Welcome to St. Augusta
WHERE COUNTRY MEETS COMMUNITY

CITY OF ST. AUGUSTA
COUNCIL WORK SESSION MEETING
July 21, 2026
7:00 pm

AGENDA

1. **Call Meeting to Order – Mayor Schmitz**
2. **Pledge of Allegiance**
3. **Consent Agenda**
   Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for items within the agenda packet, and Council Members may move items to the regular agenda for further discussion as needed.
   a. **Approval of Agenda**
   b. **Minutes of the July 7, 2026 Council Meeting** *(3)*
   c. **Bills Payable, Receipts and Treasurer's Report. Echecks 25657-25663, checks 29120-29153** *(6)*
   d. **Approve Personnel Items** *(17)*
   e. **Building Permit June 2026 Monthly Report** *(18)*
4. **Preliminary 2027 Budget Discussion** *(19)*
5. **Council Member Comments/Purview**
6. **Administrator's Report**
7. **Adjourn**

REMINDERS:
National Night Out – Tuesday, August 4, 2026 – 4-8pm @ Fire Station
Regular City Council Meeting, Tuesday, August 4, 2026 – 7pm @ Fire Station
Primary Election Day – Tuesday, August 11, 2026
City Council Work Session Meeting, Tuesday, August 18, 2026
Regular City Council Meeting, Tuesday, September 1, 2026
City Council Work Session Meeting, Tuesday, September 15, 2026

Welcome to St. Augusta
WHERE COUNTRY MEETS COMMUNITY

To: Mayor Jeff Schmitz and Members of the St. Augusta City Council
From: Jennifer Nash, City Administrator
Date: July 16, 2026
Re: Review of July 21, 2026 Agenda (Administrative Summary)

1. **Call Work Session Meeting to Order – Mayor Schmitz**
2. **Pledge of Allegiance**
3. **Consent Agenda**
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   d. **Approve Personnel Items** *(17)*
   e. **Building Permit June 2026 Monthly Report** *(18)*
4. **Preliminary 2027 Budget Discussion** *(19)*
   Staff has prepared the attached budget memo discussing some factors going into the draft 2027 preliminary general fund budget and remaining process. The goal for this item will be to hear from Council Members your thoughts and discussion on specific service areas you would like focus on in the coming year, projects that are of interest, and policy direction you have for staff ahead of further refinement of the draft 2027 budget.
5. **Council Member Comments/Purview**
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MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
TUESDAY, JULY 7, 2026

CALL TO ORDER: The meeting was called to order by Mayor Schmitz at 7:00 PM with the Pledge of Allegiance.

PRESENT: Mayor Jeff Schmitz, Council Members Marlin Hommerding, Justin Backes, Mark Skaalerud and Brent Genereaux; Administrator Jennifer Nash, Fire Chief Joe Kramer, City Engineer Chris Bunders, and Attorney Mike Couri

OTHERS PRESENT: Paul Shea, Tony Klavercamp, Matt Anderson, Annie Anderson and Brent Ahmann

CONSENT AGENDA: Administrator Nash noted additional checks to be issued have been provided to Council. The following items were approved with the consent agenda:

Approval of Agenda
City Council Minutes of June 16, 2026
Bills Payable, Receipts and Treasurer's Report dated July 2, 2026, ePayments #25628-25656 and checks #29089-29119.
Approve Personnel Items
Outdoor Liquor Sales at Hayloft for Fire Dept Celebration Sept. 12, 2026
Approve Patch on 230th St

A motion was made by Genereaux and seconded by Hommerding to approve the Consent Agenda as presented. All in favor. Motion carried.

FIRE DEPARTMENT REPORT:

Chief Kramer presented the June report which included stats. 14 calls – 11 medical, 1 tree on power line, 1 oven fire and 1 canceled gas leak. Monthly training included in house training and defensive driving course.

A motion was made Hommerding and seconded by Skaalerud to accept the fire report. All in favor. Motion carried.

FIRE DEPARTMENT PURCHASES FROM DONATION:

Chief Kramer explained the two quotes received for an ATV to be purchased from a donation received in June. Council members inquired if the old ATV would be sold or kept at the Fire Dept. or Public Works for other purposes. Kramer said this hasn't been decided yet.

A motion was made by Genereaux and seconded by Skaalerud to approve purchase of an ATV from Polaris as shown in the quote. All in favor. Motion carried.

Kramer also explained two quotes received from TNC Industries and MagneGrip and handed out at the meeting for an exhaust/ventilation system upgrade at the Fire Station. Kramer recommended the quotes from TNC Industries which is for a higher amount but he feels service would be better, the product has been proven in area fire stations, and the company's location in Minnesota versus out of state would make their follow-up service more available.

Council members inquired if the Fire Department has adequate budget to cover the amount for this system that is above the amount provided from the donor. Kramer stated he hopes so. Administrator Nash provided remaining budget for the department from the expenditures YTD numbers in the agenda packet.

A motion was made by Genereaux and seconded by Skaalerud to approve purchase of an upgraded exhaust/ventilation system from TNC Industries in the amount of $92,972 as shown in the provided quote with associated roofing and electrical work included. All in favor. Motion carried.

ENGINEER'S REPORT:

City Engineer Chris Bunders gave updated on this year's road project underway on Gaberdine and 238th/240th. Subgrade corrections needed to be made due to some area where soils were not adequate to support the road surface being replaced. This work was reviewed and authorized in the interim by the City Administrator and Mayor, and the change order is on tonight's agenda for approval.

Bunders noted corrections have been completed, gas lines found in the way have been moved by Xcel, a curb stop was hit by crews but plan to fix is underway, gravel is being placed, concrete work should be starting next week, and pavement could be started as early at the week of July 15th if all stays on current track. The pay voucher on tonight's agenda is for work completed by the contractor to date.

Genereaux inquired if the engineer knows which pit the gravel is coming grom. Bunders said he would look into this and get back to Council. Hommerding asked the engineer to explain why plans discussed last year and why this work wasn't included in the contract. Bunders noted early in the planning there was thought the full area may need the corrections and fabric install, but conditions review ahead of bidding the project did not show that need. The project was then bid without the additional work, but the recent change order work brings part of that correction work back to the project in areas needed.

Residents Tony Klavercamp and Brent Ahmann noted they still see some soft spot areas that concern them. Engineer Bunders noted the crews will look into these and monitor.

A motion was made by Skaalerud and seconded by Hommerding to approve change order #1 for the Gaberdine & 238th/240th project as presented. All in favor. Motion carried.

A motion was made by Hommerding and seconded by Skaalerud to approve pay voucher #1 for the Gaberdine & 238th/240th project as presented. All in favor. Motion carried.

COUNCIL MEMBER PURVIEW:

Skaalerud – noted some residents have asked him why the City does not have a 4th of July fireworks display. Council members discussed that local service organizations like Chambers of Commerce, Lions Club and similar groups usually do these displays in other communities, so it could be considered if a group wanted to fund and host such an event here.

Genereaux – inquired about signs in Blackberry Hills that are faded, bent and twisted. Nash will bring this up to Public Works staff to take a look at. He also asked the City Attorney for update on status of ongoing code enforcement with the Winkelman property. Couri noted it appears the resident is not complying with the agreement he had with the City for cleanup, so he plans to file with the court for an order to require compliance.

CITY ADMINISTRATOR UPDATE:

Nash noted filing for City offices is coming up next week starting on July 14th-28th. Available offices will be two council seats and the mayor.

ADJOURMENT: **A motion was made by Hommerding and seconded by Skaalerud to adjourn at 7:51 pm. All in favor. Motion carried.**

____
Jeff Schmitz, Mayor

Attest:

____
Jennifer Nash, City Administrator

CITY OF ST AUGUSTA
*Budget YTD Rev-Exp©

Current Period: June 2026

			2026 YTD Budget	2026 YTD Amt	June MTD Amt	2026 YTD Balance	% of Budget
GENERAL FUND							
		Revenues	$1,323,500.00	$599,772.69	$414,904.28	$723,727.31	45.32%
		Expenditures	$1,306,706.00	$648,533.75	$173,087.61	$658,172.25	49.63%
		Gain/(Loss)	$16,794.00	($48,761.06)	$241,816.67	$65,555.06	-290.35%
Revenue							
Active	R 101-41000-00700	Transfer In	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-00710	Trans Out	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-31000	General Proper	$1,000,000.00	$390,265.12	$385,991.27	$609,734.88	39.03%
Active	R 101-41000-31030	Sales Tax	$400.00	$606.76	$23.64	($206.76)	151.69%
Active	R 101-41000-31801	PERA Aid	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-31803	State Aid MV -	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-31804	Local Governm	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-31805	State Aid-Fire	$12,000.00	$0.00	$0.00	$12,000.00	0.00%
Active	R 101-41000-31807	State Fire Train	$0.00	$6,358.00	$2,408.00	($6,358.00)	0.00%
Active	R 101-41000-32100	Business Licen	$9,000.00	$9,280.00	$0.00	($280.00)	103.11%
Active	R 101-41000-32120	Dividends	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
Active	R 101-41000-32180	Mailbox Posts/	$200.00	$200.00	$0.00	$0.00	100.00%
Active	R 101-41000-32210	Building Permit	$172,000.00	$101,345.97	$12,246.73	$70,654.03	58.92%
Active	R 101-41000-32250	Park Shelter R	$10,000.00	$11,659.72	$500.00	($1,659.72)	116.60%
Active	R 101-41000-32251	Right of Way P	$2,500.00	$3,591.00	$600.00	($1,091.00)	143.64%
Active	R 101-41000-33100	Federal Grants	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-33405	Gas Franchise	$31,000.00	$14,637.07	$0.00	$16,362.93	47.22%
Active	R 101-41000-33406	Electric Franch	$60,000.00	$31,310.00	$10,896.00	$28,690.00	52.18%
Active	R 101-41000-33407	Electric Permit	$11,500.00	$17,140.00	$1,446.00	($5,640.00)	149.04%
Active	R 101-41000-34101	City Hall Rent	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-34103	Zoning and Su	$2,000.00	$1,850.00	$50.00	$150.00	92.50%
Active	R 101-41000-34107	Assessment S	$400.00	$310.00	$50.00	$90.00	77.50%
Active	R 101-41000-35000	Fines and Forf	$6,000.00	$1,528.74	$67.62	$4,471.26	25.48%
Active	R 101-41000-36200	Miscellaneous	$500.00	$8,497.78	$0.00	($7,997.78)	1699.56%
Active	R 101-41000-36210	Interest Earnin	$0.00	$601.90	$259.97	($601.90)	0.00%
Active	R 101-41000-39314	Election Assist	$0.00	$0.00	$0.00	$0.00	0.00%
Active	R 101-41000-39315	US Bank Rebat	$2,000.00	$590.63	$365.05	$1,409.37	29.53%
Active	R 101-47000-36210	Interest Earnin	$3,000.00	$0.00	$0.00	$3,000.00	0.00%
		Total Revenue	$1,323,500.00	$599,772.69	$414,904.28	$723,727.31	45.32%
Expenditure							
Active	E 101-41000-101	Full-Time Employ	$161,027.00	$58,678.32	$14,519.26	$102,348.68	36.44%
Active	E 101-41000-103	Part-Time Employ	$33,382.00	$2,063.91	$264.08	$31,318.09	6.18%
Active	E 101-41000-122	FICA	$12,053.00	$4,054.96	$919.24	$7,998.04	33.64%
Active	E 101-41000-123	Medicare	$2,819.00	$882.03	$214.98	$1,936.97	31.29%
Active	E 101-41000-126	Employer Paid P	$14,581.00	$4,565.57	$1,108.76	$10,015.43	31.31%
Active	E 101-41000-131	Employer Paid H	$20,631.00	$7,293.36	$3,746.72	$13,337.64	35.35%
Active	E 101-41000-143	MN Paid Leave In	$1,711.00	$358.29	$87.20	$1,352.71	20.94%
Active	E 101-41000-151	Worker s Comp I	$758.00	$577.91	$577.91	$180.09	76.24%
Active	E 101-41000-160	Insurance (bldgs/	$9,530.00	$9,297.84	$9,297.84	$232.16	97.56%
Active	E 101-41000-200	Office Supplies (	$4,000.00	$1,906.91	$233.54	$2,093.09	47.67%
Active	E 101-41000-202	Printing & Binding	$0.00	$1,197.63	$557.99	($1,197.63)	0.00%
Active	E 101-41000-203	Legal Notice Publ	$2,000.00	$698.04	$0.00	$1,301.96	34.90%
Active	E 101-41000-205	Ordinance Public	$2,000.00	$537.97	$220.33	$1,462.03	26.90%
Active	E 101-41000-206	Association Dues/	$17,000.00	$10,216.00	$0.00	$6,784.00	60.09%
Active	E 101-41000-207	Auditing Services	$25,000.00	$5,010.00	$0.00	$19,990.00	20.04%

CITY OF ST AUGUSTA
*Budget YTD Rev-Exp©

Current Period: June 2026

			2026 YTD Budget	2026 YTD Amt	June MTD Amt	2026 YTD Balance	% of Budget
Active	E 101-41000-208	Training, Inst., Tr	$8,000.00	$3,087.97	$348.01	$4,912.03	38.60%
Active	E 101-41000-211	Petty Cash	$0.00	$226.00	$0.00	($226.00)	0.00%
Active	E 101-41000-222	MS4 PERMIT	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41000-250	COVID	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41000-251	COVID GRANT	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41000-300	support services	$5,500.00	$2,515.00	$1,925.00	$2,985.00	45.73%
Active	E 101-41000-302	Assessor Contrac	$22,000.00	$20,023.39	$19,615.39	$1,976.61	91.02%
Active	E 101-41000-303	Engineering Fees	$15,000.00	$9,151.00	$0.00	$5,849.00	61.01%
Active	E 101-41000-304	Legal Fees	$10,000.00	$16,435.00	$2,655.00	($6,435.00)	164.35%
Active	E 101-41000-305	Attorney (prosecu	$17,000.00	$8,500.00	$0.00	$8,500.00	50.00%
Active	E 101-41000-306	Police/Sheriff (co	$31,200.00	$15,120.00	$0.00	$16,080.00	48.46%
Active	E 101-41000-307	Planning (GENER	$15,000.00	$22,774.00	$3,506.00	($7,774.00)	151.83%
Active	E 101-41000-309	Public Safety AE	$1,800.00	$1,125.00	$0.00	$675.00	62.50%
Active	E 101-41000-321	Telephone	$2,000.00	$1,561.68	$348.04	$438.32	78.08%
Active	E 101-41000-322	Postage	$4,100.00	$2,568.81	$78.00	$1,531.19	62.65%
Active	E 101-41000-323	Internet	$1,400.00	$834.88	$191.30	$565.12	59.63%
Active	E 101-41000-324	Internet mobile	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41000-332	Clean Up Day	$4,000.00	$2,526.99	$2,526.99	$1,473.01	63.17%
Active	E 101-41000-381	Electric Utilities	$6,500.00	$2,935.04	$909.13	$3,564.96	45.15%
Active	E 101-41000-383	Gas Utilities	$6,500.00	$4,964.90	$94.54	$1,535.10	76.38%
Active	E 101-41000-384	Refuse/Garbage	$2,400.00	$1,690.65	$517.73	$709.35	70.44%
Active	E 101-41000-413	Office Equipment/	$0.00	$770.38	$254.35	($770.38)	0.00%
Active	E 101-41000-430	Miscellaneous	$2,000.00	$18,767.24	$670.65	($16,767.24)	938.36%
Active	E 101-41000-500	Capital Outlay (G	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41000-520	Buildings and Str	$3,000.00	$207.75	$0.00	$2,792.25	6.93%
Active	E 101-41000-625	Animal Impound	$750.00	$925.00	$0.00	($175.00)	123.33%
Active	E 101-41000-650	Fiscal Charges	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41000-736	city halls sewer/w	$1,100.00	$481.89	$80.85	$618.11	43.81%
Active	E 101-41110-100	Wages and Salari	$30,026.00	$14,136.36	$7,068.18	$15,889.64	47.08%
Active	E 101-41110-121	PERA	$1,502.00	$0.00	$0.00	$1,502.00	0.00%
Active	E 101-41110-122	FICA	$1,769.00	$877.72	$439.51	$891.28	49.62%
Active	E 101-41110-123	Medicare	$528.00	$205.29	$102.79	$322.71	38.88%
Active	E 101-41110-126	Employer Paid P	$0.00	$498.96	$249.48	($498.96)	0.00%
Active	E 101-41110-143	MN Paid Leave In	$0.00	$83.41	$41.70	($83.41)	0.00%
Active	E 101-41110-331	Travel Expenses	$3,000.00	$0.00	$0.00	$3,000.00	0.00%
Active	E 101-41110-433	Dues and Subscri	$500.00	$250.00	$0.00	$250.00	50.00%
Active	E 101-41110-434	Awards and Inde	$500.00	$0.00	$0.00	$500.00	0.00%
Active	E 101-41110-490	Donations to Civi	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41120-106	Planning Commis	$1,500.00	$540.00	$0.00	$960.00	36.00%
Active	E 101-41120-107	Park Board Wage	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41120-108	EDA	$500.00	$0.00	$0.00	$500.00	0.00%
Active	E 101-41130-101	Full-Time Employ	$112,927.00	$56,592.12	$8,746.72	$56,334.88	50.11%
Active	E 101-41130-102	Full-Time Employ	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41130-103	Part-Time Employ	$3,500.00	$6,882.41	$2,136.60	($3,382.41)	196.64%
Active	E 101-41130-122	FICA	$7,218.00	$3,939.25	$676.76	$3,278.75	54.58%
Active	E 101-41130-123	Medicare	$1,687.00	$921.27	$158.27	$765.73	54.61%
Active	E 101-41130-126	Employer Paid P	$8,732.00	$4,745.73	$816.28	$3,986.27	54.35%
Active	E 101-41130-131	Employer Paid H	$25,469.00	$20,287.86	$6,762.62	$5,181.14	79.66%
Active	E 101-41130-143	MN Paid Leave In	$1,025.00	$374.46	$64.20	$650.54	36.53%
Active	E 101-41130-150	Worker s Comp	$5,667.00	$4,045.34	$4,045.34	$1,621.66	71.38%
Active	E 101-41130-160	Insurance (bldgs/	$6,521.00	$5,811.15	$5,811.15	$709.85	89.11%
Active	E 101-41130-208	Training, Inst., Tr	$800.00	$204.75	$0.00	$595.25	25.59%

CITY OF ST AUGUSTA
*Budget YTD Rev-Exp©

Current Period: June 2026

			2026 YTD Budget	2026 YTD Amt	June MTD Amt	2026 YTD Balance	% of Budget
Active	E 101-41130-212	Motor Fuels	$12,500.00	$9,271.66	$1,176.69	$3,228.34	74.17%
Active	E 101-41130-220	Repair/Maint Sup	$85,000.00	$38,042.52	$21,478.29	$46,957.48	44.76%
Active	E 101-41130-226	Sign Repair Mater	$4,000.00	$1,471.31	$74.00	$2,528.69	36.78%
Active	E 101-41130-321	Telephone	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41130-342	Refunds	$1,500.00	$1,400.00	$1,400.00	$100.00	93.33%
Active	E 101-41130-430	Miscellaneous	$1,000.00	$526.75	$0.00	$473.25	52.68%
Active	E 101-41220-300	support services	$120,000.00	$64,908.86	$0.00	$55,091.14	54.09%
Active	E 101-41220-430	Miscellaneous	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41220-722	Bldg Permit Surc	$12,000.00	$0.00	$0.00	$12,000.00	0.00%
Active	E 101-41220-742	Electrical Insp	$10,000.00	$5,989.65	$948.30	$4,010.35	59.90%
Active	E 101-41410-104	Temporary Emplo	$6,500.00	$0.00	$0.00	$6,500.00	0.00%
Active	E 101-41410-122	FICA	$383.00	$0.00	$0.00	$383.00	0.00%
Active	E 101-41410-123	Medicare	$114.00	$0.00	$0.00	$114.00	0.00%
Active	E 101-41410-201	Mileage	$250.00	$0.00	$0.00	$250.00	0.00%
Active	E 101-41410-202	Printing & Binding	$250.00	$0.00	$0.00	$250.00	0.00%
Active	E 101-41410-203	Legal Notice Publ	$250.00	$0.00	$0.00	$250.00	0.00%
Active	E 101-41410-208	Training, Inst., Tr	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-41410-430	Miscellaneous	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
Active	E 101-41410-534	Equipment	$2,100.00	$0.00	$0.00	$2,100.00	0.00%
Active	E 101-42270-115	Chief Salary	$3,000.00	$3,924.94	$791.52	($924.94)	130.83%
Active	E 101-42270-116	Officers Salary	$6,300.00	$0.00	$0.00	$6,300.00	0.00%
Active	E 101-42270-117	Call Salary	$28,000.00	$0.00	$0.00	$28,000.00	0.00%
Active	E 101-42270-118	Training Salary	$40,000.00	$0.00	$0.00	$40,000.00	0.00%
Active	E 101-42270-119	Officers Pay	$9,200.00	$1,081.71	$0.00	$8,118.29	11.76%
Active	E 101-42270-122	FICA	$5,095.00	$310.56	$49.22	$4,784.44	6.10%
Active	E 101-42270-123	Medicare	$1,522.00	$72.62	$11.51	$1,449.38	4.77%
Active	E 101-42270-125	Other Retirement	$3,000.00	$1,000.00	$0.00	$2,000.00	33.33%
Active	E 101-42270-143	MN Paid Leave In	$761.00	$27.11	$4.66	$733.89	3.56%
Active	E 101-42270-150	Worker s Comp	$6,276.00	$4,481.72	$4,481.72	$1,794.28	71.41%
Active	E 101-42270-160	Insurance (bldgs/	$9,038.00	$8,251.83	$8,251.83	$786.17	91.30%
Active	E 101-42270-200	Office Supplies (	$1,250.00	$679.56	$39.84	$570.44	54.36%
Active	E 101-42270-206	Association Dues/	$5,000.00	$555.00	$0.00	$4,445.00	11.10%
Active	E 101-42270-208	Training, Inst., Tr	$36,000.00	$10,393.62	$1,800.00	$25,606.38	28.87%
Active	E 101-42270-212	Motor Fuels	$4,500.00	$851.36	$839.58	$3,648.64	18.92%
Active	E 101-42270-220	Repair/Maint Sup	$30,000.00	$10,958.72	$4,403.82	$19,041.28	36.53%
Active	E 101-42270-223	Building Repair S	$8,000.00	$121.45	$0.00	$7,878.55	1.52%
Active	E 101-42270-232	EMS Supplies	$7,500.00	$4,070.95	$706.40	$3,429.05	54.28%
Active	E 101-42270-240	Small Tools and	$0.00	$58,099.32	$0.00	($58,099.32)	0.00%
Active	E 101-42270-260	Medical Exams	$7,000.00	$0.00	$0.00	$7,000.00	0.00%
Active	E 101-42270-300	support services	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-42270-304	Legal Fees	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-42270-320	Natl Night Out	$3,000.00	$0.00	$0.00	$3,000.00	0.00%
Active	E 101-42270-321	Telephone	$1,700.00	$927.29	$308.76	$772.71	54.55%
Active	E 101-42270-323	Internet	$1,320.00	$513.38	$171.30	$806.62	38.89%
Active	E 101-42270-325	IT Expenses	$4,500.00	$1,727.95	$285.60	$2,772.05	38.40%
Active	E 101-42270-364	Grant Writing	$4,000.00	$0.00	$0.00	$4,000.00	0.00%
Active	E 101-42270-384	Refuse/Garbage	$500.00	$564.43	$407.46	($64.43)	112.89%
Active	E 101-42270-387	Fire Dept Utilities	$8,500.00	$5,679.77	$1,284.79	$2,820.23	66.82%
Active	E 101-42270-389	uniforms	$5,000.00	$2,913.91	$300.76	$2,086.09	58.28%
Active	E 101-42270-410	Rentals	$1,000.00	$0.00	$0.00	$1,000.00	0.00%
Active	E 101-42270-430	Miscellaneous	$2,000.00	$796.29	$101.49	$1,203.71	39.81%
Active	E 101-42270-534	Equipment	$7,000.00	$0.00	$0.00	$7,000.00	0.00%

CITY OF ST AUGUSTA
*Budget YTD Rev-Exp©

Current Period: June 2026

			2026 YTD Budget	2026 YTD Amt	June MTD Amt	2026 YTD Balance	% of Budget
Active	E 101-45200-101	Full-Time Employ	$20,879.00	$10,393.92	$1,606.08	$10,485.08	49.78%
Active	E 101-45200-103	Part-Time Employ	$45,676.00	$8,361.60	$4,617.43	$37,314.40	18.31%
Active	E 101-45200-113	State Sales Tax	$900.00	$780.00	$0.00	$120.00	86.67%
Active	E 101-45200-121	PERA	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45200-122	FICA	$3,920.00	$1,164.93	$386.98	$2,755.07	29.72%
Active	E 101-45200-123	Medicare	$1,171.00	$272.41	$90.51	$898.59	23.26%
Active	E 101-45200-126	Employer Paid P	$2,553.00	$779.44	$120.44	$1,773.56	30.53%
Active	E 101-45200-130	Employer Paid In	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45200-143	MN Paid Leave In	$586.00	$94.06	$27.00	$491.94	16.05%
Active	E 101-45200-150	Worker s Comp	$958.00	$684.05	$684.05	$273.95	71.40%
Active	E 101-45200-160	Insurance (bldgs/	$11,291.00	$9,878.96	$9,878.96	$1,412.04	87.49%
Active	E 101-45200-212	Motor Fuels	$500.00	$237.46	$237.46	$262.54	47.49%
Active	E 101-45200-220	Repair/Maint Sup	$20,000.00	$8,164.11	$1,432.83	$11,835.89	40.82%
Active	E 101-45200-228	Ballfield Maintena	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-45200-342	Refunds	$5,000.00	$982.88	$825.00	$4,017.12	19.66%
Active	E 101-45200-381	Electric Utilities	$1,750.00	$1,032.63	$360.77	$717.37	59.01%
Active	E 101-45200-384	Refuse/Garbage	$1,600.00	$517.98	$481.44	$1,082.02	32.37%
Active	E 101-45200-410	Rentals	$2,000.00	$527.00	$312.00	$1,473.00	26.35%
Active	E 101-45200-430	Miscellaneous	$2,000.00	$120.69	$120.69	$1,879.31	6.03%
Active	E 101-45200-500	Capital Outlay (G	$0.00	$0.00	$0.00	$0.00	0.00%
Active	E 101-49400-143	MN Paid Leave In	$0.00	$0.00	$0.00	$0.00	0.00%
		Total Expenditure	($1,306,706.00)	($648,533.75)	($173,087.61)	($658,172.25)	49.63%
		Total GENERAL FUND	$16,794.00	($48,761.06)	$241,816.67	$65,555.06	-290.35%
		Report Total	$16,794.00	($48,761.06)	$241,816.67	$65,555.06	-290.35%

CITY OF ST AUGUSTA

*Check Summary Register©

Checks 07/08/26-07/21/26

	Name	Check Date	Check Amt	
10100	**STATE BANK OF KIMBAL**			
25657e	MIDCO BUSINESS	07/08/26	$510.39	general - internet service
25658e	SHELTER POINT	07/10/26	$729.77	G -
25659e	MN DEPT OF REVENUE	07/10/26	$4,013.47	G
25660e	MN DEPT OF REVENUE	07/10/26	$585.00	G -
25661e	BLUE CROSS BLUE SHIELD	07/13/26	$7,408.51	Chad - employer paid insurance
25662e	STEARNS ELECTRIC ASSOCIATION	07/13/26	$2,176.88	fire dept - fire hall
25663e	MN DEPT OF EMPLOYMENT & ECON D	07/13/26	$97.43	G - MN UNEMPLOYMENT CHARGES
29120	CHRIS BOLIN	07/21/26	$50.00	PARKS
29121	CHRISTINE KENNING	07/21/26	$50.00	PARKS
29122	GREG FLADEBOE	07/21/26	$50.00	PARKS
29123	HEIDI BARES	07/21/26	$75.00	PARKS -
29124	Jen Matzky	07/21/26	$75.00	parks -
29125	JENNIFER DAY	07/21/26	$50.00	PARKS
29126	JENNIFER GAZDZIK	07/21/26	$50.00	PARKS
29127	JENNIFER RICE	07/21/26	$75.00	PARKS
29128	JENNIFER SIMON	07/21/26	$50.00	PARKS -
29129	JENNIFER WUCHERER	07/21/26	$75.00	PARKS
29130	Jessica Langner	07/21/26	$50.00	PARKS -
29131	KATE KRAEMEN	07/21/26	$75.00	PARKS
29132	KAYANNE HANISCH	07/21/26	$50.00	PARKS
29133	KIM THEISEN	07/21/26	$50.00	PARKS
29134	MARISSA BLUMKE	07/21/26	$75.00	PARKS
29135	MELANIE KRIPPNER	07/21/26	$50.00	parks -
29136	PATRICK GRAVEEN	07/21/26	$50.00	PARKS
29137	RAMONA SCHAEFER	07/21/26	$50.00	PARKS
29138	RENEE ALBERS	07/21/26	$75.00	PARKS
29139	SACK INSIXIENGMAY	07/21/26	$75.00	PARKS
29140	Tara Mertens	07/21/26	$75.00	parks -
29141	TINA MORK	07/21/26	$50.00	PARKS
29142	TROY KUTZERA	07/21/26	$50.00	PARKS
29143	CENTRAL MN DUST CONTROL	07/21/26	$17,489.50	PW - Dust control
29144	CLEAN EARTH GEOTHERMAL	07/21/26	$334.51	FD - 35 OZ FREON
29145	CM2 Supply	07/21/26	$45.00	FD - CYL MAINT FEE
29146	COURI & RUPPE PLLP	07/21/26	$1,187.50	G -
29147	GREAT AMERICA FINANCIAL SERVIC	07/21/26	$133.40	g - copier/printer lease
29148	INSPECTRON	07/21/26	$41,130.87	g - 2nd qtr 2026 building permits
29149	Jeff Schmitz	07/21/26	$308.54	G - Hotel reimbursement for LMC conf
29150	MN PUBLIC FACILITIES AUTHORITY	07/21/26	$42,118.43	S - interest on debt
29151	RMB ENVIRONMENTAL LABORATORIES	07/21/26	$148.39	sewer dept -
29152	TRI-COUNTY HUMANE SOCIETY	07/21/26	$475.00	G - 3 STRAY INTAKES @$125, I UNDER 4 MONTHS @$100
29153	WEST CENTRAL SANITATION	07/21/26	$712.87	general - garbage service
		Total Checks	$120,980.46	

CITY OF ST AUGUSTA

*Check Summary Register©

Checks 07/08/26-07/21/26

Name	Check Date	Check Amt
10100 STATE BANK OF KIMBAL		
101 GENERAL FUND	$75,340.75	
601 WATER FUND	$1,450.78	
602 SEWER FUND	$43,729.22	
605 LIGHTING UTILITY	$323.25	
607 STORMWATER UTILITY	$136.46	
	$120,980.46	

Jeffery J Schmitz

FILTER: [Check Date] between #07/08/26# and #07/21/26# and [Check Nbr]>0 and [Cash Act]='10100'

CITY OF ST AUGUSTA

*Check Detail Register©

Checks 07/08/26-07/21/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25657 e	07/08/26	**MIDCO BUSINESS**			
E 101-41000-323		Internet	$95.65	13800020115	general - internet service
E 101-41000-321		Telephone	$173.88	13800020115	general - phone service
E 101-42270-323		Internet	$85.65	13800020115	general - internet service
E 101-42270-321		Telephone	$155.21	13800020115	general - phone service
		Total	$510.39		
25658 e	07/10/26	**SHELTER POINT**			
E 101-41000-143		MN Paid Leave Insurance	$729.77		G -
		Total	$729.77		
25659 e	07/10/26	**MN DEPT OF REVENUE**			
G 101-21702		State Withholding	$3,034.17		G
G 601-21702		State Withholding	$421.42		W
G 602-21702		State Withholding	$421.42		S
G 607-21702		State Withholding	$136.46		ST
		Total	$4,013.47		
25660 e	07/10/26	**MN DEPT OF REVENUE**			
E 101-45200-113		State Sales Tax	$150.00		G -
E 601-49400-113		State Sales Tax	$435.00		W
		Total	$585.00		
25661 e	07/13/26	**BLUE CROSS BLUE SHIELD**			
E 602-49450-131		Employer Paid Health	$553.54	26070242918	Chad - employer paid insurance
E 601-49400-131		Employer Paid Health	$553.54	26070242918	Chad - employer paid insurance
E 101-41130-131		Employer Paid Health	$2,005.65	26070242918	Mark, Paul - employer paid insurance
G 101-21710		Other Deducations	$1,375.66	26070242918	Mark/Paul - employee paid family insurance
E 101-41000-131		Employer Paid Health	$886.66	26070242918	Kim - employer paid insurance
E 101-41130-131		Employer Paid Health	$1,375.66	26070242918	MARK/PAUL - EMPLOYER PAID FAMILY
E 101-41000-131		Employer Paid Health	$657.80	26070242918	Jennifer
		Total	$7,408.51		
25662 e	07/13/26	**STEARNS ELECTRIC ASSOCIATION**			
E 101-42270-387		Fire Dept Utilities	$511.97		fire dept - fire hall
E 101-45200-381		Electric Utilities	$108.03		parks dept - HLP
E 101-41000-381		Electric Utilities	$202.87		general - city hall
E 101-42270-387		Fire Dept Utilities	$77.29		fire dept - fire hydrant
E 101-41000-381		Electric Utilities	$68.00		general - 2 meters
E 602-49450-381		Electric Utilities	$258.25		sewer dept - lift station 1
E 101-41000-381		Electric Utilities	$53.49		general - city hall
E 101-41000-381		Electric Utilities	$9.75		general - street light
E 602-49450-381		Electric Utilities	$182.89		sewer dept - lift station 2
E 605-43160-380		Utility Services (GENERA	$90.75		EU - Emerald Ponds
E 101-45200-381		Electric Utilities	$49.00		parks dept - KP
E 605-43160-380		Utility Services (GENERA	$124.50		EU - Blackberry Farms
E 605-43160-380		Utility Services (GENERA	$108.00		EU - Emerald Ponds
E 101-41000-381		Electric Utilities	$126.30		general - State Hwy 15 light
E 602-49450-381		Electric Utilities	$46.30		sewer dept - lift station

*Check Detail Register©

Checks 07/08/26-07/21/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41000-381		Electric Utilities	$47.05		general - Lion's Sign
E 601-49400-381		Electric Utilities	$40.82		water dept - flow meter
E 101-45200-381		Electric Utilities	$71.62		parks dept - HLP shelter
		Total	$2,176.88		
25663 e	07/13/26	**MN DEPT OF EMPLOYMENT & ECON DEV**			
E 101-41000-430		Miscellaneous	$97.43		G - MN UNEMPLOYMENT CHARGES
		Total	$97.43		
29120	07/21/26	**CHRIS BOLIN**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29121	07/21/26	**CHRISTINE KENNING**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29122	07/21/26	**GREG FLADEBOE**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29123	07/21/26	**HEIDI BARES**			
E 101-45200-342		Refunds	$75.00		PARKS -
		Total	$75.00		
29124	07/21/26	**Jen Matzky**			
E 101-45200-342		Refunds	$75.00		parks -
		Total	$75.00		
29125	07/21/26	**JENNIFER DAY**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29126	07/21/26	**JENNIFER GAZDZIK**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29127	07/21/26	**JENNIFER RICE**			
E 101-45200-342		Refunds	$75.00		PARKS
		Total	$75.00		
29128	07/21/26	**JENNIFER SIMON**			
E 101-45200-342		Refunds	$50.00		PARKS -
		Total	$50.00		
29129	07/21/26	**JENNIFER WUCHERER**			
E 101-45200-342		Refunds	$75.00		PARKS
		Total	$75.00		
29130	07/21/26	**Jessica Langner**			
E 101-45200-342		Refunds	$50.00		PARKS -

*Check Detail Register©

Checks 07/08/26-07/21/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$50.00		
29131	07/21/26	**KATE KRAEMEN**			
E 101-45200-342		Refunds	$75.00		PARKS
		Total	$75.00		
29132	07/21/26	**KAYANNE HANISCH**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29133	07/21/26	**KIM THEISEN**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29134	07/21/26	**MARISSA BLUMKE**			
E 101-45200-342		Refunds	$75.00		PARKS
		Total	$75.00		
29135	07/21/26	**MELANIE KRIPPNER**			
E 101-45200-342		Refunds	$50.00		parks -
		Total	$50.00		
29136	07/21/26	**PATRICK GRAVEEN**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29137	07/21/26	**RAMONA SCHAEFER**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29138	07/21/26	**RENEE ALBERS**			
E 101-45200-342		Refunds	$75.00		PARKS
		Total	$75.00		
29139	07/21/26	**SACK INSIXIENGMAY**			
E 101-45200-342		Refunds	$75.00		PARKS
		Total	$75.00		
29140	07/21/26	**Tara Mertens**			
E 101-45200-342		Refunds	$75.00		parks -
		Total	$75.00		
29141	07/21/26	**TINA MORK**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29142	07/21/26	**TROY KUTZERA**			
E 101-45200-342		Refunds	$50.00		PARKS
		Total	$50.00		
29143	07/21/26	**CENTRAL MN DUST CONTROL**			
E 101-41130-220		Repair/Maint Supply	$17,489.50	6373	PW - Dust control

CITY OF ST AUGUSTA

*Check Detail Register©

Checks 07/08/26-07/21/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$17,489.50		
29144	07/21/26	**CLEAN EARTH GEOTHERMAL**			
E 101-42270-223		Building Repair Supplies	$334.51	17849	FD - 35 OZ FREON
		Total	$334.51		
29145	07/21/26	**CM2 Supply**			
E 101-42270-220		Repair/Maint Supply	$45.00	0000028181	FD - CYL MAINT FEE
		Total	$45.00		
29146	07/21/26	**COURI & RUPPE PLLP**			
E 101-41000-304		Legal Fees	$1,187.50		G -
		Total	$1,187.50		
29147	07/21/26	**GREAT AMERICA FINANCIAL SERVICES**			
E 101-41000-413		Office Equipment/Rental	$133.40	42396261	g - copier/printer lease
		Total	$133.40		
29148	07/21/26	**INSPECTRON**			
E 101-41220-300		support services	$41,130.87	1892	g - 2nd qtr 2026 building permits
		Total	$41,130.87		
29149	07/21/26	**Jeff Schmitz**			
E 101-41000-208		Training, Inst., Travel	$308.54		G - Hotel reimbursement for LMC conf
		Total	$308.54		
29150	07/21/26	**MN PUBLIC FACILITIES AUTHORITY**			
E 602-47000-607		Debt Service Interest	$3,118.43		S - interest on debt
E 602-47000-600		Debt Srv Principal (GENE	$39,000.00		s - principal payment
		Total	$42,118.43		
29151	07/21/26	**RMB ENVIRONMENTAL LABORATORIES**			
E 602-49450-316		Sample Analysis	$148.39	D091073	sewer dept -
		Total	$148.39		
29152	07/21/26	**TRI-COUNTY HUMANE SOCIETY**			
E 101-41000-625		Animal Impound	$475.00		G - 3 STRAY INTAKES @$125, I UNDER 4 MONTHS @$100
		Total	$475.00		
29153	07/21/26	**WEST CENTRAL SANITATION**			
E 101-41000-384		Refuse/Garbage Disposal	$418.05		general - garbage service
E 101-45200-384		Refuse/Garbage Disposal	$253.80		parks dept - garbage service
E 101-42270-384		Refuse/Garbage Disposal	$41.02		fire dept - garbage service
		Total	$712.87		
		10100	$120,980.46		

CITY OF ST AUGUSTA

*Check Detail Register©

Checks 07/08/26-07/21/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment

Fund Summary

10100 STATE BANK OF KIMBAL	
101 GENERAL FUND	$75,340.75
601 WATER FUND	$1,450.78
602 SEWER FUND	$43,729.22
605 LIGHTING UTILITY	$323.25
607 STORMWATER UTILITY	$136.46
	$120,980.46

Jeffery J Schmitz

To: Mayor Jeff Schmitz and Council Members
From: Jennifer Nash, City Administrator
Date: July 21, 2026
RE: Personnel Items

Background:

Accounting Tech Kim Claussen has been filling in with extra duties for the City since the departure of the previous City Administrator in December 2025 which has included an interim pay adjustment. Now that that position has been filled, Kim will return to the pay scale for her position. In recognition of extra skills shown during this time and available to the City now, I am recommending a change in title to become that of Deputy Clerk, and an increase in pay by 5%. The grade of the position on the City's wage scale remains the same and the City plans to continue to invest in additional training opportunities to support ongoing professional development that Kim is interested in pursuing.

Financial Impact:
Reduction in pay from interim rate effective July 22, 2026 and 5% increase in normal pay rate from $34.19 to $35.90/hr.

Recommendation:
Staff recommends a motion to approve changing title for Kim Claussen to Deputy Clerk and setting her pay rate beginning July 22, 2026 at $35.90/hr.

Attachment:
- None

Permits	Issue_Date	CONSTTYPE	prmtsno	prmtstr	App_Company	Valuation
AUG26-000152	06/01/2026	Residential Roofing	2186	246TH	FOUR SEASONS BUILDERS	15000
AUG26-000153	06/03/2026	New Construction	2582	TOPAZ	FRONTIER HOMES LLC	250000
AUG26-000154	06/03/2026	Residential New Construction	2582	TOPAZ	B&DPLUMBING ,HEATING & AIR CONDITIONING	12000
AUG26-000155	06/03/2026	Residential New Construction	2582	TOPAZ	B&DPLUMBING ,HEATING & AIR CONDITIONING	8500
AUG26-000156	06/03/2026	Accessory Building	23861	69TH	GARY FRUTH CONSTRUCTION LLC	35000
AUG26-000157	06/03/2026	Residential Roofing	6567	225TH	BISON BUILDERS INC	8000
AUG26-000158	06/05/2026	Residential Roofing	2186	COUNTY ROAD 115	BD Exteriors,Inc/Tara Donny	26238
AUG26-000159	06/05/2026	Residential Window/Door Replacement (Sam	2186	COUNTY ROAD 115	BD Exteriors,Inc/Tara Donny	26238
AUG26-000160	06/08/2026	Residential New Construction	4100	COUNTY RD 115	FINKEN PLUMBING HEATING & COOLING	42475
AUG26-000161	06/08/2026	Residential New Construction	4100	COUNTY RD 115	FINKEN PLUMBING HEATING & COOLING	42475
AUG26-000162	06/08/2026	Deck/Porch	22967	TOPAZ	ADAM STELLMACH	4000
AUG26-000163	06/09/2026	Residential Furnace	24270	COUNTY ROAD 75	NEIGHBORHOOD PLUMBING & HEATING	6000
AUG26-000164	06/09/2026	Residential Furnace	24305	69TH	H & S HEATING & A/C INC	12460
AUG26-000165	06/09/2026	Accessory Building	225575	23RD	ADAM LAUDENBACH	16000
AUG26-000166	06/10/2026	Deck/Porch	23872	GABERDINE	BRENT AHMANN	8000
AUG26-000167	06/15/2026	Residential Roofing	23801	51ST	LEGACY RESTORATION LLC	23605
AUG26-000168	06/16/2026	Interior Remodel	2305	TOPAZ	HOME CONCEPTS REMODELING LLC	56438.5
AUG26-000169	06/16/2026	Deck/Porch	20102	BEAVER LAKE	ZABLOCKI ROOFING INC	19700
AUG26-000170	06/17/2026	Deck/Porch	7015	239TH	MODERN KRAFT CONSTRUCTION	18950
AUG26-000171	06/17/2026	Residential Alteration/Repair/Extension	2683	PLATINUM	ERKENS WATER	2295
AUG26-000172	06/22/2026	Residential Roofing	24302	69TH	COMMITTED 365 ROOFING & EXTERIORS LLC	64000
AUG26-000173	06/22/2026	Residential Siding	24302	69TH	COMMITTED 365 ROOFING & EXTERIORS LLC	64000
AUG26-000174	06/22/2026	Residential Alteration/Repair/Extension	2305	TOPAZ	BLUE STAR PLUMBING	16000
AUG26-000175	06/24/2026	Residential Roofing	22483	FAIRFIELD	HIGHER DIMENSIONS ROOFING LLC	25000

MEMORANDUM

To: Mayor Jeff Schmitz and Council Members
From: Jennifer Nash, City Administrator
Date: July 21, 2026
RE: 2027 Preliminary Budget Preparation Discussion

Staff is working on a first draft general fund budget to be discussed at your work session meeting on Tuesday for additional direction from Council. This memo highlights some assumptions used in preparation so far as well as some remaining questions and discussion points. Below are some notes on revenue and expenditure items:

Revenues

- Building permit and other revenues are shown with conservative estimates
- No major fee adjustments proposed at this time for general fund services
- LGA reduced per approved State allocation amounts – down $37,470 from 2026 to 2027 (2027 LGA will be $18,833)
- Capital expenditure plan continues increased budget level established per plan in 2025 for catchup of deferred road maintenance/repair projects

Expenditures

Staffing Assumptions in Draft

- Ahead of review of area market condition information which will be obtained later in the year, 5% increase shown for the wage scale for all positions for budget planning purposes including full-time, part-time and paid, on-call firefighting staff – to be reviewed for ongoing market appropriateness
- No new full-time staff positions shown
- Seasonal and temporary positions - first draft budget shows continuation of the same level of seasonal employment as in recent years. Parks budget includes 4 part-time seasonal workers, and streets budget includes temporary assistance for winter plowing.
- Employee health insurance estimates shown with 20% increase which we hope will be higher than actual – actuals to be updated when renewal info is available
- Staff time allocations in budget for some positions have been adjusted to better match actual time spent. The biggest shift is in the part-time Utility Billing Clerk whose time has been moved from 15% utilities to 85% utilities. Administrator and Deputy Clerk budgeted time allocations have been adjusted to account for oversight and administrative support provided for department areas including streets and parks, along with administration (which includes building, planning, zoning, legal, etc) and utilities included in previous staff cost distribution.

Other Assumptions in Draft

- Community growth in tax capacity shown at 5% based on conservative estimate from assessor information from April. We believe this may be a low estimate versus actual community valuation increase due in large part to more new home construction in the community which brings both increased capacity and service demand. We won't have a better estimate from the County until later in the year to refine this. Overall tax capacity effects the rate each individual taxpayer will pay as their portion of overall need.

- City insurance rates for property, casualty, liability and workers' comp coverages are shown with 10% increase across the board as placeholder estimate
- Project Items – Staff recommends the following City Hall projects to be completed in 2027 to improve service delivery to the community and efficiency in providing services. Estimated costs shown in the budget:
  - Codification - $25,000
  - Website Update/New Platform - $15,000
- Fire Chief is reviewing that department's budget and further conversation is planned between Chief and Administrator to refine their needs and project priorities for 2027.
- Repair and maintenance supply budget line items in Public Works/Streets and Parks have some increased funding budgeted to allow for focus on maintaining the amenities the City currently has.
- Adjusting Consultant Costs to Better Match Expenditures & Need – Planning, Legal and Engineering consultant costs were all under-budgeted versus need in 2026. The draft budget better reflects actual costs. For individually-benefiting applications needing this support, staff recommends increasing escrows collected from applicants to cover pass-through bills.
- Power costs for City facilities up per notice from Stearns Electric – budgeted 5% increase to cover this and other utilities
- Election costs from 2026 have been reduced for non-election year 2027.
- Budget preparation for the City's enterprise funds (utilities) is also underway, however the City does not levy for those business-like operations, so these are not a part of the tax levy discussion at this time.

Possible Discussion Points

- Are there other service level maintenance/improvements Council would like to implement that should be included in this budget?
- Are there specific projects from the operating budget that Council would like to make sure are completed in 2027 that need to be added?
- Some Items to Effect Future Drafts:
  - Tax capacity updated estimates coming later this fall. Draft estimates 5% overall tax capacity increase which may be a little low.
  - Additional review of market conditions for wage strategy impacts
  - Actual health insurance premium costs to come later this fall
  - Refinement of capital planning for equipment and road project goals

Recommendation and Budget Development Process:

We are still early in the budget preparation process for the 2027 general fund budget. Staff is interested in hearing what other information we can bring back for upcoming budget discussions. What do you have questions on? What analysis can we bring back for future discussions? Are there goals Council members have you would like to discuss for inclusion in next year's budget (service levels, budget priorities, etc.)?

Staff is planning to provide an updated draft preliminary budget in August for Council's review and feedback. Following that August review, staff will provide a preliminary budget for adoption in September which will then set the maximum levy included in tax notices distributed by the County in the subsequent months. Remaining additional budget refinement occurs in October and November ahead of Truth-in-Taxation hearing scheduled for December 1st, then final budget adoption.

Attachment

- Early Estimates for Discussion - Tax Capacity and Levy for Draft 2027 Budget

Early Estimates - Tax Capacity and Potential Levy Implications*	**Approved 2024 Budget**	**Approved 2025 Budget**	**Approved 2026 Buget**	**Draft 2027 Buget**	**Change from 2026**
Total Tax Levy	$ 1,384,000	$ 1,591,000	$ 2,215,000	$ 2,415,400	9.05%
Total Taxable Market Value	$ 6,819,548	$ 7,387,073	$ 7,708,159	$ 8,093,567	5.00%
Tax Rate	20.2946%	21.5376%	28.7358%	29.8435%	
Tax Implication on $300K house	$ 608.84	$ 646.13	$ 862.07	$ 895.30	$2.77/month
Tax Implication on $500K house	$ 1,014.73	$ 1,076.88	$ 1,436.79	$ 1,492.17	$4.62/month
Tax Implication on $750K house	$ 1,648.94	$ 1,749.93	$ 2,334.78	$ 2,424.78	$7.50/month
Tax Implication on $1Million house	$ 2,283.14	$ 2,422.98	$ 3,232.78	$ 3,357.39	$10.38/month
Tax Implication on Commercial Business $500K	$ 1,877.25	$ 1,992.23	$ 2,658.06	$ 2,760.52	$8.54/month
Tax Implication on Commercial Business $1Million	$ 3,906.71	$ 4,145.99	$ 5,531.64	$ 5,744.87	$17.77/month

*All of the data on this page are early estimates for conversation and will change as additional information becomes available and policy direction received.