AGENDA

CITY OF EMILY
Emily, MN 56447

September 24, 2025

SPECIAL COUNCIL MEETING

1:00 p.m. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

- Resolution 25-40 for Submission of Volunteer Fire Assistance Grant from the Minnesota Department of Natural Resources for matching funds of $4,921.66 to purchase portable radios for the Emily Fire and Rescue Department. *(Council action – motion)*
- Waiver of City Hall rental deposit for Crosby-Ironton School District Special Election on Tuesday, November 4, 2025 from 6am to 9pm in the City Hall gymnasium. *(Council action – motion)*
- Hay Wagon use by the City of Fifty Lakes. *(Council action – motion)*
- Proposed 2026-2030 Capital Improvement Plan *(Council action – motion)*
- Proposed 2026 Property Tax Values for Emily
- 2025 Bonds and Other Long Term Debt
- Proposed 2026 Preliminary Budget for Fund 100 General Fund and Fund 602 Sewer Enterprise Fund. *(Council action – motion)*
    - Salary Increases
    - Economic Development
    - MN Paid Leave
- Proposed 2026 Preliminary City Tax Levy. *(Council action – motion)*

ADJOURN

39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480
clerk@emily.net

CITY OF EMILY
RESOLUTION NO. 25-40

RESOLUTION FOR SUBMISSION OF VOLUNTEER FIRE ASSISTANCE GRANT FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES

At the Special Meeting of the Emily City Council on September 24, 2025, the following resolution was proposed and approved:

WHEREAS, the City Council of the City of Emily has determined the Emily Fire and Rescue Department is in need of new portable radios.

WHEREAS, the City's 2025 Budget does not include additional funds for purchase of necessary portable radios.

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

A. The City Council of the City of Emily fully supports submission of a Volunteer Fire Assistance Grant Application to MN DNR to request matching funds of $4,921.66 to purchase new portable radios for the Emily Fire and Rescue Department and commits to providing the matching funds from the Firemen's Equipment Fund.

Adopted by the City Council of Emily, Minnesota this 24th day of September, 2025.

____
Tracy Jones, Mayor

ATTEST:____________________________________
City Clerk/Treasurer Cari Johnson, MCMC

DEPARTMENT OF NATURAL RESOURCES

Volunteer fire assistance grants

Available only to Minnesota fire departments.

General information: The Volunteer Fire Assistance Grant Program is a matching grant program. It provides financial and technical assistance to Minnesota fire departments in cities or communities with a population under 10,000. The program's primary objectives are saving lives and protecting property in rural areas.

Congressionally appropriated VFA funds are provided to the State forestry agencies through the USDA Forest Service. The State forestry agencies pass this money on to needful fire departments within their states.

Level of assistance: Approximately 120 to 140 grants from $1,000 to $5,000 are awarded in Minnesota annually. The grants are made on a 50:50 match basis. Rural fire departments must use the grant money for fire protection and comply with existing state and county rural fire protection plans.

Priorities: Priority is given to fire departments with the greatest need and participating in a Community Wildfire Protection Plan (CWPP) or a county all-hazard mitigation plan. Additional considerations include the type of project, fire runs and number of previous years funded. ***Fire departments will not receive funding if MFIRS (MN Fire Incident Reporting System) reports are not annually filed with the State Fire Marshal's office.***

Acceptable project examples:

- establishing a fire department or reorganizing an inactive fire department
- converting federal excess property vehicles to fire control rigs
- communications—warning systems (not sirens on buildings), pagers, radios (must be compatible with the counties' 911 system)
- personal safety equipment (structural and wildland)
- fire equipment (hose, nozzles, etc.)
- rural water storage systems

Grants are not allowed for:

- building repairs or construction
- urban water systems
- land acquisitions
- routine maintenance of fire equipment, such as tires, batteries, tune-ups
- equipment not fire-related, such as ambulance and water rescue equipment

- purchase of vehicles, ATVs, UTVs or Trailers
- sirens
- used equipment.

How to apply: Grant applications are accepted from eligible Minnesota fire departments from **September 1** through **December 1** each year. Grant application form (PDF) (https://files.dnr.state.mn.us/assistance/grants/ruralfire/vfa-grant-application.pdf?v=2025.07.03-07.10.20). Save a copy of the form for yourself and send a copy to VFAGrants.dnr@state.mn.us (mailto:VFAGrants.dnr@state.mn.us). (mailto:Shelly.greniger@state.mn.us)

Questions contact:

Shelly Greniger (mailto:Shelly.greniger@state.mn.us)
Rural Fire Programs Specialist
Phone: 218-322-2692

Related DNR Programs
Rural Fire Department assistance (/grants/ruralfire/index.html)

DEPARTMENT OF NATURAL RESOURCES

Complete application and email to: **VFAGrants.dnr@state.mn.us** December 1 Deadline

Governing representative	**Fire Chief**
Name: Tracy Jones **Email:** mayor.tracyjones@cityofemily.com **Phone:** (218) 851-5866 **Governing representative official address:** 39811 State Highway 6 Emily, MN 56447	**Name:** Blair Mileski **Email:** firechief@cityofemily.com **Phone:** (612) 670-3243 **Fire Department:** Emily Fire and Rescue **FD Address:** 20837 County Road 1 Emily, MN 56447 **FD Phone:** (218) 763-2480 **FD Email:** firechief@cityofemily.com

Federal Unique Entity Identification number (UEI) PVKWFGHU48K9
Application will not be processed without UEI

1. Population directly benefiting from the project: 1,100
2. Fire Department's protection area (square miles): 95
3. Number of fire incidents for the previous year: wildland 2 structural 0 other 130
4. Fill in the estimated total cost of the project(s) and the Grand total the dollar amount requested.

$	Wildland Personal Protective Equipment	$	Structural Turnout Gear
$	Excess Property Equipment Conversion	$ 9,843.32	Radios/Pagers
$	Wildland Equipment	$	Breathing Apparatus
$	Water Movement Items	$	Safety Equipment
$	Other Miscellaneous Projects (Describe)	$	Water Storage System

Grand Total Dollars Requested $ NaN

Fire Department Chief's Signature: Blair Mileski **Date:** 9/11/2025

Office use only:

Grant approved up to $	Priority is for
Approval/Date	Contract Number
Modified project	Approval date

Exhibit A

AD-1048

OMB No. 0505-0027
Expiration Date: 09/30/2025

USDA

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;

B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME	PR/AWARD NUMBER OR PROJECT NAME
Emily Fire and Rescue	Radios

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)
Blair Mileski/Fire and Rescue Chief

SIGNATURE	DATE
	9/11/2025

Instructions for Certification

(1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.

(2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

(3) The prospective lower tier participant must provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person, ""primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 CFR Parts 180 and 417. You may contact the Department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

(5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it may not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.

(6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

(7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the General Services Administration's System for Award Management Exclusions database.

(8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

MINNESOTA

EXHIBIT D: CERTIFICATION: NOT SUSPENDED OR DEBARRED BY THE STATE OF MINNESOTA OR THE FEDERAL GOVERNMENT

Grant applicant must certify to this condition required under this Grant Request for Proposal

INSTRUCTIONS: Sign below to finalize response and submit this document as part of the response to the RFP.

Office of Grants Management (OGM) Policy 08-04: *Grant Contract Agreements and Grant Award Notifications* requires that agencies must not award a grant to a vendor or grantee that has been suspended or debarred from doing business with the State of Minnesota or with the federal government.

By signing here, I warrant that my organization has not been suspended or debarred from doing business with the State of Minnesota or with the federal government.

I certify that this information is true, correct, and reliable.

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

Blair Mileski	Blair Mileski	Fire Chief	9/11/2025
Print Name	Signature	Title	Date

Brandon Communications
800 Central Avenue North
Brandon, MN 56315
320-524-2283 800-223-1676
Fax 320-524-2409
Brancomm@brancomm.com

Brandon Communications
30 13th Avenue South
Waite Park, MN 56387
320-253-6385 800-223-1676

Brancomm@brancomm.com

Prepared by:
Shawn Vance

Proposal 45911

Date: 9/11/2025

Proposal For:

Name	Emily Fire and Rescue
Contact	Blair Mileski
Address	20837 County Rd 1
City, State, Zip	Emily, MN 56447
Phone, Fax	612-670-3243
Email	firechief@cityofemily.com

Prepared by:
Shawn Vance
svance@brancomm.com

Qty	Model	DESCRIPTION	UNIT PRICE	AMOUNT
4	VP5430	Kenwood Viking 7/800 MHz Portable, Standard Keypad	$2,460.83	$9,843.32
		1024 Talkgroups, P25 CAI AMBE+2 Vocoder, Phase 1 Trunking,		
		P25 Conventional/Analog FM, Multikey DES and ARC4 (ADP)		
		Encryption, TrueVoice Noise Cancellation, IP67 Immersion,		
		Bluetooth, 3900Mah Li-Ion Battery, Antenna, Belt Clip.		
		Includes Speaker Mic, Charger and Programming.		
		Premium 3 Year Warranty		
		This Product Has Been Tested and Approved By MnDOT For Use On		
		The State Of Minnesota Armer System.		
		Kenwood State Contract Number 209492		
		Please call us BEFORE you pay any agency for license work solicitations		

Total Equipment	$9,843.32
Sub-total	$9,843.32
Tax Rate	
Service Call	
Base and antenna installation	
Antenna shipping TBD	
Subject to applicable sales tax	
10 year license including FRN registration, coordination, FCC fees, construction notification	
TOTAL	$9,843.32

Accepted by: ______________________

Date: ______________________

Proposal valid for 30 days

If you have any questions concerning this proposal please contact Shawn Vance at 800-223-1676 or 320-391-1338

THANK YOU FOR YOUR BUSINESS!

A convenience fee of 2.75% may be added to payments made by credit cards

clerk@emily.net

From: Bill Tollefson <btollefson@ci.k12.mn.us>
Sent: Monday, September 8, 2025 6:03 PM
To: clerk@emily.net
Subject: Crosby-Ironton Schools - use of City Hall space on November 4, 2025

Flag Status: Flagged

Hi Cari!

Wanting to make sure that we can use space in your City Hall to have a special school district election on November 4, 2025?

We will drop off materials the day before and pick them up the day after, just as we did in November 2023.

The Crow Wing County elections office will be coordinating election judges.

Thanks
Bill

Bill Tollefson
Business Manager
Crosby-Ironton Schools
218-545-8811

Rental Date November 4, 2025

Space Gymnasium

RECEIVED
SEP 1 2 2025
BY: ....

City of Emily

39811 State Highway 6, P.O. Box 68
Emily, MN 56447
Phone (218) 763-2480 Fax: (218) 763-2481
Email: clerk@emily.net

LEASE RENTAL AGREEMENT

FOR OFFICE USE ONLY	
Keys:	
Pick up date	
Name	
Phone	
Return date	

Name Bill Tollefson Crosby-Ironton Schools

Address 711 Poplar St
Crosby, MN 56441

Phone 218-545-8811

Function Election Nov 4 2025

(wedding, dance, meeting, etc.)

WHEREAS, the lessee is desirous of renting or utilizing space owned by the CITY OF EMILY, and

WHEREAS, the lessee acknowledges the use of said property with the permission and consent of the CITY OF EMILY is subject to the following provisions:

THEREFORE, IT IS AGREED BY THE UNDERSIGNED LESSEE, that the condition of their use of the EMILY CITY HALL of the CITY OF EMILY, they shall comply with the following conditions:

initials

1. **FEES:** That they shall pay to the City of Emily:
The sum of $ 0 rental fee and the sum of $ 0 deposit fee in a check made to the City of Emily, all paid in advance of the use of the Emily City Hall, and the City Clerk's office will issue a receipt for all cash monies received and hold the deposit check until after the use and all of the premises and the contents are inspected and meet the following conditions:

initials

2. **DAMAGES:** That the lessee assumes the responsibility and liability for damages to the Emily City Hall, ordinary wear and tear excepted, as such might occur during their use of said property. That the lessee assumes responsibility for cleanup of said building, the tables and chairs must be put away, the kitchen and rented area must be swept and refuse put into bags furnished by the city. You may clean up the day after its use but no later than noon with permission of the City Clerk. Retention of the security deposit for repair, by the City of Emily shall not limit said city to the sum, should the cost of repair and cleanup be greater than the amount deposited.

initials

3. **ALCOHOLIC BEVERAGES:** It is further understood by the lessee of said premises that no alcoholic beverages shall be sold or bartered, no minors shall be served under the age of 21, and no alcoholic beverages shall be sold or bartered within the meaning of the Minnesota Dram Shop Law, without the obtaining of proper licenses from the State of Minnesota and the City of Emily, and providing the Clerk and City Council are furnished Dram Shop Liability Insurance as required by law and the city of minimum $300,000.

initials

4. **CONSUMPTION OF ALCOHOLIC BEVERAGES:** It is understood that all consumption of liquor and beer must be within the building; that no consumption of alcoholic beverages shall be permitted outside of city hall.

initials

5. **POLICE:** It is further agreed that the lessee of the premises shall provide police supervision at their own costs, either with the Emily Police Department at a cost of $250.00 for up to six hours of supervision or through police supervision procured and paid for by lessee, and that a written permission slip will be given the City Clerk before the City Hall will be opened, confirming this fact and identifying the police supervision chosen by lessee. Requirement for police

protection shall be necessary only for those events where liquor and or beer is served. The lessee is totally responsible for all actions and conduct of the policeman hired by them

AW initials 6. **PRESENSE OF LESSEE:** It is further understood that during the use of the premises, the lessee herein shall be present, such presence being a condition to the continued use of the building on that date or in the future.

AW initials 7. **ENTERTAINMENT:** It is further agreed that any entertainment shall be first cleared by the City Council. No music, band, radio, stereo, etc shall be at any time in operation outside of the City Hall. That no speakers, amplifiers, or sound apparatus shall be allowed outside or placed in the open doors, windows to produce sound outside of the City Hall at any time.

AW initials 8. **CURFEW:** It is also a term of this agreement that under no circumstances will this event be permitted to continue beyond 12:00 p.m. midnight, and the police shall enforce this regulation.

AW initials 9. **PERSONAL INJURY:** It is further understood that lessee of said premises shall hold harmless and indemnify the City of Emily, Emily City Council, and all agents of the City of Emily for any injuries sustained to persons, damage to property, or amounts paid by the City on behalf of the user for damages which the City becomes liable for due to use of said premises by lessee or of his agents, employees, assigns, or sublessees.

AW initials 10. **PERSONAL PROPERTY:** The City of Emily, the Emily City Council, and all its agents, shall not be held responsible for any property if lessee or his agents, employees, guests, assigns, or sublessees if left over night, or forgotten on premises, become lost or damaged. Such as a band leaving musical instrument or belonging over night after a dance etc.

AW initials 11. **CANCELLATION POLICY:** If the undersigned lessee decides to cancel at any time before the date of use it is further understood that one-half of the rental fee shall be retained by the City of Emily.

AW initials 12. **TERM:** That said use shall be on the following date of November 4, 20 25 beginning at 6:00 AM a.m./p.m. and ending at 9:00 a.m./p.m.

AW initials 13. **CITY HALL POLICY RECEIVED:**

By execution of this agreement the undersigned lessee hereby covenants to comply with the terms and conditions hereof, and herewith the City Hall Policy.

Alcoholic beverage clauses 3, 4 & 5

Signature _______ Date 9/11/2025

William J. Tollefson
Print Name

Name of policeman if necessary ______

Telephone number of policeman ______

Amy Prowett 9/12/2025
Signature of City Employee Date

FOR OFFICE USE ONLY

DEPOSIT:
Amount rec'd ______
Amount refunded ______
Check # ______ Cash ______
Employee ______

Amy Prokott, Deputy Clerk, City of Emily

From:	jessica@fiftylakesmn.com
Sent:	Wednesday, September 17, 2025 1:19 PM
To:	'Amy Prokott, Deputy Clerk, City of Emily'
Subject:	Hay Wagon

Hi Amy!
We were hoping to ask to borrow the hay wagon for our Fall Festival on October 11th again this year.
Would that be asking through you or someone on the fire department?
Thank you in advanced 😊

Jessica Ostuanovich
Deputy Clerk
City of Fifty Lakes

Phone: 218.763.3113 **Email:** jessica@fiftylakesmn.com

Address: 40447 Town Hall Rd **Web:** www.fiftylakesmn.com
PO Box 125 Fifty Lakes, MN 56448

9/24/2025 10:40

Priority Legend:
A: Urgent - Fund if at all possible
B: High Priority - Do when funding available
C: Worthwhile - May be deferred for funding
D: Desirable (Nonessential)

City of Emily

PROPOSED CAPITAL IMPROVEMENT PLAN

2026 through 2030

PROJECTS BY FUNDING SOURCE

Legend:

Purchased	Public Safety
Savings	FEMA/USDA
Sourcewell PS Impact	Sourcewell Impact
Sourcewell PS Match	Sourcewell PS Emer. Prep.

Code	Source	Balance (9.17.25 w/investments)	Priority	2025	2026	2027	2028	2029	2030	2031-2035	TOTAL	
100	**General Fund**	$1,014,109										
	Sourcewell Impact Funds Grant (Total 39,265.29)											
	Shop - Plasma Cutter		C	$ 2,250.00	$ 3,000.00						$ 5,250.00	Sourcewell Impact Funds Grant 25 or 26
	Shop - Zero Turn Gas Lawnmower X2		C	$ 18,898.30	$ 22,000.00						$ 40,898.30	Sourcewell Impact Funds Grant 25 or 26
	Shop - Pressure Washer w/installation		B	$ 3,989.99	$ 4,500.00						$ 8,489.99	Sourcewell Impact Funds Grant 25 or 26
	Hall - Access/Security System Upgrade (Panic Buttons)		A	$ 900.00	$ 1,000.00						$ 1,900.00	Sourcewell Impact Funds Grant 25 or 26
	Hall - Exhaust Fan Replacement		A	$ 1,785.00	$ 2,200.00						$ 3,985.00	Sourcewell Impact Funds Grant 25 or 26
	Gymnasium - Security Camera		B	$ 500.00	$ 600.00						$ 1,100.00	Sourcewell Impact Funds Grant 25 or 26
	City Hall Outdoor Lights Repair		A	$ 8,150.00	$ 9,000.00						$ 17,150.00	Sourcewell Impact Funds Grant 25 or 26
	Office Chairs X 8 (4 Clerk, 2 PZ, 2 Shop)		C	$ 2,792.00	$ 3,000.00						$ 5,792.00	Sourcewell Impact Funds Grant 25 or 26
	Rotational Computer Replacement - Clerk & PZ Offices		B	$ 2,000.00	$ 2,000.00			$ 2,000.00	$ 2,000.00	$ 4,000.00	$ 12,000.00	5 yr replacement plan/25:SW Boost Funds $2k (1 approved and purchased)
	Hall - Emergency Generator ($65,000)		B	$ 65,000.00	$ 65,000.00						$ 130,000.00	FEMA HMGP Section 404
	PZ - Used Fireproof Filing Cabinet		B	$ 1,999.00							$ 1,999.00	
	Electronic Speed Signs X 2		A	$ 5,424.20							$ 5,424.20	
201	**Road and Bridge** (Small Cities Assistance)	$145,867										
211	**Library**	$2,922										
225	**Firemens Equipment Fund (w/Public Safety Aid)**	$94,171										
	Sourcewell Public Safety Impact Funds Grant - Fire Station Generator $12,490, Gas Connection $500, 12 Radios/1 Charger/7Pagers $34,182.36, 6 Helmets $2,424		A	$ 49,596.36							$ 49,596.36	
	Replacement of Expired Turnout Gear (coats/pants) ($3,570 each)		A	$ 3,562.00	$ 7,200.00	$ 7,200.00	$ 7,200.00	$ 7,200.00	$ 7,200.00	$ 36,000.00	$ 75,562.00	25:Savings
	Dress uniforms ($140 each)		B		$ 3,800.00	$ 280.00	$ 280.00	$ 280.00	$ 280.00	$ 1,400.00	$ 6,320.00	
	Radios ($2,500 each)		A	$ 5,000.00							$ 5,000.00	25:Savings
	Pagers ($550 each)		B	$ 527.50	$ 1,100.00	$ 1,100.00	$ 1,100.00	$ 1,100.00	$ 1,100.00	$ 5,500.00	$ 11,527.50	25:Savings
	Genesis 32" Push/Pull Ram Extrication Tool/Brute Combi Tool		A	$ 25,775.00							$ 25,775.00	25:$12,420 Public Safety Aid/$13,355 Savings
	Brush Rig 4 Door Pickup Truck ($76,000)		B		$ 25,000.00						$ 25,000.00	26:225 Savings $25k,226 Savings $26k savings
	Engine #1 - Lease to Purchase Program		A	$ 34,664.96							$ 34,664.96	
	Engine #2 - Lease to Purchase Program (10 Years)		A	$ 44,900.00	$ 79,564.96	$ 79,564.96	$ 79,564.96	$ 79,564.96	$ 79,564.96	$ 397,824.80	$ 840,549.60	
	SCBAs - Lease to Purchase Program		A	$ 15,944.03	$ 15,944.03						$ 31,888.06	
	Fire and Rescue Hall Renovation (Bathroom fixtures/plumbing, doors/trim, painting, flooring)		A		$ 25,000.00						$ 25,000.00	
226	**Medical Services/1st Resp. Equipment Fund**	$125,451										
	Sourcewell Match Funds - Public Safety for fully equipped medical truck		B	$ 74,646.65							$ 74,646.65	Sourcewell Match $40k/226 Savings $34,646.65
	Sourcewell Public Safety Emergency Preparedness Funds - LUCAS device		B	$ 22,985.82							$ 22,985.82	
	DNR Vol. Fire Assistance Grant - Matching - 4 Portable Radios ($9,843.32 total)		B	$ 4,921.66							$ 4,921.66	
	Radios ($2,500 each)		A	$ 4,000.00							$ 4,000.00	25:Savings
	Pagers ($550 each)		B	$ 527.50	$ 550.00	$ 550.00	$ 550.00	$ 550.00	$ 550.00	$ 2,750.00	$ 6,027.50	25:Savings
	AEDs ($2,500 each)		C	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 2,500.00	$ 5,000.00	$ 20,000.00	25:Savings Planned
227	**Emily Area Recycling**	-$30										
228	**Police Fund**	$12,159										
404	**Park Acquisition and Development**	$68,063										

Priority Legend:
A: Urgent - Fund if at all possible
B: High Priority - Do when funding available
C: Worthwhile - May be deferred for funding
D: Desirable (Nonessential)

City of Emily

PROPOSED CAPITAL IMPROVEMENT PLAN

2026 through 2030

PROJECTS BY FUNDING SOURCE

9/24/2025 10:40

Legend:

Purchased	Public Safety
Savings	FEMA/USDA
Sourcewell PS Impact	Sourcewell Impact
Sourcewell PS Match	Sourcewell PS Emer. Prep.

Code	Source	Balance (9.17.25 w/investments)	Priority	2025	2026	2027	2028	2029	2030	2031-2035	TOTAL	
	IRRRB Grant Project (Kiosk,Pavilion,Trees,Picnic Tables, Electric,Signs,WillietheWalleye,+Photos) ($30,000 matching funds/$72,660 project)		A		$ 5,000.00							(Matching funds:$21,000 2025 Hall Phase 2 budget, $4,266.19 Remaining Park Dedication funds, $12,439.22 Remaining 125th funds, $5,000 2026 Park budget)
	City Hall Park Phased Construction:											
	2 - Picnic Shelter, Sand Volleyball Court, Pickleball Court		B	$ 21,000.00							$ 21,000.00	Save for IRRRB Grant Project
	3 - Shuffleboard Courts		B		$ 30,000.00						$ 30,000.00	
	Tennis/Pickeball Courts Replacement		B		$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 30,000.00	$ 80,000.00	
	Baseball Field Dugouts Siding Repairs		B	$ 2,591.62							$ 2,591.62	25:Savings - Planned for $5k
406	**City Hall**	$5,475										
	Gymnasium Subfloor Asbestos Testing		A		$ 1,000.00						$ 1,000.00	
	Gym Floor Replacement (inc. est'd asbestos abatement)		B		$ 65,000.00						$ 65,000.00	
	Seal Parking Lot		B			$ 40,000.00					$ 40,000.00	
407	**Cemetery**	$38,132										
	Second Addition Preparation: Need trees											
	Benches for Memorial Circle		C	~~$ 4,000.00~~	$ 4,000.00						$ 4,000.00	
	Flagpoles for Memorial Circle		C	~~$ 7,000.00~~	$ 7,000.00						$ 7,000.00	
	Visible Block Markers		C	~~$ 2,000.00~~	$ 2,000.00						$ 2,000.00	
409	**Law Enforcement/Emily Sheriff's Office**	$31,283										
413	**Rehab. Projects**	$10,102										
414	**Capital Projects - Fire**	$5,028										
415	**Capital Projects - Roads**	$237,510										
	~~2 Year Rotating Crack Sealing Plan~~		B								$ -	
	~~Rotating Poly Sealing Plan~~		B								$ -	
	Street Improvements - Budgeted		A	$ 118,518.71	$ 120,000.00	$ 200,000.00	$ 200,000.00	$ 200,000.00	$ 200,000.00	$ 1,000,000.00	$ 2,038,518.71	
	Savings		A	$ 39,684.70	$ 80,000.00						$ 119,684.70	25:Saved $65,689.88
	Roosevelt Drive Bridge (Crooked Creek) Bridge replacement - Est. 10-15 years $460,000		A	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 25,000.00	$ 125,000.00	$ 275,000.00	
	South Shore Drive Bridge (Little Pine River) Seal the fascia - Est. $70,000		B	$ 14,000.00	$ 14,000.00	$ 14,000.00	$ 14,000.00				$ 56,000.00	
	Bobcat ($80k w/$10k trade-in)		B		$ 80,000.00						$ 80,000.00	
	Grader ($600,000)		B	$ 50,000.00	$ 75,000.00	$ 75,000.00	$ 75,000.00	$ 75,000.00	$ 75,000.00	$ 140,930.89	$ 565,930.89	$34,069.11 saved to date
	Spray Injection Patcher - Used		B		$ 30,000.00						$ 30,000.00	
	Dump Truck Replacement Savings Plan		B				$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 100,000.00	$ 160,000.00	
	Ditch Mower Tractor Attachment		B			$ 6,000.00					$ 6,000.00	
	Bucket Truck w/Dump Box - Used		C					$ 50,000.00			$ 50,000.00	
	Blower Bobcat Attachment		B			$ 8,000.00					$ 8,000.00	
416	**Future City Development**	$28,657										
417	**Shop Building**	$0										
	Blacktop Aprons		C			$ 30,000.00					$ 30,000.00	
602	**Sewage Collection and Disposal**	$106,325										
	Liftstation Pumps Replacement Program 1/yr		B	$ 17,445.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00			$ 57,445.00	Replacement Plan (6 pumps)
	E1 Grinder Pump Replacements		B	$ 5,000.00	$ 5,000.00	$ 5,000.00					$ 15,000.00	25:Ordered
	Liftstation Pumps Rebuild Program 1/yr after replacement		B						$ 2,500.00	$ 15,000.00	$ 17,500.00	(Est. $2500/pump to rebuild)(Plan to rebuild 1/yr for 6 yrs)
	Influent Control Structure Replacement ($150k)		A	$ 30,000.00	$ 30,000.00	$ 30,000.00	$ 30,000.00	$ 30,000.00			$ 150,000.00	5 yr replacement plan
	Savings Funds to be Used			$89,089.98	$ 93,000.00						$182,089.98	
	Budget Funds to be Used			**$ 637,390.02**	**$ 772,958.99**	**$ 544,194.96**	**$ 475,194.96**	**$ 513,194.96**	**$ 425,694.96**	**$ 1,863,405.69**	**$ 5,232,034.54**	

Priority Legend:
A: Urgent - Fund if at all possible
B: High Priority - Do when funding available
C: Worthwhile - May be deferred for funding
D: Desirable (Nonessential)

City of Emily
PROPOSED CAPITAL IMPROVEMENT PLAN
2026 through 2030
PROJECTS BY FUNDING SOURCE

Legend:

Purchased	Public Safety
Savings	FEMA/USDA
Sourcewell PS Impact	Sourcewell Impact
Sourcewell PS Match	Sourcewell PS Emer. Prep.

Code	Source	Balance (9.17.25 w/investments)	Priority	2025	2026	2027	2028	2029	2030	2031-2035	TOTAL
	TOTALS			$ 726,480.00	$ 865,958.99	$ 544,194.96	$ 475,194.96	$ 513,194.96	$ 425,694.96	$ 1,863,405.69	$ 5,414,124.52
	GRANTS/POSSIBLE GRANTS										
	FEMA/USDA - Hall Generator			$ (65,000.00)							$ (65,000.00)
	25:Lawnmower,Camera,HallOutdoor Lights,ClerkComputer,PlasmaCutter			$ (39,265.29)	$ (47,300.00)						$ (86,565.29)
	PS Impact:Fire Station Generator, Radios, Turnout Gear			$ (49,596.36)	$ (35,000.00)						$ (84,596.36)
	PS Emer. Prep.: LUCAS device			$ (22,985.82)							$ (22,985.82)
	PS Match: Medical Truck			$ (40,000.00)							$ (40,000.00)
	IRRRB Culture & Tourism Grant				$ (30,000.00)						
	DNR Vol. Fire Assistance Grant: Radios			$ (4,921.66)							$ (4,921.66)
	Total Grants/Possible Grants			$ (221,769.13)	$ (112,300.00)	$ -	$ -	$ -	$ -	$ -	$ (304,069.13)

2025 BONDS AND LONG TERM DEBT

	Outstanding 1-1-25	Payoff Date	Bond Principal Paid 1-15-25	Outstanding 1-16-25	2025 Bond Interest Paid 1-15-25 and 7-9-25	2025 Bond Fiscal Agent Fees Paid 1-15-25 and 7-9-25	2025 Tax Levy Additions	2025 Assessments/ Interest/ Taxes/Fiscal Disparities/ etc Received To Date (9-17-25)	Debt Service Fund Balances (9-17-25)	2025 Year End Planned Transfers from Excess 302,305,306 Bond Funds	Debt Service Fund Balances After Planned Transfers (9-17-25)	2025 Anticipated Remaining Receipts	Projected 2025 Year End Balance	February 2026 Bond Payment	Anticipated 2026 Balance After February Bond Payments	Total 2026 Bond Payments (Prin, Interest, Fiscal Agent Fee)	Ehlers Planned 2025 Levy for 2026	Anticipated 2026 Taxes, Assessments, etc to be Received w/Planned Levy	Anticipated 2026 Year End Balance w/Planned Levy	**Recommended 2026 Tax Levy**	Anticipated 2026 Taxes Assessments etc to be Received with Recommended Levy	Projected 2026 Year End Balance After Recommended Tax Levy
302 - 2007 Roads	$ -		$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -		$ -			$ -	$ -	$ -		$ -		$ -
303 - 2012 CIP City Hall/2004 Roads	$ 170,000.00	2/1/2028	$ 40,000.00	$ 130,000.00	$ 4,125.00	$ 575.00	$ 45,753.75	$ 27,457.37	$ 29,226.54	$ -	$ 29,226.54	$ 10,400.00	$ 39,626.54	$42,290.00	$ (2,663.46)	$ 43,600.00	$ 49,848.75	$ 41,245.00	$ 37,271.54	$ **56,800.00**	$ 47,000.00	$ 43,026.54
304 - 2014 Roads	$ 240,000 00	2/1/2030	$ 35,000.00	$ 205,000.00	$ 6,527.50	$ 575.00	$ 26,250 00	$ 25,228 95	$ 23,982 81	$ 259.68	$ 24,242 49	$ 10,600 00	$ 34,842.49	$43,070 00	$ (8,227 51)	$ 46,127 50	$ 19,179.61	$ 26,180.00	$ 14,894 99	$ **41,650.00**	$ 56,850 00	$ 45,564 99
305 - 2012 Refunding of 2004 Roads	$ -	2/1/2020	$ -	$ -	$ -	$ -	$ -			$ -	$ -		$ -			$ -		$ -	$ -	$ -		$ -
306 - 2005 Roads	$ -	2/1/2021		$ -		$ -	$ -	$ 259 68	$ 259 68	$ (259 68)	$ -		$ -			$ -		$ -	$ -	$ -		$ -
			Prin Payment Pd 7-9-25 or 9-10-25	Outstanding After Payment	2025 Interest Paid	2025 Payment 7-9-25 or 9-10-25 (Prin and Interest)																
Other Long Term Debt																						
100 - Fire Truck Lease to Purchase	$ 33,560.79	10/1/2025	$ 33,560.79	$ -	$ 1,104.17	$ 34,664.96										$ -						
100 - SCBAs Lease to Purchase	$ 30,517.28	8/10/2026	$ 15,034.62	$ 15,482 66	$ 909 41	$ 15,944 03										$ 15,944 03						
100 - Custom Fire Pumper Truck	$ 483,604.18	10/1/2032	$ 21,278.35	$ 462,325.83	$ 23,621.65	$ 44,900.00										$ 79,564.96						
Totals	$ 957,682 25		$ 144,873 76	$ 812,808 49	$ 36,287 73	$ 96,658 99	$ 72,003 75	$ 52,946 00	$ 53,469 03	$ -	$ 53,469 03	$ 21,000 00	$ 74,469 03	$ 85,360 00	$ (10,890 97)	$ 185,236 49	$ 69,028 36	$ 67,425 00	$ 52,166 53	$ 98,450 00	$ 103,850 00	$ 88,591 53

Noted from Auditor that if a bond fund balance is below $0, then a transfer needs to be made from the 100 General Fund at the end of the year
Paid bond balances may be used to pay down other Debt Service Bonds for road projects

Priority: Make sure to end each year with adequate funds in each bond fund to make the bond payments in the following year (end 2025 with enough funds to make 2026 bond payments) Priority is to maintain enterprise fund. Building up other bonds over time 303 does not receive assessments

	Outstanding 1-1-25	Payoff Date	Bond Principal Paid 1-15-25	Outstanding 1-17-25	2025 Bond Interest Paid 1-15-25 and 7-9-25	2025 Bond Fiscal Agent Fees Paid 1-15-25 and 7-9-25	2025 Tax Levy Addition	2025 Assessments/ Interest/ Investment Interest/ Taxes/ Fiscal Disparities/ etc Received To Date (9-17-25)	2025 Sewer Service and Hauled Wastewater Receipts (9-17-25)	2025 Disbursements To Date (w/o bond payments) (9-17-25)	2025 Anticipated Remaining Receipts	2025 Anticipated Remaining Disbursements	2025 Investment Balance (9-17-25)	Current Sewer Fund Balance with Investment (9-17-25)	**Projected 2025 Year End Sewer Fund Balance with Investments**	Save 2025 Budget for Influent Control Structure	Projected 2025 Year End Sewer Fund Balance w/Investments After Saving	Estimated February 2026 Bond Payment	Projected 2026 Receipts	Projected 2026 Disbursements (w/o Bond Payments) (w/Projects)	2026 Bond Payments (Prin, Interest, Fiscal Agent Fee)	**Projected 2026 Year End Balance After Tax Levy and Saving**	Estimated February 2027 Bond Payment	Ehlers Planned 2025 Levy for 2026	**Recommended 2025 Levy for 2026 with Additional for Sewer Maintenance**
General Obligation																									
602 - Sewer Refunding	$ 885,000 00	2/1/2036	$ 65,000 00	$ 820,000 00	$ 24,193 75	$ 575 00	$ 120,504 75	$ 72,950 61	$ 56,329.14	$ 51,120 77	$ 85,306 00	$ 73,696 00	$ 11,184 54	$ 106,325 38	$ **117,935.38**	$ 30,000.00	$ 87,935.38	$ 77,292 00	$ 211,389.25	$ 123,018 00	$ 88,371 25	$ **117,935.38**	$ 76,573 96	$ 61,452.38	$ **114,449.25**

2026 PROPOSED PRELIMINARY BUDGET
RECEIPTS

	Revised 2024 Final Budget 11.12.24	2024 Actual	2025 Final Budget	2025 Received To Date (9.17.2025)	Estimated 2025 Year End (X 1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								5% Levy Increase Target $1,517,933.28 $0.00
TAXES								
General Property Taxes								
Current Ad Valorem Taxes	$1,376,810.23	$1,105,316.37	$1,445,650.74	$702,760.62	$905,155.68	$1,517,933.28	5%	**Tax Levy Amount**
Delinquent Ad Valorem Taxes	$14,000.00	$16,819.62	$14,600.00	$13,757.54	$17,719.71	$17,000.00	16%	
Mobile Home Tax	$25.00	$7.82	$18.00	$0.00	$0.00	$5.00	-72%	
Fiscal Disparities	$1,450.00	$1,924.18	$1,700.00	$5,781.38	$7,446.42	$2,000.00	18%	(12/24 CWC took back over 1/2)
General Sales and Use Taxes								
Franchise Taxes	$0.00	$844.11	$840.00	$515.79	$664.34	$680.00	-19%	
Severed Mineral Tax	$228.00	$231.11	$229.00	$234.54	$302.09	$230.00	0%	
Penalties and Interest on Del. Taxes								
Penalties and Interest on Ad valorem Taxes	$2,000.00	$444.20	$685.00	$1,020.60	$1,314.53	$880.00	28%	
Forfeited Tax Sale Apportionments	$5,400.00	$3,325.70	$3,000.00	$629.12	$810.31	$2,000.00	-33%	
Special Assessments								
Principal on Special Assessments	$500.00	$687.50	$500.00	$1,488.60	$1,917.32	$1,300.00	160%	
Penalites and Interest on Special Assessments	$5.00	$0.00	$5.00	$173.77	$223.82	$175.00	3400%	
TAXES TOTAL	**$1,400,418.23**	**$1,129,600.61**	**$1,467,227.74**	**$726,361.96**	**$935,554.20**	**$1,542,203.28**	5%	
LICENSES AND PERMITS								
Business Licenses and Permits								
Licenses & Permits	$100.00	$0.00	$100.00	$0.00	$0.00	$100.00	0%	Gambling permit investigation fee
Alcoholic Beverages	$5,970.00	$8,050.00	$5,970.00	$94.00	$121.07	$5,970.00	0%	
Rental Dwelling License	$3,700.00	$3,700.00	$3,000.00	$575.00	$740.60	$3,700.00	23%	
Non-Business Licenses and Permits								
Building Permits (Excludes surcharge)	$23,000.00	$21,955.00	$23,000.00	$13,590.00	$17,503.92	$19,800.00	-14%	
Animal Licenses	$20.00	$5.00	$0.00	$12.00	$15.46	$12.00	100%	
LICENSES AND PERMITS TOTAL	**$32,790.00**	**$33,710.00**	**$32,070.00**	**$14,271.00**	**$18,381.05**	**$29,582.00**	-8%	
INTERGOVERNMENTAL REVENUES (IGR)								
Federal Igr								
Federal Grant - Hazard Mitigation (Generator)	$0.00	$0.00	$65,000.00	$0.00	$0.00	$65,000.00	0%	FEMA HMGP Section 404
Federal Payments in Lieu of Taxes	$4.00	$0.00	$2.50	$6.10	$7.86	$3.00	20%	
State Igr								
Homestead and Agricultural Credit Aid (HACA)	$32,700.00	$50,261.61	$23,000.00	$25,235.86	$32,503.79	$25,100.00	9%	24: 2X
State Emergency Management Aid	$22,000.00	$21,114.82	$0.00	$0.00	$0.00	$0.00	100%	
Agricultural Market Value Credit	$575.00	$845.86	$650.00	$0.00	$0.00	$600.00	-8%	
Fire Training Reimbursement	$2,500.00	$2,400.00	$2,500.00	$5,785.00	$7,451.08	$15,500.00	520%	Fire/EMS
PNP Election Reimbursement	$0.00	$1,023.83	$0.00	$0.00	$0.00	$0.00	100%	
State Fire Aid	$15,600.00	$19,111.99	$17,340.00	$0.00	$0.00	$19,000.00	10%	
Supp. State Fire Aid	$2,800.00	$5,014.33	$3,015.00	$2,000.00	$2,576.00	$5,000.00	66%	
State Police Aid	$0.00	$4,203.94	$0.00	$0.00	$0.00	$0.00	100%	
IGR From Other Local Governmental Units								
Other County Grants and Aids	$0.00	$1,229.31	$1,000.00	$0.00	$0.00	$0.00	-100%	23/25:Clean Up Day Grant/24:Hydration Station Award
Grants & Aids from Other LGUs	$50,073.98	$50,473.98	$91,600.00	$25,249.36	$32,521.18	$134,980.00	47%	26:Sourcewell-Impact Funds Grant$47300/Internship $7680

	Revised 2024 Final Budget 11.12.24	2024 Actual	2025 Final Budget	2025 Received To Date (9.17.2025)	Estimated 2025 Year End (X 1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
IGR TOTAL	**$126,252.98**	**$155,679.67**	**$204,107.50**	**$58,276.32**	**$75,059.90**	**$265,183.00**	30%	SW 3rd Party Reimbursement - Rd Engineering and/or Grant Writer $15k IRRRB Culture/Tourism Grant $30k/SW Match $35,000
CHARGES FOR SERVICES								
General Government								
City/Town Hall Rent	$725.00	$1,415.00	$1,100.00	$540.00	$695.52	$1,050.00	-5%	
Zoning and Subdivision Fees	$3,500.00	$2,000.00	$2,000.00	$2,508.50	$3,230.95	$2,250.00	13%	
Assessment Searches	$1,200.00	$1,000.00	$1,140.00	$550.00	$708.40	$850.00	-25%	
Candidate Filing Fee	$14.00	$12.00	$0.00	$0.00	$0.00	$12.00	100%	
Copies/Faxes	$60.00	$50.75	$65.00	$45.00	$57.96	$53.00	-18%	
Public Safety								
Special Fire Protection Services	$44,720.53	$44,720.53	$42,500.00	$51,209.67	$65,958.05	$60,000.00	41%	*Subject to change
First Responder Charges	$4,599.45	$4,599.45	$4,600.00	$5,469.76	$7,045.05	$6,900.00	50%	*Subject to change
Highways And Streets (Road And Bridges)								
Street, Sidewalk and Curb Repair Fees	$0.00	$478.18	$0.00	$0.00	$0.00	$0.00	100%	24:Gravel Road Damage
Sale of Culverts	$1,000.00	$620.80	$630.00	$300.00	$386.40	$500.00	-21%	
Road Vacation/Cartway Fees	$0.00	$4,108.00	$0.00	$0.00	$0.00	$0.00	100%	
Contractor Water Use	$100.00	$0.00	$100.00	$70.00	$90.16	$100.00	0%	
Sale of Lockers	$0.00	$150.00	$0.00	$0.00	$0.00	$0.00	100%	
Sanitation								
Refuse Collection Charges (Clean Up Day)	$0.00	$0.00	$2,500.00	$5.00	$6.44	$0.00	-100%	25: Clean Up Day
Other Charges For Services								
Cemetery Revenues (Little Pine)	$500.00	$500.00	$500.00	$500.00	$644.00	$500.00	0%	
Cemetery -Grave openings	$4,500.00	$4,200.00	$4,025.00	$3,050.00	$3,928.40	$4,060.00	1%	
Cemetery -Sale of lots	$2,500.00	$2,775.00	$5,000.00	$7,350.00	$9,466.80	$6,120.00	22%	
Misc. Rents	$10.00	$1.00	$1.00	$1.00	$1.29	$1.00	0%	
Verizon Rental	$13,200.00	$13,200.00	$10,000.00	$9,900.00	$12,751.20	$13,200.00	32%	25:Virtual Bridge - May be reduced
Fines								
Court Fines	$650.00	$583.41	$550.00	$293.29	$377.76	$480.00	-13%	
Administrative Fines (Penalties)	$1,500.00	$0.00	$500.00	$0.00	$0.00	$0.00	-100%	
Other Charges For Services								
Interest Earning	$5,800.00	$6,942.25	$6,200.00	$4,872.45	$6,275.72	$6,600.00	6%	
Contributionis and Donations from Private Sources	$0.00	$856.12	$0.00	$10,000.00	$12,880.00	$0.00		24:Emily Waters/Roll to 25
Refunds	$14,500.00	$12,816.36	$10,000.00	$7,194.50	$9,266.52	$8,000.00	-20%	24:LMC,1st Resp Training
Other Financing Sources								
Unrealized Investment Gain	$1,300.00	$1,104.13	$1,350.00	$1,117.98	$1,439.96	$1,270.00	-6%	
Sale of Investment	$20,000.00	$1,263.10	$1,250.00	$632.45	$814.60	$1,040.00	-17%	
CHARGES-SERVICES TOTAL	**$120,378.98**	**$103,396.08**	**$94,011.00**	**$105,609.60**	**$136,025.16**	**$112,986.00**	20%	
RECEIPTS TOTAL	**$1,679,840.19**	**$1,422,386.36**	**$1,797,416.24**	**$904,518.88**	**$1,165,020.32**	**$1,949,954.28**	8%	

DISBURSEMENTS

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
GENERAL GOVERNMENT								
Legislative - Council								
Wages and Salaries: Part-time Employees	$17,500.00	$16,944.09	$17,500.00	$12,496.12	$16,095.00	**$17,500.00**	0%	
Employer Contributions for Retirement: FICA Contributions	$1,120.00	$1,050.90	$1,050.00	$775.00	$998.20	**$1,085.00**	3%	
Employer Paid Insurance: Medicare	$265.00	$245.71	$265.00	$181.20	$233.39	**$263.00**	-1%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$155.00**	100%	
Worker's Compensation: Insurance Premiums	$1,300.00	$1,201.81	$1,250.00	$0.00	$0.00	**$1,200.00**	-4%	
Employee Paid: Federal Income Tax	$210.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Employee Paid: State Income Tax	$420.00	$5.91	$25.00	$4.00	$5.15	**$6.00**	-76%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$77.50**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$100.00	$0.00	$100.00	$13.59	$17.50	**$100.00**	0%	Plaques
Professional Services: Instructors' Fees	$500.00	$0.00	$700.00	$449.00	$578.31	**$800.00**	14%	
Transportation: Travel Expense	$600.00	$0.00	$1,000.00	$760.85	$979.97	**$1,200.00**	20%	
Ordinances and Proceedings								
Professional Services: Legal Fees	$1,000.00	$1,677.00	$2,000.00	$806.00	$1,038.13	**$2,000.00**	0%	
Professional Services: EDP, Software and Design	$450.00	$500.00	$600.00	$500.00	$644.00	**$600.00**	0%	
Professional Services: Codification	$3,000.00	$713.77	$3,000.00	$2,047.67	$2,637.40	**$3,000.00**	0%	
Printing and Binding: Legal Notices Publishing	$1,000.00	$674.98	$1,000.00	$181.13	$233.30	**$750.00**	-25%	
Printing and Binding: Ordinance Publication	$1,000.00	$436.46	$1,000.00	$116.44	$149.97	**$750.00**	-25%	
Executive - Mayor								
Wages and Salaries: Part-time Employees	$7,000.00	$6,350.00	$7,000.00	$4,700.07	$6,053.69	**$7,000.00**	0%	
Employer Contributions for Retirement: FICA Contributions	$435.00	$393.70	$435.00	$291.40	$375.32	**$400.00**	-8%	
Employer Paid Insurance: Medicare	$105.00	$92.09	$100.00	$68.16	$87.79	**$105.00**	5%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$62.00**	100%	
Worker's Compensation: Insurance Premiums	$500.00	$450.39	$500.00	$0.00	$0.00	**$450.00**	-10%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$31.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$40.00	$0.00	$40.00	$0.00	$0.00	**$40.00**	0%	
Professional Services: Instructors' Fees	$175.00	$0.00	$350.00	$0.00	$0.00	**$350.00**	0%	
Transportation: Travel Expense	$300.00	$0.00	$500.00	$0.00	$0.00	**$500.00**	0%	
LEGISLATIVE, ORDINANCE, AND EXECUTIVE TOTAL	**$37,020.00**	**$30,736.81**	**$38,415.00**	**$23,390.63**	**$30,127.13**	**$38,424.50**	0%	
City Clerk - Elections								
Wages and Salaries: Full-time Employees-Regular	$1,850.00	$2,118.95	$1,175.00	$1,172.57	$1,510.27	**$1,700.00**	45%	3 Elections in 2024 and Special Election 2025
Election Judge Pay	$4,320.00	$2,961.89	$1,110.00	$1,106.13	$1,424.70	**$2,900.00**	161%	
Employer Contributions for Retirement: PERA Contributions	$215.00	$254.27	$135.00	$133.67	$172.17	**$205.00**	52%	
Employer Contributions for Retirement: FICA Contributions	$382.00	$310.75	$160.00	$156.04	$200.98	**$280.00**	75%	
Employer Paid Insurance: Medicare	$95.00	$72.68	$40.00	$36.50	$47.01	**$65.00**	63%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$40.00**	100%	
Worker's Compensation: Insurance Premiums	$325.00	$360.04	$350.00	$0.00	$0.00	**$360.00**	3%	
Employee Paid: Federal Income Tax	$185.00	$264.05	$160.00	$155.31	$200.04	**$240.00**	50%	
Employee Paid: State Income Tax	$90.00	$82.38	$50.00	$47.07	$60.63	**$75.00**	50%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$13.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$240.00	$13.41	$0.00	$0.00	$0.00	**$100.00**	100%	
Transportation: Travel Expense	$1,300.00	$852.91	$320.00	$318.92	$410.77	**$1,000.00**	213%	
Printing and Binding: Legal Notices Publishing	$450.00	$96.08	$0.00	$0.00	$0.00	**$300.00**	100%	
City Clerk/Treasurer								
Wages and Salaries: Full-time Employees-Regular	$99,000.00	$94,019.71	$100,000.00	$69,696.63	$89,769.26	**$97,500.00**	-3%	
Wages and Salaries: Part-time Employees	$7,250.00	$4,474.59	$5,600.00	$2,750.22	$3,542.28	**$5,785.00**	3%	Office Asst 4.5/wk and Intermittent Offc Asst raise to $15/hr

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Wages and Salaried: Temporary Employees	$0.00	$0.00	$1,470.00	$0.00	$0.00	**$0.00**	-100%	for avg. of 50 hrs/yr
Employer Contributions for Retirement: PERA Contributions	$8,500.00	$7,956.91	$8,900.00	$5,524.66	$7,115.76	**$8,370.00**	-6%	
Employer Contributions for Retirement: FICA Contributions	$6,950.00	$6,066.85	$7,100.00	$4,584.14	$5,904.37	**$6,405.00**	-10%	
Employer Paid Insurance: Health	$28,140.00	$27,962.50	$33,270.00	$24,517.34	$31,578.33	**$34,470.00**	4%	
Employer Paid Insurance: Life	$145.00	$166.60	$155.00	$47.60	$61.31	**$143.00**	-8%	
Employer Paid Insurance: Medicare	$1,600.00	$1,418.84	$1,690.00	$1,072.11	$1,380.88	**$1,450.00**	-14%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$910.00**	100%	
Worker's Compensation: Insurance Premiums	$7,800.00	$7,001.90	$7,100.00	$0.00	$0.00	**$7,000.00**	-1%	LMCIT - rates will decrease, but not premiums
Employee Paid: Federal Income Tax	$6,550.00	$5,338.42	$6,085.00	$4,431.96	$5,708.36	**$5,580.00**	-8%	
Employee Paid: State Income Tax	$3,900.00	$3,283.06	$3,945.00	$2,353.25	$3,030.99	**$3,410.00**	-14%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$26.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$2,500.00	$1,706.41	$2,500.00	$1,365.32	$1,758.53	**$2,500.00**	0%	
Operating Supplies: Cleaning Supplies	$50.00	$0.00	$50.00	$23.79	$30.64	**$50.00**	0%	
Repair and Maintenance Supplies	$50.00	$0.00	$50.00	$17.28	$22.26	**$50.00**	0%	
Small Tools and Minor Equipment	$2,250.00	$960.83	$4,250.00	$1,912.38	$2,463.15	**$3,950.00**	-7%	25/26:Sourcewell:CIP - Rotational computer replacement/4 Office Chairs+$250+$200 shredder
Professional Services: Legal Fees (Retainer and Clerk)	$8,000.00	$7,312.75	$8,000.00	$2,949.65	$3,799.15	**$9,000.00**	13%	
Professional Services: Personnel Testing and Recruitment	$0.00	$0.00	$100.00	$0.00	$0.00	**$100.00**	0%	
Professional Services: Instructors' Fees	$2,000.00	$775.00	$2,000.00	$1,280.00	$1,648.64	**$2,000.00**	0%	25:MMCI Dep Clerk+
Professional Services: EDP, Software and Design	$1,200.00	$992.27	$1,100.00	$609.41	$784.92	**$2,300.00**	109%	$1250 AI minutes program
Professional Services: Administrative	$0.00	$112.00	$46.00	$47.00	$60.54	**$50.00**	9%	
Communications: Telephone	$5,900.00	$5,671.56	$7,500.00	$5,517.00	$7,105.90	**$7,800.00**	4%	Increase-AV System
Communications: Postage	$1,000.00	$794.60	$1,200.00	$601.18	$774.32	**$1,300.00**	8%	
Transportation: Travel Expense	$2,000.00	$1,659.40	$2,500.00	$2,313.02	$2,979.17	**$2,500.00**	0%	
Printing and Binding: Legal Notices Publishing	$400.00	$0.00	$400.00	$0.00	$0.00	**$400.00**	0%	
Printing and Binding: General Notices and Public Information	$250.00	$23.10	$250.00	$90.57	$116.65	**$250.00**	0%	
Insurance: General Liability	$525.00	$844.42	$450.00	$0.00	$0.00	**$425.00**	-6%	X2 in 2024
Insurance: Property	$675.00	$1,670.50	$840.00	$0.00	$0.00	**$835.00**	-1%	X2 in 2024
Repairs and Maintenance - Contractual (404)	$100.00	$0.00	$100.00	$0.00	$0.00	**$300.00**	200%	$200 document shredding
Rentals: Office Equipment	$4,300.00	$4,369.28	$5,000.00	$3,015.20	$3,883.58	**$4,000.00**	-20%	Canon copier lease & ink: 25 new lease
Rentals: Other Equipment (PO Box)	$150.00	$154.00	$154.00	$154.00	$198.35	**$154.00**	0%	Safety Dep Box under 41940 415
Miscellaneous: Dues and Subscriptions	$1,850.00	$878.00	$1,850.00	$1,687.00	$2,172.86	**$1,800.00**	-3%	
Refunds and Reimbursements	$0.00	$143.85	$150.00	$1.77	$2.28	**$125.00**	-17%	
CLERK TOTAL	**$212,487.00**	**$193,144.76**	**$217,305.00**	**$139,688.69**	**$179,919.03**	**$218,216.00**	0%	
Internal Auditing								
Professional Services: Auditing and Accounting Services	$13,000.00	$12,800.00	$15,500.00	$15,700.00	$20,221.60	**$17,200.00**	11%	Audit/Ehlers 2025 Contract $14,850
Professional Services: Legal Fees	$190.00	$130.00	$150.00	$130.00	$167.44	**$150.00**	0%	Audit Conf.s
Professional Services: Administrative	$30.00	$30.00	$30.00	$100.00	$128.80	**$100.00**	233%	Audit Conf.s
Printing and Binding: Legal Notices Publishing	$625.00	$892.12	$925.00	$916.50	$1,180.45	**$950.00**	3%	
AUDIT TOTAL	**$13,845.00**	**$13,852.12**	**$16,605.00**	**$16,846.50**	**$21,698.29**	**$18,400.00**	11%	
Planning and Zoning (Approved by Planning and Zoning Administrator)								
Wages and Salaries: Part-time Employees	$25,450.00	$24,999.35	$15,820.00	$12,506.21	$16,108.00	**$16,215.00**	2%	PZ Clerk 14.5 avg hrs/wk
P&Z Commission pay	$5,100.00	$3,750.00	$6,120.00	$2,590.00	$3,335.92	**$6,120.00**	0%	$85/meeting
Employer Contributions for Retirement: PERA Contributions	$1,910.00	$1,938.60	$1,235.00	$912.04	$1,174.71	**$1,265.00**	2%	
Employer Contributions for Retirement: FICA Contributions	$1,925.00	$1,835.03	$1,385.00	$965.80	$1,243.95	**$1,430.00**	3%	
Employer Paid Insurance: Medicare	$460.00	$429.05	$330.00	$225.81	$290.84	**$335.00**	2%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$200.00**	100%	
Worker's Compensation: Insurance Premiums	$1,900.00	$2,015.84	$2,075.00	$0.00	$0.00	**$2,015.00**	-3%	
Employee Paid: Federal Income Tax	$430.00	$533.09	$400.00	$405.10	$521.77	**$425.00**	6%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Employee Paid: State Income Tax	$260.00	$259.03	$200.00	$22.19	$28.58	**$201.00**	1%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$100.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$350.00	$46.99	$350.00	$83.99	$108.18	**$350.00**	0%	
Small Tools and Minor Equipment	$50.00	$0.00	$4,050.00	$1,999.00	$2,574.71	**$800.00**	-80%	26:Sourcewell:CIP 2 Office Chairs+$50
Professional Services: Engineering Fees	$500.00	$0.00	$500.00	$0.00	$0.00	**$500.00**	0%	
Professional Services: Legal Fees	$3,000.00	$1,742.00	$3,000.00	$3,617.00	$4,658.70	**$4,200.00**	40%	
Professional Services: Instructors' Fees	$500.00	$20.00	$500.00	$20.00	$25.76	**$500.00**	0%	Zoning Clerk Training
Professional Services: EDP, Software and Design	$115.00	$105.58	$115.00	$0.00	$0.00	**$115.00**	0%	Annual Adobe Program
Prof. Serv. - Inspections	$5,300.00	$4,900.00	$4,000.00	$2,020.00	$2,601.76	**$4,500.00**	13%	
Professional Services: Administrative	$15,000.00	$13,490.75	$17,000.00	$10,518.75	$13,548.15	**$17,000.00**	0%	26:$5/hr increase ($60/hr)
Communications: Telephone	$620.00	$558.89	$600.00	$420.60	$541.73	**$550.00**	-8%	
Communications: Postage	$400.00	$198.17	$400.00	$235.19	$302.92	**$450.00**	13%	
Transportation: Travel Expense	$600.00	$368.50	$600.00	$68.60	$88.36	**$600.00**	0%	Zoning Clerk Training/Inspections Mileage
Printing and Binding: Legal Notices Publishing	$400.00	$142.10	$400.00	$80.21	$103.31	**$400.00**	0%	
Insurance: General Liability	$1,400.00	$2,741.22	$1,400.00	$0.00	$0.00	**$1,375.00**	-2%	X2 in 2024
Refunds and Reimbursements	$0.00	$8.00	$0.00	$0.00	$0.00	**$0.00**	100%	
PLANNING AND ZONING TOTAL	**$65,670.00**	**$60,082.19**	**$60,480.00**	**$36,690.49**	**$47,257.35**	**$59,646.00**	-1%	
General Government Buildings and Plant								
Insurance: General Liability	$1,400.00	$2,470.00	$1,250.00	$0.00	$0.00	**$1,235.00**	-1%	X2 in 2024
Insurance: Property	$1,100.00	$2,135.00	$1,070.00	$0.00	$0.00	**$1,070.00**	0%	X2 in 2024
Rentals: Other Equipment	$45.00	$45.00	$45.00	$45.00	$57.96	**$45.00**	0%	Safety Dep Box
Property Tax	$25.00	$25.00	$25.00	$81.00	$104.33	**$25.00**	0%	25:Tax on 2 new parcels, now exempt
City Hall (Approved by Maintenance Supervisor)								
Wages and Salaries: Full-time Employees-Regular	$14,000.00	$15,544.85	$15,315.00	$10,581.72	$13,629.26	**$15,600.00**	2%	
Wages and Salaries: Part-time Employees	$1,000.00	$1,229.08	$1,250.00	$665.84	$857.60	**$1,390.00**	11%	2 seasonal 4 days/week/$20/hr increase
Employer Contributions for Retirement: PERA Contributions	$1,205.00	$1,407.80	$1,425.00	$879.41	$1,132.68	**$1,420.00**	0%	
Employer Contributions for Retirement: FICA Contributions	$1,050.00	$1,168.69	$1,145.00	$787.59	$1,014.42	**$1,275.00**	11%	
Employer Paid Insurance: Medicare	$240.00	$273.35	$265.00	$184.16	$237.20	**$305.00**	15%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$150.00**	100%	
Worker's Compensation: Insurance Premiums	$1,100.00	$1,196.02	$1,250.00	$0.00	$0.00	**$1,200.00**	-4%	
Employee Paid: Federal Income Tax	$975.00	$1,134.25	$1,110.00	$787.54	$1,014.35	**$1,240.00**	12%	
Employee Paid: State Income Tax	$720.00	$780.06	$815.00	$513.05	$660.81	**$850.00**	4%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$6.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$250.00	$153.17	$250.00	$70.59	$90.92	**$250.00**	0%	
Operating Supplies: Cleaning Supplies	$850.00	$327.64	$850.00	$218.64	$281.61	**$850.00**	0%	
Repair and Maintenance Supplies	$4,150.00	$6,092.04	$6,200.00	$1,889.89	$2,434.18	**$6,200.00**	0%	24:Boiler Repair+
Repair and Maintenance Supplies: Landscaping Materials	$0.00	$290.62	$100.00	$0.00	$0.00	**$100.00**	0%	24:Downspout pavers
Small Tools and Minor Equipment	$2,500.00	$1,595.75	$1,000.00	$481.73	$620.47	**$1,000.00**	0%	24 CIP - Bottle Filling Station+$1k
Professional Services: Inspections	$1,000.00	$1,136.50	$0.00	$0.00	$0.00	**$0.00**	100%	(In ground oil tank inspection every 5 years - 2024)
Professional Services: Administrative (Grant Writing)	$500.00	$0.00	$2,500.00	$0.00	$0.00	**$2,500.00**	0%	
Communications: Telephone	$475.00	$466.92	$470.00	$355.01	$457.25	**$460.00**	-2%	
Insurance: Property	$9,000.00	$18,034.00	$9,500.00	$0.00	$0.00	**$9,020.00**	-5%	
Utility Services: Electric Utilities	$18,000.00	$14,756.43	$16,000.00	$13,329.17	$17,167.97	**$17,500.00**	9%	
Repairs and Maintenance - Contractual (404)	$12,000.00	$6,805.29	$29,500.00	$5,059.50	$6,516.64	**$20,800.00**	-29%	25:Sourcewell Impact$10835/26:$2200HVAC/$9kLights/$1kPanicButtons/$600GymSecCamera+$8k
Rentals: Machinery and Equipment	$1,000.00	$935.75	$1,000.00	$721.65	$929.49	**$1,000.00**	0%	Water Softener
Rentals: Towels/Rugs	$2,000.00	$2,127.14	$2,000.00	$1,612.62	$2,077.05	**$2,200.00**	10%	
Property Tax	$25.00	$25.00	$25.00	$25.00	$32.20	**$25.00**	0%	
Capital Outlay: Improvements Other Than Buildings	$0.00	$4,000.00	$0.00	$0.00	$0.00	**$65,000.00**	100%	26:Poss. asbestos removal/Gym floor replacement

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Capital Outlay: Other Equipment	$20,845.00	$0.00	$65,000.00	$20,700.00	$26,661.60	**$65,000.00**	0%	FEMA HMGP Section 404
Refunds and Reimbursements	$0.00	$125.00	$0.00	$0.00	$0.00	**$0.00**	100%	
GENL GOVNMT BLGS & CITY HALL	**$95,455.00**	**$84,280.35**	**$159,360.00**	**$58,989.11**	**$75,977.97**	**$217,716.00**	37%	
Public Safety - Law Enforcement								
Law Enforcement Administration								
Professional Services: Legal Fees	$2,500.00	$2,564.00	$2,500.00	$2,500.00	$3,220.00	**$2,500.00**	0%	CWC Attorney Contract
Professional Services: EDP, Software and Design	$0.00	$0.00	$2,000.00	$0.00	$0.00	**$0.00**	-100%	* CWC Phone Factor - Annual share of LETG base and mobile fees
Communications: Telephone	$2,100.00	$375.50	$960.00	$820.00	$1,056.16	**$1,080.00**	13%	$90/month internet
Insurance: General Liability	$5,000.00	$3,436.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Insurance: Property	$550.00	$485.50	$500.00	$0.00	$0.00	**$485.00**	-3%	
Insurance: Auto	$0.00	$2,574.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Patrol								
Wages and Salaries: Part-time Employees	$0.00	$1,027.85	$0.00	$0.00	$0.00	**$0.00**	100%	24:Accrued sick leave payout
Employer Paid Insurance: Medicare	$0.00	$15.07	$0.00	$0.00	$0.00	**$0.00**	100%	
Worker's Compensation: Insurance Premiums	$0.00	$72.90	$0.00	$0.00	$0.00	**$0.00**	100%	
Employee Paid: Federal Income Tax	$0.00	$2.40	$0.00	$0.00	$0.00	**$0.00**	100%	
Employee Paid: State Income Tax	$0.00	$9.10	$0.00	$0.00	$0.00	**$0.00**	100%	
Professional Services: EDP, Software and Design	$2,000.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	* Moved
Communications: Postage	$0.00	$1.63	$0.00	$0.00	$0.00	**$0.00**	100%	
POLICE TOTAL	**$12,150.00**	**$10,563.95**	**$5,960.00**	**$3,320.00**	**$4,276.16**	**$4,065.00**	-32%	
Public Safety - Fire and Rescue Department (Approved by Fire and Rescue Chief)								
Fire Administration								
Firemens pay	$5,100.00	$5,253.53	$5,300.00	$0.00	$0.00	**$7,600.00**	43%	Chief (increase to $4k),AsstChief,CaptainsX3
Employer Contributions for Retirement: FICA Contributions	$335.00	$328.56	$340.00	$0.00	$0.00	**$480.00**	41%	
Employer Contributions for Retirement: Fire Pension Contribut	$60,896.00	$60,896.00	$68,010.00	$68,010.00	$87,596.88	**$51,205.00**	-25%	26: $24,990 required +$26,215 - Requesting increase to annual pension to $2400
Fire Pension State Aid	$15,550.00	$19,111.99	$19,120.00	$0.00	$0.00	**$19,000.00**	-1%	
Supp. Fire State Aid	$2,825.00	$5,014.33	$3,020.00	$2,000.00	$2,576.00	**$5,000.00**	66%	
Employer Paid Insurance: Medicare	$80.00	$76.85	$80.00	$0.00	$0.00	**$115.00**	44%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$67.00**	100%	
Worker's Compensation: Insurance Premiums	$350.00	$160.41	$200.00	$0.00	$0.00	**$160.00**	-20%	
Employee Paid: Federal Income Tax	$30.00	$26.84	$16.00	$0.00	$0.00	**$40.00**	150%	
Employee Paid: State Income Tax	$20.00	$18.91	$11.00	$0.00	$0.00	**$31.00**	182%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$33.50**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$50.00	$186.07	$120.00	$333.37	$429.38	**$350.00**	192%	
Small Tools and Minor Equipment	$0.00	$0.00	$0.00	$172.57	$222.27	**$200.00**	100%	
Professional Services: Legal Fees	$300.00	$1,183.00	$1,000.00	$975.00	$1,255.80	**$350.00**	-65%	
Professional Services: Personnel Testing and Recruitment	$0.00	$0.00	$0.00	$285.75	$368.05	**$500.00**	100%	
Professional Services: Administrative (Grant Writing)	$500.00	$0.00	$500.00	$0.00	$0.00	**$0.00**	-100%	
Communications: Telephone	$1,820.00	$1,766.76	$1,780.00	$1,332.12	$1,715.77	**$1,720.00**	-3%	
Communications: Postage	$0.00	$11.55	$15.00	$0.00	$0.00	**$15.00**	0%	
Insurance: Property	$850.00	$1,639.00	$850.00	$0.00	$0.00	**$820.00**	-4%	X2 in 2024
Miscellaneous: Dues and Subscriptions	$575.00	$475.00	$475.00	$425.00	$547.40	**$475.00**	0%	
Fire Fighting								
Firemens pay	$11,000.00	$5,799.55	$11,000.00	$0.00	$0.00	**$14,765.00**	34%	$25/call +$25/hr after 1 hr/call
Employer Contributions for Retirement: FICA Contributions	$715.00	$362.68	$700.00	$0.00	$0.00	**$930.00**	33%	(avg 2024 7.53 hrs over 1 hr - 7.53X$25=$188.25 - $188.25X20 members=$3765)
Employer Paid Insurance: Medicare	$165.00	$84.82	$165.00	$0.00	$0.00	**$225.00**	36%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$130.00**	100%	
Unemployment Compensation: Benefit Payments	$0.00	$46.63	$0.00	$0.00	$0.00	**$0.00**	100%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Worker's Compensation: Insurance Premiums	$700.00	$412.35	$450.00	$0.00	$0.00	**$415.00**	-8%	
Employee Paid: Federal Income Tax	$100.00	$35.05	$22.00	$0.00	$0.00	**$90.00**	309%	
Employee Paid: State Income Tax	$55.00	$15.13	$22.00	$0.00	$0.00	**$45.00**	105%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$65.00**	100%	
Operating Supplies: Cleaning Supplies	$0.00	$0.00	$0.00	$277.09	$356.89	**$300.00**	100%	
Operating Supplies: Motor Fuels	$1,500.00	$547.48	$800.00	$502.63	$647.39	**$800.00**	0%	
Operating Supplies: Shop Materials	$400.00	$43.26	$400.00	$59.96	$77.23	**$400.00**	0%	
Operating Supplies: Uniforms (Turnout Gear/Dress Uniforms)	$1,000.00	$0.00	$1,000.00	$1,066.21	$1,373.28	**$12,250.00**	1125%	Helmets,gloves,boots,hoods,dress uniforms($140ea),$1250 duty uniforms
Repair and Maintenance Supplies	$4,000.00	$2,549.94	$4,000.00	$2,262.64	$2,914.28	**$4,000.00**	0%	
Small Tools and Minor Equipment	$2,000.00	$1,462.05	$2,000.00	$1,804.37	$2,324.03	**$3,200.00**	60%	24 CIP - savings 2 Pagers/26:pagers,$100iPad+$2k
Proressional Services: Legal Fees	$300.00	$0.00	$300.00	$0.00	$0.00	**$350.00**	17%	
Professional Services: Personnel Testing and Recruitment	$500.00	$186.00	$1,650.00	$730.00	$940.24	**$1,500.00**	-9%	Med Compass Physicals
Professional Services: EDP, Software and Design	$0.00	$0.00	$0.00	$0.00	$0.00	**$450.00**	100%	iPad 3 yr contract
Prof. Serv. - Inspections	$2,000.00	$0.00	$2,000.00	$750.00	$966.00	**$5,400.00**	170%	Pump,hose,SCBAs inspections/mask fit
Communications: Postage	$45.00	$0.00	$45.00	$0.00	$0.00	**$50.00**	11%	
Communications: Messenger Service	$325.00	$330.75	$335.00	$340.20	$438.18	**$350.00**	4%	Active911
Insurance: Automotive	$1,500.00	$3,619.00	$1,850.00	$0.00	$0.00	**$1,810.00**	-2%	X2 in 2024
Repairs and Maintenance - Contractual (404)	$8,000.00	$3,141.00	$8,000.00	$3,606.52	$4,645.20	**$8,000.00**	0%	
Miscellaneous: Dues and Subscriptions	$260.00	$19.25	$300.00	$19.25	$24.79	**$150.00**	-50%	Vehicle Plates
Sales and Use	$150.00	$37.87	$150.00	$118.77	$152.98	**$150.00**	0%	
Capital Outlay: Motor Vehicles (Brush rig)	$0.00	$0.00	$0.00	$0.00	$0.00	**$25,000.00**	100%	26:225 $25k savings/226 $26k savings
Debt Service: Other Long-Term Obligation Principal	$67,378.79	$67,378.79	$69,873.76	$69,873.76	$89,997.40	**$69,873.76**	0%	Engine #2 and SCBAs Leases
Debt Service: Other Long-Term Obligation Interest	$28,130.20	$28,130.20	$25,635.23	$25,635.23	$33,018.18	**$25,635.23**	0%	
Fire Training								Wages inc. TrainingOfficer
Firemens pay	$4,500.00	$3,666.79	$4,500.00	$0.00	$0.00	**$11,750.00**	161%	Increase from $10/training to $25 w/increase for EMS members attending
Employer Contributions for Retirement: FICA Contributions	$300.00	$229.46	$280.00	$0.00	$0.00	**$740.00**	164%	
Employer Paid Insurance: Medicare	$70.00	$53.69	$70.00	$0.00	$0.00	**$180.00**	157%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$104.00**	100%	
Worker's Compensation: Insurance Premiums	$325.00	$255.36	$300.00	$0.00	$0.00	**$255.00**	-15%	
Employee Paid: Federal Income Tax	$25.00	$24.82	$15.00	$0.00	$0.00	**$85.00**	467%	
Employee Paid: State Income Tax	$18.00	$9.43	$10.00	$0.00	$0.00	**$36.00**	260%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$52.00**	100%	
Professional Services: Instructors' Fees	$7,500.00	$4,606.75	$7,500.00	$5,167.50	$6,655.74	**$8,000.00**	7%	
Transportation: Travel Expense	$600.00	$795.57	$1,000.00	$1,111.24	$1,431.28	**$2,000.00**	100%	
Medical Services (42270) - EMS								Wages inc. AsstChief
1st Resp. pay	$19,000.00	$15,715.00	$20,000.00	$0.00	$0.00	**$21,575.00**	8%	$25/call +$25/hr after 1 hr/call
Employer Contributions for Retirement: FICA Contributions	$1,240.00	$974.33	$1,340.00	$0.00	$0.00	**$1,340.00**	0%	(35 calls avgX15 members - 2 hours over 1 hr X 15 members X$25 =$750)
Employer Paid Insurance: Medicare	$285.00	$227.87	$320.00	$0.00	$0.00	**$315.00**	-2%	Increase from $10/training to $25
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$190.00**	100%	
Unemployment Compensation: Benefit Payments	$0.00	$0.00	$0.00	$4.70	$6.05	**$100.00**	100%	
Worker's Compensation: Insurance Premiums	$1,200.00	$1,218.54	$1,300.00	$0.00	$0.00	**$1,220.00**	-6%	
Worker's Compensation: Benefit Payments	$0.00	$500.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Employee Paid: Federal Income Tax	$420.00	$0.00	$80.00	$0.00	$0.00	**$100.00**	25%	
Employee Paid: State Income Tax	$200.00	$0.00	$180.00	$0.00	$0.00	**$75.00**	-58%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$95.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$500.00	$132.81	$500.00	$290.68	$374.40	**$500.00**	0%	
Operating Supplies: Cleaning Supplies	$0.00	$0.00	$0.00	$14.00	$18.03	**$50.00**	100%	
Operating Supplies: Motor Fuels	$300.00	$39.86	$300.00	$102.53	$132.06	**$300.00**	0%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Operating Supplies: Uniforms	$1,500.00	$1,369.37	$1,500.00	$0.00	$0.00	**$1,250.00**	-17%	
Operating Supplies: 1st Resp. Supplies	$2,000.00	$1,172.81	$2,000.00	$1,013.04	$1,304.80	**$2,000.00**	0%	
Repair and Maintenance Supplies: Equipment Parts	$0.00	$0.00	$0.00	$379.85	$489.25	**$500.00**	100%	
Small Tools and Minor Equipment	$1,150.00	$0.00	$1,150.00	$247.54	$318.83	**$4,300.00**	274%	26:Pager,AED,$100iPad+$1150
Professional Services: Legal Fees	$1,000.00	$247.00	$500.00	$0.00	$0.00	**$500.00**	0%	
Professional Services: Personnel Testing and Recruitment	$350.00	$374.00	$2,050.00	$1,473.75	$1,898.19	**$2,500.00**	22%	
Professional Services: Instructors' Fees	$3,000.00	$970.00	$3,000.00	$4,895.00	$6,304.76	**$7,500.00**	150%	Training/Refreshers/New members
Professional Services: EDP, Software and Design	$0.00	$0.00	$0.00	$0.00	$0.00	**$450.00**	100%	iPad 3 yr contract
Professional Services: Administrative (Grant Writing)	$500.00	$0.00	$500.00	$0.00	$0.00	**$0.00**	-100%	
Communications: Postage	$15.00	$8.56	$15.00	$0.00	$0.00	**$20.00**	33%	
Communicatons: Messenger Service	$135.00	$163.71	$170.00	$13.07	$16.83	**$170.00**	0%	Active911
Transportation: Travel Expense	$500.00	$191.91	$500.00	$0.00	$0.00	**$1,000.00**	100%	
Insurance: Auto	$300.00	$660.00	$335.00	$0.00	$0.00	**$330.00**	-1%	X2 in 2024
Repairs and Maintenance - Contractual (404)	$1,000.00	$0.00	$1,000.00	$0.00	$0.00	**$1,000.00**	0%	
Miscellaneous: Dues and Subscriptions	$75.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Sales and Use	$5.00	$4.13	$5.00	$0.00	$0.00	**$5.00**	0%	
Refunds and Reimbursements	$0.00	$38.66	$0.00	$0.00	$0.00	**$0.00**	100%	
Fire Stations and Buildings								
Wages and Salaries: Full-time Employees-Regular	$2,000.00	$2,088.69	$2,200.00	$1,586.22	$2,043.05	**$2,275.00**	3%	
Wages and Salaries: Part-time Employees	$0.00	$33.72	$40.00	$0.00	$0.00	**$40.00**	0%	
Employer Contributions for Retirement: PERA Contributions	$150.00	$188.41	$205.00	$118.64	$152.81	**$205.00**	0%	
Employer Contributions for Retirement: FICA Contributions	$140.00	$149.80	$155.00	$112.11	$144.40	**$165.00**	6%	
Employer Paid Insurance: Medicare	$30.00	$35.04	$36.00	$26.21	$33.76	**$40.00**	11%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$21.00**	100%	
Worker's Compensation: Insurance Premiums	$170.00	$169.00	$200.00	$0.00	$0.00	**$170.00**	-15%	
Employee Paid: Federal Income Tax	$140.00	$160.97	$140.00	$111.39	$143.47	**$175.00**	25%	
Employee Paid: State Income Tax	$90.00	$106.02	$106.00	$66.47	$85.61	**$115.00**	8%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$1.00**	100%	
Operating Supplies: Cleaning Supplies	$250.00	$292.29	$300.00	$201.90	$260.05	**$300.00**	0%	
Repair and Maintenance Supplies	$1,200.00	$2,922.59	$2,600.00	$51.00	$65.69	**$1,200.00**	-54%	24:Garage Door Openers,Floor Grates
Small Tools and Minor Equipment	$1,500.00	$629.10	$1,500.00	$860.57	$1,108.41	**$1,500.00**	0%	
Insurance: Property	$4,000.00	$7,624.00	$4,000.00	$0.00	$0.00	**$3,815.00**	-5%	X2 in 2024
Utility Services: Electric Utilities	$1,600.00	$1,434.37	$1,525.00	$1,282.20	$1,651.47	**$1,675.00**	10%	
Utility Services: Gas Utilities	$2,200.00	$2,149.86	$2,500.00	$2,451.85	$3,157.98	**$3,160.00**	26%	24 $1.399/25 $1.459/26 $1.459
Repairs and Maintenance - Contractual (404)	$2,000.00	$625.00	$2,000.00	$0.00	$0.00	**$2,000.00**	0%	
Rentals: Towels/Rugs	$625.00	$657.54	$640.00	$479.54	$617.65	**$660.00**	3%	
Property Tax	$25.00	$25.00	$25.00	$25.00	$32.20	**$25.00**	0%	
Capital Outlay: Improvements Other Than Buildings	$4,350.00	$0.00	$0.00	$0.00	$0.00	**$25,000.00**	100%	Fire Station Reno completion
FIRE AND RESCUE TOTAL	**$287,987.99**	**$263,292.43**	**$300,126.99**	**$202,666.44**	**$261,034.37**	**$377,624.49**	26%	
Building Inspections								
Building Inspections Administration								
Professional Services: Legal Fees	$500.00	$26.00	$500.00	$2,100.00	$2,704.80	**$2,500.00**	400%	
Professional Services: Inspections	$2,000.00	$2,750.00	$2,500.00	$850.00	$1,094.80	**$2,500.00**	0%	
Rental Inspections								
Professional Services: Inspections	$2,200.00	$4,400.00	$3,000.00	$400.00	$515.20	**$4,620.00**	54%	Sadusky - Rental inspns
Emergency Management Expenditures (Approved by Emer. Management Director)								
Wages and Salaries: Full-time Employees-Regular	$30.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Wages and Salaries: Part-time Employees	$480.00	$480.00	$480.00	$357.40	$460.33	**$480.00**	0%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Employer Contributions for Retirement: PERA Contributions	$3.00	$21.00	$45.00	$24.00	$30.91	**$30.00**	-33%	
Employer Contributions for Retirement: FICA Contributions	$32.00	$29.76	$28.00	$22.32	$28.75	**$30.00**	7%	
Employer Paid Insurance: Medicare	$8.00	$6.96	$7.00	$5.22	$6.72	**$7.00**	0%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$4.50**	100%	
Worker's Compensation: Insurance Premiums	$40.00	$34.05	$40.00	$0.00	$0.00	**$35.00**	-13%	
Employee Paid: Federal Income Tax	$4.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Employee Paid: State Income Tax	$2.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$2.25**	100%	
Small Tools and Minor Equipment	$550.00	$0.00	$550.00	$0.00	$0.00	**$600.00**	9%	Tornado Siren Batteries $550
Traffic Engineering Expenditures								
Repair and Maintenance Supplies: Sign Repair Materials	$4,200.00	$2,160.32	$5,000.00	$0.00	$0.00	**$4,200.00**	-16%	
Repairs and Maintenance - Contractual (404)	$0.00	$0.00	$3,300.00	$2,935.00	$3,780.28	**$700.00**	-79%	25:SH6 Curbs/Crosswalk Blocks/26:Striping City Hall/Public Parking $700
Capital Outlay: Other Equipment	$0.00	$0.00	$6,400.00	$0.00	$0.00	**$0.00**	-100%	25:CIP-Elec.SpeedSignsX2
BLDG INSPECTIONS, CIVIL DEFENSE & TRAFFIC TOTAL	**$10,049.00**	**$9,908.09**	**$21,850.00**	**$6,693.94**	**$8,621.79**	**$15,708.75**	-28%	
PUBLIC WORKS								
Highways, Streets and Roadways (Approved by Maintenance Supervisor)								
Maintenance Shop								
Wages and Salaries: Full-time Employees-Regular	$45,000.00	$45,876.95	$48,245.00	$30,186.57	$38,880.30	**$48,245.00**	0%	
Wages and Salaries: Part-time Employees	$2,000.00	$2,052.71	$2,100.00	$456.78	$588.33	**$2,335.00**	11%	2 seasonal 4 days/week/$20/hr increase
Employer Contributions for Retirement: PERA Contributions	$3,400.00	$3,247.37	$3,500.00	$2,121.79	$2,732.87	**$3,425.00**	-2%	
Employer Contributions for Retirement: FICA Contributions	$3,060.00	$2,679.49	$2,820.00	$1,774.00	$2,284.91	**$2,835.00**	1%	
Employer Paid Insurance: Health	$28,140.00	$27,962.50	$33,270.00	$24,517.34	$31,578.33	**$34,470.00**	4%	
Employer Paid Insurance: Life	$145.00	$166.60	$155.00	$47.60	$61.31	**$143.00**	-8%	
Employer Paid Insurance: Medicare	$710.00	$626.74	$655.00	$414.86	$534.34	**$660.00**	1%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$445.00**	100%	
Unemployment Compensation: Benefit Payments	$8,000.00	$99.00	$8,000.00	$1,218.69	$1,569.67	**$8,000.00**	0%	
Worker's Compensation: Insurance Premiums	$3,300.00	$3,404.98	$3,450.00	$0.00	$0.00	**$3,405.00**	-1%	
Worker's Compensation: Benefit Payments	$500.00	$0.00	$500.00	$0.00	$0.00	**$500.00**	0%	
Employee Paid: Federal Income Tax	$2,450.00	$2,460.76	$2,420.00	$1,736.37	$2,236.44	**$2,600.00**	7%	
Employee Paid: State Income Tax	$1,800.00	$1,745.82	$1,915.00	$1,192.65	$1,536.13	**$1,820.00**	-5%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$11.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$100.00	$344.58	$350.00	$181.97	$234.38	**$350.00**	0%	
Operating Supplies	$325.00	$743.07	$1,000.00	$3,454.77	$4,449.74	**$5,000.00**	400%	
Operating Supplies: Motor Fuels	$250.00	$142.99	$250.00	$0.00	$0.00	**$0.00**	-100%	
Operating Supplies (Shop Materials)	$4,000.00	$2,511.63	$4,000.00	$1,437.49	$1,851.49	**$4,000.00**	0%	
Operating Supplies: Uniforms	$1,100.00	$390.00	$1,100.00	$361.00	$464.97	**$1,100.00**	0%	$300/FT employee + $500 for Emily jackets/t-shirts
Repair and Maintenance Supplies	$2,000.00	$773.61	$2,000.00	$68.04	$87.64	**$2,000.00**	0%	
Small Tools and Minor Equipment	$3,000.00	$3,020.15	$7,000.00	$2,269.66	$2,923.32	**$12,250.00**	75%	Sourcewell:PlasmaCutter/Pressure Washer/2 Office Chairs$8250 +$4k
Professional Services: Legal Fees	$500.00	$0.00	$500.00	$0.00	$0.00	**$500.00**	0%	
Professional Services: Personnel Testing and Recruitment	$600.00	$378.50	$600.00	$655.50	$844.28	**$800.00**	33%	
Professional Services: Instructors' Fees	$200.00	$130.00	$200.00	$130.00	$167.44	**$200.00**	0%	
Professional Services: EDP, Software and Design	$35.00	$0.00	$35.00	$0.00	$0.00	**$0.00**	-100%	
Communications: Telephone	$2,600.00	$2,522.58	$2,600.00	$1,802.07	$2,321.07	**$2,350.00**	-10%	
Advertising: Employment	$250.00	$443.34	$500.00	$291.00	$374.81	**$500.00**	0%	
Insurance: General Liability	$600.00	$979.36	$525.00	$0.00	$0.00	**$490.00**	-7%	X2 in 2024
Insurance: Property	$3,700.00	$7,439.00	$4,000.00	$0.00	$0.00	**$3,720.00**	-7%	X2 in 2024
Utility Services: Electric Utilities	$2,600.00	$2,651.16	$2,575.00	$2,089.72	$2,691.56	**$2,750.00**	7%	
Utility Services: Gas Utilities	$5,000.00	$3,810.44	$4,500.00	$4,467.40	$5,754.01	**$5,800.00**	29%	24 $1.399/25 $1.459/26 $1.459

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Repairs and Maintenance - Contractual (404)	$2,500.00	$374.00	$2,500.00	$25.00	$32.20	**$2,500.00**	0%	
Rentals: Machinery and Equipment	$460.00	$471.32	$500.00	$381.88	$491.86	**$525.00**	5%	Water Dispenser
Property Tax	$50.00	$50.00	$50.00	$50.00	$64.40	**$50.00**	0%	
Capital Outlay: Other Equipment	$27,728.98	$27,728.98	$25,000.00	$0.00	$0.00	**$22,000.00**	-12%	Sourcewell:Lawnmowers$22k
MAINTENANCE SHOP TOTAL	**$156,103.98**	**$145,227.63**	**$166,815.00**	**$81,332.15**	**$104,755.81**	**$175,779.00**	5%	
Paved Streets								
Wages and Salaries: Full-time Employees-Regular	$45,000.00	$36,130.94	$43,750.00	$26,727.54	$34,425.07	**$45,000.00**	3%	
Wages and Salaries: Part-time Employees	$10,000.00	$3,868.08	$10,000.00	$829.44	$1,068.32	**$7,800.00**	-22%	2 seasonal 4 days/week/$20/hr increase
Employer Contributions for Retirement: PERA Contributions	$4,460.00	$3,264.45	$4,200.00	$2,208.25	$2,844.23	**$4,050.00**	-4%	
Employer Contributions for Retirement: FICA Contributions	$3,575.00	$2,778.21	$3,710.00	$1,927.94	$2,483.19	**$3,650.00**	-2%	
Employer Paid Insurance: Medicare	$825.00	$649.73	$860.00	$450.91	$580.77	**$845.00**	-2%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$465.00**	100%	
Worker's Compensation: Insurance Premiums	$3,600.00	$2,828.49	$3,200.00	$0.00	$0.00	**$2,830.00**	-12%	
Employee Paid: Federal Income Tax	$3,300.00	$2,604.03	$3,200.00	$1,866.94	$2,404.62	**$3,435.00**	7%	
Employee Paid: State Income Tax	$2,750.00	$1,828.48	$2,500.00	$1,240.15	$1,597.31	**$2,430.00**	-3%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$34.00**	100%	
Repair and Maintenance Supplies: Street Maintenance Materiẻ	$1,500.00	$1,021.75	$8,000.00	$540.00	$695.52	**$1,500.00**	-81%	24:Crack Sealing
Repair and Maintenance Supplies: Landscaping Materials	$600.00	$32.51	$600.00	$109.42	$140.93	**$600.00**	0%	
Small Tools and Minor Equipment	$1,000.00	$811.14	$1,000.00	$774.06	$996.99	**$1,100.00**	10%	
Professional Services: Engineering Fees	$20,000.00	$940.20	$20,000.00	$24,426.60	$31,461.46	**$35,000.00**	75%	Engineering for 26 Rd Project/SW Reimbursement $15k
Professional Services: Legal Fees	$1,000.00	$988.00	$1,500.00	$0.00	$0.00	**$1,500.00**	0%	
Transportation: Travel Expense	$135.00	$0.00	$170.00	$0.00	$0.00	**$0.00**	-100%	
Printing and Binding: Legal Notices Publishing	$100.00	$0.00	$100.00	$0.00	$0.00	**$100.00**	0%	
Printing and Binding: General Notices and Public Information	$350.00	$0.00	$350.00	$0.00	$0.00	**$350.00**	0%	
Repairs and Maintenance - Contractual (404)	$0.00	$1,300.00	$0.00	$450.00	$579.60	**$500.00**	100%	Tree Service
Rentals: Machinery and Equipment	$2,000.00	$1,442.00	$2,000.00	$1,442.00	$1,857.30	**$2,200.00**	10%	Rental of Street Sweeper
Capital Outlay - CIP Street Improvements	$65,689.88	$0.00	$118,518.71	$0.00	$0.00	**$120,000.00**	1%	25 CIP: 25 Road Project/26 CIP Road Project ($80k Savings)
Refunds and Reimbursements	$0.00	$72.56	$0.00	$0.00	$0.00	**$0.00**	100%	
Unpaved Streets								
Repair and Maintenance Supplies: Street Maintenance Materiẻ	$500.00	$6,500.00	$500.00	$153.00	$197.06	**$500.00**	0%	Mine Tailings
Printing and Binding: Legal Notices Publishing	$0.00	$40.60	$0.00	$0.00	$0.00	**$0.00**	100%	24:Cartway Vacation
Repairs and Maintenance - Contractual (404)	$22,250.00	$13,251.25	$15,750.00	$12,548.80	$16,162.85	**$15,750.00**	0%	24/25:$15k Magnesium Chloride, 50 Lakes - Buchite Rd $750
Ice and Snow Removal								
Repair and Maintenance Supplies: Street Maintenance Materiẻ	$5,000.00	$0.00	$5,000.00	$980.00	$1,262.24	**$5,000.00**	0%	Salt Sand
PAVED ST., UNPAVED, SNOW TOTAL	**$193,634.88**	**$80,352.42**	**$244,908.71**	**$76,675.05**	**$98,757.46**	**$254,639.00**	4%	
Road and Bridge Equipment								
Operating Supplies: Cleaning Supplies	$0.00	$4.82	$20.00	$0.00	$0.00	**$20.00**	0%	
Operating Supplies: Motor Fuels	$16,000.00	$11,612.62	$16,000.00	$6,227.53	$8,021.06	**$16,000.00**	0%	
Repair and Maintenance Supplies	$12,000.00	$8,341.17	$12,000.00	$5,473.58	$7,049.97	**$12,000.00**	0%	
Repair and Maintenance Supplies: Tires	$4,000.00	$1,100.00	$4,000.00	$137.53	$177.14	**$4,000.00**	0%	
Small Tools and Minor Equipment	$4,000.00	$1,836.30	$4,000.00	$125.62	$161.80	**$4,000.00**	0%	
Prof. Serv. - Inspections	$400.00	$0.00	$400.00	$0.00	$0.00	**$500.00**	25%	
Insurance: Property	$725.00	$1,347.00	$700.00	$0.00	$0.00	**$675.00**	-4%	X2 in 2024
Insurance: Automotive	$2,100.00	$4,591.00	$2,300.00	$0.00	$0.00	**$2,300.00**	0%	X2 in 2024
Repairs and Maintenance - Contractual (404)	$10,000.00	$5,348.25	$10,000.00	$0.00	$0.00	**$10,000.00**	0%	
Rentals: Machinery and Equipment	$0.00	$112.74	$120.00	$0.00	$0.00	**$120.00**	0%	
Miscellaneous: Dues and Subscriptions	$100.00	$181.75	$200.00	$75.50	$97.24	**$200.00**	0%	Vehicle Plates
Capital Outlay: Motor Vehicles (Bobcat/Grader/Spray Patcher)	$174,069.11	$140,000.00	$50,000.00	$0.00	$0.00	**$185,000.00**	270%	24 CIP-Grader/Purchase Backhoe Tractor/$40,000MaintTruckfromSavings/25 CIP Grader

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Bridges, Viaducts and Grade Separations								26:CIP-Bobcat/Spray Injection Patcher/Save for Grader
Repair and Maintenance Supplies	$50.00	$0.00	$50.00	$0.00	$0.00	**$50.00**	0%	
Repair and Maintenance Supplies: Sign Repair Materials	$250.00	$0.00	$250.00	$0.00	$0.00	**$250.00**	0%	
Professional Services: Engineering Fees	$60,000.00	$15,998.08	$33,995.92	$18,497.78	$23,825.14	**$15,000.00**	-56%	Engineering fees for Roosevelt Bridge Replacement
Professional Services: Legal Fees	$0.00	$0.00	$0.00	$993.00	$1,278.98	**$5,000.00**	100%	
Repairs and Maintenance - Contractual (404)	$6,000.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	23: Emily Dam Leak Repair
Cap. Out: Investment	$29,000.00	$0.00	$39,000.00	$0.00	$0.00	**$39,000.00**	0%	CIP-RooseveltDrBridgeReplact,SShoreDrFascia,
ROAD AND BRIDGE	**$318,694.11**	**$190,473.73**	**$173,035.92**	**$31,530.54**	**$40,611.34**	**$294,115.00**	70%	
Street Lighting								
Utility Services: Electric Utilities	$3,700.00	$3,412.00	$3,600.00	$2,403.80	$3,096.09	**$6,600.00**	83%	$3k Park light
STREET LIGHTING	**$3,700.00**	**$3,412.00**	**$3,600.00**	**$2,403.80**	**$3,096.09**	**$6,600.00**	83%	
SANITATION								
Waste (Refuse) Disposal (Dump) (Approved by Maintenance Supervisor)								
Wages and Salaries: Full-time Employees-Regular	$5,600.00	$3,322.76	$5,600.00	$2,786.14	$3,588.55	**$5,600.00**	0%	
Wages and Salaries: Part-time Employees	$300.00	$269.84	$300.00	$0.00	$0.00	**$335.00**	12%	2 seasonal 4 days/week/$20/hr increase
Employer Contributions for Retirement: PERA Contributions	$420.00	$300.72	$515.00	$227.31	$292.78	**$510.00**	-1%	
Employer Contributions for Retirement: FICA Contributions	$400.00	$249.27	$425.00	$194.99	$251.15	**$410.00**	-4%	
Employer Paid Insurance: Medicare	$90.00	$58.28	$100.00	$45.64	$58.78	**$95.00**	-5%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$52.00**	100%	
Worker's Compensation: Insurance Premiums	$500.00	$251.73	$410.00	$0.00	$0.00	**$250.00**	-39%	
Employee Paid: Federal Income Tax	$420.00	$225.60	$390.00	$184.20	$237.25	**$375.00**	-4%	
Employee Paid: State Income Tax	$300.00	$163.10	$285.00	$124.27	$160.06	**$270.00**	-5%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$2.00**	100%	
Operating Supplies: Motor Fuels	$500.00	$0.00	$500.00	$0.00	$0.00	**$500.00**	0%	
Operating Supplies: Shop Materials	$100.00	$0.00	$100.00	$0.00	$0.00	**$100.00**	0%	
Repair and Maintenance Supplies: Equipment Parts	$150.00	$470.82	$250.00	$38.90	$50.10	**$250.00**	0%	24:$221 Dump Gate
Small Tools and Minor Equipment	$200.00	$0.00	$200.00	$0.00	$0.00	**$200.00**	0%	
Prof. Serv: Laboratory	$80.00	$83.00	$90.00	$0.00	$0.00	**$100.00**	11%	Compost Testing
Communications: Postage	$15.00	$12.20	$15.00	$0.00	$0.00	**$20.00**	33%	Postage for Compost Testing
Insurance: Worker's Comp	$50.00	$0.00	$50.00	$0.00	$0.00	**$0.00**	-100%	
Utility Services: Refuse Disposal	$4,400.00	$4,285.92	$9,000.00	$3,579.00	$4,609.75	**$4,625.00**	-49%	25:Clean Up Day$4500
Repair and Maintenance - Contractual: Machinery and Equipm	$0.00	$213.25	$500.00	$0.00	$0.00	**$500.00**	0%	
Miscellaneous: Dues and Subscriptions	$0.00	$0.00	$250.00	$0.00	$0.00	**$0.00**	-100%	
SANITATION TOTAL	**$13,525.00**	**$9,906.49**	**$18,980.00**	**$7,180.45**	**$9,248.42**	**$14,194.00**	-25%	
CULTURE AND RECREATION								
Historical Society								
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	$100.00	$100.00	$100.00	$100.00	$128.80	**$100.00**	0%	
Historic Celebration 125 Years								
Professional Services: Performer	$0.00	$0.00	$0.00	$6,750.00	$8,694.00	**$0.00**	100%	
Repairs and Maintenance - Contractual: Machinery and Equipr	$0.00	$0.00	$50,000.00	$31,348.59	$40,376.98	**$0.00**	-100%	
Capital Outlay: Buildings and Structures	$0.00	$0.00	$0.00	$5,403.42	$6,959.60	**$0.00**	100%	
Capital Outlay: Improvements Other Than Buildings	$0.00	$0.00	$0.00	$4,420.00	$5,692.96	**$0.00**	100%	
Recreation - Library (Approved by Library Board)								
Wages and Salaries: Part-time Employees	$3,000.00	$2,760.00	$3,000.00	$2,070.00	$2,666.16	**$3,600.00**	20%	$50/mo raise
Employer Contributions for Retirement: FICA Contributions	$195.00	$186.00	$190.00	$139.50	$179.68	**$242.00**	27%	
Employer Paid Insurance: Medicare	$45.00	$43.56	$45.00	$32.67	$42.08	**$58.00**	29%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$32.00**	100%	
Worker's Compensation: Insurance Premiums	$200.00	$195.76	$200.00	$0.00	$0.00	**$195.00**	-3%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Employee Paid: Federal Income Tax	$215.00	$240.00	$230.00	$180.00	$231.84	**$315.00**	37%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$16.00**	100%	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	$450.00	$153.16	$450.00	$161.59	$208.13	**$300.00**	-33%	
Repair and Maintenance Supplies	$200.00	$0.00	$200.00	$0.00	$0.00	**$200.00**	0%	
Small Tools and Minor Equipment	$1,150.00	$241.13	$1,650.00	$0.00	$0.00	**$650.00**	-61%	25:Move $500 Grant to Gymnasium
Professional Services: Legal Fees	$300.00	$0.00	$300.00	$0.00	$0.00	**$0.00**	-100%	
Communications: Telephone	$0.00	$0.00	$0.00	$14.00	$18.03	**$24.00**	100%	Library email
Printing and Binding: General Notices and Public Information	$200.00	$71.60	$200.00	$0.00	$0.00	**$200.00**	0%	
Miscellaneous: Dues and Subscriptions	$60.00	$0.00	$60.00	$0.00	$0.00	**$0.00**	-100%	24:Northland Press
Sales and Use	$25.00	$0.00	$25.00	$1.23	$1.58	**$25.00**	0%	
CULTURE AND RECREATION TOTAL	**$6,140.00**	**$3,991.21**	**$56,650.00**	**$50,621.00**	**$65,199.85**	**$5,957.00**	-89%	
Park Areas (Approved by Park Commission)								
Wages and Salaries: Full-time Employees-Regular	$4,200.00	$4,698.76	$4,975.00	$7,358.82	$9,478.16	**$5,300.00**	7%	
Wages and Salaries: Part-time Employees	$7,020.00	$5,109.77	$7,020.00	$3,227.97	$4,157.63	**$7,800.00**	11%	2 seasonal 4 days/week/$20/hr increase
Wages and Salaries: Temporary Employees	$0.00	$0.00	$0.00	$0.00	$0.00	**$9,216.00**	100%	1 intern - $18/hr/4days/week/16wks - Sourcewell reimbursement of $15/hr
Park Commission Pay	$1,000.00	$350.00	$875.00	$630.00	$811.44	**$875.00**	0%	
Employer Contributions for Retirement: PERA Contributions	$320.00	$422.77	$450.00	$646.07	$832.14	**$480.00**	7%	
Employer Contributions for Retirement: FICA Contributions	$800.00	$686.51	$865.00	$759.65	$978.43	**$1,565.00**	81%	
Employer Paid Insurance: Medicare	$185.00	$160.55	$206.00	$177.73	$228.92	**$360.00**	75%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$200.00**	100%	
Worker's Compensation: Insurance Premiums	$700.00	$721.63	$775.00	$0.00	$0.00	**$725.00**	-6%	
Employee Paid: Federal Income Tax	$635.00	$531.69	$530.00	$573.12	$738.18	**$1,205.00**	127%	
Employee Paid: State Income Tax	$550.00	$337.89	$465.00	$413.80	$532.97	**$760.00**	63%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$75.00**	100%	
Operating Supplies: Cleaning Supplies	$50.00	$15.99	$50.00	$44.61	$57.46	**$50.00**	0%	
Operating Supplies: Motor Fuels	$500.00	$0.00	$250.00	$27.04	$34.83	**$250.00**	0%	
Operating Supplies: Shop Materials	$50.00	$14.89	$50.00	$10.52	$13.55	**$50.00**	0%	
Operating Supplies (Chemicals and Chemical Products)	$700.00	$235.41	$350.00	$653.48	$841.68	**$800.00**	129%	
Repair and Maintenance Supplies	$1,100.00	$1,814.16	$2,000.00	$707.43	$911.17	**$2,000.00**	0%	
Repair and Maintenance Supplies: Tires	$0.00	$0.00	$0.00	$17.52	$22.57	**$50.00**	100%	
Repair and Maintenance Supplies: Landscaping Materials	$2,000.00	$335.70	$1,250.00	$112.77	$145.25	**$1,250.00**	0%	
Small Tools and Minor Equipment	$800.00	$523.31	$800.00	$86.77	$111.76	**$800.00**	0%	
Professional Services: Legal Fees	$200.00	$0.00	$200.00	$0.00	$0.00	**$200.00**	0%	
Professional Services: Grant Writing	$500.00	$0.00	$500.00	$0.00	$0.00	**$500.00**	0%	
Insurance: Property	$1,900.00	$3,543.00	$1,800.00	$0.00	$0.00	**$1,775.00**	-1%	X2 in 2024
Utility Services: Electric Utilities	$640.00	$760.88	$740.00	$584.50	$752.84	**$775.00**	5%	
Repairs and Maintenance - Contractual: Improvements Other 1	$0.00	$0.00	$700.00	$0.00	$0.00	**$0.00**	-100%	25:Emily Park Sign
Repairs and Maintenance - Contractual (404)	$500.00	$391.75	$500.00	$0.00	$0.00	**$500.00**	0%	
Rentals: Other Equipment	$2,300.00	$2,215.00	$2,500.00	$0.00	$0.00	**$2,700.00**	8%	Portable toilets 6 mos $130/mo
Rentals: Machinery and Equipment	$0.00	$590.56	$0.00	$0.00	$0.00	**$750.00**	100%	24:Stump Grinding
Capital Outlay: Buildings and Structures	$0.00	$0.00	$15,500.00	$0.00	$0.00	**$35,000.00**	126%	IRRRB Grant Project $5k/Phase 3 $30k
Capital Outlay: Improvements Other Than Buildings	$0.00	$0.00	$5,500.00	$700.00	$901.60	**$10,000.00**	82%	26:Tennis/Pickleball Courts Replacement
PARKS TOTAL	**$26,650.00**	**$23,460.22**	**$48,851.00**	**$16,731.80**	**$21,550.56**	**$86,011.00**	76%	
CONSERVATION OF NATURAL RESOURCES								
Water Resources								
Professional Services: Administrative	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,288.00	**$1,000.00**	0%	Wetland Cons'n Act - CWC annual flat fee
Emily Waters								
Professional Services: Legal Fees	$250.00	$0.00	$250.00	$442.00	$569.30	**$250.00**	0%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Misc: Lakes/Rivers Prot.	$17,215.00	$17,214.00	$20,856.12	$6,952.00	$8,954.18	**$20,000.00**	-4%	
EMILY WATERS TOTAL	**$18,465.00**	**$18,214.00**	**$22,106.12**	**$8,394.00**	**$10,811.47**	**$21,250.00**	-4%	
ECONOMIC DEVELOPMENT AND ASSISTANCE								
Wages and Salaries: Full-time Employees-Regular	$200.00	$0.00	$200.00	$0.00	$0.00	**$200.00**	0%	
EDA Commission Pay	$500.00	$0.00	$500.00	$174.48	$224.73	**$500.00**	0%	
Employer Contributions for Retirement: PERA Contributions	$15.00	$0.00	$15.00	$0.00	$0.00	**$15.00**	0%	
Employer Contributions for Retirement: FICA Contributions	$50.00	$0.00	$50.00	$10.85	$13.97	**$50.00**	0%	
Employer Paid Insurance: Medicare	$12.00	$0.00	$12.00	$2.55	$3.28	**$12.00**	0%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$6.50**	100%	
Worker's Compensation: Insurance Premiums	$20.00	$0.00	$20.00	$0.00	$0.00	**$20.00**	0%	
Employee Paid: Federal Income Tax	$13.00	$0.00	$13.00	$0.00	$0.00	**$13.00**	0%	
Employee Paid: State Income Tax	$14.00	$0.00	$14.00	$0.33	$0.43	**$14.00**	0%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$2.25**	100%	
Economic development services	$0.00	$0.00	$0.00	$0.00	$0.00	**$10,000.00**	100%	GoNorthMn request
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	$450.00	$450.00	$450.00	$450.00	$579.60	**$450.00**	0%	Initiative Foundation request
EDA TOTAL	**$1,274.00**	**$450.00**	**$1,274.00**	**$638.21**	**$822.01**	**$11,282.75**	786%	
MISCELLANEOUS EXPENDITURES								
Food Shelf								
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	$250.00	$250.00	$250.00	$250.00	$322.00	**$250.00**	0%	
Community Food Shelf Grant	$0.00	$0.00	$0.00	$0.00	$0.00	**$2,000.00**	100%	
FOOD SHELF	**$250.00**	**$250.00**	**$250.00**	**$250.00**	**$322.00**	**$2,250.00**	800%	
Cemetery (Approved by Maintenance Supervisor)								
Wages and Salaries: Full-time Employees-Regular	$6,500.00	$4,344.09	$6,500.00	$5,511.89	$7,099.31	**$6,750.00**	4%	
Wages and Salaries: Part-time Employees	$5,250.00	$3,412.61	$5,250.00	$2,596.49	$3,344.28	**$5,835.00**	11%	2 seasonal 4 days/week/$20/hr increase
Employer Contributions for Retirement: PERA Contributions	$500.00	$394.38	$710.00	$452.73	$583.12	**$615.00**	-13%	
Employer Contributions for Retirement: FICA Contributions	$780.00	$528.96	$800.00	$552.02	$711.00	**$855.00**	7%	
Employer Paid Insurance: Medicare	$180.00	$123.70	$190.00	$129.07	$166.24	**$205.00**	8%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$111.00**	100%	
Worker's Compensation: Insurance Premiums	$550.00	$562.86	$550.00	$0.00	$0.00	**$565.00**	3%	
Employee Paid: Federal Income Tax	$780.00	$447.26	$635.00	$414.54	$533.93	**$730.00**	15%	
Employee Paid: State Income Tax	$580.00	$285.82	$500.00	$292.81	$377.14	**$465.00**	-7%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	**$26.00**	100%	
Operating Supplies: Motor Fuels	$500.00	$0.00	$500.00	$27.04	$34.83	**$500.00**	0%	
Operating Supplies: Shop Materials	$0.00	$0.00	$0.00	$116.82	$150.46	**$200.00**	100%	
Repair and Maintenance Supplies	$1,600.00	$1,905.66	$2,000.00	$2,265.29	$2,917.69	**$3,000.00**	50%	
Repair and Maintenance Supplies: Tires	$0.00	$0.00	$0.00	$17.52	$22.57	**$50.00**	100%	
Repair and Maintenance Supplies: Landscaping Materials	$1,000.00	$250.26	$1,000.00	$92.78	$119.50	**$1,000.00**	0%	
Small Tools and Minor Equipment	$350.00	$323.33	$350.00	$228.28	$294.02	**$350.00**	0%	
Professional Services: EDP, Software and Design	$295.00	$295.00	$295.00	$295.00	$379.96	**$295.00**	0%	Annual program support
Communications: Postage	$0.00	$12.81	$20.00	$12.39	$15.96	**$20.00**	0%	
Insurance: Property	$210.00	$372.00	$190.00	$0.00	$0.00	**$190.00**	0%	X2 in 2024
Utility Services: Electric Utilities	$450.00	$493.36	$470.00	$385.97	$497.13	**$520.00**	11%	1 meter
Repairs and Maintenance - Contractual (404)	$300.00	$391.75	$300.00	$0.00	$0.00	**$300.00**	0%	Stump grinding
Rentals: Machinery and Equipment	$0.00	$252.33	$0.00	$0.00	$0.00	**$0.00**	100%	
Miscellaneous: Dues and Subscriptions	$75.00	$75.00	$75.00	$100.00	$128.80	**$100.00**	33%	
Refunds and Reimbursements	$0.00	$0.00	$0.00	$900.00	$1,159.20	**$0.00**	100%	
Capital Outlay: Improvements Other Than Buildings	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**	100%	CIP - Benches/Flagpoles/Markers New Cemetery - Use Savings
CEMETERY	**$19,900.00**	**$14,471.18**	**$20,335.00**	**$14,390.64**	**$18,535.14**	**$22,682.00**	12%	

	2024 Budget (As Revised 11.12.24)	2024 Actual	2025 Budget (As Revised 8.12.25)	2025 Spent to Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
100: General Fund								
Liquor Licensing								
Refunds and Reimbursements	$0.00	$0.00	$0.00	$1,600.00	$2,060.80	**$0.00**	100%	Log Cabin Sale: Refund
Unrealized Investment Loss								
Investments Purchased	$6,000.00	$1,263.10	$2,000.00	632.45	$814.60	**$2,000.00**	0%	
Purchase of Investments								
Professional Services: Management Fees	$1,000.00	$999.48	$1,000.00	$605.93	$780.44	**$1,000.00**	0%	Ehler's Investment Advisor
Investments Purchased	$16,517.98	$6,991.23	$25,000.00	$5,226.73	$6,732.03	**$10,000.00**	-60%	
Transfers to Governmental Fund								
Interfund Transfers	$0.00	$167,269.09	$0.00	$0.00	$0.00	**$0.00**	100%	
INVESTMENTS/TRANSFERS	**$23,517.98**	**$176,522.90**	**$28,000.00**	**$8,065.11**	**$10,387.86**	**$13,000.00**	-54%	
DISBURSEMENTS TOTAL	**$1,516,518.94**	**$1,332,592.48**	**$1,604,907.74**	**$786,498.55**	**$1,013,010.13**	**$1,857,560.49**	16%	
CONTINGENCIES/EMERGENCIES 10%	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	100%	
ADDITIONS TO LEVY								
303 - 2012 CIP City Hall	$46,908.75		$45,753.75			**$56,800.00**		Ehlers' Planned Levy $49,848.75
304 - 2014 Road Improvements	$30,000.00		$26,250.00			**$41,650.00**		Ehlers' Planned Levy $19,179.61
602 - 2013 Refunding of Sewer Revenue	$86,412.50		$120,504.75			**$114,449.25**		Ehlers' Planned Levy $61,452.38/Additional $45,000 Influent Control/ Liftstation/Grinder Pumps+
	$163,321.25		**$192,508.50**			**$212,899.25**		
								$120,505.46 over budget with 5% Levy
TOTAL 2026 PROPOSED PRELIMINARY BUDGET	**$1,679,840.19**		**$1,797,416.24**			**$2,070,459.74**	15.19%	$1,949,954.28 Total Receipts

PROPOSED 2026 PROPERTY TAX VALUES

EMILY RESIDENTIAL HOMESTEAD @ 150,000
TAX CAPACITY 1500

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$455	$412	$424	$433	$441	$449
Difference	-$42	-$30	-$22	-$14	-$5

EMILY RESIDENTIAL HOMESTEAD @ 200,000
TAX CAPACITY 2000

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$606	$549	$566	$577	$588	$599
Difference	-$57	-$40	-$29	-$18	-$7

EMILY RESIDENTIAL HOMESTEAD @ 250,000
TAX CAPACITY 2500

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$758	$687	$707	$721	$735	$749
Difference	-$71	-$50	-$36	-$23	-$9

EMILY RESIDENTIAL HOMESTEAD @ 500,000
TAX CAPACITY 5000

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$1,515	$1,374	$1,415	$1,443	$1,470	$1,498
Difference	-$142	-$100	-$73	-$45	-$18

EMILY SEASONAL @ 250,000
TAX CAPACITY 2500

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$758	$687	$707	$721	$735	$749
Difference	-$71	-$50	-$36	-$23	-$9

EMILY SEASONAL @ 500,000
TAX CAPACITY 5000

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$1,515	$1,374	$1,415	$1,443	$1,470	$1,498
Difference	-$142	-$100	-$73	-$45	-$18

EMILY SEASONAL @ 750,000
TAX CAPACITY 8125

2025 FINAL	WHAT IF NO CHANGE	WHAT IF 3% INCREASE	WHAT IF 5% INCREASE	WHAT IF 7% INCREASE	WHAT IF 9% INCREASE
$2,462	$2,232	$2,299	$2,344	$2,389	$2,434
Difference	-$230	-$163	-$118	-$73	-$29

2025 CITY Final NTC Rate:	30.305%
2025 CITY Final Levy	1,445,651
2026 Preliminary CITY NTC	5,246,920

	PROPOSED LEVY:	PROPOSED RATE:
NO CHANGE FROM 2025 FINAL	1,445,651	27.472%
3% LEVY INCREASE:	1,489,021	28.299%
5% LEVY INCREASE:	1,517,934	28.851%
7% LEVY INCREASE:	1,546,847	29.401%
9% LEVY INCREASE:	1,575,760	29.953%

Crow Wing County estimated using data currently available and is subject to change prior to truth in taxation tax rate calculations.

Proposed 2026 Preliminary City Tax Levy Increase Increments

2025 Final Tax Levy $1,445,650.74

% Increase	Tax Levy	Levy Increase From 2025	$ Increase/ % Increase
3%	$1,489,020.26	$43,369.52	
4%	$1,503,476.77	$57,826.03	$14,456.51
5%	$1,517,933.28	$72,282.54	$14,456.51
6%	$1,532,389.78	$86,739.04	$14,456.51
7%	$1,546,846.29	$101,195.55	$14,456.51
8%	$1,561,302.80	$115,652.06	$14,456.51
9%	$1,575,759.31	$130,108.57	$14,456.51
10%	$1,590,215.81	$144,565.07	$14,456.51
11%	$1,604,672.32	$159,021.58	$14,456.51
12%	$1,619,128.83	$173,478.09	$14,456.51

CITY OF EMILY

Statement of Receipts, Disbursements and Balances (Schedule 1)

9/19/2025

As on 9/17/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	767,466.35	903,886.43	632.45	0.00	780,665.89	5,832.66	0.00	885,486.68	128,622.26	1,014,108.94
Road and Bridge	132,835.14	13,430.21	0.00	0.00	398.64	0.00	0.00	145,866.71	0.00	145,866.71
Small Cities Revolving Loan Fund	23,933.46	10,747.94	0.00	0.00	0.00	0.00	0.00	34,681.40	0.00	34,681.40
Small Cities Housing Rehabilitation Fund	4.41	0.00	0.00	0.00	0.00	0.00	0.00	4.41	0.00	4.41
American Rescue Plan Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Library	2,030.21	891.93	0.00	0.00	0.00	0.00	0.00	2,922.14	0.00	2,922.14
Firemens equip fund 225	88,613.01	15,218.84	102.84	0.00	29,828.84	849.92	0.00	73,255.93	20,915.11	94,171.04
1st Resp. equip fund 226	62,679.74	20,378.24	219.98	0.00	747.48	1,817.97	0.00	80,712.51	44,738.15	125,450.66
Emily Area Recycling 227	0.00	194.63	0.00	0.00	225.00	0.00	0.00	(30.37)	0.00	(30.37)
Police Fund 228	12,146.32	12.24	0.00	0.00	0.00	0.00	0.00	12,158.56	0.00	12,158.56
FORFEITURE FUND 229	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Debt Service (Identify)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2007 302	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service GOCIP 2012 303 and 305	46,469.17	27,457.37	0.00	0.00	44,700.00	0.00	0.00	29,226.54	0.00	29,226.54
Debt Service PRI 2014 304	40,856.36	25,228.95	0.00	0.00	42,102.50	0.00	0.00	23,982.81	0.00	23,982.81
Debt Service PRI 2004 305	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service PRI 2005 306	0.00	259.68	0.00	0.00	0.00	0.00	0.00	259.68	0.00	259.68
Park Acquisition and Development (Optional)	3,434.27	2,839.84	329.97	0.00	2,921.59	2,727.00	0.00	955.49	67,107.27	68,062.76
CITY HALL CD 406	5,468.83	6.33	0.00	0.00	0.00	0.00	0.00	5,475.16	0.00	5,475.16
CEMETERY CD 407	1,328.35	1,671.91	192.48	0.00	2,615.80	1,590.76	0.00	(1,013.82)	39,145.93	38,132.11
SMALL CITIES CD 408	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POLICE DEPART. 409	3,318.21	1,139.58	137.48	0.00	137.48	1,136.24	0.00	3,321.55	27,961.36	31,282.91
SEWER EQUIP. 410	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EDA CD 412	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REHAB. PROJ. CD 413	10,091.76	10.00	0.00	0.00	0.00	0.00	0.00	10,101.76	0.00	10,101.76
CAP. PROJ. FIRE CD 414	5,023.17	5.07	0.00	0.00	0.00	0.00	0.00	5,028.24	0.00	5,028.24
CAP PROJ. RD CD 415	181,405.75	2,454.32	274.98	0.00	274.98	2,272.49	0.00	181,587.58	55,922.72	237,510.30
FUT. CITY DEV. CD 416	(758.43)	1,195.33	144.64	0.00	144.64	1,195.33	0.00	(758.43)	29,415.35	28,656.92

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
SHOP BLDG CD 417	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewage Collection and Disposal	106,750.61	129,224.76	54.99	0.00	140,435.04	454.48	0.00	95,140.84	11,184.54	106,325.38
SEWER 617	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Small Cities Grant 801	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Donor pass thru 851	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total :	**1,493,096.69**	**1,156,253.60**	**2,089.81**	**0.00**	**1,045,197.88**	**17,876.85**	**0.00**	**1,588,365.37**	**425,012.69**	**2,013,378.06**

Proposed Wage Increases for 2026 Prelim. Budget

(Includes Employees and Appointed Officials Not Covered By Union Contract or Employment Agreement)

Description	Wage/ Salary	per ____ unit	City Ordinance Reference
Emergency Management			
Emergency Management Director	$40	per month	33.03
EDA Authority Members (Mayor/Council)	$25	per meeting	30.07
Citizen Board Members			
Planning & Zoning Commissioners and Alternates	$85 $20	per meeting per additional meeting	30.07
Planning & Zoning Commissioners and Alternates	$10	per site visit	
EDA Commission	$35	per meeting	30.07
Park Commission	$35	per meeting, up to 4 meetings per year, additional meetings upon approval by Council	30.07
Fire and Rescue Department			
	$25	per call, plus $25 per hour if call is over 1 hour	33.21
	~~$10~~ $25	per drill/training (one per night)	33.21
	$10	per meeting	33.21
Fire and Rescue Chief	~~$3,000~~ $4,000	annually, effective 12/1/2025	33.21
Assistant Chief for Fire Suppression Operations	$1,800	annually, effective 12/1/2024 or the start date of the position	33.21
Assistant Chief for Emergency Medical Services	$2,400	annually, effective 12/1/2024 or the start date of the position	33.21
Captain (X3)	$600	annually, effective the start date of the position	33.21
Training Officer	$500	annually	33.21
Seasonal Personnel			
Seasonal Maintenance	~~$18~~ $20	per hour, for up to six months	
Intermittent Winter Seasonal Maintenance Worker or Intermittent Winter Seasonal Backup Snowplow Driver	$18	per hour, for up to six months	
Personnel			
Full-Time Office Assistant	$20	per hour	
Part-Time Zoning Clerk/Office Assistant	$21.50	per hour, effective 1/1/2025	
Intermittent Office Assistant	~~$12~~ $15	per hour	
Intern	$18	per hour with $15 per hour reimbursement	
Librarian	~~$250~~ $300	per month	
Election Judges			
Head Election Judge	$14.50	per hour	
Election Judge	$14	per hour	

RELEVANT LINKS:

3. Making vs. executing the law

Finally, the courts sometimes recognize a distinction between the power to make the law and the authority to execute it. A council cannot delegate the power to make a law, but the council can delegate the authority to execute it.

E. Salaries of mayor and council members

Minn. Stat. § 415.11.

The city council in second class, third class, and fourth class cities establishes, by ordinance, the salaries of the mayor and council members in an amount that the council deems "reasonable." Generally, no change in salary can take effect until after the next succeeding regular city election. An ordinance changing council salaries should specify the date when the changes will take effect.

Minn. Stat. § 415.11, subd. 3.

A city council, however, can adopt an ordinance to take effect before the next city election that reduces the salaries of the mayor and council members. The ordinance must be in effect for 12 months, unless another period of time is specified in the ordinance, after which the reduced salary reverts to the salary in effect immediately before the ordinance was adopted.

Salaries can be an annual or monthly sum, or a per-meeting rate. The ordinance should specify whether the per-meeting rate applies only to regular meetings or to both regular and special meetings.

Minn. Stat. § 43A.17, subd. 10.

Cities are prohibited from including provisions for vacation or sick leave in the compensation plan for council members. Cities are also prohibited from reducing the salaries of council members because of absences from official duties because of vacation or sickness.

Minn. Stat. § 415.10.

Iron Range cities have special legislative authority to make per-diem payments to council members up to $25 per day, not to exceed $250 per year, for absences from the city while on official city business.

See IRS Publication: *2020-2021 Special Per Diem Rates*. IRS Publication 463: *Travel, Gift and Car Expenses*. IRS Publication 15: *(Circular E), Employer's Tax Guide*.

Some non-Iron Range cities have sought to pay their councils using per-diem rates. Cities should be careful in this area. A per diem is an expense allowance or an advanced reimbursement for business travel away from home. The IRS has strict guidelines for per-diem pay, including dollar limits above which the per diem must be treated as wages for tax purposes.

Cities wishing to establish per-diem rates for council members should consult with their financial advisors or the IRS for further guidance.

Minn. Stat. § 211B.10, subd. 2.

An employer must allow a council member to take time off from regular employment to attend council meetings.

Internship Reimbursement- Local Government

Description

Purpose: To allow member entities to provide internships that offer real-world experiences, bolster recruitment efforts, and strengthen community workforce sustainability.

Internship reimbursement funds are on a first-come, first-served basis as funding permits. The program allows for the financial support of $15 an hour, up to 640 hours, for the duration of the internship. Sourcewell will only provide reimbursement for actual hours worked. Sourcewell will not provide reimbursement for Earned Sick and Safe Time (ESST), Paid Time Off (PTO), holiday pay, sick leave, or professional development hours. Internships cannot exceed two semesters (32 weeks) for students currently enrolled in a post-secondary institution or cannot exceed one semester (16 weeks) for recent graduates of a post-secondary institution.

Apply now

Eligibility requirements

The applicant entity must:

- Be a Sourcewell participating agency. Register at sourcewell.org/registration (https://sourcewell.org/registration)
- Be a city, county, township, or other government association located in the Minnesota counties including Cass, Crow Wing, Morrison, Todd, and Wadena counties and the Leech Lake Band of Ojibwe.
- Hire the intern as an employee through its hiring process. The entity is responsible for all applicable employer issues including but not limited to taxes, worker compensation, Fair Labor Standards Act (FLSA), Earned Sick and Safe Time (ESST), Paid Time Off (PTO), sick leave, holiday pay, or professional development hours, etc.
- Have at least one paid full-time employee or an equivalent of one paid full-time employee to ensure quality and continuity of the placement. For example, an organization with a 75% full-time equivalent director and a 25% full-time equivalent office manager would be eligible.
- Review for and avoid any conflicts of interest.

The proposed internship must:

- Relate to programs or services authorized under Sourcewell's enabling statute, Minnesota Statute § 123A.21, subdivision 7, and serve a public purpose.
  - Sourcewell is a local government within Minnesota. Like all local governments, Sourcewell's expenditures of public funds, including this funding opportunity, must comport with a public purpose. Applicants should detail how their proposed project is consistent with this principle in benefiting Region 5, relating to Sourcewell's governmental purpose, and ensuring public funds will not be used to primarily benefit individuals, business, and nonprofit entities. Sourcewell may request additional information to support your application.

Program guidelines

The entity:

- Must provide a career based and professional internship experience.

- May not exceed more than one internship per career discipline per entity per semester. Semesters include fall, spring, and summer.
- Must fully execute (signed and accepted by Sourcewell) the Internship Reimbursement Agreement before reimbursement of internship hours can begin.
- Must submit reimbursement requests within four weeks of the end of the internship. The reimbursement request form must be filled out and be accompanied by copies of the intern's payroll documentation.

The intern:

- Must be a high school graduate (have obtained a diploma or GED).
- Must either be registered with a post-secondary institution (minimum of part-time) or be a graduate of a post-secondary institution and begin the internship within two weeks of their graduation date.
- Is limited to two internship placements.

Ineligible activities:

- Political or religious activities
- Discriminatory or illegal activities

Contact information
For more information about Sourcewell, funding opportunities, or this application, please contact:

Cass and Crow Wing Counties and the Leech Lake Band of Ojibwe

- Marlee.morrison@sourcewell-mn.gov (mailto:Marlee.morrison@sourcewell-mn.gov) or 218-610-8396

Morrison, Todd, and Wadena Counties

- Isabella.margl@sourcewell-mn.gov (mailto:Isabella.margl@sourcewell-mn.gov) or 218-610-8330

Sourcewell reserves the right to deny funding to an entity if there is reason to believe funds have previously been misused, the entity has engaged in unethical or illegal practices, or if the award of funds could create a reputational risk for Sourcewell.

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City of Emily – GoNorthMn fall 2025 update

Emily is small. It contracts Sourcewell, CWC Sheriff's Department, PeopleService, SEH, etc, to accomplish what hundreds of employees and enormous budgets do in large cities. Healthy businesses, a stable population, housing, safe/attractive streets and public spaces, clean water/air/natural areas, and an engaged community are all important to the city.

GNM has similar goals: **"GoNorthMn promotes sustainable, fulfilling, prosperous and healthy living for residents, businesses and visitors in our five rural lake communities."**

GNM started ten years ago. It has organized community workshops and speakers, events, physical improvements, obtained grants, done outreach for the area, and recruited volunteers. It has stepped up to assist with local events and completed visible public projects *ahead of schedule, under budget, and with better results than anticipated.*

Accomplishments:

1. Workshops with meals by local restaurants to establish needs, desires and solutions, plus two speakers. 2015 IRRRB and IF grants, along with GNM communities' financial contributions.
2. $10,000 award for projects upon completion of the above (we held several events, created the GNM fold-up map, banners, The Landing Marketplace, and saved two historic Emily buildings).
3. Spring Fling started
4. Four kiosks (two in Emily), benches, and bike racks.
5. Tripod marketing sign
6. Pizza & Questions Session in 2016 to hear ideas.
7. Sketches Theater dinner and improv show at City Hall - 2024 MCH grant
8. History video for Emily's 125th anniversary, historic photos around town, movie night.
9. Townsquare pergola, planters, solar lights, fencing, map, photos and veterans' bench project.
10. BAM event, 2025 - assisted Emily as a host city.

GNM can offer professional services to improve the recreational economy of Emily with these services:

A. Event creation and management
B. Marketing (newspaper, on the GNM Facebook page, city page, and the GNM website), plus connecting with people individually.
C. Results - visible downtown improvements that attract tourism and new residents
D. Grant writing assistance
E. Outreach to volunteers, and to businesses to sponsor things (planters or a movie night).
F. Design - professional artists and event planners
G. Ongoing maintenance of downtown improvements (the new Townsquare corner and fence, the two kiosks, and the Emily history and visitor center).

2026 Project Ideas:

- Add planters downtown. Invite sponsors for each
- Treat pergola and veterans' bench with oil
- Add winter greens to current planters (2025 and '26)
- Organize and run monthly movie nights in the gym (start fall 2025)
- Art Crawl event
- Emily Lake access planning
- Promote all public events
- Lantern Festival in December, 2025. Organize another winter event as well.
- Local business outreach
- Local history sessions for residents – continue organizing photos, record stories.
- Rotate large historic photos, add to the collection.
- Fundraise/pursue grants for specific project(s)
- Solar street lights downtown
- Work more closely w/ Outing Area Chamber

GoNorthMn proposes that the City of Emily put $10,000 into the 2026 budget for Economic Development Services to be provided by GoNorthMn. GNM is a not-for-profit organization with a proven track record of accomplishments. This $10,000 will cover professional services, as well as the physical improvements for downtown in 2026 (to be approved by City Council on City property).

Respecfully submitted,

Kathy Hachey and Jan Mosman, GoNorthMn co-chairs

Minutes and Proceedings of the City Council of the City of Emily in the County of Crow Wing, State of Minnesota.

July 1, 1997
PUBLIC HEARING

The Emily City Council met in Special Session for a Public Hearing on Tuesday, July 1, 1997 and was called to order at 6:00 p.m. by Mayor R. Donald Anderson. Council members Anderson, Charles Donnelly, Roger Lund, and Gerhart Hanson Jr. were present. Russell Philstrom absent.

The purpose of the public hearing was to discuss a proposed enabling resolution establishing an Economic Development Authority (EDA).

There were three people present for the hearing, Dorothy Martin, Lawrence Stenstad and David Gaulke. A copy of the resolution was passed out for review. There was some discussion regard to the kind of business it would attract and using the economic development commission to help with the long range planning. No objections.

Donnelly moved to close the public portion of the Public Hearing, seconded by Lund and carried.

Lund introduced Resolution No. 97-08: A Resolution Enabling the Creation of an Economic Development Authority in the City of Emily, Minnesota and moved its adoption as is. Donnelly seconded the motion. A vote was taken. Lund, Donnelly, Hanson, Anderson, aye. Motion carried unanimously.

Mayor Anderson moved to appoint all of the council as the commissioners, seconded by Donnelly and carried. It was confirmed and approved and agreed Resolution No 97-09 to be adopted at the July 8, 1997 Regular Council Meeting appointing a council person for each office.

Donnelly suggested to state Legal Counsel for EDA to be the same as the duly appointed legal counsel for the City.

It was also discussed to consider amending Ordinance 201.09 Salaries page 12 of the Emily City Code to be modified to E.D.A. Commission and to consider when meeting as the E.D.A. would they receive the same meeting compensation as an extra meeting as a council.

A lengthy discussion regard to letter from CREDI and the JPEDA. No action taken since it was not included in the published Public Hearing Notice.

The meeting adjourned at 7:05 p.m.

Respectfully Submitted,

Julie Frank, Clerk

Resolution No. 97-08

CITY OF EMILY
CROW WING COUNTY, MINNESOTA

RESOLUTION ENABLING THE CREATION OF AN ECONOMIC DEVELOPMENT AUTHORITY IN THE CITY OF EMILY, MINNESOTA

BE IT RESOLVED by the City Council of the City of Emily, Minnesota as follows:

Section 1. Background: Findings.

1.01. The City is authorized by *Minnesota Statutes,* Chapter 469 (Act) to establish an Economic Development Authority (EDA) to coordinate and administer economic development and redevelopment plans and programs of the City.

1.02. It is found and determined by the City Council that the encouragement and financial support of economic development and redevelopment in the City is vital to the orderly development and financing of the City and in the best interests of the health, safety, prosperity and general welfare of the citizens of the City.

1.03. It is further found and determined that the economic development and redevelopment of the City can best be accomplished by the establishment of an EDA as authorized by the Act.

1.04. The City Council has in accordance with the Act provided public notice and conducted a public hearing on July 1, 1997 concerning the establishing of an EDA at which all persons wishing to be heard expressed their views.

Section 2. Enabling Resolution.

2.01. The Economic Development Authority of the City of Emily (EDA) is hereby established. The EDA is a Public body, corporate and politic, and a political subdivision of the State of Minnesota.

2.02. The EDA consists of a governing body of five commissioners who shall be members of the City Council and serve as Commissioners of the EDA for terms coinciding with their terms as members of the City Council.

2.03 The EDA shall have all the powers, duties and responsibilities set forth in Section 469.090 to 469.108, the powers of a housing and redevelopment authority under Sections 469.001 to 469.047, or other law, and of a city under Sections 469.124 to 469.134, and as said Act may be amended from time to time and all other applicable laws, except as limited by this resolution or any subsequent amending resolution.

2.04. The following limits apply to the EDA and its operation:

(a) The sale of bonds or other obligations of the EDA must be approved by the City Council.

(b) The EDA must follow the budget process for City departments in accordance with City policies, ordinances and resolutions.

(c) Development and redevelopment actions of the EDA must be in conformance with the City comprehensive plan and official controls implementing the comprehensive plan.

(d) The EDA must submit its plans for development and redevelopment to the City Council for approval in accordance with City planning procedures and law.

(e) The administrative structure and management practices and policies of the EDA must be approved by the City Council.

2.05. As provided in the Act it is the intention of the City Council that nothing in this resolution nor any activities of the EDA are to be construed to impair the obligations of the City under any of its contracts or to affect in any detrimental manner the rights and privileges of a holder of a bond or other obligation heretofore issued by the City.

2.06. The enabling resolution may be modified to make any changes as authorized by the Act.

Section 3. Implementation.

3.01. The City Council will from time to time and at the appropriate time adopt such ordinances and resolutions as are required and permitted by the Act to give full effect to this Resolution.

3.02. The Mayor, the Clerk and other appropriate City officials are authorized and directed to take the actions and execute and deliver the documents necessary to give full effect to this Resolution.

3.03. Nothing in this resolution is intended to prevent the City from modifying this enabling Resolution to impose new or different limitations on the EDA as authorized by the Act.

PASSED AND DULY ADOPTED by the City Council of the City of Emily, Minnesota this 1st day of July, 1997.

CITY OF EMILY

R. Don Anderson

Mayor

ATTEST:

[illegible signature]

for reinstatement were as members of the First Response Unit for James and Mary Meacham be approved. Motion died due to lack of second.

Donnelly moved to refer matter to personnel committee. Lund seconded the motion and carried.

LAW ENFORCEMENT: Deputy Wittwer gave report for August total of 66 hours. Citations: speed 2, DAR 1, Stop and ID 2, Warnings: Verbal 17+, ATV 2 Arrests: Mis. DUI 1, GM DUI 1, Domestic 2, Medical 1, Pub. transport 1, Driving complaint 1, Attp. abduction-unfounded, burglary 1, Juv. party 1, Alarm 2, ORM com. 1, Juv. comp. 1, 30+ traffic stops. Curfew was discussed ages sixteen and under are enforceable.

UNFINISHED BUSINESS:

JPEDA (Joint Powers EDA) Lund commented on attorney's response on the proposed by-laws in regard to amend the unanimous vote. Philstrom stated based on the number of public concerns he move to table the Joint Powers item indefinitely. Donnelly second the motion based on the information that CREDI gave out the follow presentations defines the methods where by all Cuyuna Range units of governments will hopefully cooperate financing this project. He said he did not feel the Emily tax payers should have to pay an extra $100 or $200 a year to support this. Motion carried.

COMMISSION TO EDA for the city's own EDA. Lund suggested to post and put in paper for volunteers for commission. Lund stated CREDI's work is invisible to the public and has access to allot of resources and especially now since we have an EDA that he made the motion to approve the $500 to CREDI. Hanson second the motion. Vote was taken. Lund, Hanson, yea Donnelly no, motion carried but not unanimous. Donnelly stated his reason for being opposed was for the work they did that would possibly increase taxes for Emily residents for support of the Community center.

In regard to transfer Local Board of Review duties to County Board was discussed. Donnelly moved to keep the local board of review duties to council and to others the council may ask to assist. Philstrom second the motion and carried.

A motion to approve the 1998 proposed budget of $411,519. was made by Lund seconded by Philstrom and carried. Donnelly stated this can be lowered at Truth and Taxation.

A resolution to approve the 1998 proposed tax levy of $288,034.00 was introduced by Philstrom who moved its adoption. Lund seconded the motion and carried. Note: General fund levy $365,238.00 less HACA $77,204.00 final proposed levy $288,034.00.

RESOLUTION NO. 97-09

CITY OF EMILY
CROW WING COUNTY, MINNESOTA
ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION ELECTING OFFICERS

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Emily Economic Development Authority (the "EDA"), as follows:

1. Recitals. All actions required by the applicable provisions of Minnesota Statutes, Section 469.090 to 469.108 inclusive, have been duly taken in order to create, constitute, and activate the EDA.

2. Appointment of Officers. In accordance with Minnesota Statutes, Section 469.096, the Board hereby elects to the following offices of the EDA the following persons respectively:

President:	Mayor, Charles Donnelly
Vice President:	Acting Mayor, Russell Philstrom
Secretary:	Council member, Roger Lund
Treasurer:	Council member, Bonnie Kile
Assistant Treasurer:	Council member, Gary Hanson

3. Term. The term of office of the President, the Vice President, the Secretary, the Treasurer, and the Assistant Treasurer shall coincide with the terms of office of the Emily City Council or the reelection of officers in January.

PASSED AND DULY ADOPTED by the Economic Development Authority of the City of Emily this 14th day of October 1997.

CITY OF EMILY

Charles W Donnelly
President of EDA

ATTEST:

Julie M Frank
City Clerk

RESOLUTION NO. 97-10

CITY OF EMILY
CROW WING COUNTY, MINNESOTA
ECONOMIC DEVELOPMENT AUTHORITY
RESOLUTION REGARDING PERSONNEL AND SERVICES

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Emily Economic Development Authority (the "EDA"), as follows:

1. Recitals. All actions required by the applicable provisions of Minnesota Statutes, Sections 469.090 to 469.108 inclusive, have been duly taken in order to create, constitute, and activate the EDA.

2. Personnel and Services. In accordance with Minnesota Statutes, Section 469.097, the Board requests the City of Emily (the "City") to furnish the City's employees, agents, offices, and supplies for the benefit of the EDA.

3. Legal Counsel. The Board appoints the Emily City Attorney, as EDA's legal counsel, to provide such legal services.

4. The City Council is requested to authorize and direct the City Clerk to take whatever steps are necessary to give effect to this resolution. The President and the Secretary are authorized and directed to execute, deliver and accept on behalf of the EDA any and all documents and instruments necessary to give effect to this resolution.

PASSED AND DULY ADOPTED by the Economic Development Authority of the City of Emily this 14th day of October, 1997.

CITY OF EMILY

Charles W Donnelly
President of EDA

ATTEST:

Julie M. Grant
City Clerk

MINNESOTA PAID LEAVE

Premium rate and contributions

Paid Leave makes time for some of life's most important moments by providing payments and job protections. Leave can be taken for one's own medical needs, to bond with a new child, care for a family member, or for certain military or personal safety needs. Like unemployment insurance, Paid Leave is funded by premiums paid by employers and employees.

When Paid Leave begins for Minnesotans in 2026, the premium rate will be 0.88 percent. The premium rate is a percentage of an employee's wages that will be collected by the state from employers. The premiums will be split between employees and their employers. While every state with paid leave is different, Minnesota's premium rate ranks 4th lowest (https://www.newamerica.org/better-life-lab/briefs/explainer-paid-leave-benefits-and-funding-in-the-united-states/) out of 14 state programs for cost to employers and employees.

For large employers who already offered private paid leave plans, the move to a state plan will often result in cost savings. And for small employers, Minnesota Paid Leave will make a critical employee benefit affordable when it might not otherwise be.

Premium calculator

The calculator below can be used to estimate costs for Minnesota employers and individuals under Paid Leave. The tool gives an estimate of the premiums that will be first due in April 2026, after the program launches in January 2026.

NOTE: This calculator provides an unofficial estimate of premium amounts. Actual premiums are based on exact wage detail reported to Minnesota Paid Leave and not on estimates generated from this calculator.

Estimate Employer Premiums

1. Estimate Premiums

All Fields Required

Who do you want to estimate premiums for?

Changing this input will automatically update elements of the form.

- (•) Entire Workforce
- ( ) An Individual

How many employees do you have?

2. Select Premium Frequency

Move the slider to see how your estimated costs change. Your costs will automatically update.

Weekly | Bi-Weekly | Semi-Monthly | Monthly | Quarterly | Annually

Total Employer Contributions

Family Leave	**$476.76**

Your employee count is the highest number of employees reported on a single wage detail report last year.
Learn more about your employee count

52

What was your employee payroll for the last 12 months?

If any employee wages are above the OASDI Limit, this calculator will provide an overestimate for premiums.

$ 353,153

Calculate **Reset**

Premiums Successfully Calculated

Medical Leave	**$1,077.12**
Total Leave Contributions	**$1,553.88**

Contribution Breakdowns

Employee Contributions

Family Leave	$476.76
Medical Leave	$1,077.12

Total Employee Contributions

$1,553.88

Total Contributions

Family Leave	$953.52
Medical Leave	$2,154.24

Total

$3,107.76

How was this calculated?

Your estimate is calculated by multiplying your total payroll by the 0.88% premium rate. That amount is split between Family and Medical Leave, and shared between the employer and employee.

Have Questions?

We're here to help answer the questions you have.
Visit our FAQ section

Premiums Provided By This Calculator Are Unofficial
Premium calculations provided by this calculator are unofficial and are only intended to provide an estimate for premium contributions.

How this calculation works:

To determine the total contribution, the payroll total entered above is multiplied by the premium rate of 0.88%. This value is then divided to give the total contribution amount for an employer's reported employee count by week, month, quarter, or year. The calculator displays the total contribution owed by the employer for their reported employee count, and the total contributed by all of their employees.

This calculator assumes premium contributions are split 50% between employers and employees. Employers may choose to cover up to 100% of the total premium for employees, but may not collect more than 50% from employees.

Small employers will pay a reduced premium rate under the Paid Leave law. This calculator finds the average employee wage and compares it to the criteria for the small employer rate: the number of employees must be 30 or fewer, and the average employee wage must be less than 150% of the statewide average weekly wage. If an employer qualifies, the reduced premium rate is applied. The maximum contribution from employees in this case is the same as an employee of a large employer.

More about Paid Leave premiums

Premium rates are set to ensure the Paid Leave program is able to cover the cost of benefits and can best serve its users. The Paid Leave premium rate of 0.88 percent for 2026 covers the premium for medical leave (0.61 percent), for your own medical care, and family leave (0.27 percent), to care for others.

2026 Contribution Rates for Minnesota Paid Leave	
Total Premium Rate	0.88%
Max. Employee Contribution Rate	0.44%
Max. Weekly Benefit	$1,372
Min. Employer Contribution Rate	0.44%
Min. Small Employer Contribution Rate	0.22%

Employers must pay at least 50 percent of the total premium and can deduct the remainder from employee pay. Employers may also choose to pay up to 100 percent of the premium for their employees. Small employers pay a reduced premium rate. The maximum contribution from employees in this case is the same as an employee of a large employer.

After the first year in 2026, the premium rate will be set annually by July 31 for the following year. The premium will be based on how the program is running, and best budgeting practices to keep the fund at a healthy level. The rate will be informed by an independent actuarial study. The premium rate cannot be more than 1.2 percent as set in Minnesota's Paid Leave law.

Submitting premium payments

The first premium payments for Paid Leave are due on April 30, 2026. The first premiums will be based on wage detail reported between January 1, 2026, and March 31, 2026. Employers will submit quarterly Paid Leave premium payments through their UI/Paid Leave account (/deed/paidleave/employers/role/index.jsp). This is the same account employers use to submit wage detail reports. Employers may deduct the employee portion of Paid Leave premiums from paychecks starting January 1, 2026, when benefits become available.

More about the premium calculator

The terms and definitions below give additional information for the premium calculator on this page.

Employee count: The employee count is the largest number of Minnesota employees reported by an employer on a single wage detail report during the four-quarter period that ended September 30 of the prior year. That means, when the program launches in 2026, this will be the highest number of Minnesota employees reported in a single quarter between October 1, 2024 and September 30, 2025. If this count is 30 or fewer employees, the employer may qualify for a reduced small employer premium rate. Independent contractors and self-employed individuals are not included in this count.

Minnesota employees: People are covered by Paid Leave if they work 50 percent or more of the year in Minnesota. For people who do not work 50 percent or more of the year in any one state – for example, someone who splits their time equally between three states – they are covered by Paid Leave if they live in Minnesota.

Employee payroll: Premium payment amounts due will be based on the payroll reported each quarter by employers through wage detail reports. The calculator asks for payroll from the past year to provide an estimate of premium amounts by week, month, quarter, or year.

Old-Age, Survivors and Disability Insurance (OASDI) limit: Premiums are only due on wages up to the Old-Age, Survivors and Disability Insurance (OASDI) limit (https://www.ssa.gov/OACT/COLA/cbb.html) set by the United States Social Security Administration.

If a covered individual's wages are above the OASDI limit, the calculator will provide an overestimate for premiums due. Substituting the OASDI limit in place of any wages above the cap may give a more accurate estimate of premiums due, but may incorrectly apply the reduced small employer rate. This is because eligibility for the small employer rate is based on wages reported, which are not limited by the OASDI limit. The premium calculator will be updated to provide additional clarity for this and other unique situations in the coming months.

Small employer premiums: Employers who qualify for the reduced small employee rate are responsible for half of the standard employer contribution. The maximum contribution from employees in this case is the same as an employee of a large employer. Like other employers, small employers may choose to cover any amount of employees' share of the premium.

Need Help?

If you have questions or need assistance, you can reach out to the Paid Leave Contact Center. Staff are ready to assist by phone or email.

To ask a question, fill out this form (https://deedmn.formstack.com/forms/paid_family_and_medical_leave).

To reach the Contact Center by phone, call 651-556-7777 or 844-556-0444 (toll-free). Paid Leave staff are available 9:00 a.m. to 4:00 p.m., Monday through Friday, except state holidays.

Last updated 07/14/2025

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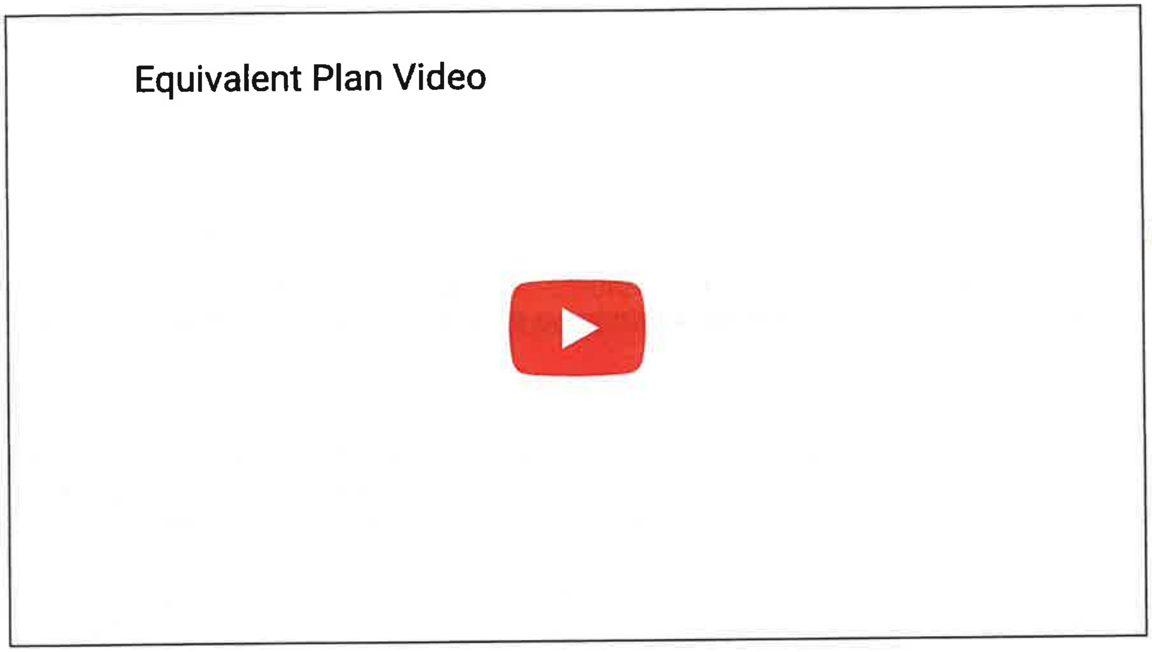
MINNESOTA PAID LEAVE

Equivalent plans for Paid Leave



Overview

Employers can choose to meet their responsibilities under Minnesota Paid Leave by providing employees with an equivalent plan that meets or exceeds the coverage offered by the state.

There are two types of paid leave equivalent plans:

- **Insurance carrier plans**
- **Self-insured plans**

An equivalent plan must offer the same or better coverage than Minnesota Paid Leave, and it must not cost your workers more than they would be required to contribute under the state plan. It must also provide job protections equal to those in the state plan.

Employers approved for an equivalent plan will not pay premiums to the state, but will have other obligations under Minnesota Paid Leave. Employers must still submit wage detail reports (/deed/paidleave/employers/role/index.jsp) to the state each quarter and comply with requirements to notify employees about paid leave coverage.

Paid Leave works

Minnesota Paid Leave is often the least expensive and easiest option for employers. For large employers who already offer private paid leave plans, the move to a state plan may result in cost savings. And for small employers, Minnesota Paid Leave will make a critical employee benefit affordable when it might not otherwise be.

You know your business best. No matter how you decide to bring Paid Leave to your employees, the process is easy and intuitive. For employers who work with the state plan, Paid Leave will handle the work of reviewing applications and making payments, with a clean and clear interface for employers to track and manage employee leaves.

For employers who choose to offer an equivalent plan, the information on this page will walk you through the straightforward, user-friendly process to submit your request.

Insurance carrier plans

An insurance carrier plan is a type of equivalent plan sold by a private insurance carrier to meet the requirements of the Minnesota Paid Leave law. The division is working with the Minnesota Department of Commerce to certify insurance carrier plans that meet requirements. A list of carriers with approved plans can be found in the **Approved equivalent plans (/deed/assets/approved-equivalent-plans_tcm1045-695686.pdf)** (PDF).

Self-insured plans

A self-insured plan is a type of equivalent plan where an employer manages paid leave requests and payments to employees on leave themselves, rather than through an insurance carrier or the state. Self-insured plans must be backed up by a surety bond to ensure they can make payments to employees who take leave.

To set up a surety bond, employers need to work with a surety company authorized to do business in Minnesota. The value of the surety bond must be equal to the total annual premiums for your business and workforce under the state plan. **Use our Paid Leave calculator (/deed/paidleave/employers/premiums/index.jsp)** to determine your annual premiums.

Equivalent plan requirements

Minnesota Paid Leave provides both Medical Leave, for an employee's own healthcare needs, and Family Leave, to care for others. Workers can take up to 12 weeks of Family or Medical Leave in one benefit year, or up to 20 weeks total if they qualify for both types of leave in the same year.

An approved equivalent plan can cover both Family and Medical Leave, or only one leave type. Employers who offer an equivalent plan for only one type of leave must pay premiums and participate in Minnesota Paid Leave to provide coverage for the other type.

Equivalent plans for Family or Medical Leave must meet the following conditions:

1. All employees who are covered under the state plan must be covered under the equivalent plan.
2. Eligibility requirements cannot be stricter than those in the state plan.
3. Weekly payments must be at least equal to those provided by the state plan and separate from other benefits.
4. The total amount of leave available must be at least equal to the amount provided by the state plan.
5. Job protections must be at least equal to those provided by the state plan.
6. Costs to employees cannot be more than what their premiums would be under the state plan.
7. For Medical Leave, the equivalent plan must cover any serious health condition, or medical care related to pregnancy, that would be covered under the state plan.
8. For Family Leave, the equivalent plan must cover any care for a family member with a serious health condition, bonding with a child, a family member called to active duty military service, or any safety leave event that would be covered under the state plan.
9. The equivalent plan must offer intermittent leave or reduced schedules consistent with the state plan.
10. The equivalent plan cannot impose any additional conditions or restrictions on the use of leave beyond those in the state plan.
11. Coverage must continue for 26 weeks after employee separation, or until the individual is hired by a new employer.
12. If a leave application is filed by a former employee, the equivalent plan must pay benefits for the full time of leave. Equivalent plans may not cut off eligibility for a former employee during an approved leave.

September 23rd, 2025

RECEIVED
SEP 2 4 2025
BY: ....

Elite Environmental Services

Mrs. Sue Fahrendorff
City of Emily
Zoning Department
39811 State Highway 6
Emily, MN 56447
Phone: 218-763-2480

RE: Pre-Renovation, proposal for hazardous material/ACM inspection.

Dear Sue Fahrendorff:

It is with great pleasure to provide The City of Emily with an opportunity to propose an asbestos-containing building material inspection for suspect-asbestos containing materials, found within the City of Emily's property. As per Minnesota Pollution Control Agency (MPCA) regulations, asbestos-containing building materials are required to be inspected, tested, and removed from any structure planned for demolition, or renovation, along with various other hazardous materials.

Asbestos Inspection Procedures & Inspection Details

Elite Environmental Services (EES) is prepared to provide the required environmental services for compliant completion of the proposed pre-renovation asbestos inspection. EES will conduct the pre-renovation asbestos inspection in accordance with Minnesota Department of Health (MDH), Minnesota Pollution Control Agency (MPCA), National Emissions Standard of Hazardous Air Pollutants (NESHAP) and The Occupational Safety and Health Administration (OSHA).

Brad Johnson, MDH certified asbestos inspector #AI11921, will conduct the pre-renovation asbestos inspection in accordance with the required MDH sampling procedures 40 CFR chapter I, subchapter R, part 763, subpart E, section 763.86. The ACBM samples will be shipped to SanAir Technologies in Powhatan, Virginia. SanAir Technologies will analyze the "bulk" samples with polarized light microscopy (PLM) techniques (EPA/600/R-93/116 (Calibrated Visual Estimate, reporting limit to <1%) ACBM results will be forwarded to EES and relayed to The City of Emily, along with a full report, prior to the due date.

Elite Environmental Services will include the following services:

- Suspect asbestos-containing building material (ACBM) sampling
- Asbestos inspection report and sampling results
- Asbestos inspection and project consultation, removal options.

Asbestos Inspection Service Fees

- Asbestos-containing building material (ACBM) sampling

  - Asbestos-Containing Building Material Sampling and Analysis, (Per Sample Layer)
    I. 48 hours - $55.00

    *sampling fees include bulk analysis via San Air Technologies.
    *Each bulk sample may contain multiple "layers", which SanAir will analyze individually. Each individual layer will incur a separate analysis charge.

  - Asbestos Inspection report and material testing results
    a) $120.00

  - Asbestos Inspection Materials and Travel Expense
    a) Travel expense at $0.58 per mile traveled
    b) ACBM collection materials: sampling bags, chain of custody forms, core kits, sample shipping, gloves, and respiratory protection.

  - EES would collect 2 -3 bulk material samples and would generate a material testing report for a total cost of: $220.00

EES would like to thank the City of Emily for the opportunity to submit this asbestos inspection proposal. If you have questions on this proposal, feel free to contact Brad Johnson, at your convenience, by email at: brad.johnson.elite@gmail.com, or by phone at 218-851-1133. We will look forward to a follow-up conversation on the proposal.

Thank you for your consideration,

Elite Environmental Services

Bradley W. Johnson Jr , Owner

RECEIVED
SEP 1 5 2025
BY:..................

September 15, 2025

City of Emily
Zoning Department
39811 State Highway 6
Emily, MN 56447

Attn: Ms. Sue Fahrendorff
zoning@emily.net

RE: Proposal: Limited Asbestos Inspection and Testing – Gymnasium Flooring
City of Emily Government Building
39811 State Highway 6
Emily, MN 56447
AET Proposal No. **P-0047162**

Dear Ms. Fahrendorff:

American Engineering Testing, Inc. (AET) appreciates the opportunity to present this proposal to conduct Limited Asbestos Inspection and Testing at the above referenced Site. This proposal provides background information, scope of services, schedule, compensation, limitations, service agreement, and related information regarding our proposed services.

PROJECT INFORMATION

We understand the following related to the project:

- The City of Emily government services are located in a former elementary school that was constructed in 1955.
- The gymnasium is used as a pickle ball court and the Client intends to replace existing flooring materials including the athletic court rubber mats, and vinyl floor tile and mastic beneath. The flooring replacement project is expected to take place in 2026.
- The inspection and testing of flooring materials need to be conducted before October 10, 2025.

PURPOSE

The purpose for the Limited Asbestos Inspection and Testing is to is to identify, sample and quantify suspect asbestos-containing building materials (ACBMs) as required by the U.S. Environmental Protection Agency (EPA) and identify regulated wastes as referenced in the MPCA Pre-Demolition Environmental Checklist and Guide. The EPA National Emission Standards for Hazardous Air Pollutants (NESHAP) regulation, 40 CFR Part 61, Subpart M, requires the owner or operator of a facility to conduct a thorough inspection to determine the presence or absence of asbestos in the various building materials when renovation or demolition is planned.

SCOPE OF SERVICES

AET proposes to perform the following tasks to achieve the project purpose:

ACBM Inspection

AET will provide asbestos inspectors certified by the Minnesota Department of Health (MDH) to perform the following tasks in accordance with applicable state and federal guidelines:

- Gather pertinent information relevant to the requested services.
- Conduct one mobilization to the Site.
- Visually identify, inventory, and quantify suspect asbestos containing building materials (ACBMs) in the gymnasium limited to flooring materials.
- Conduct an asbestos inspection in accordance with US EPA 40 CFR part 61, NESHAP and sample in accordance with the Asbestos Hazardous Emergency Response Act (AHERA).
    - Non-destructive sampling methods used for this inspection limits sampling ACBM in readily accessible areas. The non-destructive method does not include accessing hidden or inaccessible areas within the building or building systems. Areas typically excluded from non-destructive inspection techniques includes, but is not limited to, wall cavities, materials behind finished wall systems, under certain flooring materials, and materials embedded within building systems. As a result, the inspection may not identify all ACBM at the Site. AET will make reasonable attempts to clean and remove debris from sample locations.
    - Collecting bulk samples from building materials for asbestos analysis will result in some damage to those building materials. AET will make reasonable attempts to collect samples from less visible areas when applicable and make temporary repairs when feasible. AET is not responsible for repairing damages to building materials caused by collecting samples. The owner is responsible for costs to complete repairs or replacing damaged materials.
- Collect up to a total of ten samples for asbestos analysis. Per the EPA, we must collect the following number of samples for each material in each of the following categories of suspect ACBM:
    - Surfacing Materials (anything that is spray or trowel applied)
        - 0-1,000 square feet of material – Three samples
        - 1,001 to 5,000 square feet of material – Five samples
        - Greater than 5,000 square feet of material – Seven samples
    - Thermal System Insulation (TSI) (any insulating product)
        - Three samples
    - Miscellaneous Materials (anything that is not a surfacing or insulating material)

    - At least two samples

- Submit collected samples to an accredited laboratory for polarized light microscopy (PLM) to assess asbestos content. Samples will be analyzed the same day the laboratory receives the samples.
- Should any of the building material samples return an asbestos analytical result of less than one percent, we will point count the material to confirm a less than one percent asbestos content as required by the EPA. Up to a total of two samples for point count analysis have been included for budgeting purposes.

Reporting

- Photograph materials which have been sampled and inventoried; a representative photograph of each asbestos-containing material will be included in the report.
- Prepare sample/site diagrams. The diagrams will include locations of asbestos sample locations.
- Electronically submit, a written report, to include asbestos sample locations and quantity, laboratory analytical results, diagrams, conclusions, and recommendations.

LIMITATIONS

Refer to Service Agreement—Terms and Conditions for additional limitations.

- The proposal is based on the information provided by the Client and is limited to testing flooring materials in the gymnasium.
- Services exclude areas that are not accessible to AET staff due to physical limitations, inaccessibility, and safety issues. Furthermore, immoveable objects, damaged structural components, snow, ice, and other obstructions may limit AET's ability to observe or assess certain building components for ACBM, regulated wastes or items of interest.
- AET does not warrant reports, work by regulatory agencies, test results, and other information provided by third parties which may have been used in the preparation of this report. AET assumes the information provided by third parties is accurate until proven otherwise.

CLIENT RESPONSIBILITIES

The Client shall provide AET with the following prior to our arrival, if applicable:

- Right of entry and safe access to the facility and locations for testing.
- The Client is responsible for complying with state and federal requirements to notify individuals and other parties who could potentially encounter ACBM, regulated waste or items of interest at the Sites.
- Notify the owner/occupants, as necessary, of our presence at the Sites.

- Emergency contact information and facility specific security/safety requirements such as hard hats, eye protection, hearing protection, and respirator.

PERFORMANCE SCHEDULE

Field work will be scheduled upon your approval. Please contact us if you need an expedited schedule. Expedited schedule may affect labor and laboratory rates. The site visits will be coordinated with you upon receipt of authorization. We anticipate conducting the site visit within two weeks of authorization. The site visit is estimated to take one hour. The laboratory analysis will take approximately three days from the time the laboratory receives the samples. The final asbestos and regulated waste inspection report will be issued within two weeks of receipt of all analytical results.

This proposal is valid for a period of 30 days from the date issued.

FEES

AET will perform the scope of services described above for a time and materials fee of **$2,697.64**, in accordance with the rates in our current Fee Schedule, which can be provided upon request. A breakdown of the estimated costs is provided in the attached Budget Itemization.

The actual fees required to complete the scope of services are dependent upon the number of samples analyzed, time on site, scheduling, and other variables. If less time or tests are needed, cost savings will be realized. The proposal estimates the number of samples to be collected. The actual number of samples submitted and analyzed will not be known until AET completes the onsite inspection and receives the laboratory's analytical report. If more samples or fewer samples are analyzed than estimated, the invoice will be adjusted accordingly at $9.46 per asbestos sample and $43.75 per asbestos point count sample.

TERMS AND CONDITIONS

All AET Services are provided subject to the Terms and Conditions set forth in the enclosed Service Agreement—Terms and Conditions, which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint venturers, and third-party beneficiaries. Please be advised that additional insured status is granted only upon written acceptance of the proposal.

ACCEPTANCE

This proposal is presented in electronic (PDF) form; hard copies can be prepared and mailed to your office upon request. AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions and Amendments: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET's presence on site, or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

AET appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have questions or need additional information, please contact us.

Sincerely,
American Engineering Testing, Inc.

Ross Flatgard
Environmental Scientist II
Phone: (651) 659-789-4658
Email: rflatgard@teamAET.com

Attachments: Budget Itemization
Service Agreement – Terms and Conditions
Certificate of Liability Insurance
W-9

ACCEPTANCE AND AUTHORIZATION: AET Proposal No. P-0047162

SIGNATURE:______________________________

PRINTED NAME:______________________________

COMPANY:______________________________

ADDRESS:______________________________

PHONE NUMBER AND EMAIL:______________________________

DATE:______________________________

INVOICING INFORMATION (Provide Company AP Department Information if present.)

AP CONTACT NAME:______________________________

BILLING/MAILING ADDRESS:______________________________

AP PHONE NUMBER AND INVOICE EMAIL:______________________________

P.O. NO./ PROJECT NO.:______________________________

ENVIRONMENTAL SERVICES BUDGET ITEMIZATION
City of Emily Limited Asbestos Inspection and Testing
39811 State Highway 6
Emily, MN 56447
AET PROPOSAL No. P-0047162

AMERICAN
ENGINEERING TESTING

SERVICE DESCRIPTION	PROJECT BUDGET ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT
Hazardous Building Material Survey			
Hazardous Building Material Survey Job Prep/Mobilization - Scientist II	0.5 Hour	$200.00	$100.00
Hazardous Building Material Survey Travel (to and from site) - Tech III	5.5 Hour	$140.00	$770.00
Hazardous Building Material Survey Onsite Time - Scientist II	1 Hour	$200.00	$200.00
Labor Subtotal:			$1,070.00
ACM Kit	0.5 Day	$71.00	$35.50
Mileage	300 Mile	$1.35	$405.00
Lab Services (Asbestos PLM) Eurofins	10 Each	$9.46	$94.65
Lab Services (Asbestos Pt. Ct.) Eurofins	2 Each	$43.75	$87.49
Equipment and Expenses Subtotal:			**$622.64**
Project Management and Reporting			
Project Management - Scientist II	2 Hour	$200.00	$400.00
Project Management - Project Administrator	0.5 Hour	$90.00	$45.00
Reporting - Scientist II	2 Hour	$200.00	$400.00
Report Review - Senior Scientist	0.5 Hour	$230.00	$115.00
Report Finalization - Project Administrator	0.5 Hour	$90.00	$45.00
Labor Subtotal:			$1,005.00
	ESTIMATED SALES BUDGET		$2,697.64

clerk@emily.net

From: Jason Vignieri <hudrlikcarpet48@gmail.com>
Sent: Thursday, September 11, 2025 4:53 PM
To: clerk@emily.net
Subject: Re: FW: Gym Floor

Cari,

We're pretty sure that there IS asbestos in those tiles. Having an abatement crew come in and remove all of it will probably get to be pretty expensive. From what I understand the asbestos is only hazardous when it becomes pulverized and airborne. We've done a few projects in the past where we avoided that by prepping that floor and then installing the new floor over it. If the old floor shows no signs of coming loose then it most likely won't.

Anyway, I know of a couple of people that know the abatement process pretty well. I can have them reach out to you if you'd like.

Otherwise, keep me posted. I'd be happy to help with anything down the road.

Thank you.

On Thu, Sep 11, 2025 at 11:49 AM <clerk@emily.net> wrote:

Jason,

The Council received a concern regarding the subfloor in the gymnasium. The 9X9 tiles or adhesive may have asbestos, so we are going to request quotes for asbestos testing. The floor replacement was not included in the grant application due to the unknowns at this time. There will be more grant opportunities next year.

Thank you so much for your work on providing the quote! We may be requesting an updated one next year.

Thank you again!

Cari Johnson, MCMC

City Clerk/Treasurer

CITY OF EMILY **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	Funding is needed to purchase a generator for the City's Emergency Storm Shelter (Emily City Hall). The City plans to apply for FEMA grant funds.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Maintenance Dept.	The city's Maintenance Dept. works to trim trees as needed within the ROW of city roads. Crow Wing Co-op Power & Light trims trees and branches near overhead power lines as needed. The Co-Op has the authority on measures to take to identify and address any vulnerable power lines, including covering overhead lines to underground.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed. The City of Fifty Lakes purchased a tornado siren and installed it in a location that covers the northwest portion of Emily with financial assistance from the Emily Fire Relief Association.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget

FEMA Mitigation Grant Funding

FEMA

Section 406
Available *after* a disaster occurs.
Focuses on mitigation measures for facilities that have actually been damaged in a particular disaster.

Section 404
Requires an approved & adopted HMP. Funds mitigation projects for both damaged and non-damaged facilities. Several different grant programs.

Example Section 404 activities:

- Property Acquisition
- Tornado Safe Rooms
- Bury Overhead Powerlines
- Wildfire Mitigation
- Soil Stabilization
- Flood Risk Reduction
- Green Infrastructure
- Other projects difficult to conduct a standard BCA (i.e., tornado warning sirens, generators for critical facilities)

PRESENTER: BONNIE HUNDRIESER

FEMA

Learn About HMA

Hazard Mitigation Grant Program (HMGP)

English

FEMA's Hazard Mitigation Grant Program (HMGP) provides funding to state, local, tribal and territorial governments to develop hazard mitigation plans and rebuild in ways that reduce or mitigate future disaster losses in their communities. This funding becomes available following a Presidentially declared disaster.

Homeowners and businesses are not eligible to apply directly for HMGP grants. However, local communities may apply for funding on their behalf.

To receive HMGP funding, all state, local, tribal and territorial governments must develop and adopt hazard mitigation plans.

How to Apply Eligible Risk Reduction Projects Contact Us

HMGP Application Extension Period Guidance

On August 15, 2024, FEMA extended the application period for HMGP grants to provide additional time to submit thorough and quality applications. We are also providing the flexibility to re-

open closed application periods under certain circumstances to allow applicants to maximize available HMGP funding.

Applying for Hazard Mitigation Assistance

Before You Apply

Find answers to your questions as you begin navigating the application process.

When You Apply

Learn about the initial steps of the application process, including environmental and historic preservation requirements, cost effectiveness, and available tools and tips.

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property owners (residential and business).

Eligible Risk Reduction Projects

Hazard mitigation involves long-term efforts to reduce risk and minimize the potential impact of future disasters. HMGP can fund a wide variety of hazard mitigation projects, including:

Planning & Enforcement

- Creating and adopting hazard mitigation plans (required for state, local, tribal and territorial governments to receive funding for their hazard mitigation projects).
- Acquiring hazard-prone homes and businesses to enable owners to relocate to safer areas.
- Developing, adopting, evaluating, enhancing and enforcing building codes and standards.

Flood Protection

- Installing permanent barriers to prevent floodwater from entering homes and businesses (e.g., levees, floodwalls, floodproofing).
- Elevating structures above known flood levels to reduce losses.
- Reconstructing damaged dwellings on elevated foundations to reduce future flood losses.

- Building safe rooms for communities and individual residences in hurricane- and tornado-prone areas.
- Stabilizing slopes to prevent structural losses.

Contact Us

Prospective subapplicants should contact their state, tribe or territory (applicant level) Hazard Mitigation Office for questions about the Hazard Mitigation Grant Program.

Last updated September 12, 2025

Return to top

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Section 404 vs Section 406

The different hazard mitigation programs are authorized by separate sections of the Robert T. Stafford Act. The Hazard Mitigation Grant Program is authorized by Section 404. Hazard mitigation funded by the Public Assistance Program is authorized by Section 406.

Section 406 focuses on mitigation measures for facilities that have actually been damaged in a particular disaster. Section 404 has a broader scope and funds mitigation projects for both damaged and non-damaged facilities.

404 Mitigation

- Hazard Mitigation Branch/State Program
- May apply statewide
- Includes preventative measures
- Public and private properties
- Benefit-Cost Ratio > 1.0
- Limited funding

406 Mitigation

- Public Assistance Program
- Applies only to declared counties
- Includes only damaged facilities
- Public and Private Non-Profit facilities only
- 15% rule, 100% rule, or Benefit-Cost Analysis
- No program funding limits

usda grant for generator in minnesota

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AI Overview

In Minnesota, agricultural producers and rural small businesses can apply for a USDA Rural Energy for America Program (REAP) grant to help finance a generator. The grant program funds renewable energy projects and can be combined with guaranteed loans.

For fiscal year 2025, REAP is not accepting grant applications between July 1 and September 30, but guaranteed loan applications can be submitted at any time.

REAP grant eligibility for generators

To be eligible for REAP funding for a generator, the project must meet specific criteria:

- **Renewable energy system:** The generator must be part of a renewable energy system, such as a biomass, wind, or hydropower system. A backup diesel generator, for example, would not qualify.
- **Eligible applicant:** You must be either:
  - An agricultural producer with at least 50% of your gross income from the farm
  - A small business located in an eligible rural area
- **Technical merit:** The project must use commercially available technology and have technical merit.
- **No federal debt:** The applicant must not have any outstanding delinquent federal taxes, debt, or judgments.

REAP grant details

- **Funding options:** You can apply for a grant, a loan guarantee, or a combination of both.
- **Grant amounts:**

- Maximum grant: [illegible]

  Maximum federal share: The maximum federal share is [illegible] energy projects that [illegible] greenhouse gas emissions or are located in designated energy communities.

How to apply

1. **Check eligibility:** Verify that your business or farm is in an eligible rural area. Agricultural producers are exempt from the rural location requirement.
2. Contact a state energy coordinator: The USDA recommends contacting your Minnesota Rural Development Energy Coordinator to start the application process.
3. Submit an application: During open application windows, you can submit your application through grants.gov.

Other potential grant programs

Other, non-USDA sources may offer grant funding for generators in certain circumstances:

- **Minnesota Pollution Control Agency (MPCA):** The MPCA has provided grants for projects involving low-emission equipment. Some past awards included grants for replacing diesel generators with new, more efficient models.
- **FEMA Hazard Mitigation Grant Program (HMGP):** This federal program provides funding for permanently installed generators in critical facilities, such as fire stations or hospitals, after a presidential disaster declaration. This is not an ongoing grant for private business or personal use.

Rural Energy for America Program Renewable Energy ...

Rural Energy for America Program Renewable Energy Systems & Energy Efficiency Improvement Guaranteed Loans & Grants in Minnesota. ... Program Period: The Agency...

USDA (.gov)

Rural Energy for America Program (REAP) | Federated REA

Frequently asked questions about REAP * Contact your Minnesota Rural Development Energy Coordinator: Brad Finstad, State Director. 375 Jackson ...

Federated REA

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would red cross have a generator when re

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AI Overview

Yes, the Red Cross does have and uses generators to respond to disasters, providing them to shelters, service centers, and as part of their emergency response equipment, as well as distributing them to communities. Donations of generators help ensure the organization can maintain power for essential services and operations during widespread outages, according to a WordPress.com post.

How the Red Cross uses generators:

- **To power shelters and service centers:** During large-scale disasters, generators provide essential electricity for Red Cross shelters and service centers.
- **For emergency response equipment:** The Red Cross maintains emergency response equipment that can include generators to support its operations and provide power for critical resources.
- **To support communities:** As part of their preparedness efforts, the Red Cross can deliver generators to tribal partners and other disaster-prone locations to help communities remain resilient.
- **For communications:** In some cases, the Red Cross uses its own generators to power equipment for reliable communication when other systems fail.

New generators, laptops help Northern Cheyenne respond to ...

Jan 9, 2024 — "We are honored to deliver these emergency supplies to our tribal partners," said Eric Allen, Red Cross disaster progra...

American Red Cross

American Red Cross, Baltimore, Maryland - A Fidelity Company

DESCRIPTION. American Red Cross' central Maryland regional office is responsible for monitoring potential disasters, staging for m...

Fidelity Power Systems

Emily Fire Relief Association

2025 Schedule Form for Lump-Sum Pension Plans (Form SC-25)

Financial Projections

Calculation of Normal Cost

		2025		2026
Total Active Mamber Liabilities		363,412		411,048
Total Deferred Member Liabilities		148,740		148,740
Total Unpaid Installments		0		0
Grand Total Special Fund Liability	A.	512,152	B.	559,788
Normal Cost (Cell B - Cell A)			C.	**47,636**

Projection of Net Assets for Year Ending December 31, 2025

Special Fund Assets at December 31, 2024 (FIRE-24 ending assets)				1.	437,107
Projected Income for 2025					
Fire State Aid		D.	19,112		
Supplemental State Aid (actual 2024 supplemental state aid)		E.	3,014		
Municipal / Independent Fire Dept. Contributions		F.	49,004		
Interest / Dividends		G.	13,000		
Appreciation / (Depreciation)		H.	0		
Member Dues		I.	0		
Other Revenues		J.	0		
Total Projected Income for 2025 (Add Lines D through J)				2.	84,130
Projected Expenses for 2025					
Service Pensions		K.	27,300		
Member Names: Pat Redding	27,300				
Other Benefits		L.	1,000		
Administrative Expenses		M.	7,000		
Total Projected Expenses for 2025 (Add Lines K through M)				3.	35,300
Projected Net Assets at December 31, 2025 (Line 1 + Line 2 - Line 3)				4.	**485,937**

Projection of Surplus or (Deficit) as of December 31, 2025

Projected Assets (Line 4)	5.	485,937
2025 Accrued Liability (Page 4, cell A)	6.	512,152
Surplus or (Deficit) (Line 5 - Line 6)	7.	**(26,215)**

Emily Fire Relief Association

2025 Schedule Form for Lump-Sum Pension Plans (Form SC-25)

Calculation of Required Contribution

	Deficit Information - Original		Deficit Information - Adjusted		
Year Incurred	Original Amount	Amount Retired as of 12/31/2024	Original Amount	Amount Retired as of 12/31/2025	Amount Left to Retire 1/1/2026
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
2019	23,799	22,371	0	0	0
2020	0	0	0	0	0
2021	45,666	13,701	45,666	45,666	0
2022	0	0	0	0	0
2023	44,430	4,443	44,430	44,430	0
2024	73,344	0	73,344	47,129	26,215
2025			0	0	0
Totals	187,239	40,515	163,440	137,225	26,215

Normal Cost		8.	47,636
2024 Administrative Expense (FIRE-24)	2024	9.	7,182
2025 Projected Administrative Expense	2025		7,433
Amortization of Deficit (Total of Original Amount X 0.10)		10.	16,344
10% of Surplus		11.	0
Fire and Supplemental Aid		12.	22,126
Member Dues		13.	0
5% of Projected Assets at December 31st, 2025		14.	24,297
Required Contribution		15.	**24,990**

The required contribution must be paid during 2026

Emily Fire Relief Association

2025 Schedule Form for Lump-Sum Pension Plans (Form SC-25)

To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk on or before August 1, 2025, and submitted to the Office of the State Auditor.

Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation ID a30a8658-719f-45df-8aa0-dcb8c9c9c395 displayed in the lower left corner of each page.

We, the officers of the Emily Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

1) The annual benefit level of $2,100 per year of service was approved by the Relief Association's board of trustees and, if required by Minn. Stat. § 424A.092, ratified by the affiliated municipal governing board or independent nonprofit firefighting corporation;

2) We understand that this form shows that the Relief Association has a projected DEFICIT of $26,215 and a projected funding ratio of 94.88 percent; and

3) The required contribution that must be paid during calendar year 2026 is **$24,990** based on the financial requirements of the Relief Association's Special Fund for the 2025 calendar year.

Signature	First Name	Last Name	Date
Signature of President	Kale	Jones	08/26/2025
Signature of Secretary	Josh	Rooker	8-12-25
Signature of Treasurer	Michael	ARMBRUST	8/11/2025

Municipal Clerk Certification*

I received the completed Schedule Form from the Emily Fire Relief Association with Confirmation ID a30a8658-719f-45df-8aa0-dcb8c9c9c395 displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

Signature	First Name	Last Name	Date
Signature of Municipal Clerk	Cori	Johnson	8-26-2025

* See the form instructions for additional information about certification requirements.

Emily Fire Relief Association

2024 Schedule Form for Lump-Sum Pension Plans (Form SC-24)

To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2024, and submitted to the Office of the State Auditor.

Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 3e096bb6-70b4-40f9-b82e-5418f11d23ff displayed in the lower left corner of each page.

We, the officers of the Emily Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

1) The annual benefit level of $2,100 per year of service was approved by the Relief Association's board of trustees and, if required by Minn. Stat. § 424A.092, ratified by the affiliated municipal governing board or independent nonprofit firefighting corporation;

2) We understand that this form shows that the Relief Association has a projected DEFICIT of $146,724 and a projected funding ratio of 73.78 percent; and

3) The required 2025 contribution is **$49,004** based on the financial requirements of the Relief Association's Special Fund for the 2024 calendar year.

Signature	First Name	Last Name	Date
Jon Chmielecki	Jon	Chmielecki	10/1/24
Signature of President	First Name	Last Name	Date
Josh R	Josh	Rinker	10/1/24
Signature of Secretary	First Name	Last Name	Date
M	Michael	Armbrust	1/24
Signature of Treasurer	First Name	Last Name	Date

Municipal Clerk / Independent Secretary Certification*

I received the completed Schedule Form from the Emily Fire Relief Association with Confirmation Id 3e096bb6-70b4-40f9-b82e-5418f11d23ff displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

Signature	First Name	Last Name	Date
Cori Johnson	Cori	Johnson	10-1-2024
Signature of Municipal Clerk / Secretary of independent nonprofit firefighting corporation	First Name	Last Name	Date

* See the form instructions for additional information about certification requirements.

DEPARTMENT OF NATURAL RESOURCES

NA-01966-07

2-3-21

Minnesota Department of Natural Resources
Division of Forestry and the Emily Fire Department
Cooperative Fire Protection Agreement
Agreement Number: 22-142-18106 / Vendor # 0000201498

THIS COOPERATIVE FIRE PROTECTION AGREEMENT, is made and entered into by and between the State of Minnesota acting by and through the Commissioner of the Department of Natural Resources, hereinafter referred to as the "DNR" and the Emily Fire Department, hereinafter referred to as the "Fire Department," as authorized by M.S. 88.04 subd. 4; 88.11 subd. 1; and 89.01 subd. 4

I. PURPOSE

The purpose of this Cooperative Fire Protection Agreement is to cooperate in the prevention and suppression of wildland fires as authorized under M.S. 88.04. Assistance will only be provided when requested, when resources are available, and can be committed without diminishing either party's ability to protect its own jurisdiction.

II. STATEMENT OF MUTUAL BENEFITS AND INTERESTS

The DNR, *Division of Forestry*, is responsible for the prevention and suppression of wildland fire within the state. The Fire Department is responsible to prevent and extinguish all unwanted fires within its fire protection area.

It is mutually advantageous and in the public's interest for the parties to this instrument to coordinate and assist in each other's efforts in prevention, detection, and suppression of wildland fires and to cooperate in fire hazard reduction in and adjacent to areas of mutual responsibility.

III. THE FIRE DEPARTMENT SHALL:

1. Provide fully staffed and equipped fire fighting resources, when available for wildland fire suppression, as listed on the attached rate schedule.
2. Indemnify, save and hold the State, its representatives and employees, harmless from any and all claims or causes of action, including all attorneys' fees incurred by the State, arising from the performance of this Agreement by the Fire Department or Fire Department's employees, agents or subcontractors. This clause shall not be construed to bar any legal remedies the Fire Department may have for the State's failure to fulfill its obligations pursuant to this Agreement.
3. Assume full responsibility, including legally required insurance and Workers' Compensation for all Fire Department personnel provided under this agreement.
4. Respond to all calls for wildland fires within the Fire Department's fire protection area when requested by the DNR.
5. Respond to additional wildland fire calls outside the Fire Department's fire protection area at the request of the DNR and at the discretion of the Fire Chief.
6. Submit a report to the DNR within 24 hours of any wildland fire on which the Fire Department takes independent action. Reporting can be in the form a DNR Fire Report Card, fax, e-mail, fire report form, DNR wildland fire invoice form, or other written communication that provides the same information as the Fire Report Card.

7. **Submit an invoice to the DNR within 30 days of an incident for which the fire department is requesting reimbursement. Invoices beyond 30 days may not be honored if the fire was not reported timely to the DNR.**
8. Stay with all wildland fires until out, or released by a DNR incident commander, or until called to another incident within the Fire Department's protection area, provided the wildland fire is considered safely contained.
9. Be committed to protection of lives and buildings as its first consideration.
10. Through the Fire Department officers, determine its capabilities and assume final decision authority on commitment of its vehicles and personnel into any area of operation that is requested by DNR personnel.
11. Furnish all tools, equipment, supplies, fuels, and lubricants, except for those items furnished by the DNR, as stated in this Agreement.
12. Assist the DNR with distribution of fire prevention materials and wildland fire prevention presentations.
13. Bill the DNR for wildland fire runs at the agreed upon rate per run. When additional resources are requested by DNR Forestry, *beyond the first 2 hours (the "run")* hourly rates for specific requested equipment, as described in the attached Rate Schedule, will apply. **Invoices must be submitted within thirty (30) days of the fire(s).**

IV. THE DNR SHALL:

1. Respond with specialized equipment for wildfire response, when possible, at the request of the Fire Chief or designate. This equipment includes, but is not limited to dozers, all terrain tracked vehicles, engines and aircraft.
2. Investigate violations of the burning laws of the State. (M.S. 88.01 to 88.22 and 88.75) This includes billing the responsible party for all wildland fire suppression costs of the DNR, and the Fire Department if the DNR pays the Fire Department for responding to the fire.
3. Assist the Fire Department in obtaining Federal Excess Property, specialized equipment, or grants for improving their firefighting capabilities.
4. Assist the Fire Department with procuring and distributing fire prevention materials.
5. Provide wildland fire suppression training to the Fire Department as workload permits.
6. Reimburse the Fire Department for wildland fire runs, according to the terms of this agreement.
7. Make reasonable effort to release the Fire Department as soon as possible to ensure that the Fire Department is available for other emergency response calls.

V. REIMBURSEMENT POLICIES:

1. Lower rates may be negotiated for extended use at the Fire Department's discretion.
2. When the Fire Department is dispatched through its normal dispatch procedures, and not specifically requested by the DNR, the Fire Department shall only bill for a Wildland fire run. *(A Wildland Fire Run is described as the fire department's response to a wildland fire that takes up to two (2) hours to suppress.)*
3. For hourly billing of *equipment requested by DNR Forestry, after the wildland fire run (first 2 hours)*, time will be rounded to the nearest half hour. Billable time should begin when the Fire Department leaves its station and continue until it returns to its station. Time spent refurbishing and readying equipment for the next call shall not be included as billable time.
4. The fire chief and local DNR forester may discuss charges that are in question prior to submitting a final invoice for payment.
5. If the Fire Department is released by the DNR before the Fire Department has taken any suppression

Special Rates: a. Run charge of $500.00 per Run, for up to 2-hour response. After two hours, equipment or personnel requested by the DNR will be charged at the rates in the above Rate Schedule.

The above rates have been agreed upon by:

Emily Fire Department Backus DNR Area

/s/ Joel Lemberg Digitally signed by Joel Lemberg Date: 2024.05.10 08:48:22 -05'00' Date: ____________

Area Forester

/s/ Chad Genz Date: 2-15-24

Fire Chief

Chad Genz

Fire Chief Printed Name

/s/ ____________ Date: ____________

Regional Forest Manager (if required)

Payment for Mutual Aid Responses

Since the main purpose of the Cooperative Agreement is to provide a cost share for fires within a fire departments protection area, the "per run" rate does not apply to mutual aid fire department resources. Mutual aid requests from a fire department or automatic mutual aid calls are under the fire departments local mutual aid agreements. The DNR is under no obligation to pay for mutual aid resources ordered by a fire department or through automatic mutual aid calls. However, mutual aid resources may be compensated at the "per hour" rate for each piece of equipment that the DNR Forester agrees was needed and approves payment, not necessarily for every resource sent.

DEPARTMENT OF NATURAL RESOURCES

NA-01966-07

2-3-21

Suggested Equipment Standards and Hourly Rates for Fire Departments that have an agreement with the Division of Forestry MN/DNR

After the first two-hour rate has expired, needed equipment will be placed on an hourly rate. Equipment standard and rates include personnel; fuel will be furnished by the Fire Department.

The rate will be reduced by 10% for Engines and Water Tenders older than 25 years.

Engines

	Structure Engines		Wildland Engines				
COMPONENTS	**1**	**2**	**3**	**4**	**5**	**6**	**7**
Pump Rating **Min. Flow (GPM)** **At rated pressure (PSI)**	1000 150	500 150	150 250	50 100	50 100	50 100	10 100
Tank Capacity (Gallon)	300	300	500	750	400	150	50
Hose 2 ½" (Feet)	1200	1000					
Hose 1 ½" (Feet)	500	500	1000	300	300	300	
Hose 1" (Feet)			500	300	300	300	200
Personnel	4	3	3	2	2	2	2
Equipment Rate /Hour	$275	$200	$185	$165	$140	$125	$85

**Engines equipped with Compressed Air Foam Systems will be paid an additional $20 an hour if CAFS is used on the incident.*

Water Tenders

	Water Tender Types				
Requirements	**Support**			**Tactical**	
COMPONENTS	**S1**	**S2**	**S3**	**T1**	**T2**
Tank Capacity (Gallons)	4000	2500	1000	2000	1000
Pump Minimum Flow (GPM)*	300	200	200	250	250
@ Rated Pressure (PSI)	50	50	50	150	150
Max Refill times (Min.)	30	20	15	-	-
Pump & Roll	-	-	-	yes	yes
Personnel	1	1	1	2	2
Equipment Rate /Hour	$200	$160	$140	$230	$190

**Portable Pump Acceptable with tenders*

* Water tenders come with folding tanks

Additional Firefighters use a rate of $15.00/hr

Minimum Requirements for Personnel Responding to Incidents on National Forest System Lands

All firefighting personnel are required to wear and utilize the following Personal Protective Equipment: Nomex shirt and pants, hard hat, leather gloves, 8 inch boots with a lugged sole and an approved fire shelter. All personnel will be required to meet NWCG training requirements for a wildland firefighter, and attend an annual wildland refresher. Fire Chiefs will ensure Departments meet training requirements and are responsible for the upkeep of Department personnel training records. Physical fitness levels are established by each agency. Departments will meet their own physical fitness standards.

When **responding to National Forest System Engines and Water tenders will need to meet the NWCG component standards** and are recommended to meet NWCG stocking standards

Other Resources

Non-Vehicle Items used for support missions will be based on a daily rate

MODEL/DESCRIPTION	Min. # of Operators	Rate		
Tracked Vehicles	2	based on size		Use rate charts from Engine typing
UTV w/tank (tactical) ***ROPS required**	1	$50/hr +		based on tank size 31-50 gal= $50 hr 51-75+ gal= $60 hr
ATV (support)	1	$100/day		
Boat (must have pump and roll capabilities and used for tactical missions)	2	negotiated		based on size and pumping capabilities
Boat (support)	1	$75/day +		based on size 14'=$75/day 16-17'=$150/day 18+= $175/day
Portable Pump (high volume or pressure)	0	$200/day		
Folding Tank	0	$75/day+		*based on size 1000-2000= $75/day 2000+= $100/day
Thermal Camera	1	$300/day		

Rates for non-vehicle equipment (such as boats, ATV's and folding tanks, etc.) will be based on a daily rate. Boats capable of tactical missions (pump and roll capabilities) are an exception and will be based on an hourly rate.

Tracked vehicles should use a rate for capacities based on Engine type.

DEPARTMENT OF NATURAL RESOURCES

NA-01966-07

2-3-21

Fire Department Cooperative Agreement Rate Schedule

ITEM DESCRIPTION (include NWCG type, make, model, year, serial number and special features, such as 4X4, CAF or foam proportioners)	NUMBER OF PERSONNEL W/ EQUIPMENT	WORK RATE a rate (includes personnel)	WORK RATE b per unit (hour, etc.)	* STANDBY RATE a rate*	* STANDBY RATE b unit (hour, etc)
a. Type 2 Engine, 2016 Freightliner, 1260 gallons Serial #1FVACYCY2GHHT0460	5	$150.00	Hour	$75.00	Hour
b ~~Type 2 Engine, 2000 GMC, 1000 gallons Serial #1GDS7H1C7XJ514973~~	~~3~~	~~$175.00~~	~~Hour~~	~~$87.50~~	~~Hour~~ SOLD
c 2008 Sterling Acterra Tender Serial #2FZHCHBS99AAE3276	3	$150.00	Hour	$75.00	Hour
d. Type 7 Engine, 1997 Chev 1 ton, 150 gallons Serial #1GCHK34R2VZ155322	2	$60.00	Hour	$30.00	Hour
e. 1997 Polaris 6 X 6 Ranger – 50-gal tank Serial #4XAAE50A3WD112618	1-2	$50.00	Hour	$25.00	Hour
f. Polaris Side x Side / grass rig, 50 gal tank w/ foam VIN: 4XARSU99XK8903309	1-4	$100.00	Hour	$50.00	Hour
g. 2024 Kenworth Construction - T480 Aero, Type 2 Engine, 1260 gallons, foam capable, hose reel, call sign: Engine #2 Serial #2NK5HJ8X3RM353918	1-3	$200.00	Hour	$100.00	Hour
h.					
i. Additional Requested firefighters	Each	$30.00	Per hour per firefighter	Same as work rate	Per hour per firefighter

*Standby rates shall be equal to ½ of the work rate and shall apply only if equipment and personnel are ordered by the DNR to be staged and available for immediate action.

*Line items descriptions with an identified rate will be entered for any overhead positions. Individual positions when requested and filled, will be reimbursed at the wage rate of the resource (if applicable), or the firefighter pay level of the position as listed in the MN DNR Fire Business Manual.

action on the fire, the Fire Department shall not submit a bill for the run.

6. Attached rates shall be reviewed annually and may be changed with signature of the parties to this Agreement, or their successors in position.

This Agreement is effective on the date of the last signature and is to continue in force for five (5) years or until terminated by either party giving thirty (30) days written notice to the other. Both parties should review this Agreement annually.

Emily Fire Department:

/s/ Chad Gen Date: 2-15-24

Title: Fire Chief

State of Minnesota
Department of Natural Resources:

/s/ Joel Lemberg Digitally signed by Joel Lemberg Date: 2024.05.10 08:47:46 -05'00' Date:

Area Forester

DNR Cooperative Wildfire Contract Payment Protocol:

The following is the protocol for deposit/payment of funds received from the DNR per the DNR Cooperative Fire Agreement after invoicing:

Funds for a wildfire call where the firefighter is called to work and equipment is used are deposited by the City into the Fire Equipment Fund.

Funds for a firefighter to be on standby are deposited by the City and paid annually with the annual Fire Department payroll to each individual firefighter on standby at the DNR's contract rate of pay. The firefighter on standby would not be able to respond to local calls.

Road Doctors Magnum Spray Injection Patcher is a highly efficient and versatile solution for repairing damaged roadway and highway surfaces. This Magnum Spray Injection Patcher offers a comprehensive and long-lasting fix for various pavement conditions, from potholes to deteriorated shoulders, utility cuts to fissures, and even alligator-cracked areas.

The secret behind the success of the Magnum Spray Injection Patcher lies in its integrated operation. This machine offers a complete solution, including cleaning the area to be repaired, applying a tack coat, coating the aggregate with asphalt emulsion, and finally, applying the mixture. These steps are seamlessly performed in one easy, continuous operation, eliminating the need for complex and time-consuming patching processes.

CONTACT GET QUOTE

Our Road Doctor Magnum Spray Injection Patcher boasts a unique application process that guarantees optimal results. Using high-velocity air, in conjunction with a screw auger, the coated aggregate material is compacted during application, leaving virtually no voids in the final pavement repair. This results in a long-lasting and seamless patch that outperforms conventional patching solutions.

It is worth noting that government studies have endorsed the effectiveness of Road Doctors Magnum Spray Injection Patcher. It is a proven and tested solution, offering unmatched performance and reliability for pavement repair tasks of all kinds.

The impressive Magnum boasts an impressive hourly output of over seven tons and features a trailer-mounted design equipped with a highly efficient dump truck with a live tailgate. This means that the Magnum receives a steady and uniform supply of aggregate material for uninterrupted production.

Featuring a uniquely-designed counterbalanced folding boom, the Magnum can sweep a 360-degree arc over an unprecedented 1,275 square foot (118 square meter) work area. This boom extends an impressive 18 feet (5.5 meters) from the back of the unit, allowing for maximum coverage and efficiency.

FEATURES:

BENEFITS

BONUS

MAGNUM SPRAY INJECTION PATCHER

The controls of the Magnum have been thoughtfully placed with the operator in mind. Located at the operator's fingertips, they provide a high level of control and precision over the machine's movements and production. With the Magnum, you can be assured that you are getting top-quality and highly efficient results every time.

For superior pavement preservation, trust the highly innovative Magnum Spray Injection Patcher from Road Doctors. With its advanced features, including a "maintenance-free" emulsion feed line and a machined aluminum application nozzle, this revolutionary machine provides unparalleled efficiency and effectiveness. Its pressurized spray ring ensures complete coverage of the aggregate, while significantly reducing the amount of emulsion used. Whether you're tackling the smallest patch or a major repair job, the Magnum Spray Injection Patcher puts complete control at your fingertips. So why settle for less when you can have the best? Choose Road Doctors and experience the ultimate in pavement preservation.

GET IN TOUCH

Park Commission Minutes

September 3, 2025

Chairperson Rheaume called the meeting to order at 1:00pm.

Roll Call: Gary Hanson – City Council liaison, Wes Murnane, Faye Hughes, Karen Trenn, Greg Koch, Patrick Rheaume

It was M&S by Comms. Trenn and Koch M&S that minutes from the May 12, 2025 meeting be approved. Motion carried unanimously.

The 2026 budget was discussed. As we are awaiting word on the IRRRB grant application, no definitive plan was yet. The group agreed that a potential grant award will influence the next phase of the parks plan.

If the grant is awarded at the full amount, work can proceed as described in the grant.

If the grant is partially awarded or not awarded at all, pavilion and picnic shelters at City Hall are the first priority, with other parts of the project completed as funding allows.

The group agreed that the $30K and $10K in the budget for next FY remain, with a plan to accumulate funds over time to replace the tennis/pickle ball courts.

The group discussed City Council's directive to look at docks on Lake Emily, pursuant to public interest in having them. There are significant concerns about the site, including (1) the width of the access at the entry to the lake, (2) the limited footprint of the site and its extension into the water, limiting the number of docks that can be placed, (3) the possibility of injury (and accompanying city) due to the materials at the site, (4) the difficulty of installing and removing docks each spring and fall, (5) possible damage to docks and boats should a significant rain event occur that leads to expulsion of water into the lake, (6) whether MNDOT will allow access to the site, (7) whether MNDNR will allow a large tree to be removed at the water's edge to allow access to the dock. A group representative will contact MNDOT to inquire as to access via the storm sewer drainage site.

It was M&S by Comms. Murnane and Koch to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at approximately 2:20pm.

The next meeting was not set. Comm. Rheaume will set one up – and ask for a fifth meeting if it is needed this year.

Respectfully Submitted,

Patrick T. Rheaume

clerk@emily.net

From: Patrick Rheaume <prheaume53@gmail.com>
Sent: Tuesday, September 23, 2025 9:10 AM
To: Greg Koch; Cari Johnson
Subject: Fwd: Emily Easement for drainage

---------- Forwarded message ---------
From: **Munsch, Richard (DOT)** <richard.munsch@state.mn.us>
Date: Tue, Sep 23, 2025, 10:07 AM
Subject: Emily Easement for drainage
To: prheaume53@gmail.com <prheaume53@gmail.com>

Pat,

The easement for the drainage down to Lake Emily was actually a take over of City of Emily R/W. This takeover of the R/W has be released since the work has been completed. This is now back to City of Emily R/W for the drainage area down to the lake. If you need anything else from me let me know.

Thanks rich

Richard Munsch

Engineering Specialist Senior / District 3

7694 Industrial Park Road

Baxter, MN 56425

Phone: 218-821-6358

Email: Richard.munsch@state.mn.us

On Wed, Sep 10, 2025, 4:50 PM Frie, Jacob (DNR) <Jacob.Frie@state.mn.us> wrote:

Good afternoon Pat:

We spoke recently about your questions as to whether or not the Minnesota DNR has any regulations regarding a proposed publicly accessible mooring facility / dock at the east-end of Crow Wing County PID# 21340506, which is City of Emily owned property.

Public Water works permits from the MN DNR are required by applicants who have a Marina. MN Public water rules 6115.0170 Subp. 20 defines a Marina as "either an inland or offshore commercial mooring facility for the concentrated mooring of seven or more watercraft or seaplanes wherein commercial ancillary services common to marinas are provided." In this case, based on the description you provided for me over the phone, no commercial ancillary services would be provided. In other words, no gas, bait, tackle, boat repairs, parking fees, boat rentals, boat slip rentals, or anything of the like is being offered as part of the mooring / docking facility. And no commercial use as well. If that's indeed the case – then no public water works permit is required from the DNR. As an aside, the City of Nisswa operates a similar concept (currently) at the southwest side of Crow Wing County PID# 28110517, which provides direct walking-path access to downtown Nisswa – with no marina permit required.

However, I mentioned to you over the phone that boat lifts and docks in the bed of public waters that are encroaching on someone else's riparian lot may be a violation of Crow Wing County's Water Surface Ordinance. See here, specifically section 6.2 & 6.5 (p. 6): SAMPLE WATER SURFACE USE ORDINANCE. My understanding is that there is no official setback distance from property lines, since it's in public waters. It just can't be "over the line." The City of Emily should closely coordinate with the Crow Wing County Sherrif's office at 218-829-4749 and specifically Brad Thesing prior to installing such a docking facility, as they are the agency that administers and enforces that County ordinance – to ensure it would comply.

You also asked me whether the removal of trees / woody vegetation near/at the shoreline is an issue. I mentioned that you should check-in with the City of Emily's Planning and Zoning Department staff to ensure the removal of one or more trees does not violate local shoreland rule controls. Do keep in mind that vegetation removal within the lake is not allowed without a public waters APM permit.

You also asked me whether MNDOT would need to get involved. I am unsure as to the answer to that question, and questions as to access from MNDOT legal road right-of-way areas should be addressed to staff at that agency.

Finally, I mentioned that it might be possible that the City of Emily regulates marinas and mooring facilities within their shoreland ordinance controls (i.e., conditional use permit), and checking in with staff (City of Emily) would ensure that such a facility is compliant with local controls as well.

Thank you for your time in this regard. Please feel free to reach out to me at my information below should you have additional questions.

Sincerely,

Jacob Frie

Area Hydrologist | Division of Ecological and Water Resources

Minnesota Department of Natural Resources

1601 Minnesota Drive

Brainerd, MN, 56401

Phone: 218-203-4367

Email: Jacob.frie@state.mn.us

mndnr.gov

DEPARTMENT OF NATURAL RESOURCES

ESTIMATE

NORTH STAR
Dock & Lift

13787 County Road 36 Crosslake, MN 56442

218-692-8669
northstardock@gmail.com

Bill To

City Of Emily

Date:	Estimate #:
6/10/2025	800557

Lake:
Emily

Qty:	Description:	Rate:	Amount:
6	4 x 10 Aluminum Dock Section w/Vinyl Panels	1,625.00	9,750.00
		Sales Tax: (7.375%)	$719.06
		Total:	$10,469.06

Please note that prices on this estimate are valid for 90 days from date issued.
After 90 days prices are subject to change due to manufacturer pricing and/or operating costs.
You may retain this entire copy for your records.

Thank You!

ESTIMATE

NORTH STAR
Dock & Lift
13787 County Road 36 Crosslake, MN 56442

218-692-8669
northstardock@gmail.com

Bill To

City Of Emily

Date:	Estimate #:
6/10/2025	800557

Lake:
Emily

Qty:	Description:	Rate:	Amount:
6	4 x 10 Aluminum Dock Section w/Cedar Panels	1,100.00	6,600.00
		Sales Tax: (7.375%)	$486.75
		Total:	$7,086.75

Please note that prices on this estimate are valid for 90 days from date issued.
After 90 days prices are subject to change due to manufacturer pricing and/or operating costs.
You may retain this entire copy for your records.

Thank You!

465.039 GIFTS TO ORGANIZATIONS DISTRIBUTING FOOD.

The governing body of a county, of a home rule charter or statutory city, or of a town may appropriate each year out of its general fund, or other unrestricted money, an amount to be determined by the governing body to provide grants to nonprofit organizations operating community food shelves that provide food to the needy without charge.

History: *1995 c 109 s 1; 1998 c 368 s 1; 2018 c 105 s 1*

Initiative FOUNDATION

June 6, 2025

RECEIVED
JUN 09 2025
BY: ....

Cari Johnson, City Clerk
City of Emily
PO Box 68
Emily, MN 56447-0068

Dear Mayor Jones, City Council and Ms. Johnson,

The Initiative Foundation's grantmaking, lending, training, and programs have strengthened the communities and economies of Central Minnesota for nearly 40 years. Our work supports local planning and development, fuels the growth of small businesses and nonprofits, empowers emerging entrepreneurs, addresses workforce challenges, and expands access to high-quality childcare—all to ensure our communities thrive, today and into the future.

In Crow Wing County, the Initiative Foundation has provided $9,345,243 in grants to nonprofit organizations and local governments, as well as $12,410,739 in business loans that have helped secure 2,128 quality jobs.

Thanks to financial contributions from cities and counties like yours, our capacity continues to grow. Your partnership also helps us attract significant funding from outside the region, bringing even more resources back into local communities. In 2024, together we achieved significant results:

- Granted $4.5 million to nonprofits across the region through our own fund and partner funds' grantmaking.
- Delivered more than $3.5 million in low-interest loans to over 40 small businesses and trained more than 330 entrepreneurs, helping dreams become realities.
- Served over 130 organizations with nonprofit development trainings, welcoming city and county officials to strengthen their skills in grant writing and community engagement.
- Preserved 800 childcare slots and 120 early childcare jobs through community support services.
- Awarded $125,000 in grants to cities and local economic development administrations to support feasibility studies, community engagement projects, and strategic planning.
- For every dollar contributed, we reinvest an average of $4.62 back into the communities we serve.

We request that you allocate $450 to the Initiative Foundation in your 2026 budget. This directly supports our ability to deliver these high-quality economic development opportunities in Crow Wing County. Please don't hesitate to reach out with any questions or to request a presentation. After your budget is finalized, let us know your decision by returning the enclosed confirmation form. Thank you for considering this opportunity to invest in the future of our region.

Brian Voerding
President

Carl
Carl Newbanks
Vice President of Philanthropy

The Initiative Foundation is a 501(c)(3) nonprofit organization. All contributions to the Foundation are tax-deductible to the extent allowed by law. The Foundation owns and manages all financial contributions for the benefit of communities served in the 14-county region of Central Minnesota.

602: SEWER ENTERPRISE FUND	2024 Budget	2024 Actual	2025 Budget	2025 Received To Date (9.17.25)	Estimated 2025 Year End (X 1.288)	2026 Proposed Preliminary Budget	Percent Change from 2025	
RECEIPTS								
Taxes								
Current Ad Valorem Taxes	$86,412.50	$77,953.01	$120,504.75	$67,067.38	$86,382.79	$114,449.25	32%	Planned Levy Addition
Delinquent Ad Valorem Taxes	$800.00	$938.56	$850.00	$940.26	$1,211.05	$1,075.00	34%	
Mobile Home Tax	$2.00	$0.56	$1.00	$0.00	$0.00	$1.00	-50%	
Fiscal Disparities	$80.00	$111.93	$95.00	$504.13	$649.32	$150.00	88%	
Severed Mineral Tax	$12.00	$16.45	$15.00	$22.55	$29.04	$19.00	58%	
Principal on Special Assessments	$3,750.00	$4,389.53	$3,900.00	$1,982.03	$2,552.85	$3,500.00	-7%	
Penalties and Interest on Special Assessmer	$225.00	$48.01	$75.00	$64.68	$83.31	$65.00	-71%	
Licenses & Permits								
Licenses & Permits	$125.00	$125.00	$125.00	$0.00	$0.00	$125.00	0%	
Public Utilities	$125.00	$0.00	$125.00	$0.00	$0.00	$125.00	0%	
Intergovernmental Revenues								
Homestead and Agricultural Credit Aid (HA(	$2,250.00	$3,579.46	$1,600.00	$1,797.21	$2,314.81	$2,700.00	20%	
Miscellaneous Revenues								
Interest Earning	$570.00	$615.19	$595.00	$420.18	$541.19	$580.00	2%	
Sewer Charges								
Rate Class I	$81,000.00	$81,153.26	$83,000.00	$55,382.39	$71,332.52	$85,000.00	5%	
Connection/Reconnection Fees	$2,000.00	$50.00	$2,000.00	$0.00	$0.00	$2,000.00	0%	
Penalties and Forfeited Discounts	$1,000.00	$1,205.89	$1,200.00	$846.75	$1,090.61	$1,150.00	15%	
Hauled Wastewater Fees	$450.00	$250.00	$250.00	$100.00	$128.80	$250.00	-44%	
Other Financing Sources								
Unrealized Investment Gain	$125.00	$96.02	$125.00	$97.20	$125.19	$110.00	-12%	
Sale of Investment (Actual)	$150.00	$109.84	$125.00	$54.99	$70.83	$90.00	-40%	
Sale of Investment (Use Sewer Funds)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	100%	(Use to balance)
RECEIPTS TOTAL	**$179,076.50**	**$170,642.71**	**$214,585.75**	**$129,279.75**	**$166,512.32**	**$211,389.25**	18%	

9/23/2025 16:10

602: SEWER ENTERPRISE FUND	2024 Budget	2024 Actual	2025 Budget	2025 Spent To Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
DISBURSEMENTS - Approved per Wastewater Operator								
Ordinances and Proceedings								
Professional Services: Legal Fees	$0.00	$91.00	$0.00	$195.00	$251.16	$225.00	100%	
Debt Service								
Debt Service: Bond Principal	$60,000.00	$60,000.00	$65,000.00	$65,000.00	$83,720.00	$65,000.00	8%	
Debt Service: Bond Interest	$25,537.50	$25,537.50	$24,193.75	$24,193.75	$31,161.55	$22,796.25	-11%	
Fiscal Agent's Fees								
Debt Service: Fiscal Agents' Fees	$475.00	$575.00	$575.00	$575.00	$740.60	$575.00	21%	
Other Financing Uses								
Unrealized Investment Loss - Investments Purchased	$160.00	$109.84	$125.00	$54.99	$70.83	$95.00	-41%	
Purchase of Investments - Investments Purchased	$700.00	$607.94	$615.00	$454.48	$585.37	$600.00	-14%	
Purchase of Investments (Use to Balance)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	100%	
Sewer Utilities - Sanitary Sewer Maintenance								
Wages and Salaries: Full-time Employees-Regular	$2,250.00	$3,466.20	$3,400.00	$2,217.49	$2,856.13	$3,525.00	57%	
Wages and Salaries: Part-time Employees	$740.00	$380.35	$740.00	$193.49	$249.22	$825.00	11%	2 seasonal 4 days/wk/$20/hr
Employer Contributions for Retirement: PERA Contri	$180.00	$314.72	$365.00	$190.20	$244.98	$325.00	81%	
Employer Contributions for Retirement: FICA Contrib	$194.00	$266.78	$285.00	$169.13	$217.84	$300.00	55%	
Employer Paid Insurance: Medicare	$45.00	$62.42	$67.00	$39.55	$50.94	$70.00	56%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	$39.00	100%	
Worker's Compensation: Insurance Premiums	$190.00	$265.65	$300.00	$0.00	$0.00	$270.00	42%	
Employee Paid: Federal Income Tax	$150.00	$248.60	$270.00	$180.19	$232.08	$285.00	90%	
Employee Paid: State Income Tax	$120.00	$173.86	$190.00	$114.03	$146.87	$196.00	63%	
Employee Paid: MN Paid Leave (.44%)	$0.00	$0.00	$0.00	$0.00	$0.00	$4.00	100%	
Operating Supplies: Motor Fuels	$500.00	$0.00	$500.00	$27.04	$34.83	$500.00	0%	
Operating Supplies: Shop Materials	$100.00	$0.00	$100.00	$72.81	$93.78	$100.00	0%	
Repair and Maintenance Supplies: Equipment Parts	$1,200.00	$2,579.66	$2,800.00	$1,075.42	$1,385.14	$2,800.00	133%	
Repair and Maintenance Supplies: Tires	$0.00	$0.00	$0.00	$17.52	$22.57	$50.00	100%	
Repair and Maintenance Supplies: Landscaping Mate	$500.00	$381.20	$500.00	$400.66	$516.05	$500.00	0%	
Small Tools and Minor Equipment	$1,000.00	$0.00	$1,000.00	$73.54	$94.72	$1,000.00	0%	
Professional Services: Engineering Fees	$0.00	$6,000.00	$0.00	$0.00	$0.00	$0.00	100%	
Prof. Serv: Laboratory	$2,500.00	$1,996.40	$2,100.00	$1,188.40	$1,530.66	$2,000.00	-20%	
Repair and Maintenance Contractual: Machinery anc	$1,000.00	$819.25	$1,000.00	$650.00	$837.20	$1,000.00	0%	
Repair and Maintenance Contractual: Sewer	$42,560.00	$31,918.32	$28,500.00	$19,105.00	$24,607.24	$31,315.00	-26%	PeopleService $28315+$1kHourly+$2k 24:RIBs repair
Capital Outlay: Buildings and Structures	$0.00	$0.00	$30,000.00	$0.00	$0.00	$30,000.00	100%	$150k - Influent Control Structure Replacement Plan $30k/year
Sewer Utilities - Sanitary Sewer Cleaning								
Repair and Maintenance Contractual: Sewer	$0.00	$0.00	$13,000.00	$0.00	$0.00	$13,000.00	100%	2025 1/2 Sewer line jetting/televising of lateral lines
Sewer Utilities - Sewer Lift Stations								
Repair and Maintenance Supplies: Equipment Parts	$0.00	$140.00	$0.00	$10.00	$12.88	$150.00	100%	
Small Tools and Minor Equipment	$5,500.00	$190.13	$5,500.00	$0.00	$0.00	$5,500.00	0%	
Professional Services: EDP, Software and Design	$1,000.00	$870.00	$870.00	$870.00	$1,120.56	$900.00	-10%	Annual OmniSite
Utility Services: Electric Utilities	$1,350.00	$1,522.11	$1,460.00	$1,223.33	$1,575.65	$1,580.00	17%	3 meters

602: SEWER ENTERPRISE FUND	2024 Budget	2024 Actual	2025 Budget	2025 Spent To Date (9.17.25)	Estimated 2025 Year End (X1.288%)	2026 Proposed Preliminary Budget	Percent Change from 2025	
Repairs and Maintenance - Contractual (404)	$1,500.00	$1,200.00	$1,500.00	$645.00	$830.76	$1,500.00	0%	
Capital Outlay: Other Equipment	$20,000.00	$16,442.00	$20,000.00	$17,445.11	$22,469.30	$15,000.00	-25%	26:Liftstation Pump/E1 Grinder Pump
Sewer Utilities - Administration and General								
Wages and Salaries: Full-time Employees-Regular	$3,900.00	$3,104.39	$3,350.00	$2,275.13	$2,930.37	$3,220.00	-17%	
Employer Contributions for Retirement: PERA Contri	$315.00	$287.61	$290.00	$208.50	$268.55	$300.00	-5%	
Employer Contributions for Retirement: FICA Contrib	$255.00	$213.84	$235.00	$158.52	$204.17	$225.00	-12%	
Employer Paid Insurance: Medicare	$60.00	$49.99	$55.00	$37.06	$47.73	$55.00	-8%	
Employer Paid: MN Paid Leave (.88%)	$0.00	$0.00	$0.00	$0.00	$0.00	$28.00	100%	
Worker's Compensation: Insurance Premiums	$150.00	$232.23	$300.00	$0.00	$0.00	$235.00	57%	
Employee Paid: Federal Income Tax	$75.00	$97.05	$100.00	$104.36	$134.42	$100.00	33%	
Employee Paid: State Income Tax	$130.00	$103.12	$105.00	$78.35	$100.91	$106.00	-18%	
Office Supplies: Accessories (staplers, pencil sharpen	$150.00	$143.53	$150.00	$0.00	$0.00	$150.00	0%	
Professional Services: Legal Fees	$1,200.00	$1,579.50	$1,650.00	$0.00	$0.00	$1,650.00	38%	
Professional Services: EDP, Software and Design	$900.00	$840.00	$865.00	$865.00	$1,114.12	$865.00	-4%	Annual Support
Communications: Postage	$400.00	$233.64	$400.00	$169.77	$218.66	$400.00	0%	
Transportation: Travel Expense	$0.00	$1.90	$20.00	$0.00	$0.00	$20.00	100%	
Insurance: General Liability	$350.00	$502.00	$275.00	$0.00	$0.00	$250.00	-29%	X2 in 2024
Insurance: Property	$1,125.00	$2,244.00	$1,200.00	$0.00	$0.00	$1,125.00	0%	X2 in 2024
Utility Services: Sewer	$110.00	$126.95	$130.00	$106.70	$137.43	$130.00	18%	
Misc: MPCA Fees	$505.00	$505.00	$505.00	$505.00	$650.44	$505.00	0%	
DISBURSEMENTS TOTAL	**$179,076.50**	**$166,423.68**	**$214,585.75**	**$140,889.52**	**$181,465.70**	**$211,389.25**	18%	

CROW WING
COUNTY
MINNESOTA

Please review and complete the following attached forms:

- Preliminary City Taxes Levied
- Bond Levy Certification, if applicable
- Meeting & Contact Information

There is no requirement for a separate Truth in Taxation Public Hearing, however, all taxing districts are required to hold a public meeting at which the budget and levy are discussed and the public is allowed to speak. Your meeting must be held between November 25th and December 30th and must not occur before 6:00 pm. There is no law that requires scheduling to avoid conflicting meeting dates of overlapping taxing authorities. Cities with populations less than 500 are not required to hold a meeting.

Please return the above mentioned documents to our office no later than **September 30, 2025**.

Please include a copy of your meeting minutes or a resolution that shows your 2026 levy data.

If you have any questions, please feel free to contact me.

Sincerely,

Melonie Flaws

Melonie Flaws
Assessment Specialist

Gary Griffin, Director
Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401
Office: (218) 824-1010
Fax: (218) 824-1126
www.crowwing.us

INSTRUCTIONS - PAYABLE 2026 PRELIMINARY LEVY CERTIFICATION

***PRELIMINARY CITY TAXES LEVIED FORM*:**

1) Fill in the date the levy was adopted by the City Council.

2) Levies that were certified the prior year are pre-printed on the form and only the dollar amounts for Payable 2026 need to be filled in.

3) **To add a net tax capacity levy:** Write the name of the new levy on a blank line under net tax capacity based levies and fill in the dollar amount requested for payable 2026.

4) **To add a general obligation bond debt levy:** Write the name of the new levy on a blank line under general obligation bonds and fill in the dollar amount requested for payable 2026. (General obligation bonds must be reported separately from net tax capacity levies for state reporting purposes.)

5) **To delete a levy:** Write remove on the dollar amount line, or paid on the dollar amount line if the levy is a bond that has been paid off.

Note: The levy numbers are assigned by the county tax system and are for county data entry purposes only.

BOND LEVY CERTIFICATION FORM:

This is a list of all bonds for your city currently registered in the Crow Wing County Bond Registry. Please provide an explanation if you are not levying the 2026 amount required for the bond payment.

MEETING INFORMATION FORM:

Provide the date and time of your Truth in Taxation meeting, the meeting location, contact person, contact address and phone number. This data will be used to mail parcel specific notices to each taxpayer. Website Addresses are now required. Write N/A if there isn't one.

(For Cities with less than 500 population, only the contact information is necessary. The meeting date, time and location are not required.)

PRELIMINARY CITY TAXES LEVIED

DUE DATE: SEPTEMBER 30, 2025	CITY OF: EMILY
STATE OF MINNESOTA COUNTY OF CROW WING	I HEREBY CERTIFY the following sums are the preliminary levy adopted by the City Council at their meeting held on ______________________, 2025 (Enter meeting date) for taxes payable in 2026 for the following purposes to wit:

Levy No.	PURPOSE/FUND NET TAX CAPACITY BASED LEVIES	PRELIMINARY LEVY BY FUND
10	CITY REVENUE	$ ____________
		$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	GENERAL OBLIGATION BONDS	
323	CIP & IMPROVEMENT REF BONDS 2012A	$ ____________
326	G.O. SEWER REVENUE REF BONDS 2013A	$ ____________
336	G.O. PERM IMP REV FUND BONDS 2014A	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	____________	$ ____________
	FINAL CERTIFIED LEVY TOTAL	$ ____________

Dated this _____ day of __________________, 2025. City Clerk: ______________________

Forms for Final levy certification will be mailed to you in November 2025 to be certified by December 30, 2025.

Even if you do not change your levy from the Preliminary, you must submit the Final Levy Form.

DISTRICT	Yr Levied	Yr Collected	Levy Amount	If you are not levying this amout, please explain:
EMILY				
File: 2012:05 GO CAPITAL IMPROVEMENT PLAN & IMPROVEMENT REFUNDING BONDS, SERIES 2012A	2025	2026	$49,848.75	
File: 2012:19 GO SEWER REVENUE REFUNDING BONDS SERIES 2013A	2025	2026	$61,452.38	
File: 2014:04 GO PERM IMP REV FUND BONDS SERIES 2014A	2025	2026	$19,179.61	

Signature: ______________________ **Date:** ______________________

Meeting and Contact Information for Truth in Taxation Notices

Provide the date and time of your public Truth in Taxation meeting. Review the information below and note any changes if needed. This form must be returned, even if your city is not required to hold a public Truth in Taxation meeting.

Meeting Date: ______________________

Meeting Time: ______________________

Meeting Location:

City Hall 39811 State Hwy 6 ______________________

Contact Information:

City of Emily ______________________

Cari Johnson ______________________

PO Box 68 ______________________

Emily, MN 56447 ______________________

www.cityofemily.com ______________________

218-763-2480 ______________________

______________________ ______________________

Signature Date