New Brighton City Council
Business Meeting Agenda
New Brighton City Hall | Council Chambers
803 Old Highway 8 NW, New Brighton, MN 55112
6:30 PM September 9, 2025

Members of the City Council will attend the meeting in person unless eligible to attend remotely per MN Stat. 13D.02

To participate in this meeting, members of the public may:

- **Attend the meeting in person.**
- **Watch the meeting electronically.** Tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast). To observe the meeting as a livestream or a webcast, visit NBMN.info/View-A-Meeting
- **Join the meeting electronically.** Members of the public who need to interact with our public officials about agenda items, City Administration, and matters that are otherwise of public concern to the City Council but are unable to or not comfortable attending the meeting in person, may join the meeting electronically at: *https://newbrightonmn.gov/zoom* (no app needed), by scanning the QR Code on the right, or by using their Zoom app to join and entering: Meeting ID 898 6240 2361, Passcode 867530

I. Call to Order and Roll Call

____Mayor Kari Niedfeldt-Thomas
____Councilmember Graeme Allen
____Councilmember Emily Dunsworth
____Councilmember Jeanne Vint Frischman
____Councilmember Jason Steffenhagen

II. Pledge of Allegiance

III. Public Comment Forum

IV. Approval of Agenda

V. Special Order of Business

VI. Consent Agenda

1. Consider Approval of Payments
2. Consider Approval of City Council Minutes

   a. August 12, 2025 City Council Minutes
   b. August 12, 2025 City Council Work Session Minutes
   c. August 26, 2025 City Council Minutes
   d. August 26, 2025 City Council Work Session Minutes
   e. September 2, 2025 City Council Work Session Minutes
3. Accept Receipt of Commission Minutes
   a. None
4. Consider Approval of Lease Amendment with Rise, Inc.
5. Consider Change Order 1 and Final Payment for City Project 25-5, Lift Station #1 Removal
6. Consider Approval of Change Order #1, Change Order 2, and Final Payment to TanksCo Inc for City Project 24-5 Forestdale Water Tower Reconditioning
7. Consider Application for Solicitor License for Renewal By Andersen
8. Consider Accepting the Independent Audit of New Brighton's Portable Recording System (Police Body Worn Cameras (BWCs))
9. Consider Approval of Agreement for Municipal Prosecution Services for 2026-2028 with GDO Law
10. Consideration of quote from Grove Security to complete a security system upgrade to Well #10/Water Treatment Plant #4
11. Consider Resolution Authorizing for Staff Participation in the Muscular Dystrophy Association Fill the Boot Campaign
12. Consideration of Quotes for the replacement of the pitless at Well #3

VII. Public Hearings

VIII. Council Business

1. Consider a Resolution Adopting the Proposed Preliminary Tax Levy for Taxes Payable 2026 and Setting the Public Meeting Date for the 2026 Budget and Levy Discussion with Public Comment
2. Consider a Resolution Adopting the Proposed Preliminary Tax Levies for Taxes Payable 2026 for Lake Diane and Bicentennial Pond Storm Sewer Improvement Taxing Districts

IX. Commission Liason Reports, Announcements, and Updates

City Manager Devin Massopust
Councilmember Graeme Allen

Councilmember Emily Dunsworth
Councilmember Jeanne Vint Frischman
Councilmember Jason Steffenhagen
Mayor Kari Niedfeldt-Thomas

X. Adjournment

Agenda Section:	**Consent Agenda**
Report Date:	**07/29/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Payments

Action Requested:

Public Hearing:	Motion: **X**
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other: **X**

Votes Needed:

3 Votes: **X**	4 Votes:
5 Votes:	N/A:

Summary Statement:

The following summary of claims have been submitted to the City's Finance Department for payment. A detailed listing is also attached.

EFT:	$12,827.47
ACH:	$204,057.62
Check:	$86,629.86
Total:	**$303,514.95**

Recommendations:	To approve the payment of invoices as listed in the attachment.

Applicable	The Council Meeting immediately following the disbursement of funds.

Deadlines:	

Community Impact:	All payments of claims are accounted for in the City's budgets and/or long-term financial plans and may be funded by the community through the property tax levy, user fees or other charges.

Legislative History:	Minnesota Statute 412.271 requires the City Council to approve all payments of claims. Per the City's Purchasing Policy, the City Council delegates to the City Manager or his/her designee its authority to pay claims prior to obtaining Council approval. A list of all payments are to be provided to the City Council at the next available Council meeting, and earlier payment does not affect the right of the City Council or any taxpayer to challenge the validity of a claim.

Strategic Priority:

Sustainable & Reliable Infrastructure	Operational Effectiveness **X**
Environment & Sustainability	Diverstiy, Equity Inclusion
Livable Community	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	**Yes: $ 303,514.95**

Financing Sources:	Budgeted	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	VI_1 Consider Approval of Payments

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
08/22/2025	XCEL ENERGY	500 13TH AVE NW 06/16-07/16/25	103.55
08/22/2025	XCEL ENERGY	NBCC/BHGC 07/17-08/17/25	8,918.98
08/22/2025	XCEL ENERGY	NBCC/BHGC 07/17-08/17/25	751.80
08/22/2025	XCEL ENERGY	NBCC/BHGC 07/17-08/17/25	945.98
08/22/2025	XCEL ENERGY	NBCC/BHGC 07/17-08/17/25	37.68
08/22/2025	XCEL ENERGY	PARKS 07/16-08/14/25	1,620.09
08/22/2025	XCEL ENERGY	PARKS 07/16-08/14/25	85.39
			12,463.47
08/26/2025	ALERUS RETIREMENT & BENEFITS-EFT	HSA SERVICE FEE COVERED BY CITY AUGUST	320.00
08/20/2025	ALERUS RETIREMENT & BENEFITS-EFT	COBRA FEES JULY	44.00
08/29/2025	AMRIZE MIDWEST INC	CURB ON 3RD ST SW & 5TH AVE SW	419.75
08/29/2025	ANDERSON, EDWIN	FUSE	10.39
08/29/2025	BARR ENGINEERING COMPANY	PROFESSIONAL SERVICES JULY 12, 2025- AUGUST 8, 2025	12,977.52
08/29/2025	BARR ENGINEERING COMPANY	PROFESSIONAL SERVICES FROM JULY 12, 2025 TO AUGUST 08, 2025	15,681.00
			28,658.52
08/29/2025	CARDINAL INVESTIGATIONS	PS EMPLOYMENT BACKGROUND DRADER & CURRAN	2,031.25
08/29/2025	ESS BROTHERS & SONS INC.	24-1 STREET REHAB FLEX SEAL	27,300.00
08/29/2025	FERGUSON ENTERPRISES, LLC	CURB STOP PARTS	291.10
08/29/2025	FERGUSON ENTERPRISES, LLC	HYDRANT O-RING	63.00
08/29/2025	FERGUSON ENTERPRISES, LLC	RETURN CURB STOP KEY	(56.02)
			298.08
08/29/2025	HAWKINS, INC.	AZONE, HYDRO ACID, LPC-4, SODIUM PROMANGANATE	12,785.46
08/29/2025	HAWKINS, INC.	AZONE, HYDRO ACID, LPC-4, SODIUM PROMANGANATE	5,235.95
			18,021.41
08/29/2025	HOSE PROS LLC	BACKWASH PIT ADAPTER	38.52
08/29/2025	HOSE PROS LLC	BACKWASH PIT	55.53
08/29/2025	HOSE PROS LLC	VALVE TRAILER HOSE ADAPTOR	41.93
			135.98
08/29/2025	JOSHUA LOWELL JORDAN	SUMMER SESSION 2 LITTLE TIGERS MARTIAL ARTS	828.00
08/29/2025	KUTAK ROCK LLP	LEGAL COSTS	152.50
08/29/2025	LOFFLER COMPANIES, INC	MISC MAT & SUP	237.25
08/29/2025	LOVDAHL PITCHING ACADEMY	BASKETBALL AND BASEBALL SUMMER 2 PAYMENT	1,550.00
08/29/2025	MANSFIELD OIL COMPANY OF GAINSVILLE	UNLEADED 997 GALLONS	2,535.45
08/29/2025	MANTHIS, KEN	REFUND OVERAGE FROM 8/3 PETTY CASH	103.00
08/29/2025	MN REC & PARK ASSOCIATION	2025 MRPA CONFERENCE REGISTRATION	2,600.00
08/29/2025	NUSS TRUCK & EQUIPMENT	#1616 LENS COVER	13.52
08/29/2025	PIONEER POLY PRODUCTS	TRASH CAN LINERS	825.50
08/29/2025	SWAN COMPANIES INC.	SILVER OAKS PARK - FINAL PAYMENT	69,558.20
08/29/2025	THE MPX GROUP	2025 FALL CLEAN UP DAY FLYER	1,813.32
08/29/2025	WSB & ASSOCIATES INC	HANSEN SHADE GRANT PROFESSIONAL SERVICES FROM JULY 1-31, 2025	868.25
08/29/2025	WSB & ASSOCIATES INC	HANSEN WEST REDEVELOPMENT PROFESSIOANL SERVICES FROM JULY 1-31-2025	45,489.50
08/29/2025	WSB & ASSOCIATES INC	LIONS PARK SPLASH PAD DESIGN PROFESSIONAL SERVICES FROM JULY 1-31-2025	607.75
08/28/2025	BONFE	GRANT DISTRIBUTION TO CONTRACTOR FOR I/I REPAIR	5,000.00
08/28/2025	CARROLL CONSTRUCTION SUPPLY	CONCRETE TOOLS	245.95
08/28/2025	FLEETPRIDE, INC	FILTERT, MUD FLAPS SHOP	30.30
08/28/2025	FLEETPRIDE, INC	FILTERS STOCK	72.13
08/28/2025	FLEETPRIDE, INC	#1609 WATER HOSE	376.52
08/28/2025	FLEETPRIDE, INC	FILTER- RETURNED STOCK	(47.95)

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
08/28/2025	JODI GUSTAFSON	CP24-1 REIMBURSEMENT FOR IRRIGATION REPAIRS	800.00
08/28/2025	LMCIT	4TH QUARTER 2025- PROPERTY/LIABILITY INSURANCE	60,436.00
08/28/2025	MARTIN MARIETTA MATERIALS, INC	ASPHALT FOR MILL & OVERLAY PROJECT	158.67
08/28/2025	MN DEPT OF HEALTH	QUARTERLY WATER SERVICE CONNECTION FEE	14,541.00
08/28/2025	OFFICE OF MN IT SERVICES	LANGUAGE LINE SERVICES - JULY 2025	279.30
08/28/2025	OUVERSON SEWER & WATER	GRANT DISTRIBUTION TO CONTRACTOR FOR I/I REPAIR - OSTROM	4,632.50
08/28/2025	RDO EQUIPMENT CO.	#2016 FILTERS	105.44
	TOTAL PAYMENTS		**$ 303,514.95**

COUNCIL PROCEEDINGS
THE CITY OF NEW BRIGHTON

Pursuant to notice thereof, a regular meeting of the New Brighton City Council was held Tuesday, August 12, 2025 at 6:30 pm in the New Brighton Council Chambers.

Present: **Mayor Niedfeldt-Thomas, Councilmembers Allen, Dunsworth (arrived at 6:32 p.m.), Frischman and Steffenhagen**

Absent:

Also Present: **Devin Massopust-City Manager, Sarah Sonsalla-City Attorney, Gina Foschi-Finance Director, Ben Gozola-Assistant Director of Community Assets and Development**

Call to Order
Mayor Niedfeldt-Thomas called the meeting to order at 6:30 pm.

Call to Order

Pledge of Allegiance
Mayor Niedfeldt-Thomas led the Council in the Pledge of Allegiance.

Pledge of Allegiance

Public Comment Forum
Mayor Niedfeldt-Thomas opened the Public Forum for comments from the public. There were no comments from the public.

Public Comment Forum

Approval of Agenda
Approval of the August 12, 2025 Council Agenda.

Approval of Agenda
Approval of the August 12, 2025 Agenda.

Motion by Councilmember Allen, seconded by Councilmember Frischman to approve the agenda as submitted.

4 Ayes, 0 Nays-Motion Carried

Special Order of Business

None.

Special Order of Business

Consent Agenda

1. Consider Approval of Payments.

2. Approve City Council Minutes:

   a. July 22, 2025 City Council Meeting Minutes.

   b. July 22, 2025 Worksession Meeting Minutes.

3. Accept Receipt of Commission Minutes: None.

Consent Agenda

4. Consider Approval of Gambling Exempt Permit for Ducks Unlimited North Suburban Chapter 239.

5. Authorize Staff to Enter Into an Agreement with the Minnesota Pollution Control Agency to Host a Minnesota Green Corps Volunteer.

6. Consider a Resolution to Authorize the City Manager and Mayor to renew the Ramsey County GIS Joint Powers Agreement.

7. Consider Approval of Ordinance 921 Amending Chapter 10, Article XIX of the City Code Updating Gambling Permit Regulations.

8. Consider Resolution for Summary Publication of Ordinance 921.

9. Consider Approval of Plans and Specifications and Authorization to Advertise for Bids for City Project 25-2B, 2025 Mill and Overlay.

10. Consider Approval of Temporary Liquor License for AccessAbility's Annual "Summer FUNdraiser" at Lions Park.

11. Consider a Professional Service Agreement with E.G. Rud and Sons, Inc. for City Project 26-1, 2026 Street Rehabilitation.

12. Consider Approval of Gambling Exempt Permit for AccessAbility Inc.

13. Consider a Resolution for Public Safety Staff to Enter Into a Grant Agreement with the Minnesota Department of Public Safety.

14. Authorize staff to enter into an agreement with CardConnect for Credit Card Processing Services for the Parks and Recreation Department.

Motion by Councilmember Allen, seconded by Councilmember Frischman to approve the Consent Agenda as presented.

4 Ayes, 0 Nays - Motion Carried

<u>Public Hearing</u>

<u>Public Hearing</u>

None.

<u>Council Business</u>

<u>Council Business</u>

1. Authorize Staff to Enter into an Agreement with Kraus Anderson for a City Campus Feasibility Study.

1. Authorize Staff to Enter into an Agreement with Kraus Anderson for a City Campus Feasibility Study.

City Manager Massopust stated staff is requesting City Council approval to enter into a professional services agreement with Kraus-Anderson Construction Company for Pre-Design Services related to the City Campus Feasibility Study. This work will support the City's efforts to evaluate long-term facility needs and site feasibility for a potential new Community Center and broader civic campus development. The Pre-Design phase includes community engagement, site test fits for two city-owned locations, high-level feasibility and capacity analysis, and development of budget models and schedules. This work is an essential step to determine practical options and guide future planning and decision-making. Staff recommends that the City Council approve the agreement with Kraus-Anderson Construction Company in the amount of $25,000 and authorize the City Manager to execute the contract for Pre-Design Services associated with the City Campus project. He reiterated that moving forward with this step does not commit the Council

to constructing a new City Hall Campus, but rather this was the first step in determining the feasibility of such a project.
Nate Enger, Kraus-Anderson, explained he was excited to be working with the City on the next step for this project. He provided the Council with a presentation stating his purpose was to help the City define a cost-informed and community supported path toward a future City Center. He reviewed the key goals which included identifying the right mix of civic services and spaces, understanding how much space was needed, determining if this project will fit on the preferred site, establishing a realistic target budget, and engaging with the community to reflect the local priorities. He commented further on the approach Kraus-Anderson would be taking to pre-design a City facility. He reviewed the two tracks that would be followed in parallel for the project to pursue the technical feasibility and community engagement.
Jenna Mead, Kraus-Anderson, described the community engagement efforts that would be completed and discussed how the feedback received would be brought back to the City Council.
Mr. Enger commented on how important it was to give the community a voice throughout the entire planning process.
Councilmember Steffenhagen asked what type of budgeting considerations would go into the planning effort. Parks and Recreation Director Fink reported revenue analysis would be completed throughout the planning process. She stated information on the sale prices for pieces of property would also be brought forward for the Council's consideration. Mr. Enger explained the first reconciliation workshop would evaluate all of the information that has been gathered to date with programmatic feedback and costs for all the parts. He indicated the revenue capture components would also be included, in order for the Council to better understand the overall impact of the financial decisions.
Mayor Niedfeldt-Thomas stated it appears community surveys will be completed. She asked if the results from these surveys will be incorporated into the proposed plans. Ms. Enger reported the survey feedback will be incorporated into the proposed plans.
Mayor Niedfeldt-Thomas inquired if ideas or a vision would be created for the city center in order to gather public reactions. Mr. Enger proposed to use other facilities or imagery in the initial phases of the project, noting these baseline images would evolve and be refined after receiving feedback from the public and City Council.
Mayor Niedfeldt-Thomas questioned if Kraus-Anderson would be following a design charrette process. Mr. Enger stated his fellow architects may not agree with him but noted a design charrette process would be followed.
Councilmember Dunsworth asked how the community would be engaged in a way that tells them this project was not set in stone but rather was in a dream or planning phase. Ms. Mead stated it would be important for the public to understand the current state of the Community Center and what challenges the City was facing. She indicated it would also be important to define the timeline for this project.
Councilmember Dunsworth inquired if talking points would be given to the City Council throughout the planning process. Ms. Mead reported she would be working with the Council on this.
Councilmember Allen requested further information on how the City would be going out to the community to gather public feedback. Parks and Recreation Director Fink discussed how Kraus-Anderson would be hosting three events for the City and noted that City staff would then be hosting events throughout the winter, noting each of the fraternal organizations would also be asked to host presentations. She anticipated the City would host upwards of 30 community engagement events. City Manager Massopust explained the community engagement events were not included in the 2026 budget, but noted the City would find savings to cover the expense.
Councilmember Allen questioned how quickly the City would be planning for the community engagement events. Parks and Recreation Director Fink anticipated the City would host community engagement events throughout the winter and early spring. She noted she would like to have a flyer prepared before the Thrive Expo and pumpkin walk to assist in reaching the thousands of people that come into the community for these events. She anticipated the City would be engaging with the public for at least six months.
Mayor Niedfeldt-Thomas supported the City narrowing in on a site sooner rather than later. Mr. Enger indicated the technical feasibility was straight forward for this project, but commented on how this project will be bottlenecked by the community engagement component. He reported the City Council would have to consider how much risk they want to take while moving this project forward. He commented to move this project forward in a timely manner, the first workshop could be solely focused on the site, and a finite number of sites could be considered.
Mayor Niedfeldt-Thomas stated she supported bringing this project forward in phases and recommended the site be the first item discussed. She questioned how the City could work to engage with residents that are not normally reached. She indicated throughout the community engagement process she wanted to have the information gathered be segmented between resident and non-resident feedback. In addition, she wanted to see all earned revenue spaces to be

clearly designated. Parks and Recreation Director Fink reported the NBCC currently has a 60% cost recovery rate. She indicated this was something she has discussed with Kraus-Anderson and additional revenue streams were being considered within a new Community Center.

Councilmember Allen asked how the City would talk about donors, a new sales tax or other funding options for this project. City Manager Massopust explained City staff does not have all of those answers at this time. He reported the financial structure for this project would come later. Mr. Enger stated Kraus-Anderson has a lot of experience working with cities and school districts on projects like this and could provide information on how these types of projects are achieved.

Councilmember Allen stated residents may appreciate having information on the financing to they don't feel like the entire expense of this project will fall on their shoulders. Mr. Enger suggested one of the workshops be dedicated to project financing.

Mayor Niedfeldt-Thomas supported the City Council coming out with a ballpark budget for this project at some point. She believed this would be valuable information throughout the planning process. City Manager Massopust stated he believed the site selection and a rough estimate could be set for this project before beginning any community engagement.

Mr. Enger reviewed the next steps for this project which included three planning workshop meetings with the City Council, community engagement, a cost-aligned budget target, site discussions and a recommended phased implementation strategy for this project.

Motion by Councilmember Dunsworth, seconded by Councilmember Steffenhagen to Authorize Staff to Enter into an Agreement with Kraus Anderson for a City Campus Feasibility Study.

5 Ayes, 0 Nays-Motion Carried

<u>Commission Liaison Reports, Announcements and Updates</u>

<u>Commission Liaison Reports, Announcements and Updates</u>

<u>Devin Massopust</u>

City Manager Massopust reported he had a great National Night Out. He explained the next concert in the park would be held on Thursday, August 21 in Veterans Park. He stated the City Council would meet next on Tuesday, August 26.

<u>Graeme Allen</u>

Councilmember Allen reported PREC met on Wednesday, August 6 where the Hansen Park disc golf course was discussed.

<u>Emily Dunsworth</u>

Councilmember Dunsworth reported she attended the Meadowood Shores anniversary party. She indicated she enjoyed visiting with residents on National Night Out.

<u>Jeanne Frischman</u>

Councilmember Frischman reported the City had 102 parties on National Night Out, which was a great turnout. She explained the Public Safety Commission did not meet in August and would meet next on Monday, September 8.

<u>Jason Steffenhagen</u>

Councilmember Steffenhagen reported he enjoyed attending a number of neighborhood events on National Night Out.

<u>Mayor Niedfeldt-Thomas</u>

Mayor Niedfeldt-Thomas thanked the community for another great National Night Out. She stated she enjoyed attending the mobile City Hall and splash pad grand opening. She congratulated the New Brighton Lions for their tremendous efforts on Stockyard Days. She reported the antique car run would be hosting their 40th car run in 2026. She explained the New Brighton farmers market would be held next on Wednesday, August 13. She noted the League of Women Voters Summer Social would be held on Wednesday, August 13. She reported the New Brighton Community Center would be closed for cleaning and maintenance from September 2 through September 5.

Adjournment
Mayor Niedfeldt-Thomas adjourned the meeting at 7:34 p.m.

Adjournment
The meeting adjourned at 7:34 p.m.

____
Kari Niedfeldt-Thomas, Mayor

ATTEST:_____________________________
Terri Spangrud, City Clerk

Council Worksession
August 12, 2025
5:00 pm

Present: Mayor Kari Niedfeldt-Thomas
Councilmember Graeme Allen
Councilmember Emily Dunsworth
Councilmember Jeanne Frischman
Councilmember Jason Steffenhagen

Absent:

Staff in Attendance: Devin Massopust, Gina Foschi, Craig Schlichting, Tony Paetznick, Jennifer Fink, Hue Schlieu

Guests in Attendance:

2026 City Manager Recommended Budget Presentation

Massopust stated the 2026 City Manager recommended budget would be presented and discussed with the City Council at this meeting. It was noted the preliminary levy must be adopted and certified by September 30, 2025. He provided context on the 2026 budget noting the single-family home market values were not rising as much as in the past, which makes the tax rate more sensitive to the tax levy. He commented on how the Council's strategic priorities were incorporated into the budgeting process and reported the City also switched to a target-based budgeting philosophy for the 2026 budget. He stated each department was given targets and the budget discussions have been broken down into the "core budget" and requests for "enhanced services." He then reviewed the budget timeline and noted the proposed levy increase for 2026 was 7.31%.

Foschi discussed how the total property tax levy was broken down into the City's debt levy and general fund levy. She commented on the debt service levy and described how the City's debt impacts the tax levy. She provided a high-level summary of the general fund budget, highlighting the projected revenues and expenditures for the coming year.

Councilmember Allen asked if the personnel increases included wage adjustments. Massopust reported the personnel increases included a step and 3% COLA increase.

Foschi reviewed how the projected expenditures were broken down by department. She commented on the capital-related changes, which created a $251,700 or 1.66% increase in the tax levy. She discussed the debt the City had taken on for streets and explained that the City achieved debt free streets in 2025.

Councilmember Allen inquired if inflation was considered for future expenditures. Massopust explained he believed the projections within the budget were fairly accurate and noted adjustments were made on a yearly basis for capital equipment purchases.

Further discussion ensued regarding how other cities finance and assess for street improvement projects.

Foschi commented on the personnel changes that would occur in 2026 and noted the proposed internal service charges for the coming year. The non-property tax revenue projections were discussed with the Council.

Councilmember Allen inquired how park and recreation revenues would be increasing. Fink explained this would be brought about by increased daily admission fees, increased room rental fees, and noted the City would begin charging for credit card fees.

Mayor Niedfeldt-Thomas asked if the license bureau would be adding an additional staff member. Foschi explained the license bureau was fully staffed and the license bureau revenues were projected to increase due to increased hours.

Mayor Niedfeldt-Thomas appreciated staff's efforts to pursue grants and that the City was close to the 40/60 split when it comes to the outside revenue/property tax split for revenues.

Councilmember Allen asked if the City would be getting any new revenues from water tower leases. Schlichting stated he did not anticipate any new vendors approaching the City.

Foschi finished her presentation by discussing the enhanced services that were proposed for 2026.

Paetznick discussed the increased firefighter wages that were proposed for the coming year. He indicated the last pay increase for firefighters was approved in 2020. He explained the department would also be adding one new police officer, bringing the department to 33 licensed police officers.

Fink commented on the enhanced services that were included in the parks and recreation portion of the budget. She reported the recreations coordinator position would assist with managing special events in the community while also growing the City's adaptive programs and social media presence. She then discussed the park improvements that would be pursued at Freedom and Vermont Parks.

The Council discussed how these park improvements would be financed by the City.

Mayor Niedfeldt-Thomas stated she would like to have more information from staff on how the volume within the license bureau, police calls, and parks and rec services has changed from year to year.

Councilmember Frischman explained she would be curious to learn if the changes from the school district would be felt by the City in the coming years. She anticipated youth in the community would not be supported in the same manner by the school district in the near future. Massopust indicated CPY and NYFS may be able to assist with bridging the gap in these services.

Mayor Niedfeldt-Thomas indicated the school district was still working on their budget for next year and the City can work to better understand how their programming will change in the coming year.

Councilmember Dunsworth excused herself from the meeting at 6:00 p.m.

Foschi reviewed the total changes to the property tax levy for 2026 and commented on the projected levies for the next ten years. She noted the expenditures that were requested but left out of the recommended budget.

Mayor Niedfeldt-Thomas requested further information regarding the Council's discussion on commissioner pay. Schlieu reviewed the Council discussion on this matter noting while the City had enough commissioner applicants at this time, the Council was interested in finding first time applicants and applicants from under-represented communities. She reported she was able to find study results that showed how a stipend assisted lead to broader participation from low-income residents, young people, and non-English speakers. She indicated stipends also led to an increase in racial and economic diversity, higher attendance and more representative applicants.

Mayor Niedfeldt-Thomas questioned if park and rec programming could be offered to commission members on the nights of meetings. Massopust reported this would have to be further investigated noting the City was not allowed to provide childcare, per the County. He indicated he was uncertain how many commissioners were missing meetings because of childcare.

Mayor Niedfeldt-Thomas inquired if the stipend could be set up as an opt-in. Schlieu indicated the best way to set this up may be to have commissioners opt-out for members that do not wish to receive a stipend.

Councilmember Steffenhagen indicated he was disappointed that commissioner pay was not included in the budget. He hoped that this item could be included in the budget for 2026.

Councilmember Frischman asked if a scholarship could be set up for commissioners as a means of compensation. Schlieu indicated scholarships generally create a barrier because income information must be disclosed or paperwork has to be submitted.

Commissioner Frischman commented the City has been very fortunate to have great participation from the community for the City's commissions and committees. She explained she believed the current system was working and she did not feel the need to fix something. She stated she was not convinced that offering a stipend would lead to more diversity or new candidates.

Councilmember Steffenhagen indicated one of the City's strategic goals was to have a higher number of applicants and applications from a more diverse population. He stated he understood the City's commissions were full, but he wanted to see a more diverse group of applicants. For this reason, he supported offering a stipend, especially given the low cost for the stipends. Schlieu indicated the stipends would not be a magic wand as the City would still have to focus its recruitment efforts.

Mayor Niedfeldt-Thomas explained the Council was interested in this topic and thanked staff for researching this topic. She indicated she was interested in learning more from the residents about this topic and how community engagement should be completed. Schlieu stated the City could be doing more community engagement, but commented on how the Equity Commission was working to speak on equity issues that relate to residents. She noted the Equity Commission did fully support the proposed stipends for commission members. She believed offering a stipend would increase community participation.

Councilmember Allen stated in general, he agreed with Councilmember Frischman that more people apply for positions than are open. He explained a couple years ago, the City only had two people who were renters and the rest were homeowners. He agreed with the Mayor that outreach would be the difference maker. He indicated this was a small amount of money and it may make a difference for some commissioners and for this reason he supported the stipends being included in the budget. He reported his wife was a commission member and after speaking with her about this topic, they would choose to not take the stipend. He anticipated a good portion of commission members would do the same thing, which means the impact on the budget would be less than $22,000.

Councilmember Allen asked if the proposed budget set aside funding for CPY and NYFS. Massopust reported the 2026 budget had funding set aside for both of these organizations.

Massopust recommended the preliminary levy be set at 8.5% in September in order to offer the City the most amount of flexibility and with the understanding this amount could be lowered between September and December.

Worksession adjourned at 6:28 pm

Respectfully submitted,

Terri Spangrud
City Clerk

COUNCIL PROCEEDINGS
THE CITY OF NEW BRIGHTON

Pursuant to notice thereof, a regular meeting of the New Brighton City Council was held Tuesday, August 26, 2025 at 6:30 pm in the New Brighton Council Chambers.

Present: **Mayor Niedfeldt-Thomas, Councilmembers Allen, Dunsworth, Frischman and Steffenhagen**

Absent:

Also Present: **Devin Massopust-City Manager, Sarah Sonsalla-City Attorney (attending remotely), Gina Foschi-Finance Director, Ben Gozola-Assistant Director of Community Assets and Development**

Call to Order
Mayor Niedfeldt-Thomas called the meeting to order at 6:30 pm.

Call to Order

Pledge of Allegiance
Mayor Niedfeldt-Thomas led the Council in the Pledge of Allegiance.

Pledge of Allegiance

Public Comment Forum
Mayor Niedfeldt-Thomas opened the Public Forum for comments from the public. There were no comments from the public.

Public Comment Forum

Approval of Agenda
Approval of the August 26, 2025 Council Agenda.

Approval of Agenda
Approval of the August 26, 2025 Agenda.

Motion by Councilmember Frischman, seconded by Councilmember Dunsworth to approve the agenda as submitted.

5 Ayes, 0 Nays-Motion Carried

Special Order of Business

Special Order of Business

1. Constitution Week Proclamation

Mayor Niedfeldt-Thomas read a Proclamation in full for the record and declared the week of September 17 through September 23, 2025 to be Constitution Week in the City of New Brighton. She welcomed local representatives from the Daughters of the American Revolution who requested this proclamation.
Kelly Bergson, Daughters of the American Revolution representative, introduced herself to the Council and discussed the three pillars of this organization, which were patriotism, preservation and education. She indicated her goal during Constitution Week was to promote education on the constitution and the writing of the constitution. She reported there would be a Constitution Fair at the Shoreview/Ramsey County Library posters and historical videos would be screened. The Council was invited to attend this event, which will be held on Sunday, September 21.
Janet Kline, Daughters of the American Revolution, reported DAR was already working to plan a big event for next year, which would be the Constitution's 250th anniversary.

Consent Agenda

Consent Agenda

1. Consider Approval of Payments.

2. Approve City Council Minutes – None.

3. Accept Receipt of Commission Minutes:

    a. July 17, 2025 Equity Commission Meeting Minutes.

4. Consider Approval of Ordinance No. 922 Extending Comcast Franchise Agreement.

5. Resolution Approving Publication of Ord. No. 922 by Title and Summary.

6. Consideration of Advanced Oxidation Process Ultraviolet Lamp Purchase.

7. Authorize staff to enter into a customer support agreement with Ziegler Power Systems for the backup generator located at Water Treatment Plant #1.

8. Resolution to Consider Bids and Award Contract for City Project 25-9, 10th Street NW Culvert Replacement.

9. Consider Authorizing Staff to Purchase 2025 Toro 7500D Mower.

10. Consider Authorizing Staff to Enter Agreement with Reach for Resources for Inclusion Services in Parks and Recreation Programs.

Motion by Councilmember Dunsworth, seconded by Councilmember Frischman to approve the Consent Agenda as presented.

5 Ayes, 0 Nays - Motion Carried

Public Hearing

Public Hearing

None.

Council Business

Council Business
1. Ordinance 920: Zoning Code Update Project. Final document review before a scheduled consideration for adoption in September.

1. Ordinance 920: Zoning Code Update Project. Final document review before a scheduled consideration for adoption in September.

City Manager Massopust indicated Assistant Director of Community Assets and Development Gozola would be presenting this item to the Council.
Assistant Director of Community Assets and Development Gozola stated while it's taken awhile to reach this point, the updated Zoning Code is nearly ready for approval according to your steering committee, Planning Commission, and staff. Between now and the September 23rd City Council meeting, staff will be making any final edits requested by Council and will be preparing a clean version of the ordinance that removes all notes, color-coding, and icons identifying things to examine. Staff provided further comments on the revised Zoning Code and highlighted various updates that were completed through the zoning update. He requested feedback from the Council on how to address the Board of Adjustment and Appeals language.
Mayor Niedfeldt-Thomas supported the Board of Adjustment and Appeals remaining with the Planning Commission.
Councilmember Dunsworth agreed.
Mayor Niedfeldt-Thomas clarified for the record the City Council would not be holding a meeting on Tuesday, September 23.

Assistant Director of Community Assets and Development Gozola explained he would bring this item back for Council consideration on Tuesday, October 14.

Mayor Niedfeldt-Thomas reported the City had two areas zoned for cannabis production and questioned how the City would address this use. Assistant Director of Community Assets and Development Gozola reported Page 304 of the Zoning Code addresses cannabis cultivation and product creation.

Councilmember Frischman thanked Assistant Director of Community Assets and Development Gozola for all of his efforts on this document. She requested further information on how outdoor patio dining requests would be addressed in the zoning code. Assistant Director of Community Assets and Development Gozola reviewed the language within the zoning code that addressed outdoor dining.

Mayor Niedfeldt-Thomas asked how many votes would be required to approve the new zoning code. City Manager Massopust reported the new zoning code would require three affirmative votes from the City Council.

Mayor Niedfeldt-Thomas requested staff send a thank you/congratulations note to the Zoning Code Steering Committee members once the zoning code is approved.

Councilmember Allen inquired if there were any outstanding projects that would be altered by the new zoning code. Assistant Director of Community Assets and Development Gozola reported there was nothing pending that would be impacted by the new zoning code.

Councilmember Allen thanked Assistant Director of Community Assets and Development Gozola for the hours and hours he spent reworking the zoning code.

Councilmember Dunsworth stated the City of New Brighton was very fortunate to have someone on staff with Assistant Director of Community Assets and Development Gozola's expertise. She explained she was very proud of the final document that was created and how it was streamlined while still providing clarity for users.

Commission Liaison Reports, Announcements and Updates

Commission Liaison Reports, Announcements and Updates

Devin Massopust

City Manager Massopust reported the City would be receiving a $40,000 grant from the Met Council to assist with completing a Housing Action Plan. He commented on the infrastructure projects that were being created around town and noted Oakwood would be paved this week.

Graeme Allen

Councilmember Allen reported the New Brighton cleanup day would be held on Saturday, September 20.

Emily Dunsworth

Councilmember Dunsworth reported she recently attended a League of Minnesota Cities Policy Committee meeting.

Jason Steffenhagen

Councilmember Steffenhagen reported he would be attending the Metro Cities Metropolitan Agency Policy Committee meeting where zoning would be discussed. He encouraged residents to drive safely and be mindful of students as school will be back in session next Tuesday, September 2.

Mayor Niedfeldt-Thomas

Mayor Niedfeldt-Thomas reported the League of Women Voters held their summer social where a presentation on homelessness was provided. She indicated she was on a subcommittee with the League of Minnesota Cities that focused on housing and zoning issues. She explained City Hall and the license bureau would be closed on Saturday, August 30 and Monday, September 1. She stated the New Brighton Community Center would be closed September 2 through September 5 for cleaning and maintenance. She reported the farmers market would be held on Wednesday, August 27 from 3:00 p.m. to 7:00 p.m. She encouraged seniors in the community to consider attending the Thrive Expo on Tuesday, September 23.

Adjournment

Mayor Niedfeldt-Thomas adjourned the meeting at 7:44 p.m.

Adjournment
The meeting adjourned at 7:44 p.m.

____
Kari Niedfeldt-Thomas, Mayor

ATTEST:______________________________
Terri Spangrud, City Clerk

Council Worksession
August 26, 2025
5:00 pm

Present: Mayor Kari Niedfeldt-Thomas
Councilmember Graeme Allen
Councilmember Emily Dunsworth
Councilmember Jeanne Frischman
Councilmember Jason Steffenhagen

Absent:

Staff in Attendance: Devin Massopust, Jennifer Fink, Craig Schlichting, Ben Gozola

Guests in Attendance: Scott Landsman (attending remotely)

Further Discussion on Strategic Priority for Brightwood Hills Clubhouse

Massopust requested the Council further discuss the strategic priorities for the Brightwood Hills Clubhouse. He noted this topic was previously addressed during a facility condition assessment discussion. He reported the focus at this meeting will still be exploratory. He asked that the Council consider the options presented by staff and provide feedback on the potential ownership and redevelopment models for the proposal.

Schlichting recapped the facility condition assessment that was completed by Krause Anderson on the Brightwood Hills Clubhouse. It was noted replacement was recommended versus investing in continued maintenance. He commented on how the Brightwood Hills Clubhouse fits into the Vision Silver Lake Road 2040 plan as well as the Comprehensive Plan. He discussed the Council's strategic priorities, noting how it would benefit the City to revitalize this property. He explained the Council had previously discussed a public/private partnership for this property.

Gozola reported staff had completed a Q&A webpage to ensure residents would be provided with answers on this project. In addition, everyone around the golf course would be provided with information on the public hearing process. He described the conditional changes that could be made to this property should a development proposal come forward.

Schlichting discussed how a public/private partnership could be a win/win for the City. He noted the redevelopment of this property would bring vitality to the area while also bringing about the clubhouse replacement without using taxpayer dollars. He indicated the City's tax base would be increased, as well as creating an enhanced golf experience for visitors. He commented on the work staff has done since the Council last discussed this topic which included data gathering to inform site development. He reported the next step would be to create a public/private partnership by holding informal meetings with developers and encouraging interested developers to submit concept plans for this site. He asked the Council to consider how the future ownership of this property should be addressed should the property redevelop and commented on the next steps for this property.

Mayor Niedfeldt-Thomas asked how a common interest community would work on this property. Schlichting reported this would be a shared ownership concept. He commented further on the common interest community development that was completed in Columbia Heights.

Scott Landsman, attorney, explained the relationship in a common interest community (CIC) will be established by the governing documents. He reported these terms would be negotiated between the city and the developer. He indicated maintenance and cost sharing matters would also be addressed in the CIC documents.

Mayor Niedfeldt-Thomas reported the CIC concept allows for non-tax generating property to be able to generate taxes. Mr. Landsman stated through a CIC or a ground lease, any entity that is taxable would generate taxes, but the City's portion of the land would remain non-taxable.

Mayor Niedfeldt-Thomas requested further information regarding a ground lease. Mr. Landsman commented a ground lease would allow the City to maintain ownership of the property, but would lease certain ground area to a developer, including the clubhouse area through a long-term lease. He explained a ground lease would also have terms in place to address construction, maintenance and reconstruction. Instead of the City receiving an upfront purchase price for the property, the City would receive long-term lease payments.

Further information was provided on CIC's and ground leases when it comes to property ownership.

Schlichting reported the property would still need to be subdivided based on zoning and re-guiding to allow the golf course to have another use.

Councilmember Allen stated he was interested in having the clubhouse separate from the housing noting this may assist with getting around some of the legal issues. He supported the City having conversations with Grace Point Church as they may be interested in a property exchange. Schlichting reported staff would be meeting with Grace Point Church to discuss their future site and stormwater needs.

Councilmember Frischman asked why there were different terms for the ground lease. Mr. Landsman reported a 50 year ground lease with a 50 year option allows the developer to seek financing for a specific length of interest. He anticipated a longer lease would be more desirable to lenders.

Councilmember Frischman stated she had concerns with how the CIC documents would be negotiated and the daily management terms that would have to be considered if an HOA was in place. Gozola stated as long as the property is run properly from the start, he believed a lot of the property challenges could be overcome.

Mayor Niedfeldt-Thomas explained the developer for this property may not be the owner/operator in five years or 50 years but the City would remain in place. Mr. Landsman explained under the ground lease provisions would be in place regarding usage, maintenance and construction. He commented if the property was not properly maintained, fines would be put in place. He indicated if a CIC was in place, maintenance terms could also be written into the document.

Mayor Niedfeldt-Thomas inquired if there were examples of other golf courses that have pursued a public/private partnership. Fink reported the City rents Bunker Hills from the County and the City leases space for the restaurant.

Mr. Landsman stated he had to excuse himself from the meeting at this time, but encouraged the Council to forward additional comments or questions to him regarding ground leases or CIC's.

Mayor Niedfeldt-Thomas asked if the golf course property had already been rezoned. Gozola stated this property had not yet been rezoned or re-guided. He explained the Vision Silver Lake Road study was completed in 2021 and the proposed zoning for the mixed use nodes were considered through this study.

Further discussion ensued regarding the re-guiding and rezoning process that would have to be followed by the City for this property.

Mayor Niedfeldt-Thomas questioned what the public hearing process would look like. Gozola reported his main task would be to describe what the City would like to accomplish and how it was a constrained conditional approval, with the understanding this project would be dictated by the development proposals that come forward. He indicated this process would open the door for a future proposal from an outside developer.

Councilmember Allen believed it would be helpful for those living adjacent to the golf course to see renderings on how the property could develop or be impacted.

Mayor Niedfeldt-Thomas inquired if a new zoning district should be created for this redevelopment project. Gozola stated there was more danger in proceeding in this manner as it could be perceived as spot zoning. He recommended the proposed zoning/guidance for this property remain as is.

Mayor Niedfeldt-Thomas recommended the public hearing notices be sent to everyone living on Rice Creek.

Councilmember Frischman supported the public hearing notice area being expanded. Massopust stated he was okay with including the properties along Rice Creek, but encouraged the Council to remain consistent when it comes to public hearing notifications. Gozola stated he could expand the notification area to 350 feet.

The Council supported this recommendation.

Councilmember Dunsworth supported the City having very clear messaging when it comes to this project going forward.

Mayor Niedfeldt-Thomas clarified the City would be keeping the golf course and was looking for opportunities to preserve and enhance its amenities.

Massopust asked if the Council would support the Planning Commission holding a public hearing on the rezoning of this property in October. The Council supported this recommendation.

Worksession adjourned at 6:10 pm

Respectfully submitted,

Terri Spangrud
City Clerk

Council Worksession
September 2, 2025
5:00 pm

Present: Councilmember Emily Dunsworth
Councilmember Jeanne Frischman
Councilmember Jason Steffenhagen

Absent: Mayor Kari Niedfeldt-Thomas
Councilmember Graeme Allen

Staff in Attendance: Devin Massopust, Gina Foschi

Guests in Attendance:

2026-2035 Capital Improvement Plan (CIP) Presentation and 2026 Budget Review

Massopust stated the 2026 through 2035 Capital Improvement Plan (CIP) will be presented and discussed. The 2026 budget will also be revisited.

Foschi reviewed the 2026 through 2035 CIP in detail with the Council. She reported the preliminary levy must be adopted and certified by September 30, 2025. The only City Council meeting currently scheduled in September is September 9, 2025. She explained the CIP was a ten-year plan that included ten years of levy projections. She reiterated that the CIP was a plan that identified current and future capital needs, while identifying funding sources. She stated the CIP was an effective way to manage capital assets while also addressing long-term financial planning for the City.

Councilmember Dunsworth asked if the CIP had inflation built into the plan. Foschi reported this was the case, noting all expenditures had a 3% inflator.

Councilmember Steffenhagen inquired if the Kraus Anderson facilities analysis study had been taken into consideration within the CIP. Massopust reported anything new was not included in the CIP.

Massopust reported that the Council would still have to make a final decision when it comes to commissioner pay. He indicated he would not be recommending Parks Phase 2.1 in the 2026 budget. He stated this item would be held off and revisited at a later time.

Councilmember Steffenhagen requested further information on how the City was able to use internal loans. Foschi described how internal loans work and are used to fund expenditures for the City.

Councilmember Dunsworth asked when the next TIF district would be decertifying. Foschi indicated this would occur in 2035.

Councilmember Frischman inquired how the Council could make a big impact on the reducing the levy. Massopust indicated no new items could be added to the budget, which meant no new positions could be added. He explained another way to impact the levy would be to eliminate items in the capital budget.

Councilmember Dunsworth stated a group of residents came in and spoke to the Council about the cost and number of fire trucks that were written into the CIP. She commented on how the Council has addressed and weighed these expenditures. She reiterated that the CIP was a plan, and nothing was set in stone. She discussed the tradeoff of delaying purchases further down the road, noting this leads to higher costs.

Massopust reviewed the next steps for the budget and tax levy. He indicated the Council would be considering the preliminary tax levy at the September 9 City Council meeting. He recommended the levy be set at 8.5% as this would allow him a small amount of wiggle room considering he still has to negotiate union contracts. He stated the Council could work to lower the levy amount between September and December.

Worksession adjourned at 5:41 pm

Respectfully submitted,

Terri Spangrud
City Clerk

NEW BRIGHTON
building tomorrow today

Agenda Section:	**Consent Agenda**
Report Date:	**08/25/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Lease Amendment with Rise, Inc.

Action Requested:

Public Hearing:	Motion: X
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement: X	N/A or Other:

Votes Needed:

3 Votes: X	4 Votes:
5 Votes:	N/A:

Summary Statement:	Rise has been a tenant at NBCC since 2018. The Rise program has continued to increase participants and is a great fit at NBCC. The Rise program has been well received by the people they serve and the NBCC site currently has a waiting list for participants. The increase in space will allow for Rise's program to expand and accommodate more participants. Staff deemed that WIC's old office would be best suited for their needs. This room is a total of 635.5sq ft.

Recommendations:	Approve Lease Amendment with Rise, Inc.

Applicable Deadlines:	9/1/2025

Community Impact:	Rise is a nonprofit which provides individuals with special needs a place to gather, support, and interact with other individuals.

Legislative History:	• August 22, 2023- Council approved new lease agreement with Rise, Inc. • November 22, 2022 – Council approved third addendum to the lease with Rise for space at NBCC. This addendum swapped Room 214 to Room 209 on the lease agreement. • November 12, 2019 – Council approved second addendum to lease agreement with Rise for space at NBCC. This addendum added Room 214 to the lease agreement. • February 26, 2019 – Council approved first addendum to lease agreement with Rise for space at NBCC. This addendum added Rooms 210 and 212 to the lease agreement. • July 24, 2018 – Council approved a lease agreement with Rise. This agreement was for Room 208.

Strategic Priority:

Financial Sustainability: X	Staff Capabilities:
Economic Development: X	Community Engagement & Belonging: X
City Assets: X	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	**Yes: $ 11,394.64+**

Financing Sources:	Budgeted:	Budget Modification
New Revenue: X	Use of Reserves	Other

Attachments:	1.	1019609-v2-Amendment to Rise Lease

FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN CITY OF NEW BRIGHTON AND RISE

THIS FIRST AMENDMENT TO LEASE AGREEMENT (this "Amendment") is made and entered into this day of September ____, 2025 between CITY OF NEW BRIGHTON, a Minnesota municipal corporation ("Landlord") and Rise, a Minnesota nonprofit 501(c)(3) organization which supports people who have disabilities and other barriers to employment and housing ("Tenant")

WHEREAS, Landlord and Tenant entered into a certain Lease Agreement dated August 22, 2023 pertaining to Tenant leasing certain premises of the Landlord located in the New Brighton Community Center at 400 10th St. Northwest, New Brighton, Minnesota, 55112 (the "Community Center"); and

WHEREAS, Landlord and Tenant wish to amend the Lease Agreement to allow Tenant to lease additional space in the Community Center and Landlord and Tenant wish to amend the Lease Agreement as provided in this Amendment as follows; and

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged by Landlord and Tenant, the parties mutually agree as follows:

1. Paragraph 1.1 LEASED SPACE of the Lease Agreement is amended to read as follows:

   In consideration of the rents, covenants and agreements herein reserved and contained as the part of Tenant to be performed, Landlord does hereby lease to Tenant Room 207 (approximately 635.5 square feet), Room 208 (approximately 897.75 square feet), Room 209 (approximately 866.5 square feet), Room 210 (approximately 482.7 square feet), and Room 212 (approximately 440.7 square feet) in the New Brighton Community Center located at 400 Tenth Street Northwest, New Brighton, Minnesota, hereto (hereinafter referred to as the "Leased Space".). Tenant shall have exclusive occupancy to the Leased Space. A drawing of the Leased Space is attached hereto as Attachment One.

3. Paragraph 2.1 RENT of the Lease Agreement is amended to read as follows:

   During the term hereof Tenant agrees to pay to Landlord at 400 Tenth Street Northwest, New Brighton, Minnesota 55112 or at such place as Landlord may from time to time designate in writing, "minimum rent" for the Leased Space in the amount set forth below payable in advance prior to the first of each month.

YEAR	MONTHLY	ANNUAL
1	$ 4,734.85	$56,818.20
2	$ 4,876.90	$ 58,522.80
3	$ 5,023.20	$ 60,278.40
4	$ 5,173.90	$ 62,086.80
5	$ 5,329.12	$ 63,949.44

No rent shall be payable under this Lease until the Leased Space with all utility services and Initial Improvements hereunder is ready and available for use and has been accepted by Tenant. If the Lease Term as stated above commences on a day other than the first day of a calendar month or ends on a day other than the last day of a calendar month, the rent for such first or last fractional month shall be such proportion of the monthly rent as the number of days in such fractional month bears to the total number of days in the calendar month.

4. Paragraph 3.2 FITNESS MEMBERSHIPS of the Lease Agreement is amended to read as follows:

   During the term of this Lease, Tenant will purchase annual Community Center fitness memberships for its participants ("Memberships"). A total of 55 Memberships must be maintained by Tenant throughout the Term of this Lease. These Memberships will be charged at the going rate of an annual resident family membership for a family of 55. The current annual fee for 55 memberships is $6,516.00.

5. Paragraph 5.2 CHARGES of the Lease Agreement is amended to read as follows:

   Tenant shall pay for all utility services, including gas, electricity, domestic water, and sewer furnished to the Tenant for use in the Leased Space. Such services shall be charged at a flat rate of 4.7 percent of utility costs incurred by Landlord for the Community Center.

6. Paragraph 5.7 INSPECTION FEES of the Lease Agreement shall be amended to read as follows:

The Tenant shall pay 4.7 percent of the total cost to the Community Center of building system inspections including, but not limited to, fire alarm/smoke alarm system inspection, fire extinguisher inspection, elevator inspection, sprinkler system inspection, building alarm inspection, and boiler inspection.

7. Attachment One of the Lease Agreement is replaced with the attached new Attachment One.

8. All other terms and conditions of the Lease Agreement and the First Amendment shall remain in force and effect in all respects.

10. This Second Amendment shall be effective on September 1, 2025.

IN WITNESS WHEREOF, the parties hereto have duly executed this First Amendment for the purpose set forth above, as of the day and year first above written.

TENANT:
Rise

BY:____________________________

ITS: __________________________

LANDLORD:
City of New Brighton

BY:____________________________
Devin Massopust
ITS: City Manager

BY:____________________________
Kari Niedfeldt-Thomas
ITS: Mayor

ATTACHMENT ONE

Drawing of the Leased Space

554272v1 SJS NE136-32
NE136\32\1019609.v2

Agenda Section:	**Consent Agenda**
Report Date:	**09/02/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Change Order 1 and Final Payment for City Project 25-5, Lift Station #1 Removal

Action Requested:

Public Hearing:	Motion: X
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other: X

Votes Needed:

3 Votes: X	4 Votes:
5 Votes:	N/A:

Summary Statement:	The purpose of this item is to approve Change Order 1, which includes the adjustment (increase) in contract costs relating to actual quantities installed with the project, and final payment to the contractor. City Project 25-5, Lift Station #1 Removal, included the removal of municipal lift station #1 and installation of gravity sewer piping to redirect flows to a lift station constructed as part of the County Road E2 reconstruction project. The removal will result in cost savings related to operation, maintenance, and future replacement costs.

Recommendations:	Approve Change Order 1 in the amount of $30,684.81. Approve Final Payment in the amount of $176,478.60.

Applicable Deadlines:	None

Community Impact:	Providing cost effective and reliable wastewater collection.

Legislative History:	February 11, 2025 City Council approved plans and specifications and authorized staff to solicit quotes for City Project 25-5, Lift Station #1 Removal. March 11, 2025 City Council accepted all quotes and awarded a contract for City Project 25-5, Lift Station #1 Removal to the lowest responsible bidder, Swan Companies, Inc.

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets X	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	Yes: $ 176,478.60

Financing Sources:	Budgeted X	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	Change Order 1
2.	Final Payment

CITY OF NEW BRIGHTON
DEPARTMENT OF COMMUNITY ASSETS AND DEVELOPMENT

September 2, 2025

CONTRACTOR: **Swan Companies, Inc.**
7217 W 128th Street
Savage, MN 55378
Phone: (763) 231-9025

CHANGE ORDER 1

PROJECT 25-5, LIFT STATION #1 REMOVAL

PURPOSE/DESCRIPTION: This change order includes the adjustment (increase) in contract costs as a result of actual material quantities installed with the project.

ACTION:

THE FOLLOWING ESTIMATED QUANTITIES TO THE CONTRACT DOCUMENTS HAVE BEEN MODIFIED:

Item Number	Item Description	Unit	Bid Quantity	Bidding Unit Price	Bid Total Cost	Change Order Quantity	Anticipated Change Order Unit Price	Change Order Total Price	Net Cost
	Adjustment to original contract based on actual quantities	LS	0		$0.00	1	$30,684.81	$30,684.81	$30,684.81
								SUBTOTAL	**$30,684.81**

SUBTOTAL OF ADDED ITEMS	$30,684.81
TOTAL OF DEDUCTED ITEMS	$0.00
TOTAL OF CHANGE ORDER 1	**$30,684.81**
ORIGINAL CONTRACT AMOUNT	$145,793.79
PREVIOUS CHANGE ORDERS	**$0.00**
CONTRACT PRICE PRIOR TO CHANGE ORDER	$145,793.79
NET INCREASE OF CHANGE ORDER	$30,684.81
NEW CONTRACT PRICE WITH CHANGE ORDERS	$176,478.60
CHANGE IN CONTRACT TIME	NONE

APPROVED BY: _________________________________ DATE ______________

CRAIG G. SCHLICHTING, P.E. #41295

DIRECTOR OF COMMUNITY ASSETS AND DEVELOPMENT

CITY OF NEW BRIGHTON

APPROVED BY: _________________________________ DATE ______________

SWAN COMPANIES, INC.

APPROVED BY COUNCIL ACTION: SEPTEMBER 9, 2025

City of New Brighton
Department of Community Assets and Development

Project 25-5, Lift Station #1 Removal
City of New Brighton

Contractor: Swan Companies, Inc.
7217 W 128th Street
Savage, MN 55378
Phone: (763) 231-9025

Final Payment
Date: September 2, 2025

NO.	ITEM NUMBER	DESCRIPTION	UNIT	UNIT PRICE	CONTRACT BID		PAYMENT		
					QUANTITY	COST	QUANTITY THIS PAYMENT	QUANTITY	COST
1	2021.501	MOBILIZATION	LUMP SUM	$20,350.00	1	$20,350.00	1	1	$20,350.00
2	2101.502	CLEARING	EACH	$435.00	1	$435.00			
3	2101.502	GRUBBING	EACH	$435.00	1	$435.00	1	1	$435.00
4	2104.501	ABANDON LIFT STATION	LUMP SUM	$10,072.50	1	$10,072.50	1	1	$10,072.50
5	2104.502	REMOVE MANHOLE	EACH	$3,437.50	1	$3,437.50	1	1	$3,437.50
6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN. FT.	$25.00	10	$250.00	10	10	$250.00
7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN. FT.	$7.50	82	$615.00	82	82	$615.00
8	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN. FT.	$99.50	25	$2,487.50	25	25	$2,487.50
9	2104.503	REMOVE CURB AND GUTTER	LIN. FT.	$10.00	50	$500.00	144	144	$1,440.00
10	2104.504	REMOVE CONCRETE WALK	SQ. YD.	$40.00	9	$360.00	49	49	$1,960.00
11	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	$8.59	115	$987.85	159	159	$1,365.81
12	2211.509	AGGREGATE BASE CLASS 5	TON	$60.75	45	$2,733.75	112	112	$6,804.00
13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	$7.70	4	$30.80	8	8	$61.60
14	2360.509	TYPE SP 12.5 NON WEAR COURSE MIXTURE (3;C) - SPNWB330C	TON	$330.00	22	$7,260.00	44	44	$14,520.00
15	2502.601	LANDSCAPE/IRRIGATION SYSTEM ALLOWANCE	LUMP SUM	$1,000.00	1	$1,000.00	1.94	2	$1,942.60
16	2503.503	6" PVC PIPE SEWER	LIN. FT.	$244.68	56	$13,702.08	54	54	$13,212.72
17	2503.503	8" PVC PIPE SEWER	LIN. FT.	$250.57	97	$24,305.29	85	85	$21,298.45
18	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	$1,005.48	6	$6,032.88	6	6	$6,032.88
19	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	$700.47	2	$1,400.94	2	2	$1,400.94
20	2503.603	4" PVC SANITARY SERVICE PIPE	LIN. FT.	$183.84	36	$6,618.24	36	36	$6,618.24
21	2503.603	PLUG FILL AND ABANDON PIPE SEWER	LIN. FT.	$19.80	125	$2,475.00	125	125	$2,475.00
22	2503.604	2" INSULATION	SQ. YD.	$52.28	7	$365.96	7	7	$365.96
23	2506.502	CONST DRAINAGE STRUCTURE DESIGN 4007	EACH	$5,662.75	3	$16,988.25	3	3	$16,988.25
24	2506.502	CASTING ASSEMBLY	EACH	$1,160.00	3	$3,480.00	3	3	$3,480.00
25	2521.518	4" CONCRETE WALK	SQ. FT.	$14.40	75	$1,080.00	445	445	$6,408.00
26	2531.603	CONCRETE CURB & GUTTER (SPOT REPAIR)	LIN. FT.	$66.00	50	$3,300.00	144	144	$9,504.00
27	2563.601	TRAFFIC CONTROL	LUMP SUM	$4,500.00	1	$4,500.00	1	1	$4,500.00
28	2571.502	DECIDUOUS TREE 2" CAL B&B	EACH	$2,100.00	1	$2,100.00	1	1	$2,100.00
29	2573.502	STORM DRAIN INLET PROTECTION	EACH	$250.00	2	$500.00	2	2	$500.00
30	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN. FT.	$5.00	200	$1,000.00	200	200	$1,000.00
31	2574.507	COMMON TOPSOIL BORROW	CU. YD.	$71.33	75	$5,349.75	100	100.0	$7,133.00
32	2574.508	FERTILIZER TYPE 3	POUND	$3.30	35	$115.50			
33	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	POUND	$2.50	390	$975.00			
34	2575.608	SEED RESIDENTIAL TURFGRASS	POUND	$27.50	20	$550.00	281	281	$7,719.65
				CONSTRUCTION COST		**$145,793.79**			**$176,478.60**

Final Payment	$176,478.60	**Change Order 1**	$30,684.81	**ORIGINAL CONTRACT**	**$145,793.79**
Total	$176,478.60			**CHANGE ORDER 1**	**$30,684.81**
				TOTAL WORK TO DATE	**$176,478.60**
				Less Retainage 0%	
				Sub-total	**$176,478.60**
				Less Previous Payments	
				FINAL PAYMENT	**$176,478.60**

Agenda Section:	Consent Agenda
Report Date:	09/03/2025
Meeting Date:	September 9, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Change Order #1, Change Order 2, and Final Payment to TanksCo Inc for City Project 24-5 Forestdale Water Tower Reconditioning

Action Requested:

Public Hearing:	Motion: X
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other:X

Votes Needed:

3 Votes: X	4 Votes:
5 Votes:	N/A:

Summary Statement:	• We have received a request for final payment from TanksCo Inc for City Project 24-5 Forestdale Water Tower Reconditioning. • Change Order #1 resulted in a net-zero increase to the project. The City paid the contractor and was reimbursed in full (split 50/50) between two cell providers. • Change Order #2 resulted in a project increase of $15,900 to the project. The replacement of the conduit for the mixer needed to be replaced. Due to the location of the conduit, the replacement was unforeseen during the pre-project inspection.

	• There was also a reduction from the final payment in the amount of $9,502.50. This was a 50/50 split between TanksCo Inc and the City of New Brighton for a portion of asphalt replacement at the water tower site.

Recommendations:	Approve Change Order #1, Change Order #2, and final payment to TanksCo Inc for City Project 24-5 Forestdale Water Tower Reconditioning.

Applicable Deadlines:	NA

Community Impact:	Continued distribution of safe and reliable drinking water.

Legislative History:	• March 12, 2024, the City Council authorized the Director of Community Assets and Development to enter into a professional services agreement with KLM Engineering to provide engineering and inspection services for City Project 24-5, Forestdale Tower Reconditioning. • October 22, 2024, the City Council approved the plans and specifications and authorized staff to advertise for bids for City Project 24-5, Forestdale Tower Reconditioning. • December 10, 2024 the City Council accepted all bids and awarded a contract for City Project 24-5, Forestdale Tower Reconditioning to the lowest bidder, Tanksco, Inc. in the amount of $432,000.00

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets X	N/A

Fiscal Impact:	<table><tr><td>Financial Impact: Is there a financial consideration? Yes</td><td>No</td><td>Yes: $ 44,897.50</td></tr></table><table><tr><td>Financing Sources:</td><td>Budgeted X</td><td>Budget Modification</td></tr><tr><td>New Revenue</td><td>Use of Reserves</td><td>Other</td></tr></table>

Attachments:	

1.	New Brighton City Project 24-5 Change Order No. 2
2.	New Brighton City Project 24-5 Change Order No. 1
3.	New Brighton City Project 24-5 New Brighton Pay Request No. 4 (Final Payment)
4.	New Brighton City Project 24-5 Consent of Surety
5.	New Brighton City Project 24-5 Contractor Affidavit
6.	New Brighton City Project 24-5 IC-134
7.	New Brighton City Project 24-5 Maintenance Bond
8.	New Brighton City Project 24-5 New Brighton Pay Request No. 4 (Final Payment) KLM Recommendation Letter

Corporate Office
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

April 30, 2025

Mr. Eric Volk
Public Works Superintendent
City of New Brighton
700-5th Street NW
New Brighton, MN 55112

By Email

KLM Project No: 4751-24
Description: Forestdale Tower
Contractor: Tanksco, Inc.

Change Order No. 2 – The following change order is in addition to the original contract.

- Install new conduit and cable per the most current NFPA 70 codes from the owner building to the top of the tower for the new mixing system utilizing the same bracketing as previous conduite was attached to.

Total Additional Authorized Work: $15,900.00

Original Contract Amount	**$ 432,000.00**
Change Order No. 1	**$ 16,900.00**
Change Order No. 2	**$ 15,900.00**
New Contract Balance	**$ 464,800.00**

APPROVALS:
City of New Brighton:

By: Craig Schlichting Title: Director DCAD Date: 4/30/2025

Contractor: Tanksco, Inc.:

By: Luan Ha Title: Operation Manager Date: 4/30/2025

KLM Engineering, Inc.:

By: Scott J Hosier Title: Project Field Supervisor Date: April 30, 2025

Corporate Office
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

February 20, 2025

By Email

Mr. Eric Volk
Public Works Superintendent
City of New Brighton
700-5th Street NW
New Brighton, MN 55112

KLM Project No: 4751-24
Description: Forestdale Tower
Contractor: Tanksco, Inc.

Change Order No. 1 – The following change order is in addition to the original contract.

- Replace the entire roof handrail with one 4-feet larger (18-fooot) in diameter. The existing diameter is estimated to be 14-foot. Contractor is responsible for field verifying all dimensions prior to fabrication.
- The new handrail shall be fabricated of 2.5-inch diameter schedule 80 pipe, 48-inches tall, and have 2-mid rails. All seams to be seal welded. An example of the 2.5-inch diameter pipe rail is attached. The work will include replacement of both sides of the access handrail from the shell ladder up to the primary corral and around the wet access manway.

Total Additional Authorized Work: $16,900.00

Original Contract Amount	**$ 432,000.00**
Change Order No. 1	**$ 16,900.00**
New Contract Balance	**$ 448,900.00**

Corporate Office
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

APPROVALS:

City of New Brighton:

By: ______________ Title: Director Community Assets & Development Date: 2/20/25

Contractor: Tanksco, Inc.

By: Luan Ha Title: Operation Manager Date: 02/20/2025

KLM Engineering, Inc.:

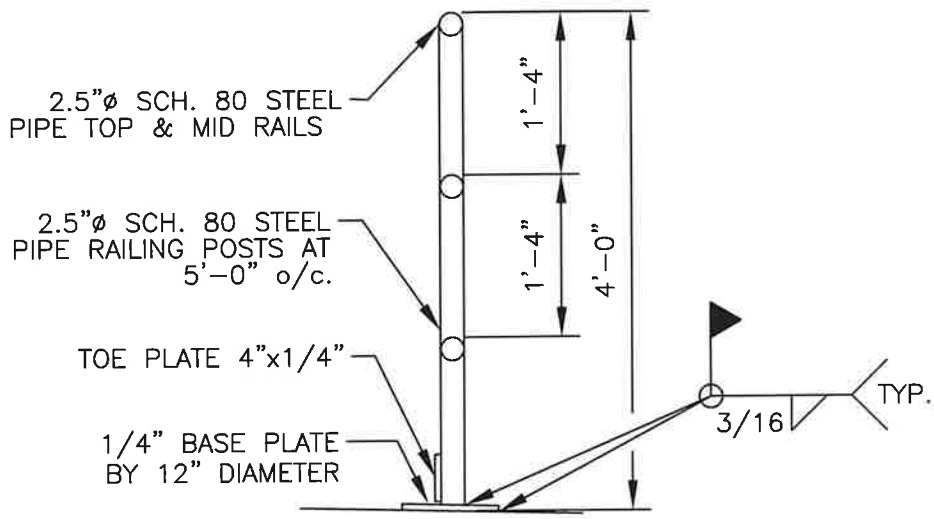
By: ______________ Title: Project Field Supervisor Date: February 20, 2025

KLM ENGINEERING, INC.
1976 Wooddale Drive
Suite 4
Woodbury, MN 55125
(651) 773-5111
Fax (651) 773-5222

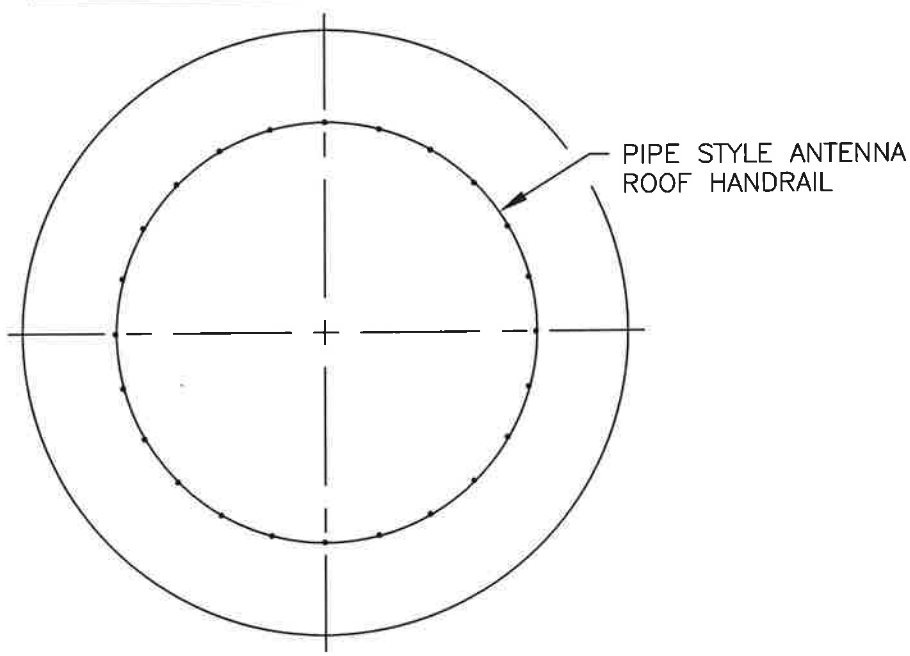
KLM PROJECT NO.	KLM DRAWING NO. 15I
SUBJECT PIPE STYLE ANTENNA ROOF HANDRAIL	
DRAWN BY BJF	DATE FEBRUARY 2025
CHECKED BY	DATE

NOTES:

1. ALL WELDING SHALL BE PER AWS D1.1 LATEST EDITION.
2. ALL WELDING SHOWN IS TO BE DONE BY CONTRACTOR.
3. INSTALL 1/4" BY 12" DIAMETER BASE PLATES FOR THE HANDRAIL POSTS.
4. THE RAILS AND POST SIZES HAVE BEEN SIZED TO ACCOMMODATE ANTENNA FORCES.



SECTION THRU HANDRAIL



ROOF PLAN VIEW

Final Pay App

OWNER:
City of New Brighton, MN

CONTRACTOR:
Tanksco, Inc.

PROJECT:
300,000-Gallon Elevated Reservoir (Forestdale Tower)
KLM Project No. 4751-24

Contract Amount Original:	$432,000.00	Dates of Est	8/15/2025
		From:	6/20/2025
Revised:	$455,297.50	To:	8/15/2025

		Contract Items				This Period		Total To Date	
	Bid Item Description	Unit	Qty.	Unit Price	Total Amt.	Qty.	Amt.	Qty.	Amount
	For all labor, material, equipment & incidentals to furnish & install the following:								
1	**Structure Modifications**	LS	1.00	112,900.00	$ 112,900	0.00	$ -	1.00	$ 112,900.00
2	**Surface Repairs**	Man-Hrs	50.00	120.00	$ 6,000	0.00	$ -	50.00	$ 6,000.00
3	**Interior Wet Area Abrasive Blast & Coating**	LS	1.00	105,000.00	$ 105,000	0.00	$ -	1.00	$ 105,000.00
4	**Exterior Area Abrasive Blast & Coating & Containment**	LS	1.00	188,100.00	$ 188,100	0.00	$ -	1.00	$ 188,100.00
5	**Mobilization**	LS	1.00	20,000.00	$ 20,000	0.00	$ -	1.00	$ 20,000.00
	Asphat repairs for damages by TanksCo	LS	1.00	-9,502.50	$ (9,502.50)	1.00	$ (9,502.50)	1.00	$ (9,502.50)
	Change Order 1	LS	1.00	16,900.00	$ 16,900	1.00	$ 16,900.00	1.00	$ 16,900.00
	Change Order 2	LS	1.00	15,900.00	$ 15,900	1.00	$ 15,900.00	1.00	$ 15,900.00
	*Includes materials on-hand per attached invoices.								

	This Period	Total to Date
Amount Earned	$ 23,297.50	$ 455,297.50
RETAINSGE RELEASE	$ 21,600.00	
Less Previous Payments		$ (410,400.00)
Amount Due	$ 44,897.50	$ 44,897.50

REQUESTED BY:

TANKSCO, INC.
By: Saul Bocanegra
Date: 8/15/2025

RECOMMENDED FOR PAYMENT:

Consulting Engineer
By:
Date: 8-20-25

APPROVED FOR PAYMENT:

The City of New Brighton, MN
By:
Date:

The Contractor certifies that all work including materials and equipment on hand, covered by this Partial Payment has been completed or delivered in accordance with the Contract Documents, that all amounts have been paid by him/her for work, mat and equipment for which previous Partial Payments were issued and received from the Owner, and that the current payment sl herein is now due.

CONSENT OF SURETY
TO FINAL PAYMENT
AIA DOCUMENT G707

OWNER	✔
ARCHITECT	☐
CONTRACTOR	✔
SURETY	✔
OTHER	☐

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

TO OWNER:
(Name and address)
City of New Brighton
803 Old Highway 8 NW
New Brighton, MN 55112

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:
Bond Number # HGMW-25-163-0134

PROJECT:
(Name and address)
Cleaning, Repairing, & Painting of the 300,000 Gallon Elevated Reservoir (Forestdale Tower) Project No. 24-5, New Brighton, MN

CONTRACT DATED: 1/22/2025

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Hudson Insurance Company
100 William Street, 5th Floor
New York, NY 10038
, SURETY,

on bond of
(Insert name and address of Contractor)

TanksCo Inc.
1102 County Road 4360
Decatur, TX 76234
, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to *(Insert name and address of Owner)*

City of New Brighton
803 Old Highway 8 NW
New Brighton, MN 55112
OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, THE Surety has hereunto set its hand on this date: August 18, 2025
(Insert in writing the month followed by the numeric date and year.)

Attest: Christy Ritchie

Hudson Insurance Company
(Surety)

Kurt Feller
(Signature of authorized representative)

SEAL

Kurt Feller, Attorney-in-Fact
(Printed name and title)

HUDSON INSURANCE GROUP

HGMW-163-0134

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint **Robert Kollsmith, Lukas Schroder, James M. Smith, Jason D. Smith, Kurt Feller,**

Deborah Kling, Mason Stickney, Christine Ritchie, Dora Stevens, Timothy Foley, Lauri Meneough

of the State of Iowa

its true and lawful Attorney(s)-in-Fact, at New York, New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking shall obligate said Company for any portion of the penal sum thereof in excess of the sum of **Twenty Five Million Dollars ($25,000,000.00).**

Such bonds and undertakings when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of November , 20 24 at New York, New York.

(Corporate seal)

HUDSON INSURANCE COMPANY

Attest.............................

Dina Daskalakis No. 01MU6067553
Corporate Secretary

By.............................

Andrew A. Dickson
Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 15th day of November , 20 24 before me personally came Andrew A. Dickson to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of **HUDSON INSURANCE COMPANY**, the corporation described herein and which executed the above instrument, that he knows the seal of said Corporation, that the seal affixed to said instrument is such corporate seal, that it was so affixed by order of the Board of Directors of said Corporation, and that he signed his name thereto by like order.

(Notarial Seal)

ANN M. MURPHY NOTARY PUBLIC STATE OF NEW YORK

....
ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned **Dina Daskalakis** hereby certifies:

That the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOVLED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

Witness the hand of the undersigned and the seal of said Corporation this 18th day of August , 2025.

(Corporate seal)

By.............................
Dina Daskalakis, Corporate Secretary

AFFIDAVIT OF BILLS PAID

THE STATE OF TEXAS
COUNTY OF WISE

Saul Bocanegra Being first duly sworn, state that he is President of TanksCo, Inc of Wise County of Texas, hereinafter call "Company", and The said Company has performed work and/or furnished City of New Brighton, MN hereinafter called "Owner" pursuant to a contract, dated with Owner (hereinafter called "Contract") for the construction of:

PROJECT: 300,000-Gallon Elevated Reservoir (Forestdale Tower)
PROJECT NO: KLM Project No. 4751-24

That all just and lawful invoices against the Company for Labor, materials and expendable equipment employed in the performance of the Contract and have been paid in full prior to acceptance of payments from the Owner, and

That the Company agrees to indemnify and hold the Owner and Engineers harmless from all liability arising from claims by subcontractors, materialmen and suppliers under Contract, and

That no claims have been made or filed upon the payment bond,

That the Company has not received any claims or notice of claims from the subcontractor, materialmen and suppliers.

Executed this 18th day of August, 2025.

CONTRACTOR

Saul Bocanegra

By

Saul Bocanegra

Title

THE STATE OF TEXAS
COUNTY OF Wise

BEFORE ME, The undersigned authority, on this day personally appeared Saul Bocanegra, President of TanksCo, INC, a Texas Corporation, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that the executed the same as the act and deed of such corporation, for the purpose of consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE ON THIS THE 18th day of Aug 2025

MY COMMISSION EXPIRES:
6/3/29

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

NOTARY PUBLIC STATE OF TEXAS
JOSELYNE RIVERA
Notary Public, State of Texas
Comm. Expires 06-03-2029
Notary ID 130760835

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-076-798-432
Submitted Date and Time:	18-Aug-2025 12:29:52 PM
Legal Name:	TANKSCO INC
Federal Employer ID:	84-1849496
User Who Submitted:	Tankscoinc
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1015230464**
Minnesota ID:	7130402
Project Owner:	CITY OF NEW BRIGHTON
Project Number:	4751-24
Project Begin Date:	27-Apr-2025
Project End Date:	19-Jun-2025
Project Location:	NEW BR
Project Amount:	$422,497.50
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

MAINTENANCE BOND

Hudson Insurance Company
100 William Street, 5th Floor, New York, NY 10038

Bond No.: HGMW-163-0134

KNOWN ALL BY THESE PRESENTS: That we TanksCo, Inc., as Principal, and Hudson Insurance Company, a corporation organized and existing under the Laws of the State of Delaware, as Surety, are held and firmly bound unto City of New Brighton, MN, as Obligee, in the total sum of Four Hundred Twenty Two Thousand Four Hundred Ninety Seven and 50/100 U.S. Dollars ($422,497.50) for the payment whereof said Principal and Surety bind themselves, jointly and severally, as provided herein.

WHEREAS, the Principal entered into a contract with the Obligee dated 1/22/2025 for Cleaning, Repairing, & Painting of the 300,000 Gallon Elevated Reservoir (Forestdale Tower) Project No. 24-5 New Brighton, MN ("Work").

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall maintain and remedy said Work free from defects in materials and workmanship for a period of 2 year(s) commencing on 6/19/2025 (the "Maintenance Period"), then this obligation shall be void; otherwise it shall remain in full force and effect.

PROVIDED, HOWEVER, that any suit under this bond shall be commenced no later than one (1) year from the expiration date of the Maintenance Period; provided, however, that if this limitation is prohibited by any law controlling the construction hereof, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law, and said period of limitation shall be deemed to have accrued and shall commence to run on the expiration date of the Maintenance Period.

SIGNED this 18th day of August, 2025.

(Principal)

TanksCo, Inc.

By: Saul Bocanegra

Hudson Insurance Company

By: Jason D. Smith

Jason D. Smith, Attorney-in-Fact

Hudson Insurance Company CORPORATE SEAL 1918 DELAWARE

HUDSON INSURANCE GROUP

HGMW-163-0134

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint **Robert Kollsmith, Lukas Schroder, James M. Smith, Jason D. Smith, Kurt Feller,**

Deborah Kling, Mason Stickney, Christine Ritchie, Dora Stevens, Timothy Foley, Lauri Meneough

of the State of Iowa

its true and lawful Attorney(s)-in-Fact, at New York, New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking shall obligate said Company for any portion of the penal sum thereof in excess of the sum of **Twenty Five Million Dollars ($25,000,000.00).**

Such bonds and undertakings when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of November, 20 24 at New York, New York.

(Corporate seal)

SEAL 1918

HUDSON INSURANCE COMPANY

Attest........ Dina Daskalakis
Dina Daskalakis No. 01MU6067553
Corporate Secretary

By........
Andrew A. Dickson
Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK. SS.

On the 15th day of November, 20 24 before me personally came Andrew A. Dickson to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of **HUDSON INSURANCE COMPANY**, the corporation described herein and which executed the above instrument, that he knows the seal of said Corporation, that the seal affixed to said instrument is such corporate seal, that it was so affixed by order of the Board of Directors of said Corporation, and that he signed his name thereto by like order.

(Notarial Seal)

ANN M. MURPHY NOTARY PUBLIC STATE OF NEW YORK

ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned **Dina Daskalakis** hereby certifies:

That the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOVLED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

Witness the hand of the undersigned and the seal of said Corporation this 18th day of Agust, 2025

(Corporate seal)

SEAL 1918

By........ Dina Daskalakis
Dina Daskalakis, Corporate Secretary

KLM Engineering Inc.
WATER TOWER SPECIALISTS

Corporate Office

1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

August 20, 2025

Mr. Eric Volk
Public Works Superintendent
City of New Brighton
700-5th Street NW
New Brighton, MN 55112

By Email

RE: Pay Request No. 4 (Final) for the Reconditioning of the 300,000 Gallon Elevated Reservoir (Forestdale Tower) located in New Brighton, Minnesota.
City Project No. 24-5
KLM Project No. 4751-24

Dear Mr. Volk,

Tanksco, Inc. has submitted Pay Request No. 4 (Final) in the amount of $44,897.50. KLM recommends that the City of New Brighton approve this Pay Request.

Also enclosed is the following close out documentation:

- Contractor Affidavit
- Consent of Surety
- IC-134

KLM recommends that the City of New Brighton approve this project as complete. We also recommend a two (2) year warranty inspection (warranty date started on June 19, 2025). We will contact you prior to that time to schedule an inspection. If you have any questions, please contact me at 651-755-8664.

Sincerely,

KLM Engineering, Inc.

Scott J. Kriese
Project Supervisor

SK/TK

P:2025\2025New Brighton, MN 4751-24 Pay Request No. 4 (Final)

Agenda Section:	**Consent Agenda**
Report Date:	**09/03/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Application for Solicitor License for Renewal By Andersen

Action Requested:

Public Hearing:	**Motion: X**
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	**N/A or Other: X**

Votes Needed:

3 Votes:	4 Votes:
5 Votes:	**N/A: X**

Summary Statement:	Renewal By Andersen has applied for a solicitor's license to conduct a free quote for window estimates. All required fees have been paid.

Recommendations:	To issue a solicitor's license to Renewal By Andersen valid from September 15 through October 15, 2025.

Applicable Deadlines:	None

Community Impact:	Energy-efficient windows help your home stay warmer in winter and cooler in summer, which reduces use of natural resources and keeps utility costs low.

Legislative History:	City Code Chapter 10 regulates solicitor licenses.

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets	**N/A**

Fiscal Impact:

Financial Impact: Is there a financial consideration?	**No**	Yes: $

Financing Sources:	Budgeted	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:	

Agenda Section:	Consent Agenda
Report Date:	09/03/2025
Meeting Date:	September 9, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Accepting the Independent Audit of New Brighton's Portable Recording System (Police Body Worn Cameras (BWCs))

Action Requested:

Public Hearing:	**Motion**:
Discussion:	**Informational**:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	**N/A** or Other:

Votes Needed:

3 Votes:	4 Votes:
5 Votes:	N/A:

Summary Statement:	The statutory biennial audit included the following data elements: Minnesota Statute §13.825: Data Classification, Retention of Data, Access by Data Subjects, Inventory of Portable Recording System Technology, Use of Agency-Issued Portable Recording Systems, Authorization to Access Data, Sharing Among Agencies, Biennial Audit, and Portable Recording System Vendor; and Minnesota Statute §626.8473: Public Comment and Portable Recording System Policy. In all sections, the auditor stated, "No discrepancies noted."

Recommendations:	Accept the Independent Audit of New Brighton's Portable Recording System (Police Body Worn Cameras (BWCs)) conducted on July 8, 2025.

Applicable Deadlines:	From the time of receipt of the final audit on August 24th, Public Safety has 60 days to provide the document to the City Council and the State's Legislative Commission on Data Practices and Personal Data Privacy.

Community Impact:	n/a

Legislative History:	State law requires an independent biennial body worn camera audit to ensure the department's compliance with Minnesota Statutes §§13.825 and 626.8473.

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets	**N/A**

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	**Yes**:$1,250 audit expense

Financing Sources:	**Budgeted**	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	2025 BWC Audit Report - New Brighton PD

INDEPENDENT AUDIT REPORT

Tony Paetznick
Director of Public Safety
New Brighton Police Department
785 Old Hwy. 8
New Brighton, MN 55112

Dear Public Safety Director Paetznick:

An independent audit of the New Brighton Police Department's Portable Recording System (body-worn cameras (BWCs)) was conducted on July 8, 2025. The objective of the audit was to verify New Brighton Police Department's compliance with Minnesota Statutes §§13.825 and 626.8473.

Data elements the audit includes:

Minnesota Statute §13.825
- Data Classification
- Retention of Data
- Access by Data Subjects
- Inventory of Portable Recording System Technology
- Use of Agency-Issued Portable Recording Systems
- Authorization to Access Data
- Sharing Among Agencies

Minnesota Statute §626.8473
- Public Comment
- Portable Recording System Policy

The New Brighton Police Department is located in Ramsey County, Minnesota and is authorized for thirty-two (32) peace officers. The New Brighton Police Department utilizes Panasonic Arbitrator body-worn cameras and Genetec Clearance cloud-based evidence management storage. The audit covers the time period May 16, 2023, through June 30, 2025.

Audit Requirement: Data Classification

Determine if the data collected by BWCs are appropriately classified.

The New Brighton Police Department BWC data is presumptively private. All BWC data collected during the audit period is classified as private or nonpublic data. The New Brighton Police Department had no instances of the discharge of a firearm by a peace officer, use of force that resulted in substantial bodily harm, requests from data subjects for the data to be made accessible to the public, or court orders directing the agency to release the BWC data to the public.

No discrepancies noted.

Audit Requirement: Retention of Data

Determine if the data collected by BWC's are appropriately retained and destroyed in accordance with statutes.

The New Brighton Police Department utilizes the General Records Retention Schedule for Minnesota Cities and agency specified retention periods in Genetec. At the conclusion of a BWC recording, officers assign a category to the recording. Each category has an associated retention period. Upon reaching the retention date, data is systematically deleted.

Genetec queries and a Genetec log report of active body camera data collected during the audit period were reviewed and confirmed that BWC data is being retained in accordance with the record retention schedule. All records were maintained for at least the minimum 90 days required by statute.

BWC video, meta data, and audit trails are purged from Genetec upon reaching the specified retention period. The New Brighton Police Department received no requests from data subjects to retain BWC data beyond the applicable retention period.

BWC data is monitored for proper categorization to ensure data are appropriately retained and destroyed.

No discrepancies noted.

Audit Requirement: Access by Data Subjects

Determine if individuals who are the subject of collected data have access to the data, and if the data subject requests a copy of the data, other individuals who do not consent to its release must be redacted.

BWC data is available to data subjects and access may be requested by submission of a New Brighton Data Request Form. During the audit period, the New Brighton Police Department received both requests to view and requests for copies of BWC data from data subjects. Data subjects who had not consented to release of the data were redacted. Access by data subjects is documented in the Genetec audit log.

No discrepancies noted.

Audit Requirement: Inventory of Portable Recording System Technology

Determine the total number of recording devices owned and maintained by the agency; a daily record of the total number of recording devices actually deployed and used by officers, the policies and procedures for use of portable recording systems by required by section 626.8473; and the total amount of recorded audio and video collected by the portable recording system and maintained by the agency, the agency's retention schedule for the data, the agency's procedures for destruction of the data, and that the data are available to the public.

The New Brighton Police Department's BWC inventory consists of thirty-two (32) devices. BWC devices are assigned to individual officers. An inventory of the total number of devices owned by the agency is maintained in Genetec. The inventory includes the name of the officer assigned to the device, the serial number, and the BWC model.

The New Brighton Police Department's BWC policy that governs the use of portable recording systems by peace officers while in the performance of their duties. The policy requires officers to conduct a function test of their BWC at the beginning of each shift to make sure the device is operating properly. Officers noting a malfunction during testing or at any other time are required to promptly report the malfunction to their supervisor.

Peace officers were trained on the use of BWC's during in-service training at the time of implementation. Newly hired officers are trained as part of their field training program.

Officers working on randomly selected dates, and randomly selected calls for service, were verified against Genetec and the Genetec report log and confirmed that BWCs are being deployed and officers are wearing and activating their BWCs. A comparison between the total number of BWC videos created per quarter and calls for service shows a consistent collection of BWC data.

The Genetec dashboard and the Genetec log report detail the total amount of BWC data created and stored/maintained. The New Brighton Police Department utilizes the General Records Retention Schedule for Minnesota cities and agency-specified retention in Genetec.

BWC video is fully deleted from Genetec upon reaching its scheduled deletion date. BWC data is available upon request, and access may be requested by submission of New Brighton Data Request Form.

No discrepancies noted.

Audit Requirement: Use of Agency-Issued Portable Recording Systems

Determine if peace officers are only allowed to use portable recording systems issued and *maintained by the officer's agency.*

The New Brighton Police Department's BWC policy states that Officers may use only department-issued BWCs in the performance of official duties for the agency or when otherwise performing authorized law enforcement services as an employee of the department.

No discrepancies noted.

Audit Requirement: Authorization to Access Data

Determine if the agency complies with sections 13.05, Subd. 5, and 13.055 in the operation of portable recording systems and in maintaining portable recording system data.

Supervisors conduct reviews of BWC data to ensure data is properly labeled and that BWCs are being utilized in compliance with policy.

Nonpublic BWC data is only available to persons whose work assignment reasonably requires access to the data. User access to BWC data is managed by the assignment of roles and permissions in Genetec. Permissions are based on staff work assignments. User roles and permissions are administered by the Deputy Director. Access to Genetec is password protected and requires dual authentication.

The agency's BWC Policy governs access to BWC data. Agency personnel are authorized to access BWC data for legitimate law enforcement or data administration purposes and only when there is a business need for doing so. User access to BWC data is captured in the audit trail.
The BWC policy states that the unauthorized access to or disclosure of BWC data may constitute misconduct and subject individuals to disciplinary action and criminal penalties pursuant to Minn. Statute § 13.09.

When BWC data is deleted from Genetec, its contents cannot be determined. The New Brighton Police Department has had no security breaches. A BCA CJIS security audit was conducted in 2023.

No discrepancies noted.

Audit Requirement: Sharing Among Agencies

Determine if nonpublic BWC data shared with other law enforcement agencies, government entities, or federal agencies is in accordance with statute.

The New Brighton Police Department's BWC and Records Maintenance and Release policies govern the sharing of BWC data. BWC data may be shared with other law enforcement agencies, prosecutors, courts, and other criminal justice entities as provided by law. Agencies seeking access to BWC data are required to submit a written request. Sharing of data is documented in the Genetec audit log.

No discrepancies noted.

Audit Requirement: Biennial Audit

Determine if the agency maintains records showing the date and time the portable recording system data were collected, the applicable classification of the data, how the data are used, and whether data are destroyed as required.

Genetec logs document the date and time portable recording system data was collected. All BWC data collected during the audit period is classified as private or nonpublic data. Audit trails document how the data are used and shared.

No discrepancies noted.

Audit Requirement: Portable Recording System Vendor

Determine if portable recording system data stored in the cloud, is stored in accordance with security requirements of the United States Federal Bureau of Investigation Criminal Justice Information Services Division Security Policy 5.4 or its successor version.

The New Brighton Police Department BWC data is stored in the Genetec Clearance digital evidence management system. Genetec utilizes Microsoft Azure for Government cloud storage. Genetec and Microsoft Azure appear on the BCA list of screened vendors.

No discrepancies noted.

Audit Requirement: Public Comment

Determine if the law enforcement agency provided an opportunity for public comment before it purchased or implemented a portable recording system and if the governing body with jurisdiction over the budget of the law enforcement agency provided an opportunity for public comment at a regularly scheduled meeting.

The New Brighton Police Department solicited public comment prior to the purchase and implementation of the body worn camera program. Public comment was solicited on social media, Survey Monkey, newspapers, and the City website. The New Brighton City Council held a public hearing at their January 8, 2019 meeting.

No discrepancies noted.

Audit Requirement: Body-worn Camera Policy

Determine if a written policy governing the use of portable recording systems has been established and is enforced.

The New Brighton Police Department has established and enforces a BWC policy. The policy was compared to the requirements of Minn. Stat. § 626.8473, Subd. 3(b). The policy includes all minimum requirements of Minn. Stat. § 626.8473, Subd. 3(b). The BWC policy is posted on the agency's website.

No discrepancies noted.

This report was prepared exclusively for the City of New Brighton and New Brighton Police Department by Lynn Lembcke Consulting. The findings in this report are impartial and based on information and documentation provided and examined.

Dated: August 24, 2025

Lynn Lembcke Consulting

Lynn Lembcke

Lynn Lembcke

Agenda Section:	Consent Agenda
Report Date:	09/03/2025
Meeting Date:	September 9, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Agreement for Municipal Prosecution Services for 2026-2028 with GDO Law

Action Requested:

Public Hearing:	**Motion:**
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other:

Votes Needed:

3 Votes:	4 Votes:
5 Votes:	N/A:

Summary Statement:	GDO Law provides municipal prosecution services for the City of New Brighton and is responsible for prosecuting all petty misdemeanor, misdemeanor, and gross misdemeanor offenses. The current agreement is due for renewal, with 2% annual cost increases in the new contract. GDO Law also currently represents the cities of White Bear Lake, Gem Lake, Minnesota State Fair, Lino Lakes, Isanti, and St. Paul Park. The City Attorney has previously reviewed the agreement.

Recommendations:	Approve the updated agreement.

Applicable Deadlines:	Current agreement expires 12/31/2025.

Community Impact:	

Legislative History:	Council last approved a three-year agreement with GDO Law on 10/25/2022.

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets	**N/A**

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	**Yes**: $ 7,665 monthly in 2026

Financing Sources:	**Budgeted**	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	City of New Brighton Contract 2026-2028

AGREEMENT FOR PROSECUTION SERVICES
BETWEEN
CITY OF NEW BRIGHTON
AND
GDO LAW

This agreement is by and between the City of New Brighton, hereinafter called "City" and GDO Law, hereinafter called "Prosecutor".

WHEREAS, City has need of the services of an attorney at law licensed to practice law in the State of Minnesota to advise and represent the City in municipal prosecutions, and

WHEREAS, Prosecutor is licensed to practice law in the State of Minnesota and is experienced in and familiar with all phases of municipal prosecution and is desirous of providing the prosecution services required by City, and

WHEREAS, the parties hereto desire to enter into a written agreement to set forth the terms, conditions, compensation, duties, responsibilities and other matters relating to Prosecutor providing prosecution services to City.

NOW, THEREFORE, it is agreed by and between City and Prosecutor that City does hereby retain and designate Prosecutor as the New Brighton City Prosecutor, effective January 1, 2026 for a three-year contract term ending on December 31, 2028. Prosecutor does hereby accept the position of New Brighton City Prosecutor and agrees to fulfil the requirements of that position, all on the terms and conditions hereinafter set forth.

1. Designated Attorney. Heather Monnens is hereby designated as Chief City Prosecutor, with Robb Olson and Andrew Tiede of GDO Law designated as Assistant City Prosecutors, who shall conduct all prosecutions for City.

2. Term of Contract – Contract Amount. The contract term is for three years. For all prosecution services, City shall pay Prosecutor a monthly retainer in the sum of $7,665 per month or $91,980 annually for year 2026; $7,818 per month or $93,819 annually for year 2027; and $7,974 per month or $95,695 annually for year 2028.

   There will be no extra fee for copying costs, postage, or travel time and/or mileage. Prosecutor will be reimbursed for any out-of-pocket costs such as witness fees, service of process fees, couriers, and costs relating to any appeals.

3. Prosecutor hereby agrees to perform and furnish the following legal services:
   i. Advise and train all law enforcement personnel with regard to laws relevant to their department and the prosecution of criminal cases as requested.
   ii. Consult with citizens on complaints of ordinance and statute violations.
   iii. Preparation of criminal complaints.

iv. Evaluate all cases for the appropriate charges and correct procedures to be followed.
v. Represent the City in all arraignments and pretrials in criminal matters.
vi. Perform legal research and writing necessary for criminal cases.
vii. Notify all witnesses and officers of necessary court appearances.
viii. Try all criminal court trial and jury trial cases.
ix. Examine, evaluate, prepare briefs and argue all appeals to the Minnesota Court of Appeals and the Minnesota Supreme Court.
x. Perform legal services for motor vehicle forfeitures at the rate of $140 per hour, which shall be billed monthly to the City.

4. Termination of Contract. This contract between City and Prosecutor shall continue in full force and effect until amended in writing by the mutual agreement of the parties hereto or terminated in accordance with the conditions hereinafter contained. Either party to this contract may terminate the same without cause upon 90-days written notice to the other party.

5. City may terminate this contract without advance notice in the event Prosecutor is guilty of malfeasance or nonfeasance in office, has the right to practice law in the State of Minnesota suspended or disbarred, or is found guilty of a felony.

Executed this _____ day of ___________________, 2025

____
Robb L. Olson
Managing Partner GDO Law

____
Devin Massopust
City Manager

____
Kari Niedfeldt-Thomas
Mayor

Agenda Section:	Consent Agenda
Report Date:	09/03/2025
Meeting Date:	September 9, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consideration of quote from Grove Security to complete a security system upgrade to Well #10/Water Treatment Plant #4

Action Requested:

Public Hearing:	Motion: X
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement: X	N/A or Other:

Votes Needed:

3 Votes: X	4 Votes:
5 Votes:	N/A:

Summary Statement:	From time-to-time, security upgrades need to be made at facilities related to our water distribution system. Staff has identified further upgrades. This proposed upgrade includes new cameras, security system, and door locks. This new system was selected and coordinated through our IT department, and will also be accessible by the IT department remotely.

Recommendations:	Authorize the Director of Community Assets and Development to enter into an agreement with Grove Security to install the new security system

	at Well #10/Water Treatment Plant #4

Applicable Deadlines:	NA

Community Impact:	Stronger security for our drinking water infrastructure.

Legislative History:	None

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets X	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration? Yes	No	Yes: $ 28,116.28

Financing Sources:	Budgeted X	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	Well #10 - Grove Security quote

GROVE SECURITY
ROOTED IN SURVEILLANCE

City Well #10 - Surveillance + Access Control

Quote #001570 v1

Prepared For:	Prepared by:	Date Issued:
City of New Brighton Nick Kriz 803 Old Highway 8 NW New Brighton, MN 55112 **P:** (763) 234-0644 **E:** Nick.Kriz@newbrightonmn.gov	**Grove Security** Alex Burch 445 Minnesota St. Suite 1500 Saint Paul, MN 55101 **P:** 612.250.3597 **E:** alex@grove-security.com	**08.28.2025** Expires: **09.08.2025**

Products

Description	Price	Qty	Ext. Price
Verkada L-Bracket Mount	$109.65	1	$109.65
Verkada CD43 Indoor Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	$849.15	1	$849.15
Verkada CD63-E Outdoor Dome Camera, 4K, Zoom Lens, 512GB of Storage, Maximum 30 Days of Retention	$1,444.15	1	$1,444.15
Verkada 3-Year Camera License, Capacity Increase	$466.65	2	$933.30
Verkada Two-Camera Multisensor Pendant Cap	$92.65	1	$92.65
Verkada CY53-E Outdoor Two-Camera Multisensor, 2x5MP, Zoom Lens, 512GB of Storage, Maximum 30 Days of Retention	$1,869.15	1	$1,869.15
Verkada 3-Year Two-Camera Multisensor License, Capacity Increase	$849.15	1	$849.15
Verkada AC42 4 Door Controller	$1,529.15	1	$1,529.15
Verkada backplate for AD34, black color, anodized aluminum	$84.15	2	$168.30
Verkada AD34 Multi-format Card Reader	$296.65	2	$593.30
Verkada 3-Year Door License, Capacity Increase	$509.15	2	$1,018.30
Verkada BP52 32-Zone Alarm Panel, North America Type B Plug (New Alarms, US and Canada Only)	$764.15	1	$764.15
Verkada Backup Battery for BP52 Alarm Panel, 200WH (New Alarms, US and Canada Only)	$169.15	1	$169.15
Verkada BK22 Touchscreen Alarm Keypad (New Alarms, US and Canada Only)	$339.15	1	$339.15
Verkada 3-Year Advanced Video Alarms License for 1 Site (New Alarms, US and Canada Only), Capacity Increase	$3,825.00	1	$3,825.00

All of the following is also included, provided by Verkada:

- 10-Year Hardware Warranty (2-business day replacement)
    - Device: CP52 and CD22(E) has 5-Year Hardware Warranty
- 24/7 Verkada support (including phone support)
- Unlimited users for software access
- Automatic Software & Firmware Updates. Your system will be up to date at all times
- Cloud Archive with unlimited storage

Subtotal:	**$14,553.70**

Services

Description	Price	Qty	Ext. Price
Professional Installation Services & Materials	$13,139.58	1	$13,139.58
		Subtotal:	**$13,139.58**

Statement of Work

Professional Installation Services to include

1. Staging of equipment to provide a smooth implementation to the updated Verkada Command platform and equipment at the City of New Brighton, Well #10 facility.
    a. Installation of 3 new cameras
    b. Installation of camera mounts
        i. Update parapet mount for new Dual-lense multisensor camera
    c. Confirm camera operation and adjust the field of view to desired state
    d. Installation of 2 new access controlled doors
        i. Cut in and install 2 new electrified door strike(s)
        ii. Run cable to all doors
        iii. Confirm door/lock/reader/REX/DPI operation at each door location and assimilate door activity events to nearest camera
    e. Installation of 1 new alarm panel and keypad
        i. Double door sensors included
        ii. System setup and provisioning
2. All costs including time and materials are included in total balance above
    a. Including:
        i. Ubiquiti PoE network switch and gateway
        ii. APC back-up battery
        iii. Back-up battery for access control panel
3. Test all cables
4. Pre-programming of Verkada Command
5. Verkada training for City of New Brighton team, ongoing local support by Grove Security

Legal Terms

Note 1: All labor is warrantied for 90 days from date of installation. If adjustments during this period exceed 10-labor hours, an hourly rate will be administered.
Note 2: 100% of hardware and software and 50% of Installation costs are due at signature, remaining balance due at project completion. If the total project is less than $10,000, 100% of the quote is due at signature.
Note 3: Rescheduling and redeployment of Grove Security's technicians due to unacceptable site preparation may cause scheduling delays and additional travel expenses will be billed.
Note 4: This Agreement shall be construed and enforced under the laws of the State of Minnesota without regard to its conflicts of laws principles and any action maintained by the Parties hereto shall be commenced solely within the state or federal courts located in Washington County, Minnesota.
Note 5: Grove Security reserves the right to charge Customer interest on any overdue payments at one-and-one-half percent (1.5%) per month (18% per year), or the maximum amount allowed by applicable law. If Customer fails to make payment within sixty (60) days from the date of invoice, Grove Security will be entitled to withdraw any allowances, discounts, and other concessions.

Quote Summary	Amount
Products	$14,553.70
Services	$13,139.58
Subtotal:	**$27,693.28**
Shipping:	**$423.00**
Total:	**$28,116.28**

GROVE SECURITY
ROOTED IN SURVEILLANCE

Acceptance

Grove Security	**City of New Brighton**
Alex Burch	Nick Kriz
Signature / Name	Signature / Name Initials
08/28/2025	
Date	Date

Agenda Section:	**Consent Agenda**
Report Date:	**09/03/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Resolution Authorizing for Staff Participation in the Muscular Dystrophy Association Fill the Boot Campaign

Action Requested:

Public Hearing:	**Motion**:
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other:

Votes Needed:

3 Votes:	4 Votes:
5 Votes:	N/A:

Summary Statement:	New Brighton Firefighters have a longstanding relationship with the Muscular Dystrophy Association (MDA) including assisting in soliciting funds for disease research as well as opportunities to improve the lives of those affected.

Recommendations:	Adopt the resolution to authorize staff participation in the Muscular Dystrophy Association Fill the Boot Campaign.

Applicable	MDA Fill the Boot dates and intersections in the City of New Brighton for

Deadlines:	2025 are Tuesday, September 16th (County Road E2/5th Ave NW) and Wednesday, September 17th (County Road H/Long Lake Road)

Community Impact:	Money raised through Fill the Boot fund MDA's mission of empowering people living with neuromuscular disease to live longer, more independent lives. Financial assistance is provided regardless of social or financial standing.

Legislative History:	Council last adopted a similar resolution on 09/10/2024. Minnesota Statutes §465.90 Municipal Authority to Permit Solicitation by Firefighters regulates this participation.

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	**Community Engagement & Belonging**
City Assets	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration?	**No**	Yes: $

Financing Sources:	Budgeted	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	Fill The Boot Resolution

RESOLUTION NO. ____________
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION AUTHORIZING STAFF TO SOLICIT CHARITABLE CONTRIBUTIONS FROM MOTORISTS

WHEREAS, members of the New Brighton Department of Public Safety Fire Division serve and protect throughout the New Brighton community every day; and

WHEREAS, members of the New Brighton Fire Division have become a symbol of pride, honor and strength; and

WHEREAS, members of the New Brighton Fire Division unselfishly donate their time and energy to supporting the battle against muscular dystrophy; and

WHEREAS, firefighters across the nation are some of the largest contributors in the United States to the Muscular Dystrophy Association. Proceeds provide comprehensive medical services to tens of thousands of adults and children with neuromuscular diseases and contributes to research for treatments and cures; and

WHEREAS, Minnesota Statute 465.90 requires municipalities to permit staff to solicit charitable contributions from motorists thru an adoption of resolution

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of New Brighton that staff employed by the Public Safety Department are authorized to solicit charitable donations from motorists pursuant to Minnesota State Statute 465.90.

FURTHER , BE IT RESOLVED this authorization shall be in effect until rescinded by this body

ADOPTED this 9th day of September 2025 by the New Brighton City Council with a vote of _____ ayes and _____ nays.

____
Kari Niedfeldt-Thomas, Mayor

____
Devin Massopust, City Manager

ATTEST:

____
Terri Spangrud, City Clerk

Agenda Section:	**Consent Agenda**
Report Date:	**09/03/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consideration of Quotes for the replacement of the pitless at Well #3

Action Requested:

Public Hearing:	Motion: X
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement: X	N/A or Other:

Votes Needed:

3 Votes: X	4 Votes:
5 Votes:	N/A:

Summary Statement:	• The pitless at Well #3 has developed a couple of holes. • The pitless was originally installed in 1955. • Due to the age of the pitless, it is recommended that we replace it. • Both quotes are the same amount, but EH Renner and Sons will hook up the pitless to the external piping.

Recommendations:	Approve the Director of Community Assets and Development to enter into an agreement with EH Renner and Sons to replace the pitless at Well #3.

Applicable Deadlines:	NA

Community Impact:	The ability to continue to provide safe and reliable drinking water to New Brighton.

Legislative History:	None

Strategic Priority:

Financial Sustainability	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets X	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration? Yes	No	Yes: $ 50,900

Financing Sources:	Budgeted X	Budget Modification
New Revenue	Use of Reserves	Other

Attachments:

1.	Well #3 Pitless Replacement - Traut Companies
2.	Well #3 Pitless Replacement - EH Renner

32640 County Road 133
St. Joseph, MN 56374
320-251-5090
joet@trautcompanies.com

Quote - Well 3 - Replace Baker Pitless

DATE: 9/2/2025

PHONE: 651-638-2119

FAX:

NAME: City of New Brighton

ADDRESS: 700 5th St NW
New Brighton MN 55112

EMAIL: eric.volk@newbrightonmn.gov

JOB # 300000

ATTN: Eric Volk

Notes:

SOW: 1.) Pull existing pump. 2.) Remove old Baker pitless unit, & Install new Baker Pitless Unit. 3.) Reinstall pump.

Description	Unit	Unit Price	QTY	Totals
Labor:				
Mob / Demob - Pull pump	LS	$ 1,800.00	1	$ 1,800.00
Field labor to pull pump	HR	$ 375.00	6	$ 2,250.00
Mob / Demob - Pitless installation	LS	$ 1,800.00	1	$ 1,800.00
Field labor to remove existing Pitless & install new pitles	HR	$ 375.00	10	$ 3,750.00
Mob / Demob - Reinstall the pump	LS	$ 1,800.00	1	$ 1,800.00
Field labor to reinstall the pump	HR	$ 375.00	6	$ 2,250.00
Material				
9PS1618WBWE08M8 Baker Pitless	EA	$ 36,450.00	1	$ 36,450.00
Misc supplies	LS	$ 350.00	1	$ 350.00

TOTAL MATERIALS		**$ 36,800.00**
TOTAL LABOR		**$ 13,650.00**
INCOMING FREIGHT	**est.**	**$ 450.00**
SUBTOTAL		**$ 50,900.00**
SALES TAX		**$ -**
TOTAL		**$ 50,900.00**

Lead time on Pitless: 10-12 weeks

Not Included: Excavating, Underground piping or fittings to connect to new Pitless unit, & Wiring.

Authorized Signature: ____________________

Representative of Traut Companies: Joe Traut

Quote is good for 30 days

E.H. Renner & Sons

Incorporated

WELL DRILLING FOR FIVE GENERATIONS
15688 Jarvis Street NW * Elk River, Minnesota 55330
Phone (763) 427-6100 * Fax (763) 427-0533 * Toll Free (800) - 409-WELL

September 3, 2025

City of New Brighton
Erik Volk
803 5th Avenue NW
New Brighton, MN 55112

Re: Cost to pull pump, remove pitless, and reinstall

As requested the following is a quote to remove, Inspect pump, inspect well, and reinstall No. 03 deep well turbine pump.

Description	Qty	Units		Price		Extension
1. Remove, Clean, Repair as approved and Reinstall 220' x 8"	1	L.S.	$	11,000.00	$	11,000.00
2. Baker Pitless 10PS1618WBWE08M8E	1	L.S.	$	38,500.00	$	38,500.00
3. Misc fittings	1	L.S.	$	600.00	$	600.00
4. Welder	1	L.S.	$	300.00	$	300.00
5. Disinfect Well	1	L.S.	$	500.00	$	500.00
Total					**$**	**50,900.00**

Invoices will be based on actual amount required and approved.

If you need additional information or have questions, I can be contacted at my office 763-427-6100 or on my cell phone at 763-286-5283.

Sincerely

Katie Renner Welle

President
E.H. Renner & Sons, Inc.

NEW BRIGHTON
building tomorrow today

Agenda Section:	Council Business
Report Date:	09/03/2025
Meeting Date:	September 9, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider a Resolution Adopting the Proposed Preliminary Tax Levy for Taxes Payable 2026 and Setting the Public Meeting Date for the 2026 Budget and Levy Discussion with Public Comment

Action Requested:

Public Hearing:	**Motion**:
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other:

Votes Needed:

3 Votes:	4 Votes:
5 Votes:	N/A:

Summary Statement:	The preliminary total citywide levy for taxes payable in 2026 is \$16,441,200. This represents an increase of \$1,288,000 or 8.5% from 2025. Included in the citywide levy is a General Fund levy of \$15,789,000; an increase of \$1,295,800 or 8.9% from 2025. This is a part of the 2026 General Fund budget of \$25,838,100. The overall General Fund budget is increasing 7.6%.

	Also included in the citywide levy is a Debt Service Fund levy of $652,200. This is a decrease of $7,800 or 1.2% from 2025. This is related to the 2021A debt service payments. It is recommended that the public meeting for the 2026 budget and levy discussion with public comment be held during the regular City Council meeting on Tuesday, November 25, 2025 at 6:30pm. The date, time and place for the scheduled public hearing will be included on the County's parcel-specific notices.

Recommendations:	Approve the resolution adopting the proposed preliminary tax levies for taxes payable 2026 and setting the public meeting date for the 2026 budget and levy discussion with public comment.

Applicable Deadlines:	**September 30, 2025**: The preliminary tax levy for taxes payable in 2026 must be adopted and certified to the County Auditor by this date. The meeting information for our "budget discussion with public comment" for the 2026 tax levies and budgets must also be certified to the County by this date. **November 11-24, 2025**: Property owners will receive parcel-specific tax notices that Ramsey County prepares using the information the City certifies in September. **November 25 – December 29, 2025**: The City is required to hold a public meeting where the proposed 2025 tax levies and budgets must be discussed, and the public must be given a reasonable amount of time to comment. **December 29, 2025**: Cities are required to adopt final 2026 levies and budgets, and certify the final 2026 levies to the County If the City fails to certify its proposed levy by the due dates specified in this section, the county auditor shall use the City's previous year's final certified levy.

Community Impact:	Sound financial management ensures the City's ability to continue funding the programs and services the community relies on.

Legislative History:	City Council received the 2026 City Manager Recommended Budget at the August 12, 2025 work session. A brief follow-up discussion on the 2026 City Manager Recommended Budget took place at the September 2, 2025 work session.

Strategic Priority:

<u>Financial Sustainability</u>	Staff Capabilities
Economic Development	Community Engagement & Belonging
City Assets	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	**<u>Yes</u>**: $

Financing Sources:	**<u>Budgeted</u>**	**<u>Budget Modification</u>**
New Revenue	Use of Reserves	Other

Attachments:

1.	Resolution
2.	2026 Gen Fund Summary
3.	Presentation

RESOLUTION NO. _____
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION ADOPTING THE PROPOSED PRELIMINARY TAX LEVY FOR TAXES PAYABLE 2026 AND SETTING THE PUBLIC MEETING DATE FOR THE 2026 BUDGET AND LEVY DISCUSSION WITH PUBLIC COMMENT

WHEREAS, State law requires that the City adopt and certify its preliminary 2026 property tax levies to Ramsey County on or before September 30, 2025, and

WHEREAS, State law also requires that the City adopt and certify the date and time of its 2026 Budget and Levy Discussion with Public Comment meeting to Ramsey County on or before September 30, 2025, and

WHEREAS, the City Council has reviewed the proposed 2026 budget and has determined the amount of the proposed tax levy payable in 2026, which is the maximum amount that will be levied.

NOW THEREFORE BE IT RESOLVED THAT:

1. The preliminary total citywide levy for taxes payable in 2026 in the amount of $16,441,200 is hereby adopted and shall be certified to the Ramsey County Auditor as follows:

General Fund	$ 15,789,000
Debt Service Funds	$ 652,200
Total Levy	**$ 16,441,200**

2. The City shall make an irrevocable appropriation of money actually on hand in 2026 to the 2019A debt service fund in order to reduce its payable 2026 debt levy to $0; the City shall increase the 2026 debt levy to include the abatement portion of the 2021A levy; and the debt levies are hereby modified as follows:

Bond Issue	Original Principal	Date Issued	Levy Year 2025 Payable 2026 Debt Levy	Additions or Reductions by Resolution	2026 Certified Debt Levy
GO IMP 2019A	$3,075,000	09-Aug-19	$387,438.86	($387,438.86)	$0
GO Tax Abatement, 2021A	$9,875,000	27-Jul-21	$207,244.25	$444,955.75	$652,200.00
			$594,683.11	$57,516.89	$652,200.00

3. The Budget and Levy Discussion with Public Comment public meeting will be held during the regular City Council meeting on Tuesday, November 25, 2025 at 6:30 p.m.

ADOPTED this 9th day of September 2025 by the New Brighton City Council with a vote of _____ ayes and _____ nays.

Kari Niedfeldt-Thomas, Mayor

ATTEST:

Devin Massopust, City Manager

Terri Spangrud, City Clerk

BUDGET REPORT FOR CITY OF NEW BRIGHTON

DESCRIPTION	2023 ACTIVITY	2024 ACTIVITY	2025 AMENDED BUDGET	2025 ACTIVITY THRU 07/31/25	2026 CITY MGR RCMND BUDGET	2026 CITY MGR RCMND AMT CHANGE	2026 CITY MGR RCMND % CHANGE
GENERAL FUND							
ESTIMATED REVENUES							
GENERAL TAXES	12,537,700	13,644,600	14,493,200	7,379,700	15,789,000	1,295,800	8.94
FRANCHISE TAXES	1,197,500	1,241,800	1,255,000	696,500	1,233,000	(22,000)	(1.75)
LICENSES	232,600	213,000	201,500	251,800	199,300	(2,200)	(1.09)
PERMITS	614,700	766,700	500,000	469,100	500,000	0	0.00
IN-HOUSE ENG AND ADMIN	897,600	914,400	904,300	520,100	932,900	28,600	3.16
INTERGOVERNMENTAL	2,274,100	1,314,100	1,077,700	512,700	1,149,600	71,900	6.67
CHARGES FOR SERVICE	3,723,200	4,094,200	4,178,500	2,770,500	4,591,800	413,300	9.89
INVESTMENT INCOME	201,700	302,400	125,000	91,900	125,000	0	0.00
CHANGE IN FAIR VALUE	159,100	137,600	0	0	0	0	0.00
OTHER/MISC	900	4,400	0	13,500	16,500	16,500	100.00
FINES & FORFEITURES	46,200	58,600	55,000	36,900	55,000	0	0.00
RENTS	329,900	377,300	386,200	357,000	438,000	51,800	13.41
REFUNDS & REIMB	61,300	88,600	50,000	33,900	55,000	5,000	10.00
TRANSFER IN	866,500	1,034,400	795,900	439,200	753,000	(42,900)	(5.39)
TOTAL ESTIMATED REVENUES	23,143,000	24,192,100	24,022,300	13,572,800	25,838,100	1,815,800	7.56
EXPENDITURES							
COUNCIL	43,800	42,500	43,800	24,600	44,000	200	0.46
ADMINISTRATION	1,238,400	1,372,700	1,453,200	833,700	1,713,800	260,600	17.93
ELECTIONS	109,800	179,400	152,100	81,000	161,800	9,700	6.38
LEGAL	152,200	137,100	130,000	86,300	134,000	4,000	3.08
CENTRAL SERVICES	218,600	203,000	233,700	129,500	217,300	(16,400)	(7.02)
FINANCE	700,400	756,700	816,800	482,500	785,100	(31,700)	(3.88)
LICENSE BUREAU	682,700	703,500	800,500	414,600	950,600	150,100	18.75
PASSPORTS	219,900	281,800	344,500	191,700	415,700	71,200	20.67
DCAD	0	36,400	0	0	0	0	0.00
ENGINEERING	495,200	553,700	578,700	305,900	599,700	21,000	3.63
STREETS	357,800	381,800	415,900	189,600	434,100	18,200	4.38
GARAGE	715,300	734,800	736,800	406,700	719,500	(17,300)	(2.35)
COMMUNITY DEVELOPMENT	988,100	956,400	992,500	563,800	1,095,300	102,800	10.36
RECYCLING	298,200	379,800	416,800	207,600	418,600	1,800	0.43
PARKS	1,611,100	1,794,900	1,933,000	1,080,400	2,195,600	262,600	13.59
FORESTRY	282,400	296,600	321,400	147,300	336,000	14,600	4.54
RECREATION	976,300	1,138,600	1,167,200	709,800	1,304,500	137,300	11.76
COMMUNITY CENTER	1,913,500	2,098,300	2,376,200	1,312,700	2,504,000	127,800	5.38
GOLF COURSE	334,000	391,200	407,500	244,100	434,500	27,000	6.63
PUBLIC SAFETY	0	200	0	4,500	0	0	0.00
POLICE	6,237,600	6,903,100	7,331,500	4,089,800	7,739,700	408,200	5.57
FIRE	1,209,700	1,371,800	1,451,100	667,900	1,538,500	87,400	6.02
TRANSFERS	2,081,200	3,023,700	2,218,100	660,000	2,415,800	197,700	8.91
TURN OVER RATIO - BUDGET	0	0	(299,000)	0	(320,000)	(21,000)	7.02
TOTAL EXPENDITURES	20,866,200	23,738,000	24,022,300	12,834,000	25,838,100	1,815,800	7.56
NET OF REV/EXP - GENERAL FUND	2,276,800	454,100	0	738,800	0		

	2025	2026
General Fund Levy	14,493,200	15,789,000
2021A Park Bond Levy	660,000	652,200
Total Levy	15,153,200	16,441,200

NEW BRIGHTON
building tomorrow today

Preliminary Property Tax Levy for Taxes Payable 2026

September 9, 2025

Purpose of Tonight

- ✓ Adopt the proposed preliminary tax levies for taxes payable 2026
- ✓ Set the public meeting date of Tuesday, November 25, 2025 for the 2026 budget and levy discussion with public comment (TNT)
- ✓ Once a preliminary levy is adopted, it can be decreased, but not increased, before adopting a final levy in December.

THIS INFORMATION MUST BE CERTIFIED TO RAMSEY COUNTY BY SEPTEMBER 30, 2025

AS REQUIRED BY STATE STATUTE

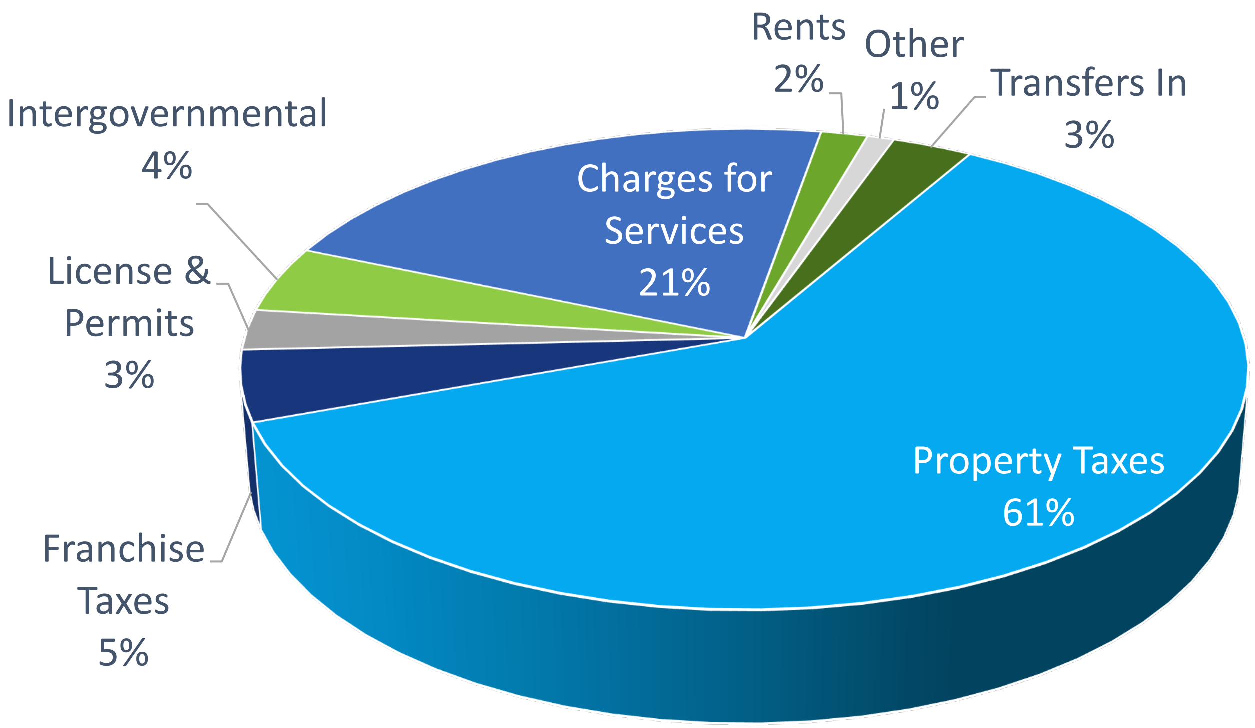
NEW BRIGHTON building tomorrow today

Summary of the 2026 Preliminary Property Tax Levy

Description	Total Levy	Levy Change $	Levy Change %
Capital-Related Changes	$5,009,000	$251,700	1.66%
General Personnel	15,378,200	861,800	5.69%
General Operating	4,956,400	207,800	1.37%
Enhanced Services	494,500	494,500	3.26%
Non-Property Tax Revenues	(10,049,100)	(520,000)	-3.43%
General Fund Levy	**$15,789,000**	**$1,295,800**	**8.55%**
Debt Service Levy	**$652,200**	**($7,800)**	**-0.05%**
Total Property Tax Levy	**$16,441,200**	**$1,288,000**	**8.50%**

NEW BRIGHTON
building tomorrow today

2026 Proposed General Fund Revenues

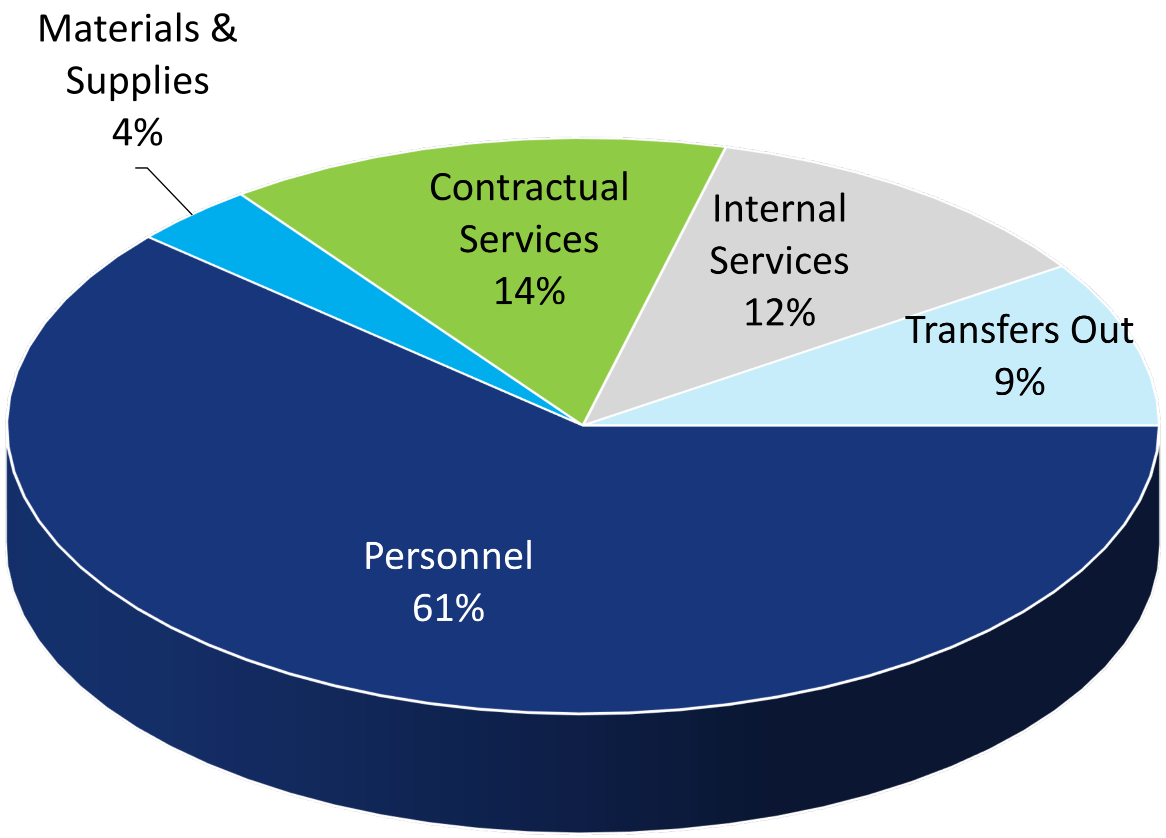


	Amount
Property Taxes	$15,789,000
Franchise Taxes	1,233,000
Licenses & Permits	699,300
Intergovernmental	1,149,600
Charges for Services	5,524,700
Rents	438,000
Other	251,500
Transfer In	753,000
Total	**$25,838,100**

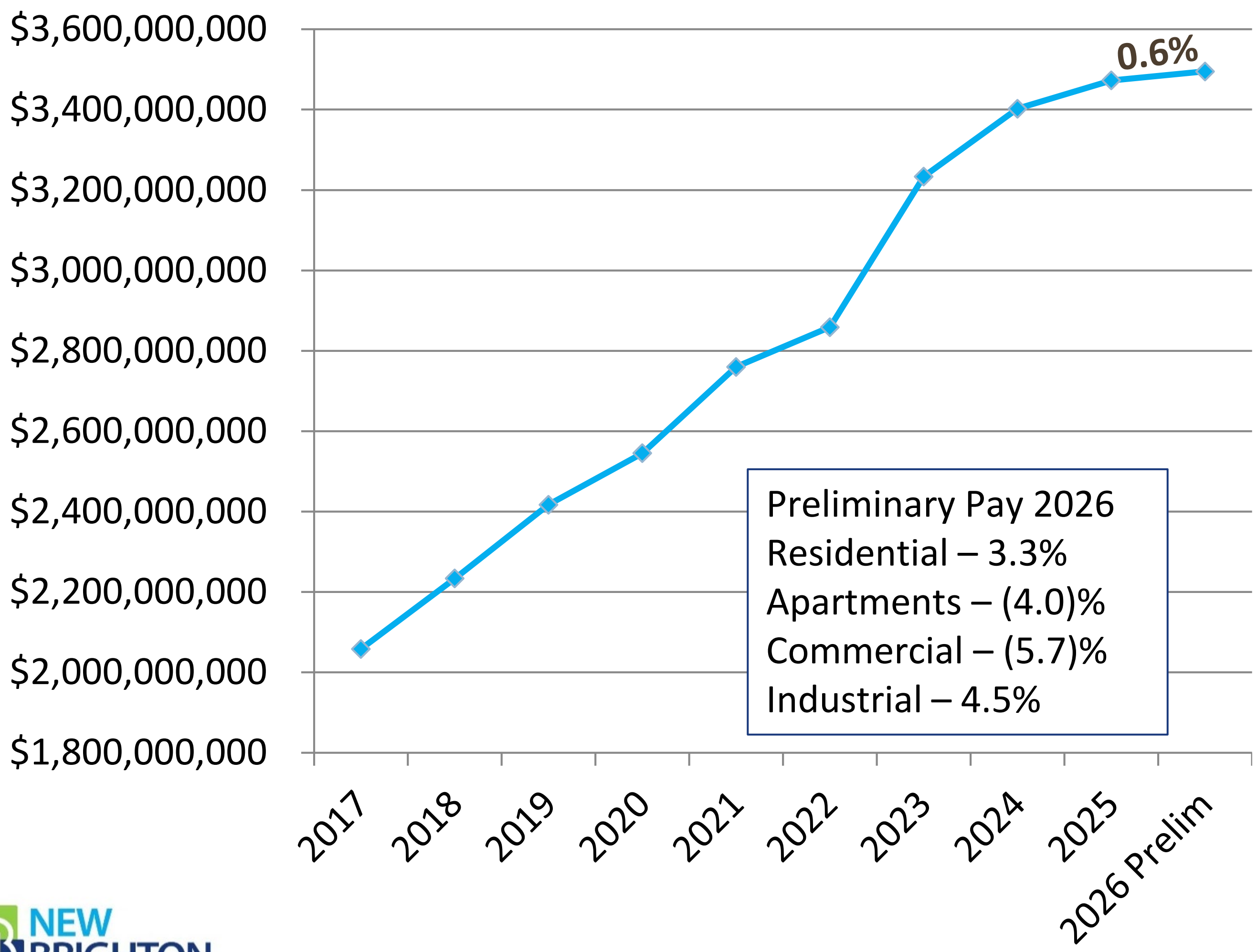
NEW BRIGHTON
building tomorrow today

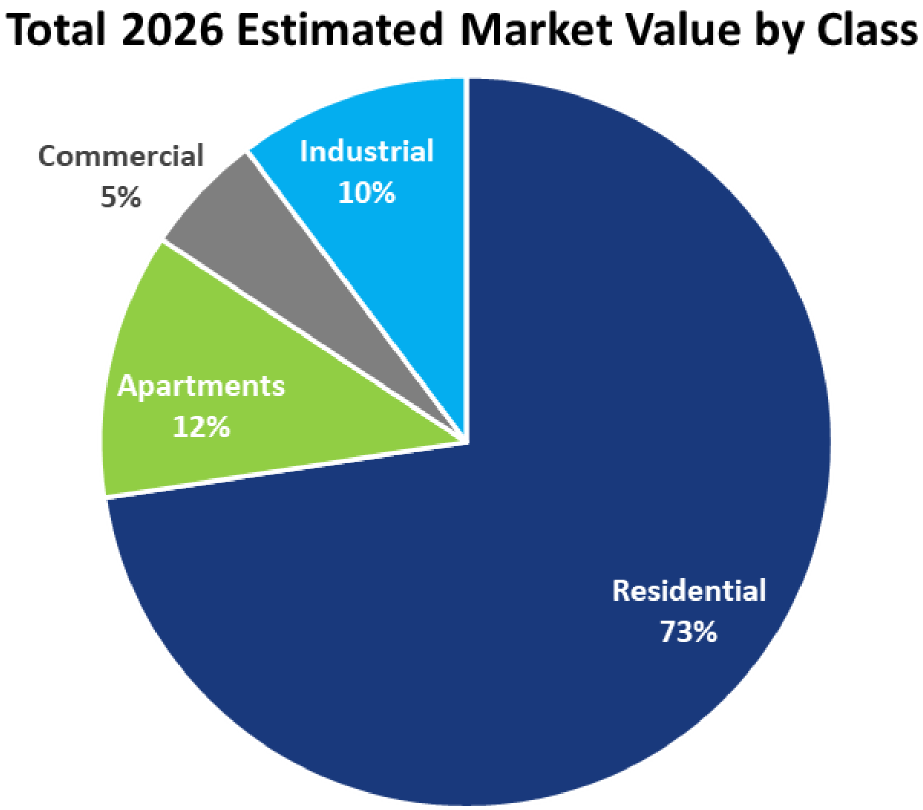
2026 Proposed General Fund Expenditures

	Amount
Personnel	$ 15,859,700
Materials & Supplies	902,600
Contractual Services	3,649,500
Internal Services	3,010,500
Transfers	2,415,800
Total	$ 25,838,100

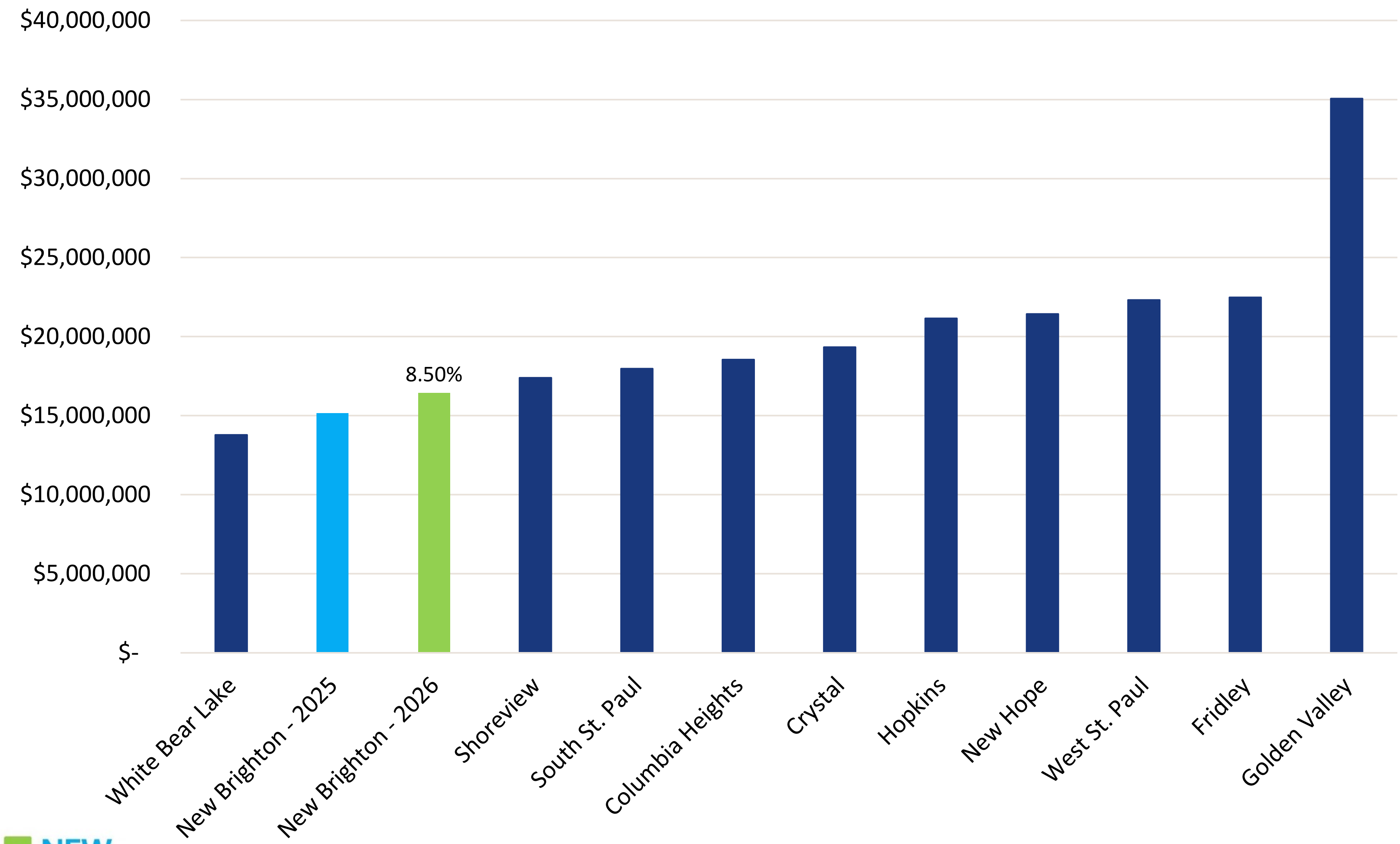


New Brighton’s Total Estimated Market Value





New Brighton's Preliminary 2026 Levy and Estimated Tax Rate versus
Comparable Cities' 2025 Levies and Tax Rates



City	2025 Tax Rate
Columbia Heights	72.75%
West St. Paul	72.26%
New Hope	63.14%
Hopkins	61.69%
Crystal	58.52%
South St. Paul	57.72%
Golden Valley	56.50%
Fridley	44.40%
New Brighton - 2026	***42.34%***
New Brighton - 2025	**39.56%**
Shoreview	32.38%
White Bear Lake	30.40%

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Proposed Tax Impact – City Tax Only

Estimated Tax Rate: 42.34%

Single Family Home Value Examples

2025 Home Value	2.2% Market Value Increase in 2026	City Tax 2025	City Estimated Tax 2026	Estimated $ Change from 2025	Estimated % Change from 2025
$ 281,800	$ 288,100	$ 1,031	$ 1,132	$ 101	9.8%
$ 379,600	$ 388,100	$ 1,453	$ 1,594	$ 141	9.7%
$ 477,400	$ 488,100	$ 1,875	$ 2,055	$ 180	9.6%

Apartment Value Examples

2025 Property Value	(4.0)% Market Value Decrease in 2026	City Tax 2025	City Estimated Tax 2026	Estimated $ Change from 2025	Estimated % Change from 2025
$ 2,083,300	$ 2,000,000	$ 10,302	$ 10,585	$ 283	2.7%
$ 3,211,600	$ 3,083,100	$ 15,882	$ 16,317	$ 435	2.7%
$ 6,250,000	$ 6,000,000	$ 30,908	$ 31,755	$ 847	2.7%

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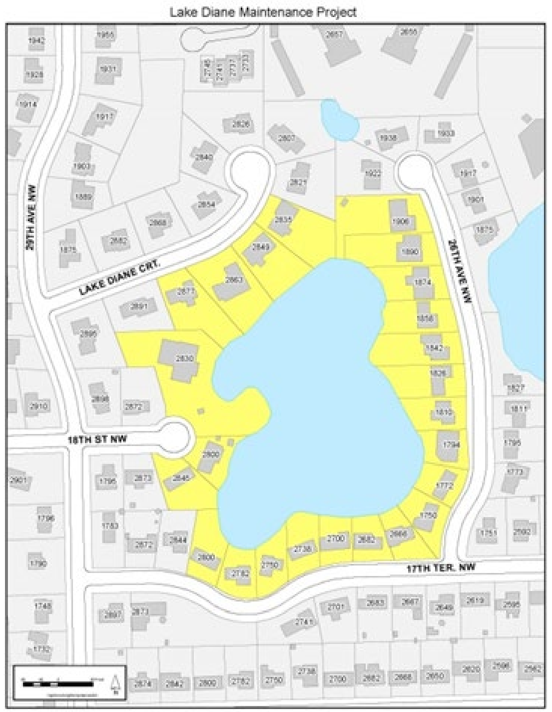
Storm Sewer Improvement Taxing District Levies

- Lake Diane – 2026 proposed $3,750
- Bicentennial Pond – 2026 proposed $2,100



2026 Budget Timeline

April 1, 2025	Budget Preparations Begin at the Department Level
July 15, 2025	Staff Budget Presentation and Discussion
August 12, 2025	**Council Work Session: 2026 Budget**
September 2, 2025	**Council Work Session:** ▪ **Additional Discussion of the 2026 Budget** ▪ **2026 – 2035 Capital Improvement Plan (CIP)**
September 9, 2025	**Council Meeting: Adoption of 2026 Preliminary Property Tax Levies**
October 28, 2025	**Council Work Session: 2026-2045 Utility Rate Analysis**
November 11-24, 2025	2026 Proposed Property Tax Notices from Ramsey County Received by Property Owners
November 25, 2025	**Council Meeting: 2026 Truth in Taxation Public Hearing**
December 9, 2025	**Adoption of:** • **Final 2026 Property Tax Levies (City, Lake Diane, and Bicentennial Pond)** • **Final 2026 Budgets** • **2026-2035 CIP** • **Final 2026 Utility Rates and Charges** • **2026 Fee Schedule**

Recommendation

- **Approve the resolution:**
  - Adopting the $16,441,200 proposed preliminary total tax levy for taxes payable 2026
  - Setting the public meeting date of Tuesday, November 25, 2025 for the 2026 budget and levy discussion with public comment (TNT)
- **Approve the resolution:**
  - Adopting the $3,750 proposed preliminary tax levy for taxes payable 2026 for the Lake Diane Storm Sewer Improvement Taxing District
  - Adopting the $2,100 proposed preliminary tax levy for taxes payable 2026 for the Bicentennial Pond Storm Sewer Improvement Taxing District

Questions?

Gina Foschi
Finance Director
Gina.Foschi@newbrightonmn.gov

Agenda Section:	**Council Business**
Report Date:	**09/03/2025**
Meeting Date:	**September 9, 2025**

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider a Resolution Adopting the Proposed Preliminary Tax Levies for Taxes Payable 2026 for Lake Diane and Bicentennial Pond Storm Sewer Improvement Taxing Districts

Action Requested:

Public Hearing:	**Motion**:
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or Other:

Votes Needed:

3 Votes:	4 Votes:
5 Votes:	N/A:

Summary Statement:	The proposed preliminary tax levies for taxes payable in 2026 for the City's Storm Sewer Improvement Taxing Districts are $3,750 for Lake Diane and $2,100 for Bicentennial Pond.

Recommendations:	Approve the resolution adopting the proposed preliminary tax levies for taxes payable in 2026 for the Lake Diane and Bicentennial Pond Storm Sewer Improvement Taxing Districts.

Applicable Deadlines:	**September 30, 2025**: The preliminary tax levy for taxes payable in 2026 must be adopted and certified to the County Auditor by this date. The meeting information for our "budget discussion with public comment" for the 2026 tax levies and budgets must also be certified to the County by this date. **November 11-24, 2025**: Property owners will receive parcel-specific tax notices that Ramsey County prepares using the information the City certifies in September. **November 25 – December 29, 2025**: The City is required to hold a public meeting where the proposed 2026 tax levies and budgets must be discussed, and the public must be given a reasonable amount of time to comment. **December 29, 2025**: Cities are required to adopt final 2026 levies and budgets, and certify the final 2026 levies to the County.

Community Impact:	These storm sewer improvement taxing district levies only impact the property owners that requested the creation of the districts and whose homes are near the bodies of water to be maintained.

Legislative History:	The City has established Storm Sewer Improvement Taxing Districts within the City for Lake Diane and Bicentennial Pond. A Storm Sewer Improvement Taxing District is an area within the territorial limits of a municipality. The municipality may acquire, construct, maintain, and otherwise improve storm sewer systems and related facilities within the district for the benefit of the district. The Department of Community Assets and Development (DCAD) works with the residents of each district to determine specific projects and courses of action. The costs involved are recovered by levying tax on all taxable properties within the district. The City has adopted similar tax levies for both districts for several years.

Strategic Priority:	**<u>Financial Sustainability</u>**	Staff Capabilities

	Economic Development / Community Engagement & Belonging; City Assets / N/A

	Economic Development	Community Engagement & Belonging
	City Assets	N/A

Fiscal Impact:

Financial Impact: Is there a financial consideration?	No	**Yes**: $

Financing Sources:	**Budgeted**	**Budget Modification**
New Revenue	Use of Reserves	Other

Attachments:

1.	Resolution

RESOLUTION NO. _____
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION ADOPTING THE PROPOSED PRELIMINARY TAX LEVIES FOR TAXES PAYABLE IN 2026 FOR THE LAKE DIANE AND BICENTENNIAL POND STORM SEWER IMPROVEMENT TAXING DISTRICTS

WHEREAS, there are ongoing lake restoration improvements to Lake Diane and Bicentennial Pond, and

WHEREAS, the proposed 2026 Storm Sewer Improvement Taxing District tax levies will provide financing for potential projects in 2026.

NOW THEREFORE BE IT RESOLVED the proposed Storm Sewer Improvement Taxing District tax levies for taxes payable in 2026 shall be $3,750 for Lake Diane and $2,100 for Bicentennial Pond.

ADOPTED this 9th day of September 2025 by the New Brighton City Council with a vote of _____ ayes and _____ nays.

Kari Niedfeldt-Thomas, Mayor

ATTEST:

Devin Massopust, City Manager

Terri Spangrud, City Clerk