



**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 April 22, 2025**

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 www.newbrightonmn.gov and click on "I Want To View a Public 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

1. City Ambassador Proclamation for Fire Marshal Kip LaMotte
2. Oaths of Office for Police Officers Sawyer McKinley and Zachary Beddow

3. Introduction of Firefighters
4. Police Week 2025 Proclamation
5. Vietnam War Remembrance Day Proclamation

VI. Consent Agenda

1. Consider Approval of Payments
2. Consider Approval of City Council Minutes
 - a. 04.08.2025 City Council Worksession Minutes
 - b. 04.08.2025 City Council Business Meeting Minutes
3. Accept Receipt of Commission Minutes
4. Consider Application for a Solicitor's License for Chipr Home Solutions
5. Consider Application for a Solicitor's License for Home Starr LLC.
6. Consider Approval of Temporary Liquor License Application for Northern Lights Greyhound Adoption's 29th Annual Picnic Event
7. Consider Authorization of Staff to enter into an amended agreement with WSB for construction administration services related to Hansen Park West, including shade grant implementation and art/play features.
8. Acceptance of a Safety Camp Donation from the New Brighton Lions Club
9. Consider Authorization to Replace (10) Motorola Portable Radios with (10) Encrypted Motorola APX6000 Portable Radios with Associated Parts and Services
10. Consider Authorization For the Replacement of a 2005 Spartan Diamond Pumper with a Rosenbauer Pumper
11. Consider Approval of Joint Powers Agreement (JPA) for Ramsey County Sheriff Emergency Response Teams (ERT)
12. Consider Change Order 1 for City Project 21-9, Old Highway 8 - 3 Lane Conversion
13. Consider Approval of Lease Amendment with Ramsey County Women, Infant and Children (WIC) at New Brighton Community Center

VII. Public Hearings

1. Consider Resolution Ordering Project and Authorizing Preparation of Plans and

Specifications for City Project 25-1, 2025 Street Rehabilitation

VIII. Council Business

1. Consider Resolution Amending the Investment Policy
2. Consider Acceptance of the First Quarter 2025 Interim Financial Reports

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

Proclamation

WHEREAS *Fire Marshal Kip LaMotte joined the City of New Brighton on March 28, 1991 as a second-generation paid-on-call/volunteer firefighter; and*

WHEREAS *Kip has served since February 2001 as the Fire Division's only full-time employee in his capacity of Fire Marshal, developing a legacy program of proactive fire & life safety inspections for commercial, residential, and educational facilities in the City while developing positive relationships with those property owners & managers; and*

WHEREAS *Throughout his career, Kip advanced his Fire Marshal role by founding the Ramsey County Fire Investigation Team (RCFIT), serving as President of the Fire Marshals Association of Minnesota (FMAM), representing the industry on the National Fire Protection Association (NFPA) Technical Committees & Standards Council, and advocating for fire safety legislation at the local, state, and federal level; and*

WHEREAS *Kip has worked collaboratively across municipal departments and other agencies to ensure safety for building occupants through plan review and inspections, engaging both local stakeholders and state-level resources, and also partnered to promote public education and fire & injury prevention through initiatives like Safety Camp; and*

WHEREAS *His career of public service earned him the 2017 Firefighter of the Year Award, and the 49-year LaMotte family firefighting tradition in the City started by Kip's father Lloyd will continue as Kip's son Tanner is now also part of the department; and*

WHEREAS *Kip retired with his last day of service to the City of New Brighton on April 11, 2025;*

NOW, THEREFORE I, KARI NIEDFELDT-THOMAS, Mayor of The City of New Brighton, Minnesota, in recognition of Kip's 34 years of service to the citizens of New Brighton, members of Public Safety, and all other City staff, present this proclamation, offering our sincerest congratulations and extending our heartfelt thanks, and do hereby proclaim

Kip LaMotte

a New Brighton City Ambassador.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Brighton, Minnesota to be affixed this 22nd day of April, 2025.



KARI NIEDFELDT-THOMAS – MAYOR

Proclamation

WHEREAS, in 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week; and

WHEREAS, there are more than 800,000 sworn law enforcement officers serving in communities across the United States, including the dedicated members of the New Brighton Department of Public Safety; and

WHEREAS, New Brighton Police Officers play an essential role in safeguarding the rights and freedoms of our community members and in protecting the lives and property of all in the City of New Brighton; and

WHEREAS, it is important that people throughout our city know and understand the roles and responsibilities of its public safety department and partner with it to ensure the common goal of a safe community; and

WHEREAS, it is fitting and proper that we express our gratitude for the dedicated service and courageous deeds of our New Brighton Police Officers and for the contribution they have made to the safety and well-being of the City of New Brighton;

WHEREAS, the service and sacrifice of Ramsey County Suburban Law Enforcement officers killed in the line of duty will be honored during the annual memorial ceremony this year held in New Brighton on May 15, 2025;

NOW, THEREFORE I, KARI NIEDFELDT-THOMAS, Mayor of The City of New Brighton, Minnesota do hereby proclaim May 11-17, 2025:

Police Week

in the City of New Brighton.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Brighton, Minnesota to be affixed this 22nd day of April, 2025.

KARI NIEDFELDT-THOMAS – MAYOR

Proclamation

- WHEREAS** the Vietnam War was a conflict that spanned nearly two decades, deeply affecting the lives of millions of people, including American service members, Vietnamese, Laotian, Cambodian, and Hmong allies who fought with courage and resilience; and
- WHEREAS** April 30, 2025, marks the 50th anniversary of the end of the Vietnam War, providing an opportunity to recognize and honor the sacrifices, service, and valor of those who bravely answered the call of duty; and
- WHEREAS** over 2.7 million American men and women served in Vietnam, enduring immense hardship and demonstrating unwavering dedication to their country, with more than 58,000 making the ultimate sacrifice; and
- WHEREAS** the people of South Vietnam, along with their allies, played a vital role in the war, fighting to defend their homeland and seeking refuge in new countries after the war's conclusion; and
- WHEREAS** over 1,600 American service members remain missing in action (MIA), and we recognize the continued efforts to account for and honor their sacrifice; and
- WHEREAS** the Vietnam War's effects extended beyond Vietnam, impacting Cambodia and Laos, leading to further conflicts that shaped the region's history; and
- WHEREAS** following the war, over 3 million Southeast Asian refugees—including Vietnamese, Laotian, Hmong, and Cambodian communities—resettled in the United States, making significant contributions to our society and enriching the fabric of our communities; and
- WHEREAS** many veterans of the Vietnam War returned home to challenges, including delayed recognition of their service, and it is our duty as a community to express our gratitude and ensure their contributions are honored and remembered; and
- WHEREAS** the City of New Brighton acknowledges the profound impact of the Vietnam War on families, veterans, and refugees who made new lives in our community, strengthening our city with their resilience and contributions; and

NOW, THEREFORE, I, Kari Niedfeldt-Thomas, Mayor of the City of New Brighton, do hereby proclaim
April 30, 2025, as

VIETNAM WAR REMEMBRANCE DAY

in the City of New Brighton and encourage all residents to reflect on the sacrifices made by veterans and their families, to honor their service, and to commit to fostering an inclusive and supportive community for all who have been affected by war.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of New Brighton, Minnesota to be affixed this 22th day of April, 2025.

Kari Niedfeldt-Thomas – MAYOR



Agenda Section:	Consent Agenda
Report Date:	03/26/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Payments
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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. <table> <tr> <td>EFT:</td><td>\$1,783,407.65</td></tr> <tr> <td>ACH:</td><td>\$430,751.01</td></tr> <tr> <td>Check:</td><td>\$79,842.51</td></tr> <tr> <td>Total:</td><td>\$2,294,001.17</td></tr> </table>	EFT:	\$1,783,407.65	ACH:	\$430,751.01	Check:	\$79,842.51	Total:	\$2,294,001.17
EFT:	\$1,783,407.65								
ACH:	\$430,751.01								
Check:	\$79,842.51								
Total:	\$2,294,001.17								

Recommendations:	To approve the payment of invoices as listed in the attachment.
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Applicable	The Council Meeting immediately following the disbursement of funds.
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Deadlines:	
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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.
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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.
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Strategic Priority:	Sustainable & Reliable Infrastructure	Operational Effectiveness X
	Environment & Sustainability	Diversity, Equity Inclusion
	Livable Community	N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes \$2,294,001.17
	Financing Sources:	Budgeted X	Budget Modification	
	New Revenue	Use of Reserves	Other	

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
03/14/2025	MONEY MOVERS	FEB 2025 SERVICES	19.00
03/19/2025	HEALTHY CONTRIBUTIONS SPV, LLC	JAN 2025 SERVICES	5.80
03/31/2025	MN DEPT OF TRANSPORTATION	ACH SWEEPS MARCH	9,101.90
03/31/2025	MN DEPT OF TRANSPORTATION	ACH SWEEPS MARCH	1,637,840.81
03/31/2025	MN DEPT OF TRANSPORTATION	ACH SWEEPS MARCH	287.00
			1,647,229.71
03/31/2025	PAYMENTECH - EFT	PAYMENTECH FEES MARCH 2025 INVOICE CLOUD	113.76
03/31/2025	PAYMENTECH - EFT	PAYMENTECH FEES MARCH 2025 INVOICE CLOUD	1,458.21
03/31/2025	PAYMENTECH - EFT	PAYMENTECH FEES MARCH 2025 INVOICE CLOUD	836.08
03/31/2025	PAYMENTECH - EFT	PAYMENTECH FEES MARCH 2025 INVOICE CLOUD	836.08
03/31/2025	PAYMENTECH - EFT	PAYMENTECH FEES MARCH 2025 INVOICE CLOUD	418.03
			3,662.16
03/20/2025	XCEL ENERGY	PARKS 01/16-02/17/25	73.55
04/02/2025	GLOBAL PAYMENTS, INC	NBCC MARCH 2025 CC FEES	15,925.85
04/02/2025	GLOBAL PAYMENTS, INC	NBCC MARCH 2025 CC FEES	23,888.77
04/02/2025	GLOBAL PAYMENTS, INC	GOLF MARCH 2025 CC FEES	2,477.01
			42,291.63
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	2,961.32
04/02/2025	XCEL ENERGY	OLD HWY 8 STREET LIGHTS AND MAINT GARAGE GAS 02/18-03/19/25	2,214.11
04/02/2025	XCEL ENERGY	PARKS 02/18-03/19/25	3,916.73
04/02/2025	XCEL ENERGY	PARKS 02/18-03/19/25	1,183.42
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	27,832.56
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	3,891.94
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	772.03
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	1,090.93
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	639.27
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	43.67
04/02/2025	XCEL ENERGY	OLD HWY 8 STREET LIGHTS AND MAINT GARAGE GAS 02/18-03/19/25	2,955.29
04/02/2025	XCEL ENERGY	WELLS & LIFT STATIONS 02/18-03/19/25	13.19
04/02/2025	XCEL ENERGY	STREET LIGHTS 02/17-03/18/25	13.19
			47,527.65
04/01/2025	METROPOLITAN LIFE INSURANCE COMPANY	DENTAL APRIL - GROUP #KM05387365	4,638.78
04/01/2025	METROPOLITAN LIFE INSURANCE COMPANY	DENTAL APRIL - GROUP #KM05387365	260.27
			4,899.05
04/07/2025	AMERICAN EXPRESS - EFT	MARCH AMEX CREDIT CARD FEES 02/27/2025 - 03/29/2025	2.00
04/07/2025	AMERICAN EXPRESS - EFT	MARCH AMEX CREDIT CARD FEES 02/27/2025 - 03/29/2025	149.01
04/07/2025	AMERICAN EXPRESS - EFT	MARCH AMEX CREDIT CARD FEES 02/27/2025 - 03/29/2025	190.50
04/07/2025	AMERICAN EXPRESS - EFT	MARCH AMEX CREDIT CARD FEES 02/27/2025 - 03/29/2025	190.50
04/07/2025	AMERICAN EXPRESS - EFT	MARCH AMEX CREDIT CARD FEES 02/27/2025 - 03/29/2025	95.24
			627.25

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/07/2025	XCEL ENERGY	STREETLIGHTS 03/03-04/02/25	11,247.29
04/08/2025	INVOICE CLOUD INC.	INVOICE CLOUD FEES 03/01/25-03/31/25	3.40
04/08/2025	INVOICE CLOUD INC.	INVOICE CLOUD FEES 03/01/25-03/31/25	171.65
04/08/2025	INVOICE CLOUD INC.	INVOICE CLOUD FEES 03/01/25-03/31/25	393.56
04/08/2025	INVOICE CLOUD INC.	INVOICE CLOUD FEES 03/01/25-03/31/25	393.56
04/08/2025	INVOICE CLOUD INC.	INVOICE CLOUD FEES 03/01/25-03/31/25	196.78

			1,158.95
04/08/2025	PITNEY BOWES INC - EFT	POSTAGE MACHINE REFILL APRIL 2025	2,000.00
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	(103.52)
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	9,925.59
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	1,124.42
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	2,969.32
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	5.99
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	2,122.39
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	646.73
04/10/2025	MN DEPT OF REVENUE	MARCH FUEL TAX	284.29
04/10/2025	MN DEPT OF REVENUE	MARCH 2025 SALES TAX	1,369.08

			18,344.29
04/10/2025	XCEL ENERGY	NBCC/BHGC 02/18-03/19/25	3,580.01
04/10/2025	XCEL ENERGY	NBCC/BHGC 02/18-03/19/25	499.69
04/10/2025	XCEL ENERGY	NBCC/BHGC 02/18-03/19/25	241.62

			4,321.32
04/04/2025	CHESS, INC	MAINTENANCE PLAN - MARCH 2025	2,190.00
04/04/2025	CRAWFORD, LEIGH	2025 FEBURARY DLR BANK RUNS	499.03
04/04/2025	JOSHUA LOWELL JORDAN	WINTER SESSION 2 MARTIAL ARTS INVOICE	1,104.00
04/04/2025	KATH FUEL OIL SERVICE	OIL TANKS & PUMP SHOP	4,136.43
04/04/2025	MADISON NATIONAL LIFE INSUR. CO,INC	LIFE INSURANCE APRIL	1,175.46
04/04/2025	MADISON NATIONAL LIFE INSUR. CO,INC	LTD FOR APRIL	2,275.95
04/04/2025	MADISON NATIONAL LIFE INSUR. CO,INC	LIFE INSURANCE APRIL	143.47

			3,594.88
04/04/2025	MANSFIELD OIL COMPANY OF GAINSVILLE	DIESEL FUEL	1,299.82
04/04/2025	MASTER ELECTRIC CO., INC	ADJUST CIRCUT BREAKER PER BARR	444.00
04/04/2025	MASTER ELECTRIC CO., INC	WTP #10 POWER LOSS DIAGNOSTIC	306.00

			750.00
04/04/2025	METROPOLITAN COUNCIL	APRIL WASTE WATER SERVICES	174,819.52

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/04/2025	NCPERS GROUP LIFE INS	PERA LIFE INS FOR APRIL	208.00
04/04/2025	PIONEER POLY PRODUCTS	TRASH CAN LINERS	825.50
04/04/2025	POSTMASTER, ST PAUL	MAILING PERMIT #3655 SENIOR NEWSLETTER MAY JUNE	141.12
04/04/2025	SONTERRE, AUSTIN	VIPS UNIFORM	616.28
04/04/2025	US BANK	PAYING AGENT FEE FOR 2015B BONDS	750.00
04/04/2025	VIA ACTUARIAL SOLUTIONS	2025 GASB 75 ACTUARIAL VALUATION REPORT	5,200.00
04/04/2025	XIONG, THAI	2024-2025 ACADEMIC YEAR SPRING	1,656.47
04/04/2025	XIONG, THAI	3/14 DINNER, 3/16 LUNCH DULUTH FIRE TRAINING 2025	56.00
			1,712.47
04/04/2025	ZIEGLER INC	ROCKLAND BRUSH GRAPPLE	24,363.00
04/11/2025	24RESTORE, INC	CLEAN UP ASSISTANCE FROM WATER MAIN BREAK	5,000.00
04/11/2025	A DYNAMIC DOOR CO., INC.	NEW GARAGE DOOR OPENER FOR THE PD GARAGE	3,390.30
04/11/2025	A-1 HYDRAULIC SALES & SERVICE	#2508 HYDRAULIC PARK STATION FOR NEW GRAPPLE RAKE	264.45
04/11/2025	ALEXANDER-SUSENS, TIFFANY	MARCH DEALER RUNS	37.03
04/11/2025	AMERICAN ENGINEERING TESTING, INC.	2025 STREET REHAB GEOTECHNICAL SERVICES	15,388.95
04/11/2025	BERGERSON-CASWELL, INC.	RECONDITION WELL #4	49,940.00
04/11/2025	BURTON, JASON	AUSTIN FIRE SCHOOL MEALS AND GAS	84.98
04/11/2025	BURTON, JASON	AUSTIN FIRE SCHOOL MEALS AND GAS	144.20
			229.18
04/11/2025	CAPITOL BEVERAGE SALES	BEER/SELTZER	290.75
04/11/2025	COVERALL OF THE TWIN CITIES	COMMERCIAL CLEANING SERVICES	4,212.00
04/11/2025	COVERALL OF THE TWIN CITIES	CLEANING FOR MARCH- PUBLIC WORKS	2,070.00
			6,282.00
04/11/2025	CRYSTEEL TRUCK EQUIPMENT	#1407 SALT SPINNER	86.58

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/11/2025	ELECTRO WATCHMAN INC	50% OF DOOR ACCESS CONTROL AT NBCC- LOCKER ROOMS AND FITNESS CENTER	13,464.86
04/11/2025	FACTORY MOTOR PARTS CO	CORE RETURN #085 & #1502	(66.00)
04/11/2025	FACTORY MOTOR PARTS CO	#1502 BATTERY	343.96
04/11/2025	FACTORY MOTOR PARTS CO	RTV SHOP	36.77
			314.73
04/11/2025	FERGUSON ENTERPRISES, LLC	NEW SOAP DESPENSER FOR WOMENS RESTROOM	1,030.89
04/11/2025	FLEXIBLE PIPE TOOL COMPANY	PIPE TECH INSPECT SOFTWARE ASSURANCE 1/1/25-12/31/25	1,240.00
04/11/2025	FREDRIKSON & BYRON	FOR PROFESSIONAL SERVICES FROM 2/1/25 THROUGH 2/28/25	2,349.00
04/11/2025	GECK, DUEA & OLSON, PLLC	MONTHLY PROSECUTION CONTRACT; GDO FILE NO: R	7,515.00
04/11/2025	GILLIES, CARL	FEBRUARY 2025 - MILEAGE REIMBURSEMENT	47.60
04/11/2025	GOPHER STATE ONE-CALL	LOCATE TICKETS MARCH	60.75
04/11/2025	GOPHER STATE ONE-CALL	LOCATE TICKETS MARCH	60.75
04/11/2025	GOPHER STATE ONE-CALL	LOCATE TICKETS MARCH	60.75
			182.25
04/11/2025	GREAT NORTHERN ENVIRONMENTAL, LLC	SERVICE FEE DIAGNOSTICS OPTIVIEW	600.00
04/11/2025	HAWKINS, INC.	CHEMICALS FLUORIDE, LPC-4	596.13
04/11/2025	HAWKINS, INC.	CHEMICALS FLUORIDE, LPC-4	11,672.91
04/11/2025	HAWKINS, INC.	CHEMICALS FLUORIDE, LPC-4	5,226.15
			17,495.19
04/11/2025	HOSE PROS LLC	REPAIR OF JETTER FILL HOSE	81.50
04/11/2025	INFOSEND, INC	MARCH 2025 UB MAILING PRINTING, POSTAGE, MAILING. RCVD INV 04.8.25	301.10
04/11/2025	INFOSEND, INC	MARCH 2025 UB MAILING PRINTING, POSTAGE, MAILING. RCVD INV 04.8.25	289.60
04/11/2025	INFOSEND, INC	MARCH 2025 UB MAILING PRINTING, POSTAGE, MAILING. RCVD INV 04.8.25	301.10
04/11/2025	INFOSEND, INC	MARCH 2025 UB MAILING PRINTING, POSTAGE, MAILING. RCVD INV 04.8.25	289.60
04/11/2025	INFOSEND, INC	MARCH 2025 UB MAILING PRINTING, POSTAGE, MAILING. RCVD INV 04.8.25	150.55
04/11/2025	INFOSEND, INC	MARCH 2025 UB MAILING PRINTING, POSTAGE, MAILING. RCVD INV 04.8.25	144.80
			1,476.75
04/11/2025	INTELLICENTS INC	MONTHLY HEALTH CONSULTING FEE	2,500.00

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/11/2025	KATH FUEL OIL SERVICE	OIL, WASHER FLUID, COOLANT SHOP	3,669.45
04/11/2025	KENNEDY & GRAVEN CHARTERED	LEGAL COSTS	7,303.40
04/11/2025	KENNEDY & GRAVEN CHARTERED	LEGAL COSTS	97.00
04/11/2025	KENNEDY & GRAVEN CHARTERED	LEGAL COSTS	145.50
			7,545.90
04/11/2025	L.E.L.S	POLICE/SERG UNION DUES FOR APRIL	1,971.00
04/11/2025	LOFFLER COMPANIES, INC	CONTRACT OVERAGE CHARGE FOR THE 2/9/25 TO 3/8/25 OVERAGE PERIOD	375.35
04/11/2025	LOFFLER COMPANIES, INC	CONTRACT FOR 3/9/25 - 4/8/25	93.02
04/11/2025	LOFFLER COMPANIES, INC	PUBLIC SAFETY PRINTER OVERAGE 3/01-3/31	93.05
			561.42
04/11/2025	LOVDAHL PITCHING ACADEMY	MARCH-APRIL SPORTS LESSONS STAFFING - UPDATED	888.36
04/11/2025	MANSFIELD OIL COMPANY OF GAINSVILLE	UNLEADED 997 GALLONS	6,517.39
04/11/2025	MARCO TECHNOLOGIES, LLC	SHRED SERVICE CHARGE - ROUTINE	52.50
04/11/2025	MINNESOTA PLAYGROUND INC.	HARDWARE FOR BLEACHERS	790.00
04/11/2025	MINUTE MAKER SECRETARIAL	MINUTES FOR 3/18/25 PLANNING COMMISSION MTG; 3/25/25 CITY COUNCIL&WORKSESSION MEETINGS	1,396.50
04/11/2025	MN REC & PARK ASSOCIATION	MRPA TRAINING	30.00
04/11/2025	MN TEAMSTERS #320	MAINTENANCE DUES APRIL	1,612.00
04/11/2025	NORTH CENTRAL INTERNATIONAL LLC	#1405 OIL SAMPLE	18.88
04/11/2025	NORTH SUBURBAN ACCESS CORPORATION	2025-MARCH MONTHLY MUNICIPAL MEETING AV SERVICES CITY OF NEW BRIGHTON	1,534.50
04/11/2025	OXYGEN SERVICE COMPANY, INC.	CYLINDER RENTAL-MARCH 2025	165.81
04/11/2025	PATCHIN MESSNER VALUATION COUNSELOR	SERVICE RENDERED VALUE APPRAISAL FOR LISTED PROPERTY 177 CLEVELAND AVE SE	2,000.00
04/11/2025	POSTMASTER, ST PAUL	SPRING 2025 NEWSLETTER POSTAGE	3,500.00
04/11/2025	RAMSEY COUNTY	TOP TAXPAYERS AND OVERLAPPING DEBT REPORTS	95.00

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/11/2025	SONTERRE, AUSTIN	VIPS UNIFORM	22.75
04/11/2025	SPRINGER, GEORGE	INTERNET REIMBURSEMENT	103.26
04/11/2025	SRIXON/CLEVELAND GOLF	GOLF BALLS	129.50
04/11/2025	STREET FLEET	2025 LB COURIER STREET FLEET MARCH 2025 (03/26/2025) REPORT COURIER	50.32
04/11/2025	TENICITY LLC	TENNIS LESSON INVOICE WINTER 2025	2,016.00
04/11/2025	THE MPX GROUP	2025 SPRING CLEAN UP DAY FLYER	2,933.00
04/11/2025	TOKLE INSPECTIONS INC	MARCH 2025 TOKLE INSPECTIONS	7,154.28
04/11/2025	WONG, CHOY	EXPENSE STATMENT - TRAVEL	4.34
04/18/2025	BDI	BEARINGS SHOP	139.92
04/18/2025	CARDINAL INVESTIGATIONS	ICPOET BACKGROUND S. KELLY	845.00
04/18/2025	COVERALL OF THE TWIN CITIES	PUBLIC SAFETY CLEANING SERVICE APRIL 2025	2,816.00
04/18/2025	CSI ERGONOMICS	OMAS-YS72 DESK CHAIR FOR TERRI SPANGRUD	496.00
04/18/2025	EDELMANN & ASSOCIATES, INC	TRANSFER PUMP FOR CHLORINE WTP #1	1,618.80
04/18/2025	IN CONTROL, INC	AUTOMATION & CYBERSECURITY SERVICE PLAN- QUARTERLY MARCH 1ST - MARCH 31ST	969.00
04/18/2025	MANSFIELD OIL COMPANY OF GAINSVILLE	UNLEADED 987 GALLONS	3,917.79
04/18/2025	MORA, CLAUDIA	FEB. & MAR 2025 BANK AND DEALER RUN	460.67
04/18/2025	ONSITE MEDICAL SERVICES, INC.	AUDIOMETRIC EXAMINATION HEARING TEST-4/3/25	925.00
04/18/2025	PMA ASSET MANAGEMENT, LLC	MARCH ACCOUNT MANAGEMENT FEE	6,507.37
04/18/2025	RAMSEY COUNTY EMCOM	FLEET SUPPORT MARCH 2025	12,957.79
04/18/2025	VESSCO, INC	PACKING FOR THE IRON FILTER MODULATING VALVES	697.63

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/18/2025	WEBBER RECREATIONAL, INC	ADA SEAT PARTS VETS PLAYGROUND	73.64
04/18/2025	ZIEGLER INC	#2430 COVERS	2,147.18
04/03/2025	COMMERCIAL CREDIT GROUP	REFUND FOR OVERPAYMENT	88.50
04/03/2025	EARL F. ANDERSEN, INC.	CONES FOR THE CHIPPER	380.00
04/03/2025	HENNEPIN TECHNICAL COLLEGE	J. SCHNIEDER ICPOET TUITION 2/7-7/25/2025	12,000.00
04/03/2025	INDEPENDENT SCHOOL DIST #621	ADULT DANCE SWING CLASS	72.00
04/03/2025	INDEPENDENT SCHOOL DIST #621	STAINED GLASS CLASS PAYMENT 3-15-2025	300.00
			372.00
04/03/2025	MINNESOTA SECRETARY OF STATE NOTARY	2025 NARY EBBOTT RECERTIFICATION FOR NOTARY	120.00
04/03/2025	MN POLLUTION CONTROL AGENCY	APPLICATION FOR STORMWATER PERMIT	400.00
04/03/2025	ROSEVILLE PARK AND REC	SENIOR TRIP TARGET STADIUM TOUR 3-13-2025	1,290.00
04/03/2025	SMITH, MICHAEL	REFUND FOR OVERPAYMENT	538.20
04/03/2025	STORLA, ANDRA	UB refund for account: 214155	3.39
04/03/2025	STORLA, ANDRA	UB refund for account: 214155	0.45
04/03/2025	STORLA, ANDRA	UB refund for account: 214155	8.41
04/03/2025	STORLA, ANDRA	UB refund for account: 214155	5.69
04/03/2025	STORLA, ANDRA	UB refund for account: 214155	3.06
			21.00
04/03/2025	VUE, WONGFEN	REFUND FOR OVERPAYMENT	18.00
04/03/2025	WAYNE ANTHONY CULLINAN	ENTERTAINMENT FOR COMMUNITY LUNCH 4-17-2025	400.00
04/10/2025	ALTA	AMBASSADOR PLAQUE FOR JEANNE FRISCHMAN	130.00
04/10/2025	BADAYOS, DAYLINDA AND ALLAN	UB refund for account: 311969	23.30
04/10/2025	BECKLIN, KELSIE LYNN	REFUND FOR OVERPAYMENT	15.00
04/10/2025	CARLSON, ZANE	REFUND FOR OVERPAYMENT	3.00
04/10/2025	GOSZ, JONATHAN	UB refund for account: 217877	38.41

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/10/2025	GOSZ, JONATHAN	UB refund for account: 217877	100.25
04/10/2025	GOSZ, JONATHAN	UB refund for account: 217877	67.69
04/10/2025	GOSZ, JONATHAN	UB refund for account: 217877	35.64
			241.99
04/10/2025	HARVESTED HUES, LLC	APRIL 5 WOVEN BRACELET CLASS PAYMENT	105.00
04/10/2025	HOME DRYWALL AND PAINT LLC	215 + 216 DRYWALL INSTALLATION	1,642.50
04/10/2025	JACOBSEN, PAUL	UB refund for account: 214403	36.32
04/10/2025	JACOBSEN, PAUL	UB refund for account: 214403	94.76
04/10/2025	JACOBSEN, PAUL	UB refund for account: 214403	63.98
04/10/2025	JACOBSEN, PAUL	UB refund for account: 214403	33.64
			228.70
04/10/2025	JAROSZ PHILLIP	REFUND FOR OVERPAYMENT	60.25
04/10/2025	KAYAK PROPERTIES, INC.	UB refund for account: 102178	2.61
04/10/2025	KAYAK PROPERTIES, INC.	UB refund for account: 102178	6.78
04/10/2025	KAYAK PROPERTIES, INC.	UB refund for account: 102178	4.58
04/10/2025	KAYAK PROPERTIES, INC.	UB refund for account: 102178	2.41
			16.38
04/10/2025	LEAGUE OF MINNESOTA CITIES	2025 MCMA ANNUAL CONFERENCE - MCMA/APMP MEMBER EVENT FEE	525.00
04/10/2025	LMCIT	CLAIM 503950	255.22
04/10/2025	LMCIT	CLAIM 509509	65.00
04/10/2025	LMCIT	CLAIM 514051	6,413.82
04/10/2025	MAMA	MEETING COSTS - MAMA MEMBER - MARCH 27 MEETING	35.00
04/10/2025	MCKINNEY, ZEKE	UB refund for account: 208413	20.15
04/10/2025	METRO CITIES ASSOCIATION	METRO CITIES 2025 MEMBERSHIP DUES	8,179.00
04/10/2025	MOE'S OF MOUNDS VIEW, INC	APRIL 17 COMMUNITY LUNCH CATERING	** VOIDED **
04/10/2025	OLD DUTCH FOODS, INC.	CHIPS	96.00
04/10/2025	PONY TRAIL BLAZERS	DEPOSIT FOR PONIES AT EVENT 5.22.2025 - RISE PARTNERSHIP PROGRAM	50.00

VI_1 APPROVAL OF PAYMENTS

CHECK DISBURSEMENT REPORT FOR CITY OF NEW BRIGHTON

Check Date	Payee	Description	Amount
04/10/2025	ROADKILL ANIMAL CONTROL	MARCH ROADKILL PICKUP	180.00
04/10/2025	RUSSELL MOORE	PAINTING AT WTP #1	5,322.00
04/10/2025	SAINT CROIX COFFEE & TEA COMPANY	COFFEE	194.50
04/10/2025	YAMAHA GOLF & UTILITY INC	ELECTRIC POWER CART LEASE	16,115.00
04/10/2025	YANG, ETHAN	REFUND FOR OVERPAYMENT	24.50
04/16/2025	AARP	APRIL 10 AARP SAFE DRIVER CLASS	540.00
04/16/2025	BERGANKDV LTD	INTERIM BILLING FOR AUDIT OF FINANCIAL STATEMENTS FOR YEAR END 2024	17,000.00
04/16/2025	BERGANKDV LTD	INTERIM BILLING FOR AUDIT OF FINANCIAL STATEMENTS FOR YEAR END 2024	1,000.00
04/16/2025	BERGANKDV LTD	INTERIM BILLING FOR AUDIT OF FINANCIAL STATEMENTS FOR YEAR END 2024	1,000.00
04/16/2025	BERGANKDV LTD	INTERIM BILLING FOR AUDIT OF FINANCIAL STATEMENTS FOR YEAR END 2024	1,000.00
			----- 20,000.00
04/16/2025	CARROLL CONSTRUCTION SUPPLY	CONCRETE FORM BOARDS	1,044.00
04/16/2025	DUSTYS DRAIN CLEANING	BD Payment Refund	1.00
04/16/2025	DUSTYS DRAIN CLEANING	BD Payment Refund	17.00
04/16/2025	DUSTYS DRAIN CLEANING	BD Payment Refund	103.00
			----- 121.00
04/16/2025	MOE'S OF MOUNDS VIEW, INC	APRIL 17 COMMUNITY LUNCH CATERING FOR SENIORS	2,568.50
	TOTAL PAYMENTS		<u><u>\$ 2,294,001.17</u></u>



Council Worksession
April 8, 2025
5:00 pm

Present: Councilmember Graeme Allen
Councilmember Emily Dunsworth
Councilmember Jeanne Frischman
Councilmember Jason Steffenhagen

Absent: Mayor Kari Niedfeldt-Thomas

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

Guests in Attendance: Nate Enger, Krause Anderson

Strategic Facility Planning – Conceptual Outcomes and Next Steps

Massopust stated during the Parks 2040 Comprehensive Plan process, residents shared clear input on the importance of high-quality, accessible, and future-ready public facilities, including the New Brighton Community Center (NBCC). Recognizing that nearly \$5 million in maintenance investments are needed over the next five years, the City paused on reinvestment until a long-term facility vision could be developed. A Strategic Facility Planning study was conducted to explore high-level concepts for the NBCC and potential co-location with City Hall. These concepts reflect feedback from staff and the community and are presented as initial ideas (“bubbles on paper”) with associated estimated costs ranging from \$25 million to over \$100 million. Staff reviewed the common elements across the strategies, which included enhanced security and wayfinding, expanded fitness and recreation spaces, improved support for revenue-generating programs, long-term sustainability and ADA accessibility, integration of City Hall functions into the facility to maximize operational efficiency and enable future, and redevelopment of the current City Hall site.

Massopust explained this planning effort directly supports the City's 2025–2028 Strategic Priority to “Strengthen City Assets” and meet the target of having 100% of city-owned buildings ADA compliant by 2027 and fully meeting functional and safety standards by 2030. This work session is intended to:

- Review conceptual spatial strategies and cost estimates
- Confirm alignment with staff and community-identified needs
- Identify next steps, including future public engagement and deeper financial analysis, before narrowing down options

Massopust requested the Council discuss the conceptual strategies in context of long-range goals and community expectations and provide guidance on public engagement approach and additional study before advancing toward a preferred facility direction. He reported a representative from Krause Anderson was in attendance to further review the Strategic Facility Plan with the Council.

Nate Enger, Krause Anderson, introduced himself to the Council and noted he worked in the predesign group and was a trained architect that has worked in the industry for the past 25 years. He discussed how he used programmatic budgets that were used based on real world costs for the Strategic Facility Plan. He commented on the priorities that were voiced at the December 3, 2024 meeting noting this included security and wayfinding, rightsizing programming for revenue generating space, parking and circulation, rightsizing administrative/operational space, consolidation of existing facilities to identify new development opportunities, and architectural significance of the building. He then reviewed examples of spatial strategies based on a \$30 million, \$50 million and \$70 million budget. He indicated the biggest constraints on the site were the wetlands and creeks.

Mr. Enger commented further on the options available for renovating the Community Center/City Hall space. He reported Option 1 would be a high-level renovation project that would upgrade the facility with new finishes, fixtures and equipment, along with a relocation of the entrance to the building. He indicated Option 2 would remodel programmatic elements within the existing confines of the Community Center envelope. He reported Option 3 included an addition that would begin to achieve some of the programmatic requirements, while also creating a secure entrance. He explained as the City adds more programs, the parking lot space would be diminished and the need for parking would grow. One way to address this concern would be to consider structured parking, which would cost the City roughly \$20 million or with the parking ramp space costing \$120 to \$150 per square foot.

Councilmember Allen asked what the cons were of having the DMV and City Hall on the third floor. Mr. Enger explained navigating parking ramps and having to be on the top floor could be a concern, given the older population in the community.

Councilmember Steffenhagen questioned how tariffs would impact the cost of concrete. Mr. Enger anticipated concrete and rebar would only see a 3% increase.

Mr. Enger reviewed the options that were included in Option 4, which would provide the Community Center/City Hall with a remodel and addition with max scope. He commented further on how the new space would be designed and explained this option would cost \$90 to \$100 million. He stated Option 5 would provide for a new building on the existing site. This option would tear down the current building and one new building would be constructed to meet the City's needs. He indicated the cost for this option was \$90 to \$100 million. He reported the last option for the Council to consider (Option 6) would be a site-agnostic option, which came in at \$64 to \$84 million, which was the most cost effective option. He explained this option would require a flat seven-acre site. He noted this option could provide the best way for the City to address the parking constraints.

Acting Mayor Dunsworth asked what Mr. Enger would recommend given the site constraints and proposed costs. Mr. Enger stated if it were his money, based on the City's objectives, he would go for a new building on a flat site given how the City would be paying a premium to put an addition onto the existing building.

Councilmember Allen did not anticipate there was a vacant seven-acre site in New Brighton. He asked if there were calculations on the increased revenue projections for each scenario. Massopust stated he does not have this information, but this would be evaluated further down the line.

Councilmember Allen questioned which scenarios would mean the City loses tenants. Massopust indicated there would be disruptions no matter which scenario was chosen and commented the loss of tenants would depend on which option the Council decided to move forward. Fink stated keeping open during construction would be challenging and noted she would not want to lose fitness memberships. She explained a phased construction approach could be considered to address this concern.

Acting Mayor Dunsworth stated she was having a hard time understanding the side-by-side comparison and all the moving parts. She asked if staff had a list view or spreadsheet that showed what was included with each option. Fink provided the Council with detailed information on what was included in each scenario.

Massopust spoke to the programmatic concerns that staff would like to address given how full the parking lot was at the Community Center/City Hall at all times of the day.

Acting Mayor Dunsworth questioned if these were the only five options to move forward. Massopust indicated the City was still at the brainstorming phase. She commented the proposed scenarios were based off the 2040 Park Plan and staff have yet to seek additional feedback from the community.

Massopust indicated the Council could opt to replace like for like at the Community Center and staff would proceed in this manner, or the City could move in another direction to expand services and revenue streams. He noted staff was seeking direction because the Eagle's Nest was slated for replacement in two years.

Councilmember Allen questioned what the City could afford. He understood the most cost-effective option was to move to a new site. He then wondered how much the City could receive if the existing buildings were sold.

Further discussion ensued regarding the amount of time that would be involved to gather public input.

Acting Mayor Dunsworth asked if gathering feedback from the public was the next step. Massopust believed this to be the case.

Councilmember Steffenhagen commented each of the options he supports includes a parking structure, and he would like to know if the public was comfortable with this option. He stated he did not believe Option 1 would offer enough for the community going forward, with respect to programming.

Acting Mayor Dunsworth inquired if staff has spoken with Public Safety regarding a parking structure. Fink stated they were aware this was a previous suggestion, but staff has not done a deep dive into this topic.

Councilmember Steffenhagen indicated the City would have to come up with an alternative location for the farmers market if an expansion were added to the Community Center.

Acting Mayor Dunsworth explained she liked Option 5 the best because it feels like it would showcase the space while working to address sustainability and environmental impacts. In addition, this option would be less disruptive to the wetlands. She supported the City working within the space that it has.

Fink commented on how her main concern at this time was to create one main entrance point for the Community Center with a main check-in desk.

Schlichting discussed how the water in the creek could be shifted more towards the road, along 10th Street, to make additional space for parking.

Acting Mayor Dunsworth stated she supported the moving in this direction versus constructing a parking ramp. She believed the parking ramp would be a drawback and come at a huge cost.

Councilmember Steffenhagen questioned if the proposed scenarios would meet the programming needs of the City for five years, ten years, or how quickly would the City outgrow this space. Fink stated the City has

capped out on space at the Community Center currently. She indicated overall, it took the City 30 years to get to this point. Massopust added that a component of the community engagement would be to see what programming and amount of space should be pursued with the proposed expansion.

Councilmember Allen stated he was interested in exploring the strategic facility plans further. He recommended the next round address how City parks could be enhanced to offer additional recreational programming. He reiterated that his preferred option would be to find a new site. Massopust indicated this was his preferred option as well.

Massopust proposed staff bring back a proposal for the Council to consider in May or June. The Council supported this recommendation.

Worksession adjourned at 6:08 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, April 8, 2025 at 6:30 pm in the New Brighton Council Chambers.

Present: Councilmembers Allen, Dunsworth, Frischman and Steffenhagen

Absent: Mayor Niedfeldt-Thomas

Also Present: Devin Massopust-City Manager, Sarah Sonsalla-City Attorney (attending remotely), Craig Schlichting-Director of Community Assets and Development, Dustin Lind-Engineering Supervisor

Call to Order

Acting Mayor Dunsworth called the meeting to order at 6:30 pm.

Pledge of Allegiance

Acting Mayor Dunsworth led the Council in the Pledge of Allegiance.

Public Comment Forum

Acting Mayor Dunsworth opened the Public Forum for comments from the public. There were no comments from the public.

Approval of Agenda

Approval of the April 8, 2025 Council Agenda.

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

4 Ayes, 0 Nays-Motion Carried

Special Order of Business

1. Proclamation Recognizing Fair Housing Month.

Acting Mayor Dunsworth read a proclamation in full for the record declaring April to be Fair Housing Month in the City of New Brighton.

2. Proclamation Recognizing the Contributions of Boy and Girl Scouts in New Brighton.

Acting Mayor Dunsworth read a proclamation in full for the record recognizing the contributions of Boy and Girls Scouts in the City and declaring April 27, 2025 to be New Brighton Scouting Day.

Consent Agenda

1. Consider Approval of Payments.

Call to Order

Pledge of Allegiance

Public Comment Forum

Approval of Agenda Approval of the April 8, 2025 Agenda.

Special Order of Business

1. Proclamation Recognizing Fair Housing Month.

2. Proclamation Recognizing the Contributions of Boy and Girl Scouts in New Brighton.

Consent Agenda

2. Approve City Council Minutes:
 - a. March 25, 2025 City Council Meeting Minutes.
 - b. March 25, 2025 Worksession Meeting Minutes.
 - c. March 11, 2025 City Council Meeting Minutes.
 - d. March 11, 2025 Worksession Meeting Minutes.
 - e. April 1, 2025 Worksession Meeting Minutes.
3. Accept Receipt of Commission Minutes: None.
4. Consider Application for a Transient Merchant License for New Brighton Farmer's Market.
5. Consider Approval of Tobacco License for New Brighton Vapor.
6. Consider Purchase of Police Personal Protective Equipment (PPE).
7. Consider Approval of Gambling Exempt Permit for Community Partners with Youth.
8. Consider Approval of Excluded Gambling Bingo Application for Atonement Lutheran Church.
9. Consider Approval of Tobacco Licenses for Minnoco Xpress Inc. and Minnoco Xpress Tobacco Inc. (new ownership).
10. Consider Application for a Solicitor's License for Crown Exteriors.
11. Consider Resolution Appointing City Council Liaisons to City Advisory Commissions.

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

4 Ayes, 0 Nays - Motion Carried

Public Hearing

None.

Council Business

1. Consider Resolution Accepting Feasibility Study and Set Public Improvement Hearing Date for City Project 25-1, 2025 Street Rehabilitation.

City Manager Massopust indicated Engineering Supervisor Lind and Community Assets and Development Director Schlichting would be presenting this item to the Council.

Engineering Supervisor Lind provided a brief overview of the City's street rehabilitation program. He commented on the City's Living Streets Plan and reviewed the goals within this plan. He noted the streets that

Public Hearing

Council Business

1. Consider Resolution Accepting Feasibility Study and Set Public Improvement Hearing Date for City Project 25-1, 2025 Street Rehabilitation.

would be included in the 2025 street rehabilitation project and commented on the work that would be completed. He reported the purpose of this item is for Council to accept the Feasibility Study prepared by staff and order a Public Improvement Hearing for proposed project 25-1, 2025 Street Rehabilitation. It was noted that a presentation of the Feasibility Study will be made at the Public Improvement Hearing schedule for April 22, 2025. He explained that if the Council approves the project at the Public Improvement Hearing, staff will then prepare plans and specifications based on the input received at the improvement hearing and previously collected information.

Councilmember Allen asked when residents could begin making payments on the assessments for this street project. Engineering Supervisor Lind stated this project work would be completed in 2025 and assessments would be accepted after the hearing in September of 2026.

Councilmember Frischman questioned if Violet Lane was slated for the bump outs. Engineering Supervisor Lind stated Violet Lane would not have the bump outs at this time, but noted once Mississippi was reconstructed in 2032, Violet Lane would have additional pedestrian improvements. Community Assets and Development Director Schlichting reviewed the project map and noted Mississippi Circle would have bump outs.

Further discussion ensued regarding the way assessments can be paid by residents.

Councilmember Steffenhagen questioned how the 75/25 split for assessments compared to other cities. Engineering Supervisor Lind stated New Brighton was on the low end for assessments. He indicated New Brighton assessed \$2,000 to \$4,000 for street improvements, while other communities were assessing double that. Community Assets and Development Director Schlichting explained the City has identified curbing as a conveyance product for stormwater so if spot curb is removed this is charged to the Stormwater Fund. He reported this meant residents were only paying for bituminous when the streets are improved.

Motion by Councilmember Frischman, seconded by Councilmember Allen to adopt a Resolution accepting the Feasibility Study and setting the Public Improvement Hearing date at April 22, 2025 for City Project 25-1, 2025 Street Rehabilitation.

4 Ayes, 0 Nays-Motion Carried

Commission Liaison Reports, Announcements and Updates

Devin Massopust

City Manager Massopust reported Mayor Niedfeldt-Thomas was awarded the Realtor Champion of the Month for her work on promoting housing and her leadership surrounding ADU's in New Brighton from the St. Paul Area Association of Realtors. He explained that the New Brighton Historical Society would be hosting an event on Sunday, April 27 to talk about the history of scouting in New Brighton. He stated he attended the CPY spring luncheon earlier today and discussed how this organization was struggling financially. He indicated the City Council would be meeting next on Tuesday, April 22.

Jeanne Frischman

Councilmember Frischman reported she has been involved in real estate for over 30 years and she appreciated Mayor Niedfeldt-Thomas' advocacy. She read in full for the record the commendation Mayor Niedfeldt-Thomas received.

Adjournment

Acting Mayor Dunsworth adjourned the meeting at 6:59 p.m.

Commission Liaison Reports, Announcements and Updates

Adjournment
The meeting adjourned at 6:59 p.m.

Emily Dunsworth, Acting Mayor

ATTEST: _____
Terri Spangrud, City Clerk

Agenda Section:	Consent Agenda
Report Date:	04/08/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Application for a Solicitor's License for Chipr Home Solutions

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:

Chipr Home Solutions has applied for a solicitor's license to go door to door in New Brighton offering D2D Quantum Fiber and DTV streaming services provided by Quantum and DIRECTV. All required fees have been paid.

Recommendations:

To issue a solicitor license to Chipr Home Solutions valid from April 25 - May 25, 2025.

Applicable Deadlines:

None

Community Impact:	Provide the community with an opportunity to explore additional entertainment and streaming services.
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Legislative History:	City Cod Chapter 10 regulates solicitor licenses.
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Strategic Priority:	Sustainable & Reliable Infrastructure	Operational Effectiveness
	Environment & Sustainability	Diversiyy, Equity Inclusion
	Livable Community	N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	

Agenda Section:	Consent Agenda
Report Date:	04/08/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Application for a Solicitor's License for Home Starr LLC.

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:

Home Star LLC has applied for a solicitor license to conduct a free quote for general contracting and home washing services. All required fees have been paid.

Recommendations:

To issue a solicitor license to Home Star LLC valid from May 1 - July 31, 2025.

Applicable Deadlines:

None

Community Impact:	Allow a local business an opportunity to reach out to the surrounding community and offer home improvement services.
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Legislative History:	City Code Chapter 10 regulates solicitor licenses.
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Strategic Priority:	Sustainable & Reliable Infrastructure	Operational Effectiveness
	Environment & Sustainability	Diversiyy, Equity Inclusion
	Livable Community	N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	



Agenda Section:	Consent Agenda
Report Date:	04/11/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Temporary Liquor License Application for Northern Lights Greyhound Adoption's 29th Annual Picnic Event

Action Requested:

Public Hearing:	<u>Motion: X</u>
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A

Votes Needed:

<u>3 Votes: X</u>	4 Votes:
5 Votes:	N/A:

Summary Statement:

- The Northern Lights Greyhound Adoption from Coon Rapids, MN is hosting their 29th annual adoption picnic event at Long Lake Pavilion on September 6th, 2025.
- They plan to contract with Indeed Brewing Company for this event.
- Greyhound Adoption already has liquor liability insurance through Monson Insurance Agency.

Recommendations:	Approve the temporary on-sale liquor license as we have done for previous years.
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Applicable Deadlines:	The state requires a minimum of 30 days to process liquor licenses.
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Community Impact:	This is a longstanding event, celebrating its 29th annual picnic, and will lead to the adoption of many dogs who need a home.
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Legislative History:	City Code Chapter 4 regulates temporary on-sale liquor licenses.
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	Operational Effectiveness
		<u>N/A</u>

Fiscal Impact:	Financial Impact: Is there a financial consideration?		<u>No</u>	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	



Agenda Section:	Consent Agenda
Report Date:	04/11/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Authorization of Staff to enter into an amended agreement with WSB for construction administration services related to Hansen Park West, including shade grant implementation and art/play features.

Action Requested:

Public Hearing	<u>Motion: X</u>
Discussion	Informational

Form of Action:

Resolution	Ordinance
<u>Contract/Agreement: X</u>	N/A or Other

Votes Needed:

<u>3 Votes: X</u>	4 Votes
5 Votes	N/A

Summary Statement:

The Hansen Park West project continues the City's efforts to provide high-quality, inclusive, and engaging park spaces for the New Brighton community. The project will enhance Hansen Park with a new park building, shaded seating areas, accessible playground features, and an interactive duck art/play piece. WSB has served as the design partner for Hansen West and other major parks projects in the City and is uniquely qualified to support the next phase of implementation.

	This proposed amendment to the existing professional services agreement with WSB adds construction administration, survey, inspections, testing, and final design for grant-related elements. These additional services support successful execution of: • The MPCA-funded shade structures at Totem Pole and Hansen ballfields, • The duck art/play feature, • Full site inspections for utility installation, building foundations, and related improvements. The estimates for inspection and survey time are conservative and based on similar scopes, with flexibility built in. If fewer hours are needed, the City will not be billed for unused time. Scope Highlights: • Project management and client coordination through construction • Construction meeting facilitation • Permitting support • Construction materials testing and inspections (sanitary, watermain, storm sewer, foundations) • Final design and coordination for grant-funded shade structures and art installation • Survey staking and layout work
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Recommendations:	Authorize staff to enter into an amended agreement with WSB for an amount not to exceed \$150,000 for construction administration and grant-related services for the Hansen Park West project. This brings the total contract amount to \$242,360.
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Applicable Deadlines:	
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Community Impact:	The Hansen Park West project represents a significant investment in the health, well-being, and quality of life of New Brighton residents. By moving into the construction phase with comprehensive administrative support from WSB, the City is ensuring that the project is executed with the highest standards of quality, safety, and attention to detail. This phase includes the addition of unique and engaging amenities—such as shaded seating areas and a custom duck art/play feature—that reflect community input and promote inclusive, multigenerational recreation. These enhancements will create a vibrant and welcoming destination that strengthens neighborhood identity, encourages active lifestyles, and fosters social connections among residents of all ages and abilities. Furthermore, the improvements at Hansen Park West support long-term sustainability goals through thoughtful site design and implementation of best practices in stormwater management and environmental stewardship. The work also builds on successful grant partnerships, maximizing external funding to benefit the local community.
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Legislative History:	• November 13, 2018 – Initial agreement with WSB for Comprehensive Parks System Plan • Multiple approvals between 2019–2023 related to system planning, design, and Phase I construction of Hansen Park • February 8, 2022 – \$250,000 Outdoor Recreation Grant from MnDNR for Hansen Park • March 28, 2023 – Council approved the bids for reconstruction of Hansen Park East
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	<u>City Assets: X</u>	Operational Effectiveness

		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	<u>Yes: \$242,360</u>
	Financing Sources:	<u>Budgeted: X</u>	Budget Modification	
	New Revenue	Use of Reserves	Other	

April 3, 2025

Ms. Jennifer Fink
Director of Parks and Recreation
City of New Brighton
400 10th Street NW
New Brighton, MN 55112

Re: Contract Amendment Request – Hansen West Construction Administration
WSB Project No.024009-000

Dear Ms. Fink:

I am pleased to submit this letter proposal on behalf of WSB LLC (Consultant) to the City of New Brighton (Client) to amend our current contract to include professional construction administration services for the Hansen West redevelopment project, including the added art installation and shade structures tied to the MPCA grant.

B.1 SCOPE OF SERVICES

B.1.1 ART INSTALLATION SERVICES

(1) Art Installation Final Design

- A. The Consultant will prepare final plans and details for the art installation area to include layout, grading, and landscaping plans with related technical specifications and construction details for the pathways and container area for the art piece. The actual art piece is to be supplied and installed by others. Bidding is assumed to be completed by Kraus-Anderson.

B.1.2 SHADE GRANT SERVICES

(1) Final Design

- A. The Consultant will prepare final plans, details, and related technical specifications for the installation of the bench shelter covers at Totem Pole Park ballfield and Hansen West ballfield. Bidding is assumed to be completed by Kraus-Anderson.

(2) Administration Services

- A. The Consultant will coordinate with the Client and Construction Manager to facilitate the items related to the shade grant for proper documentation necessary for meeting the grant requirements.

(3) Construction Materials Testing

- A. The Consultant will undertake construction materials testing services to ensure construction operations and techniques meet all the necessary standards. This includes excavation inspections, subgrade density testing, and concrete testing for Totem Pole Park Bench Shelters, Hansen East Bench Shelters, Hansen West Umbrella, and the Hansen West Picnic Shelter.

B.1.3 CONSTRUCTION SERVICES

(1) Project Management

- A. Internal management of the project, including coordination with the Client, invoicing, and quality control.

(2) Client Meetings

- A. Facilitation of up to eight (8) monthly Client check-in meetings from May through December of 2025.

- (3) Construction Meetings
 - A. Attendance of a preconstruction meeting to be facilitated by Kraus-Anderson.
 - B. Attendance of up to twenty (20) site meetings to review construction progress and adherence to the design intent of Contract Documents.
 - C. Facilitation of one (1) substantial completion meeting, one (1) punch list review meeting, and one (1) final approval site meeting.
- (4) General Administration
 - A. Coordinating and scheduling with the Client and Construction Manager.
 - B. Review of submittals and shop drawings for conformance to Contract Documents.
 - C. Responding to questions, PR's, and RFI's, with corresponding exhibits and plan modifications as field change are made.
- (5) Permitting:
 - A. Respond to RCWD comments and coordination / questions that arise during construction.
 - B. Plan modifications based on comments for modifications through the date of this amendment.
 - C. BMP as-built review and closeout of RCWD permit.
 - D. Secure the NPDES permit to include the \$400 permit fee, to be transferred to the selected Contractor.
 - E. Update NPDES permit with Contractor information and closeout of permit at the end of construction, when all permit requirements have been met.

B.1.4 CONSTRUCTION TESTING & INSPECTIONS

- (1) Construction Materials Testing & Inspections
 - A. Consultant will undertake construction materials testing services for specified portions of construction to ensure construction operations and techniques meet all the necessary standards per the attached documents.
 - B. Consultant will provide construction inspections and oversight related to the installation of the utility services, lift station, and concrete footing / foundation pours for the primary park building. Assumptions include 40 hours for sanitary, 40 hours for watermain, 50 hours for storm sewer, and 20 hours for the building foundation.

B.1.5 CONSTRUCTION SURVEY STAKING

- (1) Construction Survey Staking
 - A. Consultant will provide 2-man survey crew for initial layout and grade staking for construction within a specified budget amount. Additional survey work beyond the initial budget to be billed on an hourly basis.

B.2 EXCLUSIONS

- B.2.1 The following items are currently excluded from this Agreement; however, the Consultant can provide these professional services for additional compensation by amendment to this Agreement if these become necessary or desired by the Client.

- (1) Labor Compliance
- (2) Geotechnical soil investigations.

B.2 ADDITIONAL SERVICES

Additional services may be added upon approval by both Client and Consultant via amendment to this Agreement and shall be billed on an hourly basis according to the current Hourly Rate Schedule at time of request.

C.1 PROPOSED FEES AND ACCEPTANCE

- C.1.1 Services outlined in Paragraph B1.1 for Art Installation above will be billed on an hourly not-to-exceed fee of \$3,000.
- C.1.2 Services outlined in Paragraph B1.2 for Shade Grant Services above will be billed on an hourly not-to-exceed fee of \$32,000.
- C.1.3 Services outlined in B1.3 for Construction Services above will be billed on an hourly not-to-exceed fee of \$32,200.
- C.1.4 Services outlined in B1.4 for Construction Testing & Inspections above will be billed on an hourly not-to-exceed fee estimated at a total of \$61,500 (\$34,500 for Materials Testing and \$27,000 for Inspections).
- C.1.5 Services outlined in B1.5 for Construction Survey Staking above will be billed on an hourly not-to-exceed fee estimated at \$21,300.

The compensation for the additional services and amended scope of services outlined above are estimated to be a total value of \$150,000. The original contract value of \$92,360 will be revised to \$242,360 pending approval of this amendment request.

ACCEPTANCE

This letter represents our entire understanding of the project scope. All work under this letter proposal will be governed by the Professional Services Agreement between the City of New Brighton and WSB dated August 24, 2021. If the scope and fee appear to be appropriate, please sign on the space provided and return one copy to our office. We are available to begin work once we receive signed authorization.

Sincerely,

WSB


Candace Amberg
Project Manager


Jason L. Amberg
Director of Landscape Architecture

I hereby authorize WSB to proceed with the above-referenced work under the terms and conditions of the Professional Services Agreement between the City of New Brighton and WSB dated August 24, 2021.

By: _____

Name: _____

Date: _____



Agenda Section:	Consent Agenda
Report Date:	04/11/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Acceptance of a Safety Camp Donation from the New Brighton Lions Club

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 Parks and Recreation Department and Public Safety Department partner to provide an annual Summer Safety Camp geared towards teaching New Brighton youth safe practices and leadership development. The New Brighton Lions Club has generously donated \$2,500 to help support the camp costs.

Recommendations:

Authorize the acceptance of a \$2,500 donation from the New Brighton Lions Club and direct staff to deposit in fund 140-7000-37804-41104 to support costs related to Safety Camp.

Applicable Deadlines:	None
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Community Impact:	The acceptance of the Lions Club dontation will off-set the costs to attend the Summer program to make it more affordable for attendees.
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Legislative History:	None
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging: X
	City Assets	Operational Effectiveness
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other: Donation	



Agenda Section:	Consent Agenda
Report Date:	04/14/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Authorization to Replace (10) Motorola Portable Radios with (10) Encrypted Motorola APX6000 Portable Radios with Associated Parts and Services

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 New Brighton Department of Public Safety currently deploys a mixture of Motorola APX 6000 Series portable radios and older model Motorola APX 2500 Series portable radios. These radios provide a communication link between 911 dispatchers, law enforcement, fire/rescue, public works and other government personnel.

	• The 2500 Series radios have been in service for over 15 years. These radios have not been supported by the manufacturer for over 8 years and have reached their end-of-life. Once a radio has reached end-of-life, it is no longer supported for parts and maintenance and generally becomes inoperable when a component fails. The purchase of new 6000 Series radios will outfit Public Safety staff with supported, warrantied portable radios. • New 6000 series radios will also include encryption to comply with state and federal data privacy laws. Public safety radio communications may include details about identities, locations and police tactics which could be made available to the public through police scanning software and applications. Encryption ensures compliance while providing additional operational security.
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Recommendations:	Authorize the purchase, through the State of Minnesota purchasing contract, ten (10) Motorola APX 6000 Series portable radios with associated parts and services.
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Applicable Deadlines:	NA
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Community Impact:	Portable radios are an essential tool for public safety personnel, providing secure and reliable communications to affect their duties in providing a safe community.
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Legislative History:	Council adopted the 2025 Capital Non-Fleet Replacement Budget. The 2025 budget includes \$58,000 for radio purchases.
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging

	City Assets	Operational Effectiveness: X
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$ 57,965.80
	Financing Sources:	Budgeted: X	Budget Modification	
	New Revenue	Use of Reserves	Other	

Billing Address:
NEW BRIGHTON, CITY OF
803 OLD HWY 8NW
NEW BRIGHTON, MN 55112
US

Shipping Address:
BRIGHTON PUBLIC SAFETY
DEPT
785 OLD HWY 8 NW
NEW BRIGHTON, MN 55112
US

Quote Date:04/11/2025
Expiration Date:06/10/2025
Quote Created By:
Dean Daninger
dean.daninger@ancom.org

End Customer:
NEW BRIGHTON, CITY OF
Sergeant Matt Farmer
matt.farmer@newbrightonmn.gov
651.638.2100

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	10	\$3,667.00	\$2,640.24	\$26,402.40
1a	QA05570AA	ALT: LI-ION IMPRES 2 IP68 3400 MAH	10	\$115.50	\$79.20	\$792.00
1b	Q361AR	ADD: P25 9600 BAUD TRUNKING	10	\$330.00	\$237.60	\$2,376.00
1c	H38BT	ADD: SMARTZONE OPERATION	10	\$1,320.00	\$950.40	\$9,504.00
1d	Q58AL	ADD: 3Y ESSENTIAL SERVICE	10	\$184.00	\$184.00	\$1,840.00
1e	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	10	\$567.00	\$408.24	\$4,082.40
1f	H122BR	ALT: 1/4 WAVE 7/8 STUBBY (NAR6595)	10	\$26.00	\$18.72	\$187.20
1g	H869BZ	ENH: MULTIKEY	10	\$363.00	\$261.36	\$2,613.60
1h	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	10	\$879.00	\$632.88	\$6,328.80
1i	QA09113AB	ADD: BASELINE RELEASE SW	10	\$0.00	\$0.00	\$0.00
2	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	10	\$186.50	\$112.50	\$1,125.00
3	PMMN4069AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	15	\$143.64	\$95.76	\$1,436.40



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
4	PMNN4486A	BATT IMPRES 2 LIION R IP67 3400T	12	\$188.27	\$106.50	\$1,278.00

Grand Total

\$57,965.80(USD)

DRAFT





Agenda Section:	Consent Agenda
Report Date:	04/14/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Authorization For the Replacement of a 2005 Spartan Diamond Pumper with a Rosenbauer Pumper

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:

City Unit ID #0517, Spartan Diamond Pumper, was purchased in 2005. The apparatus has provided fire and rescue response for the previous 20 years and is scheduled for replacement in 2025. The actual estimated delivery time will be approximately two years for a 22-year lifespan. The apparatus responds to structure fires, vehicle fires, vehicle extrication calls, ice/water rescue, and rescue calls.

The scheduled replacement cost is \$1,200,000 including the use of \$450,000 of State Public Safety Aid to support the purchase.

	In 2019 the city reduced its firefighting fleet by one engine and replaced it with a Utility Vehicle, resulting in immediate savings of \$452,860 and an appreciated estimated current savings of \$285,000 (in addition to the purchase savings) with an average yearly savings of \$47,500. Upon delivery of this apparatus, the fleet change made in 2019 will have resulted in an estimated savings of \$832,860. City Staff engaged in negotiations with the vendor and were able to secure a Cummins L9 engine, the current engine in the fleet but is being discontinued by the manufacturer, resulting in additional savings of \$50,000. As a result of effective City budgeting and the City Capital Fleet Plan an additional savings of \$20,729 will be attained through prompt payment of the chassis invoice. The purchase will be made through the Sourcewell Competitive bidding process with a price of \$1,134,627. Staff will purchase vehicle accessories independently of the manufacturer to avoid manufacturer mark-up for a total Council approved cost of up to \$1,184,627.
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Recommendations:	Authorize staff to enter into an agreement with Rosenbauer Minnesota, LLC for the replacement of City Unit #0517 for \$1,134,627 with the additional outfitting cost allocated of \$50,000 for a total cost of \$1,184,627.
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Applicable Deadlines:	The L9 Engine has been discontinued, additional time will result in the requirement to obtain a Cummins X10 Engine for an additional cost of \$50,000
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Community Impact:	The fire apparatus is one of three Fire Engines that provide fire and rescue protection for the City of New Brighton. The city currently maintains an ISO Classification of 3. The Fire Division is available to anyone within the City free of charge.
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Legislative History:	The 2025 Fleet Capital Replacement Plan was adopted on December 10, 2024.
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging

	City Assets	Operational Effectiveness: X
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$ 734,627
	Financing Sources:	Budgeted: X	Budget Modification	
	New Revenue	Use of Reserves	Other: Public Safety Aid \$450,000	



PURCHASE ORDER

Purchaser		SUPPLIER	
Purchaser:	City of New Brighton	Contract #:	Sourcewell Contract #: 113021-RSD
Address 1:	803 Old Highway 8 NW	Supplier:	Rosenbauer Minnesota, LLC
Address 2:		Address 1:	5180 260th Street
City, State, Zip:	New Brighton, MN 55112	Address 2:	PO Box 549
		City, State, Zip:	Wyoming, MN 55092

Purchase Order Number:		Delivery in Calendar Days, after receipt and acceptance of Order:	575
Date:	4/1/2025	Member #	

The amount in this proposal shall remain firm for a period of 30 days from the date of same.

Quantity	Description	Price	Price (Extended)
1	One (1) Rosenbauer Pumper, complete with Rosenbauer Commander chassis per attached specifications.	\$1,134,627.00	\$1,134,627.00
*Note: If chassis amount of \$481,141.00 is paid upon arrival at our plant in Minnesota, deduct \$18,477.00 each			
TOTAL			\$1,134,627.00

NOTES:	
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Rosenbauer Dealer :	General Safety Fire Apparatus
Salesperson:	Steve Harris
Signature:	

Purchaser:	City of New Brighton
Print Name:	
Title:	
Date	
Signature:	



APPENDIX C CHANGE ORDER POLICY

This change order policy is intended to reflect the increased cost of changes which result in delayed deliveries, confused paperwork, poor production flow and increased potential of trucks being built to incorrect specifications. With your cooperation, changes can be kept to a minimum which means we will be able to reduce lead times, increase production and maintain costs which will benefit all of us.

Our objective is accurate, high quality and on-time deliveries exceeding our customer expectations.

Changes any time after the order is received may delay the quoted delivery date. Significant design or component changes will have the largest impact on the schedule and quoted delivery date. Changes that occur later in the process will also have the largest impact on the schedule and quoted delivery date.

All time fences are reference to contract execution date if not otherwise stated.

Change Window #1

All changes will be priced at standard pricing and specials will be priced through our normal process. Significant changes made to the vehicle during this time period may result in a delivery extension.

RBM Chassis	0-60 days
RBA Aerial	0-60 days
Rosenbauer Body	0-60 days

Change Window #2

All changes are subject to a 25% mark-up. All changes are subject to factory review and may be denied due to engineering or lead time issues.

RBM Chassis	61-75 days
RBA Aerial	61-75 days
Rosenbauer Body	61-120 days

Change Window #3

All changes are subject to a 50% mark-up, and 50% restocking fee on deleted items. All changes are subject to factory review and may be denied due to engineering or lead time issues. No major components can be changed at this time; major components are considered engine, transmission, axles, suspension, cab, frame (wheelbase), seats, water pump and water tank.

RBM Chassis	76-120 days
RBA Aerial	76-120 days
Rosenbauer Body	121-180 days

Change Window #4

Changes are not recommended at this time. Any changes requested will be priced on a time and material basis. Any changes requested, and that are quoted to the customer, must be approved by the customer within three days or they will not be valid.

RBM Chassis	After 120 days
RBA Aerial	After 120 days
Rosenbauer Body	After 180 days

**Note: Any late change orders that are factory driven will be done at cost and no additional mark up or penalties will apply.*

INFLATIONARY NOTICE

Due to unprecedented volatility with inflationary pressures in our economy and existing market demand creating substantial production backlogs, Rosenbauer America reserves the right to potentially request price escalation under this contract. To be fair and reasonable, any potential price escalation request will be presented and supported with specific evidence of supply chain cost increases from material or component providers. Upon request, this may include copies of invoices from relevant suppliers to substantiate accordingly. Any request will be done in a timely manner for careful review and consideration.

BUYER INITIALS: _____

APPENDIX D
CANCELLATION POLICY

This cancellation policy is intended to outline the costs associated with canceling a contract after the vehicle has been ordered.

Cancellation Window #1

All requests for cancellation from order entry until the preconstruction meeting is held will incur a \$5,000 cancellation fee.

Cancellation Window #2

All requests for cancellation after the pre construction until the specifications have been released to engineering will incur a \$10,000 cancellation fee.

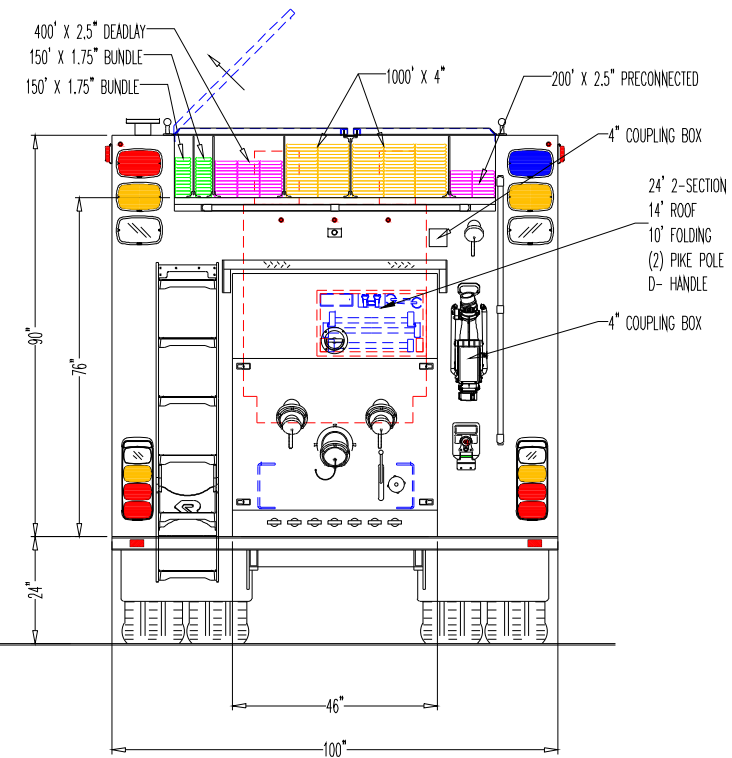
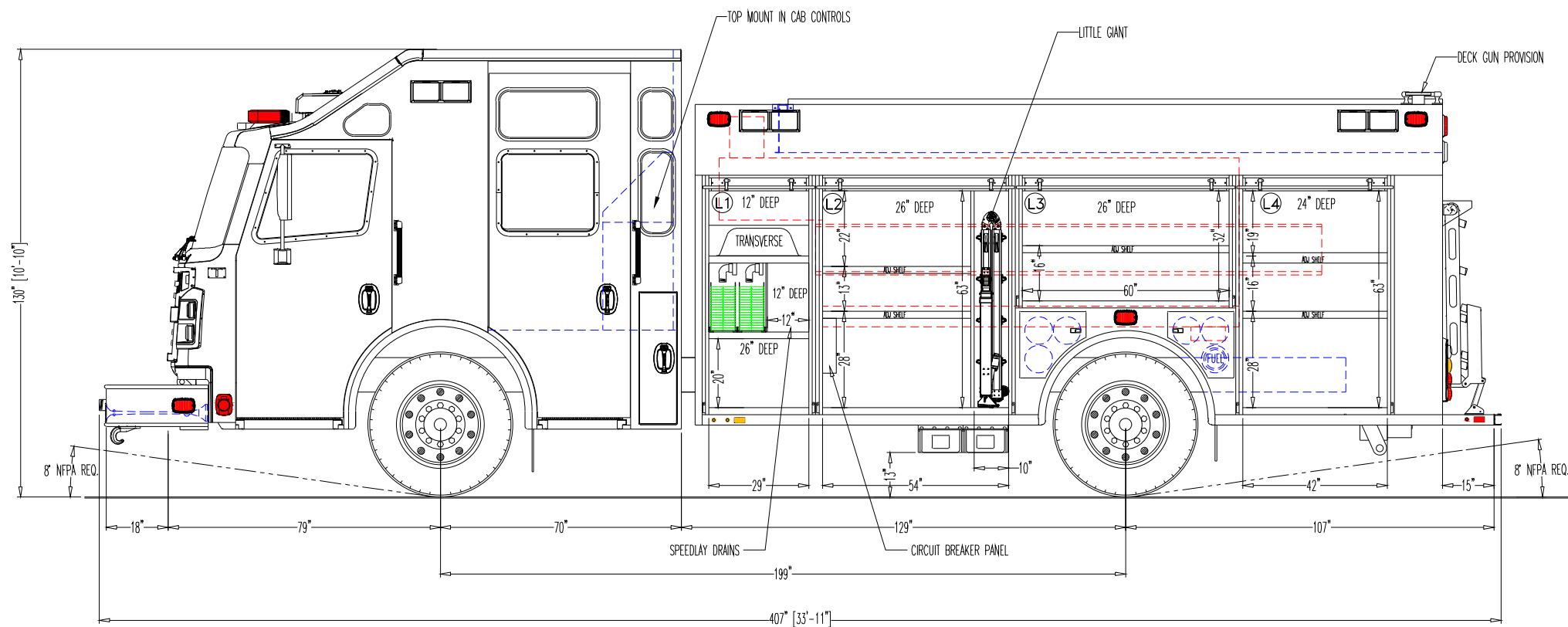
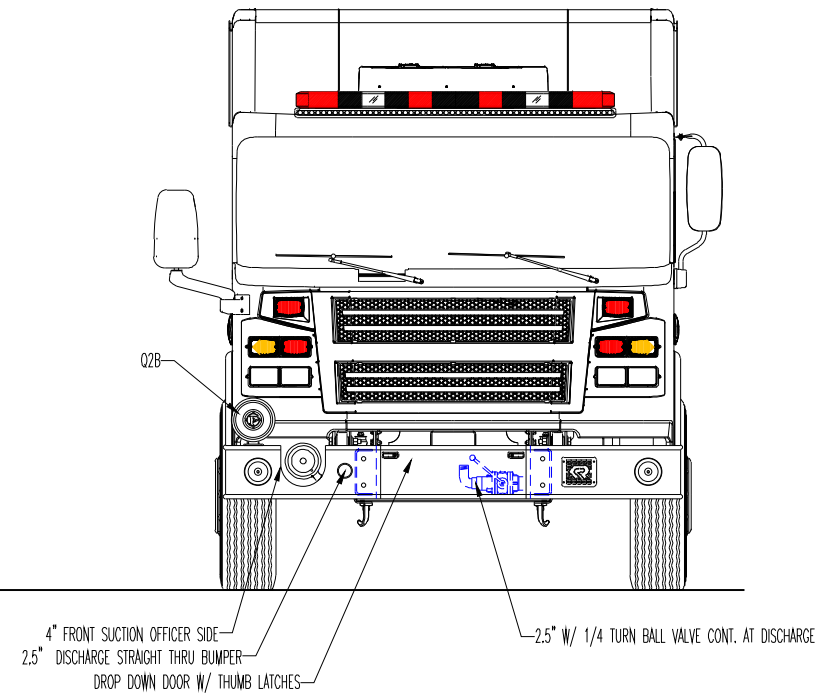
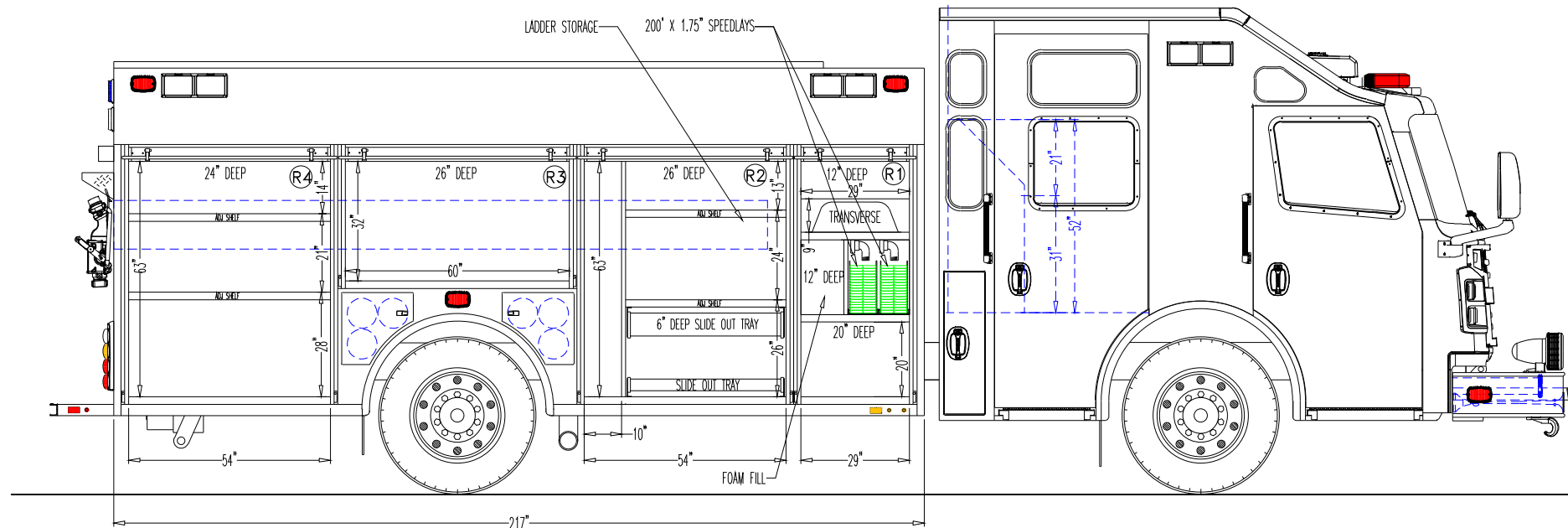
Cancellation Window #3

All requests for cancellation after the specifications have been released until the truck starts in production will incur a \$15,000 cancellation fee in addition to evaluation of materials that have been ordered

Cancellation Window #4

All requests for cancellation while the truck is in production will be subject to review and charged based material and production time.

BUYER INITIALS: _____



- NOTES:
- OVERALL HEIGHT IS IN LOADED CONDITION. UNLOADED HEIGHTS MAY BE 4" ABOVE HEIGHTS SHOWN.
 - DO NOT SCALE DRAWING.
 - ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO ENGINEERING CHANGES.
 - DRAWING MAY OR MAY NOT SHOW ALL ITEMS AS DESCRIBED IN THE WRITTEN DETAIL SPECIFICATIONS.
 - INCLUSION OF AN ITEM ON THE DRAWING DOES NOT CONSTITUTE INCLUSION OF THAT ITEM WITH THE FINAL DELIVERED UNIT.

REVISED: ATG	DATE: 03-13-2025 (R-05)
REVISED: TAA	DATE: 01-24-2025 (R-04)
REVISED: TAA	DATE: 01-23-2025 (R-03)
DRAWN: TAA	DATE: 11-06-2024 (P5697-09)
PROPRIETARY AND CONFIDENTIAL THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF ROSENBAUER. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF ROSENBAUER IS PROHIBITED.	

APPROVED BY:		CHASSIS: COMMANDER R7024
		PUMP: WATEROUS ESU1 1250 GPM
MAXIMUM HEIGHT	-	TANK: 750/50 FOAM
MAXIMUM LENGTH	-	TYPE: PUMPER
BODY WIDTH	100"	AERIAL: -

=PROPOSED=
NEW BRIGHTON, MN.



ROSENBAUER EXT		
JOB NUMBER	DRAWING NUMBER	REV
-	D00614	05

QUOTATION

General Safety Fire Apparatus

New Brighton 2025 Rescue Pumper Body

Exp. Date: 04/24/2025
Quote No: 10182-0033
04/01/2025

Page 1

PART NO	S	QTY	DESCRIPTION
== EXT Pmpr/Tnkr Bid Prep Forms - 1242.024 12/04/24 ==			
00-00-1100	S >	1	Information Request Form (Factory Required)
00-00-1300		1	Fire Department Name
00-00-1500	S < >	1	Clearance Restriction 13"
			Minimum of 13" Ground clearance from lowest point of truck
00-00-1509		1	Overall Length Restriction, NONE
00-00-1519		1	Overall Width Restriction, NONE
00-00-1529		1	Wheelbase Restriction, NONE
00-00-1539		1	Angle of Approach, NFPA Minimum, 8 Degrees
00-00-1549		1	Angle of Departure, NFPA Minimum, 8 Degrees
00-00-1610		1	NFPA Pumper Equipment Allowance 2500#
00-00-3220		1	Contract Change Notice
01-06-0500		1	Calculated Center of Gravity
01-07-0062		1	-- Representative Technical Drawings (4-View)(Left/Right/Rear/Front)
== EXT Pmpr/Tnkr Warranties-BR - 1242.024 12/04/24 ==			
01-16-0100	>	1	-- Apparatus, Body Warranty, 1 Year
01-19-0460		1	-- Aluminum Body Warranty, Life-Time, Transferable
01-19-2450		1	-- Aluminum Subframe Warranty, Lifetime, Transferable
01-20-0360		1	-- PPG Paint Warranty, 10 Years
01-21-0150		1	-- Lettering and Striping Warranty, 1 Year
01-17-0750		1	-- Waterous Pump Warranty, 7 Years Parts
02-14-6250		1	Stainless Steel Plumbing Warranty, 10 Years
01-33-3710		1	-- In Process Photos
01-33-5400		1	-- Electrical Manuals, As Built Body, Digital Copy
02-90-0500	>	1	Commander Custom Chassis
== EXT Pmpr/Tnkr - DC Elec System ROSENBAUER ONLY - 1242.024 12/04/24 ==			
57-01-0900		1	-- Light Bar, Chassis Supplied
58-71-1770		1	-- Warning Lights, Whelen, Upper Rear Body (2) M9 LED
57-20-1410		1	-- Warn Light, Driver, Whelen, M9, Red LED, Clear Lens, Ea
57-20-1413		1	-- Warn Light, Officer, Whelen, M9, Blue LED, Clear Lens, Ea
58-01-2181		2	-- Flange, Black, Warning Light, Whelen, M9, Ea
58-46-2000		1	-- Warning Lights, Whelen, Upper Side Front Body (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea
57-20-1211		1	-- Warn Light, Officer, Whelen, M6, Red LED, Clear Lens, Ea
58-01-2141		2	-- Flange, Black, Warning Light, Whelen, M6, Ea
58-61-2000		1	-- Warning Lights, Whelen, Upper Side Rear Body (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea
57-20-1211		1	-- Warn Light, Officer, Whelen, M6, Red LED, Clear Lens, Ea

PART NO	S	QTY	DESCRIPTION
58-01-2141		2	-- Flange, Black, Warning Light, Whelen, M6, Ea
58-00-0700		1	-- Lower Cab Warning Provided on Chassis
58-13-3002		1	-- Front Intersection Lights Provided on Chassis
58-26-2000		1	-- Warning Lights, Whelen, Lower Mid Body (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea
57-20-1211		1	-- Warn Light, Officer, Whelen, M6, Red LED, Clear Lens, Ea
58-01-2140		2	-- Flange, Chrome, Warning Light, Whelen, M6, Ea
58-78-1125	<	1	-- Warning Lights, Whelen, Mid Rear Body (2) M9 LED Install these directly below the upper rear red and blue M9 warning lights and directly above the upper rear scene lights.
57-20-1414		1	-- Warn Light, Driver, Whelen, M9, Amber LED, Clear Lens, Ea
57-20-1415		1	-- Warn Light, Officer, Whelen, M9, Amber LED, Clear Lens, Ea
58-01-2180		2	-- Flange, Chrome, Warning Light, Whelen, M9 Ea
58-81-2000		1	-- Warning Lights, Whelen, Lower Rear Body (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea
57-20-1211		1	-- Warn Light, Officer, Whelen, M6, Red LED, Clear Lens, Ea
50-06-1000	>	1	Electrical Base, Standard, Requires Load Management
50-10-1100	>	1	-- Load Manager, Chassis Supplied
55-11-1100	>	1	-- Door Open/Hazard Warning Light, w/Chassis
50-15-3100		1	Battery Switch, Master Disconnect, Chassis Sppld
51-05-6400		2	Light, Pump Compt, 12 Volt LED w/Switch
51-05-9000		2	-- Switch on Light Head
52-01-1100		1	Back Up Alarm, w/Chassis
52-02-1100	S <	1	Back Up Camera, w/Additional Monitor, Install Chassis Supl'd - Body to Install monitor in cab on the rear wall just above the drivers-side forward facing seat, next to the enclosed pump panel - See Job 14100 Back up camera w/additional monitor selected in chassis file
52-15-1700	>	1	Radio, Fire, Install Customer Supplied
51-00-1700		1	-- 12V Power/Ground, 30A, Radio Location
51-00-4000		1	-- Switched Power, Thru Master
53-01-1200		1	Marker Lts, LED, DOT Requirements
53-03-0065		1	Whelen Rear DOT LED Lighting Package M6
53-03-2750		1	-- Tail/Brake Lights, Whelen, LED, M62BTT (Pair)
53-04-2750		1	-- Turn Signals, Whelen, LED w/ Arrow, M62T (Pair)
53-06-3550		1	-- Backup Lights, Whelen, LED, M62BU (Pair)
53-07-1210		1	-- (4) Light Bezel, Tail Lights, Whelen M6 (Pair), ABS Chrome
53-05-1802		1	Turn Signals, Mid Body, LED Marker Light TechNiq S17-AA2G0-1Chrome (Pair)
54-02-1100	<	1	-- Ground Lights, Cab, Supl'd w/Custom Chassis Below R1/L1

PART NO	S	QTY	DESCRIPTION
54-03-1220		1	-- Ground Lights, Pump Panel, LED, Pair Whelen 3SC0CDCR
54-03-1420		1	-- Ground Lights, Mid Body, LED, Whelen 3SC0CDCR, Pair
54-03-1620		1	-- Ground Lights, Rear Step, LED, Whelen 3SC0CDCR, Pair
54-03-1820		1	-- Ground Lights, Behind Rear Wheels, LED, Whelen 3SC0CDCR, Pair
54-04-1999		1	-- Light Switch, Ground Lights w/ Park Brake
54-10-1450		2	Step Light, Rear Tailboard, LED, Ea
54-11-2100		1	Light Switch, Step/Walkway Lights Wired Park Brake Switch
54-15-5924		1	-- Scene Light - Body Left Side
54-15-1622	>	2	-- Scene Light, Whelen, Pioneer Plus Dual PCPSM2B LED Black Surface Mount
54-15-6470		1	-- 3-Way Control Switch, Left Scene Lights, Cab Dash/Pump Panel
54-15-5928		1	-- Scene Light - Body Right Side
54-15-1622	>	2	-- Scene Light, Whelen, Pioneer Plus Dual PCPSM2B LED Black Surface Mount
54-15-6570		1	-- 3-Way Control Switch, Right Scene Lights, Cab Dash/Pump Panel
54-15-5932		1	-- Scene Light - Rear Body
54-15-1296	< >	2	-- Scene Light, Whelen, M92SLB LED, w/Black Bezel Install directly below upper amber rear warning lights
54-15-6670		1	-- 3-Way Control Switch, Rear Scene Lights, Cab Dash/Pump Panel
54-15-6700		1	-- Scene Light Switch, Rear Scene Lights, Auto w/ Reverse == EXT SA Pmpr/Tnkr Chassis Mods - ROSENBAUER - 1242.024 12/04/24 ==
10-01-1100	>	1	Vehicle Dimensions, Single Axle
10-02-1100		1	Label, Data, Fluid Levels
10-02-1200		1	Label, Data, Height x Length, Weight
10-02-1300		1	Label, Data, "No Ride" Rear Step
10-02-1400		1	Label, Data, Tire Pressure
10-02-2100		1	Label, Indicating Number of Seats
10-02-2500		1	Label, "Caution: Do Not Wear Helmet While Seated"
10-03-6020	>	1	Tow Plates (2), Rear Frame Rail, Under Step, 3/4"x3"ID
80-43-2400		1	-- Painting, Tow Plates, Black
10-06-1110		1	Wheel Trim, SST Hub/Lug Covers, Front/Rear, Single Axle
10-06-1602	>	1	Tire Pressure Indicator, Single Axle, Commander RWTG1235, EXT
10-07-0100		1	Exhaust, Horizontal Supplied With Chassis
10-07-1500		1	Exhaust Heat Shield, Under Body Compartments
10-08-2100		1	Mud Flaps, Rear Wheels, Black, w/ Body
10-18-6000	< >	1	Cab Tilt Control, Custom, Driver Front Compt or Pump Panel Recess mounted forward wall of L1
10-19-2300		1	-- Air Brake Compressor, Supplied w/ Chassis == EXT Rear Mount Pumper Pump&Plumbing - 1242.024 12/04/24 ==
20-24-4200	S < >	1	-- Pump, Waterous, ESU1, 1 Stage, Rear Mount Waterous ESU1 Pump
20-24-4100	S < >	1	-- Pump Flow Rating, Waterous, ESU1, 1250 GPM, RM Waterous ESU1 Pump
22-30-4302	>	1	-- Intake Master, Gated, 6" NST, 6" ELK Elec Valve, Rear Center - Rear Mount, UBEC1
21-01-2500		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
22-40-7400		1	-- Adapter, LW Alum, 30 Deg, 6"F x 4" Storz
22-41-7100		1	-- Cap, 4" Storz, LW Alum, Locking, w/Chain or Cable
20-26-2200		1	-- Pump Seal, Mech, Waterous

PART NO	S	QTY	DESCRIPTION
20-26-2400	>	1	-- Pump Impeller, Waterous, Flame Plated Hubs
20-26-2600		1	-- Pump Anode, Waterous, Removable
20-26-3050	<	1	-- Pump Manufacturer's Pneumatic Pump Shift
			Waterous Pump Shift installed in the driver switch panel angled portion to the right of HVAC vents and above the trans touch pad to match existing NBF D Rigs. VERY IMPORTANT Photo embedded in the file part number.
20-26-4400		1	-- Pump Primer, Waterous, VPO, Oil Less, Elec, Push Button
20-26-4800	<	1	-- Pump Primer, Waterous, Add'l Primer Valve, Front/Rear Intake
			For front suction
27-10-3500	>	1	-- Pressure Governor, FRC, In-Control, w/Body, TGA400
21-00-0090	<	1	-- Pump Panel Approval Drawing
			Should match NBF D Panel #14100. Please send for approval before construction.
21-00-2000		1	-- Screens/Anodes, Pump
21-00-3300		1	-- Piping, SST - 1250 GPM & Up
21-01-0200	>	1	-- Pump Drain, Master, Manifold, Push Pull Type
21-01-5500		1	-- Intake Manifold, Stainless Steel
21-01-6500		1	-- Discharge Manifold, Stainless Steel
21-01-7100		1	-- Painting, Pump & Piping, Silver
21-01-8100		1	-- Threads, National Hose (NST)
22-51-5400		1	-- Tank-To-Pump, Water Tank, 3" Valve/4" Piping, Rear Mount
22-50-0100		1	-- Single Tank to Pump Control - Pump Operator's Panel
24-62-2320		1	-- Valve, ELK, (3"), Electric
22-55-5510	S <	1	-- Intake Valve Control, ELK, Electric, UBEC1
			UBEC 1 Controller
23-02-1300		1	-- Tank Fill/Cooling Line, Water Tank, 2"
24-62-2220		1	-- Valve, ELK, (2"), Electric
22-55-5510	S <	1	-- Intake Valve Control, ELK, Electric, UBEC1
			UBEC 1 Controller
20-30-3500		1	-- Pump Installation, Rear Mount Split-Shaft, By Body Builder
20-31-1000		1	Fire Pump Testing - Pumpers/Tankers
20-31-1100		1	-- Pump Test, Pumper, UL
20-31-1500		1	-- Pump Test, Label
20-31-3200		1	Dump-Relief Valve, Suction Side, ELK #40, NST
20-31-4110		1	Pump Cooler, Bypass-To-Tank, 3/8", IC Mini-Twist Handle
20-31-4600		1	Pump Cooler, Waterous, Thermal, Overheat Manager
20-31-5110		1	Heat Exchanger, Engine, Hook-Up Only, IC Mini-Twist Handle
22-23-1310		1	-- Intake, Gated, 6" NST, 5" ELK Elec Valve, 5" Pipe, Front RH Bumper, UBEC1
			Contro
21-01-2500		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
22-23-2150	>	1	-- Intake, Front, RH Horizontal, Thru Bumper, Steel Pipe (Custom)
22-40-5400		1	-- Adapter, LW Alum, 6"F x 4" Storz
22-41-7100		1	-- Cap, 4" Storz, LW Alum, Locking, w/Chain or Cable
22-30-2100		1	Intake, Gated, 2-1/2", Rear Right Side, Rear Mount
21-01-2502		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn - Spec Only
22-41-1100		1	-- Plug, 2-1/2", Chrome Rocker Lug, w/Chain
24-62-2250		1	-- Valve, ELK, (2-1/2"), Manual, Swing Type, Adjacent Control
22-55-5020		1	-- Intake Valve Control, ELK, Manual Swing Type-Adjacent
23-14-4300	S <	1	-- Discharge, (2) 2-1/2", Front Center Bumper, Swivel, NST (2) Valves 2 Outlets
			--The 2-1/2" electrically controlled front bumper discharge is to have two (2) discharge points, as follows:

PART NO	S	QTY	DESCRIPTION
			--One (1) 2-1/2" manually controlled ball valve is to be installed inside the center hosewell routed through the rear interior wall. The control lever is to be attached directly adjacent to the valve. This is routed off of the main discharge pipe that is coming from the pump through the front bumper with the elec. valve (noted below) The discharge in the well is to terminate with a 2-1/2" NST X 1-1/2" NST male adapter. --One (1) main with specified elec. valve discharge is to be routed through the front bumper face on the officer side, just outboard of the frame rail. The piping is to be 2-1/2", terminating 2-1/2" NST with cap and chain. --Note that this front bumper discharge set-up is similar to New Brighton #14100
21-00-3504		2	-- FOAM Capable Discharge
21-01-2500		2	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
23-05-9200	S	2	-- Hose Connection, In Hosewell No Swivel
24-01-2400		2	-- Adapter, Reducing, 2-1/2" NST F x 1-1/2" NST M, Chrome
24-03-1400		2	-- Cap, 2-1/2", NST Chrome, Rocker Lug, w/Chain
24-61-2270	<	2	-- Valve, ELK, (2-1/2"), Electric
			This is in addition to the manually controlled ball valve specified in 23-14-4300
24-54-3120		2	-- Valve Control, ELK, 2-1/2" Elec UBEC2 Pressure Meter
27-03-9100		2	-- Meter, Pressure, English, PSI
23-16-1200	<	1	-- Speedlay Discharges, (2) 1-1/2", Front of Body, NST Each for 200' of 1 3/4" hose and nozzle
21-00-3504		1	-- FOAM Capable Discharge
21-01-2502	<	2	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn - Spec Only Drains located in 12" deep area rear of crosslays
23-16-8100	S <	2	-- Speedlay, 1-3/4", Removable Hose Tray, Alum With grab bars on each end that hold the sides together welded.
24-61-2220		2	-- Valve, ELK, (2"), Electric
24-54-3020		2	-- Valve Control, ELK, 2" Elec UBEC2 Pressure Meter
27-03-9100		2	-- Meter, Pressure, English, PSI
23-20-3100		1	Discharge, 3", Rear Center Pump Panel, Left Side, NST
21-00-3504		1	-- FOAM Capable Discharge
21-01-2500		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
24-01-3500	S <	1	-- Adapter, LW Alum, 4" Storz x 2 1/2" NSTM 4" Storz x 2 -1/2" NTSM Adapter
24-02-2200		1	-- Elbow, LW Alum, 4" Storz x 3"F
24-03-1400		1	-- Cap, 2-1/2", NST Chrome, Rocker Lug, w/Chain
24-61-2320		1	-- Valve, ELK, (3"), Electric
24-54-3220		1	-- Valve Control, ELK, 3" Elec UBEC2 Pressure Meter
27-03-9100		1	-- Meter, Pressure, English, PSI
23-20-3250		1	Discharge, 3", Rear Center Pump Panel, Right Center, NST
21-00-3500		1	-- NON Foam Capable Discharge
21-01-2500		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
24-01-3500	S <	1	-- Adapter, LW Alum, 4" Storz x 2 1/2" NSTM 4" Storz x 2 -1/2" NTSM Adapter
24-02-2200		1	-- Elbow, LW Alum, 4" Storz x 3"F
24-03-1400		1	-- Cap, 2-1/2", NST Chrome, Rocker Lug, w/Chain
24-61-2320		1	-- Valve, ELK, (3"), Electric
24-54-3220		1	-- Valve Control, ELK, 3" Elec UBEC2 Pressure Meter
27-03-9100		1	-- Meter, Pressure, English, PSI
23-20-2300	S <	1	Discharge, 2-1/2", Rear Upper, Right Side, NST Upper right rear of rear body panel just below the hosebed

PART NO	S	QTY	DESCRIPTION
21-00-3504		1	-- FOAM Capable Discharge
21-01-2500		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
24-02-1200		1	-- Elbow, 2-1/2"F x 2-1/2" NST M, Chrome
24-03-1400		1	-- Cap, 2-1/2", NST Chrome, Rocker Lug, w/Chain
24-61-2270		1	-- Valve, ELK, (2-1/2"), Electric
24-54-3120		1	-- Valve Control, ELK, 2-1/2" Elec UBEC2 Pressure Meter
27-03-9100		1	-- Meter, Pressure, English, PSI
24-11-5200		1	Monitor Discharge, 3", Top of Body, Rear Mount Pump, NPT
21-00-3500		1	-- NON Foam Capable Discharge
21-01-2500		1	-- Drain/Bleeder, IC Lift-Up, Manual 1/4 Turn
24-61-2320		1	-- Valve, ELK, (3"), Electric
24-54-3220		1	-- Valve Control, ELK, 3" Elec UBEC2 Pressure Meter
27-03-9100		1	-- Meter, Pressure, English, PSI
24-12-1300		1	-- Monitor, ELK, Stinger #3, 4" Storz Inlet, No Nozzles
24-18-1300		1	-- Nozzle, Master Stream, ELK SM1250
24-18-1100		1	-- Stacked Tips, ELK ST-194
24-18-1110		1	-- Stream Shaper, ELK 282-A
25-06-4200	>	1	-- Foam System, F/PRO 2002, Class A/B, 5G/400P, 12V
25-20-1200		1	-- Foam Plumbing, Single Class A Tank, 1" Manual Valve
25-21-1700		1	-- Foam Tank, Integral Poly, 50 Gallon, Class A
25-22-9350		1	-- Foam Tank, G3
25-23-1000		1	-- Foam Tank Drain, 1" Gate Valve, Under Tank
25-24-3000	< >	1	-- Foam Pump, FoamPro, 12V Elec, Refill Transfer
			Located officer side rear of Speedlays
27-36-1100	>	1	-- Foam Tank Gauge, FRC TankVision Pro 300, Class A, Pump Panel #WLA360-A00
25-19-9000		1	-- Foam System, NFPA #1900, Install Standards
			== EXT Rear Mount Pumper Pump Cmpmt - 1242.024 12/04/24 ==
26-21-1200	S < >	1	Pump Enclosure, Enclosed Top Mount, Custom Chassis, E/Alum, In-Cab
			--A fully enclosed pump op panel is to be located in the crew area of the cab. The pump mod is located at the rear of the body, as per drawing.
			--The pump op panel is to be a maximum of 30" wide and about 21" deep.
			--The pump op panel is to have a stainless steel hinge located at the bottom of the panel. The panel is to be secured with two (2) Hartwell C2-33-31 chrome plated trigger latches at the top. Electrical wiring and all gauge lines shall be of appropriate length and properly secured to prevent kinking or cutting of the lines when the panel is tilted downward.
			--One (1) 27" OSS Night Axe LED tube light is to be installed at the top of the pump op panel with full width light hood. The light is to be oriented so as to provide maximum lighting for the pump op panel but not directed towards the pump operator or any occupant within the cab.
			-- NOTE: Reference New Brighton #14100 pump op panel. This panel is to be similar to #14100. This truck has a front intake though and should be located to the left of the rear intake control. Also this truck has a deck gun which should be labeled DECK GUN and to the right of driver side LDH
			--NOTE: the pump op panel layout is to be approved by NBF D prior to fabrication of the manifold.
			--Switches at the pump op panel are to be installed in the following order (left to right as you are looking at the switch bank(s): Front Scene / Right Scene / Left Scene / Rear Scene / Panel Lights / Heat Exch / Pump Cool / Pump Heat / Air Horn (red)

PART NO	S	QTY	DESCRIPTION
26-31-4000		1	-- Front Access Pump Panel, Alum T/P, Removable, D-Ring Latches, Single Door
26-40-3100		1	Pump Control Panel, Rear Mount SST
26-40-5100	S <	1	Pump Access Door, Rear Mount, Upper Rear, SST >>Lower panel shall be provided with thumb latches for pump access and service.
26-40-5500		1	Pump Access Panels, Rear Mount, Side Compts Behind Rear Wheels
26-50-1010	< >	1	Heater, Pump Enclosure, 35,000BTU, w/Switch on Pump Operator's Panel Minimum 13" ground clearance like #14100
26-50-1230		1	-- Heater Fan Switch, Pump Operator's Panel
26-50-3300		1	Heat Pan, Pump Enclosure, Rear Mount, Removable
26-55-1100		1	Labels, Test Data and Safety Placards
26-55-2410	<	1	Labels, IC Color Coded, EXT -Color coding is to match NBF#14100 as closely as possible.
			--Verbiage for labels as follows:
			--"Tank To Pump"
			--"Front Discharge"
			--"Front Crosslay"
			--"Rear Crosslay"
			--"Officer Rear Upper Pre-Connect"
			--"Officer Rear LDH"
			--"Driver Rear LDH"
			--"Deck Gun"
			--"Tank Fill and Pump Cooling"
26-56-1430		1	Pump Panel Lights (2), Rear Mount, (2) Grote #01-61F8-70 Low Profile, LED
26-56-2000	<	1	Pump Panel Light (1), Actuated w/Pump Engagement ALL pump panel lighting to come on when pump is engaged
27-01-4100	>	1	Gauge, Test Taps
27-35-1100		1	Water Tank Gauge, FRC, TankVision Pro 300, Pump Panel WLA300-A00
27-37-1100	<	1	Air Horn, Push Button, Pump Panel Red switch
			== SA EXT HLFD / HRFD Rear Mount Pmpr - 1242.024 12/04/24 ==
25-28-1160	>	1	Water Tank, 750 Gallon, Pumper/Tanker, Poly, Rect
25-42-1100		1	-- Water Tank, Base Specs, Poly
25-42-1190	S <	1	-- Water Tank, Manufacturer, G3, Poly G3 Poly Tank w/ Lifetime Warranty
25-44-1700	<	1	-- Water Tank, Fill Tower, 10" x 10", EXT "WATER" label on fill tower lid
25-50-1400		1	-- Water Tank Clean-out & Plug, 3"
29-00-2420	>	1	Hosebed, Pumper, >168" L, HD, 71" Wide - EXT
29-10-2050		1	Hosebed, Grating, Extruded Alum, >168" Long - EXT
29-10-5020		1	Hosebed Storage Capacity, EXT
29-10-5090		1	-- Hosebed Storage Capacity, 30 Cubic Feet, Minimum
29-10-5400		6	-- Hosebed Storage Capacity 1.75" DJ Hose (50-ft Length)
29-10-5600		12	-- Hosebed Storage Capacity 2.5" DJ Hose (50-ft Length)
29-10-5900		10	-- Hosebed Storage Capacity 4" LDH SJ Rubber (100-ft)
29-10-8150		4	Hosebed Divider, 1/4" Alum

PART NO	S	QTY	DESCRIPTION
29-10-8300	<	5	-- Hosebed Divider, Handhole Cutouts Include stationary divider
29-10-8550		1	Hosebed Partition, Front of Hosebed, Greater than 48" - EXT
29-20-6450	S <	1	Hosebed Cover, Alum T/P, >168" L, >48" Wide - EXT >48" Wide
29-10-8160		1	-- (1) Main Hosebed Divider (Stationary)
29-20-6650		1	-- Manual Operation, Hosebed Cover, Alum T/P
29-20-7310		6	-- Hoesbed Cover Lights, Recess In Door, Auto Switch, 4" Round Grote LED, Ea
29-20-7800	>	1	-- Rear Vinyl Flaps for Alum Cover
29-20-5600		1	-- Vinyl Cover, Color, RED
30-01-2020		1	Body Construction - Rosenbauer EXT - SA Rear Mount Pumper
30-01-2250		1	-- Electrolysis Corrosion Control
30-01-3420	S < >	1	-- Side Body Height, EXT - SA Rear Mount Pumper, 90" 90" Body Height
30-02-1920	<	1	-- Side Body Header, Alum, Painted, Single Axle, EXT Job color black
44-05-1200		1	-- Wheel Well Panel, Alum, Painted, Single Axle
44-06-4320		1	-- Fenderette, Polished Stainless Steel SST, EXT
30-10-1520		1	-- Sub-Frame, EXT, SA Rear Mount Pumper
31-01-6070	<	1	100" OAW, 26" Full Depth Both Sides, HL/HR Compartments depths as per drawing L1/R1 12" deep in area above the stokes slot and rearward of the speedlays L2/R2 26" deep L3/R3 26" deep L4/R4 24" Deep
31-01-6434	S <	1	Painted Roll Up Doors, Outside Compt, HL/HR, 217" Rear Mount Body 217" Body
30-02-1600		1	-- Doors, Roll-Up, Outside Compt, Specs, EXT
30-02-1260	>	8	-- Door Strap, EZ-Pull Down, Ea
30-02-1703	>	1	-- Finish, Painted Roll Up Door Options, Specs, EXT
31-01-6400	S <	1	-- Body, Rosenbauer EXT, Rear Mount Pumper , 217" 217" Body Length
32-05-4179		1	-- Compt Height, 79" High Left, High Side, RU Doors, Rear Mount Pumper
32-05-6984	S <	1	-- Ahead Rear Wheels - 29"/54" - Two (2) Full Height Compts - Painted RUO Compt L1 - 29" Wide Compartment L2 - 54" Wide Compartment
32-05-5262	S <	1	-- Front of Body - 29" Full Height Compt - Painted Roll Up Outside Compt L1 - 29" Wide Compartment
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-27-0100	< >	1	-- Strap, Equipment Securement For Stokes
45-30-1700		1	-- Turtle Tile, Floor
55-01-3390		1	-- Wall Light, OSS Access, 54" LED Tube Light, (2) Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea

PART NO	S	QTY	DESCRIPTION
32-05-6262	S <	1	-- Ahead Rear Wheels - 54" Full Height Compt - Painted Roll Up Outside Compt L2 - 54" Wide Compartment
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-02-4100		2	-- Shelf, Adjust, Alum 3/16", EXT
45-30-1125		2	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
45-15-1200	< >	1	-- Divider, Vertical, Bolt-In, 3/16" Alum Ahead of Little Giant
45-01-1050		1	-- Shelving Tracks, (2) Unistrut, Alum
45-19-1150	S <	1	-- Equipment Mounting Panel, Lower Shelf, POLY Provide a poly adaptor mounting bracket on the lower shelf in L2. It will be the depth of the compartment and 44: wide on the forward portion of the shelf.
45-27-0100	< >	2	-- Strap, Equipment Securement For Little Giant Retention
45-30-1800		1	-- Turtle Tile, Floor, Compt, Ahead Rear Wheels (1/4 depth)
55-01-3390		1	-- Wall Light, OSS Access, 54" LED Tube Light, (2) Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
32-05-7053	<	1	-- Above Rear Wheels - 60" Single Compt, No Hyd Rack - Painted RU Outside Compt L3 - 60" Wide Compartment
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-02-4100		1	-- Shelf, Adjust, Alum 3/16", EXT
45-30-1125		1	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
45-30-1900		1	-- Turtle Tile, Floor, Compt, Upper High Side (up to 1/4 depth)
55-01-3361		1	-- Wall Light, OSS Access, 18" LED Tube Light, (2) Ea Compartment
55-02-3340		1	-- Ceiling Light, OSS Access, 54" LED Tube Light, Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
32-05-8162	S <	1	-- Behind Rear Wheels - 42" Full Height Compt - Painted Roll Up Outside L4 - 42" Wide Compartment Void area rearward of this compartment is for deck gun plumbing
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-02-4100		2	-- Shelf, Adjust, Alum 3/16", EXT
45-30-1125		2	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
45-30-2000		1	-- Turtle Tile, Floor, Compt, Behind Rear Wheels (1/4 depth)
55-01-3390		1	-- Wall Light, OSS Access, 54" LED Tube Light, (2) Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
32-06-4179		1	-- Compt Height, 79" High Right, High Side, RU Doors, Rear Mount Pumper
32-06-6984	S <	1	-- Ahead Rear Wheels - 29"/54" - Two (2) Full Height Compts - Painted RUO Compt R1 - 29" Wide Compartment R2 - 54" Wide Compartment
32-06-5262	S <	1	-- Front of Body - 29" Full Height Compt - Painted Roll Up Outside Compt R1 - 29" Wide Compartment
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-27-0100	< >	1	-- Strap, Equipment Securement For Stokes
45-30-1700		1	-- Turtle Tile, Floor
55-01-3390		1	-- Wall Light, OSS Access, 54" LED Tube Light, (2) Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
32-06-6262	S <	1	-- Ahead Rear Wheels - 54" Full Height Compt - Painted Roll Up Outside Compt R2 - 54" Wide Compartment

PART NO	S	QTY	DESCRIPTION
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-02-4100	<	2	-- Shelf, Adjust, Alum 3/16", EXT
			Top shelf spaced 13" from ceiling and the lower shelf 24" below it.
45-30-1125		2	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
45-05-4100	S < >	1	-- Slide Out Drawer
			Provide a pull out drawer that is 6" deep mounted under the lowest shelf in R2. It shall be sized as large as the shelf space allows
45-30-1125		1	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
80-76-0110	>	1	-- Reflective Stripe, Red/White, Shelves/Trays/Tool Boards, Ea
45-06-2100	>	1	-- Slide Tray, 500#, Alum 3/16" (1/4 Depth), EXT
45-30-1125		1	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
80-76-0110	>	1	-- Reflective Stripe, Red/White, Shelves/Trays/Tool Boards, Ea
45-15-1200	>	1	-- Divider, Vertical, Bolt-In, 3/16" Alum
45-01-1050		1	-- Shelving Tracks, (2) Unistrut, Alum
45-30-1800		1	-- Turtle Tile, Floor, Compt, Ahead Rear Wheels (1/4 depth)
55-01-3390		1	-- Wall Light, OSS Access, 54" LED Tube Light, (2) Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
32-06-7053	<	1	-- Above Rear Wheels - 60" Single Compt w/o Hyd Rack - Painted RU Outside
			Compt
			R3 - 60" Wide Compartment
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-02-4100		1	-- Shelf, Adjust, Alum 3/16", EXT
45-30-1125		1	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
45-30-1900		1	-- Turtle Tile, Floor, Compt, Upper High Side (up to 1/4 depth)
55-01-3360		1	-- Wall Light, OSS Access, 18" LED Tube Light, (2) Ea Compartment
55-02-3340		1	-- Ceiling Light, OSS Access, 54" LED Tube Light, Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
32-06-8162	S <	1	-- Behind Rear Wheels - 54" Full Height Compt - Painted Roll Up Outside
			R4 - 54" Wide Compartment
44-40-1020		2	-- Vents, Compts, Louvers (Ea)
45-02-4100		2	-- Shelf, Adjust, Alum 3/16", EXT
45-30-1125		2	-- Turtle Tile, Shelves/Trays, 1/4 Depth, (each)
45-30-2000		1	-- Turtle Tile, Floor, Compt, Behind Rear Wheels (1/4 depth)
55-01-3390		1	-- Wall Light, OSS Access, 54" LED Tube Light, (2) Ea Compartment
55-06-1100		1	-- Compartment Light, Door Switch, Auto, Ea
33-60-2120	>	1	Rear Body - Flat Back - Rear Mount Pumper - EXT
48-15-1004	S <	1	-- LDH Coupling Storage Pocket/Box Upper Right Rear
			Mounted on upper right rear of truck to drape hose/coupling down into for ease of access 9" x 9" x 6" Deep Exact location TBD
33-61-1620	S <	1	-- Rear Step - EXT Body - Bolt-On - 15"
			15" Tailboard
38-90-2064		1	-- Access Ladder, Rosenbauer EZ Climb, Left Rear, 14" Wide
54-10-1301		3	-- Step Light, Access Ladder, LED, Tecniq E03-W000-1, Ea
44-11-5150		1	Wheel Well Provisions, Ahead of Wheels Left Side, EXT
44-10-2710	>	1	-- Wheel Well Provisions, Triple SCBA Tube, Painted SST Door
44-10-6000		3	-- Wheel Well Provisions, SCBA Compt Straps
44-11-5350		1	Wheel Well Provisions, Behind Wheels Left Side, EXT
44-10-3202	>	1	-- Wheel Well Provisions, Fuel Fill / 2 SCBA Tube, Painted Door
44-10-6000		2	-- Wheel Well Provisions, SCBA Compt Straps
44-11-5550		1	Wheel Well Provisions, Ahead of Wheels Right Side, EXT
44-10-2710	>	1	-- Wheel Well Provisions, Triple SCBA Tube, Painted SST Door
44-10-6000		3	-- Wheel Well Provisions, SCBA Compt Straps

PART NO	S	QTY	DESCRIPTION
44-11-5750		1	Wheel Well Provisions, Behind Wheels Right Side, EXT
44-10-2710	>	1	-- Wheel Well Provisions, Triple SCBA Tube, Painted SST Door
44-10-6000		3	-- Wheel Well Provisions, SCBA Compt Straps
90-02-3200	<	1	Ladder Compartment, Rear Center, Horizontal Thru Tank - <751 Gal - EXT Make sure that when ladders and poles are stored they are directly behind the access door. They previously had a truck that they had to reach way in to reach them.
90-02-2920		1	-- Compartment Door, Smooth, With Chevron
90-03-0220		1	-- Ladders, Ground, Provided By Manufacturer, MN
90-03-3300		1	-- Ladder, Roof, Duo-Safety, 14' Aluminum 775-A
90-06-4600		1	-- Ladder, Extension, Duo-Safety, 24' Aluminum, 2 Section 900-A
90-06-7099	S <	1	-- Ladder, Little Giant Revolution RMN Provided Little Giant Revolution Ladder
90-02-5340		1	Folding Attic Ladder Mounting, In Ladder Storage, EXT
90-03-0230		1	-- Ladders, Folding Attic, Provided By Manufacturer, MN
90-08-2600		1	-- Ladder, Attic, Duo-Safety, 10' Aluminum, Folding 585-A
90-16-5420		3	Pike Pole Mounting Tube, In Ladder Compartment
90-16-6100		1	Pike Poles - Provided by Rosenbauer
90-16-2200		1	-- Pike Pole, 4' Fiberglass, "D" Handle
90-16-2300		1	-- Pike Pole, 6' Fiberglass, Round Handle
90-16-2800		1	-- Pike Pole, 10' Fiberglass, Round Handle
== EXT Pmpr/Tnkr Common Body Parts - 1242.024 12/04/24 ==			
44-01-1400		1	-- Body Trim, Front Body, Height of Side Compts, Alum T/P
44-01-4020		1	-- Body Trim, Rear Body, Smooth Alum for Chevron Stripe, EXT
33-62-5300		1	-- Step - Bolted - Treadplate - Rear Intermediate - up to 48"
33-62-9002		1	-- Right Rear Steps
33-62-9100		1	-- Step - Folding - Chrome - Integral LED Lights
33-70-1320		1	-- Handrail, Rear Step, Vertical, 48" Single
33-70-2300		1	-- Handrails, Pumper, Below Hosebed, Horizontal, up to 72"
33-70-3100		1	-- Handrails, Pumper, Top of Body Sides, Rear, 12", Pair
44-02-1120		1	-- Rub Rails, Lower Body, EXT, Extruded Alum
== EXT Pmpr/Tnkr - AC Electrical System - 1242.024 12/04/24 ==			
60-17-1112	< >	1	-- Inverter/Charger Mastervolt CombiMaster 3500W/200A w/Transfer Sw Pure Sine Automatic transfer switch tied to all of the four place power outlets
10-19-2300		1	-- Air Brake Compressor, Supplied w/ Chassis
50-16-1100		1	-- Display, Bar Graph, Single Battery Bank 091-199-001
60-20-4050	< >	1	-- Circuit Breaker Box, 3 to 5KW, 1 PH Mounted as low as possible in forward wall of L2
60-20-5100	>	1	-- Generator Breaker Location, Side Compartment
60-20-8100		1	-- Generator Wiring, Type SO Cable, Rubber Covered
60-25-9400	>	1	Shore Power Inlet, Wiring to Interior Cab Receptacles
60-25-9500	>	1	Shore Power Inlet, Wiring to Interior Body Receptacles
60-25-9610	>	5	Shore Power Strip, 120V, 15 Amp, 4-Plug Strip Receptacle
60-30-2450	< >	2	-- Receptacle Location, Right Side, Over Wheel Compartment, Ea -Two in Body compartments TBD.

PART NO	S	QTY	DESCRIPTION
60-30-5500	< >	3	-- Receptacle Location, Inside Cab, Crew Area, Ea --One (1) between the front cab seats and the two (2) rear facing seats. --Two (2) in the forward facing EMS cabinet below the pump op panel. One (1) on the shelf (officer side) and one (1) on the floor (officer side). Outlets facing up. Located same as #14100
45-25-5200	<	1	Stokes Basket Mounting, Horizontal Transverse slot in L1/R1
77-26-9100	< >	3	Hydraulic Tool Mounting, Basic, Ea Department will bring up tools towards final inspection for mounting/locations == EXT SA Pmpr/Tnkr - Paint/Lettering/Stripe - 1242.024 12/04/24 ==
80-22-2542	<	1	Body Paint, Pumper/Tanker, Two-Tone, EXT Upper header black
80-34-1250		1	Compt Finish, Liner Matl, Up to Eight (8), Compts EXT
80-34-9000		1	-- Compt Finish, Liner Material, Gray
80-40-1250		1	Wheel Finish, By Chassis Manufacturer
80-43-3304	< >	1	-- Top of Body - SA Pumper/Tanker T/P Overlay - Line-X Black Treadplate catwalk overlays Linex Black
80-50-1700	S < >	1	Graphics Allowance \$7,500 An allowance of \$7,500 is included in the price of the truck for NBFD to work directly with the Graffix Shoppe on a graphics design approved by NBFD and the department to provide the quote to RBMN for issuing a PO.
80-72-1110	S < >	1	Stripe, Reflective, 3M Diamond Grade, Chevron Pattern Entire Rear, EXT Want Chevron installed in an arrow outward each side direction, < >
80-75-1500		1	-- Reflective Stripe Material, Red
80-75-1100		1	-- Reflective Stripe Material, Black
80-79-1000		1	NFPA Standing / Walking Surfaces Yellow Safety Tape (NFPA 1901 15.7.1.6) == EXT Pmpr/Tnkr - Loose Equipment - 1242.024 12/04/24 ==
90-01-5900	>	1	Wheel Chocks Pair Zico #SAC-44 Folding w/ Mounts
90-20-1199	S <	1	Mount Customer Supplied BlitzFire Bracket To be mounted on right rear body panel of truck.
90-45-7100	<	3	Nozzle Mounting, Tri-Loc 1.5" On the poly mounting plate on the lower shelf in L2. Exact placement on board TBD
90-45-7200	<	2	Nozzle Mounting, Tri-Loc, 2.5" On the poly mounting plate on the lower shelf in L2. Exact placement on board TBD

QUOTATION

General Safety Fire Apparatus

New Brighton 2025 Rescue Pumper Chassis

Exp. Date: 04/30/2025
Quote No: 10142-0023
03/20/2025

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PART NO	S	QTY	DESCRIPTION
== Rosenbauer Commander - 1242.024 12/04/24 ==			
03-00-0101		1	-- Certification - NFPA
08-09-0100		1	-- Warranty - Cab Paint - Five Years
08-09-0104		1	-- Warranty - Cab Structural - Ten Years
08-09-0105		1	-- Warranty - Allison Transmission - Five Years
08-09-0106		1	-- Warranty - Cummins Engine - Five Years
08-09-0107		1	-- Warranty - Frame - Lifetime
08-09-0200	>	1	-- Warranty - Galvanized Frame - 20 Years
08-09-0109		1	-- Warranty - Front Axle Hendrickson - Five Years
08-09-010A		1	-- Warranty - Rear Axle Meritor - Five Year
08-09-0111		1	-- Warranty - Cab and Chassis - Two Year
08-09-0301		1	-- Cab Test Information Static Load Seat Test
08-09-0302		1	-- Cab Test Information Crash Test ECE-29
08-09-0303		1	-- Cab Test Information SAE J2420; J2422
08-09-0304		1	-- Cab Test Information Roof Crush, Side & Frontal Impact
08-09-0501		1	-- Operation & Parts List Manuals (2) Sets, USB Drive
08-09-0503		1	-- Engine & Transmission Operation Manuals (1) Set
08-09-0530		1	-- As Built Wiring w/Plumbing Diagrams (1) Set
08-09-0540		1	-- On Board USB Manual Storage
08-80-0200		1	-- DOT KIT
03-00-0132		1	Rear Mount Pumper
03-00-0140		1	-- Standard Crossmembers
07-03-0122		1	-- Rear Mount Pump Splifshaft PTO Driven Pump w/Jackshaft
03-00-0774	>	1	70" Cab Length 24" Roof
03-05-020C		1	-- No Driver EMS Cab Compartment, Short Tunnel, 2027+
03-05-029D		1	-- No Officer EMS Cab Compartment, Short Tunnel, 2027+
03-05-0420	<	1	-- Driver Exterior Rear Compt 37"H x 9"W Hinge Door -Bottom of Seat Box/Bench MUST HAVE OUTER SEAT BOX OR SEAT BENCH
03-05-0500		1	-- Driver Compt Non-Transverse
03-05-0550		1	-- Driver Exterior Rear Compt - Black Handle
03-05-0430		1	-- Driver Rear Cab Compt Manual Door Locks
05-01-5105		1	-- Driver Rear Compartment Interior Finish DA Sand
08-00-2012		1	-- Driver Rear Compt Lighting LED Strip 18"
03-05-0450	<	1	-- Officer Exterior Rear Compt 37"H x 9"W Hinge Door - Bottom of Seat Box/Be MUST HAVE OUTER SEAT BOX OR SEAT BENCH
03-05-0501		1	-- Officer Compt Non-Transverse
03-05-0560		1	-- Officer Exterior Rear Compt - Black Handle
03-05-0460		1	-- Officer Rear Cab Compt Manual Door Locks

PART NO	S	QTY	DESCRIPTION
05-01-5120	>	1	-- Officer Rear Compartment Interior Finish Match Interior Cab Coating
08-00-2112		1	-- Officer Rear Compt Lighting LED Strip 18"
03-05-6224	S < >	1	-- Interior custom Cabinet, Center, FF, Floor Mtd, W/Cargo Web NO LIGHT -One (1) rear wall forward facing EMS cabinet is to be installed in the crew area and will also serve as a platform for the pump op panel to be mounted on. It is to be fabricated out of aluminum treadplate, open to the front with cargo net to secure equipment. The cargo net is to be permanently secured at the bottom and have three (3) metal seat belt buckles at the top. --The cabinet is to be approximately 30" wide X 21" deep X and the same height as NBFD #14100. --It is to be the same as New Brighton #14100.
03-05-9000	<	1	-- Compartment Shelf With floor tile
05-01-1826		1	-- Forward Facing Compartment Interior Finish Match Interior Cab Coating
45-30-1700		1	-- Turtle Tile, Floor
03-05-9000	S <	2	-- Custom Shelf on D/O side of center seatbox There shall be a fixed shelf on the officer and Driver side of the center rear facing seat installed at the same height as the seat box. This shelf will be used for mounting equipment on and have no lip. Shelf Finish Match Interior Cab Coating
03-06-1015		1	-- Cab Entry Doors
03-06-1025		1	-- Full Length Cab Entry Doors
03-06-0021		1	-- Step Trim Kickplate, Treadplate
03-06-1110		1	-- Cab Door Hardware Black (4)
03-06-1120		1	-- Cab Door Locks Manual
03-06-1135		1	-- Interior 1-Piece Door Panel Type Aluminum
03-06-1206		1	-- Door Panel Finish Line-X Black
03-06-1225	>	1	-- Chevron, Reflective, Interior Cab Doors - Scotchlite Red/Yellow
04-05-0105		1	-- Interior Handle Front Door Grab Handles - Black Powder Coat
04-05-0150		1	-- Interior Grab Handle Rear Door Chicago Style 34" Black Powder Coat
03-08-0101		1	-- Windshield One Piece - COMMANDER
03-08-0102		1	-- Windshield Wiper System Single Motor (2) Wipers - 3D Grille
08-02-0135	>	1	-- Windshield Wiper Activation Switch on Driver Panel
03-08-0116		1	-- Window Driver Power
08-01-0301		1	-- Power Window Activation, Respective Door
03-08-0118		1	-- Window Officer Power
03-08-0210		1	-- Window Driver Crew Door - Power
03-08-0241		1	-- Window Officer Crew Door Power
03-08-0450	>	1	-- Window Side Rear Driver Fixed 5"W x 22"H
03-08-0500	>	1	-- Window Side Rear Officer Fixed 5"W x 22"H
03-08-2000		1	-- 24" Raised Roof Windows
03-08-0600		1	-- Window, Upper Side Front (2) Officer/Driver Fixed 11.5" W x 8.5"H
03-08-0650		1	-- Window Upper Side Rear Door (2) Officer/Driver Fixed 24.5"W x 10"H (24")
03-08-0710	>	1	-- Window Upper side Rear (2) Driver/Officer Fixed 5"W x 10"H (24" Cab)
CAB INTERIOR AND TRIM			
04-01-0205		1	-- === 24 Raise Cab 70" Interior Trim ===
03-09-7056		1	-- Cab Insulation Interior Ceiling 70/24"
03-09-8020		1	-- Cab Insulation Cab Damping
03-09-8041		1	-- Cab Insulation Engine Tunnel 2027+
04-01-1176		1	-- Interior Trim Color Black, 70"- 24" Roof
04-01-1181		1	-- Interior Trim Color Black Rear Wall 24" Roof

PART NO	S	QTY	DESCRIPTION
04-02-1002		1	-- Suspended Throttle and Brake Pedals
04-02-1169		1	-- Interior Floor Covering Color Black, 70" 2027+
04-02-1702		1	-- Interior Trim Sun Visor Tinted
04-03-1060	>	1	-- Cab Dash & Engine Tunnel Alum Dash Short - Overhead HVAC
04-03-1022	>	1	-- Cab Dash & Engine Tunnel Line X Coating Black
04-03-2102	>	1	-- Officer Glove Compt - Alum Dash
04-04-1126	>	1	-- Black Plate(s) for Communication Radio
04-04-1176	>	1	-- Black Plate for Siren
04-04-1201	>	1	-- Black Plate for AM/FM Radio
04-04-1360		1	-- Cup Holders
08-01-0144		1	-- Instrumentation Panel Inlay - Powder Coat Black
05-01-1060		1	-- Cab Coating Interior Line-X Black
04-08-0151		1	-- Cab Fender SS
04-09-0110		1	-- Cab Exterior Trim Lower Side SST 10" Wrap- 70" Cab w/Drvr & Offcr Rr Comp
04-09-0300		1	-- Logo, Commander, Cab Sides
04-10-0351		1	-- Mud Flaps Front
03-08-4000		1	Cab Header / Heating and AC
05-02-0012	>	1	-- Heating w/ Air Conditioning, Overhead, 12V DC
05-01-6010	>	1	-- Cab Paint A/C Condenser on Roof
05-02-0047		1	-- Heater Hose - Silicone
05-02-0200	<	1	-- A/C Condenser Location Roof Mounted Mid Center job color black
05-02-0302		1	-- Cab Circulation Fans Rear (2) Outboard
05-02-0300	>	1	-- Auxiliary Defroster Fans
08-02-0120		1	-- Heat & A/C Activation Manual Drvr Panel Mounted & Rear Crew Controls
08-02-0100		1	-- Rear Crew Controls Manual - Located Overhead Center
03-09-0002		1	-- Bostrom
03-09-0900		1	-- Seat Material Durawear
03-09-0920		1	-- Seat Logo Rosenbauer
03-09-0110	< >	1	-- Seat Color Maroon Seat/ Red Seat Belt NOT AVAILABLE WITH DURAWEAR PLUS
03-09-0185	>	1	-- Seat Driver Bostrom Sierra 4-Way Air ABTS
03-09-0121		1	-- Seat Back Non-SCBA
03-09-0128		1	-- Heavy Duty Shock for Bostrom Air Ride Seat
03-09-0212		1	-- Seat Mounting Driver Air Bostrom
03-09-3010		1	-- Driver Seat Box Storage Compartment
03-09-3236	>	1	-- Seat Box Driver & Officer Storage Access Doors (2) Driver/Officer
03-09-0239		1	-- Seat Officer Bostrom Tanker Fixed ABTS
03-09-0122		1	-- Seat Back SCBA Bostrom SecureAll
03-09-0275		1	-- Seat Mounting Officer Fixed, Bostrom
03-09-3020		1	-- Officer Seat Box Storage Compartment
03-09-0344	<	1	-- Four (4) Rear Facing Seats 2 seats center
03-09-0423	<	2	-- Seat Crew Rear Facing Center Bostrom Tanker Fixed ABTS Belt Orientation shall pull from outboard shoulder to inboard hip
03-09-0301		2	-- Seat Back Crew SCBA Bostrom SecureAll
03-09-0440		2	-- Seat Mounting Rear Facing Center
03-09-3161		1	-- Seat Box Rear Facing (RFC Seats) 2027+
03-09-3162		1	-- Seat Box Rear Facing Storage Access Cutout (1) Center Rearward
03-09-4001		1	-- Seat Box Finish - Match Cab Interior Coating

PART NO	S	QTY	DESCRIPTION
03-09-0413	>	1	-- Two (2) Outboard Forward Facing Seats
03-09-0480	<	2	-- Seat Crew Forward Facing Outer Bostrom Tanker Flip-Up Belt Orientation shall pull from outboard shoulder to inboard hip
03-09-0301		2	-- Seat Back Crew SCBA Bostrom SecureAll
03-09-0510		2	-- Seat Mounting Forward Facing Outer Outboard
03-09-3124	>	1	-- Seat Boxes (70/78) Single Outer Driver and Officer Forward Facing
03-09-3201	>	2	-- Seat Box (Single Seat) Forward Facing Storage Access Cutout (1) Forward facing
03-09-4001		1	-- Seat Box Finish - Match Cab Interior Coating
04-05-1900		1	-- Exterior Grab Handles 18" Aluminum
04-05-1910		1	-- Exterior Grab Handles Bare Aluminum
04-05-0200		4	-- Exterior Grab Handles Aluminum with Stanchions 18"
04-08-0010		1	Traditional Front with Rectangular Headlamp Bezels
04-08-0140		1	-- Front Grille, 3D Stainless Steel SST
04-08-0022		1	-- Wing Light Bezel - Stainless Steel
04-08-0090		1	-- Logo, Rosenbauer, Grille Mount
04-08-0125		1	-- Front Grille Inlay, Black Honeycomb w/ Stainless Steel Bars
06-03-2030		1	-- Fluid Checks & Fills at Grille X10
08-00-050C	< >	1	-- Headlights, LED, Quad, with Rectangular Bezel - HiViz Need to have the ability to turn headlights all the way off
08-00-0515	<	1	-- Wig Wag, Alternating Headlights - 12V DC These are to be tied into FRONT WARN switches and off with park brake.
08-01-0342	>	1	-- Alternating Headlights Switch in Driver Console
08-00-0541	>	1	-- Headlight Location - Lower Bucket
08-00-0609	>	1	-- NO Front Marker Lamps Face Mounted
08-00-061C		1	-- Side Marker Light LED - Chrome (2)
08-01-0303		1	-- Headlight & Marker Light Activated Rocker Switch Driver Panel
08-00-0603		1	-- Front Turn Signals Whelen M6 LED (2)
08-00-0631	< >	1	-- Turn Signal Located Above Headlights 105 OS & DS
05-00-0221		1	Cab Tilt System - Heavy Duty w/ Manual Back Up
05-00-0021		1	-- Cab Tilt Limit Switch
05-00-0045		1	-- Cab Tilt Lock Down Indicator
05-00-0100		1	-- Cab Tilt Control Receptacle Temp
05-00-5005		1	Bus Style Mirrors
05-00-7163	S <	1	-- Retractable Dual Vision Drv (613810)-Off Cowl Mt (1352-A18PHCHR)-H&R,H&R(LWR)CVX Mirrors to be like New Brighton Commander #14100 with West Coast Dual Vision on the driver side door and Cowl mount Ramco 1350 on passenger side. Both heated and remote and controlled like #14100.
08-01-0821		1	-- Rearview Mirror Remote & Heat Switch Driver Panel
05-01-5015		1	Cab Paint Exterior Two Tone
05-01-5020	< >	1	-- Cab Paint Upper / Secondary PPG Black. M7414A Ford Agate Black

PART NO	S	QTY	DESCRIPTION
05-01-5021	< >	1	-- Cab Paint Lower / Primary PPG Red FDG 74000
05-01-503F		1	-- Cab Paint Exterior Breakline - Paint Break F
05-01-6051		1	-- Cab Undercoating
05-01-7000	>	2	-- Paint Spray Out
07-05-010C	<	1	Front Axle Hendrickson SteerTek 23000# Because of the additional weight of the new X10 engine we have had to increase to a 23,000 front axle which puts over the 50,000 GVWR limit for governing speed at 68 mph. 68 mph can be provided if a NFPA waiver is signed or the truck will be set at 60 mph.
07-05-0120		1	-- Front Wheel Bearing Lube Oil
07-05-0274		1	-- Front Suspension Hendrickson Parabolic Spring 23K
07-05-0363		1	-- Power Steering Gear TRW TAS 85 w/Assist- 20K and up - X10 Steertek Axle
07-06-0420		1	-- Chassis Alignment
07-07-0151		1	-- (2) Steer Tires 425/65R 22.5 Michelin XZY3 "L"
07-06-0436	>	2	-- Counter Acting Balancing Beads
07-07-0720	>	1	-- (2) Front Wheels Alcoa Polished 22.5 x 12.25 Aluminum
07-08-0203		1	-- Front Brakes Meritor EX225 Disc 17"
07-05-0314		1	4 Spoke Steering Wheel Tilt/Telescopic 18"
07-06-0102	>	1	Rear Axle, Single, 27000# Meritor RS-25-160
07-06-0251		1	-- Rear Suspension Reyco 79KB - Spring 27000# Conventional RS-25-160
07-08-0253	>	1	-- Rear Brakes Meritor EX225 Disc 17"
07-06-0300		1	-- Rear Shock Absorbers
07-07-032A		1	-- (4) Rear Tires 12R 22.5 Michelin X Works Z "H"
07-06-0436	>	4	-- Counter Acting Balancing Beads
07-07-0784		1	-- (4) Rear Wheels Alcoa Polished 22.5 x 8.25 Aluminum
07-07-0610		1	-- Valve Stem Extension - Single Axle
07-07-0996	< >	1	-- Vehicle Top Speed 68 mph Because of the additional weight of the new X10 engine we have had to increase to a 23,000 front axle which puts over the 50,000 GVWR limit for governing speed at 68 mph. 68 mph can be provided if a NFPA waiver is signed or the truck will be set at 60 mph.
07-07-099S		1	-- Complies with NFPA 1900-24, 7.16.2 & 7.16.3 as applicable
07-08-0101	< >	1	-- Antilock Braking System Single Axle w/ air manifold
07-08-0189		1	-- Air Tank Brackets - Hot Dipped Galvanized
07-08-0301		1	-- Park Brake Rear Wheels Only
08-02-0130		1	-- Park Brake Control Driver Dash
07-08-0410		1	-- Wabco System Saver 1200
07-08-0551		1	-- Moisture Ejectors Manual
07-08-0570		1	-- Air Supply Lines Nylon
07-08-0725		1	-- Air Horn Reservoir (1) 1200 Cu In
07-09-001B	>	1	Frame Double Channel 35" Frame Width
07-09-0035	>	1	-- Wheelbase Range 190" - 199"
07-09-0071	>	1	-- Rear Overhang
07-09-0137	>	1	-- Frame/Front Extension Hot Dip Galvanized - Double Frame
10-04-0420		1	-- Front Bumpers, 4000, 2-Rib SST 12"H, S/S Wings
10-05-4218	<	1	-- Front Bumper, 2-Rib SST 12"H, T/P Apron, SST Wings, 18" Extension >>Bumper scalloped on officer side for horizontal front suction

PART NO	S	QTY	DESCRIPTION
10-04-2750		1	-- Front Bumper Scallop for Horizontal Front Suction
10-04-2720	>	1	-- Hosewell Compartment, Center Bumper
10-04-3150		1	-- Aluminum T/P Door, Flat Style, Front Bumper Compartment
08-00-0719		1	-- Compartment LED Strip Light, (1) Each Compartment (approx 24")
08-00-071A		1	-- Compartment Light, Mounting Door Jamb
10-04-3190	S <	1	-- Hinged Drop Down Door, Front Bumper Compartment W/Cover
			>>The center section of the front bumper shall be cleanly and precisely cut out. This section shall then be re-attached with a heavy duty stainless steel piano hinge at the bottom and two (2) latches shall be installed to hold the center section in the closed position. An aluminum tread plate top cover for the center front bumper compartment shall be supplied. The top cover shall have a stainless steel hinge at the rear and a hold open device. When the center-hinged section of the front bumper is released the top cover may be opened providing quick and easy access to the front bumper compartment. The front bumper extension assembly shall be adequately re-inforced to accommodate the hinged front face bumper compartment door. Make sure no handle on the the front flip down.
07-13-0116		1	Front Suction - Universal Frame
07-13-0110	<	1	-- Front Bumper Suction 5" Officer Behind Front of Cab For scalloped bumper
07-13-0309	S <	1	Tow Hooks Chrome Below Forward Mount Forward mounted
06-00-0050		1	-- Engine Placement
06-00-1800	<	1	-- Engine, Cummins X10, Base Spec, Commander 2027
			03/20/25 Factory feels confident that if the truck could be ordered within two weeks from date of proposal a 2024 emission L9 400 HP engine could be provided and the City would save \$50,000.00. If we can secure an old emission engine a credit of \$50,000 would be applied off of the contracted price.
06-00-0049		1	-- Cummins Surcharge
06-00-1804	>	1	-- 400HP Cummins X10
06-02-1140		1	-- Fan Clutch -X10
06-04-3010	>	1	-- Fan Clutch Programming - Cold Weather Climate
06-02-1526	>	1	-- Auxiliary Engine Brake Compression Brake (JAKE)
08-01-0204	>	1	-- Auxiliary Engine Brake Control On/Off & Low/Med/High Switch Driver Panel
06-02-2008		1	-- AC Compressor - X10
06-03-1010		1	-- Engine High Idle Speed 1250 RPM
06-03-1022	>	1	-- Engine High Idle Control Manual & Automatic
06-05-3060		1	-- Engine Air Intake Filtration and Restriction X10
06-06-3803		1	-- Engine Exhaust System, X10 2027
06-06-3950		1	-- Exhaust Exit, Officer Side, X10
06-06-4006		1	-- DEF Tank - Commander
06-06-4100		1	-- DEF Tank Access Fill Door
06-08-0100		1	-- Engine Exhaust Acc Temp Mitigation
06-08-0200		1	-- Engine Exhaust Wrap
08-02-0140		1	-- DPF Control Regeneration Switch & Inhibit Switch Covered
06-04-2110		1	-- Engine Cooling System - X10
06-04-4010		1	-- Coolant Valve Shut Off Valve w/Connection - For Additional Heater
06-05-2002		1	-- Engine Pump Heat Exchanger X10 - Commander
07-01-0120		1	-- Transmission Allison 3000 EVS
07-01-0500		1	-- Transmission Fluid - Standard
07-02-0006	S <	1	-- Transmission 6th GEN Push Button Key Pad
			Make sure to install in same location as last NBFD rigs VERY IMPORTANT. Photo embedded in this file number. On driver side angled portion down low directly below pump shift.

PART NO	S	QTY	DESCRIPTION
07-02-0052		1	-- Transmission Mode Programming 5th Startup/5th Mode
07-02-0066		1	-- Transmission Feature Programming I/O Package 198/Pumper
07-02-0251		1	-- Driveline Spicer 1710 HD
07-04-0120		1	-- Fuel Filter/Water Separator Cummins FS1098
07-04-0312		1	-- Fuel Tank 68 Gallon/257 Liter - Dual Fill
07-04-0216		1	-- Fuel Lines Aramid Braid
07-04-0225		1	-- Fuel Shutoff Valve (2) at Filter
07-04-0230		1	-- Fuel Cooler Rearward of Battery Box
08-00-0420		1	-- Alternator Delco Remy 320 Amp
08-00-0101		1	Electrical System 12V DC
04-04-1312	>	1	-- (1) Power Point & (1) USB/USB-C 12V Power Point - Driver's Side
04-04-1332	>	1	-- (1) Power Point & (1) USB/USB-C 12V Power Point - Officer's Side
08-01-0032	S < >	1	-- Cole Hersee Ignition Switch & Battery Master w/Push Button Start - Aluminum Das Same as existing NBFD rigs. VERY IMPORTANT Photo embedded in the QW file #
08-01-006P		1	-- Driver Switch Panels Cole Hersee, Black
08-01-0047	S	1	-- Driver Switch Panel, Left Knee, Pump Shift, Alum Dash, PTO
08-01-006N		1	-- Driver Switch Panels, Black
08-01-0075	<	1	-- Driver Panel / Controls & Switches - 12V DC Black Order of switches TBD at pre construction
08-01-0076		1	-- Officer Panel / Switch Panel (8 switches) Black
04-04-1122	< >	2	-- Switch Plate (7) Switches 12V DC Side by side. Order of switches TBD at pre construction
08-01-0240		1	-- Master Warning Switch on Driver Panel
08-02-0176	< >	1	-- Accessory Power Distribution Panel - 12 Position 40A Battery Direct w/Ground Behind officer seat
08-03-0110	>	1	-- Communication Antenna Base Cab Roof - RBM Supplied
08-03-0230		1	-- Antenna Cable Routing Under Driver Front Seat
08-04-1000	>	1	-- Radio WB/AM/FM/Bluetooth - Console Mount
08-04-2000		1	-- Two (2) Speakers
08-00-0352		1	-- Load Management System
08-02-0612	<	1	-- Class 1 VDR/Seat Belt Warn Confirm this operates correctly. They currently have one truck that if they buckle prior to starting the truck the Seat Belt indicator shows unbuckled which is not correct. Install in a position so that it can be viewed by both driver and officer. Location to be approved at pre construction.
08-01-001B		1	-- Commander Analog Gauge Composite Dash
08-01-0010	>	1	-- Instrumentation Standard Gauge Panel
08-00-0322		1	-- Batteries (6) Group 31
08-00-023A		1	-- Battery Box Driver/Officer Side Hot Dipped Galvanized Steel w/Covers - 6 Battery
08-00-0248		1	-- Battery Cables (6)
08-00-0251		1	-- Battery Jumper Studs Front Driver Lower Step
08-01-0040	>	1	-- Power & Ground Stud 40A Battery Direct / 15A Ignition
08-00-072D		4	-- Ground Lights LED Whelen 3SC0CDCR

PART NO	S	QTY	DESCRIPTION
08-01-0751		4	-- Ground Lights Activation with Park Brake
08-00-0735		4	-- Cab Step Lights LED (1 Per Door)
08-01-0753		4	-- Step Lights Activated Respective Side
08-00-0742		4	-- Interior Door Warn Lights Red 3" LED
08-00-0783		1	-- Engine Compartment Work Light LED (2)
08-00-0796		1	-- Standard Dome Light Activation
08-00-0791	>	1	-- Interior Overhead LED Lighting - Red/Clear
08-00-0812	< >	2	-- Add'l LED Dome Light Red/Clear - Individual Switched 406OS and 406DS
08-00-4090	>	1	Door Open/Hazard Warn Light, Flash, Whelen 3SR00FRR LED Round (Do Not Move)
08-01-2010		1	Back-Up Alarm Ecco 575
08-02-0770		1	-- HAAS Alert System
08-02-0775		1	-- HAAS - 5 Year Subscription
08-06-0020	>	1	Camera System P2P
08-06-0012		1	-- Back Up Camera Only
08-06-0110	<	2	-- Rear Camera, Driver Monitor w/ Sound -Additional monitor Ship Loose for body install
08-06-029G	< >	1	-- Drivers Camera Monitor Mounted Overhead - Driver Side -Install monitor above drivers seat, ceiling-cowl mounted above the sun visor - See job 14100
08-08-10AP		1	Air Brake Compressor, KUSSMAUL, 120V
08-08-0021		1	-- Air Compressor Location - Behind Driver's Seat
08-08-0199		1	-- Automatic Shoreline - 20 Amp
08-08-20AR		1	-- Shoreline, Super Auto Eject, 20A, Red
08-08-06WW	S < >	1	-- Driver Side A Pillar Down Low to Match Existing Engineering is advising they will no longer offer the shoreline in this location but is currently drawn there prior to pricing, The recommended alternative location would be in the bumper tail end right next to that same A pillar location. Can discussed more at preconstruction. Costing will not be impacted regardless of where it ends up.
50-41-6100	>	1	-- Air Horns Two (2) 24" Round - Grover - Chrome
50-41-8140	<	1	-- Air Horn Location Two (2) Recess Mounted, Outboard, 1 Each Side Far outboard as possible
50-43-1000		1	-- Air Horn Controls
50-43-2000		1	-- Air Horn Control, Driver, Horn Ring, Air/Electric
50-43-2300		1	-- Air Horn Control, Officer, Single Dash Switch
51-00-2310	<	1	-- 12V Dual USB Power Outlet, 5V 2.1A Output, Officer's Side Dash On the vertical portion of the recessed dash area in front of officer
51-00-4000		1	-- Switched Power, Thru Master
51-00-2410	<	1	-- 12V Dual USB Power Outlet, 5V 2.1A Output, Rear Crew Cab Cabinet On the shelf in the cabinet under the pump panel

PART NO	S	QTY	DESCRIPTION
51-00-4000		1	-- Switched Power, Thru Master
54-15-5900		1	-- Scene Light - Front / Cab Brow
51-16-5112	>	1	-- Floodlight, Whelen. Pioneer Summit S72MB 72", Black
54-15-6070		1	-- 3-Way Control Switch, Front Scene Lights, Cab Dash/Pump Panel
54-15-5908		1	-- Scene Light - Cab Left Side
54-15-1622	>	1	-- Scene Light, Whelen, Pioneer Plus Dual PCPSM2B LED Black Surface Mount
54-15-6470		1	-- 3-Way Control Switch, Left Scene Lights, Cab Dash/Pump Panel
54-15-5912		1	-- Scene Light - Cab Right Side
54-15-1622	>	1	-- Scene Light, Whelen, Pioneer Plus Dual PCPSM2B LED Black Surface Mount
54-15-6570		1	-- 3-Way Control Switch, Right Scene Lights, Cab Dash/Pump Panel
56-01-1340	<	1	-- Siren, Electronic, Code 3 3492S XCEL Lower right quadrant
56-02-1600		1	-- Speaker, Fed Sig Dynamax, ES100C 100 Watt
56-02-1650		1	-- Speaker Grille, SST, "R"
56-03-1200	<	1	-- Speaker Location, Bumper, Recessed, Left Side Just outboard of frame rails
56-06-0300	<	1	-- Siren, Fed-Sig, Q2B, Mech, Pedestal Mounted Q2B-012PSD Chrome Officer right side as far outboard as possible to not interfere with front suction
56-07-1900		1	-- Q2B Siren E-Master Interlock
56-07-1300		1	-- Siren Control, Fed-Sig, Q2B, Driver's Side Foot Switch
56-07-1500		1	-- Siren Control, Fed-Sig, Q2B, Rocker Switch, Officer's Side
56-07-1200		1	-- Siren Brake, Fed-Sig, Q2B, Officer's Side
57-02-2500	S < >	1	-- Light Bar, Whelen, Freedom IV, #F4N7QLED, LED, 72" (fully populated) Fully populated red and white. Same as 14100
57-08-1100	S < >	1	-- Traffic Emitter, GTT Opticom, Lt Bar Mntd, 795H Low-Pro LED High-Priority, Prk B --A separate dash switch is to be installed on the dash and the emitter is to disengage when the park brake is set.
57-10-0600	<	1	-- Warning Light Control, with E-Master Warning Switch >>Lightbar to also be controlled by the front warning switch as noted above
58-03-6300		1	-- Warning Lights, Whelen, Upper Wing, (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea
57-20-1211		1	-- Warn Light, Officer, Whelen, M6, Red LED, Clear Lens, Ea
58-01-2140		2	-- Flange, Chrome, Warning Light, Whelen, M6, Ea
58-03-7300		1	-- Warning Lights, Whelen, Inboard Position, (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea
57-20-1211		1	-- Warn Light, Officer, Whelen, M6, Red LED, Clear Lens, Ea
58-01-2140		2	-- Flange, Chrome, Warning Light, Whelen, M6, Ea
58-09-2000		1	-- Warning Lights, Whelen, Intersection, (2) M6 LED
57-20-1210		1	-- Warn Light, Driver, Whelen, M6, Red LED, Clear Lens, Ea

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Agenda Section:	Consent Agenda
Report Date:	04/15/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Joint Powers Agreement (JPA) for Ramsey County Sheriff Emergency Response Teams (ERT)

Action Requested:

Public Hearing:	<u>Motion: X</u>
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
<u>Contract/Agreement:X</u>	N/A or Other:

Votes Needed:

<u>3 Votes:X</u>	4 Votes:
5 Votes:	N/A:

Summary Statement:

The Amended & Restated Joint Powers Agreement (JPA) for the Ramsey County Sheriff Emergency Response Teams (ERT) incorporates the Crisis Negotiator Team (CNT), Special Weapons and Tactics Team (SWAT), and the Mobile Response Team (MRT) which coordinate law enforcement efforts through the joint exercise of police powers to provide joint responses to critical incidents, crisis negotiations, public order events, hostage, high-risk warrant service and apprehension, active shooters, domestic violence, special events, natural disasters and other incidents occurring primarily within suburban Ramsey County, including the municipal law enforcement agencies of New Brighton, Mounds View,

	Saint Anthony, Roseville, Maplewood, White Bear Lake, and North Saint Paul, the police departments of the University of Minnesota and Metro Transit, and the Oakdale Fire Department (tactical paramedics). Each community contributes financially to the operations of these teams. New Brighton Public Safety actively participates in both CNT and SWAT with three agency members assigned to each of those teams and has made the opportunity to join the MRT as a collateral duty assignment for officers as well. The City Attorney reviewed and provided feedback that was incorporated into the final draft of the JPA.
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Recommendations:	Approve the Joint Powers Agreement (JPA) for Ramsey County Sheriff Emergency Response Teams (ERT).
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Applicable Deadlines:	N/A
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Community Impact:	N/A
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Legislative History:	Council last approved the JPA on May 8, 2018.
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	Operational Effectiveness
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	

RAMSEY COUNTY SHERIFF EMERGENCY RESPONSE TEAMS

AMENDED & RESTATED

JOINT POWERS AGREEMENT

ADOPTED July 12, 2016

AMENDED July 1, 2018

AMENDED January 2025

The parties to this Amended and Restated Agreement are the City of Maplewood, the City of White Bear Lake, the City of Mounds View, the City of New Brighton, the City of North Saint Paul, the City of Roseville, the City of Saint Anthony, the University of Minnesota, the Metropolitan Council, the City of Oakdale, and the County of Ramsey (collectively, "Parties"). The Parties are all units of government responsible for critical incident response in their respective jurisdictions. This Agreement is made pursuant to the authority conferred upon the Parties by Minn. Stat. § 471.59. This Agreement shall become effective only upon the approval and execution hereof by duly authorized officials or governing bodies of all of the Parties.

NOW, THEREFORE, the undersigned Parties, in the joint and mutual exercise of their powers, agree as follows:

1. Purpose.

1.1 Purpose. The purpose of this Amended and Restated Joint Powers Agreement ("Agreement") is to amend and restate in its entirety the Joint Powers Agreement first entered into in 2016 that formally created and established the Ramsey County Sheriff's Special Weapons and Tactics Team ("SWAT" or "Team") as an organization to coordinate efforts to develop and provide joint responses to critical incidents or high risk entries where there is a risk of criminal violence, occurring within and outside of the Parties' jurisdictions.

1.2 Agreement. This Amended and Restated Joint Powers Agreement ("Agreement") will incorporate the Ramsey County Sheriff's Office Crisis Negotiator Team ("CNT"), the Ramsey County Sheriff's Office Mobile Response Team ("MRT") and the Ramsey County Sheriff's Special Weapons and Tactics Team ("SWAT") (each a "Team"). Collectively, all Ramsey County Sheriff's Office teams ("SWAT," "CNT," and "MRT") will be known as the Ramsey County Sheriff Emergency Response Teams ("RC-SERT"), which serve to coordinate law enforcement efforts through the joint exercise of police powers to provide joint responses to critical incidents, crisis negotiations, public order events, hostage, high-risk warrant service and apprehension, active shooters, domestic violence, special events, natural disasters and other incidents occurring within and outside of the Parties' jurisdictions.

1.3 Intent. It is the intent of the parties that the Ramsey County RC-SERT does not constitute a separate joint powers entity under Minnesota law.

2. Budget and Finance

2.1 Budget. The Ramsey County Sheriff's Office ("RCSO") shall provide a budget for basic operations of the RC-SERT. The RCSO shall provide budgeting and accounting services as necessary or convenient

for the RC-SERT. Such services shall include but not be limited to management of funds, payment for contracted services, other financial obligations set forth in this Agreement, and relevant bookkeeping and record keeping.

2.2 Fee. The Parties acknowledge and agree that beginning with the 2025 fiscal year, RCSO will assess each Party an annual fee (Fee) to cover training and other operational expenses related to the RC-SERT. RCSO will establish the Fee and notify each Party of the fee by May 1 of the preceding year. If a Party fails to pay the Fee by December 31 of the applicable fiscal year, the provisions of Section 7.1 shall apply.

2.3 Uniforms and Equipment. The Parties will provide identified uniforms and equipment for their respective Team members. Parties may lend or provide additional equipment to RC-SERT, as they are able.

2.4 Funding. RCSO on behalf of RC-SERT may apply for and/or accept gifts, grants or loans of money or other property (excluding real property) or assistance from the United States government, the State of Minnesota, any political subdivision of the State of Minnesota, or any person, association, or agency for any of its purposes; enter into any agreement in connection therewith; and hold, use, and dispose of such money or other property and assistance in accordance with the terms of the gift, grant, or loan relating thereto.

2.5 Seizure. The RC-SERT does not have the authority to seize property for purposes of Minn. Stat. §§ 609.531-.5318.

2.6 Forfeiture. All property and cash monies obtained through forfeiture that are derived from RC-SERT operations shall remain the property of the law enforcement agency of record wherein the operation occurred.

2.7 Authority. RCSO shall hold all funds acquired pursuant to this Agreement for the benefit of all Parties. RCSO is authorized to enter into contracts and agreements, acquire property, and take other actions as necessary to fulfill the purposes of this Agreement. Such actions shall be undertaken in accordance with the terms of this Agreement and applicable laws. RCSO shall act as financial steward and all actions shall be taken in good faith and within the scope of authority granted under this Agreement.

3. Team Leaders

3.1 Commanders. The Ramsey County Sheriff shall appoint Team Commanders from the RCSO to lead each Team of the RC-SERT.

3.2 Executive Officer. The Team Commanders shall appoint an Executive Officer.

3.3 Leader. The Team Commanders shall appoint Peace Officer Standards and Training licensed ("POST-licensed") peace officers to serve as RC-SERT Team Leaders. Appointment as a Team Leader pursuant to this Agreement shall not obligate any Party to pay to its employees so appointed supervisory or other premium pay except as provided by the collective bargaining agreement between the Party and its employees.

3.4 Leader Employment. Team Leaders assigned to the RC-SERT at all times will remain employees of the Team Leaders' own jurisdictions and will not be employees of the RCSO or the RC-SERT.

3.5 Liaison. Team Leaders shall be the liaison between the Team members and the Team Commander when an RC-SERT Team has been deployed pursuant to this Agreement. Team Leaders may fill the role of Team Commander when asked to do so by the Team Commander or higher-ranking member of RCSO.

4. Team Members

4.1 Law Enforcement. The Chief Law Enforcement Officer ("CLEO") of each Party approves POST-licensed peace officers from their law enforcement agency, along with non-POST licensed applicants who meet the minimal qualifications, as set by the Team Commander, to test for each RC-SERT Team. The testing process is to select the best peace officers for the position regardless of members' own jurisdictions or agency. An agency participating may not have a peace officer on an individual Team as a result of the competitive process. Appointment as a Team Member pursuant to this Agreement shall not obligate any Party to pay its employees so appointed any premium pay except as provided by the collective bargaining agreement between the Party and its employees.

4.2 Medical. The Fire Chief of a Party may approve properly vetted Emergency Medical Technicians or Paramedics (collectively referred to as Medics) who meet the minimal qualifications, as set by the Team Commander, to test to be a Medic Team Member for an RC-SERT Team. Proper vetting for these positions will include, at a minimum, criminal background checks conducted by RCSO. The testing process is to select the best Medics for the positions regardless of members' own jurisdictions or agency. An agency participating may not have a Medic on an individual Team as a result of the competitive process. Appointment of a Medic as a Team Member pursuant to this Agreement shall not obligate any party to pay its employees so appointed any premium pay except as provided by the collective bargaining agreement between the Party and its employees.

4.3 Member Employment. Team Members assigned to any RC-SERT Team will at all times remain employees of the Members' own jurisdictions or agency.

4.4 Removal. Team Members assigned to any RC-SERT Team may be removed from an RC-SERT Team by the Team Commander based on performance, safety, participation or RC-SERT Policy regardless of the members' own jurisdictions.

5. Operations

5.1 Training. The Team Commander shall be responsible for arranging training events for Team Leaders and Team Members, consistent with the National Tactical Officers Association (NTOA) standards and best practices. The Team Commander shall also be responsible for maintaining records of the training received by Team Leaders and Team Members as well as records of all other activities undertaken by the Team Commander, Executive Officer, Team Leaders, and Team Members pursuant to this Agreement.

5.2 Deployment

5.2.1 Definitions and Controlling Law. A Party to this Agreement may request assistance from RC-SERT. A Party requesting assistance is the "Requesting Party" or "Receiving Party." The Parties that

compose RC-SERT are the “Responding Parties.” Requests for assistance by Parties to this Agreement are governed by Minn. Stat. § 12.331, except as modified by this Agreement.

5.2.2 Requests for Assistance by Parties. Whenever a Party determines that conditions within its jurisdiction require specialized support in handling critical field operations, incidents, or events, the Party may request that the Ramsey County Sheriff or his or her designee deploy an RC-SERT Team to assist the Party. Upon a request for assistance, RC-SERT Teams may be dispatched to the Requesting Party’s jurisdiction, in accordance with SWAT, CNT, or MRT policy. The Team Commander, Undersheriff, or Executive Officer shall notify the Chief Deputy of the RCSO of any request for assistance. No Party or individual member of RC-SERT shall incur any liability based upon a refusal to respond. In addition, once deployed, the Team Commander, Undersheriff, or Executive Officer may at any time and in his or her sole judgment, recall the Team. The decision to recall a Team deployed pursuant to this Agreement will not result in liability to any Party or to the Team Commander, Undersheriff, or Executive Officer who recalled the Team.

5.2.3 Direction and Control. Personnel and equipment provided pursuant to this Agreement shall remain the personnel and property of the Party providing the same. The Requesting Party will be in control of the scene. The Team will not engage in any controlled offensive action without the expressed authorization of the CLEO of the Requesting Party, or the CLEO’s designee, or a district court-approved search warrant. Nothing in this provision shall limit the Team Commander’s ability to establish Team Member protocol to take emergency action in response to immediate threats to officer or public safety in accordance with law.

5.2.4 Compensation. When the RC-SERT provides services to a Requesting Party, the Team Members of the RC-SERT shall be compensated by their respective employers just as if they were performing their duties within and for the jurisdiction of their employers. No charges will be levied by the RC-SERT or by the Parties for specialized response operations provided to a Requesting Party pursuant to this Agreement unless that assistance continues for a period exceeding twenty-four (24) continuous hours. If assistance provided pursuant to this Agreement is reimbursable by an outside source, any Party whose officers provided assistance for the RC-SERT may submit itemized bills for the actual cost of any assistance provided, including salaries, overtime, materials and supplies, to the RC-SERT Team Commander. The RCSO shall submit the invoices to the reimbursing entity. The reimbursing entity shall reimburse RCSO for the actual cost, and RCSO shall forward the reimbursement to the Responding Party.

5.2.5 Workers' Compensation. Each Party to this Agreement shall be responsible for injuries to or death of its own employees in connection with services provided pursuant to this Agreement. Each Party shall maintain workers' compensation coverage or a program of self-insurance, covering its own personnel while they are providing assistance as a member of the RC-SERT. Each Party to this Agreement waives the right to sue any other Party for any workers' compensation benefits paid to its own employee or their dependents, even if the injuries were caused wholly or partially by the negligence of any other Party or its officers, employees, or agents.

5.2.6 Damage to Equipment. Each Party shall be responsible for damage to or of its own equipment occurring during deployment of the RC-SERT. Each Party waives the right to sue any other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other Party or its officers, employees or agents.

5.2.7 Liability

5.2.7.1 The intent of this section is to impose on each Requesting Party a limited duty to defend and indemnify Responding Parties for claims arising against the Responding Parties subject to the limits of liability under the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466). The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

5.2.7.2 A Requesting Party shall defend, indemnify and hold harmless the Responding Parties, their employees, officers, and elected and appointed officials for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by a Requesting Party pursuant to this Agreement, subject to the limits of liability under Minnesota Statutes Chapter 466 and other applicable law, rule, and regulation, including common law.

5.2.7.3 For purposes of the Minnesota Municipal Tort Liability Act, the employees and officers of the Responding Parties are deemed to be employees (as defined in Minn. Stat. § 466.01, subd. 6) of the Requesting Party, but only for purposes of addressing liability under this Agreement. The employees of the Responding Parties shall not be considered employees of the Requesting Party for any other purpose.

5.2.7.4 Under no circumstances shall a party be required to pay on behalf of itself and other Parties any amounts in excess of the limits on liability established in Minn. Stat. Ch. 466 applicable to any one Party. Pursuant to Minn. Stat. § 471.59, subd. 1a, the limits of liability for some or all of the Parties may not be added together to determine the maximum amount of liability for any Party or Requesting Party. In addition to the foregoing, nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to any Party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

5.2.7.5 Consistent with Minn. Stat. § 466.07, nothing herein shall be construed to require provision of defense or indemnification to an officer, employee, or volunteer of any member for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.

5.2.8 Aid to Non-Parties.

5.2.8.1 Definitions and Controlling Law. A political subdivision that is not a Party to this Agreement may request assistance from RC-SERT. A non-Party political subdivision that requests assistance is the “Requesting Political Subdivision” or “Receiving Political Subdivision” as that term is used in Minn. Stat. § 12.331. The Parties that compose RC-SERT are the “Sending Political Subdivision(s)” as that term is used in Minn. Stat. § 12.331. Requests for assistance by non-Party political subdivisions are governed by Minn. Stat. § 12.331.

5.2.8.2 Upon a request for assistance from a non-Party political subdivision, RC-SERT may be deployed to such Requesting Political Subdivision, provided that the Ramsey County Sheriff or his or her designee has consented to such deployment. No Party or individual member of RC-SERT shall incur any liability based upon a failure to provide assistance.

5.2.8.3 Upon deployment, the Requesting Political Subdivision will be in control of the scene. The Team will not engage in any controlled offensive action without the express authorization of the CLEO of the Requesting Political Subdivision, or the CLEO's designee, or a district court-approved search warrant. Nothing in this provision shall limit the Team Commander's ability to establish Team Member protocol to take emergency action in response to immediate threats to officer or public safety in accordance with law.

5.2.8.4 Liability and responsibility for use of personnel, equipment, and supplies, resulting from the provision of assistance to a Receiving Political Subdivision shall be allocated in the same manner as provided by Minnesota Statutes §12.331, subd. 2, i.e., any Party to this agreement assumes the same liability as a Sending Political Subdivision and the non-Party political subdivision assumes the same liability as a Receiving Political Subdivision.

6. Term.

6.1 Term. The term of this Agreement shall begin upon execution of this Agreement by all Parties. This Agreement shall continue in effect until terminated in accordance with its terms.

7. Withdrawal and Termination.

7.1 Withdrawal. Any Party may withdraw from this Agreement upon six (6) months' written notice to the other Parties or by the failure to pay the Fee described in Section 2. Withdrawal by any Party shall not terminate this Agreement with respect to any Parties who have not withdrawn. Withdrawal shall not discharge any liability incurred by any Party, its employees, officers, and elected and appointed officials prior to withdrawal. Such liability shall continue until discharged by law or agreement.

7.2 Termination. This Agreement shall terminate upon the occurrence of any one of the following events: (a) when necessitated by operation of law or as a result of a decision by a court of competent jurisdiction; (b) when a majority of the then existing Parties agree to terminate the Agreement upon a date certain; or (c) when the Ramsey County Sheriff, in his or her sole discretion, decides to terminate this Agreement.

7.3 Distribution of Assets. If this Agreement is terminated and not replaced with a new agreement providing for the continued operations of the RC-SERT, or if the RC-SERT is dissolved, all funding that is being held in trust by Ramsey County on behalf of the RC-SERT shall be distributed to the current Parties as permitted by law. Such distribution of RC-SERT funds shall be made in proportion to the total Fee paid to the RC-SERT by the Party in the year prior to termination.

7.4 Effect of Termination. Termination shall not discharge any liability incurred by any Party, its employees, officers, and elected and appointed officials during the term of this Agreement.

8. Miscellaneous.

8.1 Amendments. This Agreement may be amended only in writing and upon the consent of each Parties' governing bodies.

8.2 Counterparts. This Agreement may be executed in two or more copies, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Counterparts shall be submitted to the Ramsey County Sheriff.

8.3 Additional Parties. Upon the consent and approval of the existing Parties to this Agreement and their governing bodies, any other municipality operating within the State of Minnesota may become a Party to this Agreement, upon approval of that municipality's governing body, adoption of a resolution by the municipality's governing body, execution of this Agreement, and submission of a copy of the signed Agreement with Ramsey County.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last date this Agreement is signed by the Parties as written below.

RAMSEY COUNTY

Rafael Ortega, Chair
Ramsey County Board of Commissioners

Date: _____

Jason Yang, Interim Chief Clerk
Ramsey County Board of Commissioners

Date: _____

Approval recommended:

Bob Fletcher, Ramsey County Sheriff

Approved as to form:

Marcelo Neblett, Assistant County Attorney

Designee for purposes of receipt of notice:

Phil Baebenroth, Undersheriff

425 Grove Street, Saint Paul, MN 55101

CITY OF MAPLEWOOD

Brian Bierdeman, Public Safety Director/Chief of Police

Date: _____

Marylee Abrams, Mayor

Date: _____

Mike Sable, City Manager

Date: _____

Andrea Sindt, City Clerk

Date: _____

Approved as to form:

Ronald H. Batty, City Attorney

Designee for purposes of receipt of notice:

Public Safety Director/Chief of Police

1830 County Road B, Maplewood, MN 55109

CITY OF NEW BRIGHTON

Anthony S. Paetznick, Director of Public Safety

Date: _____

Devin Massopust, City Manager

Date: _____

Kari Niedfeldt-Thomas, Mayor

Date: _____

Terri Spangrud City Clerk

Date: _____

Approved as to form:

Sarah J. Sonsalla, City Attorney

Designee for purposes of receipt of notice:

Anthony S. Paetznick, Director of Public Safety

785 Old Highway 8 NW, New Brighton, MN 55112

CITY OF NORTH ST. PAUL

Ray Rozales, Chief of Police

Date: _____

Approved as to form:

Jack Brookbank, City Attorney

John Monge, Mayor

Designee for purposes of receipt of notice:

Brian Frandle, City Manager

2400 Margaret Street, North St. Paul, MN 55109

CITY OF OAKDALE

Christina Volkers, City Administrator

Date: _____

Kevin Zabel, Mayor

Date: _____

Approved as to form:

Designee for purposes of receipt of notice:

Christina Volkers, City Administrator

Kevin Zabel, Mayor

1584 Hadley Avenue North, Oakdale, MN 55128

CITY OF MOUNDS VIEW

Ben Zender, Chief of Police

Date: _____

Zach Lindstrom, Mayor

Date: _____

Nyle Zikmund, City Administrator

Date: _____

Approved as to form:

Scott J. Riggs, City Attorney

Designee for purposes of receipt of notice:

Ben Zender, Chief of Police

2401 Mounds View Blvd. Mounds View, MN 55112

CITY OF ST. ANTHONY

Jeff Spiess, Police Chief

Date: _____

Wendy Webster, Mayor

Date: _____

Charlie Yunker, City Manager

Date: _____

Approved as to form:

Steven P. Carlson, City Attorney

Designee for purposes of receipt of notice:

Jeff Spiess, Police Chief

3301 Silver Lake Road NE, St. Anthony, MN 55418

UNIVERSITY OF MINNESOTA

Erik Swanson, Interim Chief

Date: _____

Approved as to form:

Erik Swanson, Interim Chief

Designee for purposes of receipt of notice:

Randy Mahlen, Captain

505 Washington Ave SE, Minneapolis, MN 55455

CITY OF WHITE BEAR LAKE

Dale Hager, Chief of Police

Date: _____

Dan Louismet, Mayor

Date: _____

Caley Longendyke, City Clerk

Date: _____

Approved as to form:

David Anderson, City Attorney

Designee for purposes of receipt of notice:

City Clerk
4701 Highway 61, White Bear Lake, MN 55110

CITY OF ROSEVILLE

Erika Scheider, Chief of Police

Date: _____

Dan Roe, Mayor

Date: _____

Patrick J. Trudgeon, City Manager

Date: _____

Approved as to form:

Designee for purposes of receipt of notice:

METROPOLITAN COUNCIL

Joseph Dotseth, Chief of Police

Date: _____

Chair

Date: _____

Regional Administrator

Date: _____

Approved as to form:

Designee for purposes of receipt of notice:



Agenda Section:	Consent Agenda
Report Date:	04/16/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Change Order 1 for City Project 21-9, Old Highway 8 - 3 Lane Conversion

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:

This Change Order includes additional costs totaling \$81,894.73. The additional costs incurred are related to various contractual quantities that have exceeded the original amount and additional contractor work requested by the City and Ramsey County.

This project is nearing completion. Staff will return to City Council with a second change order issuing final payment and releasing all retainage held.

Recommendations:	Approve Change Order 1 in the amount of \$81,894.73 for City Project 21-9, Old Highway 8 - 3 Lane Conversion.
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Applicable Deadlines:	None
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Community Impact:	Ensuring reliable and high-quality infrastructure.
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Legislative History:	• December 12, 2021 City Council authorized a Professional Services Agreement with Kimley Horn • July 26, 2022 City Council approved a resolution authorizing acquisition and condemnation of certain property for roadway purposes for City Project 21-9, Old Highway 8 - 3 Lane Conversion. • November 22, 2022 City Council approved property easements/exchange/payments as required for City Project 21-9, Old Highway 8 - 3 Lane Conversion. • January 10, 2023 City Council approved project plans/specifications and authorized advertisement for bids. • February 28, 2023 City Council accepted all bids and awarded a contract to Forest Lake Contracting, Inc. for City Project 21-9, Old Highway 8 - 3 Lane Conversion.
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets X	Operational Effectiveness
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$ 81,894.73
	Financing Sources:	Budgeted	Budget Modification	

	<table><tr><td>New Revenue</td><td>Use of Reserves</td><td>Other X Funding sources for this project include City Utility Improvement Funds, TIF, MSA, and a cost share with Ramsey County and Roseville</td></tr></table>	New Revenue	Use of Reserves	Other X Funding sources for this project include City Utility Improvement Funds, TIF, MSA, and a cost share with Ramsey County and Roseville
New Revenue	Use of Reserves	Other X Funding sources for this project include City Utility Improvement Funds, TIF, MSA, and a cost share with Ramsey County and Roseville		

Contract Number: CP21-9 062-677-034
SAP/SP Number: SAP 062-677-034
Pay Request Number: 11

Project Number	Project Description
P8042 CP 21-9	OLD 8 4-3 062-677-034

Contractor: Forest Lake Contracting 14777 Lake Drive Forest Lake, MN 55025	Vendor Number: 9359 Up To Date: 04/03/2025
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Contract Amount		Funds Encumbered	
Original Contract	\$5,413,325.75	Original	\$5,413,325.75
Contract Changes	\$1,165,658.25	Additional	N/A
Revised Contract	\$6,578,984.00	Total	\$5,413,325.75

Work Certified To Date	
Base Bid Items	\$4,385,069.51
Contract Changes	\$1,165,658.25
Material On Hand	\$0.00
Total	\$5,550,727.76

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$137,464.76	\$5,550,727.76	\$55,507.28	\$5,359,130.37	\$136,090.11	\$5,495,220.48
Percent: Retained: 1%			Percent Complete: 84.37%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By
first_name last_name
County/City/Project Engineer
Obtained
Date

Approved By Forest Lake Contracting
first_name last_name
Contractor
Obtained
Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2023-05-22	\$389,935.79	\$19,496.79	\$370,439.00
2	2023-06-24	\$838,756.46	\$41,937.82	\$796,818.64
3	2023-07-29	\$1,208,968.09	\$60,448.41	\$1,148,519.68
4	2023-08-26	\$360,030.40	\$18,001.52	\$342,028.88
5	2023-09-30	\$336,004.35	\$16,800.21	\$319,204.14
6	2023-10-28	\$1,158,693.96	\$57,934.70	\$1,100,759.26
7	2023-12-03	\$683,783.35	\$34,189.17	\$649,594.18
8	2024-05-24	\$168,112.11	\$8,405.61	\$159,706.50
9	2024-10-02	\$153,357.63	(\$151,261.39)	\$304,619.02
10	2024-12-04	\$115,620.86	(\$51,820.21)	\$167,441.07
11	2025-04-03	\$137,464.76	\$1,374.65	\$136,090.11

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
01_RAMSEY COUNTY / NEW BRIGHTON 50/50 SAP 062-677-034, SAP 147-020-046 - ROADWAY		\$1,683,980.25	\$16,839.80	\$1,626,698.92	\$40,441.53	\$1,667,140.45
02_RAMSEY COUNTY / NEW BRIGHTON 50/50 SAP 062-677-034, SAP 147-020-046 - STORM SEWER		\$531,215.95	\$5,312.14	\$525,903.81	\$0.00	\$525,903.81
03_RAMSEY COUNTY / NEW BRIGHTON 75/25 SAP 062-677-034, SAP 147-020-046 - ROADWAY		\$730,466.24	\$7,304.67	\$704,814.43	\$18,347.14	\$723,161.57
04_RAMSEY COUNTY / NEW BRIGHTON 75/25 SAP 062-677-034, SAP 147-020-046 - STORM SEWER		\$2,959.00	\$29.58	\$2,929.42	\$0.00	\$2,929.42
05_RAMSEY COUNTY /ROSEVILLE 75/25 SAP 062-677-034, SAP 160-020-051 - ROADWAY		\$386,430.64	\$3,864.32	\$368,486.64	\$14,079.68	\$382,566.32
06_RAMSEY COUNTY SAP 062-677-034 - ROADWAY		\$1,167,403.96	\$11,674.04	\$1,132,520.56	\$23,209.36	\$1,155,729.92

07_RAMSEY COUNTY SAP 062-677-034 - STORM SEWER		\$48,427.40	\$484.28	\$47,943.12	\$0.00	\$47,943.12
08_NEW BRIGHTON CP- 21-9		\$418,650.96	\$4,186.51	\$376,396.63	\$38,067.82	\$414,464.45
09_NEW BRIGHTON CP- 21-9 (8TH AVENUE)		\$581,193.36	\$5,811.94	\$573,436.84	\$1,944.58	\$575,381.42

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
CP 21-9 NEW BRIGHTON LOACL	Local / Other[1]	\$40,012.40	\$875,464.72	\$827,089.10	\$989,845.87
SAP 062-677-034	Regular (CSAH)	\$67,750.26	\$4,086,447.07	\$3,120,565.21	\$3,131,688.24
SAP 147-020-046	Municipal (MSAS > 5000)	\$24,807.53	\$1,513,737.25	\$1,378,289.55	\$1,278,044.82
SAP 160-020-051	Municipal (MSAS > 5000)	\$3,519.92	\$103,334.96	\$87,381.89	\$95,641.55

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1904	Labor, Materials, Equipment Rental	LS	\$1,740.9 7	0	0	\$0.00	1	\$1,740.97
1904	Labor, Materials, Equipment Rental	LS	\$2,530.0 0	0	0	\$0.00	1	\$2,530.00
1904	Labor, Materials, Equipment Rental	LS	\$1,045.0 0	0	0	\$0.00	1	\$1,045.00
1904.4	Time, Equipment & Materials	LS	\$1,813.1 9	0	1	\$1,813.19	1	\$1,813.19
1904.4	Time, Equipment & Materials	LS	\$935.00	0	0	\$0.00	1	\$935.00
1904.4	Time, Equipment & Materials	LS	\$1,028.3 5	0	0	\$0.00	1	\$1,028.35
1904.4	Time, Equipment & Materials	LS	\$20,841. 23	0	0	\$0.00	1	\$20,841.23
1904.4	Time, Equipment & Materials	LS	\$10,301. 92	0	1	\$10,301.92	1	\$10,301.92

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1904.4	Time, Equipment & Materials	LS	\$9,267.35	0	1	\$9,267.35	1	\$9,267.35
1904.4	Time, Equipment & Materials	LS	\$8,300.00	0	1	\$8,300.00	1	\$8,300.00
1904.4	Time, Equipment & Materials	LS	\$6,836.68	0	1	\$6,836.68	1	\$6,836.68
1904.4	Time, Equipment & Materials	LS	\$6,293.75	0	1	\$6,293.75	1	\$6,293.75
2021.501/0010	MOBILIZATION	LS	\$260,000.00	1	0	\$0.00	1	\$260,000.00
2101.502/0030	GRUBBING	EACH	\$250.00	13	0	\$0.00	31	\$7,750.00
2102.503/0010	PAVEMENT MARKING REMOVAL	L F	\$10.00	100	0	\$0.00	336	\$3,360.00
2104.502/00470	REMOVE LIGHTING UNIT	EACH	\$750.00	1	0	\$0.00	2	\$1,500.00
2104.502/00780	REMOVE MANHOLE	EACH	\$824.35	3	0	\$0.00	2	\$1,648.70
2104.502/00790	REMOVE CATCH BASIN	EACH	\$800.00	23	0	\$0.00	30	\$24,000.00
2104.502/00820	REMOVE CASTING	EACH	\$175.00	2	0	\$0.00	2	\$350.00
2104.502/00850	REMOVE GATE VALVE & BOX	EACH	\$400.00	14	0	\$0.00	3	\$1,200.00
2104.502/01185	REMOVE DELINEATOR / MARKER	EACH	\$30.00	6	0	\$0.00	0	\$0.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2104.502/01220	REMOVE SIGN	EACH	\$40.00	98	0	\$0.00	97	\$3,880.00
2104.502/01390	REMOVE SIGNAL SYSTEM	EACH	\$13,000.00	1	0	\$0.00	1	\$13,000.00
2104.502/01560	REMOVE HANDHOLE	EACH	\$125.00	0	4	\$500.00	4	\$500.00
2104.502/01580	REMOVE LIGHT FOUNDATION	EACH	\$500.00	1	0	\$0.00	2	\$1,000.00
2104.502/02090	SALVAGE HYDRANT	EACH	\$2,000.00	5	0	\$0.00	3	\$6,000.00
2104.502/03300	SALVAGE SIGN	EACH	\$40.00	14	0	\$0.00	14	\$560.00
2104.502/03390	SALVAGE SIGN TYPE SPECIAL	EACH	\$50.00	17	0	\$0.00	17	\$850.00
2104.502/03405	SALVAGE SIGN PANEL	EACH	\$40.00	1	0	\$0.00	1	\$40.00
2104.503/00195	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$7.28	225	0	\$0.00	179.33	\$1,305.52
2104.503/00205	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$1.00	11650	0	\$0.00	897.8	\$897.80
2104.503/00270	REMOVE WATER MAIN	L F	\$16.00	330	0	\$0.00	272.4	\$4,358.40

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2104.503/0285	REMOVE SEWER PIPE (STORM)	L F	\$14.00	1160	0	\$0.00	916.7	\$12,833.80
2104.503/0290	REMOVE SEWER PIPE (SANITARY)	L F	\$15.00	106	0	\$0.00	53	\$795.00
2104.503/0315	REMOVE CURB & GUTTER	L F	\$3.00	14350	0	\$0.00	13979.5	\$41,938.50
2104.503/0410	REMOVE CHAIN LINK FENCE	L F	\$10.00	200	0	\$0.00	161	\$1,610.00
2104.503/0420	REMOVE WOOD FENCE	L F	\$25.00	50	0	\$0.00	33	\$825.00
2104.503/0440	REMOVE GUARDRAIL	L F	\$11.00	400	0	\$0.00	400	\$4,400.00
2104.503/01240	SALVAGE CHAIN LINK FENCE	L F	\$15.00	175	0	\$0.00	158	\$2,370.00
2104.504/0010	REMOVE CONCRETE MEDIAN	S Y	\$6.50	1350	0	\$0.00	1389.39	\$9,031.04
2104.504/00050	REMOVE CONCRETE WALK	S Y	\$6.50	715	0	\$0.00	609.65	\$3,962.73
2104.504/00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$8.00	530	0	\$0.00	276.05	\$2,208.40
2104.504/00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$7.00	5300	0	\$0.00	4049.75	\$28,348.25
2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	\$4.50	27200	0	\$0.00	26167.8867	\$117,755.50

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2104.601/01400	REMOVE TEMPORARY SIGNAL SYSTEM	LS	\$8,000.00	1	0	\$0.00	1	\$8,000.00
2105.507/00290	SELECT GRANULAR BORROW (CV)	C Y	\$32.00	0	876.44	\$28,046.08	876.44	\$28,046.08
2106.507/00010	EXCAVATION - COMMON	C Y	\$13.00	6444	0	\$0.00	6980	\$90,740.00
2106.507/00040	EXCAVATION - SUBGRADE	C Y	\$17.00	500	0	\$0.00	588.43	\$10,003.31
2106.507/00070	GRANULAR EMBANKMENT (CV)	C Y	\$24.00	500	0	\$0.00	588.43	\$14,122.32
2106.507/00130	COMMON EMBANKMENT (CV)	C Y	\$6.00	1278	0	\$0.00	1278	\$7,668.00
2106.609/00001	HAUL AND DISPOSE CONTAMINATED SOIL	TON	\$43.00	500	0	\$0.00	3134.53	\$134,784.79
2123.510/00010	COMMON LABORERS	HOURL	\$80.00	40	0	\$0.00	2	\$160.00
2123.610/00330	TRACTOR MOUNTED BACKHOE	HOURL	\$120.00	40	0	\$0.00	3	\$360.00
2123.610/00410	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$180.00	60	0	\$0.00	62	\$11,160.00
2130.523/00010	WATER	MGAL	\$40.00	80	0	\$0.00	170	\$6,800.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2211.509/0070	AGGREGATE BASE CLASS 5	TON	\$15.00	15500	0	\$0.00	15500	\$232,500.00
2232.504/00120	MILL BITUMINOUS SURFACE (3.0")	S Y	\$1.79	21500	0	\$0.00	0	\$0.00
2232.504/00150	MILL BITUMINOUS SURFACE (4.0")	S Y	\$3.01	0	0	\$0.00	21500	\$64,715.00
2232.504/00250	MILL BITUMINOUS SURFACE (7.0")	S Y	\$1.29	7500	0	\$0.00	7012.67	\$9,046.34
2301.602/00071	DRILL & GROUT REINF BAR (EPOXY COATED)	EACH	\$16.50	410	0	\$0.00	387	\$6,385.50
2331.603/00070	JOINT ADHESIVE	L F	\$0.61	16650	0	\$0.00	16368	\$9,984.48
2357.506/00010	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.62	3650	0	\$0.00	5470	\$19,801.40
2360.509	Non Wear (3;C) Incentive	LS	\$750.74	0	1	\$750.74	1	\$750.74
2360.509	Non Wear (4;B) Incentive	LS	\$8,900.64	0	1	\$8,900.64	1	\$8,900.64
2360.509	Wear (3;C) Incentive	LS	\$1,100.57	0	1	\$1,100.57	1	\$1,100.57
2360.509	Wear (4;F) Incentive	LS	\$31,570.40	0	1	\$31,570.40	1	\$31,570.40
2360.509/12200	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$109.97	980	0	\$0.00	1011.99	\$111,288.54
2360.509/22205	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	TON	\$132.79	200	0	\$0.00	258.11	\$34,274.43

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2360.509/2 3300	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	\$90.07	400	0	\$0.00	356.28	\$32,090.14
2360.509/2 3305	TYPE SP 12.5 NON WEAR COURSE MIX (3,C)	TON	\$87.53	300	0	\$0.00	271.12	\$23,731.13
2360.509/2 4205	TYPE SP 12.5 NON WEAR COURSE MIX (4,B)	TON	\$68.28	5200	0	\$0.00	3851.73	\$262,996.12
2360.509/2 4600	TYPE SP 12.5 WEARING COURSE MIX (4,F)	TON	\$95.42	0	0	\$0.00	9797.85	\$934,910.85
2360.509/2 4600	TYPE SP 12.5 WEARING COURSE MIX (4,F)	TON	\$90.18	7720	0	\$0.00	0	\$0.00
2411.618/0 0005	MODULAR BLOCK RETAINING WALL	S F	\$51.00	1780	0	\$0.00	504.5	\$25,729.50
2433.603/5 4986	SAW & SEAL JOINT	L F	\$7.50	300	0	\$0.00	506	\$3,795.00
2501.502/0 5015	15" RC PIPE APRON	EACH	\$1,800.0 0	4	0	\$0.00	4	\$7,200.00
2501.502/0 5018	18" RC PIPE APRON	EACH	\$1,900.0 0	2	0	\$0.00	2	\$3,800.00
2501.502/0 5024	24" RC PIPE APRON	EACH	\$2,200.0 0	1	0	\$0.00	1	\$2,200.00
2502.503/0 1060	6" TP PIPE DRAIN	L F	\$19.00	110	0	\$0.00	74	\$1,406.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2502.503/0 8060	6" PERF TP PIPE DRAIN	L F	\$24.00	265	0	\$0.00	284	\$6,816.00
2502.601/0 3000	IRRIGATION SYSTEM PROVISION	LS	\$5,000.00	1	0	\$0.00	1	\$5,000.00
2502.602/0 0289	10" TP PIPE DRAIN CLEAN OUT	EACH	\$2,200.00	1	0	\$0.00	1	\$2,200.00
2502.602/0 0406	6" PVC PIPE DRAIN CLEANOUT	EACH	\$625.00	5	0	\$0.00	5	\$3,125.00
2503.503/1 3060	6" PVC PIPE SEWER	L F	\$78.00	129	0	\$0.00	0	\$0.00
2503.503/1 3100	10" PVC PIPE SEWER	L F	\$63.00	30	0	\$0.00	42.4	\$2,671.20
2503.503/1 3150	15" PVC PIPE SEWER	L F	\$80.00	60	0	\$0.00	0	\$0.00
2503.503/1 3180	18" PVC PIPE SEWER	L F	\$108.00	20	0	\$0.00	22	\$2,376.00
2503.503/1 8053	51" SPAN RC PIPE-ARCH SEWER CL IV A	L F	\$530.00	20	0	\$0.00	22.5	\$11,925.00
2503.503/1 9155	15" RC PIPE SEWER DES 3006 CL V	L F	\$74.00	1432	0	\$0.00	1403.1	\$103,829.40
2503.503/1 9185	18" RC PIPE SEWER DES 3006 CL V	L F	\$79.00	303	0	\$0.00	292	\$23,068.00
2503.503/1 9245	24" RC PIPE SEWER DES 3006 CL V	L F	\$137.00	34	0	\$0.00	29	\$3,973.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2503.503/1 9305	30" RC PIPE SEWER DES 3006 CL V	L F	\$240.00	59	0	\$0.00	42.4	\$10,176.00
2503.503/1 9425	42" RC PIPE SEWER DES 3006 CL V	L F	\$390.00	65	0	\$0.00	145	\$56,550.00
2503.503/1 9485	48" RC PIPE SEWER DES 3006 CL V	L F	\$580.00	15	0	\$0.00	0	\$0.00
2503.602/0 0300	CONNECT TO EXISTING SANITARY SEWER	EACH	\$850.00	3	0	\$0.00	1	\$850.00
2503.602/0 0320	CONNECT TO EXISTING STORM SEWER	EACH	\$850.00	42	0	\$0.00	43	\$36,550.00
2503.602/1 3503	10"X6" PVC WYE	EACH	\$770.00	1	0	\$0.00	1	\$770.00
2503.603/2 4006	6" PVC SANITARY SERVICE PIPE	L F	\$104.00	50	0	\$0.00	74	\$7,696.00
2504.601/0 0001	IRRIGATION SYSTEM	LS	\$15,715. 62	0	1	\$15,715.62	1	\$15,715.62
2504.602/0 0020	HYDRANT	EACH	\$3,200.0 0	4	0	\$0.00	3	\$9,600.00
2504.602/0 0023	INSTALL HYDRANT	EACH	\$2,800.0 0	1	0	\$0.00	1	\$2,800.00
2504.602/0 0032	ADJUST GATE VALVE & BOX	EACH	\$300.00	11	0	\$0.00	16	\$4,800.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2504.602/00806	6" GATE VALVE & BOX	EACH	\$2,800.00	4	0	\$0.00	4	\$11,200.00
2504.603/00005	WATERMAIN INSULATION	L F	\$17.00	100	0	\$0.00	174	\$2,958.00
2504.603/01062	6" WATERMAIN DUCTILE IRON CL 52	L F	\$125.00	180	0	\$0.00	382.222	\$47,777.75
2506.502/06000	CASTING ASSEMBLY	EACH	\$775.00	70	0	\$0.00	70	\$54,250.00
2506.502/06020	ADJUST FRAME & RING CASTING	EACH	\$580.00	40	0	\$0.00	48	\$27,840.00
2506.503/00301	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	L F	\$580.00	153.9	0	\$0.00	115.08	\$66,746.40
2506.503/02007	CONST DRAINAGE STRUCTURE DESIGN 4007	L F	\$950.00	22.3	0	\$0.00	0	\$0.00
2506.503/02420	CONST DRAINAGE STRUCTURE DES 48-4020	L F	\$700.00	134.3	0	\$0.00	115.54	\$80,878.00
2506.503/03020	CONST DRAINAGE STRUCTURE DES 60-4020	L F	\$960.00	31.6	0	\$0.00	27.44	\$26,342.40
2506.503/04220	CONST DRAINAGE STRUCTURE DES 84-4020	L F	\$1,700.00	33.3	0	\$0.00	31.8	\$54,060.00
2506.503/04820	CONST DRAINAGE STRUCTURE DES 96-4020	L F	\$2,300.00	41.1	0	\$0.00	41.4	\$95,220.00
2506.602/00300	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	EACH	\$10,000.00	3	0	\$0.00	3	\$30,000.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2506.602/57487	SAFL BAFFLE	EACH	\$7,000.00	4	0	\$0.00	4	\$28,000.00
2511.507/00014	RANDOM RIPRAP CLASS III	C Y	\$140.00	37	0	\$0.00	38.2	\$5,348.00
2521.518/00040	4" CONCRETE WALK	S F	\$5.30	10300	0	\$0.00	8450.42	\$44,787.23
2521.518/00140	4" BITUMINOUS WALK	S F	\$2.90	59500	0	\$0.00	59500	\$172,550.00
2521.618/00201	CONCRETE WALK	S F	\$10.50	10000	0	\$0.00	10838.485	\$113,804.09
2521.618/56876	4" CONCRETE WALK(SPOT REPAIR)	S F	\$8.00	3500	0	\$0.00	420	\$3,360.00
2531.503/02310	CONCRETE CURB & GUTTER DESIGN B612	L F	\$19.50	2345	0	\$0.00	2134	\$41,613.00
2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	L F	\$19.00	9490	0	\$0.00	9332	\$177,308.00
2531.503/02320	CONCRETE CURB & GUTTER DESIGN B624	L F	\$20.00	2750	0	\$0.00	2209	\$44,180.00
2531.504/00080	8" CONCRETE DRIVEWAY PAVEMENT	S Y	\$75.00	2735	0	\$0.00	2522.823	\$189,211.73
2531.603/24130	CONCRETE CURB DESIGN V	L F	\$21.00	200	0	\$0.00	29	\$609.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2531.603/85686	CONCRETE CURB AND GUTTER (SPOT REPAIR)	L F	\$38.00	750	0	\$0.00	65	\$2,470.00
2531.618/00010	TRUNCATED DOMES	S F	\$65.00	962	0	\$0.00	907	\$58,955.00
2545.502/00100	LIGHTING UNIT TYPE SPECIAL	EACH	\$400.00	39	0	\$0.00	39	\$15,600.00
2545.502/14080	LIGHT FOUNDATION DESIGN E	EACH	\$850.00	39	0	\$0.00	39	\$33,150.00
2545.502/21201	SERVICE CABINET -TYPE L1	EACH	\$8,200.00	1	0	\$0.00	1	\$8,200.00
2545.502/22521	EQUIPMENT PAD B	EACH	\$725.00	1	0	\$0.00	1	\$725.00
2545.502/23020	HANDHOLE	EACH	\$825.00	2	0	\$0.00	2	\$1,650.00
2545.503/00053	2" RIGID STEEL CONDUIT	L F	\$32.00	50	0	\$0.00	45	\$1,440.00
2545.503/01041	1.5" NON-METALLIC CONDUIT	L F	\$7.00	0	660	\$4,620.00	660	\$4,620.00
2545.503/01053	2" NON-METALLIC CONDUIT	L F	\$7.00	4800	0	\$0.00	4857	\$33,999.00
2545.503/03020	UNDERGROUND WIRE 1/C 2 AWG	L F	\$5.00	150	0	\$0.00	150	\$750.00
2545.503/03060	UNDERGROUND WIRE 1/C 6 AWG	L F	\$1.50	14400	0	\$0.00	20224	\$30,336.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2545.503/03140	UNDERGROUND WIRE 1/C 14 AWG	L F	\$0.80	4800	0	\$0.00	5056	\$4,044.80
2554.502/00024	END TREATMENT-TANGENT TERMINAL	EACH	\$3,900.00	4	0	\$0.00	4	\$15,600.00
2554.503/0131	TRAFFIC BARRIER DESIGN TYPE 31	L F	\$39.00	112.5	0	\$0.00	112.5	\$4,387.50
2554.503/0137	TRAFFIC BARRIER DESIGN TRANS TYPE 31	L F	\$158.00	200	0	\$0.00	200	\$31,600.00
2557.503/00002	WIRE FENCE DESIGN SPECIAL VINYL COATED	L F	\$345.00	250	0	\$0.00	0	\$0.00
2557.503/01523	WIRE FENCE DESIGN 60V-9322	L F	\$92.00	60	0	\$0.00	0	\$0.00
2557.603/1051	INSTALL CHAIN LINK FENCE	L F	\$50.00	175	0	\$0.00	0	\$0.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$1,138.91	0	1	\$1,138.91	1	\$1,138.91
2563.601/00010	TRAFFIC CONTROL	LS	\$30,000.00	1	0	\$0.00	1	\$30,000.00
2563.601/0100	ALTERNATE PEDESTRIAN ROUTE	LS	\$2,900.00	1	0	\$0.00	1	\$2,900.00
2564.502/0110	INSTALL SIGN PANEL	EACH	\$150.00	1	0	\$0.00	1	\$150.00
2564.602/01515	INSTALL SIGN	EACH	\$250.00	14	0	\$0.00	13	\$3,250.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2564.602/01516	INSTALL SIGN SPECIAL	EACH	\$300.00	17	0	\$0.00	16	\$4,800.00
2564.602/02340	DELINEATOR / MARKER	EACH	\$350.00	5	0	\$0.00	0	\$0.00
2564.602/02350	DELINEATOR / MARKER PANEL	EACH	\$125.00	5	0	\$0.00	0	\$0.00
2564.618/00010	SIGN	S F	\$64.00	638	0	\$0.00	629	\$40,256.00
2565.516/00020	TRAFFIC CONTROL SIGNAL SYSTEM A	SYS	\$272,000.00	1	0	\$0.00	1	\$272,000.00
2565.516/00030	TRAFFIC CONTROL SIGNAL SYSTEM B	SYS	\$260,000.00	1	0	\$0.00	1	\$260,000.00
2565.616/54984	PEDESTRIAN CROSSWALK FLASHER SYSTEM A	SYS	\$24,000.00	1	0	\$0.00	1	\$24,000.00
2565.616/54985	PEDESTRIAN CROSSWALK FLASHER SYSTEM B	SYS	\$24,000.00	1	0	\$0.00	1	\$24,000.00
2573.501/00025	STABILIZED CONSTRUCTION EXIT	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
2573.501/00030	EROSION CONTROL SUPERVISOR	LS	\$500.00	1	0	\$0.00	1	\$500.00
2573.502/00110	STORM DRAIN INLET PROTECTION	EACH	\$125.00	91	0	\$0.00	92	\$11,500.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2573.503/0023	SILT FENCE, TYPE MS	L F	\$2.50	2500	0	\$0.00	982	\$2,455.00
2573.503/0061	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$3.00	1450	0	\$0.00	1207	\$3,621.00
2574.507/00100	COMMON TOPSOIL BORROW	C Y	\$23.00	3020	0	\$0.00	2788.7	\$64,140.10
2574.507/00103	FILTER TOPSOIL BORROW	C Y	\$43.00	325	47	\$2,021.00	372	\$15,996.00
2574.508/00013	FERTILIZER TYPE 3	LB	\$1.10	950	0	\$0.00	1179.71	\$1,297.68
2574.607/87564	CLAY LINER BORROW	C Y	\$62.00	130	0	\$0.00	130	\$8,060.00
2575.504/00090	COMPOST BLANKET	S Y	\$2.50	1350	0	\$0.00	0	\$0.00
2575.505/00021	SEEDING	ACRE	\$1,125.00	4.7	0	\$0.00	5.9	\$6,637.50
2575.508/21111	SEED MIXTURE 21-111	LB	\$4.00	480	0	\$0.00	0	\$0.00
2575.508/25151	SEED MIXTURE 25-151	LB	\$7.00	516	41.13	\$287.91	708	\$4,956.00
2575.508/33261	SEED MIXTURE 33-261	LB	\$59.00	12	0	\$0.00	9.36	\$552.24
2575.509/00030	MULCH MATERIAL TYPE 3	TON	\$2,625.00	9	0	\$0.00	9.17	\$24,071.25

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2582.503/10104	4" SOLID LINE PAINT	L F	\$2.00	1623	0	\$0.00	1318	\$2,636.00
2582.503/40104	4" SOLID LINE MULTI COMP GR IN (WR)	L F	\$1.30	12550	0	\$0.00	11498	\$14,947.40
2582.503/40106	6" SOLID LINE MULTI COMP GR IN (WR)	L F	\$1.60	13170	0	\$0.00	12002	\$19,203.20
2582.503/40112	12" SOLID LINE MULTI COMP GR IN (WR)	L F	\$15.00	32	0	\$0.00	16	\$240.00
2582.503/40124	24" SOLID LINE MULTI COMP GR IN (WR)	L F	\$17.00	133	0	\$0.00	203	\$3,451.00
2582.503/40204	4" BROKEN LINE MULTI COMP GR IN (WR)	L F	\$2.00	2040	0	\$0.00	2120	\$4,240.00
2582.503/40304	4" DOTTED LINE MULTI COMP GR IN (WR)	L F	\$2.00	24	0	\$0.00	18	\$36.00
2582.503/40404	4" DBLE SOLID LINE MULTI COMP GR IN (WR)	L F	\$3.00	3872	0	\$0.00	1844	\$5,532.00
2582.518/01000	PAVEMENT MESSAGE PAINT	S F	\$10.00	0	0	\$0.00	12	\$120.00
2582.518/01000	PAVT MSSG PAINT	S F	\$10.00	15	0	\$0.00	0	\$0.00
2582.518/04020	PAVT MSSG PREF THERMO GR IN	S F	\$23.00	1184	0	\$0.00	1095	\$25,185.00

Contract Item Status								
Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2582.518/08020	CROSSWALK PREF THERMO GR IN	S F	\$13.00	1488	0	\$0.00	1620	\$21,060.00
Base Bid Totals:						\$2,308.91		\$4,385,069.51

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
P8042 CP 21-9	09_NEW BRIGHTON C.P. 21-9 100-ROADWAY	\$112.91	\$571,270.08
P8042 CP 21-9	08_NEW BRIGHTON C.P. 21-9 100-LOCAL	\$0.00	\$380,198.62
P8042 CP 21-9	07_RAMSEY CO 100-STORM SEWER	\$0.00	\$48,427.40
P8042 CP 21-9	06_RAMSEY CO 100-ROADWAY	\$0.00	\$463,729.05
P8042 CP 21-9	05_RAMSEY CO/ROSEVILLE 75/25-ROADWAY	\$0.00	\$322,618.30
P8042 CP 21-9	04_RAMSEY CO/NEW BRIGHTON 75/25-STORM SEWER	\$0.00	\$2,959.00
P8042 CP 21-9	03_RAMSEY CO/NEW BRIGHTON 75/25-ROADWAY	\$0.00	\$572,666.36
P8042 CP 21-9	02_RAMSEY CO/NEW BRIGHTON 50/50-STORM SEWER	\$0.00	\$516,252.60
P8042 CP 21-9	02_RAMSEY CO/NEW BRIGHTON 50/50-ROADWAY	\$0.00	\$13,000.00
P8042 CP 21-9	01_RAMSEY CO/NEW BRIGHTON 50/50-ROADWAY	\$2,196.00	\$1,493,948.10

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
P8042 CP 21-9	CO1	326	2582.503 4" SOLID LINE PAINT (L F)	\$2.00	1318	\$2,636.00	ITM	\$0.00	\$0.00	1318	\$2,636.00
P8042 CP 21-9	CO1	327	2582.518 PAVEMENT MESSAGE PAINT (S F)	\$10.00	12	\$120.00	ITM	\$0.00	\$0.00	12	\$120.00
P8042 CP 21-9	CO2	323	1904 Labor, Materials, Equipment Rental (LS)	\$1,740.97	1	\$1,740.97	ITM	\$0.00	\$0.00	1	\$1,740.97
P8042 CP 21-9	CO3	324	1904 Labor, Materials, Equipment Rental (LS)	\$2,530.00	1	\$2,530.00	ITM	\$0.00	\$0.00	1	\$2,530.00
P8042 CP 21-9	CO4	325	1904 Labor, Materials, Equipment Rental (LS)	\$1,045.00	1	\$1,045.00	ITM	\$0.00	\$0.00	1	\$1,045.00
P8042 CP 21-9	CO5	328	1904.4 Time, Equipment & Materials (LS)	\$935.00	1	\$935.00	ITM	\$0.00	\$0.00	1	\$935.00

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
P8042 CP 21-9	CO6	329	2232.504 MILL BITUMINOUS SURFACE (4.0") (S Y)	\$3.01	21500	\$64,715.00	ITM	\$0.00	\$0.00	21500	\$64,715.00
P8042 CP 21-9	CO6	330	2360.509 TYPE SP 12.5 WEARING COURSE MIX (4,F) (TON)	\$95.42	9797.85	\$934,910.85	ITM	\$0.00	\$0.00	9797.85	\$934,910.85
P8042 CP 21-9	CO7	331	1904.4 Time, Equipment & Materials (LS)	\$20,841.23	1	\$20,841.23	ITM	\$0.00	\$0.00	1	\$20,841.23
P8042 CP 21-9	CO8	332	1904.4 Time, Equipment & Materials (LS)	\$1,028.35	1	\$1,028.35	ITM	\$0.00	\$0.00	1	\$1,028.35
P8042 CP 21-9	CO9	333	2545.503 1.5" NON-METALLIC CONDUIT (L F)	\$7.00	660	\$4,620.00	ITM	\$660.00	\$4,620.00	660	\$4,620.00
P8042 CP 21-9	CO9	334	2104.502 REMOVE HANDHOLE (EACH)	\$125.00	4	\$500.00	ITM	\$4.00	\$500.00	4	\$500.00
P8042 CP 21-9	CO10	335	1904.4 Time, Equipment & Materials (LS)	\$10,301.92	1	\$10,301.92	ITM	\$1.00	\$10,301.92	1	\$10,301.92
P8042 CP 21-9	CO11	336	1904.4 Time, Equipment & Materials (LS)	\$8,300.00	1	\$8,300.00	ITM	\$1.00	\$8,300.00	1	\$8,300.00
P8042 CP 21-9	CO12	337	1904.4 Time, Equipment & Materials (LS)	\$9,267.35	1	\$9,267.35	ITM	\$1.00	\$9,267.35	1	\$9,267.35
P8042 CP 21-9	CO13	338	2504.601 IRRIGATION SYSTEM (LS)	\$15,715.62	1	\$15,715.62	ITM	\$1.00	\$15,715.62	1	\$15,715.62
P8042 CP 21-9	CO14	339	1904.4 Time, Equipment & Materials (LS)	\$6,293.75	1	\$6,293.75	ITM	\$1.00	\$6,293.75	1	\$6,293.75
P8042 CP 21-9	CO15	340	2105.507 SELECT GRANULAR BORROW (CV) (C Y)	\$32.00	876.44	\$28,046.08	ITM	\$876.44	\$28,046.08	876.44	\$28,046.08
P8042 CP 21-9	CO16	341	1904.4 Time, Equipment & Materials (LS)	\$6,836.68	1	\$6,836.68	ITM	\$1.00	\$6,836.68	1	\$6,836.68
P8042 CP 21-9	CO17	344	2360.509 Wear (3;C) Incentive (LS)	\$1,100.57	1	\$1,100.57	ITM	\$1.00	\$1,100.57	1	\$1,100.57
P8042 CP 21-9	CO17	345	2360.509 Non Wear (3;C) Incentive (LS)	\$750.74	1	\$750.74	ITM	\$1.00	\$750.74	1	\$750.74
P8042 CP 21-9	CO17	346	2360.509 Non Wear (4;B) Incentive (LS)	\$8,900.64	1	\$8,900.64	ITM	\$1.00	\$8,900.64	1	\$8,900.64
P8042 CP 21-9	CO17	347	2360.509 Wear (4,F) Incentive (LS)	\$31,570.40	1	\$31,570.40	ITM	\$1.00	\$31,570.40	1	\$31,570.40
P8042 CP 21-9	CO18	342	1904.4 Time, Equipment & Materials (LS)	\$1,813.19	1	\$1,813.19	ITM	\$1.00	\$1,813.19	1	\$1,813.19
P8042 CP 21-9	CO19	343	2563.601 TRAFFIC CONTROL (LUMP SUM)	\$1,138.91	1	\$1,138.91	ITM	\$1.00	\$1,138.91	1	\$1,138.91
Contract Change Totals:									\$135,155.85		\$1,165,658.25

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Contaminated Materials	08/09/2023	\$2,756.00

2	The Engineer has determined the need to relocate an existing gas main outside of proposed filtration basin footprint.	08/09/2023	\$1,740.97
3	The Engineer has determined the hold an existing power pole while the engineer redesigned the storm sewer due to an unknown existing watermain.	08/09/2023	\$2,530.00
4	The Engineer has determined to drill a 16" core into a structure that was 10" thick due to the engineer redesigning the storm sewer due to an unknown existing watermain.	08/09/2023	\$1,045.00
5	The engineer has determined the need to drill a 16" X 12" hole with a boot for a blind pipe connection due to an unknown pipe in conflict with the propose storm sewer.	01/31/2024	\$935.00
6	The Engineer has determined that the following items Should be deleted 2232.504 MILL BITUMINOUS SURFACE (3") and replaced with 2232.504 MILL BITUMINOUS SURFACE (4") to match the typical section. Due to the labor requirements and increased time of placing a second wear course lift the Engineer has determined an adjustment of the unit price for 2360.509TYPE SP 12.5 WEARING COURSE MIX (4,F) be adjusted from \$90.18 to \$95.42 a TON	01/31/2024	\$999,625.85
7	The engineer has determined the need to install a temporary signal system at the intersection of County Road D & Old Highway 8 for MOT	01/31/2024	\$20,841.23
8	The Engineer has determined to reconstruct a drainage structure to allow the top slab be compatible with the proposed casting. Due to the narrowing of the road an existing 2X3 structure was proposed with a round casting. the Engineer determined the the structure should be reconstructed and a top slab with a round hole placed to make the casting compatible with the structure	01/31/2024	\$1,028.35
9	The Engineer has determined the need to install new conduit for future interconnect at the county Road D signal system. The Engineer has also determined the need o remove 4 existing concrete handholes that were in conflict with the new conduit installation. Installation of the new conduit will run eat-west on County Road D for the future interconnect.	03/25/2025	\$5,120.00
10	The Engineer has determined a need for two additional push button stations in the northwest quadrant of County Road E & Old Highway 8 de to a conflict with the existing overhead power lines and the new signal poles to achieve horizontal offset for pedestrian push buttons.	03/25/2025	\$10,301.92
11	At the request of Ramsey County, the Engineer has determined the need to revise signal system A at County Road D and add two additional 3 section heads (2-2 & 6-2) to mast arm on Pole 1 & Pole 3 with strap on hub and pull new 4 conductor wire and label.	03/25/2025	\$8,300.00
12	The Engineer has determined the need to install fuse holders and fuses for the 39 lighting units in Phase I of the project at the request of the City of New Brighton. Additional fuse holders and fuses were necessary for the use of outlets on the lighting units.	03/25/2025	\$9,267.35
13	The Engineer has determined the need to repair/replace irrigation lines in conflict with project construction on the East side of Old Highway 8. This work is in addition to the existing \$5000 irrigation provision and includes deductions irrigation work conducted by property owners.	03/25/2025	\$15,715.62
14	The Engineer has determined the need to correct the trail subgrade from stations 58+26 to 59+42 due to excessive moisture present in the soils. The contractor "farmed" the area over the course of several days to correct the poor subgrade conditions.	03/25/2025	\$6,293.75
15	The Engineer has determined the need to haul suitable backfill material for the watermain trench at the New Brighton Public Works building. Existing soils in the area were contaminated with debris (bricks, wood, rebar) and not suitable for backfill around the watermain.	03/25/2025	\$28,046.08
16	The Engineer has determined the need to backfill retaining wall #4 with no-fines concrete. Due to limited right-of-way/easement space behind the retaining wall, no-fines concrete backfill was used in lieu of traditional geogrid and backfill. Work was conducted at the request of the City of New Brighton and included no-fines concrete backfill and engineering fees for shop drawings of the change.	03/25/2025	\$6,836.68
17	Standard Specification 2360, "Plant Mixed Asphalt Pavement" requires payment of incentives or assessment of disincentives for Bituminous Pavement and material properties. The department has evaluated the	03/25/2025	\$42,322.35

	Bituminous Density specifications and has determined payment of incentives or assessment of disincentives. This change Order documents the Monetary Adjustments associated with the Bituminous Paving placed in 2023.		
18	The Engineer has determined the need for use of a hydrovac truck in the Northwest Quadrant of County Road E and Old Highway 8 intersection to locate an unknown and unlocatable water line to accommodate the install of a PA90 pole foundation.	03/25/2025	\$1,813.19
19	the Engineer has determined the need to protect light bases installed by the contractor in Phase I of the Old Highway 8 project. It was agreed upon to protect the light bases with traffic barrels due to the light bases being installed 4-5 months before the projected delivery date of the lighting units ordered by the City of New Brighton	03/25/2025	\$1,138.91

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining
121	2565.516	TRAFFIC CONTROL SIGNAL SYSTEM B	2023-06-07	1 SYS \$123,016.99	1 SYS \$123,016.99	0 SYS \$0.00
146	2565.516	TRAFFIC CONTROL SIGNAL SYSTEM A	2023-06-07	1 SYS \$124,730.99	1 SYS \$124,730.99	0 SYS \$0.00

Contract Total				\$5,550,727.76
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Agenda Section:	Consent Agenda
Report Date:	04/17/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Approval of Lease Amendment with Ramsey County Women, Infant and Children (WIC) at New Brighton Community Center

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:

WIC was an original tenant of NBCC when the facility opened in 1994. A second lease was approved on March 23, 2010. This current lease agreement expires April 30, 2025. A third lease was approved on January 28, 2025, for a new area of NBCC for a five-year term. The remodel of this new area will not be completed to allow WIC to continue to serve the public by May 1, 2025. This amendment extends the term of the March 2010 agreement until the remodel is completed.

Recommendations:

Staff recommends approval of lease amendment with Ramsey County

	WIC at the New Brighton Community Center.
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Applicable Deadlines:	April 30. 2025
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Community Impact:	WIC is a supplemental food, nutrition and breastfeeding program to help eligible families in the community eat well, learn about nutrition, and stay healthy.
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Legislative History:	• January 28, 2025 – Council approved lease agreement with Ramsey County Women, Infant and Children (WIC) at NBCC • March 23, 2010 – Council adopted lease with Ramsey County WIC Program at the Family Service Center (NBCC) and RAK Construction Inc. for expansion • December 13, 1994 – Council approved lease terms for Family Service Center (NBCC) tenants
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging X
	City Assets	Operational Effectiveness
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$ \$943.35/month
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue X	Use of Reserves	Other	

**FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN CITY OF NEW
BRIGHTON AND RAMSEY COUNTY (WIC 2010)**

THIS FIRST AMENDMENT TO LEASE AGREEMENT (this "Amendment") is made and entered into this day of April ____, 2025 between CITY OF NEW BRIGHTON, a Minnesota municipal corporation ("Landlord") and RAMSEY COUNTY, a political subdivision of the State of Minnesota and Home Rule Charter County ("Tenant")

WHEREAS, Landlord and Tenant entered into a certain Lease Agreement dated March 23, 2010 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, Tenant desires to lease different space in the Community Center and has entered into a Lease Agreement with Landlord to lease this different space; and

WHEREAS, Tenant is still in the process of making improvements to its new space in the Community Center so Tenant is in need of an extension to the term of this Lease for its current space; and

WHEREAS, Landlord and Tenant wish to amend the Lease Agreement to allow Tenant to remain in the Leased Space for an additional 60 days 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 1.3 TERM of the Lease Agreement is amended to read as follows:

The term of this Lease and Tenant's obligation to pay rent hereunder shall commence on May 1, 2010 ("Commencement Date") and shall run until August 31, 2025 ("Term"). Tenant shall be obligated to pay the rent for Year 15 under Section 2.1 of the Lease Agreement. Tenant may terminate this Lease early by giving Landlord five days' notice. In that event, Tenant shall not longer be responsible for paying rent under the Lease Agreement as of the date of termination.

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

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:
RAMSEY COUNTY

LANDLORD:
CITY OF NEW BRIGHTON

BY: _____

ITS: Chair, Ramsey County Board
of Commissioners

BY: _____

Devin Massopust
City Manager

BY: _____

Kari Niedfeldt-Thomas
Mayor

BY: _____

ITS: Chief Clerk, Ramsey County Board
of Commissioners

DEPARTMENTAL RECOMMENDATION

APPROVED AS TO FORM

Assistant County Attorney



Agenda Section:	Public Hearings
Report Date:	04/15/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Resolution Ordering Project and Authorizing Preparation of Plans and Specifications for City Project 25-1, 2025 Street Rehabilitation

Action Requested:

Public Hearing: X	Motion: X
Discussion:	Informational:

Form of Action:

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

Votes Needed:

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

Summary Statement:

- The purpose of this item is to hold the Public Improvement Hearing for proposed Project 25-1, 2025 Street Rehabilitation. A presentation of the Feasibility Study will be made by staff prior to opening of the Public Improvement Hearing.
- If City Council approves the project at the Public Improvement Hearing, staff will prepare plans and specifications based on input received at the improvement hearing and previously collected information.

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Recommendations:	• To hold a Public Improvement Hearing for proposed Project 25-1, 2025 Street Rehabilitation. • To adopt the resolution ordering Project 25-1, 2025 Street Rehabilitation as proposed in the Feasibility Study, authorize staff to proceed with preparation of plans and specifications, and designate the Director of Community Assets and Development as the engineer for this improvement project.
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Applicable Deadlines:	None
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Community Impact:	Provide cost-effective infrastructure improvements.
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Legislative History:	• November 12, 2024 City Council authorized the Director of Community Assets and Development to enter a professional service agreement with American Engineering and Testing. • November 12, 2024 City Council adopted a resolution ordering staff to prepare a Feasibility Study for City Project 25-1, 2025 Street Rehabilitation. • February 11, 2025 City Council authorized the purchase of fire hydrants and gate valves for the proposed project. • March 20, 2025 An informational meeting was held with residents to be affected by the proposed project. • April 8, 2025 City Council accepted the Feasibility Study and set the Public Improvement Hearing date for April 22, 2025.
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Strategic Priority:	Financial Sustainability	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets X	Operational Effectiveness

		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No	Yes: \$ 3,725,000
	Financing Sources:	Budgeted X	Budget Modification	
	New Revenue	Use of Reserves	Other	

Resolution No. 2025-

State of Minnesota
County of Ramsey
City of New Brighton

RESOLUTION ORDERING PROJECT AND AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS FOR PROJECT 25-1, 2025 STREET REHABILITATION.

WHEREAS, pursuant to Resolution 2025-028 of the City Council of the City of New Brighton, adopted April 8, 2025, a date was set for a Council Hearing on proposed Improvement Project 25-1, 2025 Street Rehabilitation; and,

WHEREAS, ten days published notice of the hearing through two weekly publications of the required notice was given and the hearing was held thereon the 22nd day of April, 2025, at which time all persons desiring to be heard were given an opportunity to be heard thereon.

NOW, THEREFORE LET IT BE RESOLVED by the City Council of the City of New Brighton:

1. Such improvement is hereby ordered as proposed.
2. The Director of Community Assets and Development is hereby designated as the engineer for this improvement and is hereby authorized to proceed with the preparation of the plans and specifications.

Adopted this 22nd day of April, 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



Department of Community Assets and Development

PROJECT 25-1, 2025 STREET REHABILITATION

April 22, 2025 Public Improvement Hearing



November 12, 2024

- City Council authorized DCAD Director to enter a professional service agreement with American Engineering and Testing
- City Council adopted a resolution ordering staff to prepare a Feasibility Study for City Project 25-1, 2025 Street Rehabilitation

February 11, 2025

- City Council authorized the purchase of fire hydrants and gate valves for the proposed project

March 20, 2025

- Neighborhood informational meeting held

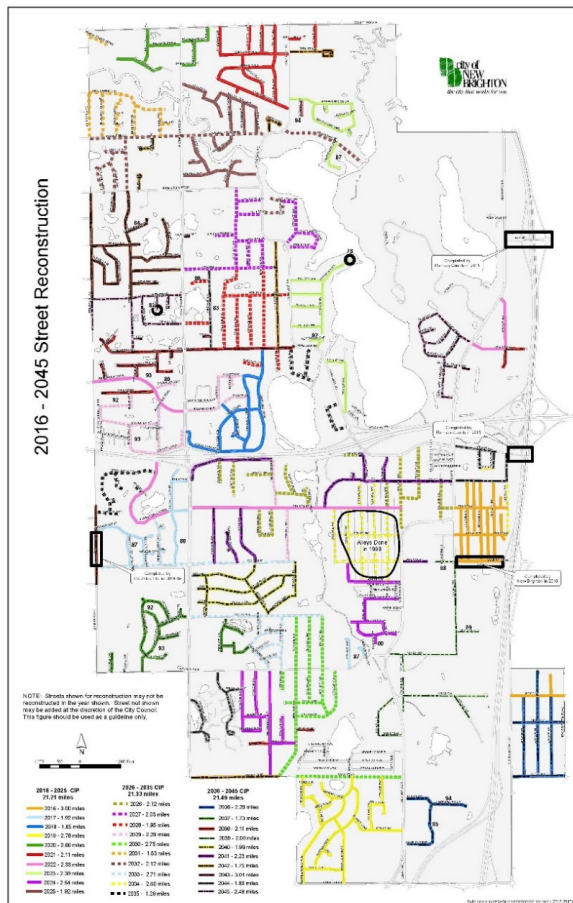
April 8, 2025

- City Council accepted the Feasibility Study and set Public Improvement Hearing date

April 22, 2025

- **Public Improvement Hearing**
- **Present Feasibility Study**
 - **Existing Conditions**
 - **Proposed Improvements**
 - **Estimated Project Costs**
 - **Funding Sources and Assessment Rates**
 - **Recommendation**





- In 1980 City Council adopted a Comprehensive Street Plan for maintaining our streets and alley system.
- New Brighton has about 64 miles of streets and alleys.
- Streets are rehabilitated about every 25 to 30 years.
- Rehabilitate about 2.1 miles per year.
- Rehabilitate on a neighborhood basis to minimize disruption.

LIVING STREETS



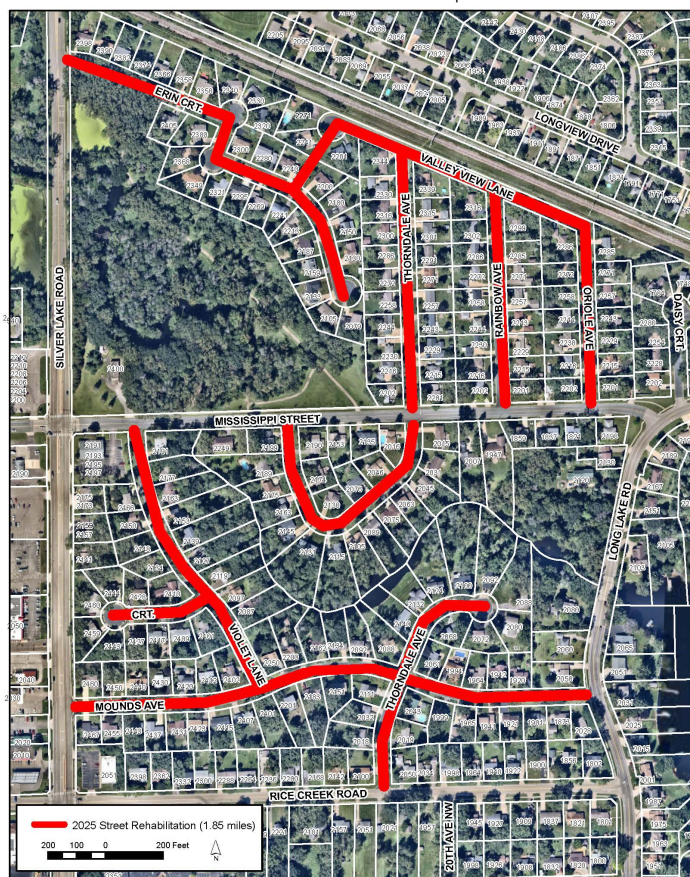
January 9, 2024 City Council adopted Living Streets Plan

Vision

Improve the quality of life in New Brighton through infrastructure improvements

- Designing streets to include safe and comfortable routes for pedestrians/bicyclists that also moves vehicles slowly but efficiently
- Creating a sense of place that celebrates the feeling of community in the city
- Protect and enhance the urban forest and environment

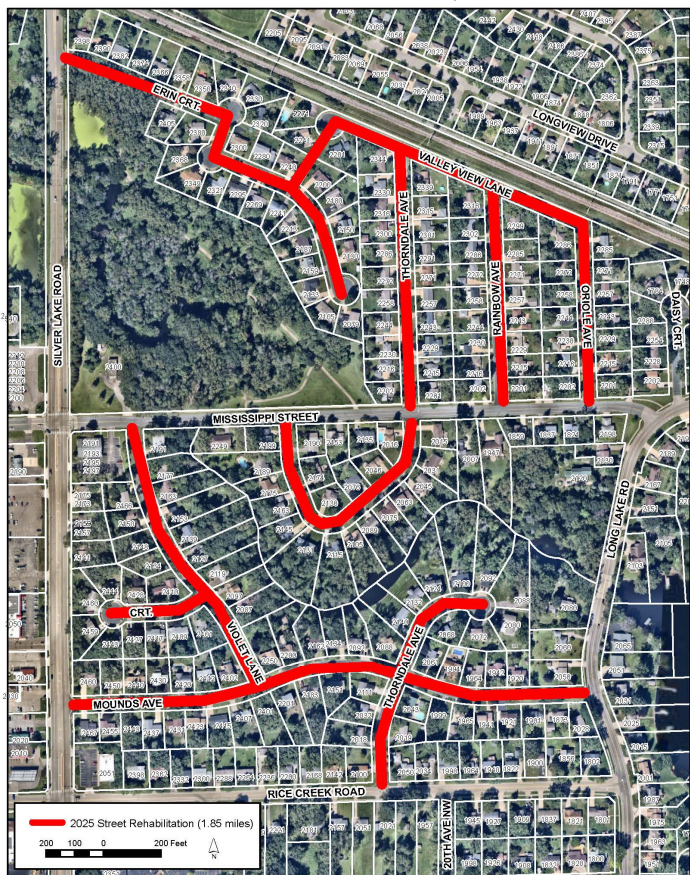
2025 Street Rehabilitation Map



Streets Included

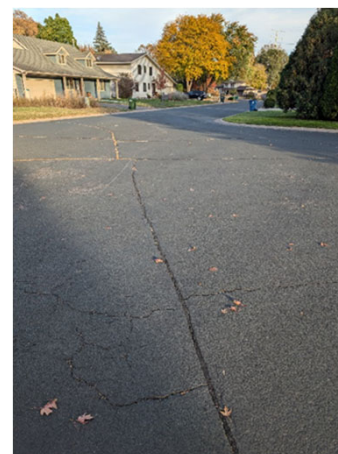
- Mounds Avenue
 - Thorndale Avenue (north of Rice Creek Road)
 - Violet Lane
 - Violet Court
 - Mississippi Circle
 - Erin Court
 - Thorndale Ave (north of Mississippi St)
 - Rainbow Ave
 - Oriole Ave
 - Valley View Lane
 - Alley between Erin Court and Valley View Lane
-
- Total of 1.85 miles of streets in project corridor
 - Last rehabilitated in 1995

2025 Street Rehabilitation Map



Project Scope

- Street surface replacement
- Living Streets Plan Implementation
- Partial curb and gutter replacement
- Watermain and service line replacement in select areas
- Storm sewer improvements
- Sanitary sewer improvements



WATER SYSTEM IMPROVEMENTS



Watermain and water services in areas with a high break history will be replaced

- 2,100 feet of watermain
- 39 service lines (water main to curb stop)
- 7 watermain valves
- 5 fire hydrants
- Water services with a history of freezing will be insulated

X Break Location
 Hydrant
 Valve
 Private Water Line
 Water Service
 Watermain
 2025 Street Rehabilitation

Hydrants	5
Valves	6" - 7
Water Service	39
Watermain	6" - 2,137 ft.

Features to be replaced are highlighted in red.
 All other utilities will not be replaced.



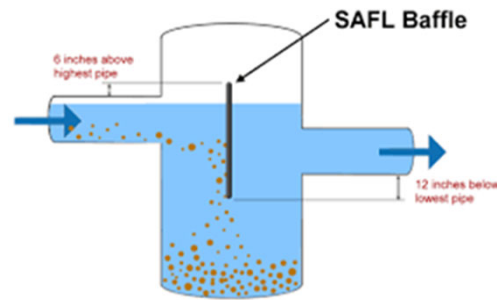
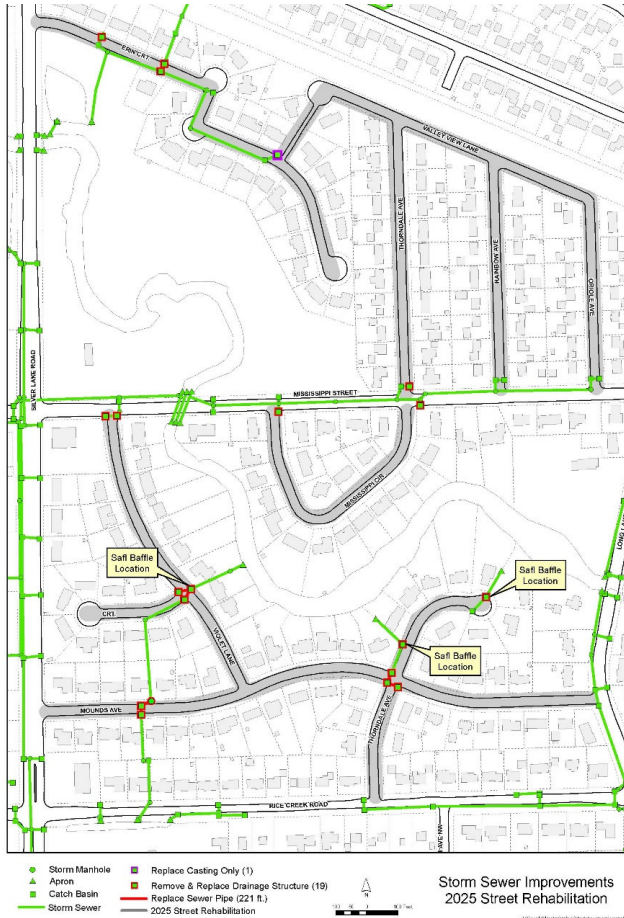
Water System Improvements
2025 Street Rehabilitation

SANITARY SEWER SYSTEM IMPROVEMENTS



- Sewer mains televised. No issues found requiring open cutting of street
- Flex Seal manhole adjustment rings to prevent inflow/infiltration and loss of underlying roadway material
- Planning a future sewer lining project to correct isolated pipe fractures

STORM SEWER SYSTEM IMPROVEMENTS



- Storm sewer condition survey completed fall 2024
- Replace 13 existing block-built catch basins with precast concrete structures
- Replace 5 existing catch basins to align with new curb line locations
- Installation of stormwater pretreatment devices (SAFL Baffle) to remove sediment and suspended solids before discharging into Rice Creek

STREET IMPROVEMENTS – LIVING STREETS IMPLEMENTATION

Roadway	Category	Features Needed						Transit Adjustments	Considerations for Future Study
		Sidewalk	Bicycle Facilities	Parking	Blvd Trees	Storm Drain	Place Making		
Oakwood Drive (Silver Lane to County Road E)	☒ Local							This is not a transit route nor will it become one	Flooding has occurred at the low point adjacent to Silver Oaks Park and 389 Oakwood Drive Maintain emergency overflow between yards
	☐ Local (MSA)								
	☐ Minor Collector ☐ Major Collector								
		Check the appropriate box above							
		 High  Medium  Low							

Checklist Considerations

Street Category

- Local
- Minor Collector
- Major Collector

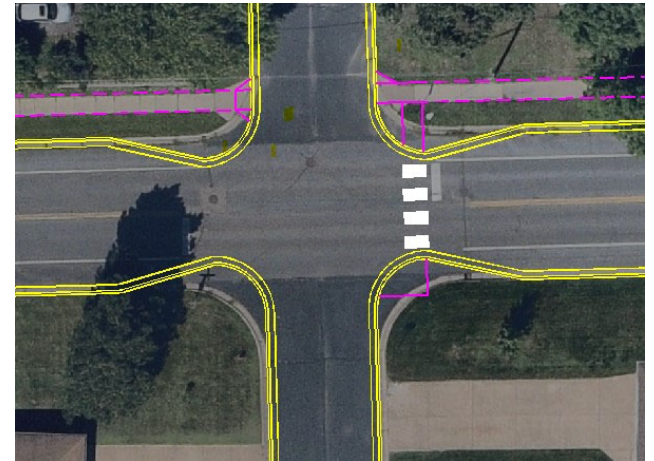
Needed Features and Action Items

- Sidewalks – proximity and connectivity to parks, schools, trail networks, etc.
- Bike facility needs – painted lanes or protected
- Parking needs
- Tree canopy improvements and boulevard trees
- Storm sewer and drainage improvements
- Place making opportunities
- Public transit adjustments
- Crosswalks and Safe Routes to School
- Utility improvement impacts also considered during street review due to curb removal required for utility work

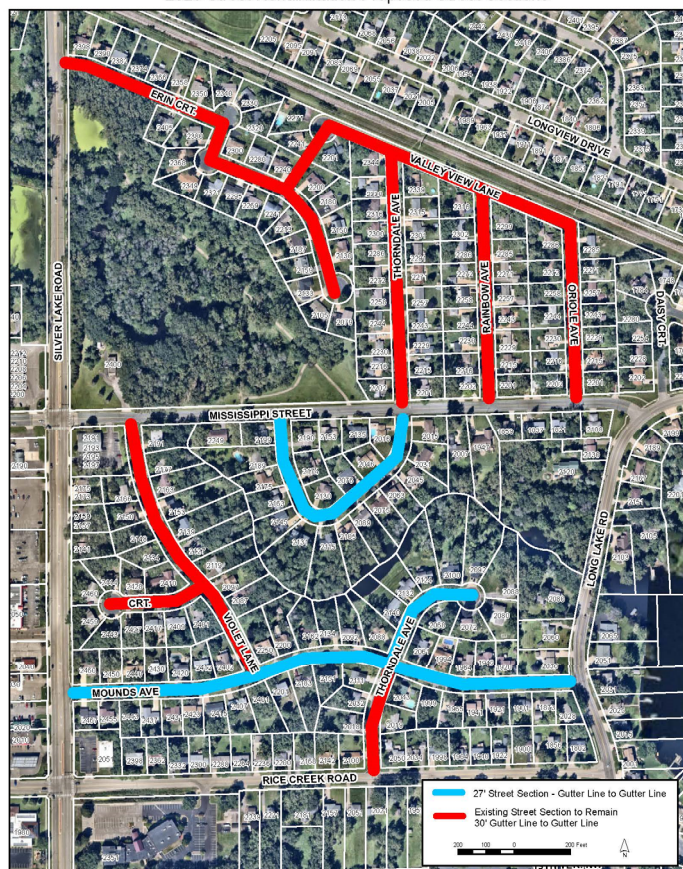
Checklist Findings

Needed Features

1. Street width reduction to promote safer streets and support 25 mph speed limits – Watermain Replacement Streets Only
2. Installation of curb “bump outs” at Mississippi Street and Mississippi Circle/Thorndale Ave to improve stop sign effectiveness and reduce pedestrian crossing distance and
3. Stormwater improvements to include installation of SAFL Baffles



2025 Street Rehabilitation Proposed Street Sections



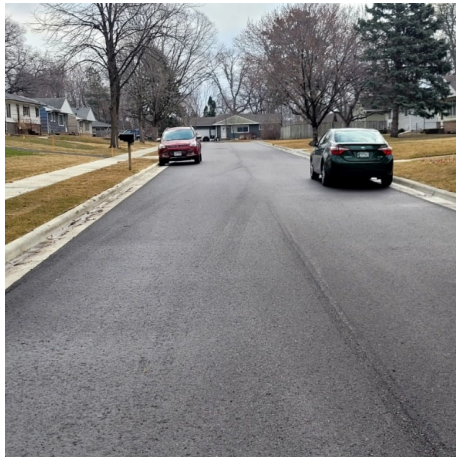
Blue Streets

- Remove and replace existing asphalt surface (reclamation)
- Street width reduced from 30-31 feet to 27 feet
- All new curb and gutter
- Driveway end replacements
- Mailbox relocations
- Saw and seal expansion joints in new road surface

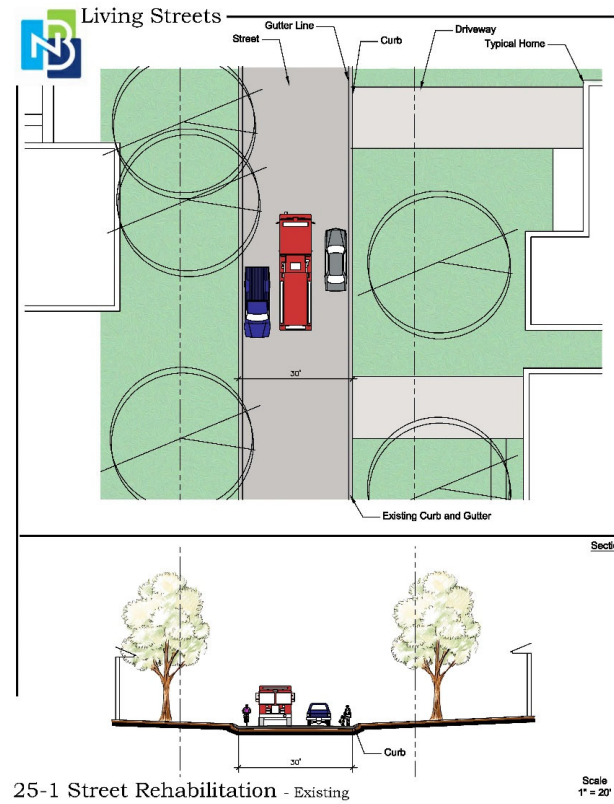
Red Streets

- Remove and replace existing asphalt surface (reclamation)
- No changes to roadway width
- Replacement of broken or settled sections of curb and gutter
- Saw and seal expansion joints in new road surface

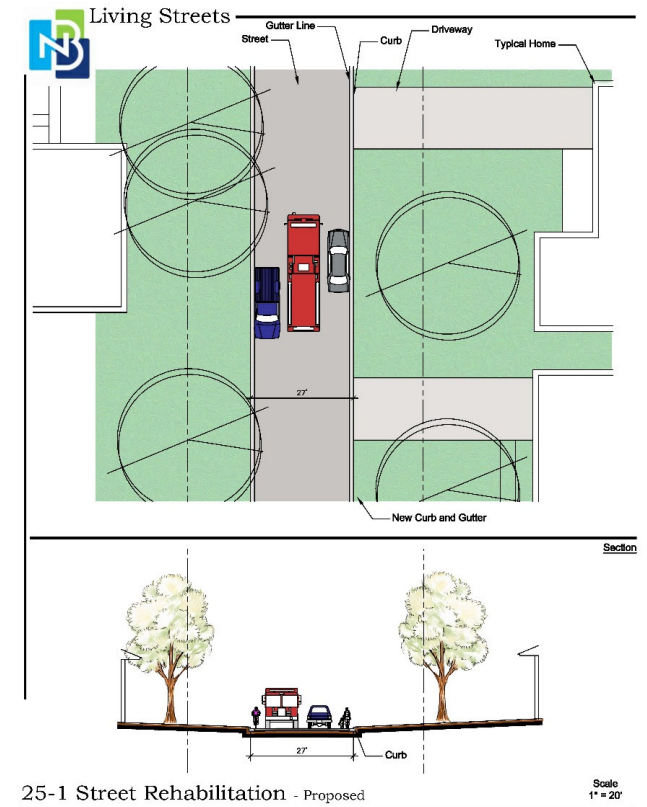
STREET IMPROVEMENTS – STREET WIDTH REDUCTION



3rd Street NW
24' Width



Existing 30' Street Section



Proposed 27' Street Section

ESTIMATED PROJECT COSTS	
IMPROVEMENT	ESTIMATED COST
Construction Costs	\$3,127,000
Contingency (10%)	\$312,700
Engineering & Administration	\$200,000
Soil Borings & Preliminary Surveying Services	\$32,100
Legal & Fiscal	\$34,400
Capitalized Interest	\$18,800
TOTAL ESTIMATED PROJECT COST	\$3,725,000

IMPROVEMENT	CITY COSTS	RESIDENT COSTS - ASSESSABLE
Street Reconstruction	75%	25%
Water System Improvements	100%	0%
Storm Sewer System Improvements	100%	0%
Sanitary Sewer System Improvements	100%	0%

Streets reconstructed with existing concrete curb and gutter:

- 25% of the street surfacing costs are specially assessed against benefitting properties
- Remaining 75% of costs paid from New Brighton general taxes
- All utility improvement costs paid for by utility improvement funds

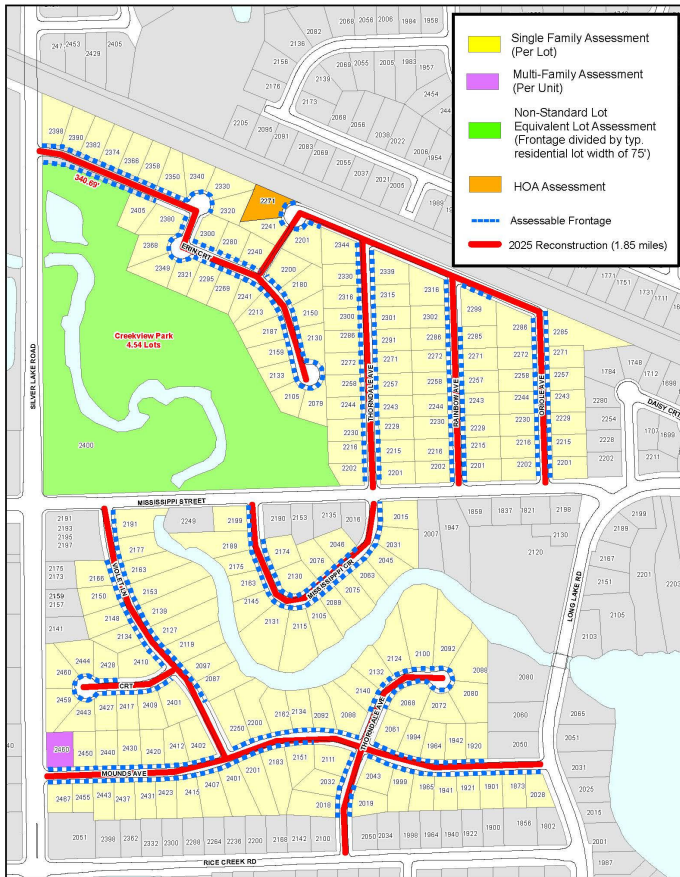
PROJECT FUNDING

IMPROVEMENT	CITY COST	ASSESSABLE COST	TOTALS
Street Rehabilitation	1. \$1,596,600	2. \$532,200	\$2,128,800
Watermain Improvements	\$921,300	\$0	\$921,300
Sanitary Sewer Improvements	\$78,200	\$0	\$78,200
Storm Sewer Improvements	\$596,700	\$0	\$596,700
Total	\$3,192,800	\$532,200	\$3,725,000

1. 75 percent of Street Rehabilitation costs.
2. 25 percent of Street Rehabilitation costs.

ASSESSMENT BREAKDOWN

2025 Street Rehabilitation - Assessment Breakdown Map



Estimated Assessment Rate: \$2,900/Lot or Equivalent Lots

Single Family

- Assessment Method: Per Lot Basis
- Estimated Assessment: \$2,900 / Lot

Multi-Family Lot

- Assessment Method: Per Unit Basis
- Higher Density
- Estimated Assessment: \$2,900 / Unit

HOA Assessment

- Assessment Method: Per Lot Basis
- Estimated Assessment: \$2,900 / Lot

Non-Standard Lot (Creekview Park)

- Assessment Method: Equivalent Lot Basis
- Frontage Divided by Typical Residential Lot Width of 75'
- Typ. Residential Lot Amount X \$2,900

ASSESSMENT BREAKDOWN

\$2,900 @ 3.00% Interest for 10 Years

YEAR	PRINCIPAL	INTEREST	TOTAL	BALANCE
2027	\$290.00	\$110.49	\$400.49	\$2,610.00
2028	\$290.00	\$78.30	\$368.30	\$2,320.00
2029	\$290.00	\$69.60	\$359.60	\$2,030.00
2030	\$290.00	\$60.90	\$350.90	\$1,740.00
2031	\$290.00	\$52.20	\$342.20	\$1,450.00
2032	\$290.00	\$43.50	\$333.50	\$1,160.00
2033	\$290.00	\$34.80	\$324.80	\$870.00
2034	\$290.00	\$26.10	\$316.10	\$580.00
2035	\$290.00	\$17.40	\$307.40	\$290.00
2036	\$290.00	\$8.70	\$298.70	\$0.00
TOTAL	\$2,900.00	\$501.99	\$3,401.99	

Avg. Annual Payment
 $\frac{\$3,401.99}{10} = \340.20

Avg. Monthly Payment
 $\frac{\$340.20}{12} = \28.35

Payment Options

Payment in full

- Payment in full accepted for 30 days following Assessment Hearing in September 2026

Payment Certification

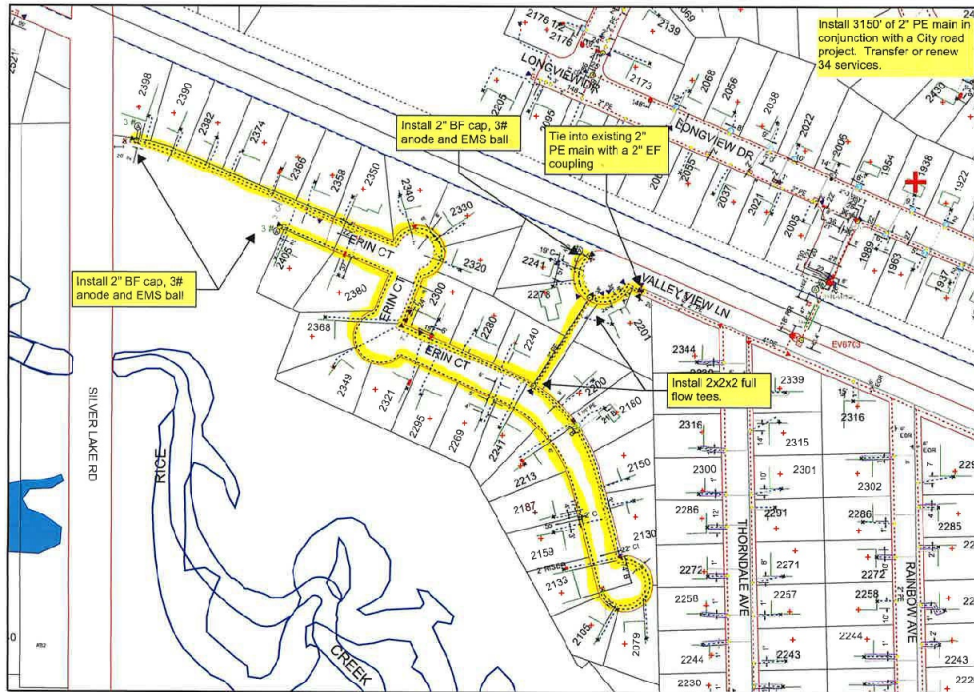
- Certified to Ramsey County for collection with taxes over 10-year period
- Interest charges
- Can be paid off at anytime during collection period w/ no penalty

Senior Deferral Criteria

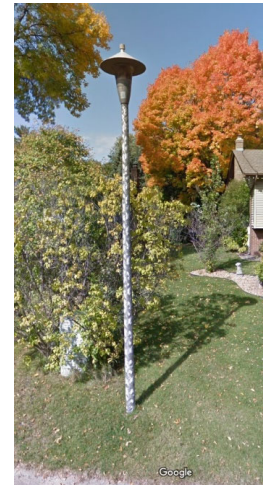
- 65 or older
- Homestead
- Avg. Annual Assessment Payment exceeds 1% of adjust gross income

- Approve Plans & Specifications/Authorize Advertisement of Bids May 13, 2025
- Bid Opening/Award Contract May/June 2025
- Start Construction Summer 2025
- Project Completion Fall 2025
- Assessment Hearing September 2026

PRIVATE UTILITY INSTALLATION



- Xcel Gas planning to install new gas mains and service lines along Erin Court and Violet Court
- Work anticipated Spring – Early Summer
- City working with Xcel Outdoor Lighting to replace decorative streetlights along Mounds Ave, Violet Lane, and Violet Court



RECOMMENDATIONS

1. Hold Public Improvement Hearing
2. Adopt Resolution
 - Ordering Project 25-1, 2025 Street Rehabilitation
 - Authorize staff to prepare project plans and specifications



Questions?

Dustin Lind
651-638-2055

Dustin.lind@newbrightonmn.gov

Craig Schlichting, P.E.
651-638-2056

Craig.Schlichting@newbrightonmn.gov



Agenda Section:	Council Business
Report Date:	04/11/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Resolution Amending the Investment Policy

Action Requested:

Public Hearing:	<u>Motion:</u>
Discussion:	Informational:

Form of Action:

<u>Resolution:</u>	Ordinance:
Contract/Agreement:	N/A or Other:

Votes Needed:

<u>3 Votes:</u>	4 Votes:
5 Votes:	N/A:

Summary Statement:

The City's Investment Policy has been reviewed and amended as presented in the attached Investment Policy document. Changes are identified with markup text.

Recommendations:

To approve the resolution amending the Investment Policy.

Applicable Deadlines:

n/a

Community Impact:	Sound financial management ensures the City's ability to continue funding the programs and services the community relies on.
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Legislative History:	The Government Finance Officers Association (GFOA) recommends that all local governments formally adopt an investment policy to establish the parameters for investing public funds. The City's Investment Policy was first adopted in 1986 and last amended in 2015. It is the policy of the City to review and amend the policy as needed. Most of the changes are not substantive and merely simplify language or reorganize content to improve readability. Other changes include: - Section VI has been updated to remove the requirement for Investment Managers to obtain Broker Certifications from their broker/dealers. The responsibility of complying with the City's policy lies with the Investment Manager. - Section VII has been updated to include certain school district obligations so that the policy now lists all investments allowed by State Statute. - Section VIII has been updated to specify that "No more than 50% of the City's total investment portfolio will be invested in a single security type, <u>except for securities of the U.S Government and its agencies or an external investment pool.</u>" United States securities are safe, low-risk investments backed by the U.S. government. Without this exception, the City would instead have to choose higher-risk and lower-yielding investments once it hits the specified limit. Additionally, investment pools are generally invested in a mix of diversified assets, thereby adhering to the limitations. - Section VIII has also been updated to specify that the City and its investment managers will obtain bids from at least two brokers whenever possible and available. This is to reflect current practice and ensure that the City receives competitive rates.
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Strategic Priority:	<u>Financial Sustainability</u>	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	Operational Effectiveness
		N/A

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Fiscal Impact:	Financial Impact: Is there a financial consideration?		<u>No</u>	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	

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

RESOLUTION AMENDING THE INVESTMENT POLICY

WHEREAS, the Government Finance Officers Association (GFOA) recommends that all local governments formally adopt an investment policy to establish the parameters for investing public funds; and

WHEREAS, the City's Investment Policy was first adopted in 1986 and last amended in 2015; and

WHEREAS, the City's Investment Policy has been reviewed and amended as attached.

NOW THEREFORE, BE IT RESOLVED the amended Investment Policy as attached is adopted.

ADOPTED this 22nd day of April, 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

City of New Brighton, Minnesota

Investment Policy

~~Adopted: May 26, 2015~~

I. Policy Objective

This document specifically outlines the investing philosophy and practices of the City of New Brighton (~~hereafter collectively referred to as~~ “the City”), and has been developed to serve as a reference point for the management of city assets. It is the policy of the City to invest public funds in a manner which will provide the highest investment return with minimum risk while meeting the daily cash flow demands of the City and conforming to all federal, state and local regulations governing the investment of public funds. Investment portfolio risk will be minimized to ensure that liquidity and marketability are maintained. All investments purchased by the City are ~~expected to be held until maturity~~ to be held until maturity except situations expressed in section IV-C. Although investments are subject to short-term volatility, it is critical that a long-term investment focus be maintained. The City will invest in securities that match the City’s cash flow needs, ~~and~~ debt service requirements and long-term investment goals.

II. Scope

This Investment Policy applies to all financial assets of the City. ~~This includes all~~ These funds that are accounted for within the City’s Comprehensive Annual Financial Report, and any new fund created by the City, unless specifically exempted by City Council. ~~and include:~~

- ~~• General Fund~~
- ~~• Special Revenue Funds~~
- ~~• Capital Project Funds~~
- ~~• Debt Service Funds~~
- ~~• Enterprise Funds~~
- ~~• Internal Service Funds~~
- ~~• Trust and Agency Funds~~
- ~~• Any new fund created by the City, unless specifically exempted by City Council.~~

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

All City funds invested are subject to statutes and regulations established by the State of MN.

III. Prudence Standards of Care

~~A.—Prudence - Investments shall be made with judgment and care, under circumstances existing at the time the investment is made, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering probable safety of their capital as well as interest yield to be derived.~~

~~B.—~~

A. The standard of prudence to be used by investment officials shall be the “uniform prudent investor act”
standard and shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising

due diligence shall be relieved of personal liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse situations.

Investment procedures developed for the Finance Department must be complied with by those with access to and management responsibilities for City investments.

- B. Ethics and Conflicts of Interest** - Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business, in accordance with applicable laws. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.
- C. Performance Standards** - The Investment portfolio will be designed to obtain a market average rate of return during a market/economic environment of stable interest rates. The City will have at least 96% of its cash funds earning interest.

IV. Objective

~~The City commingles its cash for investment purposes, this adds value to all the funds while the portfolio and general ledger reporting assures that all funds' earnings are returned to the source funds based on general ledger balances each month where appropriate. Participation in the commingled portfolio assures each participating fund the safety and liquidity needed and the incremental income to be derived from extended investments.~~

The policy of the City is that all funds are invested with the three primary objectives listed below in order of their priority.

- A. Safety** – Safety of principal is of critical importance to the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
- Credit Risk – the risk of loss due to failure of the security issuer or backer, will be minimized by:
 - ✓ Limiting investments to the type of securities listed in Section V+II of this investment policy.
 - ✓ Diversifying the investment portfolio so that the impact of potential losses from any type of security or from any one individual issuer will be minimized.
 - Interest Rate Risk – the risk that the market value of securities in the portfolio will fall due to change in market interest rates, will be minimized by:

- ✓ Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
- ✓ Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy (see Section ~~XXXVIII~~).

B. Liquidity – The City’s investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements that might reasonably be anticipated. The portfolio will be structured so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same day liquidity for short-term funds.

B-C. Return on Investment – The City’s investment portfolio shall be designed with the objective of attaining a market rate return, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:

- ✓ A security with declining credit may be sold early to minimize loss of principal.
- ✓ A security swap would improve the quality, yield, or target duration in the portfolio.
- ✓ Liquidity needs of the portfolio require that the security be sold.

V. Delegation of Authority and Responsibilities

The New Brighton City Council hereby delegates investment responsibility for the funds to the Finance Director and to outside investment managers, as appropriate.

The Finance Director and the City Council acknowledge their responsibility as fiduciaries of the funds. The investment program shall be operated in conformance with federal, state, and other legal requirements. Authority to manage the City’s investment program is derived from Minnesota Statutes 118A, Municipal Funds Deposit and Investment of Local Public Funds.

Responsibilities include:

A. City Council

1. Receiving quarterly reports, designating investment responsibility, and reviewing the investment policy, ~~making changes necessary by adoption.~~
2. Approving the selection of an independent investment consultant or investment manager, if deemed necessary, ~~to assist the City of New Brighton in formulating investment objectives and policies, allocating assets, selecting investment vehicles and managers, monitoring performance, and considering other appropriate issues as they may occur.~~
- ~~3. Approving investment objectives, guidelines and performance measurement standards which are consistent with the needs of each investment component of the funds.~~

~~4. Approving selection of an investment manager, if deemed necessary.~~

~~5.~~

B. Finance Director

1. Establishing written procedures for the operations of the Investment Program consistent with this Investment Policy. Procedures should include reference to safekeeping, delivery versus payment (DVP), investment accounting, Public Securities Association (PSA) repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions.
2. Establishing and maintaining the funds, the principal and investment proceeds to be used to meet the City's future and day-to-day cash flow needs.
3. Ensuring the formal communication of the investment objectives, guidelines and standards (including any material changes that may occur) to the investment manager.
4. With the assistance from finance staff, monitoring portfolio compliance with the policies established here.
5. Ensuring proper internal controls are developed to safeguard investment assets.

C. Custodian Bank

1. Safekeeping of securities – Hold all Fund deposits in the appropriate accounts, and provide highly secure safekeeping securities, such that there is essentially no risk of loss due to theft, fire, or accident.
2. Settlement of Trades – Arrange for timely and business-like settlement of all purchases and sales made for the Funds.
3. Reporting – Provide access to the City of New Brighton to run reports showing individual asset holdings with sufficient descriptive detail to include units, unit price, cost, market value, and CUSIP number (where available). Principal cash transactions, interest and principal payments received, deposits and withdrawals, securities purchased, sold and matured, and fee payments will also be listed.

D. Investment Managers

1. Acknowledge in writing acceptance of the objectives, guidelines, and standards of performance as defined in this Policy, and invest assets in accordance with those objectives, guidelines and standards.
2. Exercise full discretionary authority as to all buy, hold, and sell decisions for each security under management subject to the guidelines as defined in this Policy.
3. Make recommendations, when deemed necessary, as to changes in the objectives, guidelines, or standards based upon material and sustained changes in the capital markets.

4. Produce a statement for each Fund at the end of each month describing the portfolio asset class weightings, individual security positions showing both cost and market value and all principal cash transactions, including all buys and sells in sufficient descriptive detail. The report shall also list individual security and total portfolio credit quality rating, weighted average maturity, weighted average effective duration, convexity, coupon, and yield-to-maturity.
5. At the request of the City (at least annually), the investment manager will participate in a review meeting. This meeting will include a review and re-appraisal of the investment program. A commentary on investment results in light of the appropriate standards of performance. A synopsis of the key investment decisions made by the manager, his or her underlying rationale, and how those decisions could affect future results. A discussion of the manager's outlook, what specific investment decisions this outlook may trigger, and how these decisions could affect future results.
6. The investment manager is responsible for frequent and open communication with the Finance Director on all materials pertaining to investment policies and the management of the Funds' assets. In particular, the investment manager will provide notice of any material changes in the manager's investment outlook, strategy, and portfolio structure. Notify the Finance Director and Investment Consultant (if applicable) of all changes in the investment manager's firm ownership, organization structure, financial condition, investment professional personnel, senior staffing and management, or of involvement in any litigation. Send a copy each year of the firm's S.E.C. Form ADV, Part II and Schedule F.

E. Investment Consultant (If Utilized)

1. Make recommendations, when deemed necessary, as to changes in the ~~Funds'~~City's investment objectives, guidelines, or standards based upon material and sustained changes in the capital markets.
2. Make recommendations with supporting materials as to the appropriate portfolio weightings among the various major asset classes, e.g. bonds or cash, of the ~~Funds~~City. This evaluation will include a proposed plan for periodic rebalancing of asset weightings as capital market movements' cause the actual weightings to diverge significantly from the target weightings.
3. Assist the Finance Director and the City Council throughout the process of selection by identifying and screening candidates for appropriate portfolio and organization characteristics. Perform due diligence checks. Help quantify the trade-offs between expected returns and risks among various alternatives. Function as the information-gathering conduit for the Finance Director and the City Council. Fully document the selection criteria and factors.
4. Upon request by the City, a performance evaluation of the ~~Funds and their component parts~~ portfolio will be conducted. An annual written report will be provided to the City which will cover four basic areas:
 - Returns – Total time-weighted returns over various periods.
 - Comparisons – Returns will be compared to appropriate benchmark indexes.
 - Diagnostics – Measurement of risk-adjusted performance, analyses or risks, style characteristics, and return attribution.

- Compliance – Portfolios will be checked for fulfillment or compliance with Policies, Guidelines, and Return Objectives.

5. Conducted at the request of the Finance Director, the investment consultant will participate in an annual review meeting which will include a review and re-appraisal of the investment program. A commentary on investment results in light of the appropriate standards of performance. A discussion of any key investment policy issues facing the Finance Director and the City Council. Any other matters as deemed appropriate by the Finance Director or City Council.

~~VI. Ethics and Conflicts of Interest~~

~~Officers and employees involved in the investment process shall refrain from conducting personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and officers shall subordinate their personal investment transactions to those of the City, particularly with regard to the time of purchases and sales, and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.~~

~~VII.~~VI. Authorized Broker/Dealers

The City of New Brighton and its Investment Managers will conduct investment transactions only through Financial Industry Regulatory Authority (FINRA) registered security broker/dealers who have met the following criteria:

- ✓ They act as primary or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1(Uniform Net Capital Rule).
- ✓ Shall be authorized to provide investment services in the State of Minnesota.
- ✓ Submit annually directly to the Finance Director a Minnesota State Auditor Broker Certification Form.

Each broker/dealer and Investment Manager used by the City must be provided a copy of the City's current Investment Policy and certify to a review of the Policy stating that the firm has controls in place to assure only Policy-Policy-approved investments will be sold to the City through its managers in accordance with Minnesota statutes. ~~Eligible Investment Managers must obtain and retain the same documents from broker/dealers for City accounts.~~

~~VIII.~~VII. Authorized and Suitable Investments

Based on the investment objectives as defined in section IV of this policy, the City will limit its investments to the following types of securities:

- ✓ United States Securities including bonds, notes, bills, mortgages or other securities which are direct obligations or are guaranteed or insured issues of the United States, its agencies, its instrumentalities, or organizations created by an act of Congress. Mortgage-backed securities that are defined as high risk or in certificates of deposit secured by letters of credit issued by federal home loan banks are not permissible investments.
- ✓ General obligation bonds of state or local governments rated A or better by a national bond rating services.

- ✓ Revenue obligations of state or local governments rated AA or better by a national bond rating agency.
- ✓ General obligation bonds of the Minnesota Housing Finance Agency rated A or better by a national bond rating service.
- ✓ General obligations of the Housing Finance Agency of any state rated AA or better and if it includes the moral obligation of the state.
- ✓ Any security which is an obligation of a school district with an original maturity not exceeding 13 months and either rated in the highest category by a national bond rating service or enrolled in the credit enhancement program pursuant to Minnesota Statute section 126C.55.
- ✓ Certificates of Deposits (Time Deposits) that are fully insured by the Federal Deposit Insurance Corporation.
- ✓ Bankers acceptances of United States banks, eligible for purchase by the Federal Reserve System, that mature in 270 days or less. Evaluation of the financial strength of the accepting bank is necessary through purchasing acceptances only from banks with a minimum A (very strong bank) rating by a nationally recognized rating agency.
- ✓ Commercial paper issued by United States corporations or their Canadian subsidiaries that is rated A-1, P-1, or F-1 or better by at least two nationally recognized rating agencies and matures in 270 days or less.
- ✓ Money Market Mutual Funds which are rated Aa or higher by at least one nationally recognized statistical rating organization, invests in securities with a final maturity no longer than 13 months.
- ✓ The Minnesota Municipal Money Market Fund (4M) that was established by the League of Minnesota Cities in 1987 to address the investment needs of Minnesota cities.
- ✓ Repurchase agreements consisting of collateral allowable in Minnesota Statute, section 118A.04, and reverse repurchase agreements may be entered into with any of the following entities:
 - ❖ A financial institution qualified as a “depository” of public funds of the government entity.
 - ❖ Any other financial institution which is a member of the Federal Reserve System and whose combined capital and surplus equals or exceeds \$10,000,000.
 - ❖ A primary reporting dealer in the United States government securities to the Federal Reserve Bank of New York.
 - ❖ A securities broker-dealer licensed pursuant to chapter 80A, or an affiliate of it, regulated by the Securities and Exchange Commission and maintaining a combined capital and surplus of \$40 million or more, exclusive of subordinated debt.
 - ❖ Reverse agreements may only be entered into for a period of 90 days or less and only to meet short-term cash flow needs. In no event may reverse repurchase agreements be

entered into for the purpose of generating cash for investments, except as stated in Minnesota Statute, section 118.04, Subd. 3. State and local securities.

- ✓ Securities lending agreements. Securities lending agreements, including custody agreements, may be entered into with a financial institution meeting the qualifications of Minnesota Statute, section 118A subdivision 2, clause (1) or (2), and having an office located in Minnesota. Securities lending transactions may be entered into with entities meeting the qualifications of subdivision 2 and the collateral for such transactions shall be restricted to the securities described in section 118A.05 Subd.3 and section 118A.04.
- ✓ Guaranteed investment contracts. Agreements or contracts for guaranteed investment contracts may be entered into if they are issued or guaranteed by United States commercial banks, domestic branches of foreign banks, United States insurance companies, or their Canadian subsidiaries, or the domestic affiliates of any of the foregoing. The credit quality of the issuer's or guarantors short and long-term unsecured debt must be rated in one of the two highest categories by a nationally recognized rating agency. Should the issuer's or guarantor's credit quality be downgraded below "A", the government entity must have withdrawal rights.
- ✓ Mortgage-derivative securities, which include any collateralized mortgage obligations (CMOs) or real estate mortgage investment conduits (REMICs) that pass a three tier Federal Financial Institution Examination Council (FFIEC) stress test which includes the following
 - ❖ No average life > 10years.
 - ❖ Security may not be shorter than 6 years in a down 300 basis points parallel shift in interest rates nor lengthen more than 4 years in an up 300 basis point shift in rates.
 - ❖ Price cannot change more than 17% in a +/- 300 basis point shift.

VIII. Investment Diversification and Constraints

A.—Concentration of Credit Risk —

B.—

- A. The City will substantially reduce the risk of loss resulting from the over-concentration of assets in a specific maturity, issuer, institution, or class of securities. No more than 50% of the entity's total investment portfolio will be invested in a single security type, except for securities of the U.S Government and its agencies or an external investment pool. No more than 5% of the overall portfolio may be invested in the securities of a single issuer, except for securities of the U.S Government and its agencies or an external investment pool.

-
- B. Maximum Maturities - To the extent possible, the City will attempt to match its investment maturities with anticipated cash flow liquidity demands (static liquidity). Portfolio maturities shall be staggered to avoid undue concentration of assets in a specific sector. Maturities selected shall provide for stability of income and reasonable liquidity. Because of the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

- C. Competitive Bids – In general, competitive bids shall be obtained from at least two brokers or financial institutions on all purchases and sales of investment instruments transacted on the

secondary market. Fewer bids are acceptable in cases where two bids are not available. In all cases, the City and its Investment Manager(s) shall seek best execution.

IX. Collateralizations

Collateralization will be required on the following types of investments:

- ✓ Certificates of Deposits (Time Deposits) / Demand Deposits > \$250,000.
- ✓ Repurchase agreements (for investments held beyond seven days).

In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value of principal and accrued interest. The underlying securities will be subject to periodic (monthly) market valuations to ensure there is no market exposure.

The City chooses to limit collateral to the following U.S. government securities:

- ✓ Treasury Bills
- ✓ Treasury Notes
- ✓ Treasury Bonds
- ✓ Federal National Mortgage Associations (FNMA)
- ✓ Federal Home Loan Bank (FHLB)
- ✓ Student Loan Marketing Association (SLMA)
- ✓ Federal Farm Credit Bank (FFCB)
- ✓ Government National Mortgage Association (GNMA)
- ✓ Federal Home Loan Mortgage Corporation (FHLMC)

For cash deposits on hand collateral will always be held by an independent third party with whom the entity has a current custodial agreement. Clearly marked evidence of ownership (safekeeping receipt) must be supplied by the entity and retained. Collateralization shall be in the form of specific securities held for the City. The only exceptions are federal Depository Insurance Corporation (FDIC), Securities Investor Protection Corporation (SIPC) and pre-approved insurance coverage. The City may collateralize its repurchase agreements using longer-dated investments not to exceed 5 years to maturity. The right of collateral substitution is granted, subject to approval from the Finance Director.

~~X. Maximum Maturities~~

~~To the extent possible, the City will attempt to match its investment maturities with anticipated cash flow liquidity demands (static liquidity). Portfolio maturities shall be staggered to avoid undue concentration of assets in a specific sector. Maturities selected shall provide for stability of income and reasonable liquidity. Because of the inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.~~

~~XI.X.~~ Internal Control

The Finance Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits

likely to be derived; and (2) the valuation of the costs and benefits requires estimates and judgments by management.

Accordingly, the Finance Director shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- ✓ Control of collusion. Collusion is a situation where two or more employees are working in conjunction to defraud the employer.
- ✓ Separation of transaction authority from accounting and recordkeeping. By separating the person who authorizes the recording of the journal transaction from the person who performs the purchase of the transaction, a separation of duties is achieved.
- ✓ Custodial safekeeping. Securities purchased from any bank or dealer including appropriate collateral (as defined by State law) may be placed with an independent third party for custodial safekeeping.
- ✓ Avoidance of physical delivery of securities. Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
- ✓ Clear delegation of authority to subordinate staff members. Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
- ✓ The addition of new accounts to the approved wire and electronic transfer list shall require written authorization of the Finance Director or Assistant Finance Director.
- ✓ Development of a wire or electronic transfer agreement with the lead bank or third party custodian. This agreement should outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire or electronic transfers.

~~XII.—Performance Standards~~

~~The Investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, taking into account the City's investment risk constraints and cash flow needs. The City will have at least 96% of its cash funds earning interest. The reporting method chosen to report interest rate sensitivity in a manner consistent with the portfolio's risk guidelines is segmented time distributions (quarterly). The City's accounting system will provide monthly information concerning cash position, investment performance, and percentage that it's invested in:~~

~~Short term—less than one year~~

~~Medium term—one to five years~~

~~Long term—greater than five years~~

~~XIII.XI.~~ Reporting

The Finance Director is charged with the responsibility of preparing a quarterly investment report in accordance with the City's specifications, and communicated to the City Manager and Council the month following the reporting period. The report will include, at a minimum, the following:

- ✓ Maturity distribution of the portfolio;
- ✓ Average weighted yield to maturity of portfolio on investments as compared to applicable Benchmarks;
- ✓ Distribution by type of investment.

XIV.XII. Investment Policy Adoption

The City's Investment Policy shall be adopted by the City Council. The Policy shall be reviewed periodically by the Finance Director and any modifications made must be approved by the City Council.

Adopted by City Council - 1986

Amended by City Council – November 22, 2005

Amended by City Council – May 26, 2015

Amended by City Council – April 22, 2025

Signature below indicates acceptance and adoption of this City
of New Brighton ~~Statement of~~ Investment Policy.

INVESTMENT MANAGER ~~NAME~~ACKNOWLEDGEMENT

By: _____
(Signature)

Name: _____

Title: _____

Firm: _____

Date: _____



Consider Resolution Amending the Investment Policy / Introduction of Investment Manager

4/22/2025

Gina Foschi, Finance Director
Corey Boyer, PMA Financial Network, LLC
Kendra Shelland, PMA Asset Management, LLC



Policy History

- First adopted in 1986
- Amended in 2005 to reflect updated Statutes and comply with the new GASB Statement 40.
- Amended in 2015 to reflect changes in guidance and to add the ability to use investment managers and consultants.

Policy Purpose

- **Investment Objectives**: safety of public funds, meet daily cash flow demands, earn a fair return
- ***Roles, Responsibilities, Standards of Care**: for Council, the Finance Director, custodian bank, investment managers and broker/dealers
- ***Authorized Investments**: governed by MN Statute 118A
- ***Risk Management**: interest rate, credit, liquidity, concentration
- **Internal Controls, Safekeeping, Custody**: reducing the risk of fraud, loss or misuse
- **Authorized Financial Institutions, Investment Managers, Broker/Dealers**: designated and certified at least annually
- **Performance, Reporting, Disclosure Standards**: Quarterly Council reports, Annual ACFR disclosures

Roles, Responsibilities, Standards of Care

City Council Responsibilities:

- Receive and review quarterly reports
- Delegate investment responsibilities to the Finance Director
- Approve by adoption any necessary policy changes
- Approve the selection of investment managers or consultants

Finance Director Responsibilities:

- Establish written procedures and internal controls for investment operations
- Maintaining the funds to be used to meet the City's future and day-to-day cash flows
- Communicate investment objectives and guidelines to investment managers.
- Monitor portfolio compliance, with the assistance of finance staff

Investment Manager Responsibilities:

- Exercise full discretionary authority to all purchase and sale decisions for portion of portfolio under management, in accordance with prescribed objectives and guidelines.
- Provide regular reporting and communications with the Finance Director

Authorized Investments (non-exhaustive)

United States Securities

- Direct obligations or guaranteed or insured issues of the United States or its agencies
- Treasuries: US Bonds, Notes or Bills
- Agencies: Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac), Federal National Mortgage Association (FNMA or Fannie Mae), Government National Mortgage Association (GNMA or Ginnie Mae)

State and Municipal Bonds

- GO bonds of state or local governments rated A or better
- Revenue bonds of state or local governments rated AA or better
- GO bonds of the Minnesota Housing Finance Agency rated A or better
- GO bonds of the Housing Finance Agency of any state rated AA or better

Certificates of Deposit (CDs)

- Fully insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000

Bankers Acceptances of the United States banks

- Mature in 270 days or less

Money Market Mutual Funds

- Rated Aa or higher
- Minnesota Municipal Money Market Fund (4M)

Risk Management

Interest Rate Risk

- In general, investment maturities are matched with anticipated cash flows to avoid a loss on sale

Credit Risk

- Credit ratings of issuers are reviewed prior to purchase of investments, to abide by State Statute

Liquidity Risk

- a portion of the portfolio is continuously invested in readily available funds such as money market funds

Concentration Risk

- No more than 50% of the City's portfolio is invested in a single security type (except US securities)
- No more than 5% of the portfolio is invested in a security of a single issuer (except US securities)

Policy Changes

- Most changes are to simplify language or reorganize content to make the document more reader-friendly.
- Removed the requirement for Investment Managers to obtain Broker Certifications from their broker/dealers.
- Added school district obligations as an authorized investment to include all investments allowed under State Statute
- “No more than 50% of the City’s total investment portfolio will be invested in a single security type, except for securities of the U.S Government and its agencies or an external investment pool.”
- Added language that the City and its Investment Managers will obtain competitive bids from at least two brokers whenever possible and available

Investment Manager Introduction



Investment Management Presentation to the: City of New Brighton



April 17, 2025

Presenters and City Contacts



Corey Boyer

Vice President, Investment Services
PMA Financial Network, LLC
cboyer@pmanetwork.com

- ▶ 21 years of investment & public sector experience
- ▶ Former Becker and Big Lake Finance Director
- ▶ Active Member, Minnesota GFOA



Kendra Shelland

Institutional Portfolio Manager
PMA Asset Management, LLC
kshelland@pmanetwork.com

- ▶ 14 years of investment experience
- ▶ Focus on separate Minnesota public accounts
- ▶ Active in numerous local & national associations

PMA Overview

Serving the Public Sector for 40 Years

- PMA Financial Network has been a leading provider of financial services to public entities since 1984

The PMA Companies (under common ownership)

- PMA Financial Network
- PMA Asset Management (SEC registered investment advisor)
- PMA Securities (Registered broker-dealer and municipal advisor member (FINRA and SIPC))

PMA Statistics

- Work almost exclusively with public funds
- The PMA companies collectively has 170 employees to meet the ongoing needs of our clients

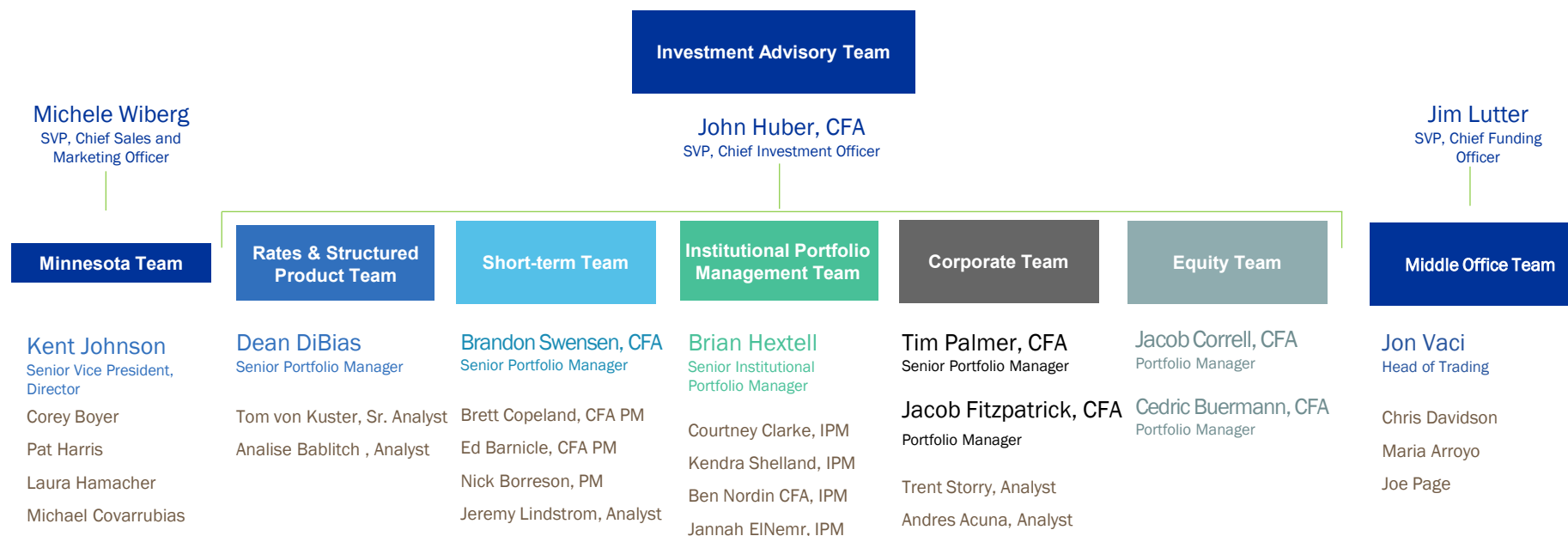
Over \$146B in Assets Under Administration as of 12/31/2024*

- PMA Asset Management and Public Trust have over \$121.94B in investment advisory assets under management (as of 12/31/24)

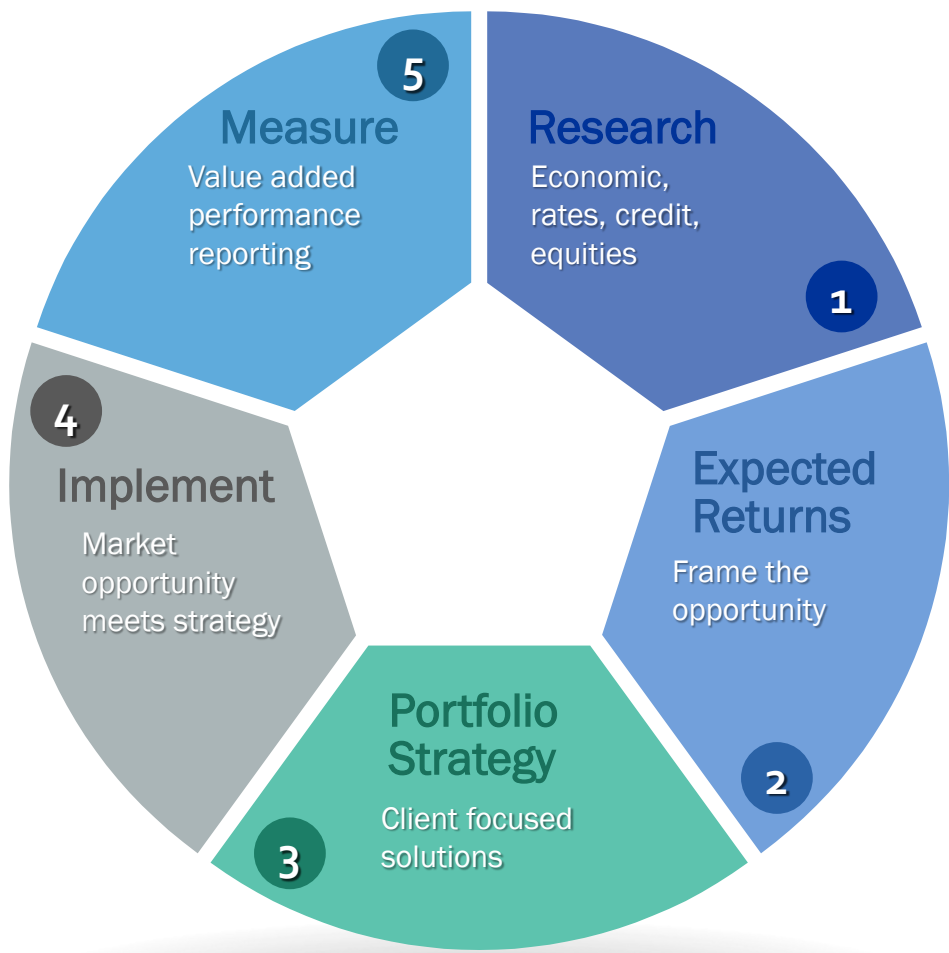
**In October 2024, PMA and Public Trust Advisors, LLC ("Public Trust") combined the organizations to create a new financial services firm. Together, PMA and Public Trust provide comprehensive financial solutions and liquidity management programs to Local Government Investment Pools ("LGIPs"), public entities, and financial institutions to help strengthen communities from coast to coast. Read more [here](#). Total assets under administration include both money market pool assets for which the firm serve as fund administrator/accountant, marketer/distributor, fixed income program provider (brokerage services), and/or investment advisory, or separate institutional accounts.*

The PMA Investment Team – Locally Based

Experienced, highly-committed investment professionals
with senior managers based in Minnesota.



Investment Strategy



1

Research starts with a holistic approach to the all-encompassing broader market. PMA utilizes research within economic sectors, ESG, rates, credit and equity

2

We use our research to formulate expected returns and frame the opportunity for the client

3

We then create a customized portfolio strategy based on our research, expected returns and client needs

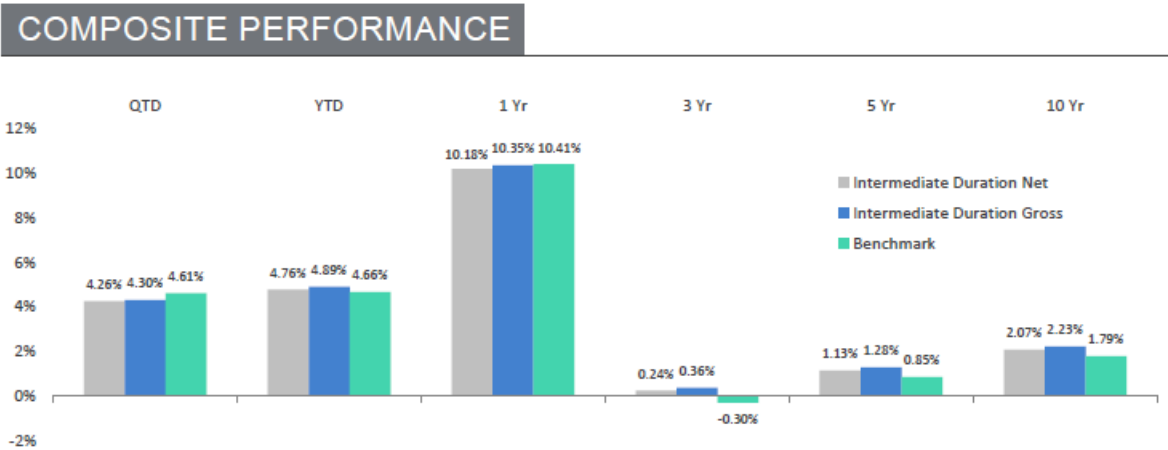
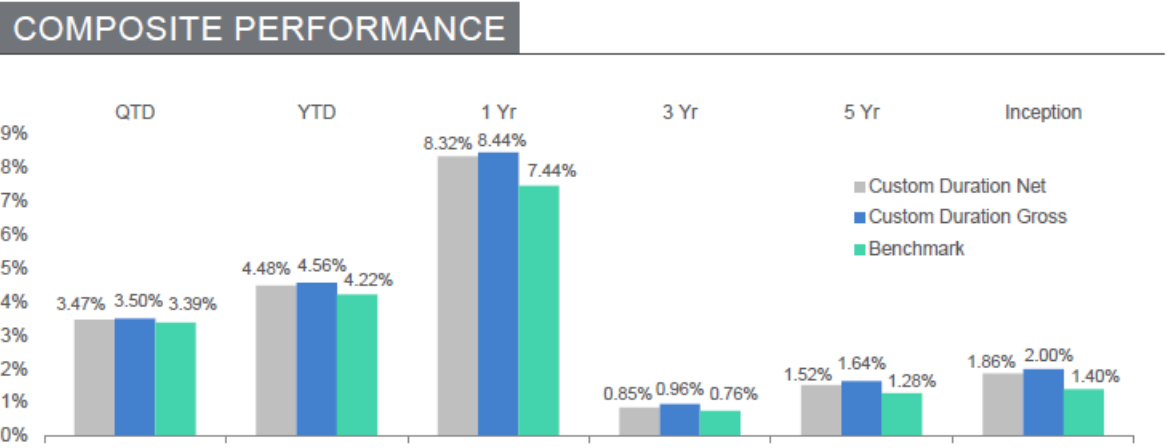
4

Portfolio strategy, idea generation, investment decisions and client input occur throughout the investment process

5

Portfolio returns and characteristics are measured and reported daily to clients

Strong Long-Term Performance



All returns greater than one year are annualized. Past performance is no guaranty of future results. PMA Asset Management, LLC claims compliance with the Global Investment Performance Standards (GIPS®). GIPS® is a registered trademark of the CFA Institute. CFA Institute does not endorse or promote this organization, nor does it warrant the accuracy or quality of the content contained herein. A GIPS-compliant presentation is included in the appendix to this presentation.

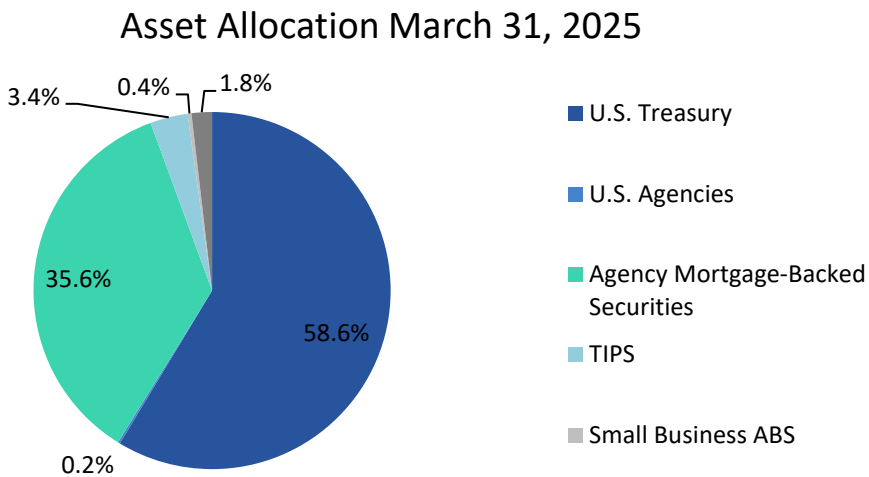
See appendix for the full Composite Performance fact sheets.

Regular Meetings with Staff

- ▶ Cash Flow Discussion
 - ▶ Specific to New Brighton portfolio mandate
- ▶ Economic/Market Updates
- ▶ Portfolio Review

Regular Meetings Continued: Portfolio Characteristics

Characteristics	Operating Reserves	Index
Market Yield (%)	4.42	4.09
Duration (years)	6.6	6.2
Credit Quality	AA+	AA+



Benchmark: Bloomberg U.S. Treasury 5 - 10yr

Why Benchmark a Liability?

- Ongoing Measurement of Active Management
- Risk Management and Liquidity

All returns greater than one year are annualized. Past performance is no guaranty of future results. PMA Asset Management, LLC claims compliance with the Global Investment Performance Standards (GIPS®). GIPS® is a registered trademark of the CFA Institute. CFA Institute does not endorse or promote this organization, nor does it warrant the accuracy or quality of the content contained herein. A GIPS-compliant presentation is included in the appendix to this presentation.

See appendix for the full Composite Performance fact sheets.

Transparent & Interactive Reporting – Clearwater Analytics

Risk Management

- ▶ Customizable risk summary dashboard for online, daily access
- ▶ Reporting at the security, issuer, and asset-class levels for transparency
- ▶ Benchmark comparisons and cash flow forecasting



Benchmark Comparison		
Risk Metric	Portfolio	Index
Yield	5.301	4.964
Years to Final Maturity	2.604	2.727
Years to Effective Maturity	2.579	2.727
Duration	2.248	2.557
Average Credit Rating	AA+	AA+

Investment Accounting

- ▶ Web-based reporting platform available 24/7
- ▶ Audit-quality, daily accounting reports
- ▶ Automated interface with client's G/L for efficient reconciliation

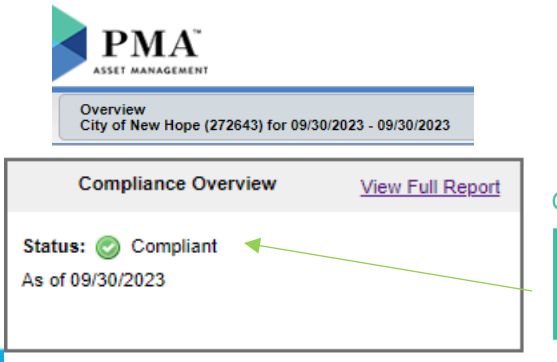


Performance Measurement

- ▶ Track investment performance through custom benchmarking
- ▶ Flexible dashboard providing time-specific performance reporting
- ▶ Attribution calculation and risk-adjusted return analysis

Compliance Policy Monitoring

- ▶ Embedded investment policy rules and parameters for portfolio compliance
- ▶ Daily post-trade monitoring
- ▶ Reconciliation between custody, trading platform, and third-party data sources



Compliant



Disclaimer

PMA Asset Management, LLC. ("PMA") is an investment adviser registered with the U.S. Securities and Exchange Commission. The information presented herein is for general information purposes only and is not a specific/buy sell recommendation. The analysis or information presented in this presentation is based upon hypothetical projections and/or past performance that may have certain limitations and is solely intended to suggest/discuss potentially applicable financing applications or investment strategies with you. Any terms discussed herein are preliminary until confirmed in a definitive written agreement.

Investment in securities involves risks, including the possible loss of the amount invested. In addition, past performance is no indication of future performance and the price or value of investments may fluctuate. Asset allocation does not assure or guarantee better performance and cannot eliminate the risk of investment losses. You should consider certain economic risks (and other legal, tax, and accounting consequences) prior to entering into any type of transaction with PMA Asset Management, LLC and its employees do not offer tax or legal advice. You should consult with your tax and/or legal advisors before making any tax or legal related investment decisions.

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Appendix



Agenda Section:	Council Business
Report Date:	04/11/2025
Meeting Date:	April 22, 2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Consider Acceptance of the First Quarter 2025 Interim Financial Reports

Action Requested:

Public Hearing:	<u>Motion:</u>
Discussion:	Informational:

Form of Action:

Resolution:	Ordinance:
Contract/Agreement:	N/A or <u>Other:</u>

Votes Needed:

<u>3 Votes:</u>	4 Votes:
5 Votes:	N/A:

Summary Statement:

Quarterly Interim Financial Reports are provided in an effort to keep the Council informed of the City's fiscal condition.

Recommendations:

Accept the First Quarter 2025 Interim Financial Report

Applicable Deadlines:

April 30, 2025

Community Impact:	Sound financial management ensures the City's ability to continue funding the programs and services the community relies on.
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Legislative History:	The Government Finance Officers Association (GFOA) recommends as a best practice that a government undertake a process of monthly, quarterly, and annual reviews to ensure the ongoing completeness and accuracy of the data it collects. This process should include financial analysis of interim management reports to identify anomalous or incomplete data to be corrected.
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Strategic Priority:	<u>Financial Sustainability</u>	Staff Capabilities
	Economic Development	Community Engagement & Belonging
	City Assets	Operational Effectiveness
		N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		<u>No</u>	Yes: \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	

QUARTERLY FINANCIAL REPORT

CONTENTS:

Introduction..... 2

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Sewer Utility Fund..... 6

Stormwater Management Fund..... 7

Street Light System Fund..... 8

Investments..... 9

AS OF MARCH 31, 2025

CITY OF NEW BRIGHTON
Prepared by the Finance Director



Introduction

In an effort to keep the Council informed on the City's fiscal condition, this report includes a budget to actual comparison of 2025 revenues and expenditures for the period ending March 31, 2025 (unaudited).

The report includes an analysis of the following funds:

- General Fund
- Water Utility Fund
- Sewer Utility Fund
- Stormwater Management Fund
- Street Light System Fund

These funds account for programs and services that constitute the City's core functions. Programs such as debt service and tax increment financing which are governed by pre-existing obligations and restricted revenues are not shown. In addition, expenditures in the City's Fleet and Non-Fleet programs are not shown as these expenditures are specifically tied to pre-funded asset replacement funds.

The information is presented on a modified cash basis accounting method, which measures only the actual revenues that become available and measurable, and expenditures are recognized in the period the liability is incurred.

Explanations are provided for any budget to actual differences that could be considered significant. **At the end of the first quarter, this includes a variance of less than 20% or more than 30%.** It should be noted that certain variances are expected and exist simply due to the non-recurring or intermittent nature of the revenue or expenditure.

Also included in this report is a summary of the City's investment portfolio as of March 31, 2025.

General Fund

The **General Fund** is the primary operating fund of the City. It accounts for the financial activities of most of the City's core functions. Its primary funding source is the property tax levy.

City of New Brighton
General Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2025

	Adopted Budget	YTD Balance 3/31/2025	Available Balance	% Budget Used		YTD Balance 3/31/2024
Revenues						
Taxes	\$ 14,493,200	\$ -	\$ 14,493,200	0%	(1)	\$ -
Franchise Taxes	1,255,000	42,000	1,213,000	3%	(2)	40,776
Licenses	201,500	194,206	7,294	96%	(3)	131,383
Permits	500,000	186,135	313,865	37%	(4)	118,899
Intergovernmental	1,077,700	18,323	1,059,377	2%	(5)	13,218
Charges for Service	5,082,800	1,191,779	3,891,021	23%		1,072,617
Fines & Forfeitures	55,000	11,055	43,945	20%		10,210
Investment Income	125,000	(10,493)	135,493	-8%	(6)	(17,790)
Rents/Leases	386,200	328,608	57,592	85%	(7)	316,191
Miscellaneous	50,000	17,743	32,257	35%	(8)	13,516
Transfers In	795,900	188,250	607,650	24%		238,251
Total Revenues	\$ 24,022,300	\$ 2,167,606	\$ 21,854,694	9%		\$ 1,937,271
Expenditures						
Administration:						
Council	\$ 43,800	\$ 11,265	\$ 32,535	26%		\$ 10,502
Administration	1,441,900	445,397	996,503	31%	(9)	342,330
Elections	152,100	8,527	143,573	6%	(10)	8,307
Legal	130,000	26,666	103,334	21%		23,178
Central Services	233,700	50,846	182,854	22%		46,714
Finance:						
Finance	810,000	193,287	616,713	24%		187,940
License Bureau	794,800	156,010	638,790	20%		152,848
Passports	343,400	68,732	274,668	20%		56,142
DCAD						
Engineering	576,400	120,994	455,406	21%		122,510
Streets	414,800	75,118	339,682	18%	(11)	75,659
Garage	735,700	154,390	581,310	21%		156,604
Community Development	984,600	230,465	754,135	23%		224,533
Recycling	416,800	67,418	349,382	16%	(12)	64,947
Parks and Recreation:						
Parks	1,930,700	412,796	1,517,904	21%		356,512
Forestry	320,300	39,816	280,484	12%	(13)	48,385
Recreation Programs	1,164,900	254,979	909,921	22%		216,329
Community Center	2,364,900	517,160	1,847,740	22%		484,390
Golf Course	406,400	60,090	346,310	15%	(14)	57,579
Public Safety:						
Police	7,401,600	1,608,976	5,792,624	22%		1,536,353
Fire	1,436,400	250,381	1,186,020	17%	(15)	246,759
Transfers Out	2,218,100	-	2,218,100	0%	(16)	-
Turnover Ratio	(299,000)	-	(299,000)	0%	(17)	-
Total Expenditures	\$ 24,022,300	\$ 4,753,312	\$ 19,268,988	20%		\$ 4,418,521
Net Revenues Over/ (Under) Expenditures	\$ -	\$ (2,585,706)				

General Fund (continued)

Comments on Items with Less than 20% or More than 30% of Budget Used

- (1) The **property tax levy** is generally received in June and November of each year.
- (2) Most **Franchise taxes** are received on a quarterly basis, in the month following the end of the quarter.
- (3) Many **license** fees are annually recurring in nature and received at the start of the year.
- (4) **Permits** revenue in the first quarter included applications for a large project at Highview Middle School.
- (5) The **Intergovernmental** revenue budget includes the Mounds View Schools SRO reimbursement that is generally received at the end of each semester, and State Police and Fire Aid which are generally received in the fall.
- (6) **Investment Income** generally has a negative balance at the end of the first quarter due to year-end accounting practices for accrued interest reported in the prior year.
- (7) The majority of our **Rent** income derives from our tower leases, which are paid annually at the start of the year. The budget also includes \$85,000 for a billboard lease that is paid monthly.
- (8) **Miscellaneous** revenue includes the quarterly purchasing card rebates, which fluctuate based on purchasing card spending.
- (9) The **Administration** department paid 77% of its budgeted subscriptions and membership dues (\$186,134) in the first quarter.
- (10) The City has not yet been billed by Ramsey County for the first quarter of the elections service contract included in the **Elections** budget.
- (11) **The Street** department experienced personnel savings due to a vacant position throughout the first quarter of the year.
- (12) **Recycling** hauler invoices are paid on a monthly basis, in the month following the month of service. Only two months have been paid as of the end of the first quarter.
- (13) **Forestry** expenditures such as seasonal wages and professional services will occur during the warmer months.
- (14) **Golf Course** activity mainly occurs between April and October of each year.
- (15) 13% of the **Fire** division's budget is related to a one-time contribution of Fire State Aid to the PERA SVF Retirement fund that occurs in or around October of each year.
- (16) **Transfers Out** generally occur at the end of the year, unless budget amendments are made mid-year.
- (17) The **Turnover Ratio** is an annual budgetary item used to acknowledge the budgetary savings the City generally experiences due to employee turnover throughout the year.

At the end of the first quarter, the **General Fund** has \$8.1 million in available reserves or 37% of the current annual operating budget. The City's fund balance policy requires a minimum fund balance at year-end of 35% of the subsequent year's budgeted operating expenditures, and a year-end target of between 41% - 45%.

Water Utility Fund

The **Water Utility Fund** includes the activities associated with the City's water distribution system. Its primary funding source are fees charged to water customers based on consumption.

City of New Brighton
Water Utility Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2025

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Revenues					
Charges for Service	\$ 4,360,500	\$ 443,485	\$ 3,917,015	10% (1)	\$ 424,413
Investment Interest	77,000	1,083	75,917	1% (2)	(4,544)
Total Revenues	\$ 4,437,500	\$ 444,568	\$ 3,992,932	10%	\$ 419,869
Expenditures					
Personnel	\$ 1,131,100	\$ 231,336	\$ 899,764	20%	\$ 240,119
Materials	160,000	29,899	130,101	19% (3)	37,610
Contractual Service	894,800	214,124	680,676	24%	190,702
Interfund Loan Interest	31,900	-	31,900	0% (4)	-
Transfers Out	363,800	90,951	272,849	25%	90,951
Total Operating	2,581,600	566,310	2,015,290	22%	559,382
Capital	1,990,500	-		(5)	
Total Expenditures	\$ 4,572,100	\$ 566,310			
Net Revenues Over/(Under)					
Expenditures	<u><u>\$ (134,600)</u></u>	<u><u>\$ (121,742)</u></u>			

Comments on Items with Less than 20% or More than 30% of Budget Used

- (1) **Charges for Service** revenue only includes about one month of activity as of the end of the first quarter. This is merely due to the timing of our quarterly bills.
- (2) **Investment Interest** revenue generally has a low or negative balance at the end of the first quarter due to year-end accounting practices for accrued interest earned in the prior year.
- (3) **Materials** are purchased as needed throughout the year for work done on water meters, water mains, and other water-related maintenance work.
- (4) **Interfund Loan Interest** expense is paid in May and November of each year.
- (5) Budgeted **Capital** expenditures for the year include WTP 3,4,5 and Well House 8 building improvements, re-painting of the Forestdale water tower, and water infrastructure related to the 2025 Street Construction project. These expenditures will occur later in the year.

As of March 31, 2025, the **Water Utility Fund** has a positive cash balance of \$3,638,029.

Sewer Utility Fund

The **Sewer Utility Fund** includes the activities associated with the City's sewer collection system. Its primary funding source are fees charged to sewer customers based on consumption.

City of New Brighton
Sewer Utility Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2025

	Adopted Budget	YTD Balance 3/31/2025	Available Balance	% Budget Used	YTD Balance 3/31/2024
Revenues					
Charges for Service	\$ 4,513,700	\$ 402,028	\$ 4,111,672	9% (1)	\$ 377,589
Investment Interest	26,000	(832)	26,832	-3% (2)	(2,138)
Assessment Interest	20,000	0	20,000	0% (3)	-
Total Revenues	\$ 4,559,700	\$ 401,196	\$ 4,158,504	9%	\$ 375,451
Expenditures					
Personnel	\$ 656,000	\$ 132,719	\$ 523,281	20%	\$ 138,093
Materials	30,000	31,422	(1,422)	105% (4)	6,706
Contractual Service	3,240,300	769,006	2,471,294	24%	719,826
Transfers Out	239,400	59,850	179,550	25%	59,850
Total Operating	4,165,700	992,997	3,172,703	24%	924,475
Capital	522,000	-		(5)	
Total Expenditures	\$ 4,687,700	\$ 992,997			
Net Revenues Over/(Under)					
Expenditures	\$ (128,000)	\$ (591,801)			

Comments on Items with Less than 20% or More than 30% of Budget Used

- (1) **Charges for Service** revenue only includes about one month of activity as of the end of the first quarter. This is merely due to the timing of our quarterly bills.
- (2) **Investment Interest** revenue generally has a low or negative balance at the end of the first quarter due to year-end accounting practices for accrued interest earned in the prior year.
- (3) **Assessment Interest** is generally collected in May and December when past due utility bill balances are certified to property taxes, and also in July and December when the City receives property tax settlements from Ramsey County.
- (4) **Materials** are purchased as needed throughout the year for work done on sewer lines, lift stations and other sewer-related maintenance work. During the first quarter, a machine was purchased to clean off-road manholes and a large purchase of Root-X was made to control roots in sewer lines.
- (5) Budgeted **capital** expenditures for the year include sewer lining, replacement of Lift Station #8 with new pumps and controls, and sewer infrastructure related to the 2025 Street Construction project. These expenditures will occur later in the year.

As of March 31, 2025, the **Sewer Utility Fund** has a positive cash balance of \$908,081.

Stormwater Management Fund

The **Stormwater Management Fund** includes activities associated with the City's storm sewer collection system. Its primary funding source are fixed base fees charged to storm sewer customers.

City of New Brighton
Stormwater Management Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2025

	Adopted Budget	YTD Balance 3/31/2025	Available Balance	% Budget Used	YTD Balance 3/31/2024
Revenues					
Charges for Service	\$ 1,374,700	\$ 114,959	\$ 1,259,741	8% (1)	\$ 110,872
Investment Interest	24,000	482	23,518	2% (2)	(1,796)
Total Revenues	\$ 1,398,700	\$ 115,441	\$ 1,283,259	8%	\$ 109,076
Expenditures					
Personnel	\$ 255,100	\$ 50,173	\$ 204,927	20%	\$ 54,677
Materials	32,000	201	31,799	1% (3)	7,356
Contractual Service	342,200	101,849	240,351	30%	80,289
Interfund Loan Interest	67,700	-	67,700	0% (4)	-
Transfers Out	118,200	31,049	87,151	26%	29,049
Total Operating	815,200	183,272	631,928	22%	171,371
Capital	726,000	-		(5)	
Total Expenditures	\$ 1,541,200	\$ 183,272			
Net Revenues Over/(Under)					
Expenditures	\$ (142,500)	\$ (67,831)			

Comments on Items with Less than 20% or More than 30% of Budget Used

- (1) **Charges for Service** revenue only includes about one month of activity as of the end of the first quarter. This is merely due to the timing of our quarterly bills.
- (2) **Investment Interest** revenue generally has a low or negative balance at the end of the first quarter due to year-end accounting practices for accrued interest earned in the prior year.
- (3) **Materials** are purchased as needed throughout the year for stormwater-related maintenance work.
- (4) **Interfund Loan Interest** expense is paid in May and November of each year.
- (5) Budgeted **capital** expenditures for the year include pavement management projects, pond dredging, flood mitigation projects, and storm sewer infrastructure related to the 2025 Street Construction project. These expenditures will occur later in the year.

As of March 31, 2025, the **Stormwater Management Fund** has a positive cash balance of \$1,402,535.

Street Light System Fund

The **Street Light System Fund** includes activities associated with the City's streets light system. Its primary funding source are fixed base fees charged to all City property owners.

City of New Brighton
Street Light System Fund Budget to Actual (Unaudited)
For the Quarter Ended March 31, 2025

	Adopted Budget	YTD Balance 3/31/2025	Available Balance	% Budget Used	YTD Balance 3/31/2024
Revenues					
Charges for Service	\$ 364,000	\$ 32,695	\$ 331,305	9% (1)	\$ 32,211
Investment Interest	13,000	43	12,957	0% (2)	(859)
Total Revenues	\$ 377,000	\$ 32,738	\$ 344,262	9%	\$ 31,352
Expenditures					
Materials	1,000	-	1,000	0% (3)	-
Contractual Service	215,300	37,780	177,520	18% (3)	21,329
Interfund Loan Interest	22,600	-	22,600	0% (4)	-
Transfers Out	33,600	8,400	25,200	25%	8,400
Total Expenditures	272,500	46,180	226,320	17%	29,729
Capital	80,000	-		(5)	
Total Expenditures	\$ 352,500	\$ 46,180			
Net Revenues Over/(Under)					
Expenditures	\$ 24,500	\$ (13,442)			

Comments on Items with Less than 20% or More than 30% of Budget Used

- (1) **Charges for Service** revenue only includes about one month of activity as of the end of the first quarter. This is merely due to the timing of our quarterly bills.
- (2) **Investment Interest** revenue generally has a low or negative balance at the end of the first quarter due to year-end accounting practices for accrued interest earned in the prior year.
- (3) **Materials** are purchased as needed throughout the year for stormwater-related maintenance work.
- (4) **Contractual Service** expenditures only include two months of electricity bills as of the end of the first quarter. March charges are paid in April. This budget also includes general maintenance and repair costs, which are incurred as needed throughout the year.
- (5) **Interfund Loan Interest** expense is paid in May and November of each year.
- (6) Budgeted **capital** expenditures include traffic signal painting.. These expenditures will occur later in the year.

As of March 31, 2025, the **Street Light System Fund** has a positive cash balance of \$131,893.

Investments

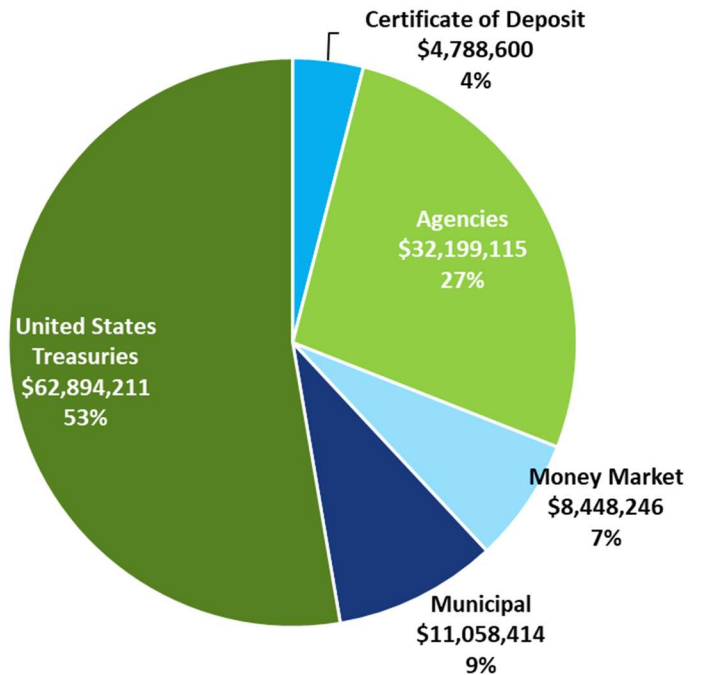
It is the policy of the City to invest public funds in a low-risk manner that will preserve principal while meeting the daily cash flow demands of the City's operations, and conform to all federal, state and local regulations governing the investment of public funds. The portfolio is designed to provide the highest investment return available within these parameters.

Portfolio Characteristics

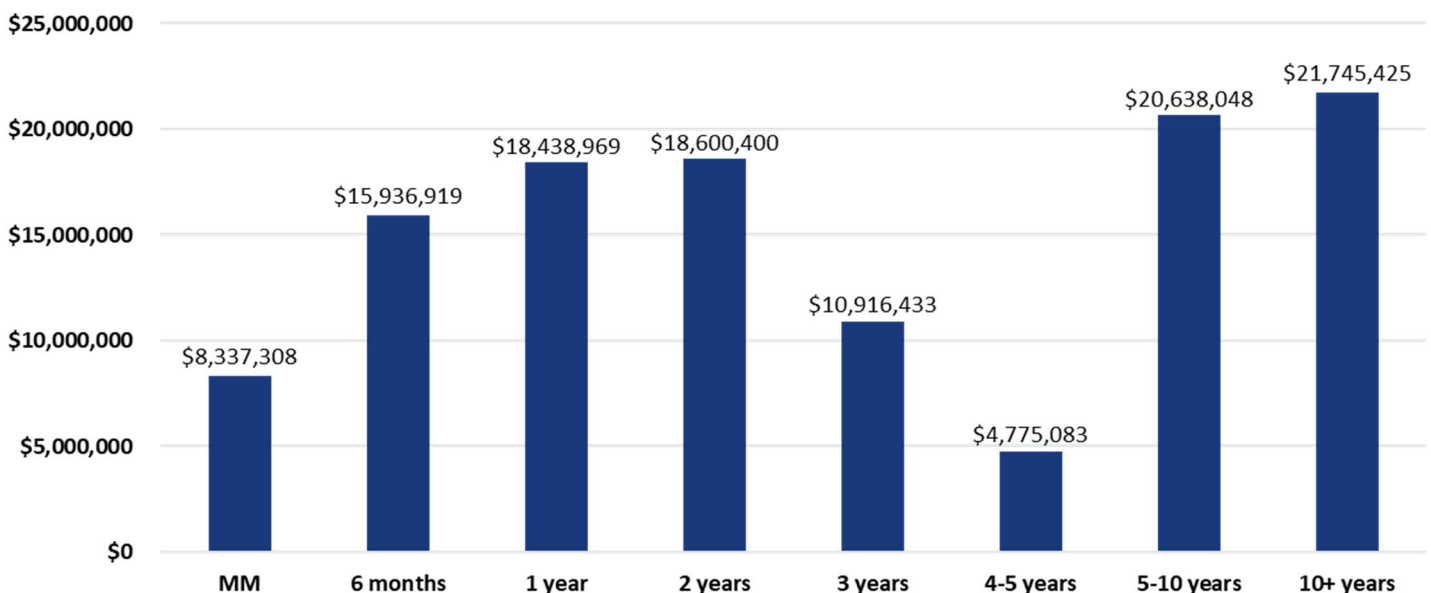
Book Value	\$119,388,585
Market Value	\$119,025,539
Unrealized Gain(Loss)	\$ (363,046)*
YTD Earnings	\$ 1,439,236
Yield to Maturity	3.46%

*An unrealized loss is a decrease in the value of an investment that an investor holds. A gain or loss becomes realized when the investment is actually sold. Our investments are generally not intended to be sold, but instead held to maturity. The unrealized loss is a function of rising interest rates.

City of New Brighton Investment Portfolio
as of 3/31/25 By Investment Type



City of New Brighton Investment Portfolio as of 3/31/25 By Maturity Date

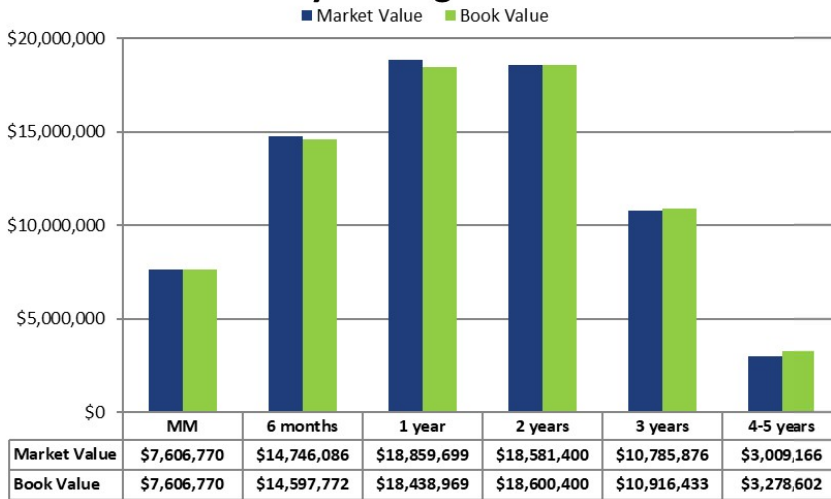


Investments (continued)

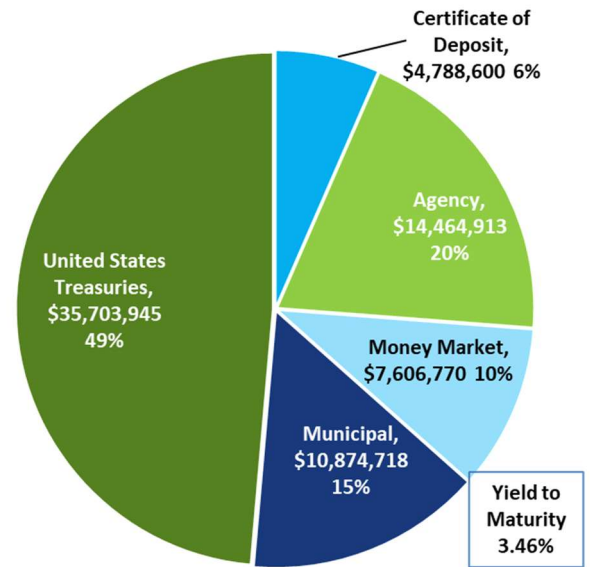
Portfolio by Investment Manager

Below is a snapshot of the portfolio with the internally-managed assets separated from those managed by PMA Asset Management, LLC. PMA is actively managing approximately \$46 million of the portfolio primarily intended to meet the long-term cash flow needs of the water treatment plant. The rest of the City's portfolio is managed internally to meet short-term operating and capital cash flow needs.

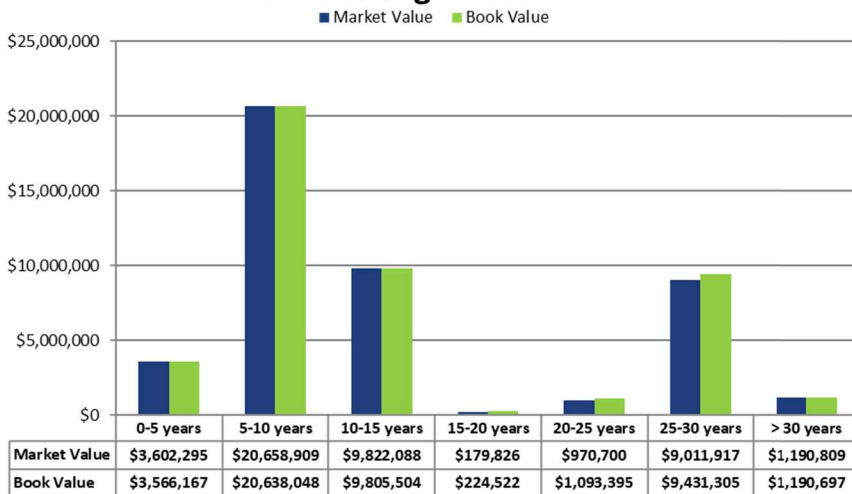
Internally-Managed Maturities



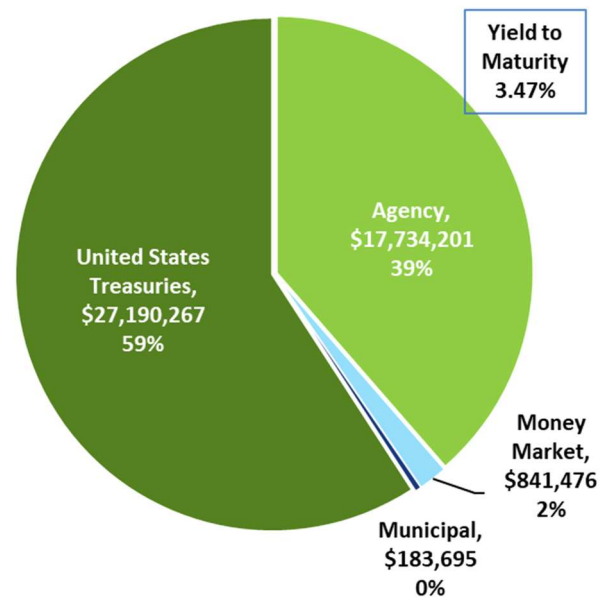
Internally-Managed Investment Types



PMA-Managed Maturities



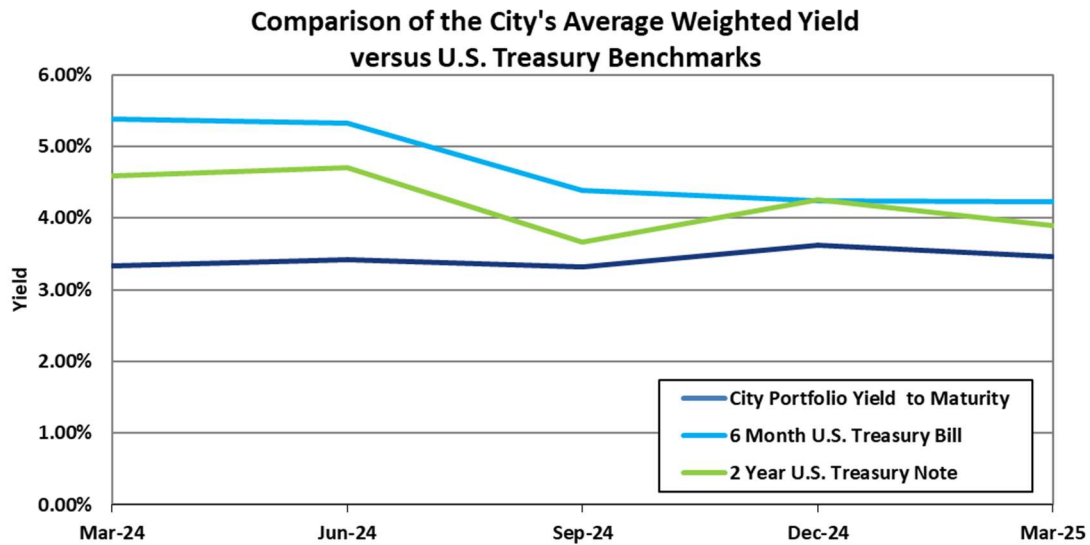
PMA-Managed Investment Types



Investments (continued)

Investment Yield to Maturity

The chart below shows the City's yield to maturity in comparison with US Treasury benchmarks. The City's average investment yield decreased in the first quarter to 3.46%, primarily due to purchases made during that time. Interest rates on investment offerings decreased during the first three months of the year, as evidenced by the change in the benchmarks.



Investment Activity

The investment portfolio decreased by about \$5,817,800 in the first quarter, largely due to the expenditures paid prior to receiving our first property tax settlement in June. This included \$3,166,800 in bond payments. The money market balance of \$7,606,800 was maintained to ensure adequate cash flows for upcoming payments. The City's money market accounts are earning an average of 4.3% at the end of the first quarter.



First Quarter 2025 Financial Update

04/22/2025

Gina Foschi, Finance Director



Quarterly Financial Report Overview

The funds included in the report account for the City's core budgeted functions:

- General Fund
- Water Utility Fund
- Sewer Utility Fund
- Stormwater Management Fund
- Street Light System Fund

Explanations are provided for any budget to actual differences that could be considered "significant":

- At the end of the first quarter (25% through the year) this includes variances of less than 20% or more than 30%

The report also includes a summary of the City's investment portfolio as of March 31, 2025.

2025 First Quarter – General Fund Revenues

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Revenues					
Taxes	\$14,493,200	\$ -	\$14,493,200	0%	\$ -
Franchise Taxes	1,255,000	42,000	1,213,000	3%	40,776
Licenses	201,500	194,206	7,294	96%	131,383
Permits	500,000	186,135	313,865	37%	118,899
Intergovernmental	1,077,700	18,323	1,059,377	2%	13,218
Charges for Service	5,082,800	1,191,779	3,891,021	23%	1,072,617
Fines & Forfeitures	55,000	11,055	43,945	20%	10,210
Investment Income	125,000	(10,493)	135,493	-8%	(17,790)
Rents/Leases	386,200	328,608	57,592	85%	316,191
Miscellaneous	50,000	17,743	32,257	35%	13,516
Transfers In	795,900	188,250	607,650	24%	238,251
Total Revenues	\$24,022,300	\$2,167,606	\$21,854,694	9%	\$1,937,271

2025 First Quarter – General Fund Expenditures

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Expenditures					
Administration	\$ 2,001,500	\$ 542,702	\$ 1,458,798	27%	\$ 431,031
Finance	1,948,200	418,029	1,530,171	21%	396,930
DCAD	3,128,300	648,385	2,479,915	21%	644,253
Parks and Recreation	6,187,200	1,284,840	4,902,360	21%	1,163,195
Public Safety	8,838,000	1,859,356	6,978,644	21%	1,783,112
Transfers Out	2,218,100	-	2,218,100	0%	-
Turnover Ratio	(299,000)	-	(299,000)	0%	-
Total Expenditures	\$ 24,022,300	\$ 4,753,312	\$ 19,268,988	20%	\$ 4,418,521
 Net Revenues Over/ (Under) Expenditures	 \$ -	 \$ (2,585,706)			
 2024 Fund Balance		 10,718,494			
3/31/2025 Fund Balance		\$ 8,132,788			

2025 First Quarter Water Utility Fund

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Revenues					
Charges for Service	\$ 4,360,500	\$ 443,485	\$ 3,917,015	10%	\$ 424,413
Investment Interest	77,000	1,083	75,917	1%	(4,544)
Total Revenues	<u>\$ 4,437,500</u>	<u>\$ 444,568</u>	<u>\$ 3,992,932</u>	<u>10%</u>	<u>\$ 419,869</u>
Expenditures					
Personnel	\$ 1,131,100	\$ 231,336	\$ 899,764	20%	\$ 240,119
Materials	160,000	29,899	130,101	19%	37,610
Contractual Service	894,800	214,124	680,676	24%	190,702
Interfund Loan Interest	31,900	-	31,900	0%	-
Transfers Out	363,800	90,951	272,849	25%	90,951
Total Operating	<u>2,581,600</u>	<u>566,310</u>	<u>2,015,290</u>	<u>22%</u>	<u>559,382</u>
Capital	<u>1,990,500</u>	<u>-</u>			
Total Expenditures	<u>\$ 4,572,100</u>	<u>\$ 566,310</u>			
Net Revenues Over/(Under)					
Expenditures	<u>\$ (134,600)</u>	<u>\$ (121,742)</u>			

3/31/2025 Cash Balance \$3,638,029
 [Target Range \$637,000 - \$3,964,000]

2025 First Quarter Sewer Utility Fund

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Revenues					
Charges for Service	\$ 4,513,700	\$ 402,028	\$ 4,111,672	9%	\$ 377,589
Investment Interest	26,000	(832)	26,832	-3%	(2,138)
Assessment Interest	20,000	-	20,000	0%	-
Total Revenues	<u>\$ 4,559,700</u>	<u>\$ 401,196</u>	<u>\$ 4,158,504</u>	<u>9%</u>	<u>\$ 375,451</u>
Expenditures					
Personnel	\$ 656,000	\$ 132,719	\$ 523,281	20%	\$ 138,093
Materials	30,000	31,422	(1,422)	105%	6,706
Contractual Service	3,240,300	769,006	2,471,294	24%	719,826
Transfers Out	239,400	59,850	179,550	25%	59,850
Total Operating	<u>4,165,700</u>	<u>992,997</u>	<u>3,172,703</u>	<u>24%</u>	<u>924,475</u>
Capital	522,000	-			
Total Expenditures	<u>\$ 4,687,700</u>	<u>\$ 992,997</u>			
Net Revenues Over/(Under)					
Expenditures	<u><u>\$ (128,000)</u></u>	<u><u>\$ (591,801)</u></u>			

3/31/2025 Cash Balance \$908,081
 [Target Range \$1,041,000 - \$4,789,000]

2025 First Quarter Stormwater Management Fund

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Revenues					
Charges for Service	\$ 1,374,700	\$ 114,959	\$ 1,259,741	8%	\$ 110,872
Investment Interest	24,000	482	23,518	2%	(1,796)
Total Revenues	\$ 1,398,700	\$ 115,441	\$ 1,283,259	8%	\$ 109,076
Expenditures					
Personnel	\$ 255,100	\$ 50,173	\$ 204,927	20%	\$ 54,677
Materials	32,000	201	31,799	1%	7,356
Contractual Service	342,200	101,849	240,351	30%	80,289
Interfund Loan Interest	67,700	-	67,700	0%	-
Transfers Out	118,200	31,049	87,151	26%	29,049
Total Operating	815,200	183,272	631,928	22%	171,371
Capital	726,000	-			
Total Expenditures	\$ 1,541,200	\$ 183,272			
Net Revenues Over/(Under)					
Expenditures	<u>\$ (142,500)</u>	<u>\$ (67,831)</u>			

3/31/2025 Cash Balance \$1,402,535
 [Target Range \$186,000 - \$1,785,000]

2025 First Quarter Street Light System Fund

	<u>Adopted Budget</u>	<u>YTD Balance 3/31/2025</u>	<u>Available Balance</u>	<u>% Budget Used</u>	<u>YTD Balance 3/31/2024</u>
Revenues					
Charges for Service	\$ 364,000	\$ 32,695	\$ 331,305	9%	\$ 32,211
Investment Interest	13,000	43	12,957	0%	(859)
Total Revenues	<u>\$ 377,000</u>	<u>\$ 32,738</u>	<u>\$ 344,262</u>	<u>9%</u>	<u>\$ 31,352</u>
Expenditures					
Materials	1,000	-	1,000	0%	-
Contractual Service	215,300	37,780	177,520	18%	21,329
Interfund Loan Interest	22,600	-	22,600	0%	-
Transfers Out	33,600	8,400	25,200	25%	8,400
Total Expenditures	<u>272,500</u>	<u>46,180</u>	<u>226,320</u>	<u>17%</u>	<u>29,729</u>
Capital	80,000	-			
Total Expenditures	<u>\$ 352,500</u>	<u>\$ 46,180</u>			
Net Revenues Over/(Under)					
Expenditures	<u>\$ 24,500</u>	<u>\$ (13,442)</u>			

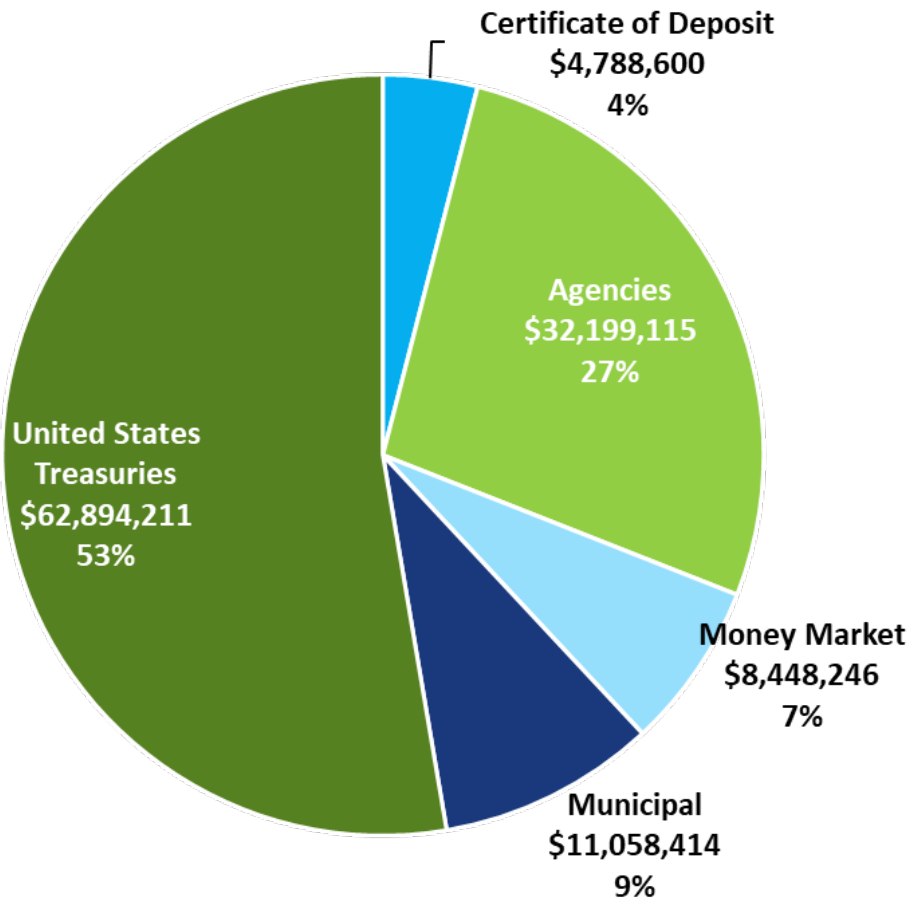
3/31/2025 Cash Balance \$131,893
 [Target Range \$62,000 - \$439,000]

2025 First Quarter Investment Portfolio

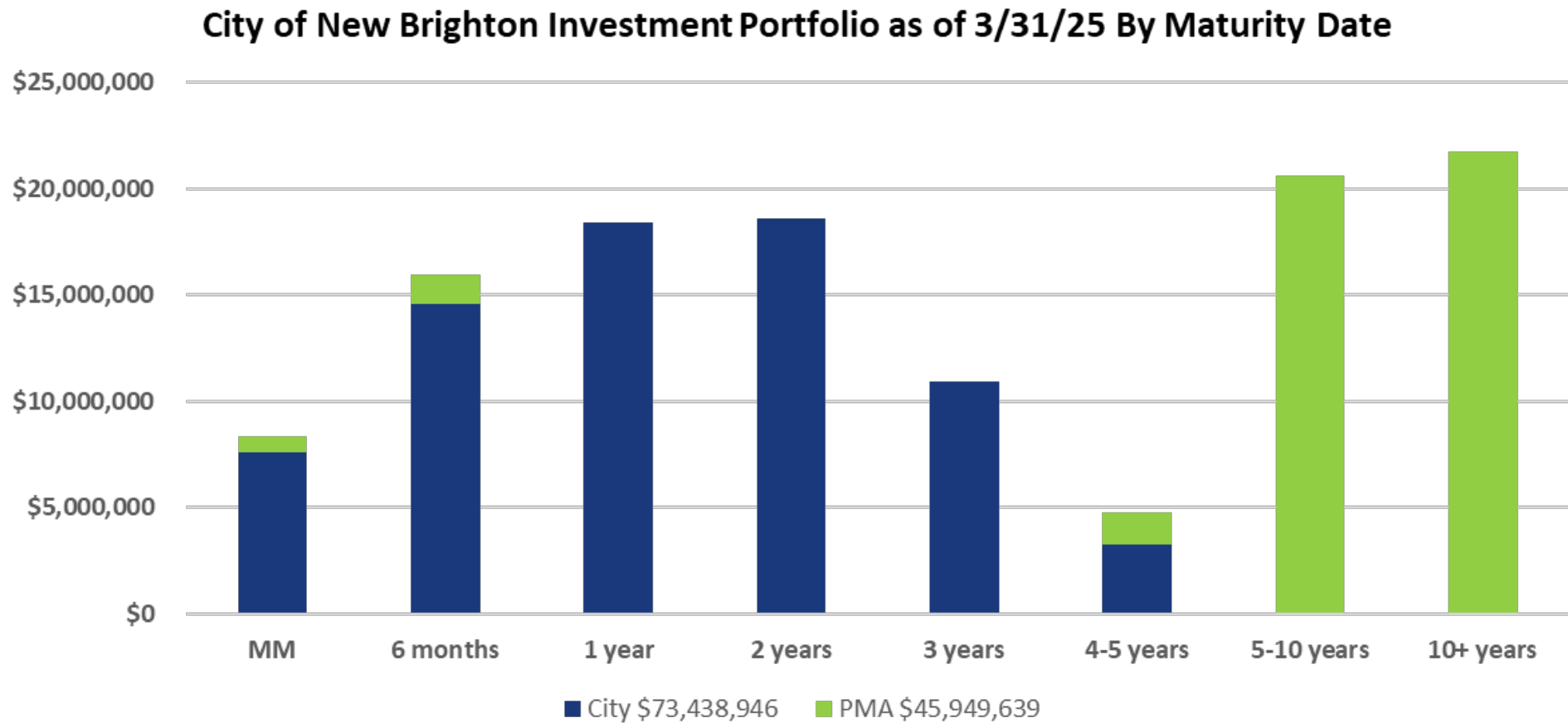
Portfolio Characteristics

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Market Value	\$119,025,539
Unrealized Gain(Loss)	\$ (363,046)
YTD Earnings	\$ 1,439,236
Yield to Maturity	3.46%

City of New Brighton Investment Portfolio
as of 3/31/25 By Investment Type



2025 First Quarter Investment Portfolio (continued)



Recommend Council Accepts the First Quarter 2025 Interim Financial Report

Questions?

Gina Foschi

Finance Director

Gina.Foschi@newbrightonmn.gov