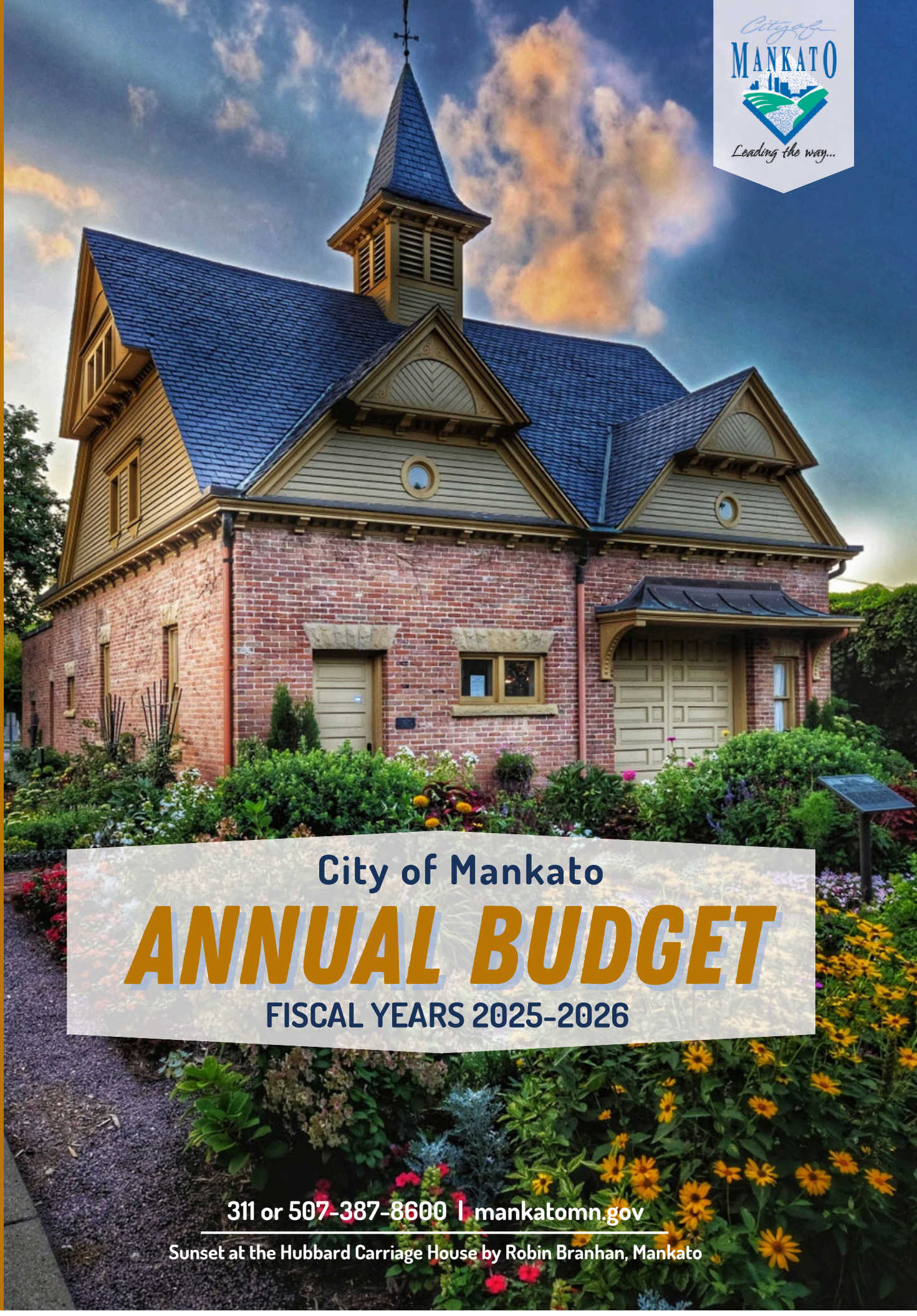

City of Mankato

ANNUAL BUDGET

FISCAL YEARS 2025-2026

311 or 507-387-8600 | mankatomn.gov

Sunset at the Hubbard Carriage House by Robin Branhan, Mankato

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December 2nd , 2024

Dear Honorable Mayor Massad and Members of the City Council,

Pursuant to the Mankato City Charter and Minnesota Statutes, the City Manager hereby submits to the City Council the final approved Fiscal Year 2025-2026 Budget for all funds of the City of Mankato.

Minnesota law requires local governments to establish a preliminary tax annually in September of each year. Similar to previous years the preliminary tax levy is the maximum the levy can be set by the City Council and is utilized to notice the taxpayer of potential changes in property taxes. After the preliminary levy is set, the levy may not increase (only decrease) prior to final adoption. The 2025 approved levy built into the attached budget was approved at $25,067,296 or a 4% increase from prior year. The city's tax capacity increased only 0.7% percent necessitating the tax rate to increase slightly to 39.37%. Although this is an approximate 1.3% increase from last year's rate, it is still below our 10+ year of being at or below 44%. The approved 4% percent levy increase results in an increase of $964,127 to the levy. The increase in tax capacity and resulting collections will ensure a continued high level of municipal services and responsible capital improvement program that Mankato residents and businesses have come to enjoy.

In 2025, the City Council will notice approved increases in refuse, sewer and street lighting rates. The increases are projected to address increases in operating expenditures in these respective funds, growing capital replacement needs in utilities, including the wastewater upgrade project which started in 2024, and provide the reasonable fund balance reserves necessary to maintain high quality credit ratings for debt service reserves and cash flow for operations. In addition, you will note the continuation of a robust five-year capital project plan within the public safety, public works, parks and IGC capital replacement funds. To include many of Mankato's major parks and facilities.

The City Council and community members are encouraged to review the document carefully as it not only capsulizes the financial strategy for Mankato's budget but also shows resource allocation amongst the City's 77 programs. I look forward to working with you, staff, and the community of Mankato, as we execute the 2025-2026 budget and provide ongoing updates to operational plans, connection to the strategic plan, and related capital improvements.

Respectfully submitted,

Susan MH Arntz

Susan MH Arntz
City Manager

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Introduction

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City Council Contact Information

Elected and Appointed City Officials



Najwa Massad
Mayor
nmassad@mankatomn.gov
507-387-8693
Current term through 2026



Mike Laven
President, Serves at-large
mlaven@mankatomn.gov
507-720-8674
Current term through 2024



Michael McLaughlin
Serves Ward 1
mmclaughlin@mankatomn.gov
507-720-1093
Current term through 2026



Dennis Dieken
Serves Ward 2
ddieken@mankatomn.gov
507-345-3320
Current term through 2024



Kevin Mettler
Serves Ward 3
kmettler@mankatomn.gov
507-995-0070
Current term through 2026



Jenn Melby-Kelley
Serves Ward 4
jmelby-kelley@mankatomn.gov
507-720-8787
Current term through 2024



Jessica Hatanpa
Serves Ward 5
jhatanpa@mankatomn.gov
507-613-8067
Current term through 2026



Susan MH Arntz
City Manager
sarntz@mankatomn.gov
507-387-8695
Appointed by the City Council

Service Departments

Civic Center	Eric Jones and Brian Sather	Co-Directors
Community Development	Mark Konz	Director
Public Safety	Vacant	Director
Public Works	Jeff Johnson	Director

Administrative Support Departments

Administrative Services	Parker Skophammer	Director
Human Resources	Sheila Huber	Director
Public Information and Community Engagement	Paul David	Director

Vision

Leading the way as a vibrant, diverse, regional community.

Leadership Philosophy

We belong to an organization that cares about making a positive difference in the lives of others. Our work is challenging and has purpose. We listen and engage with each other and our community.

We are empowered and trusted to make good decisions that align with Public Service Principles and Core Values. Our organization is committed to investing in and developing each other. We will recognize and celebrate our collective achievements and individual accomplishments.

Public Service Principles

Responsive
Prompt to respond and serve.

Efficient
Highest performance at greatest economy.

Greater Good
Serve for the good of the community and region.

Innovation
Embracing new ideas and methods to improve service delivery.

Open
Spirit of accessibility in policy making and operation.

Neighborly
Concern and compassion for others.

Core Values

Positive attitude
We take a positive approach, show initiative and a willingness to improve. We take pride in the work we do.

Accountability
We take responsibility for our actions and the completion of our work.

Respect
We treat everyone with courtesy and dignity and value their perspectives, acknowledging our differences.

Teamwork
Together, we collaborate on ideas and share information, resources and responsibility for the best possible outcomes.

Integrity
We lead by example by being honest, doing the right thing and following through. Our actions reflect our words.

Employee motto:
Work hard. Have fun.

Mankato is one city, one brand. All staff operate and provide internal and external customer service using the same shared core values. Values are basic and fundamental. It's how employees show up for work, work together as a team, and how internal working relationships are built and strengthened. This is the Mankato way.

While values may seem easy to define, each term can mean different things to different people. Employees have helped determine examples (below)of visible actions for each of the city's core values.

Positive attitude

- Approach each interaction positively.
- Visibly acknowledge others.
- Tell someone they did a great job.
- Look for solutions instead of obstacles.
- Offer assistance and keep trying when encountering problems.

Accountability

- Take responsibility for and pride in the work you do.
- Follow through on all commitments made.
- Provide clear expectations and timelines.
- Respond timely to any form of communication.

Respect

- Actively listen. Some examples: avoid interrupting, listen to what others have to say before sharing viewpoint and maintain eye contact.
- Minimize technology use during interactions. Some examples: avoid use during meetings or conversations and turn on vibrate or silent.
- Treat everyone as the most important person you will see today.
- Remain open-minded and acknowledge value of different ideas.

Teamwork

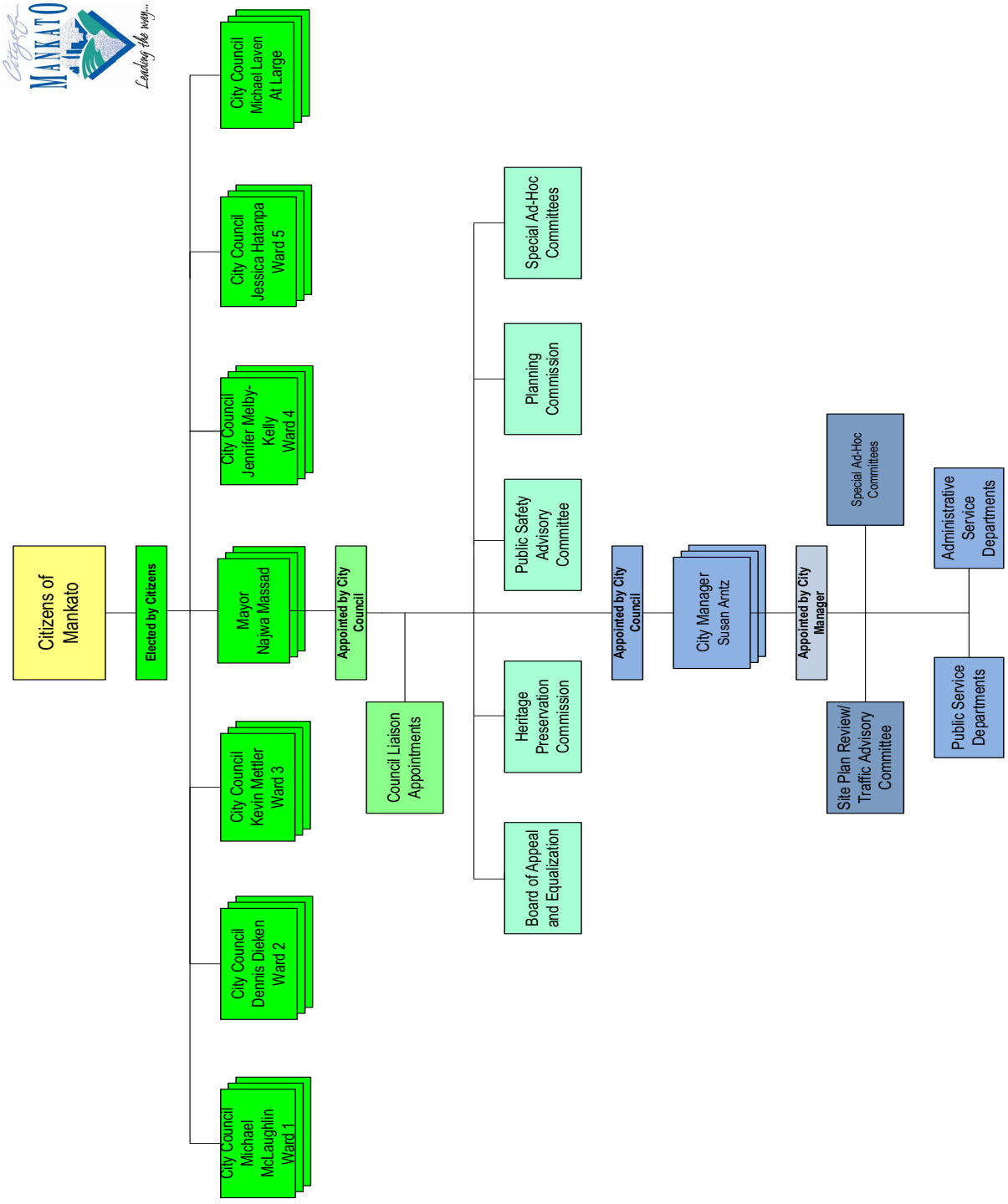
- Share resources, knowledge and expertise with others.
- Encourage and support others to do their best work.
- Contribute your thoughts and ideas in meetings.
- Take pride in being a part of the City of Mankato team.
- Do your part to help work move forward in the best possible way.
- Ask and offer to help.

Integrity

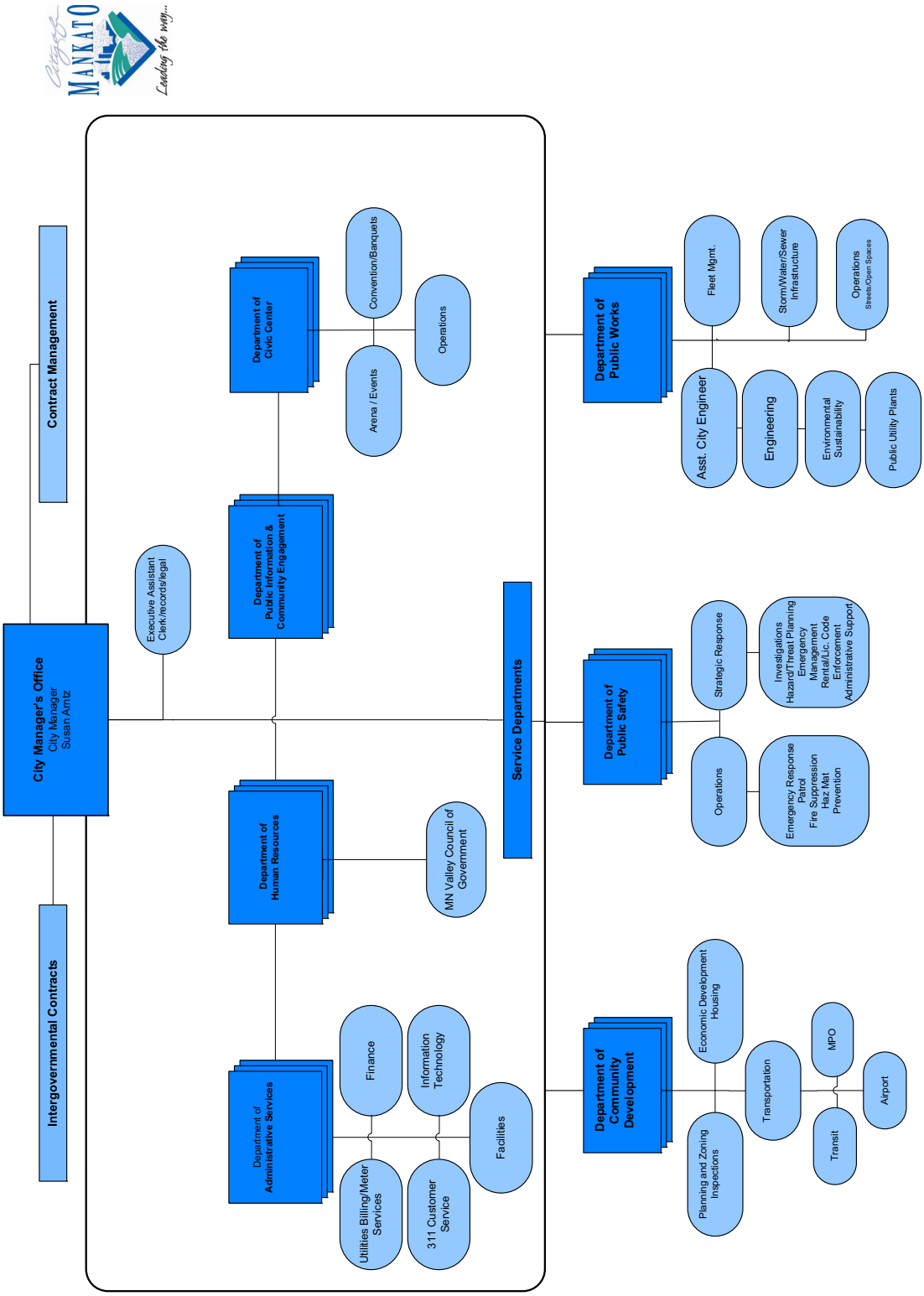
- Always do the right thing even when no one is watching.
- Admit mistakes, and offer solutions. We're all human.
- Create an environment where it's safe for people to admit mistakes.
- Do what you say.

City of Mankato
Leading the way...

Org Structure



Org Structure



Budget Calendar

April 22nd – 27th	Budget/CIP Overview to all Departments/Divisions
May 31st	Submission of Proposed Operating & CIP Projects Due (April 22nd – May 31st)
June 1st -June 30th	FY 2025-26 Internal Budget/Capital Review
July 1st - Aug 23rd	Assembly of FY 2025-26 Budget Document
Aug 23rd	FY 2025-26 Proposed Budget Document Sent to Council
Aug 26th	Council Work Session: ♦ Review of proposed budget focused on property tax supported funds and a preliminary estimate of the property tax levy
Sept 9th	Council Work Session: ♦ Review of Proposed Levy Options
Sept 12th	FY 2025-2029 CIP Bus Tour (5-7 p.m.)
Sept 19th	Public Open House for FY 2025-2029 CIP (6-7:30 p.m.) ♦ Council Chambers
Sept 23rd	Last (final) Council Meeting opportunity to adopt a preliminary 2025 Payable property tax levy for certification to Blue Earth County and Nicollet County
Oct 7th	FY 2025-26 Budget Work Session ♦ General Fund & Special Revenue Fund
Oct 23rd	Planning Commission to review and provide comment on proposed 5 year (FY 2025-2029) CIP
Nov 4th	FY 2025-26 Budget Work Session: ♦ Enterprise Funds & GMG
Nov 25th	FY 2025-26 Budget Work Session: ♦ Community Partnership Annual Reports (Southern MN Initiative Foundation, Twin Rivers Council for the Arts and Mankato Diversity Council) ♦ Internal Service Funds
Dec 2nd	Budget Hearing/Truth in Taxation meeting and adoption of 2025 Payable final property tax levy amounts and FY 2025-26 budget
Dec 9th	Final Council Meeting if needed



Photo by Jessica Hanevik, Mankato

CITY OF MANKATO

Community Profile 2024

City of Mankato

Leading the way...

MANKATO

Recognized as one of the best small cities in America!

Located in the scenic Minnesota River Valley and an hour and a half from Minneapolis-St. Paul, Mankato is the centerpiece of a prosperous, progressive, and culturally rich region. Mankato has earned several livability awards, making it an excellent place to work, play, live and raise a family.

ECONOMY

Mankato's economic diversity and growth leads Minnesota and is among the top in the nation. Mankato has a population of 45,140 with a contiguous urban population area of 96,740. There is a trade area population of more than 400,000; and there are 1.6 million people who live within 60 miles. Mankato is the region's commercial, industrial, educational, health care and technology center. The region's stability is supported by an ever-growing agricultural economy.

AMENITIES

The city has all of the amenities and resources of a large city while at the same time providing the peace of mind and quality of life associated with small town America. The city is renowned for its natural beauty. Rivers, lakes, ravines, bluffs, natural prairies and forested areas offer breathtaking landscapes and provide a scenic backdrop for an area of rich cultural heritage steeped in historical significance.

EDUCATION

The public K-12 school system provides educational opportunities for pre-kindergarten through grade 12. The Greater Mankato Area hosts five superb higher education institutions. Enjoying superior health care provided by Mayo

RECREATION

Recreational and cultural opportunities exist for all ages and interest levels. The River Valley and area lakes offer a broad range of activities for the outdoor enthusiast, including biking, skiing, kayaking, fishing, and boating. As a regional arts center, residents enjoy national touring artists, symphony orchestra, and a culture rich in heritage, historical significance, and art. For the sports enthusiasts, the higher-education institutions are known for their nationally ranked sports teams.

AT A GLANCE

Parcels

- Mankato has a total of 13,311 parcels.
- With a population of 45,140, Mankato's total parcel count includes both rented and owned residences, commercial and industrial zones, agricultural plots, and tax exempt properties.

Taxable Market Value

- In Pay 2024 the market value of Mankato was estimated at $5.531 billion
- The 2025 market value is estimated at $5.533 billion, staying basically flat.

Net Tax Capacity

- The final Net Tax Capacity (NTC) for 2024 was $63,218,482 (net of TIF)
- In 2025, the estimated NTC is
- $63,666,746 (net of TIF) which is a 0.7% change from the year prior.

- The "tax capacity value" is determined by multiplying the taxable market value of the property by the statutory percentage rates (also called class rates) for the specific classification(s) / use(s) on the property

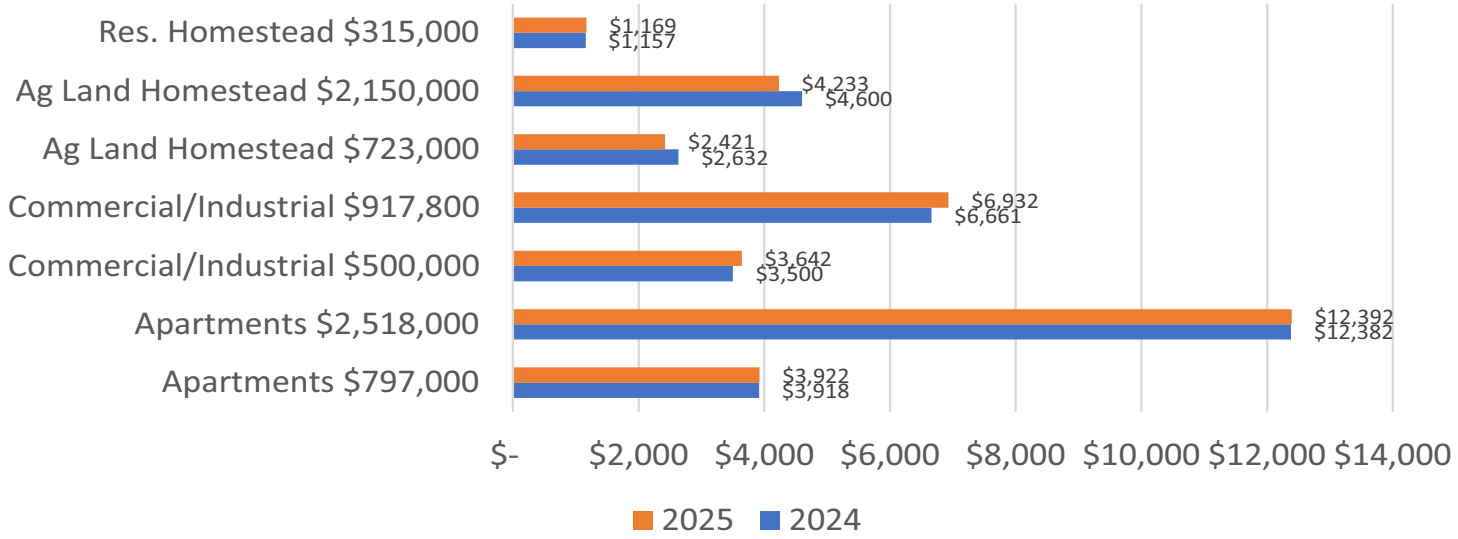
Tax and Levy Rate

- In 2024, the City of Mankato tax levy was budgeted at $24,103,169.
- In 2025, the City of Mankato tax levy is budgeted at $25,067,296 which is a change of 4% with an amount change of $964,127

- In 2024, the City of Mankato tax rate was 38.08%
- In 2025, the City of Mankato tax rate is proposed to increase to 39.37%

AVERAGE TAX IMPACTS

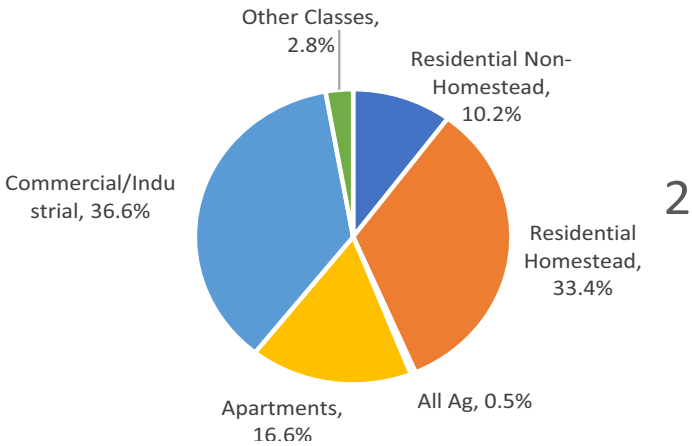
PAY 2024 VS. PAY 2025



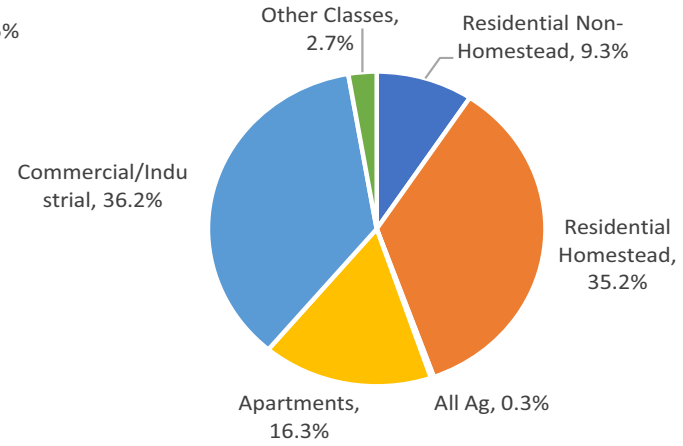
- **Residential Homestead** - This property class realized minor value increases citywide with a larger decrease in new construction compared to the previous assessment year. An average-valued property ($315,000) will see a tax increase of about $12 (1.04%) on the city portion due to the levy dollar increase provided there is no new construction. Note that residential homesteads valued under $517,200 is receiving more of a homestead market value exclusion than in previous years due to a recent law change.
- **Commercial/Industrial** - This property class overall did realize valuation increases citywide and saw a decrease in new construction amounts compared to last year. An average-valued property ($917,800) will see an increase of about $271 (4.07%) on the city portion of property taxes provided there is no new construction. A more modest commercial property valued at $500,000 would see a city-portion tax increase of approximately $142 (4.06%).
- **Apartments** - This property class's values decreased with an increase in new construction. An average-valued property ($2,518,000) will see a decrease of about $10 (0.08%) in city taxes. This assumes there was no new construction on an individual basis. A more modest apartment property valued at $797,000 would see a city-portion tax decrease of approximately $4 (0.10%).
- **Agricultural Land** - This property type is included in the graph below for informational purposes; however, it is a smaller portion of the city's property tax pie so detailed analysis is not significant enough to be meaningful.

NET TAX CAPCITY BY MAJOR PRIORITY TYPES

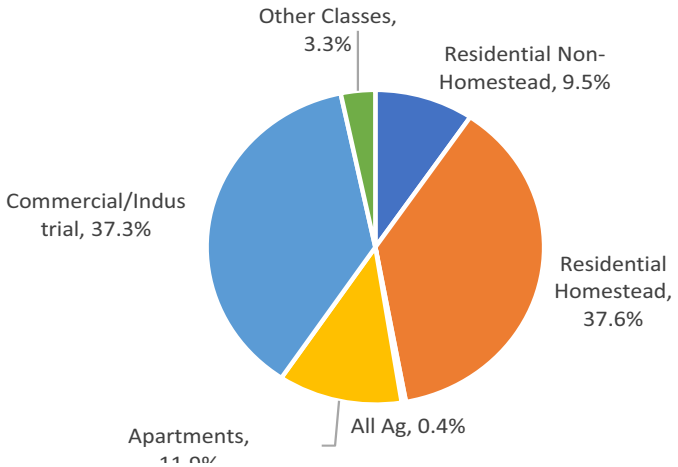
The "property tax pie" in Mankato has grown over 33% since payable in 2021.



2025



2024



2023

TOP TEN OVERALL

TAXABLE MARKET VALUE - 2023

Name of Entity	Class	NTC	Taxable Market Value ($)
Highland Hills Apartments	Apartments	906,016	72,481,300
BT Mankato Student Housing	Apartments	790,287	70,292,900
Wal-Mart Stores and Dist	Retail	676,436	67,710,300
River Hills Mall	Shopping Center	675,970	62,263,500
EWR Mankato Woodside Apartments LLC	Apartments	777,236	62,178,800
KB Grove at Mankato DST	Apartments	745,093	59,607,300
Johnson Outdoors	Manufacturing	516,144	51,764,400
Ringheim Family LP	Apartments	602,956	49,377,000
University Square Investments	Apartments & Commercial land	487,618	41,750,200
Kearney Properties LTD	Retail	381,064	38,181,400
Total		**6,558,820**	**575,607,100**

Mankato was ranked 3rd in the nation on the Forbes 2014 list of "Best small places for businesses and careers" among metropolitan statistical areas with populations less than 250,000. Items considered to earn the ranking: job growth, business and living costs, income growth, educational attainment and projected economic growth. Other factors include net migration patterns, cultural and recreational opportunities and the number of highly ranked colleges in the area.

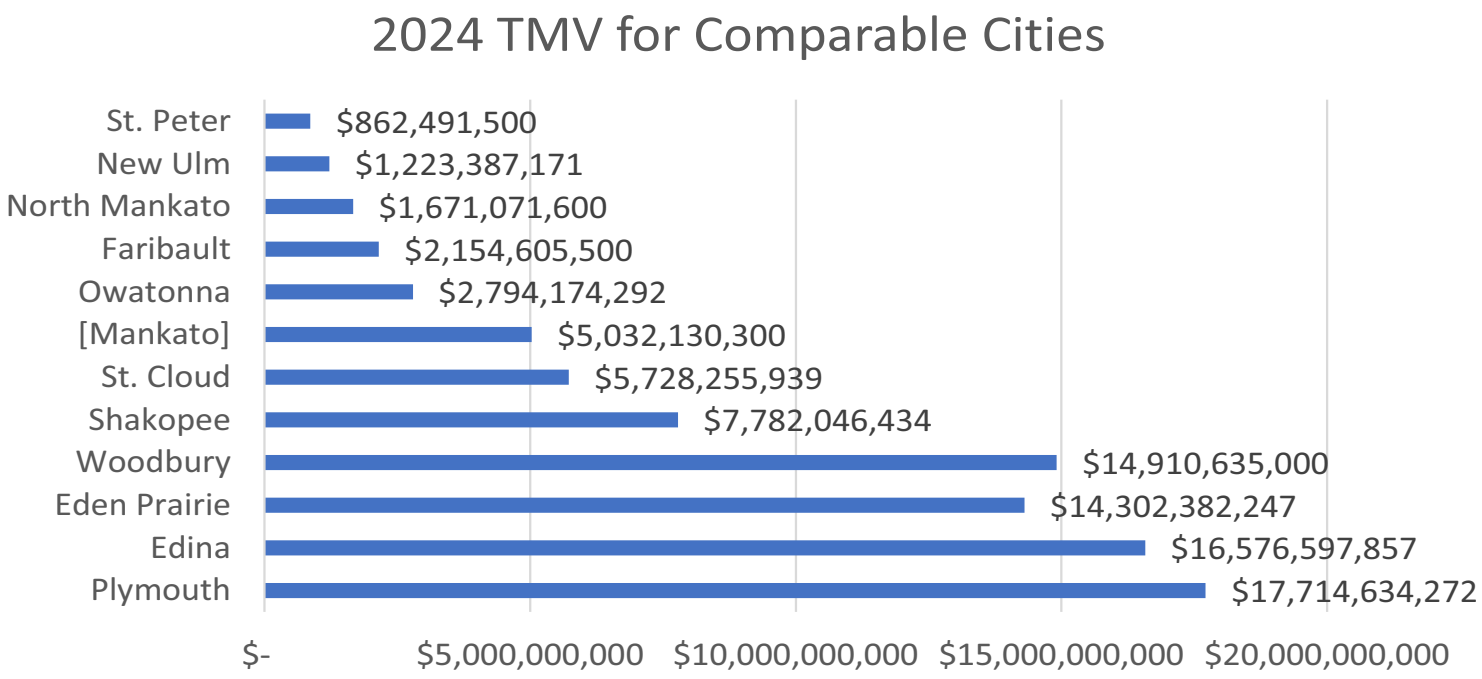


by Sam Csizmadia, Mankato

HOW DO WE COMPARE?

TOTAL MARKET VALUE

A property's total market value is its estimated market value without any tax exemptions, deferrals, or value exclusions that apply. For example, many homeowners have a Homestead Market Value Exclusion, which reduces the amount of home value that is subject to be taxed.

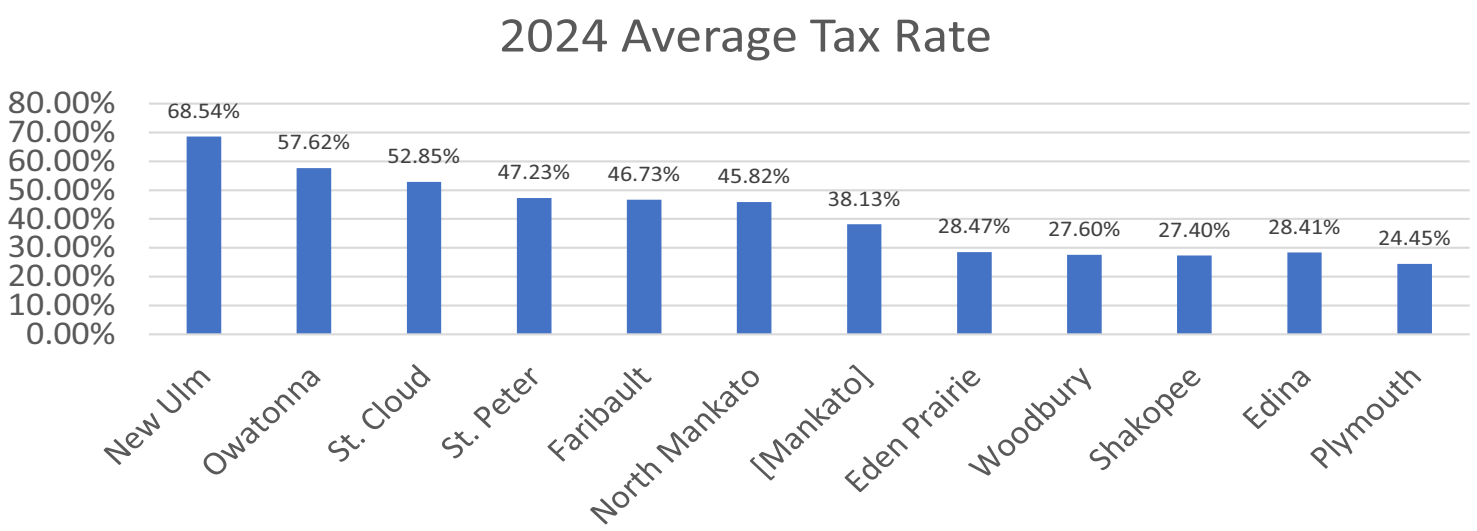


Metropolitan Statistical Area (MSA)	2022 Core City Population	2022 MSA Median House Value	2022 MSA Median Household Income	2022 Core City Unemployment Rate	2022 MSA Unemployment Rate	2021 MSA Core City, Retail Sales per capita	MSA GDP 2021-2022 % Growth
Duluth	86,619	$215,800	$65,963	2.4%	3.4%	$17,413	-0.49%
Mankato	45,140	$253,300	$69,679	2.2%	2.2%	$43,420	1.48%
Moorehead	44,861	$271,100	$70,391	2.0%	2.2%	$12,104	0.07%
Rochester	121,878	$283,500	$85,369	2.2%	2.3%	$23,086	0.72%
Saint Cloud	69,568	$264,100	$71,370	3.2%	2.9%	$25,506	1.22%
Comparative Rank	4th	2nd	4th	2nd	1st	1st	1st

HOW DO WE COMPARE?

TAX LEVY RATE - Pay 2024

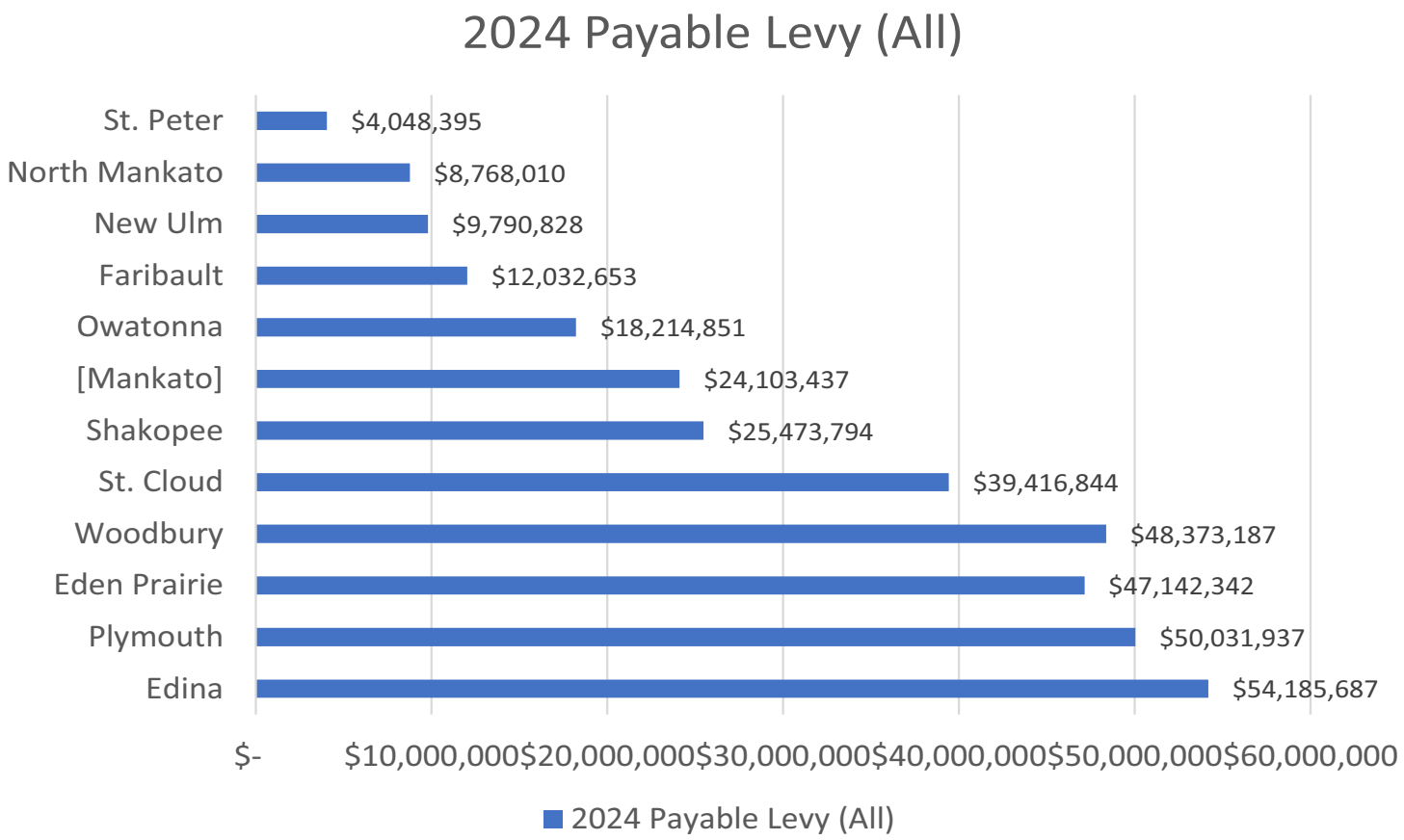
- Property tax levy is the tax imposed by a local unit of government. The tax is established in December of the year preceding the year the levy will be paid by taxpayers.
- Each local taxing jurisdiction certifies a levy equal to the amount it intends to raise from property taxes in the upcoming year. For some local taxing jurisdictions, the levy may be constrained by state-imposed levy limits.

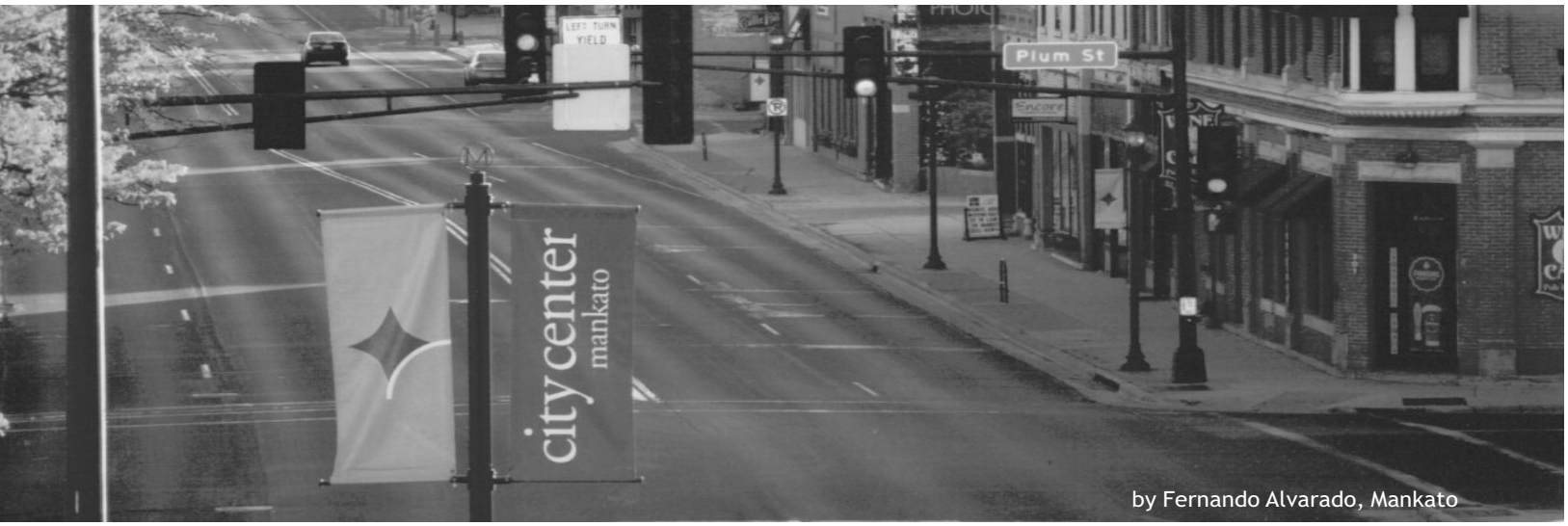




HOW DO WE COMPARE?

TAX LEVY AMOUNT

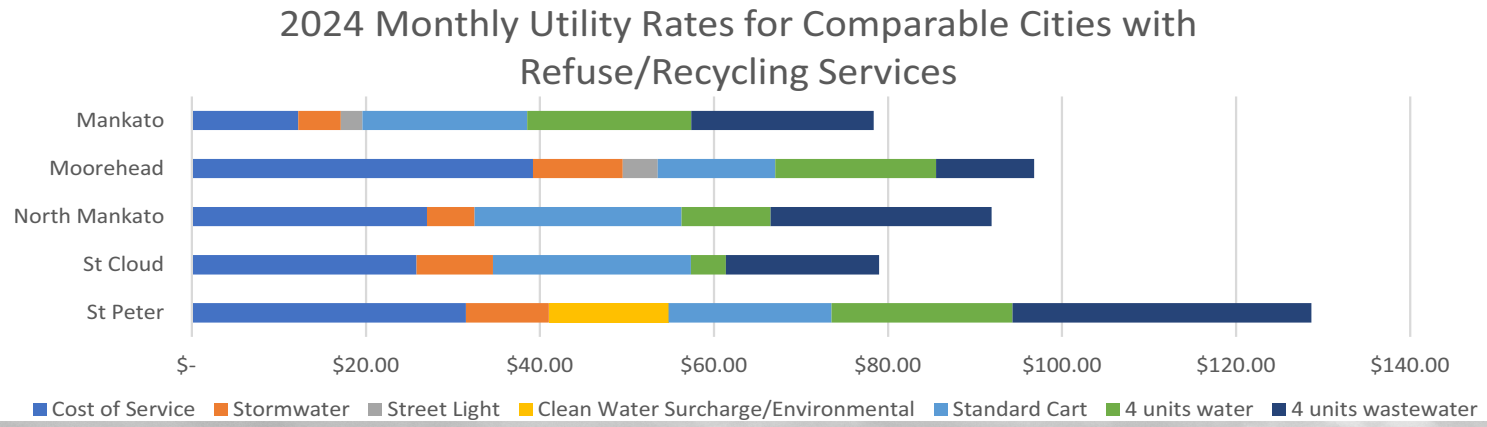




by Fernando Alvarado, Mankato

HOW DO WE COMPARE?

	Willmar	Waseca	St Peter	St Cloud	Rochester	Owatonna	North Mankato	Moorehead	Mankato	Faribault	Duluth
	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024
Cost of Service	$ 51.06	$ 24.71	$ 31.51	$ 25.81	$ 29.74	$ 34.00	$ 27.00	$ 39.22	$ 12.22	$ 24.00	$ 12.16
Water Usage											
1-4 units	$ 3.79	$ 1.62	$ 5.20	$ 1.00	$ 0.99	$ 1.32	$ 2.57	$ 4.62	$ 4.71	$ 1.59	$ 5.05
5-8 units	$ 3.79	$ 1.62	$ 5.20	$ 4.00	$ 1.09	$ 1.32	$ 2.57	$ 4.62	$ 4.71	$ 1.59	$ 5.05
>8 units	$ 3.79	$ 1.70	$ 5.20	$ 4.50	$ 1.24	$ 1.32	$ 2.57	$ 4.62	$ 4.71	$ 1.59	$ 5.05
>14 units	$ 3.79	$ 1.70	$ 5.43	$ 4.50	$ 1.24	$ 1.32	$ 2.57	$ 4.62	$ 4.71	$ 1.79	$ 5.05
Wastewater Usage											
0-3 units	$ 2.91	$ 4.15	$ 8.58	$ 4.40	$ 4.26	$ 3.13	$ -	$ 2.82	$ 5.25	$ 2.81	$ 7.19
>3 units	$ 2.91	$ 4.15	$ 8.58	$ 4.40	$ 4.26	$ 3.13	$ 6.35	$ 2.82	$ 5.25	$ 2.81	$ 7.19
Stormwater	$ -	$ 7.00	$ 9.53	$ 8.80	$ 5.00	$ 4.66	$ 5.50	$ 10.31	$ 4.89	$ 8.75	$ 9.29
Street Light	$ -	$ 1.90	$ -	$ -	$ -	$ -	$ -	$ 4.00	$ 2.50	$ -	$ -
Clean Water Surcharge/Environmental	$ 4.00	$ -	$ 13.72	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4.90
Standard Cart			$ 18.75	$ 22.75			$ 23.75	$ 13.50	$ 18.92		
Capital Funding Charge		$ 17.20									
Capital Funding Charge		$ 15.57									
4 units water	$ 15.16	$ 6.48	$ 20.80	$ 4.00	$ 3.96	$ 5.28	$ 10.26	$ 18.48	$ 18.84	$ 6.36	$ 20.20
4 units wastewater	$ 11.64	$ 16.60	$ 34.32	$ 17.60	$ 16.88	$ 12.52	$ 25.40	$ 11.28	$ 21.00	$ 11.24	$ 28.76
4 units consumption - no refuse	**$ 81.86**	**$ 89.46**	**$ 109.88**	**$ 56.11**	**$ 55.58**	**$ 56.46**	**$ 68.16**	**$ 83.29**	**$ 78.37**	**$ 50.35**	**$ 75.31**





Budget Overview

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All Funds Overview

ALL FUNDS OVERVIEW

This budget document represents a two-year budget document, with expenditures for 2025 projected at $162,424,633 compared to revenues of $166,778,247 resulting in a net income of $4,353,614. In 2026 expenditures are projected at $165,595,775 and revenues at $170,149,720 resulting in a net income of $4,553,945.

BUDGET DESCRIPTION, ACCOUNTING BASIS, AND LAYOUT

One of the primary duties of the City Manager in the City Charter is to “prepare and submit the annual budget and capital program to the Council.” Also, per the City Charter, the City Manager must submit a budget message that explains the budget “both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the Manager deems desirable.” The City Manager, in close consultation with the City Leadership Team and staff throughout the operation, is submitting a balanced budget that allows for both short- and long-term financial planning and anticipates continued policy considerations to assure maintenance of the City’s strong financial position. The accounts of the City are organized and operated on a fund basis. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related, legal, and contractual provisions of the revenue sources and related expenditures. Further, the revenues and expenditures of various departments are provided by Fund, further summarized according to traditional accounting systems via an established “chart of accounts” and are provided according to the following budget basis of accounting which fluctuates by type of use and fund type.

The City prepares its Comprehensive Annual Financial Report (CAFR) in accordance with GAAP as established by the Governmental Accounting Standards Board (GASB), and the budget is prepared similarly, but with nuances allowed for under the budgetary basis of accounting. The term "basis of accounting" is used to describe the timing of recognition, that is, when the effects of transactions or events should be recognized. The basis of accounting used for the purposes of financial reporting in accordance with generally accepted accounting principles (GAAP) is not necessarily the same basis used in preparing the budget document. For example, governmental funds are required to use the modified accrual basis of accounting in GAAP financial statements whereas the cash basis of accounting or the "cash plus encumbrances" basis of accounting may be used in those same funds for budgetary purposes.

Disparities between GAAP and the budgetary basis of accounting often occur because regulations governing budgeting (e.g., laws or ordinances of the state, county, city or some other jurisdiction) differ from GAAP. Further, the budget is a planning document meant to serve as a financial plan that guides expenditure decisions throughout the year (whereas the CAFR reflects actual activity in GAAP financial statements), an operations guide identifying key operational goals and resource shifts, a policy document that outlines rationale for decision making and long-range planning, and a communications device for internal users and the public. For these reasons, differences in the budgetary basis are necessary to provide a clear picture of current position and future plans to guide financial policy decisions that impact operations and affect the community.

The main differences between GAAP and the budgetary basis of accounting used in this document are as follows:

- The budget for proprietary/enterprise funds are prepared on an accrual basis, also in accordance with GAAP. Revenues are recognized when earned, and expenses are recorded at the time liabilities are incurred. Unbilled utility service receivables are recorded at year-end. Capital outlays in the Enterprise Funds are recorded as assets on a GAAP basis and expenses on a budget basis.
- Governmental funds are budgeted for and accounted for using the modified accrual basis of accounting. Revenues are recognized when susceptible to accrual (i.e., when they become measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.
    - Major revenues that are susceptible to accrual include property taxes (excluding delinquent taxes received over 60 days after year-end), special assessments, intergovernmental revenues, charges for services, and interest on investments. Major revenues that are not susceptible to accrual include fees and miscellaneous revenues; such revenues are recorded only as received because they are not measurable until collected.

General Fund (1000's)	Enterprise/Business Funds (6000's Cont'd)
Community Development	Housing/BEC
General Government	Transit
Public Safety	Major Utilities (Operations, Wastewater, Water)
Public Works	Minor Utilities (Refuse, Stormwater Drainage, Street Light)
Special Revenue Funds (2000's)	Public Works (Airport, Infrastructure, Parking)
Grants and Special Use	**Internal Service Funds (7000's)**
Partnership	Administrative Services
Debt Service Funds (3000's, 4000's, 5000's)	Building Facilities Replacement
Debt Service	Central Insurance
Enterprise/Business Funds (6000's)	Equipment Replacement
Civic Center	Information Technology Capital
Economic Development	Public Works (Garage)

The following budget overview and fund analysis introduction provides a summary of spending and revenue budget categories for the major funds within the city's financial structure.
A detailed breakdown of Major Revenue and Expenditure Changes are highlighted in each major fund overview throughout the budget document. More detailed changes are reported within the summary of each functional area of the operation.

REVENUE/RESOURCE TRENDS

The City's practice is to budget revenues conservatively. Revenue requests for 2025-2026 are based on 2023 actuals and 2024 projected collections, historical trends, anticipated changes and known impacts that affect revenues. The City of Mankato met or exceeded most of its 2023 budgeted revenues and expects to do the same in 2024.

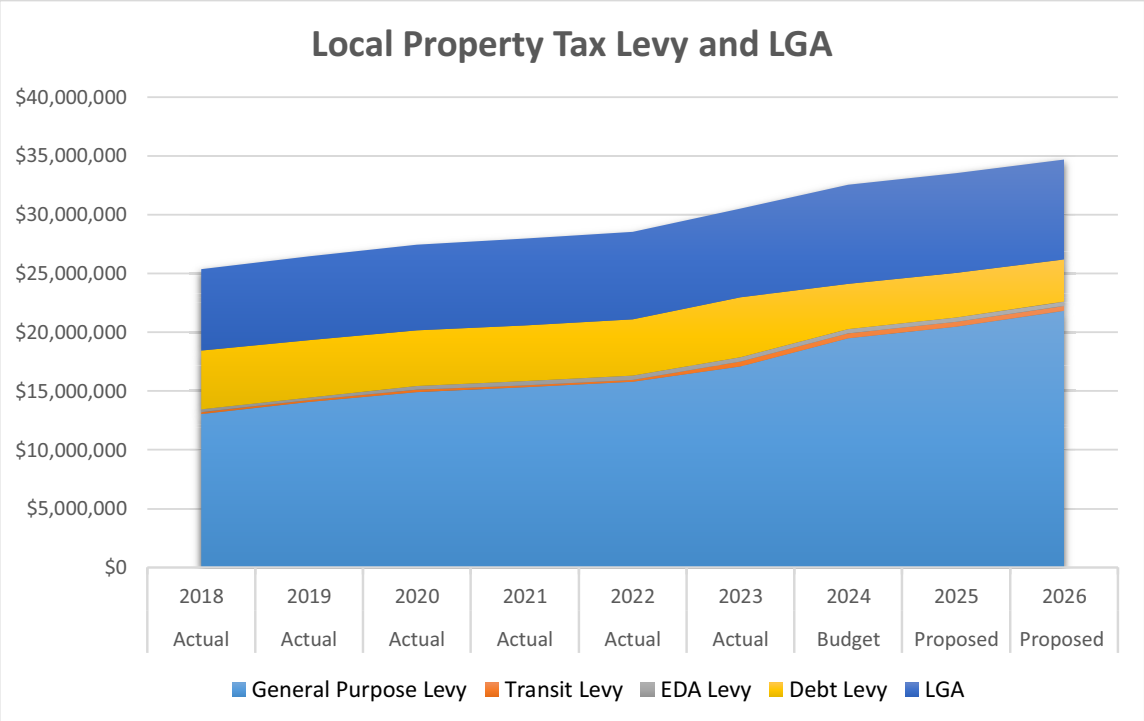
The City Manager's Office and operating departments annually review license and permit fees, charges for services, and fines and forfeitures charged by City departments. The rate increases recommended for the 2025-2026 are primarily related to increasing operation, maintenance, and capital investment as well as implementing and funding prudent fund balance policies to plan for the future, especially as it relates to utilities. As the City Council is aware these utility rate adjustments have taken place over the course of the past several years and are planned to ease the impact on customers while still allowing for continued investment in and upkeep of important infrastructure.

Further, this budget builds on the Council's policy of optimizing resources and limiting the tax burden for city services as much as possible. This is achieved by maximizing alternative revenue sources and leveraging effective partnerships for service delivery, enforcing license and permit policies, charging users for specific services where feasible, leveraging internal loan opportunities to reduce interest, supporting, and investing in strategic economic growth, and through lean operations that prioritize investment in City personnel to increase employee capacity and output. The 2025 total local property tax levy is projected to increase by 4% to $25,067,296 an increase of $964,127 which increased the tax rate from 38.08% to an estimated 39.37%.

The increased collection is the result of the city's total net tax capacity increasing slightly. Since 2014, tax capacity has grown from approximately $33.3 million to approximately $63.7 million for taxes payable 2025. This new tax capacity is due to consistent increases in the apartment, commercial, and residential property types. Market value and new construction growth in those property types have increased the overall tax base. Apartments and commercial/industrial have assumed more of the tax base over the long-term, resulting in a comparative reduction for the residential homestead property share.

Property Tax

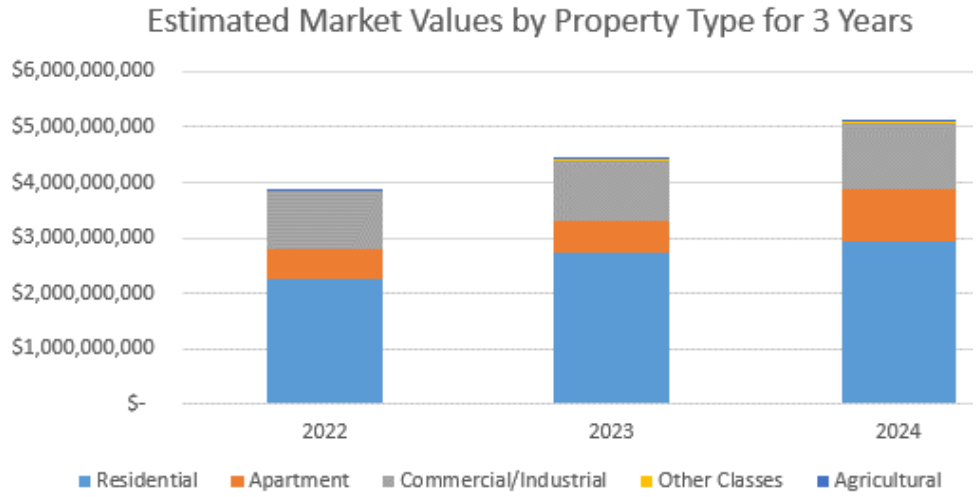
The local property tax levy and State Local Government Aid (LGA) are the primary sources of revenue supporting services included in the General Fund. The fund supports community development costs for planning and zoning and building inspections (offset with permit and license fees), public works costs such as streets and parks maintenance, snow plowing operations (offset with grants, special assessments, and user fees where possible), and public safety costs including police, fire, and emergency management, in addition to grants to non-profits.





General Fund	Debt Service	Transit	EDA
81.6%	15.2%	1.7%	1.5%

The total amount of net tax capacity in 2025 is projected at about $63.7 million. This capacity is calculated by taking the total taxable values within the Mankato city limits times the individual state classification rates. The increase over prior year in tax capacity is 0.7% and is the result of increases primarily in commercial. Most of the increase in the 2025 capacity is absorbed by Market growth which is fairly typical.



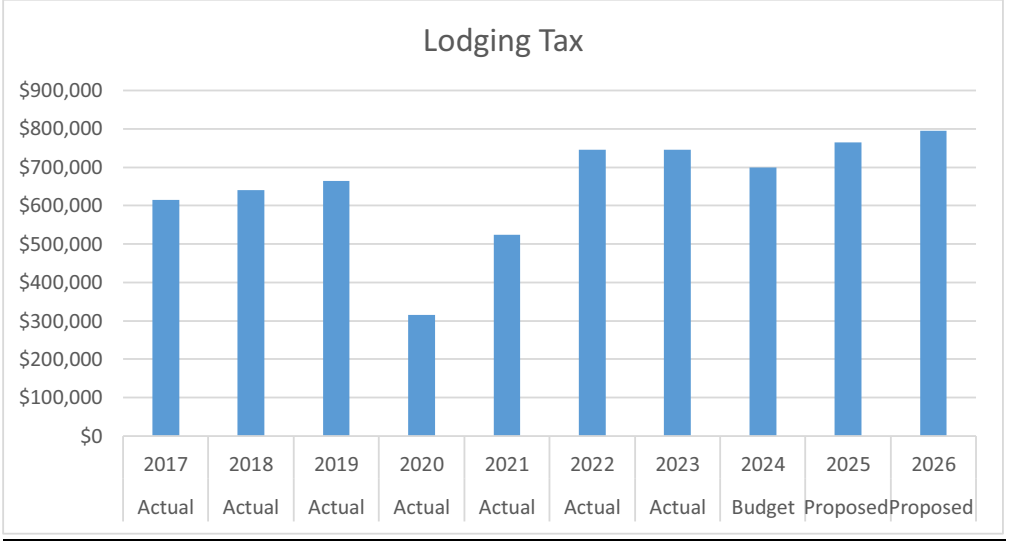
The net tax capacity increase combined with an increased levy rate of 39.37% results in approximately $25,067,296 in total local property tax levy in 2025. The 2025 local levy is comprised of (1) the general-purpose tax levy ($20.4 million respectively) and (2) the debt levy ($3.8 million respectively). City Council has identified two additional specific uses of the general-purpose levy beyond operation of general fund activities. Dedication of the levy to Transit, which was increase from $165,000 to $415,000 a few years ago, and the Economic Development Authority, (EDA) is to stay flat at $365,000.
Finally, Local Government Aid (LGA) is estimated by the state at $8.487 million in 2025, of which is a $13,245 increase from the LGA amount the city expects to receive in 2024. The LGA is a general-purpose aid that can be used for any lawful expenditure. It is also intended to be used for property tax relief. The Department of Revenue certifies LGA for cities based on current LGA statutes, including any changes

enacted during the most recent legislative session. Due to the disbursement methodology of LGA, Mankato's continuing economic prosperity results in constant diminishment of the rate of return of state aid, as the local tax base grows providing exponentially more local resource to provide services and increase quality of life. LGA is still well below its height in the 2000's when the City received $9.8 million annually.

As the city grows with new development and orderly annexation it is necessary to sustain both operational services as well as ongoing capital maintenance. Growth will result in additional facilities (e.g. road, utilities, rights of way, and parks) and additional population (e.g. additional users of the old and new facilities will degrade them faster) as well as regional impacts that result in necessary maintenance, repair and replacement. Recognizing this pressure, the council discussed a new financial target in 2018 – growing the distribution of operating (General Fund, EDA, Transit) levy and debt (debt service and non-financed capital replacement) on a proportionate basis. To achieve that, this and future budgets will target distribution of the allocation of Net Tax Capacity increase at 70% operating and 30% debt/capital. This will assure that neither aspect of service is shortchanged as population increases, properties expand, are built, or grow in value and service expectation.

Lodging (Hotel/Motel) Tax

A half-percent lodging tax is imposed on short-term lodging in Mankato (limited to not more than 3 percent by statute). State law requires that 95 percent of the revenue raised by a lodging tax be used to fund a local convention or tourism bureau for the purpose of marketing and promoting the City as a tourist or convention center. The City has designated Visit Mankato as its local Convention and Visitor Bureau (CVB) and operates a civic center which hosts sports, tournaments, meetings, conventions, and other events. Of the tax collected from hotels within the City Center Convention Campus 95% is segregated and dedicated to fund and support fulfillment of convention related activities and dedicated to a convention campus marketing plan, collaboratively with the Civic Center, City Center Convention Campus partners, and CVB. Of all remaining lodging tax, 95% is passed through to the CVB for tourism promotion and destination marketing. The lodging tax has shown strong growth since 2007, despite a volatile decade for tourism and visitor spending, especially with impacts due to the COVID-19 pandemic. While there is additional capacity expected in the next few years, consistent with our conservative budgeting philosophy and the complexity of some of these projects, a 9.7% increase is budgeted in 2025 and 3.5% increase in 2026 is reflected.



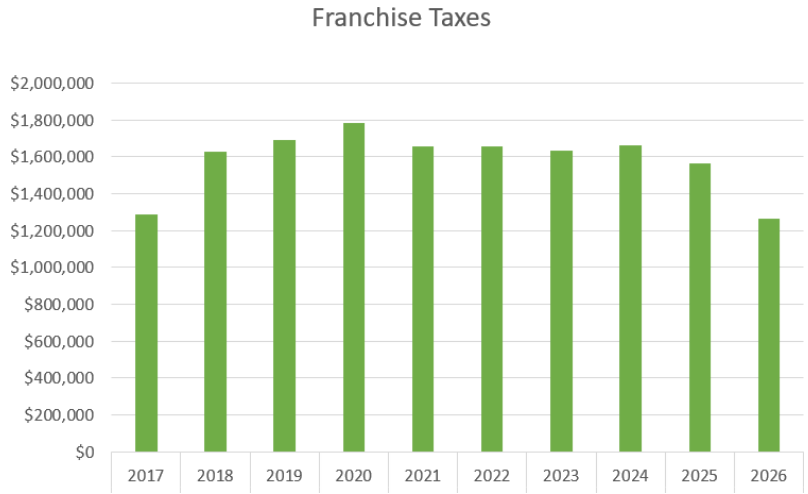
Gambling Tax

Historically, a local gambling tax of three percent of the gross receipts from all lawfull gambling of each licensed organization. Currently, the City maintains reports for gambling enforcement activities with costs offset by this tax. We typically report time spent on inspection and file inspection reports, fines, penalties, or other formal corrective action. Although actuals have increased significantly over the past couple years we are projecting to come in similarly at $75,000 which is a reduction for previous years due to changes in state allowed expenses.



Franchise Taxes

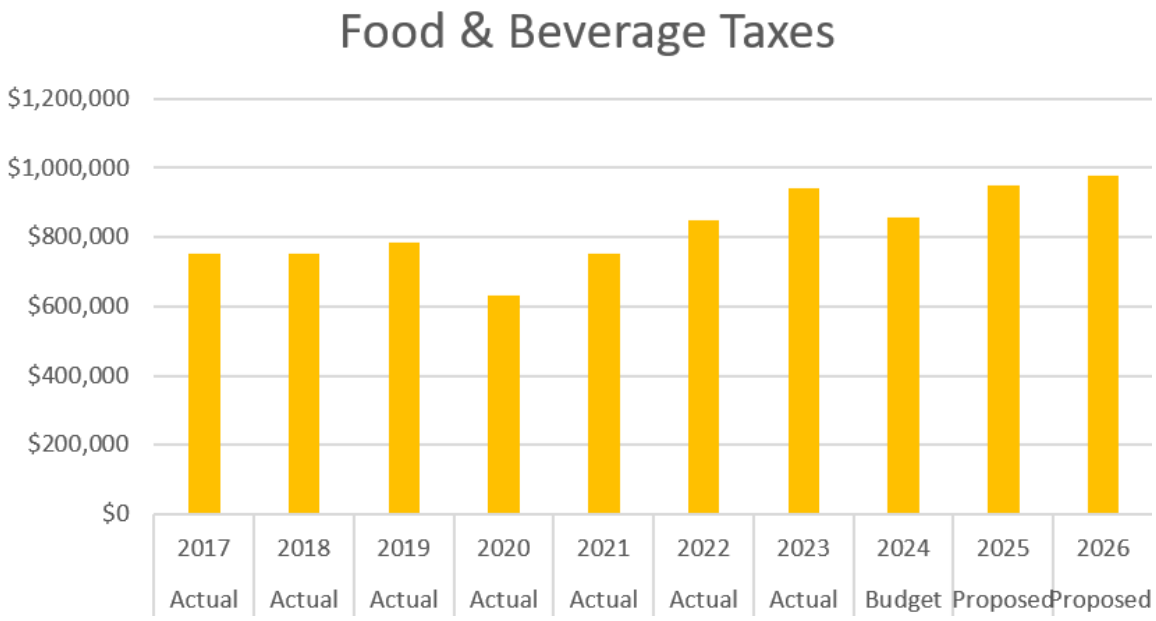
In 2008, the City adopted franchise fees for all utility providers. Franchise fees are assessed by the city to utiltiy providers (i.e. electric, gas, cable) for the use of the public right-of-way such as streets, alleys, medians and other public property necessary to deliver their services. Because the primary impact of utility providers is on services provided within the General Fund, that is the fund supported by this revenue.



Franchise fees were increased in 2015, as allowed within the existing franchise agreements, which is the primary reason for the almost $450,000 increase in revenue that year. Revenue in this category is primarily impacted by customer use, as electric and gas fees are charged on a flat fee basis, and only cable revenue is charged as a percentage of gross sales. Revenues in 2025 are projected down roughly $95,000 from prior year to $1,565,000 due to an expected reduction in cable franchise fee revenue and then to $1,265,000 in 2026 with the potential of future cable franchise fees unknown. Although there has been a trend down in cable revenue over the past few years one provider completely stopped providing this service in mid 2024 substantially reducing the revenue.

Food & Beverage and Entertainment Tax

Mankato's half-percent food and beverage tax is used to fund operational costs at the civic center. Items subject to the half percent tax are served food and beverages (including liquor) and ticket sales for entertainment purposes. Previously, civic center costs were covered by the half-percent sales tax; however, in 2008 legislation eliminated operational costs as a possible use, but chose to give the community an option of a food and beverage tax as a replacement. The City Council passed an ordinance on September 8, 2008, and the ordinance became effective January 1, 2009, with collections starting April 1. The implementation of a food, beverage and entertainment tax was in lieu of levying a property tax for civic center operations. The civic center generates an economic impact of $47 million a year, which stimulates greater Mankato's economy in many ways, but specifically impacts spill-over retail activity in near by bars and restaurants that charge this tax, and ultimately support the maintenance and expansion of entertainment which impacts qualtiy of life as well as retail business. The City continues to invest in tourism, recreation, the river and other natural resources, and arts and culture events and amenities, and expects this source to strengthen, and if increased to fully cover the cost of all city funded event venues. 2025 is projected at $949,200 of revenue which is up 10% from 2024 budget and slightly from 2023 actuals.

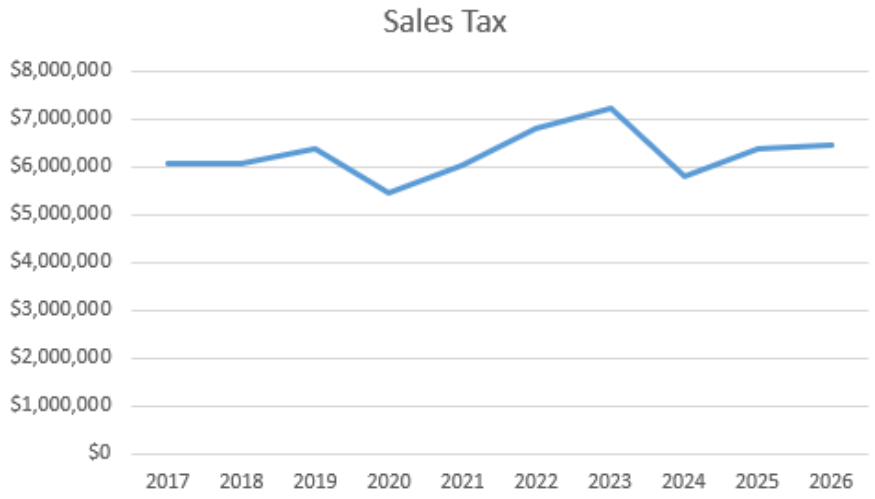


Sales Tax

The half-percent sales tax was originally imposed in 1991, broadened by voter referendum in 1996, and re-enacted after initially being scheduled to sunset in 2022. The orignial tax was eligible to be used to

repay bond principal and intersted for construction of the civic center, fund additional capital projects at the civic center, fund the Riverfront 2000 initiative, and fund capital projects at the Mankato Regional Airport. Motorized vehicle sales are excluded from the half-percent sales tax and instead are subject to a vehicle excise tax of $20, and remitted by auto dealers to the City.

The half-cent sales tax was extended by public vote in 2016 and authorization of the State Legislature in 2017. It provides a source of revenue other than property tax to pay for infrastructure needs and recreation amentities that will support community vitality for current residences while providing enhancements that keep and attract new families, businesesses and visitors. Additionally, it provides important matching funds to leverage federal, state, and private resources that would expand the value of the tax. The extended tax sunsets in 2038 and is expected to provide $47 million of funding for construction and improvements to core regional recreational fields and facilities, including indoor athletic facilities; improvements to the flood control and levee system; water quality improvement projects in Blue Earth and Nicollet counties; expansion of a transit building and related transit improvements; regional public safety and emergency communications equipment and matching funds for regional facilities such as a historic museum, supportive housing, and a senior center.



Sales tax has remained relatively consistent over the course of the last ten years. As this is a source of funding for planned capital improvements, a shift in return can be absorbed with future planning. The City has adopted a thorough sales tax expenditure policy that requires strict vetting of projects, with specific requirements for projects that provide enhancement or expansion to existing facilities versus proposals for new facilities that provide a significant new level of service. Partnerships to limit operating impacts to the City are an essential component of the policy (included in the appendices of the budget document).

UTILITY RATES

Inflationary costs have certainly affected the maintenance and operation costs of the water, wastewater, refuse, and stormwater drainage utilities. Increases for wastewater, streetlights and refuse were approved for 2025 with additional increases in 2026 for streetlights, fixed cost of service and wastewater tentatively approved. It should be noted that per the Charter, utility rates are increased in

one-year increments via Council Resolution, as such every year each utility is re-assessed for performance and needs.

Water and Wastewater Utilities

The water and wastewater utilities are accounted for as separate funds, aside for the utility administration budget, in which all the charges billed on the utility bill are received and then transferred in accordance with the relative receipts by charge type. The water and wastewater system charges are established for Mankato utility customers in concert when it comes to the flat rate charge that is established, and from there the variable use-based monthly unite charge, paid per customer based on individually metered flows. Therefore, the two systems are presented jointly here for clarity of the system interaction and interrelation of the fixed rate portion of the monthly bill.

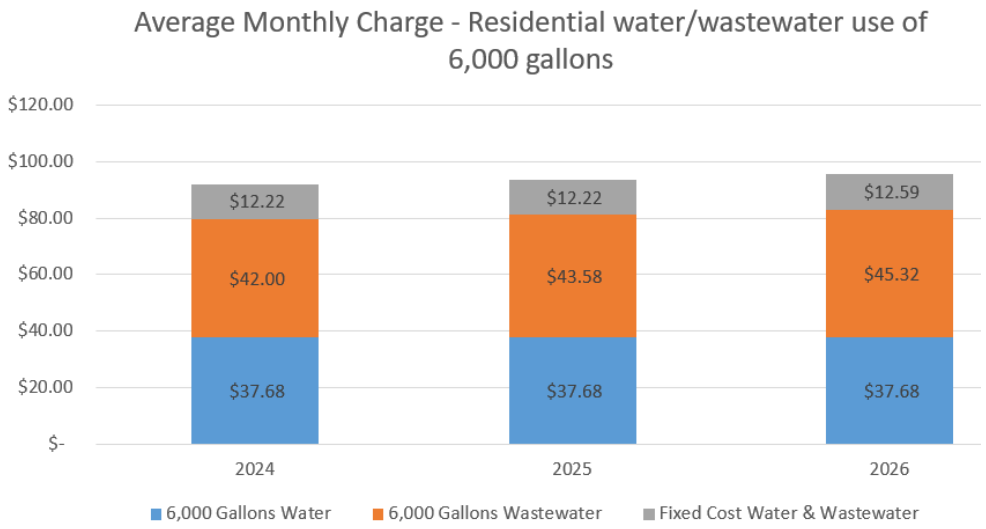
	2023	2024	2025	2026
Fixed cost of service for water and wastewater (per month)	*2.5% Increase*	*3% Increase*	*No Increase*	*3% Increase*
Residential unit				
Cost of service per residential unit	$ 11.86	$ 12.22	$ 12.22	$ 12.59
Fees based on meter size				
5/8 inch	$ 11.52	$ 11.87	$ 11.87	$ 12.23
3/4 inch	$ 17.19	$ 17.71	$ 17.71	$ 18.24
1 inch	$ 28.70	$ 29.59	$ 29.59	$ 30.48
1 1/2 inch	$ 57.40	$ 59.12	$ 59.12	$ 60.89
2 inch	$ 91.84	$ 94.60	$ 94.60	$ 97.44
3 inch	$ 183.70	$ 189.21	$ 189.21	$ 194.89
4 inch	$ 287.03	$ 295.64	$ 295.64	$ 304.51
6 inch	$ 573.70	$ 590.91	$ 590.91	$ 608.64
Monthly Rate (based on actual use)	*Water (2.5%) & Wastewater (5.5%)*	*Water (0%) & Wastewater (3.5%)*	*Water (0%) & Wastewater (3.75%)*	*Water (0%) & Wastewater (3.75%)*
Water rates per month (per 100 cubic feet--750 gallons)	$ 4.71	$ 4.71	$ 4.71	$ 4.71
Wastewater rates per month (per 100 cubic feet--750 gallons)	$ 5.07	$ 5.25	$ 5.45	$ 5.66

Many of the major improvements and expansions necessitate financing based on the life of the projects and magnitude (multi-million) of costs. This type of financing traditionally requires industry-standard coverages to exist in the way of designated fund balance at least equal to one year of debt service. In addition, the industry standard is to also maintain three months of operating reserve to assure that in the case of an emergency or other fiscal constraint the utility can continue operating while contingencies are made. The combination of these issues necessitates a series of phased increases to both the fixed and sewer variable rate. The information below illustrates the current and approved rates which will be necessary in 2025 to properly operate the systems. A 3% change to the fixed cost rate is proposed in 2026 along with a 3.75% variable rate increase for wastewater both years.

Water - Mankato strives to offer the highest quality drinking water and meet the community's expanding water needs in the most environmentally sensitive, cost-effective way for residents. Mankato's drinking water meets and exceeds all state and federal standards for high quality water and is in full compliance with the Federal Safe Drinking Water Act. Mankato's wastewater treatment plant is a state leader in meeting wastewater quality standards because the treated wastewater Mankato discharges into the Minnesota River removes phosphorus to a very low level. Mankato's water

reclamation facility provides advanced wastewater treatment. Using recycled water instead of taking it from ground water protects our ground water resources. The city of Mankato realized savings of at least $10 million for this first of its kind agreement. It should also be noted that in 2025, the Mankato Water Fund will have a large debt obligation mature. However, in the upcoming years there will be significant work that needs to be conducted related to the well systems, funding strategies were implemented several years ago to be establishing targeted reserves in anticipation of these large improvements in coming years of which will assist in the debt structure to complete this project.
Water unit rates (calculated on a per unit basis) are proposed to increase 0% as a small 0.5% usage increase should be sufficient to keep operations going and work towards increasing the overall fund balance.

Wastewater - Mankato's wastewater treatment plant and water reclamation facility serve Mankato's wastewater treatment plant serves the cities of Mankato, North Mankato, Eagle Lake, Madison Lake, Skyline, South Bend Township and the Lake Washington Sanitation District. Not to mention, the City of Lake Crystal City Council recently passed a resolution of support in exploring connection opportunities with City of Mankato's wastewater treatment plant services. The wastewater treatment customer communities are charged for service based on their share of inflow to the treatment plant, applied to the specific plant related costs, both operation, maintenance, and capital improvement.
Wastewater unit rates (calculated on a per unit basis) will have a 3.75 % increase in 2025 and 2026. The 2025 proposed increase results in approximately $280,000 in additional revenue necessary to maintain and operate the water treatment system for Mankato customers. The 2025 fund budget also anticipates $1.75 million in additional charges for service revenue due from customer communities for their share of the treatment flow and fixed costs.



Street Lighting
Mankato's street lighting program is designed to provide safety and accessibility throughout the city. It is comprised of roughly 2,400 City, 2,080 Xcel Energy, and 280 Benco Electric owned streetlights. Back in 2017 Mankato made a multi-million-dollar investment in energy improvements throughout the city which also included a large share of the City owned streetlights by converting them to LED's. With such a large quantity of streetlights to maintain and replace, city staff have been actively inventorying asset conditions in recent years as they plan for ongoing maintenance needs and future replacements.
Mankato's street lighting rates will see a 2% increase in 2025 and 2026.

Refuse & Recycling

Mankato's curbside recycling program is designed to reduce waste and increase recycling. West Central Sanitation is the garbage and recycling service provider in the city of Mankato. Service is single sort--where all recycling can be placed in one cart. Mankato residents can choose from three different cart sizes: 35-gallon; 65-gallon and 95-gallon, and each having a different monthly fee. Since the goal is to increase recycling and reduce waste, recycling carts must be the same or larger size than the garbage cart. The City also provides free Christmas tree recycling, leaf vacuum, spring clean-up, organics recycling, yard waste, which are all absorbed within the monthly rate, and appliance recycling for a separate per-item fee. Recently, the city council approved an operational change to allow the current contracted provider West Central Sanitation to move from a 5-day Monday-Friday collection week to a 4-day Tuesday-Friday collection week. A 3% increase has been approved for 2025.

	2024	2025	2026
Refuse & recycling (per month) unlimited	*No Increase*	*3% increase*	*No Increase*
35-gallon cart	$ 13.00	$ 13.39	$ 13.39
65-gallon cart	$ 18.92	$ 19.49	$ 19.49
95-gallon cart	$ 29.55	$ 30.44	$ 30.44

Stormwater Drainage Utility

The storm drainage system is a network of catch basins, manholes, channels and underground pipes that carry stormwater (rainwater) to holding ponds and eventually the Minnesota River. The network consists of public and private systems. The main part of the storm drain system is the catch basin. Most of the stormwater enters these structures, from which water flows to the storm drain main lines. Depending on the location, water enters a stormwater retention pond. These ponds are designed to control the quantity, quality, timing, and distribution of stormwater before it enters the Minnesota River. This process is an essential part of keeping debris and sediment from reaching the river. In addition to improving water quality, this process reduces the impact a storm has on the Minnesota River by holding and releasing stormwater at a slower rate and helps reduce downstream flooding.
The City is responsible for maintaining public drainage system and structures and does so by projecting and funding projects as part of the stormwater drainage utility, through the assessment of monthly fees, which generate funds to help pay for maintenance and improvements. System maintenance and expansion are generally constructed and funded in coordination with street and other utility improvements to minimize overall project costs. No increase for 2025 or 2026 is proposed.

	2024	2025	2026
Storm water utility (per month)	*No Increase*	*No Increase*	*No Increase*
Cost of service	$ 4.89	$ 4.89	$ 4.89
Commercial units, for each 1,000 square feet over 10,000 square feet	$ 1.69	$ 1.69	$ 1.69

EXPENDITURE TRENDS

There are four primary drivers of cost in the overall budget – personnel, contracted services, capital maintenance/outlay, and capital investment (for major replacement, expansion of existing or construction of new facilities). This type of expenditure spread is common for most local government entities, particularly those that work to balance operational costs with maintenance investments which allow the city to gain the most value out of the full life cycle of each capital asset. Further, personnel costs tend to rise based on the cost of both negotiated salary changes, and increases needed for competitive retention. Competitive Minneapolis-area governmental entities within easy drive times of Mankato, have begun to recruit high performers in Mankato, and we need to remain mindful of not only this, but national and private sector leakage by career type.

Over time the City of Mankato has consistently placed importance on the value of investing in what has been described by the City Council as "the City's greatest asset – employees." As a government entity, our City main product is public service, primarily provided by people. Mankato has traditionally placed a high value on hiring, training, and retaining highly motivated employees that are committed to quality customer service and the public service values of respect, integrity, positive attitude, teamwork, and accountability. Over many years the number of full-time equivalent positions has remained substantially constant, with many of the increases occurring in Public Safety, and Transit (primarily grant funded) in recent years. Requests for additional staffing in FY-2025 include the following new positions:

Position	Funded
Full-time Firefighter	General Fund
Public Utilities Operations Manager	Enterprise Funds – Utilities
Facilities Maintenance Supervisor	Internal Services Fund

The City has been able to maintain a relatively stable number of full-time equivalent employees despite rapid community growth, primarily based on our commitment to building and maintaining strong operational partnerships to leverage and optimize service/costs. These partnerships are not just philosophical in nature but rather translate to actual operational partnership where one entity will provide expanded services with a position/employee, paid in part via contract by the receiving entity, negating significant overhead and duplication between providers.

STRATEGIC PLANNING

As a government entity, the City of Mankato is tasked with allocating resources to accomplish its operational, capital, and strategic priorities set forth by its governing body and citizens. Over the years the City has engaged in various forms of strategic planning to help better align constituents needs with the allocation of those resources. One of the more formal processes by which we do this is through the 5-year strategic plan, which started being done in 1996. This process, by which the voices of city council, staff, citizens, non-profits, leaders, and many other groups are brought together in various ways to help create a plan forward that can help guide decision making and provide assurance we are moving in the right direction as an organization.

The City's last strategic plan was developed in 2018. Since then, the Mankato community and organization has seen significant change, including population growth, new leadership, community development, technological advances, and an increasingly more diverse community. With many

different initiatives underway, the strategic plan will provide a framework to support accountability and transparency to guide the City in serving Mankato.

In May 2023, the City of Mankato began the process to update the organization's strategic plan to align the City's existing initiatives, department work, City Council goals, and budget, resulting in a plan to guide the organization in the delivery of services to the community over the next five years. The resulting strategic plan includes updated public service philosophy, vision, values, and six goals with supporting actions under each goal designed to advance the organization's vision .

The development of the strategic plan prioritized community engagement, gathering input and checking in with residents, business owners, students, community organizations, and City staff throughout the process. As a result, the strategic plan reflects the needs and vision of the community, while maintaining internal consideration of resources, capacity, and City Council priorities.

The purpose of a strategic plan is a three-pronged tool:
• **Accountability Tool:** The strategic plan provides a framework with directions, goals, and strategies to accomplish the organization's vision
• **Prioritization Tool:** The strategic plan enables the organization to prioritize resources to achieve the goals of the community.
• **Community and Engagement Tool:** The strategic plan is rooted in inclusive and intentional community and employee engagement to inform the direction and priorities of the City. Additionally, the strategic plan includes regular progress reporting and refinement of the community's goals.

The Strategic Plan serves as the blueprint for how City leaders aim to enhance the lives of community members. By engaging in a collaborative process involving residents, businesses, community partners, and employees from across the organization, the City of Mankato has identified key strategies and goals that reflect the needs and aspirations of the community. Whether it is increasing accessible housing, fostering economic development, improving infrastructure, or preserving spaces to recreate, the Strategic Plan provides a clear roadmap for allocating resources and implementing initiatives that benefit the community as a whole. Through ongoing progress reporting and evaluation to adjust as needed, the City is committed to accountability and responsiveness to evolving challenges and opportunities to ensure Mankato is leading the way as a vibrant diverse regional community.

CONCLUSION

The summary information provided here is intended to serve as broad policy, financial, communication, and future planning information. It sets the stage for detailed financial information that is provided throughout the remainder of the document. By reviewing this section, and the ensuing series of high-level financial reports, a reader should have a strong indication of operational, capital, and financial trends that shape the City Manager's 2025-2026 Budget and will continue to drive near and long-term financial decision making. If community members have questions about the budget or would like a presentation at a future meeting, we recommend contacting the City Manager by placing a call to 311.

All Funds Combined by Service Area

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
GENERAL FUND						
REVENUES						
GENERAL GOVERNMENT	30,176,544	30,941,732	31,981,764	3.4%	33,012,243	3.2%
COMMUNITY DEVELOPMENT	1,876,298	1,891,150	1,907,840	0.9%	1,924,840	0.9%
PUBLIC SAFETY	1,436,328	1,483,800	1,799,426	21.3%	1,626,426	(9.6)%
PUBLIC WORKS	1,727,183	2,031,576	2,133,576	5.0%	2,140,576	0.3%
REVENUES TOTAL	**35,216,354**	**36,348,258**	**37,822,606**	**4.1%**	**38,704,085**	**2.3%**
EXPENDITURES						
GENERAL GOVERNMENT	(3,660,495)	(613,654)	(946,366)	54.2%	(593,879)	(37.2)%
COMMUNITY DEVELOPMENT	(1,471,340)	(1,604,599)	(1,679,188)	4.6%	(1,732,708)	3.2%
PUBLIC SAFETY	(17,573,268)	(19,297,201)	(20,203,146)	4.7%	(20,982,724)	3.9%
PUBLIC WORKS	(12,154,756)	(14,052,242)	(14,719,769)	4.8%	(15,107,651)	2.6%
EXPENDITURES TOTAL	**(34,859,859)**	**(35,567,696)**	**(37,548,469)**	**5.6%**	**(38,416,962)**	**2.3%**
GENERAL FUND TOTAL	**356,495**	**780,562**	**274,137**	**(64.9)%**	**287,123**	**4.7%**
SPECIAL REVENUE FUNDS						
REVENUES						
SPECIAL REVENUE	4,300,971	1,388,289	1,729,096	24.5%	1,787,863	3.4%
REVENUES TOTAL	**4,300,971**	**1,388,289**	**1,729,096**	**24.5%**	**1,787,863**	**3.4%**
EXPENDITURES						
SPECIAL REVENUE	(1,469,764)	(1,383,794)	(1,728,596)	24.9%	(1,787,363)	3.4%
EXPENDITURES TOTAL	**(1,469,764)**	**(1,383,794)**	**(1,728,596)**	**24.9%**	**(1,787,363)**	**3.4%**
SPECIAL REVENUE FUNDS TOTAL	**2,831,206**	**4,495**	**501**	**(88.9)%**	**500**	**(0.1)%**
DEBT SERVICE FUND						
REVENUES						
DEBT SERVICE	11,702,547	12,199,896	12,381,486	1.5%	11,889,733	(4.0)%
REVENUES TOTAL	**11,702,547**	**12,199,896**	**12,381,486**	**1.5%**	**11,889,733**	**(4.0)%**
EXPENDITURES						
DEBT SERVICE	(12,360,422)	(12,173,535)	(12,292,951)	1.0%	(11,855,348)	(3.6)%
EXPENDITURES TOTAL	**(12,360,422)**	**(12,173,535)**	**(12,292,951)**	**1.0%**	**(11,855,348)**	**(3.6)%**
DEBT SERVICE FUND TOTAL	**(657,875)**	**26,361**	**88,535**	**235.9%**	**34,385**	**(61.2)%**
ENTERPRISE FUNDS						
REVENUES						
CIVIC CENTER	9,094,447	9,009,128	9,909,746	10.0%	9,425,180	(4.9)%
ECONOMIC DEVELOPMENT	11,005,549	2,967,320	2,897,932	(2.3)%	2,992,794	3.3%
MASS TRANSIT	5,588,699	6,548,111	6,922,102	5.7%	6,861,331	(0.9)%
AIRPORT	5,246,065	1,235,854	1,247,594	0.9%	1,302,684	4.4%
PARKING	1,092,245	1,124,300	1,183,138	5.2%	1,635,157	38.2%
BLUE EARTH COUNTY EDA - HOUSING	1,580,748	1,335,415	1,792,574	34.2%	1,851,222	3.3%

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
MANKATO EDA - HOUSING	6,971,449	6,355,383	7,696,023	21.1%	7,998,379	3.9%
MAJOR UTILITIES - ADMIN	3,878,582	3,648,500	3,851,000	5.6%	4,001,000	3.9%
MINOR UTILITIES - REFUSE COLLECTION	2,364,011	2,292,500	2,382,500	3.9%	2,417,500	1.5%
SALES TAX	7,712,593	6,916,224	7,305,000	5.6%	6,668,750	(8.7)%
ALL SEASONS ARENA	800,399	840,800	879,500	4.6%	904,500	2.8%
MAJOR UTILITIES - WATER	15,684,670	11,533,000	11,388,000	(1.3)%	13,485,000	18.4%
MAJOR UTILITIES - WASTEWATER	18,923,510	18,798,754	18,211,903	(3.1)%	19,876,186	9.1%
MINOR UTILITIES - STORM WATER	12,147,835	4,929,000	4,357,000	(11.6)%	4,372,000	0.3%
MINOR UTILITIES - STREET LIGHTING	740,313	836,839	847,000	1.2%	859,000	1.4%
REVENUES TOTAL	**102,831,114**	**78,371,128**	**80,871,013**	**3.2%**	**84,650,684**	**4.7%**
EXPENDITURES						
CIVIC CENTER	(10,375,116)	(8,972,807)	(9,810,558)	9.3%	(9,291,510)	(5.3)%
ECONOMIC DEVELOPMENT	(2,778,619)	(2,945,875)	(2,881,503)	(2.2)%	(2,971,350)	3.1%
MASS TRANSIT	(5,667,334)	(6,318,905)	(6,476,349)	2.5%	(6,714,903)	3.7%
AIRPORT	(2,189,489)	(932,354)	(1,026,971)	10.1%	(1,051,591)	2.4%
PARKING	(1,871,502)	(1,115,844)	(1,144,321)	2.6%	(1,623,817)	41.9%
BLUE EARTH COUNTY EDA - HOUSING	(1,588,096)	(1,323,391)	(1,778,410)	34.4%	(1,839,825)	3.5%
MANKATO EDA - HOUSING	(6,653,016)	(6,342,783)	(7,554,758)	19.1%	(7,923,433)	4.9%
MAJOR UTILITIES - ADMIN	(3,675,098)	(3,648,102)	(3,847,268)	5.5%	(4,000,300)	4.0%
MINOR UTILITIES - REFUSE COLLECTION	(2,319,101)	(2,292,489)	(2,368,934)	3.3%	(2,411,118)	1.8%
SALES TAX	(2,801,978)	(6,916,224)	(6,671,525)	(3.5)%	(5,264,007)	(21.1)%
ALL SEASONS ARENA	(969,553)	(840,786)	(877,847)	4.4%	(903,717)	2.9%
MAJOR UTILITIES - WATER	(10,467,636)	(11,347,065)	(10,943,201)	(3.6)%	(12,942,668)	18.3%
MAJOR UTILITIES - WASTEWATER	(15,361,948)	(17,220,558)	(17,324,213)	0.6%	(19,636,005)	13.3%
MINOR UTILITIES - STORM WATER	(9,226,686)	(4,925,200)	(3,911,047)	(20.6)%	(4,251,090)	8.7%
MINOR UTILITIES - STREET LIGHTING	(695,991)	(836,839)	(831,002)	(0.7)%	(858,411)	3.3%
EXPENDITURES TOTAL	**(76,641,163)**	**(75,979,223)**	**(77,447,907)**	**1.9%**	**(81,683,744)**	**5.5%**
ENTERPRISE FUNDS TOTAL	**26,189,950**	**2,391,905**	**3,423,106**	**43.1%**	**2,966,940**	**(13.3)%**
INTERNAL SERVICE FUNDS						
REVENUES						
INTERNAL SERVICES	13,234,652	14,774,778	15,732,582	6.5%	16,548,453	5.2%
CENTRAL INSURANCE	9,357,959	8,875,000	8,875,000	0.0%	8,875,000	0.0%
RISK MANAGEMENT	268,106	335,000	335,000	0.0%	335,000	0.0%
CAPITAL REPLACEMENT ACCOUNTS	3,659,168	3,430,000	4,101,500	19.6%	3,146,000	(23.3)%
EQUIPMENT REPLACEMENT	4,625,181	3,685,062	4,654,964	26.3%	3,937,902	(15.4)%

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
SECTION 125 PLAN/ MEDICAL & DEP	151,065	275,000	275,000	0.0%	275,000	0.0%
REVENUES TOTAL	**31,296,130**	**31,374,840**	**33,974,046**	**8.3%**	**33,117,355**	**(2.5)%**
EXPENDITURES						
INTERNAL SERVICES	(13,349,912)	(14,757,620)	(15,732,483)	6.6%	(16,404,165)	4.3%
CENTRAL INSURANCE	(9,219,011)	(8,642,396)	(8,675,853)	0.4%	(8,726,544)	0.6%
RISK MANAGEMENT	(64,046)	(329,147)	(330,604)	0.4%	(332,747)	0.6%
CAPITAL REPLACEMENT ACCOUNTS	(1,957,082)	(3,021,317)	(3,895,500)	28.9%	(2,176,000)	(44.1)%
EQUIPMENT REPLACEMENT	(3,185,816)	(3,685,062)	(4,497,270)	22.0%	(3,937,902)	(12.4)%
SECTION 125 PLAN/ MEDICAL & DEP	(140,759)	(275,000)	(275,000)	0.0%	(275,000)	0.0%
EXPENDITURES TOTAL	**(27,916,626)**	**(30,710,542)**	**(33,406,711)**	**8.8%**	**(31,852,358)**	**(4.7)%**
INTERNAL SERVICE FUNDS TOTAL	**3,379,504**	**664,299**	**567,336**	**(14.6)%**	**1,264,997**	**123.0%**
NET INCOME (LOSS)	**32,099,280**	**3,867,622**	**4,353,614**	**12.6%**	**4,553,945**	**4.6%**

Personnel Overview - Employee Count

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
GENERAL FUND				
COMMUNITY DEVELOPMENT	8.45	9.48	9.83	9.83
PUBLIC SAFETY	90.2	93.40	94.40	94.40
PUBLIC WORKS	36.18	38.18	37.68	37.68
GENERAL FUND TOTAL	**134.83**	**141.06**	**141.91**	**141.91**
SPECIAL REVENUE FUNDS				
SPECIAL REVENUE	2.39	2.37	2.52	2.52
SPECIAL REVENUE FUNDS TOTAL	**2.39**	**2.37**	**2.52**	**2.52**
ENTERPRISE FUNDS				
AIRPORT	1.96	2.06	2.06	2.06
ALL SEASONS ARENA	3.00	3.00	3.00	3.00
BLUE EARTH COUNTY EDA - HOUSING	2.68	2.68	2.76	2.76
CIVIC CENTER	12.25	14.25	14.75	14.55
ECONOMIC DEVELOPMENT	1.79	1.73	2.66	2.66
MAJOR UTILITIES - ADMIN	3.00	3.00	3.00	3.00
MAJOR UTILITIES - WASTEWATER	17.30	16.30	17.63	17.63
MAJOR UTILITIES - WATER	15.90	14.90	16.24	16.24
MANKATO EDA - HOUSING	9.43	9.42	8.91	8.91
MASS TRANSIT	40.06	38.65	38.65	38.65
MINOR UTILITIES - STORM WATER	3.30	5.30	3.63	3.63
MINOR UTILITIES - STREET LIGHTING	0.00	0.00	0.00	0.00
PARKING	1.10	1.10	1.12	1.12
ENTERPRISE FUNDS TOTAL	**111.77**	**112.39**	**114.41**	**114.21**
INTERNAL SERVICE FUNDS				
INTERNAL SERVICES	53.50	55.50	57.48	56.68
INTERNAL SERVICE FUNDS TOTAL	**53.50**	**55.50**	**57.48**	**56.68**
TOTAL	**302.47**	**311.32**	**316.32**	**315.32**

Personnel Overview - Salaries and Benefits

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
GENERAL FUND				
COMMUNITY DEVELOPMENT	1,179,876	1,314,144	1,361,747	1,443,695
PUBLIC SAFETY	13,840,007	14,784,070	15,415,936	16,123,838
PUBLIC WORKS	4,882,365	5,236,874	5,351,216	5,655,836
GENERAL FUND TOTAL	**19,902,248**	**21,335,088**	**22,128,899**	**23,223,369**
SPECIAL REVENUE FUNDS				
SPECIAL REVENUE	309,647	306,485	337,343	361,385
SPECIAL REVENUE FUNDS TOTAL	**309,647**	**306,485**	**337,343**	**361,385**
ENTERPRISE FUNDS				
AIRPORT	232,992	255,473	272,078	290,015
ALL SEASONS ARENA	310,551	320,796	332,340	352,625
BLUE EARTH COUNTY EDA - HOUSING	307,693	323,533	354,929	377,844
CIVIC CENTER	1,733,323	1,882,928	1,894,495	1,984,671
ECONOMIC DEVELOPMENT	289,357	295,134	387,326	414,717
MAJOR UTILITIES - ADMIN	431,930	461,906	487,051	514,896
MAJOR UTILITIES - WASTEWATER	2,269,200	2,248,560	2,529,217	2,650,155
MAJOR UTILITIES - WATER	1,985,717	1,987,673	2,210,039	2,330,845
MANKATO EDA - HOUSING	1,088,398	1,119,405	1,118,098	1,189,273
MASS TRANSIT	3,509,532	3,597,615	3,865,919	4,074,111
MINOR UTILITIES - STORM WATER	399,676	662,568	483,140	515,701
MINOR UTILITIES - STREET LIGHTING	1,209	1,209	1,209	1,216
PARKING	109,621	123,116	130,074	139,659
ENTERPRISE FUNDS TOTAL	**12,669,199**	**13,279,916**	**14,065,915**	**14,835,728**
INTERNAL SERVICE FUNDS				
INTERNAL SERVICES	6,093,779	6,640,159	7,180,172	7,582,209
INTERNAL SERVICE FUNDS TOTAL	**6,093,779**	**6,640,159**	**7,180,172**	**7,582,209**
TOTAL	**38,974,873**	**41,561,648**	**43,712,329**	**46,002,691**

Property Tax Analysis

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Property Tax Analysis

Enclosed, please find information regarding the city's 2024 assessment, along with an explanation on how it may impact the 2025 levy and taxes, as well as market trends. Please note the prepared information should be considered preliminary. The city has requested estimates utilizing a levy increase of 3.12% which is an overall tax rate of 39.23%; information provided is based upon that request.

The Tax Levy: Distribution and Year-Over-Year Changes

As you may have heard us say in the past, we compare the property tax levy to a pie. The overall size of the pie is determined by the total tax capacity (the total taxable values times the individual state classification rates) for the jurisdiction. The thickness of the pie is determined by the budgeting decisions of the jurisdictions (how much money they levy). The size of each slice – the amount of property taxes a specific property is responsible for – is determined by that property's tax capacity (again, its taxable value times the classification rate).

All three parts of this "property tax pie" can (and oftentimes do) change annually:

- The pie can grow larger or smaller if the tax capacity of all the property (the values or classification rates) increase or decrease each year. Property values can increase or decrease en masse due to market changes or new development, or the Legislature may make changes to the classification rates statewide.
- The pie can grow thicker or thinner depending on the budgeting decisions of governments and if they levy more or less tax dollars each year. For example, as more money is levied, the pie becomes thicker, meaning there is more "property tax pie" to be collected. This is usually evidenced by increased local tax rates.
- The slices of the pie can grow wider or narrower depending on the value changes to individual properties and changes made to individual classification rates. Property values can increase or decrease based on the market or changes owners make to their property or their use of the property may change resulting in different classification rates.

Not every owner will experience the same changes. If the pie grows larger because of increasing values, you could assume everyone's slice would become wider. However, that may not be true if someone owns a property that did not see its individual tax capacity increase because its value did not change. In that case, other property owners whose values did increase would have wider slices because the whole pie must be divided up. As another example, one could assume that if the budgets for governments increased, it would result in a thicker pie, higher tax rates, and more taxes paid per property. However, that may not be true if the overall pie also grows due to new development. That stretching of the pie could thin the pie back out. These are just two examples of the many combinations of the possible impacts of these three parts.

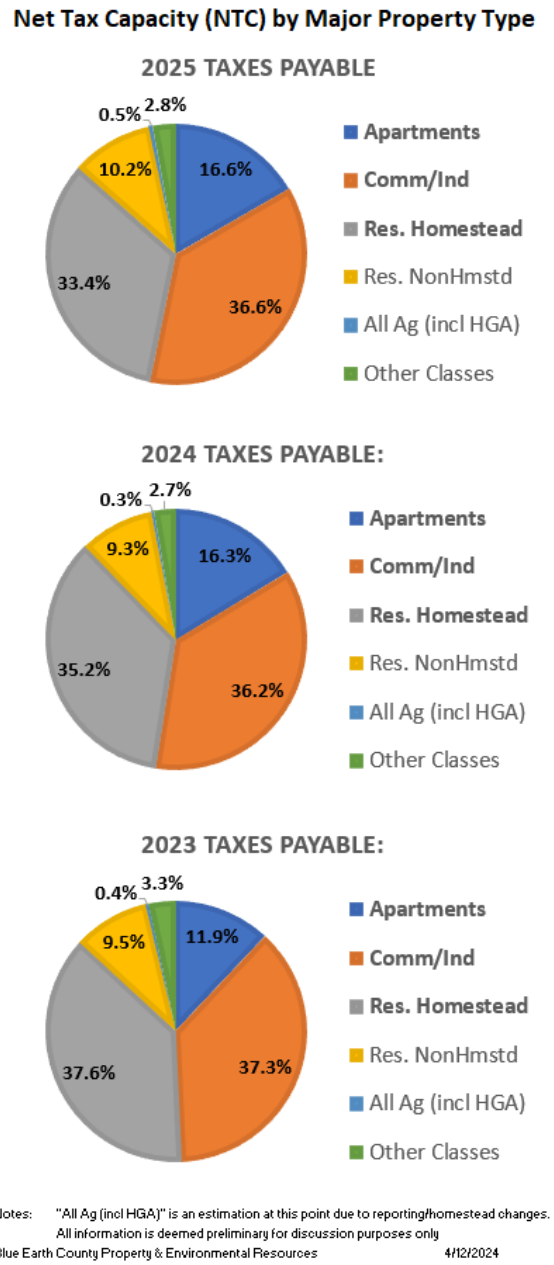
Mankato's Property Tax Levy and Market Indications

First, it is very important to note the following data and analysis is provided to facilitate discussion only and is not considered final as there can still be changes made to the 2024 assessment that will impact the figures, and additionally the 2025 levy is not yet set.

The "property tax pie" in Mankato is approximately 0.3% larger than last year and has realized growth of 33% since payable 2021. In general, property values have leveled off citywide over this last assessment period. Stabilizing of values along with several legislative changes have led to a slight increase of NTC for payable 2025. The city's net tax capacity has increased from about $47.16 million for taxes payable 2021 to an estimated $63.29 million for taxes payable 2025.

The following is a summary of those legislative changes.

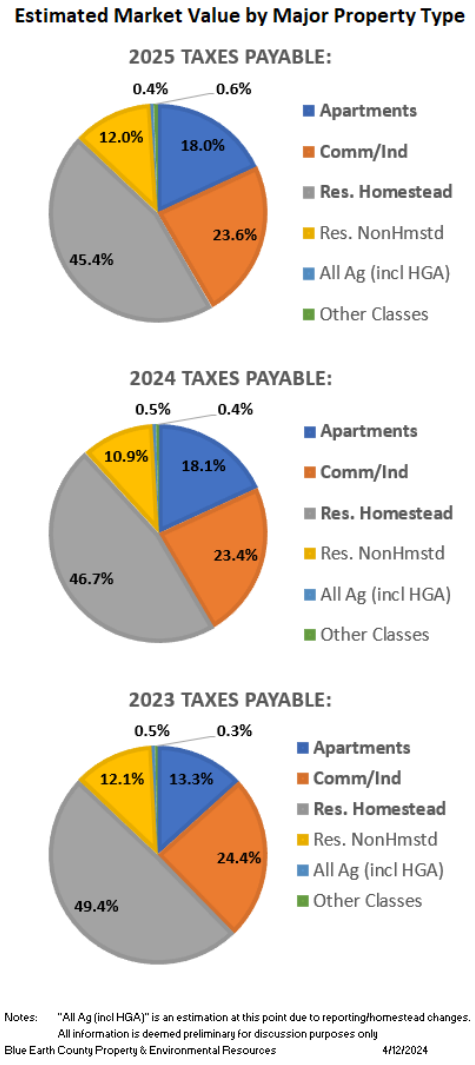
- The homestead market value exclusion (HMVE) has been increased, essentially reducing the taxable market value for qualifying homestead property. Since 2013, the HMVE excluded up to $30,400 in market value. For 2025, the maximum exclusion increases to $38,000.
- Low-income rental property has a very reduced (most preferential classification rate) for all qualifying property.
- The first-tier valuation limit for agricultural homestead property increased. The first tier of qualifying agricultural land is classified at a preferred rate of 0.5%, while remaining land is classified at 1.0%. The tier limit increased from $2.15m to $3.5m (a 63% increase).

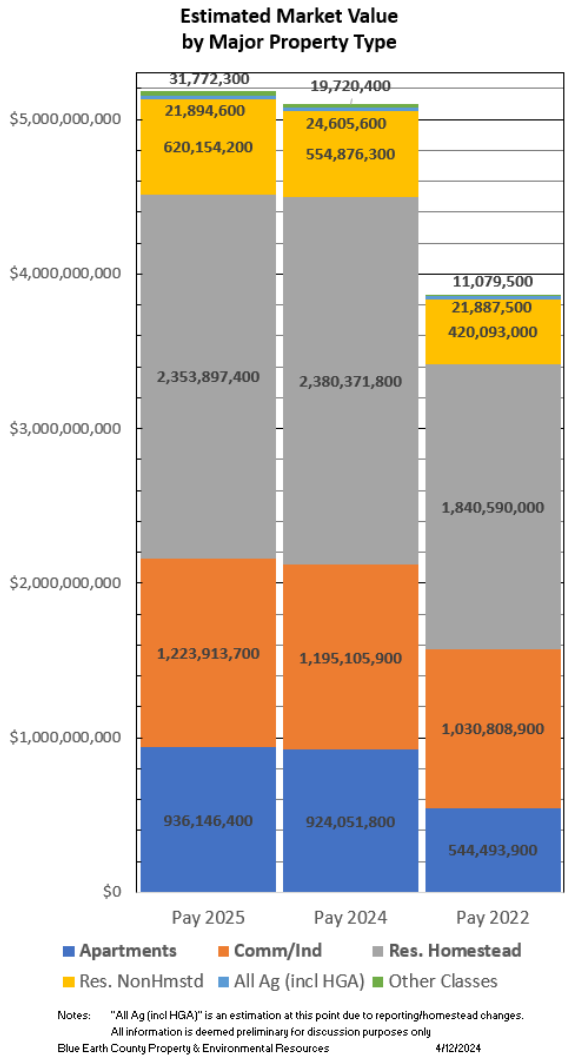


As noted above, total net tax capacity can change due to valuation changes (based on market factors) and/or due to new construction/development.

As the following graph and charts show, market values in general have increased over the three-year period with a leveling of market values from payable 2024 to 2025. The apartment sector realized a slight increase of 1.3% after a large increase of 58.8% realized in the previous assessment. Commercial/ industrial segments realized varying degrees of increases based on the property type, with an average increase in value of 2.4%. Residential properties remained relatively level with an average increase of 1.3%.

In addition to market changes, new construction allowed the city's total estimated market valuation to increase to $5.18 billion (+1.7% from the 2023 assessment). The following graph and charts show market valuations by property type for the current and previous assessments.

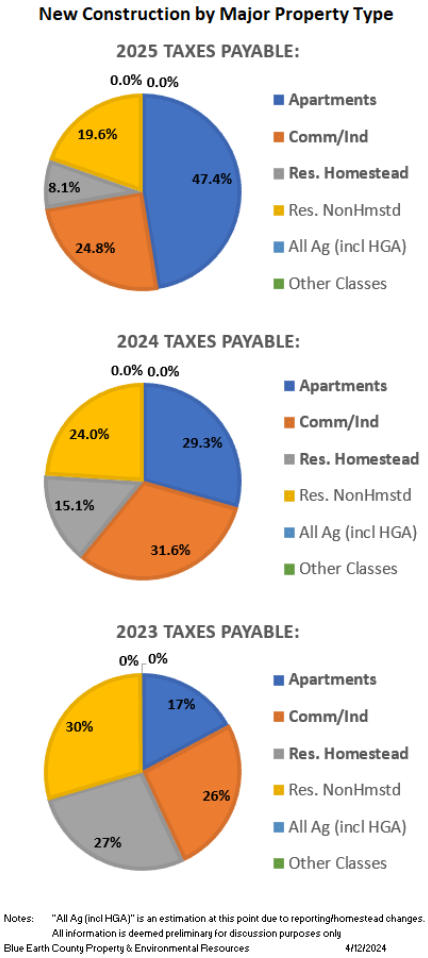


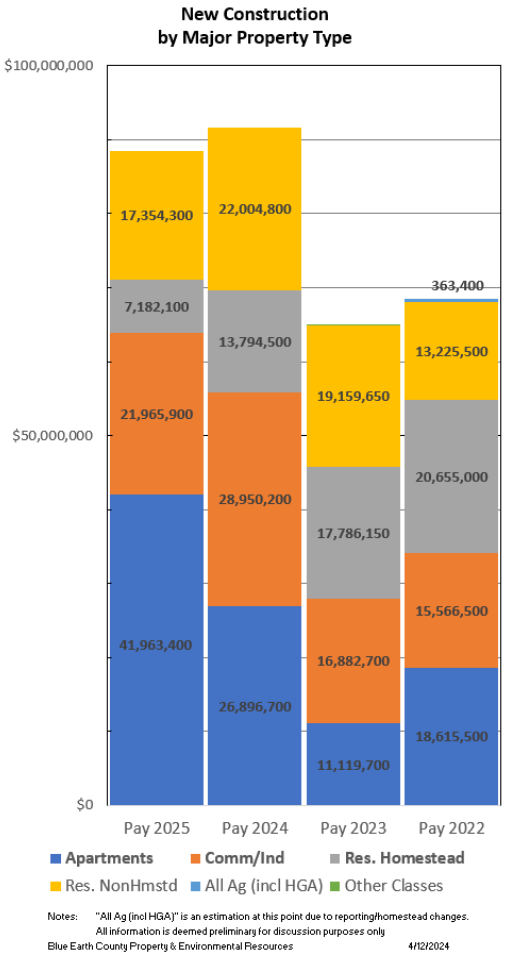


Market transactions, based on current sales data being reported to our office, indicate stabilized values for several property categories including residential, apartments and commercial / industrial property types. Agricultural land market value changes for the 2025 assessment (pay 2026) are anticipated to slightly appreciate.

To continue the analogy, a lack of expected market changes will keep the "property tax pie" roughly the same for pay 2025, but the discrepancies in the growth percentages among the various types of property classes will cause changes in the width of the individual slices. Some property owners will have bigger slices and shares of the property tax pie even if their local governments do not raise the levies.

Mankato's new construction amount for the 2024 assessment was approximately $88.4 million, down from $91.6 million for the 2023 assessment. The city is experiencing some fluctuations in new construction, with years of increases and decreases. However, the city has averaged an approximate $75.8 million in new construction annually over the past 5 years. This year, apartments realized an increase in new construction from last year of 56.0%. Residential saw a decrease of approximately 31% and commercial/industrial property type had a 24.1% decrease from the previous year.





While it is nearly impossible to forecast new construction because we only receive information after the permit has been issued, the city's potential for new construction remains strong for the 2025 assessment (pay 2026) as well. There are a limited number of large-scale projects in the planning or development stages, some closer to the permitting or construction phases. Residential new construction remains at a slower pace balanced by a continued demand for multi-family construction.

To continue the analogy, these increases will make the "property tax pie" larger, but the discrepancies in the growth percentages among the various types of property classes will also cause changes in the width of the individual slices. Any new construction growth may also cause the pie to become thinner, thus reducing local tax rates, depending on the levy decisions of the various governments. It is also important to note here that frequently the new construction value is part of Tax Increment Financing projects, which will impact what the overall local tax rate will be as those tax dollars are dedicated to specific projects.

Mankato's Property Tax Impacts

Again, a note of caution that the following data and analysis is provided to facilitate discussion only and is not considered final as there can still be changes made to the 2024 assessment that will impact the figures, and additionally the 2025 levy is not yet set. The city has requested estimates utilizing a 3.12% levy increase which is an overall tax rate of 39.23% compared to last year's rate of 38.08%; information provided is based upon that request.

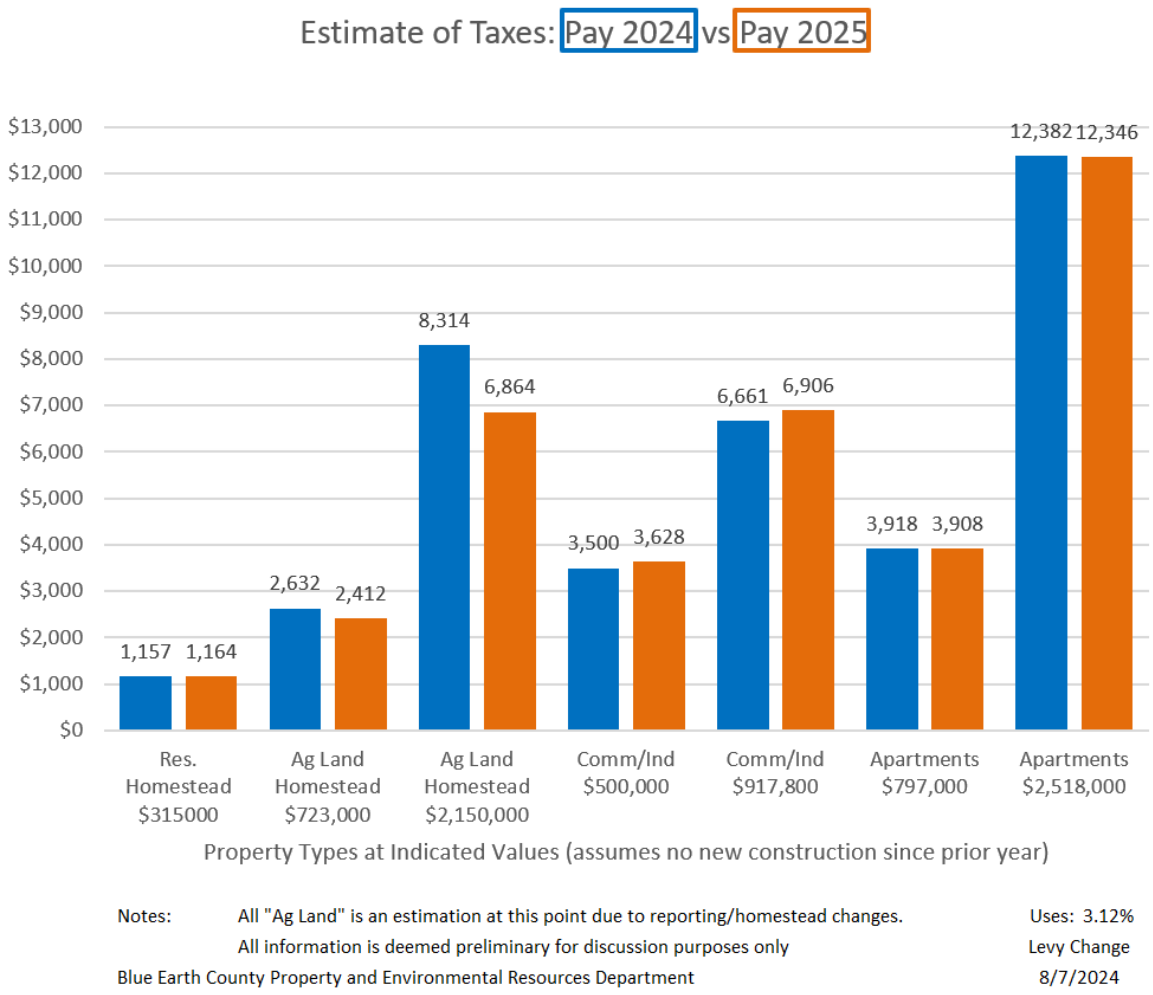
As discussed above, the city's "property tax pie" is slightly increased because of a relatively slight increase in the city's total net tax capacity. The request to utilize a 3.12% levy increase will result in an increase in overall tax for residential, commercial / industrial and apartment properties. Based on preliminary data, with an assumption of a 3.12% increase the estimated levy will increase $751,161 - from $24,075,673 to $24,826,834.

The following is provided for a very high-level summary of the property tax impacts. It negates any new construction and assumes average value changes due to market conditions. See the summary chart that follows on the next page.

- Residential Homestead. This property class realized minor value increases citywide with a larger decrease in new construction compared to the previous assessment year. An average-valued property ($315,000) will see a tax increase of about $7 (0.61%) on the city portion due to the levy dollar increase provided there is no new construction. Note that residential homesteads valued under $517,200 is receiving more of a homestead market value exclusion than in previous years due to a recent law change; that exclusion is reflected in the estimate above and on the next page.
- Commercial/Industrial. This property class overall did realize valuation increases citywide and saw a decrease in new construction amounts compared to last year. An average-valued property ($917,800) will see an increase of about $245 (3.68%) on the city portion of property taxes provided there is no new construction. A more modest commercial property valued at $500,000 would see a city-portion tax increase of approximately $128 (3.66%).
- Apartments. This property class's values decreased with an increase in new construction. An average-valued property ($2,518,000) will see a decrease of about $36 (-0.29%) in city taxes. This

assumes there was no new construction on an individual basis. A more modest apartment property valued at $797,000 would see a city-portion tax decrease of approximately $10 (-0.26%).

- Agricultural Land. This property type is included in the graph below for informational purposes; however, it is a smaller portion of the city's property tax pie so detailed analysis is not significant enough to be meaningful.



Do not hesitate to contact me if you have any questions regarding this information; we look forward to having a more in-depth discussion if necessary.

Table I
5 Year Tax Levy
and
Tax Capacity Projection

August 9th, 2024	Budget 2024		Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Comments
City Tax Levy								
General Fund Levy	19,482,869		20,461,996	21,815,324	22,832,114	23,894,659	25,005,018	
Debt Service Levy	3,840,300		3,825,300	3,600,000	3,762,000	3,931,290	4,108,198	Debt Levy Required based upon Debt Schedules from Baker Tilly
Transit Levy	415,000		415,000	415,000	415,000	415,000	415,000	No Levy increase for Transit
EDA Levy	365,000		365,000	365,000	365,000	365,000	365,000	No Levy increase for Economic Development
Total City Tax Levy	24,103,169		25,067,296	26,195,324	27,374,114	28,605,949	29,893,216	Reflects growth in Tax Capacity
Total Tax Levy	24,103,169		25,067,296	26,195,324	27,374,114	28,605,949	29,893,216	4% for 2025 and 4.5% 2026-2029
Net Tax Capacity	63,218,482		63,292,849	65,191,634	67,147,384	69,161,805	71,236,659	3% for 2026 to 2029
Extension Rate	**38.13%**		**39.61%**	**40.18%**	**40.77%**	**41.36%**	**41.96%**	Reflects rates needed to ensure General Fund commitments
Total Budgeted Levy Increase ($)	1,078,169		964,127	1,128,028	1,178,790	1,231,835	1,287,268	
Total Budgeted Levy Increase (%)	**4.68%**		**4.00%**	**4.50%**	**4.50%**	**4.50%**	**4.50%**	**Levy Increase is linked to growth in tax capacity**
General Fund Tax Levy	19,482,869		20,461,996	21,815,324	22,832,114	23,894,659	25,005,018	
Local Government Aid	8,474,206		8,487,451	8,500,000	8,585,000	8,670,850	8,757,559	Reflects 1% growth in 2027-2029
General Fund Levy Base LGA + G.F. Levy + MV Aid	**27,957,075**		**28,949,447**	**30,315,324**	**31,417,114**	**32,565,509**	**33,762,577**	General Fund Levy Base (LGA + GF Levy)

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General Fund (1000)

General Fund (1000) Overview

The General Fund account services activities primarily supported by state and local general taxes (levy and state aid). With the functions of the general fund being heavily relied on staff oversight, this results in personnel being the largest expenditure within the fund. In fiscal year 2025, the employee count is projected to increase by 1, and overall personnel expenditures will be approximately 59% of total within the general fund or $22,128,899 in fiscal year 2025 and $23,223,369 in fiscal year 2026. Other expenditures include general government costs, community development operational costs such as planning and zoning and building inspections, public works operational costs including streets, snow plowing, and park maintenance; and public safety operational costs including police, fire and emergency management.

In 2025 the general fund revenue is estimated at $37,822,606 which is a $1,474,348 increase from 2024. Expenditures are projected at $37,548,468 a $1,980,773 increase from 2024. In 2025 the general fund balance is projected to increase by $274,137. The general fund is projected to start 2025 with $17,006,249 or 45% of the 2025 budgeted expenditures. Per the city of Mankato's financial policies, "The city will strive to maintain fund balance equivalent to 40-55 percent of the prior fiscal year general fund operating expenditures." While the city's fund balance does continue to grow each year, it is not growing at the same rate as general fund expenditures. In future years, a solution must be identified to adjust the targeted fund balance percentage (noting that the 40 percent fund balance percentage is regarded by Government Finance Officers Association (GFOA) as a best practice) or identify additional funding solutions and prioritizations.

Property tax levy: Although for the past 10+ years the City of Mankato has been able to maintain or decrease the property tax rate, 2025 presents a unique situation in that the tax base expanded at a projected 0.7 % compared to 10 %+ increases the previous two years. Since the General Fund is largely funded by property taxes, a 4% increase in property taxes was needed to balance the fund operations.

Property tax capacity: The city's net tax capacity increased by 0.7 percent in 2025. The increase brings the overall market value of the city to $5.18 billion. The small gain enables the levy to increase by $979,127 but with a need of increasing the tax rate to a level of 39.37 percent.

General fund summary changes:

Notable revenue changes:

- $979,127 increase in Tax Levy due to a small increase in NTC of 0.7% while also increasing the tax rate to 39.37%
- $230,966 increase in Licenses and Permits
- $95,000 decrease in Miscellaneous due to Cable TV – Franchise Fees

Notable expenditure changes:

- Personnel adjustments (cost-of-living adjustments, Health Insurance, new positions, etc) up $793,083 or 4%
- Other Charges up $259,923 or 9%

DEPARTMENTS OVERVIEWS

Community Development: The Community Development Department provides services in the area of planning and zoning, building code enforcement and inspection, transit services, economic development and housing.

Planning and Development Services has a staff of 9 full-time and 2 part-time employees and is responsible for coordinating land use and zoning functions as required by state statutes for the City of Mankato, Lime Township, and Mankato Township, preparation and presentation of planning studies, providing up-to-date plan review and inspections to ensure living conditions and places of business meet the MN State Building Code, and conducting code compliance inspections and enforcement on violations related to building or zoning code violations. Planning services are also provided to Mankato Township and Lime Township by agreement.

Public Safety: Within the general fund, Public Safety serves as the primary arm to promote safety and protect the public with a wide array of police and fire services including education and prevention efforts, incident response and investigations of both crime and causes of fires.

Fifty-eight sworn police officers, supplemented by 11 professional staff and 10 part time community service officers, respond to approximately 29,000 calls for service each year. The patrol division responds to 911 emergency and non-emergency calls, enforces traffic law and proactively patrols all areas of the City. Detectives handle all child and adult protection and violent crime investigations. School Resource Officers are embedded in the schools to mentor youth and provide for a safe learning environment. The community service officers respond to nuisance complaints, ensure ordinance compliance, and handle parking complaints. Professional staff issue City licenses and permits, conduct crime analysis, and provide general support to the department through records management. All staff engage in crime prevention through education, building partnerships, community outreach and problem solving.

Full-time firefighters (20), part-time firefighters (10) and paid on call fire personnel (32) provide fire suppression, response to alarms and supplement the ambulance service with emergency medical situations. The Fire Service responds to approximately 3,500 calls for service each year. Firefighters provide public fire education, inspect commercial and rental properties and conduct plan reviews for new commercial developments. The Fire Marshal's office also investigates the origin and cause of all fires. The fire service also offers technical rescue response, confined space rescues and is one of the 11 statewide chemical assessment teams that help emergency responders handle hazardous material incidents within a 9-county area in Southern Minnesota.

Public safety also provides emergency management services and works with Neighborhood Associations to improve the quality of life for all citizens.

Engineering: The Department of Engineering consists of 11 full-time staff members. The department designs and inspects all infrastructure projects within the City. They are responsible for work related to the design, bidding, and construction of Capital Improvement Projects, including contract administration and special assessments; and acting as the engineer of record for Capital Improvement Projects. Performs professional level engineering review of private development and permit submittals. Oversees the coordination, preparation, execution, and completion of short- and long-range capital improvement plans. In 2023, Engineering oversaw 11 city blocks of road reconstruction, 8 city blocks of street resurfacing, 8 city blocks of new streets, as well as many other projects.

The Engineering Organization General Fund Budget covers the core services of developing, maintaining, and executing the 5-year Surface Transportation Capital Investment Program (CIP) through topographic and construction surveying; professional design, contract administration, and inspection; maintaining records; stormwater quality management, investigation of drainage issues, and review of drainage plans; and administer special assessments and recommend bonding for these projects. This budget also covers similar activities as it relates to public improvement by private developers. Additionally, this budget covers the traffic and right-of-way management activities of designing and reviewing traffic signal plans; issuing various permits; performing pavement evaluations; managing and overseeing the acquisition of right-of-way and easements; implementation of traffic calming measures; perform and publish traffic studies; maintenance of the city's parking regulations; recommend and enforce codes and policies for utilities, private use and construction within the right-of-way; inspecting both public and private within the right-of-way; and maintain and update the sidewalk and trail and complete streets masterplan in conjunction with other city departments.

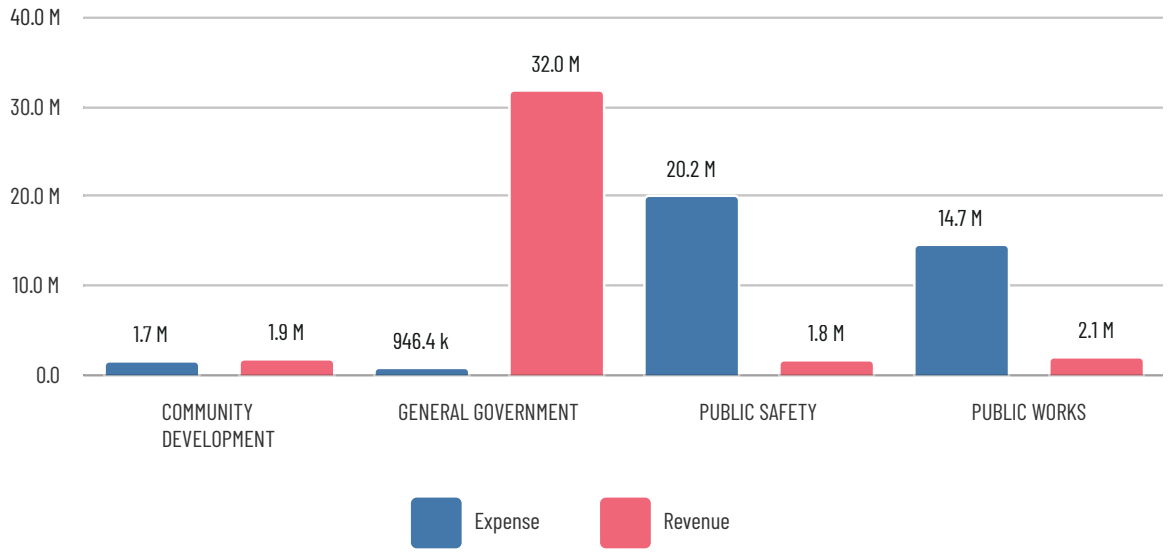
Public Works – Operations: The General Fund portion of the Public Works line of business encompasses a wide range of services for the benefit of the public in the areas of transportation systems, parks, rights-of-way, and open spaces and short- and long-range capital planning, project execution, maintenance, and operations in eight Tyler Munis account codes, known as Organizations or Org's in short by staff. More specifically, the services in the Organizations include Street Maintenance, Street Snow Removal, Street Traffic Control Maintenance, Engineering, Parks and Recreation Activities, Parks Grounds Maintenance, Parks Forestry & Landscaping, and Parks Facilities. The organization as a whole employs 31 full-time and 1 part-time employees.

- The Street Maintenance Organization General Fund Budget covers the core services involved in maintaining, operating, and repairing over 250 Miles of minor arterial; major and minor collector; and neighborhood streets consisting of over 580 lane miles of roadway and over 300 alleys with the goal of increasing the value of city investment by overseeing, applying, and/or performing the appropriate tactics, techniques, and procedures aimed at achieving a state of good repair.
- The Street Snow Removal Organization General Fund Budget covers the core services involved in snow and ice control operations on the previously mentioned streets and alleys along with 59 miles of city-maintained trails and sidewalks with the goal of clearing snow and/or ice as efficiently and quickly as possible by preplanning, preparing, and executing through a system of strategies, priorities, and standard operating procedures outlined in our Snow Manual since snow and ice control efforts typically involve staff from

five or more functional areas as one unified team involving over 37 pieces of equipment at night or early in the morning and almost always requires crews to work arduous hours, including weekends, and holidays.

- The Street Traffic Control Maintenance Organization General Fund Budget covers the core services of performing scheduled and unscheduled maintenance on over 10,500 signs, 2,300 lights, and 50 traffic signals with the goal of improving safety and navigation throughout the city.
- The Parks Recreation Activities; Parks Grounds Maintenance; Parks Forestry and Landscaping; and Parks Facilities Organization General Fund Budgets cover the core services of operating and maintaining of over 900 acres of recreational areas in over 50 parks and open spaces containing ball fields, tennis and basketball courts, a beach, camping sites, docks and piers, ponds and fountains, hiking trails, ice rinks, playgrounds, a swimming pool, volleyball courts, farm animals, and much, much more; 60 landscaping beds consisting of 173,250 square feet in area, and mowing over 450 acres of those acres; maintaining the 16,270 trees that make up the urban forest contained within our rights-of ways, parks, and open spaces.

2025 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
GENERAL FUND						
REVENUES						
GENERAL GOVERNMENT	30,176,544	30,941,732	31,981,764	3.4%	33,012,243	3.2%
COMMUNITY DEVELOPMENT	1,876,298	1,891,150	1,907,840	0.9%	1,924,840	0.9%
PUBLIC SAFETY	1,436,328	1,483,800	1,799,426	21.3%	1,626,426	(9.6)%
PUBLIC WORKS	1,727,183	2,031,576	2,133,576	5.0%	2,140,576	0.3%
REVENUES TOTAL	**35,216,354**	**36,348,258**	**37,822,606**	**4.1%**	**38,704,085**	**2.3%**
EXPENDITURES						
GENERAL GOVERNMENT	(3,660,495)	(613,654)	(946,366)	54.2%	(593,879)	(37.2)%
COMMUNITY DEVELOPMENT	(1,471,340)	(1,604,599)	(1,679,188)	4.6%	(1,732,708)	3.2%
PUBLIC SAFETY	(17,573,268)	(19,297,201)	(20,203,146)	4.7%	(20,982,724)	3.9%
PUBLIC WORKS	(12,154,756)	(14,052,242)	(14,719,769)	4.8%	(15,107,651)	2.6%
EXPENDITURES TOTAL	**(34,859,859)**	**(35,567,696)**	**(37,548,469)**	**5.6%**	**(38,416,962)**	**2.3%**
GENERAL FUND TOTAL	**356,495**	**780,562**	**274,137**	**(64.9)%**	**287,123**	**4.7%**
NET INCOME (LOSS)	**356,495**	**780,562**	**274,137**	**(64.9)%**	**287,123**	**4.7%**

Fund Combined by Account

	2023 Actuals	2024 Actual thru June	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	1,495,769	747,764	1,898,075	1,922,425	1.3%	1,929,425
FEDERAL GRANTS	896,508	8,441	159,000	17,000	(89.3)%	17,000
FINES & FORFEITURES	1,000	0	1,000	1,000	0.0%	1,000
INTERFUND TRANSFER	889,312	300,000	1,050,000	1,232,400	17.4%	1,252,000
INVESTMENT INCOME	601,751	2,248,339	100,000	300,000	200.0%	300,000
LICENSES & PERMITS	1,805,829	1,208,124	1,890,975	2,121,941	12.2%	1,933,941
LOCAL GRANTS	160,183	129,409	122,000	158,000	29.5%	158,000
MISCELLANEOUS	3,111,084	844,946	2,084,500	2,084,500	0.0%	1,804,500
RENTAL INCOME	90,095	73,138	36,000	79,000	119.4%	84,000
SPECIAL ASSESSMENTS	0	0	0	0	0.0%	0
STATE GRANTS	8,851,013	324,665	9,730,182	9,735,427	0.1%	9,747,976
TAXES	17,313,809	122,900	19,276,526	20,170,913	4.6%	21,476,243
REVENUES TOTAL	**35,216,354**	**6,007,726**	**36,348,258**	**37,822,606**	**4.1%**	**38,704,085**
EXPENDITURES						
CAPITAL OUTLAY	(4,790)	(10,593)	(39,500)	(55,500)	40.5%	(16,000)
INSURANCE	(207,174)	(119,455)	(244,300)	(254,000)	4.0%	(258,850)
OTHER CHARGES	(2,453,173)	(1,207,069)	(2,979,489)	(3,239,412)	8.7%	(3,338,062)
OTHER SERVICES	(2,930,644)	(1,144,596)	(3,363,594)	(3,458,160)	2.8%	(3,532,915)
SALARIES & BENEFITS	(19,171,660)	(9,809,090)	(21,335,816)	(22,128,899)	3.7%	(23,223,369)
SUPPLIES	(1,502,861)	(683,691)	(1,794,055)	(1,860,750)	3.7%	(1,946,000)
TRANSFERS OUT	(4,718,003)	(1,777,000)	(1,777,000)	(2,379,125)	33.9%	(2,005,004)
UTILITIES	(418,865)	(148,282)	(478,800)	(511,300)	6.8%	(526,150)
VEHICLE OPERATIONS	(3,452,689)	(1,792,731)	(3,555,142)	(3,661,323)	3.0%	(3,570,612)
EXPENDITURES TOTAL	**(34,859,859)**	**(16,692,507)**	**(35,567,696)**	**(37,548,469)**	**5.6%**	**(38,416,962)**
TOTAL	**356,495**	**(10,684,782)**	**780,562**	**274,137**	**(64.9)%**	**287,123**

Authorized Staff Count

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
FULL-TIME				
ASSISTANT CITY ENGINEER	1.00	1.00	1.00	1.00
ASSISTANT DIRECTOR OF OPERATIO	1.00	1.00	1.00	1.00
ASSOCIATE CIVIL ENGINEER	0.50	0.50	0.00	0.00
ASSOCIATE DIR OF PLANNING	1.00	1.00	1.00	1.00
ASSOCIATE DIRECTOR PS RESOURCE	2.00	2.00	2.00	2.00
BUDGETED SHIFT DIFFERENTIAL	0.00	0.00	0.00	0.00
BUILDING & DEV SRVC COORD	1.00	1.00	1.00	1.00
CD PERMIT TECHNICIAN	0.00	1.00	0.00	0.00
CITY ENGINEER	0.00	0.00	1.00	1.00
CIVIL ENGINEER	0.00	0.00	0.50	0.50
COMMUNITY RESOURCE COORDINATOR	1.00	1.00	1.00	1.00
COMMUNITY SERVICE OFFICER	2.00	2.00	2.00	2.00
DEPUTY DIR OF PS	1.00	1.00	1.00	1.00
DIRECTOR OF COMMUNITY DEVLPMNT	0.30	0.33	0.33	0.33
DIRECTOR OF PUBLIC SAFETY	1.00	1.00	1.00	1.00
DIRECTOR OF PUBLIC WORKS	0.35	0.35	0.35	0.35
ECONOMICS DEVELOPMENT SPECIALI	0.00	0.00	0.35	0.35
ENGINEERING PROJECT COORD	0.00	0.00	1.00	1.00
ENGINEERING TECHNICIAN	5.00	5.00	3.00	3.00
ENVIROMENTAL SUSTANAIBILITY CO	0.15	0.15	0.15	0.15
FACILITIES OPS SUPERVISOR	1.35	1.35	1.35	1.35
FACILITIES TECH (BLDG)	0.00	0.50	0.50	0.50
FIRE CAPTAIN	4.00	4.00	4.00	4.00
FIREFIGHTER	11.00	14.00	15.00	15.00
INSPECTOR I (BUILDING)	1.00	1.00	1.00	1.00
INSPECTOR II (PLUMBING)	1.00	1.00	1.00	1.00
INSPECTOR II COMMERCIAL	1.00	2.00	2.00	2.00
LAW ENFRCMT TECH SPECIALIST	1.00	2.00	2.00	2.00
LEAD OPERATION TECHNICIAN	0.00	1.00	1.00	1.00

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
LEAD OPS/STRT TRAFFIC CNTL TE	0.00	0.00	1.00	1.00
NATURAL RESOURCES SPECIALIST	1.00	1.00	1.00	1.00
OPERATIONS SUPERINTENDENT	1.00	1.00	1.00	1.00
OPERATIONS SUPRVSR (PARKS)	0.00	1.00	1.00	1.00
OPERATIONS SUPRVSR (STREETS)	0.00	1.00	1.00	1.00
PERMIT TECHNICIAN	0.00	0.00	1.00	1.00
PLANNER	0.00	1.00	1.00	1.00
PLANNING COORDINATOR	1.00	1.00	1.00	1.00
POLICE OFFICER	40.00	44.00	44.00	44.00
POLICE SERGEANT	6.00	6.00	6.00	6.00
PS ADMINISTRATIVE SPECIALIST	1.00	1.00	1.00	1.00
PS COMMANDER (FIRE)	1.00	1.00	1.00	1.00
PS COMMANDER - STRTGC RSPS	2.00	2.00	2.00	2.00
PS COMMANDER OPERATIONS	2.00	2.00	2.00	2.00
PW OPERATIONS TECHNICIAN A	16.00	18.00	18.00	18.00
PW PARTS TECHNICIAN	0.00	0.25	0.25	0.25
RECORDS CLERK	3.00	3.00	3.00	3.00
RECORDS CLERK (PROPERTY EVID)	1.00	1.00	1.00	1.00
RECORDS SUPERVISOR	1.00	1.00	1.00	1.00
SR ACCOUNT CLERK (OPERATIONS)	0.50	0.50	0.50	0.50
SR. CIVIL ENGINEER	1.00	1.00	0.00	0.00
SR. ENGINEERING TECHNICIAN	3.00	3.00	3.00	3.00
STREET TRAFFIC CONTROL TECHNIC	0.00	1.00	0.00	0.00
FULL-TIME TOTAL	**130.10**	**135.93**	**136.28**	**136.28**
PART-TIME				
COMMUNITY SERVICE OFFICER PT	3.00	2.40	2.40	2.40
FACILITIES REC ASSISTANT PT	0.00	0.00	0.50	0.50
FIREFIGHTER PT	1.00	2.00	2.00	2.00
PT, TEMP, INTERN	0.00	0.00	0.00	0.00
PW OPERATIONS TECHNICIAN A PT	0.73	0.73	0.73	0.73
PART-TIME TOTAL	**4.73**	**5.13**	**5.63**	**5.63**
FLEXIBLE STAFFING RESOURCES				
	0.00	0.00	0.00	0.00

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
BUDGETED COMP PAYOFF	0.00	0.00	0.00	0.00
BUDGETED FLSA PAYOFF	0.00	0.00	0.00	0.00
BUDGETED OFF DUTY OT	0.00	0.00	0.00	0.00
FACILITIES RECREATION WORKER	0.00	0.00	0.00	0.00
GENERAL FACILITIES WORKER	0.00	0.00	0.00	0.00
GENERAL PARKS/FSTRY WORKER	0.00	0.00	0.00	0.00
MAINTENANCE WORKER - STREETS	0.00	0.00	0.00	0.00
OVERTIME, BUDGETED OVERTIME	0.00	0.00	0.00	0.00
PAID ON CALL FIREFIGHTER	0.00	0.00	0.00	0.00
PARK RANGER	0.00	0.00	0.00	0.00
POLICE RSRV OFFICER	0.00	0.00	0.00	0.00
PWO MAINTENANCE WRKR - PARKS	0.00	0.00	0.00	0.00
PWO MAINTENANCE WRKR - STREETS	0.00	0.00	0.00	0.00
Roughly 2 unfilled positions.	0.00	0.00	0.00	0.00
SEASONAL EMPLOYEES	0.00	0.00	0.00	0.00
FLEXIBLE STAFFING RESOURCES TOTAL	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL	**134.83**	**141.06**	**141.91**	**141.91**

Authorized Staff Salaries and Benefits

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
FULL-TIME				
ASSISTANT CITY ENGINEER	186,322	196,654	180,064	193,836
ASSISTANT DIRECTOR OF OPERATIO	209,329	221,384	234,431	242,933
ASSOCIATE CIVIL ENGINEER	61,682	63,547	0	0
ASSOCIATE DIR OF PLANNING	175,471	185,725	165,013	172,463
ASSOCIATE DIRECTOR PS RESOURCE	402,548	412,547	412,934	428,914
BUDGETED SHIFT DIFFERENTIAL	6,268	6,268	5,958	5,993
BUILDING & DEV SRVC COORD	155,118	162,480	172,815	183,915
CD PERMIT TECHNICIAN	92,991	92,991	0	0
CITY ENGINEER	0	0	199,089	214,404
CIVIL ENGINEER	0	0	57,382	61,684
COMMUNITY RESOURCE COORDINATOR	112,803	121,087	129,333	138,886
COMMUNITY SERVICE OFFICER	193,923	205,235	218,199	230,207
DEPUTY DIR OF PS	222,670	232,595	246,335	255,278
DIRECTOR OF COMMUNITY DEVLPMNT	68,699	77,240	67,273	72,550
DIRECTOR OF PUBLIC SAFETY	244,483	254,033	243,029	248,448
DIRECTOR OF PUBLIC WORKS	77,926	83,030	85,545	89,694
ECONOMICS DEVELOPMENT SPECIALI	0	0	34,479	36,357
ENGINEERING PROJECT COORD	0	0	132,073	141,837
ENGINEERING TECHNICIAN	533,846	540,835	310,121	329,618
ENVIROMENTAL SUSTANAIBILITY CO	21,075	22,643	24,125	25,831
FACILITIES OPS SUPERVISOR	164,703	180,926	191,073	204,594
FACILITIES TECH (BLDG)	0	50,362	54,145	57,567
FIRE CAPTAIN	508,521	694,748	747,404	771,073
FIREFIGHTER	1,528,014	1,963,582	2,142,001	2,243,992
INSPECTOR I (BUILDING)	102,138	114,273	121,813	130,630
INSPECTOR II (PLUMBING)	142,715	145,894	153,339	159,578
INSPECTOR II COMMERCIAL	129,847	250,130	257,907	271,433
LAW ENFRCMT TECH SPECIALIST	93,594	206,440	219,840	235,594
LEAD OPERATION TECHNICIAN	0	126,942	135,182	142,180

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
LEAD OPS/STRT TRAFFIC CNTL TE	0	0	137,143	146,722
NATURAL RESOURCES SPECIALIST	128,142	137,954	145,628	151,089
OPERATIONS SUPERINTENDENT	176,628	185,452	195,969	203,182
OPERATIONS SUPRVSR (PARKS)	121,922	121,922	133,657	143,605
OPERATIONS SUPRVSR (STREETS)	157,022	157,022	161,760	168,481
PERMIT TECHNICIAN	0	0	96,939	103,911
PLANNER	105,823	105,823	112,877	121,177
PLANNING COORDINATOR	125,785	134,724	143,711	154,320
POLICE OFFICER	5,668,082	6,569,368	6,776,071	7,169,115
POLICE SERGEANT	1,179,667	1,112,394	1,174,265	1,229,478
PS ADMINISTRATIVE SPECIALIST	119,979	125,605	129,518	135,993
PS COMMANDER (FIRE)	189,540	193,648	204,682	212,201
PS COMMANDER - STRTGC RSPS	369,710	407,768	430,904	446,648
PS COMMANDER OPERATIONS	394,590	420,086	435,745	456,232
PW OPERATIONS TECHNICIAN A	2,046,707	2,046,707	2,152,878	2,289,624
PW PARTS TECHNICIAN	0	24,716	27,561	29,526
RECORDS CLERK	283,389	301,890	322,243	344,934
RECORDS CLERK (PROPERTY EVID)	104,209	110,379	117,123	123,185
RECORDS SUPERVISOR	144,000	148,689	152,982	161,944
SR ACCOUNT CLERK (OPERATIONS)	58,258	60,095	63,119	65,688
SR. CIVIL ENGINEER	132,893	143,364	0	0
SR. ENGINEERING TECHNICIAN	368,932	364,047	381,311	404,160
STREET TRAFFIC CONTROL TECHNIC	128,706	128,706	0	0
FULL-TIME TOTAL	**18,181,913**	**19,611,950**	**20,436,988**	**21,550,704**
PART-TIME				
COMMUNITY SERVICE OFFICER PT	129,762	123,746	139,108	147,506
FACILITIES REC ASSISTANT PT	0	0	27,440	29,783
FIREFIGHTER PT	141,107	141,107	145,337	150,554
PT, TEMP, INTERN	21,530	21,530	10,765	10,835
PW OPERATIONS TECHNICIAN A PT	52,874	61,693	66,368	71,569
PART-TIME TOTAL	**345,273**	**348,076**	**389,018**	**410,247**
FLEXIBLE STAFFING RESOURCES				
	0	0	(250,000)	(300,000)

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
BUDGETED COMP PAYOFF	65,349	65,349	65,217	65,582
BUDGETED FLSA PAYOFF	10,552	10,552	10,030	10,089
BUDGETED OFF DUTY OT	122,843	122,843	117,387	118,073
FACILITIES RECREATION WORKER	49,192	49,192	0	0
GENERAL FACILITIES WORKER	21,530	21,530	21,530	21,670
GENERAL PARKS/FSTRY WORKER	279,890	279,890	0	0
MAINTENANCE WORKER - STREETS	62,695	62,695	0	0
OVERTIME, BUDGETED OVERTIME	619,211	619,211	602,676	606,236
PAID ON CALL FIREFIGHTER	313,807	313,807	313,807	315,776
PARK RANGER	4,031	4,031	3,768	3,792
POLICE RSRV OFFICER	57,662	57,662	57,593	57,968
PWO MAINTENANCE WRKR - PARKS	0	0	279,890	281,710
PWO MAINTENANCE WRKR - STREETS	0	0	62,695	63,103
Roughly 2 unfilled positions.	(250,000)	(250,000)	0	0
SEASONAL EMPLOYEES	18,300	18,300	18,300	18,419
FLEXIBLE STAFFING RESOURCES TOTAL	**1,375,062**	**1,375,062**	**1,302,893**	**1,262,418**
TOTAL	**19,902,248**	**21,335,088**	**22,128,899**	**23,223,369**

Performance Metrics

While the City of Mankato has utilized performance metrics internally for many years, starting in 2021 the need for external facing “gauges“ to help define success were put forth and ultimately started being collected in 2022. Although we do believe the below metrics help tell the story of our operational success and struggles, as we solidify our next strategic plan in mid 2024 and as other operational needs are put forth, we do see updates to these performance measures being tracked to help tell the story of where we plan to go moving forward.

Service Area	Performance Indicator	2023-Q1	2023-Q2	2023-Q3	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	2025 Est	2026 Est
Streets	Snow Removal Average Hours	7.1	6.9	0	0	3.9	0			7.5	7.5
Streets	Percent of Snow Events <=8 Hours	74%	100%	0%	0%	100%	0%			100%	100%
Parks	% of playground inspections passed	0.0%	69.0%	0.0%	68.3%	72.4%	0.0%			75.0%	80.0%
Engineering	Average % variance between engineering estimate vs bid	-0.1%	-1.7%	-1.7%	-4.4%	38.9%	0.0%			0.0%	0.0%
Engineering	# of projects where staff costs & outside services were less than 10% of construction costs	3	4	4	4	2	0			3	3
Engineering	Percent Engineering Cost	2.8%	3.1%	4.6%	5.3%	2.8%	0.0%			6.0%	6.0%
Environmental Services	Reduce the # of compliance check failures (Stormwater)	3	5	18	17	13	20			0.25	0.25
Environmental Services	Number of Ash trees removed (goal is 200/year)	127	6	6	100	47	2			2	2
Planning	Building permit review average turnaround - Commercial (Days)	46	44	42	32	46	32			35	30
Planning	Building permit review average turnaround - Residential (Days)	5	12	9	9	11	8			10	9

Service Area	Performance Indicator	2023-Q1	2023-Q2	2023-Q3	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	2025 Est	2026 Est
Planning	Building permit & plan review revenue	$ 411,985	$ 842,516	$ 1,186,640	$ 1,698,570	$ -	$ -			$ 1,200,000	$ 1,200,000
Public Safety	Clearance Rate on violent crimes	53.3%	59.3%	76.9%	58.3%	75.0%	59.3%			75.0%	75.0%
Public Safety	Use of Force Complaints	1	0	0	0	0	0			0	0
Public Safety	Social media followers	N/A	2680	3078	3426	4527	4527			4600	4700
Public Safety	Rental Inspections passed on first review	55.4%	67.5%	59.0%	56.0%	80.0%	68.0%			80.0%	80.0%

Table II
5 Year General Fund
Revenue and Expenditure Projection

December 6th, 2024	Budget 2024		Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Comments
General Fund Revenue:								
General Fund Levy	19,201,526		20,095,913	21,401,243	22,421,502	23,465,570	24,556,620	GF Levy reflects growth in Tax Levy of 4% in 25 and 4.5% in 26-29
Gambling Tax	75,000		75,000	75,000	75,000	75,000	75,000	Reflects flat amount throughout projection period
Local Government Aid (LGA)	8,474,206		8,487,451	8,500,000	8,585,000	8,670,850	8,757,559	Reflects new amounts in 2025, 1-1.5% remaining
Licenses & Permits	1,890,975		2,121,941	1,933,941	1,958,115	1,982,592	2,007,374	Reflects 1.25% increase in 2027-2029
Federal Grants	19,000		17,000	17,000	17,000	17,000	17,000	Reflects flat amount throughout projection period
State Grants	1,255,976		1,247,976	1,247,976	1,247,976	1,247,976	1,247,976	Reflects flat amount throughout projection period
Local Grants	122,000		158,000	158,000	158,000	158,000	158,000	Reflects flat amount throughout projection period
Charges for Services	1,898,075		1,922,425	1,929,425	1,987,308	2,046,927	2,108,335	Reflects projected 3% increase
Fines & Forfeitures	1,000		1,000	1,000	1,000	1,000	1,000	Reflects flat amount throughout projection period
Investment Income	100,000		300,000	300,000	306,000	312,120	318,362	Reflects 2% increase per year
Miscellaneous	2,084,500		2,084,500	1,804,500	1,804,500	1,804,500	1,804,500	Reflects flat amount throughout projection period
Rental Income	36,000		79,000	84,000	84,000	84,000	84,000	Reflects flat amount throughout projection period
Interfund Transfer	1,050,000		1,232,400	1,252,000	1,289,560	1,328,247	1,368,094	Reflects increase of 3% per year
ARPA	140,000							
Total General Fund Revenue	36,348,258		37,822,606	38,704,085	39,934,961	41,193,781	42,503,820	
General Fund Expenditures:								
Personal Services	21,335,816		22,128,899	23,223,369	24,152,304	25,118,396	26,123,132	Reflects 4% in 27-29
Supplies	1,794,055		1,860,750	1,946,000	2,004,380	2,064,511	2,126,447	Reflects 3% in 27-29
Other Services	3,363,594		3,458,160	3,662,915	3,736,173	3,810,897	3,887,115	Reflects 2% in 27-29
Other Charges	2,979,489		3,239,412	3,338,062	3,338,062	3,338,062	3,338,062	Reflects flat amount throughout projection period
Vehicle Operations	3,555,142		3,661,323	3,570,612	3,624,171	3,678,533	3,733,711	Reflects 1.5% in 27-29
Insurance	244,300		254,000	258,850	266,616	274,614	282,852	Reflects projected 3% increase
Utilities	478,800		511,300	526,150	544,565	563,625	583,352	Reflects 3 1/2% in 27-29
Capital Outlay & Transfers	1,816,500		2,434,625	1,891,004	1,891,004	1,891,004	1,891,004	Reflects flat amount throughout projection period
Total General Fund Expenditures	35,567,696		37,548,469	38,416,962	39,557,275	40,739,642	41,965,675	
Income or (Loss)	780,563		274,137	287,124	377,686	454,139	538,145	
Fund Balance - January 1	15,951,549		16,732,112	17,006,249	17,293,372	17,671,059	18,125,197	
Surplus or Deficit	780,563		274,137	287,124	377,686	454,139	538,145	
Fund Balance - December 31	16,732,112		17,006,249	17,293,372	17,671,059	18,125,197	18,663,343	
Fund Balance as a % of Expenditures	45%		45%	45%	45%	44%	44%	Target is between 40% to 55%

Special Revenue Funds (2000)

Special Revenue Funds (2000) Overview

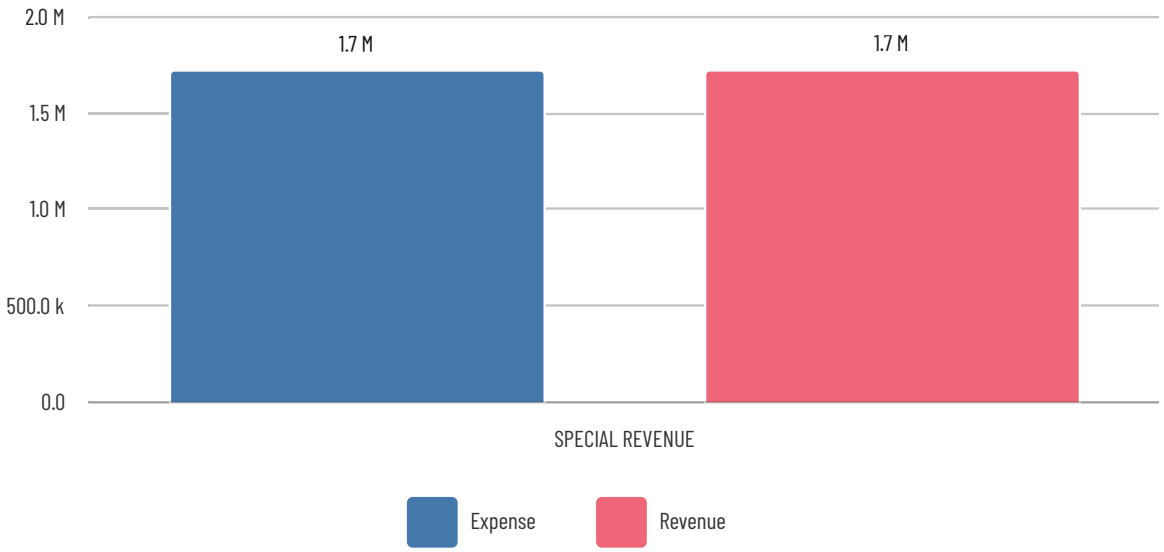
Special Revenue Funds are a series of sub funds that are required to be maintained as separate and independent funds within the budget. For budget presentation purposes the Special Revenue Funds are classified into two groups, partnerships, and grants and special uses. The partnership sub funds are intergovernmental sources of revenue held in trust under agreement with other governmental agencies. Grants and special use sub funds typically involve the project management of grants, or donation funds, and cannot be commingled with other reserves or expenses. Each has a unique intergovernmental revenue source or grant agreement specifying independent cost accounting.

In 2025, revenues are projected at $1,729,096 and expenditures are estimated at $1,728,596

DEPARTMENTS OVERVIEW

Mankato North Mankato Area Planning Organization (MAPO): Hosted by the City of Mankato per the joint powers agreement between the cities and counties in the urbanized area. The MAPO is the federally designated Metropolitan Planning Organization (MPO) for the region's urban/rural area. MAPO is responsible for regional transportation planning within and throughout the Greater Mankato area. This includes pedestrian, bicyclist, transit, automotive, and rail.

2025 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
SPECIAL REVENUE FUNDS						
REVENUES						
SPECIAL REVENUE	4,300,971	1,388,289	1,729,096	24.5%	1,787,863	3.4%
REVENUES TOTAL	**4,300,971**	**1,388,289**	**1,729,096**	**24.5%**	**1,787,863**	**3.4%**
EXPENDITURES						
SPECIAL REVENUE	(1,469,764)	(1,383,794)	(1,728,596)	24.9%	(1,787,363)	3.4%
EXPENDITURES TOTAL	**(1,469,764)**	**(1,383,794)**	**(1,728,596)**	**24.9%**	**(1,787,363)**	**3.4%**
SPECIAL REVENUE FUNDS TOTAL	**2,831,206**	**4,495**	**501**	**(88.9)%**	**500**	**(0.1)%**
NET INCOME (LOSS)	**2,831,206**	**4,495**	**501**	**(88.9)%**	**500**	**(0.1)%**

Fund Combined by Account

	2023 Actuals	2024 Actual thru June	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	0	0	0	0	0.0%	0
FEDERAL GRANTS	335,431	34,255	440,891	440,891	0.0%	440,891
INTERFUND TRANSFER	18,750	18,000	18,750	174,061	828.3%	205,828
INVESTMENT INCOME	641,310	162,743	11,000	94,000	754.5%	94,000
LICENSES & PERMITS	0	0	0	0	0.0%	0
LOCAL GRANTS	173,326	57,069	176,798	186,294	5.4%	186,294
MISCELLANEOUS	43,560	34,759	4,000	4,000	0.0%	4,000
SALES	0	0	0	0	0.0%	0
SPECIAL ASSESSMENTS	0	0	0	0	0.0%	0
STATE GRANTS	2,342,959	9,213	36,850	61,850	67.8%	61,850
TAXES	745,635	154,499	700,000	768,000	9.7%	795,000
REVENUES TOTAL	**4,300,971**	**470,538**	**1,388,289**	**1,729,096**	**24.5%**	**1,787,863**
EXPENDITURES						
CAPITAL OUTLAY	0	0	0	0	0.0%	0
COST OF SALES	0	0	0	0	0.0%	0
INSURANCE	0	0	0	0	0.0%	0
OTHER CHARGES	(62,735)	(4,985)	(27,770)	(38,064)	37.1%	(38,789)
OTHER SERVICES	(1,094,792)	(245,843)	(1,013,239)	(1,178,489)	16.3%	(1,203,889)
SALARIES & BENEFITS	(270,727)	(152,493)	(306,485)	(337,343)	10.1%	(361,385)
SUPPLIES	(1,754)	0	(1,300)	(1,300)	0.0%	(1,300)
TRANSFERS OUT	(39,756)	0	(35,000)	(173,400)	395.4%	(182,000)
VEHICLE OPERATIONS	0	0	0	0	0.0%	0
EXPENDITURES TOTAL	**(1,469,764)**	**(403,321)**	**(1,383,794)**	**(1,728,596)**	**24.9%**	**(1,787,363)**
TOTAL	**2,831,206**	**67,217**	**4,495**	**501**	**(88.9)%**	**500**

Authorized Staff Count

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
FULL-TIME				
ASSOCIATE DIR OF TRANSPORTATIO	0.19	0.17	0.17	0.17
DIRECTOR OF COMMUNITY DEVLPMNT	0.15	0.15	0.15	0.15
DIRECTOR OF HUMAN RESOURCES	0.05	0.05	0.05	0.05
ECONOMICS DEVELOPMENT SPECIALI	0.00	0.00	0.15	0.15
MVCOG PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00
TRANSPORTATION PLANNER	1.00	1.00	1.00	1.00
FULL-TIME TOTAL	**2.39**	**2.37**	**2.52**	**2.52**
PART-TIME				
PT, TEMP, INTERN	0.00	0.00	0.00	0.00
PART-TIME TOTAL	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL	**2.39**	**2.37**	**2.52**	**2.52**

Authorized Staff Salaries and Benefits

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
FULL-TIME				
ASSOCIATE DIR OF TRANSPORTATIO	27,066	29,262	31,252	33,581
DIRECTOR OF COMMUNITY DEVLPMNT	34,348	34,331	30,581	32,978
DIRECTOR OF HUMAN RESOURCES	9,355	9,949	10,760	11,574
ECONOMICS DEVELOPMENT SPECIALI	0	0	14,777	15,582
MVCOG PROGRAM ADMINISTRATOR	110,880	100,798	109,666	117,665
TRANSPORTATION PLANNER	117,233	121,380	129,542	139,170
FULL-TIME TOTAL	**295,720**	**295,720**	**326,578**	**350,550**
PART-TIME				
PT, TEMP, INTERN	13,927	10,765	10,765	10,835
PART-TIME TOTAL	**13,927**	**10,765**	**10,765**	**10,835**
TOTAL	**309,647**	**306,485**	**337,343**	**361,385**

Enterprise Funds (6000)

Enterprise Funds (6000) Overview

The city's enterprise funds are used to organize budgeting (planning budgetary basis) and accounting (what actually occurred by Generally Accepted Accounting Principles (GAAP) basis). They are accounted for at year end on the GAAP basis of proprietary funds, which distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operations. Enterprise funds are presented in two distinguished groups: major and minor public utilities funds and other enterprise funds including civic center, mass transit, airport, housing, and economic development.

The principal operating revenues for the city's enterprise funds are charges for customer services, dedicated (restricted) tax revenue and grant/entitlement funding including:

Civic center – Event and rental charges, food and beverage tax and sales tax.

Economic Development Authority (EDA) – EDA levy, state and federal grants, property lease and sale revenue.

Housing – Federal and state grant and entitlement funds.

Transit – Federal and state grant funding, partner cost shares and service charges.

Major utilities (water and sewer) – Charges for service, customer community cost share, grant funding when awarded.

Minor utilities (refuse, stormwater drainage and streetlight) – User fees and surcharges.

Airport – Federal and state funding, service charges and lease revenues and sales tax for capital match as appropriate.

Parking – Lease revenue and assessments.

Operating expenses for enterprise funds and internal service funds include cost of services, administrative expenses, and depreciation transfers to build capital reserves that maintain and replace assets. Capital investment expenses are reported in the capital fund and funded by depreciation accounts or other available sources dedicated to the project. The following are major revenue and expenditure changes related to the enterprise funds:

Civic Center operations fund: Civic Center operational budgets are balanced primarily due to the use of the food, beverage and entertainment tax. Currently, the city is collecting one-half percent of the full one percent authorization. There are several smaller projects outlined in the capital improvement section of the document for 2025.

All Seasons Arena Operations Fund: The city of Mankato took over the Fiscal Host role for All Seasons Arena starting on January 1, 2021. This past year has been spent outlining some potential improvements to the building and ice plant to help put the asset back into good repair and looking at ways to begin building up fund balances to help prepare for future capital improvements.

Economic development/public housing: The 2025 EDA levy was approved at $365,000 an increase of $0. The economic development levy recently was increased by $90,000 in 2020 and $50,000 in 2021. The Housing Choice Voucher programs are still subject to receiving only a prorated portion of our administrative fee. Most recently this has been at 80% and the reduction has been in place since at least 2013. Stagnant revenues from Housing and Urban Development (HUD) coupled with rising costs pose issues with housing program budgets. The process to convert the revenue source for Public Housing is underway and an additional 134 new Housing Choice vouchers being leased are anticipated to address the budget issues. The 2025 budget reflects revenue for current leases of the EDA buildings located on Industrial Road and Premier Drive. The buildings are fully leased with the exception of Stadium Road which is for sale.

Mass transit fund: The property tax levy for mass transit is to stay flat at $415,000 after being increased by $250,000 a few years back. The budget incorporates the expanded service contract with Minnesota State University, Mankato (MSU, Mankato) and the revenue associated with route realignments. Revenue is expected to remain consistent with a slight change due to route adjustments.

Major and minor public utilities: The city's utilities are divided into major and minor operations. Major operations are significant and include essential services that provide clean drinking water and protect the environment through proper reclamation of wastewater that is treated and released. These funds collectively total $30,142,194 of expenditures in 2025. While generating collectively $30,520,903 of revenue in 2025. Water and wastewater systems represent the most capital and maintenance intensive operations in the city and often rely on financing to pay for significant capital projects. Fixed cost of service increase has been approved for water and wastewater funds as well as a rate increase for wastewater to build industry standard reserves to one year of debt service and three months of operating cash while also preparing for future upgrades. In addition, increases will provide a reasonable level of ongoing annual maintenance and capital repair to maximize the useful life of equipment and facilities while reducing life-cycle cost of utilities.

A forthcoming policy decision is necessary regarding appropriate reserve levels and continuing ongoing rate adjustments to sustain ongoing operations, maintenance, and capital replacement as well as build and maintain necessary reserves.

Minor utilities are for dedicated service charges that fund smaller yet still critical operations that have less direct operational impact and smaller but significant capital outlay. They are funded through dedicated service charges and not general taxes. Service charges assure proper and safe collection of garbage and recycling, maintenance and expansion of stormwater drainage system and safe lighting of area streets. No rate increases are planned at this time.

Water: The most significant source of revenue available to operate the water fund is the monthly unit charge for service applied to the number of gallons used by the customer. Based on this, 2025 includes $10.66 million in revenue which is a slight increase due to consumption increases and a projected 0.5% increase in connections. The 2025 fixed cost increases are necessary to fund ongoing capital repair and improvements, increasing operational costs to meet regulatory requirements and implementation of industry standard reserve levels (accumulated and reserved fund balance) to meet bonding requirements and assure service continuity. The 2025 budget includes $630,000 of capital improvements projects to occur in 2025. An exhaustive 5-year list of projects can be found in the community investment plan. Water is also moving forward on a large water meter upgrade project over the next few years utilizing ARPA dollars to fund the initial replacement with ongoing reserves now being set aside for the future replacement in 20 years.

Wastewater: The most significant source of revenue to operate the wastewater fund is the monthly unit charge for service applied to the number of gallons used by customers. 2025 includes $8.5 million of unit charge revenue based on a 3.75% increase from 2024 and a 0.5% usage increase. Finally, revenue from fixed cost of service charge was approved to increase by 3% and is projected to generate an additional $100k in 2026. These increases are being recommended to fund ongoing capital repair and improvements, increase operational costs to meet regulatory requirements and future adoption and implementation of industry standard reserve levels (accumulated and reserved fund balance) to meet bonding requirements and assure continuous operations. This budget also includes revenue from customer community charges of approximately $1,976,903 in 2025 for plant operating and capital expenses charged to customer communities per agreement. This will result in approximately $173k in new revenue in 2025.

Stormwater drainage: The stormwater fund has a 0% rate increase for 2025 and 2026. Revenue is expected to increase 0.5% based on growth which should take care of current expenditures planned.

Streetlight: For the first time in many years the Streetlight fund does project fee changes of 2% per year to help keep up on rising utility costs. The current demand for additional streetlights can only be met through petitioning because the cost to expand and augment the current system cannot be absorbed within the existing rate structure. However, it should be noted that streetlight replacement with the current funds generated is able to replace approximately 30 light poles on an average year, which has significantly increased the overall condition of city owned poles.

Airport fund: The airport fund remains stable in terms of operational spending. Airport operations are funded primarily from hangar leases, agricultural land rents, fuel sales and Federal Aviation Administration support. The fund identifies reoccurring capital improvement projects that are part of the state of Minnesota which requires a five-year capital plan for airports. Funding for these projects would be primarily based on availability of state/federal funds and grant awards targeted at eligible aviation needs. Federally funded projects generally receive 90 percent federal and 5 percent state which requires a 5 percent local match. State-only funded projects generally require a 20% local match. Locally funded grant matches are provided from the sales tax fund.

New in 2025 is an additional $30,000 of revenue from the fuel flowage fee based on a $0.06 increase to the fee to help cover operational costs of the anticipated Air Traffic Control Tower.

Parking funds: There were additional parking increases projected for 2025 due to increased snow removal and other maintenance costs. Additionally, increases were made to the 2025 budget as well after staff conducted a "per-day parking" analysis and have adjusted rates to correlate more similarly to other regional areas like St. Cloud and Rochester. The parking fund underwrites the maintenance of no cost parking lots in the Old Town area. Like the City Center core, the "per-stall" cost is necessary to fund basic lot maintenance.

DEPARTMENTS OVERVIEW

Event Center: The City operates a 6,500-seat arena, the 3,330 seat Vetter Stone Amphitheater, and a convention center with 15 meeting rooms. The Mayo Clinic Health System Event Center is operated with 10 full-time employees, approximately 200 part time, and countless volunteers. The Event Center and Amphitheater promote regional livability with a diverse lineup of entertainment, provides space for a wide variety of events, and partners with the MN State University to produce D1 Hockey events. The Event Center and Amphitheater host over 600 event days each year (25 concerts, 25 weddings, 45 banquets and over 60 conferences in addition to being in the Top 20 in Hockey attendance nationally at 91.8% seats sold for the '23-24 season). The Event Center and Amphitheater has an economic impact of $45+ million a year.

All Seasons Arena: All Seasons Arena is a 2-sheet regional recreational ice hockey arena serving the greater Mankato community with open skate (6,500 admissions), open hockey (1,500 admissions), adult & child hockey leagues, Highschool hockey games (72), figure skating competition (1), MSU Club games (13), youth tournaments (5), adult tournaments (2), MSU Maverick Men's and Women's practices, as well as several local university skating events each year. The arena operates with 3 full-time staff and 15 part-time staff. The City of Mankato is the financial host and manages the daily operations of the facility via oversite from the Event Center leadership. The facility, financial and service delivery are overseen by the Joint Powers Agreement which includes the cities of Mankato, North Mankato, and Blue Earth County.

Mass Transit: Provides and promote safe, dependable, and affordable public transit services that support multi-modal options through public partnerships in the Mankato and North Mankato area. They also provide paratransit services for those experiencing reduce mobility and comply with the letter and spirit of the Minnesota Olmstead decision and Americans with Disabilities Act. The department has an administrative staff of 9 full-Time employees and 31 Bus Drivers (17 full-time and 14 part-time). The city owns and operates 25 buses and the drivers drive close to 50,00 miles with approximately 34,000 riders per month.

Public Works-Utilities: The Enterprise Fund portion of public works consists of utility services that provide drinking water, wastewater treatment, storm water management, and environmental protection. These services are organized into Water Treatment, Wastewater Treatment, Infrastructure, and Environmental Services. This organization employees 36 full-time employees.

- The Water Treatment group provides safe, high quality drinking water to the 10,608 customer service connections in the City of Mankato. This is done by treating over 1.9 billion

gallons of water per year though an advanced treatment system. Water is produced though 4 main wells, two in the Mt. Simon Aquifer and two in shallow ground water aquifer beneath the Blue Earth and Minnesota Rivers. Over 70% of the water is supplied by the shallow ground water wells. The water is treated though a lime softening process, filtered with an advanced ultra filtration membrane system and then distributed to the community though 6 storage facilities. On average this system provides 5 million gallons a day.

- The Wastewater Treatment group collects and treats wastewater from the City of Mankato as well as 7 other reginal entities. Through an advanced tertiary treatment process the effluent, or treated wastewater can be reused. The uses include cooling for a local energy producer, irrigation of public open spaces, street sweeping and construction processes. The facility treats about 8 million gallons a day of wastewater. Included with Wastewater Treatment is the processing and land application biosolid. Annually over 2.8 billion gallons of wastewater are treated with an average rate of 8.04 million gallons a day.

- The Infrastructure group oversees the operations and maintenance of the water distribution system, the sanitary sewer collection system, and the stormwater management system. The water distribution system has over 217 miles of pipe. Major maintenance activities for this system include semi-annual flushing and repair of about 30 pipe breaks per year. The sanitary sewer collection system has over 168 miles of pipe and 15 lift stations. Major maintenance activities include video inspection of the system, cleaning of pipes and lift stations. The stormwater management system has over 175 miles of pipe, 30 ponds, 479 outfalls and 5 flood control stations along the Blue Earth and Minnesota Rivers. Major maintenance activities include inspection and cleaning of pipes and ponds, outfall repair, and flood station maintenance.

- The Environmental Services group oversees the City of Mankato's pollution control efforts. This includes land disturbance permitting, inspection and enforcement for about 125 issued permits a year for compliance with the City's MS4 permit. Additional regulatory compliance work includes operations of two accredited laboratories for sampling and testing drinking water and sanitary sewer treatment. This group also oversees natural resource management included EAB plan implementation.

Public Works – Airport: The Enterprise Services Fund portion of the Public Works-Airport line of business encompasses a range of services primarily surrounding maintenance and operation of the Mankato Regional Airport. Airport planning is administered by the Community Development Department, Airport facilities maintenance is administered by the Administrative Services Department, and airport airside and landside maintenance and operations is administered by the Public Works Department. Together these three departments cover the core services of developing, maintaining, and executing the 5-year Capital Investment Program (CIP) for the airport; operating and maintaining the airport terminal and fourteen hangars consisting of 175,000-square feet of leasable space to tenants; maintaining the 6600-foot primary and 4,000-foot secondary runways; associated taxiways and aprons; parking lots; roadways; and open spaces. This department employees 1 full-time and 1 part-time employees.

Parking Services: With a staff of 1.1 Full-time and 5 contractual part-time staff the responsibility of the Mankato Parking services is to provide public parking that is reliable, safe, efficient, cost-effective, customer focused, and environmentally responsible manner. This profile will provide a detailed overview of Parking. The Parking Services area operates and enforces parking in the City-owned ramps and City-owned off-street surface parking lots. The parking system consists of 1,682 ramp spaces located in 5 city ramps, 262 stalls in 8 surface parking lots downtown, and 247 stalls in 6 surface parking lots in Old Town and the downtown perimeter. 4 of the 5 ramps in Downtown are gated and have 2,084 registered users. Parking Services manages parking enforcement in the downtown parking district, maintenance of the ramp structures, skyways, and stairwells, 7 day a week cleaning and refuse collection in the downtown core including twice monthly washing of the business patios on the 400 & 500 blocks of South Front Street, annual washing of all parking ramps, monthly processing of revenue from 7 ramp pay stations. The goal is to support existing business development and foster new growth within the City Center and neighborhood business.

Economic Development: The Economic Development Department has a staff of 2.5 full-time employees and is responsible for administration of state and federal grants including environmental Protection Agency (EPA), Brownfield, and Minnesota Department of Employment and Economic Development (DEED) for redevelopment projects, preview and preparation of tax increment financing plans, city and EDA supported loan programs for rehabilitation and redevelopment, Administration of the Community Development Block Grant Programs for redevelopment, rehabilitation, and community service needs, leveraging CDBG in support of Low-Income Housing Tax Credit program for affordable rental housing, participation in initiatives related to Arts and Culture and creative place making, marketing and managing disposition and acquisition of real estate for economic development properties and projects, preparation and presentation of plans and studies, and participate in the Regional Economic development Alliance.

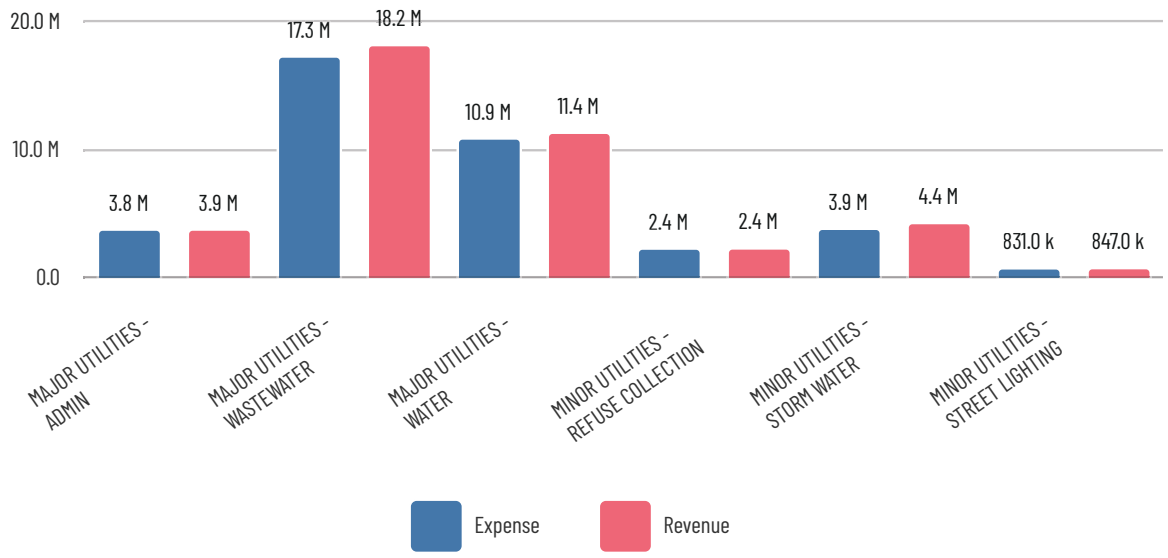
Housing / BEC: Housing has a staff of 7.5 full-time and 1 part-time employee and is responsible for the administration of Housing Choice Voucher Program (HCV) rental assistance provided by US Department of Housing and Urban Development, Administration of HCVs Family Self Sufficiency Program and Homeownership Programs, administration of Public Housing Program affordable property management provided by US Department of Housing and Urban Development, and additional state and regional programs that ensure safe and affordable housing. Monitoring and assessing affordable housing needs across the housing continuum, preparation and presentation of plans and studies, providing Housing Stability Services to those at risk of homelessness, providing Navigation services to homeless under the local Coordinated Entry system, participating in the regional Continuum of Care and Coordinated Entry Homeless Response System, Bonding with the State of MN for affordable homeownership, down payment assistance, leveraging the HCV program to provide affordable homeownership, and leveraging Project Based vouchers in support of Low-Income Housing Tax Credit program for affordable rental housing. Housing/economic development provided rental assistance to over 941 families in 2023.

Fund Combined by Service Area

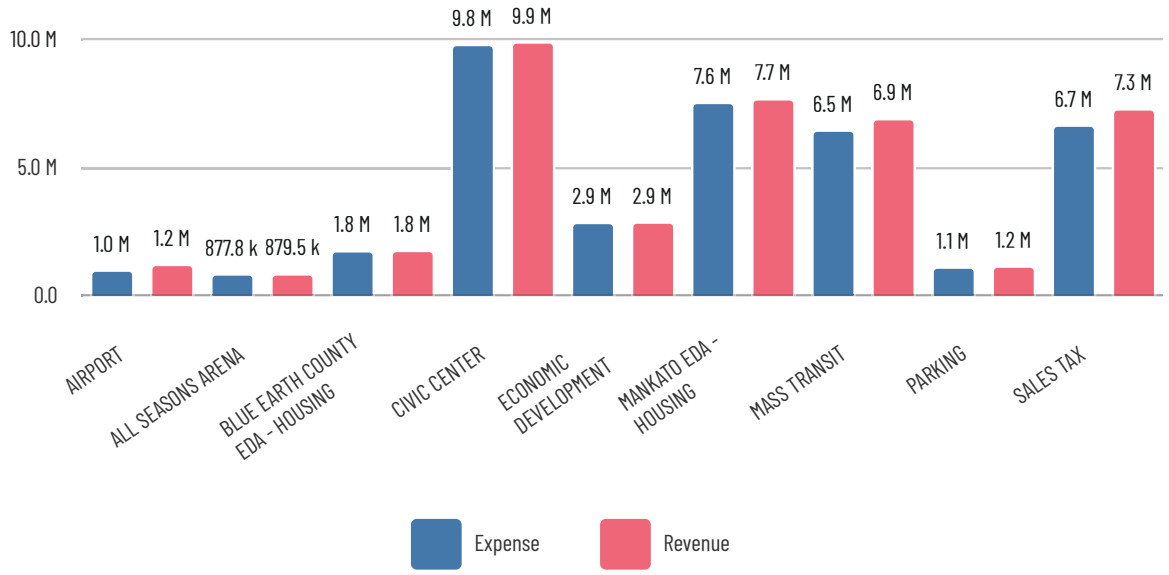
	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
ENTERPRISE FUNDS						
REVENUES						
CIVIC CENTER	9,094,447	9,009,128	9,909,746	10.0%	9,425,180	(4.9)%
ECONOMIC DEVELOPMENT	11,005,549	2,967,320	2,897,932	(2.3)%	2,992,794	3.3%
MASS TRANSIT	5,588,699	6,548,111	6,922,102	5.7%	6,861,331	(0.9)%
AIRPORT	5,246,065	1,235,854	1,247,594	0.9%	1,302,684	4.4%
PARKING	1,092,245	1,124,300	1,183,138	5.2%	1,635,157	38.2%
BLUE EARTH COUNTY EDA - HOUSING	1,580,748	1,335,415	1,792,574	34.2%	1,851,222	3.3%
MANKATO EDA - HOUSING	6,971,449	6,355,383	7,696,023	21.1%	7,998,379	3.9%
MAJOR UTILITIES - ADMIN	3,878,582	3,648,500	3,851,000	5.6%	4,001,000	3.9%
MINOR UTILITIES - REFUSE COLLECTION	2,364,011	2,292,500	2,382,500	3.9%	2,417,500	1.5%
SALES TAX	7,712,593	6,916,224	7,305,000	5.6%	6,668,750	(8.7)%
ALL SEASONS ARENA	800,399	840,800	879,500	4.6%	904,500	2.8%
MAJOR UTILITIES - WATER	15,684,670	11,533,000	11,388,000	(1.3)%	13,485,000	18.4%
MAJOR UTILITIES - WASTEWATER	18,923,510	18,798,754	18,211,903	(3.1)%	19,876,186	9.1%
MINOR UTILITIES - STORM WATER	12,147,835	4,929,000	4,357,000	(11.6)%	4,372,000	0.3%
MINOR UTILITIES - STREET LIGHTING	740,313	836,839	847,000	1.2%	859,000	1.4%
REVENUES TOTAL	**102,831,114**	**78,371,128**	**80,871,013**	**3.2%**	**84,650,684**	**4.7%**
EXPENDITURES						
CIVIC CENTER	(10,375,116)	(8,972,807)	(9,810,558)	9.3%	(9,291,510)	(5.3)%
ECONOMIC DEVELOPMENT	(2,778,619)	(2,945,875)	(2,881,503)	(2.2)%	(2,971,350)	3.1%
MASS TRANSIT	(5,667,334)	(6,318,905)	(6,476,349)	2.5%	(6,714,903)	3.7%
AIRPORT	(2,189,489)	(932,354)	(1,026,971)	10.1%	(1,051,591)	2.4%
PARKING	(1,871,502)	(1,115,844)	(1,144,321)	2.6%	(1,623,817)	41.9%
BLUE EARTH COUNTY EDA - HOUSING	(1,588,096)	(1,323,391)	(1,778,410)	34.4%	(1,839,825)	3.5%
MANKATO EDA - HOUSING	(6,653,016)	(6,342,783)	(7,554,758)	19.1%	(7,923,433)	4.9%
MAJOR UTILITIES - ADMIN	(3,675,098)	(3,648,102)	(3,847,268)	5.5%	(4,000,300)	4.0%
MINOR UTILITIES - REFUSE COLLECTION	(2,319,101)	(2,292,489)	(2,368,934)	3.3%	(2,411,118)	1.8%
SALES TAX	(2,801,978)	(6,916,224)	(6,671,525)	(3.5)%	(5,264,007)	(21.1)%
ALL SEASONS ARENA	(969,553)	(840,786)	(877,847)	4.4%	(903,717)	2.9%
MAJOR UTILITIES - WATER	(10,467,636)	(11,347,065)	(10,943,201)	(3.6)%	(12,942,668)	18.3%
MAJOR UTILITIES - WASTEWATER	(15,361,948)	(17,220,558)	(17,324,213)	0.6%	(19,636,005)	13.3%
MINOR UTILITIES - STORM WATER	(9,226,686)	(4,925,200)	(3,911,047)	(20.6)%	(4,251,090)	8.7%

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
MINOR UTILITIES - STREET LIGHTING	(695,991)	(836,839)	(831,002)	(0.7)%	(858,411)	3.3%
EXPENDITURES TOTAL	**(76,641,163)**	**(75,979,223)**	**(77,447,907)**	**1.9%**	**(81,683,744)**	**5.5%**
ENTERPRISE FUNDS TOTAL	**26,189,950**	**2,391,905**	**3,423,106**	**43.1%**	**2,966,940**	**(13.3)%**
NET INCOME (LOSS)	**26,189,950**	**2,391,905**	**3,423,106**	**43.1%**	**2,966,940**	**(13.3)%**

2025 Revenue vs. Expense by Service Area



2025 Revenue vs. Expense by Service Area



Fund Combined by Account

	2023 Actuals	2024 Actual thru June	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	149,568	0	0	0	0.0%	0
CHARGES FOR SERVICES	983,522	261,012	867,603	1,086,180	25.2%	1,138,880
CONTRIBUTED CAPITAL	3,798,300	0	0	0	0.0%	0
FEDERAL GRANTS	11,643,380	5,342,275	7,292,718	8,115,100	11.3%	9,067,169
FINES & FORFEITURES	30,885	9,655	50,000	30,000	(40.0)%	32,000
GAIN (LOSS) ON SALE	7,212,597	140,933	0	0	0.0%	0
INTERFUND TRANSFER	14,091,426	6,294,000	16,155,870	14,689,282	(9.1)%	17,227,193
INVESTMENT INCOME	2,261,930	146,944	376,396	581,196	54.4%	581,196
LICENSES & PERMITS	9,545	3,985	10,000	10,000	0.0%	10,000
LOCAL GRANTS	133,130	79,344	169,696	203,997	20.2%	210,557
MISCELLANEOUS	1,607,746	835,321	1,615,388	1,729,615	7.1%	1,746,280
PROCEEDS OF LT LIAB	0	0	0	0	0.0%	0
RENTAL INCOME	4,738,987	2,175,672	3,955,428	4,065,526	2.8%	4,183,902
SALES	34,257,479	14,696,267	34,176,077	34,865,143	2.0%	35,537,621
SPECIAL ASSESSMENTS	423,412	0	450,087	519,845	15.5%	563,892
STATE GRANTS	11,493,540	2,808,856	5,043,078	6,193,207	22.8%	5,517,374
TAXES	9,995,666	2,720,921	8,208,787	8,781,921	7.0%	8,834,620
REVENUES TOTAL	**102,831,114**	**35,515,185**	**78,371,128**	**80,871,013**	**3.2%**	**84,650,684**
EXPENDITURES						
CAPITAL OUTLAY	(75,737)	(1,958,840)	(7,388,833)	(6,735,689)	(8.8)%	(10,025,283)
COST OF SALES	(1,414,745)	(664,368)	(1,370,800)	(1,392,500)	1.6%	(1,434,200)

	2023 Actuals	2024 Actual thru June	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget
DS - PRINCIPAL	(16,147)	(288,497)	(3,504,680)	(3,595,980)	2.6%	(3,332,628)
INSURANCE	(638,797)	(286,828)	(593,796)	(706,878)	19.0%	(726,903)
OTHER CHARGES	(20,934,232)	(6,091,635)	(11,991,276)	(13,441,850)	12.1%	(13,679,654)
OTHER SERVICES	(15,815,119)	(4,427,219)	(8,873,849)	(8,870,706)	(0.0)%	(8,986,264)
SALARIES & BENEFITS	(12,404,936)	(6,272,485)	(13,279,916)	(14,065,915)	5.9%	(14,835,728)
SUPPLIES	(3,074,077)	(1,339,514)	(3,626,318)	(3,836,998)	5.8%	(4,047,581)
TRANSFERS OUT	(16,822,840)	(9,057,262)	(19,261,495)	(18,975,853)	(1.5)%	(18,581,853)
UTILITIES	(3,673,192)	(1,581,773)	(3,859,784)	(3,887,467)	0.7%	(4,079,475)
VEHICLE OPERATIONS	(1,771,341)	(850,118)	(2,228,476)	(1,938,071)	(13.0)%	(1,954,175)
EXPENDITURES TOTAL	**(76,641,163)**	**(32,818,540)**	**(75,979,223)**	**(77,447,907)**	**1.9%**	**(81,683,744)**
TOTAL	**26,189,950**	**2,696,645**	**2,391,905**	**3,423,106**	**43.1%**	**2,966,940**

Authorized Staff Count

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
FULL-TIME				
311 CUSTOMER SERVICE AGENT	1.00	1.00	1.00	1.00
ACCOUNTANT I	1.00	1.00	1.00	1.00
AIRPORT MAINTENANCE SUPERVISOR	1.00	1.00	1.00	1.00
ASSOCIATE CIVIL ENGINEER	0.50	0.50	0.00	0.00
ASSOCIATE DIR OF HSING/ ECON DE	1.00	1.00	1.00	1.00
ASSOCIATE DIR OF TRANSPORTATIO	0.83	0.83	0.83	0.83
BUS DRIVER	16.00	17.00	17.00	17.00
CHEMIST (WATER TREATMENT PLAN)	1.00	1.00	1.00	1.00
CIVIC CENTER DIRECTOR	2.00	2.00	2.00	2.00
CIVIL ENGINEER	0.00	0.00	0.50	0.50
COMMUNITY DEVELOPMENT SP	1.00	1.00	1.00	1.00
DIRECTOR OF ADMIN SERVICES	0.60	0.60	0.60	0.60
DIRECTOR OF COMMUNITY DEVLPMNT	0.55	0.52	0.52	0.52
DIRECTOR OF PUBLIC WORKS	0.30	0.30	0.30	0.30
ECONOMICS DEVELOPMENT COORD	1.00	1.00	1.00	1.00
ECONOMICS DEVELOPMENT SPECIALI	0.00	0.00	0.50	0.50
ENVIROMENTAL SUSTANAIBILITY CO	0.85	0.85	0.85	0.85

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
ENVIRONMENTAL COMPLIANCE SPEC	1.00	1.00	1.00	1.00
EVENT OPER/LOGISTIC SPECIALIST	0.00	2.00	2.00	2.00
EVENT SALES & SERVICES COORDIN	1.00	1.00	0.00	0.00
EVENT SALES & SRVCS ASSISTANT	1.00	2.00	0.00	0.00
EVENT SALES & SRVCS SPECIALIST	0.00	0.00	2.00	2.00
EVENTS COORDINATOR FOOD & BVRG	1.00	1.00	2.00	2.00
FACILITIES OPS SUPERVISOR	0.00	0.65	0.67	0.67
FACILITIES TEC (PARKING)	1.00	1.00	1.00	1.00
FACILITIES TECH (BLDG)	0.00	0.50	0.50	0.50
FAMILY SELF SUFFICIENCY SPECIA	1.00	1.00	1.00	1.00
GIS TECHNICIAN	1.00	1.00	1.00	1.00
HEAVY EQUIPMENT TECH	1.00	1.00	1.00	1.00
HOUSING ASSISTANT	1.00	1.00	1.00	1.00
HOUSING COORDINATOR	1.00	1.00	1.00	1.00
HOUSING FACILITIES SUPERVISOR	1.00	1.00	1.00	1.00
HR ASSISTANT	0.20	0.20	0.00	0.00
HR SPECIALIST	0.00	0.00	0.20	0.00
HSG SPECIALIST	2.00	2.00	2.00	2.00
HSG SPECIALIST (PBL HSG)	1.00	1.00	1.00	1.00
ICE OPERATIONS SPECIALIST	0.00	2.00	2.00	2.00
ICE OPERATIONS SUPERVISOR	1.00	1.00	1.00	1.00
INDUSTRIAL CHEMIST	1.00	1.00	1.00	1.00
INFRA SUPERVISOR	0.00	1.00	1.00	1.00
INFRASTRUCTURE SUPERINTENDENT	1.00	1.00	1.00	1.00
LEAD HEAVY EQUIPMENT TECH	0.00	1.00	1.00	1.00
MAINTENANCE REPAIRPERSON (HSG)	3.00	3.00	3.00	3.00
MARKETING/TICKET SPECIALIST	1.00	1.00	1.00	1.00
METER SERVICE SPECIALIST	0.00	1.00	1.00	1.00
PROCESS CHEMIST	1.00	1.00	1.00	1.00
PRODUCTION/TECHNICAL SPECIALIS	1.00	1.00	1.00	1.00
PUBLIC UTILITIES OPS MANAGER	0.00	0.00	1.00	1.00

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
SR ACCOUNT CLERK (OPERATIONS)	0.25	0.25	0.25	0.25
SR UTILTIES ADMINISTRATIVE SPE	0.00	1.00	1.00	1.00
SUPERINTENDENT OF CIVIC CENTER	0.00	1.00	1.00	1.00
TICKET OFFICE SPECIALIST	1.00	1.00	1.00	1.00
TRANSIT ADMIN SPECIALIST	0.00	1.00	1.00	1.00
TRANSIT ADMINISTRATIVE SUPERVS	1.00	1.00	1.00	1.00
TRANSIT OPERATIONS TECHNICIAN	0.00	1.00	1.00	1.00
TRANSIT SUPERINTENDENT	1.00	1.00	1.00	1.00
UTILITIES TECH - OPERATOR	14.00	14.00	14.00	14.00
UTLITIES TECHNICIAN A	8.00	10.00	10.00	10.00
WATER BILLING CLERK	1.00	1.00	1.00	1.00
WATER TRM PL SUPERINTENDENT	0.00	1.00	1.00	1.00
WRRF SUPERINTENDENT	1.00	1.00	1.00	1.00
WRRF SUPERVISOR	0.00	1.00	1.00	1.00
WTP MAINT SUPERVISOR	1.00	1.00	1.00	1.00
FULL-TIME TOTAL	**95.23**	**98.20**	**99.72**	**99.52**
PART-TIME				
BUS DRIVER PT	15.41	12.96	12.96	12.96
EVENT ASSISTANT (PT)	0.00	0.00	0.50	0.50
PT, TEMP, INTERN	0.00	0.00	0.00	0.00
PW OPERATIONS TECHNICIAN A PT	0.63	0.73	0.73	0.73
REHAB./DEVELOPMENT SPECIALIST	0.50	0.50	0.50	0.50
PART-TIME TOTAL	**16.54**	**14.19**	**14.69**	**14.69**
FLEXIBLE STAFFING RESOURCES				
Additional Position	0.00	0.00	0.00	0.00
MAINTENANCE REPAIRPERSON (AIR)	0.00	0.00	0.00	0.00
MAINTENANCE WKR UTILITY - WWTP	0.00	0.00	0.00	0.00
MAINTENANCE WKR UTILITY WTP	0.00	0.00	0.00	0.00
MAINTENANCE WORKER - INFRA	0.00	0.00	0.00	0.00
OVERTIME, BUDGETED OVERTIME	0.00	0.00	0.00	0.00
UTLITIES TECHNICIAN A	0.00	0.00	0.00	0.00
FLEXIBLE STAFFING RESOURCES TOTAL	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL	**111.77**	**112.39**	**114.41**	**114.21**

Authorized Staff Salaries and Benefits

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
FULL-TIME				
311 CUSTOMER SERVICE AGENT	89,086	92,272	97,093	104,050
ACCOUNTANT I	102,061	109,125	116,180	124,305
AIRPORT MAINTENANCE SUPERVISOR	125,014	130,732	138,882	148,566
ASSOCIATE CIVIL ENGINEER	61,479	63,549	0	0
ASSOCIATE DIR OF HSING/ ECON DE	161,312	175,145	186,860	200,921
ASSOCIATE DIR OF TRANSPORTATIO	132,156	142,843	152,578	163,945
BUS DRIVER	1,512,452	1,689,125	1,772,505	1,871,186
CHEMIST (WATER TREATMENT PLAN)	129,492	138,614	144,942	150,382
CIVIC CENTER DIRECTOR	388,681	400,543	421,548	438,530
CIVIL ENGINEER	0	0	57,382	61,687
COMMUNITY DEVELOPMENT SP	124,450	130,947	134,991	142,880
DIRECTOR OF ADMIN SERVICES	118,884	127,408	136,087	145,936
DIRECTOR OF COMMUNITY DEVLPMNT	131,861	127,014	109,477	117,808
DIRECTOR OF PUBLIC WORKS	66,788	71,180	73,324	76,882
ECONOMICS DEVELOPMENT COORD	122,244	137,782	146,964	157,664
ECONOMICS DEVELOPMENT SPECIALI	0	0	49,257	51,941
ENVIROMENTAL SUSTANAIBILITY CO	119,404	128,349	136,709	146,385
ENVIRONMENTAL COMPLIANCE SPEC	104,941	111,377	118,877	127,288
EVENT OPER/LOGISTIC SPECIALIST	0	186,216	193,249	204,510
EVENT SALES & SERVICES COORDIN	123,270	101,780	0	0
EVENT SALES & SRVCS ASSISTANT	91,850	188,868	0	0
EVENT SALES & SRVCS SPECIALIST	0	0	201,122	215,587
EVENTS COORDINATOR FOOD & BVRG	106,449	113,142	233,314	250,433
FACILITIES OPS SUPERVISOR	94,409	94,409	96,821	103,716
FACILITIES TEC (PARKING)	108,590	108,590	115,502	123,434
FACILITIES TECH (BLDG)	0	50,363	54,138	57,567
FAMILY SELF SUFFICIENCY SPECIA	104,726	114,915	122,669	131,663

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
GIS TECHNICIAN	112,422	119,739	127,239	133,877
HEAVY EQUIPMENT TECH	107,411	113,497	120,988	129,605
HOUSING ASSISTANT	96,889	103,553	109,940	116,761
HOUSING COORDINATOR	133,267	144,721	154,702	166,224
HOUSING FACILITIES SUPERVISOR	125,621	125,621	133,880	143,655
HR ASSISTANT	20,406	22,015	0	0
HR SPECIALIST	0	0	24,045	0
HSG SPECIALIST	258,173	241,219	255,219	269,355
HSG SPECIALIST (PBL HSG)	104,725	114,828	124,403	133,442
ICE OPERATIONS SPECIALIST	0	188,173	195,717	208,036
ICE OPERATIONS SUPERVISOR	129,092	132,623	136,623	144,589
INDUSTRIAL CHEMIST	129,381	137,906	145,529	150,980
INFRA SUPERVISOR	0	132,505	150,879	161,441
INFRASTRUCTURE SUPERINTENDENT	161,994	167,830	172,781	181,468
LEAD HEAVY EQUIPMENT TECH	0	123,700	131,823	141,067
MAINTENANCE REPAIRPERSON (HSG)	300,447	315,631	331,827	350,983
MARKETING/TICKET SPECIALIST	95,515	102,101	108,719	116,469
METER SERVICE SPECIALIST	124,562	124,562	132,328	141,605
PROCESS CHEMIST	138,995	149,090	157,367	163,221
PRODUCTION/TECHNICAL SPECIALIS	99,898	106,126	114,099	122,309
PUBLIC UTILITIES OPS MANAGER	0	0	151,939	169,912
SR ACCOUNT CLERK (OPERATIONS)	29,128	30,049	31,560	32,847
SR UTILTIES ADMINISTRATIVE SPE	0	129,191	135,075	140,194
SUPERINTENDENT OF CIVIC CENTER	0	146,292	155,804	167,003
TICKET OFFICE SPECIALIST	94,340	100,688	103,888	111,454
TRANSIT ADMIN SPECIALIST	0	106,125	113,202	121,527
TRANSIT ADMINISTRATIVE SUPERVS	122,120	131,801	140,065	145,907
TRANSIT OPERATIONS TECHNICIAN	0	109,270	116,549	124,969
TRANSIT SUPERINTENDENT	150,289	160,018	170,507	182,834
UTILITIES TECH - OPERATOR	1,665,074	1,760,788	1,806,991	1,896,244
UTLITIES TECHNICIAN A	907,497	1,173,952	1,198,080	1,267,039
WATER BILLING CLERK	99,768	107,535	114,583	122,682

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
WATER TRM PL SUPERINTENDENT	0	170,907	180,524	187,212
WRRF SUPERINTENDENT	160,758	171,242	180,824	187,526
WRRF SUPERVISOR	0	145,888	157,599	163,463
WTP MAINT SUPERVISOR	114,092	125,443	134,712	144,648
FULL-TIME TOTAL	**11,358,200**	**11,968,917**	**12,730,481**	**13,457,814**
PART-TIME				
BUS DRIVER PT	802,051	802,051	927,054	960,193
EVENT ASSISTANT (PT)	0	0	29,246	31,754
PT, TEMP, INTERN	97,510	97,510	58,297	58,676
PW OPERATIONS TECHNICIAN A PT	62,566	62,566	67,148	70,848
REHAB./DEVELOPMENT SPECIALIST	37,765	37,765	38,894	40,310
PART-TIME TOTAL	**999,892**	**999,892**	**1,120,639**	**1,161,781**
FLEXIBLE STAFFING RESOURCES				
Additional Position	91,520	91,520	0	0
MAINTENANCE REPAIRPERSON (AIR)	5,383	5,383	5,383	5,418
MAINTENANCE WKR UTILITY - WWTP	18,300	18,300	18,300	18,419
MAINTENANCE WKR UTILITY WTP	12,918	12,918	12,918	13,002
MAINTENANCE WORKER - INFRA	54,902	54,902	54,902	55,259
OVERTIME, BUDGETED OVERTIME	125,052	125,052	122,247	122,988
UTLITIES TECHNICIAN A	3,032	3,032	1,045	1,047
FLEXIBLE STAFFING RESOURCES TOTAL	**311,107**	**311,107**	**214,795**	**216,133**
TOTAL	**12,669,199**	**13,279,916**	**14,065,915**	**14,835,728**

Performance Metrics

While the City of Mankato has utilized performance metrics internally for many years, starting in 2021 the need for external facing “gauges“ to help define success were put forth and ultimately started being collected in 2022. Although we do believe the below metrics help tell the story of our operational success and struggles, as we solidify our next strategic plan in mid 2024 and as other operational needs are put forth, we do see updates to these performance measures being tracked to help tell the story of where we plan to go moving forward.

Service Area	Performance Indicator	2023-Q1	2023-Q2	2023-Q3	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	2025 Est	2026 Est
All	Resolve 80% of CSR's within 72 hours	79.7%	69.4%	66.4%	76.9%	76.1%	0.0%			80.0%	80.0%
WRRF	Maintain a maximum treatment capacity of 22 MGD	100.0%	78.8%	100.0%	100.0%	100.0%	100.0%			90.0%	90.0%
WRRF	Reduce inflow and infiltration (I&I)	21.6%	37.7%	19.5%	20.1%	19.0%	62.6%			30.0%	30.0%
Water	Maintain a maximum treatment capacity of 12 MGD	99.1%	96.0%	100.0%	100.0%	96.6%	100.0%			90.0%	90.0%
Water	Reduce unaccounted water loss (% of total flow lost)	7.1%	7.3%	6.0%	7.0%	9.0%	3.8%			5.0%	5.0%
Infrastructure	Response Time (in minutes)	19	15.8	26	16.8	12.9	0			30	30
Infrastructure	Outage Time (in hours)	3	2.6	3.8	1.7	2.3	0			4	4
Infrastructure	Total Time (in hours)	9.3	5.2	11.1	7.2	5.2	0			8	8
Airport	Snow Removal Average Hours	6.7	3.3	N/A	4.8	6.1	0			8	8
Airport	Percent of Snow Events <=8 Hours	100%	100%	N/A	100%	92%	0%			80%	80%
Transit	Total number of reportable injuries	2	1	0	0	0	1			0	0
Transit	Reportable injuries per total vehicle revenue miles (every 100,000 VRM)	1.42	0.08	0	0	0	0			0	0
Transit	Average distance between major mechanical failures	9,357	5,179	5,902	17,258	6,957	17,919			10,000	10,000
Transit	Ridership number	134,434	70,890	91,797	120,671	146,634	75,653			400,000	400,000
Housing	Number of people experiencing homelessness served by the voucher program	7	6	6	13	10	10			40	40
Housing	Number of FSS participants signed up and completed	12	3	5	4	1	3			8	8

Service Area	Performance Indicator	2023-Q1	2023-Q2	2023-Q3	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	2025 Est	2026 Est
Housing	Voucher program waiting list response rate (for example, was at about 30% and additional outreach raised it to around 50%)	70%	70%	30%	20%	27%	36%			60%	65%
Housing	Increased number of affordable housing units	5	13	5	48	0	0			30	30
Housing	Turnover rate for voucher program (people that have successfully left the program)	3	3	5	15	7	13			25	30
Housing	Public Housing Unit Turnover time for New Occupancy	171	55	54	69	45	61			60	60
ED	Number of sites redeveloped in targeted redevelopment areas (completed)	0	0	0	0	0	0			0	0
ED	Number of acres redeveloped in targeted redevelopment areas (completed)	3.51	0	0	0	0	0			0	0
ED	Number of Phase I and II ESAs completed in targeted redevelopment areas	5	1	1	0	0	0			1	1
ED	Number of rehab projects completed in targeted redevelopment areas	1	3	2	2	1	3			2	2
Civic Center	City Center Economic Impact	$ 13,496,368	$ 6,586,348	$ 12,797,795	$ 17,974,064	$ -	$ -			$ 45,000,000	$ 47,500,000
Civic Center	Non Ticketed Event Days	162	71	103	192	0	0			600	625
Civic Center	Ticketed Event Days	13	2	4	21	0	0			40	45
Civic Center	Riverfront Park Ticketed Events	0	4	10	0	0	0			10	12

5-Year Fund Projection

Utility Administration Fund 6000	2024	2025	2026	2027	2028	2029
Beginning Balance	$ 3,025,267	$ 3,025,665	$ 3,029,397	$ 3,030,097	$ 3,042,662	$ 3,066,507
Revenues						
Operating Revenue & Transfers In	**$ 3,648,500**	**$ 3,851,000**	**$ 4,001,000**	**$ 4,101,025**	**$ 4,203,551**	**$ 4,308,639**
Expenditures & Other Use of Funds						
Operating Expenditures	$ 2,210,102	$ 2,376,528	$ 2,518,856	$ 2,607,016	$ 2,698,262	$ 2,792,701
Transfers Out/Debt	$ 1,438,000	$ 1,470,740	$ 1,481,444	$ 1,481,444	$ 1,481,444	$ 1,481,444
Total Expenditures and Other Uses	**$ 3,648,102**	**$ 3,847,268**	**$ 4,000,300**	**$ 4,088,460**	**$ 4,179,706**	**$ 4,274,145**
Total Revene Over/(Under) Expenses	$ 398	$ 3,732	$ 700	$ 12,565	$ 23,845	$ 34,495
Use of Fund Balance for Deficit	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Fund Balance at Year End	**$ 3,025,665**	**$ 3,029,397**	**$ 3,030,097**	**$ 3,042,662**	**$ 3,066,507**	**$ 3,101,001**

Water Funds Combined	2024	2025	2026	2027	2028	2029
Beginning Balance	$ 11,208,573	$ 11,379,508	$ 11,729,307	$ 12,271,639	$ 12,641,988	$ 12,832,728
Revenues						
Total Operating Revenue & Transfers In	**$ 10,483,000**	**$ 10,663,000**	**$ 10,718,000**	**$ 10,771,590**	**$ 10,825,448**	**$ 10,879,575**
Expenditures & Other Use of Funds						
Total Operating Expenditures	$ 6,035,427	$ 6,263,713	$ 6,444,934	$ 6,670,507	$ 6,903,974	$ 7,145,614
Total Debt Service and Transfers Out	$ 4,276,638	$ 4,049,488	$ 3,730,734	$ 3,730,734	$ 3,730,734	$ 3,730,734
Total Expenditures and Other Uses	**$ 10,312,065**	**$ 10,313,201**	**$ 10,175,668**	**$ 10,401,241**	**$ 10,634,708**	**$ 10,876,348**
Total Revene Over/(Under) Expenses	$ 170,935	$ 349,799	$ 542,332	$ 370,349	$ 190,740	$ 3,228
Use of Fund Balance for Deficit	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Fund Balance at Year End	**$ 11,379,508**	**$ 11,729,307**	**$ 12,271,639**	**$ 12,641,988**	**$ 12,832,728**	**$ 12,835,955**
Fund Balance Goal	**$ 5,785,495**	**$ 5,615,416**	**$ 5,341,968**	**$ 5,398,361**	**$ 5,456,728**	**$ 5,517,137**

Wastewater Funds Combined	2024	2025	2026	2027	2028	2029
Beginning Balance	$ 12,429,534	$ 13,078,740	$ 13,103,919	$ 13,144,100	$ 13,548,747	$ 14,332,150
Revenues						
Total Operating Revenue & Transfers In	**$ 15,588,754**	**$ 16,006,903**	**$ 16,352,341**	**$ 16,965,554**	**$ 17,601,762**	**$ 18,261,828**
Expenditures & Other Use of Funds						
Total Operating Expenditures	$ 6,137,861	$ 7,018,194	$ 7,107,038	$ 7,355,784	$ 7,613,237	$ 7,879,700
Total Debt Service and Transfers Out	$ 8,801,687	$ 8,963,530	$ 9,205,122	$ 9,205,122	$ 9,205,122	$ 9,205,122
Total Expenditures and Other Uses	**$ 14,939,548**	**$ 15,981,724**	**$ 16,312,160**	**$ 16,560,906**	**$ 16,818,359**	**$ 17,084,822**
Total Revene Over/(Under) Expenses	$ 649,206	$ 25,179	$ 40,181	$ 404,648	$ 783,403	$ 1,177,006
Use of Fund Balance for Deficit	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Fund Balance at Year End	**$ 13,078,740**	**$ 13,103,919**	**$ 13,144,100**	**$ 13,548,747**	**$ 14,332,150**	**$ 15,509,156**
Fund Balance Goal	**$ 11,336,152**	**$ 11,768,079**	**$ 12,081,882**	**$ 12,194,068**	**$ 12,308,431**	**$ 12,375,047**

Stormwater	2024	2025	2026	2027	2028	2029
Beginning Balance	$ 6,633,486	$ 6,636,724	$ 6,656,677	$ 6,724,575	$ 6,820,644	$ 6,944,991
Revenues						
Operating Revenue & Transfers In	**$ 3,351,000**	**$ 3,506,000**	**$ 3,521,000**	**$ 3,609,025**	**$ 3,699,251**	**$ 3,791,732**
Expenditures & Other Use of Funds						
Operating Expenditures	$ 1,767,763	$ 1,767,922	$ 1,710,102	$ 1,769,956	$ 1,831,904	$ 1,896,021
Debt Service and Transfers Out	$ 1,580,000	$ 1,718,125	$ 1,743,000	$ 1,743,000	$ 1,743,000	$ 1,743,000
Total Expenditures and Other Uses	**$ 3,347,763**	**$ 3,486,047**	**$ 3,453,102**	**$ 3,512,956**	**$ 3,574,904**	**$ 3,639,021**
Total Revene Over/(Under) Expenses	$ 3,237	$ 19,953	$ 67,898	$ 96,069	$ 124,347	$ 152,711
Use of Fund Balance for Deficit						
Fund Balance at Year End	**$ 6,636,724**	**$ 6,656,677**	**$ 6,724,575**	**$ 6,820,644**	**$ 6,944,991**	**$ 7,097,702**
Fund Balance Goal	**$ 2,021,941**	**$ 2,160,106**	**$ 2,170,526**	**$ 2,185,489**	**$ 2,200,976**	**$ 2,217,005**

Refuse	2024	2025	2026	2027	2028	2029
Beginning Balance	$ (283,233)	$ (283,222)	$ (269,656)	$ (263,274)	$ (247,954)	$ (223,382)
Revenues						
Total Operating Revenue & Transfers In	**$ 2,292,500**	**$ 2,382,500**	**$ 2,417,500**	**$ 2,502,113**	**$ 2,589,686**	**$ 2,680,325**
Expenditures & Other Use of Funds						
Total Operating Expenditures	$ 2,052,489	$ 2,120,934	$ 2,162,118	$ 2,237,792	$ 2,316,115	$ 2,397,179
Total Debt Service and Transfers Out	$ 240,000	$ 248,000	$ 249,000	$ 249,000	$ 249,000	$ 249,000
Total Expenditures and Other Uses	**$ 2,292,489**	**$ 2,368,934**	**$ 2,411,118**	**$ 2,486,792**	**$ 2,565,115**	**$ 2,646,179**
Total Revene Over/(Under) Expenses	$ 11	$ 13,566	$ 6,382	$ 15,320	$ 24,572	$ 34,147
Use of Fund Balance for Deficit						
Fund Balance at Year End	**$ (283,222)**	**$ (269,656)**	**$ (263,274)**	**$ (247,954)**	**$ (223,382)**	**$ (189,235)**

Internal Service Funds (7000)

Internal Service Funds (7000) Overview

Internal service funds account for the financing of goods and services provided by one governmental department to other departments on a cost reimbursements basis. Five functions make up internal service funds. Following are major revenue and expenditure changes related to various internal service sub funds:

Internal services: This fund accounts for the cost of providing administrative services to all functions of the city. Administrative Services Department which includes finance, budget, customer service (311) and information technology. Other departments include human resources, public information, legal, and the city manager's office. Internal Service charges are billed based on a flat usage rate for services provided monthly. The fiscal year 2025 funding transfers for administrative services have increased 8.3% primarily due to COLA's, strategic planning, and management fees.

Central insurance: This fund accounts for the costs of the city's health insurance and self-insurance programs. Premiums are paid to the fund by benefiting funds. Health insurance claims are paid from this fund. The fund uses revenue reimbursements from employee health insurance premium costs. In 2024, the annual premium was $30,000 per year, while the 2025 budget anticipates premium costs of $31,200 or an increase of $1,200 (4%) and an additional $1,404 or 4.5% in 2026. Major fund expenses include Blue Cross Blue Shield administration, direct payment of claims and stop loss reinsurance of catastrophic claims of more than $250,000.

Central garage: This fund accounts for costs to maintain the city's vehicle fleet. All city vehicles are assigned to this fund, and users are charged a per mile rate or actual costs. Maintenance rates and fuel charges have balanced out after having rather large increases the prior year due to inflationary increases in auto parts and fuel.

Equipment replacement fund: This fund provides the resources necessary to replace the city's major items of equipment when necessary, including vehicles, patrol cars, heavy equipment, and buses. Users are charged a depreciation cost over the estimated lifespan of the vehicles being used to help fund the future replacement. Twenty-nine pieces of equipment/vehicles are proposed to be either replaced (twenty-three pieces) or expanded (six pieces) to the fleet in 2025.

Building facilities replacement: This fund is a source for anticipated costs to replace or perform major upkeep of existing building facilities. Designated fund-to-fund budgeted transfers have been established to provide adequate funding. Within this fund there are four specific accounts including Intergovernmental Center (IGC) building capital replacement, parks capital replacement, facilities capital replacement and public safety capital replacement. An exhaustive list of planned projects from these capital accounts along with others can be found in the Community Investment Plan.

DEPARTMENTS OVERVIEW

Customer Service: The Customer Service (311) Department consists of 7 full-Time staff and they act as frontline communication with residents and city staff via phone calls, email, text, and chats messages. The agents research and problem solve questions and projects across the organization.

Customer Service (311) takes approximately 58,000 calls a year. The agents have an extensive knowledge of the city's operations and were able to put in a customer service request or resolve 78% of those calls without transferring to another department. The average time to answer a call is 26 seconds and the average call length about 2 ½ minutes. The average time in between each call is 5 minutes, in which they put in building permits, rental licenses and mail merges.

Human Resources: The Department of Human Resources has 6 full-time staff and works to provide quality:

- Organizational & Employee Development - Serves to unite and advance the business objectives of all other functions of an organization.
- Employee Relations - Relationship of employees with the organization and with each other.
- Staffing Management - Strategies, tactics, and processes for identifying, recruiting, and training employees.
- Labor Relations - Formal labor-management relations with employees and unions.
- Risk Management - Organization effort to prevent and/or mitigate loss, risks, threats and damages.
- Compensation Benefits Management - Total Rewards (Direct and indirect forms of compensation).
- MN Council of Governments (MVCOG) - Providing cost effective administrative, human resources, and planning technical assistance to the member jurisdictions.

HR processes over 1200 applications a year, hires approximately 120 new employees, and the average days to hire a new role is 66 days.

Finance: The Department of Finance consists of 7 full-time staff and is responsible for accounts payable and receivable, special assessments, and all accounting and financial reporting for the organization. This department processes approximately 9,250 checks/Electric Fund Transfers annually, sends around 3,900 invoices, collected 98.84% of assessments and collected 99.7% of tax levies in 2023.

In addition, the department handles the cash management and investments of funds, cash flow forecasting, risk management (insurance) for the entire organization, coordinates the issuance of debt structures to finance the various infrastructure improvements, tax increment financing reporting, accounting/reporting for the Mankato EDAs, Blue Earth County EDAs, All Seasons Arena, Minnesota Valley Council of Governments and the Civic Center, and assists with the City Budgeting process.

The finance department obtained Government Finance Officers Association's (GFOA's) Certificate of Achievement for Excellence in Financial Reporting for the Annual Comprehensive Financial Report. This certificate is the highest form of recognition for excellence in state and local government in the area of governmental accounting and financial reporting.

Public Information: The Department of Public Information and Community Engagement operates with 3 full-time employees. The public information and community engagement department is responsible for coordinating consistent, timely, relevant, and accurate messages from the City of Mankato to its target audiences and for engaging with the community on a variety of topics that impact the community and the people the City serves.

The City works to build trust in local government by being accountable and transparent to stakeholders on how money is spent by informing them about what's happening and engaging them on city topics and issues. In 2022 the team sent out more than 180 news releases in 2022 (many earning media coverage), produced an online Newsletter with an open rate of 45% (16% higher than the national average), had more than 23,000 social media subscribers, more than 3,100 news subscribers, and more than 8,000 text subscribers. Community engagement activities had a direct result on what has been and will be built in parks, including Alexander, Thomas, Buscher, Erlandson, and Highland.

Information Technology Department:

The Information Technology Department, comprising a dedicated team of 11 full-time employees, is committed to delivering innovative and efficient support services through an open, responsive, and neighborly approach that benefits our citizens and the region. Our mission is to provide effective technology solutions that ensure efficient and reliable access to information and services for constituents, city employees, and the regional communities we serve. The IT staff manages a diverse range of technology solutions, including equipment, network connectivity, software application development, and information management. We also offer specialized training and robust cybersecurity measures to safeguard our community's digital environment.

Software Applications

City developers are responsible for providing software application solutions and supporting existing applications. They develop and maintain web applications for both public and internal use, ensuring seamless integration and functionality across departments. By continuously updating and optimizing applications, they enhance the city's operational efficiency and service delivery.

Network and Equipment

Our technicians manage the city's network infrastructure, which includes configuring and supporting technology equipment across the local area network. This network supports personal computers, application servers, an enterprise access control, and security camera system throughout the city. The wide area network connects 13 City Core Facilities, 16 City Parks, 5 City Parking Ramps, and 3 communication towers, ensuring high-speed wireless connectivity across all city facilities.

Geographic Information Systems (GIS)

The GIS division integrates computer hardware, software, and both tabular and spatial data to enable efficient management and analysis of information. GIS supports data management by storing, retrieving, and distributing large amounts of information, and facilitates interdepartmental access and analysis for city departments and other government agencies.

IT Training

Our IT Training division is dedicated to empowering staff with the knowledge and skills needed to effectively utilize technology. We assess training needs, identify resources, and develop customized training plans to enhance employees' technical skills. By fostering continuous learning, we aim to improve performance and operational efficiency, ultimately benefiting the community we serve. Our focus on sustainable, consistent, effective, and measurable outcomes contributes positively to the City of Mankato goals, supporting overall organizational success and excellence in service delivery.

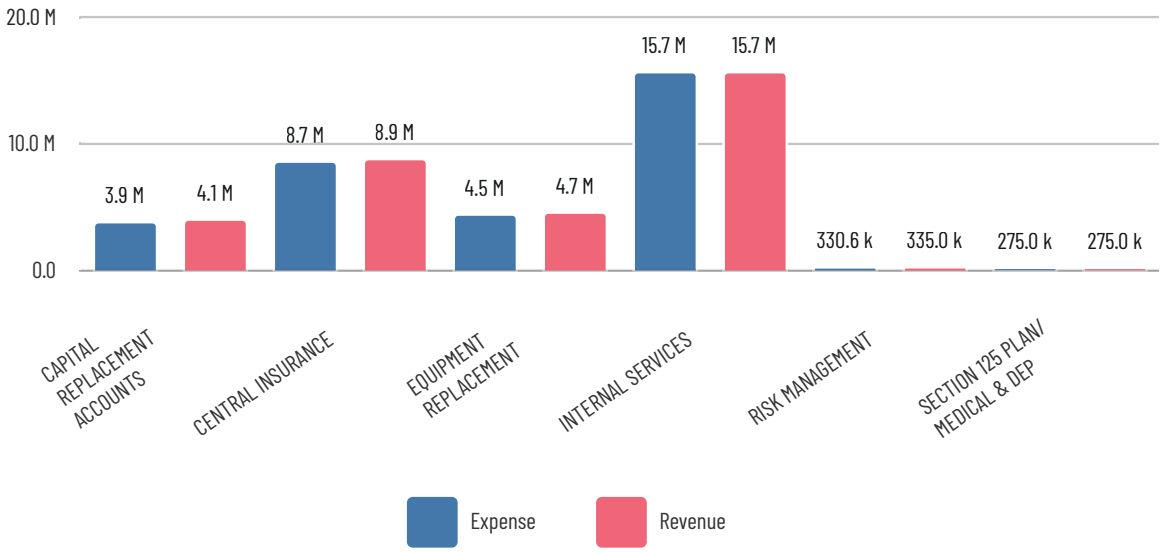
Cybersecurity

The Cybersecurity division is focused on protecting the city's digital infrastructure from threats and mitigating vulnerabilities. This involves continuous monitoring of network activity to detect and respond to threats, as well as establishing and enforcing comprehensive cybersecurity policies and procedures. The division also educates staff on best practices for online safety and security, raising awareness and preparedness against potential cyber threats.

The Information Technology Department is dedicated to fostering a secure, efficient, and innovative digital environment that supports city services and enhances the regional community we serve. IT invites feedback and collaboration from our staff and citizens to continuously improve its services and ensure we meet the evolving needs of our community.

Central Garage: The Department of Public Works - Garage Services employs 8 full-time staff. The department provides safe and usable equipment (375 units i.e. buses, trucks, cars, gators, backhoe's, etc.) for the City of Mankato through maintenance, purchase support and disposal of said equipment. The City-owned Garage completes more than 550 preventative maintenance tasks and over 2,000 equipment repairs a year (Handling approximately 90% of repairs in house). The garage also operates a fueling station that dispenses gas and diesel fuel to all City-owned vehicles at an estimated 250K gallons a year.

2025 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
INTERNAL SERVICE FUNDS						
REVENUES						
INTERNAL SERVICES	13,234,652	14,774,778	15,732,582	6.5%	16,548,453	5.2%
CENTRAL INSURANCE	9,357,959	8,875,000	8,875,000	0.0%	8,875,000	0.0%
RISK MANAGEMENT	268,106	335,000	335,000	0.0%	335,000	0.0%
CAPITAL REPLACEMENT ACCOUNTS	3,659,168	3,430,000	4,101,500	19.6%	3,146,000	(23.3)%
EQUIPMENT REPLACEMENT	4,625,181	3,685,062	4,654,964	26.3%	3,937,902	(15.4)%
SECTION 125 PLAN/ MEDICAL & DEP	151,065	275,000	275,000	0.0%	275,000	0.0%
REVENUES TOTAL	**31,296,130**	**31,374,840**	**33,974,046**	**8.3%**	**33,117,355**	**(2.5)%**
EXPENDITURES						
INTERNAL SERVICES	(13,349,912)	(14,757,620)	(15,732,483)	6.6%	(16,404,165)	4.3%
CENTRAL INSURANCE	(9,219,011)	(8,642,396)	(8,675,853)	0.4%	(8,726,544)	0.6%
RISK MANAGEMENT	(64,046)	(329,147)	(330,604)	0.4%	(332,747)	0.6%
CAPITAL REPLACEMENT ACCOUNTS	(1,957,082)	(3,021,317)	(3,895,500)	28.9%	(2,176,000)	(44.1)%
EQUIPMENT REPLACEMENT	(3,185,816)	(3,685,062)	(4,497,270)	22.0%	(3,937,902)	(12.4)%

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
SECTION 125 PLAN/ MEDICAL & DEP	(140,759)	(275,000)	(275,000)	0.0%	(275,000)	0.0%
EXPENDITURES TOTAL	**(27,916,626)**	**(30,710,542)**	**(33,406,711)**	**8.8%**	**(31,852,358)**	**(4.7)%**
INTERNAL SERVICE FUNDS TOTAL	**3,379,504**	**664,299**	**567,336**	**(14.6)%**	**1,264,997**	**123.0%**
NET INCOME (LOSS)	**3,379,504**	**664,299**	**567,336**	**(14.6)%**	**1,264,997**	**123.0%**

Fund Combined by Account

	2023 Actuals	2024 Actual thru June	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	14,421,413	7,406,280	14,767,406	14,569,429	(1.3)%	14,617,070
CHARGES FOR SERVICES	8,042,341	4,472,879	9,218,814	9,914,000	7.5%	10,558,750
FEDERAL GRANTS	2,141,793	0	100,000	200,000	100.0%	100,000
FINES & FORFEITURES	191,454	108,117	215,000	200,000	(7.0)%	205,000
GAIN (LOSS) ON SALE	432,601	95,670	40,000	40,000	0.0%	40,000
INTERFUND TRANSFER	3,487,761	3,499,000	5,021,965	7,646,050	52.3%	6,210,158
INVESTMENT INCOME	1,058,777	12,324	362,000	352,000	(2.8)%	355,000
LICENSES & PERMITS	0	0	0	0	0.0%	0
LOCAL GRANTS	0	0	0	0	0.0%	0
MISCELLANEOUS	373,926	78,247	634,500	634,500	0.0%	634,500
RENTAL INCOME	480,495	255,969	477,155	402,067	(15.7)%	380,877
SALES	300	90	1,000	1,000	0.0%	1,000
STATE GRANTS	665,271	0	537,000	15,000	(97.2)%	15,000
REVENUES TOTAL	**31,296,130**	**15,928,578**	**31,374,840**	**33,974,046**	**8.3%**	**33,117,355**
EXPENDITURES						
CAPITAL OUTLAY	0	(1,776,441)	(5,461,617)	(7,101,500)	30.0%	(4,758,200)
INSURANCE	(8,902,425)	(3,654,388)	(8,525,743)	(8,532,216)	0.1%	(8,537,216)
OTHER CHARGES	(6,118,841)	(1,788,968)	(3,779,728)	(4,051,309)	7.2%	(4,168,298)
OTHER SERVICES	(2,342,604)	(824,203)	(1,864,614)	(2,049,339)	9.9%	(2,061,619)
SALARIES & BENEFITS	(5,932,849)	(3,022,630)	(6,640,159)	(7,180,172)	8.1%	(7,582,209)
SUPPLIES	(2,463,406)	(899,753)	(2,317,079)	(2,331,700)	0.6%	(2,350,200)
TRANSFERS OUT	(1,823,961)	(1,706,702)	(1,747,202)	(1,772,809)	1.5%	(2,003,742)
UTILITIES	(235,605)	(94,526)	(260,900)	(274,150)	5.1%	(281,500)
VEHICLE OPERATIONS	(96,934)	(71,181)	(113,499)	(113,516)	0.0%	(109,374)
EXPENDITURES TOTAL	**(27,916,626)**	**(13,838,793)**	**(30,710,542)**	**(33,406,711)**	**8.8%**	**(31,852,358)**
TOTAL	**3,379,504**	**2,089,785**	**664,299**	**567,336**	**(14.6)%**	**1,264,997**

Authorized Staff Count

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
FULL-TIME				
311 CUSTOMER SERVICE AGENT	5.00	5.00	3.00	3.00
311 CUSTOMER SERVICE SUPERVISO	1.00	1.00	1.00	1.00
311 SENIOR CUSTMR SRVCE AGENT	0.00	0.00	2.00	2.00
ACCOUNTANT I	2.00	2.00	2.00	2.00
ACCOUNTANT II	2.00	2.00	2.00	2.00
ADMINISTRATIVE ASSISTANT	0.00	1.00	1.00	1.00
BUDGETED SALARY CONTINGENCY	0.00	0.00	1.00	0.00
BUSINESS ANALYST/ SOFTWARE DVLP	1.00	1.00	1.00	1.00
CENTRAL GARAGE SUPERVISOR	1.00	1.00	1.00	1.00
CITY CLERK/ADMIN COORDINATOR	1.00	1.00	1.00	1.00
CITY MANAGER	1.00	1.00	1.00	1.00
COMM AND ENGAGEMENT DIRECTOR	1.00	1.00	0.00	0.00
COMM. & ENGMT SPECIALIST	1.00	1.00	1.00	1.00
COMMUNICATION & ENGAGEMENT COR	1.00	1.00	1.00	1.00
COMP/BENEFITS COORDINATOR	1.00	1.00	1.00	1.00
CONTROLLER	1.00	1.00	1.00	1.00
COUNCILMBR AT LARGE	1.00	1.00	1.00	1.00
COUNCILMEMBER	5.00	5.00	5.00	5.00
CUSTODIAN	1.00	1.00	1.00	1.00
DIRECTOR OF ADMIN SERVICES	0.40	0.40	0.40	0.40
DIRECTOR OF HUMAN RESOURCES	0.95	0.95	0.95	0.95
DIRECTOR OF PUBLIC WORKS	0.35	0.35	0.35	0.35
ENGAGEMENT & COMMUNI DIRECTOR	0.00	0.00	1.00	1.00
FACILITIES MANAGER	1.00	1.00	1.00	1.00
FACILITIES OPS SUPERVISOR	0.00	0.00	0.98	0.98
FACILITIES TECH (BLDG)	3.00	3.00	2.00	2.00
GARAGE SUPERINTENDENT	1.00	1.00	1.00	1.00
GIS COORDINATOR	1.00	1.00	1.00	1.00
GIS TECHNICIAN	1.00	1.00	1.00	1.00

	2023 Employee Count	2024 Employee Count	2025 Employee Count	2026 Employee Count
HEAVY EQUIPMENT TECH	0.00	3.00	3.00	3.00
HR ASSISTANT	0.80	0.80	0.00	0.00
HR SPECIALIST	1.00	1.00	1.80	2.00
HUMAN RESOURCES COORDINATOR	1.00	1.00	1.00	1.00
INFO TECH TRAINING COORDINATOR	0.00	0.00	1.00	1.00
INFORMATION TECH DIRECTOR	1.00	1.00	1.00	1.00
IT SECURITY ANALYST	0.00	0.00	1.00	1.00
IT TRAINER	0.00	1.00	0.00	0.00
LEAD HEAVY EQUIPMENT TECH	0.00	1.00	1.00	1.00
MAYOR	1.00	1.00	1.00	1.00
MICROCOMPUTER & NTWRK TECH	2.00	2.00	2.00	2.00
PERFORMANCE MEASUREMNT ANYLST	0.00	1.00	1.00	1.00
PW PARTS TECHNICIAN	0.00	0.75	0.75	0.75
SENIOR ACCOUNTANT	0.00	1.00	1.00	1.00
SR ACCOUNT CLERK (OPERATIONS)	0.25	0.25	0.25	0.25
SR MICROCOMPUTER & NTWRK TECH	2.00	2.00	2.00	2.00
SR. FACILITIES TECH	0.00	0.00	1.00	1.00
SR. MANAGEMENT ANALYST	1.00	1.00	1.00	1.00
SR. PROGRAMMER ANALYST	1.00	1.00	1.00	1.00
WEB PROGRAMMER/ ANALYST	1.00	1.00	0.00	0.00
FULL-TIME TOTAL	**53.50**	**55.50**	**57.48**	**56.68**
PART-TIME				
PT, TEMP, INTERN	0.00	0.00	0.00	0.00
PART-TIME TOTAL	**0.00**	**0.00**	**0.00**	**0.00**
FLEXIBLE STAFFING RESOURCES				
HEAVY EQUIPMENT TECH	0.00	0.00	0.00	0.00
LEAD HEAVY EQUIPMENT TECH	0.00	0.00	0.00	0.00
OVERTIME, BUDGETED OVERTIME	0.00	0.00	0.00	0.00
PT, TEMP, INTERN	0.00	0.00	0.00	0.00
FLEXIBLE STAFFING RESOURCES TOTAL	**0.00**	**0.00**	**0.00**	**0.00**
TOTAL	**53.50**	**55.50**	**57.48**	**56.68**

Authorized Staff Salaries and Benefits

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
FULL-TIME				
311 CUSTOMER SERVICE AGENT	478,880	491,440	289,750	310,334
311 CUSTOMER SERVICE SUPERVISO	130,841	140,887	149,868	157,736
311 SENIOR CUSTMR SRVCE AGENT	0	0	235,566	245,408
ACCOUNTANT I	203,5346	205,276	218,613	234,215
ACCOUNTANT II	206,837	217,928	241,802	258,827
ADMINISTRATIVE ASSISTANT	0	97,237	103,220	107,888
BUDGETED SALARY CONTINGENCY	0	0	48,473	0
BUSINESS ANALYST/ SOFTWARE DVLP	107,807	115,519	123,119	132,059
CENTRAL GARAGE SUPERVISOR	140,262	149,732	156,387	162,208
CITY CLERK/ADMIN COORDINATOR	133,395	141,597	152,680	163,489
CITY MANAGER	249,409	278,708	291,683	301,747
COMM AND ENGAGEMENT DIRECTOR	178,881	183,851	0	0
COMM. & ENGMT SPECIALIST	95,632	102,986	109,666	117,665
COMMUNICATION & ENGAGEMENT COR	126,846	119,921	129,247	138,955
COMP/BENEFITS COORDINATOR	127,386	136,220	145,117	155,789
CONTROLLER	162,177	172,881	184,413	197,699
COUNCILMBR AT LARGE	20,306	20,290	20,900	21,649
COUNCILMEMBER	67,122	67,122	70,208	72,698
CUSTODIAN	101,739	106,102	110,901	115,135
DIRECTOR OF ADMIN SERVICES	81,516	87,355	93,312	100,074
DIRECTOR OF HUMAN RESOURCES	183,415	194,810	207,917	223,384
DIRECTOR OF PUBLIC WORKS	77,922	83,034	85,543	89,698
ENGAGEMENT & COMMUNI DIRECTOR	0	0	210,397	224,330
FACILITIES MANAGER	156,458	165,680	178,999	192,167
FACILITIES OPS SUPERVISOR	0	0	121,816	134,898
FACILITIES TECH (BLDG)	323,647	322,903	208,612	221,865
GARAGE SUPERINTENDENT	159,601	166,902	171,928	180,581
GIS COORDINATOR	141,276	151,150	159,569	165,549
GIS TECHNICIAN	103,032	110,017	117,060	125,440

	2023 Salaries & Benefits	2024 Salaries & Benefits	2025 Salaries & Benefits	2026 Salaries & Benefits
HEAVY EQUIPMENT TECH	0	332,757	347,641	372,367
HR ASSISTANT	81,625	88,067	0	0
HR SPECIALIST	123,448	129,753	231,762	269,179
HUMAN RESOURCES COORDINATOR	132,476	142,585	152,200	163,362
INFO TECH TRAINING COORDINATOR	0	0	138,624	150,601
INFORMATION TECH DIRECTOR	209,816	214,109	224,727	233,454
IT SECURITY ANALYST	0	0	114,172	122,576
IT TRAINER	0	117,444	0	0
LEAD HEAVY EQUIPMENT TECH	0	124,568	132,787	142,031
MAYOR	26,868	27,051	27,660	28,660
MICROCOMPUTER & NTWRK TECH	214,742	229,840	233,648	246,442
PERFORMANCE MEASUREMNT ANYLST	0	115,937	112,129	117,192
PW PARTS TECHNICIAN	0	74,156	82,681	88,580
SENIOR ACCOUNTANT	153,808	162,067	167,007	175,473
SR ACCOUNT CLERK (OPERATIONS)	29,128	30,049	31,560	32,847
SR MICROCOMPUTER & NTWRK TECH	267,008	284,067	302,010	316,157
SR. FACILITIES TECH	0	0	126,086	134,347
SR. MANAGEMENT ANALYST	135,026	146,082	155,689	166,920
SR. PROGRAMMER ANALYST	145,346	160,988	166,601	173,524
WEB PROGRAMMER/ ANALYST	126,055	134,863	0	0
FULL-TIME TOTAL	**5,997,551**	**6,543,931**	**7,083,750**	**7,485,199**
PART-TIME				
PT, TEMP, INTERN	30,619	30,619	39,769	40,028
PART-TIME TOTAL	**30,619**	**30,619**	**39,769**	**40,028**
FLEXIBLE STAFFING RESOURCES				
HEAVY EQUIPMENT TECH	895	895	993	991
LEAD HEAVY EQUIPMENT TECH	868	868	964	964
OVERTIME, BUDGETED OVERTIME	54,696	54,696	54,696	55,027
PT, TEMP, INTERN	9,150	9,150	0	0
FLEXIBLE STAFFING RESOURCES TOTAL	**65,609**	**65,609**	**56,653**	**56,982**
TOTAL	**6,093,779**	**6,640,159**	**7,180,172**	**7,582,209**

Performance Metrics

While the City of Mankato has utilized performance metrics internally for many years, starting in 2021 the need for external facing “gauges“ to help define success were put forth and ultimately started being collected in 2022. Although we do believe the below metrics help tell the story of our operational success and struggles, as we solidify our next strategic plan in mid 2024 and as other operational needs are put forth, we do see updates to these performance measures being tracked to help tell the story of where we plan to go moving forward.

Service Area	Performance Indicator	2023-Q1	2023-Q2	2023-Q3	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	2025 Est	2026 Est
Garage	Emergency Repairs %	3.4%	1.3%	2.9%	2.2%	2.4%	0.0%			2.0%	2.0%
Garage	Unscheduled Maintenance	13.0%	11.9%	9.5%	14.4%	8.7%	0.0%			11.0%	11.0%
Garage	Operational Readiness	92.8%	94.3%	94.2%	93.8%	96.1%	0.0%			90.0%	90.0%
HR	Recruitement process time	64.2	59	94	52	79	85			60	60
HR	Number of internal promotions	1	3	8	5	1	3			1	1
HR	Workplace injuries	22	15	20	15	13	11			50	50
HR	Number of Hires	22	64	22	17	40	42			100	100
311	Idle time between calls	5 min 35 sec	4 min 56 sec	7 min 7 sec	9 min 18 sec	7 min 13 sec	6 min 25 sec			6 min	6 min
311	Average weekly call amount	1160	1282	1198	981	954	1149			1000	1050
311	Transfer rate	21%	23%	22%	21%	22%	21%			20%	20%
Finance	Average processing days for Account Payable Invoices	11.7	11.7	12.3	10.8	11.15	12			12	10
Finance	Bond Rating	AA	AA	AA	AA	AA	AA			AA	AA
Finance	Total dollar amount of debt	$ 82,226,959	$ 82,218,106	$ 78,975,967	$ 83,149,181	$ 74,001,397	$ 84,091,397			$ 125,000,000	$ 120,000,000
IT	Average time to resolve help desk tickets (days)	3	3	3	3	3	2			3	3
IT	Average # of Apps managed	76	76	76	76	87	87			88	88
IT	Days of continuous user network connectivity	99%	99%	99%	100%	100%	100%			100%	100%
IT	Cybersecurity Incidents					0	1			0	0
IT	Training Campaigns					2	0			3	3
Public Information	Average Open Rate for Monthly City News Online newsletter	48.7%	47.0%	49.6%	50.7%	48.5%	46.4%			50.0%	50.0%

Service Area	Performance Indicator	2023-Q1	2023-Q2	2023-Q3	2023-Q4	2024-Q1	2024-Q2	2024-Q3	2024-Q4	2025 Est	2026 Est
Public Information	News releases sent	43	46	41	33	33	61			150	150
Public Information	Social media posts (Facebook, Twitter, Instagram, LinkedIn, YouTube)	427	335	316	298	279	347			1,200	1,250
Public Information	Social media followers	23,174	28,404	29,132	30,127	31,500	33,205			33,000	35,000
Public Information	Email news and text message subscribers.	11,110	11,200	11,205	11,300	11,405	11,480			11,500	11,750
Public Information	Project engagements held	2	9	5	1	15	18			30	30
Public Information	Podcast plays	150	196	231	5	8	33			500	500
Public Information	CityLink article views	877	567	1,213	661	63	305			1,500	1,500

5-Year Fund Projection

December 5th, 2024	Budget 2024		Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Comments
Administrative Fund Revenue:								
Charges for Service	9,218,814		9,914,000	10,558,750	10,875,513	11,201,778	11,537,831	Reflects 3% annual increase
Miscellaneous	349,500		351,047	342,500	352,775	363,358	374,259	Reflects 3% annual increase
Court Fines	215,000		200,000	205,000	215,000	215,001	215,001	
Rents & Leases	148,468		137,771	116,378	116,378	116,378	116,378	
Total Administrative Fund Revenue	9,931,782		10,602,818	11,222,628	11,559,666	11,896,516	12,243,470	
Administrative Fund Expenditures:								
Personal Services	5,130,531		5,474,647	5,767,271	5,969,125	6,178,045	6,394,276	Reflects 3.5% annual increase in Labor costs
Commodities	303,150		305,150	306,650	315,850	325,325	335,085	Reflects 3% annual increase
Other Services	1,662,904		1,766,129	1,777,509	1,813,059	1,849,320	1,886,307	Reflects 2% annual increase
Insurance	167,325		172,825	176,825	182,130	187,594	193,221	Reflects 3% annual increase
Utilities	137,000		143,350	146,700	151,101	155,634	160,303	Reflects 3% annual increase
Other Charges	1,732,064		1,951,792	1,920,593	1,978,211	2,037,557	2,098,684	Reflects 3% annual increase
Capital Outlay	300		800	800	800	800	800	Projection remains flat
Vehicle Transfers	2,821		5,028	5,028	5,179	5,334	5,494	Reflects 3% annual increase
Transfers	778,875		783,097	992,356	992,356	992,356	992,356	Projection remains flat
Total Administrative Fund Expenditures:	9,914,970		10,602,818	11,093,732	11,407,811	11,731,965	12,066,527	
Income or (Loss)	16,812		0	128,896	151,855	164,550	176,943	
Fund Balance - January 1	3,727,493		3,744,305	3,744,306	3,873,202	4,025,057	4,189,608	
Surplus or Deficit	16,812		0	128,896	151,855	164,550	176,943	
Fund Balance - December 31	3,744,305		3,744,306	3,873,202	4,025,057	4,189,608	4,366,551	
Fund Balance as a % of Expenditures	37.76%		35.31%	34.91%	35.28%	35.71%	36.19%	

5-Year Equipment Projection

EQUIPMENT TO REPLACE IN 2025					
ID	Year	Description	Org. Description	Equipment Home Org	Estimated cost to Replace
2	2013	POLICE UTILITY 4 X 4	PUBLIC SAFETY OPERATION	1420010	$ 72,000
34	2020	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 72,000
81	2012	PICKUP 3/4 TON 4X4	AIRPORT OPERATIONS	6498110	$ 95,000
126	1989	ROLLER RUBBER TIRE	STREET MAINTENANCE	1431011	$ 50,000
803	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	6498014	$ 64,200
804	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	6498014	$ 64,200
805	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	6498014	$ 64,200
827	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT FIXED ROUTES	6498013	$ 64,200
829	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT FIXED ROUTES	6498013	$ 64,200
831	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT FIXED ROUTES	6498013	$ 64,200
923	2009	PICKUP 1 TOM 4X4	FIRE SUPPRESSION	1422010	$ 80,000
3696	1992	TRAILER	PARKS & GROUND MAINTENA	1452011	$ 40,000
3697	1992	TRAILER	PARKS & GROUND MAINTENA	1452011	$ 40,000
5110	2011	2 1/2 TON DIESEL	STREET SNOW REMOVAL	1431013	$ 350,000
5113	2014	2 1/2 TON DIESEL	STREET MAINTENANCE	1431011	$ 350,000
5421	2011	PICKUP - 1 TON 4X4	WATER DISTRIBUTION	6494014	$ 110,000
5533	2000	SUPERDUTY TRUCK	PARKS & GROUND MAINTENA	1452011	$ 100,000
6019	2001	LEAF VACUUM	STREET MAINTENANCE	1431011	$ 165,000
6024	2013	SWEEPER 3 WHEEL	STREET MAINTENANCE	1431011	$ 330,000
6123	2013	LOADER - SMALL	STREET MAINTENANCE	1431011	$ 95,000
6518	2008	AG. TRACTOR - SMALL	PARKS & GROUND MAINTENA	1452011	$ 130,000
7557	2017	SUPER 104 MOWER	PARKS RECREATION ACTIVI	1451011	$ 94,000
7702	2010	SUZUKI SUPER STALKER	PARKING-GENERAL	6498213	$ 50,000
TOTAL FOR REPLACEMENT EQUIPMENT					**$ 2,608,200**
NEW					
7205	2005	ZAMBONI 540	CIVIC CENTER OPERATIONS	6498513	$ 180,000
NEW		LEAF MACHINE	STREET MAINTENANCE	1431011	$ 165,000
NEW		POLICE SQUAD	POLICE PATROL	1421011	$ 72,000
NEW		STEEL DRUM ROLLER	STREET MAINTENANCE	1431011	$ 60,000
NEW		LOADER PUSHER	STREET SNOW REMOVAL	1431013	$ 50,000
4708	2009	PICKUP 1/2 TON 4X4	FACILITIES BLDG & GROUN	7501013	$ 70,000
TOTAL FOR NEW EQUIPMENT					**$ 597,000**
GRAND TOTAL					**$ 3,205,200**

EQUIPMENT TO REPLACE IN 2026					
ID	Year	Description	Org. Description	Equipment Home Org	Estimated cost to Replace
1	2017	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 73,000
8	2021	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 73,000
13	2021	PICKUP 1/2 TON 4X4	POLICE PATROL	1421011	$ 80,000
35	2021	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 73,000
89	2006	LOADER - SMALL	AIRPORT OPERATIONS	6498110	$ 100,000
828	2018	BUS 12 PASSENGER/4 WHEEL CHAIR	TRANSIT FIXED ROUTES	6498013	$ 69,000
864	2012	BUS 35 PASSENGER	TRANSIT FIXED ROUTES	6498013	$ 145,400
918	2016	FULL SIZE UTILITY	FIRE SUPPRESSION	1422010	$ 73,000
3693	1996	TRAILER	PARKS & GROUND MAINTENA	1452011	$ 40,000
4410	2011	PICK UP 3/4 TON 4 X 4	WATER MAINT, TREATMENT	6494010	$ 80,000
4512	2012	PICK UP 1/2 TON 4X4	PARKS & GROUND MAINTENA	1452011	$ 80,000
4515	2016	PICKUP 3/4 TON 4X4	PARKS & GROUND MAINTENA	1452011	$ 80,000
4521	2012	1 TON 4X4 TRUCK	PARKS & GROUND MAINTENA	1452011	$ 100,000
4816	2016	PICKUP 1/2 TON 4X4	MANKATO EDA - PUBLIC HO	M803010	$ 70,000
4909	2009	1 TON 4X4 TRUCK	CENTRAL GARAGE FLEET SU	7501011	$ 110,000
5160	2012	BOOM TRUCK	STREET TRAFFIC CONTROL	1431016	$ 300,000
5309	2009	SUPERDUTY TRUCK	WW LIFT STATIONS	6494524	$ 110,000
5312	2012	1 TON 4X4 TRUCK	WATER DISTRIBUTION	6494014	$ 110,000
5322	2013	TANDEM DUMP DIESEL	WATER DISTRIBUTION	6494014	$ 300,000
5323	2013	TANDEM DUMP DIESEL	WATER DISTRIBUTION	6494014	$ 300,000
7509	2009	ELECTRIC UTILITY VEHICLE	PARKS & GROUND MAINTENA	1452011	$ 30,000
7563	2008	SIDEWINDER	PARKS RECREATION ACTIVI	1451011	$ 100,000
7592	2010	HAULER TRUCK	PARKS RECREATION ACTIVI	1451011	$ 35,000
7904	2004	FORK LIFT LPGAS	CENTRAL GARAGE	7501010	$ 50,000
TOTAL FOR REPLACEMENT EQUIPMENT					**$ 2,581,400**
NEW					
GRAND TOTAL					**$ 2,581,400**

EQUIPMENT TO REPLACE IN 2027					
ID	Year	Description	Org. Description	Equipment Home Org	Estimated cost to Replace
4	2012	CAR - MIDSIZE	PUBLIC SAFETY OPERATION	1420010	$ 70,000.00
50	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
51	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
52	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
53	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
54	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
55	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
56	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
57	2022	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 74,000.00
722	2012	PICK UP 1/2 TON 4X4	ENGINEERING	1433010	$ 75,000.00
832	2019	BUS 12 PASSENGER/4WHEELCHAIR	TRANSIT MOBILITY BUS	6498014	$ 70,800.00
865	2013	35 PASSENGER BUS	TRANSIT FIXED ROUTES	6498013	$ 149,800.00
924	2017	FULL SIZE UTILITY	FIRE SUPPRESSION	1422010	$ 73,000.00
2915	2016	MINIVAN	CENTRAL GARAGE OPERATIO	7501010	$ 60,000.00
3394	2002	TRAILER (NEED DOT)	WW COLLECTION OPERATIONS	6494525	$ 40,000.00
3694	2007	TRAILER	PARKS BUILDINGS & GROUN	1452014	$ 40,000.00
4117	2017	PICKUP 3/4 TON 4 X 4	STREET MAINTENANCE	1431011	$ 80,000.00
4119	2019	PICKUP 1/2 TON 4X4	STREET MAINTENANCE	1431011	$ 70,000.00
5190	2015	TANDEM DUMP DIESEL	STREET SNOW REMOVAL	1431013	$ 350,000.00
5191	2015	TANDEM DUMP DIESEL	STREET SNOW REMOVAL	1431013	$ 350,000.00
5192	2015	TANDEM DUMP DIESEL	STREET SNOW REMOVAL	1431013	$ 350,000.00
5193	2015	TANDEM DUMP DIESEL	STREET SNOW REMOVAL	1431013	$ 350,000.00
5534	2015	SUPERDUTY TRUCK	PARKS FORESTRY & LANDSC	1452012	$ 100,000.00
6122	2007	LOADER - SMALL	STREET MAINTENANCE	1431011	$ 110,000.00
6312	2012	LOADER - LARGE	WATER DISTRIBUTION	6494014	$ 330,000.00
7564	2013	MOWER 4X4 10 1/2 FT. DIESEL	PARKS & GROUND MAINTENA	1452011	$ 100,000.00
TOTAL FOR REPLACEMENT EQUIPMENT					**$ 3,360,600.00**
NEW					
GRAND TOTAL					**$ 3,360,600.00**

EQUIPMENT TO REPLACE IN 2028					
ID	Year	Description	Org. Description	Equipment Home Org	Estimated cost to Replace
7	2016	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
40	2017	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
41	2017	POLICE UTILITY 4 X 4	POLICE PATROL	1421011	$ 77,000.00
42	2017	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
43	2017	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
44	2017	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
82	2013	HAULER TRUCK	AIRPORT OPERATIONS	6498110	$ 65,000.00
851	2014	38 PASSENGER/2WHEELCHAIR BUS	TRANSIT FIXED ROUTES	6498013	$ 154,000.00
852	2014	38 PASSENGER/2WHEELCHAIR BUS	TRANSIT FIXED ROUTES	6498013	$ 154,000.00
853	2014	38 PASSENGER/2WHEELCHAIR BUS	TRANSIT FIXED ROUTES	6498013	$ 154,000.00
1313	2013	TV SEAL AUX GEN	WW COLLECTION OPERATIONS	6494525	$ 60,000.00
3688	2008	TRAILER	PARKS & GROUND MAINTENA	1452011	$ 40,000.00
3690	1998	TRAILER	PARKS & GROUND MAINTENA	1452011	$ 40,000.00
4317	2017	PICKUP 3/4 TON 4X4	WW COLLECTION OPERATIONS	6494525	$ 100,000.00
4518	2018	PICKUP 3/4 TON 4X4	PARKS BUILDINGS & GROUN	1452014	$ 90,000.00
4818	2018	PICKUP 1/2 TON 4X4	MANKATO EDA - PUBLIC HO	M803010	$ 75,000.00
4826	2016	PICKUP 1/2 TON 4X4	BLDG INSPECTION	1424010	$ 75,000.00
5156	2016	SUPERDUTY TRUCK	STREET MAINTENANCE	1431011	$ 120,000.00
5313	2013	VAN - 1 TON & OVER	WW COLLECTION OPERATIONS	6494525	$ 250,000.00
5411	2012	SEWER VAC	WW COLLECTION OPERATIONS	6494525	$ 680,000.00
5460	2012	BOOM TRUCK	STORM WATER OPERATIONS	6496010	$ 300,000.00
5511	2012	BOOM TRUCK	PARKS FORESTRY & LANDSC	1452012	$ 300,000.00
5512	2013	2 1/2 TON DIESEL	PARKS FORESTRY & LANDSC	1452012	$ 300,000.00
5856	2016	SUPERDUTY TRUCK	TRANSIT FACILITIES	6498011	$ 120,000.00
6519	2012	AG TRACTOR - SMALL	PARKS & GROUND MAINTENA	1452011	$ 125,000.00
7412	2012	CLUB CAR CARRYALL 2 ELECTRIC GATOR	WW TREATMENT / MAINTENA	6494512	$ 35,000.00
7513	2012	ELECTRIC UTILITY VEHICLE	PARKS & GROUND MAINTENA	1452011	$ 30,000.00
7516	2013	UTILITY VEHICLE	PARKS FORESTRY & LANDSC	1452012	$ 30,000.00
7556	2016	MOWER 4X4 10 1/2 FT. DIESEL	PARKS & GROUND MAINTENA	1452011	$ 100,000.00
TOTAL FOR REPLACEMENT EQUIPMENT					**$ 3,859,000.00**
NEW					
GRAND TOTAL					**$ 3,859,000.00**

EQUIPMENT TO REPLACE IN 2029					
ID	Year	Description	Org. Description	Equipment Home Org	Estimated cost to Replace
11	2014	PICKUP 1/2 TON 4X4	POLICE PATROL	1421011	$ 80,000.00
21	2023	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
22	2023	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
23	2023	POLICE UTILITY 4X4	POLICE PATROL	1421011	$ 77,000.00
95	2009	BI-DIRECTIONAL TRACTOR	AIRPORT OPERATIONS	6498110	$ 350,000.00
854	2017	BUS 44 PASSENGER/2 WHEELCHAIR	TRANSIT FIXED ROUTES	6498013	$ 157,000.00
2918	2018	SMALL SUV	CENTRAL GARAGE OPERATIO	7501010	$ 70,000.00
3509	2009	HYDRO SEEDER	PARKS & GROUND MAINTENA	1452011	$ 80,000.00
4311	2021	PICKUP 1/2 TON 4X4	WW COLLECTION OPERATIONS	6494525	$ 75,000.00
4418	2018	PICKUP 1/2 TON 4X4	WW TREATMENT / MAINTENA	6494512	$ 75,000.00
4519	2019	PICKUP 3/4 TON 4X4	PARKS FORESTRY & LANDSC	1452012	$ 75,000.00
4529	2019	PICKUP 3/4 TON 4X4	STREET MAINTENANCE	1431011	$ 80,000.00
4718	2018	PICKUP 1/2 TON 4X4	STORM WATER OPERATIONS	6496010	$ 75,000.00
4719	2018	PICKUP 1/2 TON 4X4	ENGINEERING	1433010	$ 75,000.00
5157	2017	SUPERDUTY TRUCK	STREET MAINTENANCE	1431011	$ 125,000.00
5317	2017	SUPERDUTY TRUCK	STORM WATER OPERATIONS	6496010	$ 115,000.00
5422	2007	TRUCK - TANDEM DIESEL	WW TREATMENT / MAINTENA	6494512	$ 300,000.00
6028	2017	SWEEPER 3 WHEEL	STREET MAINTENANCE	1431011	$ 300,000.00
6113	2014	GRADER	STREET MAINTENANCE	1431011	$ 325,000.00
6507	2017	LOADER - LARGE	PARKS & GROUND MAINTENA	1452011	$ 350,000.00
6527	2017	LOADER - SMALL (TRACK SKID)	PARKS & GROUND MAINTENA	1452011	$ 120,000.00
TOTAL FOR REPLACEMENT EQUIPMENT					**$ 3,058,000.00**
NEW					
GRAND TOTAL					**$ 3,058,000.00**

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Debt Services

Debt Services Overview

The Debt Service Fund accounts for the resources accumulated and payments made on principal and interest for long term general obligation debt of governmental funds. This section also includes an overview of the city's capital projects of which include Surface Transportation projects, Capital Replacement and Sales Tax projects. Each of these respective sections will provide a summary of all projects associated with a specific fund, followed by detailed descriptions of each project listed in the summary.

DEBT SERVICE FUND:

Overall revenues in debt service will decrease from $11,913,616 in 2024, to $11,805,791 in 2025, which represents a 1% decrease. The tax levy portion of the fund will be set at $3,825,300. For expenditures, we will spend less in 2025 with total expenditures at $11,783,560, a decrease of $130,056 as compared to fiscal year 2024. The tables below show the total debt payments for the previous 5 years along with legal debt limit & percentage (3% of assessed value), and the outstanding debt by year.

Legal Debt Limit

Per Minnesota Statue 475.53 Limit on Net Debt subdivision 1 which states that no municipality shall incur a net debt in excess of three percent of the estimated market value of taxable property within the municipality; the City of Mankato's 2023 net debt limit is $154,350,743. It is noted that only a small portion of Mankato's overall debt burden applies to this limit (G.O. Bonds).

Existing Debt levels on operations

Although the schedules below show a fair amount of debt obligation ($95,863,421 in 2023), the actual amount that is tied to the Debt Limit is much smaller at $957,928 in 2023. Additionally, Mankato's appetite for recurring debt as used in its surface transportation program does increase this amount but is paid off typically within 10 years. The City has consistently levied for debt service, which along with assessments and utility transfers helps pay for the majority of this debt load which reduces the operational affect. For a number of years, Mankato has received a AA bond rating which is the second highest rating achievable.

Total Debt Costs by Year

Fiscal Year	Principal	Interest	Bond Issuance Costs	Total
2023	$ 7,879,427	$ 2,036,399	$ 129,414	$ 10,045,240
2022	$ 7,717,072	$ 1,751,382	$ 89,517	$ 9,557,971
2021	$ 7,864,857	$ 1,539,788	$ 116,689	$ 9,521,334
2020	$ 7,944,662	$ 1,778,091	$ 117,017	$ 9,839,770
2019	$ 8,535,258	$ 1,640,794	$ 94,214	$ 10,270,266
2018	$ 8,679,790	$ 1,912,509	$ 71,058	$ 10,663,357
2017	$ 8,530,000	$ 1,928,673	$ 132,892	$ 10,591,565

DEBT OBLIGATIONS BY TYPE

Fiscal Year	2023	2022	2021	2020	2019	2018
G.O. Bonds	$ 957,928	$ 1,401,484	$ 1,916,896	$ 2,507,359	$ 3,178,171	$ 3,933,206
G.O. Tax Inc Bonds	$ 2,525,000	$ 2,665,000	$ 2,805,000	$ 2,940,000	$ 3,075,000	$ 3,205,000
G.O. Spec Assess Bonds	$ 49,802,789	$ 52,819,418	$ 51,485,533	$ 49,947,431	$ 51,433,120	$ 50,196,499
G.O. Sales Tax Bonds	$ 12,856,781	$ 12,856,781	$ -	$ -	$ -	$ -
Loans Payable	$ 121,988	$ 138,765	$ 189,415	$ 250,276	$ 297,153	$ 345,632
Capital Lease Payable	$ 1,574,446	$ 1,779,912	$ 1,978,734	$ 2,171,130	$ 2,455,692	$ 2,830,334
Utility Bonds	$ 20,511,738	$ 26,380,712	$ 24,852,565	$ 30,803,379	$ 35,995,919	$ 42,464,892
G.O. Rev Bonds	$ -	$ -	$ -	$ -	$ -	$ -
PFA Debt	$ 4,621,014	$ 4,483,627	$ 4,489,964	$ 4,394,298	$ 6,134,123	$ 6,197,469
Event Center Debt	$ 2,891,737	$ 2,341,728	$ 6,702,299	$ 2,258,908	$ 2,071,221	$ 2,967,285
Total	**$ 95,863,421**	**$ 104,867,427**	**$ 94,420,406**	**$ 95,272,781**	**$ 104,640,399**	**$ 112,140,317**
Applicable to Legal Debt Limit	$ 957,928	$ 1,401,484	$ 1,916,896	$ 2,507,359	$ 3,178,171	$ 3,933,206
Debt Limit	$ 154,350,743	$ 134,437,610	$ 116,411,852	$ 111,740,126	$ 107,897,819	$ 102,698,995
% of Debt Limit	0.6%	1.0%	1.6%	2.2%	2.9%	3.8%

Debt Schedules by Fund

3010 DEBT SERVICE			
TOTALS BY YEAR	**PRINCIPAL**	**INTEREST**	**TOTAL**
2024	8,966,339.73	2,110,318.66	11,076,658.39
2025	7,760,449.18	1,863,254.56	9,623,703.74
2026	7,319,803.11	1,598,479.22	8,918,282.33
2027	7,148,410.14	1,342,780.99	8,491,191.13
2028	5,668,279.10	1,110,549.78	6,778,828.88
2029	5,021,172.04	906,517.95	5,927,689.99
2030	4,770,642.67	730,881.27	5,501,523.94
2031	3,940,178.82	590,534.67	4,530,713.49
2032	3,440,782.23	466,161.81	3,906,944.04
2033	2,586,388.90	345,581.87	2,931,970.77
2034	1,635,000.00	247,925.00	1,882,925.00
2035	1,165,000.00	180,385.00	1,345,385.00
2036	1,215,000.00	123,435.00	1,338,435.00
2037	1,275,000.00	69,075.00	1,344,075.00
2038	1,095,000.00	21,900.00	1,116,900.00
TOTALS BY YEAR	**63,007,445.92**	**11,707,780.78**	**74,715,226.70**

6010 WATER			
TOTALS BY YEAR	**PRINCIPAL**	**INTEREST**	**TOTAL**
2024	2,559,000.00	200,821.58	2,759,821.58
2025	2,625,300.00	134,896.48	2,760,196.48
2026	2,350,947.55	67,253.62	2,418,201.17
2027	62,000.00	6,361.26	68,361.26
2028	63,000.00	5,683.60	68,683.60
2029	63,000.00	4,995.02	67,995.02
2030	64,000.00	4,306.42	68,306.42
2031	65,000.00	3,606.90	68,606.90
2032	65,000.00	2,896.46	67,896.46
2033	66,000.00	2,186.00	68,186.00
2034	67,000.00	1,464.62	68,464.62
2035	67,000.00	732.32	67,732.32
TOTALS BY YEAR	**8,117,247.55**	**435,204.28**	**8,552,451.83**

6020 WASTEWATER PLANT			
TOTALS BY YEAR	**PRINCIPAL**	**INTEREST**	**TOTAL**
2024	322,000.00	37,470.48	359,470.48
2025	325,000.00	34,227.94	359,227.94
2026	328,000.00	30,955.18	358,955.18
2027	331,000.00	27,652.22	358,652.22
2028	335,000.00	24,319.06	359,319.06
2029	338,000.00	20,945.60	358,945.60
2030	342,000.00	17,541.94	359,541.94
2031	345,000.00	14,098.00	359,098.00
2032	348,000.00	10,623.86	358,623.86
2033	352,000.00	7,119.50	359,119.50
TOTALS BY YEAR	**3,721,000.00**	**228,528.64**	**3,590,953.78**

6026 WASTEWATER COLLECTIONS			
TOTALS BY YEAR	**PRINCIPAL**	**INTEREST**	**TOTAL**
2024	328,000.00	38,665.88	366,665.88
2025	335,000.00	33,184.10	368,184.10
2026	328,000.00	27,581.88	355,581.88
2027	334,000.00	22,014.60	356,014.60
2028	339,000.00	16,345.70	355,345.70
2029	345,000.00	10,591.74	355,591.74
2030	286,000.00	4,736.16	290,736.16
TOTALS BY YEAR	**2,295,000.00**	**153,120.06**	**2,448,120.06**

6200 SALES TAX			
TOTALS BY YEAR	**PRINCIPAL**	**INTEREST**	**TOTAL**
2024	285,000.00	256,275.00	541,275.00
2025	300,000.00	241,650.00	541,650.00
2026	315,000.00	226,275.00	541,275.00
2027	330,000.00	210,150.00	540,150.00
2028	345,000.00	193,275.00	538,275.00
2029	365,000.00	175,525.00	540,525.00
2030	380,000.00	156,900.00	536,900.00
2031	400,000.00	139,400.00	539,400.00
2032	415,000.00	123,100.00	538,100.00
2033	435,000.00	106,100.00	541,100.00
2034	450,000.00	88,400.00	538,400.00
2035	470,000.00	70,000.00	540,000.00
2036	485,000.00	50,900.00	535,900.00
2037	505,000.00	31,100.00	536,100.00
2038	525,000.00	10,500.00	535,500.00
TOTALS BY YEAR	**6,005,000.00**	**2,079,550.00**	**8,084,550.00**

6804 RLF - STATE			
TOTALS BY YEAR	**PRINCIPAL**	**INTEREST**	**TOTAL**
2024	3,487.30	8.64	3,495.94
TOTALS BY YEAR	**3,487.30**	**8.64**	**3,495.94**

COMMUNITY INVESTMENT PLAN (CIP)

In 2018, staff worked to evolve the CIP into a more comprehensive document that would not only provide projects for the next budget year but would also identify future capital needs and potential funding sources several years out. Within this budget document, you will find Capital Replacement, Surface Transportation and Sales Tax projects for fiscal year 2025, of which have been programmed within each respective budget. Along with a cash flow with the purpose of illustrating project impact on operating budgets, service rates and fund balances. In addition, a supplemental CIP forecast has also been provided which allows a more detailed look at the following four years of anticipated capital improvement projects funded through Capital Replacement, Surface Transportation and Sales Tax. The supplemental CIP forecast contains a five-year cash flow for each of the respective capital accounts, as well as corresponding overview for each project being proposed.

PURPOSE OF CAPITAL INVESTMENT PROGRAM

The City of Mankato's Capital Investment Plan (CIP) establishes, prioritizes, and plans funding for projects to improve existing and develop new infrastructure and facilities. A CIP promotes better use of the city's limited financial resources, reduces costs and assists in the coordination of public and private development.

The city's CIP is a five-year roadmap which identifies the major expenses over and above routine annual operating expenses. While the CIP serves as a long-range plan, it is reviewed and revised annually, with the first year being funded and remaining years being anticipated. Priorities may be changed due to funding opportunities or circumstances that cause a more rapid deterioration of an asset.

As a basic tool for documenting anticipated capital projects, it includes "unfunded" projects which needs have been identified but specific solutions and funding have not necessarily been determined.

The overall goal of the CIP Review Team is to develop CIP recommendations that:

- preserve the past, by investing in the continued upgrade of city assets and infrastructure.
- protect the present with improvements to city facilities and infrastructure; and
- plan for the future.

There are several benefits for developing and adopting a Capital Investment Plan program. Not only does the CIP become a management tool for city staff, elected and appointed officials, it

also provides valuable information to the citizens, developers and businesses who are interested in the development of the community. The CIP document also assists in leveraging available resources through improved timing of projects and coordinating city projects with those of other public or private entities.

Additional benefits include:

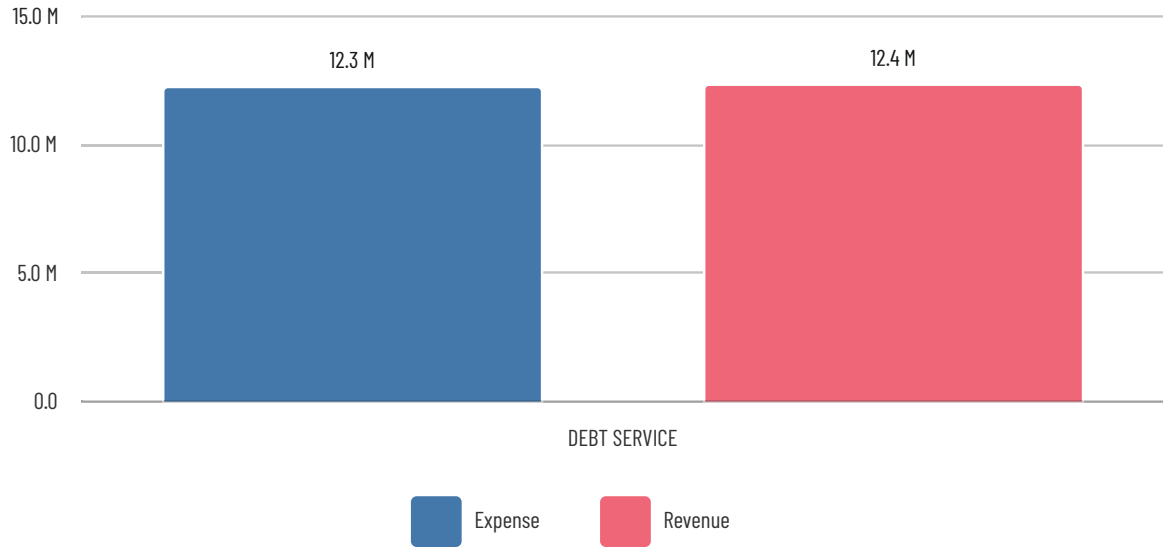
- The CIP is a tool to implement the Comprehensive and Strategic Plan, as well as several other master plans completed for various city service areas.
- The CIP allows the city an opportunity to distribute or prorate the cost of capital improvements over a period of years, thus maintaining tax stability and avoiding sharp changes in the debt structure.
- The CIP process allows various city departments and the general public to suggest a variety of potential projects which are subsequently evaluated based upon established criteria and financial feasibility for inclusion in the CIP.
- The CIP, by anticipating needs in advance, provides adequate time for proper design of new projects and review of policy decisions to see whether they were properly made, and adjusts capital expenditures according to the financial resources of the community.
- The CIP, by listing long range projects, helps to keep the public informed as to what the city needs and its plans to meet such needs, as well as affords time for input on final design and project timing that controls cost and limits neighborhood disruption.
- The CIP provides an opportunity to save money in the acquisition of land as sites for public facilities by anticipating future needs and acquiring the land at lower costs before private development would increase the costs.
- The CIP will prevent premature development of areas and prevent excessive costs and demands on the city in providing services and extending city utilities.
- The CIP will help to achieve a more balanced development of projects to avoid concentration or overemphasis upon any single project.
- The CIP makes available to other governmental agencies, private utilities, private investors, and other industries, a comprehensive view of public improvement projects for which they may make sounder judgments concerning their own programs.
- The CIP guides or assists the development community in making investments or development decisions.

Despite the many benefits of capital improvement programming, it is important to highlight the fact that this is a fluid document and a general guide. Therefore, changes can occur for several reasons such as changing economic conditions or shifts in public policy. Private economic decisions can also affect the timing, scale and location of capital projects.

Depending on funding availability, community support and other economic factors the projects within the outlook could shift in projected funding year or change completely. The likelihood of a project moving forward depends primarily on the funding sources, necessity for ongoing provi-

sion of service and timing necessary to extend the overall asset life at least cost. These fluctuations make flexibility within the plan essential to its sustainability. The best example of this type of project is in the major utility funds. Capital maintenance and replacement projects for the water and wastewater systems are costly but essential to assure availability and quality of influent and effluent of the system. The facility master plan for these utilities aligns with both asset life, regulatory need and rate structure to assure a balance that does not overburden the rate payer nor underserve the needs of the system.

2025 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2023 Actuals	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget	% Change 25 to 26
DEBT SERVICE FUND						
REVENUES						
DEBT SERVICE	11,702,547	12,199,896	12,381,486	1.5%	11,889,733	(4.0)%
REVENUES TOTAL	**11,702,547**	**12,199,896**	**12,381,486**	**1.5%**	**11,889,733**	**(4.0)%**
EXPENDITURES						
DEBT SERVICE	(12,360,422)	(12,173,535)	(12,292,951)	1.0%	(11,855,348)	(3.6)%
EXPENDITURES TOTAL	**(12,360,422)**	**(12,173,535)**	**(12,292,951)**	**1.0%**	**(11,855,348)**	**(3.6)%**
DEBT SERVICE FUND TOTAL	**(657,875)**	**26,361**	**88,535**	**235.9%**	**34,385**	**(61.2)%**
NET INCOME (LOSS)	**(657,875)**	**26,361**	**88,535**	**235.9%**	**34,385**	**(61.2)%**

Fund Combined by Account

	2023 Actuals	2024 Actual thru June	2024 Budget	2025 Proposed Budget	% Change 24 to 25	2026 Proposed Budget
REVENUES						
INTERFUND TRANSFER	3,269,627	2,265,330	3,975,330	4,422,368	11.2%	4,489,792
INVESTMENT INCOME	287,419	0	50,000	125,000	150.0%	50,000
MISCELLANEOUS	0	0	8,516	183,818	2,058.5%	313,941
PREMIUM ON BONDS ISS	7,809	0	0	0	0.0%	0
PROCEEDS OF LT LIAB	78,075	0	100,000	100,000	0.0%	100,000
RENTAL INCOME	0	0	0	0	0.0%	0
SPECIAL ASSESSMENTS	2,668,237	337,971	3,875,750	3,375,000	(12.9)%	3,006,000
TAXES	5,391,379	2,585	4,190,300	4,175,300	(0.4)%	3,930,000
REVENUES TOTAL	**11,702,547**	**2,605,887**	**12,199,896**	**12,381,486**	**1.5%**	**11,889,733**
EXPENDITURES						
DS - INTEREST	(2,005,585)	(1,048,165)	(2,208,122)	(2,425,274)	9.8%	(2,256,310)
DS - PRINCIPAL	(7,863,466)	(8,859,296)	(8,353,467)	(7,760,449)	(7.1)%	(7,964,804)
OTHER CHARGES	(847,711)	(469,903)	(946,646)	(992,228)	4.8%	(1,059,234)
OTHER SERVICES	(90,284)	(23,100)	(45,000)	(45,000)	0.0%	(45,000)
TRANSFERS OUT	(1,553,376)	(90,300)	(620,300)	(1,070,000)	72.5%	(530,000)
EXPENDITURES TOTAL	**(12,360,422)**	**(10,490,764)**	**(12,173,535)**	**(12,292,951)**	**1.0%**	**(11,855,348)**
TOTAL	**(657,875)**	**(7,884,878)**	**26,361**	**88,535**	**235.9%**	**34,385**

Table VI
5 Year Debt Service Fund

August 13th, 2024	Budget 2024		Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Comments
Debt Service Revenue:								
Debt Levy	3,840,300		3,825,300	3,600,000	3,762,000	3,931,290	4,108,198	4.5% in 2027 - 2029
Assessments	3,875,750		3,375,000	3,006,000	3,066,120	3,127,442	3,189,991	2% increase due to rising construction costs
Other Taxes	350,000		350,000	330,000	330,000	330,000	330,000	
Interest / Miscellaneous / Rental	158,516		233,516	158,516	158,516	158,516	158,516	
Transfers	3,689,050		4,021,975	4,097,175	4,097,175	4,097,175	4,097,175	
Total Debt Service Revenue	11,913,616		11,805,791	11,191,691	11,413,811	11,644,423	11,883,880	
Debt Service Expenditures:								
Other Services	45,000		45,000	45,000	45,000	45,000	45,000	
Other Charges	946,646		992,228	1,059,234	1,059,234	1,059,234	1,059,234	
Debt Payments	10,301,670		9,676,332	9,527,044	9,717,585	9,911,937	10,110,175	2% increase due to rising construction costs
Other Financing / Transfers	620,300		1,070,000	530,000	530,000	530,000	530,000	
Total Debt Service Expenditures	11,913,616		11,783,560	11,161,278	11,351,819	11,546,171	11,744,410	
Income or (Loss)	-		22,231	30,413	61,992	98,253	139,471	Fund Reserves are adequate
Fund Balance - January 1	8,869,319		8,869,319	8,891,550	8,921,963	8,983,955	9,082,207	
Income or Loss	-		22,231	30,413	61,992	98,253	139,471	
Fund Balance - December 31	8,869,319		8,891,550	8,921,963	8,983,955	9,082,207	9,221,678	
Fund Balance as a % of Expenditures	74.45%		75.46%	79.94%	79.14%	78.66%	78.52%	

Surface Transportation CIP

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Street Projects

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CIP Fund Overview 2025

Project Name	Project Year	Project Cost
2025 Resurfacing, Sidewalks, Alleys	2025	738,207
Germania Park Phase 5	2025	1,440,614
Land of Memories Trail	2025	371,922
Pavement Rehabilitation	2025	560,000
Petition, Expansion and Major Streets	2025	150,000
Plum Street	2025	878,291
Sidewalk Improvements	2025	100,000
Victory Drive Phase 2	2025	4,400,000
West 7th Street	2025	1,140,973
Woodshire Dr	2025	1,086,562
Total		**10,866,569**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Germania Park Phase 6	2026	2,241,427
Long St - Main to Fair	2026	1,503,875
Mn Rivertrail Northstar to Main street	2026	843,554
Pavement Rehabilitation	2026	560,000
Petition, Expansion and Major Streets	2026	150,000
Resurfacing Project - Main St	2026	804,232
Riverfront and Main Signal Replacement	2026	250,000
Sidewalk Improvements	2026	100,000
Third Ave - Riverfront to Summit	2026	3,104,965
Up Bridge 86.84 (Sibley Parkway)	2026	1,450,000
Woodshire Phase 2	2026	1,096,609
Total		**12,104,662**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
169 -hwy 14 to Riverfront Drive	2027	3,000,000
Fair St - McConnell to Belmont	2027	1,668,706
Germania Park Phase 7	2027	4,292,148
Hiniker Parkway	2027	601,401
N River Ln Resurface	2027	105,843
Pavement Rehabilitation	2027	560,000
Petition, Expansion and Major Streets	2027	150,000
Resurfacing Projects	2027	435,000
Sidewalk Improvements	2027	100,000
Veteran's Bridge Redecking	2027	15,252,000
Total		**26,165,098**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
2nd and Hickory Signal Replacement	2028	225,000
Emerson Lane - Dickinson to Belmont	2028	1,713,199
N River Dr Resurface	2028	763,376
Petition, Expansion and Major Streets	2028	150,000
Riverfront Dr - Chestnut to Ruth	2028	1,106,723
Riverfront Dr - Stoltzman to Warren	2028	2,107,626
Sidewalk Improvements	2028	100,000
Welcome Ave - Monks to Rita	2028	952,595
Woodshire Phase 3	2028	1,182,850
Total		**8,301,369**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Anderson Dr and McConnell St	2029	1,552,162
Madison Avenue Resurface	2029	1,257,293
Petition, Expansion and Major Streets	2029	150,000
Pfau St and Shamrock- Goodyear to Adams	2029	1,187,353
Plainview Avenue - Fair to Marwood	2029	1,680,819
Rita Road	2029	1,639,856
Riverfront Dr - Warren to Main	2029	2,131,836
Sidewalk Improvements	2029	100,000
Woodland Ave - Gwyn to Skyline	2029	1,065,545
Total		**10,764,864**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Meadow Lane - Monks to Rita	2026	965,135
Total		**965,135**

2025 Resurfacing, Sidewalks, Alleys

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

The project will reconstruction or rehabilitate the pavements at the various location with in the project.

Engagement Strategy

Neighborhood meeting

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	38,183	0	0	0	0	38,183
Construction	578,532	0	0	0	0	578,532
Contingency	57,853	0	0	0	0	57,853
Engineering	63,639	0	0	0	0	63,639
Total	**738,207**	**0**	**0**	**0**	**0**	**738,207**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	175,000	0	0	0	0	175,000
Loan/Bond Proceeds	65,980	0	0	0	0	65,980
Sewer Revenue	50,000	0	0	0	0	50,000
Special Assessments	198,340	0	0	0	0	198,340
State Funding	187,000	0	0	0	0	187,000
Stormwater Revenue	11,887	0	0	0	0	11,887
Water Revenue	50,000	0	0	0	0	50,000
Total	**738,207**	**0**	**0**	**0**	**0**	**738,207**

Project Timeline

- January 2025 - Neighborhood meeting
- February 2025 - Improvement Hearing
- March 2025 - Assessment Hearing
- June 2025 - Begin Construction
- September 2025 - Final Completion

Germania Park Phase 5

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

The reconstruction of 8th Avenue from Harper Street to Cleveland Street; 7th Avenue from Harper Street to Cleveland Street; Lind Street from 8th Avenue to 6th Avenue; Cleveland Street from 8th Avenue and 7th Avenue.

The Germania Park Capital Improvements Plan (CIP) covers an area of Mankato generally bounded by Riverfront Drive, 1st Avenue, Trunk Highway 14 (TH 14), and the Minnesota River. The existing subsurface of this area is predominantly bedrock, which has limited the development to smaller residential developments and industrial businesses. Most of the city-owned infrastructure is original and dates 50 to 75 years in age, with the exception of Pine Street and a few residential streets on the east side of 3rd Avenue.

In 2011, Short Elliott Hendrickson, Inc. was retained by the City of Mankato to develop a master plan for the Germania Park area. This plan originally envisioned the improvements starting in 2015. Due to funding priorities within the Community Investment Plan these projects were delayed until 2019.

The project area generally has utilities that are 50-75 years old. Sewer is believed to be made of vitrified clay. Vitrified clay is a brittle material susceptible to cracking, joint displacement, root intrusion, and infiltration. The sanitary sewer manholes are of a similar age and likely block or brick built. Due to the age and material build of the sanitary sewer, it is suggested that all sanitary sewer within the project area be reconstructed and replaced with polyvinyl chloride (PVC) pipe. The watermain is most likely made of cast iron, which is susceptible to breaking due to deterioration and freezing conditions in colder weather. It is also 6-inch in diameter, which is undersized compared to current standards.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin/Bonding	74,111	0	0	0	0	74,111
Contingency	112,289	0	0	0	0	112,289
Engineering	123,518	0	0	0	0	123,518
Sanitary sewer	126,869	0	0	0	0	126,869

	2025	2026	2027	2028	2029	Total
Stormwater	9,672	0	0	0	0	9,672
Streets	861,737	0	0	0	0	861,737
SWPP	4,008	0	0	0	0	4,008
Watermain	128,410	0	0	0	0	128,410
Total	**1,440,614**	**0**	**0**	**0**	**0**	**1,440,614**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	630,405	0	0	0	0	630,405
Sewer Revenue	149,198	0	0	0	0	149,198
Special Assessments	500,000	0	0	0	0	500,000
Stormwater Revenue	10,000	0	0	0	0	10,000
Water Revenue	151,011	0	0	0	0	151,011
Total	**1,440,614**	**0**	**0**	**0**	**0**	**1,440,614**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid
- May – Construction
- October – Project completion

Land of Memories Trail

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

A trail connection proposed to go through Land of Memories Park, connecting the Kern Bridge and Riverfront trail to the Minneopa trail. This plan aligns with the Minnesota Department of Natural Resources' State Trail master plan. This specifically calls for a trail to connect from Minneopa State Park which follows the path of the Minneopa Trail to Land of Memories Park and Sibley Park.

Engagement Strategy

Engagement with this trail will coincide with Kern Bridge engagement activities.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	19,237	0	0	0	0	19,237
Contingency	29,147	0	0	0	0	29,147
Engineering	32,062	0	0	0	0	32,062
Trail construction	291,475	0	0	0	0	291,475
Total	**371,922**	**0**	**0**	**0**	**0**	**371,922**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Federal Funding	153,065	0	0	0	0	153,065
Other Sources	9,298	0	0	0	0	9,298
State Funding	209,559	0	0	0	0	209,559
Total	**371,922**	**0**	**0**	**0**	**0**	**371,922**

Project Timeline

- May – Construction
- October – Project completion

Pavement Rehabilitation

Department: STREET PROJECTS

Project Years: 2025 - 2027

Project Description

Rehabilitation of pavement on various streets in Mankato. Periodic renewal and improvement of pavement section on various streets is needed to maintain high quality surface transportation network in the City of Mankato. Streets to be evaluated on an annual basis.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Pavement Rehabilitation	560,000	560,000	560,000	0	0	1,680,000
Total	**560,000**	**560,000**	**560,000**	**0**	**0**	**1,680,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	250,000	250,000	250,000	0	0	750,000
Sewer Revenue	50,000	50,000	50,000	0	0	150,000
Special Assessments	200,000	200,000	200,000	0	0	600,000
Stormwater Revenue	10,000	10,000	10,000	0	0	30,000
Water Revenue	50,000	50,000	50,000	0	0	150,000
Total	**560,000**	**560,000**	**560,000**	**0**	**0**	**1,680,000**

Project Timeline

- January – Feasibility
- February – Hearing
- March – Bid
- May – Construction
- October – Project completion

Petition, Expansion and Major Streets

Department: STREET PROJECTS

Project Years: 2025 - 2029

Project Description

Improvement to minor local roads and alleys. Typically pavement and transportation related. Each year the Public Works Department receives requests for improvements to the transportation system. Many of these projects are local streets or alleys. This budget line item exists to allow for minor projects that are petitioned to be designed and constructed within a single construction season, outside of the normal Community Investment Plan process. Alley 18-176 has been petitioned for reconstruction in 2024.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Petition Project	150,000	150,000	150,000	150,000	150,000	750,000
Total	**150,000**	**150,000**	**150,000**	**150,000**	**150,000**	**750,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	150,000	150,000	150,000	150,000	150,000	750,000
Total	**150,000**	**150,000**	**150,000**	**150,000**	**150,000**	**750,000**

Project Timeline

- January – Feasibility
- February – Hearing
- March – Bid
- May – Construction
- October – Project completion

Plum Street

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

A petition was received for the reconstruction of Plum Street. The project will evaluate the lane configurations and explore if on street parking can be added to this block. A critical watermain connection will also be made between Riverfront Drive and Second Street

Engagement Strategy

A neighborhood meeting will be held.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	45,428	0	0	0	0	45,428
Contingency	68,831	0	0	0	0	68,831
Engineering	75,717	0	0	0	0	75,717
Sanitary Sewer	10,979	0	0	0	0	10,979
Stormwater	143,378	0	0	0	0	143,378
Street	316,844	0	0	0	0	316,844
SWPPP	3,647	0	0	0	0	3,647
Watermain	213,467	0	0	0	0	213,467
Total	**878,291**	**0**	**0**	**0**	**0**	**878,291**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	319,304	0	0	0	0	319,304
Sewer Revenue	12,912	0	0	0	0	12,912
Special Assessments	126,425	0	0	0	0	126,425
Stormwater Revenue	168,612	0	0	0	0	168,612
Water Revenue	251,038	0	0	0	0	251,038
Total	**878,291**	**0**	**0**	**0**	**0**	**878,291**

Project Timeline

- Fall 2024 Neighborhood engagement
- December 2024 - Neighborhood meeting
- January 2025 - Improvement Hearing
- February 2025 - Assessment Hearing
- May 2025 - Begin construction
- July 2025 - Final completion.

Sidewalk Improvements

Department: STREET PROJECTS

Project Years: 2025 - 2029

Project Description

Panels prioritized by ADA compliance requirements and requests from citizens.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Sidewalk Improvements	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	90,000	90,000	90,000	90,000	90,000	450,000
Special Assessments	10,000	10,000	10,000	10,000	10,000	50,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid Award
- May – Begin Construction
- October – Project completion

Victory Drive Phase 2

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

Victory Drive reconstruction from Main Street to Fair Street. Complete reconstruction of sanitary sewer, watermain, and storm sewer.

Engagement Strategy

Blue Earth County will lead engagement efforts for this project and be shared through city public information.

Project Uses

	2025	2026	2027	2028	2029	Total
Victory Drive Reconstruction	4,400,000	0	0	0	0	4,400,000
Total	**4,400,000**	**0**	**0**	**0**	**0**	**4,400,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
County Funding	3,500,000	0	0	0	0	3,500,000
Sewer Revenue	50,000	0	0	0	0	50,000
State Funding	750,000	0	0	0	0	750,000
Stormwater Revenue	50,000	0	0	0	0	50,000
Water Revenue	50,000	0	0	0	0	50,000
Total	**4,400,000**	**0**	**0**	**0**	**0**	**4,400,000**

Project Timeline

- Summer 2024 - Construction

West 7th Street

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

Full reconstruction of West 7th Street between Sibley Street and Owatonna Street. This will replace the sanitary sewer, watermain, storm drains, end services and reconstruct the pavement.

Engagement Strategy

Neighborhood Meeting

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	59,015	0	0	0	0	59,015
Contingency	89,418	0	0	0	0	89,418
Engineering	98,359	0	0	0	0	98,359
Sanitary Sewer	149,890	0	0	0	0	149,890
Storm Drain	66,085	0	0	0	0	66,085
Street	447,210	0	0	0	0	447,210
SWPPP	54,167	0	0	0	0	54,167
Watermain	176,826	0	0	0	0	176,826
Total	**1,140,970**	**0**	**0**	**0**	**0**	**1,140,970**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	431,373	0	0	0	0	431,373
Sewer Revenue	176,271	0	0	0	0	176,271
Special Assessments	247,665	0	0	0	0	247,665
Stormwater Revenue	77,716	0	0	0	0	77,716
Water Revenue	207,948	0	0	0	0	207,948
Total	**1,140,973**	**0**	**0**	**0**	**0**	**1,140,973**

Project Timeline

- December 2024 - Neighborhood Meeting
- January 2025 - Improvement Hearing
- February 2025 - Assessment Hearing
- June 2025 Begin Construction
- September 2025 - Final Completion

Woodshire Dr

Department: STREET PROJECTS

Project Years: 2025 - 2025

Project Description

The proposed improvements for Maple Lane and Woodshire Drive from Madison Avenue to the northern end include replacement of sanitary sewer, watermain, storm sewer, end services, aggregate base, concrete curb and gutter, bituminous pavement, sidewalks, landscaping, and driveway pavement.

Maple Lane and Woodshire Drive was originally constructed in 1958. Utilities remain this old while the pavement was recently done in 1998. The mains in this area has been subject to galvanic corrosion and it is recommended that they be replaced with PVC pipe to prevent any future disruptions to service. The current PCI (Pavement Condition Index) rating for Woodshire Drive is as low as 43 PCI while Maple Lane is 52 PCI. These complementary needs are best addressed with a full reconstruction project.

Woodshire Drive Neighborhood Construction Plan

The neighborhood generally consisting of Madison Avenue to Swiss Street and Madison Avenue to Adams Street is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to aging and inadequate utilities.

The sanitary infrastructure in this area consists of vitrified clay pipe constructed between the 1930s and 1950s. This infrastructure is generally considered by staff to be failing due to inadequate depth of the sanitary system as it extends into the neighborhood, most specifically at the northern terminus of Jayro Court. It has been determined by staff that the sanitary mainline exiting the neighborhood through the northern terminus of Woodshire Drive can be abandoned and rerouted to travel south along Woodshire Drives southern terminus. This would increase accessibility to the line for any needed maintenance activities. This would also allow for increased sanitary mainline depth and will result in less needed maintenance in this neighborhood.

This neighborhood has mostly cast iron watermain constructed between the 1920s and 1950s.

It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin	56,202	0	0	0	0	56,202
Construction Contingency	85,154	0	0	0	0	85,154
Engineering	93,669	0	0	0	0	93,669
Sanitary	188,838	0	0	0	0	188,838
Storm	76,094	0	0	0	0	76,094
Street	434,124	0	0	0	0	434,124
SWPP	21,045	0	0	0	0	21,045
Watermain	131,436	0	0	0	0	131,436
Total	**1,086,562**	**0**	**0**	**0**	**0**	**1,086,562**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	284,022	0	0	0	0	284,022
Sewer Revenue	222,074	0	0	0	0	222,074
Special Assessments	336,410	0	0	0	0	336,410
Stormwater Revenue	89,487	0	0	0	0	89,487
Water Revenue	154,569	0	0	0	0	154,569
Total	**1,086,562**	**0**	**0**	**0**	**0**	**1,086,562**

Project Timeline

- December 2024 - Neighborhood informational meeting
- January 2025 - Feasibility hearing
- February 2025 - Assessment hearing
- March 2025 - Award Bids
- May 2025 - Start construction
- August 2025 - Project completion

Germania Park Phase 6

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

The reconstruction of 2nd Avenue from Maxfield Street to Pine Street; Maxfield Street from 1st Avenue to 3rd Avenue; Chestnut Street from 1st Avenue to 3rd Avenue.

The Germania Park Capital Improvements Plan (CIP) covers an area of Mankato generally bounded by Riverfront Drive, 1st Avenue, Trunk Highway 14 (TH 14), and the Minnesota River. The existing subsurface of this area is predominantly bedrock, which has limited the development to smaller residential developments and industrial businesses. Most of the city-owned infrastructure is original and dates 50 to 75 years in age, with the exception of Pine Street and a few residential streets on the east side of 3rd Avenue.

In 2011, Short Elliott Hendrickson, Inc. was retained by the City of Mankato to develop a master plan for the Germania Park area. This plan originally envisioned the improvements starting in 2015. Due to funding priorities within the Community Investment Plan these projects were delayed until 2019.

The project area generally has utilities that are 50-75 years old. Sewer is believed to be made of vitrified clay. Vitrified clay is a brittle material susceptible to cracking, joint displacement, root intrusion, and infiltration. The sanitary sewer manholes are of a similar age and likely block or brick built. Due to the age and material build of the sanitary sewer, it is suggested that all sanitary sewer within the project area be reconstructed and replaced with polyvinyl chloride (PVC) pipe. The watermain is most likely made of cast iron, which is susceptible to breaking due to deterioration and freezing conditions in colder weather. It is also 6-inch in diameter, which is undersized compared to current standards.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin/bonding	0	115,936	0	0	0	115,936
Contingency	0	175,660	0	0	0	175,660
Engineering	0	193,227	0	0	0	193,227
Sanitary Sewer	0	164,487	0	0	0	164,487

	2025	2026	2027	2028	2029	Total
Stormwater	0	64,272	0	0	0	64,272
Streets	0	1,322,461	0	0	0	1,322,461
SWPP	0	4,008	0	0	0	4,008
Watermain	0	201,376	0	0	0	201,376
Total	**0**	**2,241,427**	**0**	**0**	**0**	**2,241,427**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	1,185,589	0	0	0	1,185,589
Sewer Revenue	0	193,437	0	0	0	193,437
Special Assessments	0	550,000	0	0	0	550,000
Stormwater Revenue	0	75,583	0	0	0	75,583
Water Revenue	0	236,818	0	0	0	236,818
Total	**0**	**2,241,427**	**0**	**0**	**0**	**2,241,427**

Project Timeline

- January - Feasibility Hearing
- February - Assessment Hearing
- March - Bid Award
- May - Construction
- October - Project completion

Long St - Main to Fair

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

This street is the third phase of the Long St Neighborhood Construction Plan. This project will consist of replacing watermain, sanitary sewer and stormwater utilities. This neighborhood is experiencing a large amounts of watermain breaks consistently due to aging and failing infrastructure. The watermain in this area is from the mid-1950s and made of cast iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is from the mid-1950s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time. There is sidewalk identified in this area under the City of Mankato Critical Link Sidewalk Plan. Long St Neighborhood Construction Plan The neighborhood generally consisting of Dickinson Street to Victory Drive and Main Street to Fair Street is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to aging and failing utilities. This neighborhood has mostly cast iron watermain constructed in the mid to late 1950s. This watermain network has experienced many watermain breaks since tracking began in the cities Cartegraph system. Cartegraph shows the cost of watermain breaks in this area broken down by year below:2016: $7109 2017: $17,088 2018: $31,535 2019: $27,638 2020: $24,497 2021: $21,756. The sanitary infrastructure in this area generally consists of vitrified clay pipe constructed in the mid to late 1950s. There are several sidewalk links identified in the City of Mankato Critical Link Sidewalk Plan that may also be addressed with reconstruction activities in the neighborhood. It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	77,787	0	0	0	77,787
Contingency	0	117,858	0	0	0	117,858
Engineering	0	129,645	0	0	0	129,645
Sanitary Sewer	0	183,721	0	0	0	183,721
Storm Drainage	0	182,353	0	0	0	182,353
Stormwater Pollution prevention	0	26,140	0	0	0	26,140
Street	0	583,353	0	0	0	583,353
Watermain	0	203,018	0	0	0	203,018
Total	**0**	**1,503,875**	**0**	**0**	**0**	**1,503,875**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	445,593	0	0	0	445,593
Sewer Revenue	0	216,056	0	0	0	216,056
Special Assessments	0	389,030	0	0	0	389,030
Stormwater Revenue	0	214,447	0	0	0	214,447
Water Revenue	0	238,749	0	0	0	238,749
Total	**0**	**1,503,875**	**0**	**0**	**0**	**1,503,875**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid
- May – Construction
- October – Project completion

Mn Rivertrail Northstar to Main street

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Mn Rivertrail Northstar to Main street	0	843,554	0	0	0	843,554
Total	**0**	**843,554**	**0**	**0**	**0**	**843,554**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	168,711	0	0	0	168,711
Other Sources	0	674,843	0	0	0	674,843
Total	**0**	**843,554**	**0**	**0**	**0**	**843,554**

Project Timeline

n/a

Resurfacing Project - Main St

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Resurfacing Main St.	0	804,232	0	0	0	804,232
Total	**0**	**804,232**	**0**	**0**	**0**	**804,232**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sewer Revenue	0	50,000	0	0	0	50,000
Special Assessments	0	200,000	0	0	0	200,000
State Funding	0	494,232	0	0	0	494,232
Stormwater Revenue	0	10,000	0	0	0	10,000
Water Revenue	0	50,000	0	0	0	50,000
Total	**0**	**804,232**	**0**	**0**	**0**	**804,232**

Project Timeline

n/a

Riverfront and Main Signal Replacement

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Signal Replacement	0	250,000	0	0	0	250,000
Total	**0**	**250,000**	**0**	**0**	**0**	**250,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
State Funding	0	250,000	0	0	0	250,000
Total	**0**	**250,000**	**0**	**0**	**0**	**250,000**

Project Timeline

n/a

Third Ave - Riverfront to Summit

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Third Ave - Riverfront to Summit	0	3,104,965	0	0	0	3,104,965
Total	**0**	**3,104,965**	**0**	**0**	**0**	**3,104,965**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sewer Revenue	0	1,382,265	0	0	0	1,382,265
Special Assessments	0	379,604	0	0	0	379,604
Water Revenue	0	1,343,096	0	0	0	1,343,096
Total	**0**	**3,104,965**	**0**	**0**	**0**	**3,104,965**

Project Timeline

n/a

Up Bridge 86.84 (Sibley Parkway)

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

Replacement of Union Pacific Rail Road bridge 86.84 will provide a legal height access to the Sibley Park Neighborhood. This work will include realignment and regrading of Sibley Parkway and Poplar Street at the intersection of the two streets. Work will include select utility replacement and/or relocation to accommodate the new bridge location and the new road grades. Additional improvements to rail road crossings including closure of crossings at Hubble Avenue and Owatonna Street will be explored as a part of the engagement and design process of this project.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	75,000	0	0	0	75,000
Construction	0	1,136,364	0	0	0	1,136,364
Contingency	0	113,636	0	0	0	113,636
Engineering	0	125,000	0	0	0	125,000
Total	**0**	**1,450,000**	**0**	**0**	**0**	**1,450,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	250,000	0	0	0	250,000
Sewer Revenue	0	150,000	0	0	0	150,000
State Funding	0	750,000	0	0	0	750,000
Stormwater Revenue	0	150,000	0	0	0	150,000
Water Revenue	0	150,000	0	0	0	150,000
Total	**0**	**1,450,000**	**0**	**0**	**0**	**1,450,000**

Project Timeline

- 2024 - Coordination with Union Pacific Rail Road
- 2025 - Begin engagement with neighborhood and adjacent Railroad crossing users
- 2026 - Construction coordinated with bridge work

Woodshire Phase 2

Department: STREET PROJECTS

Project Years: 2026 - 2026

Project Description

The proposed improvements for Belleview Avenue, Jayro Court, and Riverview Street from Woodshire drive to Swiss Street include replacement of sanitary sewer, watermain, storm sewer, end services, aggregate base, concrete curb and gutter, bituminous pavement, sidewalks, landscaping, and driveway pavement.

Belleview Avenue, Jayro Court and Riverview Street are the second phase of the Rita Road Neighborhood Construction Plan. This neighborhood has inadequate sanitary sewer depth and drainage issues, resulting in high maintenance costs and roadway deterioration. The watermain in this area is installed in phases between the 1930s and 1970s and made of cast iron and ductile iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is installed in phases betweeen the 1930s and 1970s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time.

Woodshire Drive Neighborhood Construction Plan

The neighborhood generally consisting of Madison Avenue to Swiss Street and Madison Avenue to Adams Street is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to aging and inadequate utilities.

The sanitary infrastructure in this area consists of vitrified clay pipe constructed between the 1930s and 1950s. This infrastructure is generally considered by staff to be failing due to inadequate depth of the sanitary system as it extends into the neighborhood, most specifically at the northern terminus of Jayro Court. It has been determined by staff that the sanitary mainline exiting the neighborhood through the northern terminus of Woodshire Drive can be abandoned and rerouted to travel south along Woodshire Drives southern terminus. This would increase accessibility to the line for any needed maintenance activities. This would also allow for increased sanitary mainline depth and will result in less needed maintenance in this neighborhood.

This neighborhood has mostly cast iron watermain constructed between the 1920s and 1950s.

It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin/bonding	0	56,721	0	0	0	56,721
Contingency	0	85,941	0	0	0	85,941
Engineering	0	94,535	0	0	0	94,535
Sanitary	0	107,838	0	0	0	107,838
Storm	0	63,301	0	0	0	63,301
Street	0	485,651	0	0	0	485,651
SWPP	0	5,619	0	0	0	5,619
Watermain	0	197,003	0	0	0	197,003
Total	**0**	**1,096,609**	**0**	**0**	**0**	**1,096,609**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	238,475	0	0	0	238,475
Sewer Revenue	0	126,817	0	0	0	126,817
Special Assessments	0	425,200	0	0	0	425,200
Stormwater Revenue	0	74,442	0	0	0	74,442
Water Revenue	0	231,675	0	0	0	231,675
Total	**0**	**1,096,609**	**0**	**0**	**0**	**1,096,609**

Project Timeline

- December - Neighborhood informational meeting
- January - Feasibility hearing
- February - Assessment hearing
- March - Award Bids
- May - Start construction
- August - Project completion

169 -hwy 14 to Riverfront Drive

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
169 -hwy 14 to Riverfront Drive	0	0	3,000,000	0	0	3,000,000
Total	**0**	**0**	**3,000,000**	**0**	**0**	**3,000,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sewer Revenue	0	0	1,000,000	0	0	1,000,000
State Funding	0	0	1,000,000	0	0	1,000,000
Water Revenue	0	0	1,000,000	0	0	1,000,000
Total	**0**	**0**	**3,000,000**	**0**	**0**	**3,000,000**

Project Timeline

n/a

Fair St - McConnell to Belmont

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

This project will consist of replacing watermain, sanitary sewer and stormwater utilities. This street is the fourth phase of the Long St Neighborhood Construction Plan. This neighborhood is experiencing a large amounts of watermain breaks consistently due to aging and failing infrastructure. The watermain in this area is from the mid-1950s and made of cast iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is from the mid-1950s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time. There is sidewalk identified in this area under the City of Mankato Critical Link Sidewalk Plan. Long St Neighborhood Construction Plan. The neighborhood generally consisting of Dickinson Street to Victory Drive and Main Street to Fair Street is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to aging and failing utilities. This neighborhood has mostly cast iron watermain constructed in the mid to late 1950s. This watermain network has experienced many watermain breaks since tracking began in the cities Cartegraph system. Cartegraph shows the cost of watermain breaks in this area broken down by year below: 2016: $7109 2017: $17,088 2018: $31,535 2019: $27,638 2020: $24,497 2021: $21,756 The sanitary infrastructure in this area generally consists of vitrified clay pipe constructed in the mid to late 1950s. There are several sidewalk links identified in the City of Mankato Critical Link Sidewalk Plan that may also be addressed with reconstruction activities in the neighborhood. It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	86,312	0	0	86,312
Contingency	0	0	130,776	0	0	130,776
Engineering	0	0	143,855	0	0	143,855
Sanitary Sewer	0	0	206,346	0	0	206,346
Storm Drainage	0	0	122,499	0	0	122,499
Stormwater Pollution Prevention	0	0	37,927	0	0	37,927
Street	0	0	698,101	0	0	698,101
Watermain	0	0	242,890	0	0	242,890
Total	**0**	**0**	**1,668,706**	**0**	**0**	**1,668,706**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	540,995	0	0	540,995
Sewer Revenue	0	0	242,663	0	0	242,663
Special Assessments	0	0	455,350	0	0	455,350
Stormwater Revenue	0	0	144,059	0	0	144,059
Water Revenue	0	0	285,639	0	0	285,639
Total	**0**	**0**	**1,668,706**	**0**	**0**	**1,668,706**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid
- May – Construction
- October – Project completion

Germania Park Phase 7

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

The reconstruction of†1st Avenue from Riverfront drive eastward to the railroad tracks.

The Germania Park Capital Improvements Plan (CIP) covers an area of Mankato generally bounded by Riverfront Drive, 1st Avenue, Trunk Highway 14 (TH 14), and the Minnesota River. The existing subsurface of this area is predominantly bedrock, which has limited the development to smaller residential developments and industrial businesses. Most of the city-owned infrastructure is original and dates 50 to 75 years in age, with the exception of Pine Street and a few residential streets on the east side of 3rd Avenue.

In 2011, Short Elliott Hendrickson, Inc. was retained by the City of Mankato to develop a master plan for the Germania Park area. This plan originally envisioned the improvements starting in 2015.† Due to funding priorities within the Community Investment Plan these projects were delayed until 2019.

The project area generally has utilities that are 50-75 years old. Sewer is believed to be made of vitrified clay. Vitrified clay is a brittle material susceptible to cracking, joint displacement, root intrusion, and infiltration. The sanitary sewer manholes are of a similar age and likely block or brick built. Due to the age and material build of the sanitary sewer, it is suggested that all sanitary sewer within the project area be reconstructed and replaced with polyvinyl chloride (PVC) pipe. The watermain is most likely made of cast iron, which is susceptible to breaking due to deterioration and freezing conditions in colder weather. It is also 6-inch in diameter, which is undersized compared to current standards.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin/Bonding	0	0	222,007	0	0	222,007
Contingency	0	0	336,375	0	0	336,375
Engineering	0	0	370,013	0	0	370,013
Sanitary sewer	0	0	1,023,553	0	0	1,023,553
Stormwater	0	0	48,870	0	0	48,870
Streets	0	0	2,073,440	0	0	2,073,440
Watermain	0	0	217,890	0	0	217,890
Total	**0**	**0**	**4,292,148**	**0**	**0**	**4,292,148**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	1,674,740	0	0	1,674,740
Sewer Revenue	0	0	1,203,698	0	0	1,203,698
Special Assessments	0	0	1,100,000	0	0	1,100,000
Stormwater Revenue	0	0	57,472	0	0	57,472
Water Revenue	0	0	256,238	0	0	256,238
Total	**0**	**0**	**4,292,148**	**0**	**0**	**4,292,148**

Project Timeline

- January – Feasibility
- February – Hearing
- March – Bid
- May – Construction
- October – Project completion

Hiniker Parkway

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Hiniker Parkway	0	0	601,401	0	0	601,401
Total	**0**	**0**	**601,401**	**0**	**0**	**601,401**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	160,247	0	0	160,247
Sewer Revenue	0	0	10,000	0	0	10,000
Special Assessments	0	0	220,000	0	0	220,000
Stormwater Revenue	0	0	192,359	0	0	192,359
Water Revenue	0	0	18,795	0	0	18,795
Total	**0**	**0**	**601,401**	**0**	**0**	**601,401**

Project Timeline

n/a

N River Ln Resurface

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
N River Ln Resurface	0	0	105,843	0	0	105,843
Total	**0**	**0**	**105,843**	**0**	**0**	**105,843**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	86,373	0	0	86,373
Special Assessments	0	0	19,470	0	0	19,470
Total	**0**	**0**	**105,843**	**0**	**0**	**105,843**

Project Timeline

n/a

Resurfacing Projects

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Resurfacing Projects	0	0	435,000	0	0	435,000
Total	**0**	**0**	**435,000**	**0**	**0**	**435,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	175,000	0	0	175,000
Sewer Revenue	0	0	50,000	0	0	50,000
Special Assessments	0	0	150,000	0	0	150,000
Stormwater Revenue	0	0	10,000	0	0	10,000
Water Revenue	0	0	50,000	0	0	50,000
Total	**0**	**0**	**435,000**	**0**	**0**	**435,000**

Project Timeline

n/a

Veteran's Bridge Redecking

Department: STREET PROJECTS

Project Years: 2027 - 2027

Project Description

The Veteran's Bridge is scoped by MnDOT for a rehabilitation project in FY 2025. The required city share for this project is $6,952,000. The project has an estimated total cost of $15,204,000 of which MnDOT is responsible for seeking funds of the remaining $8,252,000. This project is intended to extend the life of the Veteran's Bridge by providing needed maintenance.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Veteran's Bridge	0	0	15,252,000	0	0	15,252,000
Total	**0**	**0**	**15,252,000**	**0**	**0**	**15,252,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Other Sources	0	0	6,952,000	0	0	6,952,000
State Funding	0	0	8,300,000	0	0	8,300,000
Total	**0**	**0**	**15,252,000**	**0**	**0**	**15,252,000**

Project Timeline

- 2023-2025 - seek federal funding opportunities, MnDOT leads project design and coordination
- January 2026 – Feasibility Hearing
- February 2026 – Bid
- May 2026 – Construction
- October 2026 – Project completion

2nd and Hickory Signal Replacement

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
2nd and Hickory Signal Replacement	0	0	0	225,000	0	225,000
Total	**0**	**0**	**0**	**225,000**	**0**	**225,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	225,000	0	225,000
Total	**0**	**0**	**0**	**225,000**	**0**	**225,000**

Project Timeline

n/a

Emerson Lane - Dickinson to Belmont

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

This project will consist of replacing watermain, sanitary sewer and stormwater utilities. This street is the second phase of the Long St Neighborhood Construction Plan. This neighborhood is experiencing a large amounts of watermain breaks consistently due to aging and failing infrastructure. The watermain in this area is from the mid-1950s and made of cast iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is from the mid-1950s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time. There is sidewalk identified in this area under the City of Mankato Critical Link Sidewalk Plan. Long St Neighborhood Construction Plan. The neighborhood generally consisting of Dickinson Street to Victory Drive and Main Street to Fair Street is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to aging and failing utilities. This neighborhood has mostly cast iron watermain constructed in the mid to late 1950s. This watermain network has experienced many watermain breaks since tracking began in the cities Cartegraph system. Cartegraph shows the cost of watermain breaks in this area broken down by year below: 2016: $7109 2017: $17,088 2018: $31,535 2019: $27,638 2020: $24,497 2021: $21,756 The sanitary infrastructure in this area generally consists of vitrified clay pipe constructed in the mid to late 1950s. There are several sidewalk links identified in the City of Mankato Critical Link Sidewalk Plan that may also be addressed with reconstruction activities in the neighborhood. It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	88,614	0	88,614
Contingency	0	0	0	134,263	0	134,263
Engineering	0	0	0	147,690	0	147,690
Sanitary Sewer	0	0	0	212,334	0	212,334
Storm Drainage	0	0	0	165,717	0	165,717
Stormwater Pollution Prevention	0	0	0	20,617	0	20,617
Street	0	0	0	720,406	0	720,406
Watermain	0	0	0	223,558	0	223,558
Total	**0**	**0**	**0**	**1,713,199**	**0**	**1,713,199**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	520,907	0	520,907
Sewer Revenue	0	0	0	249,705	0	249,705
Special Assessments	0	0	0	484,800	0	484,800
Stormwater Revenue	0	0	0	194,883	0	194,883
Water Revenue	0	0	0	262,904	0	262,904
Total	**0**	**0**	**0**	**1,713,199**	**0**	**1,713,199**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid
- May – Construction
- October – Project completion

N River Dr Resurface

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
N River Dr Resurface	0	0	0	763,376	0	763,376
Total	**0**	**0**	**0**	**763,376**	**0**	**763,376**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	453,376	0	453,376
Sewer Revenue	0	0	0	50,000	0	50,000
Special Assessments	0	0	0	200,000	0	200,000
Stormwater Revenue	0	0	0	10,000	0	10,000
Water Revenue	0	0	0	50,000	0	50,000
Total	**0**	**0**	**0**	**763,376**	**0**	**763,376**

Project Timeline

n/a

Riverfront Dr - Chestnut to Ruth

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

The sanitary line running generally from the WRRF eastward on the north side of the train tracks and south through Mabel St, Riverfront Dr and Ruth St before crossing southeast along grassland to Thompson Ravine Road is considered to have inadequate capacity and is in inadequate condition. In assessing this mainline it has been determined that one adequate alternative is to install a new sanitary line that follows a different footprint that has fewer geographical constraints. One option that has been considered is running a concurrent line from Thompson Ravine Road through Ruth Street to Riverfront Drive. At Riverfront Drive, flow will be directed southwest until Chestnut Drive. The mainline will travel west on Chestnut Drive until 1st Avenue. On 1st Avenue the mainline will travel north to Mills Street. On Mills Street the mainline will continue west to 3rd Avenue. The concurrent line would then follow the existing footprint to the WRRF. This proposed path of travel can be seen in the image below. This option would incorporate multiple reconstruction projects to complete. It is proposed that construction of the new sanitary line coincide with reconstruction of 3rd Avenue, reconstruction of Mills Street, 1st Avenue, and Chestnut Street, reconstruction of Riverfront Drive and reconstruction of Ruth Street. There would also be needed reconstruction at Mabel Street to redirect sanitary flows to the southwest. The planned reconstruct of Germania Park Phase 7 includes the entirety of 1st Avenue. This project is proposed to be expanded to include Mills Street and Chestnut Street. Reconstruction of Riverfront Drive from Chestnut Street to Mabel Street is proposed to reroute sanitary flows southward from Mabel Street. Reconstruction of Ruth Street from Riverfront Drive past its eastern extents to Thompson Ravine Road is proposed to install the concurrent sanitary line. Reconstruction of Mabel Street is proposed to allow for the sanitary line crossing the railroad tracks northward to be abandoned.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	57,244	0	57,244
Contingency	0	0	0	86,734	0	86,734
Engineering	0	0	0	95,407	0	95,407
Sanitary Sewer	0	0	0	187,804	0	187,804

	2025	2026	2027	2028	2029	Total
Storm Drainage	0	0	0	57,995	0	57,995
Stormwater Pollution Prevention	0	0	0	5,142	0	5,142
Street	0	0	0	566,973	0	566,973
Watermain	0	0	0	49,424	0	49,424
Total	**0**	**0**	**0**	**1,106,723**	**0**	**1,106,723**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	575,441	0	575,441
Sewer Revenue	0	0	0	220,857	0	220,857
Special Assessments	0	0	0	184,100	0	184,100
Stormwater Revenue	0	0	0	68,202	0	68,202
Water Revenue	0	0	0	58,123	0	58,123
Total	**0**	**0**	**0**	**1,106,723**	**0**	**1,106,723**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid Award
- May – Construction
- October – Project completion

Riverfront Dr - Stoltzman to Warren

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

Riverfront Drive reconstruction is programmed as a full reconstruction of Riverfront Drive from Stoltzman Drive to Warren Street. The project will be a full reconstruct excluding the sanitary sewer and median. The sanitary sewer is made of PVC and up to date for city standard materials.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	106,478	0	106,478
Contingency	0	0	0	161,331	0	161,331
Engineering	0	0	0	177,464	0	177,464
Sanitary Sewer	0	0	0	49,858	0	49,858
Storm Drainage	0	0	0	104,510	0	104,510
Storm Pollution Prevention	0	0	0	12,796	0	12,796
Street	0	0	0	1,443,843	0	1,443,843
Watermain	0	0	0	51,346	0	51,346
Total	**0**	**0**	**0**	**2,107,626**	**0**	**2,107,626**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	790,340	0	790,340
Sewer Revenue	0	0	0	50,000	0	50,000
Special Assessments	0	0	0	484,000	0	484,000
State Funding	0	0	0	600,000	0	600,000
Stormwater Revenue	0	0	0	122,904	0	122,904
Water Revenue	0	0	0	60,382	0	60,382
Total	**0**	**0**	**0**	**2,107,626**	**0**	**2,107,626**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid
- May – Construction
- October – Project completion

Welcome Ave - Monks to Rita

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

This project will consist of replacing watermain, sanitary sewer and stormwater utilities. This street is the third phase of the Rita Road Neighborhood Construction Plan. This neighborhood is one of the few remaining without underdrain. The watermain in this area is from the late-1950s and made of cast iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is from the late-1950s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time. Rita Road Neighborhood Construction Plan. The neighborhood generally consisting of Monks Avenue to Rita Road and Rita Road to Welcome Avenue is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to drainage/grading issues and aging utilities. This neighborhood experiences drainage problems due to a lack of storm sewer and grading challenges in a majority of the neighborhood. Storm sewer is present on the northern portion of Rita Road and the adjacent Monks Avenue. The eastern portion of Rita Road as well as Meadow Lane and Welcome Avenue rely on surface drainage. The current grading of this neighborhood does not allow for surface drainage to reach the storm sewer conveyance system in a large portion of this neighborhood. This neighborhood has cast iron watermain constructed in the late 1950s. The sanitary infrastructure in this area consists of vitrified clay pipe constructed in the late 1950s. It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	49,272	0	49,272
Contingency	0	0	0	74,655	0	74,655
Engineering	0	0	0	82,121	0	82,121
Sanitary Sewer	0	0	0	159,563	0	159,563
Storm Drainage	0	0	0	79,088	0	79,088
Stormwater Pollution Prevention	0	0	0	16,889	0	16,889
Street	0	0	0	354,396	0	354,396
Watermain	0	0	0	136,611	0	136,611
Total	**0**	**0**	**0**	**952,595**	**0**	**952,595**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	214,587	0	214,587
Sewer Revenue	0	0	0	187,646	0	187,646
Special Assessments	0	0	0	296,700	0	296,700
Stormwater Revenue	0	0	0	93,007	0	93,007
Water Revenue	0	0	0	160,655	0	160,655
Total	**0**	**0**	**0**	**952,595**	**0**	**952,595**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid Award
- May – Construction
- October – Project completion

Woodshire Phase 3

Department: STREET PROJECTS

Project Years: 2028 - 2028

Project Description

The proposed improvements for Wilson Way, Bonnie Lane, Sylvan Way and Knollcrest Drive include replacement of sanitary sewer, watermain, storm sewer, end services, aggregate base, concrete curb and gutter, bituminous pavement, sidewalks, landscaping, and driveway pavement. Wilson Way, Bonnie Lane, Sylvan Way and Knollcrest Drive are the third phase of the Rita Road Neighborhood Construction Plan. This neighborhood has inadequate sanitary sewer depth and drainage issues, resulting in high maintenance costs and roadway deterioration. The watermain in this area is installed in phases between the 1930s and 1970s and made of cast iron and ductile iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is installed in phases between the 1930s and 1970s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time. Woodshire Drive Neighborhood Construction Plan. The neighborhood generally consisting of Madison Avenue to Swiss Street and Madison Avenue to Adams Street is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to aging and inadequate utilities. The sanitary infrastructure in this area consists of vitrified clay pipe constructed between the 1930s and 1950s. This infrastructure is generally considered by staff to be failing due to inadequate depth of the sanitary system as it extends into the neighborhood, most specifically at the northern terminus of Jayro Court. It has been determined by staff that the sanitary mainline exiting the neighborhood through the northern terminus of Woodshire Drive can be abandoned and rerouted to travel south along Woodshire Drives southern terminus. This would increase accessibility to the line for any needed maintenance activities. This would also allow for increased sanitary mainline depth and will result in less needed maintenance in this neighborhood. This neighborhood has mostly cast iron watermain constructed between the 1920s and 1950s. It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	61,182	0	61,182
Contingency	0	0	0	92,700	0	92,700
Engineering	0	0	0	101,968	0	101,968
Sanitary Sewer	0	0	0	175,741	0	175,741

	2025	2026	2027	2028	2029	Total
Storm Drainage	0	0	0	142,745	0	142,745
Stormwater Pollution Prevention	0	0	0	23,622	0	23,622
Street	0	0	0	492,273	0	492,273
Watermain	0	0	0	92,619	0	92,619
Total	**0**	**0**	**0**	**1,182,850**	**0**	**1,182,850**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	302,591	0	302,591
Sewer Revenue	0	0	0	206,672	0	206,672
Special Assessments	0	0	0	396,800	0	396,800
Stormwater Revenue	0	0	0	167,868	0	167,868
Water Revenue	0	0	0	108,919	0	108,919
Total	**0**	**0**	**0**	**1,182,850**	**0**	**1,182,850**

Project Timeline

- January - Feasibility hearing
- February - Assessment hearing
- March - Award Bids
- May - Start construction
- August - Project completion

Anderson Dr and McConnell St

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Anderson Dr and McConnell St	0	0	0	0	1,552,162	1,552,162
Total	**0**	**0**	**0**	**0**	**1,552,162**	**1,552,162**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	0	648,190	648,190
Sewer Revenue	0	0	0	0	106,267	106,267
Special Assessments	0	0	0	0	450,025	450,025
Stormwater Revenue	0	0	0	0	181,553	181,553
Water Revenue	0	0	0	0	166,127	166,127
Total	**0**	**0**	**0**	**0**	**1,552,162**	**1,552,162**

Project Timeline

n/a

Madison Avenue Resurface

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

This project is proposed as a full depth reclamation of Madison Avenue from Riverfront Drive to 7th Street. This project will not impact existing sanitary sewer and watermain. Selective storm drain improvements will take place with the project.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Adminstration	0	0	0	0	60,125	60,125
Contingency	0	0	0	0	91,097	91,097
Engineering	0	0	0	0	100,208	100,208
Sanitary Sewer	0	0	0	0	50,000	50,000
Storm Drainage	0	0	0	0	41,752	41,752
Stormwater Pollution Prevention	0	0	0	0	4,189	4,189
Street	0	0	0	0	859,922	859,922
Watermain	0	0	0	0	50,000	50,000
Total	**0**	**0**	**0**	**0**	**1,257,293**	**1,257,293**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sewer Revenue	0	0	0	0	50,000	50,000
Special Assessments	0	0	0	0	155,760	155,760
State Funding	0	0	0	0	951,533	951,533
Stormwater Revenue	0	0	0	0	50,000	50,000
Water Revenue	0	0	0	0	50,000	50,000
Total	**0**	**0**	**0**	**0**	**1,257,293**	**1,257,293**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid
- May – Construction
- October – Project completion

Pfau St and Shamrock- Goodyear to Adams

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Pfau St and Shamrock- Goodyear to Adams	0	0	0	0	1,187,353	1,187,353
Total	**0**	**0**	**0**	**0**	**1,187,353**	**1,187,353**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	0	272,239	272,239
Sewer Revenue	0	0	0	0	204,894	204,894
Special Assessments	0	0	0	0	284,900	284,900
Stormwater Revenue	0	0	0	0	263,001	263,001
Water Revenue	0	0	0	0	162,319	162,319
Total	**0**	**0**	**0**	**0**	**1,187,353**	**1,187,353**

Project Timeline

n/a

Plainview Avenue - Fair to Marwood

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

Reconstruction of Plainview Avenue from Marwood Drive to Fair Street. This project will consist of replacing watermain, sanitary sewer and stormwater utilities.

This neighborhood is experiencing a large amounts of watermain breaks consistently due to aging and failing infrastructure. This area has had 4 main breaks between 2016-2021 and is considered the 6th most costly main break area during this time period. The watermain in this area is from the mid-1950s and made of cast iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is from the mid-1950s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time. There is sidewalk identified in this area under the City of Mankato Critical Link Sidewalk Plan.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin/bonding	0	0	0	0	86,939	86,939
Contingency	0	0	0	0	131,725	131,725
Engineering	0	0	0	0	144,898	144,898
Sanitary	0	0	0	0	344,398	344,398
Storm	0	0	0	0	140,828	140,828
Street	0	0	0	0	587,276	587,276
SWPP	0	0	0	0	9,696	9,696
Watermain	0	0	0	0	235,059	235,059
Total	**0**	**0**	**0**	**0**	**1,680,819**	**1,680,819**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	0	362,629	362,629
Sewer Revenue	0	0	0	0	405,012	405,012
Special Assessments	0	0	0	0	471,135	471,135
Stormwater Revenue	0	0	0	0	165,613	165,613
Water Revenue	0	0	0	0	276,430	276,430
Total	**0**	**0**	**0**	**0**	**1,680,819**	**1,680,819**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid Award
- May – Construction
- October – Project completion

Rita Road

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

The reconstruction of Rita Road from Monks Avenue to End. This project will consist of replacing watermain, sanitary sewer and stormwater utilities.

This street is the first phase of the Rita Road Neighborhood Construction Plan. This neighborhood is one of the few remaining without underdrain. The watermain in this area is from the late-1950s and made of cast iron. Cast iron is susceptible to corrosion and rusting over time. The sanitary sewer in this area is from the late-1950s and is made of vitrified clay. Vitrified clay is susceptible to root intrusion and leaks over time.

Rita Road Neighborhood Construction Plan

The neighborhood generally consisting of Monks Avenue to Rita Road and Rita Road to Welcome Avenue is considered by staff to be in need of reconstruction. The primary need for reconstruction in this area is due to drainage/grading issues and aging utilities.

This neighborhood experiences drainage problems due to a lack of storm sewer and grading challenges in a majority of the neighborhood. Storm sewer is present on the northern portion of Rita Road and the adjacent Monks Avenue. The eastern portion of Rita Road as well as Meadow Lane and Welcome Avenue rely on surface drainage. The current grading of this neighborhood does not allow for surface drainage to reach the storm sewer conveyance system in a large portion of this neighborhood.

This neighborhood has cast iron watermain constructed in the late 1950s.

The sanitary infrastructure in this area consists of vitrified clay pipe constructed in the late 1950s.

It is proposed to reconstruct this neighborhood in several phases.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Admin/bonding	0	0	0	0	84,820	84,820
Contingency	0	0	0	0	128,515	128,515
Engineering	0	0	0	0	141,367	141,367
Sanitary Sewer	0	0	0	0	286,487	286,487
Storm Water	0	0	0	0	194,350	194,350
Streets	0	0	0	0	553,321	553,321
SWPPP	0	0	0	0	26,674	26,674
Watermain	0	0	0	0	224,322	224,322
Total	**0**	**0**	**0**	**0**	**1,639,856**	**1,639,856**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	0	344,604	344,604
Sewer Revenue	0	0	0	0	336,909	336,909
Special Assessments	0	0	0	0	465,985	465,985
Stormwater Revenue	0	0	0	0	228,555	228,555
Water Revenue	0	0	0	0	263,803	263,803
Total	**0**	**0**	**0**	**0**	**1,639,856**	**1,639,856**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid Award
- May – Construction
- October – Project completion

Riverfront Dr - Warren to Main

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

Reconstruction of Riverfront Drive from Warren Street to Main Street. This reconstruction will rehabilitate watermain and sewer utilities as necessary. The road section and sidewalk will be reconstructed.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	0	100,121	100,121
Contingency	0	0	0	0	151,698	151,698
Engineering	0	0	0	0	166,868	166,868
Sanitary Sewer	0	0	0	0	100,000	100,000
Storm Drainage	0	0	0	0	150,568	150,568
Stormwater Pollution Prevention	0	0	0	0	5,412	5,412
Street	0	0	0	0	1,357,742	1,357,742
Watermain	0	0	0	0	99,427	99,427
Total	**0**	**0**	**0**	**0**	**2,131,836**	**2,131,836**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sewer Revenue	0	0	0	0	100,000	100,000
Special Assessments	0	0	0	0	242,000	242,000
State Funding	0	0	0	0	1,512,768	1,512,768
Stormwater Revenue	0	0	0	0	177,068	177,068
Water Revenue	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**2,131,836**	**2,131,836**

Project Timeline

- January - Feasibility Hearing
- February - Assessment Hearing
- March - Bid Award
- May - Construction
- October - Project completion

Woodland Ave - Gwyn to Skyline

Department: STREET PROJECTS

Project Years: 2029 - 2029

Project Description

Woodland Avenue is the first phase in the Woodland Avenue neighborhood reconstruction plan. The neighborhood is generally bounded by Belwood Drive and Woodland Avenue, the city of Skyline and Gwyn Avenue. This road is considered to be in need of reconstruction due to sub-standard infrastructure, including cast iron watermain and vitrified clay sanitary sewer, as well as failing pavements. Woodland Avenue is proposed to reconstruct the watermain connection to the water tower at the uphill end of the project. The existing 10 inch cast iron watermain will be replaced with a higher capacity 12 inch PVC watermain.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2025	2026	2027	2028	2029	Total
Administration	0	0	0	0	55,114	55,114
Contingency	0	0	0	0	83,507	83,507
Engineering	0	0	0	0	91,858	91,858
Sanitary Sewer	0	0	0	0	70,935	70,935
Storm Drainage	0	0	0	0	105,758	105,758
Stormwater Pollution Prevention	0	0	0	0	40,821	40,821
Street	0	0	0	0	393,058	393,058
Watermain	0	0	0	0	224,494	224,494
Total	**0**	**0**	**0**	**0**	**1,065,545**	**1,065,545**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	0	0	0	187,262	187,262
Sewer Revenue	0	0	0	0	83,420	83,420
Special Assessments	0	0	0	0	406,487	406,487
Stormwater Revenue	0	0	0	0	124,371	124,371
Water Revenue	0	0	0	0	264,005	264,005
Total	**0**	**0**	**0**	**0**	**1,065,545**	**1,065,545**

Project Timeline

- January – Feasibility Hearing
- February – Assessment Hearing
- March – Bid Award
- May – Construction
- October – Project completion

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Capital Replacement

Mankato EDA - Housing

Housing - Mankato EDA

	2025	2026	2027	2028	2029
Projected fund balance	$ 1,148,869	$ 995,869	$ 557,869	$ 539,869	$ 515,869
HUD Funding	$ 500,000				
Rent Proceeds		$ 500,000	$ 500,000	$ 500,000	$ 500,000
CFP Operations	$ (9,000)	$ (9,000)	$ (9,000)	$ (9,000)	$ (9,000)
Available Funds	$ 1,639,869	$ 1,486,869	$ 1,048,869	$ 1,030,869	$ 1,006,869

Project Name	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	**Illustrative**
Mankato Unit Renovations	$ (450,000)	$ (450,000)	$ (450,000)	$ (450,000)	$ (425,000)	**$ (2,225,000)**	
Mankato Scattered Sites Rekey	$ (25,000)					**$ (25,000)**	
Orness Plaza Heat Pump Replacement Phase 3	$ (120,000)					**$ (120,000)**	
Orness Plaza Boiler Replacement						**$ -**	$ (100,000)
Orness Plaza HVAC Replacement Phase 1		$ (425,000)				**$ (425,000)**	
Orness Plaza HVAC Replacement Phase 2						**$ -**	$ (350,000)
Appliance, furnace, & water heater replacement	$ (28,000)	$ (31,000)	$ (34,000)	$ (37,000)	$ (41,000)	**$ (171,000)**	
Driveway, misc site improvements	$ (21,000)	$ (23,000)	$ (25,000)	$ (28,000)	$ (31,000)	**$ (128,000)**	
Orness Plaza EIFS Repairs						**$ -**	$ (100,000)
Unit Electrical Code Upgrades						**$ -**	$ (450,000)
Parking lot repairs & sealcoating						**$ -**	$ (80,000)
Total	**$ (644,000)**	**$ (929,000)**	**$ (509,000)**	**$ (515,000)**	**$ (497,000)**	**$ (3,094,000)**	$ (1,080,000)
Fund Balance	$ 995,869	$ 557,869	$ 539,869	$ 515,869	$ 509,869		
Fund Balance Target	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Housing (City) - Mankato Scattered Sites Rekey	2025	25,000
Housing (City) - Orness Plaza Heat Pump Replacement Phase 3	2025	120,000
Housing (City) Appliance, furnace, & water heater replacement	2025	28,000
Housing (City) Driveway, misc site improvements	2025	21,000
Housing (City) Housing unit turnover renovations	2025	450,000
Total		**644,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Housing (City) - Orness Plaza HVAC Replacement Phase 1	2026	425,000
Housing (City) Appliance, furnace, & water heater replacement	2026	31,000
Housing (City) Driveway, misc site improvements	2026	23,000
Housing (City) Housing unit turnover renovations	2026	450,000
Total		**929,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Housing (City) Appliance, furnace, & water heater replacement	2027	34,000
Housing (City) Driveway, misc site improvements	2027	25,000
Housing (City) Housing unit turnover renovations	2027	450,000
Total		**509,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Housing (City) Appliance, furnace, & water heater replacement	2028	37,000
Housing (City) Driveway, misc site improvements	2028	28,000
Housing (City) Housing unit turnover renovations	2028	450,000
Total		**515,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Housing (City) Appliance, furnace, & water heater replacement	2029	41,000
Housing (City) Driveway, misc site improvements	2029	31,000
Housing (City) Housing unit turnover renovations	2029	425,000
Total		**497,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Housing (City) - Orness Plaza HVAC Replacement Phase 2	2027	350,000
Housing (City) - Unit Electrical Code Upgrades	2029	450,000
Housing (City) Orness Plaza Boiler Replacement	2028	100,000
Housing (City) Orness Plaza EIFS Repairs	2025	100,000
Housing (City) Parking lot repairs & sealcoating	2028	80,000
Total		**1,080,000**

Housing (City) - Mankato Scattered Sites Rekey

Department: MANKATO EDA - HOUSING

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Mankato Scattered Sites Rekey	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Project Timeline

n/a

Housing (City) - Orness Plaza Heat Pump Replacement Phase 3

Department: MANKATO EDA - HOUSING

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Orness Plaza Heat Pump Replacement Phase 3	120,000	0	0	0	0	120,000
Total	**120,000**	**0**	**0**	**0**	**0**	**120,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	120,000	0	0	0	0	120,000
Total	**120,000**	**0**	**0**	**0**	**0**	**120,000**

Project Timeline

n/a

Housing (City) Appliance, furnace, & water heater replacement

Department: MANKATO EDA - HOUSING

Project Years: 2025 - 2029

Project Description

Replacement of appliances as they approach the end of their useful life will allow for reduced downtime for tenants and reduce the number of stall call backs for maintenance.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Housing (City) Appliance, furnace, & water heater replacement	28,000	31,000	34,000	37,000	41,000	171,000
Total	**28,000**	**31,000**	**34,000**	**37,000**	**41,000**	**171,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	28,000	31,000	34,000	37,000	41,000	171,000
Total	**28,000**	**31,000**	**34,000**	**37,000**	**41,000**	**171,000**

Project Timeline

Multi year project will replace appliances as time allows throughout the calendar year.

Housing (City) Driveway, misc site improvements

Department: MANKATO EDA - HOUSING

Project Years: 2025 - 2029

Project Description

Replacement of failing site improvements to comply with housing unit inspections and site accessibility for our tenants.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Housing (City) Driveway, misc site improvements	21,000	23,000	25,000	28,000	31,000	128,000
Total	**21,000**	**23,000**	**25,000**	**28,000**	**31,000**	**128,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	21,000	23,000	25,000	28,000	31,000	128,000
Total	**21,000**	**23,000**	**25,000**	**28,000**	**31,000**	**128,000**

Project Timeline

Multiyear project will be accomplished as projects are identified and staffing allows.

Housing (City) Housing unit turnover renovations

Department: MANKATO EDA - HOUSING

Project Years: 2025 - 2029

Project Description

Various unit modernization and updates as the units become available during turnovers.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Housing (City) Housing unit turnover renovations	450,000	450,000	450,000	450,000	425,000	2,225,000
Total	**450,000**	**450,000**	**450,000**	**450,000**	**425,000**	**2,225,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	450,000	450,000	450,000	450,000	425,000	2,225,000
Total	**450,000**	**450,000**	**450,000**	**450,000**	**425,000**	**2,225,000**

Project Timeline

Multiyear project to be undertaken as units become available and staffing allows.

Housing (City) - Orness Plaza HVAC Replacement Phase 1

Department: MANKATO EDA - HOUSING

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Orness Plaza HVAC Replacement Phase 1	0	425,000	0	0	0	425,000
Total	**0**	**425,000**	**0**	**0**	**0**	**425,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	425,000	0	0	0	425,000
Total	**0**	**425,000**	**0**	**0**	**0**	**425,000**

Project Timeline

n/a

Blue Earth County
EDA - Housing

Housing - Blue Earth County EDA	2025	2026	2027	2028	2029		
Projected fund balance	$ 777,871	$ 707,671	$ 695,471	$ 678,271	$ 580,071		
HUD Funding	$ 250,000						
Rent Proceeds		$ 250,000	$ 250,000	$ 250,000	$ 250,000		
CFP Operations	$ (8,200)	$ (8,200)	$ (8,200)	$ (8,200)	$ (8,200)		
Available Funds	$ 1,019,671	$ 949,471	$ 937,271	$ 920,071	$ 821,871		
Project Name	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	**Illustrative**
Housing unit turnover renovations	$ (175,000)	$ (200,000)	$ (200,000)	$ (200,000)	$ (200,000)	**$ (975,000)**	
Appliance, furnace, & water heater replacement	$ (28,000)	$ (31,000)	$ (34,000)	$ (37,000)	$ (41,000)	**$ (171,000)**	
Parking lot patching & sealcoating				$ (75,000)		**$ (75,000)**	
Driveway, sidewalk, misc site improvements	$ (21,000)	$ (23,000)	$ (25,000)	$ (28,000)	$ (31,000)	**$ (128,000)**	
Breckenridge Landscaping Phase 2	$ (28,000)					**$ (28,000)**	
Lake Crystal Deck Replacements - 4 units	$ (60,000)					**$ (60,000)**	
Unit Electrical Code Upgrades						**$ -**	$ (450,000)
Total	**$ (312,000)**	**$ (254,000)**	**$ (259,000)**	**$ (340,000)**	**$ (272,000)**	**$ (1,437,000)**	$ (450,000)
Fund Balance	$ 707,671	$ 695,471	$ 678,271	$ 580,071	$ 549,871		
Fund Balance Target	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
BEC Housing - Appliance, furnace, & water heater replacement	2025	28,000
BEC Housing - Breckenridge Landscaping Phase 2	2025	28,000
BEC Housing - Driveway, sidewalk, misc site improvements	2025	21,000
BEC Housing - Housing unit turnover renovations	2025	175,000
BEC Housing - Lake Crystal Deck Replacements - 4 units	2025	60,000
Total		**312,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
BEC Housing - Appliance, furnace, & water heater replacement	2026	31,000
BEC Housing - Driveway, sidewalk, misc site improvements	2026	23,000
BEC Housing - Housing unit turnover renovations	2026	200,000
Total		**254,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
BEC Housing - Appliance, furnace, & water heater replacement	2027	34,000
BEC Housing - Driveway, sidewalk, misc site improvements	2027	25,000
BEC Housing - Housing unit turnover renovations	2027	200,000
Total		**259,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
BEC Housing - Appliance, furnace, & water heater replacement	2028	37,000
BEC Housing - Driveway, sidewalk, misc site improvements	2028	28,000
BEC Housing - Housing unit turnover renovations	2028	200,000
BEC Housing - Parking lot patching & sealcoating	2028	75,000
Total		**340,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
BEC Housing - Appliance, furnace, & water heater replacement	2029	41,000
BEC Housing - Driveway, sidewalk, misc site improvements	2029	31,000
BEC Housing - Housing unit turnover renovations	2029	200,000
Total		**272,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
BEC Housing - Unit Electrical Code Upgrades	2028	450,000
Total		**450,000**

BEC Housing - Appliance, furnace, & water heater replacement

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2025 - 2029

Project Description

Replacement of appliances as they approach the end of their useful life will allow for reduced downtime for tenants and reduce the number of stall call backs for maintenance.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
BEC Housing - Appliance, furnace, & water heater replacement	28,000	31,000	34,000	37,000	41,000	171,000
Total	**28,000**	**31,000**	**34,000**	**37,000**	**41,000**	**171,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	28,000	31,000	34,000	37,000	41,000	171,000
Total	**28,000**	**31,000**	**34,000**	**37,000**	**41,000**	**171,000**

Project Timeline

Multi year project will replace appliances as time allows throughout the calendar year.

BEC Housing - Breckenridge Landscaping Phase 2

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Breckenridge Landscaping Phase 2	28,000	0	0	0	0	28,000
Total	**28,000**	**0**	**0**	**0**	**0**	**28,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	28,000	0	0	0	0	28,000
Total	**28,000**	**0**	**0**	**0**	**0**	**28,000**

Project Timeline

n/a

BEC Housing - Driveway, sidewalk, misc site improvements

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2025 - 2029

Project Description

Replacement of failing site improvements to comply with housing unit inspections and site accessibility for our tenants.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
BEC Housing - Driveway, sidewalk, misc site improvements	21,000	23,000	25,000	28,000	31,000	128,000
Total	**21,000**	**23,000**	**25,000**	**28,000**	**31,000**	**128,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	21,000	23,000	25,000	28,000	31,000	128,000
Total	**21,000**	**23,000**	**25,000**	**28,000**	**31,000**	**128,000**

Project Timeline

Multiyear project will be accomplished as projects are identified and staffing allows.

BEC Housing - Housing unit turnover renovations

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2025 - 2029

Project Description

Various unit modernization and updates as the units become available during turnovers.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
BEC Housing - Housing unit turnover renovations	175,000	200,000	200,000	200,000	200,000	975,000
Total	**175,000**	**200,000**	**200,000**	**200,000**	**200,000**	**975,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	175,000	200,000	200,000	200,000	200,000	975,000
Total	**175,000**	**200,000**	**200,000**	**200,000**	**200,000**	**975,000**

Project Timeline

Multiyear project to be undertaken as units become available and staffing allows.

BEC Housing - Lake Crystal Deck Replacements - 4 units

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Lake Crystal Deck Replacements - 4 units	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Project Timeline

n/a

BEC Housing - Parking lot patching & sealcoating

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2028 - 2028

Project Description

Sealcoating is a preventative maintenance item that increases the life of the bituminous pavement thus reducing the need for replacement.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
BEC Housing - Parking lot patching & sealcoating	0	0	0	75,000	0	75,000
Total	**0**	**0**	**0**	**75,000**	**0**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	75,000	0	75,000
Total	**0**	**0**	**0**	**75,000**	**0**	**75,000**

Project Timeline

Project will be bid with the City street project to obtain better pricing with the work completed in the summer of 2028.

IGC Capital Replacement Fund

IGC Replacement Fund	2025	2026	2027	2028	2029
Projected fund Balance	$ 416,823	$ 281,823	$ 429,823	$ 434,823	$ 604,823
Transfer-in IGC	$ 475,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Available Funds	$891,823	$481,823	$629,823	$634,823	$804,823

Project Name	2025	2026	2027	2028	2029	Total	Illustrative
Intergovernmental Center - Building Exterior Cleaning & Repairs	$ (10,000)	$ (30,000)	$ (30,000)	$ (30,000)	$ (30,000)	**$ (130,000)**	
Intergovernmental Center - AED Replacement		$ (7,000)				**$ (7,000)**	
Intergovernmental Center - Roof Top HVAC Units #1 & 2 Design & Replacement	$ (600,000)					**$ (600,000)**	
Intergovernmental Center - Receiving Room Door Replacement		$ (15,000)				**$ (15,000)**	
Intergovernmental Center - Roof Replacement - 3rd Floor						**$ -**	$ (340,000.00)
Intergovernmental Center - Server Room HVAC Replacement					$ (100,000)	**$ (100,000)**	
Intergovernemental Center - HVAC Unit Replacements						**$ -**	$ (400,000.00)
Intergovernmental Center - Carpet Replacement						**$ -**	$ (500,000.00)
Intergovernemental Center - Western & 3rd Floor EIFS Replacement						**$ -**	$ (500,000.00)
Intergovernmental Center - Elevator Code Upgrades			$ (165,000)			**$ (165,000)**	
Total	$ (610,000)	$ (52,000)	$ (195,000)	$ (30,000)	$ (130,000)	**$ (1,017,000)**	$ (1,740,000)
Fund Balance	$ 281,823	$ 429,823	$ 434,823	$ 604,823	$ 674,823		
Fund Balance Target	$ 257,500	$ 265,000	$ 272,500	$ 280,000	$ 287,500		
Project Count	2	3	2	1	2		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Intergovernmental Center - Building Exterior Cleaning & Repairs	2025	10,000
Intergovernmental Center - Roof Top HVAC Units #1 & 2 Design & Replacement	2025	600,000
Total		**610,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Intergovernmental Center - AED Replacements	2026	7,000
Intergovernmental Center - Building Exterior Cleaning & Repairs	2026	30,000
Intergovernmental Center - Receiving Room Door Replacement	2026	15,000
Total		**52,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Intergovernmental Center - Building Exterior Cleaning & Repairs	2027	30,000
Intergovernmental Center - Elevator Controls Upgrade	2027	165,000
Total		**195,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Intergovernmental Center - Building Exterior Cleaning & Repairs	2028	30,000
Total		**30,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Intergovernmental Center - Building Exterior Cleaning & Repairs	2029	30,000
Intergovernmental Center - Server Room HVAC Replacement	2029	100,000
Total		**130,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Intergovernmental Center - Carpet Replacement and Painting on the 2nd Floor	2028	520,000
Intergovernmental Center - HVAC Unit Replacement	2029	400,000
Intergovernmental Center - Roof Replacement - 3rd Floor	2028	340,000
Intergovernmental Center - Western & 3rd Floor EIFS Replacement	2028	500,000
Total		**1,760,000**

Intergovernmental Center - Building Exterior Cleaning & Repairs

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2029

Project Description

Annual allocation of funds to continue to keep the building in excellent condition to allow for the continued hosting of various outdoor events on the front lawn.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Intergovernmental Center - Building Exterior Cleaning & Repairs	10,000	30,000	30,000	30,000	30,000	130,000
Total	**10,000**	**30,000**	**30,000**	**30,000**	**30,000**	**130,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	10,000	30,000	30,000	30,000	30,000	130,000
Total	**10,000**	**30,000**	**30,000**	**30,000**	**30,000**	**130,000**

Project Timeline

Spring of each year

Intergovernmental Center - Roof Top HVAC Units #1 & 2 Design & Replacement

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

Replacement of the existing roof top units that were installed with the original construction of the building in 1996/1997. Project will require a helicopter crane for installation due to limited crane access to the front of the building.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Intergovernmental Center - Roof Top HVAC Units #1 & 2 Design & Replacement	600,000	0	0	0	0	600,000
Total	**600,000**	**0**	**0**	**0**	**0**	**600,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	600,000	0	0	0	0	600,000
Total	**600,000**	**0**	**0**	**0**	**0**	**600,000**

Project Timeline

Design would occur in 2024.

Bidding would occur in January 2025 with installation anticipated in fall of 2025.

Intergovernmental Center - AED Replacements

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

Replacement of the building Automated External Defibrillators

The current Zoll AED's were purchased in 2020 and will reach the end of their warranty period requiring replacement in 2025.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
AED Replacements	0	7,000	0	0	0	7,000
Total	**0**	**7,000**	**0**	**0**	**0**	**7,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	7,000	0	0	0	7,000
Total	**0**	**7,000**	**0**	**0**	**0**	**7,000**

Project Timeline

Purchase will occur with city wide AED replacement project in 2025

Intergovernmental Center - Receiving Room Door Replacement

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Intergovernmental Center - Receiving Room Door Replacement	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Project Timeline

n/a

Intergovernmental Center - Elevator Controls Upgrade

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2027 - 2027

Project Description

Replacement of the elevator controls at the Intergovernmental Center The elevator controls are nearing the end of their useful life and are in need of an upgrade.† Staff is recommending transitioning to solid state controls to provide a smoother experience for our visitors.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Elevator controls	0	0	165,000	0	0	165,000
Total	**0**	**0**	**165,000**	**0**	**0**	**165,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	165,000	0	0	165,000
Total	**0**	**0**	**165,000**	**0**	**0**	**165,000**

Project Timeline

TBD

Intergovernmental Center - Server Room HVAC Replacement

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2029 - 2029

Project Description

N/A

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Intergovernmental Center - Server Room HVAC Replacement	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**100,000**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**100,000**	**100,000**

Project Timeline

N/A

Information Technology Capital Replacement

IT Replacement Fund	2025	2026	2027	2028	2029		
Projected fund Balance	$572,291	$395,291	$532,291	$549,291	$674,291		
Interest on Investments	$2,000	$2,000	$2,000	$2,000	$2,000		
Transfer-in IT	$440,000	$449,000	$328,000	$337,000	$346,000		
Cell Phone Tower Rent	$235,000	$235,000	$235,000	$235,000	$235,000		
Available Funds	**$1,249,291**	**$1,081,291**	**$1,097,291**	**$1,123,291**	**$1,257,291**		
Project Title	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	Illustrative
Conference Room(s) Technology	$30,000	$40,000	$20,000	$20,000	$20,000	**$130,000**	
Fiber Communications Infrastructure Expansion and Maintenance	$120,000	$140,000	$109,000	$112,000	$115,000	**$596,000**	
Network Equipment Upgrades	$98,000	$45,000	$45,000	$45,000	$45,000	**$278,000**	
Security Access Control System Upgrades and Expansion	$55,000	$55,000	$70,000	$70,000	$70,000	**$320,000**	
Security Camera System Upgrades and Expansion	$83,000	$96,000	$99,000	$102,000	$105,000	**$485,000**	
Server Virtualization Upgrades	$48,000	$48,000	$80,000	$25,000	$25,000	**$226,000**	
IT Security Solutions	$50,000	$50,000	$50,000	$50,000	$50,000	**$250,000**	
Video Storage Solution	$0	$50,000	$25,000	$25,000	$25,000	**$125,000**	
VoIP Phone System & 311 Call Center Upgrades	$0	$25,000	$50,000	$0	$0	**$75,000**	
Learning Management System	$20,000	$0	$0	$0	$0	**$20,000**	
Special Assessment Software	$0	$0	$0	$0	$0	**$0**	$360,000
Customer Service System Replacement	$350,000	$0	$0	$0	$0	**$350,000**	
Total	**$854,000**	**$549,000**	**$548,000**	**$449,000**	**$455,000**	**$2,855,000**	$360,000
Fund Balance	$395,291	$532,291	$549,291	$674,291	$802,291		
Fund Balance Target	$ 500,000	$ 515,000	$ 530,000	$ 545,000	$ 560,000		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Conference Room(s) Technology	2025	30,000
Customer Service Systems Replacement	2025	350,000
Fiber Communications Infrastructure Expansion and Maintenance	2025	120,000
Information Technology Security	2025	50,000
Learning Management System (LMS)	2025	20,000
Network Equipment Upgrades	2025	98,000
Security Access Control System Upgrades and Expansion	2025	55,000
Security Camera System Upgrades and Expansion	2025	83,000
Server Virtualization Upgrades	2025	48,000
Video Storage Solution	2025	0
VoIP Phone System & 311 Call Center Upgrades	2025	0
Total		**854,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Conference Room(s) Technology	2026	40,000
Fiber Communications Infrastructure Expansion and Maintenance	2026	140,000
Information Technology Security	2026	50,000
Network Equipment Upgrades	2026	45,000
Security Access Control System Upgrades and Expansion	2026	70,000
Security Camera System Upgrades and Expansion	2026	96,000
Server Virtualization Upgrades	2026	48,000
Video Storage Solution	2026	50,000
VoIP Phone System & 311 Call Center Upgrades	2026	25,000
Total		**564,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Conference Room(s) Technology	2027	20,000
Fiber Communications Infrastructure Expansion and Maintenance	2027	109,000
Information Technology Security	2027	50,000
Network Equipment Upgrades	2027	45,000
Security Access Control System Upgrades and Expansion	2027	70,000
Security Camera System Upgrades and Expansion	2027	99,000
Server Virtualization Upgrades	2027	80,000
Video Storage Solution	2027	25,000
VoIP Phone System & 311 Call Center Upgrades	2027	50,000
Total		**548,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Conference Room(s) Technology	2028	20,000
Fiber Communications Infrastructure Expansion and Maintenance	2028	112,000
Information Technology Security	2028	50,000
Network Equipment Upgrades	2028	45,000
Security Access Control System Upgrades and Expansion	2028	70,000
Security Camera System Upgrades and Expansion	2028	102,000
Server Virtualization Upgrades	2028	25,000
Video Storage Solution	2028	25,000
VoIP Phone System & 311 Call Center Upgrades	2028	0
Total		**449,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Conference Room(s) Technology	2029	20,000
Fiber Communications Infrastructure Expansion and Maintenance	2029	115,000
Information Technology Security	2029	50,000
Network Equipment Upgrades	2029	45,000
Security Access Control System Upgrades and Expansion	2029	70,000
Security Camera System Upgrades and Expansion	2029	105,000
Server Virtualization Upgrades	2029	25,000
Video Storage Solution	2029	25,000
VoIP Phone System & 311 Call Center Upgrades	2029	0
Total		**455,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Special Assessment Software	2027	360,000
Total		**360,000**

Conference Room(s) Technology

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Conference Room(s)†Technology Upgrades. Refresh aging technology in our meeting spaces to ensure our staff have modern technology tools and solutions.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Conference room technology	30,000	40,000	20,000	20,000	20,000	130,000
Total	**30,000**	**40,000**	**20,000**	**20,000**	**20,000**	**130,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	30,000	40,000	20,000	20,000	20,000	130,000
Total	**30,000**	**40,000**	**20,000**	**20,000**	**20,000**	**130,000**

Project Timeline

Project will be on-going over next 1-5 years.

Customer Service Systems Replacement

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2025

Project Description

Replace the current aging Customer Service System with a new platform with more robust features to streamline 311 Call Center processes. Implement a more flexible, customizable platform that integrates with our existing core enterprise software systems.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
	350,000	0	0	0	0	350,000
Total	**350,000**	**0**	**0**	**0**	**0**	**350,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	350,000	0	0	0	0	350,000
Total	**350,000**	**0**	**0**	**0**	**0**	**350,000**

Project Timeline

2024-2025

Fiber Communications Infrastructure Expansion and Maintenance

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Expand and maintain the city's fiber communication infrastructure to key city facilities. Identified facilities include;†Parks, Water Utility Sites, Traffic Signals, Lighting System. As the city's fiber footprint continues to expand, portions of these funds need to be allocated for relocation and maintenance to the existing fiber communication infrastructure. By investing in high speed communication infrastructure, the network foundation is created for the City to facilitate the deployment of enterprise level technology systems (VoIP, Security Access, Security Cameras, etc.) across the City's network. The fiber infrastructure also interconnects other critical systems; Traffic Signals and Lighting System.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fiber Infrastructure and Maintenance	120,000	140,000	109,000	112,000	115,000	596,000
Total	**120,000**	**140,000**	**109,000**	**112,000**	**115,000**	**596,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	120,000	140,000	109,000	112,000	115,000	596,000
Total	**120,000**	**140,000**	**109,000**	**112,000**	**115,000**	**596,000**

Project Timeline

This is an ongoing annual project

Information Technology Security

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Upgrade our Network Firewall(s) and implement additional cybersecurity management†solutions to enhance our threat defense systems.† Information Technology Security (IT Security) is growing in importance due to reliance on computer systems, the internet,†wireless networks, and mobile†devices.† Over the next 1-3 years IT will be†placing a high priority on the defense systems we have and place and upgrading them to the latest technology, implementing cybersecurity†software to ensure our systems and data are secure.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Information Technology Security	50,000	50,000	50,000	50,000	50,000	250,000
Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	50,000	50,000	50,000	50,000	50,000	250,000
Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**

Project Timeline

Project will be on-going over next 1-5 years.

Learning Management System (LMS)

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2025

Project Description

The purpose of a Learning Management System (LMS) is to provide a centralized platform for efficient course administration, personalized learning experiences, collaboration, tracking learner progress, generating insights through analytics, and facilitating compliance training.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

2025-2026

Network Equipment Upgrades

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Network Equipment & Upgrades. Replace aging Network Switches and Wireless Network Access Points to increase network performance.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Network Equipment Upgrades	98,000	45,000	45,000	45,000	45,000	278,000
Total	**98,000**	**45,000**	**45,000**	**45,000**	**45,000**	**278,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	98,000	45,000	45,000	45,000	45,000	278,000
Total	**98,000**	**45,000**	**45,000**	**45,000**	**45,000**	**278,000**

Project Timeline

Project will be on-going over next 1-5 years.

Security Access Control System Upgrades and Expansion

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Continue to expand and maintain the city's security access control system. Portions of these funds are to be allocated to maintenance and replacement of any failing access control components.

Enterprise Security Access Control System is integrated in most city buildings on a single software platform. Provides the ability to configure employee access cards to specific doors in multiple buildings. This centralized system creates efficiencies for system management, alarming, and reporting features.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fiber Infrastructure and Maintenance	55,000	70,000	70,000	70,000	70,000	335,000
Total	**55,000**	**70,000**	**70,000**	**70,000**	**70,000**	**335,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	55,000	70,000	70,000	70,000	70,000	335,000
Total	**55,000**	**70,000**	**70,000**	**70,000**	**70,000**	**335,000**

Project Timeline

This is an ongoing annual project.

Security Camera System Upgrades and Expansion

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Continue to expand and maintain the city's video security camera system.† Improving the video camera coverage for Public Safety in key identified areas.†† Portions of these funds need to be allocated to replace aging analog cameras with High Definition (HD) cameras.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Security Camera System Upgrades and Replacements	83,000	96,000	99,000	102,000	105,000	485,000
Total	**83,000**	**96,000**	**99,000**	**102,000**	**105,000**	**485,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	83,000	96,000	99,000	102,000	105,000	485,000
Total	**83,000**	**96,000**	**99,000**	**102,000**	**105,000**	**485,000**

Project Timeline

This is an ongoing annual project.

Server Virtualization Upgrades

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Upgrades to the server virtualization environment(s). Includes both the main and redundant server environments. This server farm environment is the city's core server environment, hosting all of the enterprise level software systems, and databases. Upgraded equipment will provide more server capacity and increased performance for server scalability.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Server Virtualization Upgrades	48,000	48,000	80,000	25,000	25,000	226,000
Total	**48,000**	**48,000**	**80,000**	**25,000**	**25,000**	**226,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	48,000	48,000	80,000	25,000	25,000	226,000
Total	**48,000**	**48,000**	**80,000**	**25,000**	**25,000**	**226,000**

Project Timeline

Project will be on-going over next 1-5 years.

Video Storage Solution

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Continue to expand the unified video storage solution for the city's security video systems. This unified storage solution, provides the city will have a more agile, scalable, reliable, and cost effective solution for future video storage demands. Upgrading our security cameras to High Definition (HD) requires additional storage capacity.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Video Storage Solution	0	50,000	25,000	25,000	25,000	125,000
Total	**0**	**50,000**	**25,000**	**25,000**	**25,000**	**125,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	50,000	25,000	25,000	25,000	125,000
Total	**0**	**50,000**	**25,000**	**25,000**	**25,000**	**125,000**

Project Timeline

This is an ongoing annual project.

VoIP Phone System & 311 Call Center Upgrades

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2025 - 2029

Project Description

Upgrades to the VoIP Phone System and 311 Call Center.† Includes the failover phone system(s) for redundancy at our disaster recovery site (Public Works Center).

Keeping the phones systems and software current:

Cisco Call Manager software

Cisco software version for desktop phones

Redundancy systems 311 call center and unity servers (voice mail).

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Phone System Upgrade	0	25,000	50,000	0	0	75,000
Total	**0**	**25,000**	**50,000**	**0**	**0**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	25,000	50,000	0	0	75,000
Total	**0**	**25,000**	**50,000**	**0**	**0**	**75,000**

Project Timeline

N/A

Mass Transit

Transit

	2025	2026	2027	2028	2029
Projected fund balance	$ 685,024	$ 655,024	$ 680,024	$ 865,024	$ 880,024
Transfer In	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000
Available Funds	$ 935,024	$ 905,024	$ 930,024	$ 1,115,024	$ 1,130,024

Project Name	2025	2026	2027	2028	2029	Total	Illustrative
Transit Maintenance Facility - Replace Window Sealant						$ -	$ (100,000.00)
Bus Stop Improvement Project	$ (75,000)					**$ (75,000)**	
Bus Stop Maintenance	$ (25,000)	$ (25,000)	$ (25,000)	$ (25,000)	$ (25,000)	**$ (125,000)**	
Transit - Overhead Door Replacement				$ (80,000)		**$ (80,000)**	
Public Works Center - Fuel Island Relocation Design - 50% Share Transit		$ (20,000)				**$ (20,000)**	
Public Works Center - Fuel Island Relocation Construction- 50% Share Transit				$ (90,000)		**$ (90,000)**	
Transit - Electric Vehicle Charging Stations						$ -	$ (110,000.00)
Transit - Unit Heater Replacement			$ (40,000)	$ (40,000)		**$ (80,000)**	
Transit - Vehicle Wash System Replacement		$ (180,000)				**$ (180,000)**	
Automated Passenger Counter	$ (80,000)					**$ (80,000)**	
Public Works Center/Transit - Emergency Generator - 50% share	$ (100,000)					**$ (100,000)**	
Transit Roof Replacement						$ -	$ (333,000.00)
Total	**$ (280,000)**	**$ (225,000)**	**$ (65,000)**	**$ (235,000)**	**$ (25,000)**	**$ (830,000)**	**$ (543,000)**
Fund Balance	$ 655,024	$ 680,024	$ 865,024	$ 880,024	$ 1,105,024		
Fund Balance Target	$500,000	$515,000	$530,000	$545,000	$560,000		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Automated Passenger Counter	2025	400,000
Bus Stop Improvement Project	2025	375,000
Bus Stop Maintenance	2025	25,000
Public Works Center/Transit - Emergency Generator - 50% share	2025	100,000
Total		**900,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Bus Stop Maintenance	2026	25,000
Public Works Center - Fuel Island Relocation Design - 50% Share Transit	2026	20,000
Transit - Vehicle Wash System Replacement	2026	180,000
Total		**225,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Bus Stop Maintenance	2027	25,000
Transit - Unit Heater Replacement	2027	40,000
Total		**65,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Bus Stop Maintenance	2028	25,000
Transit - Fuel Island Relocation Construction - 50% Share	2028	450,000
Transit - Overhead Door Replacement	2028	80,000
Transit - Unit Heater Replacement	2028	40,000
Total		**595,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Bus Stop Maintenance	2029	25,000
Total		**25,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Electrical Vehicle Charging Stations	2029	550,000
Transit Maintenance Facility - Replace Window Sealant	2029	100,000
Transit Roof Replacement	2029	333,000
Total		**983,000**

Automated Passenger Counter

Department: MASS TRANSIT

Project Years: 2025 - 2025

Project Description

Automated Passenger Counter (APC) system would be installed on Class 400 and Class 700 fixed route buses to automatically count the number of people that get on and off a vehicle. When combined with AVL technology that links to geographic location, it can capture ridership at each stop, by route, and by time. This data is extremely helpful in understanding ridership patterns, making service changes, and determining which bus stops to prioritize investments.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Automated Passenger Counter	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	80,000	0	0	0	0	80,000
Federal Funding	320,000	0	0	0	0	320,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Project Timeline

- January - June 2025 Put together an RFP
- July 2025 - Advertise RFP
- August 2025 - Select vendor
- September 2025 - December 2025 - Implement and install Automated Passenger Counter system

Bus Stop Improvement Project

Department: MASS TRANSIT

Project Years: 2025 - 2025

Project Description

Mankato Transit System's Bus Stop Improvements Project addresses the disability access for the fixed route transit stops in the urbanized area, such as lack of landing pad space to accommodate extendable/retractable bus ramps, and connection sidewalks. This project systematically addresses the concerns identified in both the 2018 Transit Development Plan and 2019 Mankato/North Mankato Area Planning Organization's Americans with Disability Act Transition Plan and Inventory for Public Rights of Way. Mankato Transit System inspected and rated all 86 transit stops in the urbanized area for aesthetics, surface, and structure. The surface rating identifies the alighting area, maximum slope, cross slope, and connection to a pedestrian access route. This data collection guided the improvement priority of the individual transit stops to be completed over a period of time as funding availability allows.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Bus Stop Improvement Project	375,000	0	0	0	0	375,000
Total	**375,000**	**0**	**0**	**0**	**0**	**375,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	75,000	0	0	0	0	75,000
Federal Funding	300,000	0	0	0	0	300,000
Total	**375,000**	**0**	**0**	**0**	**0**	**375,000**

Project Timeline

The bus stop improvement project started in 2023 with 24 bus stops selected for improvement based upon their surface rating. The remaining stops needing improvement will be completed over the next few years as federal and state funding is available.

Bus Stop Maintenance

Department: MASS TRANSIT

Project Years: 2025 - 2029

Project Description

Funds will be used to repair, maintain, and replace bus stop shelters, benches, and signs so they are in a state of good repair to support fixed route bus service.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Bus Stop Maintenance	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Project Timeline

Bus stop shelters, benches, and signs will be repaired, maintained, and replaced as deficiencies are identified.

Public Works Center/Transit - Emergency Generator - 50% share

Department: MASS TRANSIT

Project Years: 2025 - 2025

Project Description

Replacement of the Public Works Center backup generator

The existing generator appears to be original to the construction of the facility in the 1960s as a MNDOT regional office.† The generator currently only supplies power to a limited number of life safety, operations components, and the server room.† The Public Works Center is the primary back up IT facility for the city network and as such if there were an event that disabled city offices in the downtown core, the site would be utilized as a secondary location for city operations.† As such, the facility should be upgraded to full backup power to mirror the capabilities of the Inter-governmental Center and the Public Safety Center.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Emergency Generator	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Project Timeline

n/a

Public Works Center - Fuel Island Relocation Design - 50% Share Transit

Department: MASS TRANSIT

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fuel Island Design	0	20,000	0	0	0	20,000
Total	**0**	**20,000**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	20,000	0	0	0	20,000
Total	**0**	**20,000**	**0**	**0**	**0**	**20,000**

Project Timeline

n/a

Transit - Vehicle Wash System Replacement

Department: MASS TRANSIT

Project Years: 2026 - 2026

Project Description

Replacement of the Vehicle Wash system The vehicle wash system will be nearing the end of its useful life in 2027.† The system is highly computerized and the wash equipment is located in a harsh environment.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Vehicle Wash system replacement	0	180,000	0	0	0	180,000
Total	**0**	**180,000**	**0**	**0**	**0**	**180,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	180,000	0	0	0	180,000
Total	**0**	**180,000**	**0**	**0**	**0**	**180,000**

Project Timeline

TBD

Transit - Unit Heater Replacement

Department: MASS TRANSIT

Project Years: 2027 - 2028

Project Description

Replacement of hanging unit heaters in the garage areas of the Mass Transit Facility. Because of the come and go nature of the building, the unit heaters located at each door see extensive use in the winter months. Because of this accelerated wear and tear, the units should be replaced after 12 years of service to prevent failure during the winter months.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Unit heater replacement	0	0	40,000	40,000	0	80,000
Total	**0**	**0**	**40,000**	**40,000**	**0**	**80,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	40,000	40,000	0	80,000
Total	**0**	**0**	**40,000**	**40,000**	**0**	**80,000**

Project Timeline

Installation - Summer 2027 and Summer 2028

Transit - Fuel Island Relocation Construction - 50% Share

Department: MASS TRANSIT

Project Years: 2028 - 2028

Project Description

Construction of the relocated fuel island at the Public Works Center.

A new fuel island has been proposed for the Public Works Center in order to bring more pumps and a covered island for fueling in inclement weather. Costs would be shared 50% Public Works and 50% Transit with 80% of the Transit dollars coming from a Federal grant.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fuel Island	0	0	0	450,000	0	450,000
Total	**0**	**0**	**0**	**450,000**	**0**	**450,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	90,000	0	90,000
Federal Funding	0	0	0	360,000	0	360,000
Total	**0**	**0**	**0**	**450,000**	**0**	**450,000**

Project Timeline

Construction - Summer 2026

Transit - Overhead Door Replacement

Department: MASS TRANSIT

Project Years: 2028 - 2028

Project Description

Replacement of the three remaining overhead doors on the Transit maintenance facility. Original doors contained heavy glass panels that are not able to withstand the use seen with our operation.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Overhead Doors	0	0	0	80,000	0	80,000
Total	**0**	**0**	**0**	**80,000**	**0**	**80,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	80,000	0	80,000
Total	**0**	**0**	**0**	**80,000**	**0**	**80,000**

Project Timeline

Replacement in spring of 2028

Public Safety Building Replacement Fund

Public Safety Center	2025	2026	2027	2028	2029
Fund Balance	$858,834	$756,334	$1,085,334	$1,165,334	$1,181,334
Transfer-In PSC	$558,000	$569,000	$580,000	$591,000	$602,000
Available Funds	$1,416,834	$1,325,334	$1,665,334	$1,756,334	$1,783,334

Project Name	2025	2026	2027	2028	2029	Total	Illustrative
Fire Station 3 - Paint Apparatus Bay Interior				$ (75,000)		**$ (75,000)**	
Public Safety Center - Apparatus Bay apron concrete replacement		$ (40,000)				**$ (40,000)**	
Public Safety Center - Replace concrete stairs		$ (25,000)				**$ (25,000)**	
Fire Station #2 - Roof Access Addition	$ (70,000)					**$ (70,000)**	
Public Safety Center Fire Apparatus Bay Pressure Washer	$ (20,000)					**$ (20,000)**	
Public Safety Center - Parking Lot Reconstruction			$ (150,000)			**$ (150,000)**	
Public Safety Parking Lot Sealcoating - Fire #2 & Fire #3				$ (40,000)		**$ (40,000)**	
Public Safety Center office furniture replacement		$ (25,000)	$ (25,000)	$ (25,000)	$ (25,000)	**$ (100,000)**	
Fire Station #3 Building Envelope Improvements					$ (200,000)	**$ (200,000)**	
Public Safety Center Admin Conference Room/Office Reconfiguration						**$ -**	$ (250,000)
Fire Station #3 HVAC Replacement and Restroom Remodels	$ (475,000)					**$ (475,000)**	
Public Safety Center Door Hardware Replacement		$ (35,000)	$ (35,000)	$ (35,000)	$ (35,000)	**$ (140,000)**	
Public Safety Center Emergency Operations Center Furniture Replacement			$ (150,000)			**$ (150,000)**	
Public Safety Center HVAC Overpressurization Engineering Study		$ (75,000)				**$ (75,000)**	
Public Safety Center Fire Living Quarters Furniture Replacement			$ (35,000)			**$ (35,000)**	
Fire Station #2 Landscaping		$ (40,000)				**$ (40,000)**	
Public Safety Center Building AED Replacement (5 year replacement schedule)	$ (10,500)					**$ (10,500)**	
Public Safety Center Interior rear stairwell improvements			$ (75,000)			**$ (75,000)**	
Public Safety Center HVAC Overhaul	$ (60,000)			$ (400,000)		**$ (460,000)**	
Public Safety Center Dynamic Message Sign						**$ -**	$ (125,000)
Public Safety Impound Lot						**$ -**	$ (80,000)
Public Safety Center Exterior Service Door Replacement	$ (25,000)		$ (30,000)		$ (40,000)	**$ (95,000)**	
Public Safety Center Roof Replacement						**$ -**	$ (1,375,000)
Fire Station #2 Roof Replacement						**$ -**	$ (357,500)
Total	$ (660,500)	$ (240,000)	$ (500,000)	$ (575,000)	$ (300,000)	**$ (2,275,500)**	$ (2,187,500)
Fund Balance	$ 756,334	$ 1,085,334	$ 1,165,334	$ 1,181,334	$ 1,483,334		
Fund Balance Target	$ 772,000	$ 794,000	$ 816,000	$ 838,000	$ 860,000		
Project count	6	6	7	5	4		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Fire Station #2 - Roof Access Addition	2025	70,000
Fire Station #3 Restroom Refresh and Plumbing Upgrades	2025	475,000
Public Safety Center - AED Replacements	2025	10,500
Public Safety Center - HVAC Overhaul	2025	60,000
Public Safety Center Exterior Service Door Replacement	2025	25,000
Public Safety Center Fire Apparatus Bay Pressure Washer	2025	20,000
Total		**660,500**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Fire Station #2 - Landscaping	2026	40,000
Public Safety Center - Apparatus Bay apron concrete replacement	2026	40,000
Public Safety Center - Door Hardware Replacement and Rekey	2026	35,000
Public Safety Center - HVAC Over Pressurization Study	2026	75,000
Public Safety Center - HVAC Overhaul	2026	0
Public Safety Center - office furniture replacement	2026	25,000
Public Safety Center - Replace concrete stairs	2026	25,000
Public Safety Center Exterior Service Door Replacement	2026	0
Total		**240,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Public Safety Center - Door Hardware Replacement and Rekey	2027	35,000
Public Safety Center - Emergency Operations Center Furniture Replacement	2027	150,000
Public Safety Center - Fire Living Quarters Furniture Replacement	2027	35,000
Public Safety Center - HVAC Overhaul	2027	0
Public Safety Center - Interior Stairwell Improvements	2027	75,000
Public Safety Center - office furniture replacement	2027	25,000
Public Safety Center - Parking Lot Reconstruction	2027	150,000
Public Safety Center Exterior Service Door Replacement	2027	30,000
Total		**500,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Fire Station 3 - Paint Apparatus Bay Interior	2028	75,000
Public Safety Center - Door Hardware Replacement and Rekey	2028	35,000
Public Safety Center - HVAC Overhaul	2028	400,000
Public Safety Center - office furniture replacement	2028	25,000
Public Safety Center Exterior Service Door Replacement	2028	0
Public Safety Parking Lot Sealcoating - Fire #2 & Fire #3	2028	40,000
Total		**575,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Fire Station #3 - Building Envelope Improvements	2029	200,000
Public Safety Center - Door Hardware Replacement and Rekey	2029	35,000
Public Safety Center - office furniture replacement	2029	25,000
Public Safety Center Exterior Service Door Replacement	2029	40,000
Total		**300,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Fire Station #2 Roof Replacement	2031	357,500
Public Safety Center - Admin Conference Room/Office Reconfiguration	2027	250,000
Public Safety Center Dynamic Message Sign	2031	125,000
Public Safety Center Roof Replacement	2031	1,375,000
Public Safety Impound Lot	2029	80,000
Total		**2,187,500**

Fire Station #2 - Roof Access Addition

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

Installation of a roof access hatch on Fire Station #2. Current access to mechanical equipment on the roof of the building is achieved using an extension ladder. This has become a safety issue during the winter months due to the snow/ice and wind exposure of the location. A roof hatch and ships ladder will be installed in the mezzanine of the Apparatus bay and a roof transition ladder will be installed between the two roof levels to provide safe access for staff and contractors to work on the equipment.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Roof access	70,000	0	0	0	0	70,000
Total	**70,000**	**0**	**0**	**0**	**0**	**70,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	70,000	0	0	0	0	70,000
Total	**70,000**	**0**	**0**	**0**	**0**	**70,000**

Project Timeline

Installation will occur in the spring of 2025

Fire Station #3 Restroom Refresh and Plumbing Upgrades

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

The restrooms at Fire Station #3 are in need of a refresh with most of the fixtures dating to the construction of the building in 1993.† The water shut offs in each of the rooms have also failed resulting in the need to shut the water to the building off whenever repairs are required.† Updates will include new water shut offs as well as new fixtures and finishes in each of the 6 shared restrooms and multiple single stall restrooms.††

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fire Station #3 Restroom Refresh and Plumbing Upgrades	475,000	0	0	0	0	475,000
Total	**475,000**	**0**	**0**	**0**	**0**	**475,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	475,000	0	0	0	0	475,000
Total	**475,000**	**0**	**0**	**0**	**0**	**475,000**

Project Timeline

- Project bidding - Spring 2026
- Construction - Summer 2026

Public Safety Center - AED Replacements

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

Replacement of the building Automated External Defibrillators

The current Zoll AED's were purchased in 2020 and will reach the end of their warranty period requiring replacement in 2025.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
AED Replacements	10,500	0	0	0	0	10,500
Total	**10,500**	**0**	**0**	**0**	**0**	**10,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	10,500	0	0	0	0	10,500
Total	**10,500**	**0**	**0**	**0**	**0**	**10,500**

Project Timeline

Purchase will occur with city wide AED replacement project in 2025

Public Safety Center - HVAC Overhaul

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2025 - 2028

Project Description

Major overhaul of the HVAC unit at the Public Safety Center. The main air handler servicing the Public Safety Center will be 16 years old in 2028 and in need of a major overhaul.† Items may include replacement of wear parts, compressor replacements or upgrades, and inspection and possible replacement of electrical components.† Work will be performed to ensure the unit can continue service for many years to come.††

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
HVAC Overhaul	60,000	0	0	400,000	0	460,000
Total	**60,000**	**0**	**0**	**400,000**	**0**	**460,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	60,000	0	0	400,000	0	460,000
Total	**60,000**	**0**	**0**	**400,000**	**0**	**460,000**

Project Timeline

- Design - Winter 2027/2028
- Upgrades to heating components - Summer 2028
- Upgrades to cooling components - Fall/Winter 2028

Public Safety Center Exterior Service Door Replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2025 - 2029

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Safety Center Exterior Service Door Replacement	25,000	0	30,000	0	40,000	95,000
Total	**25,000**	**0**	**30,000**	**0**	**40,000**	**95,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	25,000	0	30,000	0	40,000	95,000
Total	**25,000**	**0**	**30,000**	**0**	**40,000**	**95,000**

Project Timeline

TBD

Public Safety Center Fire Apparatus Bay Pressure Washer

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

The project will include the permanent installation of a dedicated pressure washer in the fire apparatus bay to use for daily washing of the fire trucks. The washer will include chemical feeds for soap. The washer will be wall mounted for easier use and maintenance.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Safety Center Fire Apparatus Bay Pressure Washer	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

- January 2025 - Purchase equipment
- February 2025 - Installation and startup

Fire Station #2 - Landscaping

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

Installation of landscaping, river rock, and concrete edging around Fire Station #2 Landscaping was not installed during the construction of Fire Station #2 in 2013 and as a result there have been a few issues with lawn equipment coming into contact with the building and rain water splashing dirt onto the building facade. Installation of landscaping will bring the station into conformance with the appearance of other city buildings while also providing a buffer for lawn equipment and a dirt free splash zone around the perimeter.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Landscaping	0	40,000	0	0	0	40,000
Total	**0**	**40,000**	**0**	**0**	**0**	**40,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	40,000	0	0	0	40,000
Total	**0**	**40,000**	**0**	**0**	**0**	**40,000**

Project Timeline

Landscaping - Summer 2026

Public Safety Center - Apparatus Bay apron concrete replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

Replacement of select concrete panels in the Public Safety Center Fire Apparatus apron. Several of the concrete panels in the fire apparatus apron have cracked and failed. Replacement is warranted to prevent any future deterioration of adjacent panels or displacement causing a tripping hazard.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
PSC Fire App Apron Concrete	0	40,000	0	0	0	40,000
Total	**0**	**40,000**	**0**	**0**	**0**	**40,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	40,000	0	0	0	40,000
Total	**0**	**40,000**	**0**	**0**	**0**	**40,000**

Project Timeline

Replacement will be planned to reduce interruptions to the fire apparatus response.

Spring 2025 construction

Public Safety Center - Door Hardware Replacement and Rekey

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2026 - 2029

Project Description

Multi year project to replace the aging door hardware and rekey the Public Safety Center. Most of the door hardware originally installed in 2012 has started to fail. To ensure proper security protocols are met and to keep the function of the hardware for our staff, replacement is required. A rekey of the facility will be undertaken during this process.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Door hardware	0	35,000	35,000	35,000	35,000	140,000
Total	**0**	**35,000**	**35,000**	**35,000**	**35,000**	**140,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	35,000	35,000	35,000	35,000	140,000
Total	**0**	**35,000**	**35,000**	**35,000**	**35,000**	**140,000**

Project Timeline

- Summer 2024 - Rekey of facility
- Summer 2025 - Replacement of door hardware on 2nd and 3rd floors
- Summer 2026 - Replacement of door hardware in basement and on 1st floor

Public Safety Center - HVAC Over Pressurization Study

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

Engineering study to determine causes and possible solutions to the over pressurization issue at the Public Safety Center When the HVAC system is ramped up on either a warm or cold day, excess heating or cooling is released into the vestibule spaces within the building. This has caused several issues with the doors not properly securing when staff is entering or exiting the building. Facilities staff has been able to manage by continually adjusting the door closures however because of the varied times of the year that this issue is prevalent, staff does see issues with the doors slamming when the HVAC pressure ramps back down. A study will be conducted to identify any solutions to this issue to ensure the building remains secure year round.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Engineering Study	0	75,000	0	0	0	75,000
Total	**0**	**75,000**	**0**	**0**	**0**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	75,000	0	0	0	75,000
Total	**0**	**75,000**	**0**	**0**	**0**	**75,000**

Project Timeline

Study will be conducted beginning in spring 2026

Public Safety Center - office furniture replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2026 - 2029

Project Description

Phased replacement of the furniture at the Public Safety Center

The furniture purchased for the remodeled building in 2012 has started to reach the end of its useful life. Particularly the areas in Fire and Patrol which see use 24 hrs a day, 7 days a week, staff has seen an accelerated rate of wear due to the heavy use. Replacement will be phased over multiple years in order to replace the well used furniture first followed by the administrative areas in future years. One item of note is the manufacturer of the existing desk furniture no longer supports ongoing maintenance and has discontinued manufacturing of parts.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Office Furniture Replacement	0	25,000	25,000	25,000	25,000	100,000
Total	**0**	**25,000**	**25,000**	**25,000**	**25,000**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	25,000	25,000	25,000	25,000	100,000
Total	**0**	**25,000**	**25,000**	**25,000**	**25,000**	**100,000**

Project Timeline

Multi-year project

Public Safety Center - Replace concrete stairs

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

Replacement of the concrete stairs leading from the PSC Ramp area to the Fire Apparatus apron After numerous attempts to repair the broken concrete stairs, replacement is warranted. Due to the location of the failure, the concrete patches are not holding through the winter. This is a safety hazard that has been identified in annual walkthroughs of the facility and noted as a safety hazard.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
PSC Fire Concrete Stairs	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Project Timeline

Replacement will coincide with the concrete apron replacement to reduce contractor mobilization costs.

Public Safety Center - Emergency Operations Center Furniture Replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2027 - 2027

Project Description

Replacement of the Emergency Operations Center furniture at the Public Safety Center The furniture will be nearing the end of its useful life and will be in need of replacement in 2027. The space is well utilized by both Public Safety and other city staff for trainings and events that are held within the space. New furniture will continue to be mobile and flexible for reconfiguration based on needs of staff.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
EOC Furniture	0	0	150,000	0	0	150,000
Total	**0**	**0**	**150,000**	**0**	**0**	**150,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	150,000	0	0	150,000
Total	**0**	**0**	**150,000**	**0**	**0**	**150,000**

Project Timeline

- Order furniture - Spring 2027
- Installation - Fall 2027

Public Safety Center - Fire Living Quarters Furniture Replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2027 - 2027

Project Description

Replacement of the furniture in the Fire living quarters at the Public Safety Center The furniture in the fire fighter living quarters of the Public Safety Center is nearing the end of its useful life and is in need of replacement.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Furniture	0	0	35,000	0	0	35,000
Total	**0**	**0**	**35,000**	**0**	**0**	**35,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	35,000	0	0	35,000
Total	**0**	**0**	**35,000**	**0**	**0**	**35,000**

Project Timeline

Purchase furniture - Spring 2025

Public Safety Center - Interior Stairwell Improvements

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2027 - 2027

Project Description

Improvements to the rear interior stairwell at the Public Safety Center. The rear stairwell steps and concrete were left untouched during the renovation in 2012. The concrete is starting to deteriorate and staff is recommending corrective work to preserve the life of the stairs. Some of the concrete is starting to spall and accelerated deterioration is inevitable when introduced to salt during the winter months.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Interior Stairwell Improvements	0	0	75,000	0	0	75,000
Total	**0**	**0**	**75,000**	**0**	**0**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	75,000	0	0	75,000
Total	**0**	**0**	**75,000**	**0**	**0**	**75,000**

Project Timeline

Construction - Summer 2025

Public Safety Center - Parking Lot Reconstruction

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2027 - 2027

Project Description

Public Safety Center - Parking Lot Reconstruction. The lot is starting to deteriorate due to improper base construction. Replacement will be needed in the next 5 years to maintain a suitable parking surface for staff and guests.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Safety Center - Parking Lot Reconstruction	0	0	150,000	0	0	150,000
Total	**0**	**0**	**150,000**	**0**	**0**	**150,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	150,000	0	0	150,000
Total	**0**	**0**	**150,000**	**0**	**0**	**150,000**

Project Timeline

- Design - Winter 2026-2027
- Project bidding - Spring 2027
- Construction - Summer 2027

Fire Station 3 - Paint Apparatus Bay Interior

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2028 - 2028

Project Description

Interior painting of the apparatus bays at Fire Station 3. Repainting of the interior of the Apparatus Bay to improve the interior cleanliness and improve the aesthetic looks of the facility.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Paint App Bay Interior	0	0	0	75,000	0	75,000
Total	**0**	**0**	**0**	**75,000**	**0**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	75,000	0	75,000
Total	**0**	**0**	**0**	**75,000**	**0**	**75,000**

Project Timeline

Painting to take place in summer of 2026.

Public Safety Parking Lot Sealcoating - Fire #2 & Fire #3

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2028 - 2028

Project Description

Sealcoating bituminous pavement at regular intervals throughout it's lifecycle will prolong the life of the surface. Both of the stations have seen asphalt improvements in the last 5-10 years and sealcoating is warranted at this time.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Safety Parking Lot Sealcoating - Fire #2 & Fire #3	0	0	0	40,000	0	40,000
Total	**0**	**0**	**0**	**40,000**	**0**	**40,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	40,000	0	40,000
Total	**0**	**0**	**0**	**40,000**	**0**	**40,000**

Project Timeline

Work will be coordinated with Engineering staff when street sealcoating is being completed.

Fire Station #3 - Building Envelope Improvements

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2029 - 2029

Project Description

Exterior improvements to the building envelope are needed at Fire Station #3. A design detail at the corners of the building and roof line create the ability for water to infiltrate behind the brick and has caused damage to the exterior of the building. An inspection will occur prior to the start of the project to determine the extent of the issues and will help lay out the required improvements.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Building Envelope Improvements	0	0	0	0	200,000	200,000
Total	**0**	**0**	**0**	**0**	**200,000**	**200,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	200,000	200,000
Total	**0**	**0**	**0**	**0**	**200,000**	**200,000**

Project Timeline

- Destructive investigation - Fall 2024
- Design - Winter 2024-2025
- Construction - Summer 2025

Public Safety Police Equipment

PUBLIC SAFETY EQUIPMENT REPLACEMENT PLAN
2025-2029

Public Safety Capital Equipment Replacement	2025	2026	2027	2028	2029	
Fund balance	$ 767,349	$ 552,349	$ 425,349	$ 266,349	$ 128,349	
Transfer-in	$ 213,000	$ 217,000	$ 221,000	$ 225,000	$ 229,000	
Available Funds	$ 980,349	$ 769,349	$ 646,349	$ 491,349	$ 357,349	

Project Name	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**
Body Worn Cameras	$ (196,000)	$ (196,000)	$ (196,000)	$ (196,000)	$ (196,000)	**$ (980,000)**
LUCAS		$ (34,000)				**$ (34,000)**
AED's				$ (63,000)		**$ (63,000)**
Radios	$ (50,000)	$ (50,000)	$ (50,000)	$ (50,000)	$ (50,000)	**$ (250,000)**
SCBA	$ (54,000)	$ (54,000)	$ (54,000)	$ (54,000)	$ (54,000)	**$ (270,000)**
Tactical Response Team armor plates	$ (10,000)					**$ (10,000)**
Police Officer gas mask replacement	$ (18,000)					**$ (18,000)**
Public Safety door training prop		$ (10,000)				**$ (10,000)**
Live fire training prop			$ (80,000)			**$ (80,000)**
Air Truck replacement	$ (100,000)					**$ (100,000)**
Total	**$ (428,000)**	**$ (344,000)**	**$ (380,000)**	**$ (363,000)**	**$ (300,000)**	**$ (1,815,000)**
116 State Street Reserve	$ 416,000	$ 416,000	$ 416,000	$ 416,000	$ 416,001	
SCBA	$ 216,000	$ 270,000	$ 324,000	$ 378,000	$ 432,000	
Radios	$ 200,000	$ 250,000	$ 300,000	$ 350,000	$ 400,000	
Fund Balance - Unallocated	$ 552,349	$ 425,349	$ 266,349	$ 128,349	$ 57,349	
Fund Balance Target	$400,000	$400,000	$400,000	$400,000	$400,000	

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Air Truck Replacement	2025	100,000
Body Worn Cameras	2025	196,000
Gas mask replacement	2025	18,000
Police officer body armor plates	2025	10,000
Public Safety radio replacement	2025	50,000
SCBA replacement	2025	54,000
Total		**428,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Body Worn Cameras	2026	196,000
Public Safety door training prop	2026	10,000
Public Safety radio replacement	2026	50,000
Replacement of LUCAS machine	2026	34,000
SCBA replacement	2026	54,000
Total		**344,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Body Worn Cameras	2027	196,000
Live Fire Training Prop	2027	80,000
Public Safety radio replacement	2027	50,000
SCBA replacement	2027	54,000
Total		**380,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Body Worn Cameras	2028	196,000
Public Safety radio replacement	2028	50,000
Replacement of Public Safety Automated External Defibrillators	2028	63,000
SCBA replacement	2028	54,000
Total		**363,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Body Worn Cameras	2029	196,000
Public Safety radio replacement	2029	50,000
SCBA replacement	2029	54,000
Total		**300,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Public Works Center - Skylight Installation	2028	100,000
Total		**100,000**

Air Truck Replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2025 - 2025

Project Description

Replace the ambulance that was donated to transport SCBA air packs and emergency scene support equipment with a used mini rescue vehicle better suited for the purpose.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Replace Air truck	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Project Timeline

- March, 2025: Evaluate used vehicle market
- April, 2025: Purchase vehicle
- May, 2025: Equip vehicle for service

Body Worn Cameras

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2025 - 2029

Project Description

Public Safety has entered into an agreement with Axon to purchase, and maintain, an inventory of body worn cameras and squad car cameras beginning in 2022. Public Safety is implementing a body worn camera program after receiving community input and City Council support.

Engagement Strategy

Community engagement has already been completed per MN State Statute.

Project Uses

	2025	2026	2027	2028	2029	Total
BWC Agreement	196,000	196,000	196,000	196,000	196,000	980,000
Total	**196,000**	**196,000**	**196,000**	**196,000**	**196,000**	**980,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	196,000	196,000	196,000	196,000	196,000	980,000
Total	**196,000**	**196,000**	**196,000**	**196,000**	**196,000**	**980,000**

Project Timeline

Body worn cameras are set to be delivered in late August 2022 with training later in October 2022.† Squad car cameras should be arriving in March 2023.

Gas mask replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2025 - 2025

Project Description

The current inventory of gas masks for police staff are up to 20 years old. The model of mask/filter currently in use is not the safest and most effective model. This purchase will provide the safest and most effective model to our staff.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Purchase equipment	18,000	0	0	0	0	18,000
Total	**18,000**	**0**	**0**	**0**	**0**	**18,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	18,000	0	0	0	0	18,000
Total	**18,000**	**0**	**0**	**0**	**0**	**18,000**

Project Timeline

Purchase as soon as possible in 2025.

Police officer body armor plates

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2025 - 2025

Project Description

Purchase armor plates for tactical response team members.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Purchase equipment	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Project Timeline

Purchase as soon as possible in 2025.

Public Safety radio replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2025 - 2029

Project Description

Replacement planning for Public Safety radios Mobile and portable Public Safety radios were replaced in 2020/2021 and are assumed to need replacing 8-10 years into the future.† Radio technology will see upgrades over the next 8-10 years that will cause a need to replace the current inventory.† Additionally, the radio vendor may stop servicing the existing model of radio in our inventory because of the new technology available.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Cash reserves for radio replacement	50,000	50,000	50,000	50,000	50,000	250,000
Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	50,000	50,000	50,000	50,000	50,000	250,000
Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**

Project Timeline

Planning for replacement of the radios began immediately after the purchase of the current/new inventory of radios as the cost to replace them will be significant.† The radios may need replacement as early as 2029.

SCBA replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2025 - 2031

Project Description

Replace fire Self Contained Breathing Apparatus (SCBA) The SCBAs were replaced in 2016. They have a service live of 15 years, making the replacement schedule due in 2031.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Cash reserve-SCBA	54,000	54,000	54,000	54,000	54,000	270,000
Total	**54,000**	**54,000**	**54,000**	**54,000**	**54,000**	**270,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	54,000	54,000	54,000	54,000	54,000	270,000
Total	**54,000**	**54,000**	**54,000**	**54,000**	**54,000**	**270,000**

Project Timeline

Research models in 2030. Purchase replacement air packs in 2031.

Public Safety door training prop

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2026 - 2026

Project Description

Purchase a training prop to simulate forcible door entry for fire and police staff.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Purchase training prop	0	10,000	0	0	0	10,000
Total	**0**	**10,000**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	10,000	0	0	0	10,000
Total	**0**	**10,000**	**0**	**0**	**0**	**10,000**

Project Timeline

March, 2026: purchase prop and implement its use.

Replacement of LUCAS machine

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2026 - 2026

Project Description

Public Safety purchased a LUCAS machine in 2020 and another in 2021. The LUCAS machine is an easy-to-use mechanical chest compression device that helps lifesaving teams around the world deliver high-quality, guidelines-consistent chest compressions to sudden cardiac arrest patients; in the field, on the move and in the hospital.The LUCAS machine comes with a 1 year warranty and an expected life cycle of 7-9 years.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Cash reserves for LUCAS replacement	0	34,000	0	0	0	34,000
Total	**0**	**34,000**	**0**	**0**	**0**	**34,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	34,000	0	0	0	34,000
Total	**0**	**34,000**	**0**	**0**	**0**	**34,000**

Project Timeline

Replacement could reasonably occur in 2026 and 2027.

Live Fire Training Prop

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2027 - 2027

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Live Fire Training Prop	0	0	80,000	0	0	80,000
Total	**0**	**0**	**80,000**	**0**	**0**	**80,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	80,000	0	0	80,000
Total	**0**	**0**	**80,000**	**0**	**0**	**80,000**

Project Timeline

n/a

Replacement of Public Safety Automated External Defibrillators

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2028 - 2028

Project Description

Replacement of Public Safety's Automated External Defibrillators (AEDs)

Through a matching grant with Mayo Clinic Health System, the City of Mankato was able to purchase approximately 57 AEDs to deploy in all Public Safety vehicles and deploy in several City buildings in 2019. Replacement planning for Public Safety AEDs is for the 45 that we have in our inventory. Facilities is handling the budgeting for the other 12 that are deployed in City buildings.The AEDs come with a warranty and expected life cycle of 5 years. Replacement of some, or all, of the AEDs could reasonably begin in 2024.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Cash reserves for AED replacement	0	0	0	63,000	0	63,000
Total	**0**	**0**	**0**	**63,000**	**0**	**63,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	63,000	0	63,000
Total	**0**	**0**	**0**	**63,000**	**0**	**63,000**

Project Timeline

Replacement is expected to begin as early as 2024.

Facilities Capital

Facilities	2025	2026	2027	2028	2029
Projected Fund Balance	$1,686,897	$1,438,897	$ 1,432,897.00	$ 1,550,397.00	$ 1,472,897.00
Transfer-In Facilities	$565,000	$580,000	$595,000	$610,000	$625,000
Available Funds	$2,251,897	$2,018,897	$2,027,897	$2,160,397	$2,097,897

Project Name	2025	2026	2027	2028	2029	Total	Illustrative
Building Automation System Upgrades & Expansion		$ (25,000)	$ (25,000)	$ (25,000)	$ (25,000)	$ (100,000)	
Parks Restroom Maintenance	$ (50,000)	$ (50,000)	$ (75,000)	$ (75,000)	$ (75,000)	$ (325,000)	
Public Works Center - Electrical Panel Upgrade		$ (50,000)	$ (50,000)	$ (50,000)	$ (50,000)	$ (200,000)	
Public Works Center/Transit - Emergency Generator - 50% Share	$ (100,000)					$ (100,000)	
Public Works Center - Fire Door Replacement	$ (20,000)	$ (20,000)	$ (22,500)	$ (22,500)	$ (25,000)	$ (110,000)	
Public Works Center - Master Planning Design	$ (100,000)					$ (100,000)	
Facilities - Fire Alarm Panel Replacements				$ (40,000)	$ (35,000)	$ (75,000)	
Facilities - AED Replacement		$ (21,000)				$ (21,000)	
Public Works Center - Central Garage In floor Exhaust Fan Replacement		$ (30,000)				$ (30,000)	
Public Works Center - Central Garage Office Floor Improvements			$ (30,000)			$ (30,000)	
Franklin Rogers Park - ISG Field Access Control Gate	$ (35,000)					$ (35,000)	
Central Garage - Mobile Truck Lift		$ (100,000)				$ (100,000)	
Central Garage - Vehicle AC Recovery Unit	$ (18,000)					$ (18,000)	
Public Works Center - Welding Bay Tool Replacement		$ (25,000)				$ (25,000)	
Public Works Center - Additional Oil Heater Storage Tank				$ (25,000)		$ (25,000)	
Public Works Center - Floor Grate Repairs	$ (35,000)					$ (35,000)	
Public Works Center - Front Entrance Sidewalk & Accessible Parking Replacement	$ (125,000)					$ (125,000)	
Sibley Park - Parks lot grading and pavement	$ (40,000)				$ (250,000)	$ (290,000)	
Community Athletic Fields - Storage Building Roofing & Siding			$ (80,000)			$ (80,000)	
Sibley Park - Sibley Park Pavilion HVAC Improvements		$ (60,000)				$ (60,000)	
Floyd Roberts Pavilion - HVAC Improvements	$ (25,000)					$ (25,000)	
Park Pavilion - Appliance Replacement			$ (25,000)			$ (25,000)	
Public Works Center - Eastern Fence Replacement			$ (170,000)			$ (170,000)	
Public Works Center - Fuel Island Relocation Design - 50% Share		$ (100,000)				$ (100,000)	
Public Works Center - Fuel Island Relocation - 50% Share				$ (450,000)		$ (450,000)	
117 Rogers St - Roof Replacement	$ (250,000)					$ (250,000)	
117 Rogers St - Overhead Door Opener Replacements	$ (15,000)					$ (15,000)	
760 Mound Ave - Building Replacement						$ -	$ (2,500,000)
Public Works Center - Material Storage Building						$ -	$ (1,100,000)
Jaycee Park - Restroom Building Replacement						$ -	$ (1,000,000)
Land of Memories Park - Campground Shower Building Replacement						$ -	$ (2,000,000)
Public Works Center - 1st Floor Remodel of Administration Building						$ -	$ (1,800,000)
Sibley Park - North Restroom Building Replacement						$ -	$ (1,000,000)
Caledonia Community Center - Facility Audit		$ (30,000)				$ (30,000)	
Caledonia Community Center - Exterior Waterproofing & Repairs		$ (75,000)				$ (75,000)	
Floyd Roberts Pavilion - Exterior Improvements						$ -	$ (800,000)
Total	**$ (813,000)**	**$ (586,000)**	**$ (477,500)**	**$ (687,500)**	**$ (460,000)**	**$ (3,024,000)**	$ (10,200,000)
Fund Balance	$ 1,438,897	$ 1,432,897	$ 1,550,397	$ 1,472,897	$ 1,637,897		
Fund Balance Target	$ 1,130,000	$ 1,160,000	$ 1,190,000	$ 1,220,000	$ 1,250,000		
Project Count	12	12	8	7	6		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
117 Rogers St - Overhead Door Opener Replacements	2025	15,000
117 Rogers St - Roof Replacement	2025	250,000
Central Garage - Vehicle AC Recovery Unit	2025	18,000
Floyd Roberts Pavilion - HVAC Improvements	2025	25,000
Franklin Rogers Park - ISG Field Access Control Gate	2025	35,000
Parks Restroom Maintenance	2025	50,000
Public Works Center - Fire Door Replacement	2025	20,000
Public Works Center - Floor Grate Repairs	2025	35,000
Public Works Center - Front Entrance Sidewalk & Accessible Parking Replacement	2025	125,000
Public Works Center - Master Planning Design	2025	100,000
Public Works Center/Transit - Emergency Generator - 50% share	2025	100,000
Sibley Park - Parks lot grading and pavement	2025	40,000
Total		**813,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Building Automation System Upgrades & Expansion	2026	25,000
Caledonia Community Center - Exterior Remodel	2026	75,000
Caledonia Community Center - Facility Audit	2026	30,000
Central Garage - Mobile Truck Lift	2026	100,000
Facilities - AED Replacements	2026	21,000
Parks Restroom Maintenance	2026	50,000
Public Works Center - Central Garage In floor Exhaust Fan Replacement	2026	30,000
Public Works Center - Electrical Panel Upgrade	2026	50,000
Public Works Center - Fire Door Replacement	2026	20,000
Public Works Center - Fuel Island Relocation Design - 50% Share	2026	100,000
Public Works Center - Welding Bay Tool Replacement	2026	25,000
Sibley Park - Parks lot grading and pavement	2026	0
Sibley Park - Pavilion HVAC Improvements	2026	60,000
Total		**586,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Building Automation System Upgrades & Expansion	2027	25,000
Community Athletic Fields - Storage Building Roofing & Siding	2027	80,000
Park Pavilion - Appliance Replacement	2027	25,000
Parks Restroom Maintenance	2027	75,000
Public Works Center - Central Garage Office Floor Improvements	2027	30,000

Project Name		Project Year	Project Cost
Public Works Center - Eastern Fence Replacement		2027	170,000
Public Works Center - Electrical Panel Upgrade		2027	50,000
Public Works Center - Fire Door Replacement		2027	22,500
Sibley Park - Parks lot grading and pavement		2027	0
	Total		**477,500**

CIP Fund Overview 2028

Project Name		Project Year	Project Cost
Building Automation System Upgrades & Expansion		2028	25,000
Facilities - Fire Alarm Panel Replacements		2028	40,000
Parks Restroom Maintenance		2028	75,000
Public Works Center - Additional Oil Heater Storage Tank		2028	25,000
Public Works Center - Electrical Panel Upgrade		2028	50,000
Public Works Center - Fire Door Replacement		2028	22,500
Public Works Center - Fuel Island Relocation Construction - 50% Share		2028	450,000
Sibley Park - Parks lot grading and pavement		2028	0
	Total		**687,500**

CIP Fund Overview 2029

Project Name		Project Year	Project Cost
Building Automation System Upgrades & Expansion		2029	25,000
Facilities - Fire Alarm Panel Replacements		2029	35,000
Parks Restroom Maintenance		2029	75,000
Public Works Center - Electrical Panel Upgrade		2029	50,000
Public Works Center - Fire Door Replacement		2029	25,000
Sibley Park - Parks lot grading and pavement		2029	250,000
	Total		**460,000**

Illustrative CIP Fund Overview

Project Name		Project Year	Project Cost
760 Mound Ave - Building Replacement		2028	2,500,000
Floyd Roberts Pavilion - Exterior Improvements		2028	800,000
Jaycee Park - New Restroom Building		2028	1,000,000
Land of Memories Park - Campground Shower Building		2028	2,000,000
Public Works Center - 1st Floor Remodel of Administration Building		2028	1,800,000
Public Works Center - Material Storage Structure		2028	1,100,000
Sibley Park - North Restroom Building Replacement		2028	1,000,000
	Total		**10,200,000**

117 Rogers St - Overhead Door Opener Replacements

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Overhead Door Opener Replacements	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Project Timeline

n/a

117 Rogers St - Roof Replacement

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

Replacement of the steel roof originally installed when the building was constructed in the 1980's as the location for Public Works Infrastructure staff. Minor repairs have been performed throughout its life as well as short term fix in the mid 2010's to repair leaks over the office area. The building currently houses the Minnesota Department of Natural Resources as well as additional storage for various city departments.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
117 Rogers St - Roof Replacement	250,000	0	0	0	0	250,000
Total	**250,000**	**0**	**0**	**0**	**0**	**250,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	250,000	0	0	0	0	250,000
Total	**250,000**	**0**	**0**	**0**	**0**	**250,000**

Project Timeline

- Project bidding - Winter 2027-2028
- Construction - Summer 2028

Central Garage - Vehicle AC Recovery Unit

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Central Garage - Vehicle AC Recovery Unit	18,000	0	0	0	0	18,000
Total	**18,000**	**0**	**0**	**0**	**0**	**18,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	18,000	0	0	0	0	18,000
Total	**18,000**	**0**	**0**	**0**	**0**	**18,000**

Project Timeline

n/a

Floyd Roberts Pavilion - HVAC Improvements

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

Replacement of the furnace, air conditioner, and energy recovery ventilator at the Floyd Roberts Pavilion. The equipment has seen an increase in failures over the last 3-4 years with some requiring costly repairs and interrupting events at the facility which have required refunds of rental fees on numerous occasions.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Floyd Roberts Pavilion - HVAC Improvements	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Project Timeline

Replacement will occur in Spring of 2025 prior to the start of the busy graduation party season.

Franklin Rogers Park - ISG Field Access Control Gate

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Franklin Rogers Park - ISG Field Access Control Gate	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Project Timeline

n/a

Parks Restroom Maintenance

Department: FACILITIES CAPITAL

Project Years: 2025 - 2029

Project Description

Parks Restroom Maintenance. Heavy maintenance of the Parks restrooms. These assets are heavily utilized during the summer months and heavy maintenance activities need to be performed from time to time to keep them in good working order.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Parks Restroom Maintenance	50,000	50,000	75,000	75,000	75,000	325,000
Total	**50,000**	**50,000**	**75,000**	**75,000**	**75,000**	**325,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	50,000	50,000	75,000	75,000	75,000	325,000
Total	**50,000**	**50,000**	**75,000**	**75,000**	**75,000**	**325,000**

Project Timeline

Restroom maintenance improvements are planned each year.

Public Works Center - Fire Door Replacement

Department: FACILITIES CAPITAL

Project Years: 2025 - 2029

Project Description

Many of the fire rated doors within the facility are original to the building's construction and have had components fail. Due to the failures, most doors have been removed or propped open to allow movement through the building. Having a fire separation between spaces is critical should an incident occur.† This would be a multi year project to replace all of the fire doors in the facility including new frames and door hardware.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fire Door Replacement	20,000	20,000	22,500	22,500	25,000	110,000
Total	**20,000**	**20,000**	**22,500**	**22,500**	**25,000**	**110,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	20,000	20,000	22,500	22,500	25,000	110,000
Total	**20,000**	**20,000**	**22,500**	**22,500**	**25,000**	**110,000**

Project Timeline

Work would be done in the spring of each year prior to the busy summer season starting.

Public Works Center - Floor Grate Repairs

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Works Center - Floor Grate Repairs	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Project Timeline

n/a

Public Works Center - Front Entrance Sidewalk & Accessible Parking Replacement

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

N/A

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Front entrance and accessible parking replacement	125,000	0	0	0	0	125,000
Total	**125,000**	**0**	**0**	**0**	**0**	**125,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	125,000	0	0	0	0	125,000
Total	**125,000**	**0**	**0**	**0**	**0**	**125,000**

Project Timeline

N/A

Public Works Center - Master Planning Design

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

The master planning process will identify the areas of need for the Public Works Department as they and the city continue to grow. Several areas already identified are the need for additional heated storage for the growing snow plow inventory as well as specialized equipment including the excavator. Salt and materials storage is another item that needs addressing given the deteriorated condition of the current facilities.

The process will include initial cost estimates and concept sketches to provide staff with planning documents for budgeting and gathering staff feedback.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Master Plan Design	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Project Timeline

- January 2025 - Kickoff meeting with architect
- Late Spring 2025 - End user engagement - Public Works, Transit, and all city staff
- Summer 2025 - Concept design
- Fall 2025 - Finalize concepts for discussion and budgeting

Public Works Center/Transit - Emergency Generator - 50% share

Department: FACILITIES CAPITAL

Project Years: 2025 - 2025

Project Description

Replacement of the Public Works Center backup generator

The existing generator appears to be original to the construction of the facility in the 1960s as a MNDOT regional office.† The generator currently only supplies power to a limited number of life safety, operations components, and the server room.† The Public Works Center is the primary back up IT facility for the city network and as such if there were an event that disabled city offices in the downtown core, the site would be utilized as a secondary location for city operations.† As such, the facility should be upgraded to full backup power to mirror the capabilities of the Inter-governmental Center and the Public Safety Center.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Works Center/Transit - Emergency Generator - 50% share	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Project Timeline

- Spring 2025 - Design and equipment purchase
- Summer 2025 - Installation

Sibley Park - Parks lot grading and pavement

Department: FACILITIES CAPITAL

Project Years: 2025 - 2029

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Sibley Park - Parks lot grading and pavement	40,000	0	0	0	250,000	290,000
Total	**40,000**	**0**	**0**	**0**	**250,000**	**290,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	40,000	0	0	0	250,000	290,000
Total	**40,000**	**0**	**0**	**0**	**250,000**	**290,000**

Project Timeline

n/a

Building Automation System Upgrades & Expansion

Department: FACILITIES CAPITAL

Project Years: 2026 - 2029

Project Description

Upgrades to the existing BAS (Building Automation System) will allow us to continue the transition from stand alone systems to a fully accessible online system available on the city's network. Expansion will include buildings that have been recently added to the fiber network and now have the capability to be brought online for monitoring and control.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Building Automation System Upgrades & Expansion	0	25,000	25,000	25,000	25,000	100,000
Total	**0**	**25,000**	**25,000**	**25,000**	**25,000**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	25,000	25,000	25,000	25,000	100,000
Total	**0**	**25,000**	**25,000**	**25,000**	**25,000**	**100,000**

Project Timeline

Work would be accomplished as time allows each year.

Caledonia Community Center - Exterior Remodel

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

Caledonia Community Center - Exterior Remodel The facility is showing its age and is in need of a refresh.† With the roof replacement completed, the exterior water intrusions should be addressed on the siding and windows of the building.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Caledonia Community Center - Exterior Remodel	0	75,000	0	0	0	75,000
Total	**0**	**75,000**	**0**	**0**	**0**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	75,000	0	0	0	75,000
Total	**0**	**75,000**	**0**	**0**	**0**	**75,000**

Project Timeline

Design: Spring 2025

Construction: Summer 2025, with completion prior to the Tri-County Fair in August

Caledonia Community Center - Facility Audit

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Facility Audit	0	30,000	0	0	0	30,000
Total	**0**	**30,000**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	30,000	0	0	0	30,000
Total	**0**	**30,000**	**0**	**0**	**0**	**30,000**

Project Timeline

n/a

Central Garage - Mobile Truck Lift

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

Project will include the purchase of 4 column lifts and a wing plow attachment to allow for maintenance of the snow fleet in our facility.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Mobile Truck Lift	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Project Timeline

Purchase equipment in January 2025.

Facilities - AED Replacements

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

Replacement of the building Automated External Defibrillators

The current Zoll AED's were purchased in 2020 and will reach the end of their warranty period requiring replacement in 2025.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
AED Replacements	0	21,000	0	0	0	21,000
Total	**0**	**21,000**	**0**	**0**	**0**	**21,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	21,000	0	0	0	21,000
Total	**0**	**21,000**	**0**	**0**	**0**	**21,000**

Project Timeline

Purchase will occur with city wide AED replacement project in 2025

Public Works Center - Central Garage In floor Exhaust Fan Replacement

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

Replacement of the exhaust fan for the in floor exhaust at the Public Works Center. The central garage has the capability to use the in floor exhaust system to safely operate and test vehicles in the maintenance bays. The exhaust fan predates the relocation of Public Works staff to the current site and staff recommends replacement prior to failure.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Exhaust Fan	0	30,000	0	0	0	30,000
Total	**0**	**30,000**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	30,000	0	0	0	30,000
Total	**0**	**30,000**	**0**	**0**	**0**	**30,000**

Project Timeline

Summer 2025

Public Works Center - Electrical Panel Upgrade

Department: FACILITIES CAPITAL

Project Years: 2026 - 2029

Project Description

Multi-year replacement of the electrical system components at the Public Works Center. The electrical panels and system at the Public Works Center are largely remnants of the original construction nearly 50 years ago. The equipment is aging and parts have been extremely hard to find. This will be a multi-year phased approach to update the entire building's electrical system.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Electrical Panel Upgrades	0	50,000	50,000	50,000	50,000	200,000
Total	**0**	**50,000**	**50,000**	**50,000**	**50,000**	**200,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	50,000	50,000	50,000	50,000	200,000
Total	**0**	**50,000**	**50,000**	**50,000**	**50,000**	**200,000**

Project Timeline

Work will be performed annually during summer months to reduce the impact on Public Works Operations and Central Garage staff.

Public Works Center - Fuel Island Relocation Design - 50% Share

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Public Works Center - Fuel Island Relocation Design - 50% Share	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Project Timeline

n/a

Public Works Center - Welding Bay Tool Replacement

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

Welding shop tool replacement - Public Works Center Some of the existing tools in the welding shop at the Public Works Center are nearing the end of their serviceable life. New technology is available to make the equipment easier to service in the future and more ergonomic for staff to utilize.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Welding shop tools	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Project Timeline

Equipment will be purchased in January of 2025.

Sibley Park - Pavilion HVAC Improvements

Department: FACILITIES CAPITAL

Project Years: 2026 - 2026

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Sibley Park Pavilion Exterior Improvements	0	60,000	0	0	0	60,000
Total	**0**	**60,000**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	60,000	0	0	0	60,000
Total	**0**	**60,000**	**0**	**0**	**0**	**60,000**

Project Timeline

n/a

Community Athletic Fields - Storage Building Roofing & Siding

Department: FACILITIES CAPITAL

Project Years: 2027 - 2027

Project Description

The building was moved on site when the park was constructed as a cost savings measure.† The residential garage has vinyl siding and asphalt tab shingles which don't hold up well in the wind conditions we see at this location.† More durable materials will be installed to both match the new look in the park, make repairs more cost effective, and increase the durability for this long term asset.† Proposed materials include concrete siding and trim and a metal standing seam roof.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Storage Building Roofing & Siding	0	0	80,000	0	0	80,000
Total	**0**	**0**	**80,000**	**0**	**0**	**80,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	80,000	0	0	80,000
Total	**0**	**0**	**80,000**	**0**	**0**	**80,000**

Project Timeline

TBD

Park Pavilion - Appliance Replacement

Department: FACILITIES CAPITAL

Project Years: 2027 - 2027

Project Description

Replacement of the appliances at Floyd Roberts Pavilion, Sibley Park Pavilion, Sibley Park Giving Barn, and the Caledonia Community Center.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Park Pavilion - Appliance Replacement	0	0	25,000	0	0	25,000
Total	**0**	**0**	**25,000**	**0**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	25,000	0	0	25,000
Total	**0**	**0**	**25,000**	**0**	**0**	**25,000**

Project Timeline

Appliances would be replaced as rental schedules allow.

Public Works Center - Central Garage Office Floor Improvements

Department: FACILITIES CAPITAL

Project Years: 2027 - 2027

Project Description

Floor resurfacing in the Central Garage office and parts room at the Public Works Center. The floor is a paint product that was applied prior to staff relocation to the site. A more appropriate and durable floor coating will be applied to the floor to help keep the area clean for staff.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Floor coating	0	0	30,000	0	0	30,000
Total	**0**	**0**	**30,000**	**0**	**0**	**30,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	30,000	0	0	30,000
Total	**0**	**0**	**30,000**	**0**	**0**	**30,000**

Project Timeline

Summer 2027 - will require relocation of staff offices and parts room for 2 weeks

Public Works Center - Eastern Fence Replacement

Department: FACILITIES CAPITAL

Project Years: 2027 - 2027

Project Description

Replacement of the eastern fence line at the Public Works Center The existing 6’ chain link fence has become overgrown with vegetation.† The current vegetation will be cleared and the fence will be replaced with an 8’ high privacy chain link fence to increase security of the facility as well as cut down on light pollution into the neighboring property.††

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fence replacement	0	0	170,000	0	0	170,000
Total	**0**	**0**	**170,000**	**0**	**0**	**170,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	170,000	0	0	170,000
Total	**0**	**0**	**170,000**	**0**	**0**	**170,000**

Project Timeline

Construction: Summer 2027

Facilities - Fire Alarm Panel Replacements

Department: FACILITIES CAPITAL

Project Years: 2028 - 2029

Project Description

Multi year project to replace existing fire alarm panels throughout city buildings. Fire alarm panels have a life expectancy of 10-15 years. Several of our facilities have panels within this range. The city is also undertaking a consolidation of our fire alarm monitoring service to provide a more streamlined system for monitoring all of our facilities. The organization currently utilize 4 separate monitoring vendors and it is time consuming to update contact lists for each as staff changes occur.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fire Alarm replacements	0	0	0	40,000	35,000	75,000
Total	**0**	**0**	**0**	**40,000**	**35,000**	**75,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	40,000	35,000	75,000
Total	**0**	**0**	**0**	**40,000**	**35,000**	**75,000**

Project Timeline

Work will be undertaken in spring of each year.

Public Works Center - Additional Oil Heater Storage Tank

Department: FACILITIES CAPITAL

Project Years: 2028 - 2028

Project Description

Installation of an additional waste oil storage tank for the waste oil heaters There currently is not enough storage on site for the waste oil generated from the city's vehicle fleet. Because the city uses the used oil to generate heat in the colder months, ample storage is a necessity to reduce costs for natural gas.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Oil tank	0	0	0	25,000	0	25,000
Total	**0**	**0**	**0**	**25,000**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	25,000	0	25,000
Total	**0**	**0**	**0**	**25,000**	**0**	**25,000**

Project Timeline

Installation will occur after the heaters are shut down for the season in the spring of 2028

Public Works Center - Fuel Island Relocation Construction - 50% Share

Department: FACILITIES CAPITAL

Project Years: 2028 - 2028

Project Description

Construction of the relocated fuel island at the Public Works Center.

A new fuel island has been proposed for the Public Works Center in order to bring more pumps and a covered island for fueling in inclement weather. Costs would be shared 50% Public Works and 50% Transit with 80% of the Transit dollars coming from a Federal grant.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Fuel Island	0	0	0	450,000	0	450,000
Total	**0**	**0**	**0**	**450,000**	**0**	**450,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	450,000	0	450,000
Total	**0**	**0**	**0**	**450,000**	**0**	**450,000**

Project Timeline

Construction - Summer 2026

Parks Capital Replacement Fund

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Cash Flow

Parks	2025	2026	2027	2028	2029		
Projected Fund Balance	$1,321,215	$1,301,215	$1,421,215	$1,366,215	$ 1,031,215		
Budgeted Amount for Parks CIP Projects (General Fund) Note: these	$510,000	$525,000	$540,000	$555,000	$570,000		
ARP Funds	$580,000						
Guaranteed Available Funds	$2,411,215	$1,826,215	$1,961,215	$1,921,215	$1,601,215		
Less Restricted (Splash Pad)	($580,000)						
CBDG Funds (*) If qualifying project	$100,000	$0	$0	$0	$0		
Grants (awarded**) (proposed***)	$200,000	$0	$0	$0			
Other contributions !	$0						
Available Funds	$2,131,215	$1,826,215	$1,961,215	$1,921,215	$1,601,215		
Project Name	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	**Illustrative**
Shelter upgrades * Note CBDG for Highland Park shelters in 2025	$ (100,000)	$ (50,000)	$ (55,000)	$ (60,000)	$ (65,000)	**$ (330,000)**	
Rasmussen Floating Trail*** ($237.5K CIP, $237.5 Grant applied for in 2022; not successful; moved to 2028; 2027 design costs)		$ -	$ (25,000)	$ (475,000)		**$ (500,000)**	
Land of Memories Playground Improvements *** (DNR $200K/CIP $200K)	$ (400,000)					**$ (400,000)**	
West Mankato Park (playground and shelter relocation)*** Apply for DNR grant for this park			$ (500,000)			**$ (500,000)**	
Sibley Park backside playground				$ (350,000)		**$ (350,000)**	
Jaycee Playground (apply for DNR grant for this playground)		$ (350,000)				**$ (350,000)**	$ -
Thomas playground replacement and ice rink upgrades					$ (600,000)	**$ (600,000)**	$ -
Sibley Park Rehab	$ (100,000)					**$ (100,000)**	
Pilot project for engagement of new/expanded groups in parks (continued in 2025)	$ (50,000)					**$ (50,000)**	
Bike Racks - replacement & additions	$ (5,000)	$ (5,000)	$ (5,000)	$ (5,000)	$ (5,000)	**$ (25,000)**	
Surface Upgrades (Tourtellottee parking lot 2024, Caledonia 2025, Hiniker contribution in 2027)	$ (175,000)		$ (10,000)			**$ (185,000)**	
Groh Park Development (DNR Grant $250K, Charter bonds $500K) ***	$ -	$ -	$ -			**$ -**	$ 750,000.00
PW Parks *@ (100K CDBG, 125K PIL, 325K Charter Bonds, 200K DNR Grant)		$ -	$ -			**$ -**	$ 750,000.00
CIP funding incurred	$ (830,000)	$ (405,000)	$ (595,000)	$ (890,000)	$ (670,000)	**$ (3,390,000)**	
Kearney Pond Park !@ (10K Other, 440K Charter,)	$ -					**$ -**	$ 450,000
Proposed Charter Bond Funding Incurred	**$ -**	**$ -**	**$ -**			**$ -**	
Total Capital Enhancement	**$ (830,000)**	**$ (405,000)**	**$ (595,000)**	**$ (890,000)**	**$ (670,000)**	**$ (6,780,000)**	$ 1,950,000
Fund Balance - Restricted (Splash Pad)	$ 580,000	$ 580,000	$ 580,000	$ 580,000	$ 580,000		
Fund Balance	$ 1,301,215	$ 1,421,215	$ 1,366,215	$ 1,031,215	$ 931,215		
Fund Balance Target	$ 565,000	$ 580,000	$ 595,000	$ 610,000	$ 625,000		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Bike Racks - replacement & additions	2025	5,000
Land of Memories Park - Playground Improvements	2025	400,000
Parks Pilot Project Phase 2	2025	50,000
Parks Surface Upgrades	2025	175,000
Shelter Improvements	2025	100,000
Sibley Park Rehab	2025	100,000
Total		**830,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Bike Racks - replacement & additions	2026	5,000
Jaycee Park - playground	2026	350,000
Parks Surface Upgrades	2026	0
Shelter Improvements	2026	50,000
Total		**405,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Bike Racks - replacement & additions	2027	5,000
Parks Surface Upgrades	2027	10,000
Rasmussen Floating Trail	2027	25,000
Shelter Improvements	2027	55,000
West Mankato Park Upgrades	2027	500,000
Total		**595,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Bike Racks - replacement & additions	2028	5,000
Rasmussen Floating Trail	2028	475,000
Shelter Improvements	2028	60,000
Sibley Park Hill- playground	2028	350,000
Total		**890,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Bike Racks - replacement & additions	2029	5,000
Shelter Improvements	2029	65,000
Thomas Park Playground Improvements	2029	600,000
Total		**670,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Development of Park on PWC Land-Behind Public Works Building	2030	750,000
Groh Park Development	2031	750,000
Kearney Pond Park Improvements	2031	450,000
Total		**1,950,000**

Bike Racks - replacement & additions

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2029

Project Description

n/a

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Bike Racks - replacement & additions	5,000	5,000	5,000	5,000	5,000	25,000
Total	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	5,000	5,000	5,000	5,000	5,000	25,000
Total	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**25,000**

Project Timeline

TBD

Land of Memories Park - Playground Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

A new playground unit will be installed in Land of Memories Park. The play equipment will be designed to meet CPSC requirements for safe play equipment and will provide opportunities for play in accordance with ADA requirements. The existing playground unit was installed in 1995. It is difficult to find replacement parts for this unit and has reached the end of its proposed life cycle.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Land of Memories Playground Improvements	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	200,000	0	0	0	0	200,000
Other Sources	200,000	0	0	0	0	200,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Project Timeline

To be completed in 2025.†Project is dependent upon receiving a DNR grant.

Parks Pilot Project Phase 2

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

Parks Pilot Project, Phase 2, a continuation of a project started in 2024, is proposed for 2025. The parks pilot project is proposed to assess and trial possibilities to increase user groups in the parks.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Parks Pilot Project Phase 2	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Project Timeline

The project is proposed for 2025.

Parks Surface Upgrades

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2027

Project Description

Parks surface improvements include the Caledonia parking lot in 2025 and a contribution for the reconstruction of the Hiniker Park parking lot in 2027 in conjunction with the adjacent Hiniker Parkway improvements.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Surface Improvements	175,000	0	10,000	0	0	185,000
Total	**175,000**	**0**	**10,000**	**0**	**0**	**185,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	175,000	0	10,000	0	0	185,000
Total	**175,000**	**0**	**10,000**	**0**	**0**	**185,000**

Project Timeline

The improvements are scheduled for 2025 and 2027.

Shelter Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2029

Project Description

This funding is to provide maintenance and replacement of park shelters throughout the City of Mankato. Highland Both shelters 1 & 2 at Highland Park shelters are programmed for cosmetic and structural upgrades in 2025.† Work will include concrete rehabilitation at Shelter #2 (east side) as well as structural repairs and painting.† Work at Shelter #1 (west side) will include electrical repairs, concrete siding on the gable ends, concrete board and batten ceilings, paint, and minor concrete repair work. The work with refresh these facilities bring them up to a manageable maintenance level, and make them more cohesive with the previous upgrades that have been performed in the park.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Shelter upgrades/replacemet	100,000	50,000	55,000	60,000	65,000	330,000
Total	**100,000**	**50,000**	**55,000**	**60,000**	**65,000**	**330,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	50,000	55,000	60,000	65,000	230,000
Other Sources	100,000	0	0	0	0	100,000
Total	**100,000**	**50,000**	**55,000**	**60,000**	**65,000**	**330,000**

Project Timeline

Funding is planned for 2025-2029.†

Sibley Park Rehab

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2025 - 2025

Project Description

In 2025, the following projects, and estimated dollar amounts are proposed. $6,500 for repairs to sinking disc golf pads, repairs for disc golf baskets, $10,000 for disc golf hole signs, $10,000 interpretive signs for trail areas including at Land of Memories Park in conjunction with the installation of the Kern Bridge; $30,000 flagpole and lights at Thomas Park; $42,000 for a limestone pool sign at Tourtellotte Park.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Misc. Parks Improvement projects	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Project Timeline

The projects are proposed for 2025.

Jaycee Park - playground

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2026 - 2026

Project Description

Playground equipment replacement at Jaycee Park.†

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Playground system	0	350,000	0	0	0	350,000
Total	**0**	**350,000**	**0**	**0**	**0**	**350,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	350,000	0	0	0	350,000
Total	**0**	**350,000**	**0**	**0**	**0**	**350,000**

Project Timeline

The project is programmed for 2026.

Rasmussen Floating Trail

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2027 - 2028

Project Description

The floating trail in Rasmussen Woods requires rebuilding.†Maintenance and improvements are needed to the Rasmussen Woods floating trail due to flooding. Because of the sensitive nature of the area, advanced design work is anticipated.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Rasmussen Floating Trail	0	0	25,000	475,000	0	500,000
Total	**0**	**0**	**25,000**	**475,000**	**0**	**500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	25,000	237,500	0	262,500
Other Sources	0	0	0	237,500	0	237,500
Total	**0**	**0**	**25,000**	**475,000**	**0**	**500,000**

Project Timeline

Planned improvements in 2028, and design work is anticipated for 2027.

West Mankato Park Upgrades

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2027 - 2027

Project Description

The playground system and shelter in West Mankato Park are scheduled for upgrades. Park improvements will include shelter replacement, sidewalk and playground updates.† The equipment and shelter in West Mankato Park are nearing their useful life and require replacement.†

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Playground	0	0	285,000	0	0	285,000
Shelter and Accessible Sidewalk	0	0	215,000	0	0	215,000
Total	**0**	**0**	**500,000**	**0**	**0**	**500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	500,000	0	0	500,000
Total	**0**	**0**	**500,000**	**0**	**0**	**500,000**

Project Timeline

The project is scheduled for 2027.†

Sibley Park Hill- playground

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2028 - 2028

Project Description

The playground system near the Sibley Park Hill is nearing its useful life and is scheduled for replacement.†

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Playground replacement	0	0	0	350,000	0	350,000
Total	**0**	**0**	**0**	**350,000**	**0**	**350,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	350,000	0	350,000
Total	**0**	**0**	**0**	**350,000**	**0**	**350,000**

Project Timeline

The work is planned for 2028.†

Thomas Park Playground Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2029 - 2029

Project Description

Playground equipment replacement is planned for Thomas Park. In addition, updates to the existing ice rink including replacing the current asphalt surface with concrete and incorporate multi-season uses for the space.†

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Playground and ice rink modifications	0	0	0	0	600,000	600,000
Total	**0**	**0**	**0**	**0**	**600,000**	**600,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	600,000	600,000
Total	**0**	**0**	**0**	**0**	**600,000**	**600,000**

Project Timeline

The project is planned for 2029.†

Water Capital Improvement Fund

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Water Capital	**2025**	**2026**	**2027**	**2028**	**2029**	
Projected Fund Balance	$3,178,188	$3,073,188	$1,031,188	$1,511,188	$1,221,188	
Transfer-In Water	$625,000	$625,000	$625,000	$625,000	$625,000	
Transfer-In Meter Replacement	$100,000	$100,000	$100,000	$100,000	$100,000	
Available Funds	$3,903,188	$3,798,188	$1,756,188	$2,236,188	$1,946,188	
Project Title						**Total**
Balcerzak Tower Rehab	$50,000	$2,000,000				**$2,050,000**
Master Plan	$175,000					**$175,000**
Removal of the WTP reservoir				$130,000		**$130,000**
Softener Rehab				$130,000		**$130,000**
Membrane Filter Replacement				$575,000		**$575,000**
Remote site PLC upgrades			$75,000		$75,000	**$150,000**
WHF Garage Doors		$17,000				**$17,000**
Roof Replacement-Dolph and Well 14	$45,000					**$45,000**
Membrane valves	$30,000					**$30,000**
Pipe integrity testing-WTP-HLPS	$100,000					**$100,000**
Well 12 maintenance insp/rehab			$70,000			**$70,000**
Well 15 rehab and inspection				$80,000		**$80,000**
Chlorine Scrubber media	$130,000					**$130,000**
North City Reservoir Booster install		$650,000				**$650,000**
Water Meter Replacement	$100,000	$100,000	$100,000	$100,000	$100,000	**$500,000**
Total	**$630,000**	**$2,767,000**	**$245,000**	**$1,015,000**	**$175,000**	**$4,832,000**
Water Meter Reserve	$300,000	$400,000	$500,000	$600,000	$700,000	
Fund Balance	$3,073,188	$1,031,188	$1,511,188	$1,221,188	$1,771,188	
Reserve Target	$750,000	$750,000	$1,000,000	$1,000,000	$1,000,000	

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Balcerzak Tower Rehab	2025	50,000
Chlorine Scrubber replacement	2025	130,000
Membrane Valve Replacement	2025	30,000
Pipe integrity testing	2025	100,000
Roof Replacements	2025	45,000
Softener 1 & 2 HVAC	2025	0
Water Meter Replacement	2025	100,000
WTP Master Plan	2025	175,000
Total		**630,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Balcerzak Tower Rehab	2026	2,000,000
Booster installation at North City Reservoir	2026	650,000
Water Meter Replacement	2026	100,000
WHF Overhead Door Replacement	2026	17,000
Total		**2,767,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Remote Site PLC upgrade	2027	75,000
Water Meter Replacement	2027	100,000
Well 12 rehab	2027	70,000
Total		**245,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Remote Site PLC upgrade	2028	0
Removal of the WTP reservoir	2028	130,000
Softener Rehab	2028	130,000
Water - Membrane Replacement	2028	575,000
Water Meter Replacement	2028	100,000
Well 15 rehab and inspection	2028	80,000
Total		**1,015,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Remote Site PLC upgrade	2029	75,000
Water Meter Replacement	2029	100,000
Total		**175,000**

Balcerzak Tower Rehab

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2026

Project Description

Balcerzak Tower has coating failures at the weld seams, rust pushing through the support beams on the roof of the tower, lead paint on the interior dry side, spiral staircase that needs removal, support footing repair due to concrete failure, paint failure of interior dry paint that is not lead. Complete rehab will ensure the integrity of the structure for years to come.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Balcerzak Tower Rehab	50,000	2,000,000	0	0	0	2,050,000
Total	**50,000**	**2,000,000**	**0**	**0**	**0**	**2,050,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	50,000	2,000,000	0	0	0	2,050,000
Total	**50,000**	**2,000,000**	**0**	**0**	**0**	**2,050,000**

Project Timeline

TBD

Chlorine Scrubber replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

This project would entail the removal and replacement of the chlorine scrubber media. The cost would be strictly the purchase of new media. The replacement would we done by the maintenance crew in house in less than a day. The chlorine scrubber was installed in 2005 and this is the original media. The design capacity of the media is to neutralize 2,000lbs of chlorine in the event of a leak. After the 2024 results we would only be able to neutralize 1,000lbs in the event of a leak.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
	130,000	0	0	0	0	130,000
Total	**130,000**	**0**	**0**	**0**	**0**	**130,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Water Revenue	130,000	0	0	0	0	130,000
Total	**130,000**	**0**	**0**	**0**	**0**	**130,000**

Project Timeline

Anytime of the year, but may be dependent on lead time of the manufacture.

Membrane Valve Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

Purchase replacement valves for the UF units The current valves assemblies are no longer supported. The valve, actuator, and indicator switch all need to be purchased new once the current inventory is reduced. This means that we will have to eventually transition all 219 valves on the UF system to a new style. Part of this project will be to transition select valves of high importance to a High Performing valve which will allow for smoother operation, adjustability, and reduced downtime.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Replacement	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Project Timeline

Spring of each year.

Pipe integrity testing

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

There is one pipe that connects the filter building to the high lift pump station. This pipe runs underground and under buildings. There is chlorine injected a the beginning of it at a high concentration to dissipate the ammonia. This chlorine reduces the pH of the water at the injection point. The integrity of this pipe will need to be verified to maintain operation of the WTP. I suggest putting it on a 10 year rotation until a baseline can be verified. It is a 36" pipe which is not common and in town. If we were to have integrity issues the main pumping station would be shut down until the proper pipe and fittings could be delivered.

Technology allows for a non-intrusive integrity testing where they can float a sensor from one building to the other. No excavation needed.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Pipe integrity testing	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	0	0	0	0	100,000
Total	**100,000**	**0**	**0**	**0**	**0**	**100,000**

Project Timeline

Summer of 2025

Roof Replacements

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

Roof replacement

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
	45,000	0	0	0	0	45,000
Total	**45,000**	**0**	**0**	**0**	**0**	**45,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Water Revenue	45,000	0	0	0	0	45,000
Total	**45,000**	**0**	**0**	**0**	**0**	**45,000**

Project Timeline

Spring or fall based on the contractor’s schedule.

Softener 1 & 2 HVAC

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

HVAC replacement over the softeners The HVAC units are in need of replacement.† The maintenance crew as well as contract crews work on the units often during the summer months.† The units do not operate well and are not designed for the cool air and high humidity.† The building is cool due to the treated water, but high humidity all summer from the outside air.† The humidity is required to stay low due to corrosion on the piping.† The system is not built to exchange the inside air during projects we are working on.† I have gotten quotes in years past to install ventilation fans, but HVAC updates would catch everything.† †

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
HVAC replacement	0	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**	**0**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	0	0
Total	**0**	**0**	**0**	**0**	**0**	**0**

Project Timeline

Summer of 2025

Water Meter Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2033

Project Description

Annual contribution towards future Water Meter Replacement

Water meters typically have a 20 year lifecycle which with the bonding for potential replacement in 2024 we would be looking to start saving up for future replacements via cash versus having to take on new debt.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Water Meter Reserve	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Project Timeline

2023 -2043 - annual contribution

WTP Master Plan

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

As the City of Mankato continues to experience unparalleled growth, this growth continues to create more stress on the water infrastructure. The stress is seen in a number of areas throughout the water cycle from raw water supply, treatment, pumping capacities, and water distribution and storage. With a historical peak day demand of 9.7 million gallons per day a few years ago, the continued large scale growth of the City will significantly drive that peak up during dry times of the year. Rather than waiting for a water emergency or a significant treatment problem, planning for the future is needed to keep Mankato in the growth mode and able to supply the water needs for the City over the next 10+ years.

The facility will need to undergo a study to see what type of treatment will set us up for the next 25 years. Portions of the facility are aging rapidly and a decision will need to be made as to how we will treat the water for years to come.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
Master Plan design	175,000	0	0	0	0	175,000
Total	**175,000**	**0**	**0**	**0**	**0**	**175,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	175,000	0	0	0	0	175,000
Total	**175,000**	**0**	**0**	**0**	**0**	**175,000**

Project Timeline

Spring of 2024 through 2025

Booster installation at North City Reservoir

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2026 - 2026

Project Description

Booster pump installation

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Boosters Installation	0	650,000	0	0	0	650,000
Total	**0**	**650,000**	**0**	**0**	**0**	**650,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Loan/Bond Proceeds	0	650,000	0	0	0	650,000
Total	**0**	**650,000**	**0**	**0**	**0**	**650,000**

Project Timeline

Summer 2026

WHF Overhead Door Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2026 - 2026

Project Description

WHF drive through bay door replacement

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
	0	17,000	0	0	0	17,000
Total	**0**	**17,000**	**0**	**0**	**0**	**17,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Water Revenue	0	17,000	0	0	0	17,000
Total	**0**	**17,000**	**0**	**0**	**0**	**17,000**

Project Timeline

Spring based on contractor’s schedule and availability of materials

Remote Site PLC upgrade

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2027 - 2029

Project Description

PLC (Programmable Logic Controller) replacement/upgrade at the remote sites The PLC's have been installed since the early 2000's and are obsolete.† The products are outdated with replacement parts difficult to find.† A PLC upgrade is required to effectively communicate with the rest of the WTP infrastructure into the future.† † ††

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Remote Site PLC upgrade	0	0	75,000	0	75,000	150,000
Total	**0**	**0**	**75,000**	**0**	**75,000**	**150,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	75,000	0	75,000	150,000
Total	**0**	**0**	**75,000**	**0**	**75,000**	**150,000**

Project Timeline

Fall of 2027

Well 12 rehab

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2027 - 2027

Project Description

Rehab of Well 12 as well as the two booster pumps. All pumps are on a maintenance rotation. This will include pulling/inspecting of all pumps, motors, casings, shafts, and bearings. Any wore or corroded parts will be replaced at that time. Since the site is independent from the treatment facility if we are doing the rehab all pumps are pulled at the same time.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Well 12 rehab	0	0	70,000	0	0	70,000
Total	**0**	**0**	**70,000**	**0**	**0**	**70,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	70,000	0	0	70,000
Total	**0**	**0**	**70,000**	**0**	**0**	**70,000**

Project Timeline

Fall of 2027

Removal of the WTP reservoir

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2028 - 2028

Project Description

The reservoir has been out of service since 2005. The concrete is beginning to crumble, trees are growing out of the roof, and animals are living in the overflow. We have gotten quotes to remove it which have come in just under 120k. The reservoir cannot be used with the current WTP configuration due to the hydraulics of the reservoir. It is seven feet lower than the new HLPS that was built in 2005. The grounds where the reservoir sits is the only direction the current WTP is able to expand.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Removal	0	0	0	130,000	0	130,000
Total	**0**	**0**	**0**	**130,000**	**0**	**130,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	130,000	0	130,000
Total	**0**	**0**	**0**	**130,000**	**0**	**130,000**

Project Timeline

Summer of 2028

Softener Rehab

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2028 - 2028

Project Description

Rehab of softener #3 and 4 metal structures. We are setting aside money to complete a sand-blast and coat of the corroded metals inside the softeners. Basic maintenance has held up well, but we will eventually get to a point to completely rehab the unit. There are some metals that we are not able to get to that are beginning to rust through.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Softener Rehab	0	0	0	130,000	0	130,000
Total	**0**	**0**	**0**	**130,000**	**0**	**130,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	130,000	0	130,000
Total	**0**	**0**	**0**	**130,000**	**0**	**130,000**

Project Timeline

Winter of 2032

Water - Membrane Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2028 - 2028

Project Description

Replacement of 640 membrane modules.

The facility has 8 membranes filter skids consisting of 80 modules each making a total of 640 filter modules total in the facility. 320 modules were replaced in 2017 and 320 in 2018. I would like to begin replacement in 2027 by completing a 50% replacement the middle of the year. This will begin to spread out future module replacements. The membranes cannot be stored on site. They must be put into service when purchased since there is no guaranteed shelf life if they are not actually on-line receiving water. As the filter modules age the small internal strands become brittle and break.

Detection is through declining Log Removal Values (LRV), increase Membrane Integrity Testing (MIT)-water flow testing, and the use of sounding gear. The WTP maintenance department is spending one full day every month to maintain an acceptable LRV. The MN Department of Health requires an LRV of 4.0 for potable water. The WTP has set a standard of removing a filter from service for repair if an LRV falls below 4.30. We feel that this proactive approach will keep our team ahead of any arising issues. It will also allow us the time to attend to other emergency repairs before completing membrane repairs. Due to the regulations, extended lead time and increasing maintenance costs it is critical that these be replaced in a timely manner.

*The LRV is a number that is calculated by using the last known filtration volume, last known pressure/trans membrane pressure, and the displaced flow on the Membrane Integrity Panel. This test is done daily to record any perforations in the membrane surface where contaminants would have the possibility to pass. *Membrane pinning is a process where the leaks are isolated to the A or B side of the filter. Maintenance will conduct a MIT Diagnostic on the filter in question. At this time they will use an electronic stethoscope to listen for fiber breakage. All vessels with possible leaks are recorded. The filter is then drained and locked out. The modules are pulled and submerged in a water bath, the filtrate side of the fiber is pressurized with air. If there is a leak, air bubbles will expose themselves from one of the 10,000 fibers on the module surface.

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	0	0	0	575,000	0	575,000
Total	**0**	**0**	**0**	**575,000**	**0**	**575,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	575,000	0	575,000
Total	**0**	**0**	**0**	**575,000**	**0**	**575,000**

Project Timeline

Installation Fall of 2027 or spring of 2028

Well 15 rehab and inspection

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2028 - 2028

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
well 15 rehab and inspection	0	0	0	80,000	0	80,000
Total	**0**	**0**	**0**	**80,000**	**0**	**80,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	80,000	0	80,000
Total	**0**	**0**	**0**	**80,000**	**0**	**80,000**

Project Timeline

n/a

Wastewater Plant Capital Improvement Fund

Wastewater Plant Capital Impr	2025	2026	2027	2028	2029
Projected Fund Balance	$6,538,775	$7,346,286	$6,022,441	$6,501,287	$6,823,219
Transfer-In Wastewater	$2,000,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000
Available Funds	$8,538,775	$9,346,286	$8,022,441	$8,501,287	$8,823,219

Project Title	2025	2026	2027	2028	2029	Total
2028 - Blower Replacement with turbo blowers	$812,500	$937,500	$750,000	$1,368,750		$ 3,868,750
Disc filter panel replacement 22 - 2028 Med - 2034 Low		$67,911		$73,004		$ 140,915
EQ Tank Propeller Mixers - med / low		$74,750	$232,218			$ 306,968
Facility Roof Replacement - med	$65,231	$386,977	$59,926	$90,603	$193,203	$ 795,939
Influent Pumps VFD replacement - high	$89,758	$94,057	$98,760	$103,698	$108,883	$ 495,156
20 Year Facility plan - high		$500,000				$ 500,000
Sand removal system - WRF - Med		$727,650				$ 727,650
Loader for WRRF - replacement for 6109 - High	$225,000					$ 225,000
WRF Redaim pump rebuilds - Med		$35,000	$55,250	$42,013	$63,314	$ 195,577
WRF Actiflo lamella tube replacement - low			$325,000			$ 325,000
2025 - Regional trunk line - engineering work / construction 3rd ave		$500,000				$ 500,000
Total	**$ 1,192,489**	**$ 3,323,845**	**$ 1,521,154**	**$ 1,678,067**	**$ 365,400**	$ 8,080,955
Fund Balance	$ 7,346,286	$ 6,022,441	$ 6,501,287	$ 6,823,219	$ 8,457,820	

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
2028 - Blower Replacement with turbo blowers	2025	812,500
Disc filter panel replacement 22 - 2028	2025	0
EQ Tank Propeller Mixers	2025	0
Facility Roof replacement schedule	2025	65,231
Influent VFD replacement	2025	89,758
Replacement loader for WRRF	2025	225,000
Total		**1,192,489**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
2025 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)	2026	500,000
2028 - Blower Replacement with turbo blowers	2026	937,500
Disc filter panel replacement 22 - 2028	2026	67,911
EQ Tank Propeller Mixers	2026	74,750
Facility Roof replacement schedule	2026	386,977
Influent VFD replacement	2026	94,057
Reclaim Pump Rebuilds	2026	35,000
Sand Removal System	2026	727,650
WRRF Facility plan	2026	500,000
Total		**3,323,845**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
2025 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)	2027	0
2028 - Blower Replacement with turbo blowers	2027	750,000
Actiflo Lamella Tube Replacement	2027	325,000
Disc filter panel replacement 22 - 2028	2027	0
EQ Tank Propeller Mixers	2027	232,218
Facility Roof replacement schedule	2027	59,926
Influent VFD replacement	2027	98,760
Reclaim Pump Rebuilds	2027	55,250
Total		**1,521,154**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
2025 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)	2028	4,500,000
2028 - Blower Replacement with turbo blowers	2028	1,368,750
Disc filter panel replacement 22 - 2028	2028	73,004
EQ Tank Propeller Mixers	2028	0
Facility Roof replacement schedule	2028	90,602
Influent VFD replacement	2028	103,698
Reclaim Pump Rebuilds	2028	42,013
Total		**6,178,067**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
2025 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)	2029	3,000,000
EQ Tank Propeller Mixers	2029	0
Facility Roof replacement schedule	2029	193,203
Influent VFD replacement	2029	108,883
Reclaim Pump Rebuilds	2029	63,314
Total		**3,365,400**

2028 - Blower Replacement with turbo blowers

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2028

Project Description

Current blowers would be replaced with high efficiency turbo blowers to reduce overall electrical costs, and be sized in preparation for biological nutrient removal in the future. Current blowers are highly inefficient, and current turbo blowers are around 6 years ROI.† The current blowers will be rebuilt by end of 2022 and are rebuilt every 6 to 8 years.† Capital in years prior to 2029 is being allocated to pay for blowers.† If it was determined to change this to an ESCO based project, funds saved can be allocated to the initial startup of the project.†

Engagement Strategy

Community Investment Plan open house

City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
Cash Reserve	662,500	937,500	750,000	0	0	2,350,000
Cash Reserve payout	0	0	(1,500,000)	(2,431,250)	0	(3,931,250)
construction	0	0	0	2,937,500	0	2,937,500
contingency	0	0	0	175,000	0	175,000
engineering	150,000	0	0	187,500	0	337,500
Equipment	0	0	1,500,000	500,000	0	2,000,000
Total	**812,500**	**937,500**	**750,000**	**1,368,750**	**0**	**3,868,750**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	812,500	937,500	750,000	1,368,750	0	3,868,750
Total	**812,500**	**937,500**	**750,000**	**1,368,750**	**0**	**3,868,750**

Project Timeline

- 2025 - 2026 - RFQ an engineering firm to begin design work on the turbo blowers
- 2027 - bid project
- 2027 - 2028 - construction

Disc filter panel replacement 22 - 2028

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2028

Project Description

Mankato's WRRF disc filters focus on removing fine particulates to meet turbidity standards prior to sending water to Mankato Energy Center and Riverfront Park as reuse water.† The panels stretch over time thus requiring periodic replacement.† Replacement of the panels requires ordering from the filter manufacture, no alternative supplier exists, and installing them with plant personnel.† †The facility has 4 filters, and replacement will be spread over 4 years to reduce annual impact.† afterwards this will enter a 5 year replacement schedule unless usage requires adjustment. Proper filtration is required by permit, and helps reduce chemical costs of disinfection.† Costs below are based on last replacement costs in 2018 with a 3% annual price increase.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Replacement Filter Panels	0	67,911	0	73,004	0	140,915
Total	**0**	**67,911**	**0**	**73,004**	**0**	**140,915**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	67,911	0	73,004	0	140,915
Total	**0**	**67,911**	**0**	**73,004**	**0**	**140,915**

Project Timeline

Panels will be ordered from supplier in December of the year prior to install.† Delivery takes 10 - 12 weeks, and will be installed in the spring to avoid peak power demand of summer by Mankato Energy Center.

EQ Tank Propeller Mixers

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2031

Project Description

Installation of three submersible propeller mixers into one equalization tank.† The mixers would allow settled solids to stay in suspension thus reducing treatment impacts at the facility.† Includes mounting equipment, installation costs, motors, and mixers.† Does not include electrical costs for installation, which will be paid from line item budget.†† The WRRF equalization tanks have been actively used for the past 5 years to modulate for entering the facility.† The equalization allows for reduced chemical usage in the plant, to maintain adequate water supply for the power plant, and to reduce shock loading to the biological process at the plant.† The current mixers are too small to function, and technology has changed drastically in regards to mixing technologies.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Consulting	0	24,750	17,218	0	0	41,968
Davit Cranes	0	0	60,000	0	0	60,000
Mixing Equipment and installation	0	50,000	155,000	0	0	205,000
Reserve	0	0	0	0	0	0
Total	**0**	**74,750**	**232,218**	**0**	**0**	**306,968**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	74,750	232,218	0	0	306,968
Total	**0**	**74,750**	**232,218**	**0**	**0**	**306,968**

Project Timeline

- 2024 - Engineering work on mixer design
- 2026 - Official bid out for mixers
- 2026 / 2027 - order equipment and install.

Facility Roof replacement schedule

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2031

Project Description

The WRRF has several buildings with rubber membrane covered flat roofs.† The project would be to hire a contractor to replace individual roofs around the facility to replace with new membranes.† Costs are based on 2022 pricing per square foot of roof, and forecasted out at a 5% annual increase in unit pricing.† Cost between 2021 and 2022 increased by 50% due to material and labor increases.

Membrane roofs not included in this project: Control Building (built in 1975, reroof planned as part of disinfection and digestion upgrade), EQ building (built in 1985, reroofed in 2012), grit (replaced in 2022). Current roofing material has a 20 year life expectancy, this project intends to replace the roofing with 30 year life expectancy material to align with facilities roofing plan for buildings around the city.† All roofs scheduled for replacement from 2023 - 2026 were installed originally in 2000, and roofs scheduled for replacement from 2027 - 2031 were installed in 2006.† To reduce fiscal impact roof replacement is confined to single levels, as many buildings have multiple roof levels on them.† Roof membrane replacement reduces likelihood of leaks entering the building and damaging equipment or the structural integrity of the buildings.

Project Uses

	2025	2026	2027	2028	2029	Total
Grit building (2000 sq ft)	0	0	0	0	0	0
IPS - barscreen (1007 sq ft)	65,231	0	0	0	0	65,231
IPS - pump room (3760 sq ft)	0	0	0	0	0	0
Sludge transfer (430 sq ft)	0	0	0	0	0	0
Solid Processing Building (5800 sq ft)	0	386,977	0	0	0	386,977
WRF - Actiflo room (3440 sq ft)	0	0	0	0	0	0
WRF - Chemical room (2650 sq ft)	0	0	0	0	193,203	193,203
WRF - Disc filter room (3704 sq ft)	0	0	0	0	0	0
WRF - Reclaim Pump room (872 sq ft)	0	0	59,926	0	0	59,926
WRF - Secondary Pump Station (1280 sq ft)	0	0	0	90,602	0	90,602
Total	**65,231**	**386,977**	**59,926**	**90,602**	**193,203**	**795,939**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	65,231	386,977	59,926	90,602	193,203	795,939
Total	**65,231**	**386,977**	**59,926**	**90,602**	**193,203**	**795,939**

Project Timeline

Lead time is 5 - 10 weeks for material.† 50% cash down is required for these projects.

Replacement timeline. Spring of year prior - quote for following year would be updated to allow for budget adjustments to CIP.

- January of year scheduled - materials would be ordered.
- Spring - summer of year programmed - roofing material would be replaced.
- In years budgetary quotes exceed 150,000 official quotes will be requested for roof work.

Influent VFD replacement

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2029

Project Description

Variable Frequency Drives (VFD's) modulate the current to motors to allow them to run at different speeds, this allows pumps to run at the most efficient energy curve for the motor and plant operations.† Replacement of influent pump VFD's would be to swap existing VFD's with new more efficient and capable versions then existing models.† Project would not replace any of the pumps or motors at the building VFD's have a 7 to 15 year life expectancy. The influent pump station drives were installed in 2000, and one required replacement in 2010.† The current drives are becoming obsolete, and parts are becoming harder to find.† Mankato preforms annual inspections on these drives, and intend to replace these drives prior to failure due to the criticality of the drives.† The Influent pump station houses 6 main pumps, thus at 1 VFD a year the project would take 6 years to complete.† Current regional growth trends indicate capacity of pump station is adequate for next 20 years (as long as inflow and infiltration is programmed to be reduced), thus the new VFD's would fully depreciate prior to replacement.

Project Uses

	2025	2026	2027	2028	2029	Total
Replace 1 VFD drive at IPS	89,758	94,057	98,760	103,698	108,883	495,156
Total	**89,758**	**94,057**	**98,760**	**103,698**	**108,883**	**495,156**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	89,758	94,057	98,760	103,698	108,883	495,156
Total	**89,758**	**94,057**	**98,760**	**103,698**	**108,883**	**495,156**

Project Timeline

Order drives in spring of the year.† Delivery schedule for drives is 25 to 30 weeks.† Once on-site Mankato will hire an electrical contractor to install the drives, and an integrator to program the new drives into the facility.† First drive replacement is 2023 so work being preformed in the building for the digester upgrade can be done prior to these drives are replaced, which will reduce cost of integration.

Replacement loader for WRRF

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2025

Project Description

The WRRF has trialed a second use loader from the pool of loaders garage has for the past 5 years. We have found them to be too large for the majority of uses at the facility, and are intending to purchase a smaller compact loader with similar lifting capabilities to meet the maintenance and equipment offloading needs at the facility. Facility staff trialed several sizes in 2024 through local contractors and found a size that meets the needs of the facility while also allowing us to cancel a forklift scheduled for 2024 to be purchased.

Project Uses

	2025	2026	2027	2028	2029	Total
Equipment	225,000	0	0	0	0	225,000
Total	**225,000**	**0**	**0**	**0**	**0**	**225,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	225,000	0	0	0	0	225,000
Total	**225,000**	**0**	**0**	**0**	**0**	**225,000**

Project Timeline

- Fall of 2024 review state contract options against needs at facility to determine if state contract or open bid will be direction for purchase.
- Winter 2024 order or request bid for purchase of equipment.
- Spring of 2025 order loader
- Fall 2025 receive loader

2025 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2026 - 2029

Project Description

Increase the overall size of the interceptor pipe running from Thompson Ravine to Pine street where it enters the WRRF. During the SEH collection study, and the Bolton and Menk / Black and Veatch facility plan, the collection interception entering the WRRF from the east to Thompson Ravine was determined to be a flow bottle neck during high flows. This has the potential cause back-ups of the sanitary system more often then other areas of the city, and have the potential to hinder growth the of the city, as normal usage over the system is over loading sections of the interceptor. Since the development of the reports the execution of the project was to be aligned with road overlays in the area.

Engagement Strategy

Community Investment Plan open house

City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
construction	0	400,000	0	1,000,000	1,100,000	2,500,000
contingency	0	0	0	300,000	200,000	500,000
engineering	0	100,000	0	200,000	200,000	500,000
Materials	0	0	0	3,000,000	1,500,000	4,500,000
Total	**0**	**500,000**	**0**	**4,500,000**	**3,000,000**	**8,000,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	500,000	0	0	0	500,000
Loan/Bond Proceeds	0	0	0	4,500,000	3,000,000	7,500,000
Total	**0**	**500,000**	**0**	**4,500,000**	**3,000,000**	**8,000,000**

Project Timeline

Work with internal engineering staff in 2025 on design plan.

In 2026 install a section of new sanitary pipe along 3rd ave to align with Blue Earth Counties planned reconstruction of the road in 2026.

Reclaim Pump Rebuilds

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2026 - 2029

Project Description

Remove 1 reclaim pump per year to inspect for excessive wear, and repair recommended parts. Pumps were last rebuilt in 2016, so this is keeping with a 10 year rebuild schedule.

Engagement Strategy

na

Project Uses

	2025	2026	2027	2028	2029	Total
Pump Rebuilds	0	35,000	55,250	42,013	63,314	195,577
Total	**0**	**35,000**	**55,250**	**42,013**	**63,314**	**195,577**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	35,000	55,250	42,013	63,314	195,577
Total	**0**	**35,000**	**55,250**	**42,013**	**63,314**	**195,577**

Project Timeline

Early Spring or late fall of 2026 remove pump for inspection and rebuild.† Timing will be dependent on power plant schedule.

- 2026 and 2028 will be 150 hp pump rebuilds
- 2027 and 2029 will be 300 hp pump rebuilds

Sand Removal System

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2026 - 2026

Project Description

Remove deficient and obsolete sludge settling system in actiflo room and replace with sand removal system. Solids balancing review done internally revealed a major component of sand in the digesters is form internal sources. Adding this system will help reduce longterm wear and tear on pumps and mixers throughout the plant.

Engagement Strategy

na

Project Uses

	2025	2026	2027	2028	2029	Total
Sand Removal System	0	727,650	0	0	0	727,650
Total	**0**	**727,650**	**0**	**0**	**0**	**727,650**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	727,650	0	0	0	727,650
Total	**0**	**727,650**	**0**	**0**	**0**	**727,650**

Project Timeline

- Fall of 2023 - review potential packages
- Winter of 2023 - engineering complete and go for bids
- Spring of 2024 - begin construction
- Fall of 2024 - construction complete

WRRF Facility plan

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2026 - 2026

Project Description

Mankato WRRF would request proposals from engineering firms as done in 2015 for the last facility plan.† The selected engineering firm would review the facility and over two years produce a 20 year facility plan for the facility as was done in 2017. Mankato WRRF requires accurate and up-to-date facility plan for PFA funding of major capital projects and for permit renewals.† Mankato's needs are outpacing the planned replacement schedule indicated in the existing plan , which may require minor adjustments for PFA funding.† The timing of the facility plan renewal aligns with the Disinfection and Digestion project and the WRRF entering a permit renewal year allowing for a good recalibration of the existing facility plan and designing future major capital projects for the next 20 years.

Project Uses

	2025	2026	2027	2028	2029	Total
Engineering Design of Facility Plan	0	500,000	0	0	0	500,000
Total	**0**	**500,000**	**0**	**0**	**0**	**500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	500,000	0	0	0	500,000
Total	**0**	**500,000**	**0**	**0**	**0**	**500,000**

Project Timeline

- Summer of 2025 - internal team prepares scope of project
- Fall of 2025 - Request for bids based on internal scope goes out
- Spring of 2026 - Engineer selected and design starts
- Winter of 2026 - Facility plan completed

Actiflo Lamella Tube Replacement

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2027 - 2027

Project Description

Replace aging lamella tubes with more efficient version. Lamella tubes are plastic honeycomb shaped media with a varying lifespan around 20 years.† The material is starting to show signs of degradation, and there is potential for a more efficient architecture to be explored.

Engagement Strategy

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Actiflo Lamella Tube Replacement	0	0	325,000	0	0	325,000
Total	**0**	**0**	**325,000**	**0**	**0**	**325,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	325,000	0	0	325,000
Total	**0**	**0**	**325,000**	**0**	**0**	**325,000**

Project Timeline

- Winter of 2026 - engineering design
- Spring 2027 - product ordered
- Fall of 2027 - installation during MEC shutdown.

Supplemental Wastewater Plant Master Plan Projects

CIP Fund Overview 2025

Project Name		Project Year	Project Cost
Disinfection and Digestion Upgrade		2025	53,198,907
	Total		**53,198,907**

CIP Fund Overview 2026

Project Name		Project Year	Project Cost
Disinfection and Digestion Upgrade		2026	26,599,453
	Total		**26,599,453**

Disinfection and Digestion Upgrade

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2024 - 2026

Project Description

The Disinfection and Digestion project will modernize the solids treatment and disinfection process at the facility while increasing the capacity of the facility. Major items being upgraded include; influent barscreen, excess flow line to equalization tanks, chlorine contact tanks, chemical storage areas, rotary drum thickener, boilers, HVAC system in several buildings, digesters, biosolids storage, stand by generator, and control building.

Engagement Strategy

Community Investment Plan open house

City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	50,233,560	25,116,780	0	0	0	75,350,340
Construction contingency	1,507,007	753,503	0	0	0	2,260,510
Engineering and inspections	1,458,340	729,170	0	0	0	2,187,510
Total	**53,198,907**	**26,599,453**	**0**	**0**	**0**	**79,798,360**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Federal Funding	1,800,000	10,500,000	0	0	0	12,300,000
Loan/Bond Proceeds	26,198,907	13,099,453	0	0	0	39,298,360
Other Sources	4,200,000	2,100,000	0	0	0	6,300,000
State Funding	21,000,000	900,000	0	0	0	21,900,000
Total	**53,198,907**	**26,599,453**	**0**	**0**	**0**	**79,798,360**

Project Timeline

Project bid 2024 and awarded to Rice Lake. Construction to begin summer of 2024 and end fall of 2026

WW Collections Capital Improvement Fund

Sewer Collection Capital	2025	2026	2027	2028	2029
Projected Fund Balance	$719,752	$769,752	$969,752	$1,169,752	$1,369,752
Transfer-In Sewer Capital	$200,000	$200,000	$200,000	$200,000	$200,000
Available Funds	$ 919,752	$ 969,752	$ 1,169,752	$ 1,369,752	$ 1,569,752

Project Title	2025	2026	2027	2028	2029	**Total**
Infra - Mulberry Liftstation Upgrade - Engineering	$ 150,000					**$150,000.00**
Total	**$150,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$150,000.00**

Fund Balance	$ 769,752	$ 969,752	$ 1,169,752	$ 1,369,752	$ 1,569,752
Reserve Target	$ 500,000	$ 500,000	$ 500,000	$ 500,001	$ 500,001

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Infra - Mulberry Liftstation Upgrade	2025	150,000
Total		**150,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Infra - Mulberry Liftstation Upgrade	2026	4,000,000
Total		**4,000,000**

Infra - Mulberry Liftstation Upgrade

Department: WW COLLECTIONS CAPITAL IMPROVEMENT FUND

Project Years: 2025 - 2026

Project Description

Mulberry liftstation will have the generator upgraded to mesh with new pumps and electrical equipment.† A review of installation of barscreen will be included, and if needed installed as part of the project.† Finally the forcemain discharging from the station will be upgraded. The generator is currently not big enough to handle the entire electrical load of the station, and the forcemain is undersized compared to the pumping capabilities of the station itself.† These have caused back-ups in the commercial district of lower Mankato during high rain events.† Upgrades to the station will help reduce the likelihood of back-ups into existing and new commercial buildings downtown.† The screen is being reviewed as a way to reduce pump plugging at the station, which continues to be an issue, and causes the majority of overtime for liftstations.†

Engagement Strategy

Community Investment Plan open house

City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
construction	0	1,400,000	0	0	0	1,400,000
contingency	0	200,000	0	0	0	200,000
engineering	150,000	100,000	0	0	0	250,000
materials	0	2,300,000	0	0	0	2,300,000
Total	**150,000**	**4,000,000**	**0**	**0**	**0**	**4,150,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	150,000	0	0	0	0	150,000
Loan/Bond Proceeds	0	4,000,000	0	0	0	4,000,000
Total	**150,000**	**4,000,000**	**0**	**0**	**0**	**4,150,000**

Project Timeline

- 2025 - Review plan, and execute agreement with engineering firm to design upgrade.
- 1st quarter 2026 - procure bids for project, and begin construction.
- 3rd quarter 2026 - complete construction.

Stormwater Capital Fund

Stormwater Capital	2025	2026	2027	2028	2029		
Projected Fund Balance	$1,493,147	$1,943,147	$2,045,160	$2,770,160	$2,012,034		
Transfer-In Stormwater	$875,000	$900,000	$925,000	$950,000	$850,000		
Available Funds	$2,368,147	$2,843,147	$2,970,160	$3,720,160	$2,862,034		
Project Title	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	**Illistrative**
Honeymead Pump Station Facility & Electrical	$100,000	$697,988				**$797,988**	
Cree Court Outfall Improvements	$225,000					**$225,000**	
Indian Creek Pump Station Facility & Electrical			$100,000	$1,508,126		**$1,608,126**	
Mulberry Pumping Station Facility & Electrical				$100,000	$797,606	**$897,606**	
Warren Creek Facility & Electrical						**$0**	$1,523,833
Private Property BMPs	$100,000	$100,000	$100,000	$100,000	$100,000	**$500,000**	
Total	**$425,000**	**$797,988**	**$200,000**	**$1,708,126**	**$897,606**	**$4,028,719**	$1,523,833
Fund Balance	$1,943,147	$2,045,160	$2,770,160	$2,012,034	$1,964,428		
Reserve Target	$ 1,750,000	$ 1,750,000	$ 2,000,000	$ 2,000,000	$ 2,000,000		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Cree Court Outfall	2025	225,000
Honeymead Pump Station Facility & Electrical	2025	100,000
Private Property BMPs	2025	100,000
Total		**425,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Honeymead Pump Station Facility & Electrical	2026	697,988
Private Property BMPs	2026	100,000
Total		**797,988**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Indian Creek Pump Station Facility & Electrical	2027	100,000
Private Property BMPs	2027	100,000
Total		**200,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Indian Creek Pump Station Facility & Electrical	2028	1,508,126
Mulberry Pumping Station Facility & Electrical	2028	100,000
Private Property BMPs	2028	100,000
Total		**1,708,126**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Mulberry Pumping Station Facility & Electrical	2029	797,606
Private Property BMPs	2029	100,000
Total		**897,606**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Warren Creek Facility & Electrical	2030	1,523,833
Total		**1,523,833**

Cree Court Outfall

Department: STORMWATER CAPITAL FUND

Project Years: 2025 - 2025

Project Description

Extension of an HDPE pipe from the outfall near the intersection of Shiloh Court and Cree Court.

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	225,000	0	0	0	0	225,000
Total	**225,000**	**0**	**0**	**0**	**0**	**225,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Stormwater Revenue	225,000	0	0	0	0	225,000
Total	**225,000**	**0**	**0**	**0**	**0**	**225,000**

Project Timeline

- Fall 2024 Design
- December 2024 - Authorization to Bid
- February 2025 - Construction
- May 2025 - Final Completion

Honeymead Pump Station Facility & Electrical

Department: STORMWATER CAPITAL FUND

Project Years: 2025 - 2026

Project Description

Honeymead Pump Station is located adjacent to Sibley Park, at the intersection of Spence Street and West 3rd Street. It is part of the USACE Stage 2 drainage area, which is approximately 293 acres in size, and includes the area tributary to three storm water pump stations, including the Le Hillier East pump station and the Le Hillier West pump station. Of the three, only the Honeymead pump station is located within the City of Mankato. The Honeymead pump station has three vertical turbine pumps, with a design capacity of 52,400 gallons per minute (gpm).

Several deficiencies were noted in the station. These included structural deterioration in the building components and electrical issues that need to be addressed to ensure the reliability of the station. The detail of the deterioration and reliability issues are noted in the 2017 Flood Risk Reduction System Pump Station Modernization Study performed by SEH. This project is being proposed to be done as a Section 208 project with the US Army Corps of engineering. This may allow for additional outside funding from the Corps, but the amount will not be determined until the Section 208 application is submitted 18 months before the start of the project.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Other

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	0	628,189	0	0	0	628,189
Contingency	0	69,799	0	0	0	69,799
Engineering	100,000	0	0	0	0	100,000
Total	**100,000**	**697,988**	**0**	**0**	**0**	**797,988**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Stormwater Revenue	100,000	697,988	0	0	0	797,988
Total	**100,000**	**697,988**	**0**	**0**	**0**	**797,988**

Project Timeline

This project will be design the year prior to construction and submitted to COE for approval for construction in the project year.

Private Property BMPs

Department: STORMWATER CAPITAL FUND

Project Years: 2025 - 2029

Project Description

As a part of the Surface Water Management Policy, a cost sharing program for property owners has been established. This program provides a public contribution to private improvements that are on surface water conveyances that carry public water. In order to promote improvements along surface waters a cost sharing program was established as a part of the Surface Water Management Policy. By promoting private investment along surface waters conveying public drainage property owner will be able to achieve the desired level of service of an improvement should for private property.

Engagement Strategy

Community Investment Plan open house

City website (Community Investment Plan project pages)

Other

Project Uses

	2025	2026	2027	2028	2029	Total
BMPs	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Project Timeline

The timeline is developed for individual projects as they are submitted.††

Indian Creek Pump Station Facility & Electrical

Department: STORMWATER CAPITAL FUND

Project Years: 2027 - 2028

Project Description

The Indian Creek Pump Station is located near the intersection of Poplar Street and Sibley Parkway. The total drainage area of the Indian Creek pump station is approximately 5,720 acres. The station has four vertical turbine pumps with a design capacity of 136,000 gpm. Several deficiencies were noted in the station. These included structural deterioration in the building components and electrical issues that need to be addressed to ensure the reliability of the station. The detail of the deterioration and reliability issues are noted in the 2017 Flood Risk Reduction System Pump Station Modernization Study performed by SEH. This project is being proposed to be done as a Section 208 project with the US Army Corps of engineering.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	0	0	0	1,357,314	0	1,357,314
Contingency	0	0	0	150,812	0	150,812
Engineering	0	0	100,000	0	0	100,000
Total	**0**	**0**	**100,000**	**1,508,126**	**0**	**1,608,126**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Stormwater Revenue	0	0	100,000	1,508,126	0	1,608,126
Total	**0**	**0**	**100,000**	**1,508,126**	**0**	**1,608,126**

Project Timeline

- January – Feasibility
- March – Bid
- May – Construction
- October – Project completion

Mulberry Pumping Station Facility & Electrical

Department: STORMWATER CAPITAL FUND

Project Years: 2028 - 2030

Project Description

Mulberry Pump Station is located north of the Mulberry Street bridge.

Several deficiencies were noted in the station. These included structural deterioration in the building components and electrical issues that need to be addressed to ensure the reliability of the station. The detail of the deterioration and reliability issues are noted in the 2017 Flood Risk Reduction System Pump Station Modernization Study performed by SEH. This project is being proposed to be done as a Section 208 project with the US Army Corps of engineering.† This may allow for additional outside funding from the Corps, but the amount will not be determined until the Section 208 application is submitted 18 months before the start of the project.†

Engagement Strategy

Community Investment Plan open house

City website (Community Investment Plan project pages)

Other

Project Uses

	2025	2026	2027	2028	2029	Total
Pump Station Improvements	0	0	0	100,000	797,606	897,606
Total	**0**	**0**	**0**	**100,000**	**797,606**	**897,606**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	100,000	797,606	897,606
Total	**0**	**0**	**0**	**100,000**	**797,606**	**897,606**

Project Timeline

This project will be design the year prior to construction and submitted to COE for approval for construction in the project year.

Sales Tax CIP

Sales Tax - Airport

Airport Capital Improvement Fund	2025	2026	2027	2028	2029		
Projected Fund Balance	$109,750	$311,250	$532,000	$458,250	$349,750		
Transfer-In Airport	$424,000	$432,000	$440,000	$448,000	$456,000		
Available Funds	$ 533,750	$ 743,250	$ 972,000	$ 906,250	$ 805,750		
Project Title	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	Illustrative
Airport Tractor/Mower				(37,500)		**($37,500)**	
Flail Mower Attachment				(16,500)		**($16,500)**	
Acquire Snow Removal Equipment (SRE) Loader and Plow		(22,500)				**($22,500)**	
Construct Perimeter Road	(17,500)					**($17,500)**	
Environmental Assessment - Runway 4/22 Shift	(7,500)					**($7,500)**	
Snowblower - Runway/Taxiway/Apron			(21,250)			**($21,250)**	
ATCT Building Construction						**$0**	
Parking Lot Rehabilitation		(60,000)				**($60,000)**	
Land Acquisition - Runway 33 RPZ (Parcel 3C = 2.1 ac)		(3,750)				**($3,750)**	
Land Acquisition - Runway 15 RPZ (Parcel 22A = 2.7 ac)		(3,750)				**($3,750)**	
Land Acquisition - Runway 22 Approach (Parcel 15C - 6.6 ac)		(6,250)				**($6,250)**	
Runway 04/22 Shift / Temporary Extension (400') Design		(15,000)				**($15,000)**	
Runway 04/22 Shift, Reconstruction, and Runway Lighting			(382,500)			**($382,500)**	
Replace Airfield Electrical Vault			(10,000)			**($10,000)**	
Taxiway A Reconstruction				(125,000)		**($125,000)**	
Replace Runway 15/33 Lights				(27,500)		**($27,500)**	
Runway 15/33 Pavement Reconstruction				(250,000)		**($250,000)**	
Acquire Snow Removal Equipment (SRE) - Broom Truck with Jets					(120,000)	**($120,000)**	
North Fence Replacement	(52,500)					**($52,500)**	
Precision Approach Path Indicators (PAPI) Lights Replacement Runway 04/22	(22,500)					**($22,500)**	
Airport Maintenance Vehicle (Pickup) with Snowplow	(22,500)					**($22,500)**	
Taxiway B Reconstruction					(175,000)	**($175,000)**	
Airport Mower					(52,500)	**($52,500)**	
12-Unit T-Hangar Design & Specs					(22,500)	**($22,500)**	
Relocate Airport Beacon					(10,500)	**($10,500)**	
Overhead Door Maintenance	(25,000)		(50,000)		(50,000)	**($125,000)**	
Heater & Exhaust Fan Replacement	(25,000)	(50,000)		(50,000)	(50,000)	**($175,000)**	
Airport Facility Rekey & Hardware Replacement	(25,000)	(50,000)	(50,000)	(50,000)		**($175,000)**	
Airport Vehicle Operations Fuel Tank Replacement	(25,000)					**($25,000)**	
Airport Terminal HVAC Replacement						**$0**	(1,200,000)
Airport Terminal Roof Replacement						**$0**	(960,000)
3030 S Airport Rd Hangar (Piston Shop) Roof Replacement						**$0**	(525,000)
Total	**($222,500)**	**($211,250)**	**($513,750)**	**($556,500)**	**($480,500)**	**($1,984,500)**	**$0**
Fund Balance	$311,250	$532,000	$458,250	$349,750	$325,250		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Construct FAA Control Tower	2025	18,100,000
Construct Perimeter Road	2025	350,000
Environmental Assessment - Runway 4/22 Shift	2025	150,000
Mankato Regional Airport - Airport Facility Rekey	2025	25,000
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2025	25,000
Mankato Regional Airport - North Fence Replacement	2025	52,500
Mankato Regional Airport - Overhead Door Maintenance	2025	25,000
Total		**18,727,500**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Acquire Snow Removal Equipment (SRE) Loader and Plow	2026	22,500
Mankato Regional Airport - Airport Facility Rekey	2026	50,000
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2026	50,000
Mankato Regional Airport - Overhead Door Maintenance	2026	0
Parking Lot Pavement Rehabilitation	2026	60,000
Runway Protection Zone (RPZ) Land Acquisition	2026	275,000
Temporary Extension 04/22 Design	2026	300,000
Total		**757,500**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Acquire Snow Removal Equipment (SRE) Self Propelled Snowblower	2027	425,000
Mankato Regional Airport - Airport Facility Rekey	2027	50,000
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2027	0
Mankato Regional Airport - Overhead Door Maintenance	2027	50,000
Rehabilitate Airfield Electrical Vault	2027	200,000
Runway 04/22 Shift, Reconstruction, and Runway Lighting	2027	7,650,000
Total		**8,375,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Acquire Airport Tractor/Mower	2028	125,000
Acquire Flail Mower Attachment	2028	55,000
Airport Facility Rekeying	2028	50,000
Heater and Exhaust Fan Replacement	2028	50,000
Mankato Regional Airport - Airport Facility Rekey	2028	0
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2028	50,000

Project Name	Project Year	Project Cost
Mankato Regional Airport - Overhead Door Maintenance	2028	0
Replace Runway 15/33 Lights	2028	550,000
Runway 15/33 Pavement Reconstruction	2028	5,000,000
Taxiway A Reconstruction	2028	2,500,000
Total		**8,380,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
12-Unit T-Hangar Design & Specs	2029	22,500
Acquire Snow Removal Equipment (SRE) - Boom Truck with Jets	2029	400,000
Airport Mower	2029	52,500
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2029	50,000
Mankato Regional Airport - Overhead Door Maintenance	2029	50,000
Relocate Airport Beacon	2029	10,500
Taxiway B Reconstruction	2029	175,000
Total		**760,500**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
3030 S Airport Rd Hangar (Piston Shop) Roof Replacement	2029	525,000
Airport Terminal HVAC Replacement	2028	1,200,000
Airport Terminal Roof Replacement	2028	960,000
Total		**2,685,000**

Construct FAA Control Tower

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2025

Project Description

Construct a FAA Air Traffic Control Tower. Traffic levels at Mankato have risen to the point requiring a FAA air traffic control tower control tower at the airport. Controlling traffic will increase safety in the area by preventing mid-air collisions. Preliminary benefit cost analysis shows that the project is likely to be reimbursable by the FAA.

Engagement Strategy

Community projects, including sales tax items. Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan). City website (Community Investment Plan project pages and respective webpage). Direct mail to area residents living near project. Focus groups. Pop-up events. Informational materials (print and electronic). Online newsletter. News release and email notification asking for input. Utility insert. Online engagement tools. Surveys (online). Online city calendar. Social media Video. Other. City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages).

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	18,100,000	0	0	0	0	18,100,000
Total	**18,100,000**	**0**	**0**	**0**	**0**	**18,100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Federal Funding	16,290,000	0	0	0	0	16,290,000
Other Sources	1,810,000	0	0	0	0	1,810,000
Total	**18,100,000**	**0**	**0**	**0**	**0**	**18,100,000**

Project Timeline

- 2022 - Air Traffic Control Tower Environmental Assessment and Site Selection
- 2023 - Air Traffic Control Tower Site Prep
- 2024 - Air Traffic Control Tower Design
- 2025 - Air Traffic Control Tower Construction

Construct Perimeter Road

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2025

Project Description

Construct Perimeter Road Construct perimeter road.† Project required by USDA Wildlife management plan and Part 139 certification.†

Engagement Strategy

Community projects, including sales tax items. Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan). City website (Community Investment Plan project pages and respective webpage). Direct mail to area residents living near project. Focus groups. Pop-up events. Informational materials (print and electronic). Online newsletter. News release and email notification asking for input. Utility insert. Online engagement tools. Surveys (online). Online city calendar. Social media. Video. Other. City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages).

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	350,000	0	0	0	0	350,000
Total	**350,000**	**0**	**0**	**0**	**0**	**350,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	17,500	0	0	0	0	17,500
Federal Funding	315,000	0	0	0	0	315,000
State Funding	17,500	0	0	0	0	17,500
Total	**350,000**	**0**	**0**	**0**	**0**	**350,000**

Project Timeline

- 2024 - Design
- 2024 - Construct perimeter road.

Environmental Assessment - Runway 4/22 Shift

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2025

Project Description

Environmental Assessment for future Runway 4/22 shift.

Engagement Strategy

TBD

Project Uses

	2025	2026	2027	2028	2029	Total
Environmental Assessment	150,000	0	0	0	0	150,000
Total	**150,000**	**0**	**0**	**0**	**0**	**150,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	7,500	0	0	0	0	7,500
Federal Funding	135,000	0	0	0	0	135,000
State Funding	7,500	0	0	0	0	7,500
Total	**150,000**	**0**	**0**	**0**	**0**	**150,000**

Project Timeline

TBD

Mankato Regional Airport - Airport Facility Rekey

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2028

Project Description

Rekey of the entire airport complex - multi year project. There are over 75 hangar units on the airfield. A rekey of the airport facility is needed to bring the complex into conformity with the city wide keying system currently in place. This will also allow updates to failed door hardware and simplify the keying structure to make it easier for staff to identify the correct key.

With the addition of the air traffic control tower and FAA staff on site daily, security and access control will need to be increased from the current levels.

Project Uses

	2025	2026	2027	2028	2029	Total
Airport rekey	25,000	50,000	50,000	0	0	125,000
Total	**25,000**	**50,000**	**50,000**	**0**	**0**	**125,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	25,000	50,000	50,000	0	0	125,000
Total	**25,000**	**50,000**	**50,000**	**0**	**0**	**125,000**

Project Timeline

Phased approach with work completed in the summer months as time allows.

Mankato Regional Airport - Heater & Exhaust Fan Replacement

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2029

Project Description

Multi year project to replace failing mechanical equipment in Airport buildings Many of the heaters and exhaust fans in the hangers and ancillary buildings at the Mankato Regional Airport are past or nearing the end of their useful life. Maintenance costs are increasing and spare parts are becoming more difficult to acquire. A replacement schedule is being developed for the equipment to prevent service interruption in the event of a failure. New equipment will be placed on a regular preventative maintenance schedule to ensure a long service life.

Engagement Strategy

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
Heater & Exhaust Fan Replacement	25,000	50,000	0	50,000	50,000	175,000
Total	**25,000**	**50,000**	**0**	**50,000**	**50,000**	**175,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	25,000	50,000	0	50,000	50,000	175,000
Total	**25,000**	**50,000**	**0**	**50,000**	**50,000**	**175,000**

Project Timeline

Replacements would take place in the summer months of each project year.

Mankato Regional Airport - North Fence Replacement

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2025

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
North Fence Replacement	52,500	0	0	0	0	52,500
Total	**52,500**	**0**	**0**	**0**	**0**	**52,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	52,500	0	0	0	0	52,500
Total	**52,500**	**0**	**0**	**0**	**0**	**52,500**

Project Timeline

n/a

Mankato Regional Airport - Overhead Door Maintenance

Department: SALES TAX - AIRPORT

Project Years: 2025 - 2029

Project Description

Replacement of failing overhead and hanger door components and installation of additional safety devices. A majority of the overhead and hanger door hardware and mechanisms date to the time of construction for each of the buildings, some dating back 40+ years.† A significant number of failures have occurred in the last few years with several near accidents.† A significant investment is needed to restore the doors to a safe operating condition.† Additional safety features will be installed on the highest use doors.

Engagement Strategy

City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages).

Project Uses

	2025	2026	2027	2028	2029	Total
Door maintenance	25,000	0	50,000	0	50,000	125,000
Total	**25,000**	**0**	**50,000**	**0**	**50,000**	**125,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	25,000	0	50,000	0	50,000	125,000
Total	**25,000**	**0**	**50,000**	**0**	**50,000**	**125,000**

Project Timeline

Repairs will be made each spring/summer.

Acquire Snow Removal Equipment (SRE) Loader and Plow

Department: SALES TAX - AIRPORT

Project Years: 2026 - 2026

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
SRE Loader and Plow	0	22,500	0	0	0	22,500
Total	**0**	**22,500**	**0**	**0**	**0**	**22,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	22,500	0	0	0	22,500
Total	**0**	**22,500**	**0**	**0**	**0**	**22,500**

Project Timeline

n/a

Parking Lot Pavement Rehabilitation

Department: SALES TAX - AIRPORT

Project Years: 2026 - 2026

Project Description

Parking Lot Pavement Rehabilitation

Engagement Strategy

TBD

Project Uses

	2025	2026	2027	2028	2029	Total
Parking Lot Rehabilitation	0	60,000	0	0	0	60,000
Total	**0**	**60,000**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	60,000	0	0	0	60,000
Total	**0**	**60,000**	**0**	**0**	**0**	**60,000**

Project Timeline

TBD

Runway Protection Zone (RPZ) Land Acquisition

Department: SALES TAX - AIRPORT

Project Years: 2026 - 2026

Project Description

Land acquisition of parcels 3C and 22A totaling 4.8-acres in order to accomplish runway 04/22 shift and temporary extension.

Identified in the Masterplan to improve the runway protection zone.

Engagement Strategy

Community projects, including sales tax items. Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan). City website (Community Investment Plan project pages and respective webpage). Direct mail to area residents living near project. Focus groups. Pop-up events. Informational materials (print and electronic). Online newsletter. News release and email notification asking for input. Utility insert. Online engagement tools. Surveys (online). Online city calendar. Social media Video. Other. City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages).

Project Uses

	2025	2026	2027	2028	2029	Total
Acquire Parcel 15C (6.6 ac)	0	125,000	0	0	0	125,000
Acquire Parcel 22A (2.7-ac)	0	75,000	0	0	0	75,000
Acquire Parcel 3C (2.1-ac)	0	75,000	0	0	0	75,000
Total	**0**	**275,000**	**0**	**0**	**0**	**275,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	13,750	0	0	0	13,750
Federal Funding	0	247,500	0	0	0	247,500
State Funding	0	13,750	0	0	0	13,750
Total	**0**	**275,000**	**0**	**0**	**0**	**275,000**

Project Timeline

2026 - Acquire parcels

Temporary Extension 04/22 Design

Department: SALES TAX - AIRPORT

Project Years: 2026 - 2026

Project Description

As part of the 2027 04/22 runway shift design work needs to be completed.

Project Uses

	2025	2026	2027	2028	2029	Total
Design	0	300,000	0	0	0	300,000
Total	**0**	**300,000**	**0**	**0**	**0**	**300,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	15,000	0	0	0	15,000
Federal Funding	0	270,000	0	0	0	270,000
State Funding	0	15,000	0	0	0	15,000
Total	**0**	**300,000**	**0**	**0**	**0**	**300,000**

Project Timeline

na

Acquire Snow Removal Equipment (SRE) Self Propelled Snow-blower

Department: SALES TAX - AIRPORT

Project Years: 2027 - 2027

Project Description

Replace unit #93.

Project Uses

	2025	2026	2027	2028	2029	Total
Acquire SRE	0	0	425,000	0	0	425,000
Total	**0**	**0**	**425,000**	**0**	**0**	**425,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	21,250	0	0	21,250
Federal Funding	0	0	382,500	0	0	382,500
State Funding	0	0	21,250	0	0	21,250
Total	**0**	**0**	**425,000**	**0**	**0**	**425,000**

Project Timeline

na

Rehabilitate Airfield Electrical Vault

Department: SALES TAX - AIRPORT

Project Years: 2027 - 2027

Project Description

Replace and expand the electrical vault which houses the controls for the runway lights. The electrical vault and emergency generator are housed in a building located just south of the Airport Beacon adjacent to Airport Maintenance and Terminal Facilities. Both the Electrical Vault and emergency generator, which was replaced in 2001, provides back-up power to the terminal, maintenance, CFR and gray electrical building as well as all taxiway and runway lights. As part of the airport masterplan, upgrades to the older vault regulators are recommended in addition to vault expansion.

Engagement Strategy

Community projects, including sales tax items. Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan). City website (Community Investment Plan project pages and respective webpage). Direct mail to area residents living near project. Focus groups. Pop-up events. Informational materials (print and electronic). Online newsletter. News release and email notification asking for input. Utility insert. Online engagement tools. Surveys (online). Online city calendar. Social media Video. Other. City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages).

Project Uses

	2025	2026	2027	2028	2029	Total
Construction	0	0	200,000	0	0	200,000
Total	**0**	**0**	**200,000**	**0**	**0**	**200,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	10,000	0	0	10,000
Federal Funding	0	0	180,000	0	0	180,000
State Funding	0	0	10,000	0	0	10,000
Total	**0**	**0**	**200,000**	**0**	**0**	**200,000**

Project Timeline

- 2027 - Design
- 2027 - Construction

Runway 04/22 Shift, Reconstruction, and Runway Lighting

Department: SALES TAX - AIRPORT

Project Years: 2027 - 2027

Project Description

This multi-year project seeks to improve the runway visibility zone (RVZ) by shifting Runway 04/22 400-feet to the northwest, replace the Runway End Identifier Lights (REIL) Lights / Precision Approach Path Indicator (PAPI), runway lights, and reconstruct the remaining 4,000-feet of runway pavement. Runway 15-33 was extended in 2007 from 5,400 feet to 6,600 feet. However, with the extension, the line-of-sight points associated with Runways 15/33 and 04/22 shifted the runway visibility zone (RVZ) onto the terminal apron. As a result, use of the apron for aircraft parking is not allowed since it would impede the line-of-sight requirements. According to AC 150/5300-13A, a modification to this requirement may be approved if an acceptable level of safety is maintained as a result of:

"1) the airport has a 24-hour control tower; and 2) the operation of the control tower will continue based on acceptable activity forecasts."

Thus, to allow for use of the terminal apron (Apron A) for flight training, corporate and potential charter operations, a modification of the RVZ is needed. Options considered as part of the alternatives analysis include: 1) No build 2)†Reconfigure apron parking area geometry/parking areas, 3) Shift Runway 04/22 Northeast by 200 feet, 4) Shift Runway 04/22 Northeast by 400 feet, and/or 5) Shift Runway 04/22 Northeast by 1,114-feet. The preferred long-term RVZ mitigation alternative is Option†4 to shift Runway 4-22 by 400 feet to the northeast to allow for existing and a reasonable future apron expansion without parked aircraft within the RVZ. A short-term interim solution is Option 1, which would allow the airport to meet design standards but reduce capacity and convenience. Other options did not improve apron utility significantly or result in a higher development cost. Option†4 provides a reasonable balance between cost and utility. This project will be reevaluated pending the outcome and timeline of the FAA Air Traffic Control Tower but will most likely still be needed as the tower will not be in operation 24-hours a day.

Engagement Strategy

Community projects, including sales tax items. Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan). City website (Community Investment Plan project pages and respective webpage). Direct mail to area residents living near project. Focus groups. Pop-up events. Informational materials (print and electronic). Online newsletter. News release and email notification asking for input. Utility insert. Online engagement tools. Surveys (online). Online city calendar. Social media Video. Other. City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages).

Project Uses

	2025	2026	2027	2028	2029	Total
Construction - 400-foot shift	0	0	3,000,000	0	0	3,000,000
Construction - Replace Remaining Pavement	0	0	4,000,000	0	0	4,000,000
REIL/PAPI Replacement	0	0	100,000	0	0	100,000
Replace Runway Lights	0	0	550,000	0	0	550,000
Total	**0**	**0**	**7,650,000**	**0**	**0**	**7,650,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	382,500	0	0	382,500
Federal Funding	0	0	6,885,000	0	0	6,885,000
State Funding	0	0	382,500	0	0	382,500
Total	**0**	**0**	**7,650,000**	**0**	**0**	**7,650,000**

Project Timeline

- 2023 - Master Plan Update Required (Triggering Event)
- 2025 - Environmental Assessment
- 2026 - Land Acquisition - Runway 22 Approach (Parcel 15C - 6.6 ac)
- 2026 - Runway 04/22 Shift / Temporary Extension (400') Design
- 2027 - Runway 04/22 Shift / Temporary Extension (400') Construction
- 2027 - Runway 04/22 REIL/PAPI Replacement
- 2027 - Replace 04/22 Runway Lights
- 2027 - Runway 04/22 Pavement Reconstruction

Acquire Airport Tractor/Mower

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

Acquire Airport tractor/mower to replace unit #95. This tractor/mower would be a replacement unit for one of the current tractors at the airport. This piece of equipment is primarily used for mowing in the summer months. Purchase dependent on receiving a MNDOT grant.

Engagement Strategy

City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages

Project Uses

	2025	2026	2027	2028	2029	Total
Acquire tractor/mower	0	0	0	125,000	0	125,000
Total	**0**	**0**	**0**	**125,000**	**0**	**125,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	37,500	0	37,500
State Funding	0	0	0	87,500	0	87,500
Total	**0**	**0**	**0**	**125,000**	**0**	**125,000**

Project Timeline

Purchase/order equipment in spring 2023

Acquire Flail Mower Attachment

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

Acquire flail mower attachment for airport tractor. A flail mower attachment for the airport tractor would be a new piece of equipment.† The flail mower is used for cutting larger brush and vegetation that would not be able to be cut with a standard rotary mower.† This would allow for more cost effective maintenance of some of the areas on the airport grounds to be maintained vs. using manpower to cut back brush.

Purchase dependent on receiving a MNDOT grant.

Engagement Strategy

City projects, including sales tax items. Community Investment Plan open house. City website (Community Investment Plan project pages.

Project Uses

	2025	2026	2027	2028	2029	Total
Acquire flail mower attachment	0	0	0	55,000	0	55,000
Total	**0**	**0**	**0**	**55,000**	**0**	**55,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	16,500	0	16,500
State Funding	0	0	0	38,500	0	38,500
Total	**0**	**0**	**0**	**55,000**	**0**	**55,000**

Project Timeline

Purchase/order equipment in spring 2023

Airport Facility Rekeying

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Rekeying	0	0	0	50,000	0	50,000
Total	**0**	**0**	**0**	**50,000**	**0**	**50,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	50,000	0	50,000
Total	**0**	**0**	**0**	**50,000**	**0**	**50,000**

Project Timeline

N/A

Heater and Exhaust Fan Replacement

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Replacement	0	0	0	50,000	0	50,000
Total	**0**	**0**	**0**	**50,000**	**0**	**50,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	50,000	0	50,000
Total	**0**	**0**	**0**	**50,000**	**0**	**50,000**

Project Timeline

N/A

Replace Runway 15/33 Lights

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Replacement	0	0	0	550,000	0	550,000
Total	**0**	**0**	**0**	**550,000**	**0**	**550,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	27,500	0	27,500
Federal Funding	0	0	0	495,000	0	495,000
State Funding	0	0	0	27,500	0	27,500
Total	**0**	**0**	**0**	**550,000**	**0**	**550,000**

Project Timeline

N/A

Runway 15/33 Pavement Reconstruction

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Reconstruction	0	0	0	5,000,000	0	5,000,000
Total	**0**	**0**	**0**	**5,000,000**	**0**	**5,000,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	250,000	0	250,000
Federal Funding	0	0	0	4,500,000	0	4,500,000
State Funding	0	0	0	250,000	0	250,000
Total	**0**	**0**	**0**	**5,000,000**	**0**	**5,000,000**

Project Timeline

N/A

Taxiway A Reconstruction

Department: SALES TAX - AIRPORT

Project Years: 2028 - 2028

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Reconstruction	0	0	0	2,500,000	0	2,500,000
Total	**0**	**0**	**0**	**2,500,000**	**0**	**2,500,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	125,000	0	125,000
Federal Funding	0	0	0	2,250,000	0	2,250,000
State Funding	0	0	0	125,000	0	125,000
Total	**0**	**0**	**0**	**2,500,000**	**0**	**2,500,000**

Project Timeline

N/A

12-Unit T-Hangar Design & Specs

Department: SALES TAX - AIRPORT

Project Years: 2029 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
12 Unit T-Hangar Design & Specs	0	0	0	0	22,500	22,500
Total	**0**	**0**	**0**	**0**	**22,500**	**22,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	0	0	22,500	22,500
Total	**0**	**0**	**0**	**0**	**22,500**	**22,500**

Project Timeline

n/a

Acquire Snow Removal Equipment (SRE) - Boom Truck with Jets

Department: SALES TAX - AIRPORT

Project Years: 2029 - 2029

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Snow Removal Equipment	0	0	0	0	400,000	400,000
Total	**0**	**0**	**0**	**0**	**400,000**	**400,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	120,000	120,000
State Funding	0	0	0	0	280,000	280,000
Total	**0**	**0**	**0**	**0**	**400,000**	**400,000**

Project Timeline

N/A

Airport Mower

Department: SALES TAX - AIRPORT

Project Years: 2029 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Airport Mower	0	0	0	0	52,500	52,500
Total	**0**	**0**	**0**	**0**	**52,500**	**52,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	52,500	52,500
Total	**0**	**0**	**0**	**0**	**52,500**	**52,500**

Project Timeline

n/a

Relocate Airport Beacon

Department: SALES TAX - AIRPORT

Project Years: 2029 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Relocate Airport Beacon	0	0	0	0	10,500	10,500
Total	**0**	**0**	**0**	**0**	**10,500**	**10,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	0	0	10,500	10,500
Total	**0**	**0**	**0**	**0**	**10,500**	**10,500**

Project Timeline

n/a

Taxiway B Reconstruction

Department: SALES TAX - AIRPORT

Project Years: 2029 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Taxiway B Reconstruction	0	0	0	0	175,000	175,000
Total	**0**	**0**	**0**	**0**	**175,000**	**175,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	0	0	0	175,000	175,000
Total	**0**	**0**	**0**	**0**	**175,000**	**175,000**

Project Timeline

n/a

Sales Tax - Civic Center

Mankato Civic Center

	2025	2026	2027	2028	2029
Projected fund balance	$ 1,843,515	$ 1,103,015	$ 1,175,015	$ 1,155,675	$ 1,346,675
Interest on Investments	$ 12,000	$ 12,000	$ 12,000	$ 12,000	$ 12,000
Transfer In - Sales Tax	$ 583,000	$ 595,000	$ 607,000	$ 619,000	$ 631,000
Revenue Total	$ 595,000	$ 607,000	$ 619,000	$ 631,000	$ 643,000
Available Funds	$ 2,438,515	$ 1,710,015	$ 1,794,015	$ 1,786,675	$ 1,989,675

Project Name	2025	2026	2027	2028	2029	Total	Illustrative
Mankato Civic Center - Fixtures, Furniture and Equipment	$ (50,000)	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	**$ (450,000)**	
Mankato Civic Center - Fire Door Replacement	$ (80,000)	$ (120,000)	$ (80,000)	$ (100,000)	$ (100,000)	**$ (480,000)**	
Mankato Civic Center - Arena Lobby & Concourse Roof Replacement	$ (995,000)					**$ (995,000)**	
Mankato Civic Center - AED Replacements	$ (10,500)					**$ (10,500)**	
Mankato Civic Center - HVAC Replacements	$ (35,000)	$ (40,000)	$ (50,000)	$ (50,000)	$ (55,000)	**$ (230,000)**	
Mankato Civic Center - Building Automation System Controls Upgrades	$ (100,000)				$ (100,000)	**$ (200,000)**	
Mankato Civic Center - Arena Restroom Refresh Phase 1	$ (65,000)					**$ (65,000)**	
Mankato Civic Center - Air Handler #10 Fresh Air Intake Design		$ (25,000)				**$ (25,000)**	
Mankato Civic Center - Air Handler #10 Fresh Air Intake Construction			$ (100,000)			**$ (100,000)**	
Mankato Civic Center - Fire Panel Upgrade					$ (100,000)	**$ (100,000)**	
Mankato Civic Center - Dehumidification Wheel Replacement				$ (70,000)		**$ (70,000)**	
Mankato Civic Center - Reception Hall Exterior Tuckpointing			$ (308,340)			**$ (308,340)**	
Mankato Civic Center - Reception Hall Interior Stone Repairs				$ (120,000)		**$ (120,000)**	
Mankato Civic Center - Main Boiler Plant Replacement Design					$ (100,000)	**$ (100,000)**	
Mankato Civic Center - Main Boiler Plant Replacement						**$ -**	$ (2,600,000)
Mankato Civic Center - Terrazzo Replacement						**$ -**	$ (425,000)
Mankato Civic Center - Elevator Code Upgrades		$ (150,000)				**$ (150,000)**	
Mankato Civic Center - Arena Stage Replacement		$ (100,000)				**$ (100,000)**	
Total	**$ (1,335,500)**	**$ (535,000)**	**$ (638,340)**	**$ (440,000)**	**$ (555,000)**	**$ (3,503,840)**	**$ (3,025,000)**
Fund Balance	$ 1,103,015	$ 1,175,015	$ 1,155,675	$ 1,346,675	$ 1,434,675		
Fund Balance Target	$ 1,030,000	$ 1,060,000	$ 1,090,000	$ 1,120,000	$ 1,150,000		
Project Count	7	6	5	5	6		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Mankato Civic Center - AED Replacements	2025	10,500
Mankato Civic Center - Arena Lobby - Roof Replacement	2025	995,000
Mankato Civic Center - Arena Restroom Refresh Phase 1	2025	65,000
Mankato Civic Center - Building Automation System Controls Upgrades	2025	100,000
Mankato Civic Center - Fire Door Replacement	2025	80,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2025	50,000
Mankato Civic Center - Unit Heaters	2025	35,000
Total		**1,335,500**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Mankato Civic Center - Air Handler #10 Fresh Air Intake Design	2026	25,000
Mankato Civic Center - Arena Stage Replacement	2026	100,000
Mankato Civic Center - Building Automation System Controls Upgrades	2026	0
Mankato Civic Center - Elevator Code Upgrades	2026	150,000
Mankato Civic Center - Fire Door Replacement	2026	120,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2026	100,000
Mankato Civic Center - Unit Heaters	2026	40,000
Total		**535,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Mankato Civic Center - Air Handler #10 Fresh Air Intake Construction	2027	100,000
Mankato Civic Center - Building Automation System Controls Upgrades	2027	0
Mankato Civic Center - Fire Door Replacement	2027	80,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2027	100,000
Mankato Civic Center - Reception Hall Exterior Tuckpointing	2027	308,340
Mankato Civic Center - Unit Heaters	2027	50,000
Total		**638,340**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Mankato Civic Center - Building Automation System Controls Upgrades	2028	0
Mankato Civic Center - Dehumidification Wheel Replacement	2028	70,000
Mankato Civic Center - Fire Door Replacement	2028	100,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2028	100,000
Mankato Civic Center - Reception Hall Interior Stone Repairs	2028	120,000
Mankato Civic Center - Unit Heaters	2028	50,000
Total		**440,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Mankato Civic Center - Building Automation System Controls Upgrades	2029	100,000
Mankato Civic Center - Fire Door Replacement	2029	100,000
Mankato Civic Center - Fire Panel Upgrade	2029	100,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2029	100,000
Mankato Civic Center - Main Boiler Plant Replacement Design	2029	100,000
Mankato Civic Center - Unit Heaters	2029	55,000
Total		**555,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Mankato Civic Center - Main Boiler Plant Replacement	2029	2,600,000
Mankato Civic Center - Terrazzo Replacement	2029	425,000
Total		**3,025,000**

Mankato Civic Center - AED Replacements

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2025

Project Description

The civic center currently houses 3 on site Automated External Defibrillator units placed strategically throughout the building to provide coverage. The units were purchased in 2020 with a grant from Mayo Clinic. The units will be nearing the end of their warranty period and require replacement.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
AED replacements	10,500	0	0	0	0	10,500
Total	**10,500**	**0**	**0**	**0**	**0**	**10,500**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	10,500	0	0	0	0	10,500
Total	**10,500**	**0**	**0**	**0**	**0**	**10,500**

Project Timeline

Purchase will occur with city wide AED replacement project in 2025

Mankato Civic Center - Arena Lobby - Roof Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2025

Project Description

Replacement of the Arena Lobby Roof with a 30 year fully adhered roof. The arena Lobby roof has experienced multiple leaking issues, six related to flashing and membrane failures and three directly connected to EIFS caulking and/or flashing problems. This roof was installed in 1995 and is significantly past its life expectancy.

Engagement Strategy

Project Uses

	2025	2026	2027	2028	2029	Total
Roof replacement	995,000	0	0	0	0	995,000
Total	**995,000**	**0**	**0**	**0**	**0**	**995,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	995,000	0	0	0	0	995,000
Total	**995,000**	**0**	**0**	**0**	**0**	**995,000**

Project Timeline

- Project bidding - Winter 2024-2025
- Construction - Summer 2025

Mankato Civic Center - Arena Restroom Refresh Phase 1

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2025

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Mankato Civic Center - Arena Restroom Refresh Phase 1	65,000	0	0	0	0	65,000
Total	**65,000**	**0**	**0**	**0**	**0**	**65,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	65,000	0	0	0	0	65,000
Total	**65,000**	**0**	**0**	**0**	**0**	**65,000**

Project Timeline

n/a

Mankato Civic Center - Building Automation System Controls Upgrades

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Mankato Civic Center - Building Automation System Controls Upgrades	100,000	0	0	0	100,000	200,000
Total	**100,000**	**0**	**0**	**0**	**100,000**	**200,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	100,000	0	0	0	100,000	200,000
Total	**100,000**	**0**	**0**	**0**	**100,000**	**200,000**

Project Timeline

n/a

Mankato Civic Center - Fire Door Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2029

Project Description

Multi-year project to replace the aging fire doors within the facility The fire doors throughout the original facility are beginning to fail as normal wear and tear has taken its toll.† These doors see considerable use and need to be kept in good condition to maintain their fire rating.† A needs based multi year approach will be undertaken to fund the complete replacement of the original 1995 doors throughout the facility.

Project Uses

	2025	2026	2027	2028	2029	Total
Project Execution	80,000	120,000	80,000	100,000	100,000	480,000
Total	**80,000**	**120,000**	**80,000**	**100,000**	**100,000**	**480,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	80,000	120,000	80,000	100,000	100,000	480,000
Total	**80,000**	**120,000**	**80,000**	**100,000**	**100,000**	**480,000**

Project Timeline

Installation will occur around event load each year.

Mankato Civic Center - Fixtures, Furniture, and Equipment

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2029

Project Description

This is funding set aside for various furniture, fixtures, and smaller projects that may arise during the year As the original portion of the building ages, the furniture and fixtures that were purchased with the original construction continue to wear out and require replacement.

The funding will be used over the next 5 years to begin remodeling and refreshing the arena restrooms and the final phase of the convention center seating replacement.

Project Uses

	2025	2026	2027	2028	2029	Total
FF&E Replacement	50,000	100,000	100,000	100,000	100,000	450,000
Total	**50,000**	**100,000**	**100,000**	**100,000**	**100,000**	**450,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	50,000	100,000	100,000	100,000	100,000	450,000
Total	**50,000**	**100,000**	**100,000**	**100,000**	**100,000**	**450,000**

Project Timeline

Throughout Fiscal Year

Mankato Civic Center - Unit Heaters

Department: SALES TAX - CIVIC CENTER

Project Years: 2025 - 2029

Project Description

There are 24 unit heaters that have small leaks and need replacement. Unit heaters will eventually fail.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2025	2026	2027	2028	2029	Total
Civic Center Improvements	35,000	40,000	50,000	50,000	55,000	230,000
Total	**35,000**	**40,000**	**50,000**	**50,000**	**55,000**	**230,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	35,000	40,000	50,000	50,000	55,000	230,000
Total	**35,000**	**40,000**	**50,000**	**50,000**	**55,000**	**230,000**

Project Timeline

Replacements will occur in the spring/summer of each calendar year.

Mankato Civic Center - Air Handler #10 Fresh Air Intake Design

Department: SALES TAX - CIVIC CENTER

Project Years: 2026 - 2026

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Mankato Civic Center - Air Handler #10 Fresh Air Intake Design	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Project Timeline

N/A

Mankato Civic Center - Arena Stage Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2026 - 2026

Project Description

Replacement of the existing stage pieces with new panels.† The existing stage is original to the facility construction in 1995.

Project Uses

	2025	2026	2027	2028	2029	Total
Arena Stage Replacement	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Project Timeline

TBD

Mankato Civic Center - Elevator Code Upgrades

Department: SALES TAX - CIVIC CENTER

Project Years: 2026 - 2026

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Elevator Code Upgrades	0	150,000	0	0	0	150,000
Total	**0**	**150,000**	**0**	**0**	**0**	**150,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	150,000	0	0	0	150,000
Total	**0**	**150,000**	**0**	**0**	**0**	**150,000**

Project Timeline

N/A

Mankato Civic Center - Air Handler #10 Fresh Air Intake Construction

Department: SALES TAX - CIVIC CENTER

Project Years: 2027 - 2027

Project Description

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Air Handler #10 Fresh Air Intake Construction	0	0	100,000	0	0	100,000
Total	**0**	**0**	**100,000**	**0**	**0**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	100,000	0	0	100,000
Total	**0**	**0**	**100,000**	**0**	**0**	**100,000**

Project Timeline

N/A

Mankato Civic Center - Reception Hall Exterior Tuckpointing

Department: SALES TAX - CIVIC CENTER

Project Years: 2027 - 2027

Project Description

Tuckpointing of the exterior brick and stone of the Reception Hall (Former First National Bank building/Ellerbe Room) In 2021, a facility audit was conducted by a local architecture firm to identify a 10 year needs assessment to ensure the upkeep of this historic structure. Tuckpointing was identified as a near term improvement to ensure the structural integrity of the building envelope is preserved.

Project Uses

	2025	2026	2027	2028	2029	Total
Exterior Tuckpointing Reception Hall	0	0	308,340	0	0	308,340
Total	**0**	**0**	**308,340**	**0**	**0**	**308,340**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	308,340	0	0	308,340
Total	**0**	**0**	**308,340**	**0**	**0**	**308,340**

Project Timeline

- Project bidding - Spring 2027
- Construction - Summer 2027

Mankato Civic Center - Dehumidification Wheel Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2028 - 2028

Project Description

Replacement of the desiccant dehumidification unit wheel. The wheel will reach the end of its 10 year lifespan and will be in need of replacement in 2028.

Project Uses

	2025	2026	2027	2028	2029	Total
Desiccant Wheel	0	0	0	70,000	0	70,000
Total	**0**	**0**	**0**	**70,000**	**0**	**70,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	0	70,000	0	70,000
Total	**0**	**0**	**0**	**70,000**	**0**	**70,000**

Project Timeline

Purchase and install - Summer 2028

Mankato Civic Center - Reception Hall Interior Stone Repairs

Department: SALES TAX - CIVIC CENTER

Project Years: 2028 - 2028

Project Description

Repairs to the interior stone in the Reception Hall (former First National Bank building/Ellerbe Room) In 2021, a facility audit was conducted by a local architecture firm to identify a 10 year needs assessment to ensure the upkeep of this historic structure. Repairs to the interior stone was identified as a near term improvement to ensure the preservation of the historic interior features of the building. The existing limestone slabs installed on the lower portions of the walls are hung with original wire hangers which are deteriorating and have the potential for future failure. Four pieces of stone were reset in 2020 in the bar area of the Reception Hall after some of these hangers failed.

Project Uses

	2025	2026	2027	2028	2029	Total
Interior Stone Repairs Reception Hall	0	0	0	120,000	0	120,000
Total	**0**	**0**	**0**	**120,000**	**0**	**120,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	0	120,000	0	120,000
Total	**0**	**0**	**0**	**120,000**	**0**	**120,000**

Project Timeline

Construction - Spring 2027

Mankato Civic Center - Fire Panel Upgrade

Department: SALES TAX - CIVIC CENTER

Project Years: 2029 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Fire Panel Upgrade	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**100,000**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**100,000**	**100,000**

Project Timeline

n/a

Mankato Civic Center - Main Boiler Plant Replacement Design

Department: SALES TAX - CIVIC CENTER

Project Years: 2029 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Main Boiler Replacement Design	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**100,000**	**100,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	0	0	0	100,000	100,000
Total	**0**	**0**	**0**	**0**	**100,000**	**100,000**

Project Timeline

Sales Tax - Parking

Sales Tax - Parking	2025	2026	2027	2028	2029		
Projected fund balance	$ 1,170,206	$ 1,182,206	$ 798,206	$ 943,206	$ 1,067,206		
Sales Tax - Parking	$ 212,000	$ 216,000	$ 220,000	$ 224,000	$ 228,000		
Available Funds	$ 1,382,206	$ 1,398,206	$ 1,018,206	$ 1,167,206	$ 1,295,206		
Project Name	**2025**	**2026**	**2027**	**2028**	**2029**	**Total**	**Illustrative**
Mankato Place Ramp - Center Stairwell Reconstruction		$ (550,000)				**$ (550,000)**	
Structural Repairs	$ (50,000)	$ (50,000)		$ (100,000)	$ (100,000)	**$ (300,000)**	
Stairway Roof Replacements	$ (50,000)		$ (75,000)		$ (100,000)	**$ (225,000)**	
Second Street Ramp - Standpipe installation	$ (60,000)					**$ (60,000)**	
Civic Center Ramp - Esthetic Improvements						**$ -**	$ (1,250,000)
Parking - Ramp waste & recycling receptacles	$ (40,000)					**$ (40,000)**	
Total	**$ (200,000)**	**$ (600,000)**	**$ (75,000)**	**$ (100,000)**	**$ (200,000)**	**$ (1,175,000)**	$ (1,250,000)
Fund Balance	$ 1,182,206	$ 798,206	$ 943,206	$ 1,067,206	$ 1,095,206		
Fund Balance Target	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000	$ 1,000,000		
Project Count	4	2	1	1	2		

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Parking - Ramp waste & recycling receptacles	2025	40,000
Second Street Ramp - Standpipe installation	2025	60,000
Stairway Roof Replacements	2025	50,000
Structural Repairs	2025	50,000
Total		**200,000**

CIP Fund Overview 2026

Project Name	Project Year	Project Cost
Mankato Place Ramp - Center Stairwell Reconstruction	2026	550,000
Stairway Roof Replacements	2026	0
Structural Repairs	2026	50,000
Total		**600,000**

CIP Fund Overview 2027

Project Name	Project Year	Project Cost
Stairway Roof Replacements	2027	75,000
Structural Repairs	2027	0
Total		**75,000**

CIP Fund Overview 2028

Project Name	Project Year	Project Cost
Stairway Roof Replacements	2028	0
Structural Repairs	2028	100,000
Total		**100,000**

CIP Fund Overview 2029

Project Name	Project Year	Project Cost
Stairway Roof Replacements	2029	100,000
Structural Repairs	2029	100,000
Total		**200,000**

Illustrative CIP Fund Overview

Project Name	Project Year	Project Cost
Civic Center Ramp - Esthetic Improvements	2027	1,250,000
Total		**1,250,000**

Parking - Ramp waste & recycling receptacles

Department: SALES TAX - PARKING

Project Years: 2025 - 2025

Project Description

Purchase and deploy new trash and recycling receptacles to replace the aging and failing concrete structures. New structures will be a maintenance free composite material allowing for city branding.

Project Uses

	2025	2026	2027	2028	2029	Total
Parking - Ramp waste & recycling receptacles	40,000	0	0	0	0	40,000
Total	**40,000**	**0**	**0**	**0**	**0**	**40,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Capital Replacement Account	40,000	0	0	0	0	40,000
Total	**40,000**	**0**	**0**	**0**	**0**	**40,000**

Project Timeline

Multi year project to include purchasing receptacles in February of each year with delivery expected each May.

Second Street Ramp - Standpipe installation

Department: SALES TAX - PARKING

Project Years: 2025 - 2025

Project Description

Installation of a standpipe in the Second Street Ramp. While standpipe systems are used for fire suppression, city staff has found the dry standpipes useful for delivery of water for the purposes of ramp washing. The Second Street Ramp was not built with a stand pipe system and fire hose must be laid out each night for the purpose of washing the ramp decks. Installation of a stand pipe will increase staff productivity and reduce the amount of hose needed to complete the annual washing.

Project Uses

	2025	2026	2027	2028	2029	Total
Stand pipe installation	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Project Timeline

Installation spring 2025

Stairway Roof Replacements

Department: SALES TAX - PARKING

Project Years: 2025 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
Stairway Roof Replacements	50,000	0	75,000	0	100,000	225,000
Total	**50,000**	**0**	**75,000**	**0**	**100,000**	**225,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	50,000	0	75,000	0	100,000	225,000
Total	**50,000**	**0**	**75,000**	**0**	**100,000**	**225,000**

Project Timeline

n/a

Structural Repairs

Department: SALES TAX - PARKING

Project Years: 2025 - 2029

Project Description

n/a

Project Uses

	2025	2026	2027	2028	2029	Total
structural repairs	50,000	50,000	0	100,000	100,000	300,000
Total	**50,000**	**50,000**	**0**	**100,000**	**100,000**	**300,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	50,000	50,000	0	100,000	100,000	300,000
Total	**50,000**	**50,000**	**0**	**100,000**	**100,000**	**300,000**

Project Timeline

n/a

Mankato Place Ramp - Center Stairwell Reconstruction

Department: SALES TAX - PARKING

Project Years: 2026 - 2026

Project Description

Reconstruction of the center stairwell to incorporate a wider, more accessible staircase. Improve accessibility and aesthetics of the Mankato Place Ramp. City staff receive numerous complaints about this area and improving the look and use of the space will increase the foot traffic thereby reducing the likelihood of continued vandalism.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Engagement with members of the Parking Special Service District

Project Uses

	2025	2026	2027	2028	2029	Total
Parking ramp improvements	0	550,000	0	0	0	550,000
Total	**0**	**550,000**	**0**	**0**	**0**	**550,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	0	550,000	0	0	0	550,000
Total	**0**	**550,000**	**0**	**0**	**0**	**550,000**

Project Timeline

- Design: Winter 2024
- Construction: Spring/Summer 2025

Sales Tax - Special Projects

Master Cash Flow
City Sales Tax
Existing and Future Cash Flow
August 2024 Version

	2025	2026	2027	2028	2029	Totals
Balance on January 1	**5,757,484**	**6,390,959**	**7,795,702**	**7,464,986**	**7,274,977**	
Cash Inflows:						
Interest	5,000	5,000	5,000	5,000	5,000	**25,000**
Vehicle Tax	225,000	225,000	225,000	225,000	225,000	**1,125,000**
Sales Tax Proceeds	6,375,000	6,438,750	6,503,138	6,568,169	6,633,851	**32,518,907**
Available Funds	**12,362,484**	**13,059,709**	**14,528,839**	**14,263,155**	**14,138,827**	
						-
Cash Outflows:						-
Debt Service - 2015 Expansion - Principal only						-
*2022A New Debt Service (issue bonds in 2022)	(547,150)	(546,775)	(540,150)	(538,275)	(540,525)	**(2,712,875)**
*2022C New Debt Service (issue bonds in 2022)	(1,122,175)	(1,122,175)	(1,120,675)	(1,122,550)	(1,117,800)	**(5,605,375)**
*2023A New ASA Debt Service (issue bonds in 2023)	(74,170)	(128,725)	(138,128)	(134,453)	(136,028)	**(611,503)**
**2026A New Debt Service (issue bonds in 2026)			(2,201,901)	(2,201,901)	(2,201,901)	**(6,605,702)**
						-
Bond Interest / Core Block / Admin	(950,030)	(1,008,332)	(930,000)	(930,000)	(930,000)	**(4,748,362)**
Existing Depreciation Funds:						-
Capital Replacement Transfer - RFP	(159,000)	(162,000)	(165,000)	(168,000)	(171,000)	**(825,000)**
Capital Replacement Transfer - Parking	(212,000)	(216,000)	(220,000)	(224,000)	(228,000)	**(1,100,000)**
Capital Replacement Transfer - Airport	(424,000)	(432,000)	(441,000)	(450,000)	(459,000)	**(2,206,000)**
Capital Replacement Transfer - Civic Center	(583,000)	(595,000)	(607,000)	(619,000)	(631,000)	**(3,035,000)**
Capital Project Repayments:						-
Capital Repayment - LOM Riverbank Stabilization	(200,000)	(200,000)	(200,000)	(200,000)	(250,000)	**(1,050,000)**
Capital Repayment - Kerns Bridge	(300,000)	(300,000)				**(600,000)**
Capital Repayment - Pickleball courts	(700,000)					**(700,000)**
Building Capital Repayments - Internal Financing:						-
Capital Repayment - CC Expansion	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	**(1,000,000)**
Capital Repayment - Franklin Rogers Park	(300,000)	(300,000)	(300,000)	(200,000)	(200,000)	**(1,300,000)**
Pre-2009 Deficits (Civic Center)	(200,000)	(53,000)				**(253,000)**
Projected Expenditures	(5,971,525)	(5,264,007)	(7,063,853)	(6,988,178)	(7,065,253)	**(32,352,816)**
						-
Balance on December 31	**6,390,959**	**7,795,702**	**7,464,986**	**7,274,977**	**7,073,574**	
Minimum Bond Reserve	1,743,495	1,797,675	4,000,853	3,997,178	3,996,253	
Regional Rec Fund Balance	440,000	440,000	440,000	440,000	440,000	

CIP Fund Overview 2025

Project Name	Project Year	Project Cost
Engineering - Kern Bridge	2025	8,289,945
Pickleball Court Renovations	2025	700,000
Southeast Water Quality Project	2025	390,000
Total		**9,379,945**

Engineering - Kern Bridge

Department: SALES TAX - SPECIAL PROJECTS

Project Years: 2025 - 2025

Project Description

The relocated Kern Bridge will carry pedestrians and bicyclists over the Blue Earth River to connect Land of Memories Park to Sibley Park in Mankato, less than 5 miles downstream of the original site. The new location is 2,300 feet north of the TH 60/TH 169 Bridge within the city limits of Mankato, making it visible to the many users from the highway. Two new piers constructed near the edges of the 365 foot wide Blue Earth River center the historic main span over the river in a context sensitive manner. Additionally approximately 550 feet of new bridge approach spans will be added to connect the historic structure to each park. The approach span from Sibley Park on the east bank is 90 feet long, and he approach span into Land of Memories Park on the west bank is 440 feet long. This length is due to difference in elevation between the parks and places the lower cord main span 27 feet above the river's surface and 2 feet above the design flood. To showcase the bridge, the approaches will be visually unobtrusive low-profile, deck-girder structures. The bridge will be rehabilitated to modern standards for trail use with existing or new materials that are as historically accurate, following the Secretary of the Interior's Standards for Rehabilitation. Installation will follow the recommendation in Option 3 of the Structural Analysis & Bridge Load Rating Report for Kern Bridge (August 31, 2017) and in conjunction with bridge historian recommendations. By meeting the Secretary of the Interior's Standards and the Management Plan for Historic Bridges in Minnesota, the bridge will retain its listing in the National Register of Historic Places to reflect the new location and use. Additional design elements to enhance the historic structure might be texturing and coloring the pier caps to complement the original abutments. A minimum width of 14 feet with new decking and railing meetings accessibility requirements while maintaining the original character.

Engagement Strategy

The location of the bridge installation was chosen through public engagement process. Future outreach will take place to inform of the construction.

Project Uses

	2025	2026	2027	2028	2029	Total
	0	0	0	0	0	0
Construction	6,517,154	0	0	0	0	6,517,154
Contingency	651,715	0	0	0	0	651,715
Engineering	1,121,076	0	0	0	0	1,121,076
Total	**8,289,945**	**0**	**0**	**0**	**0**	**8,289,945**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Federal Funding	4,743,338	0	0	0	0	4,743,338
Other Sources	1,430,151	0	0	0	0	1,430,151
Sales Tax	900,000	0	0	0	0	900,000
State Funding	1,216,456	0	0	0	0	1,216,456
Total	**8,289,945**	**0**	**0**	**0**	**0**	**8,289,945**

Project Timeline

Construction - 2024

Pickleball Court Renovations

Department: SALES TAX - SPECIAL PROJECTS

Project Years: 2025 - 2025

Project Description

Renovation of the current 6 pickleball courts located at Tourtellotte Park.

Engagement Strategy

N/A

Project Uses

	2025	2026	2027	2028	2029	Total
Renovation	700,000	0	0	0	0	700,000
Total	**700,000**	**0**	**0**	**0**	**0**	**700,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	700,000	0	0	0	0	700,000
Total	**700,000**	**0**	**0**	**0**	**0**	**700,000**

Project Timeline

Renovation in mid 2025.

Southeast Water Quality Project

Department: SALES TAX - SPECIAL PROJECTS

Project Years: 2025 - 2025

Project Description

The Southeast Water Quality Project seeks to implement drainage management and associated water quality enhancements that are focused in the Southeast Drainage District and associated stream courses, including the main stem of the Minnesota River. The first phase of the project has been completed and consists of a comprehensive watershed study to identify the hydrologic and hydraulic characteristics of the watershed and the major creeks, ravine, and waterways. The study also document areas with existing erosion issues, develop a watershed erosion management plan with recommended best management practices (BMP's), estimate potential sediment and pollution load reductions with the recommended BMPs, and potential agency permits required. Several projects from the study have been identified for outside funding sources. These sources include capital bonding fund from the State of Minnesota, and the Lassard-Sams Outdoor Heritage Fund (LSOHF). Capital Bonding was awarded for the stabilization of the Minnesota River near critical infrastructure, and LSOHF have been provided for this project. Currently the funding provided for this project will allow for approximately 50% of the necessary land acquisition to take place. A portion of the current land purchase is recommended to be funded through sales tax. This portion of land is not directly needed for the implementation of the wetland restoration project and may be sold at some time in the future, using local funds, such as sales tax allows for greater flexibility for a future potential sale or use of the property beyond what is stipulated in the LSOHF funding requirements. Additional outside funding will continue to be sought to allow for completion of this project. Such funding includes LSOHF funds, MPCA non-point storm water improvement programs and other watershed improvement programs.

The public purpose of the projects is to mitigate existing water quality issues associated with the Southeast watershed. These projects will reduce discharges of sediment and nutrients, such as nitrogen and phosphorus, into the Minnesota River. For example, construction of the regional ponding in the rural minor watersheds will reduce uncontrolled peak flows into the city systems that currently reduce the system's capacity by 50 percent during high flows and has caused severe erosion within urban ravine systems and flooding of residential areas. Wetland impacts in the rural areas of the minor watersheds have removed approximately 210-acre feet of natural storm water retention and the constructed basins will aim to restore the retention capacity. In addition, the retention improvements will reduce total suspended solids by over 63 percent and reduce phosphorus discharge by over 70 percent. Mitigating bank erosion along the Minnesota River will also improve water quality by reducing sediment and associated nutrient loads, and will also protect city assets, such as the Land of Memories Well Field and the Regional Water Resource Recovery Facility. It is expected that these projects can serve as a template for best management practices to reduce total maximum daily loads of nutrients and sediment into the Minnesota River and can be replicated elsewhere in the Minnesota River Watershed. Replicating and implementing the best management practices is imperative as municipalities in the water-

shed are facing increased challenges in treating water supplies that are designed to be sustainable by reducing reliance on deep aquifers and instead rely on shallower aquifers linked to the river systems.

Engagement Strategy

City

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Other

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
- Direct mail to area residents living near project
- Focus groups
- Pop-up events
- Informational materials (print and electronic)
- Online newsletter
- News release and email notification asking for input
- Utility insert
- Online engagement tools
- Surveys (online)
- Online city calendar
- Social media
- Video
- Other

Project Uses

	2025	2026	2027	2028	2029	Total
Land Acquisition	390,000	0	0	0	0	390,000
Total	**390,000**	**0**	**0**	**0**	**0**	**390,000**

Funding and Sources

	2025	2026	2027	2028	2029	Total
Sales Tax	390,000	0	0	0	0	390,000
Total	**390,000**	**0**	**0**	**0**	**0**	**390,000**

Project Timeline

- Preliminary design - 2020
- Land acquisition - 2021 - 2025
- Construction - 2026
- Completion 2027

Fee Schedule

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2025 CITY OF MANKATO FEES

ADMINISTRATION	APPROVED
Administrative Penalties (Inspections)	
Intentional failure to appear or schedule inspection (engineering, building, and rental):	
First occurrence	$ 50.00
Second occurrence	$ 100.00
Third and each additional occurrence	$ 150.00
Intentional avoidance or delay in scheduling inspection:	
First occurrence	$ 50.00
Second occurrence	$ 100.00
Third and each additional occurrence	$ 150.00
Failure to correct code violations after proper notice:	
After first notice	$ 200.00
All subsequent notices	$ 500.00
Administrative collection fee (for unpaid accounts receivable bills)	$ 40.00
A/R monthly late fee/unpaid balance fee – 30 days delinquent	$5 + 1% Interest
Administrative Penalties (Liquor)	
Strike Matrix	
1st violation within 1 year, One (1) strike	$ 500.00 civil penalty
2nd violation within 1 year, Two (2) strikes (Problem Solving Conference)	$ 1,000.00 civil penalty
3rd violation within 1 year, Three (3) strikes (City Council Review)	$ 2,000.00 civil penalty
4th violation within 1 year, Four (4) strikes	Council Review
Administrative Penalties (Taxicab/TNC)	
Strike Matrix	
1st violation within 1 year, One (1) strike	$ 100.00 civil penalty
2nd violation within 1 year, Two (2) strikes (Problem Solving Conference)	$ 250.00 civil penalty
3rd violation within 1 year, Three (3) strikes (City Council review for suspension or revocation)	$ 500.00 civil penalty
Administrative Penalties (Tobacco)	
1st violation	$ 75.00
2nd violation (at same premise w/in 24 mos. period)	$ 200.00
3rd violation (at same premise w/in 24 mos. period)*	$ 250.00
*in addition, license suspended for not less than 7 days	
Individuals (other than minors) in violation of ordinance	$ 50.00
Administrative Penalties (Utilities)	
Generally:	
Minor Violations	$ 100.00
Major Violations	$ 500.00
Specifically:	
Tampering with Water Meter By-Pass (Residential)	$ 500.00

Administrative Penalties (Utilities) – cont'd	**APPROVED**
Tampering with Water Meter By-Pass (Commercial)	$ 1,000.00
Tampering with a Curb Stop	$ 500.00
Tampering with City Fire Hydrants	$ 500.00
Tampering with City Main Line Water Valves	$ 500.00
Unauthorized Removal of a Storm drain Grate/Manhole Cover	$ 500.00
Unpermitted Connection to a City Utility	$ 1,000.00
Unauthorized tap of a water distribution main	$ 1,000.00
Failure to comply with watering restrictions:	
1st Offense during a period of restriction	Warning
2nd offense during a period of restriction	$ 50.00
3rd Offense during a period of restriction	$ 100.00
4th Offense during a period of restriction	Disconnection/Lockout
Opening or interference with a fire hydrant	$ 1,000.00
Unauthorized delivery or possession of hydrant key or wrench	$ 100.00
Tampering with water meter, water meter reading device or seal	$ 250.00
Restricting water meter access	$ 100.00
Illicit Discharge to Storm Water System	$ 500.00
Failure to Report and Cleanup a Spill	$ 500.00
Unmaintained or Abandoned Inlet Protection	$ 250.00
Non Compliance cleanup by city street sweeper (1 Hr Min)	$ 500.00
Nuisance Violations:	
Class I Nuisances	$ 500.00
Class II Nuisances	$ 100.00
Nuisance Violations Fees (per parcel)	
Initial and 10 day follow-up	$ 60.00
Contractor notification and follow-up	$ 60.00
Hearing Procedure Fees	
Per Request for Strike Review	$ 25.00
Per Request for Hearing	$ 75.00

Late payment/unpaid balance fee: *account balances are assessed a late payment/unpaid balance fee, 30 days after the invoice date, and are subject to a $5 flat fee plus 1% interest charge on the owed amount every month, charged until the balance is paid.*

COMMUNITY DEVELOPMENT	
Annexation Petition (per acre) (min $100 ± max $600)	$ 5.00
Conditional Use Permits	$ 400.00
Ordinance Amendment	$ 400.00
Planned Unit Development	$ 400.00
Plat Subdivision ± Preliminary	$ 200.00
Plat Subdivision ± Final	$ 200.00
Rezoning	$ 400.00
Vacation	$ 400.00
Variance (residential)	$ 150.00
Variance (all others)	$ 325.00
Wetland Sequencing or Replacement Plan	$ 270.00
Wetland Exemption or No Net Loss	$ 200.00
Wetland Delineation Review	$ 100.00
Notification Billing (per notice)	$ 2.00
Zoning Verification Letters	$ 50.00

***Building Permit Fee Schedule attached at the end of document "City of Mankato Fees"*

ENGINEERING	APPROVED
Directional Signage:	
Initial	$ 280.00
Annual	$ 150.00
Encroachment in Right-of-way	$ 195.00
Quest (online bid plan download)	$ 50.00
Reserved Parking - Core Block	
10 hour	$ 60.00
24 hour	$ 80.00
Reserved Parking – Non-Core Block	
10 hour	$ 70.00
24 hour	$ 90.00

Homestead Properties

Major street reconstruction	$ 133.25 per front foot of frontage
Sidewalk differential where only walk is installed or replaced	$ 16.80 per front foot of frontage
Local street repair and resurfacing (overlay bituminous or concrete rehabilitation)	$ 24.50 per front foot of frontage
Alley surfacing (residential)	$ 22.27 per front foot of frontage
Local street full reclamation	$ 38.58 per front foot of frontage
Local street stabilized base reclamation	$ 47.61 per front foot of frontage

Non-Homestead Properties

Major street reconstruction	$194.50 per front foot of frontage
Commercial multi-lane resurfacing	$ 37.86 per front foot of frontage
Alley surfacing (commercial/concrete)	$ 49.01 per front foot of frontage
Local street full reclamation	$ 61.75 per front foot of frontage
Local street stabilized base reclamation	$ 78.23 per front foot of frontage
Commercial Lighting	$ 16.80 per front foot of frontage

The interest rate charged against installment payments made with property taxes on reconstruction projects shall be four and a half(4.5) percent per annum. On street resurfacing projects the rate is established at four and a half(4.5) percent per annum.

Licenses and Permits	**APPROVED**
Amplified Sound	$ 30.00
Billable Pawn Transaction Fee	$ 0.60
Carnival License (per day)	$ 75.00
Curbcut / Access	$ 25.00
Dog Registration	No Charge
Dockless Electric Scooter Operating Permit	$ 175.00
Dumpster (per day)	$ 25.00
Fireworks Permit (per day)	$ 100.00
Hobby Kennel	$ 35.00
Industrial Discharge Permits:	
New Industrial Permit Application	
Industrial User (IU)	$ 250.00
Significant Industrial User (SIU)	$ 500.00
Categorical Industrial User (CIU)	$ 500.00
Renewed Industrial Permit Application	
Industrial User (IU)	$ 250.00
Significant Industrial User (SIU)	$ 500.00
Categorical Industrial User (CIU)	$ 500.00
Land Disturbance Permit:	
5,000 sq. ft. to less than one acre	$ 130.00
One to five acres	$ 255.00
More than five acres	$ 380.00
Mobile Food Unit (public property)	$ 75.00
Mobile Food Unit (private property)	$ 25.00
Obstruction Permits:	
Downtown and Arterial/Collector (per street face/day)	
Sidewalk Only	$ 50.00
Parking/Turn Lane (includes sidewalk)	$ 100.00
Partial Street (incl parking/turn lane & sidewalk) (up to 1 lane in each direction remaining)	$ 150.00
Complete Street	$ 300.00
Local/Residential/Alley (per street face/day)	
Sidewalk Only	$ 25.00
Parking/Turn Lane (includes sidewalk)	$ 50.00
Partial Street (incl parking/turn lane & sidewalk) (up to 1 lane in each direction remaining)	$ 75.00
Complete Street	$ 150.00
Offroad Trail (per segment/day)	$ 50.00
On-street parking permit	$ 5.00
Pawn Shop License	$ 313.00
Peddler's License (2 wks + $10 inv. fee)	$ 75.00
Refuse Hauler (1st truck)	$ 38.00
(each additional truck)	$ 25.00
Rental License (per year/per unit)	$ 45.00
(in excess of six units)	$ 12.00
Rental License Transfer	$ 15.00
Right-of-Way Permits (formerly Excavation Permits):	$ 175.00
Annual registration for ROW permit holders	$ 100.00
Sign Permit	$ 30.00
Special Event Permit Classifications:	
Level A – New Event	$ 150.00

Licenses and Permits - Cont'd	**APPROVED**
Level A – Repeat Event	$ 75.00
Level B	$ 50.00
Level C	$ 30.00
UTV, Mini Truck Permit	$ 50.00
Work without a Permit	$ 500.00
Structure Moving Permit	$ 150.00
Taxicab License (Six Vehicles)	$ 1,000.00
Taxicab Replacement Vehicle Fee	$ 50.00
Tobacco License	$ 188.00
Transportation Network Company	$ 1,500.00
Wireless Facility (small cell)	$ 1,500.00

Licenses and Permits – cont'd

Rental Reinstatement Fee (per 1st unit)	$ 100.00
Rental Reinstatement Fee (per additional unit/ea.)	$ 20.00
Pawn Shop Billable Transaction Fee (per transaction)	$ 0.60

Taxicab Late Fee

Failure to submit a completed application will result in a late fee penalty of $50 for each week the application is late. The maximum late fee penalty shall not exceed two hundred and fifty dollars ($250)

Liquor

Bottle Club	$ 300.00
Brewery/Taproom License	$ 620.00
Brew Pub Off-Sale Intoxicating	$ 200.00
Microdistillery/Cocktail Room License	$ 620.00
Microdistillery Off-Sale	$ 200.00
Club On-Sale**	$ 300.00
Culinary	$ 25.00
Off-Sale Intoxicating**	$ 560.00
Off-Sale 3.2 Liquor	$ 37.00
On-Sale Intoxicating Liquor:	
Class R, Restaurant*	$ 3,750.00
Class RO, Restaurant Other*	$ 5,000.00
Class B, Bar*	$ 6,250.00
Class O, Other*	$ 5,000.00
Class N, New	$ 6,250.00
On-Sale 3.2 Liquor	$ 315.00
Permanent Non Enclosed Premise (Patio)	$ 470.00
Small Brewer Off-Sale Intoxicating	$ 200.00
Sunday Growler Off-Sale Intoxicating	$ 200.00
Sunday On-Sale Intoxicating Liquor**	$ 200.00
Temporary 3.2 Liquor	$ 32.00
Temporary Intoxicating On-Sale Liquor	$ 155.00
Temporary Expansion	$ 155.00
Wine	$ 315.00
Fees for occupancy limits over 400 (Class R, RO, B, O or N premises)	
401-499	$ 500.00
500-599	$ 1,000.00

Liquor - Cont'd	**APPROVED**
600-699	$ 1,500.00
700-799	$ 2,000.00
800 and over	$ 2,500.00

Liquor Investigation Fees

Brewery/Taproom	$ 500.00
Brew Pub Off-Sale Intoxicating	$ 780.00
Club On-Sale	$ 780.00
On-Sale Intoxicating Liquor**	$ 500.00
On-Sale 3.2 Liquor	$ 155.00
Off-Sale Intoxicating Liquor	$ 780.00
Off-Sale 3.2 Liquor	$ 155.00
Small Brewer Off-Sale Intoxicating	$ 780.00
Sunday Growler Off-Sale Intoxicating	$ 780.00
Microdistillery Cocktail Room	$ 500.00
Microdistillery Off-Sale	$ 780.00
Temporary 3.2 Liquor	$ 37.00
Temporary Intoxicating	$ 37.00
Wine	$ 155.00

**10% discount after one year w/no strikes; 20% discount after two years w/no strikes.*

**An additional 5% fee discount can be earned by providing proof of an operational camera system, proof of all managerial staff being trained in bystander intervention and by sharing a do-not-admit list with Public Safety.*

***State Statute governs these liquor license fees and cannot be increased.*

Liquor Late Fees

Failure to submit a completed application to the Licensing designee by March 1 will result in a late fee penalty of $100 for each week the application is late for on-sale intoxicating licenses. The maximum late fee penalty shall not exceed five hundred dollars ($500)

Failure to submit a completed application to the Licensing designee by March 1 will result in a one-time late fee penalty for late applications as follows:

Off-Sale Intoxicating	$ 50.00
On-Sale Wine	$ 25.00
On-Sale 3.2	$ 25.00
Off-Sale 3.2	$ 15.00
Club	$ 30.00

Cannabis

Initial License

Microbusiness	$ 0.00
Mezzobusiness	$350.00
Cultivator	$350.00
Manufacturer	$350.00
Retailer	$350.00
Wholesaler	$350.00
Transporter	$175.00
Testing Facility	$350.00
Delivery Service	$175.00
Event Organizer	$250.00
Edible Manufacturer	$350.00

Cannabis - Cont'd	**APPROVED**
Edible Retailer	$100.00
Renewal	
Microbusiness	$700.00
Mezzobusiness	$700.00
Cultivator	$700.00
Manufacturer	$700.00
Retailer	$700.00
Wholesaler	$700.00
Transporter	$350.00
Testing Facility	$700.00
Delivery Service	$350.00
Event Organizer	$250.00
Edible Manufacturer	$350.00
Edible Retailer	$100.00

False Alarm Permit Reinstatement

First Reissued Permit	$ 50.00
Second Reissued Permit	$ 75.00
Third Reissued Permit	$ 100.00
Fourth Reissued Permit	$ 125.00
Fifth Reissued Permit	$ 150.00
Second Reissued Permit	$ 175.00
Subsequent Reissued Permit	$ 200.00

AIRPORT

Class A Hangar Rent (per square foot)	$ 3.65
Class B Hangar Rent (per square foot)	$ 3.18
Class C Hangar Rent (per square foot)	$ 1.82
Class C Office Space (per square foot)	$ 8.00
Common Area Maintenance (CAM) (Based on Class C Hangar Rent)	5%
Fuel Flowage Fee (per gallon)	$ 0.12

PARKS

All Reservations Cancellation Policy (Camping, Athletics, Shelters, Pavillions)

30 Days' Notice	Full Refund
14-29 day notice	50% Refund
Less than 14 day notice	0% Refund

General Park and Forestry Fees

Weeds and Grass Elimination (plus cost of mowing)	$ 125.00
Camping (per day/unimproved site)	$ 25.00
Camping (per day w/Electricity - combined)	$ 40.00
Administrative Fee (non-refundable)	$ 4.00
Firewood (1/2 tub)	$ 4.00
Firewood (tub)	$ 8.00
Tree Planting Fee (includes tree)	$ 225.00*

(*225.00 minimum, total amount based on tree picked)

Parks Enclosed Facilities Rental (8am-10:30pm)

(Sibley Park Pavillion/Caledonia Community Center/Floyd Roberts Jr. Pavillion)

Parks Enclosed Facilities Rental - Cont'd	**APPROVED**
*Security Deposit required for all rentals. $200 without alcohol, $500 when alcohol is present. 2024 rates include sales tax.	
Daily Non-profit	$ 175.00
Daily Resident	$ 225.00
Daily Non-Resident	$ 275.00
Giving Barn (Red Barn)	$ 100.00
Parks Outdoor Event Permits	
Keg Beer Permit	$ 40.00
Keg Beer Deposit (refundable)	$ 250.00
Bench rental (30 benches, customer set-up only)	$ 50.00
Trailer Electrical Plug In (30A/50A) – daily rate	$ 50.00
Trash Collection – per occurrence	$ 50.00
Outdoor Event Spaces (all day, includes tax)	
(CHS Pergola, Sibley Park Gazebo, Leas Schwickert Bandshell)	
*2024 rates include sales tax	
Daily Non-profit	$ 55.00
Daily Resident	$ 65.00
Daily Non-Resident	$ 80.00
Picnic Shelter Rental (all day, includes tax)	
Daily Non-profit	$ 55.00
Daily Resident	$ 65.00
Daily Non-Resident	$ 80.00
Turf Fields	
Franklin Rogers/ISG Field (per game/practice)	$ 250.00
Special Activities Rental	$ 250.00
Damage or extraordinary maintenance clean-up	Cost
Thomas Park Field 1 (per game/practice)	$ 150.00
Special Activities Rental	$ 150.00
Damage or extraordinary maintenance clean-up	Cost
Tournaments- Grass Fields	
Reservation Fee per field/per day (starting 2023 rates will no longer include dragging/chalking)	$ 50.00
Diamond Dry Field Compound	Cost
Concession Use (per day/per complex)	$ By agreement
Field grooming (per occurrence)	$ 50.00
Chalking (per occurrence)	$ 20.00
Thomas Park Team Room Usage	$ By agreement
Rental of Outdoor Sports Facilities and Spaces, Non-Tournament	
Grass fields reservation (games only, not including field prep, price per field)	$ 30.00
Tennis/Pickleball Courts - price per court	$ 30.00
Volleyball Courts - price per court	$ 30.00

Rental of Outdoor Sports Facilities and Spaces - Cont'd	**APPROVED**
Disc golf course @ LOM (tournaments) – daily rate	$ 250.00

Tourtellotte Pool

*Rates include sales tax	
Mantas Pass (practice + individual pass)	$ 90.00
Individual Season Pass	$ 75.00
Senior Individual Season Pass	$ 60.00
Family Season Pass (Up to 4 in Same Household)	$ 150.00
Family add-on (Up to 4 more in same household)	$ 25.00
Early Bird Membership	25% Off
Late-Season Membership – available 2nd half of season only	Pro-Rated
General/Daily (ages 5+)	$ 5.00
General/Daily Admission (0-4 years old – must be accompanied by a paying adult)	$ 0
Punch Pass (10)	$ 45.00
Connecting Kids Punch Pass	$ 20.00
Lost Card Replacement	$ 5.00

Private Rentals of Tourtellote Pool Facilities

Zero-Depth Pool Only / for 2 hours (Up to 4 lifeguards, 1 slide attendant, 1 manager)	$300.00
Add Diving Well – for 2 hours	$100.00
Main Pool Only / for 2 hours (Up to 5 lifeguards, 1 manager)	$400.00
Add Diving Well – for 2 hours	$100.00
Entire Facility / for 2 hours - Up to 100 Guests (6 lifeguards, 1 slide attendant, 1 manager)	$600.00
Entire Facility / for 2 hours - 100+ Guests (11 lifeguards, 1 slide attendant, 1 manager)	$1,000.00

Rental Includes: Access to space during designated time, bring in your own food & beverage, use of sound system. No business enterprises allowed (fitness classes, swim lessons, etc.). If only renting partial facility, remainder of facility may be reserved by another customer.
**Staff reserve the right to require additional staffing for events based on event details.

TRANSIT

Cash Fare	$ 1.50
8 Tokens / 8 Ride Pass	$ 10.00
1-day Frequent Rider Pass	$ 5.00
15-day Frequent Rider Pass	$ 20.00
30-day Frequent Rider Pass	$ 40.00
Youth (Age zero through high school student). Children under age six require adult supervision)	$ 0
Minnesota State University Mankato Students, Faculty and Staff	MavCARD
Seniors (60 or older)	$ 0.75
Persons with disabilities	$ 0.75
Medicare Card Holder	$ 0.75
Veteran w/VA Card (service connected disability)	$ 0

Transit - Cont'd	**APPROVED**
Kato Flex Base Fare	$ 2.00
11 Tickets / 11 Ride Pass	$ 20.00
Mobility Bus (requires medical certification of disability & reservation)	
Base Fare	$ 3.00
11 Tickets / 11 Ride Pass	$ 30.00

Note: Free transfers allow passengers to continue their trip to a location on a different route and expire in one hour.

Bus Advertising (monthly cost)	
Bus Exterior Both Sides – 4 weeks	$ 386.25
Bus Exterior Both Sides – 6 months	$ 334.75
Bus Exterior Both Sides – 12 months	$ 283.25
Bus Exterior Tail – 4 weeks	$ 303.85
Bus Exterior Tail – 6 months	$ 252.35
Bus Exterior Tail – 12 months	$ 200.85
Bus Interior Seatback (each) – 4 weeks	$ 15.45
Bus Interior Seatback (each) – 6 months	$ 12.36
Bus Interior Seatback (each) – 12 months	$ 10.30
Bus Interior Ceiling Sides (11' x 28') - 4 weeks	$ 30.90
Bus Interior Ceiling Sides (11' x 28') - 6 months	$ 20.60
Bus Interior Ceiling Sides (11' x 28') - 12 months	$ 10.30
Bus Interior Ceiling Sides (11' x 56') - 4 weeks	$ 61.80
Bus Interior Ceiling Sides (11' x 56') - 6 months	$ 41.20
Bus Interior Ceiling Sides (11' x 56') - 12 months	$ 20.60

Other Advertising Options (monthly cost)	
Bench Custom Sign – 4 weeks	$ 51.50
Bench Custom Sign – 6 months	$ 46.35
Bench Custom Sign – 12 months	$ 41.20
Advertising Shelter – 4 weeks	$ 154.50
Advertising Shelter – 6 months	$ 149.35
Advertising Shelter – 12 months	$ 144.20
Custom Window Shelter – 4 weeks	$ 154.50
Custom Window Shelter – 6 months	$ 149.35
Custom Window Shelter – 12 months	$ 149.35

UTILITIES

Fixed cost of service for water and Wastewater (per month)	
Residential unit	
Cost of service per residential unit	$ 12.22
Cost of service for residential units w/more than one unit	$ 10.89

Note: $1.33 billing fee will only be applied to first residential unit for any residential unit that has more than one residence (i.e. apartment complex). The first unit is charged $12.22; each residential unit thereafter is charged $10.89.

Fees based on meter size	
5/8 inch	$ 12.22
3/4 inch	$ 17.71

Utilities - Cont'd	**APPROVED**
1 inch	$ 29.56
1 1/2 inch	$ 59.12
2 inch	$ 94.60
3 inch	$ 189.21
4 inch	$ 295.64
6 inch	$ 590.91
Water or Wastewater Only	
Residential unit	
Cost of service per residential unit	$ 6.61
Cost of service for residential units w/more than one unit	$ 6.61
Fees based on meter size	
5/8 inch	$ 6.61
3/4 inch	$ 9.91
1 inch	$ 13.21
1 1/2 inch	$ 16.51
2 inch	$ 52.89
3 inch	$ 105.77
4 inch	$ 165.69
6 inch	$ 197.96
Water rates per month	
(per 100 cubic feet -748 gallons)	$ 4.71
(per 100 cubic feet -748 gallons) – Irrigation meter (State Charge Pass through)	$ 4.75
Wastewater rates per month	
(per 100 cubic feet -748 gallons)	$ 5.45
Request to have residential meter tested, refundable if meter was not accurate	$ 110.00
Administrative collection fee (for unpaid final bills)	$ 40.00
Credit Card convenience fee	$ 3.00
Debit Card convenience fee	$ 1.50

Late payment/unpaid balance fee: *account is assessed late payment/unpaid balance plus interest if total amount due is not received before next invoice is generated - $5 plus 1 percent interest on any unpaid balance.*

Fees for returned checks or insufficient funds: *fees charged for any payment not honored by a customer's bank or financial institution; there may also be a fee for insufficient funds - $30.*

Utility shut-offs: *if utility payments are not made after three consecutive months, the city may shut-off utility service; to restore utilities $75 fee (8 a.m. to 4:30 p.m.), or $135 after hours.*

Assessment of utility: *outstanding utility bill balances not paid for three consecutive months may be assessed to property owner.*

Utilities - Cont'd	APPROVED
Stormwater Utility (per month)	
Cost of service	$ 4.89
Commercial units	$ 1.69
(for each 1,000 sq. ft. > 10,000 sq. ft.)	
Street Light Utility	
Residential	
Single-Family	$ 2.55
2-3 Units (per month)	$ 3.31
Single - Family	
4+ Units (per unit)	$ .87
Commercial	
Less than 75 feet (per month)	$ 2.55
4+ Units (per linear foot frontage)	$ .05
Industrial	
Less than 75 fee (per month)	$ 2.55
75 feet or more (per linear foot frontage)	$ .05
Government/education/hospital/non-profits	
(per linear foot frontage)	$ .05
Requests for additional street lighting:	
30-40W Light Emitting Diode (4,000)/pre-pay monthly rate	$ 4.47
50-75W Light Emitting Diode (6,000)/pre-pay monthly rate	$ 4.99
Refuse and Recycling (per month)	
(unlimited recycling included in rates)	
35-gallon cart	$ 13.39
65-gallon cart	$ 19.49
95-gallon cart	$ 30.44
Tags (available at IGC & some grocery stores)	
Tags for additional garbage bags	$ 3.50
($3.50 + applicable taxes)	
Refuse and Recycling Surcharges	
(first instance is a warning; second instance on any of the following and the listed surcharge will apply)	
Containers filled over capacity (lid must close)	$ 25.00
Additional bags out w/out purchased tag	$ 25.00
Containers left out past 12:00 p.m. day after collection	
or prior to 6:00 p.m. the night before collection	$ 25.00
Cart exchange; one free per year - additional requests	$ 10.00
Containers not stored behind front yard setback	$ 25.00
Unacceptable materials placed in container	$ 25.00
Lost/Stolen/Intentionally damaged cart	$ 60.00
Fire Line Connection (per month)	
Residential Townhome fire line connection	$ 5.02
4 inches or less	$ 10.03
6 inches	$ 29.89
8 inches	$ 63.74
10 inches	$ 113.98
12 inches	$ 181.88

Fire Line Connection - cont'd	**APPROVED**
16 inches	$ 391.54
Annual inspection fee	$ 43.57
Construction Rate (per day)	
¾ inch	$ 52.37
1 inch	$ 80.23
1 ½ inches	$ 229.15
2 to 2 ½ inches	$ 384.58

Wastewater

Trucked in Waste per unit (100 cubic feet – 748 gallons)	
Wastewater, domestic, in service area	$ 16.00
Wastewater, domestic, industrial, or leachate outside service area	$ 100.00
Leachate, in service area	$ 8.25
Leachate, out of service area	$ 11.00
Septic waste, preapproved emergencies only	$ 500.00
Portable toilets	$ 150.00

*Subject to strength charges for BOD, TSS, and Total P and lab fees for parameters requested. Additional lab testing may be required as needed.

Sale of Title 22 Reuse water per unit (100 cubic feet – 748 gallons)	$ 3.00
Lab Testing Fees (cost per test)	
CBODS	$ 38.00
TSS	$ 17.85
Ph	$ 11.55
Total Phosphate	$ 26.25
Orthophosphate	$ 26.25
Total Coliform	$ 26.25
Fecal Coliform	$ 26.25
COD	$ 14.43
Ammonia	$ 26.25
Field pH	$ 16.50

Industrial Permitted Discharges

CBOD surcharge per kilogram over permit limit	$ .53
TSS surcharge per kilogram over permit limit	$ .53
Ammonia surcharge per kilogram over 50 mg/l	$ 10.50

Phosphorus Stepped Surcharge Rates		
Calculated Monthly Average Phosphorus (kg/day) Range	Range subject to surcharge after 1.0 kg/day limit subtraction	Surcharge rate- $ per kg per day
0 to 1.0 kg/day	-	No surcharge - within permit limit
1.1 to 2.0 kg/day	0.1 to 1.0 kg/day	$17.36 per kg per day
2.1 to 3.0 kg/day	1.1 to 2.0 kg/day	$19.96 per kg per day
3.1 to 4.0 kg/day	2.1 to 3.0 kg/day	$22.95 per kg per day
4.1 to 5.0 kg/day	3.1 to 4.0 kg/day	$26.39 per kg per day
5.1 to 6.0 kg/day	4.1 to 5.0 kg/day	$31.15 per kg per day
Over 6.0 kg/day	Over 5.1 kg/day	$125.00 per kg per day, Notice of Violation and enforcement action

	APPROVED
Collection System	
Grease Line Cleaning - Mobilization	$ 500.00
Labor and other equipment based on contract and current equipment rates	
Distribution System	
After hours turn on hydrant meters	$ 135.00
5/8 to 1 inch - hydrant meter Installation with back flow preventor	$ 220.00
1.5 inch to 3 inch – hydrant meter installation with RPZ Testing	$ 320.00
Monthly fee	$ 55.00
Relocation of any size hydrant meter, same customer, and meter (includes reduced pressure zone testing)	$ 220.00
Connection Fees	
Water (connection per REU)	$ 602.55
State connection fee for water (per month)	$ .81
Sewer Access Charge (connection per REU)	$ 1,924.52
OTHER MISCELLANEOUS FEES	
Assessment Searches (for certificate)	$ 31.00
City Code Books	$ 60.00
Public Data (per page black and white)*	$ .25
**Any copies more than 3 pages are $ .25 a page (no charge if 3 pages or less).*	
Parking Tickets (Highland Park Neighborhood)	$ 35.00
Street Sweeping (per hour)	$ 165.00

Building permits:

- Reroofing and siding for single-family unit (single-family townhome) $100 plus state surcharge
- Window replacement $50 plus state surcharge (each window and for single-family and townhome)
    - Additional $10 for each window over 5
- Residential fences and accessory buildings less than 200 square feet $50 (no surcharge collected as they are exempt from building code)
- Residential driveway replacement $50 plus state surcharge
- Mechanical $50 plus state surcharge (commercial and residential)
- Plan review fee for single family and two family dwellings $200
- Manufactured Home set-up fee $100 plus state surcharge
- Temporary medical residential accessory buildings $100 plus state surcharge
- Fire suppression permit fee is 2% of the valuation plus State Surcharge
- Re-inspection fee is $50.00
- Residential/Radon System only is $50 plus $1 surcharge

Plumbing permits:	
Residential plumbing permit (flat fee plus state surcharge)	$ 110.00
Plumbing permit – Water Heater/Conditioning (flat fee plus state surcharge)	$ 51.00
Commercial	
Fixtures – anything w/trap (per trap)	$ 1.00
Inside inspections	$ 50.00
Outside inspections	$ 50.00
Rooms with plumbing (i.e. apts., hotels, clinics, etc.)	$ 50.00

Please note that applicable taxes will be applied as required.

APPROVED

CITY OF MANKATO
BUILDING PERMIT FEE SCHEDULE

Estimated Cost	Fee	Surchg.	Total
$ 0 - 200	36.50	1.00	37.50
201 - 500	36.50	1.00	37.50
501 - 600	36.50	1.00	37.50
601 - 700	36.50	1.00	37.50
701 - 800	36.50	1.00	37.50
801 - 900	36.50	1.00	37.50
901 - 1,000	36.50	1.00	37.50
1,001 - 1,100	55.00	1.00	56.00
1,101 - 1,200	55.00	1.00	56.00
1,201 - 1,300	55.00	1.00	56.00
1,301 - 1,400	55.00	1.00	56.00
1,401 - 1,500	55.00	1.00	56.00
1,501 - 1,600	55.00	1.00	56.00
1,601 - 1,700	55.00	1.00	56.00
1,701 - 1,800	55.00	1.00	56.00
1,801 - 1,900	55.00	1.00	56.00
1,901 - 2,000	55.00	1.00	56.00
2,001 - 3,000	91.58	1.50	93.08
3,001 - 4,000	106.98	2.00	108.98
4,001 - 5,000	122.38	2.50	124.88
5,001 - 6,000	137.78	3.00	140.78
6,001 - 7,000	153.18	3.50	156.68
7,001 - 8,000	168.58	4.00	172.58
8,001 - 9,000	183.98	4.50	188.48
9,001 - 10,000	199.38	5.00	204.38
10,001 - 11,000	214.78	5.50	220.28
11,001 - 12,000	230.18	6.00	236.18
12,001 - 13,000	245.58	6.50	252.08
13,001 - 14,000	260.98	7.00	267.98
14,001 - 15,000	276.38	7.50	283.88
15,001 - 16,000	291.78	8.00	299.78
16,001 - 17,000	307.18	8.50	315.68
17,001 - 18,000	322.58	9.00	331.58
18,001 - 19,000	337.98	9.50	347.48
19,001 - 20,000	353.38	10.00	363.38
20,001 - 21,000	368.78	10.50	379.28
21,001 - 22,000	384.18	11.00	395.18
22,001 - 23,000	399.58	11.50	411.08
23,001 - 24,000	414.98	12.00	426.98

Estimated Cost	Fee	Surchg.	Total
24,001 - 25,000	430.38	12.50	442.88
25,001 - 26,000	441.49	13.00	454.49
26,001 - 27,000	452.60	13.50	466.10
27,001 - 28,000	463.71	14.00	477.71
28,001 - 29,000	474.82	14.50	484.32
29,001 - 30,000	485.93	15.00	500.93
30,001 - 31,000	497.04	15.50	512.54
31,001 - 32,000	508.15	16.00	524.15
32,001 - 33,000	519.26	16.50	535.76
33,001 - 34,000	530.37	17.00	547.37
34,001 - 35,000	541.48	17.50	558.98
35,001 - 36,000	552.59	18.00	570.59
36,001 - 37,000	563.70	18.50	582.20
37,001 - 38,000	574.81	19.00	593.81
38,001 - 39,000	585.92	19.50	605.42
39,001 - 40,000	597.03	20.00	617.03
40,001 - 41,000	608.14	20.50	628.64
41,001 - 42,000	619.25	21.00	640.25
42,001 - 43,000	630.36	21.50	651.86
43,001 - 44,000	641.47	22.00	663.47
44,001 - 45,000	652.58	22.50	675.08
45,001 - 46,000	663.69	23.00	686.69
46,001 - 47,000	674.80	23.50	698.30
47,001 - 48,000	685.91	24.00	709.91
48,001 - 49,000	697.02	24.50	721.52
49,001 - 50,000	708.13	25.00	733.13
50,001 - 100,000	$708.13 for 1st $50,000, plus $7.70 for each additional $1,000.		
100,001 - 500,000	$1,093.13 for 1st $100,000, plus $6.16 for each additional $1,000.		
500,001 - 1,000,000	$3,557.13 for 1st $500,000, plus $5.23 for each additional $1,000.		
1,000,001 & Over	$6,166.63 for 1st $1,000,000, plus $3.47 for each additional $1,000.		

PLAN REVIEW FEE: Plan review fee to be charged on all new buildings and alterations. Charge rate is based on 65% of building permit fee not including surcharge. **Plan review fees are $100 per unit for one- and two-family dwellings.**

STATE SURCHARGE (on all permits):
$ 0 - $ 2, 000 = $1.00 surcharge (minimum surcharge $1.00)
$1,000,000 and up = see scale below

$1,000,000 - $2,000,000 = $ 500 for $1,000,000 + (.0004 x amount over $1,000,000)
$2,000,000 - $3,000,000 = $ 900 for $2,000,000 + (.0003 x amount over $2,000,000)
$3,000,000 - $4,000,000 = $1,200 for $3,000,000 + (.0002 x amount over $3,000,000)
$4,000,000 - $5,000,000 = $1,400 for $4,000,000 + (.0001 x amount over $4,000,000)
$5,000,000 - and over = $1,500 for $5,000,000 + (.00005 x amount over $5,000,000)
***** Building Permit Fee + Plan Review Fee + State Surcharge = TOTAL BUILDING PERMIT FEE *****

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Mankato Strategic Plan

MANKATO

PLANNING THE WAY FOR THE FUTURE



City of Mankato

Strategic Plan 2024-2029

October
2024

City of Mankato
Leading the way...



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Strategic Planning

Why is strategic planning important?

The purpose of a strategic plan is threefold:

- Focus: Provides a framework with directions, goals, and strategies to accomplish the vision.
- Prioritization: Enables the City of Mankato to prioritize resources to achieve the goals of the community.
- Accountability: Drives regular progress reports and refining of the goals.

The Strategic Plan serves as the blueprint for enhancing lives in the community. By engaging in a highly collaborative process with input from residents, business community, nonprofit organizations, City staff, religious leaders, and students, this five-year strategic plan includes measurable goals that reflect the needs of the community, while maintaining consideration of resources, capacity, and City Council priorities.

Whether it is increasing accessible housing, fostering economic development, improving infrastructure, or preserving spaces for recreation, this plan provides a clear roadmap. Through ongoing evaluation to adjust as needed, the City is committed to accountability and being responsive to challenges and opportunities to ensure that Mankato is leading the way as a vibrant and diverse regional community.

The City's last strategic plan was developed in 2018. Since then, Mankato has seen significant changes in population, leadership, community development, technology, and diversity. In May 2023, the City of Mankato began the process of reimagining the organization's strategic plan to align the City's existing initiatives, department work, City Council goals, and budget.

Public Service Philosophy, **Vision, Values, + Goals**

PUBLIC SERVICE PHILOSOPHY

THE FOUNDATION FOR SERVING MANKATO

Our organization is dedicated to serving Mankato and creating a community where everyone belongs. We care about making a positive difference in the lives of others through responsive and efficient City services. We embrace innovation to address community and organizational challenges. We listen and engage with each other and our community. We are empowered and trusted to make decisions that align with our vision and values and serve the greater good of the Mankato community.

VISION

OUR DESIRED FUTURE STATE

Leading the way as a vibrant, diverse, regional community.

VALUES

WHAT GUIDES US

RESPECT
We treat others with courtesy and dignity and value their perspectives. We embrace differences, creating a place where you belong.

INTEGRITY
We lead by example by being trustworthy, honest, and doing the right thing. Our actions reflect our words.

POSITIVE ATTITUDE
We use a positive approach, take initiative, are motivated to perform a good job, take pride in the work we do, and recognize individual and team contributions.

TEAMWORK
Together, we collaborate on ideas and share information, resources, and responsibility for the best possible outcomes.

ACCOUNTABILITY
We take responsibility for our actions and the completion of our work.

2024 - 2029 GOALS

1. SUSTAINABLE INFRASTRUCTURE
2. HOUSING
3. COMMUNITY CONNECTION + LIVABILITY
4. COMMUNITY SAFETY
5. ECONOMY
6. ADAPTIVE ORGANIZATION

Goal 1:

Sustainable Infrastructure

Goal Outcomes	Actions
Well-maintained transportation assets	1. Continuous investments in preventative maintenance 2. Strategic city investments in neighborhood enhancements 3. Better, safer multi-modal opportunities for all users 4. Improve connectivity across community
Increase ridership of the transit system	5. Improve access by providing more bus stops 6. Review frequency of schedules 7. Broaden span of service 8. Educate the community on how to use the transit system, communicate improvement, and show the value proposition
Mankato's infrastructure investment and community enhancements are solid	9. Develop and make strategic investments in a program to create attractive streetscapes 10. Continued investment in public art 11. Continue to make strategic investments in infrastructure preservation and expansion 12. Connect and educate the community on infrastructure resources and programs

Goal Outcomes	Actions
Clear vision on the city's work to protect the climate	13. Develop a climate action plan and prioritize the initiatives 14. Create education program to help people understand how to support environmental initiatives
Better and safer multi-modal systems for all users to improve connectivity across the community	15. Continue to work with MNDOT and partners on I69 + HWY 14 16. Continue to work with MNDOT and N. Mankato on Veteran's Bridge 17. Update the Complete Streets Plan 18. Update Metropolitan Transportation Plan 19. Develop education and awareness campaigns for driver, pedestrian, bikes, and e-bike safety

Goal 2:

Housing

Goal Outcomes	Actions
Preserve the existing affordable housing stock	1. Identify and monitor Naturally Occurring Affordable Housing (NOAH) 2. Education, awareness, and engagement for property owners on programs and available resources 3. Address barriers to accessing housing programs and resources 4. Make strategic City investments in neighborhood enhancements 5. Code updates,training, and alignment of city resources for improved code enforcement
End homelessness in Mankato	6. Create a full-time (year-round 24/7) shelter with support services 7. Reduce and address barriers to housing and create low barrier housing opportunities 8. Develop an education and awareness campaign that addresses community perceptions of homelessness 9. Engage with the homeless population to identify challenges and solutions 10. Strengthen and continue building street outreach and case conferencing systems 11. Create a housing trust fund

Goal Outcomes	Actions
Provide better and safer rental housing options	12. Update City code to provide staff with tools for enforcement 13. Partner and engage with landlords and tenants to provide education on city/county programs 14. Create funding programs for rental housing rehab
Create diverse types of housing	15. Engage and expand partnerships with developers 16. Create development incentives (monetary and regulatory) to stimulate housing development 17. Continue to evaluate the Community Land Trust and create the Housing Land Trust 18. Review and update the development code to reduce barriers to housing development 19. Facilitate housing opportunities for federally defined affordable housing, seniors, people with disabilities, workforce, and first-time homebuyers 20. Educate and engage the community on affordable housing types

Goal 3:

Community Connection + Livability

Goal Outcomes	Actions
A community where all people are connected, heard, and informed	1. Conduct education and awareness campaigns on City services 2. Meet the community where they're at in active and intentional engagement around City services 3. Develop and implement a toolkit for staff to improve community engagement 4. Continue to use and evaluate new engagement platforms
Access to safe, well-maintained park and recreation assets for all	5. Develop an updated park and recreation system plan that inventories assets and conditions and identifies investments and policies based on community input, needs, and trends 6. Leverage partnerships to facilitate access to parks and recreation programs, services, and facilities 7. Conduct education and engagement campaign to build awareness of existing park and recreation amenities and opportunities

Goal Outcomes	Actions
Comprehensive parks and recreation services for all	8. Create a Parks and Recreation department 9. Leverage partnerships to support services and facilities identified through the Parks and Open Spaces Operations and Capital Projects plan 10. Develop an education plan and engage internal/external stakeholders on the services and programs we want to create 11. Create a Parks and Recreation Commission

Goal 4:

Community Safety

Goal Outcomes	Actions
Decrease fire injury, death, and property loss	1. Increase staffing 24/7 at both stations to improve response times and prevention efforts 2. Evaluate and improve commercial property inspection process
Increase community safety and security using data and community engagement	3. Data-driven engagement and community outreach to address violent crime 4. Evidence based enforcement and investigation of violent crime and gun violence
Reduce crashes and injuries	5. More targeted enforcement based on crash data 6. Continual engagement to inform data-based traffic safety improvements and necessary educational outreach 7. Review and prioritize infrastructure and design improvements for high crash areas

Goal 5:

Economy

Goal Outcomes	Actions
Mankato's business community is thriving and can grow	1. Continue to streamline the development process 2. Connect and educate the community on available business resources and programs 3. Analyze available land for business development and redevelopment opportunities
Shared goals with community partners to advance economic development for Mankato	4. Align partnerships around the City's goals for economic development 5. Engage and support the City's partners addressing: childcare availability and affordability, small business support, workforce development, and retention and growth of existing businesses 6. Connect and educate the community on partnerships, resources, and programs for economic development

Goal 6:

Adaptive Organization

Goal Outcomes	Actions
Mankato staff are supported in serving the community with opportunities for training and career development	1. Provide more training opportunities and address barriers to participation in training for all staff 2. Develop a leadership training program that provides ongoing opportunities throughout the year 3. Develop a Mankato mentorship program 4. Develop a cross-training program that will support sustainability and process continuity in the organization 5. Leverage regional partnerships to provide training opportunities for staff
Employees are recognized, appreciated, and retained	6. Provide organizational team building experiences and opportunities to connect 7. Develop an employee recognition program that structures time to pause, celebrate, and recognize individual employee and team contributions throughout the year 8. Update employee orientation practices to provide employee connection opportunities
Mankato has a culture that supports a diverse workforce	9. Evaluate, update, and communicate Mankato's comprehensive benefit package 10. Educate and engage employees on Mankato's culture and the resources offered to employees

Goal Outcomes	Actions
Continuous innovation of city processes to deliver efficient and effective city services	11. Conduct regular and routine review of city processes and be flexible and willing to try new methods of business 12. Allocate resources dedicated to process improvement 13. Invest in and leverage technology to support improved city processes

Strategic Plan **Process**

Strategic Planning Goals

The strategic planning effort began in May 2023 and set out to achieve the following goals:

- Develop an updated strategic plan to guide the City of Mankato over the next five years.
- Conduct intentional and inclusive engagement of all diverse segments of the Mankato community.
- Design a process and plan that identifies and/or confirms Mankato's mission, vision, values, goals, and strategic initiatives.
- Engage the organization in the development of the plan, strengthening alignment and connection to the plan and reinforcing a culture of strategic management.

Strategic Planning Process

The development of the strategic plan was organized into four phases:

1. Community Profile
2. Outreach + Engagement
3. Strategic Plan Development
4. Strategic Plan Implementation

Community Profile

In preparation for a successful process, research was conducted to develop a community profile of Mankato. This is a current snapshot of the community and the organization, exploring trends and factors such as population growth demographics, housing, local economy, education, recreation and governing structure. The profile provides a broad understanding of the current state and valuable insights into ways the community has grown and evolved over the years. Results give a sense of where Mankato is going in the next five years by understanding where the community is now and has been.

Outreach + Engagement

The City of Mankato was very intententional in engagement with diverse stakeholder groups in the community and with staff in the development of the strategic plan. The process provided an opportunity to check in with stakeholders throughout the process to ensure the information gathered in the outreach reflected all needs and perspectives in Mankato.

The strategic planning process included a strategic planning workshop in October 2023 with City Council and department directors to begin aligning around a shared vision, clear mission, and actionable, measurable goals. In preparation for the workshop, the consultant team conducted one-on-one interviews with Council and staff to gather input on the strategic planning process and potential goal focus areas. The workshop provided the opportunity to get acquainted with the strategic planning process, explore the background and current context to inform the strategic plan, clarify roles and expectations of the team to forge a partnership to achieve the vision and goals, and gather final input for the communications and engagement strategy.

To support inclusive engagement of the diverse experiences and perspectives in the strategic planning process, the project team assembled the Strategic Planning Committee (SPC) comprised of 23 representatives from across Mankato, including the local businesses, public schools, higher education institutions, recreation, housing, transportation, medical, environmental sustainability, and the City of Mankato. Throughout the strategic planning process, the Strategic Planning Committee met three times to provide perspective, guidance, and feedback on the process. Specifically, the SPC informed the communication and engagement strategy and methods to ensure broad participation from community members. Additionally, the SPC provided feedback and guidance on the development of the mission, vision, values, and goal focus areas.

Over the course of the strategic planning process, the project team conducted inclusive engagement with the community and organization to gather input from the public and employees to develop the mission, vision, values, goals, and supporting strategies to achieve the goals. The engagement tools included one-on-one interviews, an online survey, fourteen community engagement sessions, and seven action labs.

900+	Survey Responses
9	Focus Groups
3	Town Halls
7	Action Labs
2	City Council + Leadership Team Workshops
3	Leadership Team Meetings

Strategic Plan Development

Between January-March 2024, 907 community members and City staff shared their perspectives, experiences, and ideas for the future of Mankato through the online survey. The project team reviewed and categorized thousands of comments and ideas to search for common themes and priorities for the community and organization, such as what people love most about Mankato, what should be preserved into the future, where the City should focus efforts and resources over the next five years, and how to support a resilient and high-performing organization.

In early April 2024, Mankato hosted six strategic planning town hall and engagement workshops with City staff, community members, and regional chamber of commerce and economic development organization Greater Mankato Growth. The events engaged about 500 City employees and community members to explore in more detail the themes that emerged from the community survey. Following the engagement sessions, the project team developed the draft strategic plan framework, including the vision and values as well as clear strategic plan goal outcomes and supporting actions to advance the strategic plan goals.

The results of the strategic plan engagement were presented to City Council and they discussed the draft vision, values, and goal focus areas. Following the work session, the project team refined the Strategic Plan framework and prepared for a series of action planning labs with City staff.

In May 2024, the project team hosted seven action planning labs with hundreds of employees from all City departments. The action labs serve as a collaborative environment for the team to develop the outcomes for each goal focus area and identify specific and actionable strategies to achieve those outcomes. Employees worked with the project team to review hundreds of ideas and suggestions gathered throughout the community outreach process. Following the action labs, the project team reviewed the results of the action labs with the leadership team to discuss the implementation and alignment of the proposed strategies with the City's existing initiatives, master plans, and other guiding documents. The project team incorporated additional refinements, resulting in 78 actions for the six goal focus areas.

The final Strategic Plan represents the inclusion of hundreds of individuals within the organization and community coming together to develop a comprehensive, forward-thinking shared vision and road map for the City of Mankato over the next five years.

900+	Survey Responses
9	Focus Groups
3	Town Halls
7	Action Labs
2	City Council + Leadership Team Workshops
3	Leadership Team Meetings

Strategic Plan
Implementation

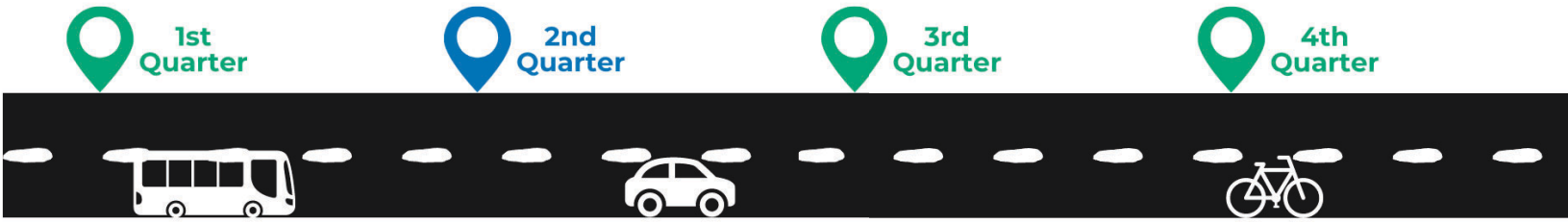
Following the Council's adoption of the strategic plan, Mankato City staff will use input and direction from the Council to prioritize the actions for implementation based on staff capacity and available resources. Staff will identify leads for each action. These leads will be responsible for the following:

- Overseeing the implementation of the action
- Developing a project charter (will identify the project team, stakeholders, timeline, key performance indicators, etc.)
- Identifying resources for implementation
- Engaging and updating the Council, Boards/Commissions, Organization, and the Community as needed
- Reporting progress, challenges, and opportunities to consider during implementation
- Recommending updates to the action if needed

Once the action leads have been assigned and the work has been prioritized, the actions prioritized for implementation will be considered in the budget development process. This will help in identifying resources for the action implementation if needed.

At the end of the first year of implementation, an annual progress report will be prepared for the strategic plan. The progress report will document progress, challenges, opportunities, and potential updates to the actions as needed. This report will serve as a communication tool back to the Council, organization and the community to maintain accountability in implementing the vision and goals.

STRATEGIC PLAN ROAD MAP



- **1st Quarter**
  - Strategic Plan Progress Report
  - City Council Retreat + Strategic Planning Workshop
- **2nd Quarter**
  - Strategic Plan Updates
  - Staff Develops Operational Budget
- **3rd Quarter**
  - Review Proposed Operational Budget
  - Strategic Plan Prioritization for Upcoming Year
- **4th Quarter**

This road map shows how the Strategic Plan is developed and updated on an annual basis. It also highlights how the plan development and updates align with Mankato's budget process to ensure alignment of resources to achieve the goals. The process repeats with the destination being continuous community and organizational improvement.

MANKATO
PLANNING THE WAY FOR THE FUTURE



Strategic **Management**

This plan is intended to foster a culture of strategic management and guide the organization in developing a more efficient, effective, and transparent system of providing public services. The process below describes the recommended system for implementing the plan and making regular annual updates to it to ensure it remains relevant in meeting current community and organizational needs.

Regular engagement from the community, the Council, and the organization are essential to fostering a system that is responsive and accountable. The graphic below illustrates what the annual process will look like going forward to maintain alignment between the strategic plan, the budget, and the departments' work plans. It also highlights where the engagement will take place, so the community, elected officials, and staff understand when and how to participate and get involved in this process.

It is recommended the strategic plan undergo a complete update every five years to conduct more comprehensive engagement, review the vision and values, and examine the broader community context. These major updates will ensure the five-year vision continues to serve as a North Star in guiding the community and organization. These community engagement efforts also help to foster strong relationships with Mankato's community and its partners and build support for implementing the goals.

Acknowledgments

The City Council and Strategic Planning Team are grateful to the hundreds of community members and City employees who participated in the strategic planning process to share their perspectives, experiences, and ideas. Whether it was organizing and hosting numerous strategic plan events, completing the community survey, presenting at a local community group, or conducting an interview, the project team aimed to reach as many voices as possible in the process, and the resulting goals and strategies reflect this engagement.

The Strategic Planning team, in partnership with the consulting team, led the engagement efforts and created accessible opportunities to develop the plan. The members of these teams are acknowledged below.



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Mike Laven, Councilor, At Large
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Dennis Dieken, Councilor, Ward 2
Kevin Mettler, Councilor, Ward 3
Jenn Melby-Kelley, Councilor, Ward 4
Jessica Hatanpa, Councilor, Ward 5

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Strategic Plan Steering Committee

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Kevin Mettler, City Councilor
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Angie Bersaw, Bolton & Menk, Inc.
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MANKATO

PLANNING THE WAY FOR THE FUTURE

City of Mankato
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Mankato, MN 56001

MankatoMN.gov

General Financial Policies

General Financial Policies



City of Mankato
Financial Management Policies

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OVERVIEW

The City of Mankato (the City) is responsible to its taxpayers to carefully account for public funds, to manage municipal finances wisely, and ensure it is capable of adequately funding and providing local government services needed by the community. Financial policies provide the framework for the overall fiscal management of a city.

Employees are responsible for being aware of and following City policies and state and federal statutes. This single resource guide has been compiled for the convenience of employees to assist with the faithful discharge of duties. These financial policies will be reviewed periodically to determine if changes are necessary. The reference to management in these policies refers to City management unless defined otherwise.

AUDITOR INDEPENDENCE

In accordance with the Government Accountability Office, the authority on local government audits, in all matters relating to audit work, the external auditor shall be free both in fact and appearance from personal, external and organizational impairments to independence.

- The City's external audit organization shall not be responsible for designing, developing and/or installing the City's accounting system or its operating system where this system generates information used in preparing financial statements for the City of Mankato.
- External auditors shall not develop a performance measurement system, or any other system relied upon in developing financial statements.
- The external auditors may prepare draft financial statements, schedules or perform other duties provided they are based on City management's direction and the work results in a recommendation to City management.
- Decisions based on the external auditor's recommendations must be approved by City management.
- External auditors shall provide routine advice to the City of Mankato and its management to assist them in activities such as establishing internal controls or implementing audit recommendations and can answer the technical questions and provide training, however, they may not direct or unduly influence management with those decisions.

Any non-audit work related to tax rulings, arbitrage, attestation, compilation, sales tax audits, counted value audits and financial report assistance proposed by the auditors must be approved by the City Manager prior to hiring them.

BUDGETARY AND FINANCIAL CONTROL

Overview

General budgetary and financial control is to be centralized in one department whose functions shall include, but not be limited to, the following:

- Budget compilation
- Budget monitoring
- Income and expenditure projections
- Capital improvement financing
- Risk management (see Risk Management Policy)
- Screening of Conduit Debt applications (see Conduit Debt Policy)
- Cash and investment management (see Investment Policy)
- Monitoring financial data for warning signals or trends
- Preparing financial summary reports for key funds at least quarterly
- Maintaining a detailed inventory listing of all material fixed assets to adequately ensure proper accounting of assets.
- Conducting financial analysis to provide the future staffing and operational expenditure implications.
- Accounts Receivable
- Receipts, Collections and Customer Billing
- Accounts Payable

The City will maintain a program for the investment of funds consistent with the City's Investment Policy.

Operating Budget

The City will develop two-year budgets in odd numbered years. In even numbered years, the previously developed budget for the following year will be fine-tuned, as necessary. The City will:

- Adopt a balanced operating budget for the General Fund. A balanced budget is one in which revenues and other financing sources are equal to expenditures and other financing uses.
- Pay for current expenditures with current revenues.
- Avoid, if possible, balancing current revenues with funds needed for future expenditures.
- Not budget to accrue future revenues.
- Place excess revenue from a specific fiscal year into the City's reserves in a manner consistent with the City's fund balance reserve policies.
- Avoid postponing expenditures, rolling over short-term debt, and using reserves to balance the operating budget.
- Set the salary or wages of each City employee through a determination by the City Manager, within the pay range for such employee established by the City Council.
- Protect against unforeseen events; the City Council may budget for and maintain a contingency reserve in accordance with the City's fund balance reserve policies.
- Appropriate administrative and general government costs to all its funds as appropriate and practical. These charges will be identified in the annual budget.
- Monitor revenues and departmental expenditures through the collaborative effort of the City Council, City Manager and Department Heads to ensure adherence to budgeted amounts. Budget roll-up group expenditures may not exceed the total budgeted amount. However, individual line items within a specific budget roll-up group may be exceeded. If budgeted roll-up group expenditures exceed or are expected to exceed the allotted budgeted amount, the Department Head can request a budget amendment which requires approval of the City Manager and/or Director of Administrative Services.
- Review and update the schedule of fund balances, reserves and working capital in all other operating funds of the City and determine adequacy of those money balances, using specified guidelines and criteria in conjunction with the budgets set annually.

The operating budget policies ensure the City's annual operating expenditures are consistent with past expenditures and respond to long-term objectives rather than short-term benefits. The policies allow the City to maintain stable levels of service, expenditures, and tax levies over time. These policies are most critical to programs funded with property tax revenue because accommodating large fluctuations in this revenue source can impose hardship on the citizens.

Department Heads will be responsible for administration of their respective Department Budgets and are required to submit requests for any required budget adjustments, such as supplemental appropriations, to the City Manager and Director of Administrative Services before the program incurs cost overruns for the annual budget period.

Primary responsibility for the management of budgeted funds lies with the Department Heads. Such management includes, but is not limited to, reviewing expenditures before authorization, reviewing monthly financial reports to detect errors and assess progress, and staying within expense or expenditure budget authorization. All costs incurred must be reasonable and necessary. Department Heads shall be responsible for contacting City Manager or Director of Administrative Services should there be any questions regarding financial management or if the issue or concern is related to internal controls. The City Manager and Director of Administrative Services will routinely monitor overall budget operating progress throughout the year.

- The City will not use one-time accounting principal changes to balance the budget for any fund.

- The City will provide ample time and opportunity for public input into its budget deliberations each year.

- The City Manager may make transfer of appropriations within a fund or organization code. The City Manager may transfer part or all of any unencumbered appropriation balance among programs within a fund or organization code. Upon written request by the City Manager, the City Council may transfer, by resolution, part of or all of any unencumbered appropriation balance from one fund or organization code to another.

- City Council approval is required for budget changes that reduce the amount of an appropriation. The budget changes can be made at any City Council meeting with prior approval from the City Manager.

- Annual requests to encumber current year funds must be sent to the Director of Administrative Services by mid-January. Encumbrance requests must be submitted on a prescribed form and have the available current year funds remaining in their budget roll-up. The City Manager and the Director of Administrative Services must approve all encumbrances for Departments to carry over into the following year. These approved encumbrances will be treated as accounts payable, on the general ledger at year end, as the City does not allow unused budgets to carry-over into the following year.

- The modified accrual basis will be used for all governmental funds in the budget. Under this basis, revenues are recognized in the accounting period as they become available and measurable. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable. The accrual basis will be used for the budgets of the enterprise funds in the operating budget. Under this basis, revenues are recognized in the accounting period that they are earned and measurable. Expenses are recognized in the accounting period that they are incurred, if measurable. The basis of budgeting is the same as the basis of accounting used in the City's audited financial statements.

The City will establish and maintain the highest standard of accounting practices, in conformity with Generally Accepted Accounting Principles (GAAP) and with recommended best practices as promulgated by the Government Finance Officers Association (GFOA).

The City will arrange for an annual audit of all funds and account types by independent certified public accountants qualified and licensed to issue such reports.

The City will strive to obtain each year the annual GFOA Certificate of Achievement for Excellence in Financial Reporting.

Regular monthly reports will present a summary of financial activity by major type of funds as compared to budget. Department Heads will review monthly reports comparing actual revenues and expenditures to the budgeted amounts.

The City will strive to obtain, each year, the GFOA Distinguished Budget Award and the Certificate of Achievement for Excellence in Financial Reporting.

The City integrates key performance indicators to measure operational performance where practical. Performance data for individual departments are included in the budget document. Performance data should be directly related to the stated goals and objectives of the unit and focus on results and accomplishments rather than inputs. Performance indicators should provide a meaningful way to assess the effectiveness and efficiency of each operational unit.

CAPITAL ASSETS

Overview

It is the policy of the City to maintain appropriate procedures regarding the procurement, management, and disposal of all capital assets in accordance with Governmental Accounting Standards Board Statement No. 34 (GASB 34). The Capital Assets Policy addresses classes of assets, determination of useful lives, and calculation of depreciation.

Capital assets include land, land improvements, buildings, building improvements, construction in progress, machinery and equipment, vehicles, infrastructure, easements, works of art and historical treasurers acquired by the City for use in providing services to its citizens. A capital asset is to be reported and depreciated in government-wide financial statements. In the government-wide financial statements, assets not capitalized are expended in the year of acquisition.

Capital assets purchased with debt proceeds will be depreciated over their estimated useful lives. Capitalizing these assets will minimize the potential of reporting negative net assets in the statement of net assets.

Capital Asset Definitions and Categories

Land - is the surface or crust of the earth, which can be used to support structures, and may be used to grow crops, grass, shrubs, and trees; and is characterized as having an unlimited life. Land is to be capitalized but not depreciated. It is recorded at historical cost and remains at that cost until disposal. If there is a gain or loss on the sale of land it is reported as a special item in the statement of activities.

Land Improvements - consist of betterments, site preparation, and site improvements (other than buildings) that ready land for its intended use. The costs associated with improvements to land are added to the cost of the land. Land improvements can be further categorized as inexhaustible, not requiring maintenance or replacement; or exhaustible, e.g., parking lots, landscaping and fencing.

Examples of items to be capitalized as land and land improvements include:

- Purchase price or fair value
- Commissions
- Professional fees, includes title searches, architect, legal, engineering, appraisal, surveying, environmental assessments
- Land excavation, fill, grading, and drainage

- Demolition of existing buildings and improvements, less salvage
- Removal, relocation or reconstruction of property owned by others, i.e., power, telephone and railroad lines
- Interest on mortgages accrued at date of purchase
- Accrued and unpaid taxes at date of purchase
- Other costs incurred in acquiring the land
- Water wells, including initial cost for drilling, the pump and its casing
- Permanent right-of-way

Other Improvements - include land improvements that are exhaustible in nature and enhance the quality or facilitate the use of land for a specific purpose.

Examples of items to be capitalized as other improvements include:

- Fencing and gates
- Landscaping
- Parking lots, driveways, and parking barriers
- Outdoor sprinkler and irrigation systems
- Recreation areas and athletic fields, including bleachers
- Paths and trails
- Septic systems
- Stadia
- Swimming pools, tennis courts, basketball courts, skate parks
- Fountains
- Plazas and pavilions
- Retaining walls

Buildings - refer to a structure that is permanently attached to the land, has a roof, is partially or completely enclosed by walls, and is not intended to be transportable or moveable. Certain buildings or structures that are ancillary parts of infrastructure networks, such as well houses and pumping stations will be reported as infrastructure rather than as buildings.

Example of items to be capitalized as building:

Purchased Buildings:

- Original purchase price
- Expenses for remodeling, reconditioning, or altering a purchased building to make it ready for its intended purpose
- Environmental complies, i.e., asbestos abatement
- Professional fees, includes architect, engineer, management fees for design and supervision, legal
- Cancellation or buyout of existing leases
- Other costs required to place or render the asset into operation

Constructed Buildings:

- Completed project costs
- Cost of excavation or grading or filling of land for a specific building
- Expenses incurred for the preparation of plans, specifications, blueprints
- Building permits
- Costs of temporary buildings used during construction
- Additions to buildings, i.e., expansions, extensions, or enlargements

Building Improvements - include capitalized costs that materially extend the useful life of a building or increase the value of a building, or both, beyond one year. Building improvements should not include maintenance and repairs done in the normal course of business.

Examples of items to be capitalized as building improvements include:

- Installation or upgrade of heating and cooling systems, including ceiling fans and attic fans
- Original installation or upgrade of wall or ceiling covering such as carpeting, tiles, paneling, or parquet
- Structural changes such as reinforcement of floors or walls, installation or replacement of beams, rafters, joists, steel grids, or other interior framing
- Installation or upgrade of window or doorframes, upgrading windows or doors, built-in closet and cabinets
- Interior renovation of casings, baseboards, light fixtures, ceiling trim
- Installation or upgrade of plumbing and electrical wiring
- Installation or upgrade of telecommunication system

Example of items considered repairs or maintenance in nature and should not be capitalized as buildings or building improvements include:

- Adding, removing and/or moving of walls relating to renovation projects that are not considered major rehabilitation projects and do not increase the value of the building
- Improvement projects of minimal or no added life expectancy and/or value to the building
- Plumbing or electrical repairs
- Cleaning; pest extermination, or other periodic maintenance
- Interior decoration, i.e., draperies, blinds, curtain roads, wallpaper
- Exterior decoration, i.e., detachable awnings, uncovered porches, decorative fences
- Maintenance-type interior renovation including repainting, touch-up plastering, replacement of carpet, tile, or pane sections, and refinishing of sinks and fixtures
- Replacement of a part or component of a building with a new part of the same type and performance capabilities, e.g., replacement of an old boiler with a new one of the same type and performance capabilities
- Any other maintenance-related expenditure, which does not increase the value of the building

Equipment, Machinery, and Vehicles - refer to fixed or movable tangible assets used for operations, the benefits of which extend beyond one year from date of receipt.

Examples of expenditures to be capitalized as equipment, machinery, and vehicles include:

- Original contract or invoice price
- Freight charges
- Handling and storage charges
- In-transit insurance charges
- Sales, use, and other taxes imposed on the acquisition
- Installation charges
- Charges for testing and preparation for use
- Cost of reconditioning used items when purchased
- Parts and labor associated with the construction of equipment, machinery, or vehicle

Note that the cost of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, machinery, or vehicle shall not be capitalized.

Infrastructure Assets - are long-lived capital assets that are linear and stationary in nature and can be preserved for a significantly greater number of years than most capital assets.

Examples of infrastructure assets include:

- Roads, streets, curbs, gutters, sidewalks
- Bridges
- Water and sanitary sewer systems
- Drainage and storm water systems
- Streetlight systems
- Signage

Infrastructure assets shall be capitalized and depreciated unless the modified approach is used. The modified approach is an alternative to reporting depreciation for infrastructure assets that meet the following criteria:

- The assets are managed using a qualifying asset management system; and
- It is documented that the assets are being preserved at or above a condition level established by the City.

Under the modified approach the infrastructure, infrastructure assets are being maintained over time at a consistent physical condition level determined in advance by the government, assets are not depreciated, and only the costs that increase the capacity or efficiency of the asset are capitalized, while all other expenditures that preserve the useful life of the assets are expensed. Only infrastructure assets that comprise a network or subsystem of a network can be reported using the modified approach.

Other Capital Assets - includes computer software that is either purchased or developed for internal use, which should be capitalized, if the cost of the software exceeds the capitalization threshold and depreciated over the software's estimated useful life. Capitalization of computer software includes software license fees if the total dollar amount of the fee divided by the number of units or terminals exceeds the threshold.

Examples of expenditures to be capitalized as computer software include:

- External direct costs of materials and services, i.e., third-party fees for services.
- Costs to obtain software from third parties.
- Travel costs incurred by employees in their duties directly associated with development.
- Payroll and payroll-related costs of employees directly associated with or devoting time to encoding, installing, or testing.
- Costs to develop or obtain software that allows for access or conversion of old data by new information systems.

Note that upgrades and enhancements should only be capitalized to the extent that they increase the functionality of the product.

Leased Property - Any transaction meeting the definition of long-term leased property as defined by GASB standards, would be recorded as a lease payable and will be measured at the present value of the payments under the provisions of the lease. The asset would equal the lease liability plus any prepayments and certain initial direct costs. An exception is made for a short-term lease arrangement.

In the governmental funds, which report on a modified accrual basis, capital assets and long-term liabilities are not reported. Rather, when a lease is entered into the government reports an expenditure equal to that present value amount and another financing source - capital lease agreement.

Capitalization Thresholds

For financial reporting purposes only, the City will classify and establish capitalization thresholds for each asset class as follows:

Capital Asset Classification	Capitalization Threshold
Land	$1
Land Improvements	$25,000
Other improvements	$25,000
Building and building improvements	$50,000
Machinery and equipment	$10,000
Vehicles	$10,000
Infrastructure	$50,000
Construction-in-progress	Accumulate all costs and capitalize if over $25,000 when complete.
Other assets	$10,000

All information in regard to the City asset acquisition, retention, and disposal is maintained and reported to the Administrative Services Department-Finance.

Acquisition of Capital Assets

Report capital assets at historical costs, which includes most costs necessary to placing a capital asset into its intended use or state of operation. Historical cost includes the vendor's invoice, the value of any trade-in or allowance, sales tax, initial installation cost (excluding in-house labor), modifications, attachments, accessories, or apparatus; and ancillary charges such as freight and transportation charges, site preparation costs, and professional fees.

In the event the historical cost of a capital asset is not determinable, it will be necessary to record an estimated historical cost of the asset using alternative methods. Alternative methods include standard costing and normal costing. Standard costing estimates the historical cost of a capital asset by establishing the average cost of obtaining the same or a similar asset at the time of acquisition.

Normal costing estimates historical cost based on the current cost to either reproduce or replace the capital asset, indexed by a reciprocal factor from the estimated acquisition date, i.e., taking the value of acquiring the asset new today and then discounting that amount by an appropriate inflation factor back to the date of acquisition.

A significant issue when recording capital assets is the question of when an expenditure is capitalized as an improvement versus recorded as repairs or maintenance expense. The key consideration for determining whether to capitalize expenditures depends on whether the cost incurred, significantly extends the asset's useful life, increases its capacity, or improves its efficiency. Capitalize asset improvement costs if:

- The costs exceed the capitalization thresholds; and
- One of the following criteria is met:
    - The value of the asset or estimated life is increased by 25% of the original cost of life period
    - The cost results in an increase in capacity of the asset; or
    - The efficiency of the asset is increased by more than 10%.

If the above criteria are not met, then the cost should be recorded as a repair and maintenance expense within the appropriate expense function.

Capital assets donated to the City shall be reported at fair value. Fair value is the amount at which an asset could be exchanged in a current transfer at *arm's length* between willing parties, other than in a forced or liquidation sale. Donations are defined as voluntary contributions of resources to the City by a non-governmental entity. A voluntary contribution of resources between governmental entities is not a donation.

Best Practices

The responsibility for the custody, use, control, and care of City property lies within each department. The following best practices should be applied:

- Assets should be tagged, where practicable, with a unique identifier.
- All assets should be properly secured to deter theft, damage, or improper use.
- Periodic physical inventories of capital assets should be performed not less than annually to ensure the physical accountability of all capital assets and accuracy of financial records. The physical inventory should be performed by employees other than those responsible for the custody of the related assets or an outside firm.
- It is each City employee's responsibility to use property only for City purposes and to exercise reasonable care for its safekeeping.
- City assets should be properly maintained to prevent shortening of their useful life.
- Transfers of assets to a different department or disposals must be communicated to Finance within 30 days.

Depreciation of Capital Assets

Depreciation is the process of allocating the cost of a tangible asset to the periods of benefit. Capital assets shall be depreciated over their estimated useful life with exception of the following:

- Inexhaustible assets, i.e., land, and land improvements that do not require maintenance or replacement, e.g., certain works of art and historical treasures.
- Infrastructure assets reported using the modified approach.
- Construction work-in-progress.

For financial purposes the City will use the straight-line method of depreciation, which allocates the cost evenly over the life of the asset. Generally, at the end of an asset's life, the sum of the amounts charged for depreciation in each accounting period, or accumulated depreciation, will equal the original cost less salvage value.

Assets should be periodically evaluated to identify low-performing or idle assets that may need to be sold or disposed of.

Capital Assets Estimated Useful Life

Other Improvements

Fencing and gates	20 years
Landscaping	10 years
Parking lots, driveways, and parking barriers	20 years
Outdoor sprinkler and irrigation systems	20 years
Recreation areas and athletic fields, including bleachers	20 years
Paths and trails	20 years
Swimming pools, tennis courts, basketball courts, skate parks	20 years
Outdoor lighting	20 years

Building and Building Improvements

Buildings	40 years
Roof	20 years
HVAC (heating, ventilation, air conditioning)	20 years
Electrical	30 years
Plumbing	30 years
Sprinkler system	20 years
Security and fire alarm system	10 years
Cabling	10 years
Floor covering other than carpet	15 years
Carpeting	10 years
Interior construction	15 years
Interior renovation	10 years
Elevators	20 years

Equipment, Machinery, and Vehicles

Audio visual equipment	5 years
Business machines and office equipment	5 years
Telecommunication equipment	5 years
Computer equipment and software	5 years
Fire Department equipment	10 years
Furniture and fixtures, excluding structural components of a building	10 years
Grounds equipment (mowers, tractors, bobcats)	8 years
Kitchen equipment (appliances)	10 years
Lab equipment	10 years
Law enforcement equipment	5 years
Machinery, tools and other equipment	5 years
Outdoor equipment (playgrounds, scoreboards)	15 years
Photocopiers	5 years
Cars, light general-purpose trucks (actual weight less than 13,000 pounds)	10 years
Heavy general-purpose truck and equipment e.g., front loaders, graders (Actual weight greater than 13,000 pounds)	15 years
Firefighter trucks	15 years

Infrastructure

Roads, streets, curb, and gutter	20 years
Parking lots	20 years
Sidewalks	20 years
Water, sanitary sewer, storm sewer systems	50 years

[1] Estimated useful life values derived from the Internal Revenue Service Alternative Depreciation System (ADS) but adjusted by staff for the needs of the City.

CAPITAL EQUIPMENT DISPOSAL

Selling Capital Equipment Assets to External Entities - Departments can sell capital equipment assets that were purchased with non-sponsored or sponsored funds to external entities. The accounting for the transaction is dependent on the source of the funds, status of the project and the type of disposal. The City must have title to the asset before it can be sold. Finance can verify the City has title to the equipment. Contact Finance for assistance in determining ownership. **Selling Capital Equipment Assets that were Purchased with Sponsored Funds -** Departments can sell capital equipment assets that were purchased with sponsored funds; however, only when the capital equipment is no longer needed for the original project or program. Prior to selling, the department must use the equipment in connection with other federally-sponsored activities, in the following order of priority: (1) activities sponsored by the federal awarding agency which funded the original project, then (2) activities sponsored by other federal awarding agencies. If such activities don't exist, the department can sell the capital equipment.

Departments must:

1. Be good stewards of City property to ensure the Fair Market Value (FMV) or selling price is appropriate.
    - Determine the net book value (NBV) by using the existing asset management reports in the Tyler Munis Asset Management module.
    - For assistance in determining the NBV or ownership, please contact Finance.
    - The asset should be sold at Fair Market Value. Determine FMV by obtaining an official appraisal or comparable price information from three different external sources (EBAY, Vendor, etc.) in writing (print screen is acceptable).
2. Complete form *Capital Equipment Asset Disposal* form.
3. Forward the form to Finance.
    - The Department Head, Director of Administrative Services or City Manager's signature is required on this form.
4. Administrative Services - Finance will review the form to ensure the City has title to the asset.
5. If Administrative Services - Finance authorizes the disposal, an approved copy will be sent back to the submitting department.
    - The disposal cannot occur if it has not been approved by Administrative Services.
6. When the approved copy is received by the department, the property may be sold to the buyer.
    - The capital equipment asset number should be removed before the item leaves the City premises.
7. The Department must create an invoice within Tyler-Munis to the buyer for the amount of the sale.
8. The buyer should pay the department with a check made out to "City of Mankato."
9. The buyer must sign a receipt for the property. The receipt must be retained by the department, along with the approved *Capital Equipment Asset Disposal* form.
10. Administrative Services – Finance will make the appropriate adjustments in the Tyler Munis Asset Management module.

Other Consideration:

- Vehicles: All vehicle sales must go through the Central Garage Superintendent.

Technology: All technology sales must be approved by the Information Technology Director to be approved. IT will also ensure any technology asset is properly disposed of any data associated with the organization.

CAPITAL IMPROVEMENT PROGRAM

As part of the annual operating budgeting process a community investment plan is created which identifies short-term and long-term initiatives. This plan is comprised of two sections – surface transportation, capital replacement and sales tax construction – and reflects all identified capital improvement activity for a five-year period and is updated on an annual basis.

Capital improvements for the upcoming year will be incorporated into the operating budget.

The adoption of the five-year capital improvement is to assist in planning and provide direction for City departments, but it does not establish permanent City Council commitment to projects either in scope or timeline for construction. In the plan, the City will:

- Identify the estimated cost and potential funding sources for each capital project before the proposal is submitted to the Council for approval and in that process will determine the most effective financing method for the proposed project. All construction projects shall include at least a ten percent contingency prior to receiving bids.

- Ensure all capital improvements in accordance with the adopted capital improvement program, or as it is amended by the Council. Capital purchases, not otherwise funded through an approved budget, shall require City Council approval.

- Enact each five-year capital improvement program based on a rolling multi-year capital improvement plan update.

- Coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.

- Use inter-governmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and City priorities and operating and maintenance costs have been included in operating budget forecasts.

- Maintain all assets at a level adequate to protect the City's and its citizens' capital investment and to minimize future maintenance and replacement costs.

CONDUIT DEBT

Overview

Under the Minnesota Municipal Industrial Development Act, *Minnesota Statutes, Sections 469.152 to 469.1655* (the "Industrial Development Act"), the City of Mankato, Minnesota has authority to issue revenue bonds or notes to attract or promote economically sound industry and commerce to the City, including the development of facilities by qualified 501(c)(3) organizations.

Under Minnesota Statutes, Chapter 462C (the "Housing Act") the City is authorized to issue housing revenue bonds to finance multi- family residential housing projects for low- and moderate-income persons and elderly persons.

The City Council is aware that such financing for certain private activities may be of benefit to the City and will consider requests for tax exempt financing subject to these Guidelines. The City Council considers tax exempt financing to be a privilege, not a right.

It is the judgment of the City Council that tax exempt financing is to be used on a selective basis to encourage certain development that offers a benefit to the City as a whole, including employment and housing opportunities. It is the applicant's responsibility to demonstrate the benefit to the City. The applicant should understand that although approval may have been granted by the City for the issuance of financing for a similar project or a similar debt structure that is not a basis upon which approval will be granted. Each application will be judged on the merits of the project as it relates to the public purposes of the Housing Act or the Industrial Development Act and the benefit to the City at the time the request for financing is being considered.

Policy

The City Council will consider tax exempt financing for manufacturing and health care facilities, and other facilities operated by qualified 501(c)(3) organizations, under the Industrial Development Act; and housing projects under the Housing Act. An applicant for tax-exempt financing pursuant to the Industrial Development Act must submit to the City the application on the form prescribed by the City Clerk.

The project must be a positive benefit to the City. The project must be of a nature that the City wishes to attract, or an existing business which the City wishes to retain or expand within the City, considering employment opportunities, incentive for further development, impact on City services, and support for the industrial, commercial or health care operations currently located in the City. A housing project must provide significant housing opportunities for low- and moderate-income persons or the elderly.

City staff, upon request, may grant an applicant a pre-application review. The purpose of the pre-application review is to inform applicants of the possibility of rejection or the possible basis for such a rejection. The fact that the project is not rejected at the pre-application stage is not to be construed as approval of the project or as an indication that the project will be approved upon formal request to the Council. Requests for tax-exempt financing may be rejected by the City whether or not the project was submitted to a pre-application review and regardless of the outcome or recommendation of that pre-application review.

A request for pre-application review must be in writing, addressed to the City Manager, and set forth the name of the project, the type of project intended and the name, address and telephone number of the person who will be representing the applicant at the pre-application review, together with such additional information as the applicant desires to submit.

The City will appoint bond counsel for the bond issue, which will normally be the City's regularly retained bond counsel.

Pursuant to the Industrial Development Act and the Housing Act, consideration of an application for tax exempt financing must be done at a public hearing held by the Council.

The City is to be reimbursed and held harmless for and from any out-of-pocket expenses related to the tax-exempt financing including, but not limited to, legal fees, financial advisor fees, and bond counsel fees, the City's expenses in connection with the application, and any deposits or application fees required under state law to secure allocation of bonding authority.

A non-refundable application fee in the amount of $2,500 must be included with the submission of the application, and a $7,500 refundable fee to be applied to the expenses of the City, any additional costs incurred by the City will be paid by the applicant.

- **Projects within City limits - .6% of bond issue amount**
    - Prior to closing and delivery of the bonds for the project, the applicant must pay to the City, or commit to pay a one-time administrative fee equal to .6% of principal of the bonds issue amount for any project commencing within City limits.
- **Projects outside of City limits - 1% of bond issue amount**
    - Revenue bonds issued for projects outside of the City limits shall be charged a one-time administrative fee equal to 1.0% of the bond issue amount. Notwithstanding anything to the contrary herein, the administrative fees required by this paragraph will be reduced to the extent needed to ensure that the fee does not affect the tax-exempt status of the bonds under Internal Revenue Code of 1986, amended and related regulations.

Should the tax-exempt financing request cause the City's total bonding for the year to exceed $10,000,000 in a year the City would otherwise be eligible to issue bank qualified bonds, (bonds with tax incentives to banks), any interest rate differential between bank qualified and non-bank qualified bonds shall be estimated and the difference paid by the borrower. If the City would have exceeded this amount without the tax-exempt issue, no differential would be calculated or paid by the borrower.

Applications for financing must be made on the forms attached to these Guidelines. In addition, the applicant must furnish a description of the project, together with a brief description of applicant and the proposed financing in such form as required at the time of application. The City will not review financial statements, nor form any opinions as to the financial success of the proposed business plan.

The City may, in its sole discretion, withdraw its preliminary approval of a project any time if in its judgment the purposes of the Act will not be served by going forward with the project and its financing.

Other Information

Ratings

The City will give its most favorable consideration to proposed tax-exempt bond issues that have the rating of "A" or better by Moody's Investment Service or Standard & Poor's Corporation. Issues carrying lower ratings or non-rated issues may be sold only to institutional or other investors on a private placement basis and must be in denominations of at least $100,000. A lower denomination, but not less than $25,000, may be allowed if specifically authorized by the City Council in cases where the bonds are rated above investment grade and the bonds are sold only to institutional or accredited investors as defined under the Securities Act of 1933. The City Council may depart from this guideline when, in its judgment, the project is of a level of merit and public purpose to justify the departure; and in the case of such a departure, the City Council must state its reasons therefore in the resolution awarding the sale of bonds.

Refundings

The City Council will normally approve the refunding of a tax-exempt issue but only upon a showing by the applicant of (i) substantial debt service savings, (ii) the removal of bond covenants significantly impairing the financial feasibility of the project, or (iii) both (i) and (ii). In the case of refunding of bonds, a one-time administrative fee of .025% of the bond issue amount and the non-refundable administrative application fee of $2,500 must be paid together with reimbursing the City all out of pocket costs. If the original financing was not completed with the City of Mankato, a fee of 0.50% of the bond issue amount shall be charged for the refunding. Such fees must be paid in full prior to closing the refunding bonds.

Subsequent Proceedings

Where changes to the underlying documents or credit facilities of outstanding bond issues are to be made and require Council action (including changes that are a "deemed reissuance" under Internal Revenue Service regulation), no administrative fee is charged but a non-refundable fee of $2,500 must be deposited with the City to cover administrative costs. Additional costs incurred by the City will be paid by the applicant. No formal application form is required.

Issue by another Political Subdivision

The City may consider requests for tax-exempt financing of projects in the City by other political subdivisions in cases where the project is done in conjunction with other communities, the financing needed for the [City Name] portion is small as compared to the total multi-jurisdictional project and where the development provides community services to the vicinity including [City Name]. In these cases, the non-refundable application fee of $2,500 must be paid and all procedures through the approval of the preliminary resolution followed.

City Contact

Initial contacts about tax exempt financing are made by contacting:

City of Mankato
City Manager
10 Civic Center Plaza
Mankato, MN 56001
507-387-8600

Deadlines

The City Council conducts all tax-exempt financing matters at regularly scheduled City Council meetings. Documents for City Council consideration must be at the City office no later than 10 calendar days prior to the next City Council meeting at which the matter is to be considered. In the case of a publicly offered bond issue, the documents, when submitted, may specify a maximum price and maximum effective interest rate if prices and rates have not yet been established.

DEBT MANAGEMENT

Overview

The debt management policy defines the role of debt in the City's total financial strategy to avoid using debt in a manner that weakens the City's overall financial condition, establishes limits on the amount of City debt which will allow for manageable debt service costs and maintains the best possible credit rating.

Policy

The City has established the following guidelines for the borrowing of funds:

- The City will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 5 years and cannot be financed from current revenues.
- The City will strive to keep the total maturity length of general obligation bonds below 20 years. In all cases, the maturity shall be shorter than the life of the related assets.
- The City may issue debt under the City Charter. Charter bonds may be issued in an amount equal to ¼ of 1% of the assessed valuation of the City in any calendar year without approval of voters in a referendum election (Section 6.15 of City Code).
- The Administrative Services Department-Finance may recommend the issuance of tax increment bonds. If the City has entered into a tax increment financing (TIP) plan with a developer that identified TIP bonds as a financing source, then a determination is made to either issue the bonds or internally finance the project.
- The Administrative Services Department-Finance may recommend the issuance of revenue general obligation bonds in the City intends to pledge the revenue of a particular fund.
- The City, when possible, will use special assessment revenue (including G.O. backed revenue) or other self-supporting bonds instead of general obligation bonds.
- The City will strive to keep the direct debt per capita and direct debt as a percent of estimated market value at or below the median set out by the credit rating agencies.
- Total general obligation debt will not exceed the statutory limit of three percent of the estimated Full Market Value of taxable property in the City as required by Minnesota State Statute.
- The City will not use long-term debt for current operations.

- The City will maintain frequent and regular communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The City will comply with Securities Exchange Commission (SEC) reporting requirements.

- The City will comply with IRS regulations concerning use of, and reinvestment of, bond proceeds. The City will monitor potential arbitrage earnings. If arbitrage earnings are believed to be above amounts provided by IRS regulations, the City will set aside funds to pay the appropriate amount as required.

- Refinancing or bond refunding will only be undertaken when there is significant economic advantage to the City, and when it does not conflict with other fiscal or credit policies.

- Interfund borrowing shall have a reasonable repayment schedule and be approved by Council resolution. Refer to the policies set for in the Interfund Loan Policy.

- The maintenance of the best possible credit rating shall be a major factor in all financial decisions. For the purposes of issuing debt, bond rating categories shall be used as a means of assessing the City's financial condition.

ELECTRONIC PAYMENTS

Overview

Electronic payments are financial transactions that are often initiated using computer terminals, online banking automated phone systems or other methods of electronic funds transfer in effort to reduce cost and improve security and efficiency. Use of the electronic payments will:

- Eliminate the storage, handling, and processing of paper checks.

- Reduce the time spent on reconciliation.

- Eliminate the occurrence of lost or stolen checks and the cost of check reissuance.

- Reduce security risks, including reducing the visibility of information used in check payment fraud.

- Improve the tracking of payments through enterprise resource planning (ERP) systems and integration with banking technologies.

Definitions

Automated clearing house (ACH) - movement of funds in a batch process, which is best for high volume, low dollar transactions such as payroll, expense reimbursement, and routine vendor payments, as the cost per transaction is low relative to other forms of electronic payment.

Wire transfer - immediate movement of funds between bank accounts with guaranteed settlement, which is most suitable for high dollar transactions because the cost per transaction is high relative to other forms of electronic payment.

Purchasing (procurement or PCard) cards - a credit card transaction designed to reduce the volume of local "house" accounts, purchase orders issued or to eliminate petty cash. Purchasing cards are used at the point of sale, which is convenient for the customer, and payments are made in aggregate. Vendors that accept the payment will pay a processing fee. There is usually no cost to the government, and the issuing bank usually provides a rebate based on transaction volume.

Electronic accounts payable - a credit card transaction, often without physical cards, that allows governments to pay invoices electronically. These transactions are similar to purchasing cards but occur after the point of sale and thus do not provide the processing benefits of purchasing cards. As with purchasing cards, the vendor pays a processing fee, and the government usually receives a rebate.

Policy

The City will ensure the use of electronic fund transfers and receipts are initiated, executed and approved in a secure manner. Payments issued by accounts payable are made by Automated Clearing House by means of Electronic Funds Transfers (EFT).

All EFT payments will be coordinated and submitted through the Administrative Services Department-Finance. The Controller will approve all new, and changes to, electronic funds transfer requests, ensuring the payment via wire is necessary, all required documentation is provided and appropriately approved, and the request and banking account information is accurate and valid.

EXPENSE REIMBURSEMENT & TRAVEL

Overview

This policy establishes guidelines and procedures for the payment and reimbursement of travel and other expenses incurred by employees and officials in the conduct of approved City business. This policy applies to all employees and City Officials. All travel time for non-exempt employees will be paid in accordance with State and Federal regulations or collective bargaining agreements.

Authorization

Acceptable forms of travel include, but are not limited to, meetings, workshops, continuing education, conferences, training/professional development, and license/certification maintenance for existing employees.

Employees must fill out a Travel Request Form prior to City related travel and submit to their designated approving authority for approval as indicated below. All out-of-state travel will be approved by the City Council. All requests forms will be retained in accordance with the approved data retention policy within Tyler content management (TCM).

Designated Approving Authority

- Department Heads: Approving authorities for all employees assigned to their departments.
- City Manager: The approving authority for all Department Heads.

Reimbursement Guidelines

All travel purchases should be made with a City issued purchasing card, if available. All reimbursable travel expenses must be itemized on a Travel Expenses Report and submitted to the employee's designated approving authority for approval within thirty (30) working days of returning from travel. Receipts must be provided for all expense reimbursements, except mileage, and can be provided as the original receipt, photocopies or in electronic format.

Reimbursable Expenses

Lodging

The City will pay for the cost of a single room or the next larger size if a single room is not available. Lodging should be chosen based on convenience and proximity to the reason for travel. Lodging should be comparable to other facilities in the area. All receipts need to be itemized.

Registration Fees

To be reimbursed, a completed registration form and website link to conference brochure showing schedule of sessions offered and meals provided must be submitted. Fees must be itemized on a Travel Expenses Report.

Transportation

Should be selected based on minimum expense to the City and convenience to the employee.

The City will reimburse the actual cost of a coach class airline ticket and one bag (if not included in the price of the ticket). Any credits toward free or reduced-rate airline tickets or other benefits received by an employee because of air travel paid for with City funds, shall, if possible, be transferred to the City or used by the employee for subsequent City travel. All such credits and other benefits must be reported to the City Controller within 90 days after they are earned or received.

The City will pay for the cost-effective type/size of rental car (i.e., compact). Other ground transportation such as buses or taxis will be reimbursed provided it is the most cost effective and efficient mode of ground transportation.

Employees shall use a City vehicle for all travel within the State of Minnesota except when authorized or instructed to use their own vehicle. An employee electing to use their personal vehicle when a City vehicle is available does so at their own risk and may not be reimbursed. The City shall not be responsible for any damage to the employee's vehicle or any other vehicle if the employee elects to use their own vehicle when City vehicle is available. This provision does not apply to those employees who receive a car allowance

Mileage will be reimbursed at the current standard mileage rate for each mile driven on City business, while using a non-city furnished vehicle. Reimbursement will not be made when a City vehicle is available. Toll charges shall be reimbursed.

Meals & Incidental Expenses

Reimbursement will be provided for meals and incidentals as a result of business travel, and which are not included in a registration fee.

Reimbursement will be based on the Meal & Incidental Expense (M&IE) table established by the General Services Administration (https://www.gsa.gov/travel/plan-book/per-diem-rates) and based on the location at which the expense occurred. The City will not reimburse for the cost of alcoholic beverages.

Incidental Expenses

Incidental expenses are included in the meals and incidental expense rate and are not reimbursed separately. An incidental expense is defined as tips given to porters, baggage carriers, hotel staff, and staff of ships.

Meals for Others

Meals for others may be reimbursed by the City with prior authorization. An employee, acting as a representative of the City, may occasionally be in the position of paying for a meal for other persons who have official business with the City.

Miscellaneous Expenses

Miscellaneous expenses may include parking meters and lot costs, or gas and other City vehicle related items.

Non-reimbursable Expenses

Non-reimbursable expenses o\include alcoholic beverages, movies in hotel room, hotel fees for items such as health club and dry-cleaning services.

International Travel

All international travel must be approved by the City Council.

Exceptions

Any deviation from this policy must be approved by the City Manager.

Mayor and Council Members

Per Sec. 2.04, effective January 1, 2009, the Mayor and Council Members are eligible to receive a per diem payment of one hundred fifty dollars ($150.00) per day up to four (4) days per calendar year. This compensation is expected to reimburse council members for full weekdays when they are absent from their primary employment to attend out-of-town Council retreats, training, or legislative events on behalf of the City.

INTERFUND LOANS

Overview

The interfund loan policy provides the parameters by which the City may alleviate cash flow shortages in the various City funds with temporary loans from other funds. Interfund loans are intended to be a temporary internal financing mechanism which may be used to alleviate the need for debt issuance on a project that requires only short-term financing and/or to provide temporary internal financing on a project for which permanent financing will take place at a later date.

Policy

It is the policy of the City Council that interfund loans between the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds or the Enterprise Funds may be used to alleviate a temporary cash deficiency. The loan shall be accounted for as a temporary borrowing between funds or accounts and shall not be available for appropriation or be considered revenue to the borrowing fund or account. Amounts transferred shall be repaid within 180 calendar days or as approved by Council resolution. Borrowing shall occur only when the fund or account receiving the money will earn sufficient revenue during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum money held in any fund or account during a current fiscal year may be loaned or transferred.

Such loans shall not be used to balance the budget of the borrowing fund, nor shall they deter any function or project for which the loaning fund was established.

The City Council must adopt a resolution before any interfund loan transaction takes place. The resolution shall contain the exact amount of the loan, the funds involved, the purpose of the loan, the specific source of funds for repayment, the schedule for repayment and any interest rate involved.

INVESTMENTS

Overview

It is the policy of the City of Mankato to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow requirements of the City and conforming to all state and local statutes governing the investment of public funds. The purpose of this Policy is to develop an overall program for cash investments, designed and managed with a high degree of professionalism, worthy of the public trust; to establish that appointed officials and employees are custodians of a portfolio which shall be subject to public review; to establish cash investment objectives, delegation of authority, standards of prudence, internal controls, authorized investments, selection process for investments, and broker representations.

Scope

This Policy applies to the investment and deposit of all funds of the City of Mankato.

Except for cash in certain restricted and special funds, the City of Mankato will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

Objectives

At all times, investments of the City of Mankato shall be in accordance with Minnesota Statutes Chapter 118A and amendments thereto. The primary objectives of the City of Mankato's investment activities shall be in the following order of priority:

Safety

Safety of principal is the foremost objective of the investment portfolio. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk, interest rate risk, and custodial risk.

Credit Risk: Credit Risk is the risk of loss due to failure of the security issuer or backer. Thus, designated depositories shall have insurance through the FDIC (Federal Insurance) or the SIPC (Securities Investor Protection Corporation). To ensure safety, it is the policy of the City of Mankato that when considering an investment, all depositories under consideration be cross- checked against existing investments to make certain that funds in excess of insurance limits are not made in the same institution unless collateralized as outlined below. Furthermore, the City of Mankato will approve all financial institutions, brokers, and advisers with which the City of Mankato will do business. If the City of Mankato chooses to engage an investment advisor, that investment advisor may choose to utilize any broker-dealer that it deems prudent. Qualified investment advisors assisting the City in the management of its overall portfolio may purchase and sell investment securities in accordance with this policy and may utilize their own approved list of broker-dealers and security issuers; however, the list shall fully comply with the criteria maintained in this policy.

Interest Rate Risk: Interest Rate Risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates. The City of Mankato will minimize Interest Rate Risk by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations.

Custodial Risk: The City will minimize deposit Custodial Risk, which is the risk of loss due to failure of the depository bank (or credit union), by obtaining collateral or bond for all uninsured amounts on deposit, and by obtaining necessary documentation to show compliance with state law and a perfected security interest under federal law.

Liquidity

The investment portfolio shall remain sufficiently liquid to meet projected disbursement requirements. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Generally, investments shall have "laddered" maturities so that money becomes available on a regular schedule. Liquid funds will allow the City to meet possible cash emergencies without being penalized on investments.

Yield

The investment portfolio shall be designed to manage the funds to maximize returns consistent with items A and B above and within the requirements set forth in this Policy. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal
- A security swap would improve the quality.
- Liquidity needs of the portfolio require that the security be sold.

Delegation of Authority

Responsibility for the investment program is hereby delegated from the City of Mankato to the Administrative Services Director and/or the Controller. Authority to conduct actual investment transactions may be delegated to the Administrative Services Director, and/or the Controller, who shall act in accordance with procedures as established with this investment policy. The authorized individuals, when acting in accordance with this Policy and exercising due diligence, shall not be held responsible for losses, provided that the losses are reported immediately, and that appropriate action is taken to control further losses.

Investment Advisors

The City of Mankato may utilize SEC registered investment advisory/management firms (External Investment Managers) to invest segments of the portfolio. The External Investment Managers will operate within the constraints of this Investment Policy and an executed Investment Advisory Agreement. The External Investment Managers shall have discretion over the assigned segment of the portfolio. All External Investment Managers shall purchase and sell investment securities in accordance with Minnesota Statute 118A, this Investment Policy and the Investment Advisory Agreement. External Investment Managers must be registered under the Investment Advisers Act of 1940 and be licensed and registered to do business in Minnesota and registered as an investment advisor through IARD (Investment Advisor Registration Depository) in Minnesota.

Prudence

The standard of prudence to be used by investment officials shall be the "prudent investor" and shall be applied in the context of managing the investments. All investment transactions shall be made in good faith with the degree of judgment and care, under the circumstances, that a person of prudence, discretion and intelligence would exercise in the management of their own affairs. This standard of prudence shall mean not for speculation, and with consideration of the probable safety of the capital as well as the probable investment return derived from assets.

Internal Controls

Internal controls are designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. Before the City of Mankato invests any surplus funds, competitive quotations shall be obtained. Written quotations from local financial institutions shall be obtained via fax, email or other form of written documentation, with all of them receiving the exact same rate request. Verbal quotations shall be received from all other brokers, along with a subsequent confirmation. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations will be requested for instruments that meet the maturity requirement. If no specific maturity is required, a yield analysis will be conducted to determine which maturities would be most advantageous. Quotations will be requested from financial institutions for various options with regard to term and investment type. The City of Mankato will accept the quotation, which provides the highest rate of return within the maturity required and within the limits of this Policy.

The Administrative Services Director and/or the Controller will report periodically to the City Council on the total of all funds invested and the total interest received on all securities year to date.

Authorized Investments and Collateralization

All City of Mankato investments and deposits shall be those allowable by Minnesota Statutes Chapter 118A and amendments thereto. In accordance with Minnesota Statutes 118A, collateralization will be required on all demand deposit accounts, including checking, savings, and money market accounts, and non-negotiable certificates of deposit in excess of federal deposit insurance.

State law defines the types of securities that a financial institution may pledge as collateral for public deposits. These securities include:

- United States Treasury Issues
- Issues of US Government Agencies and Instrumentalities
- Obligations of State and Local Governments
- Time Deposits (Certificates of Deposits fully insured by the federal deposit insurance company or federal agency).

Since the amount a public entity has on deposit will vary from time to time, the financial institution needs sufficient amounts of pledged collateral to cover 110% of the uninsured amount on deposit during peak deposit times.

State law permits investment in the following types of securities:

- Federal Securities - Treasury bills, notes and bonds, as well as bonds and notes issued by or guaranteed by U.S. Government Agencies such as the Small Business Administration or GNMA, or by U.S. Government instrumentalities such as FNMA, Federal Home Loan Bank, or Federal Farm Credit Bank or FHLMC (Freddie Mac)
- State and Local Securities - Bonds and other debt instruments issued by cities, counties, states or other governmental units subject to rating requirements as defined under Minnesota Statutes 118A.
- Commercial Paper-Rated short-term debt issued by U.S. corporations or their Canadian subsidiaries
- Guaranteed Investment Contracts
- Certificates of Deposit-Issued by U.S. Banks fully insured by FDIC
- Bankers' Acceptances-Issued by U.S. Banks
- Money Market Mutual Funds- Subject to certain ratings
- Government Investment Pools, including the 4M Funds, the Liquid Asset Fund, MAGIC Fund, and MN Trust

The following diversification parameters have been established and will be reviewed periodically by the Administrative Services Director and/or Controller for all funds:

Sector	Sector Maximum	Per Issuer Maximum	MinimumRatings Requirement
U.S. Treasuries	100%	100%	N/A
Federal Agencies	75%	40%	N/A
Federal Agency Mortgage-Backed Securities (MBS)	50%	5%	N/A
Municipal Bonds	50%	5%	General obligation bonds must be rated "A" or better by a NRSRO; revenue obligation bonds must be rated "AA" or better by a NRSRO
Commercial Paper	50%	5%	Rated in the highest quality category by at least two NRSRO's
Certificates of Deposit	50%	5%	None, if fully collateralized
Bankers' Acceptances	50%	5%	Highest short-term rating by two NRSROs
Money Market Mutual Funds	100%	100%	Highest fund quality and volatility rating categories by all NRSROs, if rated
Local Government Investment Pools	100%	100%	Highest fund quality and volatility rating categories by all NRSROs, if rated

Additional Portfolio Guidelines:

- Bonds must be rated by at least by one Nationally Recognized Securities Rating Organization ("NRSRO"). If the downgrade of a single bond forces the holding below the lowest rating allowed for that security, the advisor will notify City of Mankato within a reasonable timeframe, the holding will be discussed, and a decision made based on valuation by the Advisor whether to hold or sell the bond with consent of the City of Mankato.

- Individual holdings of obligors other than those backed by the U.S. Government, its agencies, or its instrumentalities are limited to 3% of the total market value of the portfolio at the time of purchase.

- Investment managers shall purchase or sell securities through firm(s) offering the best price and execution, unless otherwise directed by the Client.

- All fixed income investments will be U.S. dollar denominated.

- The percentage of the overall portfolio to be invested in certificates of deposit, commercial paper, bankers' acceptances, or municipal bonds shall be limited to a maximum of 50% for each security type.

- Investments made by the City must mature within five (5) years from the date of settlement unless the investments are matched to a specific obligation or debt of the City. This maximum maturity requirement applies to all individual investments except for federal agency mortgage-backed securities and for federal agency collateralized mortgage obligations. Federal agency mortgage-backed securities and federal agency collateralized mortgage obligations will be limited to a weighted average life (WAL) of five years.

- Any percentage limits, maturity length, rating requirements, or other investment parameters will be calculated and/or evaluated based on the original cost of each investment at the time of purchase, based on the settlement date, of the security in determining compliance with these investment guidelines.

An investment purchased by a public entity can only be held in safekeeping with:

- a Federal Reserve Bank,

- a United States bank with corporate trust powers,

- a primary reporting dealer to the Federal Reserve Bank of New York (primary reporting dealers), or

- a broker dealer having its principal executive office in Minnesota

Diversification

The City of Mankato will attempt to diversify its investments according to type and maturity. The portfolio, as much as possible, will contain both short-term and long-term investments.

The City of Mankato will attempt to match its investments with anticipated cash flow requirements. Extended maturities may be utilized to take advantage of higher yields.

Investment Monitoring

Investment Advisors will provide monthly reporting on the status of the current investment portfolio and individual transaction executed over the last month. The report will include the following:

- Listing of individual securities held at the end of the reporting period

- Realized and unrealized gains or losses resulting from appreciation or deprecation by listing the cost and market value of securities one-year duration that are not intended to be held until maturity

- Average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks.

- Listing of investments by maturity date

- Percentage of the total portfolio which each type of investment represents

- The market value of the portfolio shall be calculated and issued monthly

Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. Benchmarks shall be established against which portfolio performance shall be compared on a regular basis. The benchmarks shall be reflective of the actual securities being purchased and risks undertaken and the benchmark shall have a similar weighted average maturity as the portfolio.

- Stated Benchmark/or Fixed Income Portfolio: Barclays Capital 0-3 Government Index (75%)/ Bank of America/Merrill Lynch 3-month T-Bill (25%)

- Stated Benchmark/or Short-Term Cash Portfolio: Barclays 3 Month T-Bill

Marking to Market

The market value of the portfolio shall be calculated and updated in the financial reporting for the City of Mankato at least quarterly.

Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Officers and employees with authority to make, recommend, or vote on major decisions regarding the expenditure or investment of public funds must disclose certain information, as required under Minn. Stat. §10A.07, if they will be involved in decisions or take actions that substantially affect their financial interests or those of a business with which they are associated.

Broker Representations

Municipalities must obtain from their brokers certain representations regarding future investments. Pursuant to Minnesota Statutes 118A, the City shall provide each broker with the City's investment policy, and the securities broker shall submit a certification annually to the City stating that the officer has reviewed the investment policies and objectives, as well as applicable state law, and agrees to disclose potential conflicts of interest or risk to public funds that might arise out of business transactions between the firm and the City. All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City's funds.

This policy shall be reviewed on an annual basis. Any changes must be approved by the City Council.

Financial Reporting

Finance staff is charged with the responsibility of preparing a periodic investment report, including a management summary that provides an analysis of the status of the current investment portfolio and the individual transactions executed over the last period in the City's Financial Reports. Reports will include listing of individual securities held at the end of the reporting period, name of broker agent, listing of investments by maturity date, yield, percentage of the total portfolio which each type of investment represents, gains or losses mark to market of all securities and other information as requested by the City.

INVENTORY ASSETS

Inventory assets include tangible items that are held for resale or are used/consumed in offering services. A few examples of inventory the City has are fuel, water meters, and parts/equipment. The following steps should be taken to ensure proper controls and financial reporting of inventory:

- Safeguard. All inventory assets should be safeguarded at all times using locks or kept in a secured building. Access to those buildings should be limited to employees who work there and if possible, further secured in a locked room or locked shelving/cabinets.

- Organize. Inventory should be stored in an organized manner, sorted with the same items grouped together.

- Verify new shipments. When a new shipment of inventory is received, the quantity of the items received should be verified against the quantity invoiced. Any variances should be addressed with the vendor.

- Accurate records. There should be accurate records of quantities on hand at all times. Inventory should be tracked with an inventory system or other recordkeeping. Finance will reconcile the reports to the financial records.

- Physical Inventory Count. A physical inventory count should be taken at least once a year at the end of December. Employees who do not have access to the inventory system/recordkeeping should be assigned to take the inventory. Discrepancies between the physical count and inventory reports should be researched. The year-end physical inventory should be submitted to Finance for review and to enter any adjustments, if necessary.

- Communicate. Any new inventory held by a department needs to be communicated to Finance to ensure proper financial reporting.

PETTY CASH

Petty cash is maintained by two separate locations: Civic Center and Parking.

Employee Reimbursements

Employees may request reimbursement for expenses less than $25 from the Administrative Services Department-Finance. In order to receive reimbursement, the employee must present a receipt that has been signed by their supervisor. Any amounts over $25 must be processed through Accounts Payable. Loans and employee check cashing are not allowed.

Cash Drawers

Departments utilizing cash drawers are responsible for:

- Safeguarding the cash.
- Knowing employee reimbursements are not allowed from departmental cash drawers.
- Knowing which expenditures are allowable prior to authorizing disbursement of funds.
- Keeping accurate daily records and supporting documentation of the fund.
- Reconciling the activity to the dollar amount of the fund
- Submitting a monthly reconciliation to Finance. Finance performs a physical audit of the petty cash quarterly (at a minimum)

Replenishment of the petty cash amount is done when necessary. Petty cash disbursements are processed through Accounts Payable. The amount of the replenishment is equal to the amount that has been disbursed since the last replenishment.

POST-ISSUANCE COMPLIANCE

Overview

These procedures are adopted by the Issuer to ensure that interest on tax-exempt bonds of the Issuer (the "Bonds") remains excludable from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code").

These written procedures are intended to formally memorialize certain policies and practices of the Issuer previously adopted or followed by the Issuer in connection with its issuance of Bonds. The Issuer reserves the right to use its discretion as necessary and appropriate to make exceptions to these procedures as facts and circumstances warrant.

Expenditure/Use of Bond Proceeds

Expenditure of Bond proceeds will be regularly reviewed by the City Manager for consistency with the Bond documents, including any Bond Resolution and the Issuer's Tax Certificate.

The Issuer has separately established procedures for preparation and review of requests for Bond proceeds as part of its accounting system.

Requests must identify the Bond-financed property in conformity with the Issuer's Tax Certificate executed at closing of the Bonds, including the character of the Bond-financed property. Such information is contained as part of the Issuer's accounting system coding.

None of the proceeds of the Bonds will be used to reimburse the Issuer for costs paid prior to the date of issuance of the Bonds unless the Issuer shall have fully complied with Section 1.150-2 of the Treasury Regulations with respect to such reimbursed amounts, which section is summarized in Exhibit A.

Staff costs may be financed with Bond proceeds only to the extent they are properly capitalized as a cost of a capital project under generally accepted accounting principles and federal tax law.

Requests for expenditures will be summarized in a "final allocation" of Bond proceeds to uses not later than 18 months after the in-service date of the Bond-financed property (and in any event not later than 5 years and 60 days after the issuance of the Bonds and not later than 60 days after earlier retirement of the issue) in a manner consistent with the Code and Treasury Regulations and the applicable Tax Certificate.

Expenditure of proceeds of the Bonds will be measured against the Issuer's Tax Certificate expectation to spend or commit 5% of net sale proceeds within 6 months, to spend 85% of net sale proceeds within 3 years, and to proceed with due diligence to complete the capital project and fully spend the net sale and investment proceeds. If exceptions under the Code are not met, calculations of rebate liability will be performed or caused to be performed by as provided herein.

If there are any Bond proceeds remaining other than in a reserve or debt service fund established pursuant to the Bond Resolution after completion of the projects, such proceeds shall be applied in a manner consistent with the applicable Bond Resolution and Tax Certificate or pursuant to advice from Bond Counsel.

If Bond proceeds are to be used to make a grant to an unrelated party, a grant agreement will be reviewed prior to execution for compliance with the Code. Such agreement will be approved by the City Manager, with advice or consent of Bond Counsel, as necessary. The repayment of any portion of a grant by the grantee shall be treated as unspent Bond proceeds.

If Bond proceeds are to be loaned to a conduit borrower, such conduit borrower will be required to agree to all terms of the Tax Certificate and provide evidence of post-issuance tax compliance procedures deemed adequate and consistent with those set forth herein; and all such obligations for post-issuance tax compliance shall be assumed by such conduit borrower. The City Manager shall be the primary contact for all conduit borrowers and related compliance matters.

Use of Bond Financed Property

Use of Bond-financed property when completed and placed in service will be reviewed by the City Manager. Appropriate city facility managers, including staff responsible for asset management, shall be trained regarding restrictions on the use of Bond proceeds and facilities financed thereby and instructed to consult with the City Manager regarding any third-party contract concerning use of the facilities, including without limitation leases, use, management or service contracts, and research contracts.

Upon issuance of Bonds, there shall be no expectation that the Bond-financed property will be sold or otherwise disposed of by the Issuer during the term of the Bonds, except for replacement due to normal wear and tear or obsolescence.

Agreements with third parties for lease, use, management, or any other service agreement or research contract with respect to, or non-governmental use in respect of, Bond-financed property will be reviewed prior to execution for compliance with the Code. Such agreement will be approved by the City Manager, who will be responsible for determining whether the proposed agreement (1) results in private business use of the facilities, and (2) if applicable, meets the compensation, term and other requirements under Revenue Procedures 97-13 (included as Exhibit B) and 2007-47; all upon advice of Bond Counsel, as necessary.

No item of Bond-financed property will be sold or transferred by the Issuer without approval of the City Manager, who shall seek advice of Bond Counsel as necessary, to provide guidance as to "remedial action" that may be required under the applicable Treasury Regulations if Bonds financing such property remain outstanding as of the date of sale or transfer of such property. Remedial action is summarized in Exhibit C hereto.

The Issuer acknowledges that any sale, transfer, change in use, or change in users of the Bond financed property may require remedial action, as previously described, or resolution pursuant to the IRS Voluntary Closing Agreement Program (or "VCAP") to assist in resolving violations of the federal tax laws applicable to the Bonds.

Investments

Investment of Bond proceeds in compliance with the arbitrage and rebate requirements of the Code and applicable Treasury Regulations will be managed and supervised by City Finance Staff.

Guaranteed investment contracts ("GICs") will be purchased according to the fair market value provisions of applicable Treasury Regulations, including bid requirements and fee limitations.

Calculations of rebate liability will be performed annually, or as needed, by the City Controller or by outside consultants as delegated by the City.

Upon final expenditure of the gross proceeds of Bonds, and in any event promptly following the fifth anniversary of the date of issuance of the Bonds or earlier retirement of the Bonds, the City Manager will consult a qualified professional to prepare a spending exception report or an arbitrage rebate computation (as applicable) for the issue of Bonds.

Rebate payments, as required based upon the advice of a qualified professional, will be made with Form 8038-T no later than 60 days after (a) each fifth anniversary of the date of issuance of the Bonds and (b) the final retirement of the Bond issue.

Record Management and Retention

Management and retention of records related to Bond issues will be maintained by the City Manager.

Bonds records - will be retained for not less than the life of the Bonds, plus any refunding bonds, plus three years. Such records may be in the form of documents or electronic copies of documents, appropriately indexed to specific Bond issues and compliance functions.

Bond issuance records - shall include a transcript of documents executed in connection with the issuance of the Bonds and any amendments; and copies of rebate calculations and records of payments, including Forms 8038-T.

Bond proceed expenditures records - include requisitions; trustee statements, if applicable; and final allocation of proceeds.

Use of Bond-financed property records - include all third-party contracts concerning use of the facilities, including (without limitation) leases, use, management or service contracts, and research contracts.

Investments records - include GIC documents under the Treasury Regulations, records of purchase and sale of other investments, and records of investment activity sufficient to permit calculation of arbitrage rebate or demonstration that no rebate is due.

Overall Responsibility

Overall administration and coordination of this policy and the procedures set forth herein are the responsibility of the City Manager. Review of compliance with this policy and the procedures set forth herein shall be undertaken periodically, and in any event, not less than annually.

The Issuer understands that failure to comply with these policies and procedures could result in the retroactive loss of the exclusion of interest on Bonds from federal gross and Minnesota taxable net income; and, thus, it would be advisable to consult with Bond Counsel in advance regarding deviations from the facts and expectations as set forth in the closing certifications relating to any issue of Bonds.

Any violations or potential violations of federal tax requirements shall promptly be reported to the City Manager, and the City Manager will engage qualified consultants and bond counsel to further investigate potential violations or undertake appropriate remedial actions, which actions shall be approved by the governing body of the Issuer.

Exhibit A: Reimbursement Bond Summary

Following is a general summary of the requirements relating to bonds that are issued to reimburse expenditures that were paid prior to the date of issuance of bonds ("Reimbursement Bonds").

Reimbursement Bond proceeds cannot be used to reimburse expenditures paid more than 60 days prior to the adoption of the declaration of official intent/reimbursement resolution, which must contain:

- a general functional description of the property to which the reimbursement relates or an identification of the fund or account from which the expenditure is to be paid and a general functional description of the purposes of such fund or account; and

- the maximum principal amount of debt to be issued.

Reimbursement Bonds must be issued not later than 18 months after the later of (i) the date on which the original expenditure is paid, or (ii) the date on which the property is placed in service, but in any case, not more than three years after the date on which the original expenditure is paid. If possible, actual reimbursement should be made within 30 days of the date of issuance of the Reimbursement Bonds.

Note that there are exceptions for "de Minimis" amounts (not in excess of the lesser of $100,000 or 5% of proceeds of the issue) and for "preliminary expenditures" (such as architectural, engineering, surveying, soil testing and similar costs and costs of issuance), so long as such preliminary expenditures do not exceed 20% of the aggregate issue price.

Exhibit B: Summary of Revenue Procedure 97-13

Background

A management, service, or incentive payment contract with a private service provider with respect to tax exempt bond-financed property may result in private business use of that property, based on all facts and circumstances. None of the compensation may be based on a share of net profits.

Revenue Procedure 97-13 establishes conditions under which a management contract generally does not result in private business use. Issuers and bond counsel typically attempt to satisfy, or substantially satisfy, one of these "safe harbors" because of uncertainty as to the treatment of nonconforming contracts. Below is a brief summary of the provisions of Rev. Proc. 93-17, as modified by Rev. Proc. 2001-39.

Rev. Proc. 93-17 establishes conditions based on (1) the compensation arrangements and the term of the agreement, and (2) whether the service provider has any role or relationship with the "qualified user"[1] that substantially limits the qualified user's ability to exercise its rights under the contract.

General Rules

In all events, the contract must provide for reasonable compensation for services rendered, with no compensation based, in whole or in part, on a share of net profits from the operation of the facility. Reimbursement of the service provider for actual and direct expenses paid by the service provider to unrelated parties is not by itself treated as compensation. The compensation, with the percentage determined by the term of the contract, subject to additional conditions, as described under "Compensation Safe Harbors" below, generally may be computed by:

- a periodic fixed fee, which is a stated dollar amount for a specified period of time[2];
- a percentage fee, which is a percentage of gross revenues (or adjusted gross revenues) of the facility or a percentage of expenses of the facility, but not both;
- a capitation fee, which is a fixed periodic amount for each person for whom the service provider or the qualified user assumes the responsibility to provide all needed services for a specified period so long as the quantity and type of services actually provided to covered persons varies substantially[3];
- a per-unit fee, which is a fee based on a unit of service specified in the contract or otherwise specifically determined by an independent third party or the qualified user[4]; or
- a productivity reward equal to a stated dollar amount based on increases or decreases in gross revenues (or adjusted gross revenues), or reductions in total expenses (but not both increases in gross revenues (or adjusted gross revenues) and reductions in total expenses) in any annual period during the term of the contract.

[1] A "qualified user" of the financed property is a state or local governmental unit (or instrumentality thereof) or a 501(c)(3) organization if the financed property is not used in an unrelated trade or business under section 513(a) of the Internal Revenue Code.

[2] A periodic fixed fee may include an automatic increase based on a specific, objective, external standard that is not linked to the output or efficiency of the facility in question.

[3] A capitation fee may include an automatic increase based on a specified, objective, external standard that is not linked to the output or efficiency of the facility. A capitation fee may also include a variable component of up to 20 percent of the total capitation fee designed to protect the service provider against risks such as catastrophic loss.

[4] A periodic fee may include an automatic increase based on a specified, objective, external standard that is not linked to the output or efficiency of the facility.

The service provider must not have any role or relationship with the qualified user that, in effect, substantially limits the qualified user's ability to exercise its rights, including cancellation rights, under the contract based on all facts and circumstances. The relationship does not limit the qualified user's ability to exercise its rights if the following conditions are satisfied: (1) not more than 20 percent of the voting power of the governing body of the qualified user in the aggregate is vested in the service provider and its directors, officers, shareholders, and employees, (2) overlapping board members do not include the chief executive officers of the service provider or its governing body or the qualified user or its governing body, and (3) the qualified user and the service provider are not related parties.

Compensation Safe Harbors

A management contract generally will not result in private business use if the compensation arrangement meets the criteria in one of the following categories:

50% Periodic Fixed Fee Contracts

- At least 50 percent of the compensation for services for each annual period during the term of the contract is based on a periodic fixed fee;
- the term of the contract, including all renewal options[5] in favor of the service provider, does not exceed 5 years; and
- the contract is terminable by the qualified user of the facility on reasonable notice, without penalty or cause, at the end of the third year of the contract term.

80% Periodic Fixed Fee Contracts

- At least 80 percent of the compensation for services for each annual period during the term of the contract is based on a periodic fixed fee; and
- The term of the contract, including all renewal options in favor of the service provider, does not exceed the lesser of 80 percent of the reasonably expected useful life of the financed property and 10 years.

For purposes of this safe harbor (but not the 50% periodic fixed fee safe harbor), a one-time incentive award during the term of the contract under which compensation automatically increases by a single, stated dollar amount when a gross revenue or expense target (but not both) is reached may be considered part of a fixed fee arrangement.

95% Periodic Fixed Fee Contracts

- At least 95 percent of the compensation for services for each annual period during the term of the contract is based on a periodic fixed fee; and
- The term of the contract, including all renewal options in favor of the service provider, does not exceed the lesser of 80 percent of the reasonably expected useful life of the financed property and 15 years.

For purposes of this safe harbor (but not the 50% periodic fixed fee safe harbor), a one-time incentive award during the term of the contract under which compensation automatically increases by a single, stated dollar amount when a gross revenue or expense target (but not both) is reached may be considered part of a fixed fee arrangement.

[5]A provision under which a contract is automatically renewed absent cancellation by either party is not a renewal option (even if it is expected to be renewed).

Capitation Fee Contracts (with or without fixed fees)

- All of the compensation for services is based on a capitation fee or a combination of a capitation fee and a periodic fixed fee
- the term of the contract, including all renewal options in favor of the service provider, does not exceed 5 years; and
- The contract is terminable by the qualified user of the facility on reasonable notice, without penalty or cause, at the end of the third year of the contract term.

Per-unit Fee Contracts (with or without fixed fees)

- All of the compensation for services is based on a per-unit fee or a combination of a per-unit fee and a periodic fixed fee
- the term of the contract, including all renewal options in favor of the service provider, does not exceed 3 years; and
- The contract is terminable by the qualified user of the facility on reasonable notice, without penalty or cause, at the end of the second year of the contract term.

Percentage of Revenue or Expenses

- All the compensation for services is based on a percentage of fees charged or a combination of a per-unit fee and a percentage of revenue or expense fee;
- the term of the contract, including all renewal options in favor of the service provider, does not exceed 2 years; and
- The contract is terminable by the qualified user of the facility on reasonable notice, without penalty or cause, at the end of the first year of the contract term.

During the start-up period, however, compensation may be based on a percentage of either gross revenues, adjusted gross revenues, or expenses of a facility. The contract must be terminable by the qualified user on reasonable notice, without penalty or cause, at the end of the first year of the contract term. This safe harbor applies only to contracts under which the service provider primarily provides services to third parties and management contracts involving a facility during an initial start-up period for which there have been insufficient operations to establish a reasonable estimate of the amount of the annual gross revenues and expenses (for example, a contract for general management services for the first year of operations).

Revision of Compensation Arrangements

Please note that if the compensation arrangements of a management contract are materially revised, the compensation arrangements are "retested" as of the date of the material revision, and the management contract is treated as one that was newly entered into as of the date of the material revision.

Exhibit C: Remedial Provisions Applicable to Bonds

The Issuer acknowledges that any deliberate action by the Issuer after Bond issuance that results in a satisfaction of the private business tests or the private loan test will result in private activity bond status unless one or more qualifying remedial actions are taken by the Issuer. Specifically, Treasury Regulations provide that actions are not treated as deliberate actions if (A) five conditional requirements are met, and (B) one of three remedial actions is taken, with respect to the disposition proceeds and nonqualified bonds*:

*The portion of the outstanding bonds in an amount that, if the remaining bonds were issued on the date on which the deliberate action occurs, the remaining bonds would not satisfy the private business use test or the private loan financing test, as applicable. The amount of private business use is the highest percentage of business use in any one-year period, commencing with the deliberate action

Conditional Requirements

- *Reasonable Expectations* – The Issuer reasonably expected on the issue date that it would not meet the private business tests or the private loan test for the whole term of the bonds; and

- *Reasonable Bond Maturity* – The term of the issue must not be unreasonably long; this requirement is met if the weighted average maturity of the bond issue is not greater than 120% of the expected economic life of the property financed; and

- *Fair Market Value Consideration* – The terms of any agreement (relating to satisfaction of a private activity bond test) must be bona fide and at arm's-length, and the new user must pay a fair market value consideration for the use of the bond- financed property; and

- *Disposition Proceeds Are Gross Proceeds* – The Issuer must treat any disposition proceeds as gross proceeds subject to arbitrage/rebate restrictions; and

- *Proceeds Spent for Authorized Purpose* – Except as described with respect to redemption and defeasance options below, prior to deliberate actions, the affected proceeds must have been spent for the authorized purposes under the applicable bond documents.

<u>Remedial Actions</u> – Under Treasury Regulations, Sections 1.141-12(d), (e) and (f):

- *Redemption of Non-Qualified Bonds* – Under the general rule, all nonqualified bonds of the issue must be redeemed. Tax- exempt bond proceeds (i.e., refunding bond proceeds) cannot be used unless the tax-exempt bonds are qualified bonds, taking into account the purchaser's use of the facility. The bonds must be redeemed within 90 days of the date of the deliberate action or a defeasance escrow for the bonds must be established within such 90-day period. Special rules apply to transfers exclusively for cash and to defeasance escrows.
- *Alternative Use of Disposition Proceeds* – To meet this requirement, all disposition proceeds must be in cash, the issuer must reasonably expect to expend the proceeds within 2 years, the new use must not meet the private business tests or the private loan test (and the issuer cannot take any action subsequent to the date of the deliberate action to cause the tests to be met), and any unused proceeds must satisfy the redemption requirement in the preceding paragraph.

- *Alternative Use of Facility* – This remedial action is satisfied if the bond-financed property itself (as distinguished from the proceeds of the issue) is used in an alternative manner (e.g., for a different purpose or by a different person); the nonqualified bonds are treated as reissued on the date of the deliberate action and independently meet all of the requirements for tax exemption under Sections 141 through 150 of the Code, except the arbitrage and rebate rules of Section 148, for the remaining term of the nonqualified bonds; the deliberate action does not involve a transfer of the property to a purchaser that finances the acquisition with the proceeds of another issue of tax-exempt bonds; and any disposition proceeds, other than those arising from an agreement to provide services, resulting from the deliberate action are used to pay debt service on the bonds on the next available payment date or escrowed within 90 days of receipt and yield restricted to pay debt service on the next available payment date.

The above is only a brief summary of remedial actions, and additional special rules may be applicable. As provided in the Issuer's Compliance Procedures for Tax-Exempt Bonds, the City Manager shall seek advice of Bond Counsel as necessary to provide guidance as to "remedial action" that may be required under the applicable Treasury Regulations.

The Commissioner of the IRS may, by publication, provide for additional remedial actions. In addition, the IRS provides a program in which issuers/borrowers which cannot meet a listed remedial action can enter into a closing agreement with the IRS to avoid private activity bond status. The closing agreement program includes several conditions, including providing for the redemption of the bonds and paying the IRS an amount based on an assumption that the non-qualified bonds are taxable from the date of the subsequent act until they are redeemed.

PURCHASING

Overview

The City will procure goods and services required to meet the needs and fulfill the City's mission as economically feasible, in a manner that is efficient, unbiased, and complies with all federal, state, and local laws as well as all other City policies.

The budget allocates funds for the purchase of personnel, supplies, other services, and capital. Requests cannot be made for items outside the budget except under special circumstances. These special circumstances will have to be approved by the City Manager. The Purchasing Agent is the City Manager.

A City expenditure must meet the following standards to be legal:

- **Public Purpose** – There must be a public purpose for the expenditure.
- **Authority** – There must be specific or implied authority for the expenditure in statute or the City's charter.
- **Proper Procedure** – City processing guidelines must be followed including obtaining an appropriate receipt or invoice, meeting approval requirements, and timely processing of information.

General Purchasing Guidelines

- The majority of the City's purchases are decentralized, meaning each department negotiates with the vendor and processes the request for payments. Departments are responsible for ensuring policy compliance. Finance is responsible for processing requested purchase orders, processing payments, and monitoring policy compliance.
- The Administrative Services Department-Finance processes payments on a set schedule. Supporting documentation shall be provided with the invoice prior to payments being made. Cities are required by statute to pay invoices within 35 days unless there are pre-arranged payment terms or a dispute of the invoice.
- The purchaser and the person authorizing the purchase are responsible for ensuring that purchase prices are reasonable and accurate. The purchaser must confirm the prices charged by the vendor match the prices offered by the vendor when the original contract was signed.
- Invoices should be coded to the correct account codes based on the type of expenditure, not available funds in various line items of the budget. Failure to code properly skews actual expenses and provides inaccurate historical data for future budgeting.
- Before a city makes the final payment to a contractor under a contract requiring the employment of employees, it must make sure the contractor and any subcontractors have complied with withholding tax laws. For more information, please see the IC-134 section.
- At year end, invoices that are received early the next year which are for goods or services that were ordered and received in the previous year will be recorded against the previous year.

Purchase and Bidding Requirements

Value of Purchase or Contract	Type of quote required – construction, contracted services, goods & services contracts	Approval required by	Written bid specifications	Sealed bids required	Contract required:
Under $10,000	None	Department Head	Not required	No	No
$10,001 - $49,999	Two telephone quotes are preferred	City Manager	Not required	No	No
$50,000 - $174,999	Two written quotes required unless special circumstances are noted; consult cooperative purchasing programs	City Manager	As required based on type of purchase	No	Construction projects yes; commodities at discretion of City Manager
Greater than $175,000	City Clerk must advertise in City's legal newspaper	City Council	Required	Yes	Yes

[*] *Exceptions to the City Council approval requirement includes professional services (engineers, lawyers, architects, and accountants as well as other services requiring technical or professional training like refuse hauling and janitorial services) and insurance contracts (however, the City must seek requests for proposals for group insurance).*
[**] *Written quotes must be kept on file for at least one year.*
[***] *Contracts over $175,000 require a performance and payment bond*

Sealed Bidding Process

The originating department must ensure that the following steps are taken:

- Make sure that funds have been appropriated for this contract.
- Make proper publication in the official City newspaper(s).
- Distribute terms, conditions, and specifications, and answer any bidder questions.
- Open sealed bids at an appropriate time and place, and then tabulate.
- Award the contract to the lowest responsible bidder. *Minn. Stat. § 412.311, subd. 1.*
- In the event a low bidder is not recommended, fully document the reason(s). Consult the City Attorney.
- Prepare and present to the Council a request for approval of the award. The contract shall be signed by the Mayor. The signed resolution must be maintained for 10 years after the project completion. The department can retain these in the project file.

Advertisements for sealed bids must be published in the City's official newspaper at least ten days before the last date for submission of bids. The published notice must contain the following:

- A description of the project or purchase being sought.
- The availability and location of specifications.
- Bid requirements (such as sealed bids, or any accompanying bid security).
- Where the bids must be submitted.
- The deadline for submitting bids.
- The time and place of the bid opening.
- The City officers who will be present for the opening.
- A statement indicating that the City may delay the award until certain events occur.
- A statement indicating that the City reserves the right to reject all bids submitted.

Bid security in the amount of five percent (5%) of the bid shall be submitted to the City Clerk. The bid security guarantees that in the event the bidder's offer is accepted, the bidder will enter into a contract in accordance with the proposal. Bid security of the successful bidder will be returned upon execution of the contract documents. Bid securities of unsuccessful bidders will be returned within a reasonable time period (*Minnesota Statute §574.27*). Failure of the successful bidder to execute the contract and furnish applicable bonds within ten (10) days after receiving written notice of the award shall cause the bid security to be forfeited as liquidated damages to the City. The City Council at this time may award the contract to the next lower competent bidder unless the Council determines that public interest will be better served by accepting a higher bid, or the contract may be re-advertised.

The bids must be opened and tabulated at the time and place specified in the newspaper. Preferably this should be completed 10 working days in advance of the City Council meeting to allow for a thorough review and re-tabulation of the bids and to allow for reference checks as appropriate. If this timeframe is not attainable, the Department Director must be notified to ensure the bid process requirements can still be met.

A recommendation can then be made to the City Council, and the City Council will award or deny the contract.

Bids rejected by Council must be kept on file for 6 years and retained in the departmental project file.

Other Bidding Reminders:

- The City cannot avoid bidding requirements by splitting a contract into several contracts, each of which is below the minimum amount requiring bids.
    - For example, the City cannot purchase $200,000 of lumber in several transactions, each involving an expenditure of less than $175,000. However, if materials or work logically fall into two separate contracts because they involve separate transactions, as for the service of contractors specializing in different kinds of work, there is no reason why the City cannot negotiate the contracts individually without sealed bids if the bids do not exceed the $175,000 minimum.

- The proposals and specifications must allow for free and full competition. Specifications may not be written so as to exclude all but one type or kind of supplies or equipment.

- The City may not accept a bid that includes a number of items when the advertisement called for separate bids for each item.

- The City must re-bid when they make a material change in the specifications of the contract, even if the change would not affect the rank order of the bids received. With respect to contracts awarded on a unit price, after work has been commenced on the improvement undertaken, the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

- *Minnesota Statutes Chapter 429* (local improvement code) applies to all public improvement contracts (i.e., sewer, water and streets) being financed with special assessments.

- Cities are not required by statute to follow the competitive bidding process for the following types of contracts: professional services, insurance contracts, reverse auctions, purchases from other government agencies, real estate, cooperative purchasing allowed under Minn. Stat. §429.041 and public safety equipment.

- If the estimated cost of a local improvement project financed by special assessments exceeds $350,000 (twice the amount for mandatory competitive bidding), the publication must be made at least three weeks before the last date for submission of bids, in the City's official newspaper and either at least once in a newspaper published in a city of the first class or in a recognized industry trade journal.

Awarding Contracts

For contracts procured through sealed bids or multiple quotes, the City must award the contract to the lowest responsible bidder. The bidder who submits the lowest bid or quote in dollars is not necessarily the "lowest responsible bidder." Responsibility in bids means financial responsibility, but also integrity, skill, and the likelihood of the bidder doing faithful and satisfactory work. A contract must be awarded to the lowest responsible bidder unless the "Best Value" alternative set forth below is followed.

Rejecting Bids

The City has the right to reject any and all bids (requests for proposals, requests for bids, sealed bids). All data submitted in response to bid requests are private until bids are opened. If bids are rejected prior to the completion of the evaluation or selection process, all data, other than that made public at the bid opening, remain private until a re-solicitation of bids results in completion of the selection process. If the rejection occurs after the completion of the selection process, the data remains public. If a re-solicitation of bids does not occur within one year of the bid opening date, the remaining data becomes public.

“Best Value” Procurement Alternative

Minnesota Statute 471.345 allows the City to use a “Best Value” alternative instead of awarding the bid to the lowest responsible bidder. Best value procurement is a process based on competitive proposals that awards the contract to the vendor or contractor offering the best value, taking into account the specifications of the request for proposals, the price and specific performance criteria. Consulting with the City Attorney is advised if you wish to use the “Best Value” alternative.

State Contract Purchases

Cooperative purchasing contracts provide an opportunity for the City to purchase goods and services at reduced costs. The State of Minnesota periodically establishes specifications and publicly bid for various commodities and services. The City is empowered to make purchases under such cooperative purchasing arrangements and may purchase from this contract without otherwise rebidding or receiving quotations. It is still required to receive the appropriate approvals.

If the City is not utilizing the state's cooperative purchasing venture, the City may consider another national municipal association's purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations.

Guaranteed Energy Savings Agreements

State Statues authorize the City to enter into a guaranteed energy savings agreement with a qualified provider for the purpose of implementing comprehensive utility cost-saving measures to improve the energy efficiency of various municipal facilities within the City so long as the implementation costs will not exceed the amount to be saved in utility and maintenance costs over a twenty year period with said utility and maintenance cost savings guaranteed in writing by the qualified provider. The City shall follow all requirements as prescribed in Statute related to this authority to enter into Guaranteed Energy Savings Agreements.

IC – 134 - Withholding Certificates

No state agency or local unit of government can make final payment to a contractor until the Department of Revenue has certified that the contractor and any subcontractor have fulfilled the requirements of Minnesota withholding tax laws. The terms “contractor” and “subcontractor” are limited to those who supply labor, or a combination of labor and materials for specific construction, repairs, rehabilitation or improvements. The terms do not include dealers, merchants, suppliers or contractors who only supply materials. On-going maintenance services (such as mowing, road grading, or snowplowing) are excluded from this requirement. Contractors and subcontractors show compliance by submitting a withholding affidavit to the Minnesota Department of Revenue. If a contractor or subcontractor has withheld taxes as required, the Department of Revenue will return an electronic confirmation or sign and return the Form IC-134, certifying compliance. Finance will need a copy of the confirmed IC-134 form from the vendor to release final payment. Contact Finance if there is uncertainty if an invoice requires one. Work with the Minnesota Department of Revenue if a contract or a subcontractor are not cooperative in complying with IC-134 requirements.

Responsible Contractor Compliance

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in *subdivision 3 of Minnesota Statute 16C.285*, with the exception of clause (7), at the time that it responds to the solicitation document. A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted. A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor or motor carrier that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section, provided that it contains an electronic signature as defined in section 325L.02, paragraph (h) of *Minnesota Statues 16C.285*.

Certificate of Insurance

Before beginning work on a contract, the Contractor must submit to the City, and obtain the City's approval, a certificate of insurance. This certificate shall be composed of a Standard Form C.I.C.C.-701 or an ACORD 25 form. The certificate of insurance shall list the City as the policies additional insured and shall be maintained at all times throughout the life of the contract and provide for the following minimum coverage.

- Comprehensive General Liability: $1,000,000.00 per occurrence; $2,000,000 aggregate
- Automobile Liability for All Automobiles: $1,000,000.00 combined single limit
- Workman's Compensation: Statutory Amounts

The insurance cancellation language should state that the company will provide the City with 30 days' written notice of cancellation (include this requirement in bid specifications if applicable).

Change Orders

The contract cost, once established by the Council, shall represent the maximum obligation to the City. Any change orders or supplemental agreements which affect the cost of the contract shall be reviewed by the City Manager and City Representative managing the contract. The City

Manager has the authority to and may authorize and approve any change order or supplemental agreement up to $100,000 not to exceed 10% of the total project cost and submit a report to City Council. For projects above $2,500,000, the City Manager will forward the justification for the change order to the City Council for approval in the event the total change orders to date exceed 5% of construction cost. This authority shall not apply to supplementary agreements for contracts for improvements financed by bonds issued pursuant to the provision of *Minnesota Statutes, Chapter 429*. The City Manager, as soon as practicable after approval of any supplementary agreement shall prepare and submit a report to City Council. In no event will payment in excess of the contract cost be made until such approval has been obtained. With respect to contracts awarded on a unit price, after work has been commenced on the improvement undertaken, the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

Purchase or Lease of Used Public Safety Equipment

Cities are granted authority to lease, or purchase used public safety equipment ("vehicles and specialized equipment used by a fire department, in firefighting, ambulance and emergency medical treatment services, rescue, and hazardous materials response") without bidding in certain specified circumstances. Competitive bidding or proposals are not required, "if the equipment is clearly and legitimately limited to a single source of supply, and the contract price may be best established by direct negotiation."

Contracts, Leases and Lease Purchases

All contractual, lease and lease purchase agreements require review and approval from the City Manager. The City Manager may elect to consult with various internal and external professional resources to evaluate risk, legality and consistency of a contract, lease or lease purchase. Lease Performance Bonds are sometimes prudent for lease purchases; if you are unsure whether a Lease Performance Bond should be required, consult the City Attorney.

Federal Awards

Under Uniform Guidance there are additional procurement requirements that need to be considered when making purchases related to a federal program. Departments need to consider the full requirements in relation to each procurement method as described in *2 CFR 200.317–326.*

Quick Reference Guide to Federal Awards Governed by Uniform Guidance

Value of Contract	Solicitation Process
Less than $10,000	Quotation (two, if practicable) or open market
$10,000–$175,000[1]	Direct negotiation (at least two written quotes)
Greater than $175,000[1]	Competitive Bidding (sealed bids) required

[1] *Federal guidelines are less restrictive than MN State Statute. These amounts represent the more restrictive State Statute guidelines which should be followed.*

Purchase Cards

Purchase cards will be issued to departments and various divisions as deemed necessary for use during emergencies, employee travel, online purchase(s) or unpredictable circumstances. Each purchase card, unless otherwise authorized by the City Manager, will contain a maximum limit of $1,000 per purchase, with a total monthly transaction limit not to exceed $5,000. These limits can be increased with a request, accompanied by a demonstrated need, to the Director of Administrative Services or his/her designee. All purchase cards will be processed in the City financial software by the last day of the month. Purchase cards is subject to the purchasing policy and the spending thresholds established within leases.

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Purchase cards should not be utilized for any purchase of goods and/or services associated with contracts, inventory items, PayPal/eBay, or unapproved travel related expenditure as outlined in the City of Mankato Personnel Policy.

Purchase cards should not be used for personal use.

Failure to adhere to the provisions associated above will result in additional user(s) training and/or revoking

utilization of City of Mankato purchase cards.

Emergency Purchases

During a declared emergency, the City is, notwithstanding any statutory or charter provisions to the contrary, empowered, through the Council, acting within or without the corporate limits of the City, to enter into contracts and incur obligations necessary to combat disaster by protecting the health and safety of persons and property and providing emergency assistance to the victims of such disaster.

In the event of a declared emergency, the City of Mankato may exceed its delegated purchasing authority and does not need to follow the solicitation process as specified in the emergency management state statutes. These statutes give cities the ability to declare an emergency for a limited period of time and waive the requirement to use mandated contracting procedures.

Only what is needed to expeditiously reestablish the functions of government, the protection of property, or the health or safety of people is eligible for the emergency authority exception.

Sales Tax

Purchases made by the City are generally not taxable. Purchases must be billed to and paid for by the City. Purchases made by employees are taxable, even if reimbursed. To purchase items exempt from tax, the vendor must be given a completed ST3 Certificate of Exemption form.

Some items remain taxable such as some motor vehicles, prepared food, lodging, construction materials and supplies purchased by a contractor or subcontractor under a lump-sum contract. Please review the sales tax exemption guidelines for governments on the MN Department of Revenue website. If an invoice does not itemize sales tax, you must obtain a corrected invoice from the vendor if sales tax is applicable on the item purchased.

Out of State Purchases

Sales tax is part of the total cost. Even though some purchases are made from an out of state vendor, the City is required to submit to the State of Minnesota use tax for applicable taxable items invoiced without the tax.

Classified Advertisement Websites (Craigslist, Facebook Marketplace, etc.)

The City, as a whole, typically does not recommend utilizing classified advertisement websites for purchases. If a purchase is made through one of these marketplaces, the seller must be agreeable to receiving a check and providing a receipt at time of pickup. Under no circumstances will payment be made in advance of receiving product. A copy of the advertisement with the purchase price must be submitted to Finance.

Payment of Rewards

Rewards will only be paid out when verifiable information is received that leads to the arrest of the suspect(s) for whom the reward money is offered. Within 30 days of the arrest of the person responsible for committing the crime in question, the City will make payment to the tipster(s) via check. Authorization of payment will be made by the Director of Public Safety, or their designee, to the City's Finance Department.

1099 Information

The City is obligated to report to the Internal Revenue Service payments to an individual or partnership for services rendered that exceed $600 in a calendar year. To do so, the City needs the recipient's business tax identification number or social security number. This tax information should be collected on a W-9 form and provided to the Finance Division when a new vendor is used. Vendors who should receive a 1099 are noted when they are entered into the financial management software.

REVENUES

Policy

The City will provide a diversified and strong set of revenues to ensure a stable revenue system and match revenues with similar uses to ensure adequate funding for the various City services and programs over the long-term. In order to accomplish these goals, the City will do the following:

- Conservatively estimate and budget for its annual revenues by an objective, analytical process. All existing and potential revenue sources will be re-examined annually.

- Formally designate, by resolution, all Federal, State, County, or other grants towards a specific program or service (absent any outside legal restrictions). When possible, general-purpose aids will only be used for capital or non- recurring expenditures and not for on-going operations.

- Direct Local Government Aid (LGA) allotments that exceed the prior year towards capital needs. In doing this, it is the objective of the City to utilize as much LGA towards capital projects and minimize, to the extent possible, the use of LGA for operational expenditures.

- Strive to establish all user charges and fees for General Fund program activities at a level related to the full cost of providing the services, or as adjusted for particular program goals. The City will review the full cost of activities supported by user fees to identify the impact of inflation and other cost increases and will review these fees along with the resulting net property tax costs during the budget process. Sensitivity to market rates will also be considered in setting fees.

- Set fees and user charges for each enterprise fund such as water, sewer, or storm water at a level that fully supports the total direct and indirect cost of the activity, including depreciation of capital assets and debt service, to maintain a positive cash flow and provide adequate working capital. Replacement (or bonding for replacement) of enterprise infrastructure will be paid for from accumulated (or annual) earnings of the respective system.

Revenue Collections

Departments should exercise prudent cash management in the handling of cash receipts. "Cash" receipts refer to all revenue collected in the form of cash, coin, checks and credit cards. The following steps should be taken to ensure proper cash handling:

- **Safeguarded**. All revenue received at each location should be adequately safeguarded at all times. Until deposited, all revenue collections should be kept in locked drawers, cash boxes or a locked safe.

- **Timely receipting.** Revenue collected throughout the day should be properly receipted and/or documented at the time the transaction occurred.

- **Daily cash counts**. At the end of each day, two employees must count the cash. A register or other supporting documentation should be printed and reconciled to the cash counted. Any discrepancies should be researched and resolved or reported to Finance immediately.

- **Deposits brought to Finance daily**. A daily deposit should be prepared, placed in a sealed, tamper evident bag and brought to the Administrative Services Department-Finance daily.

- **Communication with Finance**. New revenue sources should be communicated to Finance and all billings must be processed through the city's ERP software. No cash, other than approved petty cash, can be held within a department unless it is approved by the Controller.

RISK MANAGEMENT

Overview

The risk management program will minimize the impact of legal liabilities, natural disasters or other emergencies through the following activities:

- Loss prevention - prevent losses where possible.

- Loss control - reduce or mitigate losses.

- Loss financing - provide a means to finance losses.

- Loss information management - collect and analyze data to make prudent prevention, control and financing decisions.

Policy

In the risk management program, the City will:

- Review and analyze all areas of risk to, whenever possible, avoid and reduce risks or transfer risks to other entities. Of the risks that must be retained, it shall be the policy to fund the risks which the City can afford and transfer all other risks to insurers.
- Conduct periodic educational safety and risk avoidance programs within the various departments.
- Analyze on an ongoing basis the feasibility of self-funding and other cooperative funding options in lieu of purchasing outside insurance to provide the best and most economical loss coverage available.
- Maintain the deductible amount considered prudent factoring in the relationship between the cost of insurance and the City's ability to sustain the loss.

STANDARDS OF CONDUCT

Receipt or Solicitation of Gifts (Gift Law)

No employee shall receive or solicit any gift from any person, business or organization having any business, administrative, legislative, and contractual or any other relationship with the City. A gift is any money, tangible or intangible personal property, food, beverage, loan, forbearance or forgiveness of indebtedness, promise, service, or entertainment.

Gifts may not be accepted which are intended for a specific employee or official. Goodwill gestures not exceeding an estimated $5 are permitted. An example of an acceptable goodwill gesture is holiday cookies from a resident which can be shared among employees. Employees attending a grand opening, expo, or other public event, where food, gifts or small memorabilia are available to the public, are permitted. City employees are also permitted to accept food or beverage given at a reception, meal, or meeting away from the recipient's place of work by an organization before whom the recipient appears to make a speech or answer questions as part of a program. The prohibitions do not apply if a gift is given to a staff member due to their membership in a group when an equivalent gift is given to the other members of the group.

The law prohibits gifts to city officials, not to cities themselves. Cities may accept gifts of real or personal property and use them in accordance with the terms prescribed by the donor. A resolution accepting the gift and the donor's terms must receive an affirmative vote of two-thirds of the members of the City Council. A city may not, however, accept gifts for religious or sectarian purposes.

Personal Conflicts of Interest

The credibility of the City of Mankato rests heavily upon the confidence which taxpayers have in City employees to render fair and impartial services to all without regard to personal interest and/or political influence. The delivery of public services to our citizens requires that employees avoid any activity which suggests a conflict of interest between their private interests and City responsibilities.

City employees and their family members, shall not engage in or have financial interest in any business or other activity which could reasonably lead to a conflict of interest with the employee's primary City responsibilities. “Family members” shall be deemed to include the employee; the spouse, parents, children, and siblings of the employee; the parents, children and siblings of the spouse; and direct descendants of any family members.

Examples of activities which violate this policy include, but are not limited to:

- having an interest in any business which has contracts or other direct dealings with the City of Mankato.
- activities which require the employee to interpret City Codes, ordinances, or regulations when such activity involves matters with which the employee has business and/or family ties.
- consulting activities carried out within the City of Mankato if such consulting involves talents or skills primarily related to the employee's City work responsibilities.
- using City time or equipment to engage in activities intended to produce income for the employee.

FEDERAL GRANT POLICY

This policy is to document federal grant procedures and to form a policy in accordance with required audit standards and to Office of Management and Budget (OMB) Federal requirements.

The intent of the policy is to ensure compliance with General Procurement standards and Equipment Management Requirements.

These procedures will be decentralized which means each department will oversee and document the requirements and fulfillment the federal grant requirements; this could and should also be used for more sizable and complex state grants. As a standard practice, the city will address Federal Grant Standards as part of the bidding process where applicable.

Under federal guidelines the City (including the EDA) will need to have a single audit when federal expenditures (grants) are greater than $750,000.

Please note, in many cases this money is passed through the state; so just because it comes from a state department does not mean it is a state grant. You will need to review the grant document in each case and determine whether it is a state or federal grant; if you are not sure you may receive a definitive answer from the grant representative from the state. At this same time, you may obtain the Catalog of Federal Domestic Assistance (CFDA) number from the agency if it is not in the grant document. This is a five-digit number in this format: ##.### (two numbers which denotes an administering federal department, and then 3 numbers which is

the grant number within the federal department. According to regulations the Federal award ID and year; name of federal awarding agency; and the pass-through entity's name (if applicable) need to be included in the financial system when applicable.

General Grant Guidance

- Find a project or purchase that fits a federal grant criteria.
- Responsible department will contact appropriate state or federal department to start the process and inquire about the grant requirements.
- Start a file during this process and label everything well so there is no difficulty finding the documents needed when being audited.

department will create an appropriate notice for the government body (City Council and/or EDA) to request approval of the application to receive this new grant.

  - This action form should contain ALL important information concerning this grant even INCLUDING any additional requirements that the grant may have such as continuing reporting for years to come; inability to sell an asset after used for certain amount of time; required future upkeep of an asset at local entities expense; or other important information as deemed appropriate.

- Responsible department needs to document all requirements and then follow the grant procedures whenever applicable. These requirements may need to be fulfilled before the grant can be submitted. Some requirements may be (please note that some of these may not be able to be documented or completed until after grant award):
  - Improvement plan
  - Is this improvement plan in a 5-year capital plan
  - Plans and specifications
  - Bidding requirements
  - Data requirements (i.e., invoice and receipt retention, reports, schedules, etc.)
  - May need to hire a consulting firm
  - Scope of project
  - Cost estimates
  - Projected timelines
  - What project reports will be required
  - Document what steps will be needed for grant closeout
- Once you have all the documents required to apply for the grant, then you may submit the grant application.
- You need to obtain all necessary grant documents and requirements once the grant is approved.
- Follow through the project to completion.
- File all grant reports as required per the grant on a timely basis. Ensure all requirements are well documented.

Internal Controls

Uniform guidance requires our organization to have effective controls in place to manage federal awards and show compliance with Federal statutes, regulations, and terms and conditions of the award when applicable.

- The section "General Grant Guidance" and following our internal policies will fulfill these requirements.

Uniform guidance requires there are reasonable procedures in place to protect Personally Identifiable Information (PII) as sensitive by Federal agency or pass-through entity when applicable.

- The City of Mankato and the Mankato EDA have approved the City of Mankato Data Practices Policy that outlines different types of data and what must be followed regarding dissemination of data. This policy may not be all encompassing; however, between that and implementation of other grant rules and procedures the controls are in place to protect PPI.
- PPI data must be kept in a locking file cabinet or computer system that is only accessible to people authorized to have that access.
- Follow other normal operating procedures in regard to purchase requisitions, contracting and bidding, and submitting of claims.

Travel

According to federal grant guidelines, the City's travel policy is in accordance with what is allowed for travel costs.

- Travel guidelines must be followed. Travel policies are within the personnel policy guidelines and Human Resources Department sends out updates to any mileage and meal per diems that have changed.
- If costs for a conference are being charged to a grant directly or through an indirect cost allocation; the supporting documentation of attendance must be retained by the participant and/or department.

Financial Management and Accounting Records

Financial system must identify all federal awards in all accounts that are received and expended by:

- CFDA number and title
- Federal award ID and year
- Name of federal awarding agency
- Pass-through entity's name

Major Federal Grants - Each department will need to contact either the Finance Director or the Accountant with the information in number one above for major federal grants so that we can oversee the set up the appropriate Project Accounting Codes by each department.

- Project accounting is a system that works along with the main general ledger. This will allow for proper identification the federal government is requiring.

- Major federal grants will be defined as grants that require multiple entries for the receipt of the federal grant and multiple expenditure items of the federal grant. It would also be further defined as greater than $100,000 in expenditures or revenues.

Minor Federal Grants – Each department, when asking for a federal grant to be receipted into the general ledger system, will need to be accompanied by the information in number one above so the information can be entered into the detailed description. The same is true for expenditures. When entered into the system the information required above will need to be entered into the detail description.

- A minor program would be a grant that is less than $100,000 and only has very a few number of transactions needing to be entered such as one receipt and one expenditure.

Each department must know the requirements of the grant they are receiving and ensure the allowability of costs are well documented including allowability of costs in accordance with Subpart E Cost Principles if applicable on the grant.

To receive advance payments, written procedures must be in place by the departments to minimize time between transfer of funds and disbursement by the entity whenever applicable.

Payments to subrecipients are:

- Not required to be maintained in separate depository accounts for federal awards,

- Required to be accounted for by receipt, obligation, and expenditure of federal awards. Documentation must be retained and detailed descriptions used on expenditures to the system. If using a project account, more defining items could be set up to provide better information but each department will need to contact finance department to assist with this process

Documentation

Examples of documents associated with a particular action:

- Travel, e.g., airline tickets, authorized travel request, hotel receipts, conference registration, mileage records, etc.

- Procurement, e.g., request to buy (purchase), quotes from suppliers, written agreement/contract to purchase or an order, receipt of goods or completion of services, invoice, etc.

- Personnel Compensations (T&E), e.g., timesheets, calendars with worked hours, approved or authorized schedules.

- Performance Reports, e.g., activities completed, associated costs, log of attendees/those served, publications or written material, etc.

- Financial Reports, e.g., receipts, invoices, payroll schedules, etc.

Personnel Compensation Documentation

Written policies and procedures for personnel compensation

- Employees will follow current personnel policies.

- Management must communicate with employees how to record their time on timesheets to designate the work is for a federal grant or possible federal grant.

- When entering time information, staff must enter the appropriate project accounting codes so payroll time is properly recorded.

- Timesheets must be recorded in Human Resources software for imaging and sorting for backup documentation to the federal grant (primarily used for FEMA grants).

- Documentation must be maintained for all employees whose salaries are paid in full or in part by a federal award and used in meeting cost sharing or matching requirements on federal awards whenever applicable.

Conflict of Interest

All potential conflicts of interest must be disclosed in writing to the federal awarding agency.

City officials need to be aware of other interests employees may have or own. For example, if they are involved in a sideline business or a spouse involved in a business.

- Officials must be aware of their own business interests.

- Officials need to keep note of other businesses employees may be involved with.

- Officials should state to their employees and ask questions whether they are involved with other businesses.

- All employees should read and understand the code of Conduct in the City of Mankato employee handbook.

Federal award recipients must disclose, in a timely manner, all violations of Federal criminal law in writing that involve fraud, bribery or gratuities that affect a federal award. This information must be reported to the federal agency or pass-through entity. If you fail to do so you may forfeit a portion or all the federal award.

Activities Allowed/Un-allowed and Allowable Costs/Cost Principles

Source of Governing Requirements – The requirements for activities allowed or un-allowed are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for allowable costs/cost principles are contained in 2 CFR 200 Subpart E, program legislation, Federal awarding agency regulations, and the terms and conditions of the award. In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

- All grant expenditures will follow 2 CFR 200 Subpart E, State law, City policy, and the provisions of the grant award agreement, which will also be considered in determining allowability. Grant funds will only be used for expenditures that are considered reasonable and necessary for the administration of the program.

- Grant expenditures will be approved initially through the purchasing process and again when the bill or invoice is received. This will be evidenced by approval via the City's accounting software. Accounts payable disbursements will not be processed for payment by the Administrative Services Department-Finance until necessary approval has been obtained.

- Payroll costs will be documented in accordance with 2 CFR 200 Subpart E. An indirect cost rate will only be charged to the grant to the extent that it was specifically approved through the grant budget/agreement.

Cash Management

Source of Governing Requirements – The requirements for cash management are contained in OMB UG 2 CFR 200.302 & 305, program legislation, Federal awarding agency regulations, and the terms and conditions for the award. In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

- Substantially all the City's grants are awarded on a reimbursement basis. As such, program costs will be expended and disbursed prior to requesting reimbursement from the grantor agency.

- Cash draws will be initiated by the Administrative Services Director or designee who will determine the appropriate draw amount. Documentation of how this amount was determined will be retained and signed/dated.

- The physical draw of cash will be processed through SWIFT (Minnesota's State-wide Integrated Financial Tools payment system) or through the means prescribed in the grant agreement.

- Supporting documentation from SWIFT or a copy of the cash draw paperwork will be filed along with the approved paperwork described above and retained for audit purposes.

- When cash is received in advance or drawn, the City will work to minimize time lapse between transfer of funds and disbursement by the City.

Eligibility

Source of Governing Requirements – The requirements for eligibility are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

- Federal grants will only benefit those individuals and/or groups of participants that are deemed to be eligible.

Equipment and Real Property Management

Source of Governing Requirements – The requirements for equipment are contained in OMB UG 2 CFR 200.310-316, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The following policies and procedures will also be applied to the extent that they do not conflict with or contradict any existing policies:

- All equipment will be used in the program for which it was acquired or, when appropriate and allowable, other federal programs.

- When required, purchases of equipment will be pre-approved by the grantor or pass-through agency. The designee will be responsible for ensuring that equipment purchases have been previously approved, if required, and will retain evidence of this approval.

- Equipment records will be maintained, and an appropriate system shall be used to safeguard equipment.

- When equipment is no longer needed for a federal program, it may be retained or sold with the Federal agency having a right to a proportionate amount of the current fair market value. Proper sales procedures shall be used that provide for competition to the extent practicable and result in the highest possible return.

Procedures for Disposition of Equipment

The City will keep, sell or otherwise dispose of the equipment with no further obligation unless disposal requirements are specifically detailed in the grant.

A record of the date, reason and method of disposal or sale will be maintained with the equipment inventory.

Equipment purchased will be identified and kept in a capital asset listing. An equipment listing shall be maintained that includes the following:

- Asset number and description of the equipment
- Depreciation method & years of expected life
- Acquisition date
- Cost of the equipment
- Equipment classification (land, building, equipment, etc.)
- Make, Model, & Serial number or other identification number
- Vendor and invoice number to purchase equipment
- Disposition data including date and sale price of the equipment

A physical inventory of the property will be conducted periodically, and the results will be reconciled with the capital asset listing. A control system will be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage or theft will be investigated.

Maintenance procedures are in place to keep the equipment in good condition.

Matching, Level of Effort and Earmarking

Source of Governing Requirements – The requirements for matching are contained in OMB UG 2 CFR 200.306, program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for level of effort and earmarking are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The City defines "matching", "level of effort", and "earmarking" consistent with the definitions of the OMB UG Compliance Supplement:

Matching or cost sharing includes requirements to provide contributions (usually non-federal) or a specified amount or percentage of match federal awards. Matching may be in the form of allowable costs incurred or in-kind contributions (including third-party in-kind contributions).

Level of effort includes requirements for (a) a specified level of service to be provided from period to period, (b) a specified level of expenditures from non-federal or federal sources for specified activities to be maintained from period to period, and (c) federal funds to supplement and not supplant non-federal funding of services.

Earmarking includes requirements that specify the minimum and/or maximum amount of percentage of the program's funding that must/may be used for specified activities, including funds provided to sub-recipients. Earmarking may also be specified in relation to the types of participants covered.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

- Compliance with matching, level of effort and earmarking requirements will be the responsibility of the Administrative Services Director or designee.

- Adequate documentation will be maintained to support compliance with matching, level of effort, and earmarking requirements. Such information will be made available to City administration, auditors, and pass-through or grantor agencies, as requested.

- Maintenance of effort for grants through the State Minnesota will be determined at the State level.

Period of Performance

Source of Governing Requirements – The requirements for period of performance of federal funds are contained in OMB UG 2 CFR 200.308-309 & 344, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

- Costs will be charged to an award only if the obligation was incurred during the funding period (unless pre-approved by the Federal awarding agency or pass-through grantor agency).
- All obligations will be liquidated not later than 120 days after the end of the funding period (or as specified by program legislation).
- Compliance with period of performance requirements will initially be assigned to the individual approving the allowability of the expense/payment. This will be subject to review and approval by the Administrative Services Department-Finance as part of the payment processing.

Procurement, Suspension and Debarment

Source of Governing Requirements – The requirements for procurement are contained in OMB UG and 2 CFR 180, program legislation, Federal awarding agency regulations and the terms and conditions of the award. The requirements for suspension and debarment are contained in OMB UG and 2 CFR 180, which implements Executive Orders 12549 and 12689, Debarment and Suspension; program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

The City must have written procurement procedures that comply with federal, state, and local laws and regulations.

- Follow state guidelines (which are also in our internal control procedures document) in regard to bidding and contracting.
- Follow the internal controls document from the City of Mankato in relation to purchasing, bidding and contracting, purchase orders, and accounts payable. *If we follow these procedures, it should and must include full and open competition consistent with uniform guidance standards.*
    - Purchasing from small and minority businesses, women's business enterprises and labor surplus firms when applicable. Steps must include
        - Placing qualified small and minority businesses and women's business enterprises on a solicitation list;
        - Assuring that small and minority business, and women's business enterprises are solicited whenever they are potential sources;
        - Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;

        - Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;
        - Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
        - Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in these five items above.

- Contract only with responsible contractors that can meet the requirements, and terms and conditions. Some items to consider are:
    - Contractor integrity
    - Compliance with public policy
    - Record of past performance
    - Financial and technical resources

- Conflicts of interest for procurement:
    - Follow code of conduct in the personnel policy manual.
    - Avoid purchasing unnecessary or duplicative items under the grant contract.
    - Maintain sufficient detailed records to provide an audit trail for the procurement.

- Identify the procurement method: Under federal guidelines there are different sizes of purchases and requirements that they follow.
    - Micro purchases are purchases not to exceed $10,000. This can increase up to $50,000 on an annual basis if the self-certification is done with any of the following supporting documentation: qualification as a low-risk auditee, annual internal institutional risk assessment, or a higher threshold consistent with State law ($25,000).
        - Follow normal purchasing procedures in the internal control documents. Issue purchase requisitions when policy requires.
        - Distribute as equitably as possible among qualified suppliers.
        - Policy is that you should get more than one price quote if the purchase is over $5,000. If the purchase is under $5,000 more than one quote is not required.

- Small purchase procedures which are relatively simple and informal procurement methods for securing services and supplies between $25,000 and $174,999 under federal guidelines.
    - Follow City guidelines in relation to purchasing, contracting and bidding for these items and follow state statutes which would require competitive quotes above $25,000 and sealed competitive bids after $174,999 when applicable or unless there is an exception to policy.
    - Stay in contact with the federal or state agency you are coordinating this grant with to ensure compliance.
- Sealed bid procurements with formal advertising are for items exceeding $175,000 (> $175,000 for the City of Mankato and Mankato EDA).
    - Follow city guidelines in relation to contracting and bidding which are the same as MN State statute (> $175,000).
    - Stay in contact with the federal or state agency you are coordinating this grant with to ensure compliance.
- Sealed bid procurements without formal advertising are for items exceeding $175,000. This would be a rarity that this will occur.
    - Follow city guidelines in relation to contracting and bidding (> $175,000) which are the same as MN State statute.
    - Stay in contact with the federal or state agency you are coordinating this grant with to ensure compliance.
    - Complete cost/price analysis;
        - Method used and level of analysis depends on facts surrounding the procurement action;
    - Recipient must make independent estimates before receiving bids or proposals.
- Non-competitive proposals or bids
    - Review use of non-competitive proposals, if used and when to use:
        - Item or service is available from only one source;
        - Public emergency exists;
        - Awarding agency or pass-through entity expressly authorizes non-competitive proposals in response to a written request from the City of Mankato or Mankato EDA;
        - Competition is inadequate after a solicitation is issued.

- Recipient must ensure that awarded contracts are not awarded to a contractor that is debarred or suspended.
    - Verify in Excluded Parties List System (EPLS) in the System for Award Management (SAM).

Program Income

Source of Governing Requirements – The requirements for program income are found in OMB UG 2 CFR 200.307, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

- Program income will include (but will not be limited to): income from fees for services performed, the use or rental of real or personal property acquired with grant funds, the sale of commodities or items fabricated under a grant agreement, and payments of principal and interest on loans made with grant funds. It will not include interest on grant funds unless otherwise provided in the Federal awarding agency regulations or terms and conditions of the award.
- The City will allow program income to be used in one of three methods:
    - Deducted from outlays
    - Added to the project budget
    - Used to meet matching requirements

  In the absence of specific guidance in the Federal awarding agency regulations or the terms and conditions of the award, program income shall be deducted from program outlays.
- Program income, when applicable, will be accounted for as a revenue source in the same project code as the federal grant.

Reporting

Uniform guidance requires Federal agencies to include performance goals or measures in awards and recipients are to report against those goals or measures.

- Read and understand the grant document in relation to performance reporting requirements.
- Performance reporting will require the following:
    - Recipients are to relate financial data to performance accomplishments;
    - Oversight and monitoring must cover each program or activity.
    - Performance report timeframes will be defined by awarding agency or pass-through entity.

- Expectations of performance reports (non-construction):
    - Comparison of actual accomplishments of each federal award for the established reporting period by submitting:
        - Quantifiable data (cost/units) when available
        - Trend data or data analysis
        - Other defined measures
    - Reasons why goals were not met:
        - Analysis/reason why goals not met
        - Explanation of any cost overruns
        - (Identification of or if goals will be met)
- Expectations of performance reports (construction)
    - On-site technical inspection report
    - Certified percentage of completion data
    - Additional reports as required by Federal agency
    - Data and Information that identifies:
        - Significant developments between scheduled reporting dates, e.g., delays, problems, adverse conditions
        - Identify any action taken, contemplated, or assistance needed
        - Identify favorable conditions
    - Policy and Procedures considerations:
        - Entities should consider having procedures that describe when to start collecting data for the report, who shall review the report, who shall sign the report, and when the report will be submitted.
        - Build in a timeline for submission and know the reportable measures for the reporting period to eliminate constant revisions.
        - For special data collection, procedures may need to reflect unique steps to take to collect and analyze data for reporting purposes - may require interim procedures to satisfy current reporting.

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