



BELLE PLAINE CITY COUNCIL  
NOTICE OF REGULAR MEETING AND AGENDA

**Tuesday, January 20, 2026 – 6:00 PM**

City Hall, 218 North Meridian Street, Belle Plaine, Minnesota

Please use the north entrance door

**1. PLEDGE OF ALLEGIANCE.**

**2. CALL TO ORDER.**

2.1. Roll Call.

**3. APPROVAL OF AGENDA.**

**4. PUBLIC FORUM.**

\*Anyone wishing to address the Council must sign up before the meeting and then have a seat in the audience. The signup sheet is removed 5 minutes before the start of the meeting. Maximum of three (3) minutes per speaker. No official action will be taken.

**4.1. RECOGNITION OF SERVICE**

***Lee Petersen – Planning and Zoning Commission***

*Alternate February 2018 – June 2019*

*Commissioner June 2019 – January 2026*

**5. APPROVAL OF CONSENT AGENDA.**

5.1. Regular Session Minutes of January 5, 2026.

5.2. Work Session Minutes of January 5, 2026.

5.3. Closed Session Minutes of January 5, 2026.

5.4. Resolution 26-017 Authorizing Luke Otto as Signatory to Execute Financial Transactions for the City at Designated Depositories.

5.5. Approve Large Assembly for Belle Plaine St. Patrick's Day on Saturday, March 14, 2026.

5.6. Resolution 25-008 A Resolution Requesting the Advance of Municipal State Aid Funds for Municipal Construction Projects.

5.7. Accepting Letter of Resignation from Suzanne Eidem, Firefighter with the Belle Plaine Fire Department, Effective December 31, 2025.

5.8. Resolution 26-012 Authorizing the 37<sup>th</sup> Annual Recycle/Clean Up Day for Saturday, September 19, 2026.

5.9. **Ordinance 26-01, Amending Fee Schedule.** The City Council will consider proposed Ordinance 26-01, amending Section 108.00 of the City Code by amending the City's fee schedule. The proposed change is the addition of the special license fee for additional cat or dog per household.

5.9.1. **Ordinance 26-01**, Amending Section 108.00 of the City Code by Amending the City's Fee Schedule.

5.9.2. **Resolution 26-009** Authorizing Summary Publication of Ordinance 26-01.

Agenda printed 00/00/2025– Subject to change.

Live stream/video recording of council meeting at [www.belleplainemn.gov](http://www.belleplainemn.gov)

- 5.10. **Ordinance 26-02, Repeal and Replace Tetrahydrocannabinol Products Code.** The City Council will consider proposed Ordinance 26-02, An Ordinance Repealing and Replacing Chapter 3, Section 319.0 of the City Code Pertaining to Regulating the Sale and Use of Tetrahydrocannabinol Products.
  - 5.10.1. **Ordinance 26-02**, Repeal and Replace Chapter 3, Section 319.0 of the City Code.
  - 5.10.2. **Resolution 26-010** Authorizing Summary Publication of Ordinance 26-02.
- 5.11. **Ordinance 26-03, Amending Consumption of Liquor on Public or Private Property.** The City Council will consider proposed Ordinance 26-03, An Ordinance Amending Chapter 4, Section 410.00 Pertaining to Consumption of Liquor THC or Cannabis Products on Public or Private Property.
  - 5.11.1. **Ordinance 26-03**, Amending Chapter 4, Section 410.00 of the City Code.
  - 5.11.2. **Resolution 26-011** Authorizing Summary Publication of Ordinance 26-03.
- 5.12. Accept 2025 EDA Annual Report to Council.
- 5.13. Resolution 26-015 Approve HRA Residential Rehabilitation and Energy Efficiency Improvement Grant Policy Update.
- 5.14. Resolution 26-016 Authorizing Advertisement for Bids for the Belle Plaine Waste Water Treatment Facility Access Road Improvements as part of the Resiliency Grant Agreement with MPCA.
6. **DEPARTMENT REPORTS.**
  - 6.1. Community Services Department.
  - 6.2. Ambulance Department. (Report Only)
  - 6.3. Police Department.
  - 6.4. Fire Department.
  - 6.5. Community Development Department.
7. **PUBLIC HEARINGS.**
8. **BUSINESS.**
  - 8.1. Presentation of Claims.
  - 8.2. **Dugouts at Meadow Park.** The Parks Commission has requested to use Parks Commission Funds for the addition of Dugouts at Meadow Park.
    - 8.2.1. **Resolution 26-013A** Authorizing Dugouts at Meadow Park.
    - Resolution 26-013B** Denying Authorizing Dugouts at Meadow Park.
  - 8.3. **Pickle Ball Courts at Chatfield Park.** The Parks Commission has requested to use Parks Commission Funds for the addition of Pickle Ball Courts at Chatfield Park.
    - 8.3.1. **Resolution 26-014A** Authorizing Pickle Ball Courts at Chatfield Park.
    - Resolution 26-014B** Denying Authorizing Pickle Ball Courts at Chatfield Park.
  - 8.4. Resolution 26-018 A Resolution Supporting the Dissolution of the U.S. Highway 169 Corridor Coalition.
9. **ADMINISTRATION.**
  - 9.1.
    1. Design, Monday, February 2, 5:00 PM.
    2. City Council, Monday, February 2, 6:15 PM.
    3. Work Session, Monday, February 2, 6:30 PM.
10. **ADJOURN.**

**BELLE PLAINE CITY COUNCIL  
REGULAR MEETING  
JANUARY 5, 2026**

**1. PLEDGE OF ALLEGIANCE.**

Mayor Ladd led those present in the Pledge of Allegiance.

**2. CALL TO ORDER. 2.1. Roll Call.**

The Belle Plaine City Council met in Regular Session on Monday, January 5, 2026 at 6:00 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Ladd called the meeting to order with Councilmembers Luke Otto, James Evans, Brady Hartmann and Rex Stacey present.

Also present were City Administrator Meyer, Community Development Director Smith Strack, City Attorney Vose, City Engineer Duncan, Assistant Public Works Superintendent Meyenburg, and Police Sergeant Vycital. Wanda Savage served as the video recording operator.

**3. APPROVAL OF AGENDA.**

Mayor Ladd moved Consent Agenda items 5.2. and 5.5. to the Business portion of the meeting.

MOTION by Councilmember Ladd, second by Councilmember Stacey, to approve the Agenda as with the changes. ALL VOTED AYE. MOTION CARRIED.

**4. PUBLIC FORUM.**

*\* Anyone wishing to address the Council must sign up before the meeting and then have a seat in the audience. The signup sheet is removed 5 minutes before the start of the meeting. Maximum of three (3) minutes per speaker. No official action will be taken.*

Mark Keegan, 204 S. Elk Street, spoke regarding high taxes and his concerns of businesses closing, the new school, proposed budget, staff comments and Council conduct. Keegan stated he is pursuing a State Audit of the City and is in need of 400 signatures.

Mayor Ladd requested if anyone else would like to speak.

Tracy Hein, 315 S. Cedar Street, spoke with concern of the Council and staff working together, spoke on each councilmember, on city staff not living in town, that the school is not necessary and that the city cannot afford a police station.

**5. APPROVAL OF CONSENT AGENDA.**

5.1. Regular Session Minutes of December 15, 2025.

~~5.2. Resolution 26-001 Adopting Professional Appointments.~~

5.3. Resolution 26-002 Adopting Committee Appointments.

5.4. Resolution 26-003 Approving Retiree Monthly Insurance Benefit.

~~5.5. Resolution 26-004 Declaring the Official Intent of the City of Belle Plaine to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.~~

5.6. Resolution 26-005 Appointing Cynthia Smith Strack as Temporary Acting City Administrator.

5.7. Accepting Letter of Resignation from Clinton Herrmann, Firefighter with the Belle Plaine Fire Department, Effective January 1, 2026.

5.8. Resolution 26-006 Approving PERA Increase for the Fire Department.

5.9. Resolution 26-007 Approving State of Minnesota Joint Powers Agreements with the City of Belle Plaine on Behalf of its City Attorney and Police Department.

MOTION by Councilmember Stacey, second by Councilmember Ladd, to approve the Consent Agenda as follows: 5.1. Regular Session Minutes of December 15, 2025; 5.3. Resolution 26-002 Adopting Committee Appointments; 5.4. Resolution 26-003 Approving Retiree Monthly Insurance Benefit; 5.6. Resolution 26-005 Appointing Cynthia Smith Strack as Temporary Acting City Administrator; 5.7. Accepting Letter of Resignation from Clinton Herrmann, Firefighter with the Belle Plaine Fire Department, Effective January 1, 2026; 5.8. Resolution 26-006 Approving PERA Increase for the Fire Department and 5.9. Resolution 26-007 Approving State of Minnesota Joint Powers Agreements with the City of Belle Plaine on Behalf of its City Attorney and Police Department. Councilmembers Stacey, Ladd and Otto VOTED AYE. Councilmembers Evans and Hartmann VOTED NAY. MOTION CARRIED 3-2.

## **6. DEPARTMENT REPORTS.**

### **6.1. Public Works Department.**

Assistant Public Works Superintendent Meyenburg highlighted the Public Works Report.

### **6.2. City Engineer Department.**

City Engineer Duncan highlighted the Engineer Report.

### **6.3. Administration Department.**

City Administrator Meyer highlighted the Administration Report.

## **7. PUBLIC HEARINGS. None Scheduled.**

## **8. BUSINESS.**

### **8.1. Presentation of Claims.**

8.1.1. Pay Request No. 8, Wm. Mueller & Sons, Inc. for the 2025 Street Improvement Project.

MOTION by Councilmember Otto, second by Councilmember Stacey, to approve the reviewed claims in the amount of \$3,099,359.64. ALL VOTED AYE. MOTION CARRIED.

### **8.2. Resolution 26-001 Adopting Professional Appointments.**

Mayor Ladd asked clarifying questions.

MOTION by Councilmember Stacey, second by Councilmember Evans, to approve Resolution 26-001 Adopting Professional Appointments. Councilmembers Stacey, Evans and Hartmann VOTED AYE. Councilmember Ladd and Otto VOTED NAY. MOTION CARRIED 3-2.

### **8.3. Resolution 26-004 Declaring the Official Intent of the City of Belle Plaine to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.**

Mayor Ladd asked a clarifying question.

MOTION by Councilmember Stacey, second by Councilmember Evans, to approve Resolution 26-004 Declaring the Official Intent of the City of Belle Plaine to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City. ALL VOTED AYE. MOTION CARRIED.

## **9. ADMINISTRATION.**

### **9.1. Upcoming Tentative Meetings.**

1. EDA, 5:00 PM, Monday, January 12.
2. Planning, 6:00 PM, Monday, January 12.
3. Public Safety, 7:00 AM, Tuesday, January 13.



4. Public Works, 7:00 AM, Wednesday, January 14.
5. City Offices Closed in Observance of the Holiday, Monday, January 19.
6. Parks Commission, 5:00 PM, Tuesday, January 20.
7. City Council, 6:00 PM, Tuesday, January 20.
8. Work Session, 6:15 PM, Tuesday, January 20.

Mayor Ladd reviewed the upcoming meetings as listed.

**10. ADJOURN.**

MOTION by Councilmembers Stacey, second by Councilmember Otto, to adjourn the meeting at 6:36 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich  
Recording Secretary

**BELLE PLAINE CITY COUNCIL  
WORK SESSION  
JANUARY 5, 2026**

**1. CALL TO ORDER. 1.1. ROLL CALL.**

A Work Session of the Belle Plaine City Council met on Monday, January 5, 2026 at 6:40 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Present were Mayor Ryan Ladd and Councilmembers James Evans, Brady Hartmann, Rex Stacey and Luke Otto.

Also present were City Administrator Meyer, Community Development Director Smith Strack, Assistant Public Works Superintendent Meyenburg, City Engineer Duncan and Police Sergeant Vycital.

**2. APPROVAL OF AGENDA.**

MOTION by Councilmember Otto, second by Councilmember Stacey, to approve the Agenda as presented. ALL VOTED AYE. MOTION CARRIED.

**3. DISCUSSION ITEMS.**

**3.1. Scott County Solid Waste.**

Scott County Environmental Services Representative Nick Reishus spoke to the City Council reviewing recycling and solid waste requirements, current and future impacts and requirements.

Council asked clarifying questions.

**3.2. Discussion: Union Well Being Policy.**

City Administrator Meyer requested clarification if Council wants staff to send a letter to the Union requesting re-negotiations on the well-being policy.

It was the consensus of the majority of the Council to not send a letter at this time.

**3.3. Discussion: Goals Work Session.**

City Administrator Meyer explained how a Goals Work Session is to bring the voices of the Council together to common goals and a clear path.

Council held discussion.

It was the consensus of the Council to bring back goals to a future work session for discussion.

**3.4. Ways to Save.**

Council held discussion topic included:

- Suggestion for Council to job shadow City employees.
- Data request for the City of Jordan's administration numbers.
- Request to review employee's job descriptions.
- Suggestion to request School District pay for a portion of the resource officer.
- Request for additional discussion on one refuse hauler.
- Suggestion for each Councilmember collect data for comparisons from neighboring Cities.

It was the consensus of the majority of the Council to have Councilmember Hartmann write a letter to the School requesting resource officer sharing.

**4. ADJOURN.**

MOTION by Councilmember Evans, second by Councilmember Stacey, to adjourn the meeting at 7:35 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich  
Recording Secretary

**BELLE PLAINE CITY COUNCIL  
CLOSED SESSION  
January 5, 2026**

**1. CALL TO ORDER. 1.1. ROLL CALL.**

The Belle Plaine City Council met in Closed Session on Monday, January 5, 2026 at 7:40 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Ladd called the meeting to order with Councilmembers James Evans, Rex Stacey, Luke Otto and Brady Hartmann present.

Also present were City Administrator Meyer, Community Development Director Smith Strack, Assistant Public Works Director Meyenburg, City Attorney Vose, City Engineer Duncan and Police Sergeant Vycital.

Mayor Ladd read the following statement:

Pursuant to Minnesota Statutes Section 13D.05, subd. 3(c), the City Council will close the meeting to consider potential sale of properties identified as PID: 201030010, 201030020, 201030030, and 201030040.

**2. CLOSE MEETING.**

Mayor Ladd closed the meeting at 7:42 PM.

**3. DISCUSSION.**

The Council held discussion and gave direction to staff.

**4. ADJOURN CLOSED MEETING.**

MOTION by Councilmember Evans, second by Councilmember Stacey, to adjourn the closed meet at 8:21 PM. ALL VOTED AYE. MOTION CARRIED.

**5. RECONVENE REGULAR SESSION.**

5.1. Statement (if needed)

No Statement was needed.

**6. ADJOURN MEETING.**

MOTION by Councilmember Evans, second by Councilmember Stacey, to adjourn the meeting at 8:21 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich  
Recording Secretary



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>FROM:</b>                          | Amy Jirik, Finance Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>AGENDA<br/>ITEM:</b>               | Resolution 26-017 Authorizing Luke Otto as Signatory to Execute Financial Transactions for the City at Designated Depositories.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The majority of City financial transactions require two signatures: one from a Councilmember and one from City Staff. As an audit control measure, the Finance Director should not be designated as a signer.</p> <p>It is appropriate that Cynthia Smith Strack continue to remain as an authorized staff signer in the event the City Administrator is unavailable.</p> <p>Mayor Ryan Ladd and Brady Hartmann were added as authorized signatories in 2025 by Resolution 25-008. For 2026, Mayor Ladd has removed Brady Hartmann as Vice Mayor and appointed Luke Otto, thus Otto should be added as an authorized signatory at the City's designated depositories, and Hartmann should be removed.</p> <p>A resolution has been prepared to reflect these changes. This action will remove Brady Hartmann as signatories for the City.</p> |
| <b>FISCAL<br/>IMPACT:</b>             | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Approve Resolution 26-017 Authorizing Luke Otto as Signatory to Execute Financial Transactions for the City at Designated Depositories.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**BELLE PLAINE CITY COUNCIL  
RESOLUTION 26-017**

**MODIFYING AUTHORIZED SIGNATORY FOR CITY OFFICAL DEPOSITORIES**

WHEREAS, Vice Mayor Luke Otto was appointed effective January 1, 2026;

WHEREAS, it is appropriate to add Vice Mayor Luke Otto as signatories at City Official Depositories.

WHEREAS, it is appropriate to remove, Brady Hartmann as signatories.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA, THAT: Vice Mayor Luke Otto shall be added as a signatory for executing financial transactions with the City Official Depositories effective immediately.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>AGENDA<br/>ITEM:</b>               | Approving the Large Assembly Permit for St. Patrick's Day Saturday, March 14, 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The St. Patrick's Day Committee has requested a Large Assembly Permit and Road Closure Permit starting at 8:00 a.m., Saturday, March 14 and ending at 12:00 AM. Staff has reviewed the application and recommend approval with the conditions listed on the application.</p> <p>The Department Heads have met to review the application and recommend approval with the conditions listed.</p> <p>Conditions:</p> <ol style="list-style-type: none"><li>1. Follow all CDC, State and Federal Regulations regarding gatherings.</li><li>2. All activities on closed streets end at <b>12:00 AM</b> per Belle Plaine City Code 314.07 and removal of barriers at 12:00 AM.</li><li>3. Submittal of Liability Insurance Certificate listing the City of Belle Plaine as an additional insured.</li><li>4. The applicant is to pick up and return barricades. In coordination with the Public Works Superintendent.</li><li>5. The applicant is required to pay for additional coverage from the Police Department. Police Chief Stier has determined <b>three</b> (3) additional Officers are required.</li><li>6. All food truck vendors must be listed on the application and have a Mobile Food Unit License with the City of Belle Plaine.</li><li>7. Applicant is to send notices to all alcohol establishments stating no glass is allowed outside the establishment, a copy of letter must be provided to the City.</li><li>8. Applicant must allow access and parking for Belle Plaine Food Shelf.</li><li>9. Applicant is to send notices to all businesses and homeowners with in the blocked off area of the event closures, a copy of letter must be provided to the City.</li><li>10. All activities, restrooms, trash receptacles, and band stage will be located within the closed street area.</li></ol> |
| <b>FISCAL<br/>IMPACT:</b>             | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Approve the Large Assembly Permit for St. Patrick's Day Saturday, March 14, 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>FROM:</b>                          | Amy Jirik, Finance Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>AGENDA<br/>ITEM:</b>               | Resolution 26-017 Authorizing Luke Otto as Signatory to Execute Financial Transactions for the City at Designated Depositories.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The majority of City financial transactions require two signatures: one from a Councilmember and one from City Staff. As an audit control measure, the Finance Director should not be designated as a signer.</p> <p>It is appropriate that Cynthia Smith Strack continue to remain as an authorized staff signer in the event the City Administrator is unavailable.</p> <p>Mayor Ryan Ladd and Brady Hartmann were added as authorized signatories in 2025 by Resolution 25-008. For 2026, Mayor Ladd has removed Brady Hartmann as Vice Mayor and appointed Luke Otto, thus Otto should be added as an authorized signatory at the City's designated depositories, and Hartmann should be removed.</p> <p>A resolution has been prepared to reflect these changes. This action will remove Brady Hartmann as signatories for the City.</p> |
| <b>FISCAL<br/>IMPACT:</b>             | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Approve Resolution 26-017 Authorizing Luke Otto as Signatory to Execute Financial Transactions for the City at Designated Depositories.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |



**BELLE PLAINE CITY COUNCIL  
RESOLUTION 26-017**

**MODIFYING AUTHORIZED SIGNATORY FOR CITY OFFICAL DEPOSITORIES**

WHEREAS, Vice Mayor Luke Otto was appointed effective January 1, 2026;

WHEREAS, it is appropriate to add Vice Mayor Luke Otto as signatories at City Official Depositories.

WHEREAS, it is appropriate to remove, Brady Hartmann as signatories.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA, THAT: Vice Mayor Luke Otto shall be added as a signatory for executing financial transactions with the City Official Depositories effective immediately.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>AGENDA<br/>ITEM:</b>               | Accepting Letter of Resignation from Suzanne Eidem, Firefighter with the Belle Plaine Fire Department, Effective December 31, 2025.                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>Firefighter Suzanne Eidem has submitted a letter of resignation effective December 31, 2025. Eidem has served on the Belle Plaine Fire Department since February of 2022. Eidem shared she is <i>"grateful for the opportunity to have served this department and to have been entrusted with the honor of being the first female member. It is a privilege to work alongside such a dedicated and resilient group of professionals."</i></p> <p>We thank Eidem for her service to the community and the Belle Plaine Fire Department.</p> <p>It is appropriate to accept the resignation.</p> |
| <b>FISCAL<br/>IMPACT:</b>             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Accepting Letter of Resignation from Clinton Herrmann, Firefighter with the Belle Plaine Fire Department, Effective January 1, 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                              |



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 5, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>AGENDA<br/>ITEM:</b>               | Resolution 26-012 Authorizing the 37 <sup>th</sup> Annual Recycle/Clean Up Day for Saturday, September 19, 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The City of Belle Plaine will host the 37<sup>th</sup> Annual Recycle and Clean Up Day on Saturday, September 19<sup>th</sup> from 8:00 am until noon at the Public Works Department parking lot.</p> <p>As part of the City's agreement with its refuse hauler, Buckingham Companies will manage the event and collect all associated fees. Buckingham Companies will determine recycling costs and the necessary equipment at pre-determined rates for the following services:</p> <ul style="list-style-type: none"><li>• Appliance Recycling</li><li>• Electronic recycling</li><li>• Tire recycling</li><li>• Bicycle recycling</li><li>• Scrap metal collection</li><li>• Used clothing collection</li></ul> <p>The City of Belle Plaine will continue to secure the grant funding from Scott County and will partner with the Townships of Blakeley, Belle Plaine and St. Lawrence for this event. A portion of the grant funds will be allocated to Buckingham for the services provided, with the remaining funds retained by the City to help offset City expenses.</p> <p>Staff from the Public Works Department will be on-site during the event, and members of the Belle Plaine Lions Club will also assist Buckingham Companies with this event operation.</p> |
| <b>FISCAL<br/>IMPACT:</b>             | Buckingham Companies will take over this event and collect gate fees. The City will apply for Scott County grant funds of approximately \$3,400 to help offset expenditures.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Approve Resolution 26-012 Authorizing the 37 <sup>th</sup> Annual Recycle/Clean Up Day for Saturday, September 19, 2026.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**BELLE PLAINE CITY COUNCIL  
RESOLUTION 26-012**

**RESOLUTION AUTHORIZING THE 37<sup>th</sup> ANNUAL RECYCLE/CLEAN UP DAY PROJECT**

WHEREAS, the City Council has recognized the annual celebration of Earth Day;

WHEREAS, the Belle Plaine Beautification Committee organized a City Wide Clean-Up Day in 1990 for the purpose of encouraging residents to clean up private and public property;

WHEREAS, the City of Belle Plaine Council and Staff promote the recycling of materials and a clean environment for all persons;

WHEREAS, the Annual Recycling/Clean Up Day was expanded in 1992 to include the townships of Belle Plaine, Blakeley, and St. Lawrence;

WHEREAS, the City's refuse hauler Buckingham Companies will manage the event and collect all associated fees;

WHEREAS, the Belle Plaine Lions Club has volunteered to assist City Staff and Buckingham Companies with the event;

WHEREAS, in the years past, the Scott County Department of Environmental Health has obtained grant funding for the purpose of local recycling and will offer grant assistance to communities in Scott County offering recycling services such as the Belle Plaine Clean Up Day, and it is anticipated that grant funding will be available for 2026;

WHEREAS, Buckingham Companies will be allocated a portion of the grand funding with the remaining funds being retained by the City of Belle Plaine to help offset City expenses;

WHEREAS, Saturday, the 19<sup>TH</sup> day of September, 2026 has been proposed as the date for the annual Recycle/Clean Up Day to be held at the Public Works Department parking lot at 891 Diversified Drive.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA, THAT: the Belle Plaine Lions Club and City Staff are authorized to coordinate and advertise services for the 2026 Recycle/Clean Up Day Event.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



## MEMORANDUM

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>        | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>FROM:</b>        | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>AGENDA ITEM:</b> | Ordinance 26-01 Amending Chapter 1, Section 108.00 of the City Code by amending the City's Fee Schedule.<br><br>Resolution 26-009 Authorizing Summary Publication of Ordinance 26-01.                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>BACKGROUND:</b>  | <p>The City Council will consider proposed Ordinance 26-01, Amending Chapter 1, Section 108.00, by Amending the City's Fee Schedule to add special license fee for additional cat or dog per household.</p> <p>Ordinance 25-15 was adopted on August 18, 2025 allowing for a special license to allow for additional cats or dogs. Council determined a permit fee of \$120.</p> <p>If Ordinance 26-01 is approved, it is recommended Council authorize summary publication as included in Resolution 26-009. A supermajority vote is required for summary publication.</p> |
| <b>ACTION:</b>      | <ol style="list-style-type: none"><li>1. Adopt Ordinance 26-01 Amending Section 108.00 of the City Code by amending the City's Fee Schedule.</li><li>2. Resolution 26-009 Authorizing Summary Publication of Ordinance 26-01.</li></ol>                                                                                                                                                                                                                                                                                                                                     |
| <b>ATTACHMENTS:</b> | <ul style="list-style-type: none"><li>• Proposed fee schedule amendment.</li><li>• Resolution 26-009 A Resolution Authorizing Summary Publication.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                |

## 2026 FEE SCHEDULE FOR LICENSES, PERMITS AND SERVICES

Applicable Minnesota Sales Tax will be added to fees

+Interest will be charged according to annual rate.

++Credit/debit card payment not accepted for fees Special assessment payments.

### 1. ADMINISTRATION AND MISCELLANEOUS.

|                                                                                                                                                                                                                                                                                                          |                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| Administrative Fee (Handling/Preparation)                                                                                                                                                                                                                                                                | \$15.00                                                |
| Administrative Fee (Over the Phone Process Fee, effective March 1, 2017)                                                                                                                                                                                                                                 | \$5.00                                                 |
| Administrative Special Assessment Fee<br>(processing special assessments for delinquent service to a property)                                                                                                                                                                                           | \$35.00<br>plus interest+                              |
| Code Enforcement – Abatement – lot/property maintenance                                                                                                                                                                                                                                                  | billed at city incurred cost                           |
| Copy of City Code                                                                                                                                                                                                                                                                                        | \$100.00                                               |
| Comprehensive Plan – Printed                                                                                                                                                                                                                                                                             | 125.00                                                 |
| Comprehensive Plan – Digital                                                                                                                                                                                                                                                                             | \$50.00                                                |
| Card Transaction Fee<br>A fee will be applied to all card transactions. This fee is collected directly by the card processing company, not the City.<br>**Card payments are not accepted for special assessments.                                                                                        | 3.05% of transaction amount or \$2.00 minimum fee.     |
| Digital– information (minutes, etc.), recordings, video                                                                                                                                                                                                                                                  | \$50.00                                                |
| Maps – 42"x36" Size                                                                                                                                                                                                                                                                                      | \$100.00                                               |
| Mileage Reimbursement                                                                                                                                                                                                                                                                                    | Current IRS rate                                       |
| Non-Sufficient Funds (NSF) Fee                                                                                                                                                                                                                                                                           | \$30.00                                                |
| Parks and Open Spaces Plan                                                                                                                                                                                                                                                                               | \$50.00                                                |
| Photo ID Replacement Card                                                                                                                                                                                                                                                                                | \$10.00                                                |
| Promotional Items: City Flag                                                                                                                                                                                                                                                                             | \$30.00                                                |
| Request for City Staff to Research Public Information/per hour                                                                                                                                                                                                                                           | \$50.00                                                |
| Reimbursement Only: Copies<br>photocopy – non-color- per sheet 8 1/2" X 11" or 8 1/2 x 14"<br>photocopy – non-color - per sheet 11" x 17"<br>photocopy – color- per sheet 8 1/2" X 11" or 8 1/2 x 14"<br>photocopy – color - per sheet 11" x 17"<br>Fax Machine – Per Page<br>Per Page for Long Distance | \$ .25<br>\$.50<br>\$1.00<br>\$1.50<br>\$.25<br>\$1.00 |
| Reissue check fee for uncashed check                                                                                                                                                                                                                                                                     | \$24.00                                                |
| Sign Ordinance                                                                                                                                                                                                                                                                                           | \$35.00                                                |
| Special Assessment Search – Per Parcel                                                                                                                                                                                                                                                                   | \$25.00                                                |
| Subdivision Ordinance                                                                                                                                                                                                                                                                                    | \$35.00                                                |
| Suspended License Review Fee                                                                                                                                                                                                                                                                             | \$125.00                                               |
| Zoning Ordinance                                                                                                                                                                                                                                                                                         | \$100.00                                               |

### 2. FIRE CALL FEE.

|                                                     |          |
|-----------------------------------------------------|----------|
| Fire Call – Base rate (includes the first hour)     | \$500.00 |
| Each additional hour                                | \$250.00 |
| Accident Call – Base rate (includes the first hour) | \$300.00 |
| Each additional hour                                | \$150.00 |
| Other Calls – Base rate (includes the first hour)   | \$300.00 |
| Each additional hour                                | \$150.00 |

### 3. PARK SHELTER RENTAL FEES.

|                                                                                                           |          |
|-----------------------------------------------------------------------------------------------------------|----------|
| <b>Kitchen Facility Fee</b>                                                                               | \$75.00  |
| For non-resident kitchen facility fee, add \$10.                                                          | \$85.00  |
| No fee for community-based non-profit organizations                                                       |          |
| <b>Hickory Park Shelter Fee</b>                                                                           | \$150.00 |
| Non-resident fee                                                                                          | \$200.00 |
| Community-based non-profit organizations                                                                  | \$50.00  |
| *All rentals, including non-profit, require a \$250.00 damage deposit fee to be refunded upon inspection. |          |

### 4. PUBLIC WORKS DEPARTMENT – EQUIPMENT (& OPERATOR).

| Equipment Fee (Includes Operator)                                                                                                          | Per Hour |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------|
| J.D. 544 Loader                                                                                                                            | \$208.84 |
| J.D. 670 Motor Grader                                                                                                                      | \$250.61 |
| Single Axle Dump Truck                                                                                                                     | \$140.78 |
| Tandem Axle Dump Truck                                                                                                                     | \$153.62 |
| Wood Chipper                                                                                                                               | \$212.87 |
| Street Sweeper                                                                                                                             | \$259.23 |
| Trac Skidsteer                                                                                                                             | \$205.26 |
| Tractor w/brush hog                                                                                                                        | \$146.08 |
| Tractor and blower                                                                                                                         | \$206.45 |
| Potpatcher w/underbelly plow                                                                                                               | \$212.42 |
| Steamer                                                                                                                                    | \$121.72 |
| Power Hand Equipment (chain saws, trimmers, torch etc.)                                                                                    | \$75.03  |
| Vactor Sewer Pump Truck                                                                                                                    | \$227.31 |
| Bucket Truck                                                                                                                               | \$126.15 |
| 1-Ton Truck                                                                                                                                | \$195.48 |
| Utility Trailer                                                                                                                            | \$98.88  |
| Other public works equipment will be charged at flat fee as set up and authorized by the Public Works Superintendent including labor cost. |          |

### 5. AQUATIC CENTER FEES. – City issued ID's required for resident free admission days.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                  |                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------------------------|
| Aquatic Center Admission ( <i>age 3 &amp; under free</i> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Resident<br>\$6.00 per<br>person/<br>per session | Non-Resident<br>\$8.00 per<br>person/per<br>session |
| <u>Free Admission for Residents with City issued ID or Aquatic Center Pass holders</u><br>Thursday - time to be determined (for individuals and families)<br>Sunday – time to be determined (for individuals and families)                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                  |                                                     |
| Aquatic Center Season Pass<br>Single<br>Family – limit of 4 (\$20.00 each additional immediate family member) *see definition below                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$80.00<br>\$150.00                              | \$100.00<br>\$170.00                                |
| <i>Aquatic Center Admission and Season Passes are Non-Refundable.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                  |                                                     |
| Swim Lessons<br>Cancellation/Change Session/Schedule Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$40.00<br>\$15.00                               | \$50.00                                             |
| Jr. Swim and Fitness Club                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                  | \$20.00                                             |
| Jr. Lifeguard Class                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                  | \$60.00                                             |
| Aqua Fitness Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                  | \$4.00                                              |
| Lap Swim Fee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                  | \$4.00                                              |
| The Belle Plaine Aquatic Center is owned, operated and fully funded by the City of Belle Plaine. The City of Belle Plaine has defined a resident as an individual who lives within the city limits and pays city tax dollars. Since residents already pay City of Belle Plaine taxes to support the funding of the aquatic center, they are eligible for free entrance into the aquatic center on designated predetermined resident hours.<br><br>*Family definition: immediate family members consisting of up to 2 adults (parent/guardian) and their dependent children under the age of 23, all must live in the same household, for more information see Aquatic Center rules and regulations. |                                                  |                                                     |

## 6. POLICE DEPARTMENT FEES.

|                                                                                                                                                                                                                                                |                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
| Audio Recording (per digital device)                                                                                                                                                                                                           | \$15.00                                                    |
| Driver's License Printout - Refer to <a href="http://www.mndriveinfo.org">www.mndriveinfo.org</a> or DMV Office                                                                                                                                |                                                            |
| Incident/Case Reports<br>1 – 100 pages<br>101 pages and over*                                                                                                                                                                                  | \$ .25 per page<br>*Per request basis MSS 13.03 Subd. 3(c) |
| Photos (per digital device)                                                                                                                                                                                                                    | \$15.00                                                    |
| State Accident Reports                                                                                                                                                                                                                         | \$ .25 per page                                            |
| Hiring of Police Officer for Private Event/Facility<br>Pre-authorized by the Chief of Police, based on availability of staff. Event needs to be prepaid.                                                                                       | \$175.00 per hour                                          |
| The cost to hire a Police Officer(s) for community organized non-profit events, including but not limited to large assemblies, is the actual cost per hour (current hourly wage and benefits), for each of the officers assigned to the event. |                                                            |

## 7. WATER AND SEWER UTILITY FEES.

| Water & Sewer<br>Monthly<br>Base Fee                                                | Meter<br>Size                                                                        | Monthly<br>Water Fee<br>Per Unit* | Low Income Senior **<br>Monthly<br>Water Fee<br>Per Unit* | Monthly<br>Sewer Fee<br>Per Unit* | Low Income Senior**<br>Monthly<br>Sewer Fee<br>Per Unit* |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------------------------------|-----------------------------------|----------------------------------------------------------|
|                                                                                     | ¾"                                                                                   | \$ 14.53                          | \$6.78                                                    | \$20.56                           | \$9.69                                                   |
|                                                                                     | 1"                                                                                   | \$ 14.53                          |                                                           | \$20.56                           |                                                          |
|                                                                                     | 1 ½"                                                                                 | \$ 41.42                          |                                                           | \$58.55                           |                                                          |
|                                                                                     | 2"                                                                                   | \$63.80                           |                                                           | \$89.41                           |                                                          |
|                                                                                     | 3"                                                                                   | \$94.42                           |                                                           | \$133.60                          |                                                          |
|                                                                                     | 4"                                                                                   | \$145.25                          |                                                           | \$205.52                          |                                                          |
|                                                                                     | <b>Residential Water Usage Rates</b><br><i>All Usage Rates Are Per 1,000 Gallons</i> |                                   |                                                           |                                   |                                                          |
| Up to 2,000                                                                         |                                                                                      |                                   | \$5.46                                                    |                                   |                                                          |
| 2,001 to 4,000                                                                      |                                                                                      |                                   | \$8.22                                                    |                                   |                                                          |
| 4,001 and above                                                                     |                                                                                      |                                   | \$14.97                                                   |                                   |                                                          |
| Residential Sewer Usage Rates (based on water usage)                                |                                                                                      |                                   |                                                           |                                   |                                                          |
| Up to 2,000                                                                         |                                                                                      |                                   | \$9.69                                                    |                                   |                                                          |
| 2,001 to 4,000                                                                      |                                                                                      |                                   | \$11.40                                                   |                                   |                                                          |
| 4,001 and above                                                                     |                                                                                      |                                   | \$23.00                                                   |                                   |                                                          |
| <b>Commercial Water Usage Rates</b><br><i>All Usage Rates Are Per 1,000 Gallons</i> |                                                                                      |                                   |                                                           |                                   |                                                          |
| Up to 4,000                                                                         |                                                                                      |                                   | \$5.53                                                    |                                   |                                                          |
| 4,001 to 24,000                                                                     |                                                                                      |                                   | \$8.31                                                    |                                   |                                                          |
| 24,001 and above                                                                    |                                                                                      |                                   | \$15.16                                                   |                                   |                                                          |
| Commercial Sewer Usage Rates (based on water usage)                                 |                                                                                      |                                   |                                                           |                                   |                                                          |
| Up to 4,000                                                                         |                                                                                      |                                   | \$9.81                                                    |                                   |                                                          |
| 4,001 to 24,000                                                                     |                                                                                      |                                   | \$11.52                                                   |                                   |                                                          |
| 24,001 and above                                                                    |                                                                                      |                                   | \$23.45                                                   |                                   |                                                          |

\*Unit is defined as each dwelling, business, or industry. (City Code 700.05 (A)).

\*\*Low Income Senior Citizen Rates - Household age of 65 years & older, meeting Section 8 Low Income Guidelines.

**Note:** Delinquent bills shall be assessed monthly with a penalty of ten percent (10%) of the unpaid balance.

**Note:** The Minnesota Department of Health requires a monthly surcharge of \$1.26 to 1.27 per account, \$15.22 annual fee (MN State Statute 144.3831).

|                                                                                                                                                                                                                                                                                                                             |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| Non-Metered - Water and Sewer Monthly Rates<br>Monthly charge for water service shall be based upon the usage of 5,000 gallons per month at the current base rate and usage charge.<br>Monthly charge for sewer service shall be based upon the usage of 5,000 gallons per month at the current base rate and usage charge. |         |
| Water Meter Test, Service Call, or Call to Check Meter Service                                                                                                                                                                                                                                                              | \$75.00 |



|                                                                                                                                                                                                                                                                                                                                           |                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Water Meter & Radio Read Unit (to be added as a cost to building permits for new construction only)                                                                                                                                                                                                                                       | As determined by the City                                                                      |
| Water Meter Replacement                                                                                                                                                                                                                                                                                                                   | As determined by the City                                                                      |
| Water Shut Off (at the curb box)                                                                                                                                                                                                                                                                                                          | \$30.00                                                                                        |
| Water Turn On (at the curb box)                                                                                                                                                                                                                                                                                                           | \$30.00                                                                                        |
| Water Fee for Water Sold to Contractors<br>• Pricing may be adjusted with current Developers Agreement.                                                                                                                                                                                                                                   | \$40.00 fee per fill plus the current irrigation water rate for the amount of water purchased. |
| <b>Inactive Utility Fee Schedule</b>                                                                                                                                                                                                                                                                                                      |                                                                                                |
| Resident request shut off at the curb stop, on and off fee                                                                                                                                                                                                                                                                                | \$60.00                                                                                        |
| Inactive water and sewer account fee*<br>(Monthly bill, effective the next billing cycle after shut off is completed continuing until service is turned back on) <b>*Additional monthly fees include</b> The Minnesota Department of Health requires a monthly surcharge of \$1.26 to 1.27per account, Street Lights and Storm Water Fee. | \$5.00                                                                                         |

#### 8. IRRIGATION/SECOND WATER METER RATES/SWIMMING POOL FILL

|                                                                                                                             |                                                   |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| Irrigation Water Rate per 1,000 Gallons                                                                                     | \$14.97                                           |
| Water Meter IRRIGATION/SECOND METER                                                                                         | Customer pays the City's cost for the water meter |
| Irrigation/Second Water Meter Service Fee                                                                                   | \$5.25 per month<br>(12 months per year)          |
| Swimming Pool Water Fill – Temporary Meter Only<br>Pool must be at least 24 inches in depth and over 5,000 gallons in size. | Current Irrigation Rate                           |

#### 9. WATER AND SEWER CONNECTION FEES.

| Water Connection Fee \$4,040.00 per unit as identified below.                        |                               |      |
|--------------------------------------------------------------------------------------|-------------------------------|------|
| Sewer Connection Fee \$5,090.00 per unit as identified below.                        |                               |      |
| Type of Facility                                                                     | Parameter                     | Unit |
| Residential                                                                          |                               |      |
| Single family houses, townhouses and duplex units                                    | each dwelling unit            | 1    |
| Apartment units (multiple unit dwelling with shared common hallway)                  | each dwelling unit            | .8   |
| Mobile homes                                                                         | each dwelling unit            | 1    |
| Non-Residential Properties (at the discretion of the City Council) <b>GUIDELINE*</b> |                               |      |
| Automobile Service                                                                   | 2 service bays                | 1    |
| Banquet room                                                                         | 1,000 sq. feet                | 1    |
| Barbershop/hair salon                                                                | each                          | 1    |
| Bowling alley                                                                        | 3 alleys                      | 1    |
| Car wash – self service                                                              | 1 stall                       | 3    |
| Car wash – service station                                                           | each                          | 4    |
| Churches                                                                             | 250 seats                     | 1    |
| Fast-service restaurant                                                              | 600 sq. feet                  | 1    |
| General office building                                                              | 4000 sq. feet                 | 1    |
| Hospitals                                                                            | 1 bed                         | 1    |
| Laundromats                                                                          | 4 washing machines            | 1    |
| Manufacturing                                                                        | As determined by City Council |      |
| Motels and hotels                                                                    | 2 rooms                       | 1    |
| Nursing home                                                                         | 3 beds                        | 1    |
| Restaurant, drive-in                                                                 | 10 parking spaces             | 1    |
| Restaurant                                                                           | 600 sq. feet                  | 1    |
| Retail store                                                                         | 3000 sq. feet                 | 1    |
| Rooming house                                                                        | 7 beds                        | 1    |
| Schools (elementary)                                                                 | 20 students                   | 1    |
| Schools (secondary)                                                                  | 15 students                   | 1    |

|                                                |                   |   |
|------------------------------------------------|-------------------|---|
| Service station - gas pumping only             | each              | 1 |
| Service station with service center            | each              | 1 |
| Service Station with service center & car wash | each              | 8 |
| Swimming pool                                  | each              | 1 |
| Theater                                        | 50 seats          | 1 |
| Theater, drive-in                              | 50 parking spaces | 1 |
| Warehouses                                     | 15 employees      | 1 |

\* The City may assign fee for commercial uses on estimated maximum potential flow. The City may assign fee for industrial uses on the projected maximum normal flow volume. Flow volume shall be established in writing by an appropriately credentialed individual using a method acceptable to the City. The City may adjust potential or projected flow rate based on one (1) full operational year of actual use data.

#### 10. WATER RESTRICTION AND WATER BAN VIOLATIONS.

|                                           |          |
|-------------------------------------------|----------|
| Water Restriction and Water Ban Violation |          |
| First Offense                             | \$50.00  |
| Each Subsequent Offense                   | \$100.00 |

#### 11. STREET LIGHTING FEE.

|                                                     |        |
|-----------------------------------------------------|--------|
| Monthly Street Lighting Fee – Residential           | \$2.97 |
| Monthly Street Lighting Fee – Commercial/Industrial | \$8.31 |

#### 12. STORM WATER MONTHLY FEE.

|                         |        |
|-------------------------|--------|
| Monthly Storm Water Fee | \$4.43 |
|-------------------------|--------|

#### 13. PER DIEM.

|                                                                                                                                                                                                                                                                                                                              |                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Design Committee                                                                                                                                                                                                                                                                                                             | \$50.00 per meeting |
| Economic Development Authority                                                                                                                                                                                                                                                                                               | \$50.00 per meeting |
| Housing & Redevelopment Authority                                                                                                                                                                                                                                                                                            | \$50.00 per meeting |
| Park Board                                                                                                                                                                                                                                                                                                                   | \$50.00 per meeting |
| Planning & Zoning Commission                                                                                                                                                                                                                                                                                                 | \$50.00 per meeting |
| The Mayor or member(s) of the City Council shall receive a per diem for attending meetings of subcommittees of the City Council to which a Council Member has been appointed, City Advisory Committees, meetings of bodies to which a Council Member has been appointed, City Council workshops or Special Council Meetings. | \$50.00 per meeting |

#### 14. GENERAL LICENSE, PERMIT AND SERVICE FEES.

|                                                                                                                                                             |                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Adult Use Initial Application Fee                                                                                                                           | \$10,000.00              |
| Adult Use New/Annual Renewal License Fee                                                                                                                    | \$10,000.00              |
| Amusement Center Annual License                                                                                                                             | \$100.00                 |
| Animal Impound Fee (Contracted Service)                                                                                                                     | As charged by contractor |
| Bond - Private Activity Revenue Bond Financing Application Fee (non-refundable). Annual Administration Fee 1/8 of 1% (.125%) of Principal Balance of Bonds. | \$2,000.00               |
| Boulevard Tree Permit                                                                                                                                       | \$25.00                  |
| Bow and Arrow Hunting Annual Permit Per Parcel                                                                                                              | \$25.00                  |
| Dog License – (lifetime of the dog)                                                                                                                         | \$10.00                  |
| Special License for Additional Cat or Dog per household                                                                                                     | \$120.00                 |
| Downtown Plaza Electronic Sign Slide<br>(Slide runs for up to one week with no changes.)                                                                    | \$25.00                  |
| Same Slide up to One month (4 weeks)                                                                                                                        | \$80.00                  |
| Additional slides one week each (with minor changes)                                                                                                        | \$20.00 each             |

|                                                                                                                                                                                                               |                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>Downtown Plaza Electronic Sign Slide with Approved Large Assembly Permits fee</b> (additional slides will fall under the additional slide fee of the Large Assembly)                                       | FREE                                                                            |
| Excavation Permit                                                                                                                                                                                             |                                                                                 |
| With Subdivision                                                                                                                                                                                              | \$150.00                                                                        |
| Without Subdivision                                                                                                                                                                                           | \$500.00                                                                        |
| Escrow Deposit with Subdivision                                                                                                                                                                               | \$500.00                                                                        |
| Escrow Deposit without Subdivision                                                                                                                                                                            | \$5,000.00                                                                      |
| Golf Cart Permit (Onetime fee)                                                                                                                                                                                | \$30.00                                                                         |
| Landfill Permit                                                                                                                                                                                               |                                                                                 |
| With Subdivision                                                                                                                                                                                              | \$150.00                                                                        |
| Without Subdivision                                                                                                                                                                                           | \$500.00                                                                        |
| Escrow Deposit with Subdivision                                                                                                                                                                               | \$500.00                                                                        |
| Escrow Deposit without Subdivision                                                                                                                                                                            | \$5,000.00                                                                      |
| Large Assembly Permits                                                                                                                                                                                        |                                                                                 |
| Business/Profit Organizations                                                                                                                                                                                 | \$100.00                                                                        |
| Non-Profit Organizations (proof of non-profit status)                                                                                                                                                         | \$10.00                                                                         |
| 169 Electronic Sign Slide                                                                                                                                                                                     | Included in cost of Large Assembly                                              |
| Additional Slides                                                                                                                                                                                             | \$50.00                                                                         |
| Deposits (Business/Profit and Non-Profit)                                                                                                                                                                     |                                                                                 |
| Barricades Deposit                                                                                                                                                                                            | \$100.00                                                                        |
| One-Day Event Expenditure Deposit                                                                                                                                                                             | \$500.00                                                                        |
| Two or More Day Event Expenditure Deposit                                                                                                                                                                     | \$1,500.00                                                                      |
| Legalized Gambling Investigation Fee for Initial Premises Permit                                                                                                                                              | \$100.00                                                                        |
| Legalized Gambling Premises Permit Annual Renewal Fee (Jan. 1).                                                                                                                                               | \$100.00                                                                        |
| Massage Therapy Establishment – Initial fee for up to 3 years.                                                                                                                                                | \$200.00                                                                        |
| Massage Therapy Establishment – 3 yr. renewal period – Jan. 1. Massage                                                                                                                                        | \$100.00                                                                        |
| Therapy Individual License – Annual – Jan. 1.                                                                                                                                                                 | \$100.00                                                                        |
| Mobile Food Unit Annual Fee                                                                                                                                                                                   | \$25.00                                                                         |
| Mobile Retail Units Annual Fee                                                                                                                                                                                |                                                                                 |
| Brick and Mortar within City Limits                                                                                                                                                                           | \$25.00                                                                         |
| All others (Outside City Limits)                                                                                                                                                                              | \$100.00                                                                        |
| Obstruction of Sidewalk (Temporary)                                                                                                                                                                           | \$60.00                                                                         |
| Outdoor Sidewalk Café License Annual Fee                                                                                                                                                                      | \$300.00                                                                        |
| Pawnbrokers initial application fee                                                                                                                                                                           | \$10,000.00                                                                     |
| Pawnbrokers new/annual renewal license – January 1.                                                                                                                                                           | \$10,000.00                                                                     |
| Pawnbrokers investigation fee                                                                                                                                                                                 | \$500.00                                                                        |
| Peddler, Solicitor, Transient Merchant application annual permit fee.                                                                                                                                         | \$100.00                                                                        |
| Photo Identification Card issued by City– Per Individual                                                                                                                                                      |                                                                                 |
| No fee or photo identification card required for community-based non-profit organizations.                                                                                                                    |                                                                                 |
| Precious Metals Dealers initial application fee                                                                                                                                                               | \$75.00                                                                         |
| Precious Metals Dealers new/annual renewal fee                                                                                                                                                                | \$75.00                                                                         |
| Precious Metals investigation fee                                                                                                                                                                             | \$500.00                                                                        |
| Refuse Haulers Annual Permit – January 1 renewal.                                                                                                                                                             | \$500.00                                                                        |
| Annual Right of Way Registration Fee                                                                                                                                                                          | \$200.00                                                                        |
| Right-of-Way Permit Fee Per Project                                                                                                                                                                           | Greater of \$100.00 or \$3/100 linear feet of project area                      |
| Right-of-Way Small Cell Fee                                                                                                                                                                                   | \$100.00/Attachment plus reimbursement of consulting (engineer, attorney) fees  |
| Right-of-Way Occupation/Obstruction                                                                                                                                                                           | \$100.00                                                                        |
| Right-of-Way -Street Repair Deposit - If the cost of repair exceeds the amount of the bond/deposit, such cost to be paid by the Permittee, by the adjoining property owner or assessed to the property taxes. | \$2,000.00 (\$10,000 for right of way users required to register with the City) |
| Penalty for unreasonable delays in right-of-way project initiation, project completion, excavation, obstruction, patching, or restoration.                                                                    | \$1/linear foot of project approved under permit, increasing by an additional   |

|                                                                                                                              |                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                              | \$1/linear foot of project per calendar day the delay continues. Actual costs to the City resulting from to unreasonable delays by right of way Permittees shall be added to the per day fee penalty calculation |
| Penalty for non-emergency work in right-of-way without a permit (includes accessing dry utilities via public infrastructure) | Above ground work two times the required permit fee; below ground work/access ten times the required permit fee                                                                                                  |
| Road Closure Application Fee (non-refundable)                                                                                |                                                                                                                                                                                                                  |
| City Street                                                                                                                  | \$10.00                                                                                                                                                                                                          |
| County Road                                                                                                                  | \$125.00                                                                                                                                                                                                         |
| Road Closure Deposit for Barricade Damage and Roadway Clean Up Deposit (refundable)                                          | \$100.00                                                                                                                                                                                                         |
| Special Session (If Requested by the Applicant)                                                                              |                                                                                                                                                                                                                  |
| EDA, HRA, P&Z                                                                                                                | \$350.00                                                                                                                                                                                                         |
| City Council                                                                                                                 | \$500.00                                                                                                                                                                                                         |
| Tattoo/Body Art Establishment initial application fee & license.                                                             | \$200.00                                                                                                                                                                                                         |
| Tattoo/Body Art Establishment Renewal License – January 1.                                                                   | \$100.00                                                                                                                                                                                                         |
| Tobacco Annual License                                                                                                       | \$200.00                                                                                                                                                                                                         |
| Tobacco Investigation (New Establishment or Owners)                                                                          | \$150.00                                                                                                                                                                                                         |
| Tobacco Code Violations                                                                                                      |                                                                                                                                                                                                                  |
| First Violation                                                                                                              | \$300.00                                                                                                                                                                                                         |
| Second Violation                                                                                                             | \$600.00                                                                                                                                                                                                         |
| Subsequent Violations                                                                                                        | \$1,000.00                                                                                                                                                                                                       |
| Towing/Impoundment                                                                                                           |                                                                                                                                                                                                                  |
| Daily Storage Rate                                                                                                           | \$18.00 per day assessed at midnight                                                                                                                                                                             |
| Standard Tow Charge                                                                                                          | \$180.00                                                                                                                                                                                                         |
| Heavy Duty Tow                                                                                                               | \$226.00 plus time at \$94.50 per half hour                                                                                                                                                                      |
| Notification Letter                                                                                                          | \$6.00                                                                                                                                                                                                           |
| Tree Service Contractors (Trimming, etc.) License (Expires Dec 31st)                                                         | \$100.00                                                                                                                                                                                                         |
| Vending (Outdoor) Machine Annual License - Central Business District                                                         | \$50.00                                                                                                                                                                                                          |
| Vending (Outdoor) Machine Annual License – All Other Commercial/Industrial Districts                                         | \$35.00                                                                                                                                                                                                          |

#### 15. COMMUNITY DEVELOPMENT RELATED FEES

|                                                                                                     |                                                           |
|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| Administrative Permit                                                                               | \$ 60.00                                                  |
| Annexation Administration Fee - plus fees imposed by the Minnesota Planning Boundary of Adjustments | \$200.00                                                  |
| Antenna (Private) on Public Structure                                                               | \$5,000.00 to \$15,000.00<br>based upon type of equipment |
| Appeal Process                                                                                      | \$300.00                                                  |
| Building Materials Plan Review                                                                      | \$ 60.00                                                  |
| Business Subsidy – Excluding Loan, TIF, or Abatement                                                |                                                           |
| Pre-Application Process                                                                             | \$200.00                                                  |
| Application                                                                                         | \$2,500.00                                                |
| Escrow <sup>2,3</sup>                                                                               | \$7,500.00                                                |
| Comprehensive Plan Amendment                                                                        |                                                           |
| Minor Application plus escrow                                                                       | \$ 1,000.00                                               |
| Minor Application Escrow                                                                            | \$2,500.00                                                |
| Major (Full Amendment) Application plus escrow                                                      | \$ 1,500.00                                               |
| Major Application Escrow                                                                            | \$10,000.00                                               |
| Concept Plan Review                                                                                 | \$250.00                                                  |
| Fence Permit                                                                                        | \$60.00                                                   |
| Keeping of Chickens Permit                                                                          | \$ 60.00                                                  |

|                                                                                                                                                                                         |                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Landscape Plan Review                                                                                                                                                                   | \$ 60.00                                                                                                                                                                                |
| Lighting Plan Review                                                                                                                                                                    | \$ 60.00                                                                                                                                                                                |
| Miscellaneous Plan Review                                                                                                                                                               | \$125.00                                                                                                                                                                                |
| Parking Plan Review                                                                                                                                                                     | \$ 60.00                                                                                                                                                                                |
| Site Plan Review                                                                                                                                                                        | \$300.00                                                                                                                                                                                |
| Conditional Use Permit Application                                                                                                                                                      | \$300.00                                                                                                                                                                                |
| Driveway Permit                                                                                                                                                                         | \$60.00                                                                                                                                                                                 |
| Easement and Bluff Encroachment Permit                                                                                                                                                  | \$25.00                                                                                                                                                                                 |
| Interim Use Permit                                                                                                                                                                      | \$300.00                                                                                                                                                                                |
| Minor Subdivision Application                                                                                                                                                           | \$250.00                                                                                                                                                                                |
| Moving Structure Permit Application                                                                                                                                                     | \$100.00                                                                                                                                                                                |
| Non-Conforming Expansion Permit                                                                                                                                                         | \$400 Commercial<br>\$100 Residential                                                                                                                                                   |
| Ordinance Amendment Application                                                                                                                                                         | \$500.00                                                                                                                                                                                |
| Planned Unit Development<br>Stage Plan Application<br>Final Plan Application                                                                                                            | \$1,000.00 plus \$150 per lot<br>\$500.00                                                                                                                                               |
| Platting<br>Preliminary<br><br>Preliminary Escrow <sup>2,3</sup><br><br>Final <sup>1</sup>                                                                                              | Lots 1 -100 - \$300.00 plus \$5/lot<br>Over 100 lots- \$500.00 plus \$5/lot<br>\$3,000.00 for under 5 lots<br>\$ 5,000.00for 5 to 100 lots<br>\$10,000.00 for over 101 lots<br>\$200.00 |
| Re-Plat Fee                                                                                                                                                                             | \$500.00                                                                                                                                                                                |
| Rental Unit Initial Inspection – 2 year period (up to two inspections) <sup>5</sup>                                                                                                     | \$100/unit – single family<br>\$75/unit – multi-family                                                                                                                                  |
| Rental Unit Renewal Inspection – 2 year period (up to two inspections)                                                                                                                  | \$75/unit – single family<br>\$50/unit – multi-family                                                                                                                                   |
| Rental Re-Inspection Fee (3 <sup>rd</sup> or more inspections, per inspection)                                                                                                          | \$150.00                                                                                                                                                                                |
| Rental Unit License Transfer Fee                                                                                                                                                        | \$50.00                                                                                                                                                                                 |
| Revolving Loan - Origination Loan                                                                                                                                                       | 1.5% of Loan or \$300,<br>whichever is greater                                                                                                                                          |
| Revolving Loan – Subordination Fee                                                                                                                                                      | \$300.00                                                                                                                                                                                |
| Rezone Application                                                                                                                                                                      | \$300.00                                                                                                                                                                                |
| Sign Permit - Permanent                                                                                                                                                                 | \$60.00                                                                                                                                                                                 |
| Sign Permit – Temporary                                                                                                                                                                 | \$35.00                                                                                                                                                                                 |
| Slab, Parking Pad, Patio Permit                                                                                                                                                         | \$60.00                                                                                                                                                                                 |
| Tax Abatement<br>Pre-Application Process<br>Application<br>Escrow <sup>2,3</sup>                                                                                                        | \$350.00<br>\$300.00<br>\$5,000.00                                                                                                                                                      |
| Tax Increment Financing<br>Pre-Application Process<br>Application<br>Escrow for project \$1,499,000 or less <sup>2, 3</sup><br>Escrow for project \$1,500,000 or greater <sup>2,3</sup> | \$350.00<br>\$300.00<br>\$5,000.00<br>\$15,000.00                                                                                                                                       |
| Vacate Easement, Street or Alley Application                                                                                                                                            | \$500.00                                                                                                                                                                                |
| Variance Application                                                                                                                                                                    | \$300.00 - single family<br>\$500.00 - all others                                                                                                                                       |
| Zoning Letter – per parcel                                                                                                                                                              | \$ 150.00                                                                                                                                                                               |
| Zoning Permit<br>Accessory Structures –Two hundred (200) square feet or less.                                                                                                           | \$60.00                                                                                                                                                                                 |

<sup>1</sup> Community Development related fees may be combined for multiple requested actions presented as one review package at one meeting by the same applicant.

- <sup>2</sup> Petitioner will be responsible for additional charges incurred above the escrow collected.
- <sup>3</sup> Escrow accounts can be in the form of cash. Escrow agreements must be approved by the City Attorney before final.
- <sup>4</sup> Administrative and handling preparation; request to research public information and reimbursement expenses may also apply.
- <sup>5</sup> New construction rental units are exempt from rental inspection fee for initial licensure provided certificate of occupancy is issued prior to initial occupancy.

#### 16. DEVELOPMENT-RELATED FEES.

|                                                                                                              |                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Civil Defense Siren Fee - for newly developed land outside of the Original Plat of the City of Belle Plaine. | \$75.00 per lot                                                                                                       |
| Park Land Dedication (10% of developable area) or combination with fee as follows:                           |                                                                                                                       |
| Park Land Dedication (Fee in Lieu of Land) Industrial                                                        | 10% of EMV at time of platting                                                                                        |
| Park Land Dedication (Fee in Lieu of Land) Commercial                                                        | 10% of EMV at time of platting                                                                                        |
| Park Land Dedication (Fee in Lieu of Land) Duplex/Townhomes                                                  | 10% of EMV at time of platting                                                                                        |
| Park Land Dedication (Fee in Lieu of Land) Multi-Family (Rental)                                             | 10% of EMV at time of platting                                                                                        |
| Park Land Dedication (Fee In Lieu of Land) Single Family Residential                                         | 10% of EMV at time of platting                                                                                        |
| Sewer Area (Capital) Charges - All Zoning Districts<br>Per Developable Acre                                  | \$1,600.00                                                                                                            |
| Storm Sewer Area (Capital) Charges Per Developable Acre                                                      | Residential Zoned \$2,850.00 Per Acre<br>Commercial Zoned \$3,100.00 Per Acre<br>Industrial zoned \$3,450.00 Per Acre |
| Water Area (Capital) Charges - All Zoning Districts<br>Per Developable Acre                                  | \$2,100.00                                                                                                            |

#### 17. BUILDING PERMIT FEES.

|                                                                                                  |                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Basement Finish – Residential                                                                    | \$180.00 (\$110.00 permit fee, \$70.00 plan check fee)+<br>\$1.00 State Surcharge, or using MN valuation,<br>whichever is less                              |
| Building Permit Fees - not specifically identified                                               | Per 1997 UBC Fee Schedule plus 10%                                                                                                                          |
| Change of Occupancy not associated with other permitting                                         | \$85.00 + \$1.00 State Surcharge                                                                                                                            |
| Decks - Residential                                                                              | \$140.00 (\$85.00 permit fee, \$55.00 plan check fee) +<br>\$1.00 State Surcharge, or using MN valuation,<br>whichever is less                              |
| Demolition Permit – Commercial/Industrial                                                        | \$110.00 +\$1.00 State Surcharge                                                                                                                            |
| Demolition Permit – Residential                                                                  | \$60.00 + \$1.00 State Surcharge                                                                                                                            |
| Drainage system – Existing Basement                                                              | \$60.00 +\$1.00 State Surcharge                                                                                                                             |
|                                                                                                  |                                                                                                                                                             |
|                                                                                                  |                                                                                                                                                             |
| Inspections - performed beyond normal business hours                                             | \$60.00 per hour                                                                                                                                            |
| Inspections – not specifically identified                                                        | \$60.00 per hour                                                                                                                                            |
| Investigation Fee                                                                                | Equal to permit fee as required by this Ordinance                                                                                                           |
| Maintenance Permit Fee<br>Re-roofing, Re-siding<br>Window or Exterior Door Replacement           | Residential: \$60.00 + \$1.00 State Surcharge<br><br>Non-Residential: Contract Value X 1% plus State<br>Surcharge; Minimum \$85.00 + \$1.00 State Surcharge |
| Mechanical – Commercial                                                                          | Contract Value X 1%, plus<br>State Surcharge<br>Minimum \$85.00 + \$1.00 State Surcharge                                                                    |
| Mechanical (Heating, Air, Gas) Residential<br>(includes chimney, wood stove & fireplace)         | \$60.00 + \$1.00 State Surcharge                                                                                                                            |
| Mobile Home Installation                                                                         | \$110.00 + \$1.00 State Surcharge                                                                                                                           |
| Moving Permit Fee<br>Accessory Structure Move-in Fee or using MN valuation,<br>whichever is less | \$250.00 + \$1.00 State Surcharge                                                                                                                           |

|                                                                                                                                                                         |                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Accessory Structure Pre-Move Inspection Fee                                                                                                                             | \$75.00                                                                                        |
| House Move-in Fee plus fee based on valuation<br>if any site work is necessary                                                                                          | \$500.00 + \$1.00 State Surcharge                                                              |
| House Pre-Move Inspection Fee                                                                                                                                           | \$150.00                                                                                       |
| New Construction/Alterations                                                                                                                                            | Per the 1997 UBC plus 10%, using the MN valuation or<br>construction cost, whichever is higher |
| New Home/Commercial (New Principle Structure)                                                                                                                           | Per the 1997 UBC plus 10%, using the MN valuation or<br>construction cost, whichever is higher |
| Plan Check Fee                                                                                                                                                          | 65% of Permit Fee                                                                              |
| Plan Check Fee for Similar Plans, per MN State Bldg. Code,<br>Chapter 1300, Section 160.                                                                                | 25% of Permit Fee                                                                              |
| Plan Check Fee for New Home/Commercial                                                                                                                                  | 65% of Permit Fee                                                                              |
| Plan Check Fee for Similar Plans, per MN State Bldg. Code,<br>Chapter 1300, Section 160.                                                                                | 25% of Permit Fee                                                                              |
| Plan Check Fee – Additional - required by changes, or<br>additions to approved plans                                                                                    | \$50.00 per Hour                                                                               |
| Plumbing – Residential                                                                                                                                                  | \$5.00 per fixture with a Minimum \$60.00 charge +<br>\$1.00 Surcharge                         |
| Plumbing - Commercial/Industrial                                                                                                                                        | Contract Value X 1%, plus<br>State Surcharge.<br>Minimum \$85.00<br>+ \$1.00 State Surcharge   |
| Plumbing - Replacement of Water Heater or Water Softener                                                                                                                | \$60.00 + \$1.00 Surcharge                                                                     |
| Re-inspection Fee assessed under Section 108.8/305g                                                                                                                     | \$60.00 each                                                                                   |
| Swimming Pools meeting the definition per Zoning Ordinance                                                                                                              | \$50.00 + \$1.00 State Surcharge                                                               |
| Underground Petroleum Tank                                                                                                                                              | \$110.00 + \$50.00 Per Tank                                                                    |
| Re-inspection Fee assessed under Section 108.8/305g                                                                                                                     | \$60.00 each                                                                                   |
| Swimming Pools meeting the definition per Zoning Ordinance                                                                                                              | \$50.00 + \$1.00 State Surcharge                                                               |
| Underground Petroleum Tank                                                                                                                                              | \$110.00 + \$50.00 Per Tank                                                                    |
| <b>Refunds</b>                                                                                                                                                          |                                                                                                |
| The building official may authorize refunding of not more than 80% of the permit fee, if no work has been done under<br>the approved permit.                            |                                                                                                |
| The building official may authorize refunding of not more than 80% of the plan check fee, if no plan check work has<br>been done under the specific permit application. |                                                                                                |
| Request for refund must be in writing and submitted by the original permit applicant no later than 180 days after the fee<br>payment.                                   |                                                                                                |
| Residential Solar                                                                                                                                                       | Per 1997 UBC Fee Schedule Plus 10% or \$400 whichever is less.                                 |

#### 18. ANNUAL LIQUOR LICENSE FEES (Unless identified as Temporary).

|                                                                                      |                                    |
|--------------------------------------------------------------------------------------|------------------------------------|
| Liquor Investigation (New Establishment or Owners)                                   | \$150.00                           |
| Extended Hours 2:00 a.m. Liquor License Fee (In addition to the State required fee). |                                    |
| On Sale Intoxicating Liquor Establishments                                           | \$500.00                           |
| Beer (Malt Liquor) Only Establishments or Set Up License Holders                     | \$250.00                           |
| Club Liquor (MN Statute § 340A.408, Subd. 2. (b))                                    |                                    |
| 0-200 Members - \$300.00                                                             | 1,001 - 2,000 Members - \$800.00   |
| 201-500 Members - \$500.00                                                           | 2,001 - 4,000 Members - \$1,000.00 |
| 501- 1,000 Members - \$650.00                                                        | 4,001 - 6,000 Members - \$2,000.00 |
|                                                                                      | 6,001 & Above - \$3,000.00         |
| On Sale Intoxicating Liquor License<br>(MN Statute § 340A.413)                       | \$2,400.00                         |
| On Sale 3.2 % Beer (Malt Liquor)                                                     | \$200.00                           |
| On Sale Strong Beer (Malt Liquor)                                                    | \$1,000.00                         |
| Off Sale Intoxicating Liquor License - as set by MN Statute § 340A.408.              | \$150.00                           |
| Off Sale 3.2% Beer                                                                   | \$100.00                           |
| Set Up License                                                                       | \$250.00                           |

|                                                                                                                                                           |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Plus Set Up License Fee to State of MN                                                                                                                    | \$250.00 |
| Sunday On Sale Liquor License                                                                                                                             | \$200.00 |
| Temporary 3.2% Beer License                                                                                                                               |          |
| 1 day                                                                                                                                                     | \$20.00  |
| 2 to 4 days                                                                                                                                               | \$50.00  |
| 5 to 12 days                                                                                                                                              | \$100.00 |
| Temporary Strong Beer (Malt Liquor) License.<br>(Maximum 4 consecutive days and maximum 12 days per year, State Statute 340A.410, Subd. 10.)              |          |
| 1 day                                                                                                                                                     | \$40.00  |
| 2 to 4 days                                                                                                                                               | \$100.00 |
| Temporary Intoxicating Liquor License 1 day for 501 (c) 3 non-profit organizations only.                                                                  | \$75.00  |
| Wine On Sale License<br>(MN Statute § 340A.408, Subd. 2, (7). Fee may not exceed one-half of the license fee for On Sale, or \$2,000, whichever is less.) | \$400.00 |

#### 19. CANNABIS

|                                 |                                                          |
|---------------------------------|----------------------------------------------------------|
| Retail Registration             |                                                          |
| Initial                         | \$500.00 or half of state license fee whichever is less. |
| Renewal                         | \$600.00 or half of state license fee whichever is less  |
| Temporary Cannabis Event Permit | \$500.00                                                 |

#### 20. LOWER POTENCY HEMP

|                       |                                                        |
|-----------------------|--------------------------------------------------------|
| Retail Registration   |                                                        |
| Initial, per location | \$125 or half of State license fee, whichever is less. |
| Renewal, per location | \$125 or half of State license fee, whichever is less. |



**CITY OF BELLE PLAINE  
RESOLUTION 26-009**

**AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 26-01,  
AN ORDINANCE AMENDING THE CITY CODE, CHAPTER 1, SECTION 108, FEES, BY  
AMENDING THE FEE SCHEDULE**

WHEREAS, the City Council has dutifully reviewed Ordinance 26-01, An Ordinance Amending the City Code, Chapter 1, Section 108, Fees, by amending the Fee Schedule;

WHEREAS, the City Council of the City of Belle Plaine has determined the publication of the title and a summary of Ordinance 26-01, An Ordinance Amending the City Code, Chapter 1, Section 108, Fees, will inform the public of the intent and effect of the entire Ordinance 26-01;

WHEREAS, pursuant to Minnesota Statutes 412.191, Subdivision 4, the Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Office;

WHEREAS, prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE THAT: City Council hereby authorizes and orders publication of the title and summary of Ordinance 26-01, An Ordinance Amending the City Code, Chapter 1, Section 108, Fees, as shown in Attachment A.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator

**ATTACHMENT A**

**BELLE PLAINE CITY COUNCIL  
ORDINANCE 26-01  
AN ORDINANCE AMENDING THE CITY CODE, CHAPTER 1, SECTION 108, FEES, BY  
AMENDING THE FEE SCHEDULE**

On Tuesday, January 20, 2026 the City Council of the City of Belle Plaine approved Ordinance 26-01, An Ordinance Amending the City Code, Chapter 1, Section 108, Fees, by amending the Fee Schedule. Ordinance 26-01 is available for review and/or photocopying during regular office hours at the City of Belle Plaine, 218 North Meridian Street, Belle Plaine, MN 56011; phone 952-873-5553.

Section 1. Chapter 1, Section 108, Fees. Fee Schedule has been modified for the following: addition of a special license fee for additional cat or dog per household.

Section 2. This ordinance shall take effect upon publication in the official newspaper of the City.

Adopted this 20<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Publish in the Henderson Independent on January 30, 2026.



## MEMORANDUM

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>        | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>FROM:</b>        | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>AGENDA ITEM:</b> | Ordinance 26-02 An Ordinance Repealing and Replacing Chapter 3, Section 319.00 of the City Code Pertaining to Regulating the Sale and Use of Tetrahydrocannabinol Products.<br><br>Resolution 26-010 Authorizing Summary Publication of Ordinance 26-02.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>BACKGROUND:</b>  | <p>The State of Minnesota's cannabis regulations have rendered the City's Chapter 3, Section 319 obsolete. As a result, the City Council reviewed Chapter 3, Section 319.00 of City Code pertaining to Regulating the Sale and Use of Tetrahydrocannabinol (THC) Products.</p> <p>Ordinance 26-02 was discussed by the City Council at the Work Session held on November 17, 2025. Proposed Ordinance 26-02 was forwarded to the City Council for review and comment and no comments recommending changes were received. Ordinance 26-02 has been posted and published in accordance with statutory requirements.</p> <p>This update will repeal the existing language and reserve the section as reserved in City Code.</p> <p>If Ordinance 26-02 is approved, summary publication as included in Resolution 26-010 is recommended. A supermajority vote is needed to approve summary publication.</p> |
| <b>ACTION:</b>      | <ol style="list-style-type: none"><li>1. Adopt Ordinance 26-02 An Ordinance Repealing and Replacing Chapter 3, Section 319.00 of the City Code Pertaining to Regulating the Sale and Use of Tetrahydrocannabinol Products.</li><li>2. Resolution 26-010 Authorizing Summary Publication of Ordinance 26-02.</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>ATTACHMENTS:</b> | <ul style="list-style-type: none"><li>• Proposed Ordinance.</li><li>• Resolution 26-010 A Resolution Authorizing Summary Publication.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**CITY OF BELLE PLAINE  
ORDINANCE 26-02**

**AN ORDINANCE REPEALING AND REPLACING CHAPTER THREE, SECTION 319.00 OF THE CITY  
CODE REGULATING THE SALE AND USE OF TETRAHYDROCANNABINOL PRODUCTS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE THAT THE CITY CODE  
BE AMENDED AS FOLLOWS:

Section 1. Section 319.08 of the City Code is hereby amended as follows (deletions shown as  
~~strikeouts~~/additions shown as **bold and underline**):

Section 1. Section 319.00 of the City Code is hereby amended to state:

**SECTION 319.00 RESERVED ~~ORDINANCE REGULATING THE SALE AND USE OF~~  
~~TETRAHYDROCANNABINOL PRODUCTS~~**

~~319.01 Purpose~~  
~~319.02 Definitions~~  
~~319.03 License Required~~  
~~319.04 Denials~~  
~~319.05 License Fee~~  
~~319.06 Prohibited Sales~~  
~~319.07 Age Verification~~  
~~319.08 Requirements for Licensed Business~~  
~~319.09 Compliance Checks and Inspections.~~  
~~319.10 Mobile Sales~~  
~~319.11 Violations and Penalties~~  
~~319.12 Hearing on Denial or Violation~~  
~~319.13 Affirmative Defense~~  
~~319.14 Prohibited Use and Possession~~  
~~319.15 Severability~~  
~~319.16 Implementation~~

~~319.01 PURPOSE.~~

~~The purpose of this section is to regulate the sale of any product that contains tetrahydrocannabinol and  
meets the requirements to be sold for human or animal consumption under Minnesota Statutes, section  
151.72 (“THC products”) for the following reasons:~~

- ~~A. The city recognizes that, based on the most reliable and up to date scientific evidence, the  
introduction of legalized THC products presents a potential threat to the public health, safety,  
and welfare of the residents of Belle Plaine.~~
- ~~B. The city has the opportunity to be proactive and make decisions that will mitigate this threat,  
reduce exposure of young people to THC products, curtail the marketing of THC products to  
young people, and improve retailer compliance with existing laws related to THC products.~~
- ~~C. A local regulatory system for retailers of THC products is appropriate to ensure that such retailers  
comply with laws and business standards of the city of Belle Plaine to protect the health, safety,~~

and welfare of our youth and other vulnerable residents.

- ~~D. Minnesota Statutes, section 151.72 requires THC product retailers to check the identification of purchasers to verify that they are at least 21 years of age, comply with certain packaging and labeling requirements to protect children and youth, and meet certain potency and serving size requirements.~~
- ~~E. State law further authorizes the Minnesota Board of Pharmacy to adopt product and testing standards in part to curb the illegal sale and distribution of THC products and to ensure the safety and compliance of commercially available THC products in the State of Minnesota.~~
- ~~F. State law does not preempt municipalities from adopting and enforcing local ordinances to regulate retailers of THC products, including, but not limited to, business licensing requirements.~~
- ~~G. A licensing requirement for retailers that desire to sell THC products will not unduly burden legitimate business activities of such retailers who sell or distribute THC products to adults but will allow the city to effectively regulate the operation of lawful businesses and discourage violations of THC product related laws.~~

~~In making these findings and enacting this section, it is the intent of the city to facilitate responsible retail activities associated with THC products by allowing legal sale and access without promoting increases in use, and to discourage violations of THC product related laws, especially those which prohibit or discourage the marketing, sale, or distribution of THC products to underage persons, as defined herein.~~

#### ~~Section 319.02 DEFINITIONS.~~

~~The following words and terms when used in this section shall have the following meanings unless the context clearly indicates otherwise:~~

~~ADULT shall mean a person 21 years of age or older.~~

~~APPLICANT shall mean a person, as defined herein, who completes or signs an application for a license to sell THC products.~~

~~BUSINESS shall mean the business of selling THC products.~~

~~COMPLIANCE CHECKS shall refer to the system the city uses to investigate and ensure that those authorized to sell THC products are following and complying with the requirements of this section. Compliance checks may also be conducted by the city or other units of government for educational, research, and training purposes, or for investigating or enforcing federal, state, or local laws and regulations relating to THC products.~~

~~LICENSE HOLDER OR LICENSEE shall mean the owner of a business licensed to sell THC products.~~

~~PERSON shall refer to one or more natural persons, a partnership, limited liability company, corporation, including a foreign, domestic, or nonprofit corporation, a trust, a political subdivision of the state or any other business organization.~~

~~SALE shall mean any transfer of goods for money, trade, barter, or other consideration, including giving goods away for free, whether alone or in conjunction with other goods or products.~~

~~SELF-SERVICE MERCHANDISING shall mean open displays of THC products in any manner in which any person may have access to the THC products without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the THC products between the customer and the licensee or employee. Self-service merchandising shall not include vending machines.~~

~~THC PRODUCT shall mean any product that contains tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minnesota Statutes, section 151.72.~~

~~UNDERAGE PERSON~~ shall mean any natural person who has not yet reached the age of 21 years.

~~VENDING MACHINE~~ shall mean any mechanical, electric or electronic, or other type of device which dispenses THC products upon the insertion of money, tokens or other form of payment directly into the machine by the person seeking to purchase the THC product.

### ~~319.03 LICENSE REQUIRED.~~

No person shall sell or offer to sell any THC product without first having obtained a license from the city and submitted a license fee to do so in compliance with this section.

~~Subd. 1. Limitations. License to sell THC products will only be issued to applicants who have previously been issued a license to sell tobacco related products or tobacco related devices under Belle Plaine Ordinance Section 304.~~

~~Subd. 2. Application. An application for a license to sell THC related products, or THC related devices shall be made on a form provided by the City. The application must include, but is not limited to, requiring the full name of the applicant, the applicant's residential and business address and telephone numbers, the name of the proposed license holder, the business location for which the license is sought, and a copy of the applicant's tobacco license. The completed application along with the application fee must be submitted to the City Administrator or their designee for approval. If the City Administrator determines that an application is incomplete, they will return the application to the applicant with notice of the deficiencies.~~

~~Subd. 3. Action. The City Administrator may either approve or deny the license or may delay action for such reasonable period of time to permit the City to complete any investigation of the application or the applicant deemed necessary. If the Administrator approves the license, a license will be issued to the applicant. If the Administrator denies the application, a notice of denial will be sent to the applicant at the business address provided on the application along with the reasons for the denial. The notice shall also inform the applicant of their right to appeal the Administrator's decision to the Council pursuant to the process set forth in Section 318.12. If a license is mistakenly issued or renewed to an applicant or license holder, it shall be revoked by the City Administrator, or their designee, upon the discovery that the person, applicant or license holder was ineligible for the license under this Section.~~

~~Subd. 4. Term. All licenses are issued for a period of one year. The license period is from July 1 to June 30.~~

~~Subd. 5. Revocation or Suspension. Any license issued under this Section may be revoked or suspended as provided in the Violations and Penalties section of this ordinance pursuant to the process set forth in Section 318.11.~~

~~Subd. 6. Transfers. All licenses issued under this Section shall be valid only on the business premises for which the license was issued and only for the person to whom the license was issued. No transfer of any license to another location or person is valid without the prior approval of the City Administrator, or their designee.~~

~~Subd. 7. Every license shall be conspicuously posted at the place of business for which the license is issued and shall be exhibited to any person upon request.~~

~~Subd. 8. The renewal of a license under this Section will be handled in the same manner as the original application. The request for renewal shall be made at least thirty days but no more than sixty days before the expiration of the current license. The issuance of a license under this ordinance is considered a privilege~~

~~and not an absolute right of the applicant and does not entitle the holder to an automatic renewal of the license.~~

~~Subd. 9. Annual Renewal License Meeting Requirement. Upon initial and/or renewal license application, applicant(s) shall be required to attend an annual meeting with the Public Safety Committee consisting of representatives from the Belle Plaine City Council and Belle Plaine Police Department.~~

#### ~~319.04 DENIALS.~~

~~Subd. 1. The following shall be grounds for denying the issuance or renewal of a license under this Section. The following list is not exhaustive or exclusive:~~

- ~~A. The applicant is an underage person.~~
- ~~B. The applicant does not currently have a valid license to sell tobacco related products or tobacco related devices under Belle Plaine Ordinance Section 304.~~
- ~~C. The applicant has been convicted within the five years preceding the date of application of any violation of a felony, or of any federal, state, or local law, ordinance provision or other regulation relating to sales of THC products or tobacco or tobacco products or tobacco related products.~~
- ~~D. The applicant has had a license to sell THC or tobacco products revoked within the preceding twelve months of the date of application.~~
- ~~E. The applicant fails to provide any information required on the City license application, or provides false or misleading information.~~
- ~~F. The applicant or license holder has outstanding fines, penalties or property taxes owed to the City.~~
- ~~G. The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation from holding such a license.~~

#### ~~319.05 LICENSE FEE.~~

~~The application fee shall be as set in Section 108 of this Code.~~

#### ~~319.06 PROHIBITED SALES.~~

~~Subd 1. It shall be a violation of this section for any person to sell or offer to sell any THC product as follows:~~

- ~~A. By means of any type of vending machine.~~
- ~~B. By means of self service merchandising or any means whereby the customer may have access to such items without having to request for the item from the license holder, their agents or employees. All THC related products shall be stored behind a counter or other area not freely accessible to customers.~~
- ~~C. By means of providing samples of any THC product free of charge or at a nominal cost.~~

- ~~D. By any other means, to any other person, or in any other manner or form that is prohibited by federal, state, or other local law, ordinance provision or other regulation.~~

#### ~~319.07 AGE VERIFICATION.~~

~~Subd. 1. Licensees and their employees shall verify by means of government issued photographic identification that any purchaser of a THC product is at least 21 years of age. Verification is not required for a person over the age of 30. That the person appeared to be 30 years of age or older does not constitute a defense to a violation of this subdivision.~~

~~Subd. 2. Notice of the legal sales age and age verification requirement in subdivision 1 above must be posted prominently and in plain view at all times at each location where THC products are offered for sale. The required signage must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.~~

#### ~~319.08 REQUIREMENTS FOR LICENSED BUSINESS.~~

~~Subd. 1. The license holder shall ensure that the business complies fully with the following:~~

- ~~A. The interior of the business shall be lighted during business hours such that every part, corner, aisle, room, and section of the establishment is fully illuminated.~~
- ~~B. The sales counter, store entrance, and interior of the business shall be visually recorded with a videotape or similar device at a quality level that allows the visual identification of patrons and employees. The recordings shall be maintained and made available to the police for at least five (5) calendar days.~~
- ~~C. The business shall be maintained with clean and clear front and rear entrances to the establishment.~~
- ~~D. Each day of business, the license holder must inspect the parking lot and entrances for litter and properly dispose of any such litter.~~
- ~~E. The business must provide and maintain front windows that are clear, un-tinted, unobstructed, or has a light transmittance of less than 50 percent plus or minus three percent in the visible light range or a luminous reflectance of more than 20 percent plus or minus three percent except for any permissible signage. The licensee must also comply with the applicable provisions of Belle Plaine City Code.~~

~~Subd 2. Storage of THC Products. All THC products shall be stored by licensees behind a counter or another area that is not freely accessible to customers.~~

#### ~~Section 319.9 COMPLIANCE CHECKS AND INSPECTIONS.~~

~~All licensed premises shall be open to inspection by the Belle Plaine Police or other authorized City official during regular business hours. From time to time, but a least once per year, the City shall conduct compliance checks by engaging, with the written consent of their parents and guardians, minors over the age of 15 years but less than 21 years to enter the licensed premise to attempt to purchase THC products. Minors used for the purpose of compliance checks shall be supervised by City designated law enforcement officers or other designated City personnel. Minors used for compliance checks shall not be guilty of~~



~~unlawful possession of THC products when such items are obtained as a part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age, and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the license or his or her employee and shall produce any identification, if any exists, for which he or she is asked. Nothing in this section shall prohibit compliance checks authorized by state or federal laws for educational, research, or training purposes, or required for the enforcement of a particular state or federal law.~~

#### ~~319.10 MOBILE SALES.~~

~~No license shall be issued for the sale of THC products at a movable place of business, including but not limited to motorized vehicles, mobile sales kiosks, or trailers.~~

#### ~~319.11 VIOLATIONS AND PENALTIES.~~

~~Subd. 1. Revocation or Suspension. Any violation of this Chapter shall be grounds to revoke or suspend a license.~~

~~Subd. 2. Criminal Penalty.~~

- ~~A. It is a gross misdemeanor for anyone to sell or furnish THC products to a person under the age of twenty one (21) years.~~
- ~~B. It is a petty misdemeanor for anyone under the age of twenty one (21) years to use, purchase, attempt to purchase, or possess THC products. This Section shall not apply to an employee of the license holder under the age of twenty one (21) years while stocking THC products.~~
- ~~C. It is a petty misdemeanor for anyone under the age of sixteen (16) years to sell, furnish, or give away any THC products. This Section shall not apply to an employee of the license holder under the age of sixteen (16) years while stocking THC products.~~
- ~~D. Upon discovery of a suspected violation, the City Police shall investigate and if appropriate, will issue a criminal citation to the individual who made the prohibited sale and, where appropriate to the minor who purchased the THC as set forth in the previous paragraphs of this subsection.~~

#### ~~319.12 HEARING ON DENIAL OR VIOLATION.~~

~~Subd. 1. Hearing. Following receipt of a notice of denial issued under Section 318.04 or a notice of a violation and penalty issued under Section 318.11, an applicant or license holder may request a hearing before the City Council. A request for a hearing shall be made by the Applicant or license holder in writing and filed with the City Administrator their designee within ten days of the mailing of the notice of denial or alleged violation. Following receipt of a written request for hearing, the applicant or license holder shall be afforded an opportunity for a hearing before the Council. If a committee of the Council conducts the hearing it shall report its findings and make a recommendation to the full Council.~~

~~Subd. 2. Findings. If after the hearing the applicant or license holder is found ineligible for a license, or in violation of this ordinance, the Council may affirm the denial, impose a fine, issue a suspension or revocation, or impose any combination thereof as set forth in Section 318.11.~~

~~Subd. 3. Default. If the applicant or license holder has been provided written notice of the denial or violation and if no request for a hearing is filed within the 10 day period, then the denial, penalty, suspension, or revocation imposed in Section 318.11 will take immediate effect by default. The City~~

~~Administrator will mail notice of the denial, fine, suspension or revocation to the applicant or license holder. The City Police will investigate compliance with the suspension or revocation.~~

~~319.13 AFFIRMATIVE DEFENSE.~~

~~It is an affirmative defense to a charge under this Chapter if the license holder proves by a preponderance of the evidence that the license holder reasonably and in good faith relied on proof of age as described in Chapter 340A.503, Subd. 6 of the Minnesota Statutes, in making the sale.~~

~~319.14 PROHIBITED USE AND POSSESSION.~~

~~It is a petty misdemeanor to sell, convey, use, or possess THC products in or on any City-owned property, which shall not include streets, sidewalks, or public rights-of-way.~~

~~319.15 SEVERABILITY.~~

~~If any provision of this Chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining provisions of this Chapter.~~

~~319.16 IMPLEMENTATION.~~

~~The regulations of the sale of THC products shall take effect upon approval by the Belle Plaine City Council and on the date of subsequent publication as required. Applicants required to seek a license for the sale of THC products at the time this ordinance is published shall have a ninety (90) day period beginning on the date this ordinance is published and ending ninety (90) days henceforth in which to comply with any and all standards hereunder. Compliance issues may include but are not limited to: facility remodeling or restructuring necessary to comply fully with this section, the relocation of THC product displays, application for THC products sales, licensure and the education of entities conducting the sale of THC products.~~

Section 2. This Ordinance shall become effective upon adoption and publication in the official newspaper of the City.

Adopted this \_\_\_\_ day of January, 2026.

BY: \_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Published in the Henderson Independent on January 30, 2026.

**CITY OF BELLE PLAINE  
RESOLUTION 26-010**

**AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 26-02 AN ORDINANCE REPEALING  
AND REPLACING CHAPTER 3 SECTION 319.00 OF THE CITY CODE PERTAINING TO  
REGULATING THE SALE AND USE OF TETRAHYDROCANNABINOL PRODUCTS**

WHEREAS, the City Council has dutifully reviewed Ordinance 26-02 An Ordinance Repealing and Replacing City Code Chapter 3, Section 319.00, Pertaining to Regulating the Sale and Use of Tetrahydrocannabinol Products;

WHEREAS, the City Council of the City of Belle Plaine has determined the publication of the title and a summary of Ordinance 26-02 will inform the public of the intent and effect of the entire Ordinance 26-02;

WHEREAS, pursuant to Minnesota Statutes 412.191, Subdivision 4, the Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Office;

WHEREAS, prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE THAT: City Council hereby authorizes and orders publication of the title and summary of Ordinance 26-02 An Ordinance Repealing and Replacing City Code Chapter 3, Section 319.00, Pertaining to Regulating the Sale and Use of Tetrahydrocannabinol Products, as shown in Attachment A.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator

**ATTACHMENT A**

**CITY OF BELLE PLAINE  
ORDINANCE 26-02**

**AN ORDINANCE REPEALING AND REPLACING CHAPTER 3 SECTION 319.00 OF THE CITY CODE  
PERTAINING TO REGULATING THE SALE AND USE OF TETRAHYDROCANNABINOL PRODUCTS**

On Tuesday, January 20, 2026, the City Council of the City of Belle Plaine approved Ordinance 26-02 a copy of which is available for review and/or photocopying during regular office hours at the City of Belle Plaine, 218 North Meridian Street, Belle Plaine, MN 56011; phone 952-873-5553.

Ordinance 26-02 repeals the regulation of sale and use of Tetrahydrocannabinol products.

Ordinance 26-02 becomes effective upon summary publication.

Adopted this 20<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Publish in the Henderson Independent on January 30, 2026.



## MEMORANDUM

|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>        | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>FROM:</b>        | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>AGENDA ITEM:</b> | Ordinance 26-03 An Ordinance Amending Chapter 4, Section 410.00 of the City Code Pertaining to Consumption of THC or Cannabis Products on Public Property.<br><br>Resolution 26-011 Authorizing Summary Publication of Ordinance 26-03.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>BACKGROUND:</b>  | <p>The State of Minnesota's cannabis regulations have rendered the City's Chapter 3, Section 319 obsolete. As a result, the City Council reviewed Chapter 3, Section 319.00 of City Code pertaining to Regulating the Sale and Use of Tetrahydrocannabinol (THC) Products and presumably adopted Ordinance 26-02 earlier in the meeting.</p> <p>Ordinance 26-03 Pertaining to Consumption of THC or Cannabis Products on Public Property was discussed by the City Council at the Work Session held on November 17, 2025. Staff was directed to have to move forward with the update. The Proposed Ordinance language was drafted and edited and approved by legal counsel. Proposed Ordinance 26-03 was forwarded to the City Council for review and comment and no comments recommending changes were received. Ordinance 26-03 has been posted and published in accordance with statutory requirements.</p> <p>This update will amend the existing language and add in THC or Cannabis Products.</p> <p>If Ordinance 26-03 is approved, summary publication as included in Resolution 26-011 is recommended. A supermajority vote is needed to approve summary publication.</p> |
| <b>ACTION:</b>      | <ol style="list-style-type: none"><li>1. Adopt Ordinance 26-03 An Ordinance Amending Chapter 4, Section 410.00 of the City Code Pertaining to Regulating the Consumption of THC or Cannabis Products on Public Property.</li><li>2. Resolution 26-011 Authorizing Summary Publication of Ordinance 26-03.</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>ATTACHMENTS:</b> | <ul style="list-style-type: none"><li>• Proposed Ordinance.</li><li>• Resolution 26-01 A Resolution Authorizing Summary Publication.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

CITY OF BELLE PLAINE  
ORDINANCE 26-03

AN ORDINANCE AMENDING CITY CODE CHAPTER 4, SECTION 410.00 PERTAINING TO  
CONSUMPTION OF LIQUOR ON PUBLIC OR PRIVATE PROPERTY

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE THAT THE CITY CODE BE AMENDED AS FOLLOWS:

**Section 1.** Section 410.00 of the City Code is hereby amended as follows (deletions shown as ~~strikeouts~~/additions shown as **bold and underline**):

410.00 CONSUMPTION OF LIQUOR, **THC OR CANNABIS PRODUCTS** ON PUBLIC OR PRIVATE PROPERTY.

410.01 Consumption of Liquor on Public Property.

**410.02 Consumption of THC or Cannabis Products on Public Property.**

410.023. Consumption of Liquor on Private Parking Lots.

**Section 2.** Section 410.01 of the City Code is hereby amended as follows (deletions shown as ~~strikeouts~~/additions shown as **bold and underline**):

410.01 CONSUMPTION OF LIQUOR ON PUBLIC PROPERTY.

It is unlawful for any person to consume or possess in an unsealed container, liquor or non-intoxicating malt liquor, as those terms are defined in Chapter 3 of the Code, on any street or other public property, except City parks and other public property, ~~when and where permission has been specifically granted by the Council or authorized agent.~~ Provided, that this Section shall not apply to the possession of an unsealed container in a motor vehicle on streets or public property when the container is kept in the trunk of such vehicle if it is equipped with a trunk, or kept in some other area of the vehicle not normally occupied by the driver or passengers, if the motor vehicle is not equipped with a trunk. For the purpose of this Section, a utility or glove compartment shall be deemed to be within the area occupied by the driver or passengers.

**Section 3.** Section 410.02 of the City Code is hereby amended as follows (deletions shown as ~~strikeouts~~/additions shown as **bold and underline**):

**410.02 CONSUMPTION OF THC OR CANNABIS PRODUCTS ON PUBLIC PROPERTY.**

**It is a petty misdemeanor to sell, transfer or use lower-potency hemp or Cannabis products as defined in Mn. Stat. 342 in or on any City-owned property provided, however, that lower-potency hemp or cannabis products may be possessed on streets, sidewalks or public rights-of-ways and possessed and used in City parks and other public property if permission has been specifically granted by the council or authorized agent by permit.**

**Section 4.** Section 410.00 of the City Code is hereby amended as follows (deletions shown as ~~strikeouts~~/additions shown as **bold and underline**):

410.023 CONSUMPTION OF LIQUOR ON PRIVATE PARKING LOTS.

It is unlawful for any person to consume or possess in an unsealed container, liquor or non-intoxicating malt liquor, as those terms are defined in Chapter 3 of the Code, on any privately owned parking lot, which is clearly sign-posted prohibiting such possession and consumption. Provided, that this Section shall not apply to the possession of an unsealed container in a motor vehicle on streets or public property when the container is kept in the trunk of such vehicle if it is equipped with a trunk, or kept in some other area of the vehicle not normally occupied by the driver or passengers, if the motor vehicle is not equipped with a trunk. For the purpose of this Section, a utility or glove compartment shall be deemed to be within the area occupied by the driver or passengers.

**Section 9.** This Ordinance shall become effective upon adoption and publication in the official newspaper of the City.

Passed and duly adopted by the City Council of the City of Belle Plaine this \_\_\_\_ day of \_\_\_\_\_, 2026.

BY: \_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Published in the Henderson Independent on January 30, 2026.

**CITY OF BELLE PLAINE  
RESOLUTION 26-011**

**AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 26-03 AN ORDINANCE REPEALING  
AND REPLACING CHAPTER 4 SECTION 410.00 OF THE CITY CODE PERTAINING TO  
CONSUMPTION OF LIQUOR, THC OR CANNABIS PRODUCTS ON PUBLIC OR PRIVATE  
PROPERTY**

WHEREAS, the City Council has dutifully reviewed Ordinance 26-03 An Ordinance Repealing and Replacing City Code Chapter 4, Section 410.00, Pertaining to Consumption of Liquor, THC or Cannabis Products on Public or Private Property;

WHEREAS, the City Council of the City of Belle Plaine has determined the publication of the title and a summary of Ordinance 26-03 will inform the public of the intent and effect of the entire Ordinance 26-03;

WHEREAS, pursuant to Minnesota Statutes 412.191, Subdivision 4, the Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Office;

WHEREAS, prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE THAT: City Council hereby authorizes and orders publication of the title and summary of Ordinance 26-03 An Ordinance Repealing and Replacing City Code Chapter 4, Section 410.00, Pertaining to Consumption of Liquor, THC or Cannabis Products on Public or Private Property, as shown in Attachment A.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



**ATTACHMENT A**

**CITY OF BELLE PLAINE  
ORDINANCE 26-03**

**AN ORDINANCE REPEALING AND REPLACING CHAPTER 4 SECTION 410.00 OF THE CITY CODE  
PERTAINING TO CONSUMPTION OF LIQUOR, THC OR CANNABIS PRODUCTS ON PUBLIC OR  
PRIVATE PROPERTY**

On Tuesday, January 20, 2026, the City Council of the City of Belle Plaine approved Ordinance 26-03 a copy of which is available for review and/or photocopying during regular office hours at the City of Belle Plaine, 218 North Meridian Street, Belle Plaine, MN 56011; phone 952-873-5553.

Ordinance 26-03 amends City Code to allow for regulation on consumption of THC or Cannabis Products on Public Property.

Ordinance 26-03 becomes effective upon summary publication.

Adopted this 20<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Ryan Ladd, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Meyer, City Administrator

Publish in the Henderson Independent on January 30, 2026.



## MEMORANDUM

|                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>          | January 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>FROM:</b>          | Cynthia Smith Strack, Community Development Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>AGENDA ITEM:</b>   | Accept 2025 EDA Annual Report to the City Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>BACKGROUND:</b>    | <p>The EDA Enabling Resolution approved by the City Council requires the EDA submit a formal annual report to the City Council summarizing activities. Attached please find a 2025 EDA Annual Report to the Council.</p> <p>The report includes a general information about the Authority, tasks completed by EDA core function (organizational development, market development, infrastructure development, and business development), metrics for evaluating efforts, 2025 wins/accomplishments, and goals for 2026.</p> |
| <b>RECOMMENDATION</b> | The EDA has authorized submittal of the report for consent agenda approval after review and goal prioritization.                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>ATTACHMENTS:</b>   | 2025 EDA Annual Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>FISCAL IMPACT:</b> | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>ACTION:</b>        | Accept the 2025 EDA Report to the City Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>SIGNATURE:</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

# 2025 EDA Annual Report

B  
P  
E  
D  
A





# B P E D A



In 2025, permits were issued for \$25.5M in new commercial construction value in the city. Projects included major commercial building maintenance, commercial renovation, and apartment construction. A total of 133 dwelling units were added in 2025 including 11 owner occupied detached single family homes, four attached owner occupied single family homes, 46 rental townhomes, and 72 apartment units. The variety of unit types (detached, attached, apartment), home prices, and occupancy added were diverse providing many options for residents. New business filings & jobs are up; but wages are stagnant and unemployment is a bit up. The housing market appears to be trending more toward buyers meaning slower rise in prices. Job market appears to be low churn. The outlook for 2026 is fluid.

# EDA PURPOSE

- Help build & assist new business
- Help retain & expand existing businesses
- Help diversification of the local economy
- Help create & retain jobs
- Increasing community's tax base
- Planning & coordination of economic development resource and efforts

**Organizational  
Development**

**Market  
Development**

**Infrastructure  
Development**

**Business  
Development**

# Core Functions in 2025

**9 Meetings**  
Prep & Follow up



**75 Touchpoints**  
Businesses



**6 Programs**  
Available



**18 Grants**  
EDA & HRA



**2 Proposals**  
Major Industrial



## BPEDA core functions:

Maintain/enhance capacity of EDA as an organization

Facilitate market outreach

"Set the Table" for development

Support businesses



## MEMBERSHIP

---

- Sarah Duklet, President
- Ashley Buck, Treasurer
- Rick Krant, Vice Treasurer
- Steve Cox, At Large
- Pat Fahey, At Large
- James Evans, CC Member, EDA VP
- Rex Stacey, CC Member

## METRICS

---

- Historic C/I Bldg Permit Value
- Historic EMV & TMV Composition
- Unemployment
- Employment, Establishments & Wages
- Local Housing Starts
- New Business Filings
- Historical Sales & Use Tax Data





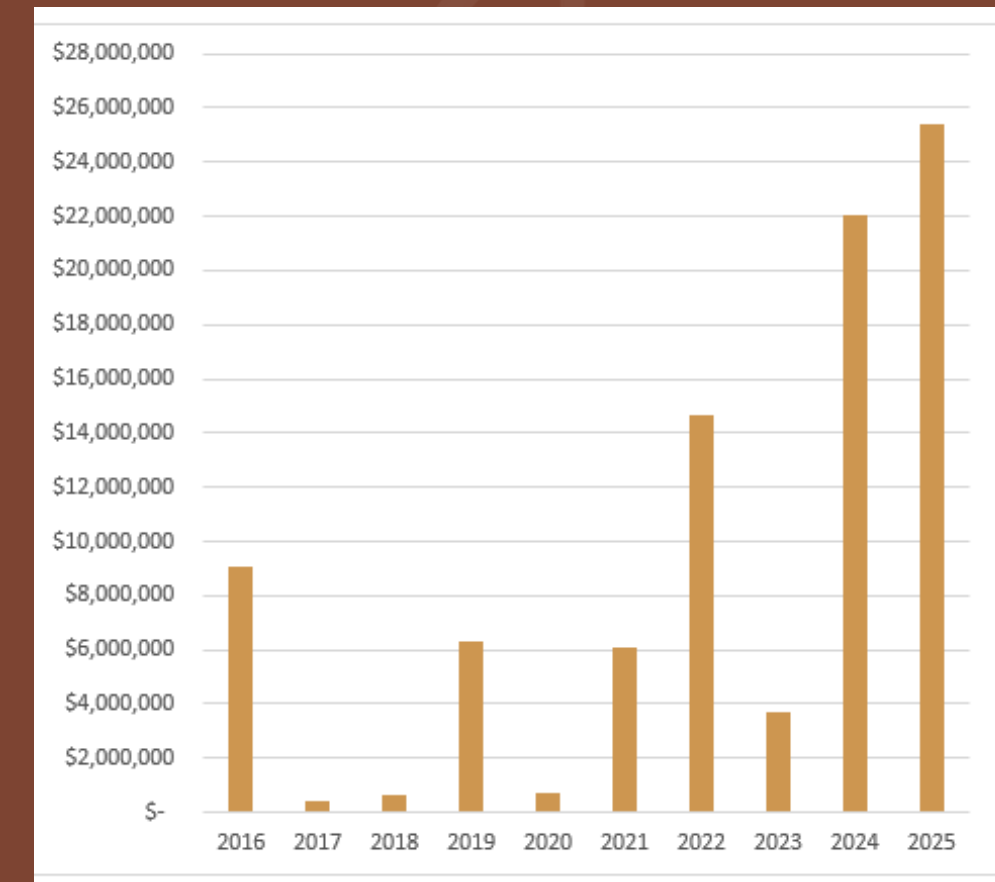
# Commercial Permit Value

@ A GLANCE

\$ 25.45 Million  
2025

\$ 89 Million  
10 year increase

| Year  | Value         |
|-------|---------------|
| 2016  | \$ 9,097,240  |
| 2017  | \$ 425,000    |
| 2018  | \$ 675,000    |
| 2019  | \$ 6,287,757  |
| 2020  | \$ 720,000    |
| 2021  | \$ 6,116,672  |
| 2022  | \$ 14,646,578 |
| 2023  | \$ 3,722,505  |
| 2024  | \$ 22,041,115 |
| 2025  | \$ 25,437,987 |
| TOTAL | \$ 89,169,854 |



## Historic C/I Building Permit Value Added:

**2025 highest ever increase in commercial construction value (permits issued)**

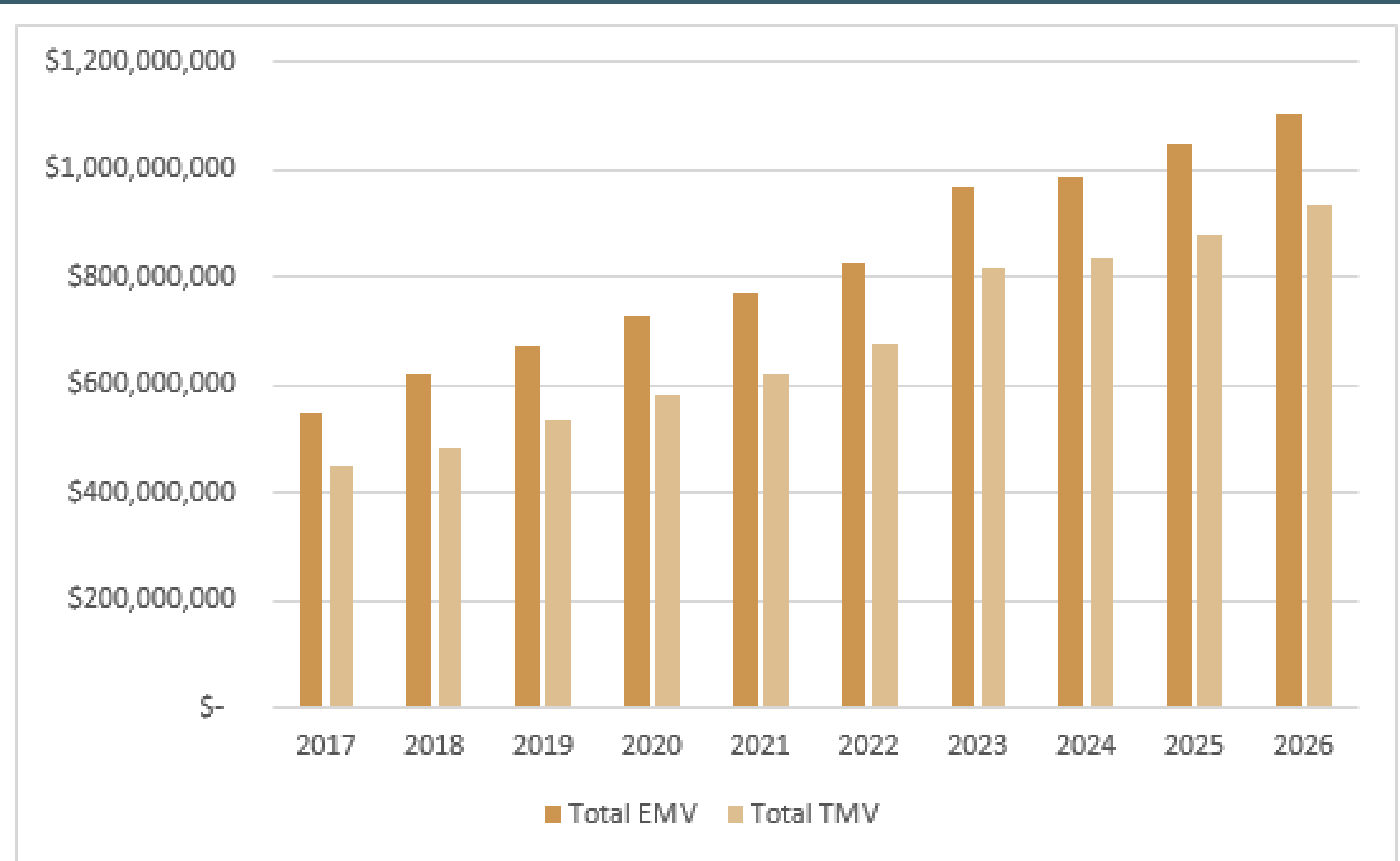
Due to commercial, major maintenance & residential units built under commercial/apartment code

Construction valued added in past decade = \$89M



# Historic Tax Composition

- Total EMV & TMV continue to trend positive
- Commercial EMV & TMV increased; Overall background values continue to appreciate
- Background EMV for SF owner was changable, some no increase, some continued increase
- Taxable market value for apartments jumped over 12%



# UNEMPLOYMENT

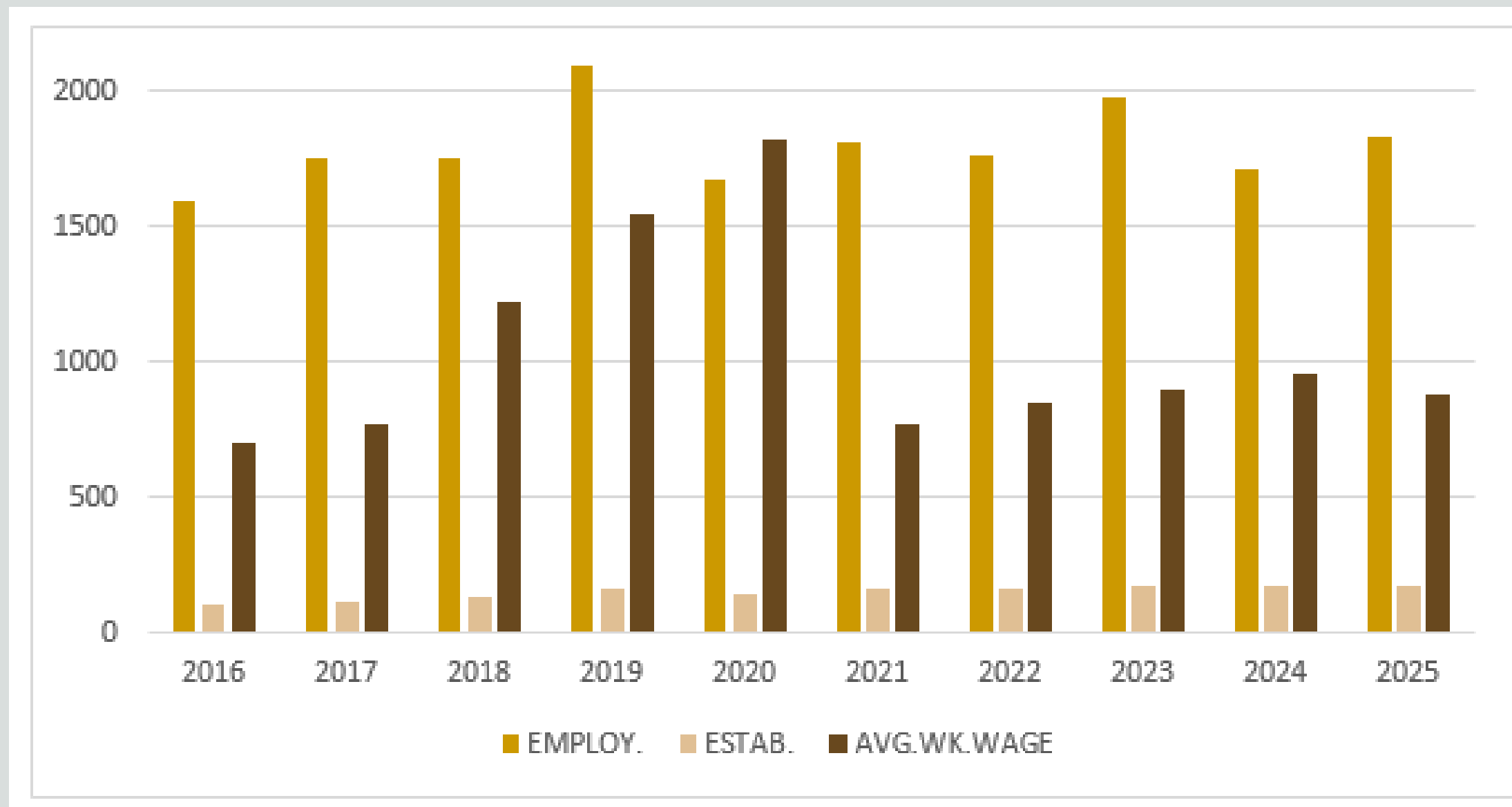
- 2025 data is 09/24-09/25; lagging indicator (tells us what happened); most local data set is at County level, no city level data available.
- Rates rising across all areas.
- Current environment = uptick in longterm unemployment (more than six months) & reduced churn (workers prioritize holding onto jobs).
- Most areas up about 1% YOY
  - Scott Co: Slightly ↓ than MSP, State & USA; Equal to St. Cloud MSA
  - ↑ than Rochester & Mankato MSAs



| Year | St. Cloud MSA | Rochester MSA | MSP MSA | Mankato MSA | Scott Co | State of MN | USA  |
|------|---------------|---------------|---------|-------------|----------|-------------|------|
| 2015 | 3.8%          | 3.2%          | 3.4%    | 2.9%        | 3.1%     | 3.7%        | 5.3% |
| 2016 | 4.0%          | 3.9%          | 3.9%    | 3.2%        | 3.4%     | 3.8%        | 4.4% |
| 2017 | 3.4%          | 2.9%          | 3.1%    | 2.8%        | 2.8%     | 3.6%        | 4.4% |
| 2018 | 2.1%          | 1.9%          | 2.1%    | 1.7%        | 2.0%     | 2.8%        | 3.7% |
| 2019 | 2.3%          | 2.1%          | 2.5%    | 2.0%        | 2.3%     | 3.2%        | 3.6% |
| 2020 | 4.0%          | 3.3%          | 3.9%    | 3.0%        | 3.4%     | 3.9%        | 6.4% |
| 2021 | 4.0%          | 3.1%          | 3.7%    | 3.2%        | 3.3%     | 3.7%        | 5.5% |
| 2022 | 2.4%          | 1.9%          | 2.1%    | 1.8%        | 1.9%     | 2.2%        | 3.7% |
| 2023 | 3.2%          | 2.5%          | 2.9%    | 2.5%        | 2.7%     | 3.1%        | 3.6% |
| 2024 | 3.2%          | 2.4%          | 3.0%    | 2.5%        | 2.9%     | 2.9%        | 4.0% |
| 2025 | 3.2%          | 2.7%          | 3.6%    | 2.7%        | 3.2%     | 3.5%        | 4.3% |

# EMPLOYMENT, ESTABLISHMENTS & WAGES

- First two quarters 2025 (most recent)
  - Jobs up
  - Establishments mostly flat (two less)
  - Wages down (2024 annual number revised up)
- Typically volatile, always lagging
- Difficult to gauge at local level



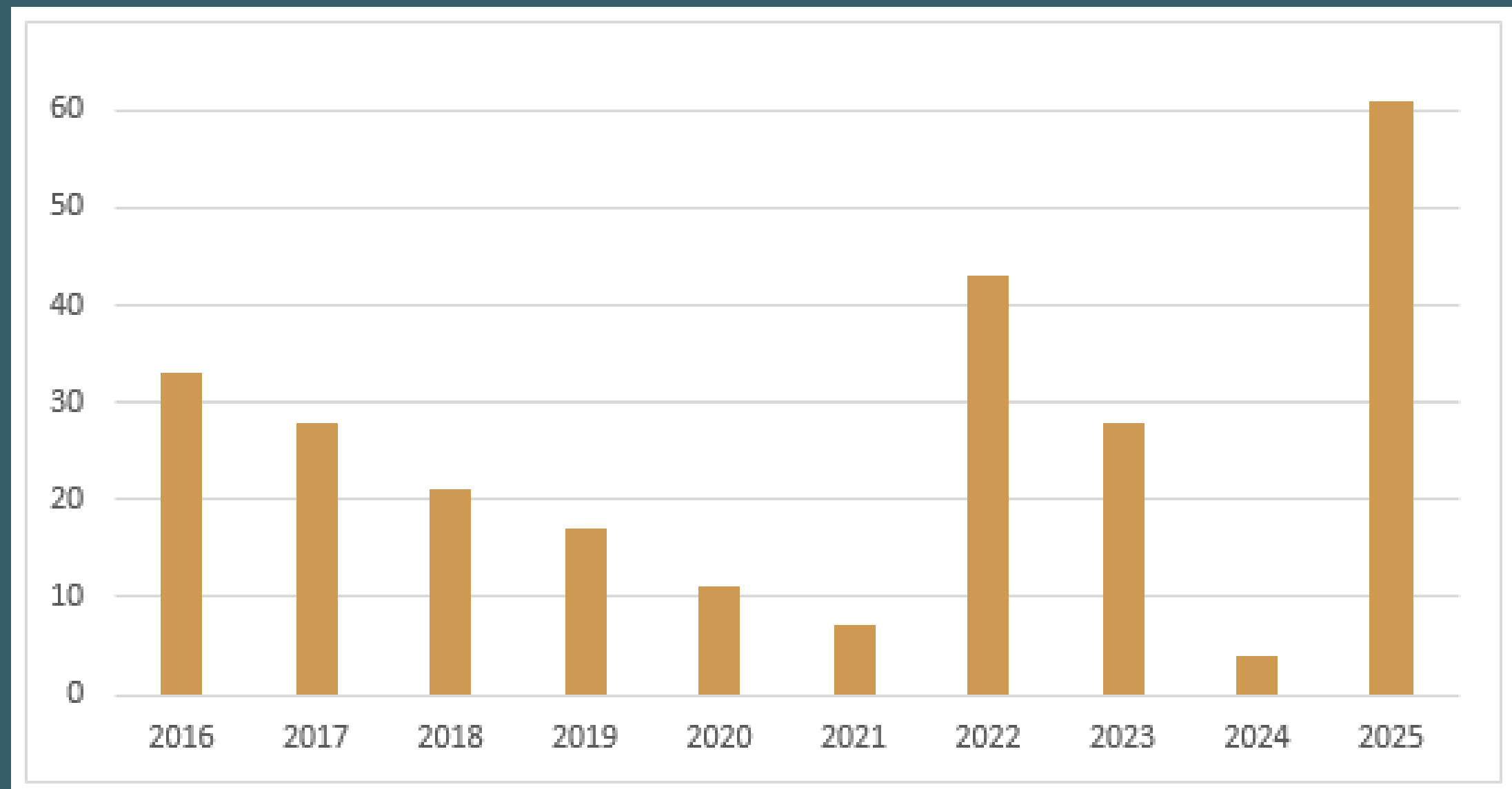
# Housing Starts

- 133 d.u. total: 11 detached SF dwellings, 50 attached SF dwellings and 72 apartment units were permitted in '25.
- Attached units added - four owner occupied; 46 rental.
- Variety of unit types (detached, attached, apartment), home prices, and occupancy were added.
- Housing outlook foggy. Nationally new housing construction has flattened. Cost of new construction (materials & labor) is a continuous headwind. Some areas have over supply of new construction (not TC Metro). Lowering of interest rates could spur demand. Increased demand could increase sale prices & further challenge affordability.

**Dwellings  
Added**  
133 units

**Dwelling Types**  
11 Detached SF  
50 Attached SF  
72 Apartments

**Housing  
Outlook**  
Fluid



# NEW BUSINESS FILINGS

- Scott County CDA tracks by zip code
  - County-wide new business starts up YTD year over year
  - Belle Plaine up YTD, YOY
  - As in most past years, rate of start-ups in Belle Plaine area is less than other cities except ENM and Credit River
- Belle Plaine, ENM, New Prague, Prior Lake and Savage increased YTD, YOY

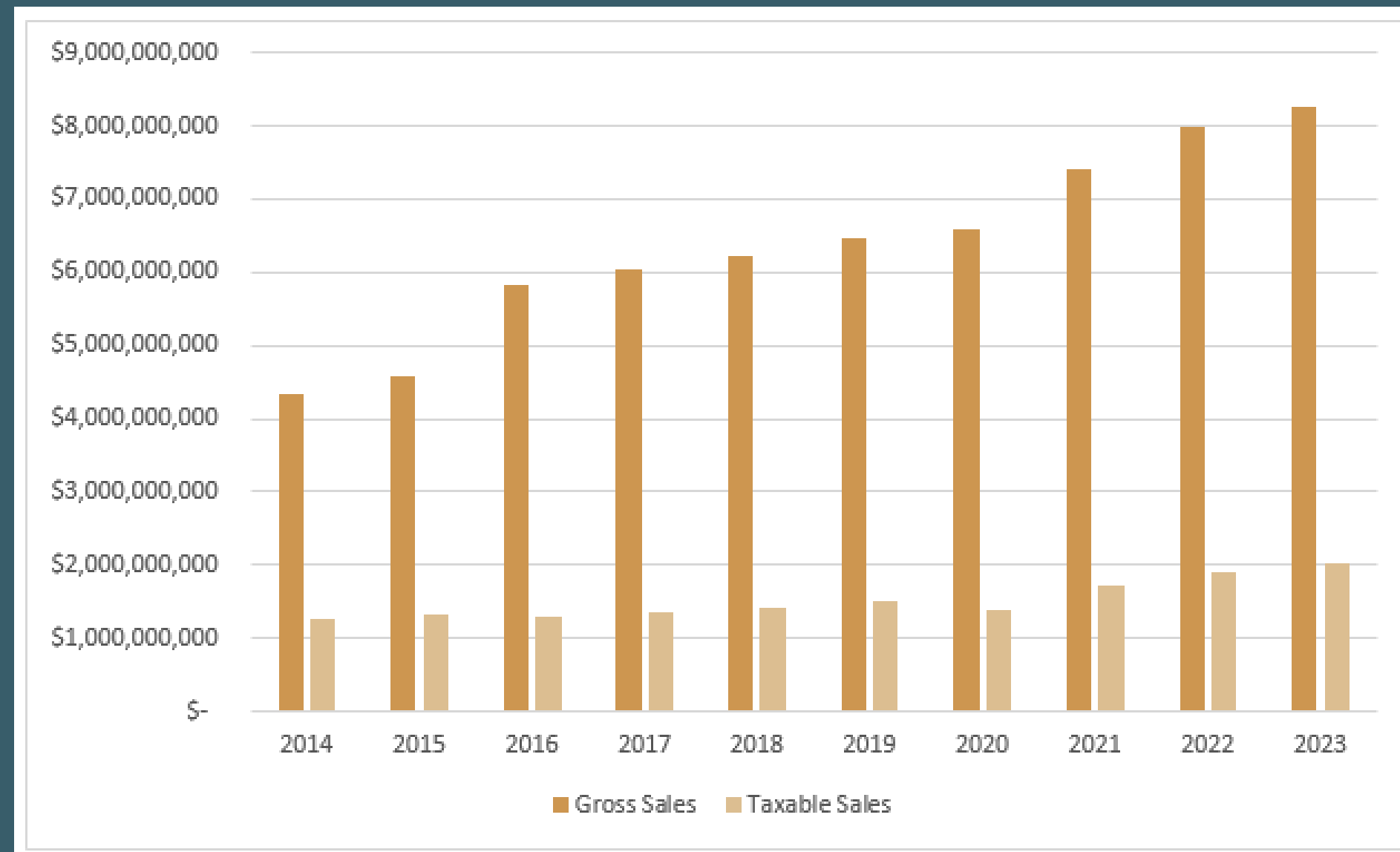
| Month            | Belle Plaine | Credit River | Elko NM   | Jordan    | New Prague | Prior Lake | Savage     | Shakopee   | Total 2025  |
|------------------|--------------|--------------|-----------|-----------|------------|------------|------------|------------|-------------|
| January          | 14           | 0            | 7         | 6         | 9          | 27         | 30         | 49         | 142         |
| February         | 15           | 0            | 8         | 7         | 8          | 39         | 28         | 43         | 148         |
| March            | 8            | 0            | 6         | 8         | 7          | 46         | 29         | 51         | 155         |
| April            | 3            | 0            | 6         | 15        | 10         | 31         | 39         | 44         | 148         |
| May              | 6            | 0            | 5         | 11        | 13         | 43         | 41         | 49         | 168         |
| June             | 6            | 0            | 9         | 9         | 15         | 31         | 21         | 51         | 142         |
| July             | 4            | 0            | 2         | 7         | 8          | 46         | 32         | 46         | 145         |
| August           | 4            | 0            | 7         | 7         | 14         | 30         | 25         | 67         | 154         |
| September        | 8            | 0            | 6         | 7         | 11         | 31         | 24         | 56         | 143         |
| October          | 4            | 0            | 7         | 7         | 22         | 32         | 24         | 54         | 150         |
| November         | 9            | 0            | 2         | 9         | 8          | 32         | 22         | 49         | 131         |
| December         | 3            | 0            | 9         | 6         | 14         | 21         | 25         | 46         | 124         |
| <b>Total YTD</b> | <b>84</b>    | <b>0</b>     | <b>74</b> | <b>99</b> | <b>139</b> | <b>409</b> | <b>340</b> | <b>605</b> | <b>1750</b> |





- Scott County level data only
  - Gross sales continue to increase and trend positive; taxable sales grew as well
- 2023 most current
  - Gross sales across county - over \$8.0B
- Gross sales nearly doubled in past ten years

# SALES & USE DATA



# 2025 Wins & Accomplishments

- Impact # 1** Value of commercial construction permits totaled over \$25M
- Impact # 2** 46 new rental townhomes constructed in new subdivision - total new investment in the City of Belle Plaine for this development is estimated at \$10M
- Impact # 3** Public improvements accepted for Enterprise Drive extension and Hickory Grove subdivision
- Impact # 4** ROSE grants totaling over \$10K, leveraged an estimated \$50K in private business investment: Belle Plaine Food Shelf, Belle's Bistro, BP Motorsports, Oaken House LLC, Steel Horse Tavern, Rucks Meats, 169 Tobacco & Vape, Riverview Coffee, & Pankonin Financial
- Impact # 5** Market opinion letter completed for commercial property, partnership with private investment



# 2025 Wins & Accomplishments

- Impact # 6**      Marketing of several city owned properties, sale of property
- Impact # 7**      Hickory Grove Apartments: Final two 36-unit apartment buildings reviewed, permitted and under construction - \$7.5M new investment in Belle Plaine
- Impact # 8**      \$7K in HRA grants distributed to home owners to assist with facade and energy efficiency projects, including replacement of trees lost to Emerald Ash Borer
- Impact # 9**      2026 EDA program budget includes \$15k for unspecified projects and a transfer of \$10k to the locally funded revolving loan program; Locally funded RLF balance over \$50K, few strings attached & portion can be forgivable
- Impact #10**      Over 75 touchpoints (meetings) with commercial/industrial businesses & leads; presentation at broker event; EDA/Chamber/Festivals gala & Chamber meetings/events



# 2026 GOALS

## Support

Businesses with ROSE loans and programs the EDA administers

## Develop

Positive communications plan, implement it throughout 2026

## Study

Retail & industrial positioning and/or contract for marketing plan

## Host

Speaker or data expert to help us understand rural centers in metros

## Consider

Tailoring program to businesses with 50-100 FTE employees, based on expansion

## Host

Commercial brokers & developers re: how to resonate with developers

## Consider

Requests for TIF & abatement assistance - housing & (re) development

## Talk About

What a business friendly environment means here in Belle Plaine



## MEMORANDUM

|                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>          | January 20, 2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>FROM:</b>          | Cynthia Smith Strack, Community Development Director                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>AGENDA ITEM:</b>   | Resolution 26-015 Approve HRA Residential Rehabilitation and Energy Efficiency Improvement Grant Policy Update.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>BACKGROUND:</b>    | <p>In December the EDA reviewed a request to interpret HRA grant guidelines pertaining to owner occupancy requirements and eligibility of rental property for EAB related grants. The EDA reviewed and approved adjusted guidelines at their January meeting.</p> <p>Council authorization of the amended policy is requested. Draft updated standards are attached. The policy adjustment:</p> <ul style="list-style-type: none"><li>• Clarifies owners of single family homes are required to be owner-occupants of single family homes and must meet income requirements to be eligible for grant assistance.</li><li>• Clarifies the term 'multi-family residential' applies to duplexes, twin homes, townhomes, etc. and that rental properties must meet slum/blight findings to be eligible for grant assistance.</li><li>• Provides rental units owned by income qualified persons are eligible for tree replacement grant. Eligibility is limited to one grant (up to \$500.00 per year) per Applicant (not application) per year.</li></ul> |
| <b>RECOMMENDATION</b> | The EDA approved the grant policy update.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>ATTACHMENTS:</b>   | HRA Policy Update – Marked Up Copy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>FISCAL IMPACT:</b> | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>ACTION:</b>        | Approve Resolution 26-015.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>SIGNATURE:</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |



## **Belle Plaine Housing Redevelopment Authority (HRA)**

### **RESIDENTIAL REHABILITATION AND ENERGY EFFICIENCY IMPROVEMENT GRANT PROGRAM 2026 POLICY AND PROCEDURES**

#### **Purpose**

The purpose of the Façade and Energy Efficiency Improvement Grant Program is to encourage energy efficiency, renovation, and/or rehabilitation of existing housing stock located within the City of Belle Plaine with façade and/or energy efficient improvements. Homeowners of low or moderate income may annually apply for assistance under this grant program in an amount of up to \$1,000 in matching funds.

#### **Goal**

Reduce blight in residential neighborhoods in the City by providing assistance to persons with low or moderate incomes for the purpose of renovating or rehabilitating existing homes with façade and/or energy efficient improvements.

#### **Availability**

Each applicant may apply for up to \$1,000 in assistance under this grant program by submitting the attached application to the HRA. Homeowners will be required to provide matching funds for the renovation or rehabilitation. Administrative staff will review the grant applications and approve the amount of the final grant to the extent funds are available. The Façade and Energy Efficient Improvement Grant Program will be administered under written policy and procedures to the extent funds are allocated and available to the grant program by the HRA Board. The grant program will be funded in the amount specified in the applicable annual budget as approved by the City Council.

#### **Applicant Eligibility**

Grants under this program are available to owners of **owner-occupied** single family homes and multi-family residential projects that are located within the City of Belle Plaine (including persons who have a property interest in a home or multi-family residential project pursuant to a contract for deed). **For purposes of this program, duplexes, twin homes, townhomes, etc. are included in the term 'multi-family residential projects'.** Applicants must apply for the Façade and Energy Efficient Improvement Grant Program by completing the attached application and providing evidence that the improvements to be made are related to a façade improvement and/or energy efficient improvement. In addition, owners of single family homes must satisfy the income criteria set forth below or provide evidence of blight on their properties. Owners of multi-family residential projects must provide evidence of blight on their properties.

#### **Owner-Occupied Low or Moderate Income**

In order to obtain a grant under this grant program, owner-**occupants** of single family homes must provide evidence that they are (he or she is) of low or moderate income **(or provide evidence of blight on their properties, as described below)**, as determined by the Low (80%) Income Limits for Scott County, Minnesota, reported annually by the U.S. Department of Housing and Urban Development at <https://www.huduser.gov/portal/datasets/il.html>

#### **Multi-Family Blight Findings**

In order to obtain a grant under this grant program, owners of multi-family residential buildings must provide evidence of blight on their properties. Blight determinations shall be made by Community Development Department staff, based on communications with the owner of the multi-family residential building and in-person review of the building sites. A "blighted area" means any area with buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light, and sanitary facilities, excessive land coverage, deleterious land use, or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health, morals, or welfare of the community.

### **Eligible Uses for Grant Funds**

Proposed improvements must conform to the City of Belle Plaine's Zoning Ordinance.

Eligible improvements include façade or energy efficient improvements such as replacement windows, replacement doors, re-roofing, residing, masonry repair, foundation repair, water heaters, HVAC units, and furnaces. Solar energy panels or other energy efficient heating and cooling mechanisms are also eligible improvements. Painting, landscaping, and lighting may be considered providing additional eligible activities are proposed. All labor and design costs are reimbursable with grant proceeds. Labor must be incurred through the work of a qualified contractor, and does not include sweat equity.

All energy efficient improvements must satisfy the energy efficiency requirements on file with the EDA, which are based on energy efficiency provisions of the State of Minnesota building code.

### **Emerald Ash Borer Tree Replacement**

The HRA finds Emerald Ash Borer (EAB) poses a significant threat to the urban tree canopy including reduction in the number of healthy trees. EAB tree loss has direct economic, environmental, and energy efficiency impacts. **The HRA further finds the cost of tree removal and replacement is a disincentive for reforestation, especially on income-producing properties. Therefore,** removal of Ash trees combined with replacement of Ash trees removed is declared an eligible use of grant funds **for owners of single and multiple family properties, regardless of occupancy type**. Applicants **(i.e. Property Owners)** must meet income requirements herein, however, a property owner match is not required. Maximum grant is \$500 per year **per Applicant (i.e. Property Owner)**. Documentation of Ash tree removal is required. Replacement trees size shall be approximately 2" in diameter. Seedlings and balled/burlapped trees are not eligible. Tree species and planting location are subject to code requirements.

### **When Payment Made**

If an applicant is provided a grant under this program, the grant will be paid once the applicant provides the HRA with all invoices for the work completed by a qualified contractor or equipment purchased. The HRA will process payment for one-half the amount of the invoices, with a maximum amount of the grant awarded. No invoices for work completed prior to the award of the grant will be reimbursed with grant funds. Such invoices must be submitted to the EDA within one year of the award of the grant under this program.

### **Right to Deny**

The Belle Plaine HRA has the right to deny any application based on its discretion.



City of Belle Plaine  
218 N. Meridian Street  
P.O. Box 129  
Belle Plaine, MN 56011

Community Development Dept.  
Phone: 952-873-5553  
Fax: 952-873-5509  
www.belleplainemn.com

2026

## RESIDENTIAL FAÇADE & ENERGY EFFICIENT IMPROVEMENT GRANT PROGRAM APPLICATION (Matching Grant)

Date of Application:

**APPLICANT** Name: Phone:

Address:

E-Mail:

**SUBJECT HOME** Address: Belle Plaine, MN P.I.N:

Year Constructed: Lot Number: Block Number: Subdivision:

Is home in or potentially in violation of any city ordinance? Y N Violation:

**WORK DESCRIPTION:** (Describe energy efficient improvements, attach documentation of energy standards)

**POTENTIAL COMPLETION DATE:**

### APPLICATION MUST BE SUBMITTED PRIOR TO CONDUCTING ANY WORK AND MUST INCLUDE:

- ☐ Applicant must show 2025 tax return as proof of income.
- ☐ Documentation showing improvements meet energy efficient standards (include make/model of materials).
- ☐ Detailed estimate of work to be performed.
- ☐ Photo(s) of subject property showing blight conditions and where improvements are to be made.
- ☐ Owner occupancy or blight qualification established
- ☐ Photo(s) of subject property showing blight conditions and where improvements are to be made.
- ☐ Building permit obtained, if required.

**\*IMPORTANT: Upon project completion, all proof of payments in full must be submitted to Community Development Department staff prior to receiving grant payment.**

I have read and understand the Policy for the Residential Façade and Energy Efficient Improvement Grant Program of the Belle Plaine Housing and Redevelopment Authority.

**SIGNATURE OF APPLICANT:** **DATE:**

### OFFICE USE ONLY

**Date Application Received:** **Project Completion Date:**

☐ Income meets requirements ☐ Attached proof of purchase(s)

☐ Improvements meet energy efficiency requirements ☐ Building permit completed and closed

☐ Zoning ordinance compliant

☐ Building permit issued Permit #

☐ Permit not required to conduct work ☐ Reimbursement check issued

☐ Approved Amount: \$ ☐ Denied Issue Date:

Comments:

Building Official or Designee:

Date:

Zoning Administrator or Designee:

Date:

**BELLE PLAINE CITY COUNCIL**

**RESOLUTION NO. 26-015**

**RESOLUTION APPROVING AMENDMENTS TO THE RESIDENTIAL REHABILITATION AND ENERGY EFFICIENCY IMPROVEMENT GRANT PROGRAM POLICY**

WHEREAS, the Belle Plaine Economic Development Authority ("Authority") operating in its capacity as the Housing and Redevelopment Authority (the "HRA") has provided for the Residential Rehabilitation And Energy Efficiency Improvement Grant Program; and

WHEREAS, the Authority has proposed the modification of the existing Residential Rehabilitation And Energy Efficiency Improvement Grant Program policy as illustrated in Attachment A to provide clarification as to grant occupancy requirements; and

WHEREAS, the Board of the Authority has had an opportunity to review the amended Residential Rehabilitation And Energy Efficiency Improvement Grant Program Policy; and

WHEREAS, the Board of the Authority has approved the proposed amendment; and,

WHEREAS, the Board of the Authority requests the City Council authorize policy update.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Belle Plaine hereby approves an amendment to the HRA Residential Rehabilitation and Energy Efficiency Improvement Grant Program Policy.

Approved by the City Council of the City of Belle Plaine this 20<sup>th</sup> day of January, 2026.

---

Ryan Ladd, Mayor

ATTEST:

---

Dawn Meyer, City Administrator



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>AGENDA<br/>ITEM:</b>               | Resolution 26-016 Authorizing Advertisement for Bids for the Belle Plaine Waste Water Treatment Facility Access Road Improvements as part of the Resiliency Grant Agreement for MPCA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>On September 16, 2024, the City Council authorized the submittal of an application to the Minnesota Pollution Control Agency for an Implementation Grant under the Wastewater Resilience Grant program. On May 5, 2025, the City Council adopted Resolution No. 25-052 accepting the grant and authorizing execution of the grant documents.</p> <p>The City was awarded \$411,269.00 to fund improvements to the Waste Water Treatment Facility access road and lift station. These improvements are intended to ensure reliable access to critical infrastructure during flooding and high water events along the Minnesota River. The grant requires a City match of \$45,697.00, resulting in an estimated total project cost of \$456,965.00.</p> <p>The next steps in the process is to authorize advertisement of bids. Bids proposed to be let on Wednesday, February 25, 2026, at 11:00 AM, with review and potential award by the City Council at the March 2 meeting.</p> |
| <b>FISCAL<br/>IMPACT:</b>             | Included in the Capital Plan.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Approving Resolution 26-016 Authorizing Advertisement for Bids for the Belle Plaine Waste Water Treatment Facility Access Road Improvements as part of the Resiliency Grant Agreement for MPCA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

**CITY OF BELLE PLAINE  
RESOLUTION 26-016**

**A RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE WASTE WATER  
TREATMENT FACILITY ACCESS ROAD AND LIFT STATION IMPROVEMENTS PROJECT**

WHEREAS, Bolton and Menk, Inc., the consulting engineers for the City, has prepared final plans and specifications for the WWTF Access Road and Lift Station Improvements and such plans and specifications have been presented to the Council for approval.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA.

1. Such plans and specifications are hereby approved and ordered placed on file in the office of the City Administrator.
2. The City Administrator shall prepare and cause to be inserted in the Henderson Independent, the official newspaper, and online on QuestCDN which qualifies as a regional trade publication, an advertisement for bids upon the making of such improvements under such approved plans and specifications.

The advertisement shall be published in each of said publications at least once not less than three (3) weeks before the date set for opening bids, shall specify the work to be done, shall state that bids will be publicly opened on February 25, 2026 at 11:00 a.m. at Belle Plaine City Hall, 218 North Meridian Street, Belle Plaine, Minnesota, in said City and that no bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the City of Belle Plaine for five percent (5%) of the amount of such bid.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



City Council Report  
Dorothy Koller  
January 2026

Drivers Education

- Winter Session is full
- Behind-the-Wheel vehicle out on a regular basis

Youth Enrichment & Recreation

- Winter Sports going strong
  - 3rd - 6th Basketball
  - PK - 6th Wrestling
  - Special Olympics - Young Athletes
  - Soccer
  -

Preschool/Kids Co/ECFE

- Kids Company
  - Wraparound: 30 students.
  - K-6th currently: 144 students.
- Preschool registration for 2026-27 is opening in February
- Preschool Open House Feb 16th

Adult Rec/Enrichment/Family

- *Raise The Bar* is continuing with strong energy.
- Adult Trips Coming Soon!

Finalizing the next brochure lined up, always looking for input on what to offer!

# Agency Activity Summary

## Ridgeview Ambulance Service

Agency: Ridgeview Ambulance Service | ePCR Branch: 301, 302, 305 | Service Date: Last Month

**Total Number of ePCRs: 153**

**Total Number of Incidents: 141**

### By Branch

301 BELLE PLAINE = 79

305 JORDAN = 74

### Billing Disposition (ePCR Data Only)

|                                       | #   | %     |                                   | #   | %    |
|---------------------------------------|-----|-------|-----------------------------------|-----|------|
| Treated/Transported                   | 115 | 75.2% | Dead Prior To Arrival             | 1   | 0.7% |
| Treated / Transferred Care            | N/A | N/A   | Dead After Arrival                | 1   | 0.7% |
| Treated/No Transport (AMA)            | 3   | 2.0%  | Treat/Transported by Private Veh. | 1   | 0.7% |
| Treated / No Transport (Per Protocol) | 3   | 2.0%  | Assist                            | N/A | N/A  |
| Transported / Refused Care            | N/A | N/A   | Other                             | N/A | N/A  |
| No Transport / Refused Care           | 5   | 3.3%  | No Patient Found                  | N/A | N/A  |
| Cancelled                             | 24  | 15.7% |                                   |     |      |
| Left Blank                            | N/A | N/A   |                                   |     |      |

### Unit Disposition (ePCR Data Only)

| Description                         | #   | %      |
|-------------------------------------|-----|--------|
| Cancelled Prior to Arrival at Scene | 18  | 11.8%  |
| Cancelled on Scene                  | 2   | 1.3%   |
| No Patient Contact                  | 4   | 2.6%   |
| Patient Contact Made                | 129 | 84.3%  |
| Left Blank                          | 0   | 0.0%   |
| Total                               | 153 | 100.0% |

### Patient Evaluation/Care Disposition (ePCR Data Only)

| Description                         | #   | %      |
|-------------------------------------|-----|--------|
| Not Applicable                      | 7   | 4.6%   |
| Patient Evaluated and Care Provided | 123 | 80.4%  |
| Patient Evaluated and Refused Care  | 5   | 3.3%   |
| Patient Evaluated, No Care Required | 1   | 0.7%   |
| Left Blank                          | 17  | 11.1%  |
| Total                               | 153 | 100.0% |

### Crew Disposition (ePCR Data Only)

| Description                                        | #   | %      |
|----------------------------------------------------|-----|--------|
| Assumed Primary Care from Another EMS Crew         | 1   | 0.7%   |
| Back in Service, Care/Support Services Refused     | 5   | 3.3%   |
| Back in Service, No Care/Support Services Required | 1   | 0.7%   |
| Initiated and Continued Primary Care               | 122 | 79.7%  |
| Left Blank                                         | 24  | 15.7%  |
| Total                                              | 153 | 100.0% |

### Transport Disposition (ePCR Data Only)

| Description                                               | #   | %      |
|-----------------------------------------------------------|-----|--------|
| No Transport                                              | 7   | 4.6%   |
| Not Applicable                                            | 5   | 3.3%   |
| Patient Refused Transport                                 | 9   | 5.9%   |
| Transport by This EMS Unit (This Crew Only)               | 114 | 74.5%  |
| Transport by This EMS Unit, with a Member of Another Crew | 1   | 0.7%   |
| Left Blank                                                | 17  | 11.1%  |
| Total                                                     | 153 | 100.0% |

## Run Type

|                                   | #   | %     |                                       | #   | %    |
|-----------------------------------|-----|-------|---------------------------------------|-----|------|
| <b>Emergency Runs</b>             | 152 | 99.3% | <b>Non-Emergency Runs</b>             | 1   | 0.7% |
| Stand By                          | 2   | 1.3%  | Stand By                              | N/A | N/A  |
| Mutual Aid                        | N/A | N/A   | Mutual Aid                            | N/A | N/A  |
| Interfacility                     | N/A | N/A   | Interfacility                         | N/A | N/A  |
| Intercept                         | N/A | N/A   | Intercept                             | N/A | N/A  |
| <b>Emergency Runs (Scheduled)</b> | N/A | N/A   | <b>Non-Emergency Runs (Scheduled)</b> | N/A | N/A  |
| Stand By                          | N/A | N/A   | Stand By                              | N/A | N/A  |
| Mutual Aid                        | N/A | N/A   | Mutual Aid                            | N/A | N/A  |
| Interfacility                     | N/A | N/A   | Interfacility                         | N/A | N/A  |
| Intercept                         | N/A | N/A   | Intercept                             | N/A | N/A  |

Emergency Type Left Blank: 0

## Runs by Unit (ePCR Data Only)

| Unit         | Total<br>Runs | Treat/<br>Transp | Treat/<br>Transfer | Treat/No<br>Transp(AMA) | Treat/No<br>Transp(PP) | Transp/<br>Ref. Care | Cancelled | Dead<br>Prior Arr | Dead<br>After Arr | T/T<br>Priv Veh | No Trans/<br>Ref. Care | Assist   | Other    | No Pat.<br>Found |
|--------------|---------------|------------------|--------------------|-------------------------|------------------------|----------------------|-----------|-------------------|-------------------|-----------------|------------------------|----------|----------|------------------|
| 100          | 112           | 87               | 0                  | 3                       | 3                      | 0                    | 13        | 0                 | 1                 | 1               | 4                      | 0        | 0        | 0                |
| 1001         | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 1100         | 9             | 6                | 0                  | 0                       | 0                      | 0                    | 2         | 0                 | 0                 | 0               | 1                      | 0        | 0        | 0                |
| 1200         | 2             | 1                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 1300         | 3             | 1                | 0                  | 0                       | 0                      | 0                    | 2         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 200          | 2             | 1                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 2100         | 6             | 5                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 300          | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 500          | 4             | 4                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 600          | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 700          | 5             | 4                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 800          | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 900          | 5             | 2                | 0                  | 0                       | 0                      | 0                    | 3         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| SUV03        | 1             | 0                | 0                  | 0                       | 0                      | 0                    | 0         | 1                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| <b>Total</b> | <b>153</b>    | <b>115</b>       | <b>0</b>           | <b>3</b>                | <b>3</b>               | <b>0</b>             | <b>24</b> | <b>1</b>          | <b>1</b>          | <b>1</b>        | <b>5</b>               | <b>0</b> | <b>0</b> | <b>0</b>         |

## Runs by Service Level (ePCR Data Only)

| Dispatched<br>Service Level | #   | %     | Recommended<br>Service Level | #   | %     |
|-----------------------------|-----|-------|------------------------------|-----|-------|
| BLS                         | 8   | 5.2%  | BLS                          | 38  | 24.8% |
| ALS                         | 145 | 94.8% | ALS1                         | 109 | 71.2% |
| SCT                         | N/A | N/A   | ALS2                         | 6   | 3.9%  |
|                             |     |       | SCT                          | N/A | N/A   |
|                             |     |       | Rotary Wing                  | N/A | N/A   |
|                             |     |       | Fixed Wing                   | N/A | N/A   |

## Runs by Insurance Type with Service Level (ePCR Data Only) (Multiple

insurance types may have been marked on a run)

| Type | BLS | %     | ALS1 | %     | ALS2 | %    | SCT | %   | Rotary Wing | %   | Fixed Wing | %   | Total | %      |
|------|-----|-------|------|-------|------|------|-----|-----|-------------|-----|------------|-----|-------|--------|
| None | 39  | 25.5% | 111  | 72.5% | 6    | 3.9% | N/A | N/A | N/A         | N/A | N/A        | N/A | 156   | 102.0% |

## Runs by Primary PI (ePCR Data Only)

| Description                | # | %    |
|----------------------------|---|------|
| AAA - Not Ruptured         | 1 | 0.7% |
| Abdominal Pain             | 7 | 4.6% |
| Airway Obstruction         | 1 | 0.7% |
| Allergic Reaction          | 1 | 0.7% |
| Anxiety                    | 3 | 2.0% |
| Back Pain (No Trauma)      | 3 | 2.0% |
| Behavioral Disorder        | 6 | 3.9% |
| Bowel Obstruction          | 1 | 0.7% |
| CVA/Stroke                 | 4 | 2.6% |
| Cardiac Arrest             | 6 | 3.9% |
| Cardiac Rhythm Disturbance | 4 | 2.6% |
| Cardiac Symptoms           | 3 | 2.0% |

|                                       |     |        |
|---------------------------------------|-----|--------|
| Chest Pain                            | 10  | 6.5%   |
| Depression (acute)                    | 1   | 0.7%   |
| Dyspnea - SOB                         | 9   | 5.9%   |
| ETOH - Intoxication                   | 2   | 1.3%   |
| Elevated Temp/Fever                   | 1   | 0.7%   |
| Failure to Thrive - Adult (Suspected) | 1   | 0.7%   |
| Flu Symptoms                          | 4   | 2.6%   |
| GI -Bleed                             | 1   | 0.7%   |
| Headache (No Trauma)                  | 1   | 0.7%   |
| Hypertension                          | 2   | 1.3%   |
| Hypoglycemia                          | 1   | 0.7%   |
| Hypotension                           | 2   | 1.3%   |
| Hypothermia                           | 1   | 0.7%   |
| Nausea w/o vomiting                   | 1   | 0.7%   |
| Nausea with vomiting                  | 1   | 0.7%   |
| OB Delivery                           | 1   | 0.7%   |
| OB/Gyn (comp.)                        | 1   | 0.7%   |
| Pain, chronic                         | 1   | 0.7%   |
| Pneumonia                             | 1   | 0.7%   |
| Pneumonia Symptoms                    | 3   | 2.0%   |
| Poisoning                             | 1   | 0.7%   |
| Post-Op Complication                  | 1   | 0.7%   |
| Pulmonary Edema                       | 1   | 0.7%   |
| Seizure                               | 5   | 3.3%   |
| Sepsis (Suspected)                    | 3   | 2.0%   |
| Syncope/Fainting                      | 1   | 0.7%   |
| Trauma Injury                         | 21  | 13.7%  |
| Unknown Medical                       | 3   | 2.0%   |
| Urinary Tract Infection (UTI)         | 1   | 0.7%   |
| Weakness                              | 7   | 4.6%   |
| <i>Left Blank</i>                     | 24  | 15.7%  |
| <i>Total</i>                          | 153 | 100.0% |

## Runs by Dispatch (EMD) Code

| Description                                           | #          | %             |
|-------------------------------------------------------|------------|---------------|
| 01C Abdominal Pain / Problems                         | 2          | 1.3%          |
| 02D Allergies / Envenomations                         | 1          | 0.7%          |
| 03D Animal Bites / Attacks                            | 1          | 0.7%          |
| 04C Assault / Sexual Assault                          | 5          | 3.3%          |
| 05D Back Pain (Non Traumatic or Non Recent Trauma)    | 1          | 0.7%          |
| 06D Breathing Problems                                | 19         | 12.4%         |
| 09D Cardiac or Respiratory Arrest / Death             | 10         | 6.5%          |
| 10D Chest Pain                                        | 12         | 7.8%          |
| 11D Choking                                           | 1          | 0.7%          |
| 12C Convulsions / Seizures                            | 1          | 0.7%          |
| 12D Convulsions / Seizures                            | 4          | 2.6%          |
| 13D Diabetic Problems                                 | 1          | 0.7%          |
| 17D Falls                                             | 16         | 10.5%         |
| 19D Heart Problems / AICD                             | 5          | 3.3%          |
| 20D Heat / Cold Exposure                              | 1          | 0.7%          |
| 21A Hemorrhage / Lacerations                          | 1          | 0.7%          |
| 21D Hemorrhage / Lacerations                          | 3          | 2.0%          |
| 23C Overdose / Poisoning / Ingestion                  | 2          | 1.3%          |
| 23D Overdose / Poisoning / Ingestion                  | 2          | 1.3%          |
| 24D Pregnancy / Childbirth / Miscarriage              | 2          | 1.3%          |
| 25A Psychiatric / Abnormal Behavior / Suicide Attempt | 3          | 2.0%          |
| 25C Psychiatric / Abnormal Behavior / Suicide Attempt | 6          | 3.9%          |
| 25D Psychiatric / Abnormal Behavior / Suicide Attempt | 1          | 0.7%          |
| 26A Sick Person (Specific Diagnosis)                  | 4          | 2.6%          |
| 26C Sick Person (Specific Diagnosis)                  | 1          | 0.7%          |
| 26D Sick Person (Specific Diagnosis)                  | 24         | 15.7%         |
| 28D Stroke (CVA)                                      | 2          | 1.3%          |
| 29C Traffic / Transportation Accidents                | 1          | 0.7%          |
| 29D Traffic / Transportation Accidents                | 10         | 6.5%          |
| 30D Traumatic Injuries (Specific)                     | 3          | 2.0%          |
| 31D Unconscious / Fainting (Near)                     | 3          | 2.0%          |
| 32C Unknown Problem (Person Down)                     | 1          | 0.7%          |
| 85C Standby                                           | 2          | 1.3%          |
| 85D Standby                                           | 1          | 0.7%          |
| 86D Medical Alarm                                     | 1          | 0.7%          |
| Left Blank                                            | 0          | 0.0%          |
| <b>Total</b>                                          | <b>153</b> | <b>100.0%</b> |

### Transport From (Category)

|                                           | #          | %             |
|-------------------------------------------|------------|---------------|
| Home / Residence                          | 92         | 60.1%         |
| Res. Custodial Facility - Nursing Home    | 2          | 1.3%          |
| Private Commercial Establishment          | 4          | 2.6%          |
| Facility - Health Care Provider Office    | 4          | 2.6%          |
| Facility - Urgent Care                    | 1          | 0.7%          |
| Public Building                           | 1          | 0.7%          |
| Educational Ins.                          | 1          | 0.7%          |
| Street / Hwy                              | 8          | 5.2%          |
| Industrial Place                          | 1          | 0.7%          |
| Res. Custodial Facility - Assisted Living | 23         | 15.0%         |
| --Left Blank--                            | 16         | 10.5%         |
| <b>Total</b>                              | <b>153</b> | <b>100.0%</b> |

### Transport From (Facility) (ePCR Data Only)

|                                    | #          | %             |
|------------------------------------|------------|---------------|
| --Left Blank--                     | 121        | 79.1%         |
| Oak Terrace Senior Living - Jordan | 15         | 9.8%          |
| Ridgeview Clinic - Belle Plaine    | 5          | 3.3%          |
| Hope Residence                     | 5          | 3.3%          |
| Kingsway Belle Plaine              | 4          | 2.6%          |
| Belle Plaine Lutheran Home         | 2          | 1.3%          |
| Schule Haus                        | 1          | 0.7%          |
| <b>Total</b>                       | <b>153</b> | <b>100.0%</b> |

### Transport To (Destination Facility) (ePCR Data Only)

|                                        | #          | %             |
|----------------------------------------|------------|---------------|
| St. Francis Regional Medical Center    | 57         | 37.3%         |
| --Left Blank--                         | 38         | 24.8%         |
| Ridgeview Medical Center               | 29         | 19.0%         |
| Two Twelve Medical Center              | 9          | 5.9%          |
| Mayo Clinic Health System - New Prague | 7          | 4.6%          |
| Abbott Northwestern Hospital           | 3          | 2.0%          |
| Southdale Hospital MHF                 | 3          | 2.0%          |
| Hennepin Healthcare                    | 3          | 2.0%          |
| U of M East MHF                        | 2          | 1.3%          |
| Mayo Clinic Health System - Mankato    | 1          | 0.7%          |
| ZONE 08 - BELLE PLAINE                 | 1          | 0.7%          |
| <b>Total</b>                           | <b>153</b> | <b>100.0%</b> |

# Response Times by Priority

## Using Call Started Time

Date IS BETWEEN 12/01/2025 AND 12/31/2025; AND Response Zone IS Belle Plain City

| Dispatch Priority | Date       | Call Type | Started Time | At Scene | Response Time | Run # | Incident # | Late Reason |
|-------------------|------------|-----------|--------------|----------|---------------|-------|------------|-------------|
| Code 2            | 12/5/2025  | ALS       | 17:19:24     | 17:31:19 | 00:11:55      | 17176 | 25-016683  | <None>      |
| Code 2            | 12/3/2025  | ALS       | 16:49:51     | 16:56:45 | 00:06:54      | 17047 | 25-016565  | <None>      |
| Code 2            | 12/3/2025  | ALS       | 18:28:10     | 18:38:58 | 00:10:48      | 17050 | 25-016568  | <None>      |
| Code 2            | 12/15/2025 | ALS       | 14:42:51     | 00:00:00 | N/A           | 17690 | 25-017177  | <None>      |
| Code 2            | 12/15/2025 | ALS       | 14:55:06     | 00:00:00 | N/A           | 17691 | 25-017178  | <None>      |
| Code 2            | 12/16/2025 | ALS       | 21:23:26     | 21:34:19 | 00:10:52      | 17762 | 25-017248  | <None>      |
| Code 2            | 12/20/2025 | BLS       | 07:54:53     | 08:06:15 | 00:11:22      | 17957 | 25-017438  | <None>      |
| Code 2            | 12/17/2025 | BLS       | 15:05:01     | 15:14:30 | 00:09:29      | 17806 | 25-017291  | <None>      |
| Code 2            | 12/24/2025 | ALS       | 15:20:10     | 00:00:00 | N/A           | 18210 | 25-017680  | <None>      |
| Code 2            | 12/27/2025 | ALS       | 20:19:32     | 20:26:10 | 00:06:38      | 18410 | 25-017877  | <None>      |
| Code 2            | 12/28/2025 | ALS       | 22:43:40     | 22:52:41 | 00:09:01      | 18473 | 25-017935  | <None>      |
| Code 2            | 12/29/2025 | BLS       | 16:28:11     | 16:32:58 | 00:04:47      | 18520 | 25-017979  | <None>      |
| Code 2            | 12/30/2025 | BLS       | 22:28:28     | 22:35:43 | 00:07:15      | 18586 | 25-018043  | <None>      |
| Code 2            | 12/31/2025 | ALS       | 18:34:29     | 18:38:49 | 00:04:20      | 18642 | 25-018095  | <None>      |

Total Calls for Code 2: 14

Average Response Time: 00:06:40

| Dispatch Priority | Date       | Call Type | Started Time | At Scene | Response Time | Run # | Incident # | Late Reason |
|-------------------|------------|-----------|--------------|----------|---------------|-------|------------|-------------|
| Code 3            | 12/31/2025 | ALS       | 20:13:10     | 20:24:23 | 00:11:13      | 18646 | 25-018099  | <None>      |
| Code 3            | 12/31/2025 | ALS       | 11:39:17     | 00:00:00 | N/A           | 18612 | 25-018068  | <None>      |
| Code 3            | 12/31/2025 | ALS       | 11:41:27     | 11:55:06 | 00:13:39      | 18613 | 25-018068  | <None>      |
| Code 3            | 12/30/2025 | ALS       | 14:34:49     | 14:41:12 | 00:06:23      | 18565 | 25-018023  | <None>      |
| Code 3            | 12/28/2025 | ALS       | 13:31:57     | 13:39:36 | 00:07:39      | 18451 | 25-017914  | <None>      |
| Code 3            | 12/28/2025 | ALS       | 18:41:11     | 18:47:42 | 00:06:31      | 18466 | 25-017928  | <None>      |
| Code 3            | 12/24/2025 | ALS       | 15:25:00     | 15:35:32 | 00:10:32      | 18211 | 25-017680  | <None>      |
| Code 3            | 12/25/2025 | ALS       | 13:00:53     | 13:06:22 | 00:05:29      | 18250 | 25-017719  | <None>      |
| Code 3            | 12/19/2025 | ALS       | 10:51:39     | 11:00:21 | 00:08:42      | 17903 | 25-017384  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 07:53:41     | 07:57:58 | 00:04:17      | 17956 | 25-017437  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 07:57:30     | 08:19:28 | 00:21:58      | 17959 | 25-017438  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 10:27:17     | 10:38:26 | 00:11:09      | 17968 | 25-017448  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 10:27:10     | 10:48:26 | 00:21:15      | 17969 | 25-017448  | <None>      |
| Code 3            | 12/22/2025 | ALS       | 14:58:19     | 15:17:43 | 00:19:24      | 18107 | 25-017580  | <None>      |
| Code 3            | 12/22/2025 | ALS       | 15:00:00     | 15:12:05 | 00:12:05      | 18108 | 25-017580  | <None>      |
| Code 3            | 12/23/2025 | ALS       | 02:15:45     | 02:20:58 | 00:05:13      | 18131 | 25-017603  | <None>      |
| Code 3            | 12/23/2025 | ALS       | 19:46:07     | 20:55:47 | 01:09:40      | 18176 | 25-017647  | <None>      |
| Code 3            | 12/24/2025 | ALS       | 14:41:19     | 14:50:29 | 00:09:10      | 18206 | 25-017676  | <None>      |
| Code 3            | 12/17/2025 | ALS       | 08:43:56     | 09:11:23 | 00:27:27      | 17784 | 25-017270  | <None>      |
| Code 3            | 12/17/2025 | ALS       | 08:45:51     | 00:00:00 | N/A           | 17785 | 25-017270  | <None>      |
| Code 3            | 12/16/2025 | ALS       | 05:11:34     | 05:21:29 | 00:09:55      | 17715 | 25-017202  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 02:28:17     | 02:33:41 | 00:05:24      | 16955 | 25-016476  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 09:47:09     | 09:54:03 | 00:06:54      | 16974 | 25-016495  | <None>      |

# Response Times by Priority

## Using Call Started Time

Date IS BETWEEN 12/01/2025 AND 12/31/2025; AND Response Zone IS Belle Plain City

| Dispatch Priority | Date       | Call Type | Started Time | At Scene | Response Time | Run # | Incident # | Late Reason |
|-------------------|------------|-----------|--------------|----------|---------------|-------|------------|-------------|
| Code 3            | 12/2/2025  | ALS       | 10:16:39     | 10:37:20 | 00:20:41      | 16976 | 25-016497  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 10:17:57     | 10:29:43 | 00:11:46      | 16977 | 25-016497  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 17:00:12     | 17:06:48 | 00:06:36      | 16998 | 25-016518  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 19:49:14     | 19:55:21 | 00:06:06      | 17010 | 25-016528  | <None>      |
| Code 3            | 12/3/2025  | ALS       | 09:57:07     | 10:04:23 | 00:07:16      | 17028 | 25-016546  | <None>      |
| Code 3            | 12/4/2025  | ALS       | 04:12:28     | 00:00:00 | N/A           | 17072 | 25-016590  | <None>      |
| Code 3            | 12/4/2025  | ALS       | 04:14:19     | 04:29:42 | 00:15:22      | 17073 | 25-016590  | <None>      |
| Code 3            | 12/4/2025  | ALS       | 04:58:21     | 06:16:13 | 01:17:51      | 17074 | 25-016590  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 09:17:01     | 09:22:08 | 00:05:06      | 17143 | 25-016656  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 17:05:05     | 00:00:00 | N/A           | 17172 | 25-016680  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 17:13:53     | 17:18:19 | 00:04:26      | 17174 | 25-016680  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 17:13:56     | 00:00:00 | N/A           | 0     | 25-016680  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 22:28:56     | 22:35:21 | 00:06:25      | 17188 | 25-016694  | <None>      |
| Code 3            | 12/8/2025  | ALS       | 12:47:31     | 13:15:02 | 00:27:31      | 17294 | 25-016796  | <None>      |
| Code 3            | 12/8/2025  | ALS       | 14:42:52     | 14:46:07 | 00:03:15      | 17304 | 25-016805  | <None>      |
| Code 3            | 12/8/2025  | ALS       | 15:05:32     | 15:26:02 | 00:20:30      | 17306 | 25-016807  | <None>      |
| Code 3            | 12/9/2025  | ALS       | 18:11:31     | 18:17:56 | 00:06:25      | 17360 | 25-016860  | <None>      |
| Code 3            | 12/10/2025 | ALS       | 10:18:09     | 10:23:36 | 00:05:26      | 17392 | 25-016890  | <None>      |
| Code 3            | 12/10/2025 | ALS       | 14:42:07     | 14:47:43 | 00:05:36      | 17405 | 25-016903  | <None>      |
| Code 3            | 12/10/2025 | ALS       | 17:45:48     | 17:55:46 | 00:09:58      | 17417 | 25-016915  | <None>      |
| Code 3            | 12/11/2025 | ALS       | 11:34:40     | 11:40:25 | 00:05:44      | 17450 | 25-016948  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 00:59:53     | 01:18:08 | 00:18:15      | 17493 | 25-016991  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 01:01:35     | 01:26:30 | 00:24:54      | 17494 | 25-016991  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 05:56:48     | 06:03:04 | 00:06:15      | 17501 | 25-016998  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 06:35:18     | 00:00:00 | N/A           | 17502 | 25-016999  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 06:37:02     | 07:04:07 | 00:27:04      | 17503 | 25-016999  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 23:34:06     | 23:40:32 | 00:06:26      | 17567 | 25-017057  | <None>      |
| Code 3            | 12/15/2025 | ALS       | 11:07:21     | 11:12:03 | 00:04:42      | 17678 | 25-017166  | <None>      |
| Code 3            | 12/15/2025 | ALS       | 11:44:15     | 00:00:00 | N/A           | 17681 | 25-017169  | <None>      |
| Code 3            | 12/15/2025 | ALS       | 11:45:22     | 12:08:28 | 00:23:05      | 17682 | 25-017169  | <None>      |

Total Calls for Code 3: 53

Average Response Time: 00:12:16

Grand Total Calls: 67

Total Average Response Time: 00:11:06



# Agency Activity Summary

## Ridgeview Ambulance Service

Agency: Ridgeview Ambulance Service | ePCR Branch: 301, 302, 305 | Service Date: Last Month

**Total Number of ePCRs: 153**

**Total Number of Incidents: 141**

### By Branch

301 BELLE PLAINE = 79

305 JORDAN = 74

### Billing Disposition (ePCR Data Only)

|                                       | #   | %     |                                   | #   | %    |
|---------------------------------------|-----|-------|-----------------------------------|-----|------|
| Treated/Transported                   | 115 | 75.2% | Dead Prior To Arrival             | 1   | 0.7% |
| Treated / Transferred Care            | N/A | N/A   | Dead After Arrival                | 1   | 0.7% |
| Treated/No Transport (AMA)            | 3   | 2.0%  | Treat/Transported by Private Veh. | 1   | 0.7% |
| Treated / No Transport (Per Protocol) | 3   | 2.0%  | Assist                            | N/A | N/A  |
| Transported / Refused Care            | N/A | N/A   | Other                             | N/A | N/A  |
| No Transport / Refused Care           | 5   | 3.3%  | No Patient Found                  | N/A | N/A  |
| Cancelled                             | 24  | 15.7% |                                   |     |      |
| Left Blank                            | N/A | N/A   |                                   |     |      |

### Unit Disposition (ePCR Data Only)

| Description                         | #          | %             |
|-------------------------------------|------------|---------------|
| Cancelled Prior to Arrival at Scene | 18         | 11.8%         |
| Cancelled on Scene                  | 2          | 1.3%          |
| No Patient Contact                  | 4          | 2.6%          |
| Patient Contact Made                | 129        | 84.3%         |
| Left Blank                          | 0          | 0.0%          |
| <b>Total</b>                        | <b>153</b> | <b>100.0%</b> |

### Patient Evaluation/Care Disposition (ePCR Data Only)

| Description                         | #          | %             |
|-------------------------------------|------------|---------------|
| Not Applicable                      | 7          | 4.6%          |
| Patient Evaluated and Care Provided | 123        | 80.4%         |
| Patient Evaluated and Refused Care  | 5          | 3.3%          |
| Patient Evaluated, No Care Required | 1          | 0.7%          |
| Left Blank                          | 17         | 11.1%         |
| <b>Total</b>                        | <b>153</b> | <b>100.0%</b> |

### Crew Disposition (ePCR Data Only)

| Description                                        | #          | %             |
|----------------------------------------------------|------------|---------------|
| Assumed Primary Care from Another EMS Crew         | 1          | 0.7%          |
| Back in Service, Care/Support Services Refused     | 5          | 3.3%          |
| Back in Service, No Care/Support Services Required | 1          | 0.7%          |
| Initiated and Continued Primary Care               | 122        | 79.7%         |
| Left Blank                                         | 24         | 15.7%         |
| <b>Total</b>                                       | <b>153</b> | <b>100.0%</b> |

### Transport Disposition (ePCR Data Only)

| Description                                               | #          | %             |
|-----------------------------------------------------------|------------|---------------|
| No Transport                                              | 7          | 4.6%          |
| Not Applicable                                            | 5          | 3.3%          |
| Patient Refused Transport                                 | 9          | 5.9%          |
| Transport by This EMS Unit (This Crew Only)               | 114        | 74.5%         |
| Transport by This EMS Unit, with a Member of Another Crew | 1          | 0.7%          |
| Left Blank                                                | 17         | 11.1%         |
| <b>Total</b>                                              | <b>153</b> | <b>100.0%</b> |

## Run Type

|                                   | #   | %     |                                       | #   | %    |
|-----------------------------------|-----|-------|---------------------------------------|-----|------|
| <b>Emergency Runs</b>             | 152 | 99.3% | <b>Non-Emergency Runs</b>             | 1   | 0.7% |
| Stand By                          | 2   | 1.3%  | Stand By                              | N/A | N/A  |
| Mutual Aid                        | N/A | N/A   | Mutual Aid                            | N/A | N/A  |
| Interfacility                     | N/A | N/A   | Interfacility                         | N/A | N/A  |
| Intercept                         | N/A | N/A   | Intercept                             | N/A | N/A  |
| <b>Emergency Runs (Scheduled)</b> | N/A | N/A   | <b>Non-Emergency Runs (Scheduled)</b> | N/A | N/A  |
| Stand By                          | N/A | N/A   | Stand By                              | N/A | N/A  |
| Mutual Aid                        | N/A | N/A   | Mutual Aid                            | N/A | N/A  |
| Interfacility                     | N/A | N/A   | Interfacility                         | N/A | N/A  |
| Intercept                         | N/A | N/A   | Intercept                             | N/A | N/A  |

Emergency Type Left Blank: 0

## Runs by Unit (ePCR Data Only)

| Unit         | Total<br>Runs | Treat/<br>Transp | Treat/<br>Transfer | Treat/No<br>Transp(AMA) | Treat/No<br>Transp(PP) | Transp/<br>Ref. Care | Cancelled | Dead<br>Prior Arr | Dead<br>After Arr | T/T<br>Priv Veh | No Trans/<br>Ref. Care | Assist   | Other    | No Pat.<br>Found |
|--------------|---------------|------------------|--------------------|-------------------------|------------------------|----------------------|-----------|-------------------|-------------------|-----------------|------------------------|----------|----------|------------------|
| 100          | 112           | 87               | 0                  | 3                       | 3                      | 0                    | 13        | 0                 | 1                 | 1               | 4                      | 0        | 0        | 0                |
| 1001         | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 1100         | 9             | 6                | 0                  | 0                       | 0                      | 0                    | 2         | 0                 | 0                 | 0               | 1                      | 0        | 0        | 0                |
| 1200         | 2             | 1                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 1300         | 3             | 1                | 0                  | 0                       | 0                      | 0                    | 2         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 200          | 2             | 1                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 2100         | 6             | 5                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 300          | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 500          | 4             | 4                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 600          | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 700          | 5             | 4                | 0                  | 0                       | 0                      | 0                    | 1         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 800          | 1             | 1                | 0                  | 0                       | 0                      | 0                    | 0         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| 900          | 5             | 2                | 0                  | 0                       | 0                      | 0                    | 3         | 0                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| SUV03        | 1             | 0                | 0                  | 0                       | 0                      | 0                    | 0         | 1                 | 0                 | 0               | 0                      | 0        | 0        | 0                |
| <b>Total</b> | <b>153</b>    | <b>115</b>       | <b>0</b>           | <b>3</b>                | <b>3</b>               | <b>0</b>             | <b>24</b> | <b>1</b>          | <b>1</b>          | <b>1</b>        | <b>5</b>               | <b>0</b> | <b>0</b> | <b>0</b>         |

## Runs by Service Level (ePCR Data Only)

| Dispatched<br>Service Level | #   | %     | Recommended<br>Service Level | #   | %     |
|-----------------------------|-----|-------|------------------------------|-----|-------|
| BLS                         | 8   | 5.2%  | BLS                          | 38  | 24.8% |
| ALS                         | 145 | 94.8% | ALS1                         | 109 | 71.2% |
| SCT                         | N/A | N/A   | ALS2                         | 6   | 3.9%  |
|                             |     |       | SCT                          | N/A | N/A   |
|                             |     |       | Rotary Wing                  | N/A | N/A   |
|                             |     |       | Fixed Wing                   | N/A | N/A   |

## Runs by Insurance Type with Service Level (ePCR Data Only) (Multiple

insurance types may have been marked on a run)

| Type | BLS | %     | ALS1 | %     | ALS2 | %    | SCT | %   | Rotary Wing | %   | Fixed Wing | %   | Total | %      |
|------|-----|-------|------|-------|------|------|-----|-----|-------------|-----|------------|-----|-------|--------|
| None | 39  | 25.5% | 111  | 72.5% | 6    | 3.9% | N/A | N/A | N/A         | N/A | N/A        | N/A | 156   | 102.0% |

## Runs by Primary PI (ePCR Data Only)

| Description                | # | %    |
|----------------------------|---|------|
| AAA - Not Ruptured         | 1 | 0.7% |
| Abdominal Pain             | 7 | 4.6% |
| Airway Obstruction         | 1 | 0.7% |
| Allergic Reaction          | 1 | 0.7% |
| Anxiety                    | 3 | 2.0% |
| Back Pain (No Trauma)      | 3 | 2.0% |
| Behavioral Disorder        | 6 | 3.9% |
| Bowel Obstruction          | 1 | 0.7% |
| CVA/Stroke                 | 4 | 2.6% |
| Cardiac Arrest             | 6 | 3.9% |
| Cardiac Rhythm Disturbance | 4 | 2.6% |
| Cardiac Symptoms           | 3 | 2.0% |

|                                       |     |        |
|---------------------------------------|-----|--------|
| Chest Pain                            | 10  | 6.5%   |
| Depression (acute)                    | 1   | 0.7%   |
| Dyspnea - SOB                         | 9   | 5.9%   |
| ETOH - Intoxication                   | 2   | 1.3%   |
| Elevated Temp/Fever                   | 1   | 0.7%   |
| Failure to Thrive - Adult (Suspected) | 1   | 0.7%   |
| Flu Symptoms                          | 4   | 2.6%   |
| GI -Bleed                             | 1   | 0.7%   |
| Headache (No Trauma)                  | 1   | 0.7%   |
| Hypertension                          | 2   | 1.3%   |
| Hypoglycemia                          | 1   | 0.7%   |
| Hypotension                           | 2   | 1.3%   |
| Hypothermia                           | 1   | 0.7%   |
| Nausea w/o vomiting                   | 1   | 0.7%   |
| Nausea with vomiting                  | 1   | 0.7%   |
| OB Delivery                           | 1   | 0.7%   |
| OB/Gyn (comp.)                        | 1   | 0.7%   |
| Pain, chronic                         | 1   | 0.7%   |
| Pneumonia                             | 1   | 0.7%   |
| Pneumonia Symptoms                    | 3   | 2.0%   |
| Poisoning                             | 1   | 0.7%   |
| Post-Op Complication                  | 1   | 0.7%   |
| Pulmonary Edema                       | 1   | 0.7%   |
| Seizure                               | 5   | 3.3%   |
| Sepsis (Suspected)                    | 3   | 2.0%   |
| Syncope/Fainting                      | 1   | 0.7%   |
| Trauma Injury                         | 21  | 13.7%  |
| Unknown Medical                       | 3   | 2.0%   |
| Urinary Tract Infection (UTI)         | 1   | 0.7%   |
| Weakness                              | 7   | 4.6%   |
| <i>Left Blank</i>                     | 24  | 15.7%  |
| <i>Total</i>                          | 153 | 100.0% |

## Runs by Dispatch (EMD) Code

| Description                                           | #   | %      |
|-------------------------------------------------------|-----|--------|
| 01C Abdominal Pain / Problems                         | 2   | 1.3%   |
| 02D Allergies / Envenomations                         | 1   | 0.7%   |
| 03D Animal Bites / Attacks                            | 1   | 0.7%   |
| 04C Assault / Sexual Assault                          | 5   | 3.3%   |
| 05D Back Pain (Non Traumatic or Non Recent Trauma)    | 1   | 0.7%   |
| 06D Breathing Problems                                | 19  | 12.4%  |
| 09D Cardiac or Respiratory Arrest / Death             | 10  | 6.5%   |
| 10D Chest Pain                                        | 12  | 7.8%   |
| 11D Choking                                           | 1   | 0.7%   |
| 12C Convulsions / Seizures                            | 1   | 0.7%   |
| 12D Convulsions / Seizures                            | 4   | 2.6%   |
| 13D Diabetic Problems                                 | 1   | 0.7%   |
| 17D Falls                                             | 16  | 10.5%  |
| 19D Heart Problems / AICD                             | 5   | 3.3%   |
| 20D Heat / Cold Exposure                              | 1   | 0.7%   |
| 21A Hemorrhage / Lacerations                          | 1   | 0.7%   |
| 21D Hemorrhage / Lacerations                          | 3   | 2.0%   |
| 23C Overdose / Poisoning / Ingestion                  | 2   | 1.3%   |
| 23D Overdose / Poisoning / Ingestion                  | 2   | 1.3%   |
| 24D Pregnancy / Childbirth / Miscarriage              | 2   | 1.3%   |
| 25A Psychiatric / Abnormal Behavior / Suicide Attempt | 3   | 2.0%   |
| 25C Psychiatric / Abnormal Behavior / Suicide Attempt | 6   | 3.9%   |
| 25D Psychiatric / Abnormal Behavior / Suicide Attempt | 1   | 0.7%   |
| 26A Sick Person (Specific Diagnosis)                  | 4   | 2.6%   |
| 26C Sick Person (Specific Diagnosis)                  | 1   | 0.7%   |
| 26D Sick Person (Specific Diagnosis)                  | 24  | 15.7%  |
| 28D Stroke (CVA)                                      | 2   | 1.3%   |
| 29C Traffic / Transportation Accidents                | 1   | 0.7%   |
| 29D Traffic / Transportation Accidents                | 10  | 6.5%   |
| 30D Traumatic Injuries (Specific)                     | 3   | 2.0%   |
| 31D Unconscious / Fainting (Near)                     | 3   | 2.0%   |
| 32C Unknown Problem (Person Down)                     | 1   | 0.7%   |
| 85C Standby                                           | 2   | 1.3%   |
| 85D Standby                                           | 1   | 0.7%   |
| 86D Medical Alarm                                     | 1   | 0.7%   |
| Left Blank                                            | 0   | 0.0%   |
| Total                                                 | 153 | 100.0% |

### Transport From (Category)

|                                           | #          | %             |
|-------------------------------------------|------------|---------------|
| Home / Residence                          | 92         | 60.1%         |
| Res. Custodial Facility - Nursing Home    | 2          | 1.3%          |
| Private Commercial Establishment          | 4          | 2.6%          |
| Facility - Health Care Provider Office    | 4          | 2.6%          |
| Facility - Urgent Care                    | 1          | 0.7%          |
| Public Building                           | 1          | 0.7%          |
| Educational Ins.                          | 1          | 0.7%          |
| Street / Hwy                              | 8          | 5.2%          |
| Industrial Place                          | 1          | 0.7%          |
| Res. Custodial Facility - Assisted Living | 23         | 15.0%         |
| --Left Blank--                            | 16         | 10.5%         |
| <b>Total</b>                              | <b>153</b> | <b>100.0%</b> |

### Transport From (Facility) (ePCR Data Only)

|                                    | #          | %             |
|------------------------------------|------------|---------------|
| --Left Blank--                     | 121        | 79.1%         |
| Oak Terrace Senior Living - Jordan | 15         | 9.8%          |
| Ridgeview Clinic - Belle Plaine    | 5          | 3.3%          |
| Hope Residence                     | 5          | 3.3%          |
| Kingsway Belle Plaine              | 4          | 2.6%          |
| Belle Plaine Lutheran Home         | 2          | 1.3%          |
| Schule Haus                        | 1          | 0.7%          |
| <b>Total</b>                       | <b>153</b> | <b>100.0%</b> |

### Transport To (Destination Facility) (ePCR Data Only)

|                                        | #          | %             |
|----------------------------------------|------------|---------------|
| St. Francis Regional Medical Center    | 57         | 37.3%         |
| --Left Blank--                         | 38         | 24.8%         |
| Ridgeview Medical Center               | 29         | 19.0%         |
| Two Twelve Medical Center              | 9          | 5.9%          |
| Mayo Clinic Health System - New Prague | 7          | 4.6%          |
| Abbott Northwestern Hospital           | 3          | 2.0%          |
| Southdale Hospital MHF                 | 3          | 2.0%          |
| Hennepin Healthcare                    | 3          | 2.0%          |
| U of M East MHF                        | 2          | 1.3%          |
| Mayo Clinic Health System - Mankato    | 1          | 0.7%          |
| ZONE 08 - BELLE PLAINE                 | 1          | 0.7%          |
| <b>Total</b>                           | <b>153</b> | <b>100.0%</b> |

# Response Times by Priority

## Using Call Started Time

Date IS BETWEEN 12/01/2025 AND 12/31/2025; AND Response Zone IS Belle Plain City

| Dispatch Priority | Date       | Call Type | Started Time | At Scene | Response Time | Run # | Incident # | Late Reason |
|-------------------|------------|-----------|--------------|----------|---------------|-------|------------|-------------|
| Code 2            | 12/5/2025  | ALS       | 17:19:24     | 17:31:19 | 00:11:55      | 17176 | 25-016683  | <None>      |
| Code 2            | 12/3/2025  | ALS       | 16:49:51     | 16:56:45 | 00:06:54      | 17047 | 25-016565  | <None>      |
| Code 2            | 12/3/2025  | ALS       | 18:28:10     | 18:38:58 | 00:10:48      | 17050 | 25-016568  | <None>      |
| Code 2            | 12/15/2025 | ALS       | 14:42:51     | 00:00:00 | N/A           | 17690 | 25-017177  | <None>      |
| Code 2            | 12/15/2025 | ALS       | 14:55:06     | 00:00:00 | N/A           | 17691 | 25-017178  | <None>      |
| Code 2            | 12/16/2025 | ALS       | 21:23:26     | 21:34:19 | 00:10:52      | 17762 | 25-017248  | <None>      |
| Code 2            | 12/20/2025 | BLS       | 07:54:53     | 08:06:15 | 00:11:22      | 17957 | 25-017438  | <None>      |
| Code 2            | 12/17/2025 | BLS       | 15:05:01     | 15:14:30 | 00:09:29      | 17806 | 25-017291  | <None>      |
| Code 2            | 12/24/2025 | ALS       | 15:20:10     | 00:00:00 | N/A           | 18210 | 25-017680  | <None>      |
| Code 2            | 12/27/2025 | ALS       | 20:19:32     | 20:26:10 | 00:06:38      | 18410 | 25-017877  | <None>      |
| Code 2            | 12/28/2025 | ALS       | 22:43:40     | 22:52:41 | 00:09:01      | 18473 | 25-017935  | <None>      |
| Code 2            | 12/29/2025 | BLS       | 16:28:11     | 16:32:58 | 00:04:47      | 18520 | 25-017979  | <None>      |
| Code 2            | 12/30/2025 | BLS       | 22:28:28     | 22:35:43 | 00:07:15      | 18586 | 25-018043  | <None>      |
| Code 2            | 12/31/2025 | ALS       | 18:34:29     | 18:38:49 | 00:04:20      | 18642 | 25-018095  | <None>      |

Total Calls for Code 2: 14

Average Response Time: 00:06:40

| Dispatch Priority | Date       | Call Type | Started Time | At Scene | Response Time | Run # | Incident # | Late Reason |
|-------------------|------------|-----------|--------------|----------|---------------|-------|------------|-------------|
| Code 3            | 12/31/2025 | ALS       | 20:13:10     | 20:24:23 | 00:11:13      | 18646 | 25-018099  | <None>      |
| Code 3            | 12/31/2025 | ALS       | 11:39:17     | 00:00:00 | N/A           | 18612 | 25-018068  | <None>      |
| Code 3            | 12/31/2025 | ALS       | 11:41:27     | 11:55:06 | 00:13:39      | 18613 | 25-018068  | <None>      |
| Code 3            | 12/30/2025 | ALS       | 14:34:49     | 14:41:12 | 00:06:23      | 18565 | 25-018023  | <None>      |
| Code 3            | 12/28/2025 | ALS       | 13:31:57     | 13:39:36 | 00:07:39      | 18451 | 25-017914  | <None>      |
| Code 3            | 12/28/2025 | ALS       | 18:41:11     | 18:47:42 | 00:06:31      | 18466 | 25-017928  | <None>      |
| Code 3            | 12/24/2025 | ALS       | 15:25:00     | 15:35:32 | 00:10:32      | 18211 | 25-017680  | <None>      |
| Code 3            | 12/25/2025 | ALS       | 13:00:53     | 13:06:22 | 00:05:29      | 18250 | 25-017719  | <None>      |
| Code 3            | 12/19/2025 | ALS       | 10:51:39     | 11:00:21 | 00:08:42      | 17903 | 25-017384  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 07:53:41     | 07:57:58 | 00:04:17      | 17956 | 25-017437  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 07:57:30     | 08:19:28 | 00:21:58      | 17959 | 25-017438  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 10:27:17     | 10:38:26 | 00:11:09      | 17968 | 25-017448  | <None>      |
| Code 3            | 12/20/2025 | ALS       | 10:27:10     | 10:48:26 | 00:21:15      | 17969 | 25-017448  | <None>      |
| Code 3            | 12/22/2025 | ALS       | 14:58:19     | 15:17:43 | 00:19:24      | 18107 | 25-017580  | <None>      |
| Code 3            | 12/22/2025 | ALS       | 15:00:00     | 15:12:05 | 00:12:05      | 18108 | 25-017580  | <None>      |
| Code 3            | 12/23/2025 | ALS       | 02:15:45     | 02:20:58 | 00:05:13      | 18131 | 25-017603  | <None>      |
| Code 3            | 12/23/2025 | ALS       | 19:46:07     | 20:55:47 | 01:09:40      | 18176 | 25-017647  | <None>      |
| Code 3            | 12/24/2025 | ALS       | 14:41:19     | 14:50:29 | 00:09:10      | 18206 | 25-017676  | <None>      |
| Code 3            | 12/17/2025 | ALS       | 08:43:56     | 09:11:23 | 00:27:27      | 17784 | 25-017270  | <None>      |
| Code 3            | 12/17/2025 | ALS       | 08:45:51     | 00:00:00 | N/A           | 17785 | 25-017270  | <None>      |
| Code 3            | 12/16/2025 | ALS       | 05:11:34     | 05:21:29 | 00:09:55      | 17715 | 25-017202  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 02:28:17     | 02:33:41 | 00:05:24      | 16955 | 25-016476  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 09:47:09     | 09:54:03 | 00:06:54      | 16974 | 25-016495  | <None>      |

# Response Times by Priority

## Using Call Started Time

Date IS BETWEEN 12/01/2025 AND 12/31/2025; AND Response Zone IS Belle Plain City

| Dispatch Priority | Date       | Call Type | Started Time | At Scene | Response Time | Run # | Incident # | Late Reason |
|-------------------|------------|-----------|--------------|----------|---------------|-------|------------|-------------|
| Code 3            | 12/2/2025  | ALS       | 10:16:39     | 10:37:20 | 00:20:41      | 16976 | 25-016497  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 10:17:57     | 10:29:43 | 00:11:46      | 16977 | 25-016497  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 17:00:12     | 17:06:48 | 00:06:36      | 16998 | 25-016518  | <None>      |
| Code 3            | 12/2/2025  | ALS       | 19:49:14     | 19:55:21 | 00:06:06      | 17010 | 25-016528  | <None>      |
| Code 3            | 12/3/2025  | ALS       | 09:57:07     | 10:04:23 | 00:07:16      | 17028 | 25-016546  | <None>      |
| Code 3            | 12/4/2025  | ALS       | 04:12:28     | 00:00:00 | N/A           | 17072 | 25-016590  | <None>      |
| Code 3            | 12/4/2025  | ALS       | 04:14:19     | 04:29:42 | 00:15:22      | 17073 | 25-016590  | <None>      |
| Code 3            | 12/4/2025  | ALS       | 04:58:21     | 06:16:13 | 01:17:51      | 17074 | 25-016590  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 09:17:01     | 09:22:08 | 00:05:06      | 17143 | 25-016656  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 17:05:05     | 00:00:00 | N/A           | 17172 | 25-016680  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 17:13:53     | 17:18:19 | 00:04:26      | 17174 | 25-016680  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 17:13:56     | 00:00:00 | N/A           | 0     | 25-016680  | <None>      |
| Code 3            | 12/5/2025  | ALS       | 22:28:56     | 22:35:21 | 00:06:25      | 17188 | 25-016694  | <None>      |
| Code 3            | 12/8/2025  | ALS       | 12:47:31     | 13:15:02 | 00:27:31      | 17294 | 25-016796  | <None>      |
| Code 3            | 12/8/2025  | ALS       | 14:42:52     | 14:46:07 | 00:03:15      | 17304 | 25-016805  | <None>      |
| Code 3            | 12/8/2025  | ALS       | 15:05:32     | 15:26:02 | 00:20:30      | 17306 | 25-016807  | <None>      |
| Code 3            | 12/9/2025  | ALS       | 18:11:31     | 18:17:56 | 00:06:25      | 17360 | 25-016860  | <None>      |
| Code 3            | 12/10/2025 | ALS       | 10:18:09     | 10:23:36 | 00:05:26      | 17392 | 25-016890  | <None>      |
| Code 3            | 12/10/2025 | ALS       | 14:42:07     | 14:47:43 | 00:05:36      | 17405 | 25-016903  | <None>      |
| Code 3            | 12/10/2025 | ALS       | 17:45:48     | 17:55:46 | 00:09:58      | 17417 | 25-016915  | <None>      |
| Code 3            | 12/11/2025 | ALS       | 11:34:40     | 11:40:25 | 00:05:44      | 17450 | 25-016948  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 00:59:53     | 01:18:08 | 00:18:15      | 17493 | 25-016991  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 01:01:35     | 01:26:30 | 00:24:54      | 17494 | 25-016991  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 05:56:48     | 06:03:04 | 00:06:15      | 17501 | 25-016998  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 06:35:18     | 00:00:00 | N/A           | 17502 | 25-016999  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 06:37:02     | 07:04:07 | 00:27:04      | 17503 | 25-016999  | <None>      |
| Code 3            | 12/12/2025 | ALS       | 23:34:06     | 23:40:32 | 00:06:26      | 17567 | 25-017057  | <None>      |
| Code 3            | 12/15/2025 | ALS       | 11:07:21     | 11:12:03 | 00:04:42      | 17678 | 25-017166  | <None>      |
| Code 3            | 12/15/2025 | ALS       | 11:44:15     | 00:00:00 | N/A           | 17681 | 25-017169  | <None>      |
| Code 3            | 12/15/2025 | ALS       | 11:45:22     | 12:08:28 | 00:23:05      | 17682 | 25-017169  | <None>      |

Total Calls for Code 3: 53

Average Response Time: 00:12:16

Grand Total Calls: 67

Total Average Response Time: 00:11:06



# **Belle Plaine Police Department**

**420 E Main St., PO Box 129, Belle Plaine, MN 56011**

**Terry M. Stier ~ Chief of Police**

**Office: 952-873-4307 Fax: 952-873-3850**

**DATE:** January 5, 2026  
**TO:** Mayor and Council  
**RE:** Monthly Police Report

For the month of December, your Police Department handled **11** reported criminal cases, resulting in **36** offenses, wrote **191** traffic citations and warnings and recorded **634** calls for service.

|          |                                                                                                                                                                 |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12-01-25 | Chief Stier attended a city council meeting and truth in taxation meeting at city hall                                                                          |
| 12-03-25 | Chief Stier attended a TEAMS meeting with the Minnesota Chiefs of Police Association and Minnesota Department of Public Safety to discuss statewide ICE arrests |
| 12-04-25 | Chief Stier attended a Scott / Carver County Chiefs Meeting in Shakopee                                                                                         |
| 12-04-25 | Officer Guralnik taught DARE to the 8th grade students.                                                                                                         |
| 12-06-25 | Officers visited with family members and their children at the Santa Shack.                                                                                     |
| 12-08-25 | Chief Stier attended a city safety committee meeting at city hall                                                                                               |
| 12-09-25 | Chief Stier assisted with the Minnesota Chiefs of Police Association Leadership Academy at Camp Ripley                                                          |
| 12-10-25 | Chief Stier attended a Minnesota Bureau of Criminal Apprehension update on emerging trends and crime updates                                                    |
| 12-10-25 | Chief Stier attended a budget workshop at city hall                                                                                                             |
| 12-11-25 | Officer Guralnik taught DARE to the 8th grade students.                                                                                                         |
| 12-11-25 | Officers attended the High School Boys Basketball game.                                                                                                         |
| 12-13-25 | Officers attended an elementary basketball tournament held at the high school.                                                                                  |
| 12-15-25 | Chief Stier attended a city council meeting at city hall                                                                                                        |
| 12-16-25 | Officers handed out gifts to the residents at The Lutheran Home and Hope Residence.                                                                             |
| 12-17-25 | Officers held Coffee with a Cop event at Kingsway Retirement Living and Spero Senior Living.                                                                    |



|          |                                                                                                                                                                                   |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12-18-25 | Chief Stier attended a Minnesota Chiefs of Police Association Meeting in New Brighton                                                                                             |
| 12-18-25 | Chief Stier attended a TEAMS meeting with the Minnesota Chiefs of Police Association with Imran Ali to discuss speaker ideas for the annual chief's conference                    |
| 12-18-25 | Officer Guralnik taught DARE to the 8th grade students.                                                                                                                           |
| 12-19-25 | Chief Stier and members of the Belle Plaine Police Department hosted a defensive tactics training at the SCALE facility using STORM                                               |
| 12-19-25 | Chief Stier assisted the city of St Paul Park with interviewing 5 potential chief of police applicants                                                                            |
| 12-19-25 | Officers visited with family members and their children at the Santa Shack.                                                                                                       |
| 12-21-25 | Officers visited with family members and their children at the Santa Shack.                                                                                                       |
| 12-24-25 | Officers handed out wrapped gifts to a family in need.                                                                                                                            |
| 12-29-25 | Chief Stier attended a TEAMS meeting with the Minnesota Chiefs of Police Association and Minnesota Department of Public Safety to discuss the deployment of the MN National Guard |

**BELLE PLAINE POLICE DEPARTMENT – MONTHLY STATISTICS-2025**

| CRIMINAL ACTIVITY              | NOVEMBER<br>TOTAL | DECEMBER<br>TOTAL | YEAR TO DATE<br>TOTAL |
|--------------------------------|-------------------|-------------------|-----------------------|
| Alcohol Offenses               | 1                 | 0                 | 8                     |
| Assault                        | 1                 | 1                 | 19                    |
| Burglary                       | 0                 | 0                 | 1                     |
| Criminal Sexual Conduct        | 4                 | 1                 | 8                     |
| Criminal Fire                  | 0                 | 0                 | 1                     |
| Damage to Property             | 0                 | 0                 | 13                    |
| Disorderly Conduct             | 0                 | 0                 | 4                     |
| Driving While Intoxicated      | 9                 | 5                 | 53                    |
| Drug Offenses                  | 0                 | 0                 | 2                     |
| Family Offenses                | 0                 | 0                 | 0                     |
| Forgery/Fraud                  | 2                 | 1                 | 10                    |
| Harassment/Harassing Calls     | 0                 | 1                 | 1                     |
| Obstruction                    | 0                 | 0                 | 12                    |
| Stolen Motor Vehicle/Tampering | 0                 | 0                 | 1                     |
| Theft                          | 0                 | 1                 | 18                    |
| All Others                     | 2                 | 1                 | 53                    |
| <b>TOTAL</b>                   | <b>19</b>         | <b>11</b>         | <b>204</b>            |

December Clearance Numbers Include:

A total of 11 separate cases resulting in 36 offenses

|                              |           |           |
|------------------------------|-----------|-----------|
| Cases cleared by arrest      | 16        | 10        |
| Cases cleared by exception   | 1         | 0         |
| Cases are currently inactive | 0         | 0         |
| Cases are currently active   | 1         | 0         |
| Unfounded                    | 1         | 1         |
|                              | <b>19</b> | <b>11</b> |

December Percent Cleared : **95.00%**      **100.00%**

| NON-CRIMINAL ACTIVITY     | NOVEMBER   | DECEMBER   | YEAR TO DATE |
|---------------------------|------------|------------|--------------|
|                           | TOTAL      | TOTAL      | TOTAL        |
| Alarms                    | 4          | 12         | 117          |
| Animal Complaints         | 8          | 9          | 156          |
| Assist Other Departments  | 29         | 40         | 423          |
| Background/Record Checks  | 28         | 21         | 458          |
| Assist Public             | 33         | 54         | 496          |
| Civil Disputes            | 9          | 8          | 92           |
| Domestics – not physical  | 0          | 1          | 30           |
| Community Engagement      | 11         | 16         | 216          |
| Lost/Found                | 3          | 4          | 111          |
| Handgun Permits           | 4          | 4          | 62           |
| Juvenile/Mischief         | 7          | 7          | 103          |
| Medical Assists           | 31         | 46         | 479          |
| Noise Complaints          | 2          | 2          | 48           |
| Ordinance Violations      | 6          | 3          | 74           |
| Patrol Checklist          | 93         | 105        | 1301         |
| Predatory Offender Checks | 0          | 15         | 58           |
| Motor Vehicle Accidents   | 6          | 17         | 88           |
| Suspicion                 | 24         | 19         | 365          |
| Traffic Complaints        | 14         | 20         | 137          |
| Vehicle Lockouts          | 6          | 10         | 78           |
| Citations/Warnings        | 273        | 191        | 2778         |
| Warrants                  | 2          | 4          | 33           |
| All Others                | 12         | 15         | 212          |
| <b>TOTAL</b>              | <b>605</b> | <b>623</b> | <b>7915</b>  |

| ACTIVITY BY QUADRANT # | QUADRANT LOCATION DESCRIPTION                 | NOVEMBER | DECEMBER | YEAR TO DATE |
|------------------------|-----------------------------------------------|----------|----------|--------------|
|                        |                                               | TOTAL    | TOTAL    | TOTAL        |
| 101                    | NW quadrant located N of Main Street          | 74       | 73       | 820          |
| 201                    | NE quadrant located N of Main Street          | 187      | 193      | 2527         |
| 301                    | SW quadrant located N of Hwy. 169             | 108      | 122      | 1393         |
| 302                    | SW quadrant located S of Hwy. 169             | 23       | 17       | 210          |
| 401                    | SE quadrant located N of Hwy. 169             | 73       | 67       | 1164         |
| 402                    | SE quadrant located S of Hwy 169              | 133      | 137      | 1736         |
| 202                    | Outside City Limits (Assists to other Depts.) | 26       | 25       | 269          |
| TOTAL                  |                                               | 624      | 634      | 8119         |

Total calls for service in the city limits alone, amount to 96.00% 96.00%

Total calls to assist other departments, outside of city limits, amount to 4.00% 4.00%

| <i>CITATIONS &amp; WARNINGS</i> | <i>NOVEMBER<br/>TOTAL</i> | <i>DECEMBER<br/>TOTAL</i> | <i>YEAR TO DATE TOTAL</i> |
|---------------------------------|---------------------------|---------------------------|---------------------------|
| DAR/DAC/DAS                     | 6                         | 5                         | 81                        |
| Expired Registration            | 1                         | 2                         | 16                        |
| Speed                           | 5                         | 3                         | 110                       |
| Stop Sign                       | 1                         | 1                         | 17                        |
| No Insurance                    | 2                         | 2                         | 20                        |
| Snowbird/Street Cleaning        | 8                         | 19                        | 60                        |
| Other Citations                 | 3                         | 5                         | 88                        |
| Written Warnings                | 247                       | 154                       | 2386                      |
| <b>TOTAL</b>                    | <b>273</b>                | <b>191</b>                | <b>2778</b>               |

| <i>SOURCE OF CALLS FOR SERVICE</i> | <i>NOVEMBER<br/>TOTAL</i> | <i>DECEMBER<br/>TOTAL</i> | <i>YEAR TO DATE TOTAL</i> |
|------------------------------------|---------------------------|---------------------------|---------------------------|
| Telephone (non-emergency)          | 83                        | 115                       | 1198                      |
| Officer Initiated                  | 432                       | 383                       | 5007                      |
| Dispatch/911                       | 61                        | 90                        | 1081                      |
| In Person                          | 15                        | 13                        | 360                       |
| Mail/Fax                           | 33                        | 33                        | 473                       |
| Officer at Scene                   | 0                         | 0                         | 0                         |
| <b>TOTAL</b>                       | <b>624</b>                | <b>634</b>                | <b>8119</b>               |

| <i>CRIMES COMMITTED BY</i> | <i>NOVEMBER<br/>TOTAL</i> | <i>DECEMBER<br/>TOTAL</i> | <i>YEAR TO DATE TOTAL</i> |
|----------------------------|---------------------------|---------------------------|---------------------------|
| Adults                     | 16                        | 11                        | 160                       |
| Juveniles                  | 2                         | 0                         | 25                        |
| Unknown                    | 1                         | 0                         | 19                        |
| <b>TOTAL</b>               | <b>19</b>                 | <b>11</b>                 | <b>204</b>                |

| <b>NOVEMBER<br/>ACTIVITY REPORT BY TIME<br/>AND DAY</b> | <b>7:00 AM<br/>TO 3:00<br/>PM</b> | <b>3:00 PM<br/>TO 11:00<br/>PM</b> | <b>11:00 PM<br/>TO 7:00<br/>AM</b> | <b>DAILY<br/>TOTAL</b> |
|---------------------------------------------------------|-----------------------------------|------------------------------------|------------------------------------|------------------------|
| Sunday                                                  | 39                                | 34                                 | 33                                 | 106                    |
| Monday                                                  | 36                                | 28                                 | 14                                 | 78                     |
| Tuesday                                                 | 17                                | 17                                 | 20                                 | 54                     |
| Wednesday                                               | 31                                | 56                                 | 14                                 | 101                    |
| Thursday                                                | 28                                | 34                                 | 17                                 | 79                     |
| Friday                                                  | 29                                | 48                                 | 19                                 | 96                     |
| Saturday                                                | 35                                | 40                                 | 35                                 | 110                    |
| <b>TOTAL</b>                                            | <b>215</b>                        | <b>257</b>                         | <b>152</b>                         | <b>624</b>             |

Percent of total calls for service between the hours of 7 AM – 3 PM was **34.00%**

Percent of total calls for service between the hours of 3 PM – 11 PM was **42.00%**

Percent of total calls for service between the hours of 11 PM – 7 AM was **24.00%**

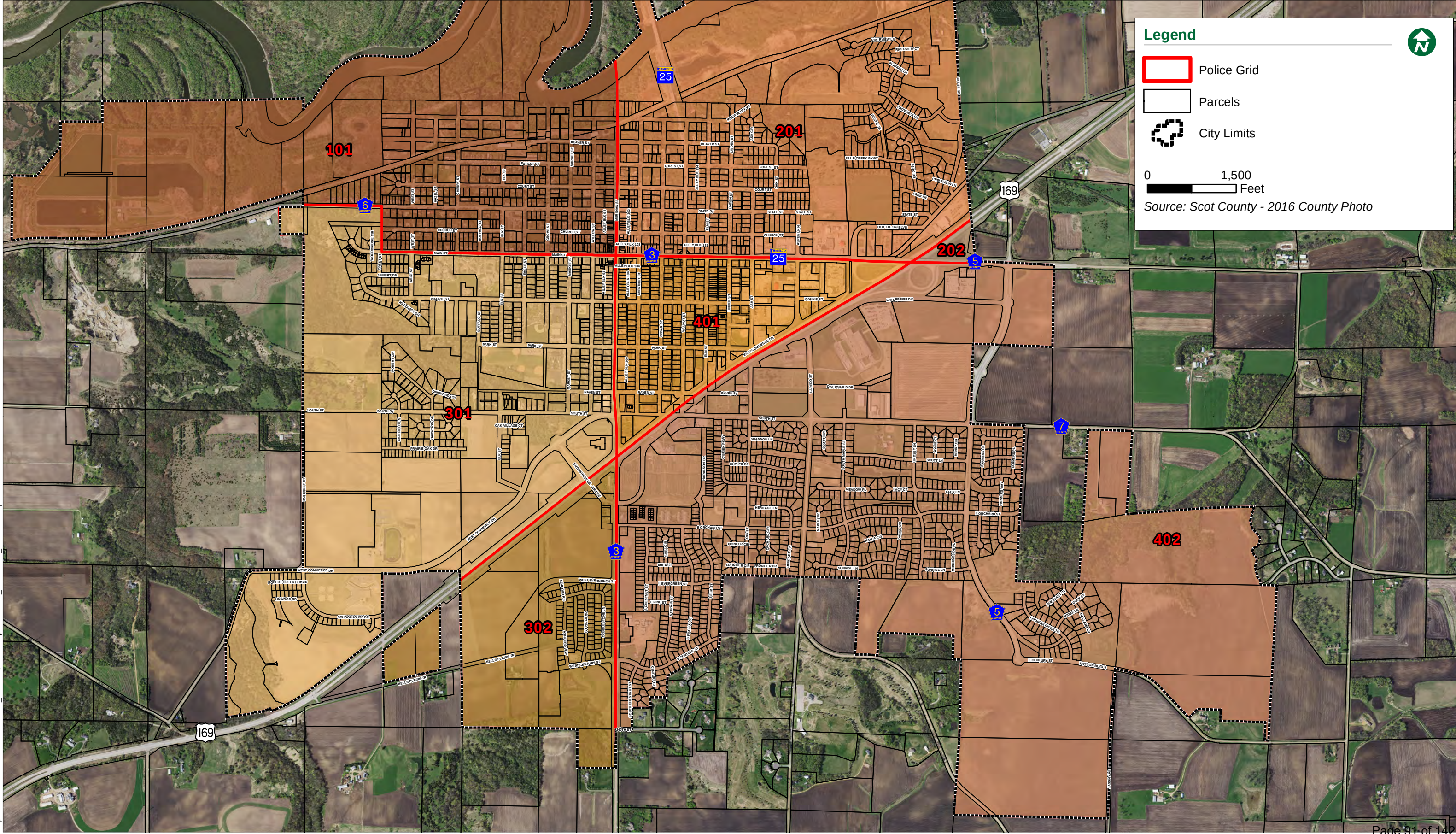
| <b>DECEMBER<br/>ACTIVITY REPORT BY TIME<br/>AND DAY</b> | <b>7:00 AM<br/>TO 3:00<br/>PM</b> | <b>3:00 PM<br/>TO 11:00<br/>PM</b> | <b>11:00 PM<br/>TO 7:00<br/>AM</b> | <b>DAILY<br/>TOTAL</b> |
|---------------------------------------------------------|-----------------------------------|------------------------------------|------------------------------------|------------------------|
| Sunday                                                  | 24                                | 23                                 | 19                                 | 66                     |
| Monday                                                  | 39                                | 32                                 | 20                                 | 91                     |
| Tuesday                                                 | 34                                | 37                                 | 21                                 | 92                     |
| Wednesday                                               | 34                                | 54                                 | 33                                 | 121                    |
| Thursday                                                | 29                                | 37                                 | 17                                 | 83                     |
| Friday                                                  | 34                                | 46                                 | 21                                 | 101                    |
| Saturday                                                | 18                                | 38                                 | 24                                 | 80                     |
| <b>TOTAL</b>                                            | <b>212</b>                        | <b>267</b>                         | <b>155</b>                         | <b>634</b>             |

Percent of total calls for service between the hours of 7 AM – 3 PM was **33.00%**

Percent of total calls for service between the hours of 3 PM – 11 PM was **42.00%**

Percent of total calls for service between the hours of 11 PM – 7 AM was **25.00%**









To: Mayor Ryan Ladd, City Council Members, City Administrator, and Rural Farm Fire  
 From: Tim Hentges Chief 2  
 Re: Monthly Report

Date 01-09-2026

|                  | December<br>2025 Calls | 2025 YTD | 2024 YTD<br>Comparison |
|------------------|------------------------|----------|------------------------|
| City Fires       | 25                     | 187      | 162                    |
| Rural Fires      | 9                      | 110      | 115                    |
| Mutual Aid       | 1                      | 21       | 24                     |
| Total Fire Calls | 35                     | 318      | 301                    |

1. Medical (C)
2. Medical (C)
3. Accident (F) Blakeley Township
4. Fire Alarm (C)
5. CO Alarm (C)
6. Medical (C)
7. CO Alarm (F) Faxon Township
8. Natural Gas Smell (C)
9. Medical (C)
10. Medical (C)
11. CO Alarm (C)
12. Fire Alarm (C)
13. Accident (F) San Francisco Township
14. Medical (C)
15. Medical (F) San Francisco Township
16. Accident (C)
17. Search (C)
18. Medical (C)
19. Medical (C)
20. Medical (C)
21. Medical (C)
22. Medical (C)
23. Accident (F) Faxon Township
24. Medical (F) Faxon Township
25. Accident (F) Blakeley Township
26. Medical (C)



- 27. Medical (F) Faxon Township
- 28. Mutual Aid (C)
- 29. Medical (F) Derrynane Township
- 30. Medical (C)
- 31. Natural Gas (C)
- 32. CO Alarm (C)
- 33. Accident (C)
- 34. Medical (C)
- 35. Medical (C)

The Fire Department will be receiving our new Extrication tools within the month hopefully.

Respectfully Submitted,

Tim Hentges  
Assistant Fire Chief



## ***MEMORANDUM***

|       |                                                                          |
|-------|--------------------------------------------------------------------------|
| DATE: | January 20, 2026                                                         |
| TO:   | Honorable Mayor Ladd, Members of the City Council, & Administrator Meyer |
| FROM: | Cynthia Smith Strack, Community Development Director                     |
| RE:   | Community Development Monthly Report to the City Council                 |

### **ECONOMIC DEVELOPMENT UPDATES**

The EDA met on January 12<sup>th</sup>.

#### **OTHER ECONOMIC DEVELOPMENT ITEMS:**

- Zoning information/assistance to seven commercial entities.
- Process HRA policy update.
- Work on sale of city owned property.
- Year end follow-up with residential developers/builders regarding outlook.
- Preparation of EDA annual report.

### **PLANNING COMMISSION UPDATES**

The Planning Commission will meet with the Council in joint worksession on January 20<sup>th</sup> to kick off the 2050 decennial comprehensive plan update process. Guest presenters are from Metropolitan Council.

#### **OTHER PLANNING ITEMS:**

- Attend Scott County Watershed Management Organization Advisory Committee meeting.
- Host GreenCorps site visit.
- Host meeting with MPCA regarding GreenStep Cities level 4 & 5 goals.
- Code review (zoning) assistance for building/zoning permits.
- City communications.
- 2050 Comprehensive Plan Update – work session prep, update outline and timeline.
- Plat review coordination.

### **DESIGN COMMITTEE**

The Design Committee did not meet in January.

### **BUILDING OFFICIAL ACTIVITIES**

- 10 On-site/in office consultations with property owners & contractors to discuss building options/permit questions. 16 hours of continuing education.

| <b>INSPECTIONS</b>      | <b>Commercial</b> | <b>Residential</b> |
|-------------------------|-------------------|--------------------|
| <b>Building</b>         | 46                | 35                 |
| <b>Rental</b>           |                   | 16                 |
| <b>Zoning</b>           |                   | 0                  |
| <b>Code Enforcement</b> |                   | 14                 |
| <b>TOTAL</b>            | <b>111</b>        |                    |

### **BUILDING & ZONING PERMITS PROCESSED**

- **0- Commercial Building –**  
**Existing –**  
**New Build –**
- **0 - Commercial Plumbing –**  
**Existing –**  
**New Build -**
- **0 - Commercial Mechanical –**  
**Existing-**  
**New Build-**
- **0 - New House –**
- **0 - Deck –**
- **0 - Accessory Structure –**
- **1 - Remodel/Building/Pool – 112 Emerald Circle**
- **1 - Finish Basement – 974 Prestwick Drive**
- **1 - Re-roof – 240 Eagle Street South**

- **1 - Re-side** – 605 Frontier Circle
- **7 - Re-window/Re-door** – 140 O'Brien parkway, 319 Chestnut Street South, 1006 Park Lane, 125 Grove Street South, 112 Emerald Circle, 904 Meadow Place, 211 Church Street West
- **0 - Demolition** -
- **1 - Fence** – 238 Willow Street South
- **0 - Shed** –
- **0 – Sidewalk/Slab** –
- **0 - Sign** –
- **0 - Chickens** –

**BUILDING PERMIT TREND DATA THROUGH DECEMBER 2025**

(The following data does not represent all permits issued.)

| <b>Permit Type</b>                            | <b>Dec-23</b> | <b>YTD 23</b> | <b>Dec-24</b> | <b>YTD 24</b> | <b>Dec-25</b> | <b>YTD 25</b> |
|-----------------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <b>New Houses</b>                             | 0             | 12            | 0             | 4             | 0             | 15            |
| <b>Remodel/Additions/Pool</b>                 | 5             | 41            | 7             | 56            | 1             | 50            |
| <b>Basement Finish</b>                        | 1             | 17            | 2             | 12            | 1             | 10            |
| <b>Deck</b>                                   | 0             | 19            | 0             | 19            | 0             | 19            |
| <b>Accessory Structure</b>                    | 0             | 0             | 0             | 2             | 0             | 1             |
| <b>Re-window</b>                              | 1             | 46            | 2             | 33            | 7             | 45            |
| <b>Re-roof</b>                                | 0             | 76            | 0             | 41            | 1             | 40            |
| <b>Re-side</b>                                | 1             | 44            | 1             | 20            | 1             | 22            |
| <b>Demolition</b>                             | 0             | 1             | 1             | 2             | 0             | 3             |
| <b>Zoning (Fence/Shed/Sign/Hens/Sidewalk)</b> | 2             | 41            | 0             | 45            | 1             | 53            |
| <b>Commercial</b>                             | 0             | 69            | 3             | 80            | 0             | 73            |
|                                               |               |               |               |               |               |               |
| <b>TOTAL</b>                                  | <b>10</b>     | <b>366</b>    | <b>16</b>     | <b>314</b>    | <b>12</b>     | <b>331</b>    |

01/15/26  
09:56:50

CITY OF BELLE PLAINE  
Claim Approval Signature Page  
For the Accounting Period: 1 / 26

Page: 18 of 18  
Report ID: AP100A

We have examined the entries listed on the foregoing register and except for those not allowed as shown on the register; such entries are hereby approved in the total amount of \$191,485.35 (one hundred ninety-one thousand four hundred eighty-five dollars and thirty-five cents).

Dated this 20th of January, 2026.

Approved by the governing Council of the City of Belle Plaine.

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 1 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check         | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$                                    | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|---------------|--------------------------------------------------|-------------------------|--------------------------------------------|------|------|-----|--------|--------|------|-----------------|
| 16162  |               | 578 ABDO LLP                                     | 11,275.00               | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 517402        | 12/31/25 ADM: 2025 AUDIT SERVICES                | 11,275.00               |                                            |      | 101  |     | 413200 | 301000 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>11,275.00</b>        |                                            |      |      |     |        |        |      |                 |
| 16163  |               | 30 AG PARTNERS                                   | 148.17                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 12/25 7001    | 12/31/25 FD: GENERAL SUPPLIES                    | 148.17                  |                                            |      | 101  |     | 422100 | 208000 |      | 10010           |
| 16164  |               | 30 AG PARTNERS                                   | 595.96                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 1431 12/25    | 12/31/25 PD: GENERAL SUPPLIES                    | 64.99                   |                                            |      | 101  |     | 421100 | 208000 |      | 10010           |
|        | 1431 12/25    | 12/31/25 PW: GENERAL SUPPLIES                    | 216.30                  |                                            |      | 101  |     | 431210 | 208000 |      | 10010           |
|        | 1431 12/25    | 12/31/25 PW: REPAIRS/MAINTENANCE                 | 90.33                   |                                            |      | 101  |     | 431210 | 407000 |      | 10010           |
|        | 1431 12/25    | 12/31/25 PRK: REPAIRS/MAINTENANCE                | 33.98                   |                                            |      | 101  |     | 452020 | 407000 |      | 10010           |
|        | 1431 12/25    | 12/31/25 WTR: REPAIRS/MAINTENANCE                | 5.37                    |                                            |      | 604  |     | 432570 | 402000 |      | 10010           |
|        | 1431 12/25    | 12/31/25 LAWFUL GAMBLING DRONE                   | 184.99                  |                                            |      | 212  |     | 493000 | 208000 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>744.13</b>           |                                            |      |      |     |        |        |      |                 |
| 16136  |               | 9 ANCOM COMMUNICATIONS                           | 364.20                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 131265        | 12/31/25 PD: RADIO BATTERIES                     | 364.20                  |                                            |      | 101  |     | 421100 | 565000 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>364.20</b>           |                                            |      |      |     |        |        |      |                 |
| 16198  |               | 16 AUTOMATIC SYSTEMS CO.                         | 902.50                  |                                            |      |      |     |        |        |      |                 |
|        | 044486        | 01/09/26 SWR: REPAIRS & MAINTENANCE              | 902.50                  |                                            |      | 603  |     | 432500 | 402000 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>902.50</b>           |                                            |      |      |     |        |        |      |                 |
| 16137  |               | 3174 BLAKELEY TOWNSHIP                           | 360.00                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 6484 01/03/26 | PW: 10/25 OAKCREST GRADING                       | 180.00                  |                                            |      | 101  |     | 431210 | 407200 |      | 10010           |
|        | 6485 01/03/26 | PW: 11/25 OAKCREST GRADING                       | 180.00                  |                                            |      | 101  |     | 431210 | 407200 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>360.00</b>           |                                            |      |      |     |        |        |      |                 |
| 16138  |               | 616 BOLTON & MENK, INC                           | 3,632.00                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 0383460       | 12/29/25 SWR: WWTF IMPROVEMENTS                  | 3,632.00                |                                            |      | 603  |     | 432500 | 303000 |      | 10010           |
| 16139  |               | 616 BOLTON & MENK, INC                           | 1,979.50                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 0383459       | 12/29/25 WTR: WELL NO 5 ENGINEERING              | 1,979.50                |                                            |      | 604  |     | 495462 | 303000 |      | 10010           |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 2 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check    | Vendor #/Name/<br>Invoice #/Inv Date/Description               | Document \$/<br>Line \$ | Disc \$                                    | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|----------|----------------------------------------------------------------|-------------------------|--------------------------------------------|------|------|-----|--------|--------|------|-----------------|
| 16140  | 0383860  | 616 BOLTON & MENK, INC<br>12/31/25 ADM: ENGINEERING FEES       | 24,420.00<br>24,420.00  | *** Claim from another period (12/25) **** |      | 101  |     | 413200 | 303000 |      | 10010           |
|        |          | <b>Total for Vendor:</b>                                       | <b>30,031.50</b>        |                                            |      |      |     |        |        |      |                 |
| 16165  | 86037657 | 830 BOUND TREE MEDICAL<br>12/23/25 FD: MEDICAL EQUIPMENT       | 206.94<br>206.94        | *** Claim from another period (12/25) **** |      | 101  |     | 422100 | 221000 |      | 10010           |
|        |          | <b>Total for Vendor:</b>                                       | <b>206.94</b>           |                                            |      |      |     |        |        |      |                 |
| 16141  | 4-2025   | 3880 BUCK, ASHLEY<br>12/22/25 EDA: 2025 QTR 4 PER DIEM         | 150.00<br>150.00        | *** Claim from another period (12/25) **** |      | 801  |     | 460500 | 108000 |      | 10010           |
|        |          | <b>Total for Vendor:</b>                                       | <b>150.00</b>           |                                            |      |      |     |        |        |      |                 |
| 16223  | 116430   | 3763 CADY BUSINESS TECHNOLOGIES<br>01/01/26 ADM: 1/26 PHONE    | 1,646.13<br>456.78      |                                            |      | 101  |     | 413200 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 AMB: 1/26 PHONE                                       | 52.59                   |                                            |      | 101  |     | 422700 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 PD: 1/26 PHONE                                        | 554.68                  |                                            |      | 101  |     | 421100 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 FD: 1/26 PHONE                                        | 147.45                  |                                            |      | 101  |     | 422100 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 CD: 1/26 PHONE                                        | 127.77                  |                                            |      | 101  |     | 460505 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 EDA: 1/26 PHONE                                       | 31.94                   |                                            |      | 801  |     | 460500 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 PW: 1/26 PHONE                                        | 45.82                   |                                            |      | 101  |     | 431210 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 SWR: 1/26 PHONE                                       | 45.82                   |                                            |      | 603  |     | 432500 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 WTR: 1/26 PHONE                                       | 45.82                   |                                            |      | 604  |     | 432570 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 AC: 1/26 PHONE                                        | 109.97                  |                                            |      | 101  |     | 451240 | 321000 |      | 10010           |
|        | 116430   | 01/01/26 REC: 1/26 PHONE                                       | 27.49                   |                                            |      | 101  |     | 451000 | 321000 |      | 10010           |
|        |          | <b>Total for Vendor:</b>                                       | <b>1,646.13</b>         |                                            |      |      |     |        |        |      |                 |
| 16142  | 345949   | 97 CAR-CO AUTO PARTS<br>12/26/25 PD: 88-19 REPAIRS/MAINTENANCE | 27.67<br>27.67          | *** Claim from another period (12/25) **** |      | 101  |     | 421100 | 407000 |      | 10010           |
| 16143  | 346074   | 97 CAR-CO AUTO PARTS<br>12/29/25 PD: 88-19 REPAIRS/MAINTENANCE | 61.98<br>61.98          | *** Claim from another period (12/25) **** |      | 101  |     | 421100 | 407000 |      | 10010           |
| 16166  | 345243   | 97 CAR-CO AUTO PARTS<br>12/05/25 FD: REPAIRS/MAINTENANCE       | 55.16<br>55.16          | *** Claim from another period (12/25) **** |      | 101  |     | 422100 | 407000 |      | 10010           |
|        |          | <b>Total for Vendor:</b>                                       | <b>144.81</b>           |                                            |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 3 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check      | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|------------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16199  |            | 684 CINTAS CORPORATION                           | 243.33                  |         |      |      |     |        |        |      |                 |
|        | 4255865684 | 01/09/26 PW: UNIFORM SERVICE                     | 81.11                   |         |      | 101  |     | 431210 | 217000 |      | 10010           |
|        | 4255865684 | 01/09/26 SWR: UNIFORM SERVICE                    | 81.11                   |         |      | 603  |     | 432500 | 217000 |      | 10010           |
|        | 4255865684 | 01/09/26 WTR: UNIFORM SERVICE                    | 81.11                   |         |      | 604  |     | 432570 | 217000 |      | 10010           |
| 16200  |            | 684 CINTAS CORPORATION                           | 243.33                  |         |      |      |     |        |        |      |                 |
|        | 4255115943 | 01/02/26 PW: UNIFORM SERVICE                     | 81.11                   |         |      | 101  |     | 431210 | 217000 |      | 10010           |
|        | 4255115943 | 01/02/26 SWR: UNIFORM SERVICE                    | 81.11                   |         |      | 603  |     | 432500 | 217000 |      | 10010           |
|        | 4255115943 | 01/02/26 WTR: UNIFORM SERVICE                    | 81.11                   |         |      | 604  |     | 432570 | 217000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>486.66</b>           |         |      |      |     |        |        |      |                 |
| 16201  |            | 104 CITY OF BELLE PLAINE                         | 6.51                    |         |      |      |     |        |        |      |                 |
|        | 010826     | 01/08/26 ADM: POSTAGE                            | 0.93                    |         |      | 101  |     | 413200 | 322000 |      | 10010           |
|        | 010826     | 01/08/26 SWR: POSTAGE                            | 1.86                    |         |      | 603  |     | 432500 | 322000 |      | 10010           |
|        | 010826     | 01/08/26 WTR: POSTAGE                            | 1.86                    |         |      | 604  |     | 432570 | 322000 |      | 10010           |
|        | 010826     | 01/08/26 PW: POSTAGE                             | 1.86                    |         |      | 101  |     | 431210 | 322000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>6.51</b>             |         |      |      |     |        |        |      |                 |
| 16202  |            | 3353 CIVICPLUS, LLC                              | 22,671.80               |         |      |      |     |        |        |      |                 |
|        | 360393     | 03/18/26 ADM: 2026 WEBSITE HOSTING               | 3,854.22                |         |      | 101  |     | 413200 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 FD: 2026 WEBSITE HOSTING                | 2,947.33                |         |      | 101  |     | 422100 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 PD: 2026 WEBSITE HOSTING                | 2,947.33                |         |      | 101  |     | 421100 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 PW: 2026 WEBSITE HOSTING                | 2,947.33                |         |      | 101  |     | 431210 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 SWR: 2026 WEBSITE HOSTING               | 2,947.33                |         |      | 603  |     | 432500 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 WTR: 2026 WEBSITE HOSTING               | 2,947.33                |         |      | 604  |     | 432570 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 CD: 2026 WEBSITE HOSTING                | 2,947.33                |         |      | 101  |     | 460505 | 575000 |      | 10010           |
|        | 360393     | 03/18/26 EDA: 2026 WEBSITE HOSTING               | 1,133.60                |         |      | 801  |     | 460500 | 575000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>22,671.80</b>        |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16167  |            | 1789 COBORNS INC                                 | 88.15                   |         |      |      |     |        |        |      |                 |
|        | 12/25      | 12/05/25 FD: GENERAL SUPPLIES                    | 41.90                   |         |      | 101  |     | 422100 | 208000 |      | 10010           |
|        | 12/25      | 12/05/25 SWR: GENERAL SUPPLIES                   | 5.96                    |         |      | 603  |     | 432500 | 208000 |      | 10010           |
|        | 12/25      | 12/05/25 WTR: GENERAL SUPPLIES                   | 5.96                    |         |      | 604  |     | 432570 | 208000 |      | 10010           |
|        | 12/25      | 12/05/25 REC: GENERAL SUPPLIES                   | 34.33                   |         |      | 101  |     | 451000 | 208000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>88.15</b>            |         |      |      |     |        |        |      |                 |



01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 4 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/       | Check    | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------------|----------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16203        |          | 3648 CONFITREK, INC.                             | 1,224.00                |         |      |      |     |        |        |      |                 |
|              | 1332     | 12/29/25 PD: DUES/SUBSCRIPTIONS                  | 1,224.00                |         |      | 101  |     | 421100 | 433000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>1,224.00</b>         |         |      |      |     |        |        |      |                 |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16144        |          | 3698 COX, CARA LYNN                              | 100.00                  |         |      |      |     |        |        |      |                 |
|              | 4-2025   | 12/20/25 CD: 2025 WTR 4 PER DIEM                 | 100.00                  |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>100.00</b>           |         |      |      |     |        |        |      |                 |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16145        |          | 3881 COX, STEVEN                                 | 100.00                  |         |      |      |     |        |        |      |                 |
|              | 4-2025   | 12/22/25 EDA: 2025 WTR 4 PER DIEM                | 100.00                  |         |      | 801  |     | 460500 | 108000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>100.00</b>           |         |      |      |     |        |        |      |                 |
| 16204        |          | 1477 CREATIVE PRODUCT SOURCING INC               | 313.98                  |         |      |      |     |        |        |      |                 |
|              | 166777   | 01/02/26 D.A.R.E SHIRTS                          | 313.98                  |         |      | 101  |     | 421200 | 208000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>313.98</b>           |         |      |      |     |        |        |      |                 |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16146        |          | 4019 CROSBY, DOUGLAS                             | 50.00                   |         |      |      |     |        |        |      |                 |
|              | 4-2025   | PZ 12/22/25 CD: 2025 QTR 4 PER DIEM              | 50.00                   |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>50.00</b>            |         |      |      |     |        |        |      |                 |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16147        |          | 4116 CSG FORTE PAYMENTS, INC.                    | 469.29                  |         |      |      |     |        |        |      |                 |
|              | 2045342  | 12/30/25 REC: COMPUTER EQUIPMENT                 | 469.29                  |         |      | 101  |     | 451000 | 575000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>469.29</b>           |         |      |      |     |        |        |      |                 |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16168        |          | 119 CULLIGAN                                     | 516.00                  |         |      |      |     |        |        |      |                 |
|              | 11/30/25 | FD: BUILDING MAINTENANCE                         | 516.00                  |         |      | 101  |     | 422100 | 401000 |      | 10010           |
| 101X40912803 |          |                                                  |                         |         |      |      |     |        |        |      |                 |
|              |          | <b>Total for Vendor:</b>                         | <b>516.00</b>           |         |      |      |     |        |        |      |                 |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16169        |          | 2594 CUSTOMIZED FIRE RESCUE TRAIN                | 440.00                  |         |      |      |     |        |        |      |                 |
|              | 3264     | 12/30/25 FD: TRAINING                            | 440.00                  |         |      | 101  |     | 422100 | 205000 |      | 10010           |
|              |          | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16170        |          | 2594 CUSTOMIZED FIRE RESCUE TRAIN                | 6,900.00                |         |      |      |     |        |        |      |                 |
|              | 3263     | 12/30/25 FD: TRAINING                            | 6,900.00                |         |      | 101  |     | 422100 | 205000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                         | <b>7,340.00</b>         |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 5 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check      | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|------------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16148  |            | 3224 DUKLET, SARAH                               | 100.00                  |         |      |      |     |        |        |      |                 |
|        | 4-2025     | EDA 12/22/25 EDA: 2025 QTR 4 PER DIEM            | 100.00                  |         |      | 801  |     | 460500 | 108000 |      | 10010           |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16149  |            | 3224 DUKLET, SARAH                               | 50.00                   |         |      |      |     |        |        |      |                 |
|        | 4-2025     | PZ 12/22/25 CD: 2025 QTR 4 PER DIEM              | 50.00                   |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>150.00</b>           |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16150  |            | 3692 DWK CLEAN WATER SERVICES, LLC               | 1,700.00                |         |      |      |     |        |        |      |                 |
|        | 1225       | 12/31/25 SWR: 12/25 WWTF OPERATIONS              | 1,700.00                |         |      | 603  |     | 432500 | 311000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>1,700.00</b>         |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16151  |            | 4020 FAHEY, PATRICK                              | 100.00                  |         |      |      |     |        |        |      |                 |
|        | 4-2025     | EDA 12/22/25 EDA: 2025 QTR 4 PER DIEM            | 100.00                  |         |      | 801  |     | 460500 | 108000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>100.00</b>           |         |      |      |     |        |        |      |                 |
| 16243  |            | 3196 FAST SIGNS                                  | 121.44                  |         |      |      |     |        |        |      |                 |
|        | 579-111007 | 01/12/26 PW: REPAIRS/MAINTENANCE                 | 121.44                  |         |      | 101  |     | 431210 | 401000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>121.44</b>           |         |      |      |     |        |        |      |                 |
| 16205  |            | 3942 FINKEN WATER SOLUTIONS                      | 20.00                   |         |      |      |     |        |        |      |                 |
|        | 1525636    | 01/01/26 PD: 1/26 COOLER RENTAL                  | 20.00                   |         |      | 101  |     | 421100 | 208000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>20.00</b>            |         |      |      |     |        |        |      |                 |
| 16206  | E          | 889 FIRST NATIONAL BANK MINNESOTA                | 115.00                  |         |      |      |     |        |        |      |                 |
|        | 01-26      | 01/30/26 ADM: 01/26 ACH FEE                      | 115.00                  |         |      | 101  |     | 413200 | 419000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>115.00</b>           |         |      |      |     |        |        |      |                 |
| 16207  |            | 149 FRONTIER COMMUNICATIONS                      | 891.93                  |         |      |      |     |        |        |      |                 |
|        | 01/26      | 01/04/26 ADM: 01/26 PHONE                        | 43.04                   |         |      | 101  |     | 413200 | 321000 |      | 10010           |
|        | 01/26      | 01/04/26 PD: 01/26 PHONE                         | 115.02                  |         |      | 101  |     | 421100 | 321000 |      | 10010           |
|        | 01/26      | 01/04/26 FD: 01/26 PHONE                         | 30.35                   |         |      | 101  |     | 422100 | 321000 |      | 10010           |
|        | 01/26      | 01/04/26 SWR: 01/26 PHONE                        | 294.24                  |         |      | 603  |     | 432500 | 321000 |      | 10010           |
|        | 01/26      | 01/04/26 WTR: 01/26 PHONE                        | 409.28                  |         |      | 604  |     | 432570 | 321000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>891.93</b>           |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 6 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check      | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|------------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16208  |            | 1280 GERRES WELDING & MFG., LLC                  | 697.32                  |         |      |      |     |        |        |      |                 |
|        | 4457       | 01/08/26 PW: REPAIRS/MAINTENANCE                 | 139.47                  |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        | 4457       | 01/08/26 PW: REPAIRS/MAINTENANCE                 | 139.47                  |         |      | 209  |     | 460500 | 407000 |      | 10010           |
|        | 4457       | 01/08/26 PW: REPAIRS/MAINTENANCE                 | 139.46                  |         |      | 101  |     | 452020 | 407000 |      | 10010           |
|        | 4457       | 01/08/26 PW: REPAIRS/MAINTENANCE                 | 139.46                  |         |      | 603  |     | 432500 | 402000 |      | 10010           |
|        | 4457       | 01/08/26 PW: REPAIRS/MAINTENANCE                 | 139.46                  |         |      | 604  |     | 432570 | 402000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>697.32</b>           |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16152  | E          | 3423 GLOBAL PAYMENTS INTEGRATED                  | 524.50                  |         |      |      |     |        |        |      |                 |
|        | 123125     | 12/31/25 AC: 12/25 CC FEES                       | 524.50                  |         |      | 101  |     | 451240 | 413200 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>524.50</b>           |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16153  |            | 163 GOPHER STATE ONE CALL                        | 21.60                   |         |      |      |     |        |        |      |                 |
|        | 5120215    | 12/31/25 SWR: 12/25 LOCATES                      | 10.80                   |         |      | 603  |     | 432500 | 402000 |      | 10010           |
|        | 5120215    | 12/31/25 WTR: 12/25 LOCATES                      | 10.80                   |         |      | 604  |     | 432570 | 402000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>21.60</b>            |         |      |      |     |        |        |      |                 |
| 16209  |            | 169 GRAINGER                                     | 76.41                   |         |      |      |     |        |        |      |                 |
|        | 9758376280 | 01/05/26 WTR: COMPRESSOR R/M                     | 76.41                   |         |      | 604  |     | 432570 | 402000 |      | 10010           |
| 16210  |            | 169 GRAINGER                                     | 297.93                  |         |      |      |     |        |        |      |                 |
|        | 9767493340 | 01/12/26 PW: STREET/ALLEY REPAIR                 | 297.93                  |         |      | 101  |     | 431210 | 407200 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>374.34</b>           |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16154  |            | 3362 HARTMANN, BRADY                             | 600.00                  |         |      |      |     |        |        |      |                 |
|        | 4-2025     | 12/30/25 GEN: 2025 QTR 4 PER DIEM                | 550.00                  |         |      | 101  |     | 411100 | 108000 |      | 10010           |
|        | 4-2025     | 12/30/25 CD: 2025 QTR 4 PER DIEM                 | 50.00                   |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>600.00</b>           |         |      |      |     |        |        |      |                 |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16155  |            | 178 HAWKINS WATER TREATMENT GRP                  | 2,799.84                |         |      |      |     |        |        |      |                 |
|        | 7295135    | 12/30/25 WTR: TESTS/CHEMICALS                    | 2,799.84                |         |      | 604  |     | 432570 | 312500 |      | 10010           |
|        |            | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16156  |            | 178 HAWKINS WATER TREATMENT GRP                  | 8,025.80                |         |      |      |     |        |        |      |                 |
|        | 7295134    | 12/30/25 SWR: TESTS/CHEMICALS                    | 8,025.80                |         |      | 603  |     | 432500 | 312500 |      | 10010           |
|        |            | <b>Total for Vendor:</b>                         | <b>10,825.64</b>        |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 7 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/                                     | Check    | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------------------------------------------|----------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| *** Claim from another period (12/25) **** |          |                                                  |                         |         |      |      |     |        |        |      |                 |
| 16157                                      |          | 3465 HENDERSON INDEPENDENT                       | 74.25                   |         |      |      |     |        |        |      |                 |
|                                            | 122325   | 12/23/25 ADM: PUBLICATIONS                       | 74.25                   |         |      | 101  |     | 413200 | 351000 |      | 10010           |
| 16211                                      |          | 3465 HENDERSON INDEPENDENT                       | 178.88                  |         |      |      |     |        |        |      |                 |
|                                            | 010726   | 01/07/26 ADM: PUBLICATIONS                       | 178.88                  |         |      | 101  |     | 413200 | 351000 |      | 10010           |
| Total for Vendor:                          |          |                                                  | 253.13                  |         |      |      |     |        |        |      |                 |
| 16212                                      |          | 2273 HIGH-TECH CLEANING COMPANY                  | 3,070.00                |         |      |      |     |        |        |      |                 |
|                                            | 01/01/26 | GEN: 01/26 CLEANING                              | 203.27                  |         |      | 101  |     | 411100 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 ADM: 01/26 CLEANING                     | 474.30                  |         |      | 101  |     | 413200 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 PD: 01/26 CLEANING                      | 284.70                  |         |      | 101  |     | 421100 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 FD: 01/26 CLEANING                      | 696.00                  |         |      | 101  |     | 422100 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 AMB: 01/26 CLEANING                     | 122.02                  |         |      | 101  |     | 422700 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 PW: 01/26 CLEANING                      | 271.00                  |         |      | 101  |     | 431210 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 LIB: 01/26 CLEANING                     | 541.72                  |         |      | 101  |     | 455010 | 401000 |      | 10010           |
| 22029                                      |          | 01/01/26 SWR: 01/26 CLEANING                     | 215.29                  |         |      | 603  |     | 432500 | 402000 |      | 10010           |
| 22029                                      |          | 01/01/26 WTR: 01/26 CLEANING                     | 261.70                  |         |      | 604  |     | 432570 | 402000 |      | 10010           |
| Total for Vendor:                          |          |                                                  | 3,070.00                |         |      |      |     |        |        |      |                 |
| *** Claim from another period (12/25) **** |          |                                                  |                         |         |      |      |     |        |        |      |                 |
| 16158                                      |          | 3099 HOMELAND HEALTH SPECIALISTS                 | 101.80                  |         |      |      |     |        |        |      |                 |
|                                            | 24743    | 12/30/25 ADM: HEALTHCARE                         | 101.80                  |         |      | 101  |     | 413200 | 131000 |      | 10010           |
| Total for Vendor:                          |          |                                                  | 101.80                  |         |      |      |     |        |        |      |                 |
| 16135                                      |          | 4055 INTEGRITY EMPLOYEE BENEFITS, LLC            | 732.60                  |         |      |      |     |        |        |      |                 |
|                                            | BC321    | 01/12/26 ADM: BENEFITS CONNECT                   | 77.22                   |         |      | 101  |     | 413200 | 131000 |      | 10010           |
|                                            | BC321    | 01/12/26 PD: BENEFITS CONNECT                    | 297.00                  |         |      | 101  |     | 421100 | 131000 |      | 10010           |
|                                            | BC321    | 01/12/26 PW: BENEFITS CONNECT                    | 71.28                   |         |      | 101  |     | 431210 | 131000 |      | 10010           |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 8 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check   | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|---------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
|        | BC321   | 01/12/26 SWR: BENEFITS CONNECT                   | 90.09                   |         |      | 603  |     | 432500 | 131000 |      | 10010           |
|        | BC321   | 01/12/26 WTR: BENEFITS CONNECT                   | 90.09                   |         |      | 604  |     | 432570 | 131000 |      | 10010           |
|        | BC321   | 01/12/26 REC: BENEFITS CONNECT                   | 19.80                   |         |      | 101  |     | 451000 | 131000 |      | 10010           |
|        | BC321   | 01/12/26 CD: BENEFITS CONNECT                    | 76.82                   |         |      | 101  |     | 460505 | 131000 |      | 10010           |
|        | BC321   | 01/12/26 EDA: BENEFITS CONNECT                   | 10.30                   |         |      | 801  |     | 460500 | 131000 |      | 10010           |
|        |         | <b>Total for Vendor:</b>                         | <b>732.60</b>           |         |      |      |     |        |        |      |                 |
|        |         | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16171  |         | 2855 JOHN DEERE FINANCIAL - KIBBLE               | 45.09                   |         |      |      |     |        |        |      |                 |
|        | 5083852 | 12/05/25 PW: 2023 JD MOWER R/M                   | 45.09                   |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        |         | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16172  |         | 2855 JOHN DEERE FINANCIAL - KIBBLE               | 30.70                   |         |      |      |     |        |        |      |                 |
|        | 5084796 | 12/08/25 PW: 2023 JD MOWER R/M                   | 30.70                   |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        |         | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16173  |         | 2855 JOHN DEERE FINANCIAL - KIBBLE               | 74.40                   |         |      |      |     |        |        |      |                 |
|        | 5093140 | 12/17/25 SWR: REPAIRS/MAINTENANCE                | 74.40                   |         |      | 603  |     | 432500 | 401000 |      | 10010           |
|        |         | <b>Total for Vendor:</b>                         | <b>150.19</b>           |         |      |      |     |        |        |      |                 |
|        |         | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16242  |         | 197 KENNEDY & GRAVEN                             | 6,207.20                |         |      |      |     |        |        |      |                 |
|        | 191412  | 01/13/26 GEN: AGENDA REVIEW                      | 200.00                  |         |      | 101  |     | 411100 | 435000 |      | 10010           |
|        | 191412  | 01/13/26 GEN: LEGAL FEES                         | 650.00                  |         |      | 101  |     | 411100 | 435000 |      | 10010           |
|        | 191412  | 01/13/26 ADM: CONSULTING FEES                    | 2,750.00                |         |      | 101  |     | 413200 | 311000 |      | 10010           |
|        | 191412  | 01/13/26 CD: LEGAL FEES                          | 80.00                   |         |      | 101  |     | 460505 | 304000 |      | 10010           |
|        | 191412  | 01/13/26 AMB: LEGAL FEES                         | 130.00                  |         |      | 101  |     | 422700 | 304000 |      | 10010           |
|        | 191412  | 01/13/26 GEN: CC MEETINGS                        | 900.00                  |         |      | 101  |     | 411100 | 435000 |      | 10010           |
|        | 191412  | 01/13/26 GEN: MILEAGE                            | 945.00                  |         |      | 101  |     | 411100 | 435000 |      | 10010           |
|        | 191412  | 01/13/26 PD: LEGAL FEES                          | 552.20                  |         |      | 101  |     | 421100 | 304000 |      | 10010           |
|        |         | <b>Total for Vendor:</b>                         | <b>6,207.20</b>         |         |      |      |     |        |        |      |                 |
|        |         | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16159  |         | 199 KRANT, RICK                                  | 150.00                  |         |      |      |     |        |        |      |                 |
|        | 4-2025  | EDA 12/22/25 EDA: 2025 QTR 4 PER DIEM            | 150.00                  |         |      | 801  |     | 460500 | 108000 |      | 10010           |
|        |         | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16160  |         | 199 KRANT, RICK                                  | 100.00                  |         |      |      |     |        |        |      |                 |
|        | 4-2025  | DC 12/20/25 CD: 2025 QTR 4 PER DIEM              | 100.00                  |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |         | <b>Total for Vendor:</b>                         | <b>250.00</b>           |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 9 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check | Vendor #/Name/<br>Invoice #/Inv Date/Description                                                                            | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|-------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16161  |       | *** Claim from another period (12/25) ****<br>4115 KUEPERS CONSTRUCTION, INC<br>122225 12/22/25 HICKORY GROVE ESCROW REFUND | 1,973.50<br>1,973.50    |         |      | 467  |     | 495481 | 437000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>1,973.50</b>         |         |      |      |     |        |        |      |                 |
| 16213  |       | 206 LANGES PLUMBING & HEATING<br>I-30429-1 01/08/26 PW: BUILDING MAINTENANCE                                                | 80.00<br>80.00          |         |      | 101  |     | 431210 | 401000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>80.00</b>            |         |      |      |     |        |        |      |                 |
| 16174  |       | *** Claim from another period (12/25) ****<br>3339 LAWLER, HOPE<br>4-2025 DC 12/20/25 CD: 2025 QTR 4 PER DIEM               | 100.00<br>100.00        |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>100.00</b>           |         |      |      |     |        |        |      |                 |
| 16214  |       | 210 LEAGUE OF MN CITIES<br>442787 01/09/26 CD: EDUCATION                                                                    | 20.00<br>20.00          |         |      | 101  |     | 460505 | 207000 |      | 10010           |
| 16215  |       | 210 LEAGUE OF MN CITIES<br>010126 01/01/26 GEN: 2026 MMA MEMBERSHIP                                                         | 30.00<br>30.00          |         |      | 101  |     | 411100 | 433000 |      | 10010           |
| 16216  |       | 210 LEAGUE OF MN CITIES<br>441784 01/01/26 ADM: 2026 MEMBERSHIP                                                             | 9,418.00<br>9,418.00    |         |      | 101  |     | 413200 | 433000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>9,468.00</b>         |         |      |      |     |        |        |      |                 |
| 16217  |       | 2162 LEXIPOL LLC<br>01/01/26 PD: LEGAL FEES<br>INVLEX11264290                                                               | 6,184.43<br>6,184.43    |         |      | 101  |     | 421100 | 304000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>6,184.43</b>         |         |      |      |     |        |        |      |                 |
| 16175  |       | *** Claim from another period (12/25) ****<br>219 MACQUEEN EQUIPMENT, INC.<br>P60446 01/07/26 FD: TRAINING DUMMIES          | 2,825.00<br>2,825.00    |         |      | 101  |     | 422100 | 205000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>2,825.00</b>         |         |      |      |     |        |        |      |                 |
| 16176  |       | *** Claim from another period (12/25) ****<br>1315 MARIE RIDGEWAY LICSW, LLC<br>3458 01/01/26 PD: EMPLOYEE RESOURCES        | 255.00<br>255.00        |         |      | 101  |     | 421100 | 131000 |      | 10010           |
|        |       | <b>Total for Vendor:</b>                                                                                                    | <b>255.00</b>           |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 10 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/     | Check     | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|------------|-----------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16218      |           | 1766 MATT SAXE CHEVY BUICK                       | 900.49                  |         |      |      |     |        |        |      |                 |
|            | 74208     | 01/05/26 PD: 2020 CHEVY TAHOE R/M                | 900.49                  |         |      | 101  |     | 421100 | 407000 |      | 10010           |
|            |           | <b>Total for Vendor:</b>                         | <b>900.49</b>           |         |      |      |     |        |        |      |                 |
| 16219      | E         | 1889 MEDIACOM                                    | 7.86                    |         |      |      |     |        |        |      |                 |
|            | PD: 1/26  | 01/05/26 PD: 1/26 CABLE                          | 7.86                    |         |      | 101  |     | 421100 | 208000 |      | 10010           |
| 16220      | E         | 1889 MEDIACOM                                    | 34.16                   |         |      |      |     |        |        |      |                 |
|            | CBL: 1/26 | 12/28/25 ADM: 1/26 CABLE                         | 34.16                   |         |      | 206  |     | 451750 | 221000 |      | 10010           |
|            |           | <b>Total for Vendor:</b>                         | <b>42.02</b>            |         |      |      |     |        |        |      |                 |
| 16221      |           | 248 METRO SALES INC                              | 1,712.00                |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | ADM: 1/26 COPIER LEASE                           | 214.00                  |         |      | 101  |     | 413200 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | PD: 1/26 COPIER LEASE                            | 214.00                  |         |      | 101  |     | 421100 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | FD: 1/26 COPIER LEASE                            | 214.00                  |         |      | 101  |     | 422100 | 201000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | PW: 1/26 COPIER LEASE                            | 214.00                  |         |      | 101  |     | 431210 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | CD: 1/26 COPIER LEASE                            | 321.00                  |         |      | 101  |     | 460505 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | SWR: 1/26 COPIER LEASE                           | 214.00                  |         |      | 603  |     | 432500 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | WTR: 1/26 COPIER LEASE                           | 214.00                  |         |      | 604  |     | 432570 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            | 01/12/26  | EDA: 1/26 COPIER LEASE                           | 107.00                  |         |      | 801  |     | 460500 | 202000 |      | 10010           |
| INV2984252 |           |                                                  |                         |         |      |      |     |        |        |      |                 |
|            |           | <b>Total for Vendor:</b>                         | <b>1,712.00</b>         |         |      |      |     |        |        |      |                 |
|            |           | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16133      | E         | 985 MN DEPT OF EMPLOYMENT & ECON                 | 2,312.26                |         |      |      |     |        |        |      |                 |
|            | 123125    | 12/31/25 AC: AQUATIC STAFF UNEMPLOYMENT          | 84.65                   |         |      | 101  |     | 451240 | 142000 |      | 10010           |
|            | 123125    | 12/31/25 PW: SEASONAL UNEMPLOYMENT               | 2,227.61                |         |      | 101  |     | 431210 | 142000 |      | 10010           |
|            |           | <b>Total for Vendor:</b>                         | <b>2,312.26</b>         |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 11 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check         | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|---------------|--------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16222  |               | 281 MN DEPT OF PUBLIC SAFETY                     | 100.00                  |         |      |      |     |        |        |      |                 |
|        | 01/09/26      | WTR: EPCRA PERMIT                                | 100.00                  |         |      | 604  |     | 432570 | 301500 |      | 10010           |
|        | 7000500102025 | M-149741                                         |                         |         |      |      |     |        |        |      |                 |
|        |               | <b>Total for Vendor:</b>                         | <b>100.00</b>           |         |      |      |     |        |        |      |                 |
|        |               | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16134  | E             | 282 MN DEPT OF REVENUE                           | 964.00                  |         |      |      |     |        |        |      |                 |
|        | 12-2025       | 12/31/25 WTR: 12/25 SALES TAX                    | 964.00                  |         |      | 604  |     | 21813  |        |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>964.00</b>           |         |      |      |     |        |        |      |                 |
| 16224  |               | 290 MN POLLUTION CONTROL AGENCY                  | 55.00                   |         |      |      |     |        |        |      |                 |
|        | 2026 JS       | 01/14/26 SWR: CLASS C WASTEWTR JS                | 55.00                   |         |      | 603  |     | 432500 | 207000 |      | 10010           |
| 16225  |               | 290 MN POLLUTION CONTROL AGENCY                  | 55.00                   |         |      |      |     |        |        |      |                 |
|        | 2026 MB       | 01/14/26 SWR: CLASS A WASTEWTR MB                | 55.00                   |         |      | 603  |     | 432500 | 207000 |      | 10010           |
| 16226  |               | 290 MN POLLUTION CONTROL AGENCY                  | 55.00                   |         |      |      |     |        |        |      |                 |
|        | 2026 TO       | 01/14/26 SWR: CLASS B WASTEWTR TO                | 55.00                   |         |      | 603  |     | 432500 | 207000 |      | 10010           |
| 16227  |               | 290 MN POLLUTION CONTROL AGENCY                  | 55.00                   |         |      |      |     |        |        |      |                 |
|        | 2026 JF       | 01/14/26 SWR: CLASS C WASTEWTR JF                | 55.00                   |         |      | 603  |     | 432500 | 207000 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>220.00</b>           |         |      |      |     |        |        |      |                 |
|        |               | *** Claim from another period (12/25) ****       |                         |         |      |      |     |        |        |      |                 |
| 16177  |               | 314 MVEC                                         | 622.60                  |         |      |      |     |        |        |      |                 |
|        | 12/25         | 12/29/25 SWR: 12/25 ELECTRIC                     | 31.89                   |         |      | 603  |     | 432500 | 381000 |      | 10010           |
|        | 12/25         | 12/29/25 PW: 12/25 ELECTRIC                      | 590.71                  |         |      | 101  |     | 431210 | 381500 |      | 10010           |
|        |               | <b>Total for Vendor:</b>                         | <b>622.60</b>           |         |      |      |     |        |        |      |                 |
| 16228  |               | 3239 NUSS TRUCK & EQUIPMENT                      | 6,491.99                |         |      |      |     |        |        |      |                 |
|        | 01/07/26      | PW: 2021 MACK PLOW TRK R/M                       | 1,298.40                |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        | PSO267170-2   |                                                  |                         |         |      |      |     |        |        |      |                 |
|        | 01/07/26      | PRK: 2021 MACK PLOW TRK R/M                      | 1,298.40                |         |      | 101  |     | 452020 | 407000 |      | 10010           |
|        | PSO267170-2   |                                                  |                         |         |      |      |     |        |        |      |                 |
|        | 01/07/26      | STRM: 2021 MACK PLOW TRK R/M                     | 1,298.40                |         |      | 209  |     | 460500 | 407000 |      | 10010           |
|        | PSO267170-2   |                                                  |                         |         |      |      |     |        |        |      |                 |
|        | 01/07/26      | SWR: 2021 MACK PLOW TRK R/M                      | 1,298.39                |         |      | 603  |     | 432500 | 402000 |      | 10010           |
|        | PSO267170-2   |                                                  |                         |         |      |      |     |        |        |      |                 |



01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 12 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/       | Check    | Vendor #/Name/<br>Invoice #/Inv Date/Description              | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------------|----------|---------------------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
|              | 01/07/26 | WTR: 2021 MACK PLOW TRK R/M                                   | 1,298.40                |         |      | 604  |     | 432570 | 402000 |      | 10010           |
| PSO267170-2  |          |                                                               |                         |         |      |      |     |        |        |      |                 |
|              |          | <b>Total for Vendor:</b>                                      | <b>6,491.99</b>         |         |      |      |     |        |        |      |                 |
| 16229        | 01/09/26 | 636 ODP BUSINESS SOLUTIONS, LLC<br>PW: COPY EXPENSE           | 41.36<br>41.36          |         |      | 101  |     | 431210 | 201000 |      | 10010           |
| 452427384001 |          |                                                               |                         |         |      |      |     |        |        |      |                 |
| 16230        | 01/01/26 | 636 ODP BUSINESS SOLUTIONS, LLC<br>ADM: OFFICE SUPPLIES       | 7.81<br>7.81            |         |      | 101  |     | 413200 | 201000 |      | 10010           |
| 453461111001 |          |                                                               |                         |         |      |      |     |        |        |      |                 |
| 16231        | 12/30/25 | 636 ODP BUSINESS SOLUTIONS, LLC<br>ADM: OFFICE SUPPLIES       | 137.53<br>137.53        |         |      | 101  |     | 413200 | 201000 |      | 10010           |
| 454038914001 |          |                                                               |                         |         |      |      |     |        |        |      |                 |
| 16232        | 12/31/25 | 636 ODP BUSINESS SOLUTIONS, LLC<br>AC: COMPUTER SUPPLIES      | 10.89<br>10.89          |         |      | 101  |     | 451240 | 575000 |      | 10010           |
| 453460851001 |          |                                                               |                         |         |      |      |     |        |        |      |                 |
| 16233        | 01/07/26 | 636 ODP BUSINESS SOLUTIONS, LLC<br>ADM: OFFICE SUPPLIES       | 14.14<br>14.14          |         |      | 101  |     | 413200 | 201000 |      | 10010           |
| 453461109001 |          |                                                               |                         |         |      |      |     |        |        |      |                 |
| 16234        | 01/05/26 | 636 ODP BUSINESS SOLUTIONS, LLC<br>ADM: OFFICE SUPPLIES       | 100.14<br>71.02         |         |      | 101  |     | 413200 | 201000 |      | 10010           |
| 453461110001 |          |                                                               |                         |         |      |      |     |        |        |      |                 |
| 453461110001 | 01/05/26 | ADM: GENERAL SUPPLIES                                         | 29.12                   |         |      | 101  |     | 413200 | 208000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                                      | <b>311.87</b>           |         |      |      |     |        |        |      |                 |
| 16235        | 01/12/26 | 3861 OLSEN CHAIN & CABLE, INC.<br>PW: ANNUAL HOIST INSPECTION | 985.00<br>328.33        |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|              | 01/12/26 | SWR: ANNUAL HOIST INSPECTION                                  | 328.33                  |         |      | 603  |     | 432500 | 402000 |      | 10010           |
|              | 01/12/26 | WTR: ANNUAL HOIST INSPECTION                                  | 328.34                  |         |      | 604  |     | 432570 | 402000 |      | 10010           |
|              |          | <b>Total for Vendor:</b>                                      | <b>985.00</b>           |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 13 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check     | Vendor #/Name/<br>Invoice #/Inv Date/Description                     | Document \$/<br>Line \$ | Disc \$ | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|-----------|----------------------------------------------------------------------|-------------------------|---------|------|------|-----|--------|--------|------|-----------------|
| 16236  | 01/26     | 674 OTTO, STEVE<br>01/14/26 FD: 1/26 PHONE REIMBURSEMENT             | 50.00<br>50.00          |         |      | 101  |     | 422100 | 321000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                                             | <b>50.00</b>            |         |      |      |     |        |        |      |                 |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16178  | 4-2025 PZ | 2940 PETERSEN, LEE<br>12/22/25 CD: 2025 QTR 4 PER DIEM               | 50.00<br>50.00          |         |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                                             | <b>50.00</b>            |         |      |      |     |        |        |      |                 |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16179  | 556963    | 26 RIVER VALLEY PARTS SUPPLY<br>12/05/25 PD: 2020 CHEVY TAHOE R/M    | 18.60<br>18.60          |         |      | 101  |     | 421100 | 407000 |      | 10010           |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16180  | 557077    | 26 RIVER VALLEY PARTS SUPPLY<br>12/08/25 PW: 2003 FORD F350 R/M      | 9.89<br>9.89            |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16181  | 557258    | 26 RIVER VALLEY PARTS SUPPLY<br>12/11/25 PW: 2018 DODGE RAM R/M      | 249.99<br>50.00         |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        | 557258    | 12/11/25 PRK: 2018 DODGE RAM R/M                                     | 50.00                   |         |      | 101  |     | 452020 | 407000 |      | 10010           |
|        | 557258    | 12/11/25 STRM: 2018 DODGE RAM R/M                                    | 49.99                   |         |      | 209  |     | 460500 | 407000 |      | 10010           |
|        | 557258    | 12/11/25 SWR: 2018 DODGE RAM R/M                                     | 50.00                   |         |      | 603  |     | 432500 | 402000 |      | 10010           |
|        | 557258    | 12/11/25 WTR: 2018 DODGE RAM R/M                                     | 50.00                   |         |      | 604  |     | 432570 | 402000 |      | 10010           |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16182  | 557631    | 26 RIVER VALLEY PARTS SUPPLY<br>12/19/25 PW: 2023 JD MOWER R/M       | 179.99<br>36.00         |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        | 557631    | 12/19/25 PRK: 2023 JD MOWER R/M                                      | 36.00                   |         |      | 101  |     | 452020 | 407000 |      | 10010           |
|        | 557631    | 12/19/25 STRM: 2023 JD MOWER R/M                                     | 36.00                   |         |      | 209  |     | 460500 | 407000 |      | 10010           |
|        | 557631    | 12/19/25 SWR: 2023 JD MOWER R/M                                      | 35.99                   |         |      | 603  |     | 432500 | 402000 |      | 10010           |
|        | 557631    | 12/19/25 WTR: 2023 JD MOWER R/M                                      | 36.00                   |         |      | 604  |     | 432570 | 402000 |      | 10010           |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16183  | 557748    | 26 RIVER VALLEY PARTS SUPPLY<br>12/23/25 PD: 2022 CHEVY TAHOE R/M    | 44.80<br>44.80          |         |      | 101  |     | 421100 | 407000 |      | 10010           |
|        |           | *** Claim from another period (12/25) ****                           |                         |         |      |      |     |        |        |      |                 |
| 16184  | 558044    | 26 RIVER VALLEY PARTS SUPPLY<br>12/31/25 PW: 2012 INT PLOW TRUCK R/M | 65.07<br>65.07          |         |      | 101  |     | 431210 | 407000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                                             | <b>568.34</b>           |         |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 14 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check     | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$                                    | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|-----------|--------------------------------------------------|-------------------------|--------------------------------------------|------|------|-----|--------|--------|------|-----------------|
| 16185  |           | 3064 RMB ENVIRONMENTAL LABORATORIES              | 280.06                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | B020953   | 12/29/25 SWR: TESTS/CHEMICALS                    | 280.06                  |                                            |      | 603  |     | 432500 | 312500 |      | 10010           |
| 16186  |           | 3064 RMB ENVIRONMENTAL LABORATORIES              | 280.06                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | B020996   | 12/31/25 SWR: TESTS/CHEMICALS                    | 280.06                  |                                            |      | 603  |     | 432500 | 312500 |      | 10010           |
| 16237  |           | 3064 RMB ENVIRONMENTAL LABORATORIES              | 109.73                  |                                            |      |      |     |        |        |      |                 |
|        | B021051   | 01/08/26 WTR: TESTS/CHEMICALS                    | 109.73                  |                                            |      | 604  |     | 432570 | 312500 |      | 10010           |
| 16238  |           | 3064 RMB ENVIRONMENTAL LABORATORIES              | 298.87                  |                                            |      |      |     |        |        |      |                 |
|        | B021050   | 01/13/26 SWR: TESTS/CHEMICALS                    | 298.87                  |                                            |      | 603  |     | 432500 | 312500 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>968.72</b>           |                                            |      |      |     |        |        |      |                 |
| 16187  |           | 3533 ROMNESS, BRIAN                              | 100.00                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 4-2025 DC | 12/20/25 CD: 2025 QTR 4 PER DIEM                 | 100.00                  |                                            |      | 101  |     | 460505 | 108000 |      | 10010           |
| 16188  |           | 3533 ROMNESS, BRIAN                              | 50.00                   | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 4-2025 PZ | 12/22/25 CD: 2025 QTR 4 PER DIEM                 | 50.00                   |                                            |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>150.00</b>           |                                            |      |      |     |        |        |      |                 |
| 16189  |           | 3530 SCHMITZ, SHEILA                             | 50.00                   | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 4-2025 PZ | 12/22/25 CD: 2025 QTR 4 PER DIEM                 | 50.00                   |                                            |      | 101  |     | 460505 | 108000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>50.00</b>            |                                            |      |      |     |        |        |      |                 |
| 16132  |           | 2427 SCOTT COUNTY ATTORNEYS                      | 5,108.31                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 12-2025   | 12/31/25 PD: 12/25 COURT FINES                   | 4,506.49                |                                            |      | 101  |     | 421100 | 311200 |      | 10010           |
|        | 12-2025   | 12/31/25 PD: 12/25 DWI ASSESSMENT                | 601.82                  |                                            |      | 101  |     | 421100 | 311200 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>5,108.31</b>         |                                            |      |      |     |        |        |      |                 |
| 16239  |           | 1770 STATE OF MINNESOTA                          | 30.00                   |                                            |      |      |     |        |        |      |                 |
|        | 011426    | 01/14/26 PW: VEHICLE DECALS 2026                 | 30.00                   |                                            |      | 101  |     | 431210 | 407000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>30.00</b>            |                                            |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 15 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check     | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$                                    | PO # | Fund | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|-----------|--------------------------------------------------|-------------------------|--------------------------------------------|------|------|-----|--------|--------|------|-----------------|
| 16190  |           | 483 STREICHERS                                   | 3,804.00                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | I1801829  | 12/29/25 PD: DEPARTMENT EQUIPMENT                | 3,804.00                |                                            |      | 101  |     | 421100 | 560000 |      | 10010           |
| 16191  |           | 483 STREICHERS                                   | 1,915.00                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | I1801907  | 12/30/25 PD: DEPT EQUIP VEST LW                  | 1,915.00                |                                            |      | 101  |     | 421100 | 560000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>5,719.00</b>         |                                            |      |      |     |        |        |      |                 |
| 16192  |           | 3262 THOMSON REUTERS - WEST                      | 190.59                  | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 853004947 | 01/01/26 PD: 12/25 CLEAR LAW ENFORCE             | 190.59                  |                                            |      | 101  |     | 421100 | 433000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>190.59</b>           |                                            |      |      |     |        |        |      |                 |
| 16240  |           | 2056 TOWMASTER                                   | 705.48                  |                                            |      |      |     |        |        |      |                 |
|        | 90004262  | 01/07/26 PW: PLOW TRUCK BRINE TANK               | 705.48                  |                                            |      | 101  |     | 431210 | 407000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>705.48</b>           |                                            |      |      |     |        |        |      |                 |
| 16241  | E         | 509 UNION PACIFIC RAILROAD COMPANY               | 2,200.00                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 343874034 | 11/17/25 SWR: WWTF PERMIT                        | 2,200.00                |                                            |      | 603  |     | 432500 | 301500 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>2,200.00</b>         |                                            |      |      |     |        |        |      |                 |
| 16193  | E         | 1561 VALLI INFORMATION SYSTEMS, INC              | 1,965.87                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 103981    | 12/31/25 SWR: 12/25 PRINT & MAIL                 | 982.94                  |                                            |      | 603  |     | 432500 | 322000 |      | 10010           |
|        | 103981    | 12/31/25 WTR: 12/25 PRINT & MAIL                 | 982.93                  |                                            |      | 604  |     | 432570 | 322000 |      | 10010           |
| 16194  | E         | 1561 VALLI INFORMATION SYSTEMS, INC              | 3,821.89                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 104140    | 12/31/25 CD: 12/25 CC FEE                        | 79.39                   |                                            |      | 101  |     | 460505 | 413200 |      | 10010           |
|        | 104140    | 12/31/25 ADM: 12/25 CC FEE                       | 7.16                    |                                            |      | 101  |     | 413200 | 413200 |      | 10010           |
|        | 104140    | 12/31/25 WTR: 12/25 CC FEE                       | 1,494.13                |                                            |      | 604  |     | 432570 | 413200 |      | 10010           |
|        | 104140    | 12/31/25 SWR: 12/25 CC FEE                       | 2,241.21                |                                            |      | 603  |     | 432500 | 413200 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>5,787.76</b>         |                                            |      |      |     |        |        |      |                 |
| 16195  |           | 1312 W. W. GOETSCH ASSOC., INC.                  | 1,647.67                | *** Claim from another period (12/25) **** |      |      |     |        |        |      |                 |
|        | 115835    | 12/29/25 AC: REPAIRS/MAINTENANCE                 | 1,647.67                |                                            |      | 101  |     | 451240 | 407000 |      | 10010           |
|        |           | <b>Total for Vendor:</b>                         | <b>1,647.67</b>         |                                            |      |      |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Claim Approval List  
For the Accounting Period: 1/26  
For Pay Date: 01/15/26

Page: 16 of 18  
Report ID: AP100V

\* ... Over spent expenditure

| Claim/ | Check     | Vendor #/Name/<br>Invoice #/Inv Date/Description | Document \$/<br>Line \$ | Disc \$ | PO #       | Fund         | Org | Acct   | Object | Proj | Cash<br>Account |
|--------|-----------|--------------------------------------------------|-------------------------|---------|------------|--------------|-----|--------|--------|------|-----------------|
| 16196  | E         | 341 XCEL ENERGY                                  | 61.59                   |         |            |              |     |        |        |      |                 |
|        | 958603755 | 12/26/25 HP: 12/25 ELECTRIC                      | 61.59                   |         |            | 101          |     | 450100 | 381000 |      | 10010           |
|        |           | *** Claim from another period (12/25) ****       |                         |         |            |              |     |        |        |      |                 |
| 16197  | E         | 341 XCEL ENERGY                                  | 26,551.44               |         |            |              |     |        |        |      |                 |
|        | 959057813 | 12/30/25 GEN: 12/25 ELECTRIC                     | 396.94                  |         |            | 101          |     | 411100 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 ADM: 12/25 ELECTRIC                     | 926.19                  |         |            | 101          |     | 413200 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 PD: 12/25 ELECTRIC                      | 513.15                  |         |            | 101          |     | 421100 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 FD: 12/25 ELECTRIC                      | 841.90                  |         |            | 101          |     | 422100 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 AMB: 12/25 ELECTRIC                     | 219.92                  |         |            | 101          |     | 422700 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 CIV: 12/25 ELECTRIC                     | 27.69                   |         |            | 101          |     | 425000 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 COM: 12/25 ELECTRIC                     | 8.69                    |         |            | 101          |     | 453020 | 228000 |      | 10010           |
|        | 959057813 | 12/30/25 HP: 12/25 ELECTRIC                      | 80.56                   |         |            | 101          |     | 450100 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 PW: 12/25 ELECTRIC                      | 512.67                  |         |            | 101          |     | 431210 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 PW: 12/25 ELECTRIC SECURITY             | 8,981.07                |         |            | 101          |     | 431210 | 381500 |      | 10010           |
|        | 959057813 | 12/30/25 AC: 12/25 ELECTRIC                      | 178.72                  |         |            | 101          |     | 451240 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 PRK: 12/25 ELECTRIC                     | 924.56                  |         |            | 101          |     | 452020 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 PRK: 12/25 ELECTRIC SCOREBR             | 8.69                    |         |            | 101          |     | 452020 | 381200 |      | 10010           |
|        | 959057813 | 12/30/25 LIB: 12/25 ELECTRIC                     | 511.03                  |         |            | 101          |     | 455010 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 SWR: 12/25 ELECTRIC                     | 5,219.70                |         |            | 603          |     | 432500 | 381000 |      | 10010           |
|        | 959057813 | 12/30/25 WTR: 12/25 ELECTRIC                     | 7,199.96                |         |            | 604          |     | 432570 | 381000 |      | 10010           |
|        |           | Total for Vendor:                                | 26,613.03               |         |            |              |     |        |        |      |                 |
|        |           | # of Claims                                      | 112                     | Total:  | 191,485.35 | # of Vendors | 67  |        |        |      |                 |
|        |           | Total Electronic Claims                          |                         |         | 38,558.57  |              |     |        |        |      |                 |
|        |           | Total Non-Electronic Claims                      |                         |         | 152926.78  |              |     |        |        |      |                 |

01/15/26  
09:56:49

CITY OF BELLE PLAINE  
Fund Summary for Claims  
For the Accounting Period: 1/26

Page: 17 of 18  
Report ID: AP110

| Fund/Account                       | Amount            |
|------------------------------------|-------------------|
| 101 General                        |                   |
| 10010 Cash - Checking              | 132,243.66        |
| 206 Cable Television               |                   |
| 10010 Cash - Checking              | 34.16             |
| 209 Storm Sewer                    |                   |
| 10010 Cash - Checking              | 1,523.86          |
| 212 Lawful Gambling                |                   |
| 10010 Cash - Checking              | 184.99            |
| 467 Develop Projects               |                   |
| 10010 Cash - Checking              | 1,973.50          |
| 603 Sewer                          |                   |
| 10010 Cash - Checking              | 31,929.21         |
| 604 Water                          |                   |
| 10010 Cash - Checking              | 21,713.13         |
| 801 Economic Development Authority |                   |
| 10010 Cash - Checking              | 1,882.84          |
| <b>Total:</b>                      | <b>191,485.35</b> |



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>AGENDA<br/>ITEM:</b>               | <b>Dugouts at Meadow Park</b><br>Resolution 26-013A Authorizing Dugouts at Meadow Park.<br>Resolution 26-013B Denying Authorizing Dugouts at Meadow Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The Parks Commission has received multiple requests from residents for the addition of dugouts at Meadow Park. After discussion, the Commission requested cost estimates for the project. The Commission subsequently reviewed the estimates for the installation of dugouts for Field One and Field Two at Meadow Park and recommends moving forward with the installation, utilizing Parks Commission funds for the project.</p> <p>The Public Works Committee reviewed the request at its November 12 meeting, where a consensus was reached to move forward. After the meeting was adjourned, Mayor Ladd requested that the item be brought back to the Committee with a detailed cost breakdown. The Public Works Committee meeting for December was canceled; however, the requested breakdown was provided to Committee members electronically. Additionally, a request was made for a rendering of the proposed dugouts, which was provided for review at the January 14 meeting.</p> <p>The Public Works Committee met on January 14th, a consensus was reached to recommend the project.</p> <p>As the Parks Commission is a recommending body, it is requesting that the City Council review the proposal and make a final determination regarding the installation of dugouts at Meadow Park.</p> <p>The November quotes are attached. The low bids are as follows:</p> <ul style="list-style-type: none"><li>• Concrete – Countryside Concrete \$11,925.00</li><li>• Fencing – All Star Construction Services, Inc. \$24,700.00</li><li>• Tin – K and K Services LLC \$7,585.44</li></ul> <p>For an estimated total cost of \$44,210.44</p> <p><i>Note: quotes were received in early November and prices may have fluctuated.</i></p> <p>For Council consideration:</p> <ul style="list-style-type: none"><li>• Resolution 26-013A Authorizing Dugouts at Meadow Park.</li><li>• Resolution 26-013 B Denying Authorizing Dugouts at Meadow Park.</li></ul> |
| <b>FISCAL<br/>IMPACT:</b>             | Funds from Parks Commission Funds.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Review and action.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

# MEADOW PARK BALLFIELDS

## MULTI-USE FIELDS

### ORIGINAL QUOTES:

|                             |  | Field #1    | Field #2    |
|-----------------------------|--|-------------|-------------|
| Concrete                    |  | \$10,144.00 | \$5,000.00  |
| Backstop                    |  | \$17,100.00 | \$0.00      |
| Dugout Roof & Equip Cubbies |  | \$8,981.00  | \$8,981.00  |
| Dugout Fencing              |  | \$9,685.00  | \$9,685.00  |
| Tin & Steel                 |  | \$6,926.00  | \$6,926.00  |
| Estimated Total:            |  | \$52,836.00 | \$30,592.00 |

### NOVEMBER UPDATED QUOTES:

| CONCRETE QUOTES                                                        | CONTACT                                                                     | FIELD #1                        | FIELD #2                        | Lowest Bid  |
|------------------------------------------------------------------------|-----------------------------------------------------------------------------|---------------------------------|---------------------------------|-------------|
| AJ - Site Visit 11/24/25 @ 10 am                                       | Aaron Johnson,<br>612.910.8285,<br>aj16805@gmail.com                        | See Quote<br>(combined<br>cost) | See Quote<br>(combined<br>cost) |             |
| AJ's Construction, 16805 Langley Avenue, Cologne, MN 55322             | Total with Both Options:                                                    |                                 | \$14,496.00                     |             |
| Countryside Concrete - Site visit 11/20/25                             | Jake Creighton,<br>612.369.3340<br>countrysideconcrete.com<br>(both fields) | \$11,325.00                     |                                 |             |
| Countryside Concrete, Inc., 32374 Scenic Byway Rd, Henderson, MN 56044 | Option 1 - Field 1:                                                         | \$600.00                        |                                 |             |
|                                                                        | Total for both fields with Option 1 (included):                             |                                 | \$11,925.00                     | \$11,925.00 |
| Kali Concrete - Site visit 11/20/25 @10 am                             | Troy Dungey,<br>612.247.2565,<br>troy@kaliconcrete.com                      | \$10,600.00                     | \$6,000.00                      |             |
| Kali Concrete, 27425 Raven Road, Belle Plaine, MN 56011                |                                                                             |                                 |                                 |             |
| Total Both Fields:                                                     |                                                                             | \$16,600.00                     |                                 |             |
| Brennan Company - Site visit 12/04/25 @ 9 am                           | Trevor, 507.381.3466                                                        |                                 |                                 |             |
| Brennan Companies, 124 E Walnut St, Suite 340, Mankato, MN 56011       | Would be general contractor for all work.                                   |                                 | \$82,512.94                     |             |
| Total Both Fields:                                                     |                                                                             | \$11,925.00                     |                                 |             |



**FENCING QUOTES:**

|                                                                                         | CONTACT                                                                    | FIELD #1    | FIELD #2    | Lowest Bid  |
|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------|-------------|-------------|
| Pass Fencing - Site Visit 11/21/25;<br>Didn't submit                                    | Jim Pass, 612.221.5191,<br>passfence@gmail.com                             |             |             |             |
| Pass Fencing, 16850 Jordan Avenue,<br>Mordan, MN 55352                                  | Total with Both Options:                                                   |             | \$0.00      |             |
|                                                                                         |                                                                            |             |             |             |
| Midwest Fencing - Site visit<br>11/20/25 @ 8:30 am                                      | Nick Hatchett,<br>763.268.9026                                             | \$23,395.00 |             |             |
| Midwest Fence & Mfg., 525 E<br>Villaume Avenue, South St. Paul,<br>MN 55075             | Option 1:                                                                  | \$3,990.00  |             |             |
|                                                                                         | Option 2:                                                                  | \$11,256.00 |             |             |
|                                                                                         | Total with Both Options:                                                   |             | \$38,641.00 |             |
|                                                                                         |                                                                            |             |             |             |
| All Star Construction Services, Inc. -<br>Site visit 11/20/25                           | Lee Reinartz,<br>612.619.0273,<br>allstarconstructionservic<br>s@yahoo.com | \$19,800.00 | \$4,900.00  |             |
| All Star Construction Services LLC,<br>600 West State Street, Belle Plaine,<br>MN 56011 | Total with Both Options:                                                   |             | \$24,700.00 | \$24,700.00 |

**TIN QUOTES**

|                                                                     | CONTACT                                    | FIELD #1   | FIELD #2   |            |
|---------------------------------------------------------------------|--------------------------------------------|------------|------------|------------|
| K and K Services LLC - Site Visit<br>11/25/25                       | Kip Trebesh, K&K Services,<br>952.412.8156 | \$3,792.72 | \$3,792.72 |            |
| K and K Services, LLC., 36287 180th<br>Street, Green Isle, MN 55338 | Total with Both Options:                   |            | \$7,585.44 | \$7,585.44 |

|                                                                                               |                     |  |  |  |
|-----------------------------------------------------------------------------------------------|---------------------|--|--|--|
| IN-KIND LABOR - PUBLIC WORKS<br>STAFF (to build cubbies and prepare<br>site for construction) | Esitimated 40 Hours |  |  |  |
|-----------------------------------------------------------------------------------------------|---------------------|--|--|--|

TOTAL COSTS (LOWEST BIDS): \$44,210.44



32374 Scenic Byway Rd. Henderson, MN 56044

**Estimate**

11/20/2025

|                          |                            |
|--------------------------|----------------------------|
| To: City of Belle Plaine | Job: Meadow park concrete. |
|--------------------------|----------------------------|

**Scope of Work**

We hereby to furnish materials and labor necessary for completion of the Contract Work, in accordance with all building codes and regulations according to the plans provided. The Contract Work shall consist of all items listed below.

| Quantity Unit | Description                                                                                                                                                   |                    |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1,200 SF      | 4 dug out areas, 300 SF each, at fields 1 and 2 to be excavated and prepped for 5" thick concrete slabs. Concrete to be poured and finished at dug out areas. |                    |
| 150 SF        | Bleacher pad at field 1 to be excavated and prepped for 4" concrete slab. Concrete to be poured and finished at bleacher pad.                                 |                    |
|               | <b>Total</b>                                                                                                                                                  | <b>\$11,325.00</b> |
|               | Option                                                                                                                                                        |                    |
| 1 EA          | Remove and haul away existing concrete bleacher pad at field 1.                                                                                               |                    |
|               | <b>Total</b>                                                                                                                                                  | <b>\$600.00</b>    |

**Notes**

- Existing benches and concrete at dug outs to be removed by Belle Plaine City staff prior to project start.
- Control cuts to be cut into concrete to help reduce the risk of visible shrinkage cracks.
- All concrete will include #4 re-bar reinforcement spaced no greater than 36" O.C.E.W.
- Does not include any restoration to lawn, landscaping, etc...
- Does not include short load charges due to spring road restrictions.
- Add 5% winter service charge as soon as ready mix company starts heating material, usually around mid October.
- Add 3% if blanketing is required due to freezing conditions.

**Payment Terms**

- Full payment due upon completion of the described work.

**Inclusions**

- All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal/estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Projects are bid at normal wage rates unless specified as prevailing wage or other on this proposal. Customer is to be responsible for carrying all necessary insurance including but not limited to fire, tornado, and builder's risk. Our workers are fully covered by workman's compensation insurance.

## Payments

- The Owner agrees to pay any and all payments according to the payment terms detailed above. Should said payment(s) not be made, or if satisfactory arrangements for payment have not been made, the Contractor reserves the right to stop all work until such time as payment is rendered or satisfactory payment arrangements have been made.

## Disclosure

- Countryside Concrete takes all necessary precautions to avoid cracking, and rarely experience them, however per industry standards, shrinkage (hairline) cracks can occur in concrete floors, sidewalks, driveways, patios, etc.. therefore shrinkage cracks are excluded from warranty. Cracks exceeding 3/16" in width or vertical displacement shall be repaired by filling and troweling special concrete repair products. Concrete is susceptible to pop outs, surface spalling, or delaminating from road salt, salt applied for deicing, or deleterious material in the aggregate. Pop outs, surface spalling or delamination is excluded from warranty.
- **Fine and Coarse Aggregate Qualities**  
**Fine Aggregate** – The concrete producer utilizes fine aggregates that meet the requirements of ASTM C33, Table 2 "Limits for Deleterious Substances in Fine Aggregate for Concrete". These fine aggregates are natural and may contain a small fraction of deleterious material such as clay lumps, lightweight material, coal and/or lignite. Traces of opaline shale from glacial deposits were left throughout the Northern Midwest (Iowa, Minnesota & South Dakota). These opaline shale particles can react with the alkalis (sodium and potassium) in the Portland cement and can cause some surface delamination.  
**Coarse Aggregate** – The concrete producer utilizes coarse aggregates that meet the requirements of ASTM C33, Table 4 "Limits for Deleterious Substance and Physical Requirements of Coarse Aggregate". It is required that all coarse aggregate to be used in exterior flatwork comply with the requirements of ASTM C33, class 4S. These aggregates are natural and they can contain a small fraction of deleterious material such as clay lumps, friable particles, lightweight material such as shale, chert, and/or spall particles. When these particles absorb water and freeze, they can fracture, separate from the concrete, and "pop out." In a pop-out; either the mortar, the particle or both may consequently fracture.  
Even when aggregates comply with ASTM C33 and regardless of quality control procedures, some minor amount of surface defects due to deleterious aggregate particles can be expected in any concrete placement. These surface defects do not affect the structural integrity of the concrete.
- Countryside Concrete is not responsible for occurrences in nature that may affect the finish quality of the concrete such as leaves or seed pods falling from trees onto the concrete, water dripping from trees, roofs, or gutters due to fog or condensation onto the concrete, animals that may run across concrete after finished, and etc...

## SIGNATURE

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Approved By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



32374 Scenic Byway Rd. Henderson, MN 56044

**Notice to property owner:**

Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. Under Minnesota law you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or materials for the improvement and who gave you timely notice.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon verbal or written communication, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Projects are bid at normal wage rates unless specified as prevailing wage or other on this proposal. Customer is to be responsible for carrying all necessary insurance including but not limited to fire, tornado and builder's risk. Our workers are fully covered by workman's compensation insurance.

Due to climate, soil conditions, shrinkage and other relative issues, cracking of concrete is common and typically not a structural concern. Control joints are placed within industry standards to help control cracking but may not prevent it; therefore, cracking is not a warrantable item. If cracks of over 1/4" in width occur, they will be addressed per circumstance and warranted as applicable. Furthermore, cracking or displacement due to settling of soils whether from lack of compaction or presence of frost is also not a warrantable item as base is to be the responsibility of the contractor or owner as well as verification of frost.

Countryside Concrete recommends sealing all concrete with approved sealers to help prevent damage and to keep concrete looking its best. Countryside Concrete does not recommend the use of deicers on concrete whether the

manufacturer states that it is safe to use or not. Damage to concrete from direct use of deicers or indirect tracking of deicers onto concrete (by a vehicle, etc.) is considered to be beyond our control and is not warrantable.

Color, whether integral or not, may differ in appearance from truck to truck and pour to pour.

Heated ready-mix material charges to be applied to all pricing when the ready-mix is heated during the winter months and will be above and beyond the proposal pricing unless stated as included or specified differently in this bid on the previous pages.

Protection of concrete from freezing temperatures is recommended by Countryside Concrete per ACI specifications and is to be the contractor's responsibility unless noted otherwise in this bid. Furthermore, Countryside Concrete does not recommend the use of unvented heaters due to the probability of dusting occurring. Dusting or damage due to freezing are not warrantable items.

Road postings begin in the spring of each year dependent upon temperatures and ground thaw. Due to the volatility in beginning and ending dates, charges for additional trucks during road postings will be billed at the current rate and will be above and beyond the proposal price unless stated as included in this bid on the previous pages.

Although Countryside Concrete utilizes mix designs and installation methods per industry standards, curling of concrete caused by shrinkage and other factors may occur, especially at control joint locations. The use of a poly vapor barrier directly underneath slabs can cause curling to occur more often than normal. Curling is neither predictable nor entirely preventable. Therefore, curling is not a warrantable item.

ALL STAR CONSTRUCTION SERVICES L.L.C.  
600 WEST STATE STREET  
BELLE PLAINE MN 56011

City of Belle Plaine (Meadow Park)

**QUOTE**

November 22, 2025

Field #2

Install two dugouts: 8' galvanized chain link with top and bottom rail and two walk through openings and all posts to be driven four feet in the ground. Total cost \$4900.00

Field #1

1 - Demo and haul away old back stop and posts to be cut below grade \$1500.00

2 - Install new back stop and dugouts to mirror field #2 and back stop posts will be set in concrete all other posts will be driven four feet in the ground \$18300.00

Total cost for field #1 is \$19800.00

Total cost for field #2 and #1 is \$24700.00

Terms: Half down with signed contract and remaining balance due 30 days after completion of project.

Thank You,  
Lee Reinartz  
Owner  
612-619-0273

K and K Services LLC  
36287 180th street  
Green Isle, MN 55338 US  
kipptreb@gmail.com



## Estimate

### ADDRESS

City of Belle Plaine  
891 Diversified Drive  
Belle plaine, MN 56011

ESTIMATE # 1046

DATE 11/25/2025

EXPIRATION DATE 12/25/2025

| DATE | DESCRIPTION                       | AMOUNT |
|------|-----------------------------------|--------|
|      | materials: Steel PER dugout       | 996.36 |
|      | Labor to install steel PER dugout | 900.00 |

We would prefer there be more than one ready at a time if possible  
thank you.

TOTAL

**\$1,896.36**

**X 4 = \$7,585.44**

Accepted By

Accepted Date

# AJ's Construction

ESTIMATE By: AJ # \_\_\_\_\_

Date: 11-24-2025

Name: City of Belle Plaine

Address: Meadow Park

City: Belle Plaine Zip: 55

# \_\_\_\_\_

# \_\_\_\_\_

## Premium Concrete Services

☐ Apron \_\_\_\_\_ ☐ Patio \_\_\_\_\_ ☐ Driveway \_\_\_\_\_

☐ Sidewalk \_\_\_\_\_ ☐ Steps \_\_\_\_\_ ☐ Garage Floor \_\_\_\_\_

☐ Stoop \_\_\_\_\_ ☐ Curb \_\_\_\_\_ ☒ Other \_\_\_\_\_

☐ Footings \_\_\_\_\_

☐ Permit (if needed)

☐ Remove Asphalt (Extra charge if over 4")

☐ Remove Concrete (Extra charge if over 4")

☒ Remove Gravel, Dirt or Sod

☐ Addition to driveway \_\_\_\_\_

☒ Basework as needed up to 4"

☒ Regrade for proper drainage - Elevation change may be needed (see reverse)

☐ \_\_\_\_\_ "

☒ 4500 PSI \_\_\_\_\_

☐ 4000 PSI \_\_\_\_\_

☐ Micro Carbon Fibers (3 times stronger than rebar)

☒ Finish: Broom / Smooth / Exposed / Stamped \_\_\_\_\_

☐ Color \_\_\_\_\_

☒ Saw Cut / Hand Tool joints / Zip Strip (8 feet or less)

☒ Curing Agent

☒ Sealer: Homeowner / AJ's \_\_\_\_\_

☒ Backfill: Homeowner

☒ Grass Repair: Homeowner

☒ 1/2 Rebar, 2x2, 2x3, 4x4, 5x5

☐ 2 YR Warranty (see reverse)

Estimated Cost: 14,880.00

Deposit: \_\_\_\_\_

Balance: \_\_\_\_\_

X \_\_\_\_\_

Customer Approval

Date

I have read and agree with the terms and conditions on the reverse side

|                | No                       | Yes                      |                  | No                       | Yes                      |
|----------------|--------------------------|--------------------------|------------------|--------------------------|--------------------------|
| Replace as is  | <input type="checkbox"/> | <input type="checkbox"/> | New Cover        | <input type="checkbox"/> | <input type="checkbox"/> |
| Stumps/Roots   | <input type="checkbox"/> | <input type="checkbox"/> | Drainage Problem | <input type="checkbox"/> | <input type="checkbox"/> |
| Water shut off | <input type="checkbox"/> | <input type="checkbox"/> |                  |                          |                          |

☐ Design on separate copy ☐ Garage Door 7" ☐ Sprinkler heads?

$$2 \ 16 \times 24 = 768$$

$$4 \ 10 \times 28 = 720$$

$$\text{Total } 1488 \text{ sq} \times 10.00$$

$$\text{Total } 14,880.00$$

10 x 28

10 x 28

10 x 28

10 x 28

16 x 24 384

\$14,496

### Risk of Concrete in Minnesota

Peeling, cracking and popouts are excluded from warranty. (See reverse)

Initial \_\_\_\_\_

☐ Ok to use Bobcat in yard. Customer responsible for any yard/landscaping repair.

Initial \_\_\_\_\_



**ESTIMATE** | Pricing good for 90 days.

DATE: \_\_\_\_\_  
 NAME: CAROL BARLAGE  
 ADDRESS: 800 MEADOW Circle  
 CITY: Bell PLAIN  
 PHONE: 952-873-6742  
 EMAIL: \_\_\_\_\_  
 DISCOVERY: \_\_\_\_\_

☐ Apron \_\_\_\_\_ ☐ Steps \_\_\_\_\_ ☐ Stoop \_\_\_\_\_  
☐ Driveway \_\_\_\_\_ ☐ S.Walk \_\_\_\_\_ ☐ Curb \_\_\_\_\_  
☒ Patio \_\_\_\_\_ ☐ Garage \_\_\_\_\_

**JOB SPECS**

☐ Permit (if needed)  
☒ Remove Asphalt (Extra charge over "4")  
☒ Remove Concrete (Extra charge over "4")  
☒ Remove Gravel, Dirt, or Sod  
☐ Addition to Driveway \_\_\_\_\_  
☐ Regrade for proper drainage  
☒ Basework/Loads \_\_\_\_\_  
☐ Concrete Thickness 5" 11  
☐ psi 4500 ☐ Cap Blocks \_\_\_\_\_  
☒ Rebar ☐ Helix Fibers  
2' Foot on center  
☐ Saw Cut ☒ Hand Tool Joints  
☐ Textured Borders \_\_\_\_\_  
 Pattern/Color \_\_\_\_\_

**FINISHING**

☒ Broom ☐ Smooth ☐ Exposed Ag.  
☐ Stamped/Color \_\_\_\_\_  
☐ Textured/Color \_\_\_\_\_  
☒ Sealer ☐ Wet Look Sealer

**COST**

Estimated Cost \_\_\_\_\_  
 Deposit \_\_\_\_\_  
 Balance \_\_\_\_\_  
 X \_\_\_\_\_  
 Customer Approval \_\_\_\_\_ Date \_\_\_\_\_

I have read and agree with the terms and conditions on the front and back side of this document.

Pricing is subject to change. Additional charges may apply.  
 Remaining balance due on day of completion.



|               | NO                       | YES                      |
|---------------|--------------------------|--------------------------|
| Replace as is | <input type="checkbox"/> | <input type="checkbox"/> |
| Flares        | <input type="checkbox"/> | <input type="checkbox"/> |
| Stumps/Roots  | <input type="checkbox"/> | <input type="checkbox"/> |

|                  | NO                       | YES                      |
|------------------|--------------------------|--------------------------|
| Water Shutoff    | <input type="checkbox"/> | <input type="checkbox"/> |
| New Cover        | <input type="checkbox"/> | <input type="checkbox"/> |
| Drainage Problem | <input type="checkbox"/> | <input type="checkbox"/> |

FIELD 1

Remove concrete.

Dig out Grass Dirt.

INSTALL BASE.

BLEACHER PAD 24'x15'x5" thick

DUG OUT SEATING. two PADS.

30'x10'x5" thick.

460 sq Feet.

10,600

FIELD 2

REMOVE DUG OUT SEATS.

AND pour two

30'x10'x5" inch Thick.

DUG OUT PADS.

600 sq Ft.

6,000

Troy@kaliconcrete.com • 612-247-2565 • Kaliconcrete.com



**One Year Warranty:** Covers any problem due to material defects or unsatisfactory workmanship.

**Drainage:** Corrective measures will be taken if there is standing water of more than the thickness of a quarter when there is a 2% slope or greater (approximately 2 1/2 inch fall in 10 feet). The warranty does not cover driveways with less than 2% slope. Driveways that drain to edges, not to a street, are only covered for a year.

**Concrete Failure:** If project fails (settling, break-up) due to workmanship issues or lack of material thickness, the problem area will be replaced. The entire surface will be replaced only if the problem area exceeds 60% of the entire concrete surface.

Non-payment or partial payment voids warranty.

---

The following are items are **NOT** covered under warranty:

**Settling:** The warranty does not cover settling from work done by others (landscaping, retaining walls, etc.), inadequate compaction from original excavation (e.g. in front of garage), driveways built on fill, buried pipes, utility trenches, any settling underneath the base and concrete work done by Kali Concrete.

**Cracks:** Any pavement in our climate will develop cracks. Cracks are caused by a variety of reasons including: the freeze and thaw cycle (frost cracks), ground water, water seepage from lawn watering, tree roots, culverts, draining pipes, and/or unstable sub-soil. Cracks often develop at the transition from an existing driveway to an addition. The age of the concrete has no bearing on when a crack will appear.

**Shrinkage:** As concrete cures it shrinks and hairline cracks occur. This is expected and not covered under warranty. These cracks will typically happen within the first 30 days of installation.

**Deterioration:** Road salts carried in on vehicles, salts applied for deicing, or lawn fertilizer over applied on to concrete will cause deterioration. Kali Concrete is not responsible for these issues.

**Appearance:** Occasional surface blemishes due to aggregate pops are normal. Some coloration difference is normal due to the different rates of curing from concrete delivered on multiple trucks.

**Color:** Colors will vary from the color charts. Integral color will vary if delivered on multiple trucks. A perfect color match is not always guaranteed.

**Elevation Change/Landscaping:** Base condition and drainage considerations may change the elevation above or below the previous grass line. You may need to adjust grass height to edges if necessary. Additionally, there will be a void between the concrete and existing lawn due to the concrete forms. It is important to back-fill the edges of the concrete with dirt, sod, or rock in order to strengthen the edge. Contractor is not responsible for landscaping changes due to driveway installation. Damage to trees caused by root removal that is necessary for proper installation of driveway is not covered under warranty or by Kali Concrete.

**Unmarked Buried Lines:** Damage to lines that are unmarked, such as sprinkler system lines, private utilities, or invisible fences are not the contractor's responsibility or Kali Concrete's.

**Abuse:** Damage from heavy or concentrated loading, applied deicing salt are not covered under this warranty or by Kali Concrete.

**Existing Concrete or Asphalt:** Your project may necessitate crossing existing concrete work or asphalt (driveway, apron, sidewalk, etc.) with our equipment in order to access the project. Kali concrete does not assume responsibility if a crack or break-up occurs.

---

**Payment Details:**

**40% Down:** Balance due upon completion otherwise possibility of lien. A service charge will be made on all past due invoices at the rate of 2% per month.

**Pricing:** Any unforeseen conditions at time of excavation or paving can result in additional charges. Prices and estimates are good for 30 days.

**Lien Notice:** Minnesota Statute Section 514.011, subdivision 1 requires that we give you the following notice.

"(a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

(b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice."

# Midwest Fence & Mfg.

525 E. Villaume Ave.  
South St. Paul, MN 55075  
Phone: 651.451.2222 | Fax: 651.451.6939

Company: Belle Plaine Public Works  
Address: 891 Diversified Dr.  
City: Belle Plaine State: MN Zip: 56011

Contact: Carol Barlage  
Office #: 952-873-6742  
PO #: \_\_\_\_\_

Date: 11/20/2025  
Cell #: 952-240-2965  
Job #: \_\_\_\_\_

Job Site: Meadow Park  
800 Meadow Circle  
Belle Plaine, MN 56011

Estimator: Nick Hatchett  
Email: [NickH@Midwestfenceco.com](mailto:NickH@Midwestfenceco.com)  
Mobile: 763-268-9026

| Quantity                       | Description                                                                             | Amount             |
|--------------------------------|-----------------------------------------------------------------------------------------|--------------------|
|                                | Furnish & Install:                                                                      |                    |
| 40 L.F.                        | 12' High Galvanized Chain Link Fence (5-Rail) - BACKSTOP                                |                    |
| 168 L.F.                       | 8' High Galvanized Chain Link Fence (Top & Bottom Rail) - SIDELINES                     |                    |
|                                |                                                                                         |                    |
|                                | Total:                                                                                  | \$ 23,395.00       |
|                                |                                                                                         |                    |
|                                | Option 1: Demo & Dispose of Existing 12' Fence (160 Lineal Feet) ----- Add: \$3,990.00  |                    |
|                                | Option 2: Install 4 DUGOUTS (L-Shape - 4' x 30' at 8' High) ----- Add: \$11,256.00      |                    |
|                                |                                                                                         |                    |
|                                | Backstop Fence Specs:                                                                   |                    |
|                                | Posts: 4" O.D. - Concrete Set / Rail: 1-5/8" O.D. / Chain Link: 6 Gauge, 2" Mesh        |                    |
|                                |                                                                                         |                    |
|                                | Sidelines & Dugouts Fence Specs:                                                        |                    |
|                                | Terminal Posts: 3" O.D. - Driven / Line Posts: 2-1/2" O.D. - Driven / Rail: 1-5/8" O.D. |                    |
|                                | Chain Link: 9 Gauge, 2" Mesh                                                            |                    |
|                                |                                                                                         |                    |
|                                | All posts and rails will be SS40 commercial grade.                                      |                    |
|                                |                                                                                         |                    |
|                                |                                                                                         |                    |
|                                |                                                                                         |                    |
|                                |                                                                                         |                    |
| Proposal is valid for 14 days. |                                                                                         | TOTAL \$ 23,395.00 |

Fence lines, property lines and elevations to be provided by owner, construction manager or general contractor. ALL permits, fees and private utilities are the sole responsibility of the customer. Unless otherwise stated, owner is responsible for obstruction removal of every nature which will interfere with the fence installation. This proposal assumes normal ground conditions and excludes installation through rock, concrete and backfill. Unless otherwise stated, ALL hand digging is excluded. Should rocky or excessive hard digging be encountered, this proposal is subject to additional labor costs. Midwest Fence shall furnish only the materials and labor specified in this proposal. Any deviation from the above specifications will be subject to a change order.

A Service charge of 1.5% (18% annually) will be applied on all past due balances. The purchaser shall be responsible for any and all collection and legal costs incurred by Midwest Fence in the event of this bill becoming past due. Midwest Fence reserves the right to lien the improved property if payment in full as agreed to in this contract is not received.

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

[www.midwestfence.com](http://www.midwestfence.com)

Bid - Meadow Park Dugouts

| Meadow Park Dugouts                    | Unit | Quantity     | Price     | Amount       | \$/SF    |
|----------------------------------------|------|--------------|-----------|--------------|----------|
| <b>DIVISION 1</b>                      |      |              |           |              |          |
| Superintendent (4 Weeks @ 25%)         | HR   | 60           | 85.00     | \$ 5,100.00  | \$ 4.25  |
| Demolition                             | HR   | 0            | 65.00     | \$ -         | \$ -     |
| Demo - Misc. Materials                 | LS   | 1            | -         | \$ -         | \$ -     |
| Misc.                                  | HR   | 0            | 65.00     | \$ -         | \$ -     |
| Misc. - Misc. Materials                | LS   | 1            | -         | \$ -         | \$ -     |
| General Purpose Carpentry              | HR   | 0            | 65.00     | \$ -         | \$ -     |
| GP Carp - Materials                    | LS   | 1            | -         | \$ -         | \$ -     |
| Dumpsters - 30 Yards                   | EA   | 1            | 600.00    | \$ 600.00    | \$ 0.50  |
| Jobsite Phone                          | MO   | 0.375        | 100.00    | \$ 37.50     | \$ 0.03  |
| Equipment - Replacement                | PCT  | \$82,500.00  | 0.75%     | \$ 618.75    | \$ 0.52  |
| Procure                                | PCT  | \$ 82,500.00 | 0.11%     | \$ 93.94     | \$ 0.08  |
|                                        |      |              |           |              |          |
| <b>DIVISION 2</b>                      |      |              |           |              |          |
| Demo                                   | LS   | 1            | 7,900.00  | \$ 7,900.00  | \$ 6.58  |
|                                        |      |              |           |              |          |
| <b>DIVISION 3</b>                      |      |              |           |              |          |
| Concrete                               | LS   | 1            | 12,000.00 | \$ 12,000.00 | \$ 10.00 |
|                                        |      |              |           |              |          |
| <b>DIVISION 6</b>                      |      |              |           |              |          |
| Dugout Framing and Roof                | LS   | 1            | 25,000.00 | \$ 25,000.00 | \$ 20.83 |
|                                        |      |              |           |              |          |
| <b>DIVISION 32</b>                     |      |              |           |              |          |
| Fencing                                | LS   | 1            | 20,940.00 | \$ 20,940.00 | \$ 17.45 |
|                                        |      |              |           |              |          |
| <b>SUBTOTAL</b>                        |      |              |           | \$ 72,290.19 | \$ 60.24 |
| Liability Insurance - GC (\$X x .0027) | LS   | 1            | 222.75    | \$ 222.75    | \$ 0.19  |
| GC FEE                                 | PCT  | 12%          | 82,500.00 | \$ 10,000.00 | \$ 8.33  |
| <b>TOTAL</b>                           |      |              |           | \$ 82,512.94 | \$ 68.76 |

BRENNAN Comp.



Carol Barlage

---

**From:** Trevor Masten <tmasten@bcofmn.com>  
**Sent:** Monday, December 8, 2025 1:27 PM  
**To:** Carol Barlage  
**Cc:** Brian Barnett; Tim Moonen  
**Subject:** Meadow Park Dugout Remodel Proposal  
**Attachments:** Meadow Park Dugouts Proposal.pdf

Carol,

See the attached proposal.

Inclusions:

- Demo existing backstop fencing and slabs underneath dugout benches
- Install new backstop fencing on Field 1
- Install new dugout fencing in both fields including roofs over 4 dugouts
- Pour (4) new dugout slabs 10x30 and (1) new bleacher slab 24x15. All slabs at 5" thickness

Exclusions:

- Building Permit
- Payment and Performance Bond
- Landscaping

Let me know if you have any questions.

Thank you for the opportunity!

**Trevor Masten | Brennan Companies**  
**Project Manager**  
124 E Walnut St, Suite 340  
Mankato, MN 56001  
O 507-625-5417  
C 507-381-3466



---

**From:** Carol Barlage <cbarlage@belleplainemn.gov>  
**Sent:** Monday, December 8, 2025 10:20 AM  
**To:** Trevor Masten <tmasten@bcofmn.com>  
**Subject:** RE: Brennan Construction Info

Thank you

 **CAROL BARLAGE**  
City of Belle Plaine | Office Assistant Public Works  
891 Diversified Drive, PO Box 129  
Belle Plaine, MN 56011 | Phone: 952-873-6742

**CITY OF BELLE PLAINE  
RESOLUTION 26-013**

**A RESOLUTION AUTHORIZING THE INSTALLATION OF DUGOUTS AT MEADOW PARK**

WHEREAS, the Parks Commission has received multiple requests for the addition of dugouts at Meadow Park; and

WHEREAS, the Parks Commission reviewed cost estimates for the installation of dugouts for Field One and Field Two and recommends proceeding with the project using Parks Commission funds; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA that the installation of dugout at Meadow Park is hereby authorized, and Parks Commission funds are approved for use for this project.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator

**CITY OF BELLE PLAINE  
RESOLUTION 26-013**

**A RESOLUTION DENYING AUTHORIZING THE INSTALLATION OF DUGOUTS AT MEADOW PARK**

WHEREAS, the Parks Commission has received multiple requests for the addition of dugouts at Meadow Park; and

WHEREAS, the Parks Commission reviewed cost estimates for the installation of dugouts for Field One and Field Two and recommends proceeding with the project using Parks Commission funds; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA that the installation of dugout at Meadow Park is hereby denied.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>AGENDA<br/>ITEM:</b>               | <b>Pickle Ball Courts at Chatfield Park.</b><br>Resolution 26-014A Authorizing Pickle Ball Courts at Chatfield Park.<br>Resolution 26-014B Denying Authorizing Pickle Ball Courts at Chatfield Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The Parks Commission has received multiple requests from residents for the addition of Pickle Ball Courts at Chatfield Park. After discussion, the Commission requested cost estimates for the project. The Commission subsequently reviewed the estimates for the installation of Pickle Ball Courts at Chatfield Park and recommends moving forward with the installation, utilizing Parks Commission funds for the project.</p> <p>The Public Works Committee reviewed the request at its November 12 meeting, where a consensus was reached to not recommend moving forward.</p> <p>As the Parks Commission is a recommending body, it is requesting that the City Council review the proposal and make a final determination regarding the installation of Pickle Ball Courts at Chatfield Park.</p> <p>The November quotes are as follows:</p> <ul style="list-style-type: none"><li>• Concrete – AJ's Construction Geothermal, Inc. \$15,200.00</li><li>• Surfacing/Painting – RDH Drywall \$26,200.00</li><li>• Equipment – BSN Sports \$1,289.26</li><li>• Fencing – Pass Fencing \$26,600.00</li><li>• Benches – Belson Outdoors (2) \$1,690.00</li></ul> <p>For an estimated total cost of \$70,979.26</p> <p><i>Note: quotes were received in early November and prices may have fluctuated.</i></p> <p>For Council consideration:</p> <ul style="list-style-type: none"><li>• Resolution 26-014A Authorizing Pickle Ball Courts at Chatfield Park.</li><li>• Resolution 26-014 B Denying Authorizing Pickle Ball Courts at Chatfield Park.</li></ul> |
| <b>FISCAL<br/>IMPACT:</b>             | Funds from Parks Commission Funds.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Review and action.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |



**CITY OF BELLE PLAINE  
RESOLUTION 26-014**

**A RESOLUTION AUTHORIZING THE INSTALLATION OF PICKLE BALL COURTS AT CHATFIELD  
PARK**

WHEREAS, the Parks Commission has received multiple requests for the addition of Pickle Ball Courts at Chatfield Park; and

WHEREAS, the Parks Commission reviewed cost estimates for the installation of Pickle Ball Courts at Chatfield Park and recommends proceeding with the project using Parks Commission funds; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA that the installation of Pickle Ball Courts at Chatfield Park is hereby authorized, and Parks Commission funds are approved for use for this project.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator

**CITY OF BELLE PLAINE  
RESOLUTION 26-014**

**A RESOLUTION DENYING AUTHORIZING THE INSTALLATION OF PICKLE BALL COURTS AT  
CHATFIELD PARK**

WHEREAS, the Parks Commission has received multiple requests for the additional Pickle Ball Courts at Chatfield Park; and

WHEREAS, the Parks Commission reviewed cost estimates for the installation of Pickle Ball Courts at Chatfield Park and recommends proceeding with the project using Parks Commission funds; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA that the installation of Pickle Ball Courts at Chatfield Park is hereby denied.

The adoption of the foregoing resolution was duly moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_, and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 20<sup>th</sup> day of January, 2026.

ATTEST:

\_\_\_\_\_  
Ryan Ladd  
Mayor

\_\_\_\_\_  
Dawn Meyer  
City Administrator



## MEMORANDUM

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DATE:</b>                          | January 20, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>FROM:</b>                          | Dawn Meyer, City Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>AGENDA<br/>ITEM:</b>               | Resolution 26-018 A Resolution Supporting the Dissolution of the U.S. Highway 169 Corridor Coalition.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>BACKGROUND/<br/>JUSTIFICATION:</b> | <p>The U.S. Highway 169 Corridor Coalition was formed in response to growing concerns regarding safety, traffic congestion, and economic development along the U.S. Highway 169 corridor. Beginning in 2008, communities and counties from Mankato to Bloomington and Edina convened to collaboratively address these shared challenges.</p> <p>In the spring of 2009, the Coalition was formally established to advocate for coordinated transportation and infrastructure improvements across the corridor.</p> <p>The Coalition's mission is: <i>Working together to enhance safety, reduce congestion, and maximize economic development along the U.S. Highway 169 interregional corridor.</i></p> <p>Through its collaborative efforts, the Coalition successfully unified regional voices and elevated the importance of the Highway 169 corridor in state and federal transportation planning. These efforts resulted in increased attention and investment in key infrastructure projects along the corridor.</p> <p>At this time, the Coalition has fulfilled its original mission. Member jurisdictions have developed the capacity to pursue corridor-related priorities through other regional partnerships and legislative advocacy channels. As a result, Coalition leadership has recommended an orderly and transparent dissolution process.</p> |
| <b>FISCAL<br/>IMPACT:</b>             | The City of Belle Plaine currently paid a \$500.00 annual membership fee to participate in the U.S. Highway 169 Corridor Coalition. This fee will no longer be collected.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>STAFF<br/>RECOMMENDATION:</b>      | Approve Resolution 26-018 A Resolution Supporting the Dissolution of the U.S. Highway 169 Corridor Coalition.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |



# U.S. Highway 169 Corridor Coalition

## History, Mission, and Impact

### Inception and Purpose

The U.S. Highway 169 Corridor Coalition was formed in response to growing concerns about safety, congestion, and economic development along the US-169 corridor. In 2008, communities and counties from Mankato to Bloomington and Edina began meeting to address these issues. In spring 2009, the Coalition was officially established to advocate for coordinated improvements across the corridor.

The Coalition's mission is:

Working together to enhance safety, reduce congestion, and maximize economic development along the U.S. Highway 169 interregional corridor.

### Strategic Objectives

To fulfill this mission, the Coalition aims to:

- Lead the development of policies, programs, and projects that support corridor-wide improvements
- Engage private sector partners to support infrastructure and mobility
- Collaborate with federal, state, and regional agencies to align funding and priorities

## Challenges and Planning Priorities

The Coalition addresses several key challenges:

- Relieving congestion at major interchanges, especially I-494/US-169
- Advancing US-169 as a regional transit corridor
- Strengthening intermodal connections between rail, roads, and transit
- Improving southern corridor access to regional and international markets, including the Ports of Savage

Planning efforts are supported by data analysis, including:

- Population and Traffic Volume Trends (2000–2015)
- Corridor Safety Performance (2015–2020)



## Corridor Impact

### Business and Employment

- 40% of Minnesota's employment is within 10 miles of US-169
- Serves 1 million employees and 60% of Minnesota's Fortune 500 companies

### Higher Education

- Connects approximately 45,000 students and faculty at post-secondary institutions
- Links southwestern Minnesota residents to Minnesota State University–Mankato and Gustavus Adolphus College

### Freight and Agriculture

- Connects to the Ports of Savage via TH-13, a nationally significant hub for grain and commodity shipment
- In 2012, over 2 million tons of products were shipped through the Ports of Savage
- Freight traffic in southwestern Minnesota is projected to grow 200% by 2030
- Supports movement of agricultural products including wheat, corn, soybeans, hogs, and silica sand

### Energy and Sustainability

- Supports ethanol and biodiesel plants, contributing to Minnesota's renewable energy economy
- Enables growth in wind energy production and distribution
- Transit and Future Vision
- Hosts intercity transit via Land to Air, connecting Mankato to Minneapolis
- Parallels the Union Pacific Railroad, offering potential for future commuter rail service

## Completed Projects (2004–2025)

| Project                                      | Year | Type                          | Key Benefits                                                                                                                                       |
|----------------------------------------------|------|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| US Hwy 169/TH 282/CH 9 Interchange           | 2025 | At-grade → Interchange        | Existing signalized intersection converted to grade separated interchange. This is the last remaining signal on TH 169 from St. Peter to Champlin. |
| US Hwy 169 Bluff Drive / Jordan Ave Overpass | 2024 | At-grade → Interchange        | Safety, access management, connectivity, and environmental improvements                                                                            |
| US Hwy 169 & CH 59 Interchange               | 2024 | At-grade → Interchange        | Existing R-CUT intersection converted to a grade separated folded diamond interchange                                                              |
| US Hwy 169 Mobility Study                    | 2017 | Mobility Study                | Recommended implementation of a Bus Rapid Transit/MNPASS lane be constructed from Shakopee to Downtown Minneapolis.                                |
| 9 Mile Creek Causeway                        | 2017 | Bridge → Causeway             | Future expansion-ready, smoother flow, safety upgrades                                                                                             |
| St. Peter Reconstruction                     | 2016 | Flood Mitigation              | Raised roadway, cable median barrier, reduced closures                                                                                             |
| Le Sueur Hill RCUT                           | 2015 | Reduced Conflict Intersection | Safer truck movement and industrial access                                                                                                         |
| TH-19 Interchange                            | 2004 | At-grade → Interchange        | Crash reduction and improved rural access                                                                                                          |
| CSAH-3 Overpass                              | 2016 | Grade Separation              | Community connectivity and land development                                                                                                        |
| TH-25/CR-64 Interchange                      | 2007 | At-grade → Interchange        | Business access and residential connectivity                                                                                                       |
| CSAH-69 Interchange                          | 2014 | At-grade → Interchange        | Trail links, employment center access, TH-101 connection                                                                                           |
| Marschall Rd Transit Station                 | 2014 | Transit Hub                   | 400 park-and-ride spots and multi-agency service                                                                                                   |
| Pioneer Trail Interchange                    | 2004 | At-grade → Interchange        | Local access without using US-169                                                                                                                  |
| Anderson Lakes Interchange                   | 2005 | At-grade → Interchange        | Improved park and business access                                                                                                                  |
| I-494 Interchange                            | 2012 | Bottleneck Relief             | Final link in metro freeway system, reduced local street diversion                                                                                 |



## Flagship Achievement: US-169/I-494 Interchange

- Transformed one of the metro's most congested junctions into a free-flowing interchange
- Received America's Transportation Award for "Under Budget" in the Medium Project category
- Helped Shakopee attract three major development projects
- Improved freight and commuter access across the region

## In this issue>>>

- A Letter from Your Chair
- Highway 169 Project Prioritization Results
- 2025: Upcoming Meetings and How to Stay Involved



Issue  
2026

# U.S. 169 Happenings

## US HIGHWAY 169 CORRIDOR COALITION DISSOLUTION & FINAL CELEBRATION:

Our Coalition has been working together for more than 14 years with the mission to improve safety, mobility, and efficiency along the US 169 corridor from Mankato to the Twin Cities. We're happy to report that many of the Coalition's priorities are nearing completion or are transitioning from planning to construction.

With our mission fulfilled and member jurisdictions now equipped to pursue corridor priorities independently, the Coalition's leadership has recommended an orderly and transparent dissolution.

We'll be following our Joint Powers Agreement process. We will be contacting our membership designees with resolutions for adoption to dissolve the Coalition. We hope you join us for a final membership meeting on February 26<sup>th</sup>!

Dear Members,

Since its founding in 2009, the U.S. Highway 169 Corridor Coalition has served as a powerful regional voice for safety, mobility, and economic vitality along the US-169 corridor. From Mankato to Edina, our cities and counties came together to:

- Advocate for critical infrastructure investments
- Elevate the corridor in state and federal planning
- Deliver transformative projects like the award-winning US-169/I-494 Interchange

The Corridor serves as a vital link between southern Minnesota and the Twin Cities metropolitan area and beyond. Your involvement has been crucial in driving infrastructure improvements that benefit each of our communities. A few of those important accomplishments include:

- 11 major interchange and safety upgrades
- Flood mitigation and grade separations
- Transit hubs and trail connectivity
- A shared vision for corridor-wide prosperity
- Our flagship achievement—the US-169/I-494 Interchange—not only relieved one of the metro's worst bottlenecks but also helped attract major development to Shakopee and beyond.

Join us for a celebration of the Highway 169 Corridor Coalition on February 26 for a meal and reception at Canterbury Park.

**Date:** Thursday, February 26<sup>th</sup> (5:30 – 8:00 p.m.)

**Location:** Canterbury Park Triple Crown Lounge

**Details:** A reception and hosted dinner with past and present Coalition membership, followed by a short presentation highlighting the progress of the US Highway 169 Corridor over the past 20 years.

We are glad to have you with us on this journey!

Kindest regards,

Jim DuLaney; Hwy 169 Coalition Chair | Shakopee City Councilmember  
952-380-8250 | [jdulaney@shakopeemn.gov](mailto:jdulaney@shakopeemn.gov)



## We Will Not Collect 2026 Membership Dues

Coalition officers are proceeding with the recommendation to dissolve the Highway 169 Corridor Coalition in 2026. The Coalition does not intend to collect any future membership dues. The Joint Powers Agreement (JPA) provides guidance on how to facilitate a quorum vote of members to formally dissolve the Coalition. We will be contacting our membership designees with resolutions for adoption to dissolve the Coalition. If you have any question regarding Coalition dissolution, or the redistribution of the JPA's surplus funds to active JPA members please contact Coalition Chair Jim DuLaney.

## 2025 Coalition Meeting and Events

- **Legislative Event:** MN Transportation Day at the Capitol, on Thursday February 13<sup>th</sup>, 9 am in Saint Paul.
- **General Membership Meeting:** Thursday, May 22, 2025, at 4:00 p.m. Meeting will include a tour of the Shakopee Amphitheater and reception. More details will be shared with membership.
- **Jordan Interchange Groundbreaking:** Wednesday, May 28, 2025. Groundbreaking celebration with remarks from federal, state and local partners.

## Highway 169 Coalition Executive Board

**Chair:** - Jim DuLaney, Shakopee City Council  
**Vice-Chair:** Vance Stuehrenberg, Blue Earth County Commissioner  
**Secretary:** Bob Coughlen, Savage City Council  
**Treasurer:** Bruce Hunstad, Sand Creek Township Supervisor  
**Officer:** Jon Ulrich, Scott County Commissioner  
**Officer:** Scott Schlueter, City of LeSueur City Council

Scan the QR code to view past Coalition activities.



**More Details Coming Soon >>>**  
**Save the Date- Feb. 26, 2026**

Mark your calendar for a celebratory dinner and final Coalition meeting.

**Date:** Thurs, Feb. 26 (5:30 – 8:00 p.m.)

**Location:** Canterbury Park

*An invitation and request to RSVP will be sent out in late December. We hope you join us, and we encourage you to share the invitation with past members who*

We look forward to celebrating the accomplishments of the Highway 169 Coalition with current membership, past leadership and local elected



Coalition members taking a tour of the new amphitheater in Shakopee, MN on May 22, 2025.

## HWY 169 Corridor Coalition Members



[www.us169corridorcoalition.com](http://www.us169corridorcoalition.com)

Contact us at 763-452-4746

**CITY OF BELLE PLAINE  
RESOLUTION 26-018**

**A RESOLUTION SUPPORTING THE DISSOLUTION OF THE U.S. HIGHWAY 169  
CORRIDOR COALITION**

**WHEREAS**, the U.S. Highway 169 Corridor Coalition was established in 2009 as a collaborative effort among cities, counties, and stakeholders to advocate for transportation improvements, safety, and economic development along the U.S. Highway 169 corridor; and

**WHEREAS**, the Coalition successfully unified regional voices to elevate the corridor's importance in state and federal transportation planning, securing attention and investment for key infrastructure projects; and

**WHEREAS**, the Coalition has fulfilled its original mission, and its member jurisdictions have developed the capacity to pursue corridor priorities through other regional and legislative channels; and

**WHEREAS**, the Coalition's leadership has recommended an orderly and transparent dissolution process, ensuring that remaining funds and responsibilities are appropriately distributed and documented;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BELLE PLAINE, SCOTT COUNTY, MINNESOTA, ORDAINS AS FOLLOWS:**

1. The City of Belle Plaine formally supports the dissolution of the U.S. Highway 169 Corridor Coalition, recognizing its contributions to regional transportation advocacy and collaboration.
2. The City expresses its gratitude to past and present Coalition members, staff, and partners for their service and dedication to the corridor's long-term vitality.
3. City staff are authorized to take any necessary administrative actions to complete the dissolution process in accordance with applicable agreements and Coalition bylaws.

**Passed and adopted by the City Council of the City of Belle Plaine this 20<sup>th</sup> day of January, 2026.**

**By:** \_\_\_\_\_  
Ryan Ladd, Mayor

**ATTEST:** \_\_\_\_\_  
Dawn Meyer, City Clerk