 800-500-49000-311 Contractor Fees	\$39.06	ENVELOPES
Water Department	U S POSTAL SERVICE	E 800-500-49000-322 Postage	\$320.79	AUGUST POSTAGE FOR BILLS
Water Department	XCEL ENERGY	E 800-500-49000-381 Electric/Gas Utility	\$10.31	DUGAN LIFT STATION
Water Department	XCEL ENERGY	E 800-500-49000-381 Electric/Gas Utility	\$259.58	WATER BOOSTER
Water Department	CLEARWAY COMMUNITY SOLAR LLC	E 800-500-49000-381 Electric/Gas Utility	\$2,248.33	UTILITIES SOLAR
Water Department	GOPHER STATE ONE CALL	E 800-500-49000-407 Gopher State One-Call	\$58.05	43 BILLABLE TICKETS
Water Department			\$3,043.45	
			\$208,012.72	

City Council Regular

8. 4.

Meeting Date: 09/02/2025

ITEM TITLE: NEC Event permits and temp liquor license

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The NEC is applying for a 1-day liquor license for an event to be held on September 27th in the amphitheater. The application is completed, once the fee is paid and council approves, it will go to the state for final approval. There is also a gambling permit applied for with the same event.

City Council Regular

8. 5.

Meeting Date: 09/02/2025

ITEM TITLE: 8-26-25 Special Council Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

8-26-25 Special Council Minutes

Attachments

8-26-25 Special CC Minutes

DRAFT

Council Members:

First Ward: John Friedmeyer, Dean Meurer

Second Ward: Tim Wallerich, Brian Wodele

Third Ward: Gene Jensen, Jeff Sulla

Mayor: Emily Durand

Date: August 26, 2025

PROCEEDINGS OF THE CITY COUNCIL

The special meeting of the City Council of the City of Wabasha was held on Tuesday, August 26, 2025, and was called to order at 3:00pm by Mayor Durand.

Present: Council Member John Friedmeyer; Council Member Brian Wodele; Council Member Jeff Sulla; Mayor Emily Durand; Council Member Eugene Jensen

Absent: Council Member Dean Meurer; Council Member Tim Wallerich

1. **Consent Agenda**

2. **General Business**

1. Approve part-time paramedic

Moved by Council Member John Friedmeyer, seconded by Council Member Brian Wodele to approve the part-time Paramedic position.

Vote: 5 - 0 Adopted - Unanimously

Other: Council Member Dean Meurer (ABSENT)
Council Member Tim Wallerich (ABSENT)

2. Appoint 2-3 Council Members to Ad-Hoc Personnel Committee to Discuss Ambulance Scheduling and Staffing for 2025, budget 2026

Tim Wallerich and John Friedmeyer offered to serve on an ad-hoc personnel committee to discuss Ambulance scheduling and staffing.

Moved by Council Member Brian Wodele, seconded by Mayor Emily Durand to approve an ad-hoc personnel committee to discuss Ambulance scheduling and staffing.

Vote: 5 - 0 Adopted - Unanimously

Other: Council Member Dean Meurer (ABSENT)
Council Member Tim Wallerich (ABSENT)

3. **Adjournment**

Moved by Council Member Brian Wodele, seconded by Mayor Emily Durand to adjourn the August 26th Special City Council meeting.

Vote: 5 - 0 Adopted - Unanimously

Other: Council Member Dean Meurer (ABSENT)
Council Member Tim Wallerich (ABSENT)

Jessica Leonhardt, Deputy Clerk

City Council Regular

10. 1.

Meeting Date: 09/02/2025

ITEM TITLE: General Obligation Improvement & Tax Abatement Bonds Series 2025A: Recommendations and Initial Bond Report

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Mike Bubany will be presentation on the Series 2025A Bonds. Bubany I will ask Council to adopt two resolutions. One setting a tax abatement hearing, and the other setting the sale date of the bonds (both of which is to occur on October 7th).

ACTION REQUIRED:

Approve 43-2025 Resolution Calling for a Public Hearing on the Approval of Tax Abatement for the Purpose of Financial Street Improvements and 44-2025 Resolution Providing for the Competative Negotiation Sale of \$2,015,000 General Obligation Improvement and Tax Abatement Bonds, Series 2025A.

Attachments

2025 Tax Abatement Area

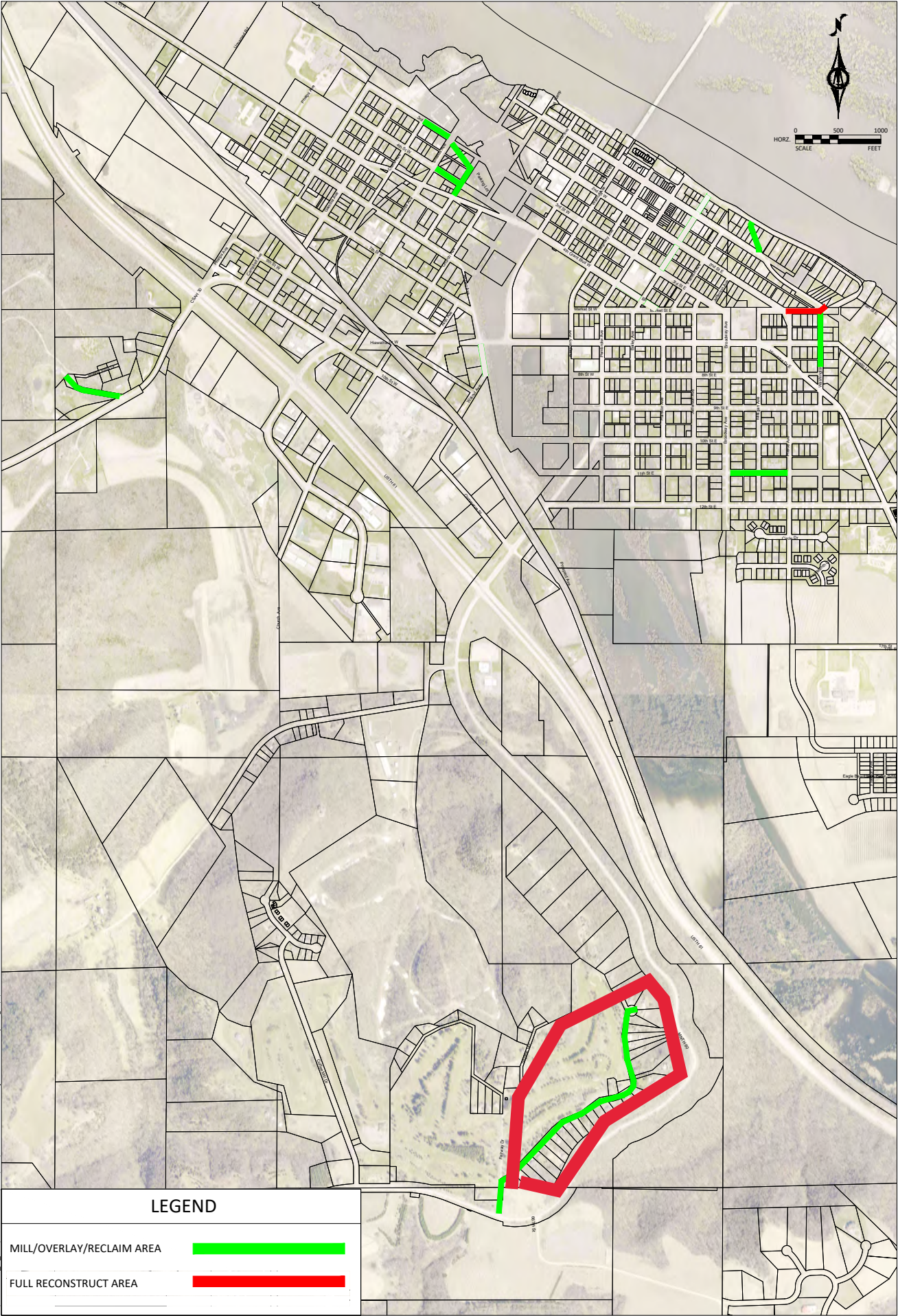
Exhibit for Recs Letter

Ltr - Recos WABASHA 2025A

Parcels and current City taxes 2025

43-2025 Resolution Calling for a Public Hearing on the Approval of Tax Abatement for the Purpose of Financial Street Improvements

44-2025 Resolution Providing for the Competative Negotiation Sale of \$2,015,000 General Obligation Improvement and Tax Abatement Bonds, Series 2025A



H:\WABASHA_GI_MIN\25X138081000\CAD\C3D\PRG-138081-PER Project Location Map.dwg 3/6/2025 9:38:10 AM

City of Wabasha, Minnesota

\$2,015,000

General Obligation Improvement & Tax Abatement Bonds, Series 2025A

Proposed for Competitive Sale

Master Cash Flow

Uses of Funds

Improvement Portion		1,031,250.00
Tax Abatement Portion		910,922.00
Total Project Costs		1,942,172.00
Underwriter's Compensation	1.250%	25,187.50
Fiscal Fee (includes Tax Abatement Processing)		19,000.00
Bond Counsel	<i>estimated</i>	15,000.00
Pay Agent		750.00
Printing & Misc		1,650.00
Rating		15,250.00
Excess Proceeds		-
Capitalized Interest (to D/S Fund)		-
		<u>2,019,009.50</u>

Sources of Funds

Bond Issue	2,015,000.00
Bond Premium	-
Construction Fund Earnings	4,009.50
Grants (DNR & LRIP), County Contributions, & Other	-
City Cash	-
	<u>2,019,009.50</u>

Payment Schedule & Cashflow

<i>Payment Schedule</i>						
12-Month Period ending*	Principal	Coupon	Yield	Interest	Payment Total	PLUS 5%
10/21/2025 <i>Dated Date</i>						
2/1/2027	65,000	2.60%	2.600%	94,262	159,262	167,225
2/1/2028	105,000	2.60%	2.600%	72,080	177,080	185,934
2/1/2029	105,000	2.60%	2.600%	69,350	174,350	183,068
2/1/2030	110,000	2.70%	2.700%	66,620	176,620	185,451
2/1/2031	110,000	2.85%	2.850%	63,650	173,650	182,333
2/1/2032	115,000	3.00%	3.000%	60,515	175,515	184,291
2/1/2033	120,000	3.20%	3.200%	57,065	177,065	185,918
2/1/2034	120,000	3.40%	3.400%	53,225	173,225	181,886
2/1/2035	130,000	3.55%	3.550%	49,145	179,145	188,102
2/1/2036	130,000	3.75%	3.750%	44,530	174,530	183,257
2/1/2037	140,000	3.95%	3.950%	39,655	179,655	188,638
2/1/2038	140,000	4.15%	4.150%	34,125	174,125	182,831
2/1/2039	150,000	4.35%	4.350%	28,315	178,315	187,231
2/1/2040	150,000	4.45%	4.450%	21,790	171,790	180,380
2/1/2041	160,000	4.60%	4.600%	15,115	175,115	183,871
2/1/2042	165,000	4.70%	4.700%	7,755	172,755	181,393
	<u>2,015,000</u>			<u>777,197</u>	<u>2,792,197</u>	<u>2,931,807</u>

Bond Details

Set Sale Date / Call Tax Abatement Public Hearing	9/2/2025
Bid Date	10/7/2025
Tax Abatement Hearing / Sale Date	10/7/2025
Dated Date	10/21/2025
Closing Date	10/21/2025
1st Interest Payment	8/1/2026
Proceeds spent by:	8/1/2029
Purchase Price	1,989,812.50
Net Interest Cost	802,384.17
Net Effective Rate	4.133929%
Average Coupon	4.004162%
Call Option	@ par 2/1/2033
Weighted Avg. Maturity	9.855
Average Life	9.633
Bond Yield	TBD
Purchaser	Proposed for Competitive Sale
Bond Counsel	Taft Stettinius & Hollister LLP
Rating Agency	S & P Global Ratings, Inc.
Pay Agent	Northland Bond Services
Tax Status	Tax Exempt
Continuing Disclosure	Full
Rebate	Small Issuer
Statutory Authority	MS, Chapters 429, 469, & 475

Collection Year	<i>Pledged Revenues</i>					<i>Account Balances</i>	
	Water Revenues	Sewer Revenues	Special Assessments	Tax Abatement Levies	Tax Levies	Surplus (deficit)	Account Balance
					Initial Deposit to D/S Fund >	-	-
2026	33,000	31,000	-	59,063	44,162	-	-
2027	33,000	31,000	20,914	59,063	41,958	-	-
2028	33,000	31,000	20,914	59,063	39,091	-	-
2029	33,000	31,000	20,914	59,063	41,475	-	-
2030	33,000	31,000	20,914	59,063	38,356	-	-
2031	33,000	31,000	20,914	59,063	40,314	-	-
2032	33,000	31,000	20,914	59,063	41,942	-	-
2033	33,000	31,000	20,914	59,063	37,910	-	-
2034	33,000	31,000	20,914	59,063	44,126	-	-
2035	33,000	31,000	20,914	59,063	39,280	-	-
2036	33,000	31,000	20,914	59,063	44,661	-	-
2037	33,000	31,000	20,914	59,063	38,855	-	-
2038	33,000	31,000	20,914	59,063	43,254	-	-
2039	33,000	31,000	20,914	59,063	36,403	-	-
2040	33,000	31,000	20,914	59,063	39,894	-	-
2041	33,000	31,000	20,914	59,063	37,416	-	-
	<u>528,000</u>	<u>496,000</u>	<u>313,707</u>	<u>945,000</u>	<u>649,100</u>	<u>-</u>	

General Obligation Improvement & Tax Abatement Bonds, Series 2025A

Uses of Funds

Construction		825,000.00
Engineering		165,000.00
Contingency		41,250.00
Other		-
Total Project Costs		1,031,250.00
Underwriter's Discount Allowance	1.25%	13,375.00

Allocated Issuance Costs		27,427.05
Bond Premium		-
Excess Proceeds		-
Capitalized Interest (to D/S Fund)		-
		<u>1,072,052.05</u>

Sources of Funds

Bond Issue		1,070,000.00
Bond Premium		-
Construction Fund Earnings		2,052.05
Grants		-
City Cash		-
		<u>1,072,052.05</u>

Payment Schedule & Cashflow

<i>Payment Schedule</i>						
12-Month				Payment		PLUS
Period ending*	Principal	Coupon	Interest	Total		5%
10/21/2025	<i>Dated Date</i>					
2/1/2027	25,000	2.60%	50,210	75,210		78,971
2/1/2028	55,000	2.60%	38,645	93,645		98,327
2/1/2029	55,000	2.60%	37,215	92,215		96,826
2/1/2030	60,000	2.70%	35,785	95,785		100,574
2/1/2031	60,000	2.85%	34,165	94,165		98,873
2/1/2032	60,000	3.00%	32,455	92,455		97,078
2/1/2033	65,000	3.20%	30,655	95,655		100,438
2/1/2034	65,000	3.40%	28,575	93,575		98,254
2/1/2035	70,000	3.55%	26,365	96,365		101,183
2/1/2036	70,000	3.75%	23,880	93,880		98,574
2/1/2037	75,000	3.95%	21,255	96,255		101,068
2/1/2038	75,000	4.15%	18,293	93,293		97,957
2/1/2039	80,000	4.35%	15,180	95,180		99,939
2/1/2040	80,000	4.45%	11,700	91,700		96,285
2/1/2041	85,000	4.60%	8,140	93,140		97,797
2/1/2042	90,000	4.70%	4,230	94,230		98,942
	1,070,000		416,748	1,486,748		1,561,085

	2025 PROJECT	2026 PROJECT	
20.07%	155,276	59,850	Assessment Roll
	15	15	Term
	5.13%	5.13%	Rate
	Fall 2026	Fall 2026	Certified

NOTE: Both projects encompassed in 2025 Public Improvement Hearing process

Collection Year	2025 Project Assessments	2026 Project Assessments	Water Revenues	Sewer Revenues	Tax Levies	<i>Account Balances</i>	
						Surplus (deficit)	Account Balance
						Initial Deposit to D/S Fund >	-
2026	-	-	33,000	31,000	14,971	-	-
2027	15,095	5,818	33,000	31,000	13,413	-	-
2028	15,095	5,818	33,000	31,000	11,912	-	-
2029	15,095	5,818	33,000	31,000	15,660	-	-
2030	15,095	5,818	33,000	31,000	13,959	-	-
2031	15,095	5,818	33,000	31,000	12,164	-	-
2032	15,095	5,818	33,000	31,000	15,524	-	-
2033	15,095	5,818	33,000	31,000	13,340	-	-
2034	15,095	5,818	33,000	31,000	16,269	-	-
2035	15,095	5,818	33,000	31,000	13,660	-	-
2036	15,095	5,818	33,000	31,000	16,154	-	-
2037	15,095	5,818	33,000	31,000	13,043	-	-
2038	15,095	5,818	33,000	31,000	15,025	-	-
2039	15,095	5,818	33,000	31,000	11,371	-	-
2040	15,095	5,818	33,000	31,000	12,883	-	-
2041	15,095	5,818	33,000	31,000	14,028	-	-
	226,431	87,276	528,000	496,000	223,378	-	

General Obligation Improvement & Tax Abatement Bonds, Series 2025A

Uses of Funds

Construction		728,972.00
Engineering		145,200.00
Contingency		36,750.00
Other		-
Total Project Costs		910,922.00
Underwriter's Discount Allowance	1.25%	11,812.50

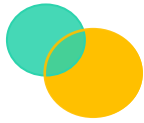
Allocated Issuance Costs		24,222.95
Bond Premium		-
Excess Proceeds		-
Capitalized Interest (to D/S Fund)		-
		<u>946,957.45</u>

Sources of Funds

Bond Issue		945,000.00
Bond Premium		-
Construction Fund Earnings		1,957.45
Grants		-
City Cash		-
		<u>946,957.45</u>

Payment Schedule & Cashflow

Payment Schedule						Account Balances				
12-Month Period ending*	Principal	Coupon	Interest	Payment Total	PLUS 5%	Collection Year	Tax Abatement Levies	Tax Levies	Surplus (deficit)	Account Balance
10/21/2025	Dated Date							Initial Deposit to D/S Fund >		-
2/1/2027	40,000	2.60%	44,051	84,051	88,254	2026	59,063	29,191	-	-
2/1/2028	50,000	2.60%	33,435	83,435	87,607	2027	59,063	28,544	-	-
2/1/2029	50,000	2.60%	32,135	82,135	86,242	2028	59,063	27,179	-	-
2/1/2030	50,000	2.70%	30,835	80,835	84,877	2029	59,063	25,814	-	-
2/1/2031	50,000	2.85%	29,485	79,485	83,459	2030	59,063	24,397	-	-
2/1/2032	55,000	3.00%	28,060	83,060	87,213	2031	59,063	28,151	-	-
2/1/2033	55,000	3.20%	26,410	81,410	85,481	2032	59,063	26,418	-	-
2/1/2034	55,000	3.40%	24,650	79,650	83,633	2033	59,063	24,570	-	-
2/1/2035	60,000	3.55%	22,780	82,780	86,919	2034	59,063	27,857	-	-
2/1/2036	60,000	3.75%	20,650	80,650	84,683	2035	59,063	25,620	-	-
2/1/2037	65,000	3.95%	18,400	83,400	87,570	2036	59,063	28,508	-	-
2/1/2038	65,000	4.15%	15,833	80,833	84,874	2037	59,063	25,812	-	-
2/1/2039	70,000	4.35%	13,135	83,135	87,292	2038	59,063	28,229	-	-
2/1/2040	70,000	4.45%	10,090	80,090	84,095	2039	59,063	25,032	-	-
2/1/2041	75,000	4.60%	6,975	81,975	86,074	2040	59,063	27,011	-	-
2/1/2042	75,000	4.70%	3,525	78,525	82,451	2041	59,063	23,389	-	-
	945,000		360,449	1,305,449	1,370,721		945,000	425,721	-	



DDA

David Drown Associates, Inc.
Public Finance Advisors

Chatfield Office:
29359 County 38
Chatfield, MN 55975
Phone 507-346-7895 | Cell 507-273-2443
Fax 612-605-2375
www.daviddrown.com

August 21, 2025

RECOMMENDATIONS

VIA EMAIL

City of Wabasha
Emily Durand, Mayor
Caroline Gregerson, City Administrator
900 Hiawatha Drive East
Wabasha, MN 55981

RE: General Obligation Improvement & Tax Abatement Bonds, Series 2025A

Honorable Mayor Durand, Members of the City Council, and Ms. Gregerson:

This letter outlines my recommendations for the structure and sale of \$2,015,000 of general obligation bonds associated with the 2025 and 2026 street & utility projects. First, I need to explain the use of statutory authority to issue these bonds.

General Obligation Improvement & Tax Abatement Bonds

A City must cite statutory authority before it can provide its "General Obligation Pledge" to a bond issue. The G.O. pledge secures a bond issue with the City's full taxing authority making the bond issue very low risk to investors which allows us to get lower rates. There are all different types of authority for the G.O. pledge scattered across Minnesota statutes. For this project I recommend utilizing bifurcated authority from two different sections, specifically in Chapters 429 and 469.

Approximately \$1,070,000 of this issue should be authorized under authority in Chapter 429 of Minnesota statutes. G.O. bonds issued under Chapter 429, commonly referred to as "improvement bonds", do not count against statutory net debt limits and are not subject to petitions. However, the City must specially assess benefitted property owners in an amount equal to at least 20% of this portion of the bond issue.

However, since the anticipated assessments will not equate to 20% of all costs, supplemental authority is needed to complete the financing. The remaining portion of this issue (\$945,000) should be authorized under authority in Chapter 469 of Minnesota statutes. Specifically, this is "tax abatement" authority, which you may recall we used a couple years back to finance the athletic field project. This authority requires a public hearing and for the City to identify enough parcels whose taxes cover the principal amount of the bonds. This is a paper exercise only and nothing unusual happens to the identified parcels. This authority also is not subject to petitions or statutory net debt limits.

Because the County declined to participate in the abatement, we may approve more than 15 years' worth of abatements (the proposed bond issue is 16 principal payments).

Overview of Project and Component Costs

The major component costs and sources of funds are detailed below:

Uses of Funds					
Improvement Portion					1,031,250.00
Tax Abatement Portion					910,922.00
Total Project Costs					1,942,172.00
Underwriter's Compensation			1.250%		25,187.50
Fiscal Fee (includes Tax Abatement Processing)					19,000.00
Bond Counsel			<i>estimated</i>		15,000.00
Pay Agent					750.00
Printing & Misc					1,650.00
Rating					15,250.00
Capitalized Interest (to D/S Fund)					-
					<u>2,019,009.50</u>
Sources of Funds					
Bond Issue					2,015,000.00
Construction Fund Earnings					4,009.50
City Cash					-
					<u>2,019,009.50</u>

Payment and Revenue Requirements

The City of Wabasha intends to specially assess \$215,126 to benefitting properties (for collection commencing with taxes payable 2027). Said assessments shall be certified for collection over a fifteen-year period at an interest rate 1 percentage point above City's net effective borrowing rate. The City intends to use assessment revenues to partially cover bond payments. The City shall lean on utility revenues, tax abatements, and tax levies to cover the difference. Based on current market conditions, the projected combined average annual levy (which includes the abatement levies) is estimated at \$100,000 commencing with taxes payable 2026.

If rates were to climb 50 bp, the average annual bond payment would increase by nearly \$7,000. Due to the size and duration of the bonds, they are sensitive to interest rate movement.

Please refer to the attached exhibits for bond details. I will go over these with you in detail at your meeting on September 2nd.

Other Financing Methods Considered

We considered other options for sales method other than a rated, competitive, public sale. A direct placement was dismissed because bonds of this size and length are typically not that appetizing for banks. As such, higher interest rates could be expected. We also dismissed intergovernmental programs due to uncertainty of funding and timing. However, a rated, public sale is certain to attract bidders due to the general obligation pledge involved. I would expect 3 to 5 bids on this issue.

\$2,015,000 General Obligation Improvement & Tax Abatement Bonds

As stated, David Drown Associates, Inc. recommends the bonds be sold through a competitive process. A competitive sale is the best way to ensure the lowest overall cost of borrowing. Key elements of this financing would be:

- Approximate 16-year term, consistent with prior planning to control levy impacts.
- Callable anytime after 2/1/2033 @ par plus accrued interest.
- Offer up to 1.25% discount allowance.
- Standard and Poor's Rating (cost of rating more than offset by interest rate savings).
- Full Continuing Disclosure. Bidders prefer full continuing disclosure, which the City already provides. The cost, therefore, is negligible.

Schedule and Issuance

The proposed schedule for putting the project financing in place is as follows:

September 2	Resolution Calling Tax Abatement Hearing, Resolution Setting Sale Date of Bond Issue
October 7	Tax Abatement Hearing, Resolution Approving Abatement, Resolution Awarding Sale of Bonds
October 21	Close on funds

I recommend that the City Council approve the attached resolutions. I will be in attendance on September 2nd to present this material and answer questions. Thank you and I look forward to working with the City of Wabasha on this project.

Yours truly,



Mike Bubany, Associate
David Drown Associates, Inc.

Enc.

270012606	\$	2,883
270012612	\$	2,489
270101700	\$	2,654
270101800	\$	4,590
270102000	\$	4,283
270102100	\$	1,715
270102200	\$	2,259
270102300	\$	2,158
270102400	\$	2,611
270102500	\$	1,627
270102600	\$	2,359
270102800	\$	2,093
270103100	\$	2,527
270103300	\$	1,858
270103400	\$	2,616
270103500	\$	4,751
270103506	\$	3,828
270103600	\$	1,933
270103700	\$	2,486
270103800	\$	5,866
270163300	\$	4,326
TOTAL	\$	61,912

RESOLUTION # 43-2025

RESOLUTION CALLING A PUBLIC HEARING ON THE APPROVAL OF TAX ABATEMENT FOR THE PURPOSE OF FINANCING STREET IMPROVEMENTS

Pursuant to due call and notice thereof, a regular meeting of the City Council of Wabasha, Minnesota was duly held at City Hall on the 2nd day of September 2025 at 6:00 o'clock p.m. for the purpose, in part, of calling for a public hearing on the approval of a property tax abatement.

WHEREAS:

1. The City of Wabasha has determined it necessary and feasible to conduct certain street improvements within the City; and
2. The City Council intends to abate its share of property taxes on parcels benefiting from the project to finance the costs constructing said improvements, under the authority of Minnesota Statutes 469.1812 to 469.1815 (the "Abatement Law"); and
3. Prior to approving an abatement resolution and the use of tax abatement the City must hold a public hearing.

BE IT RESOLVED by the City Council as follows:

1. Public Hearing. The City Council shall hold a public hearing on the use of tax abatement and the issuance of general obligation tax abatement bonds to finance the costs of street improvements within the City at 6:00 P.M. on Tuesday, October 7th, 2025 at the Wabasha City Hall. Staff is directed to publish notice of this hearing as required by Abatement Law.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same.

Whereupon said resolution was declared duly passed and adopted.

APPENDIX A

**CITY OF WABASHA
COUNTY OF WABASHA
STATE OF MINNESOTA**

**NOTICE OF PUBLIC HEARING
on
APPROVAL OF PROPERTY TAX ABATEMENT**

NOTICE IS HEREBY GIVEN that the City Council of the City of Wabasha, Minnesota, will hold a public hearing on Tuesday, October 7th at or after 6:00 p.m., at the Wabasha City Hall in the City of Wabasha, Minnesota, relating to the use of property tax abatement to finance up to \$945,000 in costs associated with street improvements within the City, pursuant to Minnesota Statutes, Section 469.1812 to 469.1815, inclusive, as amended. The City intends to issue \$2,015,000 in General Obligation Improvement and Tax Abatement Bonds, Series 2025A to finance said improvements. The total amount of tax abatements will not exceed \$945,000 collected over a period of sixteen (16) years, commencing with taxes payable 2026. The following tax parcels are proposed to be included in the proposed tax abatement:

270012606	270102800
270012612	270103100
270101700	270103300
270101800	270103400
270102000	270103500
270102100	270103506
270102200	270103600
270102300	270103700
270102400	270103800
270102500	270163300
270102600	

Copies of the Abatement Resolution as proposed to be adopted will be on file and available for public inspection at the office of the City Administrator at City Hall. All interested persons may appear at the hearings and present their view orally or in writing.

BY ORDER OF THE CITY COUNCIL
/s/ Caroline Gregerson
City Administrator

STATE OF MINNESOTA)
CITY OF WABASHA)
COUNTY OF WABASHA) SS.

I, the undersigned, being the duly qualified and acting Administrator of the City of Wabasha, Minnesota, DO
HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a
meeting of the City Council duly called and held, as such minutes relate to calling for a public hearing on the
use of property tax abatement.

Dated September 2nd, 2025

Emily Durand, Mayor

ATTEST:

Wendy Busch, City Clerk

RESOLUTION # 44-2025

PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$2,015,000 GENERAL OBLIGATION IMPROVEMENT AND TAX ABATEMENT BONDS, SERIES 2025A

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Wabasha, Wabasha County, Minnesota, was duly held at the City Hall in said City on the 2nd day of September, 2025, beginning at 6:00 o'clock p.m. for the purpose, in part, of authorizing the competitive negotiated sale of the \$2,015,000 General Obligation Improvement and Tax Abatement Bonds, Series 2025A, of said City.

RESOLUTION # _____

A. WHEREAS, the City Council of the City of Wabasha, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue the City's \$2,015,000 General Obligation Improvement and Tax Abatement Bonds, Series 2025A (the "Bonds") to finance the 2025 and 2025 street and utility projects;

B. WHEREAS, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("David Drown"), as its independent municipal advisor for the Bonds and is therefore authorized to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wabasha, Minnesota, as follows:

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.

2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.

3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.

4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Approved this 2nd day of September, 2025.

STATE OF MINNESOTA)
COUNTY OF WABASHA)
CITY OF WABASHA)

I, the undersigned, being the duly qualified and City Administrator of the City of Wabasha, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the City's \$2,015,000 General Obligation Improvement and Tax Abatement Bonds, Series 2025A.

WITNESS my hand as such City Administrator of the City this 2nd day of September 2025.

Caroline Gregerson
City Administrator

EXHIBIT A

TERMS OF OFFERING

City of Wabasha, Minnesota

\$2,015,000

General Obligation Improvement and Tax Abatement Bonds, Series 2025A

(BOOK ENTRY ONLY)

TERMS OF PROPOSAL

Proposals for the Bonds will be received on Tuesday, October 7, 2025 at 11:00 A.M., Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 6:00 P.M., Central Time, on that same date.

SUBMISSION OF PROPOSALS

Proposals may be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, may be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby given that electronic proposals will be received via PARITY®, in the manner described below, until 11:00 A.M., Central Time on October 7, 2025. Bids may be submitted electronically via PARITY® pursuant to this Notice until 11:00 A.M., Central Time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY® conflict with this Notice, the terms of this Notice shall control. For further information about PARITY®, potential bidders may contact David Drown Associates, Inc. or PARITY® at (212) 806-8304.

Neither the City of Wabasha nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

DETAILS OF THE BONDS

The Bonds will be dated October 21, 2025, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2026. Interest will be computed on the basis of a 360-day year of twelve 30-day months. The Bonds will mature February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2027	\$ 65,000	2035	\$ 130,000
2028	105,000	2036	130,000
2029	105,000	2037	140,000
2030	110,000	2038	140,000
2031	110,000	2039	150,000
2032	115,000	2040	150,000
2033	120,000	2041	160,000
2034	120,000	2042	165,000

MATURITY ADJUSTMENTS

The City reserves the right to increase or decrease the principal amount of the Bonds on the day of sale, in increments of \$5,000 each. Increases or decreases may be made in any maturity. If any principal amounts are adjusted, the purchase price proposed will be adjusted to maintain the same gross spread per \$1,000.

TERM BOND OPTION

Bids for the bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must specify as provided on the Proposal Form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name Northland Bond Services, a division of First National Bank of Omaha., Minneapolis, MN, as registrar for the Bonds. Northland Bond Services shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2033 and on any day thereafter, to prepay Bonds due on or after February 1, 2034. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition to tax levies, the City will also pledge tax abatement levies, revenues from its water and sewer utilities, and special assessments to benefiting properties. The proceeds will be used to finance the 2025 and 2026 street and utility projects.

TYPE OF PROPOSALS

Proposals shall be for not less than \$1,989,812.50 (98.75%) and accrued interest on the total principal amount of the Bonds. The apparent low-bidder as notified by David Drown Associates, Inc. shall wire, to a designated account, a good faith amount of \$40,300 by 3:00 P.M., Central Time on the date of sale. If the good faith wire transfer is not in process prior to the award, the City shall retain the right to reject the bid.

In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

AWARD

The proposals will be evaluated on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals without cause, and reject any proposal, which the City determines to have failed to comply with the terms herein.

ISSUE PRICE DETERMINATION

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. However, such Issue Price Certificate may indicate that the Purchaser has purchased the Bonds for its own account in a capacity other than as an underwriter or wholesaler, and currently has no intent to reoffer the Bonds for sale to the public. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by David Drown Associates, Inc.

The City intends that the sale of the Bonds pursuant to this Terms of Offering shall constitute a "competitive sale" as defined in the Regulation based on the following:

- i. the City shall cause this Terms of Offering to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- ii. all bidders shall have an equal opportunity to submit a bid;
- iii. the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- iv. the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest net interest cost, as set forth in this Terms of Offering (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Offering shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and David Drown Associates, Inc. if a "substantial amount" (as defined in the Regulation) of any maturity of the Bonds (and, if different interest

rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which such substantial amount was sold. The City will treat such sale price as the "issue price" for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the "hold-the-offering-price" requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and David Drown Associates, Inc. the prices at which a substantial amount of such maturities are sold to the public; provided such determination shall be made and the City and David Drown Associates, Inc. notified of such prices not later than three (3) business days prior to the closing date.

BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

FULL CONTINUING DISCLOSURE

On the date of the actual issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Undertaking where under the City will covenant to provide, or cause to be provided annual financial information, including audited financial statements of the City, and notices of certain material events, as specified in and required by SEC Rule 15c2-12(b)(5). A description of the City's undertaking is set forth in the Official Statement.

OFFICIAL STATEMENT

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 25 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated: September 2, 2025

Emily Durand, Mayor

ATTEST:

Wendy Busch, City Clerk

City Council Regular**10. 2.****Meeting Date:** 09/02/2025**ITEM TITLE:** Request to Approve MOU to Pay \$6,000 per Year for 5 years to Provide Matching Funds for Three Rivers Bus**DEPARTMENT:** Administration

PURPOSE:

MOU to pay \$6000/Year for 5 years to provide matching funds for Three Rivers Bus

ITEM SUMMARY:

The City of Wabasha was contacted by Three Rivers Hiawatha Transit Service that to continue bus service for the handicapped and people without cars in Wabasha, we would need to pay our 20% share on a federal match for a grant for a bus that you can currently see in the City of Wabasha. In 2018, 20% on a federal match was \$16,000 which the City of Wabasha paid out of its funds. It also provided funds in 2001 and 2011 and the program has been in Wabasha since 1999. Fast forward, the 20% is much costlier which is why they have devised \$6000 over 5 years.

Even if they decided to go with a van, they are still requesting \$6000 per year for 5 years.

"Regardless of what type of vehicle is chosen to purchase when we are awarded the grant to replace the bus that services Wabasha, we would still ask for the \$6,000 per year for the next 5 years. At the end of the 5-year agreement we would assess to see if we should have requested less or more to cover the cost of these purchases. "

At the time of this meeting publication, ridership information is not known. In prior minutes, the City used to pay for transit to the pool. That no longer occurs. In 2019, they provided 12,000 - 13,000 rides per year but it is unknown how many individuals that is. Funds continue to be tight as cost for equipment increases but residents do not necessarily want to see their property tax increase.

Stats on Hiawathaland Transit service in and around Wabasha:

2020: Disabled – 1,654 Elderly – 580 Adult – 1,182 Student – 350 Children – 438 TOTAL – 4,204	2021: Disabled – 5,757 Elderly – 726 Adult – 1,590 Student – 860 Children – 1,049 TOTAL – 9,982	2022 Disabled – 6,203 Elderly – 661 Adult – 1,183 Student – 498 Children – 646 TOTAL - 9,191	2023 Disabled – 5,992 Elderly – 542 Adult – 1,172 Student – 705 Children – 965 TOTAL – 9,376	
2024 Disabled – 3,457 Elderly – 637 Adult – 913 Student – 477 Children – 778 TOTAL – 6,262	2025 Thru June 30 th Disabled - 1,056 Elderly – 358 Adult – 598 Student – 342 Children – 150 TOTAL – 2,504			

ACTION REQUIRED:

Determine if the City wishes to sign the MOU or provide counterproposal or not sign the MOU.

Attachments

Memorandum of Understanding Between Three Rivers Community Action and City of Wabasha

MEMORANDUM OF UNDERSTANDING BETWEEN THREE RIVERS COMMUNITY ACTION, INC.
AND

THE CITY OF WABASHA

FOR THE PROVISION OF TRANSIT SERVICES

This agreement made this 23 day of June, 2025, between Three Rivers Community Action, Inc., hereinafter referred to as "Three Rivers," and the "City of Wabasha" hereinafter referred to as "City."

Whereas, Three Rivers Community Action, Inc. operates public transit under the name Hiawathaland Transit; and

Whereas, Three Rivers is under contract with the Minnesota Department of Transportation (MnDOT) to provide Demand Response and/or Deviated Route services for the cities in Goodhue, Rice and Wabasha Counties: Cannon Falls, Elgin/Plainview, Faribault, Kenyon/Wanamingo, Lake City, Northfield, Pine Island, Red Wing, Wabasha/Kellogg, and Zumbrota/Mazeppa.

WITNESSETH: That for the consideration of the mutual promises and covenants herein stipulated to be performed by the parties to this Agreement, it is agreed as follows:

1. **Services to be Provided.** Three Rivers agrees to provide City with transit services designed to meet the transportation needs of the public (hereinafter "Services"). All Services shall be provided in a manner consistent with the level of care and skill ordinarily exercised by public transit organizations providing similar services.
2. **Term.** The Term of this Agreement will be for a period of five years. This Agreement shall remain in full force and effect commencing from January 1, 2025, and continuing until December 31, 2029, unless terminated earlier as provided in paragraph 4 or amended pursuant to this Agreement. Every individual calendar year that elapses from January 1, 2025, until December 31, 2029, shall be deemed a "Contract Year".
3. **Payment.** City shall pay Three Rivers the amount of six thousand dollars (\$6,000.00) annually from 2025 through 2029, and Three Rivers will bill in January of each year and payment is due and payable within 30 days of invoicing. The terms for any subsequent years can be renegotiated in 2029. This fee for service payment is replacing the local share amount for bus replacement.
4. **Termination.** This Agreement may be terminated as follows:
 - 4.1. **Mutual Agreement.** The Parties, by mutual written agreement, may terminate this Agreement as outlined in 4.2 and 4.3. Any termination by Three Rivers must be approved by the Minnesota Department of Transportation.

4.2. **City Breach.** Three Rivers can only terminate this Agreement in the event of a breach of the Agreement by City upon providing thirty (30) days' written notice and an opportunity for City to cure the breach before expiration of the thirty (30) days.

4.3. **Termination by City.** City may terminate this Agreement for any reason or no reason at all at any time upon providing thirty (30) days' written notice to Three Rivers. However, City must provide notice of termination prior to December 1st of any year, to not be liable for any portion of the following years' annual payment set forth in Paragraph 3.

In the event of termination during a contract year, City will not be eligible for a prorated refund of the current years contract amount.

5. **Insurance.** For the entire term of this Agreement, Three Rivers will provide insurance for bodily injury and property damage liability and related coverages, including physical damage insurance on the buses in at least the limits set forth in Three Rivers' contract with the state of Minnesota titled "Public Transit Participation Program Operating Grant Agreement."
6. **Licensure and Training.** Three Rivers will ensure that all transportation drivers will maintain the licensure and training required for the class of vehicle driven.
7. **Property of Three Rivers.** The bus fleet is the property of Three Rivers. City shall not be liable for injuries to persons or damage to property associated with the Services outline in Paragraph 1.
8. **Indemnification.** In the performance of this Agreement, Three Rivers agrees to indemnify, save, and hold the City, its agents, and employees harmless from any claims or causes of action arising from the performance of this Agreement by Three Rivers or Three Rivers' agents or employees. This obligation survives termination of this Agreement.

Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which City is entitled.

9. **Independent Contractor.** All Services provided by Three Rivers pursuant to this Agreement shall be provided by Three Rivers as an independent contractor and not as an employee of 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.
10. **Data Practices Act Compliance.** Any and all data provided to Three Rivers, received from Three Rivers, created, collected, received, stored, used, maintained, or disseminated by Three Rivers pursuant to this Agreement shall be administered in accordance with, and is subject to the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. The remedies in Minnesota Statutes Section 13.08 apply to Three Rivers.

11. **Reporting.** Three Rivers shall make all necessary reports to the Minnesota Department of Transportation.
12. **Costs.** The Parties agree to the following terms related to costs under this Agreement:
 - 12.1. Three Rivers shall be solely responsible for all operating and capital costs that arise during the term of this Agreement. The payments set forth in Paragraph 3 reflect City's only obligation to contribute to Three Rivers operating costs. Other than those payments, City has no obligation to contribute to Three Rivers' operating, capital, or any other costs or expenses, whether anticipated or unanticipated.
 - 12.2. Three Rivers will not be compensated separately for any incidental expenses.
13. **Transit Advisory Council.** City will provide a representative to the Transit Advisory Council to attend meetings and elicit feedback regarding ridership, fare, and transit routes.
14. **Amendments.** Except as expressly permitted by this Agreement, no amendments may be made to this Agreement except upon mutual written agreement signed by both Parties.
15. **Waiver.** No waiver of any provision or of any breach of this Agreement shall constitute a waiver of any other provisions or any other or further breach, and no such waiver shall be effective unless made in writing and signed by an authorized representative of the Party to be charged with such a waiver.
16. **Entire Agreement.** This Agreement, any attached exhibits and any addenda or amendments signed by the Parties shall constitute the entire Agreement between City and Three Rivers and supersedes any other written or oral agreements between City and Three Rivers. This Agreement can only be modified in writing signed by City and Three Rivers. If there is any conflict between the terms of this Agreements and referenced or attached items, the terms of this Agreement shall prevail.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on

the _____ day of _____, 2025

City of Wabasha:

By: _____

Its: Mayor _____

City of Wabasha:

By: _____

Its: City Administrator _____

Three Rivers Community Action, Inc.:

By: _____

Its: Executive Director _____

City Council Regular

10. 3.

Meeting Date: 09/02/2025

ITEM TITLE: Approve 2026 Preliminary Budget Levy, Approve 2026 Capital Improvement Projects, and Call for Public Hearing December 2, 2025

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The City of Wabasha 2026 proposed preliminary levy is attached. The proposed 2026 levy is \$3,104,088. This is a 12.0% increase from 2025 to 2026. Once the preliminary levy is approved, the levy can be lowered but cannot be increased. Also attached is the Resolution setting the City of Wabasha 2026 preliminary levy and setting the dates and times for the truth-in-taxation hearing.

This resolution must be submitted to the County Auditor's Office by September 30th.

The final City of Wabasha 2026 budget will be considered for adoption on December 2, 2025, at 6:00 PM.

2026 Preliminary Levy Overview:

- **Debt Service Levies:** Debt service levies in the 2026 budget are for the 2019A Debt Service (\$40,000) and 2023A General Obligation Improvement (\$216,214) per the debt schedules and confirmation from Mike Bubany. Since the 2023A levy amount varies year to year, there is a \$4,620 levy increase in the debt service portion of the budget from 2025 to 2026.
- **2026 Street Project:** The 2026 budget contains a **new** \$109,273 levy for the 2026 Street Project.
- **Minnesota Paid Leave:** The Minnesota Paid Leave program begins on January 1, 2026. The law provides job protections and payments from the state to individuals who need time off to care for themselves or their loved ones. At least 50% of the premium must be paid by the employer. According to the estimate calculator provided by the state, this will be a \$20,000 expense in 2026. \$10,000 (50%) will be collected from employees through payroll deductions and the other \$10,000 (50%) will be a city contribution. This was added to administration budget.
- **Capital Improvement Plan (CIP):** The draft budget includes a \$270,000 CIP contribution.
- **Wage Increase:** The draft budget assumes a step increase for all eligible employees and 4% wage increase. The 4% is consistent with police general wage increase.
- **Police Salaries:** Police Salaries have been budgeted per the Police Union contract.
- **Fire Department Payroll:** Fire Department payroll includes a 15% increase in 2026 for increased call volume plus on-call rate increase from \$11.00 to \$15.00 per hour.
- **Health Insurance:** The draft budget assumes a Health Insurance cost increase of 15% from 2025 to 2026. The increase is covered by the city, no additional premiums included for staff.
- **Dental Insurance:** The draft budget assumes Dental Insurance cost increase of 15% from 2025 to 2026. The increase is covered by the city.
- **Life Insurance:** The draft budget assumes life insurance rates increase 10% from 2025 to 2026.
- **Contributions:** The draft budget assumes four contributions (same as 2024).
 - Summer Rec: \$8,000
 - Wabasha-Kellogg Chamber of Commerce: \$15,000
 - Historic Preservation Commission: \$2,000
 - Main Street: \$6,000
- **Water/Sewer Transfer to the General Fund:** The draft budget assumes a \$5,000 transfer from Water/Sewer funds to the General Fund. Deputy Clerk salary and benefits will be paid from Utilities as well, with the assumption that her work and our Office Manager's work, is equivalent to a full-time position.
- **Port Authority Transfer to the General Fund:** The draft budget includes a \$62,078 transfer from the Port Authority to the General Fund. This represents 25% of City Administrator salary and benefits and 15% on

Finance Director salary and benefits, plus \$5,000. This represents a 26% increase since last year.

- **Port Authority Levy:** The draft budget assumes no Port Authority Levy increase.
- **Library Director** plans to retire in July. Budget includes severance payout.

ACTION REQUIRED:

Approve the 2026 Preliminary Levy.

Attachments

42-2025 2026 Preliminary Budget Levy Resolution

2026 BUDGET Workshop Packet

2026 and 2027 CIP for Council Budget Workshop

RESOLUTION # 42-2025

RESOLUTION SETTING PRELIMINARY ANNUAL CITY BUDGET, PRELIMINARY PROPERTY TAX LEVY FOR THE YEAR 2025, AND SETTING DATES AND TIMES FOR REQUIRED TRUTH-IN-TAXATION HEARING.

BE IT RESOLVED, by the City Council of the City of Wabasha, Minnesota, that the attached City preliminary budget be approved for the year 2026.

FURTHER BE IT RESOLVED, by the City Council of the City of Wabasha, Minnesota that the City estimates that the following sums of money will be levied for the current year, collectable in 2026 upon the taxable property in the City of Wabasha, for the following purposes:

General Fund:	\$ 1,913,712
Library Fund:	\$ 215,607
Ambulance Fund:	\$ 277,901
Port Authority:	\$ 61,381
2019A Debt Service-Street Project:	\$ 40,000
2023A General Obligation Improvement:	\$ 216,214
2026 Street Project:	\$ 109,273
Capital Improvement Plan	\$ 270,000
TOTAL LEVY:	\$ 3,104,088

FURTHER BE IT RESOLVED, by the City Council of the City of Wabasha, Minnesota that the required Truth-IN-Taxation hearing is scheduled for Tuesday, December 2, 2025 at 6:00 PM in the City Council Chambers, 900 Hiawatha Drive East, Wabasha, Minnesota, and that a continuation hearing, if needed, is scheduled for Tuesday, December 16, 2025, at that same location and hour.

FURTHER BE IT RESOLVED, by the City Council of the City of Wabasha, Minnesota that the City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Wabasha County, Minnesota.

Adopted by the City Council of the City of Wabasha, Minnesota on this 2nd day of September 2025.

Dated: _____

Emily Durand, Mayor

ATTEST:

Wendy Busch, City Clerk



City of Wabasha 2026 Budget Workshop



August 26, 2025

3PM

Wabasha Public Library

Participants

Mayor

Emily Durand

City Council

1st Ward

John Friedmeyer

Dean Meurer

2nd Ward

Timothy Wallerich

Brian Wodele

3rd Ward

Eugene Jensen

Jeff Sulla

City Staff

Caroline Gregerson: City Administrator

Ryan Marking: Ambulance Director

Darren Sheeley: Fire Chief

Bev Hall: Library Director

Joe Stark: Police Chief

Tony Johnson: Public Works Director

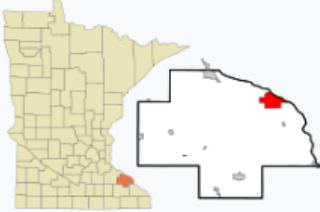
Wendy Busch: City Clerk

Riley Costello: Emergency Management Director

Tyler Grabau: Finance Director

P.O. Box 268, Wabasha, MN 55981
Phone 651-565-4568 Fax 651-565-4569
Website: www.wabasha.org

City of Wabasha Information

Wabasha, Minnesota	
City	
	
Downtown Wabasha	
Motto: "Governor's Fit City"	
	
Location of the city of Wabasha within Wabasha County in the state of Minnesota Coordinates:  44°22'46"N 92°2'8"W	
Country	United States
State	Minnesota
County	Wabasha
Area ^[1]	
• Total	9.25 sq mi (23.96 km ²)
• Land	8.19 sq mi (21.22 km ²)
• Water	1.06 sq mi (2.75 km ²)
Elevation	686 ft (209 m)
Population (2020)	
• Total	2,559
• Density	312.42/sq mi (120.62/km ²)
Time zone	UTC-6 (Central (CST))
• Summer (DST)	UTC-5 (CDT)
ZIP code	55981
Area code	651
FIPS code	27-67378 ^[2]
GNIS feature ID	0653695 ^[3]
Website	www.wabasha.org 

P.O. Box 268, Wabasha, MN 55981
 Phone 651-565-4568 Fax 651-565-4569
 Website: www.wabasha.org

Budget Process

Purpose

The purpose of the Council Budget Workshop is to provide an opportunity for the Mayor and City Council to review, discuss, and offer input on the 2026 City of Wabasha draft budget. The workshop primarily focuses on the General Fund, Library Fund, Port Authority Fund, and the newly created Ambulance Fund. City staff will present preliminary budget assumptions, expenditure projections, to facilitate open discussion. City Council input and direction are specifically requested on the proposed General Fund Budget and the preliminary property tax levy, to ensure alignment with community priorities and long-term financial sustainability.

City Departments have already submitted funding requests and met with City Administrator Gregerson and Finance Director Grabau. Gregerson negotiated some decreases in the requested funds in advance of the budget presented by Department Heads. Revenues were also analyzed for accurate forecasting and revenue increases where possible.

Proposed Preliminary Budget

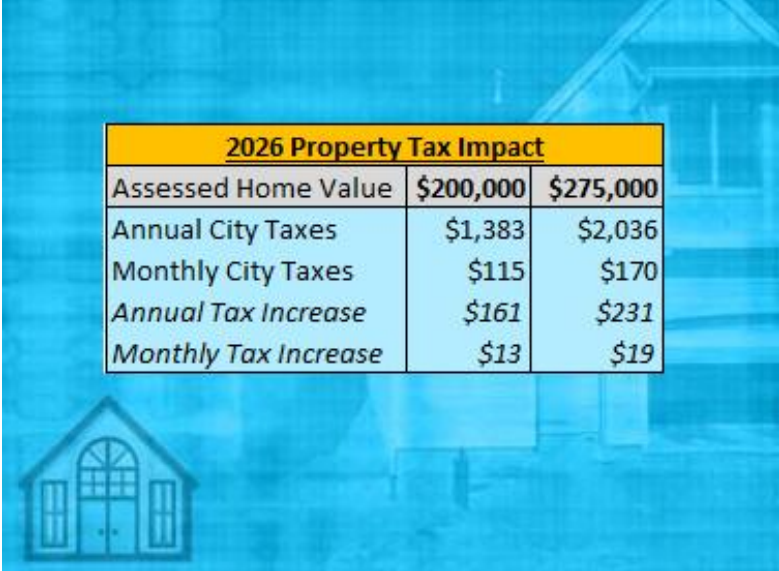
The proposed preliminary budget for 2026 is \$3,104,088 and represents a \$332,528 increase since last year or 12% over the adopted 2025 budget.

2026 Draft Council Budget Workshop Assumptions

- **Debt Service Levies:** Debt service levies in the 2026 budget are for the 2019A Debt Service (\$40,000) and 2023A General Obligation Improvement (\$216,214) per the debt schedules and confirmation from Mike Bubany. Since the 2023A levy amount varies year to year, there is a \$4,620 levy increase in the debt service portion of the budget from 2025 to 2026.
- **2026 Street Project:** The 2026 budget contains a **new** \$109,273 levy for the 2026 Street Project.
- **Minnesota Paid Leave:** The Minnesota Paid Leave program begins on January 1, 2026. The law provides job protections and payments from the state to individuals who need time off to care for themselves or their loved ones. At least 50% of the premium must be paid by the employer. According to the estimate calculator provided by the state, this will be a \$20,000 expense in 2026. \$10,000 (50%) will be collected from employees through payroll deductions and the other \$10,000 (50%) will be a city contribution. This was added to administration budget.
- **Capital Improvement Plan (CIP):** The draft budget includes a \$270,000 CIP contribution.
- **Wage Increase:** The draft budget assumes a step increase for all eligible employees and 4% wage increase. The 4% is consistent with police general wage increase.
- **Police Salaries:** Police Salaries have been budgeted per the Police Union contract.
- **Fire Department Payroll:** Fire Department payroll includes a 15% increase in 2026 for increased call volume plus on-call rate increase from \$11.00 to \$15.00 per hour.
- **Health Insurance:** The draft budget assumes a Health Insurance cost increase of 15% from 2025 to 2026. The increase is covered by the city, no additional premiums included for staff.
- **Dental Insurance:** The draft budget assumes Dental Insurance cost increase of 15% from 2025 to 2026. The increase is covered by the city.
- **Life Insurance:** The draft budget assumes life insurance rates increase 10% from 2025 to 2026.
- **Contributions:** The draft budget assumes four contributions (same as 2024).
 - Summer Rec: \$8,000
 - Wabasha-Kellogg Chamber of Commerce: \$15,000
 - Historic Preservation Commission: \$2,000
 - Main Street: \$6,000
- **Water/Sewer Transfer to the General Fund:** The draft budget assumes a \$5,000 transfer from Water/Sewer funds to the General Fund. Deputy Clerk salary and benefits will be paid from Utilities as well, with the assumption that her work and our Office Manager's work, is equivalent to a full-time position.
- **Port Authority Transfer to the General Fund:** The draft budget includes a \$62,078 transfer from the Port Authority to the General Fund. This represents 25% of City Administrator salary and benefits and 15% on Finance Director salary and benefits, plus \$5,000. This represents a 26% increase since last year.
- **Port Authority Levy:** The draft budget assumes no Port Authority Levy increase.
- **Library Director** plans to retire in July. Budget includes severance payout.

2026 Draft Budget Summary

- The draft budget shows a 12.0% levy increase from 2025 to 2026.
- 2026 Tax Rate: 76.8%.
- The draft budget would increase city property taxes for a home valued at \$200,000 in 2025 by \$161.
 - *Assumes the market value of the home increases 4% from 2025 to 2026.
 - *Assumes the City of Wabasha net tax capacity increases 4% from 2025 to 2026.



2026 Property Tax Impact		
Assessed Home Value	\$200,000	\$275,000
Annual City Taxes	\$1,383	\$2,036
Monthly City Taxes	\$115	\$170
Annual Tax Increase	\$161	\$231
Monthly Tax Increase	\$13	\$19

Capital Improvement Plan

2026 through 2027

Capital Improvement Plan

Wabasha, MN

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2026	2027	Total
Capital Improvement Fund					
2026 Downtown Line Striping	26-PW-01		30,000		30,000
2027 Storm Sewer Maintenance	27-PW-02			10,000	10,000
Ambulance Building	27-AMB-01			104,410	104,410
Boat Launch Repairs	27-PW-03			135,000	135,000
Emergency Management	EM		2,000	2,000	4,000
Fire Hall: ADA Improvements	26-FIRE-01		10,000		10,000
Library Building Maintenance	MAINTENANCE		5,000	5,000	10,000
Mill and Overlay (Street Repaving)	M&O			100,000	100,000
Police Squad Car	SQUAD CAR		50,000		50,000
Pool Liner: Patching and Painting	26-POOL-01		5,000		5,000
Replace 2007 Plow Truck	27-PW-01			225,000	225,000
Server	26-ADMIN-01		11,218		11,218
Sidewalks	SIDEWALKS		10,000	30,000	40,000
Three Rivers Transportation Contrubution	Three Rivers		6,000	6,000	12,000
Toolcat Revolving Purchase	PW Toolcat		5,000	5,000	10,000
Turnout Gear to Meet OSHA Guidelines	27-FIRE-01			36,000	36,000
Two Lucas Devices	LUCAS		13,000	13,000	26,000
Capital Improvement Fund Total			147,218	671,410	818,628
GRAND TOTAL			147,218	671,410	818,628

Projected CIP Year End Balance				
Year	Beginning Balance	Contributions	Requests	Ending Balance
2026	\$386,526	\$345,000	\$147,218	\$584,308
2027	\$584,308	\$345,000	\$671,410	\$257,898
2028	\$257,898	\$345,000	\$499,000	\$103,898
2029	\$103,898	\$345,000	\$518,000	-\$69,102
2030	-\$69,102	\$345,000	\$618,000	-\$342,102

2021 - 2026 Expense Summary

Department	2021 Actuals	2022 Actuals	2023 Actuals	2024 Actuals	2025 Budget	2026 Budget	\$ Change 2025 to 2026	% Change 2025 to 2026	% change 2021 to 2026
Council	\$24,257	\$25,977	\$23,580	\$27,573	\$28,744	\$32,282	\$3,538	12%	33%
Elections	\$1,353	\$12,054	\$1,442	\$8,582	\$3,000	\$11,725	\$8,725	291%	767%
Engineering	\$59,389	\$60,040	\$52,736	\$125,809	\$55,000	\$61,000	\$6,000	11%	3%
Admin	\$380,173	\$444,631	\$406,572	\$429,009	\$451,693	\$505,668	\$53,975	12%	33%
Accounting	\$32,219	\$32,585	\$48,459	\$62,435	\$40,000	\$39,500	-\$500	-1%	23%
Legal	\$63,970	\$44,911	\$33,684	\$33,793	\$35,000	\$37,000	\$2,000	6%	-42%
City Hall	\$41,809	\$35,054	\$33,597	\$47,903	\$39,200	\$38,900	-\$300	-1%	-7%
Police	\$940,403	\$1,005,126	\$1,105,780	\$1,158,708	\$1,289,719	\$1,366,123	\$76,404	6%	45%
Fire	\$203,236	\$192,351	\$190,305	\$233,312	\$210,872	\$228,257	\$17,385	8%	12%
Planning and Zoning	\$54,433	\$92,131	\$73,914	\$92,480	\$98,426	\$99,875	\$1,448	1%	83%
Ambulance	\$389,525	\$396,873	\$524,389	\$619,080	\$721,853	\$781,401	\$59,548	8%	101%
Public Works	\$732,073	\$727,821	\$770,991	\$826,798	\$874,954	\$920,000	\$45,045	5%	26%
Pool	\$77,030	\$97,871	\$95,161	\$104,084	\$106,921	\$108,657	\$1,736	2%	41%
Miscellaneous	\$84,554	\$223,486	\$39,648	\$130,136	\$29,000	\$31,000	\$2,000	7%	-63%
Emergency Mgmnt	\$2,624	\$5,419	\$4,790	\$99,262	\$9,362	\$6,600	-\$2,762	-30%	152%
Information Technology	\$34,807	\$38,645	\$36,000	\$48,839	\$51,000	\$58,200	\$7,200	14%	67%
Capital Improvement Plan	\$0	\$0	\$0	\$225,000	\$270,000	\$270,000	\$0	0%	-
Total	\$3,121,854	\$3,434,978	\$3,441,047	\$4,272,803	\$4,314,744	\$4,596,188	\$281,443	7%	47%
Separate Levy									
Library	\$195,364	\$210,521	\$204,939	\$215,938	\$242,076	\$270,263	\$28,187	12%	38%

Elections: \$1000 increase for election judges

Engineering: No change, offset by building inspector revenues

Admin went up slightly higher due to Minnesota Paid Leave and HAS contributions (off-set by revenues)

City Hall went down because we are hoping nothing breaks or gets improved in 2026

Police: 6% increase for police is entirely wages and benefits. No other change.

Public Works: 5% due to some savings with salt and cut to parks budget, offset with increase to streets budget.

Fire: 8% due to increase in part-time employees (higher call volume, proposed 36% increase to on-call rate (\$11 to \$15).

Ambulance: 6% general wage increase, 2% due to proposed new scheduled overtime for staff

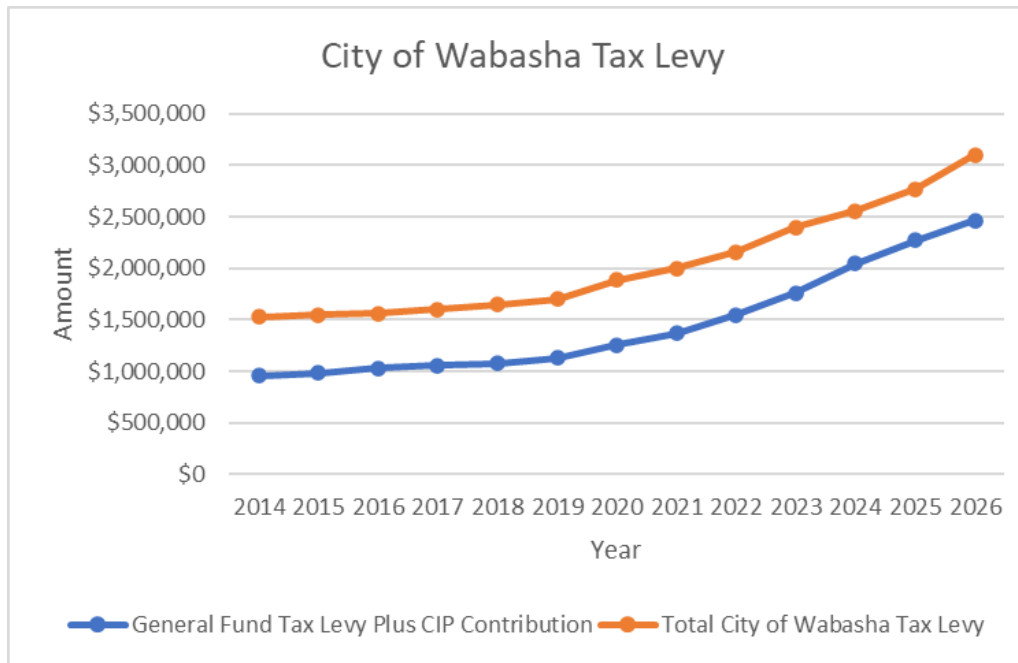
Emergency Management: Moves savings for future flood to CIP, therefore looks like a decrease

Information Technology: Increase to obtain GIS license and have GIS software

CIP no change

2021 - 2026 Revenue Summary								
Description	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Proposed	Percent Change 2025 to 2026	Percent Change 2021 to 2026
Aids and Credits	\$743,653	\$762,904	\$731,242	\$1,110,363	\$811,577	\$822,147	1%	11%
Fees for Service	\$496,531	\$473,179	\$554,720	\$646,187	\$537,259	\$538,269	0%	8%
Ambulance	\$180,136	\$257,249	\$424,745	\$458,281	\$471,000	\$503,500	7%	180%
Licenses and Permits	\$61,834	\$45,398	\$59,006	\$82,086	\$48,600	\$53,150	9%	-14%
Miscellaneous	\$26,803	\$40,357	\$82,882	\$68,418	\$24,940	\$42,068	69%	57%
Staff	\$152,162	\$167,462	\$114,641	\$116,622	\$151,920	\$175,441	15%	15%
Total	\$1,661,120	\$1,746,549	\$1,967,236	\$2,481,956	\$2,045,296	\$2,134,575	4%	29%

Aids and credits, directed by the State. Fees for services have a cap on how high they can be raised before they impact demand. Licenses and permits depends on construction levels. Less home start up this year. Miscellaneous grew due to Minnesota Paid Leave, HSA contributions, does not impact levy. We were able to increase staffing revenues by 15% due to preliminary proposals to school district and Port Authority. Overall increase in revenues is 4%, compared to 7% increase in expenses.



In 2026, the general Tax Levy is going up at a higher rate than the general fund levy.

Discussion for Council

Public Feedback and Levy Targets

The potential Combined City Facility surveys provided 91 comments from City of Wabasha residents. Of the 91 comments, approximately one-third 28 made a comment regarding concerns about property tax increases that have occurred over the past several years or about people living on a retired income or fixed income affording property taxes. In looking at other municipalities and speaking to Mike Bubany, municipalities with no new projects are seeing a 5-6% increase. With projects, they are going into double digit increases right now.

To achieve an 8% levy increase in 2026, we would need to cut \$110,000 worth of expenses from the draft budget or increase revenues by \$110,000. To get down to a 7% levy increase in 2026, we would need to cut \$138,000 worth of expenses from the draft budget or increase revenues by \$138,000. To reach these targets, we would have to look at the major cost drivers listed below. Cutting small amounts out of each department's budget without looking at major costs results in us going over budget and dipping into reserves.

CIP

Cutting the CIP contribution has historically been an item we have used to keep the levy increase down and this is true for other municipalities. If we cut the levy this year and future years, we will need to push projects out and delay purchase of equipment. Some equipment or targets were pushed out to 2027 already.

For example, to cut the CIP by \$70,000 this year, and raise back up to \$225,000 in future years, we would need to delay \$850,000 of projects by additional years. These include the replacement of an ambulance in 2030 (\$350,000), replacement of a plow truck in 2027 (\$225,000), replacing police cars every three years instead of every other year, cutting out matching funds for potential park projects (\$70,000), W4 Tanker Replacement (\$300,000). The CIP does not address any maintenance on buildings. The USDA grant that has helped cost share cost of equipment is not expected to be available due to federal budget cuts.

Another option is to cut the CIP but increase the franchise fee by \$1 which is paid for by residents and tax-exempt properties.

Wages and Health Care, Volunteer Wages

- Personnel is a large cost driver. For 2026, a 4% general wage increase was negotiated by police and applied to city staff. David Drown Associates comment that the general market wage increase right now is 3-3.5% and they do not recommend doing different COLA increases for union and non-union staff.
- The budget assumes that City covers 15% health care cost increases. Health care increases will be finalized in October. The Ad-Hoc Committee for health care premiums recommended no premium increase for staff.

- I have been asked about requesting each Department cut a certain amount. For Police, the only way to decrease their budget is through something like health care. Rest of the Police department costs like fuel and insurance are out of our control.
- Assumed approval of Council for the on-call pay for fire increase from \$11 to \$15.

Fee increases have historically led to some marginal revenue increases. However, in the case of the Marina, the 4 open boat slips, even with a fee increase, led to a revenue decline for this year. I have asked staff to look to fee increases that will provide revenue benefit and will report this to Council.

Ambulance

The Ambulance is requesting additional coverage through a 48-96 work schedule for three full-time staff. This has additional costs but we have been paying out overtime regardless because of not having shifts covered. The 2026 budget also removes one part-time position from 2025 and reduces to three. We are waiting for additional revenue data that will come in November that will inform revenue projections for 2026 and see if the additional coverage will lead to additional revenue. The one area where we profit is on ALS or BLS transfers, regardless of payment type. We anticipate some sort of assistance from the State, but we could not budget for it. The Ambulance needs to be treated as a business and carefully study impacts of scheduling, staffing, and costs on revenues. That's why I recommend looking at their 2026 budget along with the schedule goes to ad-hoc.

Ambulance Hospital – The revenue did not meet what we had budgeted for in terms of paramedics in the ER.

Revenue

Port Authority: Reflects a revenue increase in 2026 for 25% of the City Administrator's time (increase from last year of 20%) and 15% of the Finance Director's Time

What aren't we saving for or planning for?

- Future ladder truck replacement (would need to be borrowed for, typically \$1 million project)
- Addressing any maintenance issues or future building concerns for City Hall and Ambulance

Finally, how do we want to engage the public in our budget process?

- Press release by City Administrator?
- Inviting them to meetings?
- Publishing budget and PowerPoint?
- Host a Q and A or Town Hall?

City of Wabasha, Minnesota
Summary Budget Page
2026 Proposed Budget

Summary of Levy Breakdown

	2025 Budget	Proposed 2026 Budget	Percent Increase (Year to Year)
General Fund and Ambulance	\$1,999,447	\$2,191,613	9.6%
Library Fund	\$189,138	\$215,607	14.0%
Port Authority	\$61,381	\$61,381	0.0%
2019A Debt Service - Street Project	\$40,000	\$40,000	0.0%
2023A General Obligation Improvement	\$211,594	\$216,214	2.2%
2026 Street Project	\$0	\$109,273	100.0%
Capital Improvement Plan	\$270,000	\$270,000	0.0%
Total	\$2,771,560	\$3,104,088	12.00%

General Fund

Revenue:	Expenditures:
\$1,913,712 Tax Levy \$687,060 Local Government Aid \$135,087 Aids & Credits \$56,150 Licenses & Permits \$571,837 Fees and Charges for Services \$500 Investment Earnings (Interest) \$0 Grants \$5,000 Insurance Reimbursement \$5,000 Utility Payment for Staff \$62,078 Port Authority Staff Reimbursement \$56,363 W-K Schools Police Contract \$52,000 Street Light Utility Fees \$3,544,787 Total General Fund Revenue	\$32,282 Mayor/Council \$72,725 Elections/Engineering \$505,668 Administration \$76,500 Auditor/Legal \$38,900 City Hall \$1,366,123 Police \$228,257 Fire/Fire Relief \$99,875 Planning/Zoning \$0 Ambulance \$920,000 Public Works (Streets and Parks) \$6,600 Emergency Management \$108,657 Pool \$31,000 Misc/Transfers \$58,200 IT Dept \$3,544,787 Total General Fund Expenditures
\$1,631,075 Per General Fund Revenue Tab \$1,631,075 Non-Levy Revenue (From Above) \$0 Difference	\$3,544,787 Per Summary Page \$0 Deficit/Surplus: \$0 Difference to General Fund Reserves

Library Fund

Revenue:	Expenditures:
\$215,607 Tax Levy \$52,156 County Funds \$2,500 Fees for Service \$270,263 Total Library Revenue	\$270,263 Library Expenses \$270,263 Total Library Expenses

Ambulance Fund

Revenue:	Expenditures:
\$277,901 Tax Levy \$503,500 Ambulance Revenue \$781,401 Total Ambulance Revenue	\$781,401 Ambulance Expenses \$781,401 Total Ambulance Expenses

General Fund Revenue Summary

Account Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2025 Through June 30	2026 Proposed
AIDS & CREDITS							
R 100-33401 Local Government Aid	\$609,023	\$608,654	\$685,058	\$685,058	\$685,977	\$64,496	\$687,060
R 100-33402 Market Value Credit AG	\$1,600	\$1,698	\$1,600	\$1,829	\$1,600	\$0	\$1,600
R 100-33406 Police State Aid	\$78,000	\$87,115	\$89,000	\$92,487	\$89,000	\$0	\$92,487
R 100-33407 Fire State Aid	\$31,000	\$33,775	\$35,000	\$38,368	\$35,000	\$0	\$35,000
Misc Grant Revenue (Fund 502)	\$25,000		\$25,000		\$0	\$0	\$0
R 100-33103 FEMA Federal Disaster Revenue	\$0	\$0	\$0	\$174,837	\$0	\$319,484	\$0
R 100-33413 Public Safety Aid	\$0	\$0	\$0	\$111,701	\$0	\$0	\$0
R 100-33416 Police Training Reimbursement	\$0	\$0	\$0	\$6,082	\$0	\$0	\$6,000
TOTAL AIDS & CREDITS	\$745,623	\$731,242	\$835,658	\$1,110,363	\$811,577	\$383,980	\$822,147

FEES FOR SERVICE

R 100-32137 Golf Cart Permit	\$600	\$400	\$400	\$5,020	\$400	\$650	\$1,000
R 100-32138 ATV Permit	\$500	\$610	\$1,100	\$4,230	\$500	\$1,050	\$1,200
R 100-32140 Transient Merchant License	\$0	\$60	\$0	\$30	\$0	\$150	\$0
R 100-32145 Garbage	\$2,000	\$375	\$500	\$725	\$500	\$750	\$1,000
R 100-34109 Clean Up Day	\$2,000	\$4,748	\$5,000	\$4,705	\$4,800	\$4,445	\$4,500
R 100-34150 Dog Pound Fees	\$250	\$550	\$250	\$640	\$250	\$10	\$250
R 100-34160 Vehicle Impound Fees	\$0	\$560	\$500	\$100	\$500	\$0	\$500
R 100-34161 Towing Charge	\$250	\$1,095	\$250	\$375	\$250	\$0	\$250
R 100-32181 Rent or Use of Land (DHS Storage)	\$8,700	\$5,300	\$9,500	\$9,425	\$8,775	\$8,325	\$9,675
R 100-34201 Police - Misc Revenue	\$0	\$9,896	\$0	\$16,964	\$0	\$3,901	\$0
R 100-34204 Fire Revenue	\$60,000	\$72,441	\$80,000	\$100,579	\$91,864	\$35,654	\$98,407
R 100-34302 Street Rental Equipment	\$0	\$2,700	\$0	\$1,800	\$2,500	\$0	\$2,650
R 100-34305 Street-County Road Maintenance	\$10,578	\$10,578	\$10,959	\$10,959	\$10,959	\$11,528	\$11,000
R 100-34720 Pool- Fees	\$35,000	\$45,533	\$42,000	\$45,464	\$47,000	\$21,247	\$47,000
R 100-34780 Park -Misc. Revenue	\$400	\$1,070	\$400	\$973	\$400	\$1,173	\$400
R 100-34781 Park-Campsite Lease	\$144,000	\$152,485	\$147,135	\$144,550	\$149,700	\$140,350	\$153,000
R 100-34782 Park-Campsite Fees	\$2,000	\$1,413	\$2,000	\$2,348	\$1,500	\$600	\$0
R 100-34786 Park -Campers-winter storage	\$2,000	\$9,000	\$2,000	\$3,800	\$7,000	\$3,200	\$4,000
R 100-34787 Park-slip leases	\$20,000	\$45,800	\$45,800	\$43,300	\$45,000	\$36,600	\$43,000
R 100-34790 Park - Boat Slip Daily Fees	\$500	\$55	\$500	\$0	\$0	\$0	\$0
R 100-34791 Park- Reservation Fees	\$1,500	\$1,527	\$1,500	\$1,610	\$1,500	\$776	\$1,500
R 100-35101 Police-Court Fines	\$16,000	\$14,422	\$14,000	\$11,110	\$14,000	\$4,194	\$10,000
R 100-34104 Plan Checking Fees	\$12,000	\$13,858	\$12,000	\$12,011	\$12,000	\$10,604	\$12,000
R 100-34106 Misc. Sales	\$0	\$215	\$0	\$3	\$0	\$0	\$0
R 100-36200 Miscellaneous Revenue/ Fees for Service	\$2,000	\$9,536	\$2,000	\$96,353	\$4,000	\$10,274	\$4,000
R 100-36221 Cable franchise fee	\$56,000	\$53,341	\$56,000	\$50,887	\$56,000	\$23,440	\$52,000
R 100-36290 Harbor Lease Agreement	\$27,061	\$26,947	\$28,441	\$29,544	\$29,180	\$13,000	\$29,822
R 100-36334 Kellogg Police Protection	\$46,798	\$70,205	\$48,681	\$48,681	\$48,681	\$3,712	\$51,115
TOTAL FEES FOR SERVICE	\$450,137	\$554,720	\$510,915	\$646,187	\$537,259	\$335,634	\$538,269

General Fund Revenue Summary

Account Description	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2025 Through June 30	2026 Proposed
LICENSES & PERMITS							
R 100-32100 Liquor Licenses	\$15,000	\$21,160	\$20,000	\$20,350	\$20,000	\$18,750	\$20,000
R 100-32130 Games of Skill/Musical License	\$0	\$0	\$0	\$0	\$0	\$0	\$0
R 100-32132 Owners of Games of Skill License	\$0	\$350	\$0	\$425	\$0	\$375	\$0
R 100-32210 Building Permits	\$22,000	\$25,043	\$22,000	\$21,795	\$24,000	\$38,425	\$30,000
R 100-32555 Plumbing Permit	\$500	\$1,014	\$500	\$541	\$500	\$350	\$500
R 100-32556 Mechanical Permit	\$500	\$1,914	\$500	\$1,373	\$500	\$905	\$500
R 100-32221 Zoning Fees	\$1,500	\$5,700	\$1,500	\$1,650	\$1,500	\$250	\$250
R 100-34103 Zoning and Subdivision	\$0	\$250	\$0	\$32,236	\$0	\$0	\$0
R 100-32222 Sign Permit	\$100	\$505	\$100	\$300	\$100	\$75	\$100
R 100-32557 Digging Permit	\$500	\$1,179	\$1,000	\$833	\$1,000	\$695	\$800
R 100-36110 Building Permit State Surcharge	\$1,000	\$1,891	\$1,000	\$2,584	\$1,000	\$2,684	\$1,000
TOTAL LICENSES & PERMITS	\$41,100	\$59,006	\$46,600	\$82,086	\$48,600	\$62,508	\$53,150
MISCELLANEOUS REVENUE							
R 100-31420 Lodging Tax	\$3,500	\$3,596	\$2,500	\$3,095	\$3,500	\$1,402	\$3,000
R 100-31421 Short-Term Rental Registration	\$0	\$7,200	\$500	\$1,200	\$500	\$1,800	\$500
R 100-36210 Interest Earnings	\$0	\$16,509	\$500	\$21,872	\$500	\$9,388	\$500
R 100-36323 Workmans Comp Dividend	\$0	\$167	\$0	\$6,546	\$0	\$0	\$0
R 100-36327 Property/Casualty Insurance Dividend	\$3,000	\$3,611	\$10,000	\$3,320	\$5,000	\$0	\$3,000
R 100-36317 Insurance Refunds and Recoveries	\$0	\$18,500	\$2,000	\$22,981	\$2,000	\$6,315	\$2,000
R 100-34721 Pool Concessions Revenue	\$0	\$0	\$0	\$9,403	\$6,000	\$4,256	\$6,000
HSA Employee Contributions (offset by expense)			\$7,440		\$7,440		\$17,068
Minnesota Paid Leave (Employee contributions)							\$10,000
TOTAL MISCELLANEOUS REVENUE	\$6,500	\$49,583	\$22,940	\$68,418	\$24,940	\$23,160	\$42,068
R 100-36335 Police W-K School Resource Officer	\$43,000	\$43,775	\$45,088	\$45,088	\$46,441	\$0	\$56,363
R 100-37270 Water/Sewer Enterprise Transfer In	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$0	\$5,000
R 100-37272 Port Authority - Salary Fund	\$15,000	\$15,000	\$15,000	\$15,000	\$45,579	\$0	\$62,078
R 100-31063 Street Light Utility Fee	\$50,000	\$50,866	\$54,962	\$51,533	\$54,900	\$26,477	\$52,000
	\$113,000	\$114,641	\$120,050	\$116,622	\$151,920	\$26,477	\$175,441
TOTAL GENERAL FUND REVENUE	\$1,356,360	\$1,509,192	\$1,536,163	\$2,023,675	\$1,574,296	\$831,759	\$1,631,075

Ambulance Fund Revenue Summary (Change revenue codes to new Ambulance fund number)

<u>Account Description</u>	<u>2023 Budget</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>2025 Budget</u>	<u>2025 Through June 30</u>	<u>2026 Proposed</u>
R 100-34207 Ambulance Services	\$240,000	\$367,824	\$330,000	\$406,961	\$408,000	\$206,084	\$425,000
R 100-34210 Ambulance Township Revenue	\$0	\$34,579	\$40,000	\$33,170	\$35,000	\$32,546	\$67,000
R 100-34212 Ambulance Training Center Revenue	\$500	\$6,790	\$1,500	\$9,203	\$5,000	\$1,018	\$5,000
R 100-34213 Misc - Ambulance	\$0	\$15,551	\$8,000	\$8,948	\$5,000	\$851	\$5,000
R 100-34314 Ambulance Revenue Hospital Contract	\$0	\$0	\$0	\$0	\$18,000	\$1,367	\$1,500
TOTAL AMBULANCE FUND REVENUE	\$240,500	\$424,745	\$379,500	\$458,281	\$471,000	\$241,866	\$503,500

2021 - 2026 Revenue Summary								
<u>Description</u>	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>	<u>Percent Change 2025 to 2026</u>	<u>Percent Change 2021 to 2026</u>
Aids and Credits	\$743,653	\$762,904	\$731,242	\$1,110,363	\$811,577	\$822,147	1%	11%
Fees for Service	\$496,531	\$473,179	\$554,720	\$646,187	\$537,259	\$538,269	0%	8%
Ambulance	\$180,136	\$257,249	\$424,745	\$458,281	\$471,000	\$503,500	7%	180%
Licenses and Permits	\$61,834	\$45,398	\$59,006	\$82,086	\$48,600	\$53,150	9%	-14%
Miscellaneous	\$26,803	\$40,357	\$82,882	\$68,418	\$24,940	\$42,068	69%	57%
Staff/Street Lights	\$152,162	\$167,462	\$114,641	\$116,622	\$151,920	\$175,441	15%	15%
Total	\$1,661,120	\$1,746,549	\$1,967,236	\$2,481,956	\$2,045,296	\$2,134,575	4%	29%

CITY COUNCIL

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41100-106 Elected Officials	\$18,150	\$18,000	\$9,000	\$18,000	\$18,000
E 100-410-41100-121 PERA Contributions	\$0	\$0	\$0	\$0	\$0
E 100-410-41100-122 FICA Contributions	\$1,125	\$1,116	\$558	\$1,116	\$1,116
E 100-410-41100-124 Medicare Contributions	\$263	\$261	\$130	\$261	\$261
E 100-410-41100-308 Continuing Ed	\$50	\$1,147	\$0	\$1,500	\$1,500
E 100-410-41100-330 Meeting Expense	\$255	\$24	\$340	\$500	\$500
E 100-410-41100-331 Travel Expense	\$413	\$258	\$680	\$300	\$300
E 100-410-41100-350 Printing and Binding	\$29	\$0	\$2,045	\$300	\$300
E 100-410-41100-351 Legal Notice Publishing	\$0	\$0	\$66	\$0	\$0
E 100-410-41100-433 Dues and Subscriptions	\$3,294	\$6,767	\$10,305	\$6,767	\$10,305
Total:	\$23,580	\$27,573	\$23,125	\$28,744	\$32,282

Notes: Mayor: \$3000; Council: \$2500

Printing was high due to building mailings

Dues: \$5,378: CGMC membership, \$3,407: LMC,
\$1,490 MN Association of Small Cities

ELECTION

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41200-109 Election Judges	\$0	\$5,605	\$0	\$0	\$6,725
E 100-410-41200-151 Workers Comp Insurance Premium	\$2	\$0	\$0	\$0	\$0
E 100-410-41200-219 General Supplies	\$0	\$1,709	\$0	\$0	\$1,500
E 100-410-41200-350 Printing and Binding	\$0	\$504	\$0	\$0	\$500
E 100-410-41200-351 Legal Notice Publishing	\$0	\$0	\$212	\$0	\$0
E 100-410-41200-403 Office Equipment Maint. Agreem	\$1,440	\$765	\$0	\$3,000	\$3,000
E 100-410-41200-560 Furniture and Fixtures	\$0	\$0	\$0	\$0	\$0
Total:	\$1,442	\$8,582	\$212	\$3,000	\$11,725

Election judges: 20% pay increase

ENGINEERING

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41300-303 Engineering Fees	\$27,115	\$72,569	\$14,288	\$30,000	\$30,000
E 100-410-41300-315 Building Inspector Fees	\$24,531	\$49,824	\$19,528	\$24,000	\$30,000
E 100-410-41300-317 Consultant Fees	\$381	\$667	\$78	\$0	\$0
E 100-410-41300-435 Bldg.Permit Surcharge-State	\$709	\$2,749	\$372	\$1,000	\$1,000
Total:	\$52,736	\$125,809	\$34,266	\$55,000	\$61,000

Building Inspector fees offset by Zoning and Subdivision Fees revenue

ADMINISTRATION

Account Description	2023 Actual	2024 Actual	2025 Through June 30	2025 Budget	2026 Proposed
E 100-410-41500-101 Full-time Employees-Regular	\$268,191	\$283,323	\$147,443	\$292,716	\$310,109
E 100-410-41500-121 PERA Contributions	\$20,015	\$21,108	\$10,989	\$21,954	\$23,258
E 100-410-41500-122 FICA Contributions	\$15,504	\$16,378	\$8,487	\$18,148	\$19,227
E 100-410-41500-124 Medicare Contributions	\$3,626	\$3,830	\$1,985	\$4,244	\$4,497
E 100-410-41500-131 Health Insurance	\$55,185	\$60,667	\$44,022	\$68,252	\$78,910
E 100-410-41500-133 Dental Insurance	\$2,130	\$2,748	\$1,368	\$2,736	\$3,529
E 100-410-41500-134 Life Insurance	\$1,438	\$1,410	\$705	\$2,067	\$1,550
E 100-410-41500-151 WC Ins. Premium	\$1,793	\$1,897	\$0	\$4,174	\$1,260
E 100-410-41500-308 Continuing Education	\$4,882	\$2,612	\$1,919	\$6,000	\$2,600
E 100-410-41500-311 Contractor Fees	\$7,224	\$6,894	\$2,393	\$6,000	\$7,000
E 100-410-41500-321 Telephone	\$3,217	\$4,692	\$1,889	\$5,000	\$4,700
E 100-410-41500-322 Postage	\$223	-\$208	\$400	\$300	\$300
E 100-410-41500-326 H S A - Administrative Fees	\$2,993	\$2,164	\$525	\$3,000	\$2,500
E 100-410-41500-327 H.S.A. Employee Contributions	\$7,090	\$10,625	\$6,776	\$7,440	\$17,068
Minnesota Paid Leave	\$0	\$0	\$0	\$0	\$20,000
E 100-410-41500-330 Meeting Expense	\$570	\$167	\$140	\$750	\$750
E 100-410-41500-331 Travel Expense	\$1,946	\$590	\$427	\$1,500	\$1,000
E 100-410-41500-350 Printing and Binding	\$3,590	\$4,190	\$1,446	\$3,500	\$3,500
E 100-410-41500-351 Legal Notice Publishing	\$419	\$2,479	\$1,165	\$1,500	\$1,500
E 100-410-41500-354 Franchise Fee Publication	\$0	\$0	\$0	\$0	\$0
E 100-410-41500-364 Bond Insurance-Finance	\$0	\$0	\$0	\$0	\$0
E 100-410-41500-433 Dues and Subscriptions	\$3,734	\$3,443	\$1,644	\$2,110	\$2,110
E 100-410-41500-436 Insurance Deductible for Claim	\$2,500	\$0	\$0	\$0	\$0
E 100-410-41500-558 Computer Replacement	\$125	\$0	\$1,211	\$0	\$0
E 100-410-41500-581 Uniforms	\$177	\$0	\$0	\$300	\$300
Total:	\$406,572	\$429,009	\$234,933	\$451,693	\$505,668

Administration salaries include: Gregerson, Grabau, Busch (60%), Springer; Deputy City Clerk paid by Utilities

Contractor fees include contracted work for meeting minutes along with other monthly contracts

HSA employee contributions off-set by revenues

Minnesota Paid Leave is new and 50% is City expense and 50% is employee expense

EAP is not being used but required for police dual disability

ACCOUNTING

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41700-301 Auditing and Accounting Serv.	\$44,539	\$60,293	\$25,575	\$37,500	\$36,000
E 100-410-41700-307 County Auditor Fees	\$320	\$642	\$60	\$1,000	\$1,000
E 100-410-41700-317 Consultant Fees	\$3,600	\$1,500	\$1,835	\$1,500	\$2,500
Total:	\$48,459	\$62,435	\$27,470	\$40,000	\$39,500

Single Audits are paid for by Utilities Commission and Port Authority

Consultant fees are TIF fees charged back to TIF

LEGAL

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41800-304 Legal Fees	\$33,684	\$33,793	\$18,283	\$35,000	\$37,000
E 100-410-41800-316 Recorder Fees	\$0	\$0	\$0	\$0	\$0
E 100-410-41800-317 Consultant Fees	\$0	\$0	\$0	\$0	\$0
Total:	\$33,684	\$33,793	\$18,283	\$35,000	\$37,000

Flaherty & Hood plus \$2,000 per month for Police legal services contract with Wabasha County

CITY HALL

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41900-200 Office Supplies	\$1,762	\$2,314	\$1,815	\$2,500	\$2,500
E 100-410-41900-211 Cleaning/Janitorial Supplies	\$1,030	\$2,212	\$658	\$1,200	\$1,200
E 100-410-41900-223 Building Maint/Repair Supplies	\$552	\$3,699	\$2,373	\$1,300	\$2,500
E 100-410-41900-313 Cleaning Services	\$4,571	\$4,549	\$2,106	\$4,100	\$4,500
E 100-410-41900-321 Telephone	\$395	\$1,009	\$488	\$3,000	\$1,000
E 100-410-41900-322 Postage	\$2,050	\$2,550	\$1,050	\$2,300	\$2,500
E 100-410-41900-361 General Liability/Property Ins	\$11,365	\$10,632	\$10,257	\$12,000	\$12,000
E 100-410-41900-381 Electric/Gas Utility	\$7,944	\$6,030	\$2,713	\$7,000	\$7,000
E 100-410-41900-384 Refuse Disposal	\$877	\$3,317	\$781	\$0	\$0
E 100-410-41900-401 Building Contract Maintenance	\$0	\$650	\$0	\$250	\$250
E 100-410-41900-409 Maintenance Agreements	\$76	\$4,600	\$39	\$1,000	\$100
E 100-410-41900-413 Office Equipment Rent	\$384	\$435	\$924	\$650	\$650
E 100-410-41900-418 P.O.Box Rent/Safe Deposit Box	\$178	\$188	\$188	\$200	\$200
E 100-410-41900-433 Dues and Subscriptions	\$898	\$1,870	\$1,511	\$1,000	\$1,800
E 100-410-41900-558 Computer Replacement	\$1,516	\$0	\$1,322	\$1,500	\$1,500
E 100-410-41900-560 Furniture and Fixtures	\$0	\$3,848	\$0	\$1,200	\$1,200
Total:	\$33,597	\$47,903	\$26,226	\$39,200	\$38,900

In 2025, there were HVAC repairs and concrete repairs to City Hall

Refuse disposal is under public works

Dues and subscriptions are Vault Backup and Fund Invoice

INFORMATION TECHNOLOGY

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-410-41920-311 Contracted Fees	\$17,261	\$5,963	\$3,373	\$1,000	\$5,000
E 100-410-41920-312 Computer Support	\$18,222	\$31,016	\$13,927	\$32,000	\$32,000
E 100-410-41920-320 Internet/Website Service	\$14,425	\$11,861	\$11,689	\$16,000	\$20,000
E 100-410-41920-558 Computer Replacement Fund	\$0	\$0	\$0	\$2,000	\$1,200
Total:	\$49,908	\$48,839	\$28,989	\$51,000	\$58,200

Contracted fees have to increase to obtain our own license for GIS, no longer can use Bolton Menk

Covers contracted service from On-Site Computers

POLICE

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-420-42100-101 Full-time Employees-Regular	\$677,702	\$703,699	\$398,148	\$760,537	\$799,065
Overtime/Holiday Pay				\$26,450	\$26,450
Shift Differential				\$4,380	\$4,380
E 100-420-42100-103 Part-time Employees	\$1,205	\$1,293	\$245	\$1,200	\$1,200
E 100-420-42100-121 PERA Contributions	\$108,535	\$115,846	\$67,032	\$140,072	\$146,891
E 100-420-42100-122 FICA Contributions	\$6,689	\$3,944	\$1,946	\$4,185	\$4,434
E 100-420-42100-124 Medicare Contributions	\$9,267	\$9,540	\$5,468	\$11,475	\$12,033
E 100-420-42100-131 Health Insurance	\$149,029	\$170,298	\$112,314	\$170,887	\$197,925
E 100-420-42100-133 Dental Insurance	\$4,316	\$5,408	\$2,883	\$4,962	\$5,841
E 100-420-42100-134 Life Insurance	\$2,968	\$2,827	\$1,853	\$3,890	\$4,077
E 100-420-42100-140 UNEMPLOYMENT TAXES	\$0	\$0	\$0	\$0	\$0
E 100-420-42100-151 Workers Comp Ins. Premium	\$51,160	\$54,524	\$51,596	\$52,000	\$54,600
E 100-420-42100-212 Motor Fuels	\$22,185	\$16,822	\$8,222	\$22,000	\$20,000
E 100-420-42100-219 General Supplies	\$816	\$1,509	\$622	\$1,000	\$1,000
E 100-420-42100-221 Equipment Maintenance/Parts	\$5,404	\$6,467	\$1,979	\$6,000	\$5,000
E 100-420-42100-305 Medical/physical fees	\$0	\$0	\$0	\$0	\$0
E 100-420-42100-308 Continuing Ed	\$6,907	\$7,692	\$3,244	\$8,000	\$8,000
E 100-420-42100-321 Telephone	\$4,526	\$4,639	\$2,060	\$4,500	\$4,500
E 100-420-42100-322 Postage	\$139	\$144	\$17	\$300	\$300
E 100-420-42100-325 Towing Expenses	\$1,950	\$600	\$0	\$0	\$0
E 100-420-42100-350 Printing and Binding	\$160	\$31	\$0	\$50	\$50
E 100-420-42100-351 Legal Notice Publishing	\$0	\$0	\$0	\$0	\$0
E 100-420-42100-361 General Liability/Property Insur	\$32,917	\$31,202	\$27,952	\$34,000	\$34,000
E 100-420-42100-412 Building Rent	\$11,050	\$11,550	\$7,718	\$13,230	\$15,776
E 100-420-42100-430 Miscellaneous	\$51	\$89	\$0	\$0	\$0
E 100-420-42100-433 Dues and Subscriptions	\$1,962	\$1,812	\$1,458	\$3,000	\$3,000
E 100-420-42100-436 Insurance Deductible for Claim	\$0	\$2,500	\$15,269	\$1,000	\$1,000
E 100-420-42100-437 Misc Licenses and Permits	\$108	\$0	\$0	\$0	\$0
E 100-420-42100-551 Equipment Replacement Fund	\$0	\$397	\$99	\$9,000	\$9,000
E 100-420-42100-558 Computer Replacement Fund	\$0	\$0	\$0	\$0	\$0
E 100-420-42100-570 Office Equipment & Furnishing:	\$0	\$0	\$0	\$0	\$0
E 100-420-42100-580 Other Equipment	\$0	\$0	\$0	\$0	\$0
E 100-420-42100-581 Uniforms	\$6,735	\$5,875	\$6,907	\$7,600	\$7,600
E 100-420-42100-582 Radio Equipment	\$0	\$0	\$0	\$0	\$0
Total:	\$1,105,780	\$1,158,708	\$717,033	\$1,289,719	\$1,366,123

Employees: Stark, Wagoner, Johnson, Metcalf, Meurer, Swanson, Roemer, Jacobs, Venz

Building rent increasing per Wabasha County contract

cell phones being provided to employees and stipend eliminated

Annual equipment maintenance under police, instead of in CIP

Uniforms reimbursement part of Union contract

FIRE

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-420-42200-103 Part-time Employees	\$48,288	\$47,566	\$5,000	\$48,000	\$64,800
E 100-420-42200-121 PERA Contributions	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-122 FICA Contributions	\$2,958	\$3,272	\$310	\$2,976	\$4,018
E 100-420-42200-124 Medicare Contributions	\$701	\$765	\$73	\$696	\$940
E 100-420-42200-125 FIRE RELIEF PENSION STATE	\$33,775	\$38,368	\$0	\$35,000	\$35,000
E 100-420-42200-140 UNEMPLOYEMENT TAXES	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-151 WC Ins. Premium	\$10,328	\$10,359	\$6,958	\$10,000	\$10,500
E 100-420-42200-200 Office Supplies	\$558	\$1,208	\$562	\$1,000	\$1,000
E 100-420-42200-212 Motor Fuels	\$3,148	\$5,510	\$2,844	\$5,000	\$5,000
E 100-420-42200-219 General Supplies	\$182	\$63	\$426	\$300	\$300
E 100-420-42200-221 Equipment Maintenance/Parts	\$32,926	\$28,360	\$10,107	\$25,000	\$25,000
E 100-420-42200-223 Building Maint/Repair Supplies	\$5,365	\$24,572	\$10,545	\$6,000	\$6,000
E 100-420-42200-240 Small Tools and Minor Equip.	\$0	\$0	\$0	\$500	\$500
E 100-420-42200-305 Medical/physical fees	\$3,260	\$3,456	\$0	\$1,000	\$1,000
E 100-420-42200-308 Continuing Education	\$13,307	\$20,007	\$19,933	\$12,000	\$13,000
E 100-420-42200-321 Telephone	\$833	\$1,146	\$646	\$1,500	\$0
E 100-420-42200-322 Postage	\$0	\$11	\$12	\$0	\$0
E 100-420-42200-350 Printing and Binding	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-351 Legal Notice Publishing	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-361 General Liability/Property Ins	\$4,402	\$5,195	\$5,095	\$5,200	\$5,200
E 100-420-42200-365 AMB/FIRE DISABILITY ACCIDENT	\$0	\$0	\$0	\$1,000	\$0
E 100-420-42200-381 Electric/Gas Utility	\$5,965	\$4,408	\$3,109	\$6,500	\$6,500
E 100-420-42200-384 Refuse Disposal	\$1,400	\$1,090	\$1,241	\$1,000	\$1,300
E 100-420-42200-402 Other Contract Maintenance	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-404 Mach & Equip Maint. Agreement	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-415 Other Equipment Rent	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-430 Miscellaneous	\$86	\$0	\$0	\$0	\$0
E 100-420-42200-433 Dues and Subscriptions	\$1,433	\$47	\$225	\$1,200	\$1,200
E 100-420-42200-436 Insurance Deductible for Claim	\$0	\$500	\$0	\$1,000	\$1,000
E 100-420-42200-437 Misc Licenses and Permits	\$0	\$83	\$0	\$1,000	\$1,000
E 100-420-42200-438 Vehicle License	\$0	\$43	\$0	\$0	\$0
E 100-420-42200-551 Equipment Replacement	\$10,730	\$35,000	\$0	\$35,000	\$35,000
E 100-420-42200-580 Other Equipment	\$0	\$0	\$0	\$0	\$0
E 100-420-42200-581 Uniforms	\$5,808	\$968	\$13,028	\$5,000	\$5,000
E 100-420-42200-582 Radio Equipment	\$4,849	\$1,315	\$613	\$5,000	\$5,000
Total:	\$190,305	\$233,312	\$80,729	\$210,872	\$228,257

15% increase for increased fire calls, Chief request to increase on-call pay from \$11 to \$15

Fire Relief Pension is equal to state revenue

Grants received for Continuing Education historically

Equipment Replacement is transferred to the CIP at the end of the year for turnout gear request

PLANNING & ZONING

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-420-42300-103 Part-time Employees	\$29,514	\$31,095	\$16,170	\$32,350	\$34,281
E 100-420-42300-121 PERA Contributions	\$2,198	\$2,310	\$1,213	\$2,426	\$2,571
E 100-420-42300-122 FICA Contributions	\$1,778	\$1,884	\$990	\$2,006	\$2,125
E 100-420-42300-124 Medicare Contributions	\$416	\$441	\$231	\$469	\$497
E 100-420-42300-133 Dental Insurance	\$0	\$0	\$0	\$475	\$0
E 100-420-42300-134 Life Insurance	\$0	\$0	\$0	\$0	\$0
E 100-420-42300-151 WC Ins. Premium	\$0	\$0	\$0	\$100	\$0
E 100-420-42300-306 Survey Fees	\$0	\$0	\$0	\$250	\$250
E 100-420-42300-308 Continuing Ed	\$125	\$0	\$0	\$150	\$150
E 100-420-42300-311 Contractor Fees	\$32,155	\$43,854	\$11,073	\$50,000	\$50,000
E 100-420-42300-316 Recorder Fees	\$112	\$460	\$250	\$300	\$300
E 100-420-42300-317 Consultant Fees	\$152	\$4,437	\$3,120	\$1,200	\$200
E 100-420-42300-331 Travel Expense	\$941	\$856	\$0	\$0	\$500
E 100-420-42300-351 Legal Notice Publishing	\$522	\$1,145	\$64	\$700	\$1,000
E 100-420-42300-453 Historic Preservation Commission	\$0	\$0	\$0	\$2,000	\$2,000
E 100-420-42300-455 Main Street Allocation	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Total:	\$73,914	\$92,480	\$39,111	\$98,426	\$99,875

Wendy Busch is 40% of part-time employees for Planning and Zoning
Planning rates increased slightly for 2026

EMERGENCY MANAGEMENT

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-420-42400-103 Part-time Employees	\$0	\$625	N/A	N/A	N/A
E 100-420-42400-122 FICA Contributions	\$0	\$39	\$0	\$0	\$0
E 100-420-42400-124 Medicare Contrubutions	\$0	\$9	\$0	\$0	\$0
E 100-420-42400-219 General Supplies	\$0	\$99	\$77	\$500	\$500
E 100-420-42400-221 Equipment Maintenance/Parts	\$775	\$2,665	\$0	\$2,000	\$3,000
E 100-420-42400-223 Building Maint/Repair Supplies	\$0	\$0	\$0	\$0	\$0
E 100-420-42400-308 Continuing Education	\$0	\$2,194	\$136	\$750	\$1,500
E 100-420-42400-311 Contractor Fees	\$0	\$812	\$0	\$3,312	\$0
E 100-420-42400-312 Computer Support	\$0	\$0	\$0	\$500	\$0
E 100-420-42400-387 Emergency Mgmt/Flood Expense	\$20,808	\$92,820	\$62,823	\$2,000	\$0
E 100-420-42400-433 Dues and Subscriptions	\$0	\$0	\$1,046	\$200	\$1,100
E 100-420-42400-581 Uniforms	\$0	\$0	\$294	\$100	\$500
Total:	\$21,583	\$99,262	\$64,376	\$9,362	\$6,600

5% of Riley Costello's time EM Director, captured in Public Works Salaries

General supplies is Salamandor Asset Tracking Supplies

Equipment is siren maintenance and testing

Siren testing paid for by REP

Salamandor Asset Tracking; REP Paid For

\$2000 in the CIP is flood expense to save

Association of Minnesota Emergency Managers: \$200, Code Red: \$900

AMBULANCE

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Budget</u>
E 100-420-42500-101 Full-time Employees-Regular	\$210,663	\$240,644	\$127,364	\$279,712	\$330,328
E 100-420-42500-103 Part-time Employees	\$94,854	\$128,079	\$71,018	\$139,527	\$139,527
Overtime				\$24,000	\$0
Weekend Shift Differential				\$3,000	\$0
E 100-420-42500-121 PERA Contributions	\$16,085	\$20,932	\$11,466	\$23,003	\$24,775
E 100-420-42500-122 FICA Contributions	\$17,978	\$21,980	\$11,880	\$27,667	\$29,131
E 100-420-42500-124 Medicare Contributions	\$4,205	\$5,141	\$2,778	\$6,470	\$6,813
E 100-420-42500-131 Health Insurance	\$42,288	\$47,060	\$38,504	\$67,031	\$76,206
E 100-420-42500-133 Dental Insurance	\$1,568	\$1,884	\$1,299	\$2,749	\$3,297
E 100-420-42500-134 Life Insurance	\$1,064	\$1,005	\$669	\$1,344	\$1,471
E 100-420-42500-151 Workers Comp Insurance Premium	\$18,097	\$22,649	\$15,537	\$21,000	\$25,000
E 100-420-42500-200 Office Supplies	\$542	\$856	\$280	\$1,000	\$1,000
E 100-420-42500-206 Training Center Expenditures	\$11,299	\$5,651	\$2,648	\$4,500	\$4,500
E 100-420-42500-212 Motor Fuels	\$8,244	\$8,741	\$4,933	\$10,000	\$12,000
E 100-420-42500-215 Oxygen-Supplies	\$2,514	\$1,831	\$1,502	\$3,000	\$3,000
E 100-420-42500-217 Medical Supplies	\$16,772	\$22,907	\$13,394	\$20,000	\$22,000
E 100-420-42500-219 General Supplies	\$1,186	\$1,360	\$798	\$1,500	\$4,000
E 100-420-42500-221 Equipment Maintenance/Parts	\$521	\$1,583	\$4,006	\$2,000	\$1,500
E 100-420-42500-223 Building Maint/Repair Supplies	\$855	\$1,382	\$18	\$1,500	\$1,500
E 100-420-42500-308 Continuing Ed	\$4,594	\$2,661	\$799	\$7,500	\$6,000
E 100-420-42500-310 First Responders	\$0	\$0	\$0	\$0	\$0
E 100-420-42500-311 Contractor Fees	\$29,929	\$24,072	\$10,585	\$28,000	\$28,000
E 100-420-42500-312 Computer Support	\$0	\$8,521	\$1,962	\$4,300	\$4,500
E 100-420-42500-321 Telephone	\$2,383	\$2,719	\$1,184	\$2,500	\$2,500
E 100-420-42500-322 Postage	\$185	\$20	\$37	\$100	\$100
E 100-420-42500-331 Travel Expense	\$2,480	\$4,920	\$2,013	\$4,500	\$6,000
E 100-420-42500-350 Printing and Binding	\$466	\$0	\$60	\$500	\$500
E 100-420-42500-361 General Liability/Property Ins	\$4,390	\$4,081	\$3,954	\$5,000	\$5,000
E 100-420-42500-365 AMB/FIRE DISABILITY ACCIDENT	\$1,184	\$0	\$0	\$2,000	\$2,000
E 100-420-42500-381 Electric/Gas Utility	\$2,872	\$2,033	\$1,025	\$3,200	\$3,200
E 100-420-42500-388 Lodging	\$523	\$1,169	\$838	\$1,000	\$6,353
E 100-420-42500-401 Building Contract Maintenance	\$0	\$0	\$0	\$0	\$0
E 100-420-42500-409 Maintenance Agreements	\$779	\$1,052	\$1,886	\$750	\$1,500
E 100-420-42500-414 Vehicle Maintenance	\$8,924	\$16,630	\$4,298	\$5,000	\$6,500
E 100-420-42500-430 Miscellaneous	\$5,502	\$7,744	\$0	\$5,000	\$5,000
E 100-420-42500-433 Dues and Subscriptions	\$1,577	\$2,081	\$4,013	\$4,500	\$5,500
E 100-420-42500-436 Insurance Deductible for Claim	\$2,681	\$1,041	\$1,381	\$500	\$2,000
E 100-420-42500-437 Misc Licenses and Permits	\$1,448	\$513	\$1,022	\$500	\$6,200
E 100-420-42500-551 Equipment Replacement	\$0	\$0	\$0	\$0	\$0
E 100-420-42500-570 Office Equipment & Furnishings	\$717	\$263	\$3,827	\$4,500	\$1,000
E 100-420-42500-581 Uniforms	\$4,901	\$5,875	\$683	\$3,500	\$3,500
E 100-420-42500-582 Radio Equipment	\$120	\$0	\$0	\$0	\$0
Total:	\$524,389	\$619,080	\$347,661	\$721,853	\$781,401

Staff are: Marking, Cook, with Klamfoth, Simonson, Shingleton (based on 48 hour work week)

Part-Time staff includes Paid On-Call Staff, three part-time paramedics

Overtime / Holiday Pay removed as its captured in full-time wages

\$2 per hour shift differential weekends removed

Health is: 1 Family, 2 Single, 2 E+D

Dental is: 3 Single, 2 E+D

Fuel increased due to increasing Calls, Transfers, and overall cost of fuel

Hotel increased due to more crew from out of town

Vehicle Maintenance: Vehicles are getting older and we are using them more

Transfer to CIP annually for equipment replacement (ambulance and other equipment), still \$0.

PUBLIC WORKS

Account Description	2023 Actual	2024 Actual	2025 Through June 30	2025 Budget	2026 Proposed
E 100-430-43100-101 Full-time Employees-Regular	\$274,349	\$296,942	\$159,562	\$323,377	\$342,681
E 100-430-43100-103 Part-time Employees	\$19,111	\$20,727	\$5,020	\$23,655	\$25,074
E 100-430-43100-121 PERA Contributions	\$20,486	\$22,642	\$12,075	\$24,253	\$25,701
E 100-430-43100-122 FICA Contributions	\$17,155	\$19,061	\$9,715	\$21,516	\$22,801
E 100-430-43100-124 Medicare Contributions	\$4,012	\$4,458	\$2,272	\$5,032	\$5,332
E 100-430-43100-131 Health Insurance	\$47,947	\$46,087	\$42,394	\$65,937	\$73,352
E 100-430-43100-133 Dental Insurance	\$1,621	\$2,291	\$1,772	\$2,836	\$3,806
E 100-430-43100-134 Life Insurance	\$1,376	\$1,399	\$820	\$1,747	\$1,803
E 100-430-43100-140 Unemployment Taxes	\$8,951	\$660	\$28	\$0	\$0
E 100-430-43100-141 Unemployment Insurance Bill	\$0	\$208	\$0	\$0	\$0
E 100-430-43100-151 WC Ins. Premium	\$23,738	\$25,657	\$13,706	\$25,000	\$26,250
E 100-430-43100-211 Cleaning/Janitorial Supplies	\$3,136	\$5,360	\$1,685	\$5,000	\$5,000
E 100-430-43100-212 Motor Fuels	\$24,867	\$21,456	\$8,768	\$25,000	\$25,000
E 100-430-43100-215 Oxygen- Welding Supplies	\$527	\$1,345	\$1,362	\$1,200	\$1,200
E 100-430-43100-216 Chemical and Chemical Products	\$2,008	\$820	\$0	\$1,000	\$1,000
E 100-430-43100-219 General Supplies	\$12,435	\$11,802	\$4,794	\$10,000	\$10,000
E 100-430-43100-221 Equipment Maintenance/Parts	\$43,779	\$31,043	\$16,068	\$28,000	\$33,000
E 100-430-43100-223 Building Maint/Repair Supplies	\$2,158	\$5,851	\$5,013	\$4,000	\$5,000
E 100-430-43100-224 Street Maintenance Materials	\$6,003	\$8,226	\$1,985	\$7,000	\$7,000
E 100-430-43100-240 Small Tools and Minor Equip.	\$1,689	\$1,865	\$612	\$1,800	\$1,800
E 100-430-43100-305 Medical/physical fees	\$530	\$422	\$439	\$800	\$800
E 100-430-43100-308 Continuing Education	\$2,375	\$2,190	\$547	\$4,000	\$4,000
E 100-430-43100-321 Telephone	\$3,283	\$3,985	\$1,952	\$3,500	\$4,000
E 100-430-43100-350 Printing and Binding	\$34	\$0	\$0	\$0	\$0
E 100-430-43100-351 Legal Notice Publishing	\$273	\$914	\$232	\$500	\$500
E 100-430-43100-361 General Liability/Property Insurance	\$43,799	\$43,430	\$42,376	\$48,000	\$44,000
E 100-430-43100-381 Electric/Gas Utility	\$16,432	\$13,113	\$8,044	\$12,000	\$13,000
E 100-430-43100-382 Street Lights	\$48,177	\$48,156	\$24,312	\$54,900	\$52,000
E 100-430-43100-383 Forestry	\$14,970	\$17,498	\$13,502	\$20,000	\$20,000
E 100-430-43100-384 Refuse Disposal	\$13,464	\$11,809	\$3,086	\$12,100	\$12,100
E 100-430-43100-385 Clean Up Day Expense	\$5,055	\$3,844	\$3,000	\$4,000	\$4,000
E 100-430-43100-386 Snow Removal	\$22,902	\$28,235	\$11,696	\$15,000	\$15,000
E 100-430-43100-401 Building/Equipment Contract Maintenance	\$393	\$864	\$0	\$1,500	\$1,500
E 100-430-43100-402 Other Contract Maintenance	\$525	\$0	\$0	\$0	\$0
E 100-430-43100-404 Machine and Equipment Maintenance	\$0	\$14,385	\$0	\$0	\$0
E 100-430-43100-406 Street Maintenance	\$25,238	\$29,394	\$3,520	\$50,000	\$70,000
E 100-430-43100-410 Rentals	\$0	\$320	\$0	\$0	\$0
E 100-430-43100-411 Land Rent	\$16,850	\$16,850	\$16,850	\$16,850	\$16,850
E 100-430-43100-436 Insurance Deductible for Claim	\$0	\$2,500	\$0	\$3,000	\$3,000
E 100-430-43100-437 Miscellaneous Licenses and Permits	\$990	\$830	\$495	\$1,000	\$1,000
E 100-430-43100-438 Vehicle License	\$21	\$213	\$0	\$750	\$750
E 100-430-43100-439 Taxes	\$2,744	\$2,686	\$2,770	\$3,500	\$3,500
E 100-430-43100-454 Bike Share Expenses	\$464	\$104	\$0	\$0	\$0
E 100-430-43100-527 PARK MAINTENANCE	\$30,392	\$44,298	\$25,289	\$30,000	\$22,000
E 100-430-43100-579 Safety Equipment	\$1,610	\$2,518	\$0	\$2,200	\$2,200
E 100-430-43100-580 Other Equipment	\$1,542	\$2,572	\$911	\$4,000	\$3,000
E 100-430-43100-581 Uniforms	\$459	\$741	\$826	\$2,000	\$2,000
E 100-430-43100-583 Signs	\$1,874	\$5,761	\$2,595	\$7,000	\$7,000
E 100-430-43100-596 Flags	\$1,248	\$1,269	\$1,257	\$2,000	\$2,000
Total:	\$770,991	\$826,798	\$451,353	\$874,954	\$920,000

Salaries: Johnson, Costello, Wobbe, Huth, McNallan (50%)

Health Care: 1 family, 1 E, 2 single, 1 E+S

Dental: 1 family, 1 single, 1 E+S, 2 1 E+D

Street Lights Offset by Street Light Revenue

Forestry covers tree removal after storms

Clean up Day is offset by revenues

Snow Removal is temporarily lowered for slow winter

\$20,000 increase for streets, \$10,000 reduction in parks maintenance, many streets are aging

Parks includes an \$8,000 reduction, no new projects

POOL

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 100-450-45300-103 Part-time Employees	\$54,327	\$53,379	\$11,091	\$59,000	\$62,000
E 100-450-45300-122 FICA Contributions	\$3,368	\$3,309	\$688	\$3,658	\$3,844
E 100-450-45300-124 Medicare Contributions	\$788	\$774	\$161	\$788	\$788
E 100-450-45300-151 WC Ins. Premium	\$2,940	\$3,214	\$1,825	\$3,000	\$3,150
E 100-450-45300-207 Training & instructional suppl	\$3,048	\$3,391	\$340	\$3,000	\$3,000
E 100-450-45300-216 Chemical and Chemical Products	\$3,395	\$3,407	\$2,021	\$5,000	\$5,000
E 100-450-45300-219 General Supplies	\$321	\$2,766	\$233	\$2,500	\$1,500
E 100-450-45300-221 Equipment Maintenance/Parts	\$9,648	\$13,691	\$1,318	\$8,000	\$8,000
E 100-450-45300-223 Building Maint/Repair Supplies	\$344	\$17	\$2,251	\$5,000	\$5,500
E 100-450-45300-308 Continuing Ed	\$443	\$0	\$0	\$1,800	\$600
E 100-450-45300-321 Telephone	\$162	\$346	\$170	\$300	\$500
E 100-450-45300-322 Postage	\$0	\$0	\$0	\$0	\$0
E 100-450-45300-333 Concessions	\$0	\$6,259	\$320	\$6,000	\$6,000
E 100-450-45300-350 Printing and Binding	\$518	\$72	\$0	\$75	\$75
E 100-450-45300-352 General Notices & Public Info	\$432	\$0	\$624	\$200	\$200
E 100-450-45300-361 General Liability/Property Ins	\$0	\$0	\$0	\$0	\$0
E 100-450-45300-381 Electric/Gas Utility	\$13,609	\$8,326	\$2,672	\$5,000	\$6,000
E 100-450-45300-402 Other Contract Maintenance	\$393	\$0	\$0	\$500	\$500
E 100-450-45300-404 Mach & Equip Maint. Agreement	\$0	\$0	\$0	\$0	\$0
E 100-450-45300-436 Insurance Deductible for Claim	\$0	\$0	\$0	\$0	\$0
E 100-450-45300-437 Misc Licenses and Permits	\$830	\$40	\$830	\$1,000	\$1,000
E 100-450-45300-542 Pool Improvements	\$196	\$3,482	\$0	\$500	\$0
E 100-450-45300-581 Uniforms	\$400	\$1,611	\$18	\$1,600	\$1,000
Total:	\$95,161	\$104,084	\$24,560	\$106,921	\$108,657

No major changes for staffing and lifeguard wages

Building Maintenance: Increase as there are some repairs planned as a result of the State Inspection

MISCELLANEOUS

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Budget</u>
E 100-490-45400-430 Miscellaneous	\$7,465	\$102,604	\$311	\$0	\$0
E 100-490-45400-440 Summer Recreation	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
E 100-490-45400-449 City Publicity	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
E 100-490-45400-450 Wabasha Food Share Expenses	\$4,632	\$2,356	\$4,191	\$4,000	\$4,000
E 100-490-45400-451 PUBLIC IMP. PROJECTS	\$0	\$0	\$0	\$0	\$0
E 100-490-45400-454 Bike Share Expenses	\$0	\$0	\$0	\$0	\$1,000
E 100-490-45400-471 Fireworks	\$4,550	\$2,175	\$2,750	\$2,000	\$3,000
E 100-490-45400-740 Section 217D	\$0	\$0	\$0	\$0	\$0
Total:	\$39,648	\$130,136	\$30,253	\$29,000	\$31,000

Miscellaneous covers TZD grant payments to Plainview and Wabasha County which we are then reimbursed for, so budgeted at \$0

Summer recreation supports the baseball and softball leagues

Contribution to the Wabasha Kellogg Chamber

Bike Share Expenses are for new software annual expense. Have received donations for this. Is this expense contingent on donations? Question for Council.

Section 217D, information only, offset by revenues.

LIBRARY

<u>Account Description</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Through June 30</u>	<u>2025 Budget</u>	<u>2026 Proposed</u>
E 211-471-47100-101 Full-time Employees-Regular	\$52,976	\$56,220	\$28,875	\$57,775	\$79,307
E 211-471-47100-103 Part-time Employees	\$53,762	\$55,701	\$28,648	\$70,739	\$73,377
E 211-471-47100-121 PERA Contributions	\$7,454	\$8,232	\$4,252	\$9,639	\$11,453
E 211-471-47100-122 FICA Contributions	\$6,477	\$6,776	\$3,521	\$7,968	\$9,467
E 211-471-47100-124 Medicare Contributions	\$1,515	\$1,585	\$824	\$1,863	\$2,214
E 211-471-47100-131 Health Insurance	\$13,887	\$15,371	\$10,860	\$17,511	\$21,677
E 211-471-47100-133 Dental Insurance	\$569	\$698	\$414	\$709	\$855
E 211-471-47100-134 Life Insurance	\$281	\$281	\$164	\$342	\$342
E 211-471-47100-140 UNEMPLOYMENT TAXES	\$0	\$0	\$0	\$0	\$0
E 211-471-47100-151 WC Ins. Premium	\$753	\$730	\$462	\$800	\$840
E 211-471-47100-200 Office Supplies	\$1,634	\$2,220	\$960	\$1,500	\$1,500
E 211-471-47100-201 Processing Supplies	\$908	\$1,775	\$998	\$1,200	\$1,500
E 211-471-47100-308 Continuing Ed	\$0	\$257	\$491	\$500	\$500
E 211-471-47100-311 Contractor Fees	\$0	\$0	\$0	\$0	\$0
E 211-471-47100-312 Computer Support	\$4,057	\$3,726	\$3,830	\$5,000	\$5,000
E 211-471-47100-321 Telephone	\$1,429	\$1,736	\$796	\$1,500	\$1,600
E 211-471-47100-322 Postage	\$0	\$68	\$0	\$150	\$150
E 211-471-47100-323 Other Communication/Library	\$7,066	\$5,155	\$2,735	\$10,000	\$6,000
E 211-471-47100-331 Travel Expense	\$116	\$184	\$0	\$300	\$300
E 211-471-47100-352 General Notices & Public Info	\$0	\$0	\$0	\$100	\$100
E 211-471-47100-361 General Liability/Property Ins	\$2,759	\$2,664	\$2,614	\$3,600	\$2,700
E 211-471-47100-380 Utility Service	\$4,995	\$4,365	\$1,586	\$5,000	\$5,000
E 211-471-47100-401 Building Contract Maintenance	\$6,647	\$8,545	\$3,386	\$6,780	\$6,780
E 211-471-47100-413 Office Equipment Rent	\$1,230	\$1,452	\$666	\$1,300	\$1,500
E 211-471-47100-430 Miscellaneous	\$1,539	\$26	\$111	\$0	\$300
E 211-471-47100-433 Dues and Subscriptions	\$4	\$0	\$0	\$0	\$0
E 211-471-47100-443 Programs/Library	\$1,693	\$1,884	\$45	\$1,500	\$1,500
E 211-471-47100-560 Furniture and Fixtures	\$573	\$0	\$0	\$0	\$0
E 211-471-47100-570 Office Equipment & Furnishings	\$0	\$0	\$0	\$0	\$0
E 211-471-47100-580 Other Equipment	\$378	\$593	\$0	\$1,000	\$1,000
E 211-471-47100-581 Uniforms	\$209	\$160	\$0	\$300	\$300
E 211-471-47100-590 Books	\$32,030	\$35,532	\$17,622	\$35,000	\$35,000
E 211-471-47100-591 Library Reserve Fund	\$0	\$0	\$0	\$0	\$0
E 211-471-47100-720 Transfers Out	\$0	\$0	\$0	\$0	\$0
Total:	\$204,939	\$215,938	\$113,859	\$242,076	\$270,263

Library Director includes salary and anticipated severance pay out in July

2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project #	26-PW-01		
Project Name	2026 Downtown Line Striping		
Total Project Cost	\$30,000	Contact	Public Works Director
Department	Public Works	Status	Active

Description

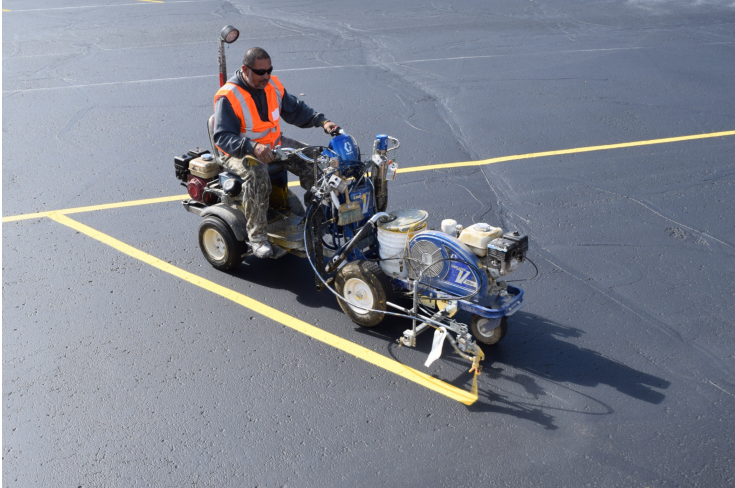
2026 downtown line striping after County sealcoats new streets.

Justification

2026 downtown line striping after County sealcoats new streets.

Expenditures	2026	2027	Total
Construction/Maintenance	30,000	0	30,000
Total	30,000	0	30,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	30,000	0	30,000
Total	30,000	0	30,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # 27-PW-02
Project Name 2027 Storm Sewer Maintenance

Total Project Cost	\$10,000	Department	Public Works
Type	Unassigned	Category	Unassigned
Priority	n/a	Status	Active

Description
2027 Storm Sewer Maintenance

Justification

The allocation of \$10,000.00 in 2027 is a crucial investment in targeted, preventative infrastructure management. Approximately \$7,000 will be dedicated to mitigating drainage issues from a storm sewer on 12th Street. This proactive maintenance is significantly more cost-effective than reactive, emergency repairs, which could be triggered by street flooding or infrastructure damage. By addressing this known issue, the project enhances public safety by preventing hazardous conditions from standing water and helps protect the local environment by ensuring proper stormwater flow, which mitigates the impact of untreated runoff. The remaining \$3,000 will be used for the purchase of a new box culvert. This is a vital asset preservation effort, replacing a failing structure to prevent a potential major system failure. By investing in this replacement now, we can avoid a much larger and more costly emergency repair in the future, thus preserving the long-term value of the city's assets.

Expenditures	2026	2027	Total
Other	0	10,000	10,000
Total	0	10,000	10,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	0	10,000	10,000
Total	0	10,000	10,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project #	27-AMB-01		
Project Name	Ambulance Building		
Total Project Cost	\$1,004,410	Contact	Ambulance Director
Department	Ambulance	Type	Improvement
Category	Buildings	Priority	n/a
Status	Active		

Description

New Ambulance Hall

Justification

We have outgrown our building and with the make up of the crew and the increased call volume changing our current building no longer meets the needs of how the service runs today. There is inadequate space for vehicles, supplies, training, and we have a lack of space for crew during their shifts. Change is necessary for continued operational efficiency.

Expenditures	2026	2027	Total
Construction/Maintenance	0	1,004,410	1,004,410
Total	0	1,004,410	1,004,410
Funding Sources	2026	2027	Total
Borrowing	0	900,000	900,000
Capital Improvement Fund	0	104,410	104,410
Total	0	1,004,410	1,004,410



Capital Improvement Plan
Wabasha, MN

Project #	27-PW-03		
Project Name	Boat Launch Repairs		
Total Project Cost	\$135,000	Contact	Public Works Director
Department	Public Works	Status	Active

Description

Parkside Marina Boat Launch – Full Replacement

Justification

The existing concrete slab has become severely undermined and cracked due to constant erosion from ever-changing water levels and frequent flash flooding and river flooding. This has created an unstable and hazardous surface, making the launch unsafe for both the public and boat traffic. Due to the rapid and severe deterioration, this is considered an emergency project that must be addressed within the next two years to prevent a potential collapse or serious injury. Per the current agreement with Parkside Marina, the city holds full responsibility for the maintenance and repair of the boat launch. To help offset the cost, staff is planning on applying for grant funding where available to lessen the financial burden on the city. The boat launch is a vital piece of public infrastructure, supporting recreational boating, fishing, and water-based tourism in our community.

Expenditures	2026	2027	Total
Construction/Maintenance	0	135,000	135,000
Total	0	135,000	135,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	0	135,000	135,000
Total	0	135,000	135,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # EM
Project Name Emergency Management

Total Project Cost \$20,000 Contact Emergency Management Director
Department Emergency Management Category Unassigned
Status Active

Description

\$2,000 to be added yearly to a CIP “Emergency Management” Savings Account

Justification

The past two years have shown us how quickly a flooding disaster can create significant financial strain, with bills piling up rapidly during the response and recovery phases. To date, our practice has been to rely on reserve funds, a strategy that is not sustainable.

Fortunately, we have an opportunity to change this. Approximately \$25,000.00 in leftover funds from the 2024 flood disaster (FEMA DR-4797) are currently designated for storage under the Capital Improvement Program (CIP). By reallocating these funds, we can establish a dedicated Disaster Preparedness and Response Fund.

This approach is a significant improvement over our current budgeting practice, which allocates a modest \$2,000 annually to the Emergency Management budget (E100-420-42400-387). While well-intentioned, this amount is insufficient to cover even the most basic costs of a disaster. In years without an event, the funds sit unused, in years with one, they are quickly exhausted, leaving us vulnerable and reactive.

We have been fortunate to receive reimbursement from the State of Minnesota and FEMA for recent events. However, this is never a guarantee, especially given the unpredictable nature of federal funding and policy changes. Preparing now is not just a strategic choice; it's a responsible one. A dedicated fund will ensure we are proactive, financially secure, and able to respond immediately to protect our community and its residents from future disasters.

Expenditures	2026	2027	Total	Future
Other	2,000	2,000	4,000	16,000
Total	2,000	2,000	4,000	

Funding Sources	2026	2027	Total	Future
Capital Improvement Fund	2,000	2,000	4,000	16,000
Total	2,000	2,000	4,000	



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # 26-FIRE-01
Project Name Fire Hall: ADA Improvements

Total Project Cost \$10,000 Department Fire
Status Active

Expenditures	2026	2027	Total
Construction/Maintenance	10,000	0	10,000
Total	10,000	0	10,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	10,000	0	10,000
Total	10,000	0	10,000



Capital Improvement Plan

Wabasha, MN

Total Project Cost	\$60,000	Department	Library
Type	Unassigned	Category	Unassigned
Priority	n/a	Status	Active

Library Building Maintenance. This will be used for maintenance to the Library building.

Prior	Expenditures	2026	2027	Total	Future
15,000	Construction/Maintenance	5,000	5,000	10,000	35,000
	Total	5,000	5,000	10,000	

Prior	Funding Sources	2026	2027	Total	Future
15,000	Capital Improvement Fund	5,000	5,000	10,000	35,000
	Total	5,000	5,000	10,000	



Capital Improvement Plan
Wabasha, MN

Project #	M&O
Project Name	Mill and Overlay (Street Repaving)

Total Project Cost	\$532,789	Department	Public Works
Type	Unassigned	Category	Unassigned
Priority	n/a	Status	Active

Description

Mill and Overlay Street Repaving

Justification

Several streets are badly in need of mill and overlay similar to what was completed in 2015-2019. Work needs to be done in the next year or two. The longer we wait, the larger the project will get. A phased approach is recommended.

Prior	Expenditures	2026	2027	Total	Future
332,789	Construction/Maintenance	0	100,000	100,000	100,000
	Total	0	100,000	100,000	

Prior	Funding Sources	2026	2027	Total	Future
332,789	Capital Improvement Fund	0	100,000	100,000	100,000
	Total	0	100,000	100,000	

2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # SQUAD CAR
Project Name Police Squad Car

Total Project Cost \$300,000
Type Unassigned
Priority n/a

Department Police
Category Vehicles
Status Active

Description

2024 Squad Car. The CIP contains a new Police squad car every other year (on even numbered years).

Justification

Police squad cars need to be rotated due to the high milage and stress on the vehicles. If squad cars are not rotated the maintenance and repair bills get very high in the later years.

Prior	Expenditures	2026	2027	Total	Future
50,000	Equip/Vehicles/Furnishings	50,000	0	50,000	200,000
	Total	50,000	0	50,000	

Prior	Funding Sources	2026	2027	Total	Future
50,000	Capital Improvement Fund	50,000	0	50,000	200,000
	Total	50,000	0	50,000	



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # 26-POOL-01
Project Name Pool Liner: Patching and Painting

Total Project Cost \$5,000 Contact Public Works Director
Department Pool Type Unassigned
Status Active

Description

Pool Patching, Resurfacing, and Paint

Justification

The allocation of \$5,000 for professional pool maintenance is a strategic investment that addresses a persistent and costly issue. Despite diligent efforts by the Public Works department, the pool liner continues to crack and fail each year, requiring significant time and resources for temporary fixes. This recurring problem diverts staff from other essential duties. Allocating funds to a specialized contractor is a more efficient and long-term solution that will free up city staff and provide a more durable repair. The city pool is a valuable community asset, but its age and condition are becoming a major concern. Professional patching and painting will not only address the immediate issues but also extend the useful life of the pool and prevent further deterioration, avoiding the need for a full and significantly more expensive replacement in the near future. A well-maintained pool is essential for public safety and provides a high-quality recreational experience. The recurring cracks can lead to water leaks and potential hazards. By investing in professional services, we can ensure the pool is safe, functional, and aesthetically pleasing for all residents who use it.

Expenditures	2026	2027	Total
Unassigned	5,000	0	5,000
Total	5,000	0	5,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	5,000	0	5,000
Total	5,000	0	5,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # 27-PW-01
Project Name Replace 2007 Plow Truck

Total Project Cost	\$225,000	Department	Public Works
Type	Unassigned	Category	Unassigned
Priority	n/a	Status	Active

Description

2027 Tandem Plow Truck

Justification

The existing truck has reached the end of its useful life. At 20 years old by the time of its replacement, it has become increasingly unreliable and prone to mechanical failure. A breakdown during a significant weather event would severely compromise the Public Works department's ability to clear roads, posing a direct threat to public safety and emergency service accessibility. A new, reliable vehicle is essential to ensure consistent and effective winter maintenance operations. The Public Works department has made every effort to extend the truck's operational life through diligent maintenance and repairs. However, these efforts are becoming less effective and more costly as the vehicle's components reach the end of their lifespan. Replacing the truck now is a more fiscally responsible long-term solution that will reduce escalating maintenance expenses and the operational downtime associated with frequent repairs. The existing truck has an estimated trade value of \$50,000.00. Leveraging this asset now provides a significant reduction in the overall cost of a new vehicle. Waiting any longer risks a complete breakdown, which would eliminate this trade value and force the City to bear the full cost of a new truck without this critical offset.

Expenditures	2026	2027	Total
Equip/Vehicles/Furnishings	0	225,000	225,000
Total	0	225,000	225,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	0	225,000	225,000
Total	0	225,000	225,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project #	26-ADMIN-01		
Project Name	Server		
Total Project Cost	\$11,218	Contact	City Administrator
Department	Administration	Status	Active

Description

Premise Server (AD & Banyan)

Justification

The City of Wabasha computer server was identified by our IT team as the potential threat to a secure system. The system is old and no longer can be fixed. Should have been replaced in 2023 but due to cost constraints we held off. The server operating system is Server 2012 and has been end of Life for 2 years now. Microsoft is no longer producing patches for the operating system. It is a security risk. The server we use is at HBC and they are no longer our IT provider. The new server would be at the City of Wabasha where On-Site could access it. New server will save \$55 per month on workstation backups.

Expenditures	2026	2027	Total
Other	11,218	0	11,218
Total	11,218	0	11,218
Funding Sources	2026	2027	Total
Capital Improvement Fund	11,218	0	11,218
Total	11,218	0	11,218



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project #	SIDEWALKS		
Project Name	Sidewalks		
Total Project Cost	\$40,000	Department	Sidewalks
Type	Unassigned	Category	Unassigned
Priority	n/a	Status	Active

Description
Malone Park sidewalks no longer meet ADA requirements and need significant repair.

Justification
We have a few sections on city sidewalk that will need to be replaced. We can't include all of them in the 2023 project due to their location, so we have to set this money aside for replacement and ADA improvements.

Expenditures	2026	2027	Total
Other	10,000	30,000	40,000
Total	10,000	30,000	40,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	10,000	30,000	40,000
Total	10,000	30,000	40,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project #	Three Rivers		
Project Name	Three Rivers Transportation Contrubution		
Total Project Cost	\$30,000	Contact	City Administrator
Department	Administration		

Description

Three Rivers bus contribution.

Justification

Three Rivers is requesting \$6,000 per year for five years to help pay for a new bus.

Expenditures	2026	2027	Total	Future
Equip/Vehicles/Furnishings	6,000	6,000	12,000	18,000
Total	6,000	6,000	12,000	
Funding Sources	2026	2027	Total	Future
Capital Improvement Fund	6,000	6,000	12,000	18,000
Total	6,000	6,000	12,000	



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # PW Toolcat
Project Name Toolcat Revolving Purchase

Total Project Cost \$55,000 Department Public Works
Type Unassigned Category Equipment: PW Equip
Priority n/a Status Active

Description
Toolcat Revolving Purchase

Justification
With the government state bid contract, working with the dealer, we can trade in this piece of equipment yearly at a cost of \$5,000. This will keep us updated with the latest equipment, keeping it under warranty the entire time we are using it, not having to replace tires yearly.

Prior	Expenditures	2026	2027	Total	Future
10,000	Equip/Vehicles/Furnishings	5,000	5,000	10,000	35,000
	Total	5,000	5,000	10,000	

Prior	Funding Sources	2026	2027	Total	Future
10,000	Capital Improvement Fund	5,000	5,000	10,000	35,000
	Total	5,000	5,000	10,000	



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project # 27-FIRE-01
Project Name Turnout Gear to Meet OSHA Guidelines

Total Project Cost \$36,000 Contact Fire Chief
Department Fire Status Active

Expenditures	2026	2027	Total
Equip/Vehicles/Furnishings	0	36,000	36,000
Total	0	36,000	36,000

Funding Sources	2026	2027	Total
Capital Improvement Fund	0	36,000	36,000
Total	0	36,000	36,000



2026 thru 2027

Capital Improvement Plan

Wabasha, MN

Project #	LUCAS		
Project Name	Two Lucas Devices		
Total Project Cost	\$39,000	Contact	Ambulance Director
Department	Ambulance	Type	Equipment
Category	Equipment: Miscellaneous	Priority	n/a
Status	Active		

Description

Two Lucas Devices

Justification

LUCAS devices are critical pieces of equipment used during CPR. They are essential to providing a high level of care and help immensely since we do not always have additional staff to help in these situations. This is a valuable piece of equipment that provides high quality CPR which not only benefits the patient but also, allows the crew to free up personnel to work on other tasks needed during a high stress situation. Both of our Lucas CPR Devices have reached the end of their life expectancy and are no longer able to be serviced by our PM group and parts are no longer available if they would break. With using the replacement plan provided by the manufacturer we are able to decrease the budget impact by spreading it out over 3 years.

EMS Plus Care plan for 2026, 2027, and 2028.

Expenditures	2026	2027	Total	Future
Equip/Vehicles/Furnishings	13,000	13,000	26,000	13,000
Total	13,000	13,000	26,000	
Funding Sources	2026	2027	Total	Future
Capital Improvement Fund	13,000	13,000	26,000	13,000
Total	13,000	13,000	26,000	



City Council Regular

10. 4.

Meeting Date: 09/02/2025

ITEM TITLE: Approval of Additional Porta Potty at Heritage Park

DEPARTMENT: Administration

PURPOSE:

Approval of Additional Porta Potty at Heritage Park

ITEM SUMMARY:

Public Works staff do not recommend this expenditure. With the addition of Eagle Basin park, we will already have an additional expense for the coming budget for a porta potty. During special events, the host is required to provide additional porta potties, such as the Wabasha Chamber for Riverboat Days. One ADA-accessible and one regular porta potty provide ample coverage during normal operation.

Also, Public Works will hopefully be transferring \$10,000 from the Park Maintenance budget to the Street Maintenance budget in addition to requesting a \$10,000 budget increase for Street Maintenance. This would raise that line item from \$50,000 to \$70,000. We are in dire need of more funding for yearly street maintenance (crack-filling, patching, seal-coating, micro-slurry). The city park infrastructure is very sound at this point, and we need to focus the money on where the greatest need is. Street Maintenance.

STAFF RECOMMENDATION:

Staff does not recommend this added expenditure.

ACTION REQUIRED:

Determine if the City shall pay for the additional porta potty added at Heritage Park in 2025 and if the City shall add another porta potty in 2026 in the budget.

Meeting Date: 09/02/2025

ITEM TITLE: Sidewalks/Sidewalk Policy

DEPARTMENT: Administration

PURPOSE:

Sidewalks/Sidewalk Policy

ITEM SUMMARY:

At this time, city staff address sidewalks on a complaint basis only. Requests to remove sidewalks are handled by the streets commission. We have not done inspections in a while because the last sidewalk survey generated so many complaints from property owners being charged sidewalk replacement costs. When this has been done in the past, it created a lot of complaints. CM Meurer desires to have a policy by which sidewalks have a cost share of 50-50. Staff have noted that in other cities, like Plainview, sidewalks are charged on everyone's utility bills, and then it's covered 100% through a dedicated fund. Even a 50% cost share could be challenging if the expense is unexpected.

We have set aside some funds in the CIP. Currently, we have very minimal funds being spent on sidewalk improvements due to other competing priorities such as street repair & equipment needs.

1. Broadly speaking, do residents want to be charged additional fees for sidewalk maintenance so it's not incurred by an individual?
2. Should it be complaint-driven, or should we undertake a sidewalk survey?

From Tony- I've attached the last inspection from 2005. The list was long, city hall chambers were full at times with unhappy sidewalk owners. I was told at the time by Mayor Miesch that we will never complete another survey as long as he is Mayor. I have since shifted to complaint-driven repairs when needed. 95% of sidewalks throughout town are property owners' responsibility. The only sidewalks that are city responsibility are in parks or public areas. Public Works repaired some sidewalks in Malone Park this year, spending \$15,500. We have other repairs needed which are currently unfunded.

STAFF RECOMMENDATION:

Staff are currently at capacity for new projects this summer, including research projects, as we are now finalizing the new nuisance ordinance and its implementation. As well as a short-term rental ordinance changes. We would like specific guidance from the Council on this, and it would have to be something we budget for and create staff capacity for in 2026 if it is pursued.

From Tony's past experience, this process would use up approximately 1–2 days of my time per week for 6 months. The process includes inspection, logging/tracking information, advertising and obtaining quotes, public hearings, tracking tear out and replacement, meeting with contractors almost daily on additional issues such as grade/tree roots, after-repair inspections, billing, following up with residents. We are already overloaded with our normal workload, and over the past couple of years have been contemplating asking for an additional employee but, due to budgetary concerns, have been holding off.

Attachments

Sidewalk policy Jan 2014

2005 sidewalk inspection #1

2005 sidewalk inspection #2

SIDEWALK POLICY

CITY OF WABASHA

BUILDING, REPAIRING AND FINANCING SIDEWALKS

Subd. 1 INTRODUCTION

The City of Wabasha, Minnesota has many miles of public sidewalks. Public sidewalks may vary in age and in quality of condition. Not every mere inequality or irregularity in the surface of the sidewalk rises to the level of a defect. The City recognizes that some sidewalk conditions can create unreasonable hazards for pedestrians and other sidewalk users.

The City does not have unlimited employee or financial resources and cannot reasonably replace all sidewalks needing replacement or repair. Sidewalk replacement and repair can be costly. Comprehensive sidewalk surveys are expensive and require the use of limited city personnel and other resources. Under most circumstances, some or all of the cost of sidewalk replacement will be passed on to the adjacent property owner.

Accordingly, the City and its Public Works Department must exercise both discretion and professional judgment in determining whether and when sidewalks need to be replaced or repaired. The City expects that its agents, employees and City officials will exercise discretion in identifying conditions requiring new construction, replacement and repair, in establishing priorities and in the scheduling of the work.

Subd. 2. SIDEWALK INSPECTION PROCEDURES

The Street Superintendent shall establish procedures for regular sidewalk inspection. Those procedures will include:

- A. *A sidewalk survey must be completed at least every 5 years to identify needed replacement or repair.***
- B. The sidewalk survey shall take into consideration the following factors:
 - i. Sidewalk location and amount of pedestrian traffic.
 - ii. Proximity of sidewalk identified as needing replacement or repair to other sidewalks also needing replacement or repair or new construction.
 - iii. The nature and severity of the sidewalk condition and the need for replacement or repair.
 - iv. Public safety.
 - v. History of prior accidents or complaints.

- C. ***A complaint system whereby sidewalks are inspected after the city receives a complaint about a sidewalk***
- i. ***Within 5 days of receiving a complaint about a needed repair or of an accident related to the condition of the sidewalk, the Street Superintendent or his/her designee shall perform a visual inspection of the area in question; document all conversations, gathering evidence such as pictures or measurements.***
 - ii. ***Using measuring tools, the Street Superintendent, or his/her designee, shall mark the repairs needed by fluorescent paint.***
 - iii. ***If the Street Superintendent, or his/her designee, determines that a section of sidewalk presents a significant impediment to pedestrians or a threat to the public and if the property abutting the sidewalk is privately owned, the owner of record shall be notified of the needed repairs by letter from the city.***
 - iv. ***If no reply is received from the owner of record within 30 days from the postmarked date of the city notification, and if no repairs or replacement of the defective sidewalk have been made, or within 10 days of a city council meeting at which the sidewalk is discussed at the request of the property owner (whichever is longer), the Street Superintendent, or his/her designee shall arrange for such sidewalk remediation as is necessary at the abutting property owners expense.***
- D. Establishing criteria for determining whether a particular sidewalk condition is in need of replacement or repair. Those criteria will include, but not necessarily be limited to, a deviation or difference in elevation greater than ½ inch, condition of the surface such as spalling, random cracking, etc., as determined at the time of inspection. ***No more than one inch gap shall exist between two sections or segments of sidewalk.***

Subd. 3. SIDEWALK MAINTENANCE POLICY

City employees will be responsible for removing snow from sidewalks that abut City owned buildings or parking lots. Adjacent property owners, including other public entities, are responsible for removing snow and ice from sidewalks that abut their property. The City may, as a public service and for reasons of public safety, remove snow and ice from sidewalks. The Street Superintendent will identify sidewalks from which the City will remove ice and snow. ***Also refer to the Snow and Ice removal from sidewalks Section 620.01.***

Subd. 4. FINANCING SIDEWALK REPAIRS AND IMPROVEMENTS

- A. Any costs incurred by the City of Wabasha to replace sidewalk as a component of a municipal improvement project shall be funded in accordance with the CITY OF WABASHA LOCAL IMPROVEMENT POLICY as a ***Class C Improvement***

- B. Any costs incurred by the City of Wabasha to replace **or repair a sidewalk**, which is not included as a component of a municipal improvement project shall be ordered, constructed and administered by the City of Wabasha, all cost so incurred shall be bourn 100% by the abutting property owners in a ratio of the replaced or repaired area of the sidewalk abutting the owners property to the total area replaced or repaired. Replacement of such sidewalk shall be considered as a Class D Improvement.

The Street Superintendent shall compute the actual cost to each lot or parcel involved. He/She shall submit such report to the City Council, whereupon each property owner involved shall be billed for the expense incurred. The amount of such expense shall constitute a lien against the land in favor of the City, and shall be certified to the County Auditor to be collected as other real estate taxes are collected.

- C Any costs incurred by the City of Wabasha or a Property Owner for repair of short sections of sidewalk shall be accomplished in accordance with MS.429. Regardless of which party incurs repair costs the responsibility for payment of 100% of said costs is the Property Owner.

Subd. 5 PROCEDURE.

Upon recommendation of the Street Commission, and in the event that the City Council shall deem it necessary to construct or repair any sidewalk, it shall be the duty of the Street Superintendent and or city clerk, to give notice in writing to the owners of record of any lot fronting upon any street or streets where sidewalks will be repaired or constructed.

Subd. 6. OWNERS RESPONSIBILITY.

The notice mentioned in the preceding section shall inform the owner of any such lot(s) where the sidewalk is to be built or repaired, by the City at the owner's expense as determined by the Local Improvement Policy,

Subd. 7. STREET COMMISSION.

The Street Commission shall recommend to the City Council all construction, repairs or replacement of any sidewalks on public property after the review of an inspection report by the Street Superintendent or a citizen complaint or request.

Subd. 8. CONSTRUCTION/SPECIFICATION.

All sidewalks hereafter to be built or replaced in this City shall be constructed only of concrete meeting the requirements of MNDOT specification 2521, the sidewalk shall be constructed four inches thick or 6 inches thick across driven areas, the side walk width shall match width of the existing walk but shall in any case be less than four and a half feet in width, and scored at four foot intervals, or of such further width as the said Council may decide in any given case. For driveway and entrance ramps see the City standard plans. For pedestrian ramps refer to the Federal standard for ADA design and specifications for the Handicapped.

Subd. 9 DAMAGE OR DESTRUCTION OF SIDEWALKS PROHIBITED – LIABILITY

No person shall remove, deface, damage, destroy or otherwise alter the condition of any sidewalk within the City of Wabasha without the express written authorization of the City Council of the City of Wabasha. Any damage or destruction which is occasioned by any party whether it be accidental or otherwise shall be repaired or replaced immediately by the abutting property owner at the abutting property owners expense. If the damage or destruction was occasioned by the actions of a person other than the abutting property owner, such abutting property owner shall have the right to recover the cost of repair or replacement from the responsible person according to the general principals of law as made and provided, but such actions of third persons shall not alleviate the abutting owner of the responsibility to maintain, replace or repair damaged, destroyed, or defective sidewalks.

Subd. 10 PERSONS INJURED ON SIDEWALK – ABUTTING PROPERTY OWNER’S LIABILITY

The abutting property owner of any sidewalk within the City of Wabasha upon which any person is injured by reason of a defect upon the sidewalk, any object whatsoever left upon the sidewalk, or any unauthorized use of a sidewalk by the property owner or property’s owners licensee or other person residing within, or upon the property owners premises, shall be responsible for any damages that result, and shall hold the City of Wabasha harmless and indemnify the City for such losses that the City may be required to pay to any third person.

Subd. 11 INCONSISTENT ORDINANCES.

All previous Ordinances relative to the building or repair of sidewalks within this City are hereby repealed.

Subd. 12. REVIEW AND MODIFICATION OF POLICY

The City Council may modify or clarify this policy at any time.

Subd. 13. REVIEW OF POLICY

The Street Superintendent will keep on file, comments and complaints received regarding this policy. The policy will be reviewed by the Street Commission. Any review will consider comments and complaints since the last review and any other factors affecting the policy or its

implementation.

Subd. 14. EFFECTIVE DATE OF POLICY

This Building, Repairing and Financing Sidewalks policy shall be effective as of *January 7, 2014*

Modifications of the policy shall be effective on the date said modifications approved by City Council resolution.

Signed: _____ Rollin Hall, Mayor

ATTEST: _____ Susan Schamaun, City Clerk/Treasurer

2006 sidewalk inspection notations and address

- 1.911 6th St. West: Approx. 45 Ft of sidewalk is missing. Do not know if it existed before or not. Adjoining property towards Gambia all have sidewalk.
- 2.923 6th St. West: Approx. 38 ft of missing sidewalk. Missing section goes towards 911.
3. Grant Blvd by Hammers (City): Three-five ft panels with gaps over 1/2". Total of 15 ft
5. Empty lot across from Hammers(no address): Old square blocks (2 by 2) sidewalk in very bad shape recommend complete replacement of section.
- 7.344 Gambia and Fourth: 20 ft total replacement Spaulding and edges over 1/2".
- 8.1007 Gambia and Fourth: 5 ft total replacement, edge over 1/2".
- 9.1017 Fourth street: 77 ft total missing sidewalk. Neighbor states sidewalk was there up until a couple years ago. Connects existing walk.
10. Grant Blvd (City): Sidewalk is missing where railroad crossing was. This should be replaced. 28 ft total.
11. Grant Blvd (City): 10 ft of sidewalk close to the slew bridge is sunken.
Recommend replacement or mud jack?
- 12.508 Cambell and 5th Grant: 10 ft total with edges more than 1/2".
- 13.524 Cambell: 5 ft total edge over 1/2".
- 14.1030 Cambell and 7th St.: 5 ft total over 1/2".
- 15.1124 Sixth St.: Approx. 4 ft of replacement with edge over 1/2".
- 16.1035 Sixth St.: 5 ft. total with edge over 1/2".
- 17.1023 Sixth St.: Approx 8 ft. of replacement with edge over 1/2".
- 18.536 Gambia: 68 ft of Spaulding sidewalk very bad shape with holes and low spots causing tripping hazard.
- 19.1029 Grant Blvd West: 5 ft total edge over 1/2".
20. Fema lot corner of Bridge/Grant: 15 ft total uneven and edges over 1/2".
Recommend removal of tree that is heaving sidewalk and curb.
- 21.330 3rd St. and Bridge: 25 ft total replacement. Recommend removal of 3 trees heaving up sidewalk and eventually the curb.
- 22.136 Bridge and 2nd St: 5 ft total edge over 1/2".
- 23.2nd St (no address/ located on map): 5ft total low dip exceeds standards.
- 24.505 Main W? 95 ft of walkway needs replacement. 290ft of total sidewalk footage exists. Is this enough to replace all of old sidewalk?
25. City campground area? 55 ft of sidewalk missing.
- 26.423 Main St: 5 ft total replacement with edges over 1/2".
- 27.417 Main St. 5 ft total edge over 1/2".
- 28.313 Lawrence: 5 ft total edge over 1/2".
- 29.318 Main (Schmidt bus): 24 ft of broken sidewalk with edges over 1/2".
30. Main and Bridge (no address across from John Rivers): 10 ft with edges over 1/2".
- 31.424 Main: 5 ft edges over 1/2".
- 32.506 Main: Request removal of blacktop from edge of sidewalk.

- 33.515 Lawrence: 25 ft of walkway with big gaps exceeding limits and some parts missing.
- 34.511 Lawrence: 3 ft total with deep holes.
- 35.423 Lawrence: 5 ft total with edges over 1/2".
- 36.417 Lawrence: 5 ft total with edges over 1/2".
- 37.3rd and Bridge (Fema): 67 ft of missing sidewalk. (2) tree removal necessary.
- 38.Next to 317 3rd St.: 66 total ft with low spots, very uneven and out of limitations.
- 39.317 3rd St.: 24 ft of uneven walkway with gaps out of limitations.
- 40.312 2nd St.: 10ft total over 1/2".
- 41.318 2nd St.: 4 ft total over 1/2".
- 42.105 Market St and Pembroke: 5 ft section edge over 1/2".
- 43.Dale's house on Pembroke (no address): 16 ft of uneven and busted up over 1/2".
- 44.124 4th Grant West: 5 ft total with edges over 1/2".
- 45.118 4th Grant West: 8 ft total uneven and gaps out of limitations.
- 46.Grant/Pembroke-Loon Lake (no address): 8 ft of total replacement out of limits.
- 47.205 3rd and Allegheny: 22 ft of replacement required out of limitations.
- 48.129 3rd St.: 5 ft total with edges over 1/2".
- 49.123 3rd St.: 5 ft total with edges over 1/2".
- 50.118 3rd St.: 10 ft total edges over 1/2".
- 51.130 3rd St.: 5 ft section of sunken walkway.
- 52.Froeming electrical (no address): 14 ft total replacement sunken and edges over 1/2".
- 53.Dave Fisk (old clinic?): 30 ft total replacement edges over 1/2". Also recommend tree removal affecting walkway.
- 54.218 3rd St.: 5ft sunken panel out of limits.
- 55.229 2nd St.: 40 ft of busted up and sunken with edges over 1/2".
- 56.229 3rd St.: 8 ft edges over 1/2".
- 57.217 3rd St.: 5 ft edges over 1/2".
- 58.228 Pembroke: 5ft sunken with edge over 1/2".
- 59.117 2nd St.: 10 ft panel with edges over 1/2".
- 60.223 2nd St.: 16 ft with edges over 1/2". Also recommend removal of affecting tree.
62. Bowling Alley: 32 ft of sunken and uneven sidewalk. Also in need of street and curb repair.
- 63.Hoffman Chiropractic 2nd and Main: 5 ft total replacement edges over 1/2".
- 64.Sonny's Carpet on Main St.: 5 ft panel edge over 1/2".
- 65.Wabasha Bank: Cement Grate frame over 1/2" limitations. Special quote??
- 66.Book Cliffs: 5 ft panel edges over 1/2".
- 67.Dave Coatman's Store: 5ft panel edges over 1/2".
- 68.Post office Pembroke: 5 ft panel edge over 1/2".
- 69.Alleyway by Abbotts (City): 5ft panel edge over 1/2".
- 70.Brick in sidewalk by Ekstrands: Brick potholes, busting and Spaulding. Need Recommendations.
- 71.Popcorn park: 10 ft of walkway to be replaced edges over 1/2".

2005 sidewalk inspection and notations (continued)

- 101. Bailey and 3rd St. (St. Felix school) 45 ft total raised panels. Map points out different't areas spread around. (101, 102, 103)**
- 102. Reference to 101 (St. Felix)**
- 103. Reference to 101 (St. Felix)**
- 104. 206 3rd St. and Bailey, raised edges 10 ft total**
- 105. 203 3rd St. and Franklin, raised panels 18ft total**
- 106. 306 3rd St. and Franklin, raised panels 3 ft total**
- 107. Triangle park by courthouse, Chipping and spawling 160 ft total.**
- 108. 618 Broadway, raised panel 5 ft total**
- 109. 611 Broadway, raised panel/dip 10 ft total**
- 110. 411 3rd St. broken and raised panels 10ft total**
- 111. 405 3rd St. raised 2-2ft panels need replacement.**
- 112. 313 3rd St. sunken and broken panels. 4 ft total**
- 113. Bailey between 2nd and 3rd. raised panels 3 ft total.**
- 114. Corner of Bailey and 2nd St. recommend replacement of whole walkway. 55 ft total. 113, and 114 did not have address numbers.**
- 115. Replace approach and sidewalk connected to alley between Bailey and 2nd St. 20 ft. (City)**
- 116. 129 Bailey, raised panel 4 ft total.**
- 117. 129 3rd St. raised panel 8 ft total.**
- 118. 205 4th Grant Blvd. East. Cracked and sunken 10 ft total.**
- 119. Pembroke and 4th Grant, raised joint 5 ft total. Across from Dale Hicke.**
- 120. Corner of Pembroke and North side of Market. Replace after sewer fix. 20 ft total and possible tree removal that's causing sidewalk upheaval.**
- 121. Vet's Park (city) Replace all sidewalk as per Keith Hough. 270 ft total. Possible tree problems.**
- 122. 123 Hiawatha, raised panel, 4 ft total**
- 123. Gibson residence, (no address) raised panel. 4 ft total**
- 124. 124 Hiawatha, sunken joint and raised panel, 11 ft total.**
- 125. 118 Hiawatha, tree joint raised panel. 4 ft total, Possible tree removal.**
- 126. 211 Main St. cracked panels 9 ft total.**
- 127. 205 Main St. raised joint, 15 ft total**
- 128. Corner of Bailey and Main, (Busch's used car lot) sunken panel, 4 ft total.**
- 129. 205 2nd St. and Bailey, raised panel 5 ft total.**
- 130. VFW broken up walkway by drains, recommend replacement of approx 6 ft total over drains area.**
- 131. (no address) Laundry corner of Pemroke and 2nd St. raised panel 5 ft total.**
- 132. 225 Pembroke, raised panel by approach 5 ft total.**
- 133. 227 Pembroke, sunken/raised panels 6 ft total.**
- 134. 134 Public health build on Pembroke, Blacktop pad between walkway and curb recommend replacement with cement. 135ft by 2 ft wide**
- 135. 119 Main St East sunken panel 4 ft total.**
- 136. City fountain already noted previously**

- 137.137 2nd St. East, 5 ft panel raised joint
- 138.141 2nd St. East raised panel 5 ft total.
- 139.Busch's on Bailey and also on Main, chipped by drains, raised panels etc. 13 ft total.
- 140.American Express Building raised panels 10 ft total.
- 141.Post office raised panels on Main, 20 ft total. Also have other notation about Pembroke (post office).
- 142.36 Bailey, 38 ft total replacement driveway walk/raised panel.
- 143.Bailey and Lawrence (no address by blue tube) cracked and raised panels 6 ft total.
- 144.236 Lawrence, replace panels 6 ft total
- 145.330 Lawrence, cracked and spawled panels, 20 ft total.
- 146.510 Lawrence, cracked and spawled panels, 12 ft total.
- 147.512 Lawrence, raised and cracked panels, 10 ft total.
- 148.224 2nd St. raised panels from Tree, 5 ft total.
- 149.406 2nd St. raised panels, 28 ft total. Tree may be affecting also.
- 150.414 2nd St. broken panels and wide crack. 2 ft total
- 151.411 East Main, broken, sunken panels, 100 ft total.
- 152.405 East Main, replace cracked and broken up 12 ft total.
- 153.317 East Main, raised panels caused by tree. 8 ft total.
- 154.235 East Main, raised panels, 3 ft total.
- 155.Gray fence on East Main (no address) raised and cracked 12 ft total.
- 156.430 East Main, no sidewalk in driveway. Recommend replacement 10 ft total.
- 157.218 Hiawatha, uneven joints 15 ft total.
- 158.County services building on Hiawatha, Spawlding 130 ft total. Possible more to be requested by County services???
- 159.506 Hiawatha drive East, raised panels, 4 ft total.
- 160.524 Hiawatha drive East, raised joint 3 ft total.
- 161.950 Hiawatha drive East, raised panels 12 ft. total.
- 162.DAC Milligan and Hiawatha, cracked and chipped panels 20 ft total.
- 163.Ikes park Bathroom repair sidewalk 30-40 ft. total.

City Council Regular

10. 6.

Meeting Date: 09/02/2025

ITEM TITLE: Port Authority Interfund Loan

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The City of Wabasha/Port Authority is submitting a BDPI application for the barge terminal project. We need to show a matching fund balance of at least \$748,788. This \$100,000 interfund loan will get the Port Authority fund balance over \$748,788. The General Fund would loan \$100,000 to the Port Authority until the Port Authority has adequate funds to pay back the General Fund. This loan would have 0% interest. This \$100,000 interfund loan is in addition to the outstanding \$150,000 interfund loan that has been transferred, and an additional \$150,000 interfund loan which has been approved but not transferred to date. That \$300,000 plus the additional \$100,000 for approval would bring the total owed from the Port Authority to the General Fund to \$400,000.

ACTION REQUIRED:

Approve a \$100,000 interfund loan from the General Fund to the Port Authority.

Attachments

40-2025 Resolution for City of Wabasha and Port Authority Interfund Loan \$100,000

Resolution No. 40-2025
Resolution for City of Wabasha and Wabasha Port Authority Interfund Loan

WHEREAS, a BDPI application is being submitted for the barge terminal project.

WHEREAS, BDPI requires the Wabasha Port Authority to have a balance of at least \$748,788 to fully fund the project identified in the application.

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

The General Fund would loan \$100,000 to the Port Authority until the Port Authority has adequate funds to pay back the General Fund. This loan would have 0% interest. This \$100,000 interfund loan is in addition to the two outstanding \$150,000 interfund loans, for a \$400,000 total owed from the Port Authority to the General Fund.

Adopted by the council on this 2nd day of September 2025.

Approved:

By: _____
Mayor Emily Durand

Attested:

By: _____
Wendy Busch, City Clerk

City Council Regular

10. 7.

Meeting Date: 09/02/2025

ITEM TITLE: BDPI Grant Funds Revised Resolution

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

We anticipate applying for a BDPI grant to cover the street costs for the future barge terminal project. The amount of grant funding we are eligible for is approximately \$650,000. This covers infrastructure costs that will lead to business development, in this case the road to the barge terminal which will lead to business development for Kohner Materials and potential job creation. This resolution replaces previous resolution: 28-2025.

ACTION REQUIRED:

Approve Resolution 45-2025.

Attachments

45-2025 Revised Resolution for BDPI Grant Funds

RESOLUTION # 45-2025

LOCAL GOVERNMENT RESOLUTION INNOVATIVE BUSINESS DEVELOPMENT INFRASTRUCTURE APPLICATION

BE IT RESOLVED that the city of Wabasha act as the legal sponsor for project(s) contained in the Innovative Business Development Infrastructure Application to be submitted on and that

City Administrator, City Clerk, and Wabasha's Mayor are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the city of Wabasha.

BE IT FURTHER RESOLVED that the city of Wabasha has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds, adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the city of Wabasha has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that the city of Wabasha has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the city of Wabasha may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that it will comply with all applicable laws and regulations as stated in all contract agreements.

BE IT FURTHER RESOLVED that, the city of Wabasha has committed \$748,788.00 towards the local match requirement.

BE IT FURTHER RESOLVED that the sources of the Applicant's matching funds shall be the fund which has adequate funding to cover the commitment.

BE IT FURTHER RESOLVED that the city of Wabasha will the repay the grant if milestones are not realized by the completion date identified in the Application.

the city of Wabasha certifies that it will comply with all applicable laws, regulations, and rules of the Application.

BE IT FURTHER RESOLVED that the sources and uses, private investors, equity, and other financing commitments represented in the attached document are accurate.

NOW, THEREFORE BE IT RESOLVED that Emily Durand, Mayor, and Wendy Busch, City Clerk or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of
the city of Wabasha on September 2, 2025.

SIGNED:

Emily Durand 9-2-2025

WITNESSED:

Wendy Busch 9-2-2025

City Clerk 9-2-2025

This resolution replaces previous resolution: 28-2025

City Council Regular

11. 1.

Meeting Date: 09/02/2025

ITEM TITLE: Resolution 41-2025 September Donations

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

All donations must be approved by the City council.

Attachments

September Donations

CITY OF WABASHA
RESOLUTION No. 41-2025
RESOLUTION ACCEPTING DONATIONS

WHEREAS The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS the following persons and entities have offered to contribute the cash amounts or items set forth below to the city for the following.

○ **FIRE DEPARTMENT**

- \$100 – Daniel & Linda Schaefer

○ **LIBRARY**

- \$300 – Anonymous
- \$50 – In memory of Alice Jarstad by Linda Tenney
- \$20 – In memory of Alice Jarstad by Neil and Annette Hedquist

WHEREAS all such donations contributed are determined to be a benefit to the citizens of the City of Wabasha; and

WHEREAS The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASHA, MINNESOTA, AS FOLLOWS:

1. The donations described above are hereby acknowledged and accepted and shall be used in accordance with the terms prescribed by the donor.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Wabasha on September 2, 2025.

Approved:

Mayor - Emily Durand

Attested:

City Clerk – Wendy Busch