



CITY OF MENDOTA HEIGHTS

CITY COUNCIL REGULAR MEETING AGENDA

August 19, 2025 at 6:00 PM

Mendota Heights City Hall, 1101 Victoria Curve, Mendota Heights

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of the Agenda

The Council, upon majority vote of its members, may make additions or deletions to the agenda. These items may be submitted after the agenda preparation deadline.

5. Presentations

- a. Swearing in Ceremony for Mendota Heights Firefighters
- b. Recognition and Presentation of Life-Saving Award

6. Public Comments - for items not on the agenda

Public comments provide an opportunity to address the City Council on items which are not on the meeting agenda. All are welcome to speak. Individuals should address their comments to the City Council as a whole, not individual members. Speakers are requested to come to the podium and must state their name and address. Comments are limited to three (3) minutes. No action will be taken; however, the Mayor and Council may ask clarifying questions as needed or request staff to follow up.

7. Consent Agenda

Items on the consent agenda are approved by one motion of the City Council. If a councilmember requests additional information or wants to make a comment on an item, the item will be removed from the consent agenda and considered separately. Items removed from the consent agenda will be taken up as the next order of business.

- a. Approve Minutes from the August 6, 2025, City Council Meeting
- b. Approve Minutes from the August 6, 2025, City Council Work Session Meeting
- c. Acknowledge the June Par 3 Financial Report
- d. Approve the 2025-2026 Seasonal Compensation Pay Matrix
- e. Approve Resolution 2025-51 for a Joint Powers Agreement with the Bureau of Criminal Apprehension Financial Crimes Task Force

- f. Approve Resolution 2025-52 for a Joint Powers Agreement with Dakota County for Social Services Embedded Social Worker
- g. Award a Professional Services Contract for the Cherry Hill Pond Improvements
- h. Approve June 2025 Treasurer's Report
- i. Approve Claims List

8. Public Hearings

9. New and Unfinished Business

- a. Metropolitan Council District 15 Representative Victor Obisakin Introduction

10. Community / City Administrator Announcements

11. City Council Comments

12. Adjourn

Next Meeting

September 2, 2025 at 6:00PM

Information is available in alternative formats or with the use of auxiliary aids to individuals with disabilities upon request by calling city hall at 651-452-1850 or by emailing cityhall@mendotaheightsmn.gov.

Regular meetings of the City Council are cablecast on NDC4/Town Square Television Cable Channel 18/HD798 and online at TownSquare.TV/Webstreaming

**REQUEST FOR CITY COUNCIL ACTION**

MEETING DATE: August 19, 2025

AGENDA ITEM: Swearing in Ceremony for Mendota Heights Firefighters

ITEM TYPE: Presentation

DEPARTMENT: Administration

CONTACT: Dan Johnson, Fire Chief

ACTION REQUEST:

Swearing in Ceremony for Mendota Heights Firefighters Brandon Rebhan and Joe Fabiano.

BACKGROUND:

In June of this year, Brandon Rebhan and Joe Fabiano completed the in-house fire academy the fire department conducts, and completed all certifications required for the position. They have also now completed their 12-month probationary period and are eligible to be sworn in as regular firefighters with the Mendota Heights Fire Department.

FISCAL AND RESOURCE IMPACT:

N/A

ATTACHMENTS:

None

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure

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**REQUEST FOR CITY COUNCIL ACTION**

MEETING DATE: August 19, 2025

AGENDA ITEM: Recognition and Presentation of Life-Saving Award

ITEM TYPE: Presentation

DEPARTMENT: Police

CONTACT: Wayne Wegener, Police Captain

ACTION REQUEST:

None.

BACKGROUND:

On June 2nd, officers responded to a person in crisis attempting to jump from the Mendota Bridge. Officers responded and, with the help from a passerby, were able to rescue the individual and bring them to safety.

FISCAL AND RESOURCE IMPACT:

None

ATTACHMENTS:

None

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure, Inclusive and Responsive Government

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CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY
STATE OF MINNESOTA

7.a

DRAFT Minutes of the Regular Meeting
Held Wednesday, August 6, 2025

Pursuant to due call and notice thereof, the regular meeting of the City Council, City of Mendota Heights, Minnesota, was held at 6:00 p.m. at City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Mayor Levine called the meeting to order at 6:00 p.m. Councilors Lorberbaum, Mazzitello, and Maczko were also present. Councilor Paper was absent.

PLEDGE OF ALLEGIANCE

Council, the audience, and staff recited the Pledge of Allegiance.

AGENDA ADOPTION

Mayor Levine presented the agenda for adoption. Councilor Mazzitello moved adoption of the agenda. Councilor Lorberbaum seconded the motion.

Ayes: 4

Nays: 0

PUBLIC COMMENTS

No one from the public wished to be heard.

CONSENT AGENDA

Mayor Levine presented the consent agenda and explained the procedure for discussion and approval. Councilor Maczko moved approval of the consent agenda as presented, pulling items G and H.

- a. Approval of July 15, 2025, City Council Minutes
- b. Approval of July 15, 2025, Council Work Session Minutes
- c. Approve Minutes from the July 15, 2025, City Council Special Meeting
- d. Acknowledge Minutes from the June 24, 2025, Planning Commission Meeting
- e. Acknowledge Minutes from the May 21, 2025, Airport Relations Commission Meeting
- f. Approve Out of Metro Travel Request for the City Clerk
- ~~g. Accept the Resignation of Peter Johnson from the Mendota Heights Fire Department~~
- ~~h. Authorize Hiring of Five Probationary Firefighters by the Mendota Heights Fire Department~~
- i. Authorize Recruitment and Approve the Addition of One Assistant Training Officer Position and Change the Position Title to Training Lieutenant with the Mendota Heights Fire Department

- j. Acknowledge the April, May, and June 2025 Fire Synopses
- k. Award Contract for Lift Station Panel Replacement
- l. Adopt Resolution 2025-50 Accepting Donations Made to the Mendota Heights Police Department
- m. Adopt Resolution 2025-46 Accepting Work and Final Payment for Bridgeview Shores Street Improvements Project 202406
- n. Adopt Resolution 2025-47 Approving an Administrative MRCCA Permit for 1128 Kingsley Circle North (Planning Case 2025-14)
- o. Approval of Claims List

Councilor Mazzitello seconded the motion.

Ayes: 4

Nays: 0

PULLED CONSENT AGENDA ITEMS
G) ACCEPT THE RESIGNATION OF PETER JOHNSON FROM
THE MENDOTA HEIGHTS FIRE DEPARTMENT

Councilor Maczko asked for more information on the resignation.

Fire Chief Dan Johnson commented that it is always tough to lose a firefighter, especially one who has completed training. Chief Johnson shared that Peter had stated that after joining the department, he decided that he wanted to be a full-time firefighter. He noted that Mr. Johnson's wife was accepted into law school in Virginia, and he secured a full-time job with the Augusta County, Virginia, Fire Department, and they will be relocating. He commented that he was glad that the department could help someone find their calling and secure a full-time job as a firefighter.

Councilor Maczko acknowledged that while they hate losing him, he was glad to see him use the training he completed to secure a new opportunity in another state.

Councilor Maczko moved to accept THE RESIGNATION OF PETER JOHNSON FROM THE MENDOTA HEIGHTS FIRE DEPARTMENT.

Councilor Lorberbaum seconded the motion.

Ayes: 4

Nays: 0

H) AUTHORIZE HIRING OF FIVE PROBATIONARY FIREFIGHTERS BY THE
MENDOTA HEIGHTS FIRE DEPARTMENT

Councilor Maczko reviewed the names of the probationary firefighters, noting that it is a fabulous testament to the department and the residents of the community.

Fire Chief Dan Johnson commented that there was a large pool of applicants this year, noting that they interviewed nine candidates, and that all would be a good fit. He stated that the department selected these five to join the department. He stated that the academy starts again soon, and in two weeks, they will have the badge pinning and swearing-in of those who completed their training.

Councilor Maczko commented that this is a testament to the leadership and community that they continue to have people who are interested in joining the department and serving their community.

Councilor Maczko moved to authorize HIRING OF FIVE PROBATIONARY FIREFIGHTERS BY THE MENDOTA HEIGHTS FIRE DEPARTMENT.

Councilor Mazzitello seconded the motion.

Ayes: 4

Nays: 0

PRESENTATIONS

A) MRPA AWARD OF EXCELLENCE FOR MARKETING AND COMMUNICATIONS

Jared Flewellen, Assistant Parks and Recreation Director for the City of Eagan, representing the Minnesota Recreation and Park Association (MRPA), presented the 2024 MRPA Award of Excellence to the City of Mendota Heights.

Parks and Recreation/Assistant Public Works Director Meredith Lawrence recognized that this award is an example of partnership, recognizing NDC4 for their assistance in creating the video. She also recognized the City staff members who worked on the project. She stated that the City received three additional awards one more for the Parks and Rec annual report, a Parks and Rec video story, and one for one for the *Heights Highlights*, and presented those to the Council.

Assistant City Administrator Kelly Torkelson stated that this is a great example of the collaboration between staff that allows them to best serve the community. She noted these awards were in competition against larger cities with full communication teams and recognized the quality staff that Mendota Heights has. She stated that the videos are available on the City website and would be shared on social media.

Mayor Levine thanked staff for the amazing work they do, along with the work of NDC4.

PUBLIC HEARING

No items scheduled.

NEW AND UNFINISHED BUSINESS

A) RESOLUTION 2025-45 APPROVING A SPECIAL APPROPRIATIONS PERMIT APPLICATION FOR OHEYAWAHE

Public Works Director Ryan Ruzek explained that the Council was being asked to approve Resolution 2025-45, approving a special appropriation permit application for Oheyawahe.

Mayor Levine thanked staff and the members of the Task Force for their work.

Councilor Lorberbaum commented that this is exciting and thanked the entire team who worked on this. She asked if there was water at Oheyawahe.

Public Works Director Ryan Ruzek commented that there is a mainline for water running through the site and that they will connect to it.

Councilor Lorberbaum commented that Heights Fest will include a tour of Oheyawahe on Sunday. It was noted that registration for that tour closes within the next 24 hours.

Gail Lewellen, 656 Sibley Memorial Highway, Chair of the Task Force, commented that this is an exciting milestone and provided highlights going back to 2017. She stated that the Task Force was created in 2020 and continues to provide guidance on the cultural importance of the site and appropriate uses. She stated that the Task Force endorses the proposal that is before the Council tonight and recommended that the Council approve the proposal.

Councilor Lorberbaum moved to approve RESOLUTION NO. 2025-45 APPROVING SPECIAL APPROPRIATION APPLICATION.

Councilor Maczko seconded the motion.

Further discussion: Mayor Levine recognized the work of the Task Force over the past five years and the great asset that Oheyawahe is to the community. She also recognized the work of City staff.

Ayes: 4

Nays: 0

B) TABLED – RESOLUTION 2025-36 APPROVING A PRELIMINARY PLAT OF MCMILLAN ESTATES TO SUBDIVIDE THREE (3) EXISTING PARCELS INTO SIX (6) SINGLE-FAMILY RESIDENTIAL PARCELS LOCATED AT 1707 DELAWARE AVENUE AND ITS ADJACENT VACANT PARCELS OWNED IN COMMON (PLANNING CASE NO. 2025-03)

Community Development Manager Sarah Madden provided a brief background on this item. The Council was being asked to consider Resolution 2025-36, approving a preliminary plat of McMillan Estates.

Councilor Maczko asked for an explanation of the wetland delineation, the factors that are considered, and whether public comment is considered. Community Development Manager Sarah Madden stated that the comment was made that the wetland delineation was started under a previous development, which stopped, and therefore, people may have lost interest without knowing that this new development had picked up.

Natural Resources Coordinator Krista Spreiter stated that a wetland delineation application does not require notification of the public unless that is requested by members of the public. She stated that residents were notified as part of this process, and time was allowed for comments and questions. She reviewed the elements that are considered as part of a wetland delineation, including hydrology, vegetation, and soils. She explained that even though it was completed at the beginning of a drought, the last three months are considered, and only one of those months was dry. She stated that vegetation and soils would not have been impacted by one dry month. She stated that comments were received and included in the packet for the Council, noting that staff also responded to those comments. She stated that the delineation report was accepted in 2021 by the City Council and that decision is good for five years.

She commented that the current application is an exemption application under de minimis, and that decision is due by August 18th.

Councilor Lorberbaum referenced condition 16 as proposed and asked when that would occur, recognizing that this is a preliminary plat.

Community Development Manager Sarah Madden replied that the conditions on the preliminary plat would need to be addressed prior to final plat. She stated that the assessment would be expected prior to final plat, and the condition related to tree protection would be carried through the forest alteration permit application.

Councilor Lorberbaum referenced condition 15, recognizing that two different opinions have been received from two different attorneys. She asked for input from legal counsel.

City Attorney Amy Schmidt stated that the two opinions that have been sent to the Council represent two different points of view, as those attorneys are representing their clients and the respective views of their clients. She commented that her job is to advocate and represent the City, and as she reads the Code, the City Council does not have the authority to require the dedication of right-of-way for the extension of the street to the north edge of the property.

Councilor Maczko referenced a statement from one of the letters, and it would seem that a cul-de-sac cannot or does not adjoin in nature. He stated that, from a long-term planning perspective, it would make sense to provide access and address this now. He stated that while he understands that people want to live on cul-de-sacs, there should also be planning for future connections.

City Attorney Amy Schmidt stated that both the staff recommendation and her legal advice were not to include the proposed condition, due to the way the City Code is written. She explained that the Code does not give the City Council authority to require dedication of the street extension.

Attorney Schmidt further explained that, when reviewing the applicable section of City Code, which begins with “except for cul-de-sacs” it states that streets normally shall “connect with streets already dedicated in adjoining or adjacent subdivisions”. For the property to the north that does not exist, as it is an unplatted, unsubdivided parcel. She continued, the code then states, “or provide for future connections to adjoining unsubdivided tracts”. Which is what exists to the north today, and reiterated that a street would, under the city’s code, be required to do that. She added that the last piece of the city code requirement states that streets, “shall be a reasonable projection of streets in the nearest subdivided tracts”, which is what is happening in this case to the south, the street and cul-de-sac in the proposed subdivision is an extension of the street that exists on Ridgewood. She concluded that the condition which applies in this case and should be considered is that streets normally shall “provide for future connections to adjoining on unsubdivided tracts”, with further consideration to the language “except for cul-de-sacs”. Because of this language, it creates an exception to the Council to follow the code and has to be applied.

Councilor Maczko stated that the property to the north would then not be allowed to develop as they could not get a cul-de-sac back far enough to develop their property.

City Attorney Amy Schmidt stated that she understands the difficulty that Councilmember Maczko sees, but because of the quasi-judicial nature of this decision, there is very little discretion that the City would have to deny a compliant application.

Mayor Levine acknowledged the residents present in the audience tonight for this case. She noted that there has been a lot of opportunity for public input throughout this process and asked that people only speak tonight if there is new information that has not already been communicated to the Council through email, testimony, and/or comments at the recent meetings.

Jim Kolar, 1695 Delaware Avenue, stated that this decision hinges on one sentence in an antiquated Code. He stated that it is the prerogative of the Council as to what a cul-de-sac is or is not. He stated that the only argument he has heard justifying the use of a cul-de-sac is the developer's desire to have a cul-de-sac to build his private home. He stated that the only opportunity he would have to develop his property, if access is not provided from this property, would be to demolish his home and build a 1,500-foot-long cul-de-sac. He stated that this could be considered a temporary cul-de-sac similar to the temporary cul-de-sac that exists on Ridgewood today. He stated that if the opportunity is provided to him, he would also provide the same opportunity to the property to the north of him. He asked the Council to protect the rights of not only the developer of this property, but also the rights of his property and other properties to the north. He stated that the superblock has been destroyed by allowing exception after exception, and he is the only remaining ten-acre lot when there used to be all ten-acre lots on Delaware. He noted that this action would landlock his property. He stated that access to his property cannot come from Delaware. He stated that he has always stated that he would match the density of this property on his property, whether it was two lots or now six lots. He asked the Council to take the additional two weeks to review this.

Spencer McMillan, applicant, appreciated the input of his neighbor. He stated that he started this with a small nub extension that led to a dead-end right-of-way, which would have provided the frontage for two lots. He stated that he only has 60 feet off Ridgewood, so even if he split the 16 acres into two lots, he would not have a conforming lot off Ridgewood, so that was no longer an option. He stated that the dead-end right-of-way was not allowed, so he proposed the cul-de-sac, requesting that the public improvements not be constructed, but that was also not approved. He stated that he is trying to do the right thing, while also being able to use the property, and has been forced to create a cul-de-sac in order to meet the requirements of City Code.

Councilor Maczko referenced lot six, noting that it appears there is a way to provide access with a driveway, but was unsure if there is a way to provide access without disrupting trees on the northern property. He asked if there could be an alternate use for lot six.

Mayor Levine stated that could be addressed under condition nine. She stated that they could change that requirement to land dedication.

Community Development Manager Sarah Madden stated that condition nine is related to park dedication and staff recommend cash in lieu of land dedication, which would be \$4,000 per unit. She stated that the general requirement for park dedication is land dedication, or cash in lieu, noting that in more recent times, the City has leaned towards cash in lieu. She stated that if land dedication is required, it would be ten percent of the gross plat area. She commented that condition could be modified if that was an interest of the Council.

Councilor Lorberbaum stated that if the existing property owner has a concern with lot six because of the trees, a strip of property could be dedicated as park dedication, which would protect the trees, and asked if lot six would still be viable.

Community Development Manager Sarah Madden stated that if land was desired by the Council for park dedication, that may change the layout of the plat. She stated that the shape of lot six and its access could be modified by the developer. She commented that 1.6 acres would roughly be the maximum size of land dedication that could be required for park dedication.

Councilor Mazzitello asked if there is an idea of what the 1.6 acres would look like if they were to go down that road.

Community Development Manager Sarah Madden replied that she does not have that configured in any way. She stated that the park dedication would be required in the form of land, and the final plat would include the redrawing of the plat lines to accommodate that dedication.

Mayor Levine referenced condition 16 and asked if the Council accepts the redline version of condition 16.

Councilor Mazzitello moved to accept THE REDLINE REVISIONS TO PROPOSED CONDITION 16. Councilor Lorberbaum seconded the motion.

Further discussion: Councilor Maczko proposed that the driveway access on lot six has be constructed by the developer as a pad for future development to ensure that it is not pushed off onto a future buyer. He stated that the development would currently place that burden on the purchaser of the lot, and if there are problems with the construction of the driveway, it should be of the developer and not a future buyer.

Councilor Mazzitello asked for clarification and confirmed that Councilor Maczko would not require the pavement of the driveway but the creation of the gravel base for that driveway.

Councilor Maczko moved to amend THE MOTION TO ADD A SENTENCE STATING, "THE DRIVEWAY BASE FOR LOT SIX IS REQUIRED TO BE CONSTRUCTED WITH THE PUBLIC INFRASTRUCTURE OF THE DEVELOPMENT."

Further discussion: Community Development Manager Sarah Madden commented that condition 16 applies to all lots within the plat, and perhaps this should be its own condition specific to lot six.

Councilor Maczko withdrew his proposed amendment.

Ayes: 4

Nays: 0

Mayor Levine moved to condition nine, noting that the City has the option to select land dedication or cash in lieu.

Councilor Mazzitello commented that he would support the dedication of land for park dedication.

Community Development Manager Sarah Madden stated that in a previous plat where land dedication was required, the size of the land dedication and location were specified. She noted that in that case, there were plans for a trail, and in this case, they may reference the Surface Water Management Plan or Parks Master Plan to help guide that alignment of land dedication.

Councilor Lorberbaum asked who would maintain the land that would be dedicated.

Community Development Manager Sarah Madden commented that the land would be dedicated for public use, and it would be required to be maintained by the City.

Councilor Lorberbaum stated that they have always said that a person purchasing a plot of land would have the opportunity to choose where the home and driveway would be located. She referenced the previous discussion related to requiring a developer to construct a driveway and asked if the City has ever done that before, and whether that would be viable.

City Attorney Amy Schmidt replied that she was unsure if it had ever been done before, but could not recall a time in Mendota Heights. She stated that the current discussion is related to the location of park dedication rather than a driveway.

Councilor Lorberbaum recognized that the Council is discussing park dedication, which then changes where the driveway would be placed for that lot. She referenced a scenario in which the land is not required for park dedication and asked if the City could then choose the location and construction of the driveway.

City Attorney Amy Schmidt stated that a plat shows proposed locations of various components, such as streets, lot lines, etc. She stated that if the requirement conforms to what can be required on a plat, they could do that. She stated that if they are choosing to require the dedication of land instead of cash in lieu, there would not be enough information to know where the driveway would be, as the lot lines would then change.

Councilor Mazzitello asked if condition nine could state that the developer shall dedicate 1.6 acres of land as an outlot as park dedication.

Councilor Lorberbaum stated that she would like more details related to the location of the park dedication to specify the area within lot six around the northern boundary line. She stated that the purpose would be to protect the trees.

Councilor Mazzitello commented that if they encompass the drainage line along lot six, that would be a qualifying element.

Mayor Levine commented that the Council makes the choice of land or money for park dedication, and staff should work with the applicant to determine that location.

Councilor Mazzitello asked if the 1.6 acres would need to be contiguous.

Community Development Manager Sarah Madden read the language related to park dedication within the City Code. She stated that contiguous is not specifically noted within the City Code. She stated that staff could be directed to find the configuration and whether the land is contiguous.

Councilor Maczko commented that he thinks it is important to put guidelines on why they are doing this. He commented that the driveway is close to the property line for lot six and could be a problem for trees on the neighboring property, and that is the issue they are trying to protect. He stated that the location for the driveway is a very narrow area that would encroach on the wetland area, noting that they could further encroach on the wetland area in order to move the driveway. He stated that he does not want to see the responsibility kicked down the road for a future homeowner, making it their problem. He stated that he wants the problem with access resolved now. He stated that if they require the land for park dedication, it would require different access for lot six, or the property would need to be replatted. He stated that he is trying to find a middle ground where damage is not done to the trees on the property to the north, while still allowing the development to move forward. He stated that he would just like to see the driveway base constructed to ensure that the burden is not placed on a future homeowner.

Councilor Lorberbaum stated that if the land is required for park dedication, she would wonder if lot six would still be viable.

Community Development Manager Sarah Madden noted that the requirement of land for park dedication may change the lot boundaries. She stated that the requirement for land for park dedication would be based on the need for the land in conformance with the City's approved plans, and therefore, they would need to review that to bring back additional information.

Councilor Lorberbaum asked what would happen if they came up with a wonderful land dedication area, and lot six would no longer be viable.

Community Development Manager Sarah Madden replied that the developer would determine how other aspects of the subdivision may change to comply with the condition for park dedication.

Councilor Mazzitello moved to amend PROPOSED CONDITION NINE TO READ, "THE DEVELOPER/APPLICANT SHALL DEDICATE AN AREA OF 1.6 CONTIGUOUS ACRES FOR PARK DEDICATION AS REVIEWED AND APPROVED BY CITY STAFF IN ACCORDANCE WITH THE CITY'S MANAGEMENT PLANS."

Mayor Levine seconded the motion.

Further discussion: Councilor Maczko commented that he could support this if staff understand the intent to protect the trees along the property line, which could be impacted. He stated that the 1.6 acres would not be provided anywhere but in the specific area to protect the trees.

Mayor Levine stated that she supports this because there is a public good to have access to the land in this area. It is in lieu of the fee. It is a good reasonable condition to have that land just to have public access. There is some potential for water mitigation, and it fits within our comprehensive plan. She stated that staff are positioned to figure out the best location for the park dedication of the land so that it is for the betterment of parks and public lands in the city.

Councilor Lorberbaum stated that she would support this and has confidence that staff will work out the details.

Ayes: 4

Nays: 0

Mayor Levine moved to condition 15, noting that staff has recommended that the condition be eliminated. She recognized that the condition was recommended by the Planning Commission, and no matter the choice, it is a difficult decision.

Councilor Lorberbaum moved to ELIMINATE CONDITION 15, BASED ON THE ADVICE OF LEGAL COUNSEL.

Mayor Levine seconded the motion.

Further discussion: Councilor Maczko stated that the developer is coming forward with a proposal for a cul-de-sac, and the Planning Commission has recommended that the cul-de-sac could be accepted, but requested public right-of-way to be dedicated. He stated that the developer is proposing a cul-de-sac, and the City does not have to accept a cul-de-sac. He stated that the cul-de-sac could be considered as temporary and proposed that the cul-de-sac be accepted as temporary with the ability to support future development to the north. He stated that there needs to be a through street, and they can accept a temporary cul-de-sac at this time.

Mayor Levine stated that the issue is with the word cul-de-sac. She stated that in condition 13, they do not use that word and instead say the extension of the public street, Ridgewood Drive. She stated that the cul-de-sac that exists today will be removed through condition 13, and therefore, condition 15 could then use the term turnaround rather than cul-de-sac. She stated that the problem they have had since day one has been the idea of extending the road to create another cul-de-sac. She stated that if they have a turnaround rather than a cul-de-sac, they could require the right-of-way, and the road would eventually continue through Foxwood.

City Attorney Amy Schmidt reviewed the definition of cul-de-sac in the subdivision Code. She stated that this has been presented as a cul-de-sac because the applicant was told in a previous application that he needed a cul-de-sac. She stated that because of the definition of cul-de-sac, the proposal would effectively mean the same thing. She stated that the motion on the table is whether to keep condition 15 as written or eliminate it, whereas Councilor Maczko would be proposing a different condition.

Councilor Mazzitello stated that he has served this City for 17 years in various capacities, and they always seem to uncover these nuggets where past actions and the City's goals and policies contradict something in the City Code. He recognized that they had made an excellent effort in resolving those issues, and while they are trying to clean this issue up, the application came in before that occurred. He stated that they are faced with a situation where they have to make someone mad. He stated that the applicant has submitted a proposal in technical compliance with the City Code, while the neighboring property owner is asking the Council to look beyond the technical letter of the Code and do the right thing. He stated that he would rather have someone be mad at them for doing the right thing than doing the wrong thing.

Ayes: 4
Nays: 0

Councilor Mazzitello moved to PROPOSE A NEW CONDITION IN PLACE OF DELETED CONDITION 15, TO READ, “THE APPLICANT/DEVELOPER SHALL PLAT RIDGEWOOD DRIVE AS A THROUGH STREET RIGHT-OF-WAY TERMINATING AT THE NORTH PROPERTY LINE. A TEMPORARY TERMINAL TURNAROUND AS PROPOSED BY THE APPLICANT IN THE PRELIMINARY PLAT IS ACCEPTABLE AS A TEMPORARY TERMINAL TURNAROUND.”. Councilor Maczko seconded the motion.

Further discussion: Mayor Levine asked whether that condition would conform to City Code.

City Attorney Amy Schmidt commented that it would conform to the section of Code related to streets providing connection to adjoining tracts. She stated that there is nothing within the general subdivision ordinance that requires that to be done through a cul-de-sac.

Councilor Lorberbaum asked if the frontage road for the lots near the temporary turnaround would have the necessary frontage if the temporary turnaround were someday a more normal-looking straight street.

Mayor Levine commented that it would become an existing nonconformity.

Community Development Manager Sarah Madden replied that the circular boundary may not be terminated in the case when a street is constructed. She stated that the right-of-way would remain circular unless the right-of-way is vacated.

Ayes: 4
Nays: 0

Councilor Mazzitello moved to approve RESOLUTION NO. 2025-36 APPROVING A PRELIMINARY PLAT OF MCMILLAN ESTATES LOCATED AT 1707 DELAWARE AVENUE AND THE ADJACENT VACANT OUTLOTS (PLANNING CASE NO. 2025-03), AS AMENDED. Councilor Maczko seconded the motion.

Ayes: 4
Nays: 0

C) RESOLUTION 2025-48 APPROVING A CONDITIONAL USE PERMIT FOR A CANNABIS RETAILER AT 1155 CENTRE POINTE DRIVE (PLANNING CASE NO. 2025-11)

Community Development Manager Sarah Madden provided a brief background on this item. The Council was being asked to consider Resolution 2025-48, approving a Conditional Use Permit for a cannabis retailer at the property located at 1155 Centre Pointe Drive.

Councilor Lorberbaum asked if approved tonight, would there be any requirement for the business to be opened by the applicant.

Community Development Manager Sarah Madden replied that some of that will be up to the continued timing of the Office of Cannabis Management (OCM). She stated that this would fulfill the requirement of allowing one cannabis operator within the city, and any other applications would be turned away. She stated that a building permit would need to be obtained in order to be compliant with the building code and State requirements, which will take some time.

Councilor Mazzitello referenced condition one related to parking and asked if the existing location has sufficient parking for the multi-tenant building.

Community Development Manager Sarah Madden commented that the existing parking is more than what is required by City Code for the multi-tenant building.

Councilor Maczko asked if on-site consumption would be allowed.

Community Development Manager Sarah Madden replied that the retail license would not allow onsite consumption.

City Attorney Amy Schmidt confirmed that is accurate.

Councilor Mazzitello moved to approve RESOLUTION NO. 2025-48 APPROVING A CONDITIONAL USE PERMIT FOR A CANNABIS RETAILER LOCATED AT 1155 CENTRE POINTE DRIVE (PLANNING CASE 2025-11).

Councilor Lorberbaum seconded the motion.

Further discussion: Councilor Maczko stated that he likes the location as it conforms with all requirements and is not a situation where people would be waiting outside to go into the business. He asked if that element should be required as part of the City ordinance, to require the same model to be followed, and to not allow people to stand outside and wait in line to get in.

City Attorney Amy Schmidt replied that she was not aware of authority that the City would have to impose that type of restriction.

Mayor Levine thanked the Planning Commission for its work, making the review of this application very easy. She also recognized the time that staff and the Council put into creating the City ordinance. She noted that this is exactly the type of business they would want for Mendota Heights, noting that the owners are Mendota Heights residents.

Ayes: 4

Nays: 0

D) RESOLUTION 2025-49 APPROVING A CONDITIONAL USE PERMIT FOR A PRIVATE MIDDLE AND SECONDARY SCHOOL AT 1345 MENDOTA HEIGHTS ROAD (PLANNING CASE 2025-13)

Community Development Manager Sarah Madden provided a brief background on this item. The Council was being asked to consider Resolution 2025-49 approving a Conditional Use Permit for a private middle and secondary school at 1345 Mendota Heights Road.

Councilor Lorberbaum asked the number of parking spaces that are available and whether parents could use those spaces for an event.

Community Development Manager Sarah Madden replied that there are 270 stalls estimated for the site as a whole. She confirmed that those spaces could be utilized for that type of event.

Councilor Lorberbaum asked if there would be any sports or things taking place outside during the day.

The applicant replied that there would not be any sports on-site.

Councilor Maczko moved to approve RESOLUTION NO. 2025-49 APPROVING A CONDITIONAL USE PERMIT FOR A MIDDLE AND SECONDARY PRIVATE SCHOOL LOCATED AT 1345 MENDOTA HEIGHTS ROAD (PLANNING CASE 2025-13).

Councilor Mazzitello seconded the motion.

Further discussion: Councilor Mazzitello commented that this property was previously within the industrial zoning and did not allow this level of education. He stated that due to thoughtful and long thought-out zoning amendments and rezoning, this building will now be occupied again.

Ayes: 4

Nays: 0

COMMUNITY ANNOUNCEMENTS

City Administrator Cheryl Jacobson announced upcoming community events and activities.

COUNCIL COMMENTS

Councilor Mazzitello encouraged residents to attend Heights Fest. He stated that it was a pleasure to approve the resolution related to Oheyawahe, commenting on a pleasant experience he recently had watching the sunset at Oheyawahe. He recognized the work the City has done towards Oheyawahe over the past 15 to 20 years. He stated that there was a horrible crash at Delaware and 62, where a vehicle crossing 62 was T-boned. He encouraged drivers to slow down and pay attention to the road. He stated that on this day in history, 20 years ago, his daughter was born and wished his daughter a happy birthday.

Councilor Lorberbaum stated that 1.5 months ago, several residents were raising concerns related to airport noise, and they discovered that a runway was being worked on, which was temporary. She stated that there will be another runway improvement beginning August 18th, which is anticipated to be completed by September 26th. She stated that residents may experience more noise during that time. She commented that there are two kinds of airport navigation systems, and the airport was planning to update its navigation system in August, but that has been delayed to March of 2026. She provided information on a show available on Town Square Television related to energy efficiency. She stated that she is proud

of the community for the 45 sites for Night to Unite parties and thanked everyone who organized events and those who attended events.

Councilor Maczko echoed that it was great to see neighbors meeting neighbors at Night to Unite. He congratulated staff on the recognition for their work in communications and the awards received. He recognized the high-quality work provided by staff at a great value. He stated that on this day, he wished his daughter and granddaughter a happy birthday and wished the City Engineer, Assistant Engineer, and Councilor Mazzitello a happy Professional Engineers Day.

Mayor Levine commented on a donation that was received and accepted on the consent agenda, which was a thank-you card and \$200 worth of donations. She stated that the \$100 was meant to reimburse the Officer and the other \$100 was provided as a donation. She read aloud the message written within the thank-you card. She thanked the Officer for his efforts, recognizing the actions of staff to go above and beyond to help others.

ADJOURN

Councilor Mazzitello moved to adjourn. Councilor Maczko seconded the motion.

Ayes: 4

Nays: 0

Mayor Levine adjourned the meeting at 8:51 p.m.

Stephanie B. Levine
Mayor

ATTEST:

Nancy Bauer
City Clerk

CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY

STATE OF MINNESOTA

DRAFT Minutes of the City Council Work Session
Tuesday, August 6, 2025

Pursuant to due call and notice thereof, a work session of the Mendota Heights City Council was held at Mendota Heights City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Mayor Levine called the work session to order at 3:30 p.m. Councilors Lorberbaum, Maczko, and Mazzitello were in attendance. Councilor Paper was absent.

Others present included: City Administrator Cheryl Jacobson, Assistant City Administrator Kelly Torkelson, Public Works Director Ryan Ruzek, Finance Director Kristen Schabacker, Police Chief Kelly McCarthy, Police Captain Wayne Wegener, Park and Recreation Director/Assistant Public Works Director Meredith Lawrence, and City Clerk Nancy Bauer.

CITY HALL/POLICE DEPARTMENT BUILDING UPDATE (PRESENTATION BY ICS)

Also in attendance from ICS were Project Development Director Chris Ziemer and Project Development Director Kristen Duerr.

K. Duerr gave background information on their company, ICS and presented findings from the needs assessment for the City Hall - Police Department campus. The purpose of the needs assessment was to identify and assess existing facility needs on the Mendota Heights City Hall/ Police Department campus. The assessment includes a facility condition assessment, engagement with staff and council members, as well as an overview of the options for addressing the assessment findings.

The assessment outlined the condition of the facility. The building was constructed in 1987. They identified that the parking lot was deteriorating and was in need of replacement. The building masonry had some minimal deterioration around the entry way. Windows have security concerns and are energy inefficient. The roof will need replacement within the next 10 years and there is moisture intrusion into the foundation. The interior finishes are worn and have some safety concerns. The mechanical systems are mostly original to the building and are nearing end of life. The electrical systems are also original to the building but are operating well. Lighting throughout the building should be upgraded to LEDs. Life safety systems have been upgraded and are in good shape. There are accessibility issues throughout the facility, notably in the restrooms and parking lot.

The assessment identified that approximately one third of the facility was in good condition, one third was in fair condition, and one third was in poor condition.

Immediate needs of the facility represented a cost of \$1.2 million, to include the renovation costs to address the deferred maintenance on the facility would increase that cost to \$5.9 million. These estimates do not include the costs that are required to address the additional space needs of the facility.

Beyond the maintenance needs of the facility there are space deficiencies in both the city hall and police department. The parking lot is undersized to accommodate the anticipated traffic, it is shared with city-owned vehicles further restricting available use, and the accessible parking stalls are far from the building. The lobby/reception area cannot be blocked off after hours because of dual entry with the police department. There is a need for additional meeting space which could be incorporated into a council chambers redesign to serve dual needs. Staff offices and workspaces are generally undersized and there is no room for departmental growth or space for seasonal staff. The council chamber has security concerns. The configuration of the lobby creates limited available space for election configuration. There is inadequate storage throughout the facility and work rooms are being used as storage space.

The police department lacks separate space for victims to be interviewed away from the public. Wayfinding is unclear, making it difficult for visitors to find the police department. The storage spaces in the basement are undersized and there are security concerns through the facility. Offices are undersized and there is insufficient space for officers to do their work. There is no room for departmental growth. Evidence storage is undersized, and the armory is undersized. Locker rooms lack ADA clearances and are limited to use by one person at a time. There is no decontamination space for officers returning from calls with physical exposure to chemicals or bodily fluids. The fitness room is also undersized for the shared use and there is insufficient parking for vehicle storage.

City Hall currently only has 66% of the space needs being met by the existing facility. The Police Department has 30% of space needs being met.

The assessment engaged staff and the city council as well. The findings from staff included consensus in the need for a new facility, safety concerns, and issues with functionality due to storage and meeting space limitations. It was also noted that the working conditions were resulting in significant morale issues among staff. Council members expressed concern about addressing the safety deficiencies that were affecting officer recruitment and morale. They were interested in looking at different options to ensure a cost-effective solution.

The consultants presented three potential paths to address the assessment findings. The first was to renovate the existing facility and add on additions with an estimated cost of \$26.5 million. The second option was to build a new police station and renovate the existing facility for city hall at an estimated cost of \$30 million. The third option was the construction of a new city hall and police station facility with an estimated cost of \$32 million.

Tax impacts for the different scenarios were shown on a 15- or 20-year term for the highest dollar amount used.

Councilor Maczko asked how big the proposed garage would be. C. Ziemer reported that it was 10,700 square feet. This would include room for city-owned vehicles. Overall, the space would have room for 30 vehicles. A sally port is also needed for the police department.

Councilor Mazzitello asked if the proposed garage space considered the take-home squad vehicles. Chief McCarthy responded that there was some flexibility in the size, but there was still a need for additional space.

Mayor Levine stated that the tax impact for the highest amount shown would be about \$500 a year for a median priced home for the current city tax. Mayor Levine asked how successful other cities have been with this type of increase. The consultant noted that it would be important for the city council to communicate the needs and benefits of the project to the public.

Mayor Levine stated one of the things she loves about the current building is that the police and city hall are integrated into one building. She was interested in identifying the wants versus the needs included in the assessment's recommendation.

The consultant stated that the proposal is conservative to begin with and did not include many additional requests besides basic needs for staff. City Administrator Jacobson echoed that statement, emphasizing that the requests were not extravagant in any sense, that they were to address operational needs and responsible management of the facility.

Councilor Maczko stated that the city is fully built and should not need more space for the future. City Administrator Jacobson provided an example of potential future space needs based on the existing workload of staff.

Councilor Lorberbaum stated that she would also like to see the city hall and police department interconnected and agreed that the needs versus the wants needed to be studied further.

Councilor Lorberbaum asked about State legislature funding. C. Ziemer stated that it is unlikely that cities would secure any funding. If State funding was secured, it may also drive up the cost with the state design requirements.

Mayor Levine stated she is grateful to the employees and everyone participating in this study. She thanked ICS for their presentation.

There was a five-minute recess and staff from ICS left the meeting.

FY 2026 PROPOSED BUDGET REVIEW

Additional attendees for the budget discussion were Fire Chief Johnson, Assistant Fire Chief Goldenstein, and President of the Fire Relief Association Mattini.

City Administrator Jacobson began with an overview of common budget notables impacting all departments.

She stated that the 2026 preliminary budget includes a 3.5% cost of living adjustment for employees. Noting that all four employee union contracts will be negotiated in the fall. In 2023, a complete compensation study was done. There are nine positions that are proposed to be reclassified in order to align with council direction from the compensation study to be average in compensation compared to market trends. The adjustments are proposed to take place on January 1 and are included in the budget amounts.

The workers' compensation amount went down. Councilor Lorberbaum asked why it went down. Finance Director Schabacker stated that past claims fell off the five-year average.

Mayor Levine asked what the percentage was for the reclassified positions. Assistant City Administrator Torkelson answered that it would increase their pay-grade but drop a step. It would be an increase in addition to a COLA for those employees. Councilor Maczko asked for information regarding the positions and the proposed increase. City Administrator Jacobson stated that a summary would be provided for the next meeting.

City Administrator Jacobson stated that the State of Minnesota Paid Family Medical Leave program is going into effect in 2026 and that there are associated costs required by the City. Staff compared costs of participating in the public program with costs for a private plan and determined it was more cost effective to use the state's program. The cost for the State's plan is .88% premium on employee wages. Staff are proposing to split that cost with employees, which is a part of the justification for the additional .5% on the COLA as compared with past years.

The insurance premium costs are not received in time for budget discussions, but it is proposed to increase the premiums by 5% (to \$2,000 per month) as has been done in the past.

Councilor Maczko asked if the Minnesota Paid Family Medical Leave was in addition to the existing sick leave. City Administrator Jacobson answered it would be in addition to the existing sick leave. Assistant City Administrator Torkelson clarified that because the city fully funds employee wages whether they end up using leave or not, there is no budgetary benefit to reducing sick leave. Additionally, other cities are not making changes to their leave policies and reducing Mendota Heights leave benefits would significantly impact the city's competitiveness in the employment market.

City Administrator Jacobson emphasized that staff did a fantastic job of holding budgets within reasonable increases. Fire has a proposed budget increase of .08% over 2025. There are no significant changes. The capital outlays are: 1) parking lot replacement (\$100,000), replacement of Tender 10 (water truck at \$425,000), and Chief 1 vehicle (\$85,000). The parking lot and chief vehicle were held over from last year. The Fire Relief Association is asking for a \$500 increase per firefighter for their pension.

Councilor Maczko asked about the seal wall penetrations, as the station was recently constructed. Assistant Chief Goldenstein stated the request is because of safety concerns raised by a mock

OSHA inspection. Public Works Director Ruzek stated that the station construction is out of warranty, as it has been more than five years since the fire station was constructed.

Discussion was held regarding the two new fire vehicles being proposed. Mayor Levine reminded councilors that the costs of the vehicles could come from the unrestricted fund balance, issuing a vehicle certificate, or it could be levied.

Fire Relief President Mattaini reported that the Relief Association had been requesting a \$500 increase per firefighter a year to align with market rates. The \$500 aligns with other departments and equates to a 6.67% increase. This is a retention tool to keep firefighters. Councilor Mazzitello stated that a cost-of-living model was being considered and asked when they would switch to that model. Fire Relief President Mattaini responded by this time next year.

City Administrator Jacobson stated that the Police budget reflected a 7.9% increase. This is primarily personnel related costs. Included in the budget is salary for a crime analyst and an additional full-time police officer, both had previously been approved by the City Council. There were no capital outlay item requests.

Chief McCarthy gave an update on the take-home squad program, which has exceeded expectations.

City Administrator Jacobson stated that the emergency preparedness budget had a 0% increase.

City Administrator Jacobson reported that the City Council budget showed a -4.89% change. There is \$25,000 budgeted for the 2026 fireworks. Professional services and miscellaneous line items were decreased.

Councilor Maczko stated that he thought that the city should not pay for the fireworks but could help contribute to the cost. After discussion regarding the fireworks budget, it was the consensus to leave the money in for the fireworks and work with the Mendota Heights Community Foundation to see if they can help offset the costs of the fireworks in the future.

City Administrator Jacobson stated that 2026 is an election cycle with two elections and the budget increased by 97.18%. Election judge staffing and operational costs have been included in the budget. The City Council had approved the JPA for absentee ballot services from Dakota County and the purchase of new election equipment cost sharing agreement with Dakota County.

ADJOURNMENT

Councilor Mazzitello made a motion to adjourn the work session, and the motion was seconded by Councilor Lorberbaum. Motion carried 4-0. The meeting adjourned at 5:37 p.m.

ATTEST:

Stephanie B. Levine, Mayor

Nancy Bauer, City Clerk

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**REQUEST FOR CITY COUNCIL ACTION**

MEETING DATE: August 19, 2025

AGENDA ITEM: Acknowledge the June Par 3 Financial Report

ITEM TYPE: Consent Item

DEPARTMENT: Parks and Recreation

CONTACT: Trey Carlson, Recreation Facilities Coordinator
Meredith Lawrence, Parks and Recreation/Assistant Public Works Director

ACTION REQUEST:

Acknowledge the June Par 3 Financial Report.

BACKGROUND:

The Monthly Par 3 Dashboard is attached for Council review.

FISCAL AND RESOURCE IMPACT:

Monthly Expenditure-June is attached.

ATTACHMENTS:

1. 2025 June P3 Budget to Actual
2. June Financial Dashboard Par 3

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure, Economic Vitality & Community Vibrancy

MONTHLY EXPENDITURE REPORT
JUNE 2025

MENDOTA HEIGHTS PAR 3					
BUDGET TO ACTUAL REPORT					
June 2025 (50.00% OF YEAR)					
					June
REVENUES		June	YTD	YTD	YTD
	BUDGET	2025	2025	%	2024
GREENS, LEAGUE & TOURN FEES	\$220,000	\$53,409	\$128,016	58.19%	\$105,948
RECREATION PROGRAMS	\$50,000	\$1,515	\$42,418	84.84%	\$39,239
CONCESSIONS	\$36,000	\$9,704	\$21,110	58.64%	\$17,886
SUNDRY REVENUE	\$0	\$8	\$83	100.00%	\$211
INTEREST	\$1,000	\$0	\$0	0.00%	\$0
INSURANCE CLAIM	\$0	\$0	\$0	0.00%	\$0
PAR 3 FUND REVENUE TOTAL	\$307,000	\$64,636	\$191,627	62.42%	\$163,284
EXPENDITURES		June	YTD	YTD	YTD
	BUDGET	2025	2025	%	2024
CLUBHOUSE SALARIES	\$48,200	\$6,602	\$15,358	31.86%	\$18,596
ADMINISTRATIVE SALARIES	\$69,821	\$5,119	\$23,700	33.94%	\$17,446
FICA/PERA	\$21,137	\$2,028	\$6,660	31.51%	\$4,940
MEDICAL INSURANCE	\$18,517	\$1,543	\$5,829	31.48%	\$3,772
U/E & W/C INSURANCE	\$3,900	\$0	\$8,687	222.75%	\$4,928
RENTALS	\$8,000	\$1,910	\$3,690	46.13%	\$2,932
UTILITIES	\$16,483	\$1,638	\$6,496	39.41%	\$5,703
PROFESSIONAL FEES - AUDIT	\$3,500	\$2,674	\$2,674	76.40%	\$0
PROF FEES - CONSULTING FEES	\$3,100	\$0	\$1,866	0.00%	\$664
PROF FEES - GROUNDS MGMT	\$7,250	\$0	\$0	0.00%	\$0
PROF FEES - GROUNDS WAGES	\$27,000	\$2,876	\$7,802	28.90%	\$8,297
PROF FEES - TREE MAINTENANCE	\$5,000	\$0	\$0	0.00%	\$0
LIABILITY/AUTO INSURANCE	\$5,000	\$0	\$4,495	89.90%	\$4,100
OPERATING COSTS/SUPPLIES	\$17,300	\$1,195	\$6,522	37.70%	\$5,848
FUEL	\$3,000	\$227	\$837	27.89%	\$839
REPAIRS & MAINTENANCE	\$65,000	\$2,187	\$31,164	47.94%	\$40,667
SUNDRY/DUES/MILEAGE/CLOTHING	\$10,250	\$179	\$3,381	32.98%	\$3,083
ONLINE REG & CREDIT CARD FEES	\$11,600	\$1,983	\$6,196	53.42%	\$4,834
					\$16,191
PAR 3 EXPENDITURES TOTAL	\$344,058	\$30,161	\$135,357	39.34%	\$142,840



Mendota Heights Par 3 Community Golf Course

June 2025—Financial Summary

June—Tee Time Reservation Breakdown:

Online Tee Times=1652 (49% of Total Tee Times)
 Phone/Walk in Tee Times= 1697 (51% of Total Tee Times)

Year to Date Budget Overview—June:

Category	2025 Budget	2025 YTD Actual	% of Budget	2024 YTD
Revenues	\$307,000	\$191,627	62.42%	\$163,284
Expenditures	\$344,058	\$135,357	39.34%	\$142,840
Net Position	-	\$56,270	-	\$20,444

Current Operating Surplus as of June, 2025: \$56,270
 Operating Surplus as of June, 2024: \$20,444

Monthly Revenues vs. Expenditures

Month	Revenues	Expenditures	Net
March 2025	\$14,117	\$10,742	\$3,375
April 2025	\$35,483	\$16,671	\$18,812
May 2025	\$51,764	\$43,983	\$7,781
June 2025	\$64,636	\$30,161	\$34,475

Golf Round Totals:

	2021	2022	2023	2024	2025
March	748	0	0	261	308
April	1,678	896	1,181	1,923	2,078
May	2,285	2,797	2,923	2,664	3,043
June	2,305	2,839	3,365	3,395	3,451
Total	7,016	6,532	7,469	8,243	8,880

Golf Rounds by Category:

2025	Regular	Senior	Junior	Veteran	Second Round	Senior Pass	Footgolf	Punch Card
March	127	8	10	0	1	2	0	160
April	984	129	95	3	36	33	8	790
May	1,858	311	131	10	56	23	34	620
June	2,011	383	246	12	47	15	27	710
Total	4,980	831	482	25	140	73	69	2,280

Monthly Notes:

- When accounting for total monthly rounds, staff track punch card sales as (10) rounds of golf. For March the course sold 16 punch cards, in April the course sold 79 punch cards, in May the course sold 62 and June the course sold 71 which are then multiplied by 10 to get the total rounds tracked for that month—160, 790, 620 and 710 respectively.
- When reporting the Tee Time Reservation Breakdown, the tee times booked reflect how the punch card rounds are used.
 - If someone buys a punch card in April, they may only use it four times. They also could use the punch card one time for a call-in tee time and three times for separate online tee times



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: August 19, 2025

AGENDA ITEM: Approve the 2025-2026 Seasonal Compensation Pay Matrix

ITEM TYPE: Consent Item

DEPARTMENT: Administration

CONTACT: Kelly Torkelson, Assistant City Administrator

ACTION REQUEST:

Approve the 2025-2026 seasonal employee compensation pay matrix.

BACKGROUND:

Each year, the city hires seasonal employees to fill temporary positions that support city programming. These positions include:

Spring

- Par 3 Clubhouse Workers
- Par 3 Golf Course Maintenance Worker
- Par 3 Golf Course Maintenance Lead Worker
- Par 3 Golf Course Irrigation Specialist

Summer

- Golf Assistant and Golf Instructor
- Tennis Assistant and Tennis Instructor
- Pickleball Assistant and Pickleball Instructor
- Public Works Seasonal Maintenance Worker
- Intern

Winter

- Warming House and Rink Attendant
- Rink Flooder
- Skating Assistant and Skating Instructor

These positions are recruited annually to ensure the city's ability to provide programs and services throughout the year. The pay matrix for these employees is revised in the fall to allow for recruitment for the winter season's employees on the updated compensation schedule. Revising the city's seasonal pay matrix ensures that recruitment efforts for seasonal

programming are competitive with the hiring market to ensure that the City is able to recruit staff to provide seasonal programming and services.

FISCAL AND RESOURCE IMPACT:

The cost for the proposed pay matrix have been included in the proposed budget for 2026. The actual cost for seasonal employment is highly dependent on the weather and the experience level of hired staff. The budget is an estimate based on previous years actual costs.

ATTACHMENTS:

1. Proposed 2025-2026 Seasonal Compensation Matrix

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure, Economic Vitality & Community Vibrancy

Proposed 2025-2026 Seasonal Pay Matrix

		Step 1	Step 2	Step 3	Step 4
1- Seasonal	Warming House Attendant	\$ 13.50	\$ 13.75	\$ 14.00	\$ 14.25
2- Seasonal	Golf Course Clubhouse Attendant Pickleball Assistant Golf Assistant Tennis Assistant Skating Assistant Recreation Assistant	\$ 14.25	\$ 14.50	\$ 14.75	\$ 15.00
3- Seasonal	Public Work Maintenance Worker Golf Course Maintenance Worker Rink Flooder Tennis Instructor Pickleball Instructor Golf Instructor Skating Instructor Recreation Lead Parks and Recreation Intern	\$ 17.00	\$ 17.50	\$ 18.00	\$ 18.50
4- Seasonal	Irrigation Specialist Golf Course Maintenance Lead	\$ 19.25	\$ 19.75	\$ 20.25	\$ 20.75

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REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: August 19, 2025

AGENDA ITEM: Approve Resolution 2025-51 for a Joint Powers Agreement with the Bureau of Criminal Apprehension Financial Crimes Task Force

ITEM TYPE: Resolution

DEPARTMENT: Police

CONTACT: Wayne Wegener, Police Captain

ACTION REQUEST:

Approve Resolution 2025-51 for a Joint Powers Agreement with the Bureau of Criminal Apprehension Financial Crimes Task Force

BACKGROUND:

The Bureau of Criminal Apprehension (BCA) oversees a Financial Crimes Task Force. This task force investigates major financial crimes by organized groups or individuals related to identify theft, bank fraud, wire fraud, and other similar economically-related forms of fraud. The Mendota Heights Police Department currently investigates these types of cases and works to combat this increasing type of crime. By partnering with the BCA through a JPA with the Financial Crimes Task Force, the department will have access to additional resources and potential reimbursement for investigations of certain related crimes.

FISCAL AND RESOURCE IMPACT:

There is no financial impact on the budget. The Mendota Heights Police Department currently investigates these types of crimes, so there is not a negative impact on departmental resources.

ATTACHMENTS:

1. Res. 2025-51 Approving State of Minnesota JPA Agreement with the City on Behalf of its PD Regarding the MN Financial Crimes Task Force
2. State of Minnesota JPA Minnesota Financial Crimes Task Force with Mendota Heights PD

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION 2025-51

**APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENT WITH THE
CITY OF MENDOTA HEIGHTS ON BEHALF OF ITS POLICE DEPARTMENT
REGARDING THE MINNESOTA FINANCIAL CRIMES TASK FORCE**

WHEREAS, the City of Mendota Heights on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to participate in the Minnesota Financial Crimes Task Force (MNFCTF) established to investigate and prosecute identity theft and related financial crimes.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City Council of the City of Mendota Heights approves the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Mendota Heights on behalf of its Police Department.

Adopted by the City Council of the City of Mendota Heights this 19th day of August, 2025.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

Stephanie B. Levine, Mayor

ATTEST:

Nancy Bauer, City Clerk



State of Minnesota Joint Powers Agreement Minnesota Financial Crimes Task Force

SWIFT Contract No.: 274757

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), Mendota Heights acting on behalf of the Mendota Heights Police Department, 1101 Victoria Curve, Mendota Heights, Minnesota 55118 ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as "Parties."

Recitals

Under Minnesota Statutes § 471.59, subdivision 10, the BCA and Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute identity theft and related financial crimes; and the Governmental Unit wishes to participate as a member of the Minnesota Financial Crimes Task Force ("MNFCTF").

Agreement

1. Term of Agreement

- 1.1 Effective Date.** This Agreement is effective on the date State obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 Expiration Date.** This Agreement expires March 30, 2027 unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit and BCA enter into this Agreement which will allow the Governmental Unit to become a member of the MNFCTF. The MNFCTF has a three-pronged approach consisting of **prevention, education and enforcement** to combat financial crimes.

3. Standards

The Governmental Unit will adhere to the MNFCTF standards identified below:

- 3.1** Provide and assign only licensed peace officers for services pursuant to this Agreement.
- 3.2** Investigate major financial crimes by organized groups or individuals related to identity theft, e.g. bank fraud, wire fraud, access device fraud, commercial fraud, retail fraud and other similar economically-related forms of fraud (as defined in Minnesota Statutes § 609.52).
- 3.3** Prepare an investigative plan for each case assigned which will include: the identification of witnesses and witness statements; and obtaining and analyzing appropriate bank and business records.
- 3.4** Prepare a case synopsis that will include witness lists and relevant evidence for presentation to state and/or federal prosecutors for prosecution.
- 3.5** Comply with state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures including compliance with proper legal procedures in securing evidence and, when applicable, recovery of computers.
- 3.6** Understand and use appropriate legal procedures in the handling of informants including documentation of identity, monitoring of activities, use and recordation of payments.
- 3.7** Use, as appropriate, a comprehensive portfolio of investigative technologies and techniques including surveillance, covert technologies and undercover assignments.
- 3.8** Interview and prepare reports on the victims of financial crimes, directing those victims to appropriate public and private resources to assist them in the recovery of their identities.
- 3.9** Investigate cases involving cross-jurisdictional and/or organized financial crime and high value theft schemes. [Note: An assignment may require travel throughout Greater Minnesota in addition to the

seven county metropolitan area as investigations expand or as assigned by the task force commander.]

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

- 4.1.1** Conduct investigations in accordance with provisions of the Minnesota Financial Crimes Task Force standards, identified in clause 3 above, and conclude such investigations in a timely manner.
- 4.1.2** Maintain accurate records pertaining to prevention, education, and enforcement activities, to be collected and forwarded quarterly to the MNFCTF Commander, or the Commander's designee, for statistical reporting purposes.
- 4.1.3** Assign one or more employees of the Governmental Unit as members to the MNFCTF. All employees of the Governmental Unit assigned as members, and while performing MNFCTF assignments, shall continue to be employed and directly supervised by the same Governmental Unit currently employing that member. All services, duties, acts or omissions performed by the MNFCTF member will be within the course and duty of the member's employment and therefore covered by the Workers Compensation and other compensation programs of the Governmental Unit including fringe benefits.
- 4.1.4** Make a reasonable good faith attempt to be represented at all scheduled MNFCTF meetings in order to share information and resources among the MN FCTF members.
- 4.1.5** Participate fully in any audits required by the Minnesota Financial Crimes Task Force.

4.2 The parties mutually agree that any investigators assigned to the MNFCTF by the Governmental Unit will be provided an undercover vehicle and basic equipment, e.g. gun, handcuffs, vest, etc., by the Governmental Unit.

4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.

5. Reimbursement Requests and Payments

5.1 Governmental Unit must first submit a written request for funds and receive written pre-approval for the funds from BCA.

5.2 Governmental Unit must supply original receipts or readable copies of receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the BCA to the Governmental Unit within thirty (30) calendar days of the invoice date with payment made to the Governmental Unit Authorized Representative's address listed below.

6. Authorized Representatives

The BCA's Authorized Representative is the person below or his successor:

Name: Tony Ofstead, MNFCTF Commander
Address: Department of Public Safety; Bureau of Criminal Apprehension
Financial Crimes and Fraud
1430 Maryland Street East
Saint Paul, Minnesota 55106
Telephone: 651-793-3771
E-mail Address: Tony.Ofstead@state.mn.us

The Governmental Unit's Authorized Representative is the person below or his successor:

Name: Wayne Wegener Jr., Captain
Address: Mendota Heights Police Department
1101 Victoria Curve
Mendota Heights, Minnesota 55118
Telephone: 651-255-1134
E-mail Address: wwegener@mendotaheightsmn.gov

If the Governmental Units Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA in writing/email.

7. Assignment, Amendments, Waiver, and Agreement Complete

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3 Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify the BCA. The BCA will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

- 12.1** Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.
- 12.2** Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the MNFCTF Commander, in a timely manner, all investigative equipment that was acquired with funding received under this Agreement.

13. E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the BCA, the Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the BCA. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subcontractor certifications must

be kept on file with the Governmental Unit and made available to the BCA upon request.

14. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000079290

2. GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. DEPARTMENT OF PUBLIC SAFETY; BUREAU OF CRIMINAL APPREHENSION

By: _____
(with delegated authority)

Title: Deputy Superintendent, Investigations

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Title: _____

Date: _____

ADMIN ID: _____



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: August 19, 2025

AGENDA ITEM: Approve Resolution 2025-52 for a Joint Powers Agreement with Dakota County for Social Services Embedded Social Worker

ITEM TYPE: Consent Item

DEPARTMENT: Police

CONTACT: Wayne Wegener, Police Captain

ACTION REQUEST:

Approve Resolution 2025-52 for a Joint Powers Agreement with Dakota County for Social Services Embedded Social Worker.

BACKGROUND:

The Embedded Social Worker Model is designed to implement a more coordinated response between the police department and social services. In this model, a Social Services mental health social worker works closely with the Mendota Heights Police Department to provide follow-up, service coordination, and crisis stabilization services following a mental health crisis event. Crisis follow-up services link residents to other short- and long-term support services and are an essential component of an effective crisis services continuum. This agreement formalized this model between the Mendota Heights Police Department and Dakota County through its Community Services Department.

FISCAL AND RESOURCE IMPACT:

There is no financial impact on the budget.

ATTACHMENTS:

1. Resolution 2025-52 Embedded Social Worker JPA
2. JPA Between City of Mendota Heights and Dakota County for Social Services Embedded Social Worker & Public Safety

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure, Inclusive and Responsive Government

**CITY OF MENDOTA HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION 2025-52

**APPROVING DAKOTA COUNTY JOINT POWERS AGREEMENT WITH THE CITY
OF MENDOTA HEIGHTS ON BEHALF OF ITS POLICE DEPARTMENT FOR A
SOCIAL SERVICES EMBEDDED SOCIAL WORKER**

WHEREAS, pursuant to the provisions of Minn. Stat. § 471.59, Cities and County are authorized to enter into an agreement to exercise jointly or cooperatively governmental powers common to each and to permit one governmental entity to perform services or functions for or with another governmental unit; and

WHEREAS, mental health crisis response is required to be provided by Cities and County in accordance with applicable federal, and state, laws, statutes, rules and regulations; and

WHEREAS, Cities desire to receive services from County to assist people who need mental health crisis services on a prompt basis to protect their health, safety, and welfare; and

WHEREAS, the City of Mendota Heights on behalf of its Police Department desires to enter into Joint Powers Agreements with Dakota County, by and through its Community Services Department, to provide mental health crisis services.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City Council of the City of Mendota Heights approves the Joint Powers Agreement between Dakota County and the City of Mendota Heights on behalf of its Police Department for a social services embedded social worker.

Adopted by the City Council of the City of Mendota Heights this 19th day of August, 2025.

**CITY COUNCIL
CITY OF MENDOTA HEIGHTS**

Stephanie B. Levine, Mayor

ATTEST:

Nancy Bauer, City Clerk

**JOINT POWERS AGREEMENT
BETWEEN CITY OF MENDOTA HEIGHTS AND DAKOTA COUNTY
FOR SOCIAL SERVICES EMBEDDED SOCIAL WORKER & PUBLIC SAFETY**

THIS JOINT POWERS AGREEMENT ("JPA") is made and entered into by and between the City of Mendota Heights, by and through its City Council, 1101 Victoria Curve, Mendota Heights, MN 55118("City") and Dakota County, by and through its Community Services Department ("DCCS"), 1 Mendota Rd. W., West St. Paul, MN 55118 (hereinafter "County").

WHEREAS, pursuant to the provisions of Minn. Stat. § 471.59, Cities and County are authorized to enter into an agreement to exercise jointly or cooperatively governmental powers common to each and to permit one governmental entity to perform services or functions for or with another governmental unit; and

WHEREAS, mental health crisis response is required to be provided by Cities and County in accordance with applicable federal, and state, laws, statutes, rules and regulations; and

WHEREAS, Cities desire to receive services from County to assist people who need mental health crisis services on a prompt basis to protect their health, safety, and welfare; and

WHEREAS, County is entering into agreements similar to this Agreement with other cities in Dakota County and for convenience, "City" or "Cities" herein shall mean the City of Mendota Heights, unless the context clearly notes otherwise.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed, by and between the parties as follows:

1. PURPOSE.

The purpose of the Embedded Social Worker Model is to implement a more coordinated response by the parties to address increased law enforcement involvement in calls for service that may require the need for services and programs offered by County. The implementation will take place utilizing a Mental Health Social Worker position. In this model a Social Services mental health social worker works closely with an assigned police officer to provide follow-up, service coordination and crisis stabilization services following a mental health crisis event. Crisis follow-up services link residents to other short- and long-term support services and are an essential component of an effective crisis services continuum.

2. TERM.

This Agreement will become effective on the last date that the Agreement has been executed by Cities and County, through 12:00 A.M. on December 31, 2026, and unless terminated in writing. This Agreement may be terminated with or without cause by either Cities or County upon ninety (90) days' written notice to the other party to this Agreement.

Notwithstanding the above, Cities may immediately terminate this Agreement at any time if the health, safety, or welfare of any person receiving services or entitled to receive services under this Agreement is at risk because of the actions or inaction of County.

3. AUTHORIZED REPRESENTATIVE.

The named persons, in the positions stated below, or their successors in title, are designated the Authorized Representatives of the parties for purposes of this Agreement. Notifications required to be provided by the terms of this Agreement and invoices, if any, to be submitted and payments made shall be provided to the following named persons unless otherwise stated in this Agreement:

TO COUNTY:

Marti Fischbach
Community Services Director

TO CITIES:

Kelly McCarthy
Mendota Heights Chief of Police

4. COUNTY'S RESPONSIBILITIES.

County hereby agrees to:

- A. Provide the Social Worker positions, as staffing availability allows, which may include individual(s) licensed as a Mental Health Professional (Minn. Stat. § 245.462, subd. 18), Social Worker, or Coordinator, who will have the following duties and responsibilities:
 - 1. Provide over-all administration, coordination and assessment;
 - 2. Educate Law Enforcement on mental health crisis and emergency services offered by Dakota County Social Services (DCSS), including the roles and responsibilities of the 24 hour, seven days a week, Crisis Response Unit (CRU) and on-going mental health services, crisis continuum and available programs;
 - 3. Educate Law Enforcement on other services and programs offered by County that could benefit individuals/households who come into contact with Law Enforcement;
 - 4. Respond, when available and assistance is requested, with Law Enforcement to a mental health crisis or emergency, consistent with roles and responsibilities defined in Minn. Stat §§ 256B.0624 and 256B.0944, and in coordination with the DCSS's 24 hours, seven days a week, CRU.
 - 5. Work with Law Enforcement in providing a timely follow-up contact with the individual/household after a crisis/emergency mental health call or crisis intervention to educate on resources offered by DCSS in accordance with Minn. Stat. §§ 256B.0624 and 256B.0944;
 - 6. Assist Law Enforcement in outreach to determine if the individual/household is interested in voluntarily working with DCSS mental health professionals and Law Enforcement in developing a mental health crisis response plan accessible through the CRU 24/7 in an emergency as permitted by Minn. Stat. § 13.46, subd. 2(a)(10);
 - 7. Work with Law Enforcement in providing a timely follow-up contact with the individual/household to determine if the individual/household is interested in and/or eligible for other services and programs offered through County or other community-based organizations, including networking outreach to potential community resources and service providers;
 - 8. Create procedures to guide work for the duration of the JPA;
 - 9. Implement evaluation pursuant to Section 8;
 - 10. Coordinate with Embedded Social Work partners in other jurisdictions
- B. Provide necessary resources to support the Social Workers with equipment and training to facilitate work activities,
- C. Facilitate connection and "warm handoffs" to the various services and programs within County and to community resources and service providers; and
- D. Maintain a database of evaluation data and report summary data to all cities with similar agreements.
- E. Participate in meetings between Dakota County cities with similar agreements and County staff members to review the services provided pursuant to the Agreement
- F. Supervise all Social Workers provided under the terms of this Agreement.

5. CITIES' RESPONSIBILITIES.

Cities hereby agree to:

- A. Identify and dedicate resources to:
 - 1. Work with the Social Worker for administration, coordination and assessment;
 - 2. Coordinate education of officers and other Law Enforcement staff about the JPA and DCCS programs and services including the role and responsibilities of the CRU;
 - 3. Educate and train the Social Worker and any other participating DCCS staff on Law Enforcement's response to crisis and emergency service calls, including the role and responsibilities of Law Enforcement.
 - 4. Identify individuals/households to the Social Worker who may benefit from follow up;
 - 5. Work with the Social Worker, the CRU and DCSS mental health professionals to provide timely follow-up with the individual/household as provided in Section 4;
 - 6. Work with the Social Worker, the CRU and DCSS mental health professionals to develop the crisis response plan as provided in Section 4;
 - 7. Work with the Social Worker to create procedures to guide work for the duration of the JPA; and
 - 8. Work with the Social Worker to provide information for evaluation pursuant to Section 8;
 - 9. Provide Social Worker with a work space, office equipment and necessary internet and other connections needed to perform job duties.

6. JOINT RESPONSIBILITIES.

The parties hereby jointly agree to:

- A. Meet regularly during the term of the JPA to review and evaluate performance objectives and provide guidance to staff.
- B. Facilitate relationship-building with community agencies, treatment providers, Community Corrections, hospitals and community-based service providers to enhance understanding and reduce barriers to providing services to individuals with complex service needs.
- C. Attend and/or organize relevant trainings conducted by DCCS or other agencies.
- D. Commit to training on policy and procedures for the JPA and for use of the CRU.
- E. Attend joint project meetings convened to discuss countywide trainings and programs.

7. STEERING COMMITTEE OVERSIGHT AND IMPLEMENTATION.

The JPA activities described in Sections 4, 5 and 6 will be monitored by a Steering Committee comprised of the DCSS Director or Deputy Director, and chief of police from the City. One additional member from each of the Dakota County Police Departments participating with a similar Agreement with the County shall be designated by each jurisdiction to participate in the Steering Committee; others may be invited to attend meetings and assist with collaborative planning, implementation, and evaluation activities. The role of the Steering Committee is to provide strategic vision, structure and oversight of the JPA. The responsibilities of the Steering Committee include:

- A. To provide strategic oversight for the JPA, including defining scope, priority, desired results and key deliverables;

- B. To serve as advocates for the JPA, garnering support, removing obstacles, and resolving escalated issues;
- C. To obtain and allocate resources to support the design, implementation and evaluation of the JPA throughout its duration;
- D. To provide feedback and decisions in response to recommendations from the system stakeholders;
- E. To monitor and evaluate JPA progress;
- F. To designate key subject matter experts, as needed, to support specific components of the JPA planning, design or operations; and
- G. To designate staff to oversee and manage day-to-day activities and implement the strategic operations of the JPA;

8. EVALUATION.

The JPA will be evaluated according to an evaluation design, that is collaboratively developed by the parties. DCCS will have the lead role in collecting and presenting summary data to the parties along with a briefing of JPA activities due no less than on the last day of the month following the end of each full year term with quarterly reports made available upon request.

9. INDEPENDENT CONTRACTOR.

It is agreed that nothing contained in this Agreement is intended or should be construed as creating the relationship of agents, partners, joint ventures, or associates between the parties hereto or as constituting either County as the employee of the Cities for any purpose or in any manner whatsoever. County is an independent contractor and neither it nor its employees, agents, or representatives are employees of Cities.

10. LIABILITY AND INDEMNIFICATION.

- A. County and Cities agree to indemnify, defend and hold harmless the other, its officers, agents and employees against any and all liability, loss, costs, damages, claims or actions its officers, agents or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officers, agents, or employees, in the execution, performance or failure to adequately perform its obligations pursuant to this Agreement.
- B. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a provided further that for purposes of the statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party. Each party also specifically intends that the single tort cap limits specified for cooperative agreements under Minn. Stat. § 471.59, subd. 1a, or as such statute may be amended or modified from time to time, shall apply to this Agreement and to the activities of the parties hereunder. The statutory limits for the parties may not be added together or stacked to increase the maximum amount of liability for either party.
- C. Each party to this agreement shall be liable for their acts of their own officers, employees, and/or agents and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, employees, and/or agents. It is understood and agreed the provisions of the Municipal Tort Claims Act, Minn. Stat. Ch. 466, and other applicable laws govern liability arising from the parties' acts or omissions. Each party warrants they can comply with the indemnity requirements through an insurance or self-insurance program and each has minimum coverage consistent with the liability limits contained in Minn. Stat. Ch. 466.
- D. Each party to this agreement shall assume all risks of harm or injury to person or property that may occur during the course of duty. DCSS staff who choose to ride with an officer while on duty for this program may be involved in a high speed chase, assaultive or life-threatening situations, and similar circumstances which

may put staff in peril.

With knowledge of the risks of harm or injury which may occur as a result of riding with an officer and the assumption of those risks, riders agree to hold the City harmless and waive any and all claims for any injury, harm or disability which may be incurred as a result of being a passenger. This contract of liability does not include any injuries, harms or disabilities that incurs as a result of intentional misconduct by the City, its agents or employees. This assumption of risk and indemnification is specifically binding on spouses, heirs and assigns. To the extent a claim under Minnesota workers compensation statute 176 can be asserted, said claim is not subject to this agreement.

11. NON-ASSIGNABILITY.

County shall not assign any interest in this Agreement and shall not transfer any interest in the same, whether by subcontract, assignment or novation, without the prior written consent of Cities.

12. EQUAL EMPLOYMENT OPPORTUNITY.

County agrees to comply with all federal, state and local laws, resolutions, ordinances, rules, regulations and executive orders pertaining to unlawful discrimination because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability, or age. When required by law or when validly requested by Cities, County shall furnish a written affirmative action plan.

13. WORKPLACE VIOLENCE PREVENTION.

County shall make all reasonable efforts to ensure its employees, officials and subcontractors do not engage in violence, as defined by the Dakota County Policy 5517 Violence Prevention in the Workplace, while performing under this Agreement.

14. DATA PRACTICES.

- A. Data Privacy and Security. The parties will comply with all applicable data practices laws, including but not limited to the Minnesota Government Data Practices Act (MGDPA), Minn. Stat. Ch. 13 and the Minnesota Rules implementing the MGDPA, as amended, as well as any applicable state or federal laws on data privacy and security. The parties are mindful that when exchanging private data only the minimum necessary data will be provided. The exchange, use and protection of private data must be in compliance with the signed Dakota County Informed Consent to Release Private Data.

All data created, collected, received, stored, used, maintained, or disseminated by the parties in the performance of their roles and responsibilities are subject to the requirements of the MGDPA, the Minnesota Rules implementing the MGDPA, as amended, as well as any applicable state or federal laws on data privacy and security.

This paragraph is required by the MGDPA and includes the remedies set forth in Minn. Stat. § 13.08.

- B. Health Information and Chemical Dependency Data. If applicable, the parties agree to comply with the requirements of the Health Insurance Portability and Accountability Act ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act ("HITECH") and any other applicable state or federal law. This includes health data laws, including the Minnesota Health Records Act, Minn. Stat. §§ 144.291-.298, and 42 CFR Part 2 Confidentiality of Alcohol and Drug Abuse Patient Records. CAO check law reference
- C. Records. Each party is responsible for maintaining, securing, and managing its own records. The records will be maintained in accordance with each party's applicable record retention schedule. The parties will work cooperatively to ensure any reporting requirements under this agreement are fulfilled.
- D. Obtaining and Sharing Information. All necessary Tennessee Warning notices, consents, releases, and authorizations shall be obtained prior to the collection, release, exchange, or discussion of not public data, as that term is defined in Minn. Stat. § 13.02, subd. 8a, unless such data collection, release, exchange, or discussion is otherwise permitted by law or court order.

- E. Data Storage. As part of the roles and responsibilities of the Social Worker, data related to DCCS functions as defined by statute will be documented in the Social Services Information System (SSIS) or other County approved electronic approved health record.

The terms of this Section shall survive the termination or expiration of the agreement and/or Partnership.

15. COMPLIANCE WITH APPLICABLE LAW.

County and Cities agree to comply with all federal, state and local laws or ordinances, and all applicable rules, regulations, and standards established by any agency of such governmental units, which are now or hereafter promulgated insofar as they relate to its performance of the provisions of this Agreement. It shall be the obligation of County and the Cities to apply for, pay for, and obtain all permits and/or licenses required by any governmental agency for Cities or County's participation in this JPA.

16. AUDIT.

Under Minn. Stat. § 16C.05, subd. 5, the books, records, documents, and accounting procedures and practices of the parties are subject to examination by Cities or County or designees, the State Auditor or the Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

17. AMENDMENTS.

Any alteration, variation, modification, or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and duly signed by both parties.

18. INTERPRETATION OF AGREEMENT; VENUE.

This Agreement shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this Agreement shall be venued in the appropriate state or federal district court in Dakota County, Minnesota.

19. ENTIRE AGREEMENT.

This Agreement shall constitute the entire agreement between the parties and shall supersede all prior oral or written negotiations.

20. ELECTRONIC SIGNATURES.

Each party agrees the electronic signatures of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as wet ink signatures.

CITY OF MENDOTA HEIGHTS

By: _____
Name: Stephanie B. Levine
Title: Mayor
Date: _____

Attest

By: _____
Name: Nancy Bauer
Title: City Clerk
Date: _____

COUNTY OF DAKOTA

By: _____
Name: Marti Fischbach
Title: Director
Date: _____

Approved as to form:

By: /s/G Paul Beaumaster
Name: G Paul Beaumaster
Title: Assistant County Attorney
Date: 8/08/2025
KS: 2025-00465
Board Resolution: 24-472
Contract Number: CLA20787

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**REQUEST FOR CITY COUNCIL ACTION**

MEETING DATE: August 19, 2025

AGENDA ITEM: Award a Professional Services Contract for the Cherry Hill Pond Improvements

ITEM TYPE: Consent Item

DEPARTMENT: Engineering

CONTACT: Lucas Ritchie, Assistant City Engineer

ACTION REQUEST:

Award a contract for the design and construction management for the Cherry Hill Pond Improvement Project.

BACKGROUND:

The city owns and maintains a stormwater basin located west of Cherry Hill Road and north of Farmdale Road. The basin, which treats stormwater from Cherry Hill 2nd Addition and Summit of Mendota Heights developments, is land locked by these two developments and the Xcel Energy facility south of Sibley Memorial Highway.

The proposed consulting work provided by WSB Engineering will include pond design, contract documents, project administration, and construction administration.

The functionality of the existing Cherry Hill basin was reviewed as part of the 2025 Stormwater Basin Inspection and Maintenance Assessment by WSB Engineering. Recommendations to be included within the design include retrofitting the existing dry basin to a wet basin increasing the total phosphorus (TP) and total suspended solids (TSS) removal for the drainage area. Retrofitting the existing basin to a wet basin is also anticipated to reduce the footprint of the existing basin by an estimated 0.3 acres.

City Council previously approved \$44,900 at its December 17, 2024, meeting for removal of volunteer trees to provide access to this site and basin which was completed in the spring of 2025.

WSB Engineering is an approved general municipal engineer within the City's consultant pool and is familiar with project site from the recent inspections and recommendations provided to City staff.

FISCAL AND RESOURCE IMPACT:

The total not-to-exceed contract amount is \$29,900 which includes \$14,200 in project management and construction documents as well as \$15,700 in construction management and observation.

The costs for professional services and subsequent dredging of the pond are proposed to be funded through the Storm Water Utility Fund. The project currently has \$135,000 remaining in the 2025-2029 CIP.

ATTACHMENTS:

1. Cherry Hill Basin Location Map
2. WSB Engineering Professional Services Proposal

CITY COUNCIL PRIORITY:

Premier Public Services & Infrastructure, Environmental Sustainability & Stewardship





August 1, 2025

Mr. Lucas Ritchie
Assistant City Engineer
City of Mendota Heights
1101 Victoria Curve
Mendota Heights, MN 55118

Re: Basin IV-P126 Improvement Project
City of Mendota Heights, MN


Dear Mr. Ritchie:

Attached for your review and approval is our proposed scope of services, fee, and schedule for providing professional engineering services to complete design, specifications, bidding documents, and construction management for the Basin IV-P126 Improvement Project. The goal of the project is to retrofit Basin IV-P126 as a NURP stormwater pond to provide additional TP and TSS removal for the drainage area. WSB previously completed a survey and feasibility assessment of the basin which will be used as the basis for the design.

Thank you for the opportunity to partner with the City on this Project. If you are in agreement with this proposal, please sign where indicated below and return one copy to our offices. Please do not hesitate to contact Jake at 612-990-3576 with any questions.

Sincerely,

WSB


Jake Newhall, PE
Director of Water Resources


Kendra Fallon, PE
Water Resources Project Manager

ACCEPTED BY:

City of Mendota Heights, MN

Name _____

Title _____

Date _____

**SCOPE OF ENGINEERING SERVICES
FOR
BASIN IV-P126 IMPROVEMENT PROJECT**

CITY OF MENDOTA HEIGHTS, MN

SCOPE OF ENGINEERING SERVICES

Task 1 – Project Management (\$2,900)

Project management will be performed throughout the course of the project. The following subtasks are included as part of Project Management:

- 1.1 Attend project update meetings with City staff. This will include developing the agenda, preparing handouts and graphics, and attending the meeting.
- 1.2 Work with project team to coordinate project deliverables, schedule, and budget.

This scope assumes the City will lead the public engagement process with WSB staff available to support as necessary.

Deliverables: One (1) meeting with City staff to discuss final plans for pond project

Task 2 – Construction Documents (\$11,300)

This task consists of completing construction plans, specifications, and bidding documents for the recommended improvements based on the previously completed survey and feasibility memo. Plans are anticipated to include cover sheet, details, storm sewer plan/profile, grading plan, and restoration/erosion control plan. A site visit is anticipated during design to confirm construction access, tree clearing extents, private utilities, and other constructability details. In addition, an updated cost estimate will be developed to verify consistency between the proposed improvements and the City's budget. Based on the review of the basin as part of the feasibility assessment previously completed, the scope assumes that permitting is not needed for the project.

This scope assumes answering questions during the bid/quote process to help facilitate the understanding of construction expectations. It is important to note that this task does not include negotiating site access with property owners and obtaining temporary easements or right-of-entry; however, we can assist with this as needed.

- 2.1 Prepare a draft construction plans, specification, and updated cost estimate
- 2.2 Finalize construction plans, specifications, and bidding documents based on feedback from City staff.

Deliverables: Draft Plans, Final Plans, Specifications, and Bid Documents.

Task 3 – Construction Management (\$15,700)

Construction management will be performed throughout the course of the construction schedule for the basin improvement work. This will include attending weekly progress meetings throughout the project, and other necessary construction coordination. This task will include part-time observation (approximately 15-20 hours per week) and inspection of all critical construction components as well as regular check-ins with the contractor and the City. WSB will also complete any necessary construction staking and record drawings.

- 3.1 Attend pre-construction meeting and weekly construction meetings.
- 3.2 Part-time construction observation.
- 3.3 Construction staking and record drawings
- 3.4 Review and approve pay vouchers and shop drawings (if required)

Deliverables: *Construction Meetings and Construction Observation, Record Drawings*

TOTAL ESTIMATED ENGINEERING FEE

The scope of services outlined in this proposal will be billed hourly, based on our current hourly rates (noted below). We are proposing to complete the tasks outlined above for the Basin IV-P126 Improvement Project for a not-to-exceed fee of **\$29,900.00**.

- Principal/QC: Jake Newhall: \$264/hr
- Project Manager: Kendra Fallon: \$195/hr
- Graduate Engineer: Michelle Jennings: \$129/hr
- CAD Technician: Christine Junes: \$165/hr
- 2-Person Survey Crew: \$265/hr
- Admin: \$92/hr

TIME SCHEDULE

Based on the current project schedule, WSB proposes to complete the design of the basin improvements in time to bid the project in November 2025, with pond construction planned for Winter 2025 and restoration in Spring/Summer 2026.



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: August 19, 2025
AGENDA ITEM: June 2025 Treasurer's Report
ITEM TYPE: Consent Agenda
FROM: Kristen Schabacker, Finance Director *KMS*

Deerwood Bank

Checking Account .03% \$181,040.32

Collateral - Bonds \$3,240,000.00
 Gov't. Guar. \$200,000.00

Investments

	<u>Cost</u>	<u>PV</u>
Saving Cert 7/27/2020 @ 1.50% Cherokee	\$14,540.30	\$14,540.30
FHLB 1.50% 10/14/25	\$500,000.00	\$498,260.00
FHLB 0.90% 2/25/26	\$340,000.00	\$332,856.60
FHLB 1.00% 3/16/26	\$505,000.00	\$493,783.95
FHLB 1.25% 6/30/26	\$300,000.00	\$293,469.00
FHLB 1.25% 8/26/26	\$250,000.00	\$242,960.00
FHLMC 4.125% 8/13/29	\$497,500.00	\$498,100.00
FHLMC 4.25% 12/5/29	\$498,000.00	\$499,705.00
Ally Bank 2.60% 4/14/26	\$245,000.00	\$242,118.80
Sallie Mae Bank 1.00% 7/8/26	\$144,000.00	\$139,669.92
Goldman Sachs Bank 1.05% 9/22/26	\$160,000.00	\$154,323.20
State Bank of India 1.10% 9/28/26	\$245,000.00	\$236,341.70
Popular Bank 4.60% 4/19/27	\$245,000.00	\$247,587.20
Discover Bank 3.35% 7/12/27	\$235,000.00	\$232,151.80
Capital One 3.40% 8/17/27	\$245,000.00	\$242,118.80
Capital One USA 3.40% 8/17/27	\$245,000.00	\$242,118.80
BMW Bank America 4.85% 9/29/27	\$245,000.00	\$249,414.90
UBS Bank 4.150% 2/14/28	\$245,000.00	\$246,004.50
Morgan Stanley Bank 4.45% 5/3/28	\$245,000.00	\$247,839.55
Toyota Financial Savings Bank 4.20% 8/8/28	\$245,000.00	\$246,342.60
Cross River Bank 4.00% 1/3/29	\$245,000.00	\$244,767.25
Central State Bank 4.50% 5/22/29	\$245,000.00	\$249,010.65
Customers Bank 4.55% 6/27/29	\$245,000.00	\$249,390.40
Optum Bank 4.05% 12/11/29	\$245,000.00	\$244,911.80
JP Morgan Chase Bank 4.65% 1/31/30	\$245,000.00	\$245,039.20
American Express National Bank 4.25% 2/12/30	\$245,000.00	\$247,006.55
Morgan Stanley Private Bank 4.10% 3/26/30	\$245,000.00	\$245,399.35
Fidelity Institutional Government Portfolio (Piper)	\$10,579,343.58	\$10,579,343.58
Gov't. Securities Fund 28% Sold 6/4	\$433,187.00	
MMkt Fd (WF)	\$123,857.36	
TOTAL FUNDS AVAILABLE 6/30/2025	\$18,681,468.56	
Funds Available 1/1/2025	\$26,567,104.60	

	<u>Rates</u>	<u>Money Market</u>
June	Bank	0.03%
	5 Yr. Tr.	3.79%
	10 Yr. Tr.	4.24%

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REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: August 19, 2025
AGENDA ITEM: Claims List Summary
ITEM TYPE: Consent Agenda
FROM: Kristen Schabacker, Finance Director

KMS

BACKGROUND

Significant Claims

US Bank – Monthly Purchases	\$ 22,325.76
BerganKDV – Fire Relief Association Audit	\$ 9,100.00
Campbell Knutson – Legal Services/Prosecutions	\$ 13,826.88
Crysteel Manufacturing – Plow Equipment Repair	\$ 12,496.75
Full Circle Indigenous Planning – Oheyawahe Interpretive Plan	\$ 3,158.00
Great River Greening – Oheyawahe & Natural Resources Projects	\$ 24,874.14
ICS Consulting – City Hall/PD Space Needs Study	\$ 5,049.00
Kirchner Contracting – Ivy Falls Court Striping/Storm Sewer Repair	\$ 5,750.00
Martin McAllister – Public Safety Assessment	\$ 3,250.00
MN Occupational Health – Public Safety Assessment	\$ 3,385.00
Northfield Solar - Utilities	\$ 10,278.62
Savatree – Tree Services	\$ 4,753.00
SPRWS – Water Utility	\$ 4,605.90

Manual Checks Total	\$ 128,025.76
System Checks Total	\$ 203,265.03

Total of the list of claims for August 19, 2025 City Council meeting \$ 331,290.79

RECOMMENDATION

Staff recommends the Mendota Heights City Council approve the list of claims for August 19, 2025.

CITY OF MENDOTA HEIGHTS

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Claims List
MANUAL CHECKS
07/31/25 MAN

Account	Comments	DEPT Descr	Amount
MENDOTA HEIGHTS, CITY OF			
G 01-1155	CREDIT CARD TRANSFER		\$50,000.00
G 45-1155	CREDIT CARD TRANSFER		\$50,000.00
MENDOTA HEIGHTS, CITY OF			\$100,000.00
			\$100,000.00

CITY OF MENDOTA HEIGHTS

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Claims List
MANUAL CHECKS
08/12/25 MAN

Account	Comments	DEPT Descr	Amount
KRAACK, TOM (THE PATIENCE BAND)			
E 01-4435-200-70	8/8/25 PERFORMANCE - PARKS	Parks & Recreation	\$700.00
KRAACK, TOM (THE PATIENCE BAND)			\$700.00
MISSION SQUARE (ICMA RETIREMENT)			
G 01-2073	08/01/25 PAYROLL		\$150.00
G 01-2072	08/01/25 PAYROLL		\$4,150.00
MISSION SQUARE (ICMA RETIREMENT)			\$4,300.00
SCHMIDT, RUSSELL (SKIPPIN STONES)			
E 01-4435-200-70	8/6/25 MUSIC IN THE PARK	Parks & Recreation	\$700.00
SCHMIDT, RUSSELL (SKIPPIN STONES)			\$700.00
U. S. BANK			
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$65.98
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$73.98
E 01-4330-490-30	EQUIP REPAIR - FIRE	Fire	\$28.31
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$28.31
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$28.31
E 15-4330-490-60	EQUIP REPAIR - UTILITY	Utility Enterprise	\$28.32
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	\$25.63
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	\$25.63
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$597.98
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$23.67
E 01-4331-020-20	FURN/EQUIP - PD	Police	\$218.78
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$16.98
E 01-4305-020-20	OPERATING SUPPLIES - PD	Police	\$67.97
E 01-4331-020-20	FURN/EQUIP - PD	Police	\$125.76
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	\$25.62
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$23.66
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$22.98
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$23.67
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$45.75
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$45.75
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$45.75
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	\$16.96
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	\$16.97
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	\$16.97
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	-\$36.99
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	-\$8.91
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	-\$8.92
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	-\$8.92
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$135.99
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$298.00
E 01-4301-114-14	GOOGLE ONE SUBSCRIPTION	Info Tech	\$19.99
E 01-4410-020-20	UNIFORM - PD	Police	\$334.13
E 01-4333-075-75	FORESTY - NATURAL RESOURC	Natural Resources	\$576.99
E 01-4435-200-70	MARKETING - REC	Parks & Recreation	\$47.98
E 01-4301-114-14	OFFICE SUPPLIES - IT	Info Tech	\$154.44
E 01-4300-105-15	OFFICE SUPPLIES - ENGINEERI	Engineering Enterprise	\$18.76
E 45-4335-045-45	KNOX BOX - PAR 3	Golf Course	\$578.48
E 01-4301-114-14	CANVA SUBSCRIPTION	Info Tech	\$149.90
E 01-4490-105-15	MTG SUPPLIES - ENGINEERING	Engineering Enterprise	\$12.47

CITY OF MENDOTA HEIGHTS

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Claims List MANUAL CHECKS 08/12/25 MAN

Account	Comments	DEPT Descr	Amount
E 01-4300-110-10	OFFICE SUPPLIES - ADMIN	Administration	\$17.62
E 01-4490-109-09	MTG SUPPLIES - CITY COUNCI	City Council	\$170.56
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$20.12
E 08-4280-000-00	WASTE DISPOSAL - CITY HALL	Spec Fds	\$4.44
G 01-1215	GOCANVAS 6/13/25-6/12/26 -		\$882.00
E 01-4301-030-30	GOCANVAS 6/13/25-6/12/26 -	Fire	\$882.00
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$49.99
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$14.95
E 01-4331-070-70	ICE MACHINE - PW	Parks & Recreation	\$563.66
E 01-4410-020-20	UNIFORM - PD	Police	\$180.00
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$1,483.98
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$31.68
E 01-4300-020-20	OFFICE SUPPLIES - PD	Police	\$76.49
E 57-4460-805-00	EMERSON AVE STREET IMPRO	Spec Fds	\$215.70
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$1,411.70
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$17.00
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$49.35
E 29-4220-000-00	RAINGARDEN - STORM WATER	Spec Fds	\$45.58
E 01-4305-040-40	OPERATING SUPPLIES - CODE	Code Enforcement/Inspe	\$178.72
E 08-4335-000-00	BOILER LICENSE - T. SULLIVAN	Spec Fds	\$80.00
E 08-4280-000-00	WASTE DISPOSAL - CITY HALL	Spec Fds	\$8.60
E 01-4305-040-40	OPERATING SUPPLIES - CODE	Code Enforcement/Inspe	\$355.64
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$76.00
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$84.46
E 15-4331-060-60	ICE MACHINE - PW	Utility Enterprise	\$563.67
E 01-4435-200-70	OFFICE SUPPLIES - REC	Parks & Recreation	\$39.37
E 45-4334-045-45	BLDG MAINT - PAR 3	Golf Course	\$19.40
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$67.70
E 45-4305-045-45	OPERATING SUPPLIES - PAR 3	Golf Course	\$21.61
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$90.15
E 01-4435-200-70	SENIOR PROGRAM - REC	Parks & Recreation	\$10.43
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$123.90
E 01-4435-200-70	TENNIS LESSONS - REC	Parks & Recreation	\$119.98
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$56.34
E 01-4435-200-70	PARKS CELEBRATION - REC	Parks & Recreation	\$5.80
G 45-2035	BLDG MAINT - PAR 3		-\$0.69
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$10.68
G 45-2035	REC SUPPLIES - PAR 3		-\$2.27
E 01-4435-200-70	TENNIS LESSONS - REC	Parks & Recreation	\$472.71
E 01-4490-020-20	MTG SUPPLIES - PD	Police	\$21.61
E 01-4490-175-20	EMPLOYEE WELLNESS - PD	Police	\$250.00
E 01-4490-175-20	EMPLOYEE WELLNESS - PD	Police	\$250.00
E 01-4490-175-20	EMPLOYEE WELLNESS - PD	Police	\$250.00
E 01-4490-175-20	EMPLOYEE WELLNESS - PD	Police	\$250.00
E 01-4404-020-20	AMEN MEMBERSHIP - PD	Police	\$100.00
E 01-4435-200-70	SENIOR PROGRAMS - REC	Parks & Recreation	\$4.99
E 01-4331-020-20	FURN/EQUIP - PD	Police	\$205.29
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$78.11
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$11.16
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$439.94
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$227.35
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$52.07
E 01-4435-200-70	TENNIS LESSONS - REC	Parks & Recreation	\$4.92

CITY OF MENDOTA HEIGHTS

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Claims List
MANUAL CHECKS
08/12/25 MAN

Account	Comments	DEPT Descr	Amount
E 01-4435-200-70	6/30/25 LASER TAG - REC	Parks & Recreation	\$1,399.99
E 01-4410-020-20	UNIFORM - PD	Police	\$89.00
E 01-4400-200-70	REC CONFERENCE - M. LAWRE	Parks & Recreation	\$316.96
E 01-4400-020-20	MN SHERIFF ASSOC TRAINING	Police	\$175.00
E 01-4435-200-70	FIREWORKS SUPPLIES - REC	Parks & Recreation	\$33.98
E 01-4435-200-70	FIREWORKS SUPPLIES - REC	Parks & Recreation	\$17.97
E 01-4435-200-70	FIREWORKS SUPPLIES - REC	Parks & Recreation	\$21.97
E 01-4435-200-70	FIREWORKS SUPPLIES - REC	Parks & Recreation	\$35.99
E 45-4435-200-45	REC SUPPLIES - PAR 3	Golf Course	\$35.26
E 01-4301-114-14	HOOTSUITE SUBSCRIPTION	Info Tech	\$1,124.39
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$8.54
E 01-4435-200-70	SUPPLIES - REC	Parks & Recreation	\$26.98
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$662.84
E 01-4335-310-70	BLDG MAINT - PW	Parks & Recreation	\$85.28
E 01-4335-310-50	BLDG MAINT - PW	Road & Bridges	\$85.28
E 15-4335-310-60	BLDG MAINT - PW	Utility Enterprise	\$85.28
E 01-4220-110-10	ICE MACHINE - PW	Administration	\$1,000.00
E 01-4300-070-70	OFFICE SUPPLIES - PARKS	Parks & Recreation	\$51.08
G 45-2035	BLDG MAINT - PAR 3		-\$5.64
E 01-4331-050-50	ICE MACHINE - PW	Road & Bridges	\$563.67
E 01-4435-200-70	TOUR DE REC SUPPLIES - REC	Parks & Recreation	\$19.00
E 01-4435-200-70	SENIOR PROGRAMS - REC	Parks & Recreation	\$21.61
G 45-2035	BLDG MAINT - PAR 3		-\$8.39
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$130.39
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$133.94
E 01-4410-020-20	UNIFORM - PD	Police	\$469.95
E 01-4435-200-70	8/25/25 GAME TRUCK - REC	Parks & Recreation	\$100.00
E 01-4223-020-20	JUNE TRANSUNION - PD	Police	\$157.20
E 45-4335-045-45	BLDG MAINT - PAR 3	Golf Course	\$87.63
E 01-4435-200-70	COPS & BOBBERS - REC	Parks & Recreation	\$13.88
E 45-4435-200-45	SUPPLIES - PAR 3	Golf Course	\$19.23
E 01-4435-200-70	SUPPLIES - REC	Parks & Recreation	\$0.89
E 01-4410-020-20	UNIFORM - PD	Police	\$140.96
E 45-4310-210-45	CONCESSIONS - PAR 3	Golf Course	\$78.11
E 01-4435-200-70	KIDSDANCE PARKS CELEBRATI	Parks & Recreation	\$600.00
U. S. BANK			\$22,325.76
			\$28,025.76

CITY OF MENDOTA HEIGHTS

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Claims List
SYSTEM CHECKS
08/19/25 PAY

Account	Comments	DEPT Descr	Amount
ALERUS RETIREMENT AND BENEFITS			
E 01-4490-110-10	JUL 2025 SERVICE FEE/ADMINI	Administration	\$66.00
ALERUS RETIREMENT AND BENEFITS			\$66.00
ALL CITY ELEVATOR, INC.			
E 08-4335-000-00	AUGUST 2025 MAINTENANCE -	Spec Fds	\$228.29
ALL CITY ELEVATOR, INC.			\$228.29
ASPEN MILLS			
E 01-4410-030-30	UNIFORM - FIRE	Fire	\$15.99
E 01-4410-030-30	UNIFORM - FIRE	Fire	\$12.00
ASPEN MILLS			\$27.99
ASPEN WASTE SYSTEMS INC.			
E 01-4280-315-30	AUG 2025 RUBBISH SERVICE -	Fire	\$251.24
E 45-4280-045-45	AUG 2025 RUBBISH SERVICE -	Golf Course	\$165.24
E 01-4280-310-70	AUG 2025 RUBBISH SERVICE -	Parks & Recreation	\$307.70
E 01-4280-310-50	AUG 2025 RUBBISH SERVICE -	Road & Bridges	\$307.70
E 15-4280-310-60	AUG 2025 RUBBISH SERVICE -	Utility Enterprise	\$307.70
E 08-4280-000-00	AUG 2025 RUBBISH SERVICE -	Spec Fds	\$438.09
E 01-4220-085-85	AUG 2025 ORGANIC RECYCLIN	Recycling	\$462.61
ASPEN WASTE SYSTEMS INC.			\$2,240.28
AUTOZONE			
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$23.22
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$23.22
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$23.22
AUTOZONE			\$69.66
BAZILLIONS, THE			
E 01-4435-200-70	8/25/25 PERFORMANCE - REC	Parks & Recreation	\$375.00
BAZILLIONS, THE			\$375.00
BERGAN K D V			
E 01-4220-130-30	FIRE RELIEF ASSOCIATION AU	Fire	\$9,100.00
BERGAN K D V			\$9,100.00
BGMN, INC.			
E 01-4320-110-10	FUEL ADDITIVE	Administration	\$237.27
E 15-4320-060-60	FUEL ADDITIVE	Utility Enterprise	\$237.27
E 01-4320-105-15	FUEL ADDITIVE	Engineering Enterprise	\$237.27
E 01-4320-070-70	FUEL ADDITIVE	Parks & Recreation	\$237.28
E 01-4320-050-50	FUEL ADDITIVE	Road & Bridges	\$237.28
E 01-4320-020-20	FUEL ADDITIVE	Police	\$237.28
E 01-4320-030-30	FUEL ADDITIVE	Fire	\$237.28
BGMN, INC.			\$1,660.93
BLUE CROSS BLUE SHIELD			
G 01-2074	SEPT 2025 HEALTH INSURANC		\$1,637.09
G 01-2071	SEPT 2025 HEALTH INSURANC		\$692.26
E 01-4131-070-70	SEPT 2025 HEALTH INSURANC	Parks & Recreation	\$2,083.79
E 01-4131-050-50	SEPT 2025 HEALTH INSURANC	Road & Bridges	\$5,355.68
BLUE CROSS BLUE SHIELD			\$9,768.82

CITY OF MENDOTA HEIGHTS

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Claims List
SYSTEM CHECKS
08/19/25 PAY

Account	Comments	DEPT Descr	Amount
CAMPBELL KNOTSON			
E 01-4220-120-10	JULY 2025 GENERAL LEGAL SE	Administration	\$256.45
E 01-4220-120-80	JULY 2025 GENERAL LEGAL SE	Planning	\$126.00
E 01-4220-120-30	JULY 2025 GENERAL LEGAL SE	Fire	\$270.00
E 01-4220-120-10	JULY 2025 MEETINGS LEGAL S	Administration	\$1,737.80
E 01-4220-120-50	JULY 2025 PUBLIC WORKS LEG	Road & Bridges	\$54.00
E 01-4220-120-80	JULY 2025 PLANNING LEGAL S	Planning	\$1,098.00
E 01-4222-120-20	JULY 2025 PROSECUTIONS LE	Police	\$5,942.57
E 01-4220-120-80	JULY 2025 MCMILLIAN ESTATE	Planning	\$4,321.12
E 01-4220-120-20	JULY 2025 EXPUNGEMENTS LE	Police	\$20.94
CAMPBELL KNOTSON			\$13,826.88
COMCAST BUSINESS			
E 01-4268-030-30	AUG 7 - SEP 6 SERVICE - FIRE	Fire	\$34.86
E 45-4210-045-45	AUG 8 - SEP 7 SERVICE - PAR 3	Golf Course	\$139.58
COMCAST BUSINESS			\$174.44
CONCENTRA HEALTH SERVICES, INC			
E 01-4306-070-70	TESTING - PARKS	Parks & Recreation	\$59.00
CONCENTRA HEALTH SERVICES, INC			\$59.00
CRYSTEEL MANUFACTURING			
E 01-4330-490-50	FRONT PLOW REBUILD - STRE	Road & Bridges	\$12,496.75
CRYSTEEL MANUFACTURING			\$12,496.75
EATI (EMERGENCY AUTOMOTIVE TECH)			
E 01-4330-490-10	EQUIP REPAIR - ADMIN	Administration	\$46.96
EATI (EMERGENCY AUTOMOTIVE TECH)			\$46.96
ELECTRO WATCHMAN			
E 08-4335-000-00	INSPECTION - CITY HALL	Spec Fds	\$50.00
ELECTRO WATCHMAN			\$50.00
EMERGENCY TECHNICAL DECON			
E 01-4220-030-30	GEAR SERVICES - FIRE	Fire	\$1,578.50
EMERGENCY TECHNICAL DECON			\$1,578.50
EXCEL TURF & ORNAMENTAL			
E 45-4334-045-45	COURSE MAINTENANCE CHEMI	Golf Course	\$360.70
EXCEL TURF & ORNAMENTAL			\$360.70
FIRST NET / AT&T MOBILITY			
E 15-4210-060-60	CELL SERVICE - UTILITY	Utility Enterprise	\$83.64
E 45-4210-045-45	CELL SERVICE - PAR 3	Golf Course	\$83.64
E 01-4490-080-80	CELL SERVICE - PLANNING	Planning	\$45.41
E 01-4490-075-75	CELL SERVICE - NATURAL RES	Natural Resources	\$38.23
E 01-4210-105-15	CELL SERVICE - ENGINEERING	Engineering Enterprise	\$90.82
E 01-4210-050-50	CELL SERVICE - STREET	Road & Bridges	\$136.23
E 01-4210-070-70	CELL SERVICE - REC	Parks & Recreation	\$134.13
E 01-4210-110-10	CELL SERVICE - ADMIN	Administration	\$38.23
E 01-4490-640-12	CELL SERVICE - ELECTIONS	Elections	\$76.46
E 01-4210-070-70	CELL SERVICE - PARKS	Parks & Recreation	\$38.23
E 01-4210-030-30	CELL SERVICE - FIRE	Fire	\$83.64
E 01-4210-020-20	CELL SERVICE - PD	Police	\$1,061.81

CITY OF MENDOTA HEIGHTS

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Claims List
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Account	Comments	DEPT Descr	Amount
E 01-4210-020-20	CELL SERVICE - PD	Police	\$649.91
E 01-4210-070-70	CELL SERVICE - PARKS	Parks & Recreation	\$90.82
E 01-4490-109-09	CELL SERVICE - CITY COUNCIL	City Council	\$45.41
E 01-4210-030-30	CELL SERVICE - FIRE	Fire	\$160.10
FIRST NET / AT&T MOBILITY			\$2,856.71
FLEETPRIDE			
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$8.36
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$40.56
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$44.50
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$38.49
E 01-4330-490-30	EQUIP REPAIR - FIRE	Fire	-\$18.59
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$8.37
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$10.51
E 01-4330-490-50	EQUIP REPAIR - PARKS	Road & Bridges	\$36.58
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$45.00
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$186.76
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$8.36
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$45.00
G 45-2035	EQUIP REPAIR - PAR 3		-\$18.25
E 45-4330-490-45	EQUIP REPAIR - PAR 3	Golf Course	\$283.75
E 01-4330-490-30	EQUIP REPAIR - FIRE	Fire	\$26.39
E 01-4330-440-20	EQUIP REPAIR - PD	Police	\$11.70
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$68.90
E 01-4330-490-30	EQUIP REPAIR - FIRE	Fire	\$18.59
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	-\$178.99
E 01-4330-490-30	EQUIP REPAIR - FIRE	Fire	-\$45.52
E 01-4330-490-30	EQUIP REPAIR - FIRE	Fire	\$24.09
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$45.00
FLEETPRIDE			\$689.56
FULL CIRCLE INDIGENOUS PLANNING			
E 09-4220-000-00	OHEYAWAHE INTERPRETIVE D	Spec Fds	\$3,158.00
FULL CIRCLE INDIGENOUS PLANNING			\$3,158.00
GERTENS GREENHOUSE			
E 57-4460-806-00	RAIN GARDENS - BRIDGEVIEW	Spec Fds	\$76.00
E 57-4460-805-00	RAINGARDENS - EMERSON	Spec Fds	\$76.00
E 01-4333-075-75	TREE PLANTING - NATURAL RE	Natural Resources	\$423.00
GERTENS GREENHOUSE			\$575.00
GLACIAL RIDGE GROWERS			
E 01-4333-075-75	KIDS POLLINATOR GARDEN - N	Natural Resources	\$269.00
GLACIAL RIDGE GROWERS			\$269.00
GOLDCOM			
E 01-4300-030-30	SUPPLIES - FIRE	Fire	\$83.09
GOLDCOM			\$83.09
GOPHER STATE ONE CALL			
E 01-4210-040-40	MAY 2025 SERVICE - REPLACE	Code Enforcement/Inspe	\$468.45
E 01-4210-040-40	JULY 2025 SERVICE	Code Enforcement/Inspe	\$334.80
GOPHER STATE ONE CALL			\$803.25

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Account	Comments	DEPT Descr	Amount
GORGOS, NICK			
E 01-4305-020-20	REIMBURSE COMPLIANCE CHE	Police	\$100.00
GORGOS, NICK			\$100.00
GREAT RIVER GREENING			
E 01-4333-075-75	VALLEY PARK, COPPERFIELD P	Natural Resources	\$15,925.81
E 01-4333-075-75	OHEYAWAHE PROJECT	Natural Resources	\$6,448.33
E 01-4333-075-75	FOREST ENHANCEMENT SOUT	Natural Resources	\$2,500.00
GREAT RIVER GREENING			\$24,874.14
HAGELEE, ERIC			
E 01-4400-020-20	JULY 2025 TRAINING REIMBUR	Police	\$78.05
HAGELEE, ERIC			\$78.05
HANCO CORPORATION			
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$1,129.40
HANCO CORPORATION			\$1,129.40
ICS CONSULTING, LLC			
E 01-4220-110-10	CITY HALL/PD BUILDING PROJ	Administration	\$5,049.00
ICS CONSULTING, LLC			\$5,049.00
INNOVATIVE OFFICE SOLUTIONS			
E 01-4300-110-10	OFFICE SUPPLIES - ADMIN	Administration	\$29.63
E 01-4300-030-30	OFFICE SUPPLIES - FIRE	Fire	\$36.00
E 01-4300-110-10	OFFICE SUPPLIES - ADMIN	Administration	\$5.20
E 01-4300-110-10	OFFICE SUPPLIES - ADMIN	Administration	\$44.66
INNOVATIVE OFFICE SOLUTIONS			\$115.49
INVER GROVE HEIGHTS, CITY OF			
E 01-4435-200-70	LEBANON HILLS FIELD TRIP -	Parks & Recreation	\$49.24
INVER GROVE HEIGHTS, CITY OF			\$49.24
KING, JOSEPH			
E 01-4400-030-30	REIMBURSE JULY FIRE MARSH	Fire	\$488.50
KING, JOSEPH			\$488.50
KIRCHNER CONTRACTING			
E 29-4337-000-00	CURB & GUTTER - STORM WAT	Spec Fds	\$3,500.00
E 01-4330-215-70	STRIPING IVY HILLS COURT -	Parks & Recreation	\$2,250.00
KIRCHNER CONTRACTING			\$5,750.00
LANGUAGE LINE SERVICES			
E 01-4220-020-20	JULY 2025 SERVICE - PD	Police	\$240.59
LANGUAGE LINE SERVICES			\$240.59
LAWSON PRODUCTS, INC			
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$20.69
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$20.69
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$20.68
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$219.37
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$229.25
LAWSON PRODUCTS, INC			\$510.68

M R P A

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Account	Comments	DEPT Descr	Amount
E 01-4400-200-70	OCT ANNUAL CONFERENCE - T.	Parks & Recreation	\$430.00
E 01-4400-200-70	OCT ANNUAL CONFERENCE -	Parks & Recreation	\$440.00
E 01-4400-200-70	ERLI 1 REGISTRATION - T. CA	Parks & Recreation	\$359.00
E 01-4400-200-70	ERLI 1 REGISTRATION - W. EIS	Parks & Recreation	\$359.00
E 01-4400-200-70	OCT ANNUAL CONFERENCE - M	Parks & Recreation	\$460.00
M R P A			\$2,048.00
M T I DISTRIBUTING COMPANY			
E 45-4330-490-45	EQUIP REPAIR - PAR 3	Golf Course	\$658.18
M T I DISTRIBUTING COMPANY			\$658.18
MACQUEEN EMERGENCY			
E 01-4305-156-30	OPERATING SUPPLIES - FIRE	Fire	\$1,075.30
E 01-4305-155-30	OPERATING SUPPLIES - FIRE	Fire	\$2,487.75
E 01-4305-156-30	OPERATING SUPPLIES - FIRE	Fire	\$29.40
MACQUEEN EMERGENCY			\$3,592.45
MADLAND, PETER			
E 01-4268-030-30	REIMBURSE SCBA SUPPLIES - P	Fire	\$33.19
E 01-4305-030-30	REIMBURSE OPERATING SUPPL	Fire	\$27.01
MADLAND, PETER			\$60.20
MARKS TOWING			
E 01-4490-020-20	TOW - PD	Police	\$115.00
MARKS TOWING			\$115.00
MARTIN-MCALLISTER			
E 01-4220-030-30	PUBLIC SAFETY ASSESSMENTS	Fire	\$3,250.00
MARTIN-MCALLISTER			\$3,250.00
MCDOWALL COMFORT MANAGEMENT			
E 01-4335-315-30	BLDG MAINT - FIRE	Fire	\$1,683.00
MCDOWALL COMFORT MANAGEMENT			\$1,683.00
MENARDS			
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	-\$11.94
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$49.95
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$47.97
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$5.98
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$17.24
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$16.22
E 01-4305-070-70	OPERATING SUPPLIES - PARKS	Parks & Recreation	\$16.33
E 15-4305-060-60	OPERATING SUPPLIES - UTILIT	Utility Enterprise	\$16.32
E 08-4335-000-00	BLDG MAINT - CITY HALL	Spec Fds	\$11.94
E 27-4460-807-00	FRIENDLY HILLS IMPROVEMEN	Spec Fds	\$42.95
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$41.76
E 01-4305-050-50	OPERATING SUPPLIES - STREE	Road & Bridges	\$16.33
MENARDS			\$271.05
METRO SALES			
E 01-4220-110-10	JULY 2025 COPIER/PRINTER L	Administration	\$1,194.72
E 01-4330-490-50	JULY 2025 COPIER/PRINTER L	Road & Bridges	\$8.79
E 15-4305-060-60	JULY 2025 COPIER/PRINTER L	Utility Enterprise	\$10.17
E 01-4200-610-20	JULY 2025 COPIER/PRINTER L	Police	\$247.86
E 45-4305-045-45	JULY 2025 COPIER/PRINTER L	Golf Course	\$35.28

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Account	Comments	DEPT Descr	Amount
E 15-4330-490-60	JULY 2025 COPIER/PRINTER L	Utility Enterprise	\$8.78
E 01-4330-490-70	JULY 2025 COPIER/PRINTER L	Parks & Recreation	\$8.79
E 01-4300-030-30	JULY 2025 COPIER/PRINTER L	Fire	\$134.93
METRO SALES			\$1,649.32
MIDWEST MACHINERY CO (FRONTIER AG)			
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$96.01
MIDWEST MACHINERY CO (FRONTIER AG)			\$96.01
MINNESOTA OCCUPATIONAL HEALTH			
E 01-4220-030-30	TESTING - FIRE	Fire	\$3,385.00
MINNESOTA OCCUPATIONAL HEALTH			\$3,385.00
MN DEPT OF LABOR & INDUSTRY			
E 01-4335-310-50	PRESSURE VESSEL - PW	Road & Bridges	\$8.33
E 15-4335-310-60	PRESSURE VESSEL - PW	Utility Enterprise	\$8.34
E 01-4335-315-30	BOILER & PRESSURE VESSEL -	Fire	\$50.00
E 01-4335-310-70	PRESSURE VESSEL - PW	Parks & Recreation	\$8.33
E 08-4335-000-00	BOILER & PRESSURE VESSEL -	Spec Fds	\$50.00
MN DEPT OF LABOR & INDUSTRY			\$125.00
MN DEPT OF TRSPT			
E 27-4460-807-00	FRIENDLY HILLS IMPROVEMEN	Spec Fds	\$63.13
MN DEPT OF TRSPT			\$63.13
MN ST ADMIN ITG TELECOM SRVCE			
E 01-4223-020-20	JULY WAN SERVICE	Police	\$124.00
E 01-4220-114-14	JULY WAN SERVICE	Info Tech	\$111.00
MN ST ADMIN ITG TELECOM SRVCE			\$235.00
MN STATE FIRE CHIEFS ASSN			
E 01-4400-030-30	2025 CONFERENCE - D. JOHNS	Fire	\$325.00
MN STATE FIRE CHIEFS ASSN			\$325.00
MN TEAMSTERS LOCAL 320			
G 01-2075	AUG 2025 UNION DUES		\$994.00
MN TEAMSTERS LOCAL 320			\$994.00
MNL (MINNESOTA NATIVE LANDSCAPE)			
E 01-4333-075-75	MARIE PARK MAINTENANCE -	Natural Resources	\$495.00
MNL (MINNESOTA NATIVE LANDSCAPE)			\$495.00
NORTHFIELD SOLAR LLC			
E 28-4211-000-00	JUNE 2025 ELECTRIC UTILITIE	Spec Fds	\$2,088.37
E 45-4211-047-45	JUNE 2025 ELECTRIC UTILITIE	Golf Course	\$32.40
E 01-4211-310-50	JUNE 2025 ELECTRIC UTILITIE	Road & Bridges	\$421.33
E 01-4211-310-70	JUNE 2025 ELECTRIC UTILITIE	Parks & Recreation	\$421.34
E 01-4211-315-30	JUNE 2025 ELECTRIC UTILITIE	Fire	\$1,209.56
E 01-4211-320-70	JUNE 2025 ELECTRIC UTILITIE	Parks & Recreation	\$447.38
E 01-4211-420-50	JUNE 2025 ELECTRIC UTILITIE	Road & Bridges	\$224.96
E 08-4211-000-00	JUNE 2025 ELECTRIC UTILITIE	Spec Fds	\$3,781.94
E 15-4211-400-60	JUNE 2025 ELECTRIC UTILITIE	Utility Enterprise	\$1,230.00
E 15-4211-310-60	JUNE 2025 ELECTRIC UTILITIE	Utility Enterprise	\$421.34
NORTHFIELD SOLAR LLC			\$10,278.62

CITY OF MENDOTA HEIGHTS

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Account	Comments	DEPT Descr	Amount
OREILLY AUTO/FIRST CALL			
E 01-4305-070-70	OPERATING SUPPLIES - PW	Parks & Recreation	\$27.92
E 15-4305-060-60	OPERATING SUPPLIES - PW	Utility Enterprise	\$27.92
E 01-4305-050-50	OPERATING SUPPLIES - PW	Road & Bridges	\$27.92
OREILLY AUTO/FIRST CALL			\$83.76
OXYGEN SERVICE CO			
E 15-4200-610-60	CYLINDER RENTAL - PW	Utility Enterprise	\$137.11
E 01-4200-610-50	CYLINDER RENTAL - PW	Road & Bridges	\$137.10
E 01-4200-610-70	CYLINDER RENTAL - PW	Parks & Recreation	\$137.10
OXYGEN SERVICE CO			\$411.31
PIONEER ATHLETICS			
E 01-4330-215-70	PARK MAINTENANCE	Parks & Recreation	\$1,190.96
PIONEER ATHLETICS			\$1,190.96
PIONEER SECURESHRED			
E 01-4490-020-20	JULY 2025 SHREDDING	Police	\$96.67
E 01-4490-110-10	JULY 2025 SHREDDING	Administration	\$53.33
PIONEER SECURESHRED			\$150.00
POMPS TIRE SERVICE (GCR TIRES)			
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$2,297.68
POMPS TIRE SERVICE (GCR TIRES)			\$2,297.68
PUBLIC EMPL INS PROGRAM			
G 01-2071	SEPT 2025 HEALTH INSURANC		\$681.98
E 01-4131-020-20	SEPT 2025 HEALTH INSURANC	Police	\$13,328.16
E 08-4131-000-00	SEPT 2025 HEALTH INSURANC	Spec Fds	\$608.46
E 01-4131-105-15	SEPT 2025 HEALTH INSURANC	Engineering Enterprise	\$6,287.48
E 01-4131-050-50	SEPT 2025 HEALTH INSURANC	Road & Bridges	\$608.46
E 01-4131-030-30	SEPT 2025 HEALTH INSURANC	Fire	\$889.52
E 01-4131-020-20	SEPT 2025 HEALTH INSURANC	Police	\$18,577.24
E 01-4131-110-10	SEPT 2025 HEALTH INSURANC	Administration	\$9,224.66
G 01-2074	SEPT 2025 HEALTH INSURANC		\$1,284.60
E 01-4131-070-70	SEPT 2025 HEALTH INSURANC	Parks & Recreation	\$1,825.38
PUBLIC EMPL INS PROGRAM			\$53,315.94
RENT N SAVE			
E 45-4200-610-45	JUNE 2025 RENTALS - PAR 3	Golf Course	\$154.97
G 45-2035	JUNE 2025 RENTALS - PAR 3		-\$9.97
E 01-4200-610-70	JUNE 2025 RENTALS - PARKS	Parks & Recreation	\$2,445.00
G 45-2035	JULY 2025 RENTALS - PAR 3		-\$9.97
E 45-4200-610-45	JULY 2025 RENTALS - PAR 3	Golf Course	\$154.97
E 01-4200-610-70	JULY 2025 RENTALS - PARKS	Parks & Recreation	\$2,095.00
RENT N SAVE			\$4,830.00
ROSEVILLE MIDWAY FORD			
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$214.17
E 15-4330-490-60	EQUIP REPAIR - UTILITY	Utility Enterprise	\$214.17
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$117.37
ROSEVILLE MIDWAY FORD			\$545.71
SAFE-FAST, INC.			

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Account	Comments	DEPT Descr	Amount
E 15-4410-060-60	UNIFORM - PW	Utility Enterprise	\$21.30
E 01-4410-050-50	UNIFORM - PW	Road & Bridges	\$21.30
E 01-4410-070-70	UNIFORM - PW	Parks & Recreation	\$21.30
SAFE-FAST, INC.			\$63.90
SAVATREE			
E 01-4500-075-75	TREE SERVICES - NATURAL RE	Natural Resources	\$4,753.00
SAVATREE			\$4,753.00
SMOOKLER, RICHARD			
E 57-4460-805-00	REIMBURSEMENT - EMERSON	Spec Fds	\$250.00
SMOOKLER, RICHARD			\$250.00
SPRWS			
E 01-4425-310-50	JULY 2025 SERVICE - 2431 LEX	Road & Bridges	\$25.85
E 15-4425-310-60	JULY 2025 SERVICE - 2431 LEX	Utility Enterprise	\$25.84
E 01-4425-310-70	JULY 2025 SERVICE - 2431 LEX	Parks & Recreation	\$25.85
E 01-4425-070-70	JULY 2025 SERVICE - 2627 CO	Parks & Recreation	\$1,821.22
E 01-4425-070-70	JULY 2025 SERVICE - 2171 DO	Parks & Recreation	\$1,946.37
E 01-4425-315-30	JULY 2025 SERVICE - 2121 DO	Fire	\$292.78
E 08-4425-000-00	JULY 2025 SERVICE - 1101 VIC	Spec Fds	\$467.99
SPRWS			\$4,605.90
ST. PAUL PIONEER PRESS			
E 01-4240-080-80	JULY 2025 LEGAL NOTICES	Planning	\$48.95
E 01-4240-080-80	JULY 2025 LEGAL NOTICES	Planning	\$48.95
E 01-4240-080-80	JULY 2025 LEGAL NOTICES	Planning	\$46.75
E 01-4240-110-10	JULY 2025 LEGAL NOTICES	Administration	\$796.95
E 15-4240-060-60	JULY 2025 LEGAL NOTICES	Utility Enterprise	\$77.00
ST. PAUL PIONEER PRESS			\$1,018.60
TIME SAVER OFF SITE SEC. SVC.			
E 01-4220-080-80	7/22/25 PLANNING COMMISSI	Planning	\$212.50
E 01-4220-110-10	7/15/25 CITY COUNCIL MINUT	Administration	\$253.25
TIME SAVER OFF SITE SEC. SVC.			\$465.75
TRI STATE BOBCAT			
E 01-4330-215-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$70.00
E 01-4330-490-70	EQUIP REPAIR - PARKS	Parks & Recreation	\$248.39
E 01-4330-490-50	EQUIP REPAIR - STREET	Road & Bridges	\$295.21
TRI STATE BOBCAT			\$613.60
VERIZON WIRELESS			
E 01-4210-030-30	CELL SERVICE	Fire	\$110.03
E 45-4210-045-45	CELL SERVICE	Golf Course	\$40.01
E 01-4210-070-70	CELL SERVICE	Parks & Recreation	\$35.01
E 01-4210-050-50	CELL SERVICE	Road & Bridges	\$38.38
VERIZON WIRELESS			\$223.43
VESTIS (ARAMARK)			
E 01-4410-050-50	UNIFORM - PW	Road & Bridges	\$10.26
E 15-4200-610-60	MAT SERVICE - PW	Utility Enterprise	\$15.29
E 01-4200-610-50	MAT SERVICE - PW	Road & Bridges	\$15.29
E 01-4200-610-70	MAT SERVICE - PW	Parks & Recreation	\$15.29
E 08-4335-000-00	MAT SERVICE - CITY HALL	Spec Fds	\$115.50
			\$171.63
			\$203,265.03

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**REQUEST FOR CITY COUNCIL ACTION**

MEETING DATE: August 19, 2025

AGENDA ITEM: Metropolitan Council District 15 Representative Victor Obisakin Introduction

ITEM TYPE: New and Unfinished Business

DEPARTMENT: Administration

CONTACT: Kelly Torkelson, Assistant City
Administrator

ACTION REQUEST:

Informational presentation- no action required.

BACKGROUND:

Metropolitan Councilmember Victor Obisakin, representative for District 15, will do a short presentation introducing himself to the City Council.

FISCAL AND RESOURCE IMPACT:

N/A

ATTACHMENTS:

None

CITY COUNCIL PRIORITY:

Inclusive and Responsive Government