



1201 2nd Street South, Door #5

Waite Park, MN 56387

City Council Agenda
Monday, January 12, 2026
6:30 P.M.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC INPUT

The City Council allows for public input. Citizens are given up to two minutes to provide the Council with their thoughts or concerns regarding any issue they believe is relevant to the City of Waite Park. The City Council will provide any direction needed on issues presented. Depending on the issue raised, City Council may choose to discuss this at a future work session, future City Council Meeting, require staff to follow up, or chose to do nothing at all.

4. REVIEW AND APPROVE COUNCIL AGENDA

Councilmember _____ moved to approve the Council Agenda as presented or with the following additions:

Councilmember _____ seconded the motion.

A. Council Agenda

Documents:

[CITY COUNCIL AGENDA.PDF](#)

5. CONSENT AGENDA ITEMS

Recommended Action: approval of the consent agenda items as presented.

Councilmember _____ moved to approve the consent agenda items as presented.

Councilmember _____ seconded the motion.

A. Approve Temp Gambling Application For INDY Foundation - February 12, 2026

Documents:

[021226 STAFF REPORT- TEMPORARY GAMBLING INDY FOUNDATION.PDF](#)

B. Approve Temp Gambling Application For INDY Foundation - March 28, 2026

Documents:

[032826 STAFF REPORT- TEMPORARY GAMBLING INDY FOUNDATION.PDF](#)

C. Approve Temp Gambling Application For St. John's Prep School - April 25, 2026

Documents:

[042526 STAFF REPORT- TEMPORARY GAMBLING SAINT JOHNS PREPARATORY SCHOOL.DOCX](#)

D. Approve Lower Potency Hemp Registration For A4 LLC

Documents:

[STAFF REPORT - A4 LLC LOW POTENCY HEMP REGISTRATION.PDF](#)

E. Approve Massage Enterprise License For Purely Radiant Aesthetics LLC

Documents:

[PURELY RADIANT AESTHETICS.PDF](#)

F. Approve MN Paid Leave Policy

Documents:

[STAFF REPORT - PAID MEDICAL LEAVE.PDF](#)
[WAITE PARK MN PAID LEAVE POLICY 121725.PDF](#)

G. Approve Resolution Accepting Donations To The City

Documents:

[1-12-26 RESOLUTION REGARDING ACCEPTING A DONATION TO THE CITY.PDF](#)
[RESOLUTION 011226- ACCEPTING DONATIONS TO THE CITY.PDF](#)

H. Approve Resolution Supporting Grant Application For Carbon Reduction Program

Documents:

CONSENT AGENDA STAFF REPORT - CRP APPLICATION
SUPPORT.PDF
RESOLUTION 011226- SUPPORT OF CRP.PDF
WP105 RAB COLOR_AERIAL-NORTH.PDF

**I. Approve Resolution Supporting Grant Application For Surface
Transportation Block Grant Program**

Documents:

CONSENT AGENDA STAFF REPORT - STBGP GRANT
SUPPORT.PDF
RESOLUTION 011226- SUPPORT STBGP.PDF

J. Authorize Sale Of 1996 SnoGo

Documents:

CONSENT AGENDA STAFF REPORT - SNOGO ON MINNBID.PDF
UPDATED MEMO REGARDING MINNBID.PDF

**K. Approve Purchase Of (4) Public Works Trucks & The Sale Of (3) Public
Works Trucks**

Documents:

CONSENT AGENDA STAFF REPORT - 2026 PICKUPS.PDF

**L. Approve The Purchase Of Sports Utility Vehicle & 4-Wheeler For Public
Works**

Documents:

CONSENT AGENDA STAFF REPORT - 2026 PARKS
EQUIPMENT.DOCX

M. Approve Warming House Attendant

Documents:

1.12.26 WARMING HOUSE ATTENDANT.PDF

**N. Approve 2026 Property-Casualty Insurance Renewal And Liability
Coverage Waiver Form**

Documents:

2026 COVERAGE OPTIONS.PDF
LIABILITY-COVERAGE-WAIVER-FORM.PDF

**O. Approve Flaherty & Hood Lobbying Proposal For The Ledge
Amphitheater**

Documents:

STAFF REPORT FOR LOBBVING SERVICES.PDF

P. Approve Partial Release Of Lots Of Loan Oak Townhouses

Documents:

STAFF REPORT APPROVE LOAN OAK ASSOCIATION PARCIAL
RELEASE OF LOTS.PDF
PARTIAL RELEASE OF LOTS 4 010725.PDF

6. REGULAR AGENDA ITEMS

A. Consider Amended Job Description For Public Works Direction And Hiring Authorization

Documents:

AGENDA STAFF REPORT PUBLIC WORKS DIRECTOR HIRING AND
JOB DESCRIPTION.PDF
PUBLIC WORKS DIRECTOR JOB DESCRIPTION UPDATED.PDF

B. Consider Fire Chief Job Description And Hiring Authorization

Documents:

AGENDA STAFF REPORT FIRE CHIEF HIRING AND JOB
DESCRIPTION.PDF
FIRE CHIEF DESCRIPTION UPDATED 1.12.25.PDF

C. Consideration Of Recruitment Services For Public Works Director & Fire Chief Positions

Documents:

AGENDA STAFF REPORT SEARCH FIRM CONSIDERATION.PDF

7. COUNCIL/MAYOR

A. Approve Bills; Other Business

Documents:

1-12-26 APPROVE BILLS AND OTHER BUSINESS AGENDA
ITEM.PDF
ACCOUNTS PAYABLE FOR 1-12-26 COUNCIL MEETING.PDF

8. ADMINISTRATOR UPDATE

Adjourn



City Council Agenda

Monday, January 12, 2026

6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Public Input
4. Review and Approve Council Agenda
5. Consent Agenda Items
 - A. Approve Temp Gambling Application for INDY Foundation – February 12, 2026
 - B. Approve Temp Gambling Application for INDY Foundation – March 28, 2026
 - C. Approve Temp Gambling Application for St. John’s Prep School – April 25, 2026
 - D. Approve Lower Potency Hemp Registration for A4 LLC
 - E. Approve Massage Enterprise License for Purely Radiant Aesthetics LLC
 - F. Approve MN Paid Leave Policy
 - G. Approve Resolution Accepting Donations to the City
 - H. Approve Resolution Supporting Grant Application for Carbon Reduction Program
 - I. Approve Resolution Supporting Grant Application for Surface Transportation Block Grant Program
 - J. Authorize Sale of 1996 SnoGo
 - K. Approve Purchase of (4) Public Works Trucks and Sale of (3) Public Works Trucks
 - L. Approve the Purchase of Sports Utility Vehicle & 4-Wheeler for Public Works
 - M. Approve Warming House Attendant
 - N. Approve 2026 Property-Casualty Insurance Renewal and Liability Coverage Waiver Form
 - O. Approve Flaherty & Hood Lobbying Proposal for The Ledge Amphitheater
 - P. Approve Partial Release of Lots of Loan Oak Townhouses
6. Regular Agenda Items
 - A. Consider Amended Job Description for Public Works Director and Hiring Authorization
 - B. Consider Fire Chief Job Description and Hiring Authorization
 - C. Consideration of Recruitment Services for Public Works Director & Fire Chief Positions
7. Council/Mayor
 - A. Approve Bills; Other Business
8. Administrator Update
9. Adjourn

Adjourn



Staff Report:

Attached for Council approval is a temporary Minnesota Lawful Gambling Application for Exempt Permit for the INDY Foundation. The INDY Foundation will be holding a Raffle at 500 Division St, Waite Park, MN 56387. This event is scheduled to take place on February 12, 2026. For additional information, please see City Administrative Staff.



Staff Report:

Attached for Council approval is a temporary Minnesota Lawful Gambling Application for Exempt Permit for the INDY Foundation. The INDY Foundation will be holding a Raffle at 500 Division St, Waite Park, MN 56387. This event is scheduled to take place on March 28, 2026. For additional information, please see City Administrative Staff.



Staff Report:

Attached for Council approval is a temporary Minnesota Lawful Gambling Application for Exempt Permit for the Saint John's Preparatory School. The Saint John's Preparatory School will be holding a Raffle at 500 Division St, Waite Park, MN 56387. This event is scheduled to take place on April 25, 2026. For additional information, please see City Administrative Staff.



Staff Report:

Council approval is requested for A4 LLC for a Lower-Potency Hemp Registration. A4 LLC is located at 1013 2nd Street South, Waite Park. The owner, Muhammad Arbaz Azam has submitted all the necessary paperwork and provided State approval. Staff recommends approval. For any further questions, please see City Clerk.



Staff Report:

Council approval is requested for a New Massage Enterprise License. Massage Enterprise, Purely Radiant Aesthetics LLC is located at 132 Division St, Suite 12, Waite Park. The owner, Jamie Zyvolski, has submitted the applications. Credit & background checks have been completed, all fees have been paid and signed off by the Police Chief. For any further questions, please see City Clerk.



Staff Report: Approve MN Paid Leave Policy

The State of Minnesota recently approved a Paid Family Leave that affects the city and our **leave policies for employees**. To be in compliance with this, the city needed to include a policy that describes how the paid leave can be used. A copy of the policy is enclosed for your review and consideration. Staff recommends approval of this policy as presented.

EQUIVALENT PLAN TEMPLATE

Minnesota Paid Leave Policy

Purpose

This policy is established to comply with the Minnesota Paid Leave Law, which establishes a public insurance program administered by the Minnesota Department of Employment and Economic Development (“DEED”), providing eligible employees with paid leave for family and medical reasons beginning January 1, 2026 (“MPL”). The City provides MPL benefits to eligible employees through an approved equivalent plan administered by the City’s designated MPL insurance carrier instead of through DEED. This plan provides time off, payments, and job protections that are equal to or greater than those offered under the Minnesota Paid Leave Law. The MPL plan is funded by premium contributions payable to the City’s designated MPL insurance carrier and split between employers and employees pursuant to Minn. Stat. sec. 268B.14, subd. 3.

Employee Application and Eligibility

To apply for MPL benefits, employees must apply with the City’s designated insurance carrier. Employee eligibility based on such application is determined solely by the City’s designated MPL insurance carrier, not the City.

For more information on eligibility and how to apply, refer to the applicable insurance carrier plan documents, which can be obtained from Human Resources.

Employee Notification Required

Employees must provide the City with at least thirty (30) days’ notice before their MPL begins if the need for leave is foreseeable. If the leave is not foreseeable, employees must notify the City as soon as possible.

If the employee does not provide the City with at least thirty (30) days’ notice when the need for leave is foreseeable, the employee must explain why it was not possible or practicable upon request from the City.

In addition, employees are required to comply with any and all City policies and procedures for requesting leave. Employees that fail to comply with relevant City policies and procedures are subject to discipline, up to and including termination from employment.

Certification and Documentation Requirements

Employees seeking MPL benefits are required to provide copies of any certification of eligibility or other relevant medical documents to the City Administrator on the same day that they are submitted to the City’s designated MPL insurance carrier for MPL benefit consideration.

Intermittent Leave

Employees taking intermittent MPL are required to provide the City with a schedule of the workdays the employee needs off as soon as possible. Employees taking intermittent leave must make a reasonable effort to schedule the intermittent leave.

Employees may take intermittent leave in increments of one hour. If eligible for intermittent

EQUIVALENT PLAN TEMPLATE

leave, the City allows a maximum of 480 hours of intermittent leave in any 12-month period. After reaching the maximum amount of allowed intermittent leave, employees may request continuous MPL provided the continuous leave does not exceed the maximum amount of MPL allowed by law.

Concurrent Leaves

Employees taking MPL, whether intermittently or continuously, that are concurrently eligible for Family and Medical Leave Act (“FMLA”) and/or pregnancy/parenting leave under Minn. Stat. sec. 181.941 will automatically be placed on such leaves to run concurrently with MPL.

Supplemental Benefits

Employees are permitted to use their available paid leave time, including any accrued but unused sick leave or vacation leave, as a supplemental benefit while on leave under MPL.

Health Insurance

Employees taking MPL will continue to be covered under the City’s group health insurance plans under the same conditions and at the same level of City contributions as would have been provided had they been continuously employed during the leave period. Employees are responsible for their portion of premiums due on the coverage. Employee premiums must be paid via check made out to the City by the first day of the month that premiums apply if employees are in unpaid status or otherwise will not be receiving sufficient compensation via payroll to deduct the employee premium portion.

MPL Fraud

An employee is guilty of theft if they obtain or attempt to obtain benefits to which the individual is not entitled. Reporting false information to City’s designated MPL insurance carrier and/or the City will be cause for discipline, up to and including termination.



Staff Report: Resolution Regarding Accepting Donations to the City

Quarterly, the City Council is requested to accept, by resolution, all donations made to the City. Attached is a resolution accepting all donations received by the City for the 4th Quarter of 2025. Staff recommends approval of the resolution.

**RESOLUTION NO. 011226-
CITY OF WAITE PARK**

A RESOLUTION ACCEPTING DONATIONS TO THE CITY

WHEREAS, the City of Waite Park is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>	<u>Type of Donation</u>
Gilleland Chevrolet	\$ 500.00	General FD Donation
Jerry Hayenga	\$ 100.00	General Donation
Deerwood Bank	\$ 200.00	General PD Donation

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

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

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The City Clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the Waite Park City Council on the 12th day of January 2026.

Attest:

Kenneth Schmitt
Mayor

Adrianna Brenny
City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption:
Seconded by:
Voted in favor of:
Voted against:
Abstained:
Absent:
Resolution approved.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Waite Park, MN, at a duly authorized meeting held on 01/12/2026.

Adrianna Brenny
City Clerk



Staff Report:

Enclosed is a resolution of support for a grant application through the St Cloud APO. There are currently federal grant funds available for carbon reduction (CRP) that can be applied to roadway projects. Staff have been encouraged to apply for this grant for this program in addition to the STBGP funds. We anticipate a combination of grant funds from both programs to be part of the ultimate funding package and are requesting about 2.2 million dollars of the 4.1 million dollar project cost.

The CRP portion of the work requires the installation of a roundabout at 1st Street South and 10th Avenue which will improve access to the roadway and allow for installation of a median all the way to 2nd Street without greatly reducing access to area businesses.

A figure showing the preliminary layout is attached. We anticipate this layout will change and is provided as a tool for the grant application.

**RESOLUTION NO. 011226-
CITY OF WAITE PARK**

**A RESOLUTION SUPPORTING GRANT APPLICATION FOR CARBON REDUCTION
PROGRAM**

WHEREAS, the City of Waite Park has identified 10th Avenue South between Trunk Highway 23 and the Railroad Tracks as requiring significant improvements to improve traffic congestion and public safety, and

WHEREAS, significant vehicle emissions are present due to idling vehicles making left turns at the intersection with 1st Street South,

WHEREAS, Intersection improvements at 1st Street South including a roundabout, will reduce carbon emission by reducing delay times at the intersection,

WHEREAS, the St Cloud APO has \$170,000 in grant funds available for 2028, and \$270,000 available for both 2029 and 2030

WHEREAS, project costs require outside funds to facilitate the construction, and

WHEREAS, City will request funds from all three available years and advance construct the project in 2028 in conjunction with MnDOT's TH 23 project

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WAITE PARK, MINNESOTA that the City Council for the City of Waite Park supports the application to the CRP program for funding years 2028 - 2030 with the plan to advance construct the project in 2028.

Adopted by the Waite Park City Council on the 12th day of January 2026.

Attest:

Kenneth Schmitt
Mayor

Adrianna Brenny
City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

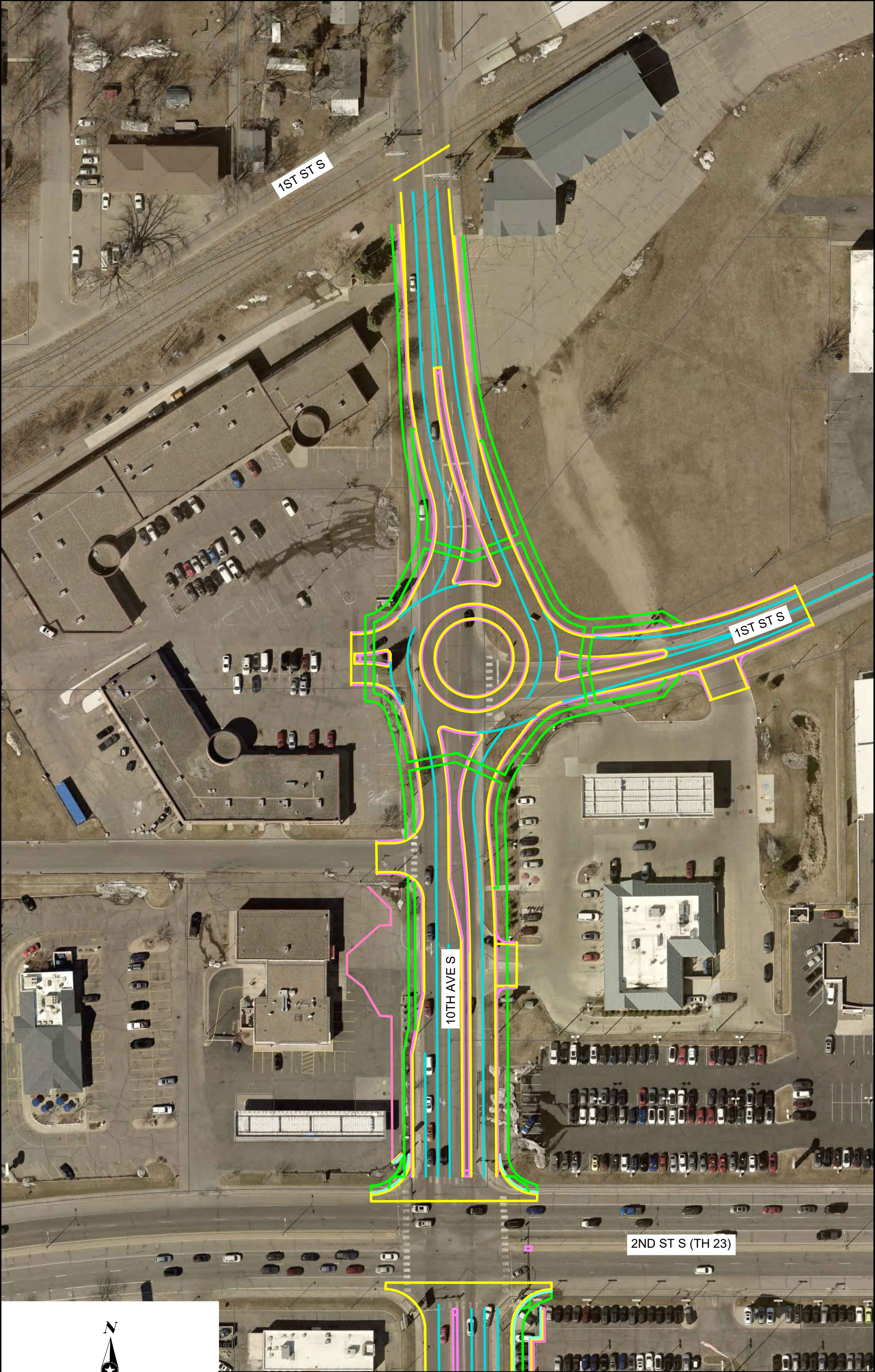
Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Waite Park, MN, at a duly authorized meeting held on 01/12/2026.

Adrianna Brenny
City Clerk

Save: 12/24/2025 11:30 AM by: gats Plot: 12/24/2025 11:31 AM X:\UZ\W\WATE\common\General Numbers\G105 2028 10th Ave S-final-dsgn\51-drawings\10-Civil\card\wate\exhibit\WP-G105_RAB_aerial.dwg

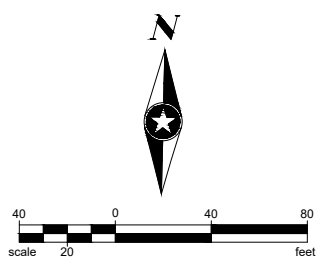


1ST ST S

1ST ST S

10TH AVE S

2ND ST S (TH 23)



PROJECT NO.
WP-G105
DATE:
12/24/2025

2028 10TH AVENUE SOUTH
IMPROVEMENTS
WAITE PARK, MINNESOTA

FIGURE
NO. 1



Staff Report:

Enclosed is a resolution of support for a grant application through the St Cloud APO. There are currently federal grant funds available for construction projects on regionally significant roadways within the APO through the surface transportation block grant.

With the combination of congestion, safety, and MnDOT's upcoming 2028 project on 2nd Street South (Highway 23) both City and APO staff believe the 10th Avenue project will score well for potential grant funds.

We expect to receive a letter of support from MnDOT's district 3 engineer which is a requirement of the grant program. Several meetings with district staff have been required, and minor changes to the proposed lane configuration at 2nd will likely result from the original concept discussed at the workshop.

The application was submitted on Friday, Jan 9, but we were allowed to bring the resolution after the fact to avoid a special meeting.

**RESOLUTION NO. 011226-
CITY OF WAITE PARK**

**A RESOLUTION SUPPORTING GRANT APPLICATION FOR SURFACE
TRANSPORTATION BLOCK GRANT PROGRAM**

WHEREAS, the City of Waite Park has identified 10th Avenue South between Trunk Highway 23 and the Railroad Tracks as requiring significant improvements to improve traffic congestion and public safety, and

WHEREAS, with the roadway having a functional classification of Minor Arterial, the roadway is eligible for federal funds through the Surface Transportation Block Grant Program, and

WHEREAS, Improvements at Trunk Highway 23 in 2028 have accelerated the need to construct the improvements, and

WHEREAS, Pedestrian, transit, and non-motorized modes of transportation will also benefit from the improvements, and

WHEREAS, project costs require outside funds to facilitate the construction, and

WHEREAS, City will use a combination of State Aid, Sales Tax, and General fund dollars to provide the required federal match.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WAITE PARK, MINNESOTA that the City Council for the City of Waite Park supports the application to the STBGP program for funding year 2030 with the plan to advance construct the project in 2028.

Adopted by the Waite Park City Council on the 12th day of January 2026.

Attest:

Kenneth Schmitt
Mayor

Adrianna Brenny
City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Waite Park, MN, at a duly authorized meeting held on 01/12/2026.

Adrianna Brenny
City Clerk



Staff Report:

Selling of 1996 SnoGo WK800

The Public Works department intends to sell our 1996 SnoGo WK800 that has surpassed its utility within the city. Needing counsel authorization to deem the sale so we can sell on minnbid.org (See attached memo explaining what minnbid.org is).

Authorization for Sale:

Unit 452- 1996 SnoGo WK800. Estimated Value: \$1,000-\$5,000

Memo regarding Surplus Equipment Sales:

Using the online auction platform “Minnbid.org”. This platform, operated by the state of Minnesota, is widely utilized by various government agencies within the state.

MinnBid has demonstrated excellent operations of our previous sales of surplus equipment. Also, they ensure compliance with state requirements for government agencies selling surplus equipment.

Their commission rates are:

- Items sold for \$625 or less have a \$50 fee. If the item sells for \$50 or less, Surplus Services retains all proceeds.
- For items sold for \$626 to \$4,000, the fee is 7% of the sales price.
- For items sold for more than \$4,000, the fee is 6% of the sales price.
- The maximum administrative fee per item is \$750.

This makes MinnBid a convenient and cost-effective option for managing surplus equipment sales.



Staff Report:

Purchasing Budgeted 2026 Chevrolet Trucks and Selling three trucks

Public Works is requesting to proceed with the purchase of 4 new Chevrolet trucks from Gilleland Chevrolet. They are willing to match state contract pricing for us, and this will keep the business local. The 2026 budget approved amount is \$192,000.

The total cost for this after selling 3 trucks would be roughly \$178,750. (See chart below for price breakdowns.)

We will be selling trucks #400, #402, and #407 on the Minnbid auction website. Estimated Sales totals are as follows:

- #400 2001 Dodge Ram 1500 (Estimated sale price \$100-\$1,000)
- #402 2001 Dodge Ram 1500 (Estimated sale price: \$500-\$2,000)
- #407 2004 Chevy Silverado 1500 (Estimated sale price \$1,000-\$5,000)

The current market for purchasing trucks is about 4 months out. The Chevy Colorado we may be able to get instantly.

Request to Purchase					
<u>Year</u>	<u>Item</u>	<u>Replacement</u>	<u>Amount</u>	<u>Estimated Sale Price</u>	<u>Total</u>
2026	Chevy 1500	Sell- #400 2001 Dodge 2500	\$ 47,000.00	\$ 500.00	\$ 46,500.00
2026	Chevy 1500	Sell- #402 2001 Dodge 2500	\$ 45,000.00	\$ 1,250.00	\$ 43,750.00
2026	Chevy 2500	Sell-#407 2004 Chevy 1500	\$ 53,000.00	\$ 3,500.00	\$ 49,500.00
2026	Chevy Colorado		\$ 39,000.00		\$ 39,000.00
Grand Totals			\$184,000.00	\$5,250.00	\$178,750.00
			Budget Amount		\$ 192,000.00



Staff Report:

Purchasing Budgeted Sports Utility Vehicle and 4 -Wheeler

Public Works is requesting to proceed with the purchase of a 2026 Polaris Ranger XP 1000(Sports utility vehicle) and a 2025 Polaris Sportsman 450 (4-wheeler). We will be purchasing these from Jim’s Snowmobile and Marine in Holdingford as they are \$12,000 cheaper than the State Contract price.

The total cost for this after trading in our 2017 Bobcat 3400FG utility vehicle (Trade in \$8,000) and our 2000 Polaris Magnum 500(Trade in \$1,800) will be \$25,000. We have budgeted \$32,000.

Request to Purchase					
<u>Year</u>	<u>Item</u>	<u>Replacement</u>	<u>Amount</u>	<u>Estimated Sale Price</u>	<u>Total</u>
2026	Polaris Ranger XP 1000	Trade- 2017 Bobcat Utility Ve	\$ 28,000.00	\$ 8,000.00	\$ 20,000.00
2025	Polaris Sportsman 450	Trade-2000 Polaris Magnum	\$ 6,800.00	\$ 1,800.00	\$ 5,000.00
Grand Totals			\$34,800.00	\$9,800.00	\$25,000.00
			Budget Amount		\$ 32,000.00



Staff Report:

Staff would like to recommend appointing Ivy Williams to the position of Warming House Attendant contingent on the successful completion of the pre-employment screenings. This position is very temporary and will last until mid-March or until the weather is not conducive for an ice rink. Starting pay for this position is \$15/hour.

Lori Glanz-Gambrino
Human Resources Generalist



CONSENT AGENDA ITEM – APPROVE 2026 PROPERTY CASUALTY INSURANCE

Property Casualty Insurance – Premium Options (Per LMC/John Omann on 12/18/2025)

(Cost for current provisions...)

	<u>PREMIUM</u>
City’s current coverage provides for \$2,500 deductible per occurrence – (includes Open Meeting Law coverage)	\$259,708.00**

The following OPTIONS are available:

* If City would want to go with a \$5,000 deductible the premium would be - (instead of \$259,708.00 above – need to weigh possible claims versus the \$14,860.00 premium savings)	\$244,848.00
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For additional \$1,000,000 umbrella (Excess Liability)	\$ 31,396.00
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Equipment breakdown coverage (\$2,500 Deductible)	\$ 10,578.00
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No fault water/sewer coverage – A No Fault Sewer Back-up Coverage Application would need to be completed before a quote is given.

Traffic signals & streetlights that City owns – example of possible storm if lights were damaged and in need of replacement or repair	Approx: \$0.48 per \$100 of coverage
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****Staff has earmarked a dollar amount for 2027 budget. Will discuss this option during 2027 budget discussions****

Fire hydrants – (in case of hit/run or damage to hydrant)	Approx: \$0.12 per \$100 of coverage
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Subject to Council opinion or recommendation regarding additional options or to change deductible, Staff will proceed with processing payment for same coverage provisions as for 2026.

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city’s underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member’s governing body meeting:

Signature: _____

Position:



Staff Report: Approve Flaherty and Hood Lobbying Proposal for Ledge Amphitheater

The City is seeking state bonding funds from the State of Minnesota to complete parking lot, lighting, and safety improvements. The city has previously utilized Flaherty & Hood to provide lobbying services related to state bonding requests. Flaherty & Hood will assist with drafting bill language, working with legislators to author the legislation, and advocating on the City's behalf to secure funding for this project. The cost of these lobbying services will not exceed \$17,500. Staff recommends approval of engaging Flaherty & Hood for lobbying services in an amount not to exceed \$17,500.



Staff Report: Approve Partial Release of Lots of Lone Oak Townhouses

The City Council is asked to approve a Partial Release of Lots for the Lone Oak Townhouses Declaration of Covenants, Conditions, and Restrictions. This agreement formally removes Lots 2 and 3, Block 1 of Lone Oak Townhouses from the Homeowners Association (HOA) declaration while the property is owned by the City of Waite Park and used for public purposes. The lots were conveyed to the city in 2007 and are intended for public infrastructure uses. The agreement also provides that if the City later sells or develops the property for non-public purposes, the lots will automatically be subject again to the HOA declaration. Council approval authorizes execution of the Partial Release and recording of the document to clarify the property's status. Attached is the agreement that is recommended for approval. This has been prepared by the city's legal counsel and is recommended for approval.

**PARTIAL RELEASE OF LOTS
OF
LONE OAK TOWNHOUSES**

The undersigned makes this Partial Release of Lots of Lone Oak Townhouses (this “**Partial Release**”) for Lone Oak Townhouses Owners Association, Inc., a Minnesota nonprofit corporation (the “**Association**”), effective as of _____, 2026 (the “**Effective Date**”).

RECITALS

A. The Association executed that certain Lone Oak Townhouses Declaration of Covenants, Conditions and Restrictions, dated January 27, 1982, recorded in the County Recorder’s office, Stearns County, Minnesota, on February 3, 1982, as Document No. 538566, (the “**Original Declaration**”), as amended by an Amendment and Restatement of Lone Oak Townhouses Declaration of Covenants, Conditions and Restrictions, dated October 19, 1984, recorded in the County Recorder’s office, Stearns County, Minnesota, on December 27, 1984, as Document No. 576209, (the “**First Amendment**”), as amended by a Second Amendment and Restatement of Lone Oak Townhouses Declaration of Covenants, Conditions, and Restrictions date October 19, 1998, recorded in the County Recorder’s office, Stearns County, Minnesota, on October 23, 1998, as Document No. 889369 (the “**Second Amendment**”). The Original Declaration, First Amendment, and Second Amendment shall collectively be referred to as the “**Declaration**”, which was executed by the Association covering certain real property legally described in the Declaration (the “**Property**”).

B. The Declaration originally subjected the following real property legally identified as follows (the “**Released Lots**”):

Lots Two (2) and Three (3), Block One (1) of Loan Oak Townhouse, Stearns County Minnesota

C. On May 29, 2007, the City of Waite Park, Minnesota (the “**City**”) was conveyed ownership of the Released Lots by a warranty deed recorded in the County Recorder’s office, Stearns County, Minnesota, on May 29, 2007, as Document no. 1228449.

D. The Association, all of its current members, and the City desire to formally amend the Declaration and acknowledge that the Released Lots are no longer subject to the Declaration.

For good and valuable consideration, the receipt and sufficiency of which is acknowledged, the undersigned make this Partial Release as follows:

1. **Released Lots.** Subject to Section 2 below, the Association hereby amends' the Declaration to release, remove and terminate the application of the Declaration with respect to the Released Lots. Subject to Section 2 below, the Released Lots shall no longer be subject to the Declaration, nor to any governance, obligations, benefits, or assessments of the Association.

2. **Future Development and Conveyance of Released Lots.** The Released Lots are excluded from the Association's Declaration only while owned by the City, or another governmental entity, and used for public purposes such as roads, utilities, or other public infrastructure. If the City sells, vacates, conveys, or develops the Released Lots (other than for such public purposes by the City or other governmental entity), the Released Lots shall automatically and immediately be subject to the Association's Declaration, as amended, and any development shall be consistent with the plat of record for the Association, as the same may be amended from time to time. The owner of the Released Lots following conveyance by the City, except for such public purposes as set forth in this Section, shall be responsible for all assessments, fees, and obligations thereunder. These covenants run with the land and bind the City and all successors and assigns.

3. **Effectiveness and Recording.** This Partial Release shall be effective upon execution by all parties. The Association's President is authorized to take any and all action necessary to effectuate the intent of this Partial Release.

4. **Remaining Terms.** Except as expressly modified in this Partial Release, all other terms and provisions of the Declaration shall remain in full force and effect.

5. **Capitalized Terms.** Except as otherwise specifically provided in this Partial Release, all capitalized terms shall have the meanings provided to them in the Declaration.

6. **Counterparts.** This Partial Release may be signed in any number of counterparts, all of which taken together shall constitute one and the same instrument.

[Remainder of page intentionally left blank. Signature page follows.]

**SIGNATURE PAGE TO
LONE OAK TOWNHOUSES
PARTIAL RELEASE OF LOTS**

City of Waite Park, Minnesota

By _____,
Ken Schmitt, Mayor

By _____,
Adrianna Brenny, City Clerk

STATE OF MINNESOTA)
) SS
COUNTY OF STEARNS)

This instrument was acknowledged before me on _____, 2026, by Ken Schmitt and Adrianna Brenny, as the Mayor and City Clerk of the City of Waite Park, a municipal corporation and political subdivision of the State of Minnesota, on behalf of the corporate body and pursuant to the authority granted by its City Council.

Notary Public

THIS INSTRUMENT DRAFTED BY:
Rinke Noonan (MLA)
1015 W. St. Germain St., Suite 300
P.O. Box 1497
St. Cloud, MN 56302-1497
(320) 251-6700
File No. 13643-0003



Agenda Item

Issue: Consider amended job description for Public Works Director and hiring authorization

BACKGROUND:

With the upcoming retirement of the current Public Works Director, the city is preparing to initiate the recruitment process for this position. As part of this effort, staff have reviewed and updated the job description and is presenting the proposed revisions for Council consideration. The Public Works Director position is not part of the civil service system; therefore, the recruitment and hiring process is not subject to civil service requirements.

The city council will need to consider authorizing the hiring process and approving the amended job description that is included for review.

REQUIRED ACTION: Approve or deny the following:

- 1. Authorizing the hiring process for Public Works Director;
- 2. Approve the amended job description for Public Works Director to be effective at the time the new appointment is selected.

RECOMMENDED ACTION: Approve or deny

SUGGESTED MOTION:

Councilmember _____ moved to **approve OR deny** authorizing the hiring process for Public Works Director; and/or **approve or deny** the amended job description for Public Works Director to be effective at the time the new appointment is selected.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Shawn Blackburn _____
Councilmember Vic Schulz _____
Councilmember Sarah Starling _____
Councilmember Frank Theisen _____
Mayor Kenneth Schmitt _____

Motion (Approved) (Denied)



Public Works Director

FLSA Status: *Exempt*

Points: 640; Pay Grade 13

General Definition of Work

Performs complex professional and administrative work managing and directing the activities of the Public Works department; street and storm drainage maintenance, solid waste, snow and ice control, street lighting and signs, animal control, equipment maintenance operations, utility systems, buildings, amphitheater, recreation/parks and grounds maintenance, maintaining records and files, preparing reports, and related work as required. Work involves setting policies and goals under the direction of the City Administrator. Departmental supervision is exercised over all personnel within the department.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions.

Essential Functions

Directs and oversees department annual operations ~~including the Ledge Amphitheater.~~

Directs and supervises the department's annual budget and capital budgeting, including adjustments to various fees and charges and recommending any staffing changes.

Exercises supervisory authority over all public works employees addressing any personnel related matters that may arise out of the department. Provides for appropriate department employee training, education, and safety programs

Manages the use and performance of consulting engineers, architects and contractors.

Directs maintenance of Public Works infrastructure

Develops and manages department's policies and maintenance program by setting short- and long-term goals.

Participates as an active and productive member of the City's management team.

Oversees utility billing system.

Coordinates emergency management scheduling and facilitation in partnership with public safety departments.

Provides leadership and supervision to assigned staff; sets goals and performance expectations, fosters a positive work environment, and recommends personnel actions including hiring, promotion, and discipline.

Provides strategic vision and leadership for public works initiatives, including regional collaboration, engineering projects, technology advancements, and workforce development.

Reviews and plans projects.

Meets with citizens, businesses, and others on a variety of issues.

Attend various meetings.

Responds to emergency situations and other work as needed.

Performs other duties as assigned.

Knowledge, Skills and Abilities

Thorough knowledge of the practices of municipal street, solid waste, equipment, utility systems, buildings and recreation/parks and grounds maintenance and related activities and services; thorough knowledge of the equipment and tools needed for an efficient and effective street, drainage, solid waste, utility systems, buildings, recreation/parks and grounds maintenance programs; thorough knowledge of the occupational hazards and necessary safety precautions; ability to safely enter and work in confined spaces; ability to review and analyze plans and specifications for the construction of public facilities; ability to comprehend complicated policies, procedures and materials that contain specialized words and phrases that could have several meanings and mathematical calculations, water and waste water testing and sampling; ability to operate computer equipment; ability to formulate safe operational policies and procedures; ability to maintain records and prepare technical reports; ability to meet the public and to discuss problems and complaints; ability to operate personal computer including some knowledge of applicable software packages; ability to supervise the work of subordinates; ability to evaluate the effectiveness of



Public Works Director

public works operations and institute improvements; ability to establish and maintain effective working relationships with government officials, other agencies, associates, contractors and the general public.

Education and Experience

Bachelor's degree with certifications as indicated in the Special Requirements section and extensive experience working in a supervisory role within a public works department, or equivalent combination of education and experience.

Physical Requirements

This work requires the frequent exertion of up to 10 pounds of force and occasional exertion of up to 25 pounds of force; work regularly requires sitting and speaking or hearing and frequently standing, walking and using hands to finger, handle or feel; work has no special vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to extreme heat (non-weather), exposure to the risk of electrical shock and exposure to vibration; work is generally in a moderately noisy location (e.g. business office with computer printers, light traffic).

Special Requirements

Minnesota Department of Health Class B or higher Water certification **or the ability to obtain within 3 years.**

Minnesota Pollution Control Agency Class S-C or higher Wastewater certification **or the ability to obtain within 3 years.**

Possession of Class B or higher commercial driver's license with air brakes and tanker endorsement valid in the State of Minnesota.

Availability to promptly respond with an approximate 30-minutes response to major emergency situations involving the public works department and subject to call out 24 hours a day, 7 days a week.



Agenda Item

Issue: Consider job description for Fire Chief and Hiring Authorization

BACKGROUND:

The city council has approved in the 2026 budget adding a full-time Fire Chief. City council has reviewed the job description with city staff, and the job description is included for review and consideration. This position would be a civil service position, and the civil service board would be involved in the hiring process for this position.

The city council will need to consider authorizing the hiring process and approving the job description that is included for review.

REQUIRED ACTION: Approve or deny the following:

- 1. Authorizing the hiring process for Fire Chief
- 2. Approve the job description for Fire Chief to be effective at the time the new appointment is selected.

RECOMMENDED ACTION: Approve or deny

SUGGESTED MOTION:

Councilmember _____ moved to **approve OR deny** authorizing the hiring process for Fire Chief; and/or **approve or deny** the job description for Fire Chief to be effective at the time the new appointment is selected.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Shawn Blackburn _____
Councilmember Vic Schulz _____
Councilmember Sarah Starling _____
Councilmember Frank Theisen _____
Mayor Kenneth Schmitt _____

Motion (Approved) (Denied)



Fire Chief

FLSA Status: Exempt
Pay Grade 10
Points: 460

General Definition of Work

The Fire Chief serves as the executive leader of a paid-per-response municipal fire department, providing strategic direction, operational oversight, and administrative management. This position is responsible for ensuring the effective delivery of fire suppression, emergency response, fire prevention, and public education services within the community. The Fire Chief works closely with regional partners—including neighboring cities, regional fire chiefs, emergency management officials, and mutual-aid organizations—to strengthen service delivery across the greater Central MN area.

This position leads, supports, and develops a team of paid-per-response firefighters, focusing on recruitment, retention, training, and readiness.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

Essential Functions

Strategic Leadership and Department Oversight

- Provide overall vision, strategic leadership, and executive oversight for the Fire Department, guiding the organization to meet the fire service needs of today, tomorrow, and the future.
- Establish a long-term vision for fire service delivery that reflects community needs, evolving risks, industry trends, regional opportunities, and fiscal realities.
- Lead the evaluation and development of fire service delivery models that balance public safety outcomes, operational effectiveness, regional collaboration, and budget constraints.
- Advise the City Administrator and City Council on fire service strategies, staffing models, facilities, equipment, and long-range planning considerations.
- Ensure department goals, policies, and initiatives align with the City's strategic priorities and public safety objectives.

Operational Leadership

- Develop, implement, and evaluate fire department policies, procedures, and training programs in alignment with best practices and regulations.
- Participate in emergency response activities as appropriate, including major or complex incidents, to maintain operational awareness, build strong working relationships with department personnel, and support effective leadership of the organization.
- Maintain a comprehensive understanding of department operations, call response activity, and service demands to effectively manage the department and make informed, forward-looking recommendations for operational improvements and future service delivery.



Fire Chief

Personnel Management & Recruitment

- Provides overall leadership and oversight of Fire Department personnel, establishing clear expectations, organizational structure and performance standards.
- Directly supervises command staff and key leadership positions while maintaining indirect supervision of department personnel.
- Promotes a positive, professional, and team-oriented culture focused on safety, accountability, leadership development, and service excellence.
- Support recruitment, retention, and workforce sustainability initiatives for the department in collaboration with department leadership.
- Ensures personnel understand expectations and receive adequate support, guidance, and development.

Regional Collaboration

- Works collaboratively with fire departments and emergency services throughout the Central MN region, including mutual aid associations, training groups, and county agencies.
- Participates in regional planning efforts for emergency operations, shared services, joint training, and resource coordination.
- Represents the City at regional fire chief meetings, emergency management committees, and intergovernmental work groups.
- Monitor emerging fire service trends, technology, and service models to position the city for future challenges and opportunities.

Fire Prevention, Education & Community Outreach

- Develop and oversee fire prevention programs, including school-based education, public safety campaigns, and community events.
- Manage business pre-incident planning to ensure effective emergency response strategies.
- Build relationships with residents, businesses, and community groups to promote fire safety awareness and readiness.
- Ensure that all prevention, education, and outreach initiatives are driven by the primary goal of protecting the safety, security, and resilience of Waite Park residents and businesses.
- Work in coordination with all city departments for life safety and fire code issues including but not limited to Fire Marshall and fire inspection duties.

Administration & Budget Management

- Prepare, present, and manage the annual department budget, including capital planning with a focus on sustainability and long-term financial impacts.
- Maintain accurate reports, records, and documentation in compliance with city, state, and federal requirements.
- Identify and pursue grant funding and alternative revenue opportunities to support department goals, operations, and capital needs.

Knowledge, Skills and Abilities

- Demonstrated experience in fire service leadership, including command experience at fire and other emergency scenes.
- Comprehensive knowledge of modern firefighting tactics, fire prevention, emergency medical response principles, and incident management systems.
- Working knowledge of Minnesota fire and building codes, NFPA standards, and applicable laws and regulations.



Fire Chief

Preferred Qualifications

- Prior experience leading or managing a full-time, paid-on-call, or paid-per-response fire department.
- Experience working with regional mutual aid groups and interagency partnerships.
- Fire Instructor, Fire Officer, Fire Inspector, or Incident Safety Officer certifications.
- Experience in budget administration, capital planning, and department-level management.
- Training in emergency management (NIMS/ICS 100, 200, 300, 400, 700, 800).

Education and Experience

- Must be eighteen (18) years or older.
- Associates degree required, bachelor's degree preferred, in fire science, business, administration, or related field.
- Five years of supervisory experience required.
- Knowledge of OSHA Safety Regulations and training requirements.

Physical Requirements

This work requires the frequent exertion of up to 40 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires standing, walking, reaching with hands and arms, lifting and repetitive motions and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, tasting or smelling and pushing or pulling; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires exposure to outdoor weather conditions and occasionally requires exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to the risk of electrical shock, working with explosives, exposure to vibration and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

- Availability to promptly respond with an approximate 30-minutes response to major emergency situations involving the fire department and subject to call out 24 hours a day, 7 days a week.
- Valid Firefighter I & II certifications (or equivalent), with ability to obtain Minnesota certifications as required.
- State First Responder or EMT certification (or ability to obtain within designated timeframe).
- Valid Minnesota driver's license.



Agenda Item

Issue: Consideration of Recruitment Services for Public Works Director and Fire Chief positions

BACKGROUND:

The city has two department level positions that will be open in 2026. The Public Works Director position opening will be the result of a retirement, and the Fire Chief position is a new full-time position that has been authorized by the city council as part of the 2026 budget. In consideration of these two positions as it relates to the hiring process, the city has used an outside search firm to assist the city with department level recruitment.

Staff sent out 5 requests for proposals to search firms and received three proposals for firms interested in assisting with both the public works director and fire chief positions. Each of these firms will be presenting their proposal to the city council at the work session ahead of the city council meeting. The city council will have the option to consider appointing one of these firms at the city council portion of the meeting. They can also choose not to move forward as well. Information related to the three search firms and their proposals will be presented at the work session.

REQUIRED ACTION: Approve or deny moving forward with a search firm to assist with the public works director and/or fire chief positions.

RECOMMENDED ACTION: NA, council will review proposals after each firm presents at the work session.

SUGGESTED MOTION:

Councilmember _____ moved to **approve OR deny** moving forward with search firm _____ to assist with the public works director and/or fire chief positions.

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Shawn Blackburn	_____
Councilmember Vic Schulz	_____
Councilmember Sarah Starling	_____
Councilmember Frank Theisen	_____
Mayor Kenneth Schmitt	_____

Motion (Approved) (Denied)



Staff Report:

Issue: Review and Approve Bills; Other Business

BACKGROUND:

Enclosed are bills of 12-5-25 to 12-18-25 for approval.

RECOMMENDED ACTION:

Staff is requesting approval of these bills.

SUGGESTED MOTIONS:

Councilmember _____ moved to approve OR deny the 12-5-25 to 12-18-25 bills as presented or with the following revisions: _____

Councilmember _____ seconded the motion.

ROLL CALL

Councilmember Shawn Blackburn _____
Councilmember Vic Schulz _____
Councilmember Sarah Starling _____
Councilmember Frank Theisen _____
Mayor Kenneth Schmitt _____

Motion (Approved) (Denied)

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
AMERICAN TEST CENTER, INC						
2252539	ANNUAL LADDER TEST #T3/GROUND & HEAT SENSORS REPLACED-FD	11/21/2025	1,149.00	0	101.4221.3711 REPAIR & MAINTENAN	None
Total AMERICAN TEST CENTER, INC:			1,149.00			
BLUE CROSS BLUE SHIELD OF MINNESOTA						
251111062330	1225 HEALTH INSURANCE	11/11/2025	91,381.67	0	101.2179 HEALTH INSURANCE	None
251111062330	1225 HEALTH INSURANCE-TW/COBRA	11/11/2025	2,128.90	0	101.4211.1311 HEALTH INSURANCE	None
251111062330	1225 HEALTH INSURANCE-TJ/COBRA	11/11/2025	2,351.48	0	101.4211.1311 HEALTH INSURANCE	None
Total BLUE CROSS BLUE SHIELD OF MINNESOTA:			95,862.05			
BLUUM OF MINNESOTA LLC						
1071877	HOOK UP CABLECAST-PUBLIC SAFETY FACILITY	11/25/2025	397.08	218	445.4314.5911 CAPITAL EXPENDITUR	None
1071877	HOOK UP CABLECAST-CITY HALL	11/25/2025	154.42	218	445.4318.5911 CAPITAL EXPENDITUR	None
Total BLUUM OF MINNESOTA LLC:			551.50			
BRADBURY STAMM CONSTRUCTION INC						
113025-PAYY	1125 PAY APP #6-PUBLIC SAFETY FACILITY	11/30/2025	908,157.27	218	445.4314.5311 CONSTRUCTION COST	None
113025-PAYY	1125 PAY APP #6-CITY HALL	11/30/2025	353,172.27	218	445.4318.5311 CONSTRUCTION COST	None
Total BRADBURY STAMM CONSTRUCTION INC:			1,261,329.54			
CENTRAL HYDRAULICS INC						
00660936	HYDRAULIC O-RINGS (12)-PW SHOP	12/01/2025	2.52	0	101.4312.2211 REPAIR & MAINTENAN	None
Total CENTRAL HYDRAULICS INC:			2.52			
CINTAS CORPORATION NO 2						
4248589819	110325 TOWELS PW	11/03/2025	2.15	0	101.4312.4383 RUGS / TOWELS	None
4248589819	110325 UNIFORMS PW	11/03/2025	39.07	0	101.4312.4381 UNIFORMS	None
4248589819	110325 UNIFORMS WATER	11/03/2025	11.28	0	601.4825.4381 UNIFORMS	None
4248589819	110325 UNIFORMS SEWER	11/03/2025	7.78	0	605.4825.4381 UNIFORMS	None
4249006592	110625 RUGS LIBRARY	11/06/2025	25.64	0	101.4196.4383 RUGS / TOWELS	None
4249006599	110625 RUGS PARKS	11/06/2025	5.33	0	101.4552.4383 RUGS / TOWELS	None
4249006606	110625 RUGS FD	11/06/2025	45.58	0	101.4221.4383 RUGS / TOWELS	None
4249006792	110625 RUGS WATER	11/06/2025	7.11	0	601.4825.4383 RUGS / TOWELS	None
4249006792	110625 RUGS SEWER	11/06/2025	7.10	0	605.4825.4383 RUGS / TOWELS	None
4249273611	111025 TOWELS PW	11/10/2025	2.15	0	101.4312.4383 RUGS / TOWELS	None
4249273611	111025 UNIFORMS PW	11/10/2025	39.07	0	101.4312.4381 UNIFORMS	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
4249273611	111025 UNIFORMS WATER	11/10/2025	11.28	0	601.4825.4381 UNIFORMS	None
4249273611	111025 UNIFORMS SEWER	11/10/2025	7.78	0	605.4825.4381 UNIFORMS	None
4249273612	111025 RUGS PW	11/10/2025	83.77	0	101.4312.4383 RUGS / TOWELS	None
4250032851	111725 RUGS AMP	11/17/2025	81.00	0	101.4555.4383 RUGS / TOWELS	None
4250032948	111725 TOWELS PW	11/17/2025	2.15	0	101.4312.4383 RUGS / TOWELS	None
4250032948	111725 UNIFORMS PW	11/17/2025	39.07	0	101.4312.4381 UNIFORMS	None
4250032948	111725 UNIFORMS WATER	11/17/2025	11.28	0	601.4825.4381 UNIFORMS	None
4250032948	111725 UNIFORMS SEWER	11/17/2025	7.78	0	605.4825.4381 UNIFORMS	None
4250567026	112025 RUGS LIBRARY	11/20/2025	25.64	0	101.4196.4383 RUGS / TOWELS	None
4250885801	112425 RUGS PW	11/24/2025	83.77	0	101.4312.4383 RUGS / TOWELS	None
4250886077	112425 TOWELS PW	11/24/2025	2.15	0	101.4312.4383 RUGS / TOWELS	None
4250886077	112425 UNIFORMS PW	11/24/2025	39.07	0	101.4312.4381 UNIFORMS	None
4250886077	112425 UNIFORMS WATER	11/24/2025	11.28	0	601.4825.4381 UNIFORMS	None
4250886077	112425 UNIFORMS SEWER	11/24/2025	75.57	0	605.4825.4381 UNIFORMS	None
Total CINTAS CORPORATION NO 2:			673.85			
CITY OF ST CLOUD						
AR036172	4TH QTR 2025 LEGAL SERVICES-PD	12/02/2025	13,107.50	0	101.4211.3041 LEGAL SERVICES	None
AR036193	1025 OPERATIONS & MAINTENANCE	12/04/2025	40,374.05	0	605.4842.2219 OPERATIONS & MAINT	None
AR036193	1025 OPERATIONS & MAINTENANCE CONV	12/04/2025	4,943.73	0	605.4841.2219 OPERATIONS & MAINT	None
AR036193	1025 REHAB & REPLACE	12/04/2025	4,594.25	0	605.4842.3831 REHAB & REPLACE - B	None
AR036193	1025 REHAB & REPLACE CONV	12/04/2025	3,647.63	0	605.4841.3831 REHAB & REPLACE - B	None
AR036193	1025 DEBT SERVICE-WWTF EXPENSE	12/04/2025	17,689.56	0	605.4842.6291 DEBT SERVICE - C1 (W	None
AR036193	1025 DEBT SERVICE-NR2	12/04/2025	6,346.83	0	605.4842.6292 DEBT SERVICE - C1 (W	None
AR036193	1025 DEBT SERVICE-WWCS	12/04/2025	8,756.77	0	605.4841.6293 DEBT SERVICE TRI - C	None
AR036193	1025 DEBT SERVICE-MAIN LIFT STATION	12/04/2025	8,816.89	0	605.4841.6294 DEBT SERVICE - C2 M	None
AR036193	1025 DEBT SERVICE-METRO FORCEMAIN	12/04/2025	4,599.19	0	605.4841.3832 METRO FORCEMAIN	None
Total CITY OF ST CLOUD:			112,876.40			
DELL MARKETING LP						
10851648881	DELL PRO SLIM DESKTOP/MONITORS/ETC-IT SPECIALIST	12/05/2025	1,968.66	0	101.4151.3212 COMPUTERS/IT	None
Total DELL MARKETING LP:			1,968.66			
EGGERT, JEFF						
112725	1021-102225 HOTEL REIMB-TZD CONFERENCE	11/27/2025	184.60	0	101.4211.3311 TRAINING/TRAVEL/HO	None
Total EGGERT, JEFF:			184.60			

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
EL-JAY PLUMBING & HEATING, INC.						
33745-1	SPRINKLER REPAIR-RIVERS EDGE PARK NORTH	11/25/2025	438.50	0	101.4552.3711 REPAIR & MAINTENAN	None
Total EL-JAY PLUMBING & HEATING, INC.:			438.50			
FACTORY MOTOR PARTS						
1-11302731	AIR FILTER #22-223	12/02/2025	15.41	30022223	101.4211.3711 REPAIR & MAINTENAN	None
124-299554	FRONT BRAKES/ROTORS/CABIN AIR FILTER #20-219	12/02/2025	363.60	30020219	101.4211.3711 REPAIR & MAINTENAN	None
Total FACTORY MOTOR PARTS:			379.01			
FLAHERTY & HOOD PA						
24223	1125 LABOR/EMPLOYMENT SERVICES	12/01/2025	448.75	0	101.4161.3041 LEGAL SERVICES	Nonemployee
Total FLAHERTY & HOOD PA:			448.75			
FLEETPRIDE INC						
130644009	BRAKE SHOES #442	12/02/2025	173.76	200442	101.4312.2211 REPAIR & MAINTENAN	None
Total FLEETPRIDE INC:			173.76			
GALLS LLC						
033151076	UNIFORM JACKET-JC	11/13/2025	52.99	0	101.4221.2111 OPERATING SUPPLIES	None
033151076	UNIFORM JACKET EMBROIDERY-JC	11/13/2025	34.73	0	101.4221.2111 OPERATING SUPPLIES	Nonemployee
Total GALLS LLC:			87.72			
GLANZ-GAMBRINO, LORI						
112825	112425 DONUTS REIMB-WATER RESOURCE SPECIALIST INTERVIEWS	11/28/2025	6.45	0	609.4825.3311 TRAINING/TRAVEL/HO	None
112825 CL	112525 DONUTS REIMB-NETWORK IT SPECIALIST INTERVIEWS	11/28/2025	39.85	0	101.4151.3311 TRAINING/TRAVEL/HO	None
Total GLANZ-GAMBRINO, LORI:			46.30			
GOPHER STATE ONE CALL INC						
5110825	1125 LOCATES WATER	11/30/2025	51.38	0	601.4825.4387 LOCATES - GOPHER S	None
5110825	1125 LOCATES SEWER	11/30/2025	51.37	0	605.4825.4387 LOCATES - GOPHER S	None
Total GOPHER STATE ONE CALL INC:			102.75			
GRANITE TELECOMMUNICATIONS LLC						
725320863 BI/	1225 ADMIN FAX-BI	12/01/2025	19.98	0	101.4241.3211 COMMUNICATIONS	Nonemployee

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
725320863 BI/	1225 ADMIN FAX-PLANNING	12/01/2025	19.98	0	101.4191.3211 COMMUNICATIONS	Nonemployee
725320863 CL	1225 ADMIN FAX-CL	12/01/2025	21.80	0	101.4151.3211 COMMUNICATIONS	Nonemployee
725320863 PD	1225 PD FAX/EMERGENCY EXTERIOR PHONE	12/01/2025	128.40	0	101.4211.3211 COMMUNICATIONS	Nonemployee
725320863 PW	1225 LIBRARY PHONE	12/01/2025	69.35	0	101.4196.3211 COMMUNICATIONS	Nonemployee
725320863 PW	1225 PW FAX-LOCATES ONLY	12/01/2025	29.97	0	605.4825.3211 COMMUNICATIONS	Nonemployee
725320863 PW	1225 PW FAX-LOCATES ONLY	12/01/2025	29.97	0	601.4825.3211 COMMUNICATIONS	Nonemployee
725320863 PW	1225 CITY HALL ELEVATOR PHONE	12/01/2025	68.47	0	101.4194.3211 COMMUNICATIONS	Nonemployee
725320863 PW	1225 ALARM DIALER/FAX-WTP	12/01/2025	207.48	0	601.4825.3211 COMMUNICATIONS	Nonemployee
725320863 PW	1225 ALARM DIALER/FAX-WTP	12/01/2025	207.47	0	605.4825.3211 COMMUNICATIONS	Nonemployee
Total GRANITE TELECOMMUNICATIONS LLC:			802.87			
GUNTHER, TIM						
112825	SAFETY BOOTS REIMBURSEMENT	11/28/2025	249.99	0	601.4825.4381 UNIFORMS	None
Total GUNTHER, TIM:			249.99			
HAWKINS INC						
7272097	AZONE 15/BUFFER SOLUTION PH4-WTP	12/03/2025	1,600.30	0	601.4822.2212 PLANT PRODUCTION	None
Total HAWKINS INC:			1,600.30			
HEALTHPARTNERS						
287740931694	1025 RETROACTIVE HEALTH INSURANCE	12/05/2025	468.89	0	101.2179 HEALTH INSURANCE	None
287740931694	1125 ADD'L HEALTH INSURANCE	12/05/2025	468.89	0	101.2179 HEALTH INSURANCE	None
Total HEALTHPARTNERS:			937.78			
HORIZON ROOFING INC.						
3036	ROOF REPAIRS-LIBRARY	11/26/2025	600.00	0	101.4196.3711 REPAIR & MAINTENAN	None
3037	ROOF REPAIRS-WTP	11/26/2025	800.00	0	601.4822.3711 REPAIR & MAINTENAN	None
Total HORIZON ROOFING INC.:			1,400.00			
HOTSY MINNESOTA						
27327	SALT PROTECTOR SOAP-WASH BAY	11/21/2025	1,194.00	0	101.4194.2211 REPAIR & MAINTENAN	None
27335	PARTS-WASH BAY SOAP DISPENSER REPAIRS	11/29/2025	363.08	0	101.4194.3711 REPAIR & MAINTENAN	None
Total HOTSY MINNESOTA:			1,557.08			

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
IN CONTROL INC						
S-INV03227	ANNUAL VNC CONNECT (SCADA) SOFTWARE-WTP	12/03/2025	400.00	0	601.4825.4384 SERVICE CONTRACT	None
Total IN CONTROL INC:			400.00			
KELLY C JOHNSON INC						
113025	1125 ELECTRICAL INSPECTIONS	11/30/2025	1,440.75	0	101.4241.4388 FEES PAID TO ELECTR	None
Total KELLY C JOHNSON INC:			1,440.75			
LANGUAGE LINE SERVICES						
11780986	1125 INTERPRETER SERVICE-SPANISH/SOMALI/VIETNAMESE	11/30/2025	690.62	0	101.4211.3088 PROF SERVICES - INT	None
Total LANGUAGE LINE SERVICES:			690.62			
LEADSONLINE LLC						
422530	2026 INVESTIGATION SYSTEM SERVICE PACKAGE-PD	11/15/2025	3,230.00	0	101.4211.2187 INVESTIGATIVE SUPPL	None
Total LEADSONLINE LLC:			3,230.00			
LEXISNEXIS RISK DATA MANAGEMEN						
1100235729	1125 INVESTIGATIVE SEARCHES	11/30/2025	115.96	0	101.4211.2187 INVESTIGATIVE SUPPL	None
Total LEXISNEXIS RISK DATA MANAGEMEN:			115.96			
MCDOWALL COMPANY						
659135	GAS VALVE REPAIR-PW MUA #7	11/28/2025	1,072.39	0	101.4194.3711 REPAIR & MAINTENAN	None
Total MCDOWALL COMPANY:			1,072.39			
MENARDS INC						
73622	U-BOLTS-AMP GATE	11/24/2025	19.74	0	101.4552.2211 REPAIR & MAINTENAN	None
74309	AA BATTERIES (48PK)/3V BATTERY/3-STEP LADDER-PW	12/04/2025	111.59	0	101.4194.2211 REPAIR & MAINTENAN	None
Total MENARDS INC:			131.33			
MN COPY SYSTEMS						
440369	0912-121125 FD COPIER	12/03/2025	96.00	0	101.4221.4384 SERVICE CONTRACT	None
440370	1112-121125 PW COPIER PW	12/03/2025	103.04	0	101.4312.4384 SERVICE CONTRACT	None
440370	1112-121125 PW COPIER WATER	12/03/2025	64.40	0	601.4825.4384 SERVICE CONTRACT	None
440370	1112-121125 PW COPIER SEWER	12/03/2025	64.40	0	605.4825.4384 SERVICE CONTRACT	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
440370	1112-121125 PW COPIER STORM SEWER	12/03/2025	25.76	0	609.4825.4384 SERVICE CONTRACT	None
Total MN COPY SYSTEMS:			353.60			
MN DEPT OF HEALTH						
011526	011526 WATER SUPPLY SYSTEM OPERATOR CLASS C EXAM FEE-ZD	12/05/2025	32.00	0	601.4825.3311 TRAINING/TRAVEL/HO	None
Total MN DEPT OF HEALTH:			32.00			
MRI SOFTWARE LLC						
MRIUS261582	BACKGROUND/CREDIT CHECKS-2026 MASSAGE LICENSE RENEWALS	11/30/2025	147.00	0	101.4151.4389 OTHER CONTRACTUA	Nonemployee
Total MRI SOFTWARE LLC:			147.00			
NEW WEST PRESENTATIONS, INC						
1111	082025 STAFFING-LEDGE OPEN HOUSE	12/03/2025	876.64	0	101.4555.4389 OTHER CONTRACTUA	None
Total NEW WEST PRESENTATIONS, INC:			876.64			
NORTH CENTRAL BUS & EQUIPMENT INC						
328697	FLOW MOTOR #415	11/20/2025	505.94	200415	101.4312.2211 REPAIR & MAINTENAN	None
Total NORTH CENTRAL BUS & EQUIPMENT INC:			505.94			
NUSS TRUCK GROUP INC						
PSO259163-1	HVAC ACTUATOR #442	11/26/2025	25.42	200442	101.4312.2211 REPAIR & MAINTENAN	None
Total NUSS TRUCK GROUP INC:			25.42			
STEARNS COUNTY HIGHWAY DEPT						
176-2025	3RD ST N-2025 IMPROVEMENTS-WAITE PARK PORTION	12/01/2025	24,721.13	0	101.4312.5920 UNANTICIPATED EXPE	None
Total STEARNS COUNTY HIGHWAY DEPT:			24,721.13			
ULINE INC						
200519353	PALLET WRAP W/DISPENSER STAND-GB	11/12/2025	103.29	0	101.4194.2211 REPAIR & MAINTENAN	None
Total ULINE INC:			103.29			
VERIZON COMMUNICATIONS INC						
6129191352	1023-112225 BBAND-FD	11/22/2025	38.01	0	101.4221.3211 COMMUNICATIONS	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
Total VERIZON COMMUNICATIONS INC:			38.01			
WEST CENTRAL SANITATION INC						
13618482	1125 COMPOST DUMPSTER/ROLL-OFFS-YARD WASTE SITE	11/30/2025	2,779.48	0	101.4323.4389 OTHER CONTRACTUA	None
13618856	1125 REFUSE/RECYCLING 1542 PICKUPS	11/30/2025	31,851.76	0	101.4323.4389 OTHER CONTRACTUA	None
Total WEST CENTRAL SANITATION INC:			34,631.24			
XCEL ENERGY						
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	739.48	0	101.4194.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	95.42	0	101.4151.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	453.23	0	101.4221.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	1,025.73	0	101.4211.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	23.85	0	101.4241.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	23.85	0	601.4825.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1106-111925 CITY HALL	11/24/2025	23.85	0	605.4825.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	111825 810 3RD ST N	11/24/2025	.38	0	101.4317.3811 PUBLIC UTILITY SERVI	None
51-5756259-7 /	1104-120325 STREET LIGHTS	12/04/2025	7,909.38	0	101.4317.3811 PUBLIC UTILITY SERVI	None
Total XCEL ENERGY:			10,295.17			
ZIEGLER INC						
IN002193166	FUEL/AIR/ETC FILTERS/LUBE/ETC #453	12/01/2025	544.82	200453	101.4312.2211 REPAIR & MAINTENAN	None
Total ZIEGLER INC:			544.82			
Grand Totals:			1,562,178.24			

Report Criteria:
 Detail report.
 Invoices with totals above \$0.00 included.
 Only unpaid invoices included.
 Invoice.Batch = "12/11/2025"

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
FALCON NATIONAL BANK						
121125-FALCO	WIRE FEE TO WIRE \$908,554.35 FROM LMC 4M FUND (PUBLIC SAFETY)	12/11/2025	20.00	218	101.4151.4321 FEES FOR WIRE TRAN	None
121125-FALCO	WIRE FEE TO WIRE \$353,326.69 FROM LMC 4M FUND (CITY HALL/CIP)	12/11/2025	20.00	218	101.4151.4321 FEES FOR WIRE TRAN	None
Total FALCON NATIONAL BANK:			40.00			
Grand Totals:			40.00			

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
FALCON NATIONAL BANK						
121225-FALCO	WIRE FEE TO WIRE \$481,356.61 TO LMC 4M FUND (CITY SALES TAX)	12/12/2025	30.00	0	101.4151.4321 FEES FOR WIRE TRAN	None
Total FALCON NATIONAL BANK:			30.00			
Grand Totals:			30.00			

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
AUTO VALUE-ST CLOUD						
7021098	OIL FILTER #461	12/04/2025	14.70	200461	101.4312.2211 REPAIR & MAINTENAN	None
Total AUTO VALUE-ST CLOUD:			14.70			
DE LAGE LANDEN FINANCIAL SERV						
593603652 BI	1225 ADMIN COPIER LEASE BI	12/12/2025	82.52	0	101.4241.4384 SERVICE CONTRACT	None
593603652 CL	1225 ADMIN COPIER LEASE CL	12/12/2025	247.56	0	101.4151.4384 SERVICE CONTRACT	None
593603652 PW	1225 ADMIN COPIER LEASE SEWER	12/12/2025	41.26	0	605.4825.4384 SERVICE CONTRACT	None
593603652 PW	1225 ADMIN COPIER LEASE WATER	12/12/2025	41.26	0	601.4825.4384 SERVICE CONTRACT	None
Total DE LAGE LANDEN FINANCIAL SERV:			412.60			
E.O. JOHNSON CO., INC						
INV1872505	121625-011526 FIREWALL SERVICE	12/08/2025	484.00	0	101.4151.3711 REPAIR & MAINTENAN	None
INV1872506 BI	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-BI	12/08/2025	14.00	0	101.4241.3214 SOFTWARE & SUBSCR	None
INV1872506 BI	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-PLANNING	12/08/2025	7.00	0	101.4191.3214 SOFTWARE & SUBSCR	None
INV1872506 C	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-CL	12/08/2025	49.00	0	101.4151.3214 SOFTWARE & SUBSCR	None
INV1872506 F	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-FD	12/08/2025	7.00	0	101.4221.3214 SOFTWARE & SUBSCR	None
INV1872506 P	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-AMP	12/08/2025	7.00	50	101.4555.3214 SOFTWARE & SUBSCR	None
INV1872506 P	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-PW	12/08/2025	28.00	0	101.4312.3214 SOFTWARE & SUBSCR	None
INV1872506 P	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-WATER	12/08/2025	14.00	0	601.4825.3214 SOFTWARE & SUBSCR	None
INV1872506 P	122525-012426 DUO MULTI FACTOR AUTHENTICATOR-SEWER	12/08/2025	14.00	0	605.4825.3214 SOFTWARE & SUBSCR	None
Total E.O. JOHNSON CO., INC:			624.00			
FACTORY MOTOR PARTS						
124-299641	WASHER FLUID (55 GAL)-PW	12/03/2025	145.00	0	101.4312.2211 REPAIR & MAINTENAN	None
124-299740	BATTERIES (2) #443	12/04/2025	159.04	200443	101.4312.2211 REPAIR & MAINTENAN	None
124-299740	WHEEL WEIGHTS-PW	12/04/2025	44.48	0	101.4312.2211 REPAIR & MAINTENAN	None
Total FACTORY MOTOR PARTS:			348.52			
FLAHERTY & HOOD PA						
24128 CL	1125 STRAY ANIMAL RESTRICTIONS	12/04/2025	150.00	0	101.4161.3041 LEGAL SERVICES	Nonemployee
24128 CL	1125 ST CLOUD METRO TRANSIT	12/04/2025	300.00	0	101.4161.3041 LEGAL SERVICES	Nonemployee
24128 CL	1125 AMPHITHEATER USE AGREEMENT WITH NEW WEST/MAMMOTH	12/04/2025	750.00	0	101.4161.3041 LEGAL SERVICES	Nonemployee
24128 CL	1125 HOLIDAY DECORATIONS EXP	12/04/2025	47.50	0	101.4161.3041 LEGAL SERVICES	None
24128 CL	1125 CITY PROPERTY/HOA DECLARATION EXP	12/04/2025	11.87	0	101.4161.3041 LEGAL SERVICES	None
24128 CL	1125 ORDINANCE-ANIMAL	12/04/2025	150.00	0	101.4211.3041 LEGAL SERVICES	Nonemployee
24128 PD	1125 PD DATA REQUEST/BODY CAMERA	12/04/2025	1,500.00	0	101.4211.3041 LEGAL SERVICES	Nonemployee

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
24128 PD	1125 PD DATA REQUEST/BODY CAMERA EXP	12/04/2025	130.63	0	101.4211.3041 LEGAL SERVICES	None
24128 PD	1125 PD POTENTIAL LITIGATION	12/04/2025	150.00	0	101.4211.3041 LEGAL SERVICES	Nonemployee
Total FLAHERTY & HOOD PA:			3,190.00			
GALLS LLC						
03444987	EAR MOLDS (2)-AS	12/11/2025	17.98	0	101.4211.4381 UNIFORMS	None
Total GALLS LLC:			17.98			
GOVERNMENT FINANCE OFFICERS AS						
3199222	0121-013026 REG GFOA BUDGETING WEBINARS	12/04/2025	605.00	0	101.4151.3311 TRAINING/TRAVEL/HO	None
Total GOVERNMENT FINANCE OFFICERS AS:			605.00			
GREAT HARVEST BREAD COMPANY						
5752 CL	120425 MEALS (3) PD RECORDS TECHNICIAN INTERVIEWS-BB/AV/JO	12/04/2025	33.36	0	101.4135.3311 TRAINING/TRAVEL/HO	None
5752 CL	120425 MEALS (2) PD RECORDS TECHNICIAN INTERVIEWS-LG/MW	12/04/2025	22.24	0	101.4151.3311 TRAINING/TRAVEL/HO	None
5752 PD	120425 MEALS (4) PD RECORDS TECHNICIAN INTERVIEWS-AR/LL/KG/JE	12/04/2025	44.49	0	101.4211.3312 MEETING EXPENSES	None
Total GREAT HARVEST BREAD COMPANY:			100.09			
GROUP HEALTH PLAN INC						
7138038 BI/PL	1225 EMPLOYEE ASSISTANCE PROGRAM-BI	12/11/2025	3.10	0	101.4241.1311 HEALTH INSURANCE	None
7138038 BI/PL	1225 EMPLOYEE ASSISTANCE PROGRAM-PLANNING	12/11/2025	3.10	0	101.4191.1311 HEALTH INSURANCE	None
7138038 CL	1225 EMPLOYEE ASSISTANCE PROGRAM-CL	12/11/2025	17.01	0	101.4151.1311 HEALTH INSURANCE	None
7138038 FD	1225 EMPLOYEE ASSISTANCE PROGRAM-FD	12/11/2025	46.41	0	101.4221.1312 EMPLOYEE ASSISTAN	None
7138038 PD	1225 EMPLOYEE ASSISTANCE PROGRAM-PD	12/11/2025	68.19	0	101.4211.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-GB	12/11/2025	3.69	0	101.4194.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-PW	12/11/2025	24.35	0	101.4312.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-SNOW	12/11/2025	2.02	0	101.4313.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-AMPHITHEATER	12/11/2025	3.41	0	101.4556.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-PARKS	12/11/2025	6.20	0	101.4552.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-WATER	12/11/2025	10.97	0	601.4825.1311 HEALTH INSURANCE	None
7138038 PW	1225 EMPLOYEE ASSISTANCE PROGRAM-SEWER	12/11/2025	6.75	0	605.4825.1311 HEALTH INSURANCE	None
Total GROUP HEALTH PLAN INC:			195.20			
HARDT, SEAN						
211-1457-00-0	REFUND OF OVERPAYMENT ON FINAL UTILITY BILL	12/11/2025	51.66	0	001.1500 UTILITY CASH CLEARING	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
Total HARDT, SEAN:			51.66			
HINNENKAMP, ALEX						
121525	SAFETY BOOTS REIMBURSEMENT	12/15/2025	324.98	0	101.4312.4381 UNIFORMS	None
Total HINNENKAMP, ALEX:			324.98			
MENARDS INC						
74157	MULTIPLE LED HOLIDAY LIGHTS/ETC-HOLIDAY DECORATIONS	12/02/2025	249.41	0	101.4552.2295 BEAUTIFICATION PRO	None
74305	MULTIPLE EXTENSION CORDS-HOLIDAY DECORATIONS	12/04/2025	166.03	0	101.4552.2295 BEAUTIFICATION PRO	None
74305	MENARDS REBATE #6381824387	12/04/2025	153.06-	0	101.4552.2295 BEAUTIFICATION PRO	None
Total MENARDS INC:			262.38			
MN DEPT OF LABOR INDUSTRY						
ABR0366916X	COMPRESSOR/BOILER STATE CERTIFICATIONS BLDG 670/602/WTP/CH	11/29/2025	125.00	0	101.4194.3711 REPAIR & MAINTENAN	None
Total MN DEPT OF LABOR INDUSTRY:			125.00			
MN VALLEY TESTING LABORATORIES						
1337623	121025 WASTEWATER TESTS	12/12/2025	764.14	0	605.4825.4382 SEWER TESTING	None
1337794	121125 WASTEWATER TESTS	12/15/2025	246.38	0	605.4825.4382 SEWER TESTING	None
Total MN VALLEY TESTING LABORATORIES:			1,010.52			
MOMENTUM TRUCK GROUP						
X194246274:0	COOLANT LEVEL SENSOR #443	12/04/2025	175.08	200443	101.4312.2211 REPAIR & MAINTENAN	None
Total MOMENTUM TRUCK GROUP:			175.08			
POMP'S TIRE SERVICE INC						
2400016024	TIRES (4) #419	12/02/2025	532.00	200419	605.4825.2211 REPAIR & MAINTENAN	None
2400016024	TIRES (4) #410	12/02/2025	548.00	200410	605.4825.2211 REPAIR & MAINTENAN	None
Total POMP'S TIRE SERVICE INC:			1,080.00			
PROFESSIONAL OFFICE SERVICES INC						
003788091	8.5"X11" THE LEDGE NOTEPADS (1,000)- 1/3 PW	12/05/2025	300.34	0	101.4312.2011 OFFICE SUPPLIES	None
003788091	8.5"X11" THE LEDGE NOTEPADS (1,000)- 1/3 AMP	12/05/2025	300.33	0	101.4555.2011 OFFICE SUPPLIES	None
003788091	8.5"X11" THE LEDGE NOTEPADS (1,000)- 1/3 NEW WEST	12/05/2025	300.33	50	101.4556.2011 OFFICE SUPPLIES	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
003788092	4"X6" THE LEDGE NOTEPADS (1,000)- 1/3 PW	12/05/2025	235.34	0	101.4312.2011 OFFICE SUPPLIES	None
003788092	4"X6" THE LEDGE NOTEPADS (1,000)- 1/3 AMP	12/05/2025	235.33	0	101.4555.2011 OFFICE SUPPLIES	None
003788092	4"X6" THE LEDGE NOTEPADS (1,000)- 1/3 NEW WEST	12/05/2025	235.33	50	101.4556.2011 OFFICE SUPPLIES	None
Total PROFESSIONAL OFFICE SERVICES INC:			1,607.00			
REZNICEK, ANTHONY						
121125	TOBACCO COMPLIANCE FUNDS REPLENISHMENT	12/11/2025	97.11	0	101.4211.2187 INVESTIGATIVE SUPPL	None
121125	ALCOHOL COMPLIANCE FUNDS REPLENISHMENT	12/11/2025	55.75	0	101.4211.2187 INVESTIGATIVE SUPPL	None
Total REZNICEK, ANTHONY:			152.86			
SHIFT TECHNOLOGIES INC						
15936 BI/PLAN	1225 SENTINELONE MONITORING-2 DEVICES PL	12/01/2025	15.00	0	101.4191.3212 COMPUTERS/IT	None
15936 BI/PLAN	1225 SENTINELONE MONITORING-3 DEVICES BI	12/01/2025	22.50	0	101.4241.3212 COMPUTERS/IT	None
15936 CL	1225 SENTINELONE MONITORING-17 DEVICES CL	12/01/2025	127.50	0	101.4151.3212 COMPUTERS/IT	None
15936 CL	1225 SENTINELONE MONITORING-3 DEVICES CS	12/01/2025	22.50	0	101.4135.3212 COMPUTERS/IT	None
15936 CL	1225 SENTINELONE MONITORING-4 DEVICES CC	12/01/2025	30.00	0	101.4111.3212 COMPUTERS/IT	None
15936 CL	1225 SENTINELONE MONITORING-1 DEVICES MAYOR	12/01/2025	7.50	0	101.4131.3212 COMPUTERS/IT	None
15936 FD	1225 SENTINELONE MONITORING-3 DEVICES FD	12/01/2025	22.50	0	101.4221.3212 COMPUTERS/IT	None
15936 PW	1225 SENTINELONE MONITORING-16 DEVICES PW	12/01/2025	120.00	0	101.4312.3212 COMPUTERS/IT	None
15936 PW	1225 SENTINELONE MONITORING-4 DEVICES AMP	12/01/2025	30.00	50	101.4556.3212 COMPUTERS/IT	None
15936 PW	1225 SENTINELONE MONITORING-7 DEVICES WATER	12/01/2025	26.25	0	601.4825.3212 COMPUTERS/IT	None
15936 PW	1225 SENTINELONE MONITORING-7 DEVICES SEWER	12/01/2025	26.25	0	605.4825.3212 COMPUTERS/IT	None
15937	1225 SERVER LEASE	12/01/2025	1,102.23	0	101.4151.4389 OTHER CONTRACTUA	Rent
16060 CL	EXTERNAL HARD DRIVE	12/12/2025	169.00	0	101.4151.3212 COMPUTERS/IT	None
16060 CL	1110-112625 SERVER STORAGE/DOWNLOADS/USERLOCK/BACKUPS/ETC	12/12/2025	434.90	0	101.4151.3212 COMPUTERS/IT	None
16060 PW	111725 LAPTOP SLOWNESS ISSUES-ML	12/12/2025	105.00	50	101.4556.3212 COMPUTERS/IT	None
16060 PW	111025 DESKTOP SETUP-WATER RESOURCE SPECIALIST	12/12/2025	35.00	0	601.4825.3212 COMPUTERS/IT	None
16060 PW	111025 DESKTOP SETUP-WATER RESOURCE SPECIALIST	12/12/2025	35.00	0	605.4825.3212 COMPUTERS/IT	None
16060 PW	1117-111825 USERLOCK & MICROSOFT 365 MFA ISSUES-PW	12/12/2025	144.90	0	101.4312.3212 COMPUTERS/IT	None
16060 PW	WIRELESS KEYBOARD & MOUSE-NEW PW DIRECTOR	12/12/2025	78.89	0	101.4312.3212 COMPUTERS/IT	None
16060 PW	WIRELESS KEYBOARD & MOUSE-NEW WATER RESOURCE SPECIALIST	12/12/2025	26.30	0	101.4312.3212 COMPUTERS/IT	None
16060 PW	WIRELESS KEYBOARD & MOUSE-NEW WATER RESOURCE SPECIALIST	12/12/2025	26.30	0	601.4825.3212 COMPUTERS/IT	None
16060 PW	WIRELESS KEYBOARD & MOUSE-NEW WATER RESOURCE SPECIALIST	12/12/2025	26.29	0	605.4825.3212 COMPUTERS/IT	None
16062	1106-111025 COMPUTERS/VLAN SETUP-LEDGE PERFORMERS BLDG	12/12/2025	1,061.20	0	101.4555.3212 COMPUTERS/IT	None
Total SHIFT TECHNOLOGIES INC:			3,695.01			
SOLTIS, DARCY						
121525	SAFETY BOOT REIMBURSEMENT	12/15/2025	349.98	0	101.4312.4381 UNIFORMS	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
Total SOLTIS, DARCY:			349.98			
SPECTRUM SUPPLY						
58233	TOILET TISSUE/FACIAL TISSUE/ETC-GB	12/01/2025	317.28	0	101.4194.2211 REPAIR & MAINTENAN	None
Total SPECTRUM SUPPLY:			317.28			
STEARNS COUNTY CHIEFS OF POLIC						
120125	070125-063026 DUES AR	12/01/2025	50.00	0	101.4211.4331 MISCELLANEOUS - DU	None
Total STEARNS COUNTY CHIEFS OF POLIC:			50.00			
STEARNS COUNTY RECORDER						
IC2025000009	RECORD SATISFACTION OF MORTGAGE-229 4TH AVE N	11/05/2025	46.00	0	101.4111.4371 COUNTY FEES/REAL E	None
Total STEARNS COUNTY RECORDER:			46.00			
STORKAMP, MARY						
674-3143-00-0	REFUND OF OVERPAYMENT ON FINAL UTILITY BILL	12/11/2025	126.11	0	001.1500 UTILITY CASH CLEARING	None
Total STORKAMP, MARY:			126.11			
STRAIGHT LINE AUTO GLASS						
100325	WINDSHIELD CHIP REPAIR #419	10/03/2025	75.00	200419	605.4825.3711 REPAIR & MAINTENAN	Nonemployee
Total STRAIGHT LINE AUTO GLASS:			75.00			
TREVIPAY						
a5da359d	SAFETY JACKET & HOODIE-AH	12/04/2025	119.98	0	101.4312.2171 SAFETY	None
Total TREVIPAY:			119.98			
WATER CONSERVATION SERVICES INC						
150442	2025 FALL WATER LEAK SURVEY	12/05/2025	3,250.00	0	601.4824.3711 REPAIR & MAINTENAN	None
Total WATER CONSERVATION SERVICES INC:			3,250.00			
WHITNEY SENIOR CENTER						
121624	2025 DONATION - ACT ON ALZHEIMERS	12/16/2024	1,000.00	0	207.4911.4369 EXPENSES APPROVED	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
Total WHITNEY SENIOR CENTER:			1,000.00			
XCEL ENERGY						
51-5756258-6 /	1021-111925 WATER TOWER (52 13TH AVE S)	12/09/2025	282.67	0	601.4824.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1020-111825 PUBLIC WORKS FACILITY	12/09/2025	5,569.11	0	101.4312.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 SEWER LIFT STATIONS	12/09/2025	171.19	0	605.4841.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 PARKS	12/09/2025	1,215.78	0	101.4552.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1022-112025 COMMUNITY PARK N BATHROOMS	12/09/2025	114.29	0	101.4552.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 RIVERS EDGE PARK MAINT/BATHROOMS	12/09/2025	103.26	0	101.4552.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-112125 1700 PARKWAY DR-STREET LIGHTING	12/09/2025	350.00	0	101.4552.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 AMP EAST CONCESSION	12/09/2025	20.00	50	101.4555.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 AMP PERFORMERS BUILDING	12/09/2025	211.84	50	101.4555.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 AMP BOX OFFICE	12/09/2025	69.71	50	101.4555.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1020-111825 CITY GARAGE (CENTRACARE LEASE)	12/09/2025	328.33	1	101.4312.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1022-112025 WELLHOUSES #4/5	12/09/2025	76.06	0	601.4822.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 TRAFFIC SIGNALS	12/09/2025	446.98	0	101.4316.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 LIBRARY	12/09/2025	366.55	0	101.4196.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 STREET LIGHTS	12/09/2025	449.10	0	101.4317.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1119-112925 810 3RD ST N	12/09/2025	4.10	0	101.4317.3811 PUBLIC UTILITY SERVI	None
51-5756258-6 /	1021-111925 SPLASH PAD	12/09/2025	873.89	0	101.4554.3811 PUBLIC UTILITY SERVI	None
Total XCEL ENERGY:			10,652.86			
ZIEGLER INC						
IN002207653	SNOW BLOWER ATTACHMENT #497 (REPLACING #452)	12/09/2025	58,499.00	200497	101.4313.2211 REPAIR & MAINTENAN	None
Total ZIEGLER INC:			58,499.00			
Grand Totals:			88,478.79			

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
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Report Criteria:

- Detail report.
 - Invoices with totals above \$0.00 included.
 - Only unpaid invoices included.
 - Invoice.Batch = "12/18/2025"
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Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
ELAN FINANCIAL SERVICES						
010311 CL PEI	103025 MEAL ICMA CONF-SJ (-\$2.36 REIMB)	10/30/2025	27.36	0	101.4151.3311 TRAINING/TRAVEL/HO	None
0370602 PW A	COPY PAPER (2 BOXES)-PW	11/20/2025	124.00	0	101.4312.2011 OFFICE SUPPLIES	None
0411464 PW A	IPHONE 15 CASES (14)-PW	11/17/2025	534.66	0	101.4312.2011 OFFICE SUPPLIES	None
0456241 CL A	POST-ITS/PENS/BINDER CLIPS-CL	10/23/2025	21.15	0	101.4151.2011 OFFICE SUPPLIES	None
0456241 CL A	POST-ITS/PENS/BINDER CLIPS-WATER	10/23/2025	20.53	0	601.4825.2011 OFFICE SUPPLIES	None
0456241 CL A	POST-ITS/PENS/BINDER CLIPS-SEWER	10/23/2025	20.54	0	605.4825.2011 OFFICE SUPPLIES	None
04681-380036	CANVA PRO SOFTWARE SUBSCRIPTION-MW	10/26/2025	119.99	0	101.4151.3214 SOFTWARE & SUBSCR	None
10004 PW TEX	103025 MEALS (2) DS'S EVAL-DS/ZD	10/30/2025	47.10	0	101.4312.3311 TRAINING/TRAVEL/HO	None
100-63029 PW	111925 DONUTS-AMP MEETING	11/19/2025	17.50	0	101.4555.3311 TRAINING /TRAVEL/HO	None
102225 CL ST	SMALL CITIES DEVELOPEMENT RECORD REQUEST-229 4TH AVE N	10/22/2025	14.00	0	101.4111.4371 COUNTY FEES/REAL E	None
102425 CL UB	102425 UBER FROM AIRPORT TO HOTEL ICMA CONF-SJ	10/24/2025	32.93	0	101.4151.3311 TRAINING/TRAVEL/HO	None
102925 PW PA	102925 MEALS (2) BM'S EVAL-BM/ZD	10/29/2025	41.12	0	101.4312.3311 TRAINING/TRAVEL/HO	None
103025 CL UB	103025 UBER FROM HOTEL TO AIRPORT ICMA CONF-SJ	10/24/2025	22.98	0	101.4151.3311 TRAINING/TRAVEL/HO	None
110625 PW UP	POSTAGE-RETURN WTP PART	11/06/2025	25.45	0	601.4822.2211 REPAIR & MAINTENAN	None
11179 CL TAM	102625 MEAL ICMA CONF-SJ (-\$1.26 REIMB)	10/26/2025	21.26	0	101.4151.3311 TRAINING/TRAVEL/HO	None
114233 CL TH	102425 MEAL ICMA CONF-SJ	10/24/2025	20.40	0	101.4151.3311 TRAINING/TRAVEL/HO	None
11510 CL TAM	102525 COFFEE ICMA CONF-SJ (REIMB)	10/25/2025	7.53	4	101.4151.3311 TRAINING/TRAVEL/HO	None
116222 CL HA	102625 MEAL ICMA CONF-SJ	10/26/2025	19.77	0	101.4151.3311 TRAINING/TRAVEL/HO	None
1193841 PW A	ELECTRIC 3-HOLE PUNCH-PW	11/05/2025	99.99	0	101.4312.2011 OFFICE SUPPLIES	None
121525 CL UB	PERSONAL UBER-WRONG CC CHARGE-SJ REIMB R#1.39412	10/24/2025	63.44	4	101.4151.4331 MISCELLANEOUS - DU	None
121525 CL UB	102425 BAGGAGE FEE ICMA CONF-SJ	10/24/2025	50.00	0	101.4151.3311 TRAINING/TRAVEL/HO	None
121525 CL UB	103025 BAGGAGE FEE ICMA CONF-SJ	10/24/2025	50.00	0	101.4151.3311 TRAINING/TRAVEL/HO	None
1225 CL ST CL	1225 ST CLOUD TIMES SUBSCRIPTION	11/02/2025	11.90	0	101.4151.3431 ADVERTISEMENTS	None
13 CL CARIBO	102425 MEAL ICMA CONF-SJ	10/24/2025	17.11	0	101.4151.3311 TRAINING/TRAVEL/HO	None
1355460 CR P	IPHONE 15 CASES RETURNED (14)-PW	11/17/2025	139.86-	0	101.4312.2011 OFFICE SUPPLIES	None
1355460 PW A	IPHONE CASES (14)/SCREEN PROTECTORS (5-3PKS)-PW	11/12/2025	184.26	0	101.4312.2011 OFFICE SUPPLIES	None
13776060423	020526 BOOTH REG ATCC LAW ENFORCEMENT CAREER FAIR	11/20/2025	85.00	0	101.4211.2184 SUPPLIES - COMMUNI	None
16942 CL TAM	102725 MEAL ICMA CONF-SJ	10/27/2025	12.00	0	101.4151.3311 TRAINING/TRAVEL/HO	None
1991421 PW A	IPHONE CHARGING CABLES (5-3PKS)/ADD'L USB CHARGER BLOCKS (3-4PK	11/17/2025	85.92	0	101.4312.2011 OFFICE SUPPLIES	None
2021053 PD A	OXIMETERS (3)-PD	10/29/2025	53.85	0	101.4211.2111 OPERATING SUPPLIES	None
210220 CL GRI	112025 MEALS (2) JW'S EVAL-JW/SJ	11/20/2025	47.53	0	101.4151.3311 TRAINING/TRAVEL/HO	None
218134 PW CA	COFFEE (6)/CREAMER/SUGAR/ETC-PW	11/18/2025	105.91	0	101.4194.2011 OFFICE SUPPLIES	None
219419 CL TIM	1112-111425 HOTEL CGMC 2025 FALL CONF-SJ	11/12/2025	245.02	0	101.4151.3311 TRAINING/TRAVEL/HO	None
219474 CL TIM	1113-111425 HOTEL CGMC 2025 FALL CONF-SB	11/13/2025	193.79	0	101.4111.3311 TRAINING/TRAVEL/HOT	None
219475 CL TIM	1112-111425 HOTEL CGMC 2025 FALL CONF-SS	11/13/2025	193.79	0	101.4111.3311 TRAINING/TRAVEL/HOT	None
2200265 PW A	ADD'L IPHONE SCREEN PROTECTORS (3)-PW	11/19/2025	8.86	0	101.4312.2011 OFFICE SUPPLIES	None
240044964 CL	110525 MEAL WS'S EVAL-SJ	11/05/2025	27.71	0	101.4151.3311 TRAINING/TRAVEL/HO	None
240044964 CL	110525 MEAL WS'S EVAL-WS	11/05/2025	13.63	0	101.4312.3311 TRAINING/TRAVEL/HO	None
2501008 PW A	PAPER MATE FLAIR FELT TIP PENS (2)-PW	11/07/2025	46.28	0	101.4312.2011 OFFICE SUPPLIES	None
2689816 PW A	AA BATTERIES (48PK)/1" BINDER-PW	11/17/2025	23.37	0	101.4312.2011 OFFICE SUPPLIES	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
2844268	CL F 111725 MEALS (4) WORKSESSION-SJ/AB/KV/D. BLOMMEL	11/17/2025	88.11	0	101.4151.3311 TRAINING/TRAVEL/HO	None
2844268	CL F 111725 MEALS (4) WORKSESSION-SS/VC/FT/SB	11/17/2025	87.38	0	101.4111.3311 TRAINING/TRAVEL/HOT	None
2844268	CL F 111725 MEAL WORKSESSION-KS	11/17/2025	20.93	0	101.4131.3311 TRAINING/TRAVEL/HO	None
2844268	CL F 111725 MEAL WORKSESSION-AR	11/17/2025	24.61	0	101.4211.3312 MEETING EXPENSES	None
2844268	CL F 111725 MEAL WORKSESSION-WS	11/17/2025	27.55	0	101.4312.3311 TRAINING/TRAVEL/HO	None
2844268	CL MI 111725 MEAL WORKSESSION-JA	11/17/2025	18.80	0	101.4221.3311 TRAINING/TRAVEL/HO	None
2844268	CL MI 111725 MEAL WORKSESSION-JN	11/17/2025	21.64	0	101.4191.3311 TRAINING/TRAVEL/HO	None
30466026	PD 4 CUSTOM FULL COLOR STICKERS (1000)-PD	11/10/2025	966.13	0	101.4211.2184 SUPPLIES - COMMUNI	None
310120	CL GRI 111025 MEALS (2) KH'S EVAL-KH/SJ	11/10/2025	39.46	0	101.4151.3311 TRAINING/TRAVEL/HO	None
311242	CL GRI 112125 MEALS (2) MW'S EVAL-MW/SJ	11/21/2025	44.88	0	101.4151.3311 TRAINING/TRAVEL/HO	None
311264	CL CA 112525 SNACKS-IT NETWORK SPECIALIST INTERVIEWS	11/21/2025	41.33	0	101.4151.3311 TRAINING/TRAVEL/HO	None
311264	CL CA 120425 SNACKS-PD RECORDS TECH INTERVIEWS	11/21/2025	41.34	0	101.4211.3312 MEETING EXPENSES	None
311264	CL CA 112425 SNACKS-WATER RESOURCE SPECIALIST INTERVIEWS	11/21/2025	41.33	0	609.4825.3311 TRAINING/TRAVEL/HO	None
3145753	CL PA 110425 MEAL AR'S EVAL-SJ	11/04/2025	19.35	0	101.4151.3311 TRAINING/TRAVEL/HO	None
3145753	CL PA 110425 MEAL AR'S EVAL-AR	11/04/2025	20.56	0	101.4211.3312 MEETING EXPENSES	None
3563403	PW A ADD'L IPHONE CHARGING CABLES (3)-PW	11/17/2025	29.97	0	101.4312.2011 OFFICE SUPPLIES	None
35649	CL TAM 1024-103025 HOTEL ICMA CONF-SJ	10/30/2025	1,918.50	0	101.4151.3311 TRAINING/TRAVEL/HO	None
38123	CL TAM 102825 MEAL ICMA CONF-SJ	11/28/2025	12.00	0	101.4151.3311 TRAINING/TRAVEL/HO	None
4151431	PW A LAMINATING POUCHES-PW	11/20/2025	21.74	0	101.4312.2011 OFFICE SUPPLIES	None
417164	CL CA 111725 CAKE-COUNCIL MTG/HONORING VETERANS	11/17/2025	33.99	0	101.4151.4331 MISCELLANEOUS - DU	None
514290	PW FL TIRE COATING (3)/EXPRESS SHINE (2)-PW	10/24/2025	32.95	0	101.4312.2211 REPAIR & MAINTENAN	None
5731423	CL A PRESSBOARD REPORT COVERS-CL	11/14/2025	13.75	0	101.4151.2011 OFFICE SUPPLIES	None
5731423	CL A PRESSBOARD REPORT COVERS-WATER	11/14/2025	13.35	0	601.4825.2011 OFFICE SUPPLIES	None
5731423	CL A PRESSBOARD REPORT COVERS-SEWER	11/14/2025	13.35	0	605.4825.2011 OFFICE SUPPLIES	None
574013660	CL 111425 MEAL CGMC 2025 FALL CONF-SJ	11/14/2025	14.22	0	101.4151.3311 TRAINING/TRAVEL/HO	None
618212	PW OF STANDARD MOVING BOXES/2026 CALENDARS-ML	10/28/2025	86.31	0	101.4555.2211 REPAIR & MAINTENAN	None
623010437	CL MMF ACCOUNT DEPOSIT TICKETS	11/18/2025	122.43	0	101.4151.2111 OPERATING SUPPLIES	None
6267	CL ST CL SIGNATURE STAMP-SJ	11/18/2025	52.57	0	101.4151.2011 OFFICE SUPPLIES	None
6283450	PW A IPHONE CAR CHARGERS (3-5PKS)/USB CHARGER BLOCKS (4-4PKS)-PW	11/13/2025	102.08	0	101.4312.2011 OFFICE SUPPLIES	None
7165152	PD M 1021-102225 HOTEL TZD CONF-AM	10/21/2025	199.36	0	101.4211.3311 TRAINING/TRAVEL/HO	None
748	CL BOULO 102625 MEAL ICMA CONF-SJ (-\$27.62 REIMB)	10/26/2025	57.62	0	101.4151.3311 TRAINING/TRAVEL/HO	None
7726635	CL A EXPANDING POCKET FILES/LAMINATED LABEL TAPE-CL	11/13/2025	53.21	0	101.4151.2011 OFFICE SUPPLIES	None
7726635	CL A EXPANDING POCKET FILES/LAMINATED LABEL TAPE-WATER	11/13/2025	51.64	0	601.4825.2011 OFFICE SUPPLIES	None
7726635	CL A EXPANDING POCKET FILES/LAMINATED LABEL TAPE-SEWER	11/13/2025	51.64	0	605.4825.2011 OFFICE SUPPLIES	None
7777822	PD A ZIP TIES/CASE-PD	10/28/2025	18.75	0	101.4211.2011 OFFICE SUPPLIES	None
803081	PW FL SAFETY JACKETS (2)/BIBS (2)-BP/JS	11/03/2025	262.46	0	101.4312.2171 SAFETY	None
818222	PW FL CMS EXTENSION CABLE #414	10/28/2025	27.99	200414	101.4312.2211 REPAIR & MAINTENAN	None
916093	FD FL DRINKING WATER (24PK)-FD TRUCKS	11/06/2025	25.00	0	101.4221.2111 OPERATING SUPPLIES	None
9647422	PD A LITHIUM BATTERIES (5-12PKS)/1/3" LITHIUM BATTERIES (12PK)-PD	11/23/2025	194.00	0	101.4211.2111 OPERATING SUPPLIES	None
DEEPLM00003	MN PAID LEAVE STATE EXEMPTION APPLICATION FEE	10/29/2025	510.75	0	101.4151.4331 MISCELLANEOUS - DU	None
E0700Y7DH6	1017-111625 ZOOM ADMIN EMAIL ACCOUNT	11/18/2025	4.00	0	101.4151.3214 SOFTWARE & SUBSCR	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
E0700Y7DH6	1017-111625 ZOOM PD FORWARDING EMAIL ACCOUNT	11/18/2025	4.00	0	101.4211.3214 SOFTWARE & SUBSCR	None
E0700Y7DH6	1017-111625 ZOOM AMP EMAIL ACCOUNT	11/18/2025	4.00	50	101.4555.3214 SOFTWARE & SUBSCR	None
E0700Y7DH6	1017-111625 ZOOM WTP EMAIL ACCOUNT	11/18/2025	4.00	0	601.4825.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES CL	11/18/2025	253.00	0	101.4151.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES MAYOR	11/18/2025	23.00	0	101.4131.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES COUNCIL	11/18/2025	92.00	0	101.4111.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES CIVIL SERVICE	11/18/2025	69.00	0	101.4135.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES BI	11/18/2025	46.00	0	101.4241.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES PLANNING	11/18/2025	23.00	0	101.4191.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES PLANNING COMMISSION	11/18/2025	115.00	0	101.4133.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES FD	11/18/2025	46.00	0	101.4221.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES PW	11/18/2025	368.00	0	101.4312.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES AMP	11/18/2025	115.00	50	101.4555.3214 SOFTWARE & SUBSCR	None
E0700Y7ECC	1017-111625 MS ONLINE SERVICES WATER	11/18/2025	115.00	0	601.4825.3214 SOFTWARE & SUBSCR	None
S83DMEBG-00	1118-121725 ARLO SUBSCRIPTION-AMP	11/17/2025	160.62	50	101.4555.3214 SOFTWARE & SUBSCR	None
TOMWSOJL-0	1121-122025 ARLO SECURITY SUBSCRIPTION-WTP	11/20/2025	42.10	0	601.4825.3214 SOFTWARE & SUBSCR	None
TOMWSOJL-0	1121-122025 ARLO SECURITY SUBSCRIPTION-ADMIN	11/20/2025	47.36	0	101.4151.3214 SOFTWARE & SUBSCR	None
TOMWSOJL-0	1121-122025 ARLO SECURITY SUBSCRIPTION-PD	11/20/2025	26.31	0	101.4211.3214 SOFTWARE & SUBSCR	None
Total ELAN FINANCIAL SERVICES:			9,598.19			
HEALTH EQUITY INC						
vqbh4or BI/PL	1225 HSA USER FEE-BI	12/01/2025	3.75	0	101.4241.1311 HEALTH INSURANCE	None
vqbh4or BI/PL	1225 HSA USER FEE-PLANNING	12/01/2025	3.75	0	101.4191.1311 HEALTH INSURANCE	None
vqbh4or CL	1225 HSA USER FEE-CL	12/01/2025	21.21	0	101.4151.1311 HEALTH INSURANCE	None
vqbh4or PD	1225 HSA USER FEE-PD	12/01/2025	82.49	0	101.4211.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-GB	12/01/2025	4.52	0	101.4194.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-PW	12/01/2025	26.05	0	101.4312.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-PARKS	12/01/2025	7.62	0	101.4552.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-SNOW	12/01/2025	2.49	0	101.4313.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-AMPHITHEATER	12/01/2025	4.14	0	101.4556.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-WATER	12/01/2025	13.40	0	601.4825.1311 HEALTH INSURANCE	None
vqbh4or PW	1225 HSA USER FEE-SEWER	12/01/2025	8.23	0	605.4825.1311 HEALTH INSURANCE	None
Total HEALTH EQUITY INC:			177.65			
MN DEPT OF REVENUE II						
0-554-640-352	1125 PD FALSE ALARMS SALES TAX	12/15/2025	25.52	0	101.4211.4379 USE TAX	None
0-554-640-352	1125 AMP MISC REIMB SALES TAX	12/15/2025	4.05	0	101.4556.4711 REMITTANCE REV COL	None
0-554-640-352	1125 YARD WASTE CARD REPLACEMENT SALES TAX	12/15/2025	.78	0	101.4312.4825 USE TAX	None
0-554-640-352	1125 HYDRANT WATER SALES TAX	12/15/2025	3.40	0	601.4825.4711 REMIT REV COL OTHE	None

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
0-554-640-352	1125 WATER SALES TAX	12/15/2025	15,040.25	0	601.4825.4711 REMIT REV COL OTHE	None
	Total MN DEPT OF REVENUE II:		15,074.00			
	Grand Totals:		24,849.84			

Report Criteria:

- Detail report.
 - Invoices with totals above \$0.00 included.
 - Only unpaid invoices included.
 - Invoice.Batch = "12/15/25"
-

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
SAM'S CLUB/SYNCHRONY BANK						
P928000AA00	CRACKERS/TOSTITOS CHIPS/COOKIE TRAY/ETC-SR CENTER	11/24/2025	170.51	0	803.4911.4369 EXPENSES APPROVED	None
Total SAM'S CLUB/SYNCHRONY BANK:			170.51			
Grand Totals:			170.51			

Invoice Number	Description	Invoice Date	Amount	GL Activity Number	GL Account and Title	1099 Type
FALCON NATIONAL BANK						
121825-FALCO	WIRE IN FEE (NEW WEST PRESENTATIONS)	12/18/2025	20.00	0	101.4151.4321 FEES FOR WIRE TRAN	None
Total FALCON NATIONAL BANK:			20.00			
Grand Totals:			20.00			