



CITY OF

Waite Park

2026 BUDGET

DOCUMENT



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CITY OVERVIEW



WAITE PARK TODAY



COMMUNITY FEATURES AND ASSETS

The City of Waite Park occupies approximately 7,468 acres in the west side of the St. Cloud metropolitan region. The Sauk River provides most of city's northern boundary while I-94 and the City of St. Joseph define the City's southern and western edges. Waite Park shares its eastern boundary with the City of St. Cloud.

NATURAL FEATURES, PARKS AND TRAILS

The Sauk River corridor and Transformer quarry provide opportunities for enjoying the outdoors and connecting with the natural world.

The Ledge Amphitheater hosts live performances and events for up to 6,000 visitors.

Waite Park has seven individual park facilities ranging from the ½-acre Jagiello Park Playground to the 42-acre River's Edge Park with a multitude of facilities including a seasonal splashpad, playground, ball fields, pickle ball courts, winter skating and hockey as well as walking trails. Other parks include: Bartz Park, Community Park, Lions Park, Rock Island Park and Willow Creek Park.

The Healthy Living Trail provides in-town opportunities for walking and rolling with exercise stations and medicinal flower gardens.

The 65-mile Lake Wobegon Trail provides walking and rolling opportunities to connect with numerous central Minnesota communities as well as the Mississippi River.

PUBLIC BUILDINGS

Waite Park City Hall
19 13th Ave N, Waite Park, MN

Waite Park Public Works Building

Great River Regional Library

253 N. 5th Ave
Waite Park, MN
Provides a permanent collection of books, audio books, DVD's, music CD's, magazines and newspapers. Offers a wide range of programs for adults and children.

SENIOR CENTER

19 13th Ave. N
Basement of Waite Park City Hall

SCHOOLS

Discovery Community School, St. Cloud Area School District
Kindergarten - 5th grade
700 7th St. S., Waite Park, MN

St. Cloud Math and Science Academy, Public
Kindergarten - 5th grade
136 Division St. Waite Park, MN

Holly Innocents School, Catholic, Private
Kindergarten - 12th grade
1705 CR-137, Waite Park, MN

Junior High, High School are provided in St. Cloud:

- McKinley Alternative Learning Center, St. Cloud Area School District
- Tech High School, St. Cloud Area School District
- North Junior High, St. Cloud Area School District
- Apollo High School, St. Cloud Area School District

Multiple opportunities for higher education within the St Cloud Metro:

- St. Cloud State University, Public
- St. Cloud Technical and Community College, Public
- Rasmussen University, Private
- College of St. Benedict, Private
- St. John's University, Private



Quarry Park and Nature Preserve



City Hall



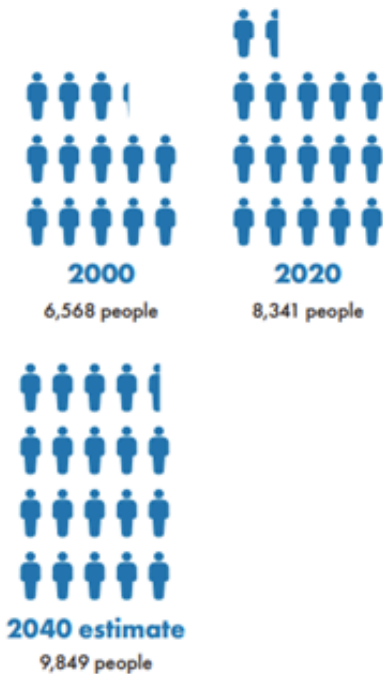
Public Works Building



River's Edge Park

WAITE PARK TODAY

Population Growth



DEMOGRAPHICS

The following information takes a look at Waite Park's population, age distribution, education levels, employment and income levels, and future trends. Assessing population characteristics is helpful in identifying community needs and planning for the City's future. The 2020 U.S. Census was used to identify demographic information for the City of Waite Park and surrounding communities.

POPULATION GROWTH

Waite Park has experienced steady population growth during the last two decades. The City saw a significant population increase (24.2% growth) between 2010 and 2020, which was faster compared to Stearns County (5.1%) and the St. Cloud Metro Area (5.6%). Growth during the 2020s and 30s is anticipated to continue at a steady pace. The City's population is expected to grow to 9,849 residents by 2040.

Population Size					
	2000	2010	2020	2030	2040
Waite Park	6,568	6,715	8,341	9,103	9,849
Stearns County	133,166	150,642	158,292	174,622	190,764
St. Cloud Metro Area	167,392	189,093	199,671	219,455	238,942

AGE DISTRIBUTION

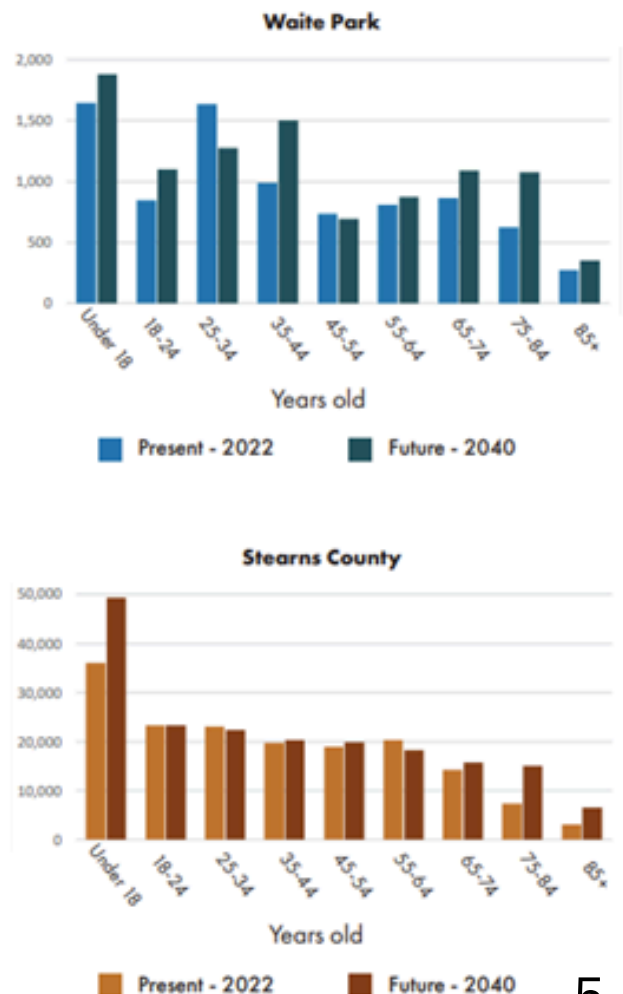
The age distribution of a community's population helps in assessing the type of housing, employment, recreational and commercial services needed.

Approximately 50% of Waite Park residents in their prime working years between the ages of 25 to 65 years. As of 2022, the largest adult age cohort in Waite Park is the 25 to 34 age group, which makes up 19.4% of the population. This also explains the large youth group under 18 years old, which make up 19.5% of the population.

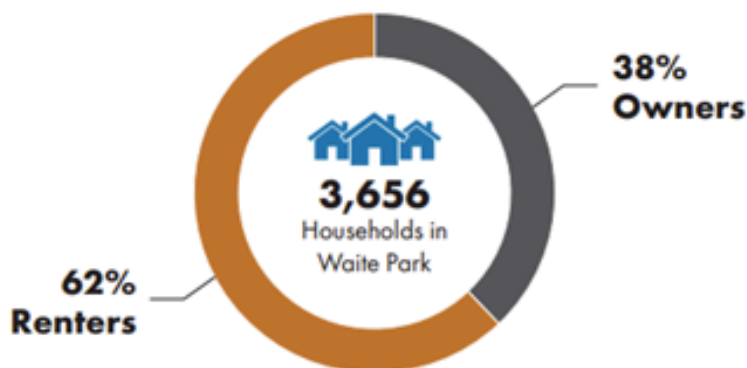
Additionally, as residents enter their middle-age years, particularly those with children, they traditionally prefer lower-density single-family homes.

Based on current conditions, it's anticipated that the senior citizen population will continue to increase significantly. During the 2020s, the 75 to 84 age group is anticipated to expand by 42%. This would result in more Waite Park residents moving out of the workforce, as well as needing different levels of service.

Age Distribution



Homeownership in 2022



Home Ownership				
	2010		2022	
	Own	Rent	Own	Rent
Waite Park	45%	55%	38%	62%
Stearns County	72%	28%	68%	32%
St. Cloud Metro Area	71%	29%	68%	32%

HOUSING

During the last two decades, the growth in number of households was higher than the overall population growth in Waite Park. Waite Park had a strong household growth between 2010 and 2020, increasing from 3,127 to 3,519 households (12.5% growth), as has Stearns County (7.6%) and the St. Cloud Metro Area (7.9%).

The proportional increase in new households was high relative to population suggesting a trend toward shrinking household sizes in the City.

The larger percentage of lower-household incomes and younger population in Waite Park has impacted the level of homeownership. As the housing market has seen property prices rise over the last decade, it has made it more difficult for lower income households and first time buyers to purchase a home.

Home ownership in Waite Park has been significantly lower compared to Stearns County and the St. Cloud Metro Area. In 2022, the homeownership rate in Waite Park was 38%, compared to 68% in both Stearns County and the St. Cloud Metro Area.

Typically, the youngest and oldest households rent their housing in greater proportions than middle-age households. Nearly 100% of the population under the age of 25 and over 85% of the age 25 to 34 households are renters in Waite Park.

COMMUTING

Proximity to employment is often a primary consideration when choosing where to live, particularly for younger and lower income households since transportation costs often account for a greater proportion of their budgets.

A majority of Waite Park residents work outside of the City. About 90% of the workers employed in Waite Park live outside the City. The largest proportion of workers in Waite Park commute from St. Cloud (40.7%), followed by Waite Park (10.1%), Cold Spring (4.1%), and Sartell (3.5%).

These commuting patterns contribute to traffic levels on the city's primary roadways.



Division Street near Crossroads Mall

WAITE PARK TODAY

Race and Ethnicity				
	2010		2020	
White Alone	5,531	86.2%	4,809	63.9%
Black or African American Alone	435	6.8%	2,199	29.2%
American Indian or Alaska Native Alone	35	0.55%	40	0.53%
Native Hawaiian or Other Pacific Islander Alone	1	0.02%	3	0.04%
Asian Alone	240	3.7%	202	2.7%
Some Other Race	10	0.2%	23	0.3%
Two or More Races Alone	161	2.5%	251	3.3%
Hispanic or Latino (Ethnicity not Race)	302	4.5%	814	9.8%
TOTAL	6,715		8,341	

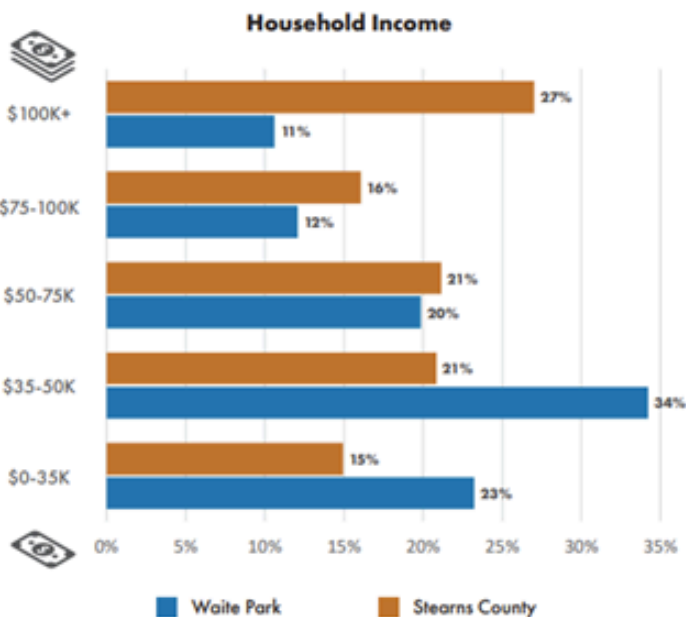
RACE AND ETHNICITY

Over the last decade, the racial and ethnic profile has changed in Waite Park. Waite Park has become more racially and ethnically diverse.

Between 2010 and 2020, the percentage of White residents decreased by almost 22%. The percentage of Black or African American residents increased by 20%, while Hispanic or Latino residents increased by 5%.

Waite Park has seen a continuous influx of Somali immigrants. This has the potential to lead to alternative market demands for various goods and services and has a direct effect on labor force, schools, transportation systems and housing options.

WAITE PARK TODAY



INCOME

Income levels are directly tied to occupations and employment. Income statistics can help explain the quality of life and stability of a community. This information also helps determine demand for different types of housing and retail services.

In 2022, the Waite Park median household income is \$43,919, which is significantly lower than Stearns County (\$65,804) and St. Cloud Metro Area (\$64,505).

As Waite Park has become more developed over the past decade there has been an increase in higher paying jobs. In 2010, only one employment sector had an average weekly wage of \$1,000 or more: Public Administration. By 2020, three job sectors had average weekly wages above \$1,000: Construction; Trade, Transportation and Utilities; and Financial Activities. By 2021, there were four sectors with weekly wages above \$1,000 (the same four previously mentioned). As Waite Park becomes more developed it is likely that wages in Waite Park will begin to climb closer to Metro Area averages.

EMPLOYMENT

Employment trends are important to consider since job growth can typically influence household and population growth as people typically desire to live near where they work.

Employment numbers in Waite Park have been increasing steadily during the last two decades and are expected to continue to grow. By 2030, Waite Park is forecast to have 9,823 jobs, an increase of 29.4% since 2020.

The largest job sector in Waite Park is the Trade, Transportation and Utilities Sector, which employed an estimated 2,500 people as of 2021. This accounted for 34% of the City's total employment. This was followed by leisure and hospitality as the second largest job sector in the City.

Employment - Number of Jobs						
	2000	2010	2020	2021	2030	2040
Waite Park	6,305	6,765	7,589	7,251	9,823	11,649
Stearns County	76,331	77,294	86,708	86,832	93,196	98,466
St. Cloud Metro Area	93,753	93,118	107,623	107,715	112,455	119,395



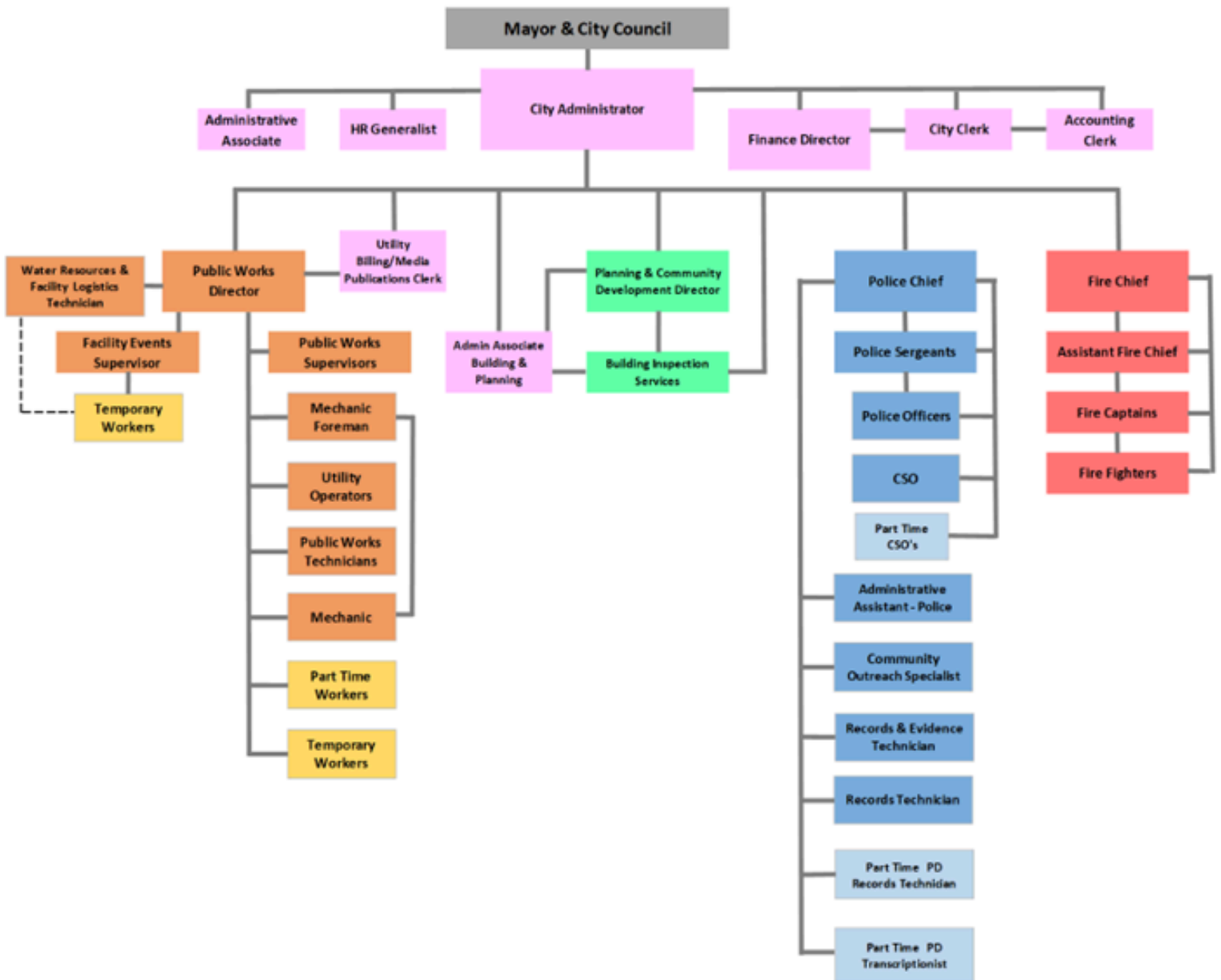
Business Park



Manufacturing businesses

City of Waite Park

ORGANIZATIONAL CHART





CITY OF WAITE PARK'S 5 YEAR STAFFING PLAN

CITY OF WAITE PARK'S - 5 YEAR - STAFFING PLAN 2026 - 2030

ALL DEPARTMENTS							
Department		2025	2026	2027	2028	2029	2030
Public Works -	Full Time	16	16	17	17	17	17
Public Works -	Part Time/Seasonal	8	8	8	8	8	8
Police -	Full Time	27	27	28	28	30	30
Police -	Part Time	3	3	3	3	3	3
Administration -	Full Time	11	11	12	12	12	12
Administration -	Part Time	0	0	0	0	0	0
Fire -	Full Time	0	1	1	1	1	1
Fire -	Paid On Call	16	15	15	15	15	15
Total Full Time Employees		54	55	58	58	60	60
Total Part Time / Temp / PD On Call		27	26	26	26	26	26
Total City Employees		81	81	84	84	86	86
Contracted Services		7	7	8	8	8	8

CONTRACTED SERVICES						
Type of Contracted Service	2025	2026	2027	2028	2029	2030
Building Inspections	1	1	1	1	1	1
New West/Mammoth AMP National Act	1	1	1	1	1	1
Landscaping Coordinator	1	1	1	1	1	1
City Attorney - Flaherty Hood / Robert Scott	1	1	1	1	1	1
Engineer - S E H / Dave Blommel	1	1	1	1	1	1
Prosecuting Attorney - City of St Cloud	1	1	1	1	1	1
Economic Development	0	0	1	1	1	1
West Central Sanitation - Refuse	1	1	1	1	1	1
Total Contracted Services	7	7	8	8	8	8

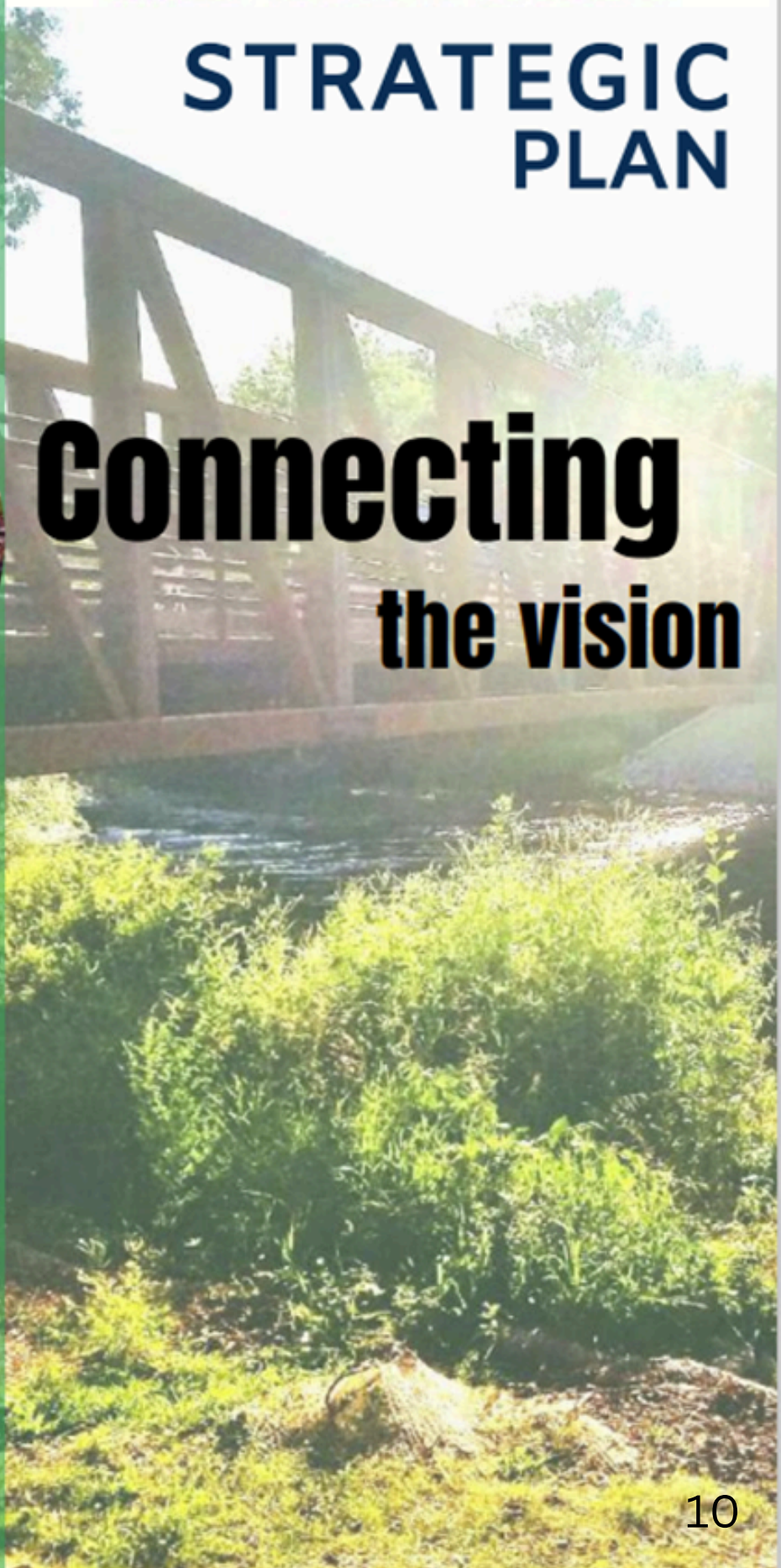


Waite Park

WHERE MINNESOTA CONNECTS

STRATEGIC PLAN

**Connecting
the vision**





MISSION

To provide outstanding service in an efficient, effective, and professional manner.

OUR VISION

A local government which embraces the changing needs and expectations of the public while focusing on providing a high level of service in the most effective and efficient manner possible.

CORE VALUES

The Waite Park organization is made up a diverse group of individuals. We believe we are made stronger through that diversity and our set of Core Values.

- I Integrity
- C Courage
- A Accountability
- R Respect
- E Excellence

December 15, 2025

Dear Waite Park Residents and Business Community,

The Waite Park Mayor and City Council have worked closely with staff to develop the proposed 2026 budget. This budget reflects both our immediate needs and our commitment to planning for the future.

A major focus this year has been organizing long-term priorities through five-year capital plans, ensuring we invest strategically in streets, utilities, facilities, parks, and equipment. We have also emphasized supporting our staff. With several key retirements expected in the next decade, succession planning, retention, and preparing future leadership are essential to maintaining high-quality city services.

The proposed budget continues to prioritize infrastructure investments, facility maintenance, commercial and industrial development, and strong communication with residents and businesses. It also outlines important next steps for the future of the fire department, including hiring a full-time Fire Chief to provide dedicated leadership. In addition, the City is increasing its investment in technology and has added a full-time IT position to better support staff and improve efficiency.

In 2026, the City will also focus on completing the expansion of the City Hall/Public Safety Facility, ensuring we can meet the community's long-term service needs.

While addressing these priorities, the City Council and Mayor have remained committed to minimizing the increase in the tax rate and being responsible stewards of public resources.

Thank you for your continued support and engagement as we plan for a strong and sustainable future for Waite Park.

Sincerely,

The Waite Park Mayor and City Council

STRATEGIC GOALS



1 Industrial/Commercial Development
Grow industrial/commercial development to provide stable, higher paying jobs, and be key anchors in the community.

2 Entertainment
Become an entertainment destination that attracts new visitors, retains residents, and expands options for food, art, culture, sports, and more.

3 Public Safety
Strengthen proactive engagement and trusting relationships with the entire community in solving issues in all areas of public safety.

4 Transportation
Coordinate with the larger community to create an easily accessible, connected, and safe transportation system across multiple modes that meet the changing needs.

5 Environment
Become better environmental stewards through proactive processes.

6 Housing
Create different housing options to meet a variety of needs.

7 Recreation
Increase recreation opportunities to give residents and visitors of all ages safe, affordable, and fun things to do.

8 Education
Enhance collaboration with education systems and services to meet the needs of all learners of all ages to equip them for success.

9 Organizational Goal
Create an organization where all employees are valued, supported, and committed to working together, providing the best level of services possible to those they serve.

STRATEGIC WORK PLAN



PRIORITIES

City of Waite Park Tactical Plans

City of Waite Park Organizational Goal:

Create an organization where all employees are valued, supported, and committed to working together, providing the best level of services possible to those they serve.

CITY-WIDE Desired Outcome(s) in next 3-5 years

- *Participation has increased at the offered city-wide dept activities that give employees an opportunity to interact with employees from other depts.*
 - *Different opportunities are offered to employees where they can provide information about our working environment.*
 - *An established holistic wellness plan is offered and available to our staff.*
-

2025 Accomplishments

- Completed an employee survey to assist with fitness gym as part of the city hall/public safety renovation/expansion project.
- Provided staff with an opportunity to learn more about financial planning.
- Educated staff on benefits offered by the city, as well as the optional benefits available.

2026 Goals

- Determine city-wide dept activities that reach a cross section of staff.
- Provide all employees with an opportunity to complete stay interviews and share the information gained with management team.
- Continue to work on wellness activities that benefit a cross section of all employees and their interests.
- Construct employee gym using the input sought from city employees to determine equipment and amenities for the space.

Public Safety Goal:

Create a community where we foster the health, safety, and well-being of our residents, businesses, and visitors.

CITY-WIDE Desired Outcome(s) in next 3-5 years

- *Build a Community Outpost.*
- *Create a communications plan that develops trusting relationships with a diverse community.*
- *Implement a multi-modal transportation plan that enhances safety and connects residents and businesses.*

2025 Accomplishments

- Community Outpost: Explored the possible role of the Boys and Girl and Senior Center collocating in the former Public Works building and what services could be provided in the space that would benefit them all.
- Identify most common language barriers and ways to address them:
 - The city expanded the use of the language line to provide staff to communicate with the public.
 - Interpreters continue to be available as options but are very costly and used on an as needed basis.
 - Continue to assess and implement additional technology to aid and effectively communicate with our community.
 - Explore additional ways to translate documents into the languages most used in the Waite Park community.
- Inventory existing transportation network options in a single resource
 - Review existing resources and compile them together, identify any gaps in data
 - Work continues locating and constructing a Metro Bus Transit Center hub

2026 Goals

- Establish a Community Outpost:
 - Work with the Greater St. Cloud public safety foundation to determine what role they will play in the creation of this community outpost.
- Identify most common language barriers and ways to address them:
 - Continue to assess and implement additional technology to aid and effectively communicate with our community.
 - Explore additional ways to translate documents into the languages most used by the Waite Park community.
- Transportation Network: Construction of Metro Bus Transit Center hub

Public Safety Goal:

Develop collaborative community engagement partnerships, built on pillars of staffing, technology, and facilities, to enhance Public Safety.

CITY-WIDE Desired Outcome(s) in next 3-5 years

- *Build a Public Safety Facility.*
 - *Establish a Community Engagement Unit.*
 - *Develop an effective referral system for issues related to mental health, homelessness, and chemical dependency.*
 - *Fire Dept staffing concerns have been addressed.*
-

2025 Accomplishments

- Construction on the City Hall/Public Safety Facility began and will be completed in the Fall of 2026.
- Fire Study was completed and presented. A regional committee comprised of St. Joseph, Sartell, Waite Park, Stearn County, and St. Cloud representatives was formed to pursue opportunities for regional collaboration as it relates to fire service.

2026 Goals

- Continue to work on police staffing to allow department to consider forming the community engagement unit.
- ID collaborative partners to help reduce calls for mental health, homelessness, & chem. dependency.
- Hire a full-time Fire Chief to focus on the fire service needs developing a sustainable staffing model that serves the best interest of the City of Waite Park. Focus will also be on fire prevention efforts as well.

Industrial/Commercial Development Goal:

Attract, grow, and retain industrial/commercial development that complements and diversifies our local economy.

CITY-WIDE Desired Outcome(s) in next 3-5 years

- *Attract 1-2 major employers with higher-paying wages*
- *Review ordinances that can assist in making any necessary improvements based on needs.*
- *Create a beautification plan for the City that improves the visual appeal of right-of-way and new/redevelopment.*

2025 Accomplishments

- Met with local developers, property owners, and real estate staff to discuss development in Waite Park to determine any constraints to development within the City.
- Met with a variety of representatives on possible development within the city.
- The city saw significant investment with new and existing businesses, new construction, additions/expansions, and renovations. The estimated investment for commercial/industrial was over \$70 million.

2026 Goals

- Create a committee and develop a beautification plan for the city that enhances the overall aesthetics of the city and consider funding opportunities. Incorporate this plan into city projects, the EDA financial policy and ordinance updates.
- Begin the implementation of the beautification plan into the 2027 capital projects.
- Complete the revision to the zoning ordinance incorporating environmental/health/safety/wellness.
- Bring forward potential update for EDA funding/financial policy for the City Council to consider.
- Review policy efficacy and monitor market on ongoing basis to determine if any further changes may be needed.

Entertainment Goal: Create entertainment opportunities that connect our community and draw visitors, taking into consideration our existing natural landscape.

CITY-WIDE Desired Outcome(s) in next 3-5 years

- At least one recreational entertainment venue is built.
- At least one entertainment option is added for residents and visitors of all ages.
- *Clear locations are defined for future planned construction to support entertainment venues.*

2025 Accomplishments

- Met with developers, real estate, and property owners and discussed development opportunities within the City of Waite Park. The entertainment vision was shared and input was provided for staff.
- Met with potential developers about possible developments that would complement and assist with the entertainment development.

2026 Goals

- Conduct research and determine potential entertainment options (considering what existing activities there are to do within the region, the types, the demographics they serve, and locations). Include what we have for entertainment options and what might be missing from the region.
- Determine locations for entertainment within existing and new development areas (*considering what areas we want to avoid, due to undesirable impacts on City depts*).
- Create a team of local leaders interested in assisting and define their work plan.
- Identify developers and the development process for this type of development.
- Create additional amenities on The Ledge property to create more opportunities to host events on the surrounding property.

2025 Accomplishments

- Regional Fire Study was completed, and a committee was formed to evaluate the regional opportunities for collaboration. Committee consists of members from St. Joseph, Sartell, and St. Cloud.
- Created a monthly electronic newsletter with assistance from the Greater St. Cloud Convention and Business Bureau that highlights city news, business spotlights, and community events.
- Completed the design and began construction on the remodeling/expansion of city hall/public safety facility.
- Relocated all city operations to public works facility during construction/remodeling of the city hall/public safety facility.
- Converted many city documents into digital format.
- Completed the first phase of the meter replacement plan which included 800 meters.
- Hired 21 new employees, added a new It Network Specialist and Water Resource Technician position, 2 employee retirements, and 9 fire employee resignations. Backgrounded 37 RSVP volunteers for The Ledge.
- Updated the park master plan for Rivers Edge Park and Community Park.
- Implemented and updated personnel policies and completed pay equity report.
- Developed an implementation plan for compliance with Paid Family Medical Leave.

2026 Goals

- Complete the hiring process for the new full-time Fire Chief position to provide more time to dedicate to the needs of the Fire Department.
- Complete the expansion and renovation of city hall/public safety
- Develop transition plan, complete hiring process for Public Works Director position.
- Create a beautification plan for City.
- Secure the remaining State funding to finish The Ledge improvements.
- Overhaul the zoning ordinance utilizing city staff to complete the work.
- Develop economic development website to assist with promoting community opportunities.
- Continue to work on the plan/design to address PFAS and other water treatment updates needed with the assistance of consulting engineer.
- Complete the second and final phase of the water meter replacement plan.
- Continue work on expanding and enhancing The Ledge amenities.
- Implement new phone system and Laserfiche software.
- Continue to address lead service line compliance.
- Complete the construction/renovation of city hall/public safety facility and complete the transition back to the facility.
- Implement an incident mapping system that will provide the public with additional information police related to activities by location.
- Implement the new building permit software.



2026

BUDGET OVERVIEW

The total general fund budget for 2026 is \$14,191,506. This is a 6.75% increase in the budget from 2025. This increase in the budget will be a 1.25% increase in the tax rate from 2025 to 2026.

The increase in the budget is a direct result of salary and benefits for employees, capital expenditures, contractual services for both emergency management and fire services. In addition, the increase is also a reflection of inflation and the increased costs of all goods and services.

**RESOLUTION NO. 121525-02
CITY OF WAITE PARK**

RESOLUTION ADOPTING THE 2026 GENERAL AND SPECIAL FUND BUDGETS

2026 GENERAL FUND BUDGET

REVENUES:

Property Taxes	\$11,660,361
Gravel Tax	120,000
Franchise Fees	430,000
Liquor Licenses	51,000
Other Licenses & Permits	28,650
Grants & Aids	755,120
Charges for Services	281,775
Fines	73,600
Interest	50,000
Other Sources	341,000
Designated Working Capital	<u>400,000</u>
Total Revenues	\$14,191,506

EXPENDITURES:

City Council	\$ 44,755
Mayor	14,885
Planning Commission	4,950
Elections	38,650
Administration	1,170,807
Assessing	30,000
Audit	33,000
Legal	110,000
Planning & Zoning	228,253
Government Buildings	353,235
Library	29,850
Police	5,041,115
Fire	1,356,447
Inspections	339,165
Emergency Services	75,800
Animal Control	5,000
Engineering	1,200,000
Streets	1,966,899
Snow Removal	226,815
Traffic Signs & Signals	95,000
Street Lighting	126,600
Waste Collection/Disposal	531,500
Brush Collection	28,650
Weed Control	52,225
Tree Trimming	13,300
Parks	952,055
Splash Pad	45,100
Insurance	62,000
Miscellaneous	<u>15,450</u>
Total Expenditures	\$14,191,506

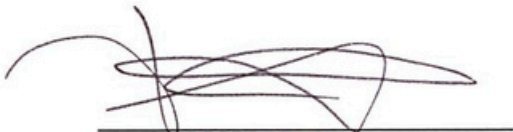
RESOLUTION NO. 121525-02
(continued)

CITY OF WAITE PARK

2026 SPECIAL FUND BUDGETS

<u>FUND</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>
Park Land Development	1,000	32,000
Charitable Gambling	70,500	94,600
Local Sales Tax	1,500,000	1,200,000
City Sales Tax	2,150,000	2,300,000
Public Safety Facility	16,789,000	16,789,000

Adopted by the City Council of the City of Waite Park, Minnesota, this 15th day of December 2025.



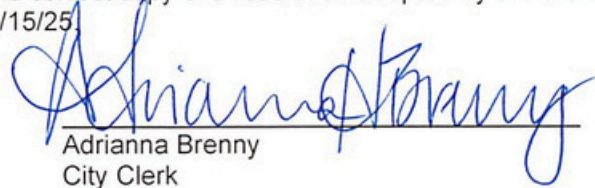
Kenneth Schmitt
Mayor

Adrianna Brenny
City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption: Member Starling
Seconded by: Member Schulz
Voted in favor of: All
Voted against: None
Abstained: None
Absent: Member Blackburn
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Waite Park City Council at a duly authorized meeting held on 12/15/25.



Adrianna Brenny
City Clerk

RESOLUTION NO. 121525-03
CITY OF WAITE PARK

RESOLUTION ADOPTING THE PROPERTY TAX LEVY FOR 2026

GENERAL FUND LEVY: \$11,660,361

TAX ABATEMENT LEVY:

2016A G. O. Tax Abatement Bonds \$ 184,550

TOTAL TAX ABATEMENT 184,550

DEBT SERVICE LEVIES:

2013B G. O. Improvement Bonds 206,200

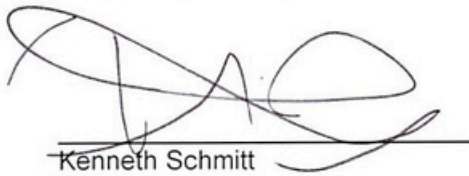
2016B G. O. CIP Bonds 562,100

2025A G. O. Improvement Bonds (CIP) 229,989

TOTAL DEBT SERVICE 998,289

GRAND TOTAL \$12,843,200

Adopted by the City Council of the City of Waite Park, Minnesota, this 15th day of December 2025.



Kenneth Schmitt
Mayor



Adrianna Brenny
City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption: Member Schulz

Seconded by: Member Starling

Voted in favor of: All

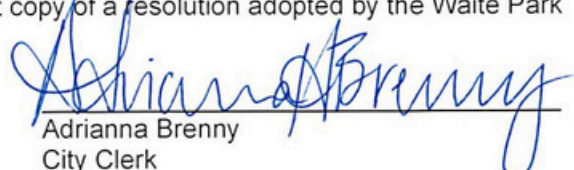
Voted against: None

Abstained: None

Absent: Member Blackburn

Resolution Adopted:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Waite Park City Council at a duly authorized meeting held on 12/15/25.



Adrianna Brenny
City Clerk

BUDGET REVENUES

THE CITY'S GENERAL FUND BUDGET IS SUPPORTED BY A VARIETY OF REVENUES THAT ARE INCLUDED IN THIS DOCUMENT. THESE REVENUES OFFSET THE AMOUNT OF REVENUE NEEDED FROM PROPERTY TAXES TO SUPPORT THE GENERAL BUDGET.

REVENUE BUDGET

Acct#	Title	2025 Revenue Budget	2026 Revenue Budget
GENERAL PROPERTY TAXES			
101.3100.3110	CURRENT AD VALOREM	.00	.00
101.3100.3111	AD VALOREM	10,763,858.00	11,660,361.00
101.3100.3121	DELINQUENT AD VALOREM TAXES	.00	.00
101.3100.3127	EXCESS TIF	.00	.00
		<u>10,763,858.00</u>	<u>11,660,361.00</u>
TAXES IMPOSED BY COUNTY			
101.3170.3171	GRAVEL TAX	140,000.00	120,000.00
101.3170.3175	TRANSIT SALES TAX	.00	.00
		<u>140,000.00</u>	<u>120,000.00</u>
OTHER TAXES			
101.3180.3181	FRANCHISE LOCAL ACCESS FEES	75,000.00	70,000.00
101.3180.3183	ELECTRIC SERVICE FRANCHISE FEE	360,000.00	360,000.00
		<u>435,000.00</u>	<u>430,000.00</u>
LICENSES & PERMITS			
101.3200.3211	ON SALE LIQUOR	47,000.00	44,500.00
101.3200.3212	ON SALE SUNDAY LICENSE	4,800.00	4,600.00
101.3200.3213	OFF SALE LIQUOR LICENSE	800.00	800.00
101.3200.3215	CLUB LICENSE	100.00	100.00
101.3200.3216	SPECIAL LIQUOR PERMIT	.00	.00
101.3200.3217	BREWER TAPROOM	100.00	150.00
101.3200.3218	BREWER OFF SALE	100.00	100.00
101.3200.3221	ON SALE BEER LICENSE	500.00	500.00
101.3200.3222	OFF SALE BEER LICENSE	250.00	250.00
101.3200.3225	WINE LICENSE	900.00	900.00
101.3200.3226	TOBACCO LICENSE	1,000.00	1,000.00
101.3200.3227	LODGING LICENSE	300.00	300.00
101.3200.3228	CANNABINOID LICENSE	200.00	.00
101.3200.3229	LOW POTENCY HEMP REGISTRATION	.00	500.00
101.3200.3230	CANNABIS REGISTRATION	.00	250.00
101.3200.3231	EXCAVATOR LICENSE	1,200.00	1,600.00
101.3200.3233	MECHANICAL LICENSE	4,000.00	4,300.00
101.3200.3234	PEDDLER LICENSE	.00	.00
101.3200.3235	MASSAGE THERAPIST LICENSE	2,000.00	2,200.00

Acct#	Title	2025 Revenue Budget	2026 Revenue Budget
101.3200.3236	BILLBOARDS	3,000.00	3,000.00
101.3200.3241	FIREWORKS PERMIT	650.00	650.00
101.3200.3271	ANIMAL LICENSES	8,000.00	8,000.00
101.3200.3273	ANIMAL REPLACEMENT TAGS	.00	.00
101.3200.3275	ANIMAL PENALTY FEES	650.00	650.00
101.3200.3491	YARD WASTE SITE PERMIT	4,900.00	5,300.00
		<u>80,450.00</u>	<u>79,650.00</u>
FEDERAL GRANTS & AIDS			
101.3310.3312	FEMA GRANTS	.00	.00
101.3310.3315	COPS GRANT	63,000.00	.00
101.3310.3339	MISCELLANEOUS FEDERAL GRANTS	.00	.00
		<u>63,000.00</u>	<u>.00</u>
STATE GRANTS & AIDS			
101.3340.0003	STATE AID TO FIRETOWNS	.00	.00
101.3340.3341	LOCAL GOVERNMENT AID	490,000.00	503,820.00
101.3340.3342	PUBLIC SAFETY AID	.00	.00
101.3340.3344	MARKET VALUE CREDIT - AG	2,000.00	2,300.00
101.3340.3345	MARKET VALUE CREDIT	.00	.00
101.3340.3346	MUNICIPAL STATE AID FOR STREET	11,000.00	11,000.00
101.3340.3347	STATE AID FOR POLICE SERVICE	150,000.00	180,000.00
101.3340.3348	POLICE TRAINING REIMBURSEMEN	15,000.00	13,000.00
101.3340.3349	MISCELLANEOUS GRANTS	10,000.00	15,000.00
101.3340.3353	LOCAL PERFORMANCE AID	.00	.00
101.3340.3355	PERA RATE INCREASE AID	.00	.00
101.3340.3393	TRAFFICKING TASK FORCE GRANT	.00	.00
101.3340.3394	PATHWAYS TO POLICING GRANT	.00	.00
101.3340.3395	MISCELLANEOUS GRANTS	.00	.00
101.3340.3396	INTENSIVE COMP PEACE OFF GRANT	50,000.00	.00
101.3340.3397	ELECTION AID	.00	.00
		<u>728,000.00</u>	<u>725,120.00</u>
GRANTS & AIDS FROM OTHERS			
101.3360.3361	COUNTY AID FOR STREETS & HWYS	32,000.00	30,000.00

Acct#	Title	2025 Revenue Budget	2026 Revenue Budget
CHARGES FOR SERVICES - GENERAL			
101.3410.3411	ADMINISTRATIVE FEES	500.00	1,000.00
101.3410.3412	COPIES MAPS NOTARY FEES	4,500.00	50.00
101.3410.3413	CERTIFICATES OF ASSESSMENT	4,000.00	4,500.00
101.3410.3416	TAX INCREMENT APPLICATION FEE	.00	.00
101.3410.3417	ZONING FEES	5,000.00	5,000.00
101.3410.3418	PLATTING/SUBDIVISION FEE	500.00	500.00
101.3410.3419	VARIANCE FEE	450.00	450.00
101.3410.3473	RENTALS	4,000.00	3,500.00
101.3410.3475	PARK RENTALS EXEMPT	.00	.00
101.3410.3477	CITY HALL RENT	.00	.00
		<u>18,950.00</u>	<u>15,000.00</u>
CHARGES FOR SERVICES - SAFETY			
101.3420.3421	ACCIDENT REPORTS/CHARGES	450.00	400.00
101.3420.3422	PD - BACKGROUND/DATA REQUESTS	2,000.00	2,000.00
101.3420.3423	CRIME FREE MULTI HOUSING	.00	.00
101.3420.3425	BUILDING INSPECTIONS	130,000.00	140,000.00
101.3420.3426	HOUSING INSPECTIONS	30,000.00	35,000.00
101.3420.3427	SPRINKLER INSPECTION	.00	.00
101.3420.3428	SEPTIC REMOVAL INSPECTION	.00	.00
101.3420.3429	ELECTRICAL INSPECTION FORMS	75.00	75.00
101.3420.3431	PLUMBING PERMITS	15,000.00	20,000.00
101.3420.3432	MECHANICAL PERMITS	25,000.00	35,000.00
101.3420.3433	ELECTRICAL PERMITS	15,000.00	18,000.00
101.3420.3434	EXCAVATION PERMITS	5,000.00	5,000.00
101.3420.3435	FENCE PERMITS	300.00	300.00
101.3420.3441	FIRE SPRINKLER PERMITS	1,000.00	1,500.00
101.3420.3442	FIRE ALARM PERMITS	.00	.00
101.3420.3451	SURCHARGE - BUILDING PERMITS	7,000.00	8,000.00
101.3420.3452	SURCHARGE - PLUMBING PERMIT	200.00	500.00
101.3420.3453	SURCHARGE - MECHANICAL PERMIT	500.00	800.00
101.3420.3454	SURCHARGE - ELECTRICAL PRMITS	150.00	200.00
101.3420.3455	SURCHARGE - FIRE PERMITS	.00	.00
101.3420.3461	BUILDING PENALTY FEES	.00	.00
101.3420.3463	PLUMBING PENALTY FEES	.00	.00
101.3420.3464	MECHANICAL PENALTY FEES	.00	.00
101.3420.3465	ELECTRICAL PENALTY FEES	.00	.00
		<u>231,675.00</u>	<u>266,775.00</u>

Acct#	Title	2025 Revenue Budget	2026 Revenue Budget
FINES			
101.3510.3511	COURT FINES	53,000.00	58,000.00
101.3510.3513	PARKING TICKETS	5,000.00	5,000.00
101.3510.3514	DRIVE SMART	.00	.00
101.3510.3516	FALSE ALARMS	3,000.00	1,500.00
101.3510.3517	STRAY ANIMAL FEE	.00	.00
101.3510.3518	ADMINISTRATIVE FINES	2,100.00	2,100.00
101.3510.3519	LATE FEES FOR DELINQUENCIES	6,000.00	7,000.00
		<u>69,100.00</u>	<u>73,600.00</u>
SPECIAL ASSESSMENTS			
101.3610.3611	COLLECTED BY CITY/COUNTY	.00	.00
101.3610.3614	DEL SPEC ASMTS - PRINCIPAL	.00	.00
101.3610.3619	DEL SPEC ASMTS - PEN & INT	.00	.00
		<u>.00</u>	<u>.00</u>
MISCELLANEOUS REVENUES			
101.3620.3487	INSURANCE REIMBURSEMENTS	40,000.00	20,000.00
101.3620.3488	RECYCLE/REFUSE CONTAINERS	.00	.00
101.3620.3489	VETERINARY CLINIC	.00	.00
101.3620.3621	INTEREST - INVESTMENTS	20,000.00	50,000.00
101.3620.3623	INTEREST - LMC 4M FUND	.00	.00
101.3620.3625	INTEREST - MMF ACCOUNT	.00	.00
101.3620.3626	INTEREST - NOW ACCOUNT	.00	.00
101.3620.3627	INTEREST - AMP ACCOUNT	.00	.00
101.3620.3629	INTEREST - DELINQUENT ACCTS	.00	.00
101.3620.3641	DONATIONS	10,000.00	10,000.00
101.3620.3651	DONATIONS - POLICE	2,000.00	2,500.00
101.3620.3653	DONATIONS - PAWS FOR LAWS	.00	.00
101.3620.3655	DONATIONS - FIRE	2,000.00	2,000.00
101.3620.3672	MISC REVENUE - VENDING COMM	.00	.00
101.3620.3675	UNCLAIMED PROPERTY (PD)	.00	.00
101.3620.3677	SALE OF CITY PROPERTY	2,000.00	3,000.00
101.3620.3681	REFUNDS AND REIMBURSEMENTS	10,000.00	10,000.00
101.3620.3682	PW REIMBURSEMENTS	.00	.00
101.3620.3684	PD REIMBURSEMENTS	2,000.00	1,500.00
101.3620.3686	FD REIMBURSEMENTS	.00	.00
101.3620.3688	STREET IMPROVEMENT REIMB	.00	.00
101.3620.3696	CASH LONG	.00	.00
101.3620.3698	SALES TAX	.00	.00
101.3620.3699	MISCELLANEOUS REVENUE	.00	.00
		<u>88,000.00</u>	<u>99,000.00</u>

Acct#	Title	2025 Revenue Budget	2026 Revenue Budget
PROCEEDS			
101.3630.3933	PROCEEDS FROM LEASE	.00	.00
101.3630.3934	PROCEEDS FROM SBITA	.00	.00
		<u>.00</u>	<u>.00</u>
AMPHITHEATER			
101.3820.3487	INSURANCE REIMBURSEMENTS - AMP	.00	.00
101.3820.3821	MERCHANDISE SALES	.00	.00
101.3820.3831	NEW WEST / MAMMOTH	.00	.00
101.3820.3832	OPERATING FEE	63,600.00	77,000.00
101.3820.3833	AMP OPERATIONS MANAGER FEE	.00	.00
101.3820.3834	ADDITIONAL OPERATING FEE	35,000.00	30,000.00
101.3820.3835	SPONSORS	.00	.00
101.3820.3836	MANAGEMENT FEE	110,000.00	95,000.00
101.3820.3837	ADVERTISING	.00	.00
101.3820.3838	VENDOR REVENUE	.00	.00
101.3820.3839	PUBLIC WIFI SERVICES	30,000.00	.00
101.3820.3841	DONATIONS	.00	.00
101.3820.3871	RENTALS	.00	.00
101.3820.3881	DAMAGE DEPOSITS	.00	.00
101.3820.3885	REIMBURSEMENTS	85,000.00	75,000.00
101.3820.3899	MISCELLANEOUS REVENUE	.00	.00
		<u>323,600.00</u>	<u>277,000.00</u>
AMPHITHEATER PRIVATE EVENTS			
101.3822.0000	AMPHITHEATER PRIVATE EVENTS	.00	.00
101.3822.3821	MERCHANDISE SALES	.00	.00
101.3822.3830	FACILITY FEE	.00	.00
101.3822.3831	NEW WEST/MAMMOTH	.00	.00
101.3822.3832	OPERATING FEE	.00	.00
101.3822.3835	SPONSORS	.00	.00
101.3822.3836	TICKET SALES	.00	.00
101.3822.3837	ADVERTISING	.00	.00
101.3822.3838	VENDOR REVENUE	.00	.00
101.3822.3841	DONATIONS	.00	.00
101.3822.3871	RENTALS	.00	10,000.00
101.3822.3881	DAMAGE DEPOSITS	.00	.00
101.3822.3885	REIMBURSEMENTS	.00	.00
101.3822.3899	MISCELLANEOUS REVENUE	5,645.00	.00
		<u>5,645.00</u>	<u>10,000.00</u>

Acct#	Title	2025 Revenue Budget	2026 Revenue Budget
AMPHITHEATER SPONSORED EVENTS			
101.3824.0000	AMP SPONSORED EVENTS	.00	.00
101.3824.3821	MERCHANDISE SALES	.00	.00
101.3824.3831	NEW WEST/MAMMOTH	.00	.00
101.3824.3832	OPERATING FEE	.00	.00
101.3824.3835	SPONSORS	15,000.00	5,000.00
101.3824.3837	ADVERTISING	.00	.00
101.3824.3838	VENDOR REVENUE	.00	.00
101.3824.3841	DONATIONS	.00	.00
101.3824.3871	RENTALS	.00	.00
101.3824.3881	DAMAGE DEPOSITS	.00	.00
101.3824.3885	REIMBURSEMENTS	.00	.00
101.3824.3899	MISCELLANEOUS REVENUE	.00	.00
		15,000.00	5,000.00
SALE OF CAPITAL ASSETS			
101.3910.3911	SALE OF CAPITAL ASSETS	.00	.00
TRANSFERS IN			
101.3920.3921	TRANSFERS IN	.00	.00
	WORKING CAPITAL	300,000.00	400,000.00
	Totals	13,294,278.00	14,191,506.00

BUDGET EXPENDITURES

THE BUDGET EXPENDITURES INCLUDE ALL GENERAL FUND EXPENDITURES THAT ARE SUPPORTED BY A VARIETY OF REVENUES THAT ARE INCLUDED IN THIS DOCUMENT. THE BUDGET EXPENDITURES ARE BY DEPARTMENT AND INCLUDE A BRIEF DESCRIPTION OF EACH DEPARTMENT AND WHAT EACH DEPARTMENT DOES, ALONG WITH ACCOMPLISHMENTS AND GOALS FOR 2026.

Governing Body

The City of Waite Park has a governing body that consists of a mayor and four council members. All members are elected at large. The mayor is currently a two-year term and council members are four-year terms. Moving forward, the mayor's term will change to a 4-year term in the November 2026 election. The governing body provides leadership, sets policy, and strategic vision for the City. The governing body also considers and adopts policy, ordinances, and resolutions to provide for the health, safety, and overall quality of life for all Waite Park residents and businesses. The City hires a City Administrator to manage the day-to-day operations and staff supervision. While the City Administrator does oversee all staff supervision, the City Council does have the final authority on hiring and firing decisions for all city employees.

COUNCIL & MAYOR BUDGET

Acct#	Title	2025 Budget	2026 Budget
COUNCIL			
101.4111.1011	SALARIES	16,000.00	16,000.00
101.4111.1191	PER DIEM	4,800.00	4,800.00
101.4111.1211	FICA	400.00	600.00
101.4111.1221	PERA	1,100.00	1,000.00
101.4111.1413	COUNCIL WC 1003-04	39.00	80.00
101.4111.2011	OFFICE SUPPLIES	75.00	75.00
101.4111.3211	COMMUNICATIONS	.00	.00
101.4111.3212	COMPUTERS/IT	1,500.00	1,500.00
101.4111.3214	SOFTWARE & SUBSCRIPTIONS	1,200.00	1,200.00
101.4111.3311	TRAINING/TRAVEL/HOTEL	8,000.00	8,000.00
101.4111.4331	MISCELLANEOUS - DUES	10,500.00	10,500.00
101.4111.4371	COUNTY FEES/REAL ESTATE TAXES	500.00	500.00
101.4111.4381	UNIFORMS	400.00	500.00
		44,514.00	44,755.00
 MAYOR			
101.4131.1011	SALARIES	7,200.00	7,200.00
101.4131.1191	PER DIEM	2,400.00	2,400.00
101.4131.1211	FICA	150.00	150.00
101.4131.1221	PERA	500.00	500.00
101.4131.1415	MAYOR WC 1003-04	30.00	30.00
101.4131.2011	OFFICE SUPPLIES	50.00	50.00
101.4131.3211	COMMUNICATIONS	100.00	225.00
101.4131.3212	COMPUTERS/IT	500.00	500.00
101.4131.3214	SOFTWARE & SUBSCRIPTIONS	300.00	300.00
101.4131.3311	TRAINING/TRAVEL/HOTEL	2,300.00	2,300.00
101.4131.4331	MISCELLANEOUS - DUES	1,100.00	1,100.00
101.4131.4381	UNIFORMS	100.00	130.00
		14,730.00	14,885.00

ADMINISTRATION

The Administration Department assists the public with permits, billing, and general city information while managing the overall city budget and ensuring compliance with city, state, and federal requirements. Its services include business and animal licensing, utility billing, media communications, park rentals, accounts payable/receivable, elections, human resources, IT, and payroll. The department also provides financial oversight for all city operations and carries out policies approved by the City Council.

Staff for this department include a total of 7 full-time staff. Positions include the Administrative Associate, Utility Billing/Media Relations Coordinator, Accounting Clerk, City Clerk, IT Specialist, Human Resources Generalist, Finance Director, and City Administrator.

2025 ACCOMPLISHMENTS

- Resolved 52 snow/ice and 29 weed/grass complaints
- Issued 710 animal licenses
- Managed 30 park rentals for Community Park
- **Hired 17 new employees, 1 retirement, rehired 11 seasonal, hired 9 new election judges, backgrounded 5 volunteers for Flowers for Waite Park and 29 RSVP volunteers for The Ledge.**
- Processed 31 liquor licenses, 3 cannabinoid licenses, 12 low potency hemp registrations, 2 cannabis registrations, 3 hotel/motel licenses, and 21 massage licenses, and 19 tobacco licenses.
- Developed electronic newsletter in conjunction with CVB.
- Implemented personnel policies and completed pay equity report.
- Completed audit report with no deficiencies.
- Developed an implementation plan for compliance with Paid Family Medical Leave.

DEPARTMENT GOALS

- Oversees implementation of the Strategic Plan and other governing board policy directives.
- Maintain government records and provide administrative support to elected officials, departments, and staff.
- Oversees the financial operations of the City.
- Manages the hiring process, benefits, and wages of all employee positions.
- Provides training and development opportunities.
- Manages all mediums of communication with the public.
- Processes all licensing applications and monitors compliance.

2026 PRIORITIES

- Complete Laserfiche software Implementation and continue digital conversion
- Update phone system.
- Implement new building permit software.
- Update data practices policies and centralize processes.
- Develop additional wellness and engagement activities for all employees.
- Complete the construction/renovation of city hall/public safety facility and complete the transition back to the facility.
- Complete hiring process for new Fire Chief and Public Works Director positions.

ADMINISTRATION DEPARTMENT 5 YEAR STAFFING PLAN

ADMINISTRATION DEPARTMENT						
Position	2025	2026	2027	2028	2029	2030
City Administrator	1	1	1	1	1	1
Finance Director	1	1	1	1	1	1
Planning & Community Development Dir.	1	1	1	1	1	1
City Clerk	1	1	1	1	1	1
Facility Events Supervisor - Ledge	1	1	1	1	1	1
Payroll/HR Clerk	1	1	1	1	1	1
Utility Billing/Media Relations Coordinator	1	1	1	1	1	1
Administrative Associate	1	1	1	1	1	1
Administrative Bldg & Planning Associate	1	1	1	1	1	1
Accounting Clerk	1	1	1	1	1	1
IT Technician	1	1	1	1	1	1
<i>Payroll / Accounting Clerk</i>	0	0	1	1	1	1
Total Full Time Admin Employees	11	11	12	12	12	12
Increase FT From Previous Year	1	0	1	0	0	0
Part Time Admin Employees	0	0	0	0	0	0
Increase PT From Previous Year	0	0	0	0	0	0
Total Admin Employees	11	11	12	12	12	12

ADMINISTRATION BUDGET

Acct#	Title	2025 Budget	2026 Budget
CLERK-TREASURER			
101.4151.1011	SALARIES	587,000.00	673,000.00
101.4151.1021	OT FOR REGULAR EMPLOYEES	2,000.00	2,000.00
101.4151.1041	TEMPORARY EMPLOYEES	.00	.00
101.4151.1042	PT CLEANING - CITY HALL	.00	.00
101.4151.1066	HCSP PAYOUT	.00	3,500.00
101.4151.1067	PAYMENT OF UNUSED SICK LEAVE	500.00	.00
101.4151.1071	ADDITIONAL COMP TIME UNION	.00	.00
101.4151.1201	UNEMPLOYMENT	.00	.00
101.4151.1211	FICA	45,000.00	51,500.00
101.4151.1221	PERA	44,500.00	50,500.00
101.4151.1311	HEALTH INSURANCE	173,000.00	163,500.00
101.4151.1321	FAMILY MEDICAL LEAVE	.00	2,360.00
101.4151.1331	DISABILITY INSURANCE	4,600.00	5,450.00
101.4151.1341	LIFE INSURANCE	900.00	905.00
101.4151.1411	WC & UNEMPLOYMENT COMP	3,658.00	3,600.00
101.4151.2011	OFFICE SUPPLIES	7,800.00	7,500.00
101.4151.2111	OPERATING SUPPLIES	1,500.00	1,000.00
101.4151.2121	GAS & OIL PURCHASES	.00	.00
101.4151.2211	REPAIR & MAINTENANCE SUPPLIES	800.00	700.00
101.4151.3051	PROF SERVICES - PHYSICALS	100.00	100.00
101.4151.3081	CONSULTANTS	2,000.00	1,500.00
101.4151.3099	PROFESSIONAL SERVICES - MISC	300.00	200.00
101.4151.3211	COMMUNICATIONS	6,000.00	5,000.00
101.4151.3212	COMPUTERS/IT	20,000.00	10,000.00
101.4151.3214	SOFTWARE & SUBSCRIPTIONS	47,363.00	61,442.00
101.4151.3311	TRAINING/TRAVEL/HOTEL	18,000.00	17,000.00
101.4151.3319	HEALTH & WELLNESS	2,000.00	2,000.00
101.4151.3400	PRINTING & BINDING	.00	.00
101.4151.3431	ADVERTISEMENTS	3,500.00	3,500.00
101.4151.3621	PROPERTY CASUALTY INSURANCE	2,350.00	2,350.00
101.4151.3711	REPAIR & MAINTENANCE	13,000.00	8,000.00
101.4151.3811	PUBLIC UTILITY SERVICES	2,200.00	2,200.00
101.4151.4131	RENTALS	1,464.00	1,100.00
101.4151.4321	FEES FOR WIRE TRANSFERS	1,000.00	1,000.00
101.4151.4325	FEES FOR ELECTRONIC TRANSACTIONS	1,200.00	1,200.00
101.4151.4326	FEES FOR POSITIVE PAY	200.00	.00
101.4151.4331	MISCELLANEOUS - DUES	16,500.00	17,000.00
101.4151.4332	MISCELLANEOUS	.00	.00
101.4151.4379	USE TAX	.00	.00
101.4151.4381	UNIFORMS	1,100.00	800.00
101.4151.4383	RUGS / TOWELS	100.00	100.00
101.4151.4384	SERVICE CONTRACT	7,500.00	7,000.00
101.4151.4385	FURNITURE	.00	.00
101.4151.4389	OTHER CONTRACTUAL SERVICES	20,000.00	15,000.00
101.4151.4711	REMIT REV COL OTHER AGENCIES	.00	.00
101.4151.4715	LOCAL ACCESS EXPENDITURES	36,300.00	48,800.00
101.4151.5811	EQUIPMENT	500.00	.00
101.4151.5911	CAPITAL EXPENDITURES	2,500.00	.00
101.4151.5920	UNANTICIPATED EXPENSES	.00	.00
101.4151.6002	LEASE PRINCIPAL - SHIFT TECH	.00	.00
		<u>1,076,435.00</u>	<u>1,170,807.00</u>

MISCELLANEOUS FUNDS

BUDGET

Acct#	Title	2025 Budget	2026 Budget
PUBLICATIONS			
101.4113.3521	PRINTING & BINDING	2,400.00	2,400.00
PLANNING COMMISSION			
101.4133.1041	TEMPORARY EMPLOYEES	2,500.00	2,000.00
101.4133.1211	FICA	200.00	150.00
101.4133.2011	OFFICE SUPPLIES	50.00	50.00
101.4133.3212	COMPUTERS/IT	100.00	75.00
101.4133.3214	SOFTWARE & SUBSCRIPTIONS	1,350.00	1,350.00
101.4133.3311	TRAINING/TRAVEL/HOTEL	150.00	125.00
101.4133.3431	ADVERTISEMENTS	1,000.00	1,000.00
101.4133.4010	MISCELLANEOUS - DUES	100.00	100.00
101.4133.4389	OTHER CONTRACTUAL SERVICES	100.00	100.00
		<u>5,550.00</u>	<u>4,950.00</u>
CIVIL SERVICE			
101.4135.1041	TEMPORARY EMPLOYEES	10,000.00	10,000.00
101.4135.1211	FICA	800.00	800.00
101.4135.1221	PERA	.00	500.00
101.4135.2011	OFFICE SUPPLIES	.00	.00
101.4135.3212	COMPUTERS/IT	.00	500.00
101.4135.3214	SOFTWARE & SUBSCRIPTIONS	1,000.00	1,000.00
101.4135.3311	TRAINING/TRAVEL/HOTEL	200.00	200.00
101.4135.4389	OTHER CONTRACTUAL SERVICES	.00	50.00
		<u>12,000.00</u>	<u>13,050.00</u>
ELECTIONS			
101.4141.1000	SALARIES	.00	5,000.00
101.4141.1041	TEMPORARY EMPLOYEES	.00	12,000.00
101.4141.1211	FICA	.00	100.00
101.4141.1221	PERA	.00	100.00
101.4141.2011	OFFICE SUPPLIES	.00	400.00
101.4141.3041	LEGAL SERVICES	.00	.00
101.4141.3311	TRAINING/TRAVEL/HOTEL	.00	3,000.00
101.4141.3431	ADVERTISEMENTS	.00	200.00
101.4141.3521	PRINTING & BINDING	.00	.00
101.4141.3711	REPAIR & MAINTENANCE	.00	7,800.00
101.4141.4131	RENTALS	9,450.00	9,450.00
101.4141.4389	OTHER CONTRACTUAL SERVICES	.00	600.00
101.4141.5811	EQUIPMENT	.00	.00
		<u>9,450.00</u>	<u>38,650.00</u>

Acct#	Title	2025 Budget	2026 Budget
ASSESSING			
101.4155.4389	OTHER CONTRACTUAL SERVICES	30,000.00	30,000.00
AUDIT			
101.4158.3011	ACCOUNTING & AUDITING	28,000.00	33,000.00
ATTORNEY			
101.4161.3041	LEGAL SERVICES	120,000.00	110,000.00
101.4161.3081	CONSULTANTS	.00	.00
		<u>120,000.00</u>	<u>110,000.00</u>
LAND ACQUISITION			
101.4921.5113	LAND - ROW	.00	.00
UNALLOCATED EXPENDITURES			
101.4931.1411	WC & UNEMPLOYMENT COMP	25,000.00	25,000.00
101.4931.3621	PROPERTY CASUALTY INSURANCE	40,000.00	37,000.00
		<u>65,000.00</u>	<u>62,000.00</u>
REFUNDS & REIMBURSEMENTS			
101.4980.4990	FULL FLEX REIMBURSEMENT	.00	.00
101.4981.4981	REFUNDS & REIMBURSEMENTS	300.00	.00
101.4981.4985	TOWNSHIP TAX SETTLEMENT	.00	.00
101.4985.4996	CASH SHORT	.00	.00
		<u>300.00</u>	<u>.00</u>
MISCELLANEOUS			
101.4991.4995	SBG - CARES	.00	.00
101.4991.4999	MISCELLANEOUS	.00	.00
		<u>.00</u>	<u>.00</u>
TRANSFERS OUT			
101.4999.7211	TRANSFERS OUT	.00	.00

PLANNING & COMMUNITY DEVELOPMENT

The Planning and Community Development Department oversees the city's zoning regulations, guides long-term planning in line with the Comprehensive Plan, and supports economic development for new and redevelopment projects. The department staffs the Planning Commission, manages related applications for both the commission and City Council, and is staffed by a Planning and Community Development Director along with a shared Administrative Associate.

DEPARTMENT GOALS

- Promote thoughtful and careful physical and economic growth and development within the City of Waite Park.
- Promote reasonable and cooperative application of applicable ordinances.
- Provide excellent service and open and honest communication for all customers.
- Coordinate with all City departments in a holistic approach to development that considers all facets of potential impacts for current and future City resources.

PERFORMANCE INDICATORS

- Coordinated with Building/Inspections for new construction and commercial/industrial expansion work with \$47.9 million valuation.
- Addition of two multi-family housing projects, 48 units MHFA-supported and 68-unit market rate senior-oriented; associated possible downstream housing opportunities with new senior-oriented project as seniors may relocate from existing housing stock.
- Responded to four DEED site development inquiries for industrial development.
- Coordination and cooperation with largest owner of available shovel-ready industrial property for inclusion of their property in response to statewide economic development Requests for Information.

2025 ACCOMPLISHMENTS

- Establishment and meeting of "Development Focus Group" to identify opportunities where Waite Park can lead in attracting new development and business investment.
- Working with area cities and partner organizations on housing focus group in attempting to spur additional residential development and address housing crisis.
- Responses to five major industrial development inquiries submitted via MN Department of Employment and Economic Development (DEED) and/or Greater St. Cloud Development Corporation identifying and promoting several site options.
- Integration and roll-out of new building permit software with eventual online portal submittal option for applicants.

2026 PRIORITIES

- Increasing marketing and visibility of City, oriented toward economic development and site selector aspects particularly – potential public/private partnership(s) and new website exclusively to promote City in vibrant and engaging format.
- Updates of zoning ordinance, to be performed by staff as cost-savings measure and to align with new Comprehensive Plan and reflect economic development and residential growth opportunities given unique City conditions.
- Focus on capitalization of infill and underutilized property in identifying and connecting development opportunities.
- Considerations for updating economic development policy to identify priorities for utilization of City assistance and EDA funding options.
- Continued staff focus on bolstering economic development knowledge, education and resource availability.
- Identification and recommendations for ways to economically promote City beautification and improve quality of life.

PLANNING & COMMUNITY DEVELOPMENT BUDGET

Acct#	Title	2025 Budget	2026 Budget
PLANNING & ZONING			
101.4191.1011	SALARIES	126,000.00	132,070.00
101.4191.1211	FICA	10,000.00	10,103.00
101.4191.1221	PERA	9,500.00	9,905.00
101.4191.1311	HEALTH INSURANCE	31,000.00	27,000.00
101.4191.1321	FAMILY MEDICAL LEAVE	.00	370.00
101.4191.1331	DISABILITY INSURANCE	1,100.00	1,110.00
101.4191.1341	LIFE INSURANCE	200.00	145.00
101.4191.2000	OFFICE SUPPLIES/POSTAGE	.00	.00
101.4191.2100	OPERATING SUPPLIES	.00	.00
101.4191.3051	PROF SERVICES - PHYSICALS	.00	.00
101.4191.3081	CONSULTANTS	50,000.00	20,000.00
101.4191.3211	COMMUNICATIONS	1,500.00	1,000.00
101.4191.3212	COMPUTERS/IT	1,500.00	1,500.00
101.4191.3214	SOFTWARE & SUBSCRIPTIONS	2,200.00	1,600.00
101.4191.3311	TRAINING/TRAVEL/HOTEL	2,000.00	2,000.00
101.4191.4381	UNIFORMS	200.00	200.00
101.4191.4389	OTHER CONTRACTUAL SERVICES	500.00	500.00
101.4191.4999	MISCELLANEOUS	20,000.00	20,000.00
101.4191.5811	EQUIPMENT	500.00	250.00
101.4191.5911	CAPITAL EXPENDITURES	500.00	500.00
		<u>256,700.00</u>	<u>228,253.00</u>

BUILDING DEPARTMENT

The Building Inspections Department ensures structures meet Minnesota's safety codes to protect public health, welfare, and property. The department applies compliance measures fairly and works to maintain strong relationships with builders and property owners. Waite Park contracts with Code Consulting Professionals for inspection services, which are carried out by two building inspectors, and the City provides an Administrative Associate to support their work.

DEPARTMENT GOALS

- Promote reasonable and cooperative application of applicable building and safety codes for City residents and businesses.
- Provide excellent customer service and timely and honest communications to residents, business, and construction requests and issues.
- Be a collaborative and proactive partner in forwarding and improving upon the physical environment of the City.

PERFORMANCE INDICATORS

- As of early December, total 465 permits processed with \$69.8 million valuation - \$340,860 in permit fees collected, \$173,770 in plan review fees.
- 699 Rental Inspections performed.
- 648 Building Inspections performed.

2025 ACCOMPLISHMENTS

- Coordination with implementation and rollout of new building permit module and system.
- Continued improvements of interagency coordination with other applicable regulatory agencies (County, MN DHS, etc.) to streamline review processes and timelines.

2026 PRIORITIES

- Review/consider options to reduce State-mandated inspections and services of State-licensed facilities where there is no local authority to address any concerns or effectuate any actions.
- Consider opportunities for coordination with new Water Resource Technician position to improve service and inspections activities.
- Consideration of creation and implementation of business licensing.
- Review and propose updates for rental housing and integration of ordinance addressing "short-term stay" facilities and ensure proper lodging tax is received.

BUILDING INSPECTIONS

BUDGET

Acct#	Title	2025 Budget	2026 Budget
PROTECTIVE INSPECTIONS			
101.4241.1011	SALARIES	63,000.00	65,700.00
101.4241.1021	OT FOR REGULAR EMPLOYEES	400.00	300.00
101.4241.1067	PAYMENT OF UNUSED SICK LEAVE	.00	.00
101.4241.1071	ADDITIONAL COMP TIME UNION	.00	.00
101.4241.1211	FICA	4,800.00	5,050.00
101.4241.1221	PERA	4,700.00	4,950.00
101.4241.1311	HEALTH INSURANCE	32,000.00	27,000.00
101.4241.1321	FAMILY MEDICAL LEAVE	.00	370.00
101.4241.1331	DISABILITY INSURANCE	600.00	550.00
101.4241.1341	LIFE INSURANCE	175.00	145.00
101.4241.1411	WC & UNEMPLOYMENT COMP	3,835.00	4,100.00
101.4241.2011	OFFICE SUPPLIES	2,000.00	2,000.00
101.4241.2111	OPERATING SUPPLIES	150.00	150.00
101.4241.2121	GAS & OIL PURCHASES	400.00	400.00
101.4241.2211	REPAIR & MAINTENANCE SUPPLIES	200.00	200.00
101.4241.3041	LEGAL SERVICES	.00	.00
101.4241.3211	COMMUNICATIONS	3,000.00	2,500.00
101.4241.3212	COMPUTERS/IT	2,000.00	2,000.00
101.4241.3214	SOFTWARE & SUBSCRIPTIONS	5,000.00	5,800.00
101.4241.3300	ADVERTISEMENTS	.00	.00
101.4241.3311	TRAINING/TRAVEL/HOTEL	200.00	200.00
101.4241.3621	PROPERTY CASUALTY INSURANCE	500.00	500.00
101.4241.3711	REPAIR & MAINTENANCE	1,000.00	750.00
101.4241.3811	PUBLIC UTILITY SERVICES	500.00	500.00
101.4241.4331	MISCELLANEOUS - DUES	200.00	200.00
101.4241.4381	UNIFORMS	200.00	200.00
101.4241.4384	SERVICE CONTRACT	2,000.00	2,000.00
101.4241.4385	FURNITURE	.00	.00
101.4241.4388	FEES PAID TO ELECTRICAL INSP	25,000.00	20,000.00
101.4241.4389	OTHER CONTRACTUAL SERVICES	171,100.00	180,000.00
101.4241.4711	REMIT REV COL OTHER AGENCIES	12,000.00	12,000.00
101.4241.4825	USE TAX	100.00	100.00
101.4241.4981	REFUNDS & REIMBURSEMENTS	1,500.00	1,500.00
101.4241.5811	EQUIPMENT	.00	.00
101.4241.5911	CAPITAL EXPENDITURES	.00	.00
		<u>336,560.00</u>	<u>339,165.00</u>

PUBLIC WORKS DEPARTMENT

The Public Works Department is dedicated to the health, safety, and welfare of the citizens and visitors of Waite Park, by effectively and efficiently delivering city services. We pride ourselves on developing and maintaining city infrastructure, including but not limited to parks, streets, water and sewer systems, refuse collection, public buildings, vehicles and equipment, as well as providing engineering services for public improvement projects, while preserving and enhancing the city future generations.

DEPARTMENT GOALS

- Be known for our responsiveness, reliability, and dedication to our citizens and visitors of the community
- Be recognized as leaders in infrastructure maintenance
- Provide safe clean drinking water
- Maintain City parks and facilities to the highest degree

2025 ACCOMPLISHMENTS

- Hiring a Mechanic, Administrative Associate and Water Resource Specialist.
- Completed street rehab projects. by following our bituminous maintenance plan.
- Complete Rivers Edge Park – Final design phase.
- Started Construction on the New Public Safety Facility and City Hall renovation/expansion.
- Relocated all of City Hall and Police Dept to Public Works for construction.
- Instituted our equipment asset management program and GPS program.
- Completed the 1st phase of the meter replacement program
- Nearing completion of our lead service inventory.

2026 PRIORITIES

- Start design for Water Treatment Plant in order to remove PFA's and Plant rehabilitation. Plant is 23 years old.
- Find funding for bituminous maintenance plan.
- Create a beautification plan for City.
- Find funding to complete Rivers Edge Park – Final phase.
- Complete Capital Equipment plan.
- Complete the 2nd and final phase of the meter replacement program
- Hiring a New Public Works Director due to the retirement of our current Public Works Director.
- Assist City Hall and Police moving back into the New Public Safety Facility and City Hall

PUBLIC WORKS 5-YEAR STAFFING PLAN

PUBLIC WORKS

PUBLIC WORKS						
Position	2025	2026	2027	2028	2029	2030
Public Works Director	1	1	1	1	1	1
Public Works Supervisor	2	2	2	2	2	2
Water Resources Technician	1	1	1	1	1	1
Mechanic Foreman	1	1	1	1	1	1
Utility Operator	3	3	3	3	3	3
Public Works Technician	7	7	8	8	8	8
Mechanic	1	1	1	1	1	1
Total Full Time - Public Works Employee	16	16	17	17	17	17
Increase Full Time From Previous Yr.	1	0	1	0	0	0
Part Time - Public Works Worker	4	4	4	4	4	4
Part Time - Administrative Associate	1	1	1	1	1	1
Temporary - Public Works Workers	3	3	3	3	3	3
Total - Part Time/Temporary Workers	8	8	8	8	8	8
Increase PT/Temp From Previous Yr.	1	0	0	0	0	0
Total PW Employees	24	24	25	25	25	25

PUBLIC WORKS BUDGET

Acct#	Title	2025 Budget	2026 Budget
GENERAL GOV			
BUILDINGS			
101.4194.1011	SALARIES	94,000.00	101,000.00
101.4194.1021	OT FOR REGULAR EMPLOYEES	2,000.00	2,000.00
101.4194.1041	TEMPORARY EMPLOYEES	.00	.00
101.4194.1042	PT CLEANING - CITY HALL	22,000.00	4,000.00
101.4194.1043	PT CLEANING - PUBLIC WORKS	6,000.00	17,000.00
101.4194.1067	PAYMENT OF UNUSED SICK LEAVE	.00	.00
101.4194.1072	ON CALL TIME PER UNION	.00	.00
101.4194.1075	SAFETY TRAINING	4,500.00	5,000.00
101.4194.1211	FICA	8,000.00	9,485.00
101.4194.1221	PERA	8,200.00	9,300.00
101.4194.1311	HEALTH INSURANCE	37,000.00	32,000.00
101.4194.1321	FAMILY MEDICAL LEAVE	.00	450.00
101.4194.1331	DISABILITY INSURANCE	800.00	850.00
101.4194.1341	LIFE INSURANCE	200.00	200.00
101.4194.2011	OFFICE SUPPLIES	150.00	200.00
101.4194.2111	OPERATING SUPPLIES	.00	.00
101.4194.2121	GAS & OIL PURCHASES	1,050.00	1,100.00
101.4194.2171	SAFETY	1,500.00	1,500.00
101.4194.2211	REPAIR & MAINTENANCE SUPPLIE	25,000.00	25,000.00
101.4194.3211	COMMUNICATIONS	4,000.00	2,000.00
101.4194.3212	COMPUTERS/IT	.00	.00
101.4194.3214	SOFTWARE & SUBSCRIPTIONS	11,000.00	11,000.00
101.4194.3311	TRAINING/TRAVEL/HOTEL	200.00	200.00
101.4194.3621	PROPERTY CASUALTY INSURANCE	5,400.00	5,400.00
101.4194.3710	REPAIR/BLDGS	.00	.00
101.4194.3711	REPAIR & MAINTENANCE	30,000.00	40,000.00
101.4194.3811	PUBLIC UTILITY SERVICES	19,300.00	20,000.00
101.4194.4131	RENTALS	.00	.00
101.4194.4331	MISCELLANEOUS - DUES	200.00	200.00
101.4194.4383	RUGS / TOWELS	350.00	350.00
101.4194.4384	SERVICE CONTRACT	15,000.00	15,000.00
101.4194.4385	FURNITURE	.00	.00
101.4194.5711	BUILDING IMPROVEMENTS	50,000.00	50,000.00
101.4194.5811	EQUIPMENT	.00	.00
101.4194.5911	CAPITAL EXPENDITURES	.00	.00
101.4194.5920	UNANTICIPATED EXPENSES	.00	.00
		<u>345,850.00</u>	<u>353,235.00</u>

Acct#	Title	2025 Budget	2026 Budget
LIBRARY			
101.4196.1011	SALARIES	2,100.00	2,000.00
101.4196.1021	OT FOR REGULAR EMPLOYEES	.00	.00
101.4196.1041	TEMPORARY EMPLOYEES	.00	.00
101.4196.1042	PT CLEANING - LIBRARY	6,000.00	6,000.00
101.4196.1211	FICA	700.00	650.00
101.4196.1221	PERA	700.00	500.00
101.4196.1411	WC & UNEMPLOYMENT COMP	885.00	900.00
101.4196.1500	HEALTH INSURANCE	.00	.00
101.4196.1510	DISABILITY INS & OTHERS	.00	.00
101.4196.1520	LIFE INSURANCE	.00	.00
101.4196.2011	OFFICE SUPPLIES	.00	.00
101.4196.2211	REPAIR & MAINTENANCE SUPPLIES	1,500.00	1,500.00
101.4196.3211	COMMUNICATIONS	1,400.00	1,400.00
101.4196.3621	PROPERTY CASUALTY INSURANCE	3,700.00	3,700.00
101.4196.3711	REPAIR & MAINTENANCE	4,000.00	4,000.00
101.4196.3811	PUBLIC UTILITY SERVICES	8,000.00	8,000.00
101.4196.4383	RUGS / TOWELS	750.00	700.00
101.4196.4384	SERVICE CONTRACT	700.00	500.00
101.4196.4385	FURNITURE	.00	.00
101.4196.5711	BUILDING IMPROVEMENTS	.00	.00
101.4196.5811	EQUIPMENT	.00	.00
		<u>30,435.00</u>	<u>29,850.00</u>
ANIMAL CONTROL			
101.4271.1011	SALARIES	1,000.00	1,000.00
101.4271.1021	OT FOR REGULAR EMPLOYEES	500.00	300.00
101.4271.1211	FICA	105.00	100.00
101.4271.1221	PERA	105.00	100.00
101.4271.2211	REPAIR & MAINTENANCE SUPPLIES	500.00	500.00
101.4271.4389	OTHER CONTRACTUAL SERVICES	3,000.00	3,000.00
101.4271.4711	REMIT REV COL OTHER AGENCIES	.00	.00
101.4271.4825	USE TAX	.00	.00
101.4271.4981	REFUNDS & REIMBURSEMENTS	.00	.00
		<u>5,210.00</u>	<u>5,000.00</u>
ENGINEERING			
101.4311.3031	CONSULTANTS - ENGINEERING	20,000.00	20,000.00
101.4311.3032	GENERAL ENGINEERING	90,000.00	80,000.00
101.4311.4331	MISCELLANEOUS - DUES	.00	.00
101.4311.5311	CONSTRUCTION COSTS - CIP/GF	1,000,000.00	1,100,000.00
101.4311.5312	CONSTRUCTION COSTS - CIP/S TAX	715,000.00	715,000.00
101.4311.5313	CONSTRUCTION COSTS - CIP/MSA	.00	.00
101.4311.5920	UNANTICIPATED EXPENSES	.00	.00
		<u>1,825,000.00</u>	<u>1,915,000.00</u>

Acct#	Title	2025 Budget	2026 Budget
PUBLIC WORKS			
101.4312.1011	SALARIES	593,000.00	654,100.00
101.4312.1021	OT FOR REGULAR EMPLOYEES	9,000.00	7,000.00
101.4312.1029	OT FOR TEMP EMPLOYEES	.00	.00
101.4312.1041	TEMPORARY EMPLOYEES	8,000.00	16,000.00
101.4312.1042	PART-TIME EMPLOYEES	14,000.00	15,000.00
101.4213.1043	PT ADMIN EMPLOYEE	.00	34,000.00
101.4312.1063	PAY OF ACC VAC UPON RETIRE	.00	38,300.00
101.4312.1066	HCSP PAYOUT	20,000.00	57,500.00
101.4312.1067	PAYMENT OF UNUSED SICK LEAVE	.00	.00
101.4312.1071	ADDITIONAL COMP TIME UNION	.00	.00
101.4312.1072	ON CALL TIME PER UNION	16,000.00	25,000.00
101.4312.1201	UNEMPLOYMENT	.00	.00
101.4312.1211	FICA	48,000.00	57,800.00
101.4312.1221	PERA	45,000.00	56,700.00
101.4312.1311	HEALTH INSURANCE	205,000.00	191,000.00
101.4312.1321	FAMILY MEDICAL LEAVE	.00	2,750.00
101.4312.1331	DISABILITY INSURNACE	4,900.00	5,350.00
101.4312.1341	LIFE INSURANCE	900.00	1,025.00
101.4312.1411	WC & UNEMPLOYMENT COMP	82,600.00	87,000.00
101.4312.2011	OFFICE SUPPLIES	5,000.00	5,000.00
101.4312.2111	OPERATING SUPPLIES	.00	.00
101.4312.2121	GAS & OIL PURCHASES	44,500.00	35,000.00
101.4312.2171	SAFETY	4,000.00	4,000.00
101.4312.2211	REPAIR & MAINTENANCE SUPPLIES	80,000.00	70,000.00
101.4312.2241	REPAIR & MAINT SUPP - STREETS	75,000.00	65,000.00
101.4312.2289	HAZARDOUS WASTES	500.00	500.00
101.4312.3051	PROF SERVICES - PHYSICALS	3,000.00	3,000.00
101.4312.3211	COMMUNICATIONS	17,000.00	17,000.00
101.4312.3212	COMPUTERS/IT	10,000.00	8,000.00
101.4312.3214	SOFTWARE & SUBSCRIPTIONS	8,200.00	8,200.00
101.4312.3311	TRAINING/TRAVEL/HOTEL	6,000.00	6,000.00
101.4312.3431	ADVERTISEMENTS	2,000.00	2,000.00
101.4312.3621	PROPERTY CASUALTY INSURANCE	40,000.00	40,000.00
101.4312.3711	REPAIR & MAINTENANCE	45,000.00	35,000.00
101.4312.3731	REPAIR & MAINTENANCE - STREETS	20,000.00	20,000.00
101.4312.3811	PUBLIC UTILITY SERVICES	86,250.00	86,250.00
101.4312.4131	RENTALS	35,000.00	35,000.00
101.4312.4331	MISCELLANEOUS - DUES	1,500.00	1,500.00
101.4312.4381	UNIFORMS	5,000.00	5,000.00
101.4312.4383	RUGS / TOWELS	850.00	850.00
101.4312.4384	SERVICE CONTRACT	7,000.00	7,000.00
101.4312.4385	FURNITURE	.00	.00
101.4312.4825	USE TAX	.00	.00
101.4312.5811	EQUIPMENT	.00	.00
101.4312.5911	CAPITAL EXPENDITURES	219,000.00	264,074.00
101.4312.5920	UNANTICIPATED EXPENSES	.00	.00
		<u>1,761,200.00</u>	<u>1,966,899.00</u>

**SNOW & ICE
REMOVAL**

101.4313.1011	SALARIES	48,000.00	51,000.00
101.4313.1021	OT FOR REGULAR EMPLOYEES	21,000.00	20,000.00
101.4313.1072	ON CALL TIME PER UNION	5,000.00	.00
101.4313.1211	FICA	5,200.00	5,800.00
101.4313.1221	PERA	5,200.00	5,625.00
101.4313.1311	HEALTH INSURANCE	17,000.00	16,500.00
101.4313.1321	FAMILY MEDICAL LEAVE	.00	240.00
101.4313.1331	DISABILITY INSURANCE	500.00	500.00
101.4313.1341	LIFE INSURANCE	150.00	150.00
101.4313.2211	REPAIR & MAINTENANCE SUPPLIES	138,000.00	120,000.00
101.4313.2281	REPAIR & MAINT - IRON	5,000.00	5,000.00
101.4313.3214	SOFTWARE & SUBSCRIPTIONS	.00	.00
101.4313.3711	REPAIR & MAINTENANCE	2,000.00	2,000.00
		<u>247,050.00</u>	<u>226,815.00</u>

**TRAFFIC
SIGNS/SIGNALS/
MARKINGS**

101.4316.1011	SALARIES	15,000.00	14,000.00
101.4316.1211	FICA	700.00	500.00
101.4316.1221	PERA	700.00	500.00
101.4316.2211	REPAIR & MAINTENANCE SUPPLIES	35,000.00	35,000.00
101.4316.3711	REPAIR AND MAINTENANCE	35,000.00	35,000.00
101.4316.3811	PUBLIC UTILITY SERVICES	10,000.00	10,000.00
101.4316.5811	EQUIPMENT	.00	.00
		<u>96,400.00</u>	<u>95,000.00</u>

STREET LIGHTING

101.4317.1011	SALARIES	1,500.00	2,000.00
101.4317.1211	FICA	50.00	50.00
101.4317.1221	PERA	50.00	50.00
101.4317.2211	REPAIR & MAINTENANCE SUPPLIES	1,000.00	1,000.00
101.4317.3621	PROPERTY CASUALTY INSURANCE	.00	.00
101.4317.3711	REPAIR & MAINTENANCE	6,000.00	6,000.00
101.4317.3811	PUBLIC UTILITY SERVICES	115,000.00	117,500.00
101.4317.5911	CAPITAL EXPENDITURES	24,000.00	.00
101.4317.5920	NONBUDGETED COUNCIL APPROVED	.00	.00
		<u>147,600.00</u>	<u>126,600.00</u>

**WASTE COLLECTION/
DISPOSAL**

101.4323.1041	TEMPORARY EMPLOYEES	.00	.00
101.4323.1211	FICA	.00	.00
101.4323.2211	REPAIR & MAINTENANCE SUPPLIES	.00	.00
101.4323.3521	PRINTING & BINDING	2,000.00	1,500.00
101.4323.4389	OTHER CONTRACTUAL SERVICES	516,300.00	530,000.00
		<u>518,300.00</u>	<u>531,500.00</u>

Acct#	Title	2025 Budget	2026 Budget
BRUSH COLLECTION			
101.4325.1011	SALARIES	17,000.00	15,000.00
101.4325.1041	TEMPORARY EMPLOYEES	1,000.00	2,000.00
101.4325.1042	PART-TIME EMPLOYEES	2,000.00	2,000.00
101.4325.1211	FICA	1,530.00	1,450.00
101.4325.1221	PERA	1,500.00	1,200.00
101.4325.3711	REPAIR & MAINTENANCE	10,000.00	7,000.00
		<u>33,030.00</u>	<u>28,650.00</u>
WEED CONTROL/MOWING			
101.4327.1011	SALARIES	10,000.00	11,000.00
101.4327.1042	PART-TIME - MOWING	18,000.00	18,000.00
101.4327.1211	FICA	2,200.00	2,225.00
101.4327.1221	PERA	2,200.00	1,000.00
101.4327.2211	REPAIR & MAINTENANCE SUPPLIES	15,000.00	15,000.00
101.4327.3311	TRAINING/TRAVEL/HOTEL	200.00	.00
101.4327.3711	REPAIR & MAINTENANCE	5,000.00	5,000.00
101.4327.4389	OTHER CONTRACTUAL SERVICES	1,000.00	.00
		<u>53,600.00</u>	<u>52,225.00</u>
TREE TRIMMING			
101.4328.1011	SALARIES	7,000.00	7,000.00
101.4328.1211	FICA	150.00	150.00
101.4328.1221	PERA	150.00	150.00
101.4328.3711	REPAIR & MAINTENANCE	6,000.00	6,000.00
101.4328.4999	MISCELLANEOUS	.00	.00
		<u>13,300.00</u>	<u>13,300.00</u>

Acct#	Title	2025 Budget	2026 Budget
PARKS			
101.4552.1011	SALARIES	176,000.00	196,100.00
101.4552.1021	OT FOR REGULAR EMPLOYEES	1,500.00	2,000.00
101.4552.1029	OT FOR TEMP EMPLOYEES	.00	.00
101.4552.1041	TEMP EMPLOYEES - PARK BOARD	1,500.00	1,500.00
101.4552.1042	PART-TIME EMPLOYEES	19,000.00	19,000.00
101.4552.1043	PT CLEANING - PARKS	.00	3,000.00
101.4552.1045	TEMP EMPLOYEES - PARKS	2,000.00	4,000.00
101.4552.1046	TEMP EMPLOYEES - SKATING	.00	.00
101.4552.1047	TEMP - PARKS - MOWING	2,000.00	4,000.00
101.4552.1048	TEMP-PARKS-LANDSCAPE COORD	14,100.00	15,000.00
101.4552.1067	PAYMENT OF UNUSED SICK LEAVE	.00	.00
101.4552.1072	ON CALL TIME PER UNION	4,500.00	.00
101.4552.1211	FICA	15,500.00	20,200.00
101.4552.1221	PERA	15,500.00	15,200.00
101.4552.1311	HEALTH INSURANCE	60,000.00	55,300.00
101.4552.1321	FAMILY MEDICAL LEAVE	.00	775.00
101.4552.1331	DISABILITY INSURANCE	1,500.00	1,600.00
101.4552.1341	LIFE INSURANCE	300.00	300.00
101.4552.1411	WC & WORKERS COMP	4,130.00	5,000.00
101.4552.2111	OPERATING SUPPLIES	.00	.00
101.4552.2121	GAS & OIL PURCHASES	9,000.00	6,000.00
101.4552.2211	REPAIR & MAINTENANCE SUPPLIES	25,000.00	25,000.00
101.4552.2295	BEAUTIFICATION PROJECT SUPPLIE	35,000.00	35,000.00
101.4552.3211	COMMUNICATIONS	3,000.00	3,000.00
101.4552.3311	TRAINING/TRAVEL/HOTEL	2,000.00	1,000.00
101.4552.3431	ADVERTISEMENTS	500.00	500.00
101.4552.3621	PROPERTY CASUALTY INSURANCE	55,000.00	55,000.00
101.4552.3711	REPAIR & MAINTENANCE	25,000.00	25,000.00
101.4552.3811	PUBLIC UTILITY SERVICES	105,000.00	105,000.00
101.4552.4131	RENTALS	500.00	500.00
101.4552.4331	MISCELLANEOUS - DUES	800.00	800.00
101.4552.4383	RUGS / TOWELS	100.00	100.00
101.4552.4385	FURNITURE	.00	.00
101.4552.4389	OTHER CONTRACTUAL SERVICES	2,000.00	2,000.00
101.4552.4711	REMITTANCE REV COL OTHER AG	400.00	400.00
101.4552.4825	USE TAX	.00	.00
101.4552.4981	REFUNDS & REIMBURSEMENTS	300.00	300.00
101.4552.5711	BUILDING IMPROVEMENTS	.00	.00
101.4552.5811	EQUIPMENT	.00	.00
101.4552.5911	CAPITAL EXPENDITURES	.00	32,000.00
101.4552.5920	UNANTICIPATED EXPENSES	.00	.00
		<u>581,130.00</u>	<u>634,575.00</u>
SPLASH PAD			
101.4554.1011	SALARIES	8,500.00	8,500.00
101.4554.1021	OT FOR REGULAR EMPLOYEES	1,800.00	2,000.00
101.4554.1041	TEMPORARY EMPLOYEES	.00	.00
101.4554.1211	FICA	750.00	800.00
101.4554.1221	PERA	750.00	800.00
101.4554.2211	REPAIR & MAINTENANCE SUPPLIES	7,000.00	7,000.00
101.4554.3311	TRAINING/TRAVEL/HOTEL	600.00	600.00
101.4554.3711	REPAIR & MAINTENANCE	10,000.00	10,000.00
101.4554.3811	PUBLIC UTILITY SERVICES	15,000.00	15,000.00
101.4554.4331	MISCELLANEOUS - DUES	400.00	400.00
101.4554.4825	USE TAX	.00	.00
101.4554.5911	CAPITAL EXPENDITURES	.00	.00
		<u>44,800.00</u>	<u>45,100.00</u>

City of Waite Park
Capital Outlay
2026

Budget Worksheet - Schedule B

Streets Alleys - 4312

Equipment - 5811

Priority	Item / Description	New / Replace	Original Request	Adjusted Request	Approved	Purchased
Totals for #5811			\$0	\$0	\$0	\$0

Capital Expenditures - 5911

Priority	Item / Description	New / Replace	Original Request	Adjusted Request	Approved	Purchased
1	Vactor (20 % Streets, 20% Water, 60% Sewer) 5Yr Lease	R-601	\$26,574			
2	Utilities Pick Up Truck		\$27,500			
3	2500 Pick Up w/ Plow	R-405	\$50,000			
4	1500 Pick Up	R-407	\$40,000			
5	Bucket Truck	R-420	\$90,000			
6	Used SUV or Pickup		\$30,000			
Totals for #5911			\$264,074	\$0	\$0	\$0.00

Grand Total			\$264,074	\$0	\$0	\$0.00
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Submitted 9/11/2025
 Revised 9/25/2025
 Revised 12/4/2025
 Approved

Area Ranking	Age	Street	From - To	Cost	General Fund	Sales Tax	MSA	Year	Targets
3.00	26	Sundial Drive	2nd Avenue South to 10th Avenue South	\$2,000,000	\$500,000	\$1,500,000		2026	2026 Targets: General Fund \$1,100,000 Sales Tax \$1,500,000
7.00	8	13th Ave North	Division Street to 3rd Street North	\$200,000	\$200,000				
1.00	40	23rd Ave South	Co Rd 137 to End of 12th St S (Pavement)	\$325,000	\$325,000				
	40	23rd Avenue South	Co Rd 137 to End of 12th St S (Utilities)	\$2,200,000	\$2,200,000				
			Subtotal(Without Utilities)		\$1,025,000	\$1,500,000	\$0	\$2,525,000	
Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
2.00	25	24th Avenue South	Division Street to 2nd Street South	\$2,000,000	\$1,285,000	\$715,000		2027	2027 Targets: General Fund \$1,200,000 Sales Tax \$700,000
	25	Frontage Road South	20th Avenue South to 24th Avenue South						
	25	2nd Street South	24th Avenue South to 28th Avenue South						
	29	Trail	Lions Park						
			Total Area		\$1,285,000	\$907,000	\$0	\$2,192,000	
Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
3.00	30	Willow Creek Drive	2nd Avenue to CR137	\$410,000	\$1,100,000			2028	2028 Targets: General Fund \$1,300,000 Sales Tax \$700,000
	30	Willow Grove Circle	Willow Creek Drive to Willow Creek Drive	\$180,000					
	30	Willow View Circle	Willow Creek Drive to Willow Creek Drive	\$260,000					
	30	Willow View Lane	Willow Creek Drive to Willow Creek Drive	\$250,000					
			Total Area						
2.00	22	6th Avenue North	3rd Street North to Charlies Way	\$45,000	\$200,000			2028	2028 Targets: General Fund \$1,300,000 Sales Tax \$700,000
	41	Charlies Way	6th Avenue North to 4th Avenue North	\$110,000					
	31	4th Avenue North	3rd Street North to Charlies Way	\$45,000					
			Total Area						
3.00	30	2nd Street North	10th Avenue North to 2th Avenue North	\$800,000	\$1,300,000	\$800,000	\$0	2028	2028 Targets: General Fund \$1,300,000 Sales Tax \$700,000
			Subtotal						

Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
3.50	27	Diamond Willow Circle	Willow Pond Drive to Willow Pond Drive	\$235,000				2029	2029 Targets: General Fund \$1,400,000 0 Sales Tax \$700,000
	27	Willow Pond Drive	2nd Avenue South to 2nd Avenue South	\$815,000					
	27	Willow Run Court	Willow Pond Drive to End	\$110,000					
	27	Weeping Willow Circle	Willow Pond Drive to End	\$140,000					
5.50		Willow Pond	Total Area	\$1,300,000	\$1,300,000				
	31	Waite Avenue North	1st Street North to 3rd Street North	\$412,500		\$415,000			
4.00	29	Trail	Rock Island Park	\$350,000		\$350,000			
	41	Cherry Street North	Waite Avenue North to 1st Avenue North	\$85,000	\$85,000				
3.00	47	Maple St N	Waite Avenue North to 1st Avenue North	\$50,000	\$50,000				
	46	Maple St N	Waite Avenue North to 1st Avenue NorthEast	\$40,000	\$40,000				
	30	1st Ave North	Division Street to Frontage Road - (Pavement)	\$195,000	\$195,000				
66	1st Ave North	Division Street to 2nd Ave (Utilities)	\$1,110,000	\$1,110,000					
Subtotal(Without Utilities)					\$1,670,000	\$765,000	\$0	\$2,435,000	

Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
3.50	17	28th Ave S	County Road 137 to 7th Street South	\$1,050,000	\$750,000	\$300,000	\$500,000	2030	2030 Targets: General Fund \$1,500,000 0 Sales Tax \$700,000
	3.00	3rd Ave South (La castia)	1st Street South to End	\$36,000	\$36,000				
3.00	21	Dundee Lane	2nd Ave South to Aberdeen Drive	\$40,000	\$40,000				
	47	Old Hwy Rd	BelClare Drive to South End	\$450,000	\$450,000				
5.00	36	BelClare Drive	CR 137 to Hwy 23	\$468,000			\$470,000		
	25	3rd Avenue Northeast	3rd St Northeast to End	\$105,000					
4.50	25	312 Street Northeast	2nd Avenue NE to 4th Avenue NE	\$80,000					
	25	2nd Avenue Northeast	3rd Street Northeast to End	\$80,000					
	25	4th Avenue Northeast	3rd Street Northeast to End	\$125,000					
	25	4th Street Northeast	3rd Avenue NE to End	\$55,000					
Northeast					\$445,000			\$2,991,000	
Total Area					\$1,721,000	\$300,000	\$970,000	\$2,991,000	
Subtotal					\$1,721,000	\$300,000	\$970,000	\$2,991,000	
5 Year Totals					\$7,001,000	\$4,272,000	\$970,000	\$12,243,000	

Delayed Projects									
Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
1.00	45	Rivers Edge North Park	Pickleball parking lot	\$380,000		\$380,000		Delayed: Add to Future Rivers Edge Project	
3.00	29	Great Oak Drive	10th Avenue North to End	\$210,000		\$210,000		Delayed: Add to Future Rivers Edge Project	
3.00	42	Parking Lot	Old PW Building 602	\$280,500	\$280,500			Delayed	
4.00	N/A	Alley AM	By Crooked Point	\$45,000	\$45,000			Delayed: Determining Turning Back to Property Owners	
4.00	25	Parking Lot	Community Park	\$100,000		\$100,000		Delayed: Add to Future Rivers Edge Project	
5.00	28	Parking Lot	Rivers Edge Park (North)	\$300,000		\$300,000		Delayed: Add to Future Rivers Edge Project	
Delayed Total					\$325,500	\$990,000		\$1,315,500	
Full Reconstruction With Utilities									
Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA		
3.00	41	12th Avenue South	Division Street to Frontage Road	\$830,000					
	41	13th Avenue South	Division Street to Frontage Road	\$830,000					
	41	11th Avenue South	Division Street to Frontage Road	\$830,000					
Stieckerville				\$2,670,000	\$2,670,000				
7.00	36	1st Street South	33rd Avenue South to 28th Avenue South	\$600,000		\$600,000			
	36	1st Street South	33rd Avenue South to 28th Avenue South	\$1,200,000	\$1,200,000				
Grand Total of Reconstructs					\$3,870,000	\$600,000	\$0	\$4,470,000	

Unfunded Projects

Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
2.00	26	Alley A	Tee Alley - between 13th Avenue North & 12th Avenue North	\$135,000	\$135,000				
2.00	40	40th St S	County Road 6 to End	\$140,000	\$110,000				
3.00	26	Alley C	Between Division & 1st and 13th & 12th	\$110,000	\$110,000				
3.00	31	Alley AE	Tee Alley - between 3rd Avenue North & 2nd Avenue North	\$135,000	\$135,000				
4.00	13	Alley Y	Tee Alley - between 6th Avenue North & 5th Avenue North	\$135,000	\$135,000				
4.00	23	Alley P	Tee Alley - between 8th Avenue North & 8th Avenue North	\$135,000	\$135,000				
4.00	18	36th Ave S	Hwy 23 to South End	\$50,000	\$50,000				
4.00	25	Frontage Road	6th Avenue South to Exhaust Pres	\$110,000	\$110,000				
5.00	11	4th Street South	17th Ave South to West End	\$205,000	\$205,000				
5.00	16	Trail	River Edge North	\$187,500		\$187,500			
5.00	23	Alley O	Between FB & 1st Street North and 10th & 3th	\$110,000	\$110,000				
5.00	16	Alley E	Tee Alley - between 12th Avenue North & 11th Avenue North	\$135,000	\$135,000				
5.00	25	Alley AH	between 2 1/2 St North to 2nd Avenue North	\$72,000	\$75,000				
5.00	18	Alley AJ	MCI	\$135,000	\$135,000				
5.00	21	Alley AG	Between 3rd Street North & 2 1/2 Street North and 2nd & 1st Ave	\$120,000	\$120,000				
5.00	24	Frontage Road FD	5th Avenue North to 2nd Avenue North	\$270,000	\$270,000				
5.00	25	Alley B	Between 1st & 2nd and 13th & 12th	\$120,000	\$120,000				

Unfunded Projects - Con't

Area Ranking	Age	Street	From - To	Overlay Cost	General Fund	Sales Tax	MSA	Year	Targets
6.00	19	Frontage Road FC	5th Avenue North to 3rd Avenue North	\$136,800	\$136,800				
6.00	25	Alley A1	1st Ave North to Jaguello Park	\$36,000	\$35,000				
6.00	21	Alley F	Between 1st & 2nd and 12th & 11th	\$110,000	\$111,000	\$80,000			
6.00	20	Trail	Co Road 137 (11th Ave-10th Ave) Needs mastic	\$80,000					
24		3rd Avenue North	Division Street to Frontage Road	\$114,000					
24		4th Avenue North	Division Street to Frontage Road	\$84,000					
24		1st Street North	2nd Avenue North to 4th Avenue North	\$84,000					
24		5th Avenue North	6th Avenue North to Frontage Road	\$161,000					
		Honestville	Total Area	\$443,000	\$443,000				
6.00	30	7th Avenue South	1st Street South to End	\$30,000	\$30,000				
6.00	22	Alley M	Tee Alley Between 3th Avenue North & 10th Avenue North	\$135,000	\$135,000				
6.00	7	Alley I	Tee Alley Between 10th Avenue North & 11th Avenue North	\$135,000	\$135,000				
6.00	24	Alley Heritage Point	Heritage Drive to Heritage Lane	\$100,000	\$100,000				
6	21	Aberdeen Drive	Huntley Lane to Greenstone Lane	\$144,000	\$144,000				
6.00	36	Quarry Road	Old Hwy North to End	\$60,000	\$60,000				
6.50	17	28th Avenue South	Division Street to Hwy 23	\$1,485,000		\$600,000	\$1,485,000		
		Old Waite Park - East of 10th	Total Area	\$600,000					
30		1st Street North	10th Avenue North to 5th Avenue North	\$538,000					
24		4th Avenue North	Frontage Road to 3rd Street North	\$330,000					
24		5th Avenue North	1st Street North to 3rd Street North	\$330,000					
24		2 1/2 Street North	1st Avenue North to 2nd Avenue North	\$200,000					
24		3rd Avenue North	Frontage Road to 3rd Street North	\$270,000					
24		7th Avenue North	Frontage Road to 3rd Street North	\$540,000					
22		8th Avenue North	Frontage Road to 3rd Street North	\$570,000					
22		9th Avenue North	Frontage Road to 3rd Street North	\$570,000					
25		1st Avenue North	2 1/2 Street North to 3rd Street North	\$37,000					
		Old Waite Park - East of 10th	Total Area	\$4,095,000	\$3,495,000				
			Unfunded Totals		\$6,974,800	\$1,467,500	\$1,485,000	\$9,927,300	

Grand Total of ALL	\$18,171,300	\$7,329,500	\$450,000	\$25,950,800
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Updated 10/3/2025
Approved 12/15/2025

**CITY OF WAITE PARK
5-Year Infrastructure Capital Improvement Plan 2026-2030**

Project	Sewer Revenue	Water Revenue	Storm Revenue	Deferred Assessments	City Costs - Pavement Maintenance	City Costs	Assessments	MSA State Aid	Federal	TIF	Sales Tax - Pavement Maintenance	Sales Tax Transportation	Sales Tax Parks	Sales Tax Facility	State Bonding	Park Dedication	Grants	Other	Total Project Cost	Comment
2026																				
Street Preservation					\$ 500,000						\$ 1,500,000								\$ 2,000,000	Sundial Drive
Street Preservation					\$ 200,000														\$ 200,000	13th Ave North
Street Preservation					\$ 325,000														\$ 325,000	23rd Ave S
10th Avenue / 1st Street South - DESIGN Only											\$ 150,000								\$ 150,000	Design Cost - 10th Ave S reconstruct & realign First Street South intersection.
2nd Avenue Rt. Turn Lane at 2nd St. South (at Grizzly) - DESIGN Only											\$ 50,000								\$ 50,000	Design
Southwest Beltway - ROW Only																		\$ 100,000	\$ 100,000	ROW
Galical Lakes Trail Extension - Parkwood Area- DESIGN Only													\$ 75,000						\$ 75,000	Parkwood Property to Frontage Road
Rivers Edge Park-Phase 4 Design												\$ 300,000							\$ 300,000	Construction of the existing parking lot expansion, new south parking lot, parking lot and trail lighting, trails.
Community Park-Design												\$ 100,000							\$ 100,000	Construction of the existing parking lot, new inclusive playground, and lighting and trails.
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 1,025,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 200,000	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 3,300,000	
Total Financed through 429 Bond																				\$0

2027																				
Street Preservation					\$ 750,000						\$ 1,250,000								\$ 2,000,000	24th Ave S/Frontage Road/2nd Street South (Mile/cabins area)
Water Treatment Plant																		\$ 20,000,000	\$ 20,000,000	Water Treatment Plant - PFA's
Waterman Loop DESIGN & Construction		\$ 400,000																	\$ 400,000	Watermain Loop (Loop Rd to 28th Ave S)
Lions Park Trail - Lions Park Construction												\$ 200,000							\$ 200,000	Lions Park
Galical Lakes Trail-Parkwood Area Construction												\$ 238,000							\$ 482,000	Rivers Edge Park to Parkwood Property - Grant
8th Avenue South at 2nd Street South Turn Lane (at Grizzly) - DESIGN Only											\$ 75,000								\$ 75,000	Design Cost
2nd Avenue Rt. at 2nd St. South Turn Lane (at Grizzly) - ROW Only											\$ 300,000								\$ 300,000	ROW Cost
10th Avenue / 1st Street South - ROW Only											\$ 20,000								\$ 20,000	ROW Cost - 10th Ave S reconstruct & realign First Street South intersection.
Southwest Beltway - ROW Only																		\$ 100,000	\$ 100,000	ROW
Galical Lakes Trail Extension - Parkwood Area-ROW Only													\$ 200,000						\$ 200,000	Parkwood Property to Frontage Road R
Rivers Edge Park-Phase 4 Construction												\$ 5,000,000							\$ 5,000,000	Construction of the existing parking lot expansion, new south parking lot, parking lot and trail lighting, trails.
Community Park-Construction												\$ 1,500,000							\$ 1,500,000	Construction of the existing parking lot, new inclusive playground, and lighting and trails.
Subtotal	\$ -	\$ 400,000	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 395,000	\$ 7,138,000	\$ -	\$ -	\$ -	\$ -	\$ 482,000	\$ 20,515,000	
Total Financed through 429 Bond																				\$0

CITY OF WAITE PARK
5-Year Infrastructure Capital Improvement Plan 2026-2030

Project	Sewer Revenue	Water Revenue	Storm Revenue	Deferred Assessments	City Costs - Pavement Maintenance	City Costs	Assessments	MSA State Aid	Federal	TIF	Sales Tax - Pavement Maintenance	Sales Tax Transportation	Sales Tax Parks	Sales Tax Facility	State Bonding	Park Dedication	Grants	Other	Total Project Cost	Comment
2028																				
Street Preservation					\$ 1,100,000														\$ 1,100,000	Willow Pond
Street Preservation					\$ 200,000														\$ 200,000	Charles Way
Street Preservation											\$ 800,000								\$ 800,000	2nd Street North
Street Preservation							\$ 2,300,000												\$ 2,300,000	INDOT Cost Share Hwy 23
2nd Avenue Rt. at 2nd St. South Turn Lane (at Grizzly's) - Construction											\$ 600,000								\$ 600,000	Construction
8th Avenue South at 2nd Street South Turn Lane (at Ippin) - ROW Only											\$ 300,000								\$ 300,000	ROW Cost
10th Avenue / 1st Street South - ROW Only											\$ 200,000								\$ 200,000	ROW Cost - 10th Ave S reconstruct & realign First Street South intersection.
Southwest Beltway - ROW Only																		\$ 100,000	\$ 100,000	ROW
Glacial Lakes Trail Extension - Parkwood Area Construction													\$ 500,000						\$ 500,000	Partwood Property to Frontage Road N
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ 2,300,000	\$ -	\$ -	\$ 800,000	\$ 1,100,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,100,000	\$ 6,100,000
Total Financed through 429 Bond																				\$0

2029																				
Street Preservation					\$ 1,300,000															Willow Pond
Street Preservation											\$ 415,000									Waite Ave North (1st St N-3rd St N)
Street Preservation					\$ 85,000															Cherry Street
Street Preservation					\$ 90,000															Maple Street
Street Preservation					\$ 195,000															1st Ave North (Pavement)
Street Preservation		\$ 1,110,000.00																		1st Ave North (Utilities)
Rock Island Park Trail													\$ 350,000						\$ 350,000	Lions Park
6th Avenue South at 2nd Street South Turn Lane (at Ippin) - Construction											\$ 700,000								\$ 700,000	Construction
Highway 23 - 2nd St South Reconstruction																			\$ 3,000,000	Reconstruct from 64 to Waite Ave S City costs are half of the semaphore replacements
10th Avenue / 1st Street South - ROW Only																			\$ -	ROW Cost - 10th Ave S reconstruct & realign First Street South intersection.
Southwest Beltway - ROW Only																		\$ 100,000	\$ 100,000	ROW
Subtotal	\$ -	\$ 1,110,000	\$ -	\$ -	\$ 1,670,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 415,000	\$ 700,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,100,000	\$ 7,345,000
Total Financed through 429 Bond																				\$0

CITY OF WAITE PARK 5-Year Infrastructure Capital Improvement Plan 2026-2030																					
Project	Sewer Revenue	Water Revenue	Storm Revenue	Deferred Assessments	City Costs - Pavement Maintenance	City Costs	Assessments	MSA State Aid	Federal	TIF	Sales Tax - Pavement Maintenance	Sales Tax - Transportation	Sales Tax - Parks	Sales Tax - Facility	State Bonding	Park Dedication	Grants	Other	Total Project Cost	Comment	
2030																					
Street Preservation					\$ 750,000			\$ 500,000			\$ 300,000									28th Ave S	
Street Preservation					\$ 36,000															3rd Ave South	
Street Preservation					\$ 40,000															Dundee Lane	
Street Preservation					\$ 450,000						\$ 500,000									Old Highway Road/Bel Clare Drive	
Street Preservation					\$ 500,000															Northeast	
10th Avenue / 1st Street South - Construction																				Construction - 10th Ave S reconstruct & realign First Street South intersection.	
2nd Avenue South / 7th Street South Roundabout - Construction																				Construction	
Southwest Beltway - ROW Only																				Construction	
																				\$ 100,000 ROW	
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 640,000	\$ 3,716,000
Total Financed through 428 Bond					\$0																

Approved 12/15/25

Proposed 10/20/25

THE LEDGE AMPHITHEATER

The Ledge Amphitheater is a city-owned 5,000-seat outdoor venue that provides a flexible space to allow for a variety of entertainment options for the community to enjoy. The city contracts New West and Mammoth Productions to provide a variety of national entertainment. The city also employs a Facility Events Supervisor, and all other staff are either employees of the management company or are contracted employees paid for by the management company.

VENUE GOALS

- Create an entertainment destination location that remains a tourist attraction for visitors and residents.
- Continue to provide a variety of entertainment that draws a variety of people and their interests to The Ledge.
- Be recognized as the premiere outdoor amphitheater in the country focused on patrons and performance experiences.
- Increase the economic impact of The Ledge Amphitheater by promoting our local businesses in the Central MN Region
- Create a facility that is financially sustainable.

PERFORMANCE INDICATORS

- Over 145,000 people have visited The Ledge since it opened in July 2021: 45,000 visitors in 2024.
- 33.2% of visitors are from out-of-state in Waite Park.
- 69.6% of visitors stayed overnight in 2024 in the Waite Park Region.
- \$111 was spent by each visitor to Waite Park within the region.
- Approximately \$6 million economic impact on the region annually.
- Over \$1.2 million in additional sales tax revenue has been collected by the State of MN as a result of those visiting the Ledge.
- Impacts of tourism: Each household in MN would need to be taxed an additional \$1,002 to replace the visitor-generated taxes received by state and local governments in 2023.

RECENT ACCOMPLISHMENTS

- Completed 16 national acts, a rental by Celebrate MN, LEDGEtober Flannel Fest, and yoga in the park.
- Added a box seating pavilion to enhance the VIP customer experience.
- Expanded our VIP food program to include box seating.
- Secured sponsors for 2024.
- Reached a tentative renewal agreement with New West/Mammoth that provides them with more financial responsibility of the costs associated with operations and maintenance of The Ledge.

UPCOMING PRIORITIES

- Secure the remaining State funding to finish The Ledge improvements.
- Finalize the contract renewal with New West/Mammoth.
- Host 15 -20 shows with an average of 3,600 in attendance.
- Add additional local community events.
- Secure more corporate sponsorships to offset operational and event costs
- Work with the CVB on the marketing of Central MN as the Live Entertainment Hotspot increasing travel to the region.

AMPHITHEATER BUDGET

Acct#	Title	2025 Budget	2026 Budget
AMPHITHEATER - FACILITY			
101.4555.1011	SALARIES	33,000.00	33,000.00
101.4555.1021	OT FOR REGULAR EMPLOYEES	600.00	500.00
101.4555.1029	OT FOR TEMP EMPLOYEES	.00	.00
101.4555.1041	TEMP EMPLOYEES - AMPHITHEATER	.00	.00
101.4555.1042	PT CLEANING - AMP	250.00	250.00
101.4555.1211	FICA	2,500.00	2,600.00
101.4555.1221	PERA	2,500.00	2,500.00
101.4555.1311	HEALTH INSURANCE	10,000.00	8,100.00
101.4555.1321	FAMILY MEDICAL LEAVE	.00	110.00
101.4555.1331	DISABILITY INSURANCE	300.00	260.00
101.4555.1341	LIFE INSURANCE	75.00	50.00
101.4555.1411	WC & UNEMPLOYMENT COMP	3,500.00	4,000.00
101.4555.2011	OFFICE SUPPLIES	.00	100.00
101.4555.2121	GAS & OIL PURCHASES	.00	100.00
101.4555.2171	SAFETY	.00	.00
101.4555.2211	REPAIR & MAINTENANCE SUPPLIES	12,000.00	12,000.00
101.4555.3051	PROF SERVICES - PHYSICALS	.00	.00
101.4555.3210	COMMUNICATIONS - REIMBURSED	.00	.00
101.4555.3211	COMMUNICATIONS	.00	.00
101.4555.3212	COMPUTERS/IT	12,000.00	.00
101.4555.3214	SOFTWARE & SUBSCRIPTIONS	6,000.00	4,000.00
101.4555.3311	TRAINING /TRAVEL/HOTEL	.00	.00
101.4555.3400	PRINTING & BINDING	.00	.00
101.4555.3431	ADVERTISEMENTS	.00	.00
101.4555.3621	PROPERTY CASUALTY INSURANCE	29,000.00	29,000.00
101.4555.3711	REPAIR & MAINTENANCE	12,000.00	12,000.00
101.4555.3811	PUBLIC UTILITY SERVICES	28,000.00	32,000.00
101.4555.4131	RENTALS	.00	.00
101.4555.4331	MISCELLANEOUS - DUES	.00	600.00
101.4555.4381	UNIFORMS	.00	100.00
101.4555.4383	RUGS / TOWELS	1,000.00	1,000.00
101.4555.4384	SERVICE CONTRACT	5,000.00	5,000.00
101.4555.4385	FURNITURE	.00	.00
101.4555.4389	OTHER CONTRACTUAL SERVICES	5,000.00	300.00
101.4555.4711	REMITTANCE REV COL OTHER AG	.00	.00
101.4555.4981	REFUNDS & REIMBURSEMENTS	.00	.00
101.4555.5711	BUILDING IMPROVEMENTS	.00	.00
101.4555.5811	EQUIPMENT	.00	.00
101.4555.5911	CAPITAL EXPENDITURES	.00	.00
101.4555.5920	UNANTICIPATED EXPENSES	50,000.00	50,000.00
		<u>212,725.00</u>	<u>197,570.00</u>

Acct#	Title	2025 Budget	2026 Budget
AMPHTHEATER			
NATIONAL EVENTS			
101.4556.1011	SALARIES	82,000.00	76,000.00
101.4556.1021	OT FOR REGULAR EMPLOYEES	1,000.00	700.00
101.4556.1029	OT FOR TEMP EMPLOYEES	.00	.00
101.4556.1041	TEMP EMPLOYEES - AMPHITHEATER	.00	.00
101.4556.1042	PT CLEANING - AMP	250.00	300.00
101.4556.1211	FICA	9,000.00	6,000.00
101.4556.1221	PERA	9,000.00	5,800.00
101.4556.1311	HEALTH INSURANCE	27,000.00	20,000.00
101.4556.1321	FAMILY MEDICAL LEAVE	.00	260.00
101.4556.1331	DISABILITY INSURANCE	800.00	700.00
101.4556.1341	LIFE INSURANCE	200.00	150.00
101.4556.1411	WC & WORKERS COMP	.00	.00
101.4556.2011	OFFICE SUPPLIES	.00	.00
101.4556.2121	GAS & OIL PURCHASES	.00	.00
101.4556.2171	SAFETY	.00	.00
101.4556.2211	REPAIR & MAINTENANCE SUPPLIES	.00	.00
101.4556.3210	COMMUNICATIONS - REIMBURSED	.00	.00
101.4556.3211	COMMUNICATIONS	.00	.00
101.4556.3212	COMPUTERS/IT	.00	.00
101.4556.3214	SOFTWARE & SUBSCRIPTIONS	.00	.00
101.4556.3311	TRAINING /TRAVEL/HOTEL	.00	.00
101.4556.3431	ADVERTISEMENTS	.00	.00
101.4556.3621	PROPERTY CASUALTY INSURANCE	.00	.00
101.4556.3711	REPAIR & MAINTENANCE	.00	.00
101.4556.3811	PUBLIC UTILITY SERVICES	.00	.00
101.4556.4131	RENTALS	.00	.00
101.4556.4331	MISCELLANEOUS - DUES	.00	.00
101.4556.4381	UNIFORMS	.00	.00
101.4556.4383	RUGS / TOWELS	.00	.00
101.4556.4384	SERVICE CONTRACT	.00	.00
101.4556.4385	FURNITURE	.00	.00
101.4556.4389	OTHER CONTRACTUAL SERVICES	.00	.00
101.4556.4711	REMITTANCE REV COL OTHER AG	.00	.00
101.4556.4981	REFUNDS & REIMBURSEMENTS	.00	.00
101.4556.5711	BUILDING IMPROVEMENTS	.00	.00
101.4556.5811	EQUIPMENT	.00	.00
101.4556.5911	CAPITAL EXPENDITURES	.00	.00
		129,250.00	109,910.00
AMPHITHEATER			
PRIVATE EVENTS			
101.4557.1011	SALARIES	.00	.00
101.4557.1021	OT FOR REGULAR EMPLOYEES	.00	.00
101.4557.1029	OT FOR TEMP EMPLOYEES	.00	.00
101.4557.1041	TEMP EMPLOYEES - AMPHITHEATER	500.00	.00
101.4557.1042	PT CLEANING - AMP	.00	.00
101.4557.1211	FICA	75.00	.00
101.4557.1221	PERA	70.00	.00
101.4557.1311	HEALTH INSURANCE	.00	.00
101.4557.1331	DISABILITY INSURANCE	.00	.00
101.4557.1341	LIFE INSURANCE	.00	.00
101.4557.1411	WC & WORKERS COMP	.00	.00

Acct#	Title	2025 Budget	2026 Budget
101.4557.2011	OFFICE SUPPLIES	.00	.00
101.4557.2121	GAS & OIL PURCHASES	.00	.00
101.4557.2171	SAFETY	.00	.00
101.4557.2211	REPAIR & MAINTENANCE SUPPLIES	.00	.00
101.4557.3211	COMMUNICATIONS	.00	.00
101.4557.3311	TRAINING /TRAVEL/HOTEL	.00	.00
101.4557.3431	ADVERTISEMENTS	.00	.00
101.4557.3621	PROPERTY CASUALTY INSURANCE	.00	.00
101.4557.3711	REPAIR & MAINTENANCE	2,000.00	2,000.00
101.4557.3811	PUBLIC UTILITY SERVICES	.00	.00
101.4557.4131	RENTALS	1,000.00	1,000.00
101.4557.4331	MISCELLANEOUS - DUES	.00	.00
101.4557.4381	UNIFORMS	.00	.00
101.4557.4383	RUGS / TOWELS	.00	.00
101.4557.4384	SERVICE CONTRACT	.00	.00
101.4557.4389	OTHER CONTRACTUAL SERVICES	2,000.00	2,000.00
101.4557.4711	REMITTANCE REV COL OTHER AG	.00	.00
101.4557.4981	REFUNDS & REIMBURSEMENTS	.00	.00
101.4557.5711	BUILDING IMPROVEMENTS	.00	.00
101.4557.5811	EQUIPMENT	.00	.00
101.4557.5911	CAPITAL EXPENDITURES	.00	.00
		<u>5,645.00</u>	<u>5,000.00</u>
AMPHITHEATER			
SPONSORED EVENTS			
101.4558.1011	SALARIES	4,725.00	.00
101.4558.1021	OT FOR REGULAR EMPLOYEES	200.00	.00
101.4558.1029	OT FOR TEMP EMPLOYEES	.00	.00
101.4558.1041	TEMP EMPLOYEES - AMPHITHEATER	2,100.00	.00
101.4558.1042	PT CLEANING - AMP	.00	.00
101.4558.1211	FICA	550.00	.00
101.4558.1221	PERA	540.00	.00
101.4558.1311	HEALTH INSURANCE	.00	.00
101.4558.1331	DISABILITY INSURANCE	.00	.00
101.4558.1341	LIFE INSURANCE	.00	.00
101.4558.1411	WC & WORKERS COMP	.00	.00
101.4558.2011	OFFICE SUPPLIES	.00	.00
101.4558.2121	GAS & OIL PURCHASES	.00	.00
101.4558.2171	SAFETY	.00	.00
101.4558.2211	REPAIR & MAINTENANCE SUPPLIES	.00	.00
101.4558.3211	COMMUNICATIONS	.00	.00
101.4558.3311	TRAINING /TRAVEL/HOTEL	.00	.00
101.4558.3431	ADVERTISEMENTS	1,000.00	1,000.00
101.4558.3621	PROPERTY CASUALTY INSURANCE	.00	.00
101.4558.3711	REPAIR & MAINTENANCE	.00	.00
101.4558.3811	PUBLIC UTILITY SERVICES	.00	.00
101.4558.4131	RENTALS	1,000.00	1,000.00
101.4558.4331	MISCELLANEOUS - DUES	.00	.00
101.4558.4381	UNIFORMS	.00	.00
101.4558.4383	RUGS / TOWELS	.00	.00
101.4558.4384	SERVICE CONTRACT	.00	.00
101.4558.4389	OTHER CONTRACTUAL SERVICES	3,000.00	3,000.00
101.4558.4711	REMITTANCE REV COL OTHER AG	.00	.00
101.4558.4981	REFUNDS & REIMBURSEMENTS	.00	.00
101.4558.5711	BUILDING IMPROVEMENTS	.00	.00
101.4558.5811	EQUIPMENT	.00	.00
101.4558.5911	CAPITAL EXPENDITURES	.00	.00
		<u>13,115.00</u>	<u>5,000.00</u>

ENTERPRISE FUNDS

The city has three enterprise funds that are supported by utility fees that are charged to utility users. These systems are not supported by the general fund but rather by the fund from the fees charged for these utilities. The water fund supports the operation of the water treatment plant. The city has its own water treatment plant facility to provide this service to residents. The sewer fund supports the city's sewer system where these services are contracted with St. Cloud. The storm sewer funds support the management of the drainage system that handles all the runoff created from a variety of land users and surfaces.

RECENT ACCOMPLISHMENTS

- Rehab of Water Treatment Plant – Stripping Tower.
- Rehab on Willow Creek Lift Station Pumps.
- Completed the 1st phase of the meter replacement program
- Nearing completion of our lead service inventory.
- Locating utilities (Curb Boxes, Valves and Hydrants) using GPS for our GIS.

DEPARTMENT GOALS

- Generate enough revenue to offset the costs of managing these systems.
- Be good stewards of the environment protecting any impacts to our water system.
- Review the impact development has on these resources addressing any negative impacts created by development.
- Monitor and enforce compliance with all State and Federal regulations related to these services.

UPCOMING PRIORITIES

- Start the design work to address PFAS and other water treatment updates needed with the assistance of consulting engineer.
- Secure funding for Water Treatment Plant rehab and PFA funding.
- Complete the 2nd and final phase of the meter replacement program
- Complete inventory on all unknown lead service lines within the city to comply with state regulations.
- Secure funding for Lead service line replacement
- Determine a long-term plan to replace aging water and sewer mains during street rehab projects.

ENTERPRISE BUDGET

Acct#	Title	2025 Budget	2026 Budget
WATER FUND			
Miscellaneous			
601.3310.3338	MISCELLANEOUS STATE GRANTS	1,250,000.00	1,300,000.00
601.3310.3339	MISCELLANEOUS FEDERAL GRANTS	0.00	0.00
		<u>1,250,000.00</u>	<u>1,300,000.00</u>
Charges for Services			
601.3590.0014	OTHER TAPS/REPAIRS	0.00	0.00
Miscellaneous Revenues			
601.3620.3621	INTEREST - INVESTMENTS	10,000.00	20,000.00
601.3620.3623	INTEREST - LMC 4M FUND	0.00	2,000.00
601.3620.3681	REFUNDS AND REIMBURSEMENTS	3,000.00	3,000.00
601.3620.3697	UNALLOCATED UTILITY REVENUE	0.00	0.00
601.3620.3698	SALES TAX	35,000.00	38,000.00
		<u>48,000.00</u>	<u>63,000.00</u>
Water Charges			
601.3710.3711	WATER SALES	2,251,479.00	2,323,124.00
601.3710.3719	SERVICE AVAILABILITY CHARGE	30,000.00	30,000.00
601.3710.3721	CONNECTION FEES	500.00	800.00
601.3710.3723	TAPS / REPAIRS	0.00	2,000.00
601.3710.3726	WATER TESTING FEE	15,000.00	20,000.00
601.3710.3727	WELLHEAD PROTECTION FEE	5,000.00	5,000.00
601.3710.3731	WATER METERS	5,000.00	5,000.00
601.3710.3739	OTHER CHARGES	0.00	0.00
		<u>2,306,979.00</u>	<u>2,385,924.00</u>
General Revenue			
601.3880.0000	GENERAL REVENUE	0.00	0.00
Bond Proceeds			
601.3930.3935	BOND PREMIUM	0.00	0.00
Capital Contributions			
601.3970.3971	CAPITAL CONTRIBUTIONS	0.00	0.00
	TOTAL REVENUE	<u>3,604,979.00</u>	<u>3,748,924.00</u>
Bond Principal Payments			
601.4711.6011	BOND PRINCIPAL	0.00	0.00
Bond Interest Payments			
601.4721.6111	BOND INTEREST	0.00	0.00

Acct#	Title	2025 Budget	2026 Budget
Fiscal Agent Fees			
601.4751.6200	PAYING AGENT & SERVICE CHARG	0.00	0.00
Power & Pumping			
601.4822.2171	SAFETY	.00	.00
601.4822.2211	REPAIR & MAINTENANCE SUPPLIES	10,000.00	10,000.00
601.4822.2212	PLANT PRODUCTION CHEMICALS	55,000.00	50,000.00
601.4822.3711	REPAIR & MAINTENANCE	35,000.00	40,000.00
601.4822.3811	PUBLIC UTILITY SERVICES	90,000.00	80,000.00
601.4822.5911	CAPITAL EXPENDITURES	.00	.00
		<u>190,000.00</u>	<u>180,000.00</u>
Distribution			
601.4824.2171	SAFETY	.00	.00
601.4824.2211	REPAIR & MAINTENANCE SUPPLIES	17,000.00	12,000.00
601.4824.2212	WATER METERS - NEW & UNPLANNED	10,000.00	20,000.00
601.4824.2213	WATER METERS - PLANNED REPLACE	483,000.00	483,000.00
601.4824.3711	REPAIR & MAINTENANCE	17,000.00	25,000.00
601.4824.3811	PUBLIC UTILITY SERVICES	7,000.00	7,000.00
601.4824.4131	RENTALS	5,000.00	4,000.00
601.4824.5971	NEW LINES	.00	.00
		<u>539,000.00</u>	<u>551,000.00</u>
Administration & General			
601.4825.1011	SALARIES	353,000.00	419,200.00
601.4825.1021	OT FOR REGULAR EMPLOYEES	18,000.00	20,000.00
601.4825.1041	TEMPORARY EMPLOYEES	0.00	0.00
601.4825.1043	PT - ADMIN	0.00	11,250.00
601.4825.1063	PAY OF ACC VAC UPON RET	0.00	19,150.00
601.4825.1066	HCSP PAYOUT	2,000.00	32,725.00
601.4825.1067	PAYMENT OF UNUSED SICK LEAVE	0.00	0.00
601.4825.1071	ADDITIONAL COMP TIME UNION	0.00	0.00
601.4825.1072	ON CALL TIME PER UNION	6,500.00	6,000.00
601.4825.1211	FICA	27,000.00	38,900.00
601.4825.1221	PERA	27,000.00	38,125.00
601.4825.1311	HEALTH INSURANCE	105,000.00	113,300.00
601.4825.1321	MN PAID LEAVE	0.00	1,725.00
601.4825.1331	DISABILITY INSURANCE	2,700.00	3,650.00
601.4825.1341	LIFE INSURANCE	550.00	625.00
601.4825.1411	WC & UNEMPLOYMENT COMP	20,000.00	20,000.00
601.4825.2011	OFFICE SUPPLIES	8,000.00	7,000.00
601.4825.2111	OPERATING SUPPLIES	.00	.00
601.4825.2121	GAS & OIL PURCHASES	6,400.00	5,000.00
601.4825.2171	SAFETY	3,500.00	3,500.00
601.4825.2211	REPAIR & MAINTENANCE SUPPLIES	4,000.00	3,000.00
601.4825.3011	ACCOUNTING & AUDITING	5,000.00	5,000.00
601.4825.3037	WELLHEAD PROTECTION	1,000.00	1,000.00
601.4825.3041	LEGAL SERVICES	500.00	500.00
601.4825.3081	CONSULTANTS	500.00	2,000.00
601.4825.3211	COMMUNICATIONS	10,000.00	10,000.00

Acct#	Title	2025 Budget	2026 Budget
601.4825.3212	COMPUTERS/IT	4,000.00	5,500.00
601.4825.3214	SOFTWARE & SUBSCRIPTIONS	5,000.00	20,000.00
601.4825.3311	TRAINING/TRAVEL/HOTEL	10,000.00	10,000.00
601.4825.3431	ADVERTISEMENTS	.00	.00
601.4825.3621	PROPERTY CASUALTY INSURANCE	26,000.00	26,000.00
601.4825.3711	REPAIR & MAINTENANCE	6,000.00	3,500.00
601.4825.3811	PUBLIC UTILITY SERVICES	120,000.00	120,000.00
601.4825.4131	RENTALS	200.00	200.00
601.4825.4331	MISCELLANEOUS - DUES	15,000.00	15,000.00
601.4825.4351	WATER TESTS	10,000.00	8,500.00
601.4825.4355	MANDATED TEST FEE	22,000.00	20,000.00
601.4825.4381	UNIFORMS	900.00	900.00
601.4825.4383	RUGS / TOWELS	100.00	100.00
601.4825.4384	SERVICE CONTRACT	10,000.00	4,000.00
601.4825.4385	FURNITURE	2,000.00	2,000.00
601.4825.4387	LOCATES - GOPHER STATE	700.00	1,000.00
601.4825.4389	OTHER CONTRACTUAL SERVICES	500.00	500.00
601.4825.4711	REMIT REV COL OTHER AGENCIES	40,000.00	50,000.00
601.4825.4825	USE TAX	.00	.00
601.4825.4981	REFUNDS & REIMBURSEMENTS	500.00	.00
601.4825.5911	CAPITAL EXPENDITURES	70,000.00	81,574.00
601.4825.5920	UNANTICIPATED EXPENSES	.00	.00
		<u>943,550.00</u>	<u>1,130,424.00</u>
Water Plant/Well			
601.4831.5311	CONSTRUCTION COSTS-PLANT UPGRA	.00	100,000.00
601.4831.5312	ENGINEERING DESIGN-PLANT UPGRA	100,000.00	250,000.00
601.4831.5313	LEGAL SERVICES - PLANT UPGRADE	.00	.00
601.4831.5341	ENGINEERING COSTS-MASTER PLAN	.00	.00
601.4831.5351	CONSTRUCTION COSTS - PFA'S	.00	.00
601.4831.5352	ENGINEERING DESIGN COSTS-PFA'S	1,250,000.00	1,000,000.00
601.4831.5353	LEGAL SERVICES - PFA'S	50,000.00	5,000.00
		<u>1,400,000.00</u>	<u>1,355,000.00</u>
Water Tower			
601.4835.5341	ENGINEERING COSTS	32,500.00	32,500.00
Depreciation			
601.4851.4211	DEPRECIATION	500,000.00	500,000.00
Transfers			
601.4999.7211	TRANSFERS OUT	0.00	0.00
	TOTAL EXPENSE	<u>3,605,050.00</u>	<u>3,748,924.00</u>

Acct#	Title	2025 Budget	2026 Budget
SEWER FUND			
Grants			
605.3310.3339	MISCELLANEOUS FEDERAL GRANTS	0.00	0.00
Miscellaneous Revenue			
605.3620.3621	INTEREST - INVESTMENTS	10,000.00	10,000.00
605.3620.3681	REFUNDS AND REIMBURSEMENTS	1,500.00	1,500.00
		<u>11,500.00</u>	<u>11,500.00</u>
Sewer Charges			
605.3740.3741	SEWER SERVICE CHARGES	2,056,782.00	2,340,973.00
605.3740.3749	SERVICE AVAILABILITY CHARGE	30,000.00	30,000.00
605.3740.3751	INDUSTRIAL DISCHARGE PERMITS	0.00	0.00
605.3740.3769	OTHER CHARGES	0.00	0.00
		<u>2,086,782.00</u>	<u>2,370,973.00</u>
605.3920.3921	TRANSFERS IN	0.00	0.00
605.3970.3971	CAPITAL CONTRIBUTIONS	0.00	0.00
	TOTAL REVENUE	<u>2,098,282.00</u>	<u>2,382,473.00</u>
Administration & General			
605.4825.1011	SALARIES	218,000.00	246,700.00
605.4825.1021	OT FOR REGULAR EMPLOYEES	5,000.00	4,000.00
605.4825.1041	TEMPORARY EMPLOYEES	0.00	0.00
605.4825.1063	PAY OF ACC VAC UPON RET	0.00	6,385.00
605.4825.1066	HCSP PAYOUT	2,000.00	13,575.00
605.4825.1043	PT - ADMIN	0.00	11,250.00
605.4825.1067	PAYMENT OF UNUSED SICK LEAVE	0.00	0.00
605.4825.1071	ADDITIONAL COMP TIME UNION	0.00	0.00
605.4825.1072	ON CALL TIME PER UNION	6,500.00	6,500.00
605.4825.1211	FICA	17,000.00	22,065.00
605.4825.1221	PERA	16,500.00	21,700.00
605.4825.1311	HEALTH INSURANCE	64,000.00	63,200.00
605.4825.1321	MN PAID LEAVE	0.00	1,025.00
605.4825.1331	DISABILITY INSURANCE	1,650.00	2,100.00
605.4825.1341	LIFE INSURANCE	400.00	350.00
605.4825.1411	WC & UNEMPLOYMENT COMP	11,000.00	11,000.00
605.4825.2011	OFFICE SUPPLIES	6,000.00	6,000.00
605.4825.2121	GAS & OIL PURCHASES	3,500.00	3,000.00
605.4825.2171	SAFETY	3,500.00	3,500.00
605.4825.2211	REPAIR & MAINTENANCE SUPPLIES	500.00	500.00
605.4825.3011	ACCOUNTING & AUDITING	5,000.00	5,000.00
605.4825.3041	LEGAL SERVICES	3,000.00	.00
605.4825.3081	CONSULTANTS	1,500.00	1,500.00

Acct#	Title	2025 Budget	2026 Budget
605.4825.3211	COMMUNICATIONS	8,000.00	8,000.00
605.4825.3212	COMPUTERS/IT	4,000.00	5,000.00
605.4825.3214	SOFTWARE & SUBSCRIPTIONS	6,000.00	7,000.00
605.4825.3311	TRAINING/TRAVEL/HOTEL	3,000.00	3,000.00
605.4825.3621	PROPERTY CASUALTY INSURANCE	7,000.00	7,500.00
605.4825.3711	REPAIR & MAINTENANCE	2,000.00	2,000.00
605.4825.3811	PUBLIC UTILITY SERVICES	1,000.00	1,000.00
605.4825.4131	RENTALS	200.00	200.00
605.4825.4331	MISCELLANEOUS - DUES	300.00	200.00
605.4825.4379	USE TAX	.00	.00
605.4825.4381	UNIFORMS	600.00	600.00
605.4825.4382	SEWER TESTING	18,000.00	18,000.00
605.4825.4383	RUGS / TOWELS	100.00	100.00
605.4825.4384	SERVICE CONTRACT	2,000.00	1,800.00
605.4825.4385	FURNITURE	2,000.00	2,000.00
605.4825.4387	LOCATES - GOPHER STATE	700.00	1,000.00
605.4825.4389	OTHER CONTRACTUAL SERVICES	.00	.00
605.4825.4981	REFUNDS & REIMBURSEMENTS	.00	.00
605.4825.5911	CAPITAL EXPENDITURES	40,000.00	84,723.00
605.4825.5920	UNANTICIPATED EXPENSES	.00	.00
		<u>459,950.00</u>	<u>571,473.00</u>
Collection			
605.4841.2171	SAFETY	.00	.00
605.4841.2211	REPAIR & MAINTENANCE SUPPLIES	8,000.00	8,000.00
605.4841.2219	OPERATIONS & MAINTENANCE - A2	64,000.00	63,500.00
605.4841.3711	REPAIR & MAINTENANCE	20,000.00	20,000.00
605.4841.3811	PUBLIC UTILITY SERVICES	6,000.00	6,000.00
605.4841.3831	REHAB & REPLACE - B2 (WWCS)	50,000.00	5,000.00
605.4841.3832	METRO FORCEMAIN	60,000.00	101,000.00
605.4841.5911	CAPITAL EXPENDITURES	.00	.00
605.4841.5920	UNANTICIPATED EXPENSES	.00	.00
605.4841.6293	DEBT SERVICE TRI - C2 SIS 4	58,000.00	107,500.00
605.4841.6294	DEBT SERVICE - C2 MAIN LIFT	<u>53,000.00</u>	<u>106,000.00</u>
		319,000.00	417,000.00
Disposal			
605.4842.2219	OPERATIONS & MAINTENANCE - A1	480,000.00	510,000.00
605.4842.3831	REHAB & REPLACE - B1 (WWTF)	54,000.00	94,500.00
605.4842.6291	DEBT SERVICE - C1 (WWTF) - RUE	213,000.00	213,000.00
605.4842.6292	DEBT SERVICE - C1 (WWTF) - NR2	74,000.00	76,500.00
605.4842.6295	EXISTING DEBT	.00	.00
		<u>821,000.00</u>	<u>894,000.00</u>
605.4851.4211	DEPRECIATION	500,000.00	500,000.00
	TOTAL EXPENSE	<u>2,099,950.00</u>	<u>2,382,473.00</u>

Acct#	Title	2025 Budget	2026 Budget
STORMWATER FUND			
Grants			
609.3340.3349	MISCELLANEOUS GRANTS	0.00	0.00
Miscellaneous Revenue			
609.3620.3621	INTEREST - INVESTMENTS	0.00	0.00
Stormwater Charges			
609.3780.3781	STORMWATER FEES	95,750.00	96,000.00
609.3780.3784	STORMWATER PERMITS	800.00	800.00
	TOTAL REVENUE	96,550.00	96,800.00
Administration & General			
609.4825.1011	SALARIES	19,000.00	32,300.00
609.4825.1021	OT FOR REGULAR EMPLOYEES	0.00	0.00
609.4825.1041	TEMPORARY EMPLOYEES	0.00	0.00
609.4825.1211	FICA	1,450.00	2,470.00
609.4825.1221	PERA	1,425.00	2,425.00
609.4825.1311	HEALTH INSURANCE	0.00	13,475.00
609.4825.1321	MN PAID LEAVE	0.00	200.00
609.4825.1331	DISABILITY INSURANCE	0.00	480.00
609.4825.1341	LIFE INSURANCE	0.00	75.00
609.4825.2011	OFFICE SUPPLIES	500.00	500.00
609.4825.2121	GAS & OIL PURCHASES	4,000.00	3,000.00
609.4825.2211	REPAIR & MAINTENANCE SUPPLIES	6,000.00	2,000.00
609.4825.3081	CONSULTANTS	25,000.00	6,000.00
609.4825.3211	COMMUNICATIONS	.00	.00
609.4825.3212	COMPUTERS/IT	.00	500.00
609.4825.3214	SOFTWARE & SUBSCRIPTIONS	.00	500.00
609.4825.3311	TRAINING/TRAVEL/HOTEL	1,500.00	3,000.00
609.4825.3431	ADVERTISEMENTS	50.00	50.00
609.4825.3711	REPAIR AND MAINTENANCE	25,000.00	25,000.00
609.4825.3811	PUBLIC UTILITY SERVICES	.00	.00
609.4825.4384	SERVICE CONTRACT	500.00	500.00
609.4825.4999	MISCELLANEOUS	5,000.00	4,500.00
609.4825.5920	UNANTICIPATED EXPENSES	.00	.00
		89,425.00	96,975.00
Unallocated Expenditures			
609.4931.3621	PROPERTY CASUALTY INSURANCE	0.00	0.00
	TOTAL EXPENSE	89,425.00	96,975.00

2026 Meter Replacement Bond Allocation Expenditures

2026 Meter Project

Meter	Amount	Meter Unit Cost	Meter Cost	MXU COST	Install Fee	Install Cost	Total
3/4 Iperl	304	\$155.49	\$47,268.96	\$153.19	\$80.00	\$24,320.00	\$118,238.72
1"	62	\$235.04	\$14,572.48	\$9,497.78	\$80.00	\$4,960.00	\$29,110.26
1.5"	28	\$1,355.01	\$37,940.28	\$4,289.32	\$235.00	\$6,580.00	\$49,044.60
2"	7	\$1,563.47	\$10,944.29	\$1,072.33	\$235.00	\$1,645.00	\$13,896.62
3"	2	\$1,980.39	\$3,960.78	\$306.38	\$415.00	\$830.00	\$5,512.16
Contingent 10%							\$25,000.00
Total	403		\$114,686.79	\$61,735.57		\$38,335.00	\$240,802.36
						Budgeted	\$241,000.00

Current Failing Meters

Meter	Amount	Meter Unit Cost	Meter Cost	MXU COST	Install Fee	Install Cost	Total
3/4 Iperl	10	\$155.49	\$1,554.90	\$153.19	\$80.00	\$800.00	\$3,966.80
1" iPerl	10	\$235.04	\$2,350.40	\$1,531.90	\$80.00	\$800.00	\$4,762.30
1.5" Cordonel	5	\$1,917.12	\$9,585.60	\$765.95	\$235.00	\$1,175.00	\$11,761.55
2" Cordonel	2	\$2,163.84	\$4,327.68	\$306.38	\$415.00	\$830.00	\$5,879.06
Contingent 20%							\$5,000.00
Total	27		\$17,818.58	\$4,136.13		\$3,605.00	\$31,604.71
						Budgeted	\$32,000.00

Meter Horn Replacement

Item	Amount	Item Unit Cost	Total
Meter Horn Replacement	\$28.00	\$250.00	\$7,000.00
Contingent 15%			\$2,000
Total			\$9,000
			Budgeted
			\$9,000.00
Total Meter Replacement \$		\$483,000.00	
-less 26 Meter Replacement		-\$241,000.00	
26 Failing Meters		-\$32,000.00	
26 Meter Horn Replacement		-\$9,000.00	
Sub Total		\$201,000.00	
Filter Media Replacement			
Estimated		-\$201,000.00	
Balance		\$0.00	

Capital Improvement Plan - Utilities 2026 - 2030

Area	Item	Years					Project Funding				
		2026	2027	2028	2029	2030	Enterprise Fund	City Bond	State	Federal	
Water	Water Plant										
		High Service Pump #1 - Preventative Maintenance (Every 8 Yrs)		\$50,000				X	X		
		High Service Pump #2 - Preventative Maintenance (Every 8 Yrs)		\$50,000				X	X		
		High Service Pump #3 - Preventative Maintenance (Every 8 Yrs)		\$50,000				X	X		
		High Service Pump #4 - Preventative Maintenance (Every 8 Yrs)		\$50,000				X	X		
	*	Filter Media - Stand Alone	\$201,000					X			
		Filter Effluent Valves - Rehab project		\$ TBD				X	X		
		Well #4 - Preventative Maintenance (Every 6 Yrs)		\$90,000				X	X		
		Well #5 - Preventative Maintenance (Every 6 Yrs)		\$90,000				X	X		
		Well #6 - Preventative Maintenance (Every 6 Yrs)		\$90,000		\$100,000		X	X		
		Stripper Balls Replace Tower #1 - North (Every 7 Yrs) 2024 & 2031						X			
		Stripper Balls Replace Tower #2 - South (Every 7 Yrs) 2027 & 2034		\$80,000				X			
		Painting Interior Piping		TBD				X	X		
		Treatment Plant Upgrade Design		TBD				X	X		
		PFAS Treatment Design		TBD				X	X		
	Treatment Plant Upgrade Construction		TBD				X	X		X	
	PFAS Treatment Construction		TBD				X	X		X	
	Sub-Total Water 601.4825.5911	\$201,000	\$460,000	\$0	\$100,000	\$0	X	X	X	X	
	Meters										
*	Phase II Meter Change Out (Contracted roughly 400 meters, Misc Meters)	\$282,000					X				
	Equipment										
	Construction										
	23rd Ave South (Watermain)		\$ TBD					X			
	Construction		\$400,000					X			
	Construction					\$3,500,000		X			
	New Water Tower 500K located in the area of Hwy 23 and 36th Ave South							X			
	Re-Construction			\$ TBD				X			
	1st Ave North Division to Cherry St - Water Main							X			
	Re-Construction							X			
	Stiechenville (Division to RR Tracks / 13th Ave South to 10th Ave South) Watermain							X			
	Sub-Total Water (Meters, Equipment and Construction)	\$0	\$400,000	\$0	\$0	\$3,500,000					
	Water Distribution										
	Tower (O&M Agreement) 601.4835.5341	\$32,500	\$40,000	\$40,000	\$40,000	\$40,000	X				
	Sub-Total Annual Water Expenses	\$32,500	\$40,000	\$40,000	\$40,000	\$40,000					
	Total Water	\$233,500	\$900,000	\$40,000	\$140,000	\$3,540,000					
Sewer	Lift Stations										
	Lift Station Pump Replacement										
	Flumes (Meters)										
	Equipment										
	Generator		\$80,000				X				
	Vector Replacement 5 yr	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	X	X			
	Sub-Total Sewer 605.4825.5911	\$80,000	\$160,000	\$80,000	\$80,000	\$80,000					
	Construction										
	23rd Ave South (Sanitary Sewer)		\$ TBD					X			
	Re-Construction							X			
Replace 13th Ave Lift Station Forcemain (13th Ave to 10th Ave)							X				
Re-Construction			\$ TBD				X				
1st Ave North Division to Cherry St - Sewer Main							X				
Re-Construction							X				
Stiechenville (Division to RR Tracks / 13th Ave South to 10th Ave South) Sewer Mains							X				
Sub-Total Construction Sewer		?	\$0	\$0	\$0	\$0					
Total Sewer		\$80,000	\$160,000	\$80,000	\$80,000	\$80,000					

* See attached "2026 Meter Replacement Bond Allocation Expenditures" sheet for Breakdown

POLICE DEPARTMENT

The Waite Park Police Department is dedicated to being leader in our region in setting a standard of professional police service. The expectation is that we will treat citizens and each other and the community we serve and take responsibility for our actions. That as a department, we value teamwork and desire to partner with the community we serve to achieve addressing community problems. Above all, we are committed to a standard that values honesty and encourages empathy for our fellow citizens. The Department consists of 27 full-time staff and 3 part-time staff including Police Chief, Sergeants, 17 Police Officers, and 8 Administrative Support staff.

DEPARTMENT GOALS

- Thoroughly investigate all crimes and reported incidents to facilitate a safe community.
- Provide professional police services to the residents of Waite Park and the surrounding community.
- Encourage a positive workplace culture while focusing on employee development.

2025 ACCOMPLISHMENTS

Strategic Plan

- “COPS House” we are actively working with the Greater St Cloud Public Safety Foundation to establish a facility in Waite Park
- Embedded a School Resource Officer with ISD 742 to support McKinley ALC, Discovery Elementary, and Quarryview Education Center

New Public Safety Building

- Construction is underway
- Projected move in is Fall of 2026

Other Activities

- In May, we moved out of the 19 13th Ave N location
- Operations were reestablished in the Public Works Building, 670 17th Ave S.
- Actively recruited and Successfully completed field training with 4 new police officers
- Set up a police K9 training area and held regional K9 trials
- Established a 10 year technology plan to provide Axon Body cameras, Tasers, and Squad car camera systems

2026 PRIORITIES

- Continue development of our employees
- Implement an public facing Incident Mapping Feature
- Implementation of our new Axon Technologies Suite which includes upgraded Body Cameras, Tasers, and Fleet Cameras
- Recruitment and training of Police Officer Candidates.
- Review and plan for the owner provided equipment for the new Police Department
- Establish job parameters for the Community Engagement Unit

POLICE DEPARTMENT 5-YEAR STAFFING PLAN

POLICE DEPARTMENT						
Position	2025	2026	2027	2028	2029	2030
Chief	1	1	1	1	1	1
<i>Lieutenant /Deputy Chief</i>	0	0	1	1	1	1
Sergeant	4	4	4	4	4	4
Police Investigator/SRO	4	4	4	4	4	4
Patrol Officer	13	13	13	13	15	15
Total Sworn Officers	22	22	23	23	25	25
Admin Asst	1	1	1	1	1	1
Community Outreach Specialist	1	1	1	1	1	1
Community Service Officer	1	1	1	1	1	1
Records Technician	2	2	2	2	2	2
<i>Records Technician- Part Time</i>	2	2	2	2	2	2
<i>Community Service Officer - Part Time</i>	1	1	1	1	1	1
Total Full Time Police Department Emplo	27	27	28	28	30	30
Increase Full Time From Previous Year	0	0	0	0	0	0
Total Part Time Police Department Emplo	3	3	3	3	3	3
Increase Part Time From Previous Year	0	0	0	0	0	0
Total Police Department Employees	30	30	31	31	33	33

POLICE DEPARTMENT BUDGET

Acct#	Title	2025 Budget	2026 Budget
POLICE			
101.4211.1011	SALARIES	1,882,000.00	2,150,000.00
101.4211.1017	POLICE ADMINISTRATIVE	298,000.00	315,300.00
101.4211.1018	FULL-TIME CSO	56,500.00	61,500.00
101.4211.1021	OT FOR REGULAR EMPLOYEES	50,000.00	50,000.00
101.4211.1025	OT REGULAR EMPLOYEES-REIMB	20,000.00	20,000.00
101.4211.1027	OT FOR ADMIN EMPLOYEES	15,000.00	15,000.00
101.4211.1028	OT FOR TASK FORCE	.00	.00
101.4211.1029	OT FOR CSO	1,000.00	3,500.00
101.4211.1042	PART-TIME EMPLOYEES - OFFICERS	25,300.00	.00
101.4211.1043	PART-TIME EMP - ADMIN STAFF	40,000.00	34,200.00
101.4211.1063	PAY OF ACC VAC UPON RET	.00	.00
101.4211.1065	SALARY SETTLEMENT	.00	.00
101.4211.1066	HCSF PAYOUT	5,000.00	5,000.00
101.4211.1067	PAYMENT OF UNUSED SICK LEAVE	10,000.00	5,000.00
101.4211.1069	HOLIDAY PAY - POLICE	70,000.00	70,000.00
101.4211.1071	ADDITIONAL COMP TIME UNION	.00	.00
101.4211.1072	ON CALL TIME	10,000.00	10,000.00
101.4211.1081	SHIFT DIFFERENTIAL	10,300.00	10,300.00
101.4211.1083	FIELD TRAINING DIFFERENTIAL	5,000.00	4,500.00
101.4211.1086	INVESTIGATORS PAY	6,000.00	3,500.00
101.4211.1088	TASK FORCE PAY	.00	.00
101.4211.1211	FICA	62,000.00	64,500.00
101.4211.1221	PERA	367,000.00	411,100.00
101.4211.1311	HEALTH INSURANCE	707,000.00	651,500.00
101.4211.1321	FAMILY MEDICAL LEAVE	.00	11,415.00
101.4211.1331	DISABILITY INSURANCE	20,500.00	22,000.00
101.4211.1341	LIFE INSURANCE	3,600.00	3,800.00
101.4211.1411	WC & UNEMPLOYMENT COMP	59,000.00	59,000.00
101.4211.1421	UNEMPLOYMENT BENEFITS	.00	.00
101.4211.2011	OFFICE SUPPLIES	12,000.00	12,000.00
101.4211.2111	OPERATING SUPPLIES	22,000.00	22,000.00
101.4211.2121	GAS & OIL PURCHASES	65,000.00	60,000.00
101.4211.2181	AMMUNITION	12,000.00	12,000.00
101.4211.2184	SUPPLIES - COMMUNITY POLICING	7,500.00	7,500.00
101.4211.2187	INVESTIGATIVE SUPPLIES	15,000.00	16,000.00
101.4211.2188	INVESTIG SUPPLIES - TASK FORCE	.00	.00
101.4211.2211	REPAIR & MAINTENANCE SUPPLIES	5,000.00	5,000.00
101.4211.3041	LEGAL SERVICES	60,000.00	60,000.00
101.4211.3051	PROF SERVICES - PHYSICALS	8,000.00	8,000.00
101.4211.3088	PROF SERVICES - INTERPRETERS	9,000.00	9,000.00
101.4211.3099	PROF SERVICES - MISC	60,000.00	41,000.00
101.4211.3211	COMMUNICATIONS	35,000.00	30,000.00
101.4211.3212	COMPUTERS/IT	10,000.00	10,000.00
101.4211.3213	DIGITAL AUDIO/VIDEO	32,000.00	120,000.00
101.4211.3214	SOFTWARE & SUBSCRIPTIONS	5,000.00	6,300.00
101.4211.3218	COMMUNICATIONS - TASK FORCE	.00	.00
101.4211.3311	TRAINING/TRAVEL/HOTEL	40,000.00	40,000.00

Acct#	Title	2025 Budget	2026 Budget
101.4211.3312	MEETING EXPENSES	3,000.00	3,000.00
101.4211.3315	TRAINING - PTP/ICPOET	25,000.00	.00
101.4211.3318	TRAINING/TRAVEL - TASK FORCE	.00	.00
101.4211.3319	HEALTH & WELLNESS	5,000.00	5,000.00
101.4211.3320	SPECIAL EVENTS	.00	.00
101.4211.3341	TOWING	4,000.00	4,000.00
101.4211.3431	ADVERTISEMENTS	5,000.00	.00
101.4211.3521	PRINTING & BINDING	6,000.00	6,000.00
101.4211.3621	PROPERTY CASUALTY INSURANCE	70,000.00	71,000.00
101.4211.3711	REPAIR & MAINTENANCE	50,000.00	50,000.00
101.4211.3717	REPAIR & MAINT - TECHNOLOGY	4,000.00	6,000.00
101.4211.3718	REPAIR & MAINTENANCE - RADIOS	5,500.00	5,500.00
101.4211.3811	PUBLIC UTILITY SERVICES	23,000.00	23,000.00
101.4211.4131	RENTALS	100.00	.00
101.4211.4331	MISCELLANEOUS - DUES	4,500.00	4,500.00
101.4211.4365	CANINE EXPENSES	5,000.00	5,000.00
101.4211.4379	USE TAX	500.00	500.00
101.4211.4381	UNIFORMS	30,000.00	30,000.00
101.4211.4382	RESERVE OFFICERS	2,500.00	2,500.00
101.4211.4383	RUGS / TOWELS	500.00	500.00
101.4211.4384	SERVICE CONTRACT	5,000.00	5,000.00
101.4211.4385	FURNITURE	.00	.00
101.4211.4386	TECHNOLOGY SERVICE CONTRACTS	60,000.00	60,000.00
101.4211.4389	OTHER CONTRACTUAL SERVICES	25,000.00	26,800.00
101.4211.4981	REFUNDS AND REIMBURSEMENTS	500.00	500.00
101.4211.5310	EQUIPMENT - TASK FORCE	.00	.00
101.4211.5411	CAPITAL EXPEND - TASK FORCE	.00	.00
101.4211.5811	EQUIPMENT	19,300.00	22,400.00
101.4211.5911	CAPITAL EXPENDITURES	270,000.00	270,000.00
101.4211.5920	UNANTICIPATED EXPENSES	.00	.00
101.4211.6002	LEASE PRINCIPAL - AXON	.00	.00
		<u>4,744,100.00</u>	<u>5,041,115.00</u>

EMS DEPARTMENT

The Waite Park Emergency Management Department is contracted with Stearns County Emergency Management Department. They provide emergency management services for the City of St. Cloud and Waite Park. In this role, the County will assume all of the duties and responsibilities of the Emergency Management Director and will work with City of Waite Park staff in any emergency situation. Stearns County will provide the necessary training staff to prepare for emergency service needs and will also provide budget recommendations.

2025 ACCOMPLISHMENTS

- Created Emergency Management Plan.
- Provided EMS training to Waite Park staff.
- Approved the Joint Powers Agreement with Stearns County to provide Emergency Management services to the City of Waite Park that will be effective January 1, 2024.



DEPARTMENT GOALS

- Provide the expertise that is needed to prepare for and train for any type of emergency situation that could impact the community.
- Prepare for any emergency situation that could impact the City of Waite Park ensuring the safety of all visitors and residents.
- Provide adequate training to all Waite Park staff who are required to assist in cases of emergency.
- Create emergency readiness plans that will assist the City in preparation of any type of emergency or natural disaster.
- Complete any grants or reimbursements for any type of disaster to assist with funding.

2026 PRIORITIES

- Continue to provide training to staff as needed.
- Review current EMS plans for city facilities and address any inadequacies.
- Integrate Stearns County EMS into the city operations to ensure they are educated on what is needed to provide the services necessary to prepare for a number of different types of emergency situations.

EMS BUDGET

Acct#	Title	2025 Budget	2026 Budget
EMERGENCY SERVICES			
101.4251.1011	SALARIES	.00	.00
101.4251.1019	EMS COORDINATOR SALARY	.00	.00
101.4251.1211	FICA	.00	.00
101.4251.1221	PERA	.00	.00
101.4251.1311	HEALTH INSURANCE	.00	.00
101.4251.1510	DISABILITY INS & OTHERS	.00	.00
101.4251.1520	LIFE INSURANCE	.00	.00
101.4251.2011	OFFICE SUPPLIES	.00	.00
101.4251.2111	OPERATING SUPPLIES	.00	.00
101.4251.2211	REPAIR & MAINTENANCE SUPPLIES	500.00	500.00
101.4251.3211	COMMUNICATIONS	4,500.00	2,500.00
101.4251.3311	TRAINING/TRAVEL/HOTEL	2,000.00	2,000.00
101.4251.3621	PROPERTY CASUALTY INSURANCE	1,100.00	1,100.00
101.4251.3711	REPAIR & MAINTENANCE	4,000.00	6,000.00
101.4251.3718	REPAIR & MAINTENANCE - RADIOS	200.00	.00
101.4251.3811	PUBLIC UTILITY SERVICES	1,000.00	1,000.00
101.4251.4331	MISCELLANEOUS - DUES	400.00	400.00
101.4251.4384	SERVICE CONTRACT	54,000.00	62,300.00
101.4251.5911	CAPITAL EXPENDITURES	.00	.00
		<u>67,700.00</u>	<u>75,800.00</u>

FIRE DEPARTMENT

The Waite Park Fire Department provides a high level of fire protection services while focusing on training, fire prevention, and education.

The Fire Department is staffed to have 30 paid on-call fire fighters to provide the fire service needs for the Waite Park community. The Fire Department has also relied on the supplemental fire services from St. Cloud Fire Department to assist in meeting the staffing needs of the community.

2025 ACCOMPLISHMENTS

- Completed the fire study and created a regional committee comprised of area city reps to consider future regional collaboration..
- Continued working with St. Cloud Fire Department on dual response plan.
- Public safety/city hall expansion project is underway and will be completed in the fall of 2026.
- Continued work on fire recruitment by reaching out to residents and businesses directly.
- Enhanced the fire department compensation to assist with employee recruitment and retention.

DEPARTMENT GOALS

- Respond to calls for emergency service efficiently and in a safe and timely manner.
- Provide education to the public to aid in safety and fire prevention.
- Train and develop professional, competent fire fighters.
- Protect and service the fire service needs of the community.

2026 PRIORITIES

- Hire full-time Fire Chief to focus of fire service needs for community.
- Continue regional fire committee participation to focus on regional collaboration.
- Continue work on public safety/city hall expansion facility and develop operational plan while under construction.
- Identify recruitment and retention opportunities and implement strategies moving forward.



FIRE DEPARTMENT 5-YEAR STAFFING PLAN

FIRE DEPARTMENT						
Position	2025	2026	2027	2028	2029	2030
Fire Chief - Full Time in 2026	1	1	1	1	1	1
Fire Fighters - Paid On Call (Up to 30)	15	15	15	15	15	15
Increase From Previous Year	0	1	0	0	0	0
Total FD Employees	15	16	16	16	16	16

Contractual Services

St. Cloud Fire Department

Fire Department Budget

Acct#	Title	2025 Budget	2026 Budget
FIRE			
101.4221.1011	SALARIES	.00	125,000.00
101.4221.1025	OT FOR FIRE - REIMB	1,000.00	1,000.00
101.4221.1041	TEMPORARY EMPLOYEES	160,000.00	160,000.00
101.4221.1072	ON CALL TIME PER UNION	11,000.00	11,000.00
101.4221.1211	FICA	13,000.00	22,700.00
101.4221.1221	PERA	25.00	22,125.00
101.4221.1311	HEALTH INSURANCE	.00	26,928.00
101.4221.1321	FAMILY MEDICAL LEAVE	.00	370.00
101.4211.1331	DISABILITY INSURANCE	.00	960.00
101.4211.1341	LIFE INSURANCE	.00	141.00
101.4221.1312	EMPLOYEE ASSISTANCE PROGRAM	450.00	450.00
101.4221.1411	WC & UNEMPLOYMENT COMP	10,620.00	10,700.00
101.4221.2011	OFFICE SUPPLIES	900.00	900.00
101.4221.2111	OPERATING SUPPLIES	6,000.00	6,000.00
101.4221.2121	GAS & OIL PURCHASES	7,000.00	7,000.00
101.4221.2174	SUPPLIES - FIRE SAFETY	600.00	600.00
101.4221.2211	REPAIR & MAINTENANCE SUPPLIES	9,000.00	9,000.00
101.4221.3041	LEGAL SERVICES	100.00	100.00
101.4221.3051	PROF SERVICES - PHYSICALS	10,300.00	10,300.00
101.4221.3211	COMMUNICATIONS	3,500.00	3,500.00
101.4221.3212	COMPUTERS/IT	11,000.00	11,000.00
101.4221.3214	SOFTWARE & SUBSCRIPTIONS	10,200.00	10,200.00
101.4221.3311	TRAINING/TRAVEL/HOTEL	25,000.00	25,000.00
101.4221.3431	ADVERTISEMENTS	3,000.00	3,000.00
101.4221.3621	PROPERTY CASUALTY INSURANCE	6,000.00	6,000.00
101.4221.3711	REPAIR & MAINTENANCE	50,000.00	50,000.00
101.4221.3811	PUBLIC UTILITY SERVICES	10,000.00	10,000.00
101.4221.4131	RENTALS	3,000.00	3,000.00
101.4221.4331	MISCELLANEOUS - DUES	1,300.00	1,500.00
101.4221.4383	RUGS / TOWELS	300.00	400.00
101.4221.4384	SERVICE CONTRACT	7,500.00	8,500.00
101.4221.4385	FURNITURE	500.00	500.00
101.4221.4389	OTHER CONTRACTUAL SERVICES	587,489.00	622,790.00
101.4221.4825	USE TAX	600.00	600.00
101.4221.4995	WP FIREFIGHTERS RELIEF	13,915.00	14,335.00
101.4221.5811	EQUIPMENT	11,000.00	11,000.00
101.4221.5911	CAPITAL EXPENDITURES	98,000.00	100,000.00
101.4221.5920	UNANTICIPATED EXPENSES	.00	.00
101.4221.6021	LEASE PRINCIPAL	56,500.00	58,133.00
101.4221.6121	LEASE INTEREST	3,400.00	1,715.00
101.4221.8106	STATE AID FIRE RELIEF	.00	.00
		<u>1,132,199.00</u>	<u>1,356,447.00</u>

