EMPIRE CITY COUNCIL AGENDA
September 22, 2026 - 7:00 PM, Empire City Hall

A. Call Meeting to Order and Flag Pledge

B. Roll Call

C. Approve the Agenda

D. Presentations and Proclamations

E. Consent Agenda

E.1 Minutes of the 9/8/2026 City Council Meeting; 9/14/2026 Park & Rec. Commission Meeting; 9/15/2026 Planning Commission Meeting
E.2 Bill List as of 9/22/2026
E.3 Cash Balance Report as of 9/18/2026
E.4 Consider Approving the Summary for Publication of Ordinance No. 110-B
E.5 Consider Approving Mobile Food Unit (MFU) Licenses

F. Visitors

The Visitors Forum is intended to afford the public the opportunity to address concerns to the City Council. Each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private agendas. The Council may discuss but will not take formal action on visitors' forum presentations.

G. Committee Reports:

Maintenance / Sewer and Water / Road and Bridges
1. Update on Proposals for 2027 Water Tower Rehabilitation Project
2. Update on Draft Drought Emergency Measures

Law Enforcement

Park & Rec

Engineering

Planning
1. Proposed Comprehensive Plan Amendment - City of Rosemount
2. Proposed Comprehensive Plan Amendment - City of Coates

Administrator Report
1. Administrator's Report

H. Old Business

I. New Business

I.1 Consider Adopting Resolution 2026-9A, Adopting Proposed 2026 Tax Levy, Collectable in 2027
I.2 Consider Setting Date for 2027 Budget Comment Meeting

I.3 Consider Renewal of City's Health Insurance Plan with BCBS of MN
I.4 Consider Adopting Ordinance No. 2026-9B, Approving the List of Election Judges for the 2026 General Election
I.5 Consider Adopting Draft Empire Street Sign Policy

J. Meetings: Park & Rec. Commission Meeting 9/28/2026, 7PM; Planning Commission Meeting 10/6/2026, 8PM; Park & Rec. Commission Meeting 10/12/2026, 7PM; City Council Meeting 10/13/2026, 7PM

K. FYI

K.1 Invite - State of the County (September 29)

L. Adjournment

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Minutes of the 9/8/2026 City Council Meeting; 9/14/2026 Park & Rec. Commission Meeting; 9/15/2026 Planning Commission Meeting

Attachment(s): *9 8 2026 City Council Minutes.pdf*
PR Minutes 9 14 26.pdf
9 15 2026 PC Minutes.pdf

CITY OF EMPIRE

Empire City Council Meeting Minutes
September 8, 2026, Empire City Hall

The meeting of the Empire City Council was called to order by Mayor Melanie Lee at 7:00 PM.

Present were: Council Members: Eric Hanson; Danny Rubio; Marla Vagts; Mark Page. Also present were Brian Hilgardner, Consulting Engineer with Bolton & Menk; Jenni Faulkner, Consulting Planner with Bolton & Menk; Hanah Martin, Dakota County Sheriff's Deputy; Jerod Waltman, Maintenance Supervisor; Charles Seipel-Teng, Clerk-Administrator

A. Call Meeting to Order and Flag Pledge

B. Roll Call

C. Approve the Agenda

Eric Hanson made a motion to approve. Marla Vagts seconded. Motion carried 5-0

D. Consent Agenda

D.1 Minutes of the 8/18/2026 City Council Meeting

D.2 Bill List as of 9/8/2026

D.3 Profit & Loss / Budget Comparison as of 9/8/2026

D.4 Consider Mobile Food Unit (MFU) Licenses

D.5 Consider Lawful Gambling Application for Farmington Rotary Club for Bingo Event (October 3)

Mark Page made a motion to approve. Danny Rubio seconded. Motion carried 5-0

E. Visitors

Kevin Volk at 3193 198th Street W asked who is responsible for the sanitary sewer line that runs along the eastern side of his property. It runs from the neighboring properties to the north and east. Staff noted that the properties to the north and east, along 197th Street used to have septic and are now served by sanitary sewer. A line was likely installed to connect those properties to sewer. Council directed staff to research the line and determine who is responsible and bring more information back to the next City Council meeting.

F. Committee Reports:

Maintenance / Sewer and Water / Road and Bridges

1. **Information on Proposals for Water Tower Rehabilitation Project**
   Jerod Waltman provided information on three proposals for the proposed water tower rehabilitation project that is budgeted for in 2027. The City received proposals from KLM, USG, and Bolton & Menk. Council reviewed the cost for each proposal. USG offers a 20-year maintenance contract. Staff have reached out to references provided by the contractors. The proposal from USG does not include sandblasting the tower prior to repainting. Bolton & Menk observed some items that need to be addressed that were not outlined in the report provided by KLM. Council had concerns about the longevity of the USG proposal. Council directed staff to focus on the proposals from KLM and Bolton & Menk. They would like to hear a response from KLM on some of the additional items that may need to be incorporated into the rehabilitation project.

2. **Information on Water Conservation**
   Jerod Waltman reported that **o**ur area is now in a drought category that is considered "Severe" by the US Drought Monitor. Per the City's Public Utility Ordinance, if our area moves up one more drought category to "Extreme", the City will be in a position where it may impose regulations under a Water Emergency (Section 2., Item D. 3).
   One of the measures taken during a water emergency is the total prohibition of lawn and turf watering for properties served by municipal water. If the lack of moisture persists, we could be in this category later this fall or into spring. In the event that a water emergency is declared, staff will use all methods of communication available to inform the public and urge conservation. Council asked staff to come up with a plan to communicate drought emergency measures and review drought conditions at the next City Council meeting.

3. **MDH- Notice of Exceedance for Copper Action Level**
   City Council reviewed the notice of copper level exceedance for two properties in Empire from standard testing. The issues stem from internal plumbing. Staff will now need to send out notifications in the fall newsletter and conduct testing for twenty homes in Empire twice per year.

Law Enforcement

Deputy Martin provided the Statistics Reports for August 2026. She has been making stops for people riding e-bikes and scooters improperly. Her department has received complaints about parking on both sides of 190th Street during large softball tournaments at Stelzel Fields. The City Council discussed not adding additional signage on 190th Street, as current spacing should be adequate.

Park & Rec

1. **Information on Upcoming Invisible Wounds Tournament at Stelzel Fields**
   Charles Seipel-Teng reported Invisible Wounds will be hosting their annual fundraiser tournament at Stelzel Fields the weekend of September 12. As the event grows, there have been concerns regarding parking for all the attendees, including parking on grass and concrete medians in and near the parking lot and parking on both sides of 190th Street. Since last year's tournament, No Parking signs have been installed on 190th Street between Highway 3 and Centerfield Court.

Organizers for the tournament have noted that they remind all team captains prior to the event regarding parking and include parking reminders to their morning announcements. Staff have created a large, temporary sign that will be placed at the Stelzel Field parking lot entrance, reminding attendees not to park on the grass or concrete medians. A permanent sign with these reminders will also be placed at the entrance.

Engineering

Brian Hilgardner reported that he and Charlie met with property owners near the proposed water tower site today. The meeting went well and staff should know more soon.

Planning

Jenni Faulkner reported that a sketch plan application has been submitted for a property south and west of 194th Street West. The property would currently need to access streets and water/sanitary sewer lines from the City of Farmington or be developed in conjunction with the property to the south, in Empire in order to develop. The City of Farmington has advised the developer that no partnership for infrastructure will be pursued unless the emergency access gate on 194th Street is removed. It was the consensus of the City Council that they would like to see the gate remain in place.

Administrator Report

1. **Clerk-Administrator's Report**

   Charles Seipel-Teng reported that at the next City Council Meeting, staff will present the final preliminary budget and resolutions setting the preliminary tax levy. Let me know if you have any budget-related questions prior to the meeting. The deadline to certify the preliminary levy is September 30.

   City staff have received a request from a contractor working on behalf of Xcel Energy to place a small battery energy storage system (BESS) system on city property. This is a new program for Xcel Energy, and the placement of this system would involve a 10-year agreement and revenue for the city. Zoning code does not currently permit these systems in any zoning district. Staff have questions and concerns regarding safety and environmental impacts. Next steps would be to determine an exact location, receive more information about a proposed project, and present the information to Planning Commission and City Council.

   Staff are working to gather more information on possible grants to assist with tree removal and planting regarding next year's proposed trail reconstruction project.

G. Old Business

G.1 Consider Adopting Amendments to Ordinance No. 110 (Ordinance No. 110-B), Establishing Regular City Council Meetings, Setting Salaries and Terms of the Mayor and City Council, and Summary for Publication

Charles Seipel-Teng provided information on proposed amendments to Ordinance No. 110, including order of business for city council agendas, council/mayor pay, and mayor terms. Council discussed adding "Presentations and Proclamations" to the top of the agenda.

Council discussed draft Section 7., Mayor Term. Eric Hanson stated that he thinks that the term has been set at 2 years in order to preserve having three seats on the city council body up for renewal every two years. This makes it easier for residents to vote for sweeping changes if they desire. Danny Rubio said there is value in a longer term with constancy.

Council discussed Section 6., Mayor and Council Salaries. Mayor Lee stated that when looking at the comparables with Empire's peer cities it is reasonable for Empire to be closer to average in Council compensation. She recommends a phased in approach over a two-year period to get there. Marla Vagts stated that she is in support of a phased in approach as Empire is currently much lower than average and councilmembers bring value to the community they serve. Eric Hanson stated that with Empire being a small city, he feels that serving as a councilmember is more of a volunteer opportunity and he is happy to serve the community at the current pay rate. Mark Page stated that he feels Council is currently compensated adequately and recommended that Council revisit the issue next year. Now is a bad time with proposed county levy increases.

Mayor Lee made a motion to add "Presentations and Proclamations" to the order of the agenda, Section 3 as drafted. Eric Hanson seconded. Motion carried 5-0.

Mayor Lee made a motion to add Section 7 as drafted., with the term of the mayor being two-years, council members at four-years, with the term of the mayor set for a term of four-years starting in election year 2028. Marla Vagts seconded. Mayor Lee, Marla Vagts, and Danny Rubio voted in favor. Eric Hanson and Mark Page opposed. Motion carried 3-2.

Marla Vagts made a motion to amend Section 6. to set salary for mayor and council at $300 per month effective January 1, 2027, and $350 per month effective January 1, 2028. Mayor Lee Seconded. Mayor Lee and Marla Vagts voted in favor. Eric Hanson and Mark Page opposed. Danny Rubio abstained. Motion failed 2-2-1.

G.2 Consider Adopting Amendments to Ordinance No. 265, Regulating Uses and Activities on Public Land, and Summary for Publication

Charles Seipel-Teng reported that the draft ordinance has been reviewed by the city's attorney and Dakota County Sheriff's Office. The draft ordinance provides definitions for electric-powered devices, motorized recreational vehicles, motorized vehicles, and vehicles. Section 4, item B, 7. Permits certain EPD's on city trails.

Danny Rubio made a motion to Adopt Amendments to Ordinance No. 265 and Summary for Publication. Eric Hanson seconded. Motion carried 5-0

G.3 Information on Proposals for City IT Services

City Council reviewed an estimated cost comparison between the two providers. Charles Seipel-Teng indicated that he has no issues with the service currently provided by CIT.

Danny Rubio made a motion to Accept the proposal for contract with CIT for IT services. Mark Page seconded. Motion carried 5-0

H. New Business

H.1 Consider Permit for Large Assembly Application for Farmington Rotary Fundraiser Event, October 10

Charles Seipel-Teng reported that the City has received a large gathering permit application from the Farmington Rotary for their Brews & Backroads Music Festival on October 10 at Crazy Legs Farm.

The application is for an event that hosts up to 2,000 attendees. Last year, the City approved a similar application for this same event, with a smaller anticipated size of 700. Onsite parking has been increased from 500 spaces to 1,000 spaces, in addition to shuttle service to and from Downtown Farmington.
Parking will contain designated handicapped parking at the parking lot on site, as well as along the driveway/road leading to the main entrance along the pine trees. Altogether, there will be 30 handicapped accessible parking spaces. Alcohol sales will end at 9:45 PM.

The application has been reviewed by staff, the Dakota County Sheriff's Office, and the Farmington Fire Department.

City Council recommended that event organizers provide a letter to neighboring properties notifying them of the event as a condition of approval.

Melanie Lee made a motion to approve the Large Assembly Application for the Rotary Club of Farmington. Marla Vagts seconded. Motion carried 5-0

H.2 Consider Temporary On-Sale Liquor License for the Rotary Club of Farmington

Eric Hanson made a motion to approve. Marla Vagts seconded. Motion carried 5-0

I. Meetings: Park & Rec. Commission Meeting 9/14/2026, 7PM; Planning Commission Meeting 9/15/2026, 8PM; City Council Meeting 9/22/2026, 7PM

J. FYI

J.1 Save the Date - Fall DCTOA Meeting

K. Adjournment

Marla Vagts made a motion to adjourn. Eric Hanson seconded. Motion carried 5-0. The City Council Meeting ended at 8:55 PM.

_____
Melanie Lee, Mayor

_____
Charles Seipel-Teng, Clerk - Administrator

Empire Park and Recreation Minutes

September 14th, 2026, 7:00 PM

The meeting was called to order by Chair Kacie Fahey. Present were Kacie Fahey, Lisa Klemmensen, Amanda Stender, Eric Hanson, Charles Seipel-Teng, and Shannon Coyne.

Emily Maloney from Flagship Enterprise attended to present design options that fall within the proposed budget for the Empire River Preserve playground update. Design features were discussed to best fit the demographic that will use this neighborhood playground, while incorporating unique features that will help it stand out from our other playgrounds. To get the most accurate depiction of the demographic this playground will serve, a survey will be sent to nearby residents. We will also look in to the possibility of auctioning off our used playground equipment that is still in usable condition.

FHS Band Night went smoothly and saw about 360 attendees. This was lower attendance than usual, and the Commission will look in to reasons why and discuss ways to keep attendance consistent. Splitting the night into shifts worked well, and it was recommended to continue this approach for future events.

Shannon is working on finding a mini donut vendor for Trunk or Treat, but so far hasn't had luck. If possible, it would be helpful to start searching earlier than August, as Fall is a busy season for donut trucks. Hot apple cider from Brand Farms has been confirmed. There are about 15 local organizations signed up to decorate their trunk and hand out candy. Deputy Martin would like at least 20, so if you know anyone who would like to participate, let Shannon know.

The Commission discussed the possibility of combining the Tree Lighting and Holiday Party. There were not enough Commission members in attendance to hold a vote, so a decision was not made. The dates and potential combination of the events will be determined at the 9/28 meeting. Either way, split shifts would be preferred and would be possible with the help of volunteers. Shannon will look in to volunteer assistance. We will check with Nicole to see if it is possible to donate lights again. Kacie is donating a tree, and the City is purchasing a new Santa chair.

Stacey Popp, our Monday night yoga instructor, has requested adding a substitute teacher for yoga class. She recommended Beth Abkes-Moore, who is currently a Monday night yoga participant. Beth has experience teaching meditation, mindfulness, and Tai Chi programs. The Commission approved hiring Beth as a substitute. Shannon will reach out with an offer, so Beth can begin teaching soon.

The vacancy on the Parks and Recreation Commission has been posted, and we are taking applications. Shannon will post on Facebook multiple times, and it will also be part of the Fall Newsletter. The application deadline is October 30th.

Shannon and Amanda will continue to be Facebook account managers. If the workload gets to be too heavy, we can reassess about adding a third account manager.

The Commission will meet once in January and reassess whether one or two meetings are needed for February. Normally, one would suffice as it's a slower season, but Easter is on March 28th this year, so planning for Hop with a Cop will be earlier than normal.

Let Shannon know if you would like anything else to be added to the Fall Newsletter. Please let her know before September 21st.

The meeting was adjourned at 8:20pm.

CITY OF EMPIRE

Empire Planning Commission Meeting Minutes
September 15, 2026, Empire City Hall

Present were: Jared Sachs called the meeting to order at 8:00 PM. Present were Elizabeth Haas, Doug Clark, Gina Maunu, Julie Stulz. Also present were Marla Vagts, City Council Liaison; Charles Seipel-Teng, Clerk-Administrator; Madison Richard, Consulting Planner with Bolton & Menk.

1. Agenda Items

1.1 Information on Battery Energy Storage Systems (BESS)

Robert Kaniecki, Sr. Manager of Development with esVolta, introduced himself and provided background on a proposed BESS project in Empire. The proposed project would be placed in the AG District on the east side of Empire. A specific site has not been selected. The battery storage units would consist of approximately 70 to 80 shipping container sized structures on approximately 19 acres. The structures would fully enclose the equipment. The company is looking at installing the facilities in early 2029 and the land that they sit on will be owned by the company. The company is with the project from the start and throughout its life. The average lifespan of the project is generally 20 years. Prior to construction, the company would have an emergency response plan for the site, and they have met with the Farmington Fire Department. The site would follow all NFPA guidelines for fire safety. A noise study would be conducted prior to applying for a permit. The company would need to apply for permits from the State in addition to being permitted from the City. The company would not likely pursue state permitting until they know that the City will permit them.

The Zoning Ordinance does not currently permit BESS in Empire, however the City may consider amending the ordinance to allow them as an IUP. Madison Richard provided information on a draft ordinance update memo that was originally presented in February. The draft language limits these systems to the AG District. Robert Kaniecki noted that they have some draft language that the Commission may want to consider. The Planning Commission recommended that esVolta submit a zoning ordinance amendment request.

Charles Seipel-Teng reported that separately, City staff have received a request from a contractor working on behalf of Xcel Energy to place a small (BESS) system on city property. This is through a new program for Xcel Energy, and the placement of this system would involve a 10-year agreement and revenue for the city. Next steps would be to determine an exact location, receive more information about a proposed project, and present the information to Planning Commission and City Council.

The Planning Commission had concerns about the safety of allowing these systems in Empire. The technology is new and evolving. There are also concerns about tying up acreage into long-

term BESS projects in areas of the City that might see future development over the next few decades.

1.2 Information on Agritourism/Farm Events in Zoning Ordinance

Madison Richard presented a memo regarding agritourism activities and outlined how some other jurisdictions in the area handle agritourism in their ordinances. There are many cities and townships that do not regulate them, but the examples that staff found regulated them through IUPs or CUPs. The memo included some recommended draft ordinance amendments and other items the Commission may consider. The discussion stems from the proposal by Brand Farms to add a barn on the property in which they would sell products. This is not permitted in the AG District currently but could possibly be permitted through an IUP or CUP if the ordinance is amended.

The large gatherings during the tulip festival in the spring should be covered under the City's Ordinance Regulating Large Assemblies. The Commission noted that food, other than food trucks that are permitted by the city, are regulated by the state and the City should not need to regulate it.

1.3 Proposed Comprehensive Plan Amendment - City of Rosemount

The proposed amendment changes the land use designation of 1.94 acres from High Density Residential to Community Commercial in the Aspen Fields area (near the new LifeTime Fitness).

The Planning Commission recommend "no comment" on the proposed comprehensive plan amendment.

1.4 Proposed Comprehensive Plan Amendment - City of Coates

The proposed amendment is in conjunction with a development request from Kwik Trip on a 14.15-acre portion of a nearly 70.52-acre vacant parcel northwest of Clayton Avenue W and Brandel Drive. As proposed, the Kwik Trip development would include a convenience store, gas station (both passenger cars and semi-trucks), and overnight truck parking. The proposed comprehensive plan amendment request is to modify the future land use guidance of the subject property from Agriculture to General Commercial.

Planning Commission discussed location, impact on traffic and alignment with future street connections on the Empire side. Madison Richard noted that the plans show additional future parking that is not a part of this project but could be added in the future through a CUP. The access points on the east and west side of the proposed store will eventually become city streets when the remainder of the parcel is platted.

The Planning Commission recommended commenting on overnight parking. The Commission is not in favor of it. The Commission had concerns about the large number of parking stalls, including the potential for future parking stalls. The Commission requested more information on how the project aligns with the future plans for CSAH 46 and how the future intersection on the east side of the proposed project will align and connect with the future local street connection (Claiborne Ave.) on the Empire Side when the current Clayton Ave. access is removed and realigned to the west.

1.5 Other Updates

Charles Seipel-Teng reported that the City Council was not supportive of the proposed development plans for the Siewert property by Summergate. They would like to see future development focused in the AUAR area.

There was a concept plan submitted for subdividing the property at the end of 194th Street West. The property would currently need street and water/sewer connections with Farmington unless the area to the south of it is developed. Farmington noted to the developer that they would not be interested in pursuing an agreement for services unless the emergency access gate on 194th Street is removed. The City Council was not in support of removing the gate.

Staff are recommending that the Planning Commission look at language in the zoning ordinance pertaining to biosolid land applications. Land applications are currently not permitted in Minnesota due to PFAS concerns. The Commission recommended that staff research language to incorporate into the zoning ordinance that would not permit future bio-solid land applications in Empire.

The property at 17565 Biscayne Ave. appears to have a truck operating a truck repair business in one of the storage sheds on the property. Businesses of this type are not permitted in the AG District. Staff will follow up with the property owner regarding the zoning ordinance violation.

Elizabeth Haas made a motion to adjourn. Doug Clark seconded. The meeting ended at 9:38 PM.

Respectfully submitted, Charles Seipel-Teng
Clerk-Administrator

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Bill List as of 9/22/2026

Attachment(s): *Bill List.pdf*
_Claim RegisterÂ©.pdf

City of Empire

Claims List for Approval (September 9- September 22, 2026)

Invoices Paid Previous to Claims List Batch

10-Sep-26	29047	Toshiba America Business Solut	Copy Machine Billing	19.75
10-Sep-26	29046	Minnesota Energy Resources	Natural Gas	110.05
10-Sep-26	29045	BlueCross BlueShield of MN	Health Insurance	5,493.08
15-Sep-26	EFT	United States Treasury	Federal Withholding	4,915.72
15-Sep-26	EFT	PERA	Retirement	2,682.96
15-Sep-26	EFT	Minnesota Dept. of Revenue	State Withholding	927.83
		SEE ATTACHED CLAIMS REGISTER REPORT		**35,011.23**

Subtotal	49,160.62
Payroll	13,118.53
Total	**62,279.15**

CITY OF EMPIRE

*Claim Register©

092226PAY

SEPTEMBER 2026

Claim Type

Claim#	6634 *Bolton & Menk*						
Cash Payment	E 101-41000-310	Planner Fees	Planning Services				$11,124.50
Invoice							
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$11,124.50
Claim#	6635 *RENT N SAVE*						
Cash Payment	E 101-45000-415	Rental - Other	Portable Restrooms - CH August 2026				$85.00
Invoice	89423						
Cash Payment	E 101-45000-415	Rental - Other	Portable Restrooms - Stelzel August 2026				$85.00
Invoice	89423						
Cash Payment	E 101-45000-415	Rental - Other	Portable Restrooms - Disc Golf August 2026				$85.00
Invoice	89423						
Cash Payment	E 101-45000-415	Rental - Other	Portable Restrooms - Tax - August 2026				$20.72
Invoice	89423						
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$275.72
Claim#	6636 *CIT*						
Cash Payment	E 101-41000-300	Professional Services	Microsoft 365				$214.20
Invoice	521570						
Cash Payment	E 101-41000-300	Professional Services	October 2026 Service				$192.00
Invoice	521922						
Transaction Date	9/22/2026		Checking	10100		**Total**	$406.20
Claim#	6637 *Kennedy & Graven, Chartered*						
Cash Payment	E 101-41610-304	Legal Fees	Legal Services August 2026				$2,431.32
Invoice	195218						
Transaction Date	9/22/2026		Checking	10100		**Total**	$2,431.32
Claim#	6639 *MILLER, KARA & JESSE*						
Cash Payment	R 600-49400-37110	Rate Class I	W/S Overpayment				$6.19
Invoice							
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$6.19
Claim#	6640 *Carquest Auto Parts Stores*						
Cash Payment	E 101-45000-221	Equipment Parts	Bobcat Mower				$116.42
Invoice	427126						
Transaction Date	9/22/2026		Checking	10100		**Total**	$116.42
Claim#	6641 *MN Pollution Control Agency*						
Cash Payment	E 600-49450-308	Instructors' Fees	Greg Endres - Wasterwater cert. application				$55.00
Invoice							
Transaction Date	9/22/2026	Due 9/16/2026	Checking	10100		**Total**	$55.00
Claim#	6642 *Minnesota Dept. of Health*						
Cash Payment	E 600-49400-316	Licenses & Permits	Paul LaCroix - Water Supply System Operator Application Fee				$32.00
Invoice							
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$32.00
Claim#	6643 *Nitti Sanitation*						
Cash Payment	E 101-45000-392	Program Expenses	Celebration 2026 Recycling and Trash				$484.10
Invoice	991088						
Transaction Date	9/22/2026		Checking	10100		**Total**	$484.10

CITY OF EMPIRE

*Claim Register©

092226PAY

SEPTEMBER 2026

Claim#	6645 *MANSFIELD SERVICE PARTNERS*						
Cash Payment	E 201-43000-212	Motor Fuels	Fuel				$5,531.57
Invoice							
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$5,531.57
Claim#	6646 *Inspectron, Inc.*						
Cash Payment	E 101-41000-300	Professional Services	August 2026 Inspection Services				$10,363.46
Invoice							
Transaction Date	9/22/2026		Checking	10100		**Total**	$10,363.46
Claim#	6647 *Fahey, Linda*						
Cash Payment	E 101-45000-392	Program Expenses	Santa Chair for Holiday Party				$100.00
Invoice							
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$100.00
Claim#	6648 *Core & Main, LP*						
Cash Payment	E 600-49400-309	EDP, Software and Desig	Annual Sensus Read Subscription				$4,000.00
Invoice	V000065761						
Transaction Date	9/22/2026	Due 12:00:00 AM	Checking	10100		**Total**	$4,000.00
Claim#	6649 *Xcel Energy*						
Cash Payment	E 101-41000-381	Electric Utilities	51-6291687-0 City Hall				$0.00
Invoice							
Cash Payment	E 101-41000-381	Electric Utilities	51-9344076-7 Maint. Bldg.				$0.00
Invoice							
Cash Payment	E 101-45000-381	Electric Utilities	51-0203701-8 Ballfield				$0.00
Invoice							
Cash Payment	E 101-43000-381	Electric Utilities	51-6005472-6 Street Lgt.				$0.00
Invoice							
Cash Payment	E 101-43000-381	Electric Utilities	51-8372975-3 Street Lgt.				$0.00
Invoice							
Cash Payment	E 600-49400-381	Electric Utilities	51-7928991-1 Well				$0.00
Invoice							
Cash Payment	E 600-49400-381	Electric Utilities	51-5015068-6 Well				$0.00
Invoice							
Cash Payment	E 600-49400-381	Electric Utilities	51-4664833-7 Tower				$0.00
Invoice							
Cash Payment	E 600-49450-381	Electric Utilities	51-6960047-5 Lift Station				$0.00
Invoice							
Cash Payment	E 101-43000-381	Electric Utilities	51-001330188-0 170th St. Roundabout				$84.75
Invoice							
Transaction Date	9/22/2026		Checking	10100		**Total**	$84.75

Claim Type	**Total**
	$35,011.23

Pre-Written Checks	$0.00
Checks to be Generated by the Compute	$35,011.23
Total	$35,011.23

MEMORANDUM

Date: September 22, 2026

To: Empire City Council

From: Charles Seipel-Teng, Clerk-Administrator

RE: Cash Balance Report as of 9/18/2026

Attachment(s): Cash Account Balances 2026.pdf

CITY OF EMPIRE CASH BALANCES		**CITY OF EMPIRE CASH BALANCES**		
1/1/2026		*AS OF 9/18/2026*		
GENERAL FUND		GENERAL FUND		Int. Rate
GENERAL CHECKING	$21,165.66	GENERAL CHECKING	$18,190.90	0.05%
GENERAL SAVINGS	$1,699,470.40	GENERAL SAVINGS	$1,192,528.56	0.75%
TOTAL GENERAL	**$1,720,636.06**	TOTAL GENERAL	**$1,210,719.46**	
ROAD & BRIDGE SAVINGS	**$255,704.50**	ROAD & BRIDGE SAVINGS	**$256,338.90**	0.50%
CERTIFICATES OF DEPOSIT (MATURITY)		CERTIFICATES OF DEPOSIT		
12 MONTH CD (1/24/27)	$1,723,388.67	12 MONTH CD	$4,817,549.75	3.90%
	$1,723,388.67	24 MONTH CD	$699,531.77	4.00%
	$1,723,388.67	24 MONTH CD 2	$699,531.77	4.00%
24 MONTH CD (12/13/27)	$693,376.86	MN 4M FUND (1/29/31)	$510,019.72	3.90%
24 MONTH CD 2 (12/13/27)	$693,376.86			
TOTAL CD	**$6,556,919.73**	TOTAL CD	**$6,726,633.01**	
TOTAL CHECKING & SAVINGS	**$8,533,260.29**	**TOTAL CHECKING & SAVINGS**	**$8,193,691.37**	
ESCROW CHECKING	$16,809.65	ESCROW CHECKING	$23,309.65	
ESCROW SAVINGS	$10,108.17	ESCROW SAVINGS	$10,113.18	0.10%
TOTAL ESCROW	**$26,917.82**	**TOTAL ESCROW**	**$33,422.83**	
FLEX CHECKING	**$1,562.71**	FLEX CHECKING	**$1,451.46**	0.05%
12 MONTH CD (SOLAR ESCROW 5	**$132,987.46**	12 MONTH CD (SOLAR ESCROW	**$136,987.73**	4.10%
TOTAL	**$8,694,728.28**	**TOTAL**	**$8,365,553.39**	
DEBT		**DEBT**		
2019 STREET GO BOND	$1,200,000.00	2019 STREET GO BOND	$915,000.00	
TOTAL DEBT	**$1,200,000.00**	**TOTAL DEBT**	**$915,000.00**	
TOTAL EQUITY	**$7,494,728.28**	**TOTAL EQUITY**	**$7,450,553.39**	

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Approving the Summary for Publication of Ordinance No. 110-B

The summary for publication of the amendments to the ordinance that were approved at the September 8th Council Meeting should be approved prior to it's publication.

Attachment(s): Ord 110-B Summary.pdf

ORDINANCE NO. 110-B
Summary for Publication

The City Council of Empire adopted *Ordinance No. 110-B An Ordinance Establishing Regular City Council Meetings and Setting Salaries and Terms of the Mayor and City Council* on September 8, 2026, and approved this summary for publication on September 22, 2026. Ordinance No. 110-B contains several sections and amendments, which are summarized as follows:

The City Council of the City of Empire, County of Dakota, State of Minnesota, ordains as follows:

SECTION 3. ORDER OF BUSINESS

Added item C:
C. Presentations and Proclamations

SECTION 7. TERM OF OFFICE FOR MAYOR AND COUNCIL MEMBERS

The mayor shall hold office for a term of two years, and each council member shall hold office for a term of four years, commencing on the first Monday of January of the year following their election and until a successor is elected and qualifies. Starting in election year 2028, and every election thereafter, the term of the mayor to be elected shall be for a term of four years.

SECTION 8. EFFECTIVE DATE.
This ordinance shall take effect upon its passage and publication and according to law.

SECTION 9. REPEAL
Ordinance No. 110-A, An Ordinance Establishing a Time and Place for Regular City Council Meetings, is hereby repealed.

A full copy of this ordinance can be found at www.empiremn.gov/ordinances

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Approving Mobile Food Unit (MFU) Licenses

DeJa Brewz LLC (Seasonal) Crazy Legs Farms through October, 2026

Attachment(s): *DeJa Brewz LLC.pdf*

Empire

Pd Ck# 1002 CS-T

APPLICATION FOR MOBLIE FOOD UNIT (MFU) LICENSE
(Apply at least 14 regular business days prior to conducting business)

Check One:

One Event (1-3days) License $50____ Seasonal License $125 X

Business:
Name of Business: Deja Brewz LLC

Phone: (763) 367-0979 Email: ____

Mailing Adddress: 13837 Vale St NW
Andover MN, 55304

Applicant:
Full Legal Name: Ryan (First) Patrick (Middle) Hoosline (Last)

Name d/b/a: ____

Phone: (763) 367-0979 Email ____

Mailing Adddress: 13837 Vale St NW
Andover MN 55304

Brief physical description of the MFU, which may include physical layout plan and dimensions, photographs, equipment types, manufacture, and model numbers, axle weight, license plate numbers, and VINs (Vehicle Size shall not exceed thirteen feet and six inches (13' 6") feet in height and thirty-seven (37) feet in length):

a 7ft x 17ft trailer Build for drink & Some food
its a dubble Akle thaier.

PAID

SEP 16 2026
RECEIVED

Brief description of the nature of the MFU (cart, truck, ice cream truck, etc.), goods to be sold, and method of operation:

Drinks, food, Coffee, lemonade, fair food (No Deep frying)
Soda pop

Brief description of the nature, character, and contents of advertising to be done:

face Book, online, word of mouth

Have you been convicted of any felony, gross misdemeanor, misdemeanor or municipal ordinance violation involving activities relating to the operation of the MFU?

_____ Yes _X_ NO

If yes, describe the nature of the offense and the punishment or penalty assessed:

Ice Cream Truck vendors will be required to undergo a criminal background check at the cost of the applicant.

Length of time of operation in the City of Empire and location(s) of operation (a maximum of four locations and not to exceed 21 days per location). Attach a list of dates and locations if needed.

October -
3rd, 4th, 10th, 11th, 15th, 16th, 17th, 18th, 24th, 25th

ATTACHMENTS REQUIRED:

- Copy of Applicant Photo ID
- Note of Written Permission of Property Owner or Lessee
- Minnesota Department of Health (MDH) License, including conditions of MDH license.
- List of dates of operation and locations (If needed)

MOBLIE FOOD UNIT RULES OF OPERATION:

- MFUs shall be kept in a neat and orderly manner. Further, applicant is responsible for the disposal of all waste and litter generated by the operation of the MFU and shall clean all such waste and litter before moving from the location. Trash and/or recycling collection and cleanup must be provided by the applicant.

- Licenses are only good for the property at which it was issued.

- All licenses expire after the last date noted on the application or December 31st of the application year, whichever date comes first.

- MFUs must provide independent power supply which is screened from view. Generators are permitted.

- MFUs may not maintain or use outside sound amplifying equipment, televisions, or other similar visual entertainment devices, or noisemakers such as bells, horns, or whistles. Ice cream trucks traveling through a residential district may have outdoor music or noise-making devices to announce their presence.

- MFUs cannot obstruct the movement of pedestrians or vehicles or pose a hazard to public safety.

- MFUs shall be located on asphalt or concrete surface. The City may waive the MFU site surfacing requirements when the license is approved for operation within a park.

- MFUs must close during adverse weather condition when shelter is not provided.

- MFUs are permitted to operate between the hours of 8:00 A.M. 10:00 P.M.

- A copy of the MDH and City License must be displayed in an easily visible location on the MFU.

Signature of Applicant — Date: 7-12-26

Signature of Property Owner — Date: 7-12-26

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Jerod Waltman, Maintenance
RE:	1. Update on Proposals for 2027 Water Tower Rehabilitation Project

Update:
At the last City Council Meeting, Council directed staff to obtain more information on the discrepancies between some of the items that were not in the proposal from KLM but were in the proposal from Bolton & Menk.

I have reached out to Dewey at KLM and Chris at Bolton & Menk regarding the discrepancies in the water tower restoration quotes.

Both contractors have varying opinions on what should be done vs. what must be done and how certain repairs should be made.

Example: replacement of the internal ladder vs. paint and weld it; condensation drip off the top platform (what is currently in place, what needs to be done).; interior cable (KLM wants to remove and replace with yoyo harness, Bolton & Menk says the cable is fine as it is).

Many of these items are a matter of preference and not specified by guideline recommendations.

City Council can discuss and determine how to proceed; however staff recommend proceeding with a contractor by the end of the month.

The proposals, previous memo, and cost estimates that were reviewed last meeting are attached for reference.

Attachment(s): *Tower_Rehabilitation_Memo.pdf*
KLM.pdf
Empire__MN_300K_Tower_Rehabilitation_CEW_081326.pdf
Water Tower Project Cost Est.pdf

2027 WATER TOWER REHABILITATION

Quotes obtained from: KLM Engineering, USG Solutions, Bolton & Menk

I. KLM ENGINEERING

Engineering, Design, and Inspections-$98,832.

II. USG SOLUTIONS (*CONTRACT BASIS)

Engineering, Design, Inspection, Needed Repairs-Pricing in draft contract-$71,567 first year (2026) with two additional years at the same amount.

III. BOLTON & MENK

Engineering, Design, and Inspection-$67,300.

IV. SCOPE OF WORK

a) KLM would likely sandblast and paint interior & exterior of tower and would bring up to OSHA standards. Repairs as specified in the project quote. Review of JTN antenna and other structures is additional.

b) USG would pressure wash exterior & paint Interior, sandblast interior only, and paint exterior, bring tower up to OSHA standards with specified repairs along the way. This quote would include periodic inspections and cleanout. Includes engineering review of JTN antenna.

c) Bolton & Menk would sandblast and paint interior & exterior of tower and bring up to OSHA standards. Repairs as specified in the project quote. Review of JTN antenna and other structures is additional.

V. BACKGROUND

a) KLM has been doing business with Empire for past 20 years with a strong ongoing relationship. References received.

b) USG - Empire has never conducted business with them, but we have checked references. They specialize in maintenance agreements. 20-year agreement is optional. The City could decide to contract for this project specifically.

c) Bolton & Menk has been working with Empire for last 26 years. Staff have received references for water tower services.

VI. ESTIMATED TOTAL COST (INCLUDES ENGINEERING)

KLM- 2-year warranty on work completed Total estimated project cost $598,832 ($697,664 total with engineering).

USG -Warranty through 20-year maintenance agreement cost $529,386 with up to 5% Inflation adjustment (max.) after first three years. ($71,567 for 2027).

Bolton & Menk- 2-year warranty on work completed Total estimated project cost $550,000 ($617,300 total with engineering).

- Life expectancy after a rehab project is estimated to be approximately 30 years.

- The full proposals from all three service providers as well as a Cost Comparison Spreadsheet is attached.

EMPIRE, MINNESOTA

Proposal for Reconditioning Services

June 23, 2026

Corporate Office

1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
651-773-5111

June 23, 2026

Sent via Email Only

Jerod Waltman
Public Works Director
City of Empire
3385 197th Street West
Farmington, MN 55024

RE: 300,000-Gallon Single Pedestal "Tower No. 1"
Empire, Minnesota

Dear Mr. Waltman:

Thank you for considering KLM Engineering for your water tower rehabilitation project. Choosing the right consultant and inspection partner is critical to protecting your investment, we bring unmatched expertise and proven results to your project.

We are proud to be **ISNetworld compliant** and one of only **17 AMPP QP5–accredited inspection firms in the United States**—a distinction that demonstrates our commitment to the highest standards of safety and quality. Our team combines decades of experience with specialized credentials in **AWS welding** and **AMPP coating inspections**, ensuring every aspect of your project is executed with precision.

Since the 1970s, KLM has set the benchmark for water storage tank inspections. Collectively, our professionals offer **over 150 years of experience**, and our rigorous inspection process helps coating systems achieve their full-service life of **25–30 years**. This saves municipalities millions on long-term maintenance costs.

KLM is trusted nationwide by engineers, owners, and contractors for our uncompromising quality standards. Our inspectors are on-site daily, documenting progress and holding contractors accountable to specifications. This dedication has earned KLM awards and national recognition in our industry, including annual features in **Tnemec's Tank of the Year calendar**.

We look forward to partnering with the **City of Empire** to deliver a successful, cost-effective project that stands the test of time.

Sincerely Yours,

KLM ENGINEERING, INC.
Dewey Prinzing
Vice President of Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 651-434-4321
Email: dprinzing@klmengineering.com

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DISCLAIMER:

The information in this proposal is confidential, may be legally privileged, and is intended for the sole use of the City of Empire. Access to this proposal by another company is not permitted. If you are not the intended recipient, any disclosure, copying, distribution of any action taken or committed in reliance on it is prohibited.

PROJECT PROFILES

KLM has an unparalleled record of consistently delivering successful projects like yours. KLM has planned, designed and performed inspection services during the refurbishing of water tanks for over thirty (30) years. The longevity of the coatings system of our projects is what we are most proud of. What owners most appreciate is the return-on-investment KLM brings to each new construction or rehabilitation project. This section highlights projects KLM has completed.



City of Princeton, MN

North Tower | 0.25 MG Single Pedestal

Reconditioning - Inspection Services | 2025
Specifications | 2024
Evaluation | 2020, 2016
Reconditioning | 1997



City of Cohasset, MN

Tower No.1 | 0.2 MG Single Pedestal

Reconditioning - Inspection Services | 2025



City of Clearbrook, MN

Tower Street | 0.25MG Single Pedestal

Recondition - Inspection Services | 2025
Specification | 2023
Inspection Services | 2019
Evaluation | 2013

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Bagley, MN
Tower No 1 | .4 MG Single Pedestal

Recondition - Inspection Services | 2025
Specification | 2025



City of Osakis, MN
Tower No 1 | 0.2MG Single Pedestal

Reconditioning - Inspection Services | 2024



City of Park Rapids, MN
Hatch Avenue Tower | 0.4MG Single Pedestal

Warranty | 2025
Reconditioning - Inspection Services | 2024
Evaluation | 2023



City of Collegeville, MN
Tower No.1 | 0.25 MG Single Pedestal

Reconditioning - Inspection Services | 2024
Specification | 2024

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REFERENCES

The following is a summary list of the projects from the past five (5) years. Additional references can be provided upon request.

Reconditioning Projects

3M Cottage Grove, MN
250,000 Gallon Single Pedestal
Owner/Client: 3M Cottage Grove
Contact: Michael Rogers 651-458-2293

Bagley, MN
400,000 Single Pedestal
Owner/Client: City of Bagley, Minnesota
Contact: Mike Karvakko 218-444-8004

Chatfield, MN
200,000 Gallon Standpipe
Owner/Client: City of Chatfield, MN
Contact: Ryan Priebe 507-867-3810

Clearbrook, MN
250,000 Gallon Single Pedestal
Owner/Client: City of Clearbrook, Minnesota
Contact: Steve Emery 218-773-1185

Cohasset, MN
200,000 Gallon Single Pedestal
Owner/Client: City of Cohasset, Minnesota
Contact: Walt Shadley 218-256-0069

Collegeville, MN
250,000 Gallon Single Pedestal
Owner/Client: City of Collegeville, MN
Contact: Travis Mack 320-363-2542

Hinckley, MN
150,000 and 300,000 Tank
Owner/Client: City of Hinckley, MN
Contact: Leaha Jackson 320-384-7491

New Brighton, MN
300,000 Legged
Owner/Client: City of New Brighton, Minnesota
Contact: Eric Volk 651-638-2100

North Branch, MN
200,000 Gallon Single Pedestal
Owner/Client: City of North Branch, MN
Contact: Brady Sterbentz 651-755-8493

Osakis, MN
200,000 Gallon Single Pedestal
Owner/Client: City of Osakis, MN
Contact: Greg Gottwald 320-859-2150

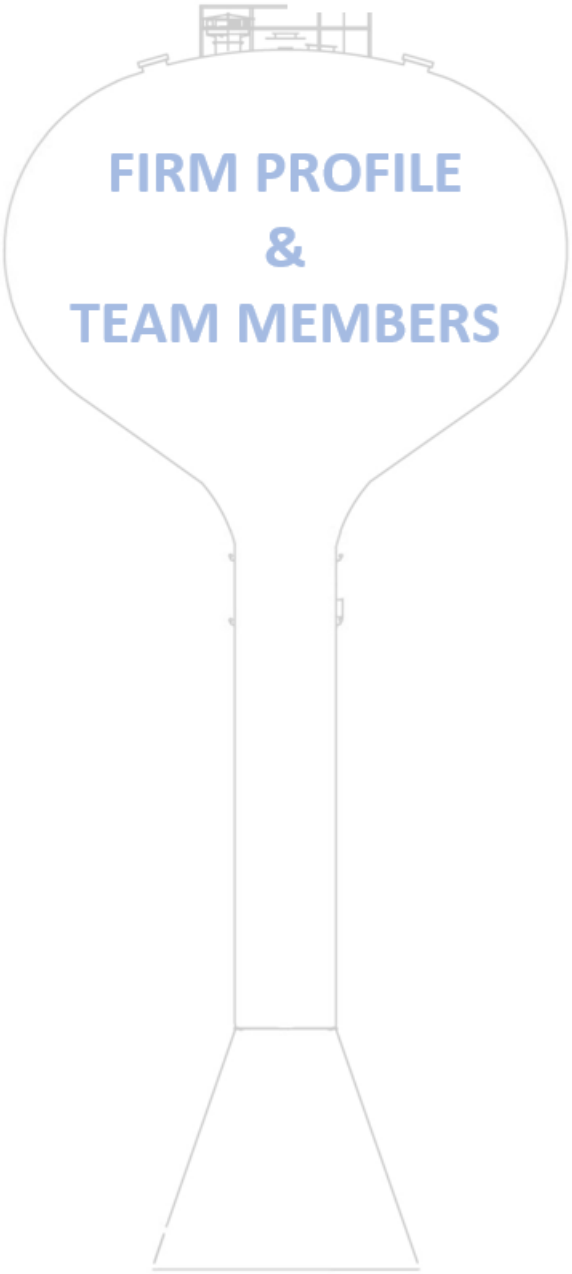
Park Rapids, MN
400,000 Gallon Single Pedestal
Owner/Client: City of Park Rapids, Minnesota
Contact: Jon Olson 218-844-2580

Pierz, MN
200,000 Gallon Single Pedestal
Owner/Client: City of Pierz, MN
Contact: Bob Gruber 320-468-0268

Princeton, MN
250,000 Gallon Single Pedestal
Owner/Client: City of Princeton, Minnesota
Contact: Scott Schmit 763-389-2252

Roseau, MN
200,000 Gallon Double Ellipsoidal
Owner/Client: City of Roseau, MN
Contact: Gary Przekwas 218-463-2351

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ABOUT US

Founded in 1995, by our current principles, **KLM Engineering, Inc.** is a consulting and inspection firm. On average, we complete over 150 water storage projects each year for clients across the United States. KLM specializes in:

- Inspection services on new and reconditioned elevated water tanks, ground storage reservoirs, water treatment plants, wastewater treatment plants and concrete tanks.
- Evaluations of existing concrete and steel storage tanks, pressure vessels, filter tanks and other related structures.
- Design Build services.
- Development of project specifications for tank rehabilitation/lead paint abatement and disposal.
- CWI Welding inspection.
- Interior and exterior tank cleanings.
- Non-destructive testing.
- Antenna lease reviews, drawing reviews, removal and installation inspections.
- Wastewater treatment plant inspection services.

Our Engineers Are:

- Experienced in design and structure modifications.
- Experienced at examining existing tanks regarding corrosion, structure integrity and fitness for continued service.
- Professional Engineers with practical knowledge of current designs and code requirements.

Our Inspectors Are:

- Association for Materials Protection and Performance (AMPP), formerly NACE, trained/certified protective coating inspectors.
- American Welding Society (AWS) associate/certified welding inspectors.
- Experienced journeyman painters, climbers and riggers with proven abilities to perform proper hands-on inspections and testing.
- Experienced in project management and enforcement of specifications for quality control and lead abatement.

REGIONAL OFFICES

- Headquarters | Woodbury, Minnesota
- Great Lakes Region | New Lenox, Illinois
- Central Region | Kansas City, Missouri
- South Central Region | Fayetteville, Arkansas

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INSURANCE COVERAGE

Our firm maintains general liability, automotive, professional liability insurance and workers compensation. A certificate of insurance, listing the client as additional insured, will be provided upon execution of a contract.

PROFESSIONAL AFFILIATIONS

Association & Corporate Affiliations

Local Association Affiliations

Charities

PROJECT TEAM CHART

Designed Specifically For:

Empire

KLM Engineering Inc.

Manager-In-Charge
Rodney Ellis

Project Manager
Ben Feldman, P.E.

Project Supervisor
Scott Kriese

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PROJECT-SPECIFIC TEAM MEMBER RESUMES



Rodney Ellis Vice President/COO

612-810-0956 @ rellis@klmengineering.com

39 YEARS OF EXPERIENCE

AMPP ACCREDITED ORGANIZATION QP5

Education, Experience & Certifications

- Mount Senario College
- Federal Department of Natural Resources
- OSHA 30
- Certified Competent Climber
- NACE/AMPP Level 3 #1686
  - 38 Years Certified Experience
- AWS Weld Inspection Certified #04040311
  - 30 Years Certified Experience
- AMPP Concrete Coating Inspector Level 1

KLM Projects

City of Valley Center, KS
Reconditioning of 0.75MG Composite

City of Moorhead, MN
New Construction of 0.75MG Composite

City of Andover, MN
Reconditioning of 1.0MG Hydropillar

City of Brighton, CO
New Construction of 2.0MG Composite

City of Prior Lake, MN - South Tower
Reconditioning of 0.75MG Toro Ellipsoidal

City of Des Moines, IA
Reconditioning of 4.1MG Standpipe

City of Hinckley, MN
Reconditioning of 0.3MG Single Pedestal

City of Joliet, IL
Reconditioning of 1.0MG Toro Ellipsoidal

City of Rogers, AR
Reconditioning of 2.0MG Toro Ellipsoidal

City of Verndale, MN
New Construction of 0.075MG Hydrocone

City of Parshall, ND
New Construction of 0.5MG Composite

City of Lawrence, KS
Reconditioning of 1.5MG Ground Storage Tank

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Ben Feldman, PE Mgr of Engineering
651-773-5111 @ bfeldman@klmengineering.com

20 YEARS OF EXPERIENCE

AMPP ACCREDITED ORGANIZATION QP5

Education, Experience & Certifications

- University of Minnesota - Twin Cities
  - BS Civil Engineering
  - Minor in Business Management
  - Men's Crew
- OSHA 10
- Licensed Professional Engineer
  - Minnesota License No. 49598
  - Colorado License No. 57334
  - South Dakota License No. 16938
- MN AWWA Awards Committee Co-Chair
  - Past Secretary-Treasurer

KLM Projects

City of Hastings, MN
Reconditioning of 0.75MG Hydropillar

City of Brighton, CO
New Construction of 2.0MG Composite

City of Hinckley, MN
Reconditioning of 0.15MG Double Ellipsoidal

City of Prior Lake, MN - South Tower
Reconditioning of 0.75MG Toro Ellipsoidal

City of Jamaica, IA
New Construction of 0.05MG Single Pedestal

City of Delavan, WI
Reconditioning of 0.5MG Single Pedestal

City of Lawrence, KS
Reconditioning of 1.5MG Ground Storage Tank

City of Napoleon, ND
New Construction of 0.3MG Single Pedestal

City of Goodview, MN
Reconditioning of 0.1MG Single Pedestal

City of Verndale, MN
New Construction of 0.075MG Hydrocone

City of West Chicago, IL
Reconditioning of 0.5MG Booster Reservoirs

City of Rogers, AR
Reconditioning of 2.0 MG Toro Ellipsoidal

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Scott Kriese Project Supervisor
651-773-5111 @ skriese@klmengineering.com

27 YEARS OF EXPERIENCE

AMPP ACCREDITED ORGANIZATION QP5

Education, Experience & Certifications

- AMPP Certified Coatings Inspector Level 3 #11236
- AMPP Concrete Coating Inspector Level 2 #205988
- OSHA 30
- Certified Competent Climber

KLM Projects

City of Moorhead, MN
New Construction of 0.75MG Composite

City of Otsego, MN
New Construction of 1.5MG Composite

Village of Dresser, WI
Reconditioning of 0.2MG Double Ellipsoidal

City of Farmington, MN
Reconditioning of 1.5MG Hydropillar

City of Baxter, MN
Reconditioning of 0.75MG Hydropillar

City of St. Cloud, MN
Reconditioning of 1.0MG Hydropillar

City of Plymouth, MN
Design Build of 2.0MG Toro Ellipsoidal

Village of Somerset, WI
New Construction of 0.2MG Composite

City of Sioux Falls, SD
Reconditioning of 1.5MG Composite

City of Neodesha, KS
Reconditioning of 0.2MG Single Pedestal

Jackson County PWSD #1, MO
Reconditioning of 1.5MG Elevated Water Tower

City of Elgin, IL
Reconditioning of 1.0MG Single Pedestal

City of South Bend, IN
Reconditioning of 1.5MG Single Pedestal

City of Forney, TX
New Construction of 1.0MG Composite

City of Rogers, AR
Reconditioning of 2.0MG Toro Ellipsoidal

City of Topeka, KS
New Construction of 1.0MG Composite

City of Kansas City, MO
New Construction of 3.0MG Composite

Oglala Sioux Rural Water Supply System, SD
New Construction of 0.8MG Composite

City of Sioux Falls, SD
Reconditioning of 0.5MG Single Pedestal

City of Jamaica, IA
New Construction of 0.05MG Composite

City of Dubuque, IA
Reconditioning of 2.4MG Ground Storage Tank

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Tadd Oachs Telecom Manager
612-481-8018 @ toachs@klmengineering.com

13 YEARS OF EXPERIENCE

AMPP ACCREDITED ORGANIZATION QP5

Education, Experience & Certifications

- NACE/AMPP Level 2 #107515
- 12 years of Telecommunications Experience
- MBA, University of Wisconsin - Whitewater
- BS, Statistics; St. Cloud State University

KLM Projects

City of Victoria, MN
Water Tower 1
AT&T 5G Upgrades. Management of Engineering Review and Inspection Services

City of Alamosa, CO
Craft Water Tower
AT&T 5G Upgrades. Management of Engineering Review and Inspection Services

City of Clear Lake, WI
Water Tower No. 1
Verizon C-Band Upgrade. Management of Engineering Review and Inspection Services

Order of St. Benedict (Collegeville, MN)
Water Tower No. 1 Reconditioning
Telecommunications Temp Installation, Equipment Decom, and Reinstallation: Consulting, Management of Project Review and Inspection Services.

City of Lakeville, MN
Steve Michaud Park Water Tower Reconditioning
Telecommunications Temp Installation, Equipment Decom, and Reinstallation: Consulting, Management of Project Review and Inspection Services.

City of Chaska, MN
Hundertmark Water Tower Reconditioning
Telecommunications Temp Installation, Equipment Decom, and Reinstallation: Consulting, Management of Project Review and Inspection Services.

City of Prior Lake, MN
South Tower Reconditioning
Telecommunications, Temporary and Reinstallation: Consulting, Management, and Inspection Services

City of Maple Grove, MN
Ranchview Tower Reconditioning
Telecommunications, Temporary and Reinstallation: Consulting, Management, and Inspection Services

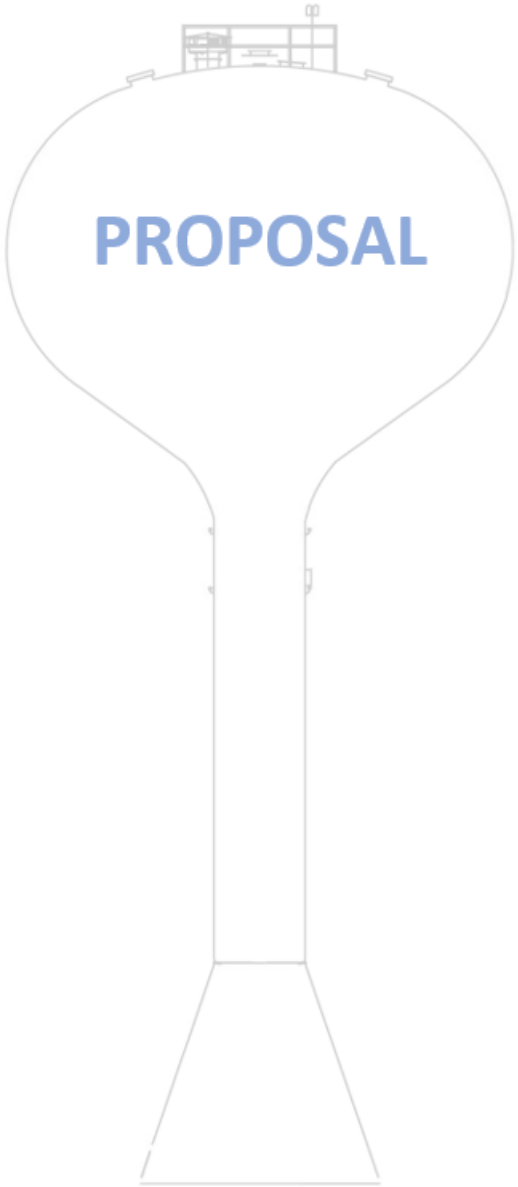
City of Joliet, IL
Rock Run Tower Reconditioning
Telecommunications, Temporary and Reinstallation: Consulting, Management, and Inspection Services

City of Lakeville, MN
Verizon C-Band 5G Upgrades
Management of Engineering Review and Inspection Services

City of Fargo, ND
T-Mobile Anchor 5G Upgrades
Management of Engineering Review and Inspection Services

City of Chisholm, MN
AT&T 5G Upgrades
Management of Engineering Review and Inspection Services

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PROJECT UNDERSTANDING

KLM understands the City of Empire will be rehabilitating the 300,000-gallon water tower "Tower No. 1" in 2027. KLM has provided services since 2017 and met with city staff over the last several years in anticipation of reconditioning the water tower.

Key project team members were brought together to review the KLM evaluation reports and records to prepare the outline of services required to bring the tower up to current AWWA standards and Minnesota Department of Health and OSHA codes.

KLM will provide design and inspection services, including submittal reviews, weld inspections, and coatings inspection to ensure contractor compliance with the project manual and manufacturers' material data sheets during construction.

BENEFITS TO THE CITY OF EMPIRE

Partnering with KLM Engineering delivers measurable value and long-term performance for the Owner. Our approach is designed to maximize return on investment, ensure regulatory compliance, and uphold the highest standards of quality and safety throughout the project.

Modern protective coating systems provide a service life of **25–30 years**, but achieving this longevity requires strict adherence to specifications and continuous oversight. KLM provides **full-time, AMPP-certified coating** and **critical AWS welding inspections** to confirm every phase of work meets the specification and industry standards.

Our team reviews all reservoir-specific submittals for conformance with **project specifications, AWWA guidelines, OSHA requirements, and state regulations**. Responses are provided to document acceptance and maintain transparency.

KLM develops **comprehensive specification packages** tailored to water tank reconditioning. These detailed specifications reduce the likelihood of change orders, control costs, provide firm schedule and ensure projects are completed in accordance with the project manual.

Through proactive project administration and inspection services, KLM acts as a critical safeguard between design intent and field execution. Our oversight mitigates risks, enforces compliance, and ensures that qualified contractors deliver work that meets expectations—ultimately reducing reconditioning cycles and lowering lifecycle costs for the Owner.

Scope of Services

1. SCOPE OF WORK

Phase	Description
Specifications & Bidding	Includes up to 2 revisions of project specifications
Construction Supervision & Inspection	Oversight and inspection during construction
Warranty Inspection	Two-year warranty inspection per agreement

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2. DESIGN SERVICES

- Meet with the Owner to review plans and specifications.
- Produce preliminary and final copies of specifications.
- Provide updated cost estimates.
- Advertise specifications.
- Facilitate mandatory pre-bid meeting (virtual).
- Include lettering and logo including files and drawings - provided by the Owner.
- Respond in writing to bidder questions.
- Tabulate bid results for the Owner.
- Evaluate contractor proposals for compliance.
- Recommend the lowest qualified bidder(s) in writing.
- Prepare Notice of Award and forward contract agreement to Owner.

3. PROJECT SPECIFICATIONS

Specifications will include up to two revisions and cover:

- Advertisement for Bids – Legal advertisement requirements and project description.
- Instructions to Bidders – Scope of work, insurance, payments, completion time, qualifications, taxes, permits, bonds, and legal requirements.
- Bid Forms – Bid proposals, time frames, alternate bids, legal requirements, and qualification forms.
- Project Requirements – Project schedule, contract execution, meetings, quality assurance, liquidated damages, and technical requirements.
- Technical Specifications – Structure modifications, surface repairs, abrasive blasting, containment, disposal, dehumidification, coatings, safety, sterilization, and inspection.
- Supplemental Conditions – Amendments to General Conditions.
- General Conditions – Authority of Engineer, inspection, scope modifications, time extensions, insurance, and related items.
- Contract Documents – Agreement form between Owner and Contractor.
- Payment & Performance Bonds – Required per state law.
- Appendices – A: Photos, B: Drawings, C: Surface preparation requirements (AMPP SP0178-2007), D: Paint chip lead/chromium test results, E: Lettering and logo (provided by the Owner).

4. CONSTRUCTION SERVICES

Project Management and Construction Administration:

The **Project Manager** and **Project Supervisor** collaborate to ensure successful project execution.

- Schedule and Facilitate pre-construction conference.
- Periodically perform on-site review of project's work status and report to the Owner.
- Coordinate progress meetings, as necessary.
- Process change orders.
- Project close-out administration.
- Prepare monthly payment request forms.

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5. CONSTRUCTION SUPERVISOR RESPONSIBILITIES (KLM)

- Attend pre-construction conference.
- Remove cellular equipment (if contracted).
- Perform periodic on-site reviews and report progress to the Owner.
- Coordinate and document progress meetings.
- Review meeting minutes.
- Schedule inspections.
- Administer project close-out procedures.
- Establish warranty date.
- Review inspector's daily documentation.
- Process Change Orders.
- Prepare monthly payment requests.

CONSTRUCTION OBSERVATION

Field Inspections Consist of the Following:

All our inspectors have years of extensive practical experience and knowledge of water storage tank reconditioning. Welding inspections will be completed by an **AWS Certified Welding Inspector** or an inspector working under the direct supervision of an **AWS** Welding Inspector. The coating inspector assigned to this project will hold **AMPP Coating Inspector** credentials.

Pre-Construction Meeting

Conduct a meeting with the client and contractor to:

- Define the roles of the Engineer and Inspector.
- Review the intent of the specifications.
- Confirm agreement on the scope of work and quality expectations.

Structure Repairs and Modifications

Monitor and approve repairs and modifications for compliance with specifications.

Surface Preparation Inspection

Inspect blasting media and equipment to ensure:

- Conformance to specifications.
- Prevention of surface contamination from moisture, oil, or other contaminants.

Paint Removal and Disposal

Monitor removal and disposal processes for compliance with specifications and environmental regulations.

Coating Application

Observe contractor's mixing and application of coatings for:

- Specification compliance.
- Adherence to manufacturer's recommendations.

Surface Preparation Samples

Approve surface preparation samples prior to coating application.

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Progress Monitoring
Record contractor progress to ensure adherence to the construction schedule.

Reporting
Submit daily and weekly inspection reports with photos. Maintain organized records of all construction activities.

Material Testing
Coordinate and review material testing for compliance with specifications and environmental regulations.

Punch List and Corrective Actions
Monitor completion of punch list items and verify corrective actions.

Final Inspection and Acceptance
Conduct final inspection, confirm substantial completion, and facilitate project acceptance.

ANTENNA INSPECTION

These accounts will cover antenna management fees for engineering and inspection services. We understand that there are no cellular antennas on the tower and one internet provider (JTN). The JTN antennas will need to be removed from the tower.

Fee Structure

- JTN Antennas – $3,000 per project.

Fees are paid by the carriers through the established escrow accounts.

WARRANTY INSPECTION (2 Year)

KLM proposes to perform a **ROV (Remotely Operated Vehicle) warranty inspection** on the referenced tank prior to the expiration of the performance-bonded warranty.

- **Scope of Inspection:**
  The warranty inspection will include a comprehensive review of the tank's condition and a detailed inspection report.

- **Exclusions:**
  The fixed fee covers the inspection and reporting only. Any necessary inspection services for warranty repair work identified during the inspection are **not included** and will be addressed separately.

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DELIVERABLES

The Owner owns and retains this documentation. KLM also retains these records for future reference. Deliverables are submitted electronically, unless indicated for a hard copy.

Deliverables Include:

- **Certified Engineering Documents**: Professional engineering-certified plans and specifications.
- **Regulatory Documentation**: State permitting records, Department of Health approvals, TCLP testing results, and waste tracking documentation.
- **Contractor Submittals**: All contract documentation required for compliance.
- **Daily Logs**: Includes weather logs and construction activity records.
- **Surface Preparation Records**: Documentation of preparation processes and approvals.
- **Photo Documentation**: Daily digital photos of work progress.
- **Weekly Reports**: Weekly meeting minutes and progress reports.
- **Project Acceptance Certificate**: Issued upon substantial completion.
- **Warranty Inspection Report:** Provided to both Owner and Contractor at the conclusion of the warranty inspection.

FEE SUMMARY

Fees are based on the 2026 Fee Schedule.
A 3% annual escalation will be applied to all fees for each year beyond 2026.

KLM Engineering estimates this to be an eight (8) week project. KLM will manage the water tank rehabilitation with project supervision, welding inspection, coating inspection, antenna inspection and a ROV warranty inspection, as detailed below.

Specification, Bidding Assistance, and Submittal Reviews (**LUMP SUM**) $16,500.00
Project Supervision and Inspection Services (**TOTAL HOURLY, NOT TO EXCEED**) $77,332.00
TOTAL PROJECT..... $93,832.00

NOTE: Additional engineering can be performed per our current fee schedule. Any additional 3rd party coating inspection time required and approved by the engineer will be charged at the rate of $9,666.00 per week.

Warranty Inspection 2029 ..... $3,900.00

Antenna Management – JTN $3,000.00

TERMS AND CONDITIONS

Below are KLM's standard Terms and Conditions. The below Terms and Conditions are part of this Agreement between the City of Empire and KLM Engineering, Inc., unless otherwise agreed to in writing by both parties.

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WHY USE KLM

KLM Engineering, Inc. has been a trusted leader in water tank evaluation and rehabilitation for over **30 years**. We specialize in providing **engineering and inspection services** for the reconditioning of tanks with capacities exceeding **100,000 gallons**.
Our extensive experience and proven track record include projects for:

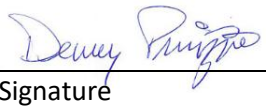
- **U.S. Military**
- **Industrial Tanks**
- **Indian Health Services**
- **Municipalities across the United States**

KLM's reputation for quality, compliance, and technical expertise ensures that your project is managed with precision and professionalism from start to finish.

AGREEMENT

This proposal is valid for forty-five (45) days from the date of issuance. If the City of Empire finds this proposal acceptable, please sign and return the signature page by email or mail. By signing and returning this page, you agree to the terms outlined in the entire proposal document.

This Agreement, between City of Empire, Minnesota and KLM Engineering, Inc. is accepted by:

CITY OF EMPIRE **3385 197TH Street** **Farmington, MN 55024**	**KLM ENGINEERING, INC.** **1976 Wooddale Drive, Suite 4** **Woodbury, MN 55125**
_____ Signature	 Signature
_____ Name	Dewey Prinzing Name
_____ Title	Vice President of Business Development Title
_____ Date	June 23, 2026 Date

We look forward to working with you.

Sincerely,

KLM ENGINEERING, INC.

Dewey Prinzing
Vice President of Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 651-434-4321
Email: dprinzing@klmengineering.com

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KLM ENGINEERING, INC. (KLM)
TERMS AND CONDITIONS

1. **AGREEMENT.** The agreement between the parties when entered by the parties shall include the applicable referenced agreement documents (i.e., KLM proposal/Agreement) and shall include these KLM Terms and Conditions (the "Agreement"). The Agreement may not be modified except by mutual agreement in writing.

2. **ADDITIONAL SERVICES**. Additional work or services shall not be performed without a KLM executed change order or purchase order outlining the scope of additional work or services.

3. **KLM CLIENT RESPONSIBILITIES**. The KLM Client shall fully disclose to KLM its knowledge of the condition of the project structure(s), its past and present contents and shall provide KLM with full information regarding the requirements for the project; shall designate an individual to act on the KLM Client's behalf regarding the project; and provide safe access to and at the project site. When reasonably requested by KLM, the KLM Client shall furnish the services of other consultants including, but not limited to engineers and insurance representatives. The KLM Client shall test for pollution and hazardous materials when required by law or as requested by KLM. The KLM Client shall provide KLM with all necessary permits and other authorizations.

4. **SAFETY.** KLM shall be responsible for the safety of KLM personnel at the project site. The KLM Client or other persons shall be responsible for the safety of all other persons at the project site. The KLM Client shall inform KLM of any known or suspected hazardous materials or unsafe conditions at the project site. If, during the course of the KLM services, such materials, or conditions are discovered at the project site, KLM reserves the right to take measures to protect KLM personnel and equipment or to immediately terminate KLM services. The KLM Client agrees to be responsible for, and agrees to pay, any such additional protection costs. Upon such discovery by KLM, KLM agrees to use commercially reasonable efforts to notify the KLM Client in writing, of hazardous materials or unsafe conditions regarding the project site.

5. **HAZARDOUS MATERIALS.** Unless otherwise agreed to in the scope of work with the KLM Client, KLM has no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials at the project site. To the full extent permitted by the law, the KLM Client shall defend, indemnify, and hold harmless KLM, its employees and representatives from all claims, including costs and attorney fees, arising out of the presence of hazardous materials or exposure to the same on the job site.

6. **SITE ACCESS AND RESTORATION.** The KLM Client will provide KLM and its representatives with safe and legal project site access. It is understood by the KLM Client that in the normal course of KLM providing its services and work, some nominal damage to the project site may occur. KLM agrees to take reasonable commercial precautions to minimize such damage, if any. Restoration of the project site, if any, is the responsibility of the KLM Client, unless otherwise agreed to in writing in the scope of work.

7. **KLM LIMITED WARRANTY AND DISCLAIMER.** KLM will perform services consistent with the standard of care and skill normally performed by other like firms in the industry and profession at the time of this service and in the geographic area of the project. **EXCEPT AS EXPRESSLY STATED IN THIS SECTION, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, BY OPERATION OF LAW OR OTHERWISE,**

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PERTAINING TO THE PRODUCTS AND SERVICES SOLD UNDER THIS AGREEMENT. KLM DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL KLM BE LIABLE TO THE KLM CLIENT, ITS AGENTS, REPRESENTATIVES, EMPLOYEES, CUSTOMERS OR ANY OTHER THIRD PARTY, FOR ANY INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOSS OF USE, LOSS OF REVENUE OR LOSS OF PROFIT, IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT OR THE EXISTENCE, FURNISHING OR FUNCTIONING OF ANY ITEM OR SERVICES PROVIDED FOR IN THIS AGREEMENT OR FROM ANY OTHER CAUSE, INCLUDING WITHOUT LIMITATION CLAIMS BY THIRD PARTIES, EVEN IF KLM HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8. **SCHEDULING.** Prior to KLM scheduling its services related to the project, the KLM Client shall furnish KLM with a written Agreement, purchase order or other written request for KLM services and shall give as much notice as reasonably possible in advance of the time when the KLM services are desired to commence. The KLM service schedule shall be mutually agreed upon by the parties in writing. If a KLM inspection is canceled or delayed after KLM personnel and/or equipment are in transit to the project site, then the KLM Client shall be billed, and the KLM Client agrees to pay for KLM time and expenses according to the then current KLM Fee Schedule for KLM time spent and KLM costs incurred. If KLM is unable to redirect KLM representatives to other third-party project sites on the canceled or delayed scheduled service day, at a minimum, the KLM Client will be billed and the KLM Client agrees to pay KLM for one (1) full day of KLM labor.

9. **INSURANCE.** KLM will maintain worker's compensation insurance and comprehensive general liability insurance. KLM will provide KLM Client with a certificate of insurance upon KLM Client's request.

10. **PAYMENT.** KLM will submit periodic invoices for KLM services provided and work performed. Invoices are due upon receipt. The KLM Client agrees to inform KLM of invoice questions or disputes within 10 business days of the invoice date. The KLM Client agrees to pay all undisputed KLM invoiced amounts within 45 days of the invoice date. The KLM Client agrees to pay interest on all overdue amounts at a rate of 1.5% per annum or the rate allowed by law, whichever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts. If any undisputed invoice remains unpaid for 60 days, then KLM may, at its sole discretion, suspend or terminate services to the KLM Client without liability.

11. **INDEMNIFICATION.** KLM shall indemnify and hold harmless the KLM Client and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by KLM's negligent acts or omissions.

    The KLM Client shall indemnify and hold harmless KLM and its shareholders, directors, officers, members, governors and employees from liability, claims, losses, and damages arising out of or relating to the applicable Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or injury to, or destruction of tangible property, including the loss of use resulting therefrom to the extent caused by the KLM Client's negligent acts or omissions. Further, the KLM Client shall indemnify and hold harmless KLM from all claims or losses arising out of the unauthorized use of KLM's Documents.

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12. **LIMITATION OF LIABILITY. IN NO EVENT SHALL KLM OR THE KLM CLIENT BE LIABLE, ONE TO THE OTHER, FOR INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE OR USE OF ANY PRODUCTS OR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT.**

13. **DELAYS**. If KLM service or work delays are caused by the KLM Client, by third parties, strikes, natural causes, weather, or other circumstances beyond KLM's control, a reasonable time extension for performance of KLM services and work shall be granted, and KLM shall be entitled to and the KLM Client agrees to pay KLM an equitable fee adjustment.

14. **TERMINATION.** After seven (7) days written notice, either party may elect to terminate this Agreement. Notwithstanding the foregoing, the KLM Client agrees to pay for all KLM services provided and work performed through the date of termination. Notwithstanding the foregoing, the following sections shall survive the termination of this Agreement: Sections 5, 7, 10, 11, 12, 15, 16, 21 and 24.

15. **SEVERABILITY.** Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions of the Agreement shall continue in full force and effect.

16. **KLM'S DOCUMENTS**. All reports, specifications, drawings and other documents furnished by KLM are part of KLM's services and work for the KLM Client and the same are for use only for the project (KLM Documents). KLM retains all ownership of said documents regardless of whether the project is completed. The KLM Client may retain copies of the KLM Documents for reference purposes. KLM does not represent or warrant that the KLM Documents are suitable for reuse on any extension of the project or on other projects. The KLM Client shall not use the KLM Documents without KLM's written consent.

17. **ASSIGNMENT.** KLM may not assign this Agreement to any other person unless written consent is obtained from the KLM Client.

18. **AMENDMENTS.** Any modification or amendment of to this Agreement shall require a written agreement signed by both Parties.

19. **NONDISCRIMINIATION.** In the hiring of employees to perform work under this Agreement, KLM shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.

20. **GOVERNING LAW.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota without regard to or application of conflicts of law rules or principles. All proceedings related to this Agreement shall be venued in **Washington County, Minnesota.**

21. **AUDIT.** Pursuant to **Minnesota Statutes, § 16C.05, Subdivision 5, KLM agrees that the KLM Client, the State Auditor, or any of their duly authorized represen**tatives at any time during normal business hours and as often as they may reasonably deem necessary (but under all circumstances not more often than once per calendar year), shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, or records which are pertinent to the accounting practices and procedures of KLM, and involve transactions relating to this Agreement.

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22. **JOB SITE IMAGES, PHOTOGRAPHY AND VIDEO.** During the term of this Agreement and thereafter, KLM has the KLM Client's permission to take photographs or video of the project site for training, documentation, education or KLM promotional purposes. A signed Agreement that includes these KLM Terms and Conditions constitutes the KLM Client's written permission to KLM regarding the use of the items and information set forth in this section.

23. **WAIVER.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

24. **HEADINGS.** Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.

25. **ENTIRE AGREEMENT.** This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

End of the KLM Terms and Conditions.

Rev 2022.11.23

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BOLTON & MENK
Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337

Phone: (651) 336-9982
Bolton-Menk.com

August 13, 2026

City of Empire
Attn: Charles Seipel - Teng, Clerk - Administrator
3385 197th Street
Farmington, MN 55024
admin@empiremn.gov

RE: Engineering Design, Construction Administration, and Construction Observation Services for 300,000 Gallon Single Pedestal Water Tower Reconditioning
Location: 19651 Chippendale Ave W, Farmington, Minnesota

Dear Mr. Seipel - Teng,

We appreciate the opportunity to submit this scope and fee letter to the City of Empire to provide professional engineering services for the design, construction administration, and construction observation of the City of Empire's 300,000 Gallon Single Pedestal Water Tower Reconditioning project located on Chippendale Ave W (MN State Highway 3).

Bolton & Menk, Inc. (BMI) has successfully provided engineering and inspection services for numerous water storage tank rehabilitation projects of various types and sizes throughout the Upper Midwest. Our team includes coatings inspectors that are certified through AMPP (formerly NACE International), the worldwide corrosion authority that provides the most recognized inspector training program in the tank rehabilitation industry. Providing AMPP certificated inspectors during the construction phase is critical to ensure that the City of Empire receives the maximum life expectancy from its new coatings system and the tank structure. Since approximately 75 percent of coatings failures are the result of poor surface preparation and application, we have invested in specialized training of our coatings inspectors so that our inspectors are trained in all areas of protective coatings including: Environmental Monitoring, Surface Preparation, Proper Mixing, Coatings Application, and Curing.

By utilizing AMPP certified inspectors, our clients are much more likely to realize the maximum life of their investment. In addition, our staff is knowledgeable and certified to manage, evaluate, and inspect any welding modifications that are performed on the steel water tower. Our team includes:

- Two (2) AMPP Senior Certified Coatings Inspectors and Certified Welding Inspectors "CWI"
  - James Connor with over 25 years of welding and coatings inspection experience
  - Chris Wolfgram with over 20 years of welding and coatings experience combined as both contractor and inspector

Bolton & Menk submits the following engineering services based on the preliminary findings of the site inspection/evaluation completed by KLM Engineering, Inc. dated December 2025 and subsequent field observation by Bolton & Menk of the tower August 3, 3036:

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300,000 Gallon Single Pedestal Water Tower – Complete Reconditioning

INTERIOR-WET

1. Complete coating system removal and replacement
    a. Prepare surfaces to meet SSPC-SP10 Near White Blast
    b. Coating application of a 3-coat Zinc/Epoxy/Epoxy system
2. Caulk open laps and seams above the high water line (industry standard).
3. Structural repairs, modifications, and maintenance
    a. Gasket replacement
    b. Grinding of weld spatter and erection scab marks
    c. Welding of minor repairs where required (IE – If ladder requires seal welding)
    d. Installation of an additional bottom bowl pressure hatch with access ladder for maintenance/rehabilitation access
    e. Install a new stainless steel cable style safety climb system on the interior wet ladder
    f. Remove and store the existing tower mixing system during rehabilitation and reinstall upon completion

INTERIOR-DRY

1. Partial removal and spot repair of existing coating system to include the tower top of landings, piping, all surfaces of the condensate level including the bottom bowl and dry riser (Access tube)
    a. Prepare surfaces of the condensate level including the dry riser to meet SSPC-SP10 Near White Blast
    b. Prepare all remaining surfaces above (including up to 5% spot repair) to meet SSPC-SP6 Commercial Blast
    c. Coating application of a 3-coat Zinc/Epoxy/Epoxy system (spot repair areas to receive 2-coat Epoxy/Epoxy system)
2. Structural repairs, modifications, and maintenance
    a. Remove inlet and outlet piping jackets and insulation, store during rehabilitation and reinstall with new banding
    b. Replace the sample tap in the valve vault
    c. Replace all interior dry safety climb systems with new stainless steel cable style safety climb systems including new harnesses and cable sleeves
    d. Install a drain and hose connection to the overflow piping for the upper tower platform
    e. Repair the open electrical junction box at the top of the access tube
    f. Replace all interior dry light bulbs with LED bulbs

EXTERIOR

1. Complete coating system removal and replacement with containment system
    a. Erection and maintenance of containment system for environmental protection and compliance including removal of existing and any required roof tabs upon completion of project
    b. Prepare surfaces to meet SSPC-SP6 Commercial Blast
    c. Coating application of a 4-coat Zinc/Epoxy/Urethane/Fluoropolymer system
    d. Logo application(s)

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2. Structural repairs, modifications, and maintenance
    a. Install a new AWWA frost-free palleted vent on the roof at the existing 24-inch diameter roof penetration.
    b. Replace overflow outlet assembly with an MDH compliant screen and flapper assembly
    c. Replace the existing FAA obstruction light with a new LED FAA obstruction light on a pivoting post attached to the handrail system
    d. Remove the four (4) existing telecommunications post mounts within the confines on the handrail system
    e. Replace the latch mechanism on the existing interior wet roof hatch access at the ladder
    f. Install one additional 24-inch diameter hinged hatch for maintenance/rehabilitation access and OSHA confined space compliance
    g. Repairs to the tower foundation and grout between the concrete and steel baseplate

Bolton & Menk's Work Plan consists of the following major tasks:

- Design Services
- Bidding Services
- Construction Services

I. DESIGN SERVICES

a) Review existing information and photographs from the KLM Engineering, Inc. inspection/evaluation report dated December 2025 and subsequent Bolton & Menk observation of the tower August 3, 2026. Any alternative or additional recommendations will be presented prior to preparation of final plans and specifications based on our findings.
b) Prepare specifications and bidding documents to complete the work described previously in this letter including any approved alternative or additional recommendations. The drawings and specifications will be submitted for review and approval including permit application with the Minnesota Department of Health (MDH). The paint process quality, including surface preparation, prime application and final color coating are very important for a water tank rehabilitation project. We will assist the City of Empire with a review and recommendation of a cost-effective coatings system with a long service life.
c) Prepare final construction cost estimate prior to bidding.

II. BIDDING SERVICES

a) Distribute bidding documents to prospective bidders which will include advertisement for bid, contractor's proposal, contract, bid bond and performance and maintenance bond.
b) Advertise project for bids through a web-based plan room.
c) Answer questions from contractors during bidding and issue addenda as necessary.
d) Attend the bid opening and evaluate the bids.
e) Provide a recommendation to the City of Empire regarding award of the construction contract.

III. CONSTRUCTION SERVICES

1. Construction Administration

We will serve as the City of Empire's professional representative at the project site. Our proposal includes project management and contract administration throughout construction. We will provide the following construction administration tasks throughout the construction period:

a) Attend and conduct a pre-construction conference with the Contractor and City of Empire Staff.
b) Review and distribute all shop drawings submitted by the Contractor.
c) Review and make recommendation for applications for payment submitted by the Contractor.
d) Administer the contract and prepare modifications as necessary.
e) Communicate with the Resident Project Representative (RPR), and the City of Empire, as necessary.
f) Prepare and distribute contractor punch lists and close out documents.
g) Maintain office files for shop drawings, field inspection reports, applications for payment, field orders, change orders, etc.

2. Construction Observation

The construction observer will serve the following roles for this project:

a) Serve as the liaison with the Contractor superintendent.
b) Provide part-time construction observation (critical point inspections) and determine if the work is proceeding in general accordance with the Contract Documents and AWWA standards.
c) Assist in helping the Contractor understand the intent of the Contract Documents and communicate with the design team whenever necessary.
d) Maintain job site files for shop drawings, correspondence, field inspection reports, field orders, change orders, etc.
e) Review the Contractor's applications for payments with the Engineer.

IV. SCHEDULE AND COMPENSATION

1. Project Schedule

We will begin with the project design immediately after receiving the City of Empire's authorization to proceed. Project specifications will be prepared and bid to allow Construction to proceed during the 2027 season.

2. Compensation

Compensation for tasks shall be on an hourly not-to-exceed basis, based on the actual hours worked for personnel assigned to the project, plus reimbursable expenses. We propose to perform these services for the following estimated fees. Both tanks are included in the proposed fees.

Task	Not-to-Exceed Fee
I. Design Services	$13,500
II. Bidding Services	$3,600
III. Construction Administration and Observation Services (Includes part time "critical point" construction observation)	$50,200
Total Design, Bidding, and Construction Services	**$67,300**

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We will invoice the City of Empire based on actual hours spent at our current billing rates. Additional services, if requested by the City, will be invoiced based on actual hours spent at our current billing rates. All services will be invoiced monthly.

3. Additional Services

Bolton & Menk can provide additional services for this project as directed by the City of Empire. Additional services may include:

- Coordination for removal and reinstallation of any telecommunications equipment that is mounted to the tank. Based on the lease terms and conditions with the providers, this additional service may be reimbursable to the City from the provider so there should be no charge to the City. Bolton & Menk can provide lease review services to verify if this expense is covered by the provider.
- We have included 140 hours of construction observation time in our proposal. If requested by the City, Bolton & Menk will provide additional construction observation at our current billing rates as directed by the City.

We look forward to working with City of Empire on this project.

Respectfully Submitted,
Bolton & Menk, Inc.



Christopher Wolfgram
Water/Wastewater Senior Coatings Specialist

cc: Jerod Waltman, City of Empire
Brian Hilgardner, Bolton & Menk
Jamie Connor, Bolton & Menk

City of Empire, Minnesota

_____
(Authorized Representative)

_____
(Date)

Bolton & Menk is an equal opportunity employer.

PROPOSED WATER TOWER REHAB. PROJECT

	KLM	BOLTON & MENK	USG WATER *	
Eng. Design. Inspect	$98,832.00	$67,300.00	$71,567.00	**2027*
Project Estimate	$598,832.00	$550,000.00	$0.00	
Total Est. 2027 Costs	$697,664.00	$617,300.00	$71,567.00	
Total Project Estimate	**$697,664.00**	**$617,300.00**	**$214,701.00**	

*USG - $529,386 20-year contract

**USG Project spread over three years, does not include sanding*

** USG pricing reflects 3.6% increase each year but could go up to 5%*

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Jerod Waltman, Maintenance
RE:	2. Update on Draft Drought Emergency Measures

Our area is now in a drought category that is considered "Severe" by the US Drought Monitor. Per the City's Public Utility Ordinance, if our area moves up one more drought category to "Extreme", the City will be in a position where it may impose regulations under a Water Emergency (Section 2., Item D. 3). One of the measures taken during a water emergency is the total prohibition of lawn and turf watering for properties served by municipal water. If the lack of moisture persists, we could be in this category later this fall or into spring. In the event that a water emergency is declared, staff will use all methods of communication available to inform the public and urge conservation.

Ordinance Excerpt:

3. Water Emergency

In periods of extreme drought or in the event of damage to or repair of water production and storage facilities, the City Council or its designee may impose emergency regulations pertaining to City water use.

A. During an emergency, restrictions for the use of City water may include, but are not limited to, the total prohibition of watering, sprinkling, or irrigation of lawn, grass, turf or plantings.

B. Restrictions imposed during an emergency shall continue in effect until the end of the emergency and/or until removed by the City Council or its designee.

C. Notification of restrictions to City water users may be given by publication or by posting in the City Hall and at such public places or other methods as the City Council may direct.

UPDATE:
As of the date of this mem our area remains in Severe drought, bordering on Extreme. Hopefully with the rain received in the past week, the drought will not worsen for the remainder of the fall. We will likely look at discussing implementation measures late winter/early spring if we do not get ample moisture later this fall and through the winter.

If the City remains in severe drought into spring, staff recommend placing additional emphasis on existing watering restrictions and notice of strict enforcement. The first attached signs would be placed on yard signs around the MXR District, similar to the summer entertainment signs. Staff will also not

permit exceptions to the watering restrictions for new sod and seed. This will be heavily publicized (in Spring Newsletter, website, Facebook, auto dial).

If the City moves into extreme drought and declarers a drought emergency, the second attached signs (on the right side) have been ordered and will be placed on the permeant posts on main entrances into the MXR District. Notification measures as described above will follow.

Attachment(s): *Drought.png*
Water Ban Signs.pdf

CITY OF EMPIRE
MINNESOTA

WARNING / RESTRICTION

Strong watering enforement in place due to severe drought

Effective immediately until further notice


WARNING
WATERING BAN
IN PLACE
NO
IRRIGATION
POOLS
RINK FILLING
24 in
18 in
NO
IRRIGATION
POOLS
RINK FILLING
WATERING BAN
IN PLACE
18 in
12 in

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	1. Proposed Comprehensive Plan Amendment - City of Rosemount

The proposed Plan Amendment changes the land use designation of 1.94 acres from High Density Residential to Community Commercial in the Aspen Fields area (near the new LifeTime Fitness). The Planning Commission reviewed the proposed amendment at their September 15th Meeting and recommended "No Comment".

Attachment(s): *Rosemount CPA Aspen Fields Request for Comment.pdf*
Aspen Fields Comp Plan Amendment Agency Response Form_Fillable.pdf

ROSEMOUNT

MINNESOTA

City of Apple Valley
City of Coates
City of Cottage Grove
City of Eagan
City of Empire
City of Inver Grove Heights City of Lakeville
Nininger Township
City of Hastings Vermillion Township Dakota County Washington County
ISD #196
ISD #199
ISD #200
Eagan-Inver Grove Heights Watershed Management Org
Lower Mississippi River Watershed Management Organization
Vermillion River Watershed Joint Powers Organization
Minnesota Valley Transit Authority
MnDOT
MnDNR
National Park Service

Re: Notification of a Proposed Comprehensive Plan Amendment in the City of Rosemount: Aspen Fields High Density Residential to Community Commercial

Communities in the metropolitan area must notify adjacent local government units of proposed Comprehensive Plan amendments. The Metropolitan Council's Local Planning Handbook advises that such notifications occur 60 days before the plan amendment is sent to the Metropolitan Council. This letter and enclosed materials serve as the required notification of the proposed amendment to adjacent governments, affected special districts, and affected school districts.

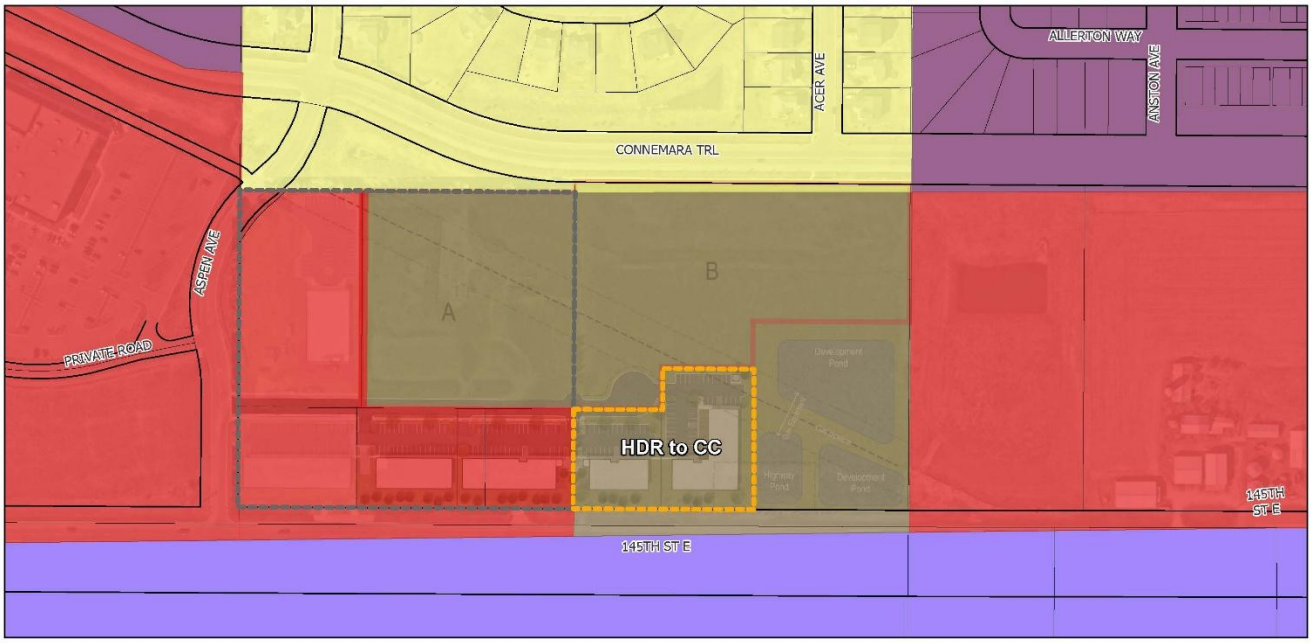
The City of Rosemount is proposing a Comprehensive Guide Plan Amendment to change the land use designation of 1.94 acres from High Density Residential to Community Commercial as shown on the attached map.

Please contact me if you have any questions regarding this proposed Comprehensive Plan Amendment or if you would like any additional information concerning the request. Please return the attached response form with any comments or indicating no comments as soon as possible, but preferably before September 30.

Sincerely,

Anthony Nemcek
Senior Planner
Anthony.Nemcek@rosemountmn.gov
651-322-2090





Proposed Land Use Change

Proposed Change HDR to CC
Land Use Changed Jun 2025

Current Land Use
- CC Community Commercial
- HDR High Density Residential
- MDR Medium Density Residential
- LDR Low Density Residential
- PI Public/Institutional

0 125 250 500 Feet

Date Exported: 8/18/2026 12:29 PM

ROSEMOUNT
MINNESOTA

Rosemount City Hall • 2875 145th Street West • Rosemount, MN 55068-4997
651-423-4411 • TDD/TTY 651-423-6219 • Fax 651-423-5203
www.ci.rosemount.mn.us

Anthony Nemcek
City of Rosemount
2875 145th Street West
Rosemount, MN 55068
651-322-2090
anthony.nemcek@rosemountmn.gov

Re: **Agency Response Comprehensive Guide Plan Amendment**

Applicant: **Aspen Field , LLC**

Case No.: **26-28-CPA Aspen Fields Comp Plan Amendment**

Please be advised that _____ *(insert agency name)* has received notice from the City of Rosemount regarding the proposed comprehensive plan amendment listed below:

> The City of Rosemount is proposing a comprehensive plan amendment to the Future Land Use Map (Map 3.4 2040 Future Land Use) in the Comprehensive Guide Plan to change the future land use classification of approximately 1.94 acres just east of Akron Avenue across from Dakota County Technical College from High Density Residential to Community Commercial.

(please check the applicable box)

☐ The amendment is not anticipated to impact this jurisdiction/agency. NO comments on the application will be forthcoming.

☐ This agency will submit written comments on the application.

☐ Other: (attach separate sheet if necessary)

_____

_____

_____

_____

_____ _____
Printed Name Date

_____
Signature

_____
Title

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	2. Proposed Comprehensive Plan Amendment - City of Coates

The City of Coates has received a comprehensive plan amendment request in conjunction with a development request from Kwik Trip on a 14.15-acre portion of a nearly 70.52-acre vacant parcel northwest of Clayton Avenue W and Brandel Drive. As proposed, the Kwik Trip development would include a convenience store, gas station (both passenger cars and semi-trucks), and overnight truck parking. The proposed comprehensive plan amendment request is to modify the future land use guidance of the subject property from Agriculture to General Commercial.

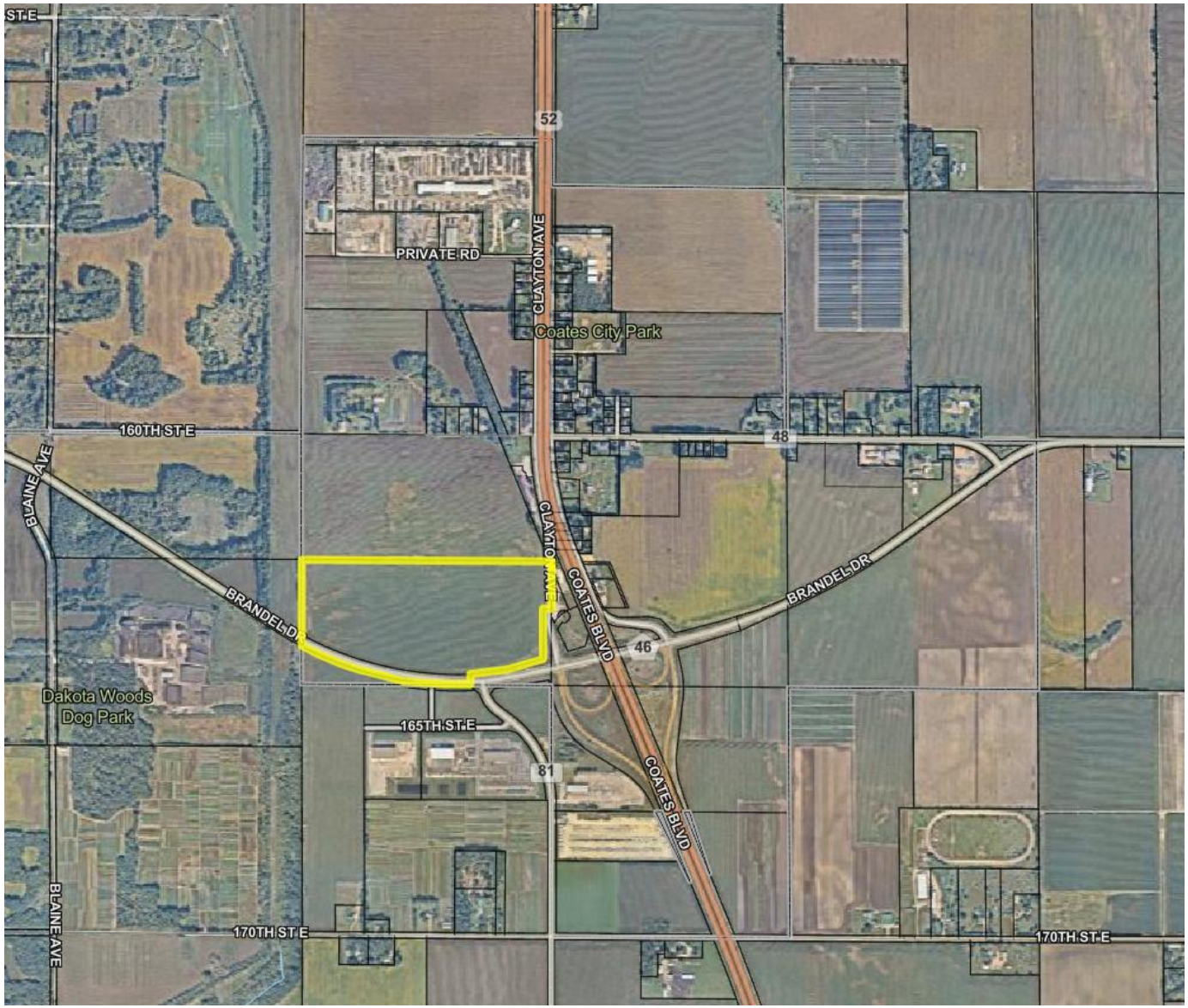
Annotated maps of the proposed project site are attached.

At their September 15th Meeting, the Planning Commission reviewed the proposed amendment and had the following comments:

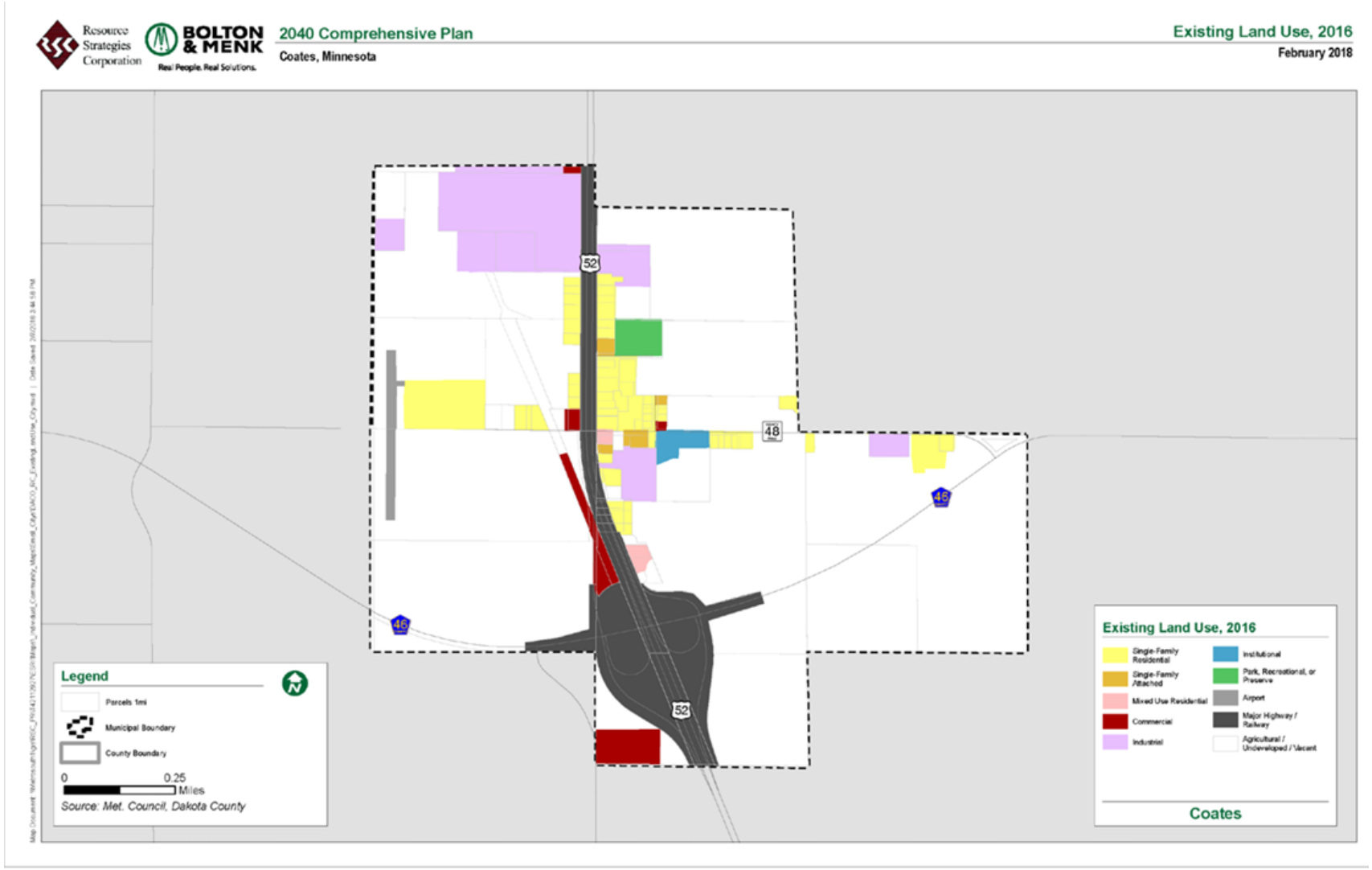
1. The Commission had concerns about the proposed overnight parking and have recommended against it.
2. The Commission had concerns about the large number of parking stalls on site, especially the future stalls that would be added to the east in a separate phase. Plans should evaluate traffic impacts.
3. Plans should make sure they align with future CSAH 46 expansion plans and other road realignments.
4. Specifically, plans should note how the access on the east side of the property will align with future access to CSAH on the Empire side by the future city street connection at CSAH 46 and Claiborne Ave.

Attachment(s): Annotated Maps - Kwik Trip.pdf

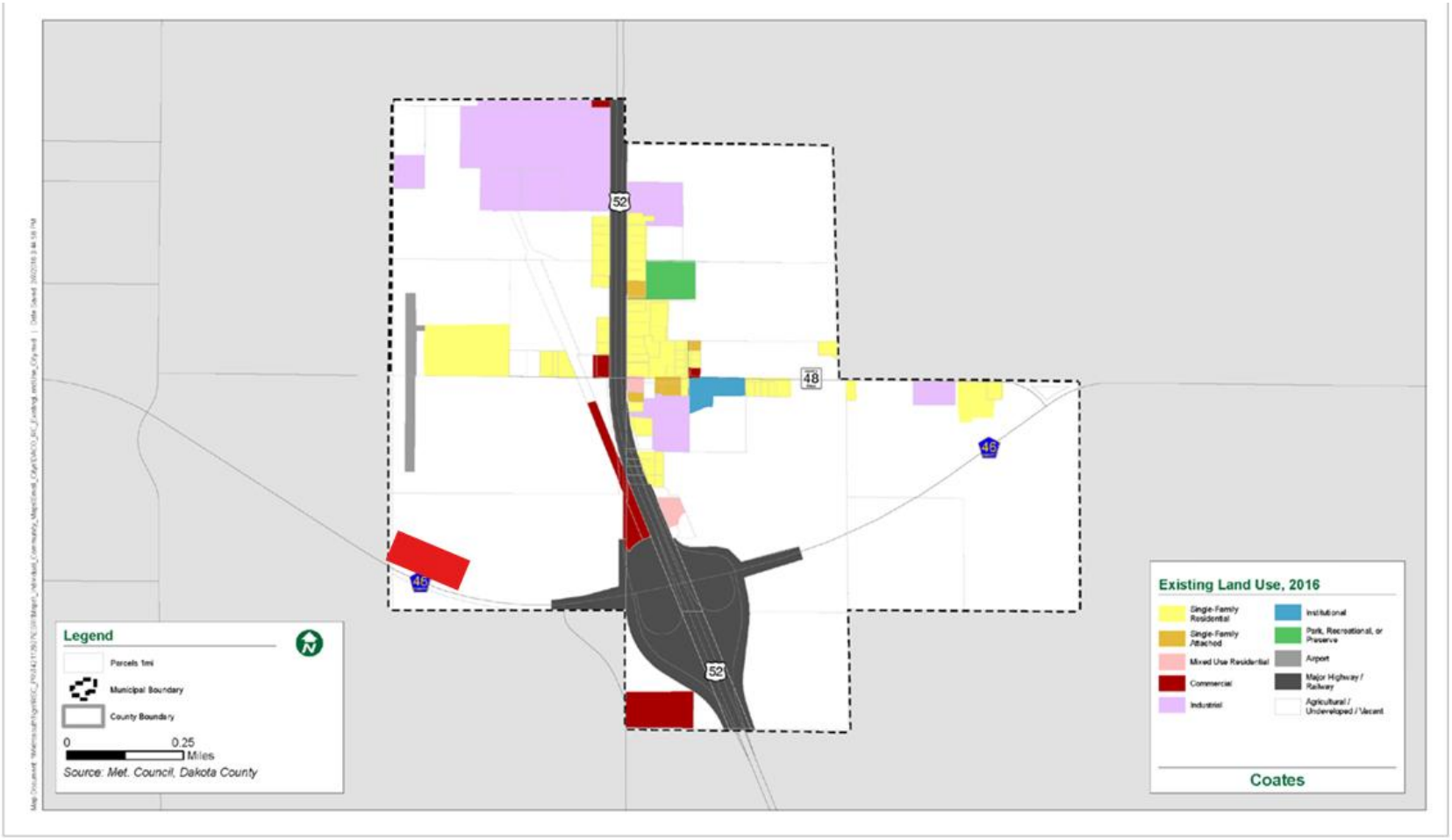
Site Location



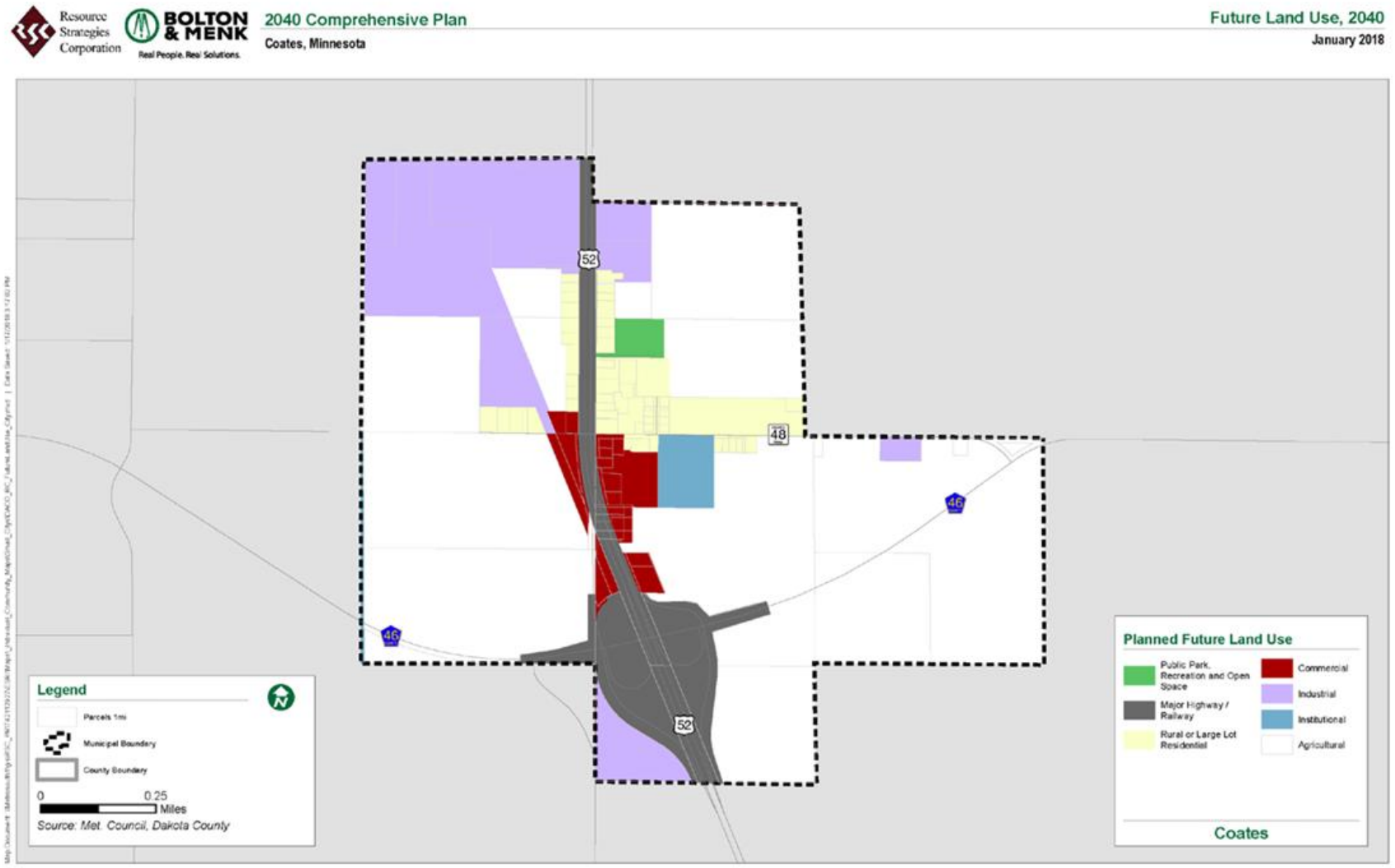
Existing Land Use



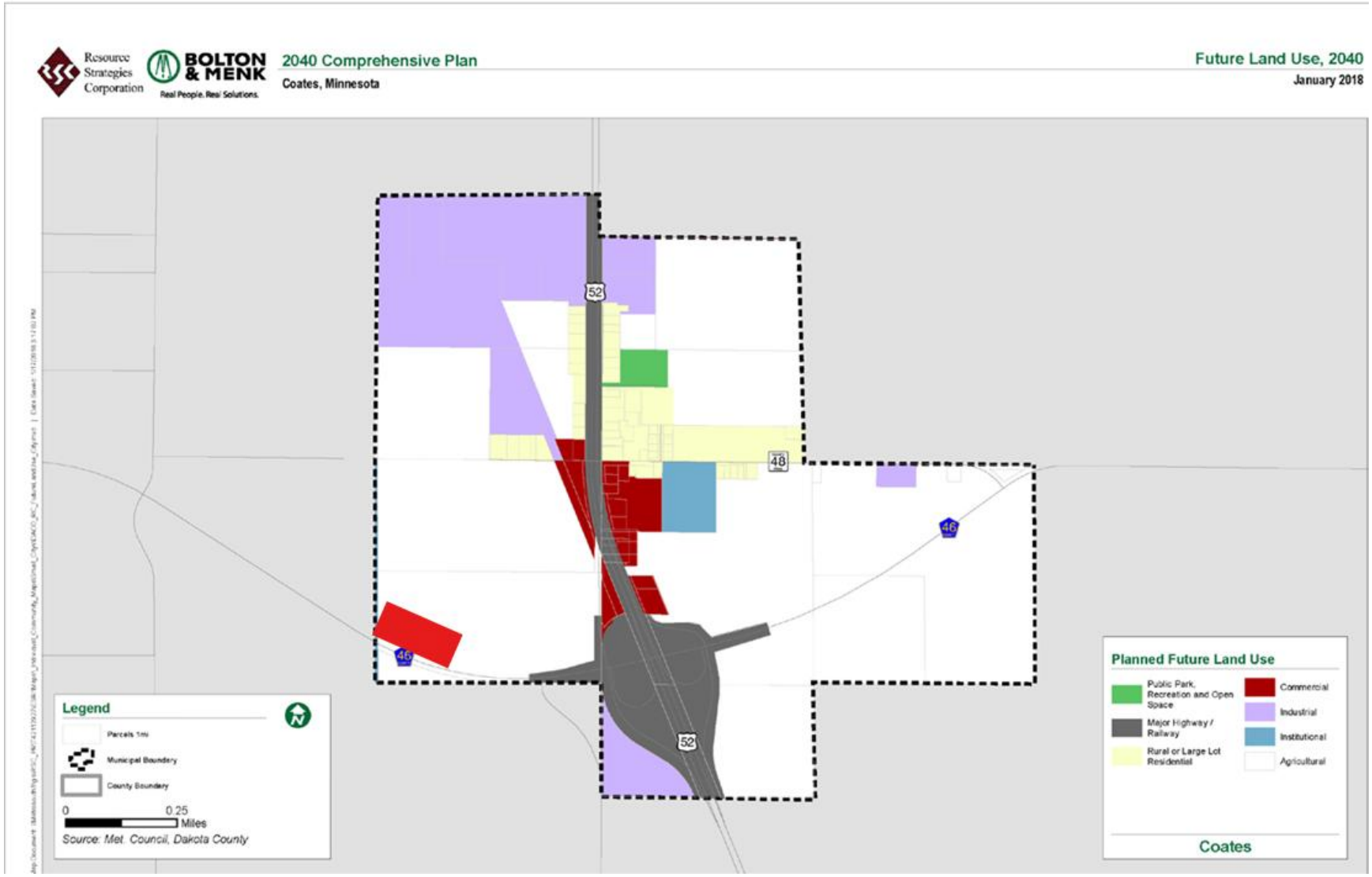
Proposed Existing Land Use



Existing Future Land Use



Proposed Future Land Use





KWIK TRIP

KWIK STAR

KWIK TRIP, Inc.
P.O. BOX 2107
1626 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8990

PROPOSED SITE PLAN

CONVENIENCE STORE #1720
WITH 10 MPD & 4-LN DIESEL
CAT SCALE

COATES, MN

#	DATE	DESCRIPTION

SCALE 1" = 100'-0"

DATE 2009-05-20

SHEET SP1


BRANDEL DRIVE

MEMORANDUM

Date: September 22, 2026

To: Empire City Council

From: Charles Seipel-Teng, Clerk-Administrator

RE: 1. Administrator's Report

The draft sign policy is ready to review and on the agenda.

Shannon and I are gearing up for the General Election in November.

I met with Heidi Welsch, County Manager, and David McKnight, Deputy County Manager, last Monday. I provided them with an update on things happening in Empire including proposed growth in the AUAR area. We discussed how JPA's for law enforcement and elections are going as well as updates pertaining to the budget issues that the County is facing.

There are no updates on the proposed battery storage system at the public works building site. Planning Commission discussed BESS in relation to this and another proposed project at their last meeting. They had concerns over safety and environmental impacts. They inquired if BESS will at some point be required to be permitted in the City.

Planning Commission also had concerns about future land applications for solid waste. They are going to look at ordinance language that prohibits it. It is currently not permitted in Minnesota due to PFAS concerns.

The fall newsletter will be going out at the end of the month. It will focus on elections, updates to the public lands (trial) ordinance.

I should have a draft safety policy, code of conduct, and vision statement for Council to review at the next City Council meeting.

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Adopting Resolution 2026-9A, Adopting Proposed 2026 Tax Levy, Collectable in 2027

The City must adopt it's Preliminary Budget and Tax Levy to submit to Dakota County by September 30. The Final Levy must be submitted by December 28. The Final Levy can be less than or equal to the Preliminary Levy, but cannot exceed it.

Information on the Preliminary Budget and Proposed Levy is attached. Also attached is a breakdown of the City's legal services so far in 2026, as requested at the Budget Workshop.

Attachment(s): *2027 Budget Proposal Letter.pdf*
Preliminary 2027 Budget.pdf
2027 CIP.pdf
2027 Budget Presentation.pdf
RESOLUTION 2026-9A ADOPTING PRELIMINARY TAX LEVY.pdf
2019 GO Bond Debt Service.pdf
Gen Depreciation.pdf
Enterprise Depreciation.pdf
2026 Legal Expenses.pdf

CITY OF EMPIRE

September 22, 2026

To: Empire City Council

Re: 2027 Budget Proposal

The City of Empire's Year 2027 Draft Budget Proposal is herein presented for your review and consideration.

The purpose of this memo is to highlight some of the key components of the proposed 2027 budget.

General Fund Operating

Highlights in the General Fund Operating Revenue include the following:

- A slight decrease in anticipated revenue from the 2027 State Transportation Aid Advancement.
- A Grant for Planning Assistance in the amount of $20,000 from the Metropolitan Council for development of the 2050 Comprehensive Plan, with the reminder of grant proceeds coming in 2028 as the final Plan is submitted.
- An increase in revenue from Developer and Zoning Fees based on the likelihood of at least two new developments being platted.
- The allocation of revenue from natural gas and electric franchise fees to Capital Improvement Fund revenue under the Building Fund subsection.
- A slight decrease in interest fund revenue as interest rates have dropped and a large share of fund balances are classified to the Enterprise Fund.

Highlights for General Fund Operating Expenditures include:

- An increase in Professional Services to assist with the migration of shared files from a server to Microsoft SharePoint.
- An increase in General Engineering to continue building the overall stormwater model for the entire city, specifically the AUAR area.
- An increase in Planning Services to develop the 2050 Comprehensive Plan update, including the development of engineering related documents.
- A decrease in the expense for the annual fire contract. This reflects the final of three payments for the 2025 contract in the amount of $72,739.14 being dropped from the budget as that last payment was made in 2026.
  The actual contract price for 2026 did come in less than originally anticipated when the 2026 Budget was set.
  The 2027 Budget accounts for a small increase in general operating of the Department. In addition, it covers 12.5% (Empire's projected share) of the projected cost ($220,000 for the entire fire district) of hiring six additional full-time firefighters, with the SAFER Grant. In this scenario, grant funds would cover 75% of that cost and the cities and townships in the fire district would cover the remaining 25% (cost share). The Fire

Department has indicated that if the grant is not received, additional hiring of full-time staff is not likely.

- A slight increase in the law enforcement contract based on 2026-2027 Contract for Full-Time Deputy.
- An increase in full-time wages, based on a 3% COLA and on the merit based scheduled outlined in the city's Compensation and Classification Policy.
- An increase in the city's health insurance premium. The current BCBS Plan is anticipated to see a base increase of 17.84% with an age-banded increase of 21.03%.
- An increase in Street Engineering for Site Observation and new Subdivisions (expenses covered by revenue from Developer Fees).
- An increase in Street Repair and Maintenance to include replacement of an additional five Street Lights on the Pre-Pay Option.
- A slight increase in Property & Casualty Insurance Premiums based on the valuation audit that was conducted in late 2025.

Debt Service

Debt Service Revenue continues to be included as part of the tax levy and is set at 105% of the fiscal total for principal and interest payments on the 2019 GO Street Reconstruction Bond. More details can be found in the Projected Cash Flow for Debt Service Fund.

Capital Improvement Fund

It is the intent of the Capital Improvement Fund to account for all expenditures made by the city's General Fund for capital improvements and capital outlay items. Expenditures in the Capital Improvement Fund also include all purchases of investments under the General Fund. All purchases of investments are in the Capital Improvement Fund because expenditures that will require the sale of investments (the use of the city's savings) will fall under the category of capital improvements and will be documented as such in the city's proposed Capital Improvement Plan (CIP).

A Building Fund has been created as a Sub-Section of the CIP Fund to help track building related CIP items. This was a recommendation of the city's Financial Management Plan and will be helpful as the city grows and needs to invest more resources into expanding and improving city facilities. Revenue from the franchise fees for electric and natural gas are directed as a revenue source for this fund.

Proposed Capital Outlay Expenditures for 2027, as referred to in the draft CIP, include the trade-in of the 2012 Freightliner Plow Truck (Streets), Trail Repair according to the trail replacement plan that was developed in 2026, with a focus of tree removal and repaving of the trail near Sachs Park (Parks), and Security and Fire Upgrades at the Public Works Building (Buildings).

For the 2027 Budget, it is anticipated that the city will allocate $83,500 for the purchase of investments in General Capital Outlay or in the Building Fund. The projected revenue source for the purchase of investments is from the collection of utility franchise fees that are earmarked as revenue for the Building Fund. However, August Budget Workshop, the City Council discussed using the purchase of investments for future playground equipment replacement at Empire River Preserve Park. The Park & Rec. Commission is currently reviewing plans for equipment replacement at this park in 2028.

Enterprise Fund

The Enterprise Fund for water and sewer has been budgeted to operate as a self-sufficient fund. 2027 will be a big year for this fund with the proposed rehabilitation of the existing water tower and the issuance of bonds for the construction of the proposed north end water tower and wells.

Proposed expenses will exceed revenue and therefore it is anticipated that no funds will be available for the purchase of investments. It is anticipated that the fund will need to utilize the sale of assets from savings in the amount of $558,000 to balance revenues to expenditures in addition to the issuance of bonds in the amount of $8,550,000 for the proposed new water tower, wells, and related engineering. It is anticipated that the new north end water tower project will be put out for bid in May of 2027 and completed in late 2029 or early 2030. This timeline will be based on confirmation from landowners and developers that development will commence in tandem with construction of the water tower.

Revenues for water and sewer are anticipated to be increased for the year and are based on the recommended tier increases as outlined in the city's Financial Management Plan (Pages 67 & 68 of the proposed fee schedule for water & sewer).

Other items of note for Water Fund Expenditures include the continued purchase of water meters to replace aging meters. This line item also includes the purchase of water meters for new homes in the proposed Deer Creek subdivision.

Proposed Expenditures for water repair include $650,000 for the rehabilitation and painting of the existing water tower and continue to include funds for the construction of an emergency interconnect line with the City of Farmington at 190th Street. Staff are continuing to evaluate engineering services and rehabilitation method options for the tower rehabilitation and painting project. Therefore, the proposed cost estimates are subject to change. The proposed interconnect project needs to be discussed further as the City of Farmington indicated that they are no longer interested in taking the lead on this project but are still interested in working with Empire if an interconnect is still desired.

Proposed engineering expenses are proposed to decrease as engineering related to construction of the proposed water tower will be included in the line item for that project.

The expense item for repairs also includes an increase for anticipated service line repairs as 2025 was a record year for these types of repairs but fortunately 2026 has seen much less in the way of the need for these repairs, so far.

It is anticipated that the primary sewer expense will decrease from $226,853 to $210,764 in 2027, which is based on information for next year's rates from the Metropolitan Council.

The proposed budget also includes $10,000 for sewer televising. NOTE: modifications to the 205th Street Lift Station were originally budgeted for in 2026. This was dependent upon proposed development in the area and the possible need to expand capacity of the station. To date, the property on the south side of 205th Street is under contract for development, however a formal site plan has not been approved. It is anticipated that this will move to 2028.

As noted, the budget calls for no purchase of investments. It is recommended that the city continue increasing water and sewer rates each year, based on the city's Financial Management Plan, to allow for more purchases of investments for depreciation. These investments will be

needed as the city's water infrastructure ages, and the city may be faced with the required construction of a new water treatment plant and other water infrastructure in the future.

Other Items to Note

As noted in the Capital Outlay section of this letter, it is anticipated that the city will have little funds available for the purchase of investments in 2027. This is due to larger capital outlay items in the proposed budget. The city continues to increase the levy and receive revenue from utility franchise fees for capital improvements to save for upcoming capital outlay items identified in the CIP, including building fund items, and to offset depreciation as outlined in the depreciation schedule. The city should continue to increase the capital improvement leavy each year to try to achieve these goals.

Over the past few decades, as development has occurred in Empire, developers were required to purchase and place much of the street and park infrastructure. As this infrastructure begins to age and needs replacement, it is imperative that the city continue to increase purchases of investments to help offset the costs of replacement and keep a strong bond rating. Additionally, as the city is anticipated to grow, the city will need to continue to develop plans to add building and staff capacity. This will take significant financial resources.

A proposed residential development south of 205th Street needs to continue to be evaluated as it will likely need to tie into existing city infrastructure that has aged, including the lift station as noted above. In addition to the lift station, the development will likely need to tie into existing watermains and access the existing street. The existing watermains in the neighborhood may not have the capacity or be in condition to accept new development. This may require an unbudgeted project consisting of the replacement of watermains and street. This project will need to be closely evaluated for timing and infrastructure needs and costs responsibilities between the developer and the city will be outlined in the development agreement.

The notes at the bottom of the proposed budget show Projected Fund Balances through the budget year based on audited fund balances for End of Year 2025 and projected revenues and expenditures for each fund through years 2026 and 2027.

Capital Improvement Plan (CIP) Update

The Capital Improvement Plan (CIP) incorporates items that are identified in the adopted Park Plan and Trail Plan. These items are highlighted in the CIP. The city should continue to have discussions with staff, the Park & Rec. Commission, and City Council to identify any changes in the recommendations of these plans. The trail improvements, specifically the recommendations for improved crossings at Highway 3 should continue to be pursued and evaluated. These will involve careful coordination with MnDOT and likely a significant use of planning and financial resources to implement. The city will work to try to secure grant funds to assist with these efforts. Unfortunately, there is little room in the draft 2027 Budget to incorporate crossing improvements such as flashing signs and crossing islands. In 2027, staff should work to identify if some of these improvements can be implemented in 2028 and included in non-capital outlay sections of the budget.

The Capital Improvement Plan shows projected fund balances for the CIP and Enterprise Funds as well as overall city cash reserves (Savings) through 2031.

Looking out over the next 5-years, in the absence of any grant funds or other forms of financial assistance, the projected balance of the CIP Fund will run a negative balance if projects related to

Highway 3 crossing improvements (2029) and improvements to the 190th Street Ditch (2030) are implemented and funded exclusively by the city.

The projected balance for the Enterprise Fund looks to remain healthy. However, projected annual revenue and expenses for bond payments for the proposed water tower are not yet incorporated into the balance forecast. It is anticipated that once the bonds are issued, the city will use capitalized interest in lieu of principal and interest payments the first year of issuance (2029), with revenues from development to be collected beginning in 2029 and payments on principal and interest beginning in 2030.

Financial Management Plan Recommendations *(With reference to corresponding page in Financial Management Plan)*

Incorporation of Franchise Fees *(Pg. 28)*
Ordinances imposing franchise fees on natural gas and electric services in Empire were adopted in 2026 and collection of fees began in May 2026. The city has indicated that revenue from these franchise fees will be revenue for the building fund.

Establishment of Building Fund *(Pg. 49)*
This has been incorporated into the draft budget. The city will need to work with its auditor to determine if this fund can be itemized in the official audit report. To be used to track revenues and expenditures for both existing and potential new buildings.

Street Reconstruction Fund *(Pg. 46)* Originally established in 2019. This will be used to track revenues and expenditures related to street improvement projects.
* Special Assessments (*Pg. 46*)
After a workshop to discuss with the City Council, it was determined that these will be considered several years from now, likely in 2029, when the city takes on its next Street Reconstruction Project.

Establishment of Park Improvement *(Pg. 55)* To be used for acquisition of land and construction of park improvements, separately from the General Fund. Suggested for future budgets.

Enterprise Fund
*Infrastructure Fee **(***Pg. 58)* Recommends $5.00 per quarter for water / $2.50 per quarter sewer to be added as an item on the utility bill. To help pay for future rehabilitation and renovation of existing infrastructure as it ages.
*Testing Fee **(***Pg 58)* Recommends $2.43 per quarter to be added as an item on the utility bill. To help pay for quarterly service connection fee from MDH. This has not been implemented.
*Annual Increase in Rates (*Pg 63-65*) Incorporated into the draft budget for water and sewer rate charges.
*New Development Access Charges (Pg. 58) Adopted and incorporated into the City's Fee Schedule, starting in 2025.

Proposed Tax Levy
In this budget, the proposed tax levy, for payable 2027 real estate taxes, calls for an increase of 11.62%; however, when projected growth of the City's tax capacity is taken into consideration (an anticipated increase of 6.45% from 2026 to 2027), the result is an estimated net 5.17% increase in the tax levy burden for City properties. An example of tax burden for a sample residential home can be found in the presentation.

Respectfully submitted,

Charles Seipel-Teng
Clerk-Administrator

Enclosures:
Proposed 2027 Budget
Proposed 2027 CIP
Draft Budget Presentation
Draft Resolution 2026-9A, Adopting Proposed 2026 Tax Levy, Collectable in 2027

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget								
Tax Levy Budgeted													
General Levy	559,673.68	542,587.06	694,200.00	685,100.00	893,500.00	208,400.00							
Fire Service	244,424.00	260,000.00	292,739.00	445,122.60	368,476.00	-76,646.60							
Total General Levy	804,097.68	802,587.06	986,939.00	1,130,222.60	1,261,976.00	131,753.40	64.82%						
Debt Service	312,139.08	344,190.00	343,140.00	341,670.00	339,780.00	-1,890.00	17.45%						
CIP	207,635.90	238,999.73	270,000.00	288,900.00	345,000.00	56,100.00	17.72%	Levy	Tax Cap Increase	Tax Increase	Tax Rate		
Total Tax Levy Budgeted	**1,323,872.66**	**1,385,776.79**	**1,600,079.00**	**1,760,792.60**	**1,946,756.00**	185,963.40	**185,963.40**	**11.62%**	6.45%	**5.17%**	31.68%		
General Fund													
General Operating Revenue													
Ad Valorem Property Tax Revenue	809,673.68	802,587.06	910,061.32	1,005,222.60	1,132,376.00	127,153.40	Total Gen. Levy - Fiscal Disparaties						
Mobile Home Tax Revenue	13.00	0.00	0.00	12.00	0.00	-12.00							
Fiscal Disparaties Tax	120,910.62	114,659.00	115,460.26	125,000.00	129,600.00	4,600.00							
Solar Production Tax	5,000.00	0.00	0.00	0.00	0.00	0.00							
Gravel Tax	130,582.30	130,000.24	155,369.73	130,000.00	140,000.00	10,000.00	$151K in 2026						
Total General Tax Revenue	**1,066,179.60**	**1,047,246.30**	**1,180,891.31**	**1,260,234.60**	**1,401,976.00**	141,741.40							
Liquor/Business Licensing	4,075.00	5,370.00	4,840.00	5,000.00	5,000.00	0.00							
Non-Business Licensing	12.00	6.00	200.00	0.00	200.00	200.00	Large Gathering Permit						
New Construction	93,912.07	68,510.70	50,550.50	75,000.00	75,000.00	0.00	New Homes - Deer Creek						
Remodel	1,000.00	0.00	0.00	500.00	500.00	0.00							
Mechianical	3,500.00	4,500.00	3,600.00	2,500.00	3,000.00	500.00							
Repair	1,500.00	0.00	0.00	500.00	500.00	0.00							
Plumbing	2,500.00	3,400.00	3,700.10	2,500.00	3,000.00	500.00							
Demolition	0.00	0.00	50.00	0.00	0.00	0.00							
Driveway Permit	200.00	270.00	270.00	200.00	270.00	70.00							
Right of Way Permit	1,500.00	1,440.00	5,690.00	1,500.00	1,500.00	0.00							
Mining Permit	50,000.00	48,801.57	53,114.84	50,000.00	50,000.00	0.00							
Grading Permit	500.00	10,050.00	780.00	750.00	750.00	0.00							
Other Permits	350.00	3,050.00	340.00	350.00	350.00	0.00	Golf Cart						
Total Licenses & Permits	**159,049.07**	**145,398.27**	**123,135.44**	**138,800.00**	**140,070.00**	1,270.00							
State Grants and Aids / PERA	1,500.00	68,955.05	78,932.56	66,554.00	61,569.00	-4,985.00	Small Cities Aid (2027 Projection)						
Agricultural Market Value Credit	5,500.00	7,164.24	6,381.58	5,000.00	5,000.00	0.00							
State Payments in Lieu of Tax	11,671.70	8,426.05	8,347.92	5,000.00	6,500.00	1,500.00							
Grants and Aids From Local Govt.	0.00	0.00	0.00	0.00	20,000.00	20,000.00	Met Council Comp Plan Grant (Remaining 24K in 2028 - Including 4K in early adoption)						
Other Grants	1,000.00	3,599.75	215.00	1,000.00	1,000.00	0.00							
Total Grants & Aids	**19,671.70**	**88,145.09**	**93,877.06**	**77,554.00**	**94,069.00**	16,515.00							
Zoning & Subdivision Fees	76,008.75	116,921.00	117,473.75	85,000.00	110,000.00	25,000.00	(Include 15K added Chargeback revenue for engineering (planning)						
Franchise Fees	5,977.58	6,194.52	12,157.83	87,500.00	12,000.00	-75,500.00	JTN/Charter / Utility Franchise Fees Allocated to Bldg. (CIP) Fund						
Developer Fees	0.00	10,000.00	22,484.32	5,000.00	85,000.00	80,000.00	(Assumes 2 new subdivisions)						
Public Lighting	18,664.69	18,978.28	19,469.50	23,500.00	23,500.00	0.00							
Stormwater Management	18,397.01	19,207.35	18,177.31	18,500.00	18,500.00	0.00							
Building Inspection / Plan Review	49,275.84	36,704.46	29,497.52	50,000.00	45,000.00	-5,000.00	Calculated percentage with anticipated inspector fees of $100,000						
Other Charge for Service	5,364.60	0.00	66,428.74	10.00	10.00	0.00							
State Surcharge (Permits)	7,849.98	5,534.27	3,161.08	2,500.00	3,000.00	500.00							
Court Fines	5,710.96	19,655.77	23,541.38	23,000.00	29,000.00	6,000.00							
Rents & Royalties	24,749.68	15,000.00	22,818.42	20,000.00	22,000.00	2,000.00	Water Tower - PW Rental						
Total Charges for Service	**211,999.09**	**248,195.65**	**335,209.85**	**315,010.00**	**348,010.00**	33,000.00							
Miscellaneous Revenues	0.00	2,321.79	513.80	0.00	0.00	0.00							

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget		
Interest Earnings	82,958.03	61,050.27	126,957.47	175,000.00	153,500.00	-21,500.00	More Interest Allocated to Enterpirse Fund - Fund Balance
Contributions and Donations	0.00	0.00	0.00	0.00	0.00	0.00	
Total Miscellaneous Revenues	**82,958.03**	**63,372.06**	**127,471.27**	**175,000.00**	**153,500.00**	-21,500.00	
Park & Trail Fees	3,364.00	122,000.00	44,048.00	0.00	0.00	0.00	
Park Program Fees	2,510.00	2,855.00	2,415.00	2,500.00	2,500.00	0.00	
Park Rents & Royalties	14,161.09	15,558.06	17,070.50	13,000.00	13,500.00	500.00	
Contributions and Donations	4,465.00	5,800.00	7,250.00	3,500.00	4,500.00	1,000.00	
Total Parks & Rec	**24,500.09**	**146,213.06**	**70,783.50**	**19,000.00**	**20,500.00**	1,500.00	
Total General Operating Revenue	**1,564,357.58**	**1,738,570.43**	**1,931,368.43**	**1,985,598.60**	**2,158,125.00**	172,526.40	

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget		
General Fund Expense							
City Council Wages (Including PERA)	13,940.00	13,430.00	14,025.00	16,000.00	16,000.00	0.00	Anticipated to be aprpox. $13K in 2026
PERA Contributions	697.00	671.50	701.25	900.00	900.00	0.00	
FICA Contributions	1,066.53	1,027.60	1,073.06	1,100.00	1,100.00	0.00	
MN Paid Leave	0.00	0.00	0.00	70.00	75.00	5.00	
Cleaning Supplies	195.26	196.12	419.08	700.00	650.00	-50.00	
Shop Materials	5,917.95	5,099.50	7,345.29	8,500.00	8,500.00	0.00	
Equipment Parts	2,201.04	1,273.62	597.50	3,500.00	3,500.00	0.00	
Building Repair & Maint.	1,243.87	1,682.65	36,885.49	2,500.00	7,500.00	5,000.00	Includes $2,500 for City Hall front/ Panneling
Professional Services (Inspector, IT)	163,644.55	108,190.01	92,408.97	105,000.00	116,000.00	11,000.00	Incl. Bldg. Inspector 100K / IT Service 8K / 6K Migration to SharePoint/ Misc. Service 2K (Other service help/inspections)
Engineering Services	77,911.00	42,605.00	103,056.17	82,000.00	90,000.00	8,000.00	Includes 65K General / $25K Stormwater Plan
Management Fees (Flex)	822.72	790.88	683.00	700.00	700.00	0.00	
Planning Services	113,684.50	152,270.50	535,183.83	150,000.00	250,000.00	100,000.00	Includes 85K for start on 2050 Comp Plan/30K in Technical Engineering for Comp Plan/ 15K Dev. Engineering
Fire Contract	244,424.00	311,001.73	324,719.33	445,122.60	368,476.00	-76,646.60	Less 75K for 1/3 2025 Contract/ Add 12.5% of share for additional staffing of 220K
Ambulance Contract	500.00	500.00	500.00	500.00	500.00	0.00	
Telephone	3,017.50	3,829.85	3,553.17	4,500.00	3,500.00	-1,000.00	
Legal Notices	3,387.37	2,607.20	2,629.05	3,100.00	3,300.00	200.00	
Property Insurance	13,082.56	14,687.95	13,023.00	19,166.00	16,000.00	-3,166.00	
Electric Utilities	6,757.91	5,149.09	6,902.11	7,000.00	7,000.00	0.00	
Gas Utilities	5,957.66	3,540.93	5,033.23	7,500.00	7,500.00	0.00	
Other (State Surcharge)	8,566.44	5,839.56	5,206.56	5,000.00	5,300.00	300.00	
Donations to Civic Org.	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
Legislative Committee Wages	8,690.00	7,420.00	8,170.00	8,500.00	8,500.00	0.00	
MN Paid Leave	0.00	0.00	0.00	75.00	75.00	0.00	
Total General Government	**675,707.86**	**681,813.69**	**1,162,115.09**	**872,433.60**	**916,076.00**	43,642.40	
Wages-Temp	1,058.85	3,272.75	0.00	3,500.00	0.00	-3,500.00	No Elections in 2027
MN Paid Leave	0.00	0.00	0.00	31.00	0.00	-31.00	
Forms and Paper	496.24	616.51	0.00	650.00	0.00	-650.00	
Other Supplies	450.39	1,036.87	0.00	1,000.00	0.00	-1,000.00	
Professional Services / JPA	0.00	2,182.60	1,787.60	1,200.00	0.00	-1,200.00	TH 2028
Travel	74.67	238.12	0.00	300.00	0.00	-300.00	
Legal Notices	183.00	144.00	0.00	200.00	0.00	-200.00	
Voting Equipment Purchase / JPA	0.00	0.00	0.00	2,100.00	2,100.00	0.00	Year 2 of 5
Total Elections	**2,263.15**	**7,490.85**	**1,787.60**	**8,981.00**	**2,100.00**	-6,881.00	
Wages	154,564.80	155,747.59	163,364.26	179,950.00	196,000.00	16,050.00	Based on Estimated COLA and Comp. & Class Study
PERA Contributions	11,098.87	11,476.64	11,945.53	13,000.00	14,700.00	1,700.00	
FICA Contributions	11,504.01	11,622.89	12,055.84	12,000.00	14,994.00	2,994.00	
Health	17,823.46	21,455.24	22,792.16	26,000.00	21,729.00	-4,271.00	Projeted Preimum Increase (less) Staff Age
Dental	868.13	902.87	925.76	1,000.00	1,000.00	0.00	
Life	1,724.15	2,161.76	2,132.55	2,000.00	2,000.00	0.00	
MN Paid Leave	0.00	0.00	0.00	389.00	650.00	261.00	
Workers Comp. Insurance	5,455.75	3,274.75	2,561.25	3,000.00	3,000.00	0.00	
Accessories	1,783.17	220.66	1,503.37	2,000.00	2,000.00	0.00	
Forms & Paper	1,902.66	670.06	1,463.59	900.00	1,000.00	100.00	
Other Supplies	169.25	1,292.54	303.70	500.00	700.00	200.00	AED Equip.
Instructors' Fees	164.63	0.00	0.00	500.00	500.00	0.00	
Software & Design	8,911.27	7,695.85	13,582.20	11,000.00	11,000.00	0.00	Agenda/Banyon Fund Acctg. / Payroll
Postage	2,578.73	1,855.46	2,408.48	2,100.00	2,300.00	200.00	
Travel	681.66	780.62	617.95	800.00	850.00	50.00	
Dues & Subscriptions	12,960.38	16,000.89	16,468.40	16,000.00	19,500.00	3,500.00	LMC/PSN/Website/ 6K OSHA Consultant
Office Equip. & Furnishings	3,190.54	6,221.81	2,478.94	4,000.00	4,000.00	0.00	
Total Financial Admin.	**235,381.46**	**241,379.63**	**254,603.98**	**275,139.00**	**295,923.00**	20,784.00	

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget		
Auditing & Accounting Service	17,050.00	18,625.00	19,400.00	20,000.00	22,500.00	2,500.00	Audit
Total Accounting	**17,050.00**	**18,625.00**	**19,400.00**	**20,000.00**	**22,500.00**		
Legal Services	15,645.32	25,524.74	49,400.00	35,000.00	40,000.00	5,000.00	
Total Attorney Expense	**15,645.32**	**25,524.74**	**49,400.00**	**35,000.00**	**40,000.00**		
Law Enforcement	118,037.00	132,074.50	137,601.50	171,330.00	176,469.90	5,139.90	Per Contract thru 2027
Total Law Enforcement	**118,037.00**	**132,074.50**	**137,601.50**	**171,330.00**	**176,469.90**		
Wages	80,390.25	69,993.00	74,607.26	76,020.00	87,500.00	11,480.00	
PERA Contributions	5,346.40	5,115.60	5,584.30	5,100.00	6,562.50	1,462.50	
FICA Contributions	6,160.52	5,330.05	5,775.60	5,000.00	6,693.75	1,693.75	
Health	7,246.98	10,930.70	10,813.24	15,500.00	19,349.00	3,849.00	
Dental	355.68	830.92	796.37	1,000.00	1,000.00	0.00	
Life	582.18	927.83	870.83	1,200.00	1,000.00	-200.00	
MN Paid Leave	0.00	0.00	0.00	330.00	330.00	0.00	
Workers Comp. Insurance	5,455.75	3,274.75	2,568.25	2,800.00	1,500.00	-1,300.00	
Motor Fuels	18,670.32	16,686.09	18,000.81	19,000.00	19,000.00	0.00	
Equipment / Parts	5,318.81	4,622.57	5,462.23	6,500.00	6,500.00	0.00	
Street / Road Maintenance Materials	89,604.23	94,461.48	100,782.56	95,000.00	100,000.00	5,000.00	
Engineering Fees	53,999.10	6,870.40	51,755.00	20,000.00	70,000.00	50,000.00	20K General / 50K Development Site Obs.
Instructor's Fees	90.00	90.00	0.00	400.00	0.00	-400.00	
Telephone	476.23	575.10	458.70	500.00	500.00	0.00	
Property Insurance	855.00	1,225.25	987.75	1,000.00	1,000.00	0.00	
Electric Utilities (Street Lighting)	33,512.12	22,943.28	23,394.76	23,000.00	23,500.00	500.00	
Waste (Refuse) Disposal	2,370.21	924.39	150.00	1,650.00	2,300.00	650.00	
Street Repair & Maint.	33,512.12	19,278.92	58,658.77	130,000.00	145,000.00	15,000.00	15K for trees / Lights 30K/ More streets to maintain
Equipment Repairs	16,955.77	9,453.03	1,893.81	10,000.00	10,000.00	0.00	
Uniforms	1,435.20	676.70	900.82	1,500.00	1,500.00	0.00	Fall arrest harness
Dues & Subscriptions	797.22	687.99	7,879.65	1,500.00	1,000.00	-500.00	
Other Equipment	0.00	5,147.66	5,767.15	5,000.00	5,000.00	0.00	Lift Rental
Total Streets and Highways	**363,134.09**	**280,045.71**	**377,107.86**	**422,000.00**	**509,235.25**	87,235.25	
Wages (Full Time & Part Time)	57,637.42	71,550.75	62,625.56	77,864.00	87,000.00	9,136.00	
PERA Contribution	4,291.95	5,366.33	4,596.96	5,800.00	6,525.00	725.00	
FICA Contribution	4,408.93	5,422.37	4,522.62	5,500.00	6,655.50	1,155.50	
Health	7,773.91	10,930.60	10,813.24	15,500.00	19,349.00	3,849.00	
Dental	445.32	830.92	796.35	1,000.00	1,000.00	0.00	
Life	829.45	1,005.16	924.32	1,000.00	1,000.00	0.00	
MN Paid Leave	0.00	0.00	0.00	330.00	330.00	0.00	
Workers Comp. Insurance	5,455.75	3,274.75	2,568.25	3,000.00	1,500.00	-1,500.00	
Other Supplies	9,136.09	9,328.98	12,415.42	11,000.00	11,000.00	0.00	
Equipment / Parts	2,291.23	5,634.55	4,154.29	5,000.00	5,000.00	0.00	
Landscaping Materials	4,951.48	4,089.65	9,835.67	5,000.00	5,000.00	0.00	Additional Shrubs for roundabout
Property Insurance	5,035.12	4,594.71	4,041.00	8,279.00	9,300.00	1,021.00	
Electric Utilities	4,549.43	5,176.94	5,401.86	4,000.00	5,400.00	1,400.00	
Refuse Disposal	2,738.60	3,168.50	4,394.46	3,500.00	3,500.00	0.00	
Program Expenses	13,585.60	13,636.48	12,996.74	15,000.00	15,000.00	0.00	
Improvements not Buildings	1,860.17	14,650.19	8,167.92	9,000.00	9,000.00	0.00	Additional new Poly Picnic Tables
Equipment Repairs	1,340.94	6,179.37	5,288.31	4,000.00	4,000.00	0.00	
Rentals-Other	3,710.74	4,330.29	3,595.70	4,500.00	4,000.00	-500.00	
Other Equipment	426.74	0.00	253.85	1,000.00	1,000.00	0.00	Replace digger
Total Park & Rec. Operations	**130,468.87**	**169,170.54**	**157,392.52**	**180,273.00**	**195,559.50**	15,286.50	

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget									
Total General Operating Expense	1,557,687.75	1,556,124.66	2,159,408.55	1,985,156.60	2,157,863.65	172,707.05								

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget		
					261.35		
Debt Service Fund							
2019 GO- Street Improvements							
Debt Service Revenue							
Ad Valorem Property Tax Revenue	312,139.08	344,190.00	316,434.02	341,670.00	339,780.00	-1,890.00	Per Schedule @ 105%
Interest Earnings	0.00	16,587.00	0.00	0.00	0.00	0.00	
Total Debt Service Revenue	**312,139.08**	**360,777.00**	**316,434.02**	**341,670.00**	**339,780.00**	-1,890.00	
Debt Service Expense							
Bond Principal	250,000.00	260,000.00	375,000.00	285,000.00	295,000.00	10,000.00	Per Schedule
Bond Interest	68,200.00	58,000.00	47,300.00	36,100.00	24,500.00	-11,600.00	
Fiscal Agent Fees	930.00	1,045.00	1,045.00	1,000.00	1,045.00	45.00	
Less Cash Contribution	0.00	0.00	0.00	0.00	0.00	0.00	
Total Debt Service Expense	**319,130.00**	**319,045.00**	**423,345.00**	**322,100.00**	**320,545.00**	-1,555.00	
					19,235.00		

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget		
Capital Improvement Fund							
Capital Improvement Revenue							
Ad Valorem Property Tax Revenue	207,635.90	238,999.73	248,721.56	288,900.00	345,000.00	56,100.00	Mgt. Plan calls for $520K
Interest Earnings	0.00	12,901.00	0.00	0.00	0.00	0.00	
Franchise Fees (Bldg. Fund)	0.00	0.00	0.00	0.00	91,800.00	91,800.00	
Sale of Investments	0.00	0.00	0.00	0.00	0.00	0.00	
Total Capital Imp. Revenue	**207,635.90**	**251,900.73**	**248,721.56**	**288,900.00**	**436,800.00**	147,900.00	
Total Gen. Fund CIP Revenue	**207,635.90**	**251,900.73**	**248,721.56**	**258,900.00**	**345,000.00**		
Capital Improvement Expense							
Plow Truck (Streets)					295,000.00		Includes body and equipment
Trail Repair (Parks)					50,000.00		Sachs Park Trail
Previous Year's Capital Improvements	67,792.07	1,114,527.42	123,262.40	78,000.00			
Total Gen. Capital Improvements	**67,792.07**	**1,114,527.42**	**123,262.40**	**78,000.00**	**345,000.00**	267,000.00	
Gen. Purchase of Investments	**0.00**	**0.00**	**11,300.00**	**180,900.00**	**83,500.00**	-97,400.00	*Includes 30K General Purchase of Investments/*
							50 K for future River Preserve Playground
General Capital Imp. Expense	**67,792.07**	**1,114,527.42**	**134,562.40**	**258,900.00**	**428,500.00**	169,600.00	
Building Fund (Subsection of CIP)	**Finanical Management Plan Recommendation**						
Building Fund Revenue							
Building Fund (Tax Levy)	0.00	0.00	0.00	30,000.00	0.00		Add to Gen. Purchase of Investments as Expense
Franchise Fees	0.00	0.00	0.00	0.00	91,800.00		Utility Franchise Fees
Sale of Investments	0.00	0.00	0.00	0.00	0.00		
Total Bldg. Fund Revenue	**0.00**	**0.00**	**0.00**	**30,000.00**	**91,800.00**	61,800.00	
Building Fund Expense							
PW Security / Fire Upgrades (Bldgs.)					8,300.00		
Total Bldg. Fund Expense	**0.00**	**0.00**	**0.00**	**28,000.00**	**8,300.00**	-19,700.00	Add to CIP Expense
Building Fund Balance				2,000.00	83,500.00		
Total Purchase of Investments	139,552.74	0.00	0.00	182,900.00	83,500.00		Gen. + Bldg. Fund
Total Capital Imp. Revenue	**207,635.90**	**251,900.73**	**248,721.56**	**288,900.00**	**436,800.00**	147,900.00	Total CIP Levy + Bldg. Fund Franchise Fees
Total Capital Imp. Expense	**67,792.07**	**1,114,527.42**	**134,562.40**	**288,900.00**	**436,800.00**	147,900.00	Total Gen. CIP + Bldg. CIP
					0.00		
TOTAL GENERAL FUND							
Total General Fund Revenue	**2,084,132.56**	**2,351,248.16**	**2,496,524.01**	**2,616,168.60**	**2,934,705.00**		
Total General Fund Expense	**1,944,609.82**	**2,989,697.08**	**2,717,315.95**	**2,596,156.60**	**2,915,208.65**		
Balance	*139,522.74*	*-638,448.92*	*-220,791.94*	*20,012.00*	*19,496.35*		

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget			
Enterprise Fund								
Water Revenue								
Sales & Use Tax	0.00	0.00	483.86	0	1,000.00	1,000.00		
Interest Earnings	0.00	62,680.00	106,000.00	60,000.00	100,000.00	40,000.00	Based on Projected Fund Balance	
Water Sales (Rate Class 1)	346,712.89	307,965.81	329,271.83	358,900.00	370,000.00	11,100.00	Based on Financial Mgt. Plan Increase	
Connection/ Reconnection Fees	3,050.00	3,200.00	9,150.00	35,000.00	42,360.00	7,360.00	12 Homes	
Water Penalties	5,974.23	4,520.84	5,328.56	4,500.00	5,000.00	500.00		
New Meter Charge	235.00	415.00	1,395.00	2,800.00	2,800.00	0.00	12 Homes	
Sale of Investments	0.00	0.00	0.00	139,845.00	558,000.00	418,155.00	To Make up for Budget Shortfall	
Bond Proceeds	0.00	0.00	0.00	0.00	8,550,000.00	8,550,000.00	New Tower	Code to 600-49400-37175
Total Water Revenue	**355,972.12**	**378,781.65**	**451,629.25**	**601,045.00**	**9,629,160.00**	9,028,115.00		
Sewer Revenue								
Sewer Charges (Rate Class 1)	162,994.59	183,109.53	181,496.77	196,800.00	207,000.00	10,200.00	Based on Financial Mgt. Plan Increase	
Connection / Reconnection Fees	1,600.00	1,200.00	8,255.00	28,000.00	34,500.00	6,500.00	12 Homes	
Sewer Penalties	3,376.14	4,344.08	3,443.08	4,000.00	4,200.00	200.00		
Sewer Misc. Revenue (Inspection/SAC	74.85	372.75	7,455.00	50.00	300.00	250.00		
Total Sewer Revenue	**168,045.58**	**189,026.36**	**200,649.85**	**228,850.00**	**246,000.00**	17,150.00		
Total Enterprise Fund Revenue	**524,017.70**	**567,808.01**	**652,279.10**	**829,895.00**	**9,875,160.00**	9,045,265.00		
Water Expense								
Wages	66,181.74	92,290.00	94,650.82	89,845.00	97,911.96	8,066.96		
PERA Contributions	4,892.57	6,921.75	7,098.84	7,300.00	7,343.40	43.40		
FICA Contributions	5,058.15	6,453.41	6,593.98	7,300.00	7,490.26	190.26		
Health	7,246.95	10,930.68	10,813.30	15,500.00	19,349.00	3,849.00		
Dental	602.49	831.00	796.39	1,000.00	1,000.00	0.00		
Life	620.13	927.88	926.47	1,100.00	1,000.00	-100.00		
MN Paid Leave	0.00	0.00	0.00	383.00	330.00	-53.00		
Workers Comp. Insurance	5,455.75	3,274.75	2,568.25	3,000.00	1,700.00	-1,300.00		
Forms and Paper	0.00	365.00	0.00	400.00	450.00	50.00		
Chemical Products	17,507.34	15,805.94	16,894.54	20,000.00	20,000.00	0.00		
Equipment Parts	24,159.54	22,564.31	11,745.29	16,000.00	17,000.00	1,000.00	$10,000 new radios / $4,800 for new meters (Incl. 12 Deer Creek)	
Small Tools & Minor Equipment	4,862.91	2,886.81	2,055.98	4,000.00	4,000.00	0.00		
Professional Services	3,033.25	4,253.00	2,323.25	500.00	2,500.00	2,000.00		
Engineering Fees	588.00	0.00	49,823.00	150,000.00	75,000.00	-75,000.00	30K for Water Supply Plan Update 45K for Comp Plan Update Technical Docs.	
EDP, Software and Design	1,949.94	3,700.00	4,699.00	4,000.00	5,000.00	1,000.00	Annual Sensus Subscription	
Water Testing	821.99	1,407.42	1,365.25	1,500.00	2,000.00	500.00		
Locates	1,383.80	824.45	820.85	1,000.00	1,000.00	0.00		
Licenses & Permits	0.00	150.00	50.00	5,000.00	4,000.00	-1,000.00	Water Lic./Jerod Upgrade/ Well permits	
Telephone	3,068.16	1,972.66	1,127.54	2,000.00	800.00	-1,200.00		
Postage	3,136.80	3,756.81	2,989.25	3,100.00	3,200.00	100.00		
Property Insurance	1,921.02	2,304.18	1,689.25	3,116.00	4,100.00	984.00		
Electric Utilities	28,288.12	21,103.56	27,785.25	25,000.00	27,000.00	2,000.00	Increase for new tower work	
Gas Utilities	1,220.07	735.61	1,186.98	2,000.00	2,000.00	0.00		
State Surcharge	9,500.00	10,517.19	9,627.76	11,500.00	11,500.00	0.00		
Repair & Maintenance	28,288.12	17,424.92	67,915.64	150,000.00	775,000.00	625,000.00	100K for Interconnect / 25K for curb stop repairs/ 650K for water tower rehab	
Dues & Subscriptions	1,591.40	1,237.75	3,141.40	1,500.00	1,500.00	0.00	Fall Expo.	
Other (Sale & Use Tax)	0.00	40.00	31.00	0.00	1,000.00	1,000.00		
Other Equipment	7,240.31	128.91	682.59	1,000.00	1,000.00	0.00		
North End Tower Wells / Tower	0.00	0.00	0.00	0.00	8,550,000.00	8,550,000.00	New Tower / Includes Engineer	Code to 600-49450-520
Total Water Expense	**228,618.55**	**232,807.99**	**329,401.87**	**527,044.00**	**9,644,174.62**	9,117,130.62		
Sewer Expense								

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget		
Engineering Fees	2,116.00	7,300.50	4,035.00	0.00	4,000.00	4,000.00	
Instructors Fees	23.00	1,083.00	23.00	500.00	500.00	0.00	
Travel Expense	0.00	0.00	166.92	0.00	0.00	0.00	
Property Insurance	84.31	19.91	166.92	50.00	160.00	110.00	
Electric Utilities	224.05	260.33	17.00	400.00	400.00	0.00	
Sewer Service	181,991.29	165,471.78	205,386.24	226,853.00	210,764.00	-16,089.00	
Repair & Maintenance	321.41	12,202.41	7,008.00	75,000.00	15,000.00	-60,000.00	10K televising (Lift Station Determined in 2028 by Development)
Total Sewer Expense	**184,760.06**	**186,337.93**	**216,803.08**	**302,803.00**	**230,824.00**	-71,979.00	
Purchase of Investments	**110,639.09**	**148,662.09**	**106,074.15**	**48.00**	**0.00**		
Total Enterprise Fund Expense	**413,378.61**	**419,145.92**	**546,204.95**	**829,847.00**	**9,874,998.62**	9,045,151.62	
Total Enterprise Fund Revenue	**524,017.70**	**567,808.01**	**652,279.10**	**829,895.00**	**9,875,160.00**	9,045,265.00	
Total Enterprise Fund Expense	**413,378.61**	**419,145.92**	**546,204.95**	**829,847.00**	**9,874,998.62**	9,045,151.62	
Balance	*110,639.09*	*148,662.09*	*106,074.15*	*48.00*	*161.38*		

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget								
Total Budget													
Total Budget Revenue	**2,608,150.26**	**2,919,056.17**	**3,148,803.11**	**3,446,063.60**	**12,809,865.00**	9,363,801.40							
Total Budget Expense	**2,357,988.43**	**3,408,843.00**	**3,263,520.90**	**3,426,003.60**	**12,790,207.27**	9,364,203.67							
		-489,786.83	-114,717.79	20,060.00	19,657.73								
							Projected Taxable Mkt. Value		Tax Cap. (Mkt. V	Tax Cap Est. with Fiscal Disp.			
						2026	$573,177,559.00	2026	$6,203,556.00	$5,748,556.00			
						2027	$603,466,737.00	2027	$6,603,633.00	$6,146,005.00			
							$30,289,178.00		$400,077.00	$397,449.00			
							5.28%		6.45%	6.91%			
SUMMARY													
Revenue by Source	**2023**	**2024**	**2025**	**2026 Budget**	**2027 Budget**		**Percentage**						
Levy	1,323,872.66	1,385,776.79	1,600,079.00	1,760,792.60	1,946,756.00		15.20%						
Other General Fund Sources	760,259.90	965,471.37	896,445.01	855,376.00	987,949.00		7.71%						
Water/Sewer Enterprise	524,017.70	567,808.01	652,279.10	829,895.00	9,875,160.00		77.09%						
Total Revenues	**2,608,150.26**	**2,919,056.17**	**3,148,803.11**	**3,446,063.60**	**12,809,865.00**		100.00%						
Expenditure by Fund	**2023**	**2024**	**2025**	**2026 Budget**	**2027 Budget**								
General Operations	1,064,084.79	1,106,908.41	1,624,908.17	1,382,883.60	1,453,068.90		11.36%						
Streets	363,134.09	280,045.71	377,107.86	422,000.00	509,235.25		3.98%						
Parks	130,468.87	169,170.54	157,392.52	180,273.00	195,559.50		1.53%						
Debt Service	319,130.00	319,045.00	423,345.00	322,100.00	320,545.00		2.51%						
CIP	67,792.07	1,114,527.42	134,562.40	288,900.00	436,800.00		3.42%						
Enterprise	413,378.61	419,145.92	546,204.95	829,847.00	9,874,998.62		77.21%						
	2,357,988.43	**3,408,843.00**	**3,263,520.90**	**3,426,003.60**	**12,790,207.27**		100.00%						
Capital Outlay	**2027 Budget**												
Buildings	8,300.00	1.92%											
Admin	0.00	0.00%											
Parks	130,000.00	30.00%											
Streets	295,000.00	68.08%											
	433,300.00	100.00%											
Proposed Local Tax Rate							31.68%						
PROJECTED FUND BALANCES	**YR. BEGINNING**	**PROJECTED YE.**											
GENERAL FUND	**3,854,042.43**	**3,854,303.78**											
Revenue	2,158,125.00												
Expenditure	2,157,863.65												
DEBT SERVICE	**1,084,642.49**	**1,103,877.49**											
Revenue	339,780.00												
Expenditure	320,545.00												
CAPITAL IMPROVEMENT	**353,799.99**	**433,799.99**	*80k purchase of investments										
Revenue	436,800.00												
Expenditure	436,800.00												
ENTERPRISE FUND	**3,566,527.22**	**3,008,688.60**	*Sale of Investments										
Revenue	9,317,160.00												
Expenditure	9,874,998.62												

CITY OF EMPIRE

Five-Year Capital Improvement Plan (2027-2031)

PURPOSE

A capital improvement is a major expenditure of municipal funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, public safety, or public works facility, which has a useful life of 5 years or more. A Capital Improvement Plan ("CIP") is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the municipality considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Empire, Minnesota (the "City") believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Capital Improvement Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipated future capital expenditures and funding sources.

PROJECT SUMMARY

The expenditures to be undertaken with this CIP are limited to those listed below. All other foreseeable capital expenditures within the municipal government will come through other means. The following expenditures have been submitted for inclusion in this CIP:

PROJECT ITEM	FUNDING SOURCES	2026	2027	2028	2029	2030	2031	NOTES
STREETS								
BOBCAT-TOOLCAT	BUDGET			$70,000.00				KEEP - NOT ON LIST TO REPLACE UNTIL 2032
HYSTER - FORKLIFT	BUDGET						$25,000.00	
RDO GRADER (USED 2010)- (NEW)	BUDGET				$175,000.00			
MINI-EXCAVATOR (USED) -TRISTATE	BUDGET					$25,000.00		
PLOW TRUCK (FREIGHTLINER- 2012)	BUDGET		$295,000.00					Top Priority
JOHN DEERE SKIDLOADER (NEW VALUE)	BUDGET				$70,000.00			
POWER WASHER	BUDGET				$10,000.00			ADDED
TRENCH VACCUM (USED)	BUDGET			$20,000.00				Half Sewer
MAINTENANCE TRUCK (2019 SILVERADO)	BUDGET				$78,000.00			
190TH (MIN MAINT. ROAD) DITCH	SALE OF INVESTMENTS					$1,000,000.00		
BRINE PROCESSOR	BUDGET			$20,000.00				
FRONT END LOADER (USED)	BUDGET			$60,000.00				Move to 2028 Top Priority
DISC MOWER	BUDGET					$30,000.00		
BRUSH MOWER (QUICK ATTACH)	BUDGET						$5,000.00	
STREET RECONSTRUCTION	BUDGET/BOND				$2,867,000.00			
TOTAL ANNUAL		*$0.00*	*$295,000.00*	*$170,000.00*	*$3,200,000.00*	*$1,055,000.00*	*$30,000.00*	$4,750,000.00
LEVY / BUDGET		**$0.00**	**$295,000.00**	**$170,000.00**	**$333,000.00**	**$55,000.00**	**$30,000.00**	
SALE OF INVESTMENTS (RESERVES)		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$1,000,000.00**	**$0.00**	
SALE OF BONDS		**$0.00**	**$0.00**	**$0.00**	**$2,867,000.00**	**$0.00**	**$0.00**	
GRAND TOTAL		**$0.00**	**$295,000.00**	**$170,000.00**	**$3,200,000.00**	**$1,055,000.00**	**$30,000.00**	**$4,750,000.00**

PROJECT ITEM	FUNDING SOURCES	2026	2027	2028	2029	2030	2031	NOTES
PARKS & RECREATION								
TOWN HALL PARK								
PLAYGROUND PADDING	BUDGET					$7,000.00		
ADD LIGHTS FOR TENNIS COURT	BUDGET				$15,000.00			
ADDITION OF DOG PARK IN MXR	BUDGET					$60,000.00		
SACHS PARK								
PARKING LOT RE-PAVE	BUDGET				$150,000.00			Keep?
HOCKEY RINK BOARDS	BUDGET						$15,000.00	
ADD LIGHTS FOR BALLFIELDS	BUDGET				$15,000.00			
								Sachs Park Playground still good past 2031?
STELZEL PARK / FIELDS								
PARKING LOT REPAVE (PHASE 1)	BUDGET							Move until Next Street Project
DIGITAL HIGHWAY SIGN -NEAR STELZEL FIELDS	BUDGET				$51,000.00			
EMPIRE RIVER PRESERVE PARK								
NATURE PLAYGROUND EQUIPMENT	BUDGET			$150,000.00				Jerod to price - take options to Parks Commission
RENOVATIONS TO DISC GOLF PARK	BUDGET				$30,000.00			Jerod will get options to take to Parks Commission
DEER CREEK PLAYGROUND	SALE OF INVESTMENTS			$310,000.00				*Pre-paid by Developer
TRAILS								
TRAIL OVERLAY AND REPAIR	BUDGET		$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	Just 205th Street Trail - Jerod to price 205th Street Trail - Include engineering
BENCHES - COMPOSITE	BUDGET							Ok until after 2031
EQUIPMENT								
KUBOTA TRACTOR	BUDGET	$50,000.00						
TRIMX MOWER - JOHN DEERE -TRADE IN	BUDGET					$26,000.00		
JD 1570 TRIM MOWER	BUDGET							
GATOR - TRADE IN	BUDGET				$12,000.00			
OTHER								
HIGHWAY 3 SAFETY CROSSINGS	SALE OF INVESTMENTS				$2,000,000.00			Met Council Reg. Solicitation Grant? (With 29 Street Project) Crossing Islands in 2027?
FISCHING ACCESS TO VERMILLION RIVER	BUDGET				$45,000.00			Pier in clear area?
TOTAL ANNUAL		*$50,000.00*	*$50,000.00*	*$510,000.00*	*$2,368,000.00*	*$143,000.00*	*$65,000.00*	$3,186,000.00
LEVY / BUDGET		***$50,000.00***	***$50,000.00***	***$200,000.00***	***$368,000.00***	***$143,000.00***	***$65,000.00***	
SALE OF INVESTMENTS (RESERVES)		**$0.00**	**$0.00**	**$310,000.00**	**$2,000,000.00**	**$0.00**	**$0.00**	
SALE OF BONDS		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
GRAND TOTAL		**$50,000.00**	**$50,000.00**	**$510,000.00**	**$2,368,000.00**	**$143,000.00**	**$65,000.00**	**$3,186,000.00**

PROJECT ITEM	FUNDING SOURCES	2026	2027	2028	2029	2030	2031	NOTES
CENTRAL ADMIN / BUILDINGS								
COMPUTERS	BUDGET				$5,000.00			
SERVER AT CITY HALL	BUDGET			$5,000.00				If needed for Banyon (with warranty)
KEY PADS ON CITY HALL INTERIOR DOORS	BUDGET			$10,000.00				
PUBLIC WORKS FIRE / SECURITY UPGRADES	BUDGET		$8,300.00					
SALT STORAGE AT MAINT. SHOP	BUDGET	$28,000.00						
COLD STORAGE FACILITY	BUDGET					$300,000.00		
COLD STORAGE FACILITY	SALE OF INVESTMENTS					$300,000.00		
CITY OFFICE EXPANSION /RECONFIGURATION	BUDGET BLDG. FUND				$150,000.00			
TOTAL ANNUAL		*$28,000.00*	*$8,300.00*	*$15,000.00*	*$155,000.00*	*$600,000.00*	*$0.00*	$806,300.00
LEVY / BUDGET		**$28,000.00**	**$8,300.00**	**$15,000.00**	**$155,000.00**	**$300,000.00**	**$0.00**	
SALE OF INVESTMENTS (RESERVES)		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$300,000.00**	**$0.00**	
SALE OF BONDS		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
GRAND TOTAL		**$28,000.00**	**$8,300.00**	**$15,000.00**	**$155,000.00**	**$600,000.00**	**$0.00**	**$806,300.00**

PROJECT ITEM	FUNDING SOURCES	2026	2027	2028	2029	2030	2031	NOTES
WATER								
REPAINT OUTSIDE OF WATER TOWER	SALE OF INVESTMENTS							
REPAINT INSIDE OF WATER TOWER	SALE OF INVESTMENTS		$650,000.00					
NORTH END WELL	BOND							
NEW - NORTH END WATER TOWER	BOND		$8,550,000.00					Includes scada system that operates with new tower
NEW - NORTH END WATER TOWER DESIGN	SALE OF INVESTMENTS	$137,000.00						
SUBMERSABLE PUMP FOR WELL #2/ FGTN CONNEC	BUDGET	$100,000.00						***Discuss Water and Streets in Ed Mar - How will new development impact this?**
TOTAL ANNUAL		*$237,000.00*	*$9,200,000.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	$9,437,000.00
LEVY / BUDGET		**$100,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
SALE OF INVESTMENTS (RESERVES)		**$137,000.00**	**$650,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
SALE OF BONDS		**$0.00**	**$8,550,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
GRAND TOTAL		**$237,000.00**	**$9,200,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$9,437,000.00**

PROJECT ITEM	FUNDING SOURCES	2026	2027	2028	2029	2030	2031	NOTES	
SANITARY SEWER									
CONTROL PANEL FOR LIFT STATION (205TH ST)	BUDGET	$41,300.00		$41,300.00				May not need if we can tie into Met Council Intercept at new development?	
TRENCH VACCUM	BUDGET			$20,000.00					
TOTAL ANNUAL		*$41,300.00*	*$0.00*	*$61,300.00*	*$0.00*	*$0.00*	*$0.00*		
LEVY / BUDGET		**$41,300.00**	**$0.00**	**$61,300.00**	**$0.00**	**$0.00**	**$0.00**		
SALE OF INVESTMENTS (RESERVES)		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**		
SALE OF BONDS		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**		
GRAND TOTAL		**$41,300.00**	**$0.00**	**$61,300.00**	**$0.00**	**$0.00**	**$0.00**		**$102,600.00**
TOTAL GENERAL & ENTERPRISE CIP EXPENSE		**$356,300.00**	**$9,553,300.00**	**$756,300.00**	**$5,723,000.00**	**$1,798,000.00**	**$95,000.00**		**$18,281,900.00**

CIP FUND BALANCES								
PROJECTED CIP REVEUE (LEVY + FRANCHISE)		**$288,900.00**	**$471,800.00**	**$480,000.00**	**$3,177,000.00**	**$500,000.00**	**$530,000.00**	
TOTAL GENERAL FUND BUDGET EXPENDITURES FOR CIP		2026	2027	2028	2029	2030	2031	
CAPITAL IMPROVEMENTS (FROM BUDGET)		$78,000.00	$353,300.00	$385,000.00	$856,000.00	$498,000.00	$95,000.00	
SALE OF ASSETS (FROM RESERVES)		$0.00	$0.00	$310,000.00	$2,000,000.00	$1,300,000.00	$0.00	
SALE OF BONDS		$0.00	$0.00	$0.00	$2,867,000.00	$0.00	$0.00	
TOTAL PURCHASES		**$78,000.00**	**$353,300.00**	**$695,000.00**	**$5,723,000.00**	**$1,798,000.00**	**$95,000.00**	**$8,742,300.00**
CIP BALANCE	**$274,463.00**	**$485,363.00**	**$603,863.00**	**$388,863.00**	**-$2,157,137.00**	**-$3,455,137.00**	**-$3,020,137.00**	

ENTERPRISE FUND BALANCES								
PROJECTED REVEUE (EXCLUDE SALE OF ASSETS)		**$690,050.00**	**$9,287,389.00**	**$570,000.00**	**$590,000.00**	**$610,000.00**	**$630,000.00**	
TOTAL ENTERPRISE FUND EXPENDITURES		2026	2027	2028	2029	2030	2031	
BUDGETED ITEMS		$141,300.00	$0.00	$61,300.00	$0.00	$0.00	$0.00	
SALE OF ASSETS (RESERVES)		$137,000.00	$558,000.00	$0.00	$0.00	$0.00	$0.00	
SALE OF BONDS		$0.00	$8,550,000.00	$0.00	$0.00	$0.00	$0.00	
OPERATING		$547,802.00	$550,000.00	$570,000.00	$590,000.00	$600,000.00	$610,000.00	
TOTAL		**$826,102.00**	**$9,658,000.00**	**$631,300.00**	**$590,000.00**	**$600,000.00**	**$610,000.00**	**$12,915,402.00**
FUND BALANCE	**$7,344,155.00**	**$7,208,103.00**	**$6,837,492.00**	**$6,776,192.00**	**$6,776,192.00**	**$6,786,192.00**	**$6,806,192.00**	

Does not account for bond payments

GRAND TOTAL - CITY FUNDS	2026	2027	2028	2029	2030	2031	
TOTAL LEVY/BUDGET	$219,300.00	$353,300.00	$446,300.00	$856,000.00	$498,000.00	$95,000.00	
TOTAL SALE OF ASSETS (RESERVES)	$137,000.00	$558,000.00	$310,000.00	$2,000,000.00	$1,300,000.00	$0.00	
TOTAL SALE OF BONDS	$0.00	$8,550,000.00	$0.00	$2,867,000.00	$0.00	$0.00	$21,657,702.00
Total General & Enterprise	**$356,300.00**	**$9,461,300.00**	**$756,300.00**	**$5,723,000.00**	**$1,798,000.00**	**$95,000.00**	**$18,189,900.00**

*TOTAL CITY CASH SAVINGS	2026	2027	2028	2029	2030	2031
Sale of Assets	$137,000.00	$558,000.00	$310,000.00	$2,000,000.00	$1,300,000.00	$0.00
Purchase of Investments (Including Bldg. Fund)	$230,000.00	$80,000.00	$150,000.00	$300,000.00	$250,000.00	$300,000.00
Anticipated Savings / CD Balance (Incl. Bldg. Fund)	**$8,000,000.00**	**$7,522,000.00**	**$7,362,000.00**	**$5,662,000.00**	**$4,612,000.00**	**$4,912,000.00**

Building Fund - (Sub Fund of General CIP)	2026	2027	2028	2029	2030	2031
Revenue from Levy	$30,000.00	$0.00	$40,000.00	$45,000.00	$50,000.00	$55,000.00
Revenue from Franchise Fees	$0.00	$91,800.00	$92,000.00	$94,000.00	$100,000.00	$115,000.00
Total Revenue	**$30,000.00**	**$91,800.00**	**$132,000.00**	**$139,000.00**	**$150,000.00**	**$170,000.00**
Expenditures for Buildings	$28,000.00	$8,300.00	$0.00	$155,000.00	$600,000.00	$0.00
Projected Balance	**$2,000.00**	**$85,500.00**	**$217,500.00**	**$201,500.00**	**-$248,500.00**	**-$78,500.00**

2027 Draft Budget Presentation

September 22, 2026

General Fund – Highlighted Changes

GENERAL REVENUES

	2026	2027	
* Increase in Gravel Tax	$130,000	$140,000	$10,000
* Incrase in Grants from Local Govt (Met Council)	$0	$20,000	$20,000
* Increase in Zoning & Subdivision Fees	$85,000	$110,000	$25,000
* Increase in Developer Fees (2 Developments)	$5,000	$80,000	$75,000
* Decrease in Gen. Franchise Fees	$87,500	$12,000	-$75,500
* Increase in Court Fines Revenue	$23,000	$29,000	$6,000
* Decrease in Small Cities Aid (Streets)	$66,554	$61,569	-$4,985
* Revenue from Interest Earnings	$175,000	$153,500	-$21,500

General Fund – Highlighted Changes

GENERAL EXPENDITURES

	2026	2027		
*Increase in Professional Services	$105,000	$120,000	$15,000	
*Increase in Planning Services	$150,000	$250,000	$100,000	
*Decrease in Fire Contract	$445,123	$368,476	-$76,647	
*Decrease for Elections	$8,950	$2,100	-$6,850	
*Increase in Legal Services	$35,000	$40,000	$5,000	
*Increase in Law Enforcment Contract	$171,330	$176,470	$5,140	
Other				
*Wages	3% Increase + Step Increases			
*Health Insurance	18% Base Increase (21.03% Overall Increase)			

General Fund – Highlighted Changes

STREETS EXPENDITURES

	2026	2027	
*Increase in Engineering	$20,000	$70,000	$50,000
*Increase in Street Repair and Maint.	$130,000	$145,000	$15,000

General Fund – Highlighted Changes

- **PARKS EXPENDITURES**

No Major Changes - Just CIP Items

Debt Service Fund– 2019 GO Bonds

- For 2019 Street Reconstruction Project (Matures 2029)
- Levy Required at 105% of Annual Principal and Interest Payments
- Required Levy down from $341,670 to $339,780

Capital Improvement Fund

- Proposes Total Purchase of Investments of $83,500
- **PROPOSED EXPENDITURES**

(Parks) Trail Overlay and Repair	$50,000		
(Streets) Plow Truck	$295,000		
Building Fund (Investments)		$91,800	
(Building Fund Expense) PW Security/Fire Upgrade	$8,300		
	2026	**2027**	
Total Capital Improvement Expense (Items)	$106,000	$353,300	$247,300

Enterprise Fund

- **REVENUES**

* Proposed Increase in Water Rate: Base Charge from $46.31 per Qtr. To $48.62 per Qtr.

* Water Tiered Rate increase from $2.20 to $2.31 (Tier 1) $2.78 to $2.92 (Tier 2) $3.47 to $3.65 (Tier 3)

* Proposed Increase in Sewer Rate: Base Charge from $44.16 to $46.37 per Qtr.

* Rate increase from $1.30 per 1,000 Gallons to $1.36 per 1,000 Gallons

	2026	2027	
Water Sales Increase	$358,900	$370,000	$11,100
Water Connection	$35,000	$42,360	$7,360
Sewer Sales Increase	$196,800	$207,000	$10,200
Sewer Connection Increase	$28,000	$34,500	$6,500
Increase in Sale of Investements (From Savings)	$139,845	$558,000	$418,155
Bond Proceeds	$0	$8,550,000	$8,550,000

Enterprise Fund

- **EXPENDITURES**

	2026	2027	
Decrease in Engineer Expense	$150,000	$75,000	-$75,000
Increase in Water Repair & Maintenance	$150,000	$775,000	$625,000
Decrease in General Sewer Service	$226,853	$210,764	-$16,089
Decrease in Sewer Repair and Maintenance	$75,000	$15,000	-$60,000
North End Water Wells/ Tower	$0.00	$8,550,000.00	$8,550,000

Market Value and Tax Capacity Changes

	Projected Taxable Mkt. Value		Tax Cap. (Mkt. Value X Class Rate)		
2026	$573,177,559.00	2026	$6,203,556.00		
2027	$603,466,737.00	2027	$6,603,595.00		
	$30,289,178.00		$400,039.00		
	5.28%		6.45%		

* Market Value is Projected to Increase 5.28%

* Tax Capacity (Market Value X Class Rate) is Projected to Increase 6.45%

Proposed Levy

- **LEVY BREAKDOWN**

City of Empire 2027 Budget	2023 Actual	2024 Actual	2025 Actual	2026 Budget	2027 Proposed Budget						
Tax Levy Budgeted											
General Levy	559,673.68	542,587.06	694,200.00	685,100.00	893,500.00	208,400.00					
Fire Service	244,424.00	260,000.00	292,739.00	445,122.60	368,476.00	-76,646.60					
Total General Levy	804,097.68	802,587.06	986,939.00	1,130,222.60	1,261,976.00	131,753.40	64.82%				
Debt Service	312,139.08	344,190.00	343,140.00	341,670.00	339,780.00	-1,890.00	17.45%				
CIP	207,635.90	238,999.73	270,000.00	288,900.00	345,000.00	56,100.00	17.72%	Levy	Tax Cap Increas	Tax Increase	Tax Rate
Total Tax Levy Budgeted	**1,323,872.66**	**1,385,776.79**	**1,600,079.00**	**1,760,792.60**	**1,946,756.00**	185,963.40	**185,963.40**	**11.62%**	6.45%	**5.17%**	31.68%

Computation of Property Tax- Example

- FOR RESIDENTIAL STRUCTURE (HOMESTEAD)

TAX LEVY IMPACT EXAMPLES			
	2025	**2026**	**2027**
Determine Estimated Market Value	$439,000.00	$439,000.00	$439,000.00
Determine Homestead Mkt. Value Exclusion	$1,500.00	$1,500.00	$1,500.00
Determine Property Taxable Market Value	**$437,500.00**	**$437,500.00**	**$437,500.00**
Multiply by Class Rate (1% for Residential)	$4,375.00	$4,375.00	$4,375.00
Determine City Tax Rate (Levy/Tax Cap.)	28.01%	30.41%	31.68%
Multiply Net Tax Capacity by Rate	$1,225.44	$1,330.44	$1,386.00
Annual Change	**N/A**	**$105.00**	**$55.56**

Other Class Rates: Home over 500K 1.25 / Apartments 1.25 / Commercial-Industrial 1.5 - 2

Levy By Year

Budget Year	Net Tax Levy	Gross Tax Levy % Increase from Previous Year	Tax Cap. % Increase from Previous Year	Net Difference from Levy to Tax Mkt. Value	Tax Capacity (Taxable Market Value X Class Rate)	
2012	$838,000.00					
2013	$875,500.00	**4.47%**				
2014	$893,000.00	**2.05%**			2,788,807	
2015	$984,530.00	**9.29%**	9.52%	-0.23%	3,054,391	265,584
2016	$1,054,400.00	**7.09%**	9.08%	-1.99%	3,331,733	277,342
2017	$1,131,259.00	**7.28%**	7.00%	0.28%	3,564,975	233,242
2018	$1,187,822.00	**5.00%**	2.41%	2.59%	3,651,001	86,026
2019	$1,211,578.00	**2.00%**	10.42%	-8.42%	4,031,310	380,309
2020	$1,302,260.00	**7.48%**	1.82%	5.66%	4,104,568	73,258
2021	$1,341,327.00	**3.00%**	8.89%	-5.89%	4,469,321	364,753
2022	$1,399,360.00	**4.33%**	3.38%	0.95%	4,620,402	151,081
2023	$1,440,360.00	**2.93%**	18.73%	-15.80%	5,485,641	865,239
2024	$1,511,190.00	**4.92%**	6.99%	-2.07%	5,868,981	383,340
2025	$1,600,079.00	**5.88%**	1.99%	3.89%	5,985,868	116,887
2026	$1,764,670.00	**10.04%**	3.61%	6.43%	6,201,958	216,090
2027	$1,946,756.00	**11.62%**	6.45%	5.17%	6,603,595	401,637
	2015-2027	59.20%	83.83%	-14.59%		
		TOTAL AVG. LEVY INCREASE	TOTAL AVG. MKT VALUE INCREASE	SHOWS NET CHANGE		

Financial Management Plan Recommendations

- General Fund – Franchise Fees (Started in Q2 2026)
- Street Reconstruction Fund – Special Assessments – Start in 2029
- Establishment of Building Fund – to track capital outlay for existing and new buildings
- Establishment of Park Improvement Fund
- Enterprise Fund Revenue Recommendations
  - Infrastructure Fee (Rehab of Existing Infrastructure)
  - Testing Fee (Quarterly Testing)

Summary

- **REVENUES BY SOURCE**

Revenue by Source	2023	2024	2025	2026 Budget	2027 Budget		Percentage
Levy	1,323,872.66	1,385,776.79	1,600,079.00	1,760,792.60	1,946,756.00		15.20%
Other General Fund Sources	760,259.90	965,471.37	896,445.01	855,376.00	987,949.00		7.71%
Water/Sewer Enterprise	524,017.70	567,808.01	652,279.10	829,895.00	9,875,160.00		77.09%
Total Revenues	**2,608,150.26**	**2,919,056.17**	**3,148,803.11**	**3,446,063.60**	**12,809,865.00**		100.00%

Summary

- **EXPENDITURES BY FUND**

Expenditure by Fund	2023	2024	2025	2026 Budget	2027 Budget		
General Operations	1,064,084.79	1,106,908.41	1,624,908.17	1,382,883.60	1,453,068.90		11.36%
Streets	363,134.09	280,045.71	377,107.86	422,000.00	509,235.25		3.98%
Parks	130,468.87	169,170.54	157,392.52	180,273.00	195,559.50		1.53%
Debt Service	319,130.00	319,045.00	423,345.00	322,100.00	320,545.00		2.51%
CIP	67,792.07	1,114,527.42	134,562.40	288,900.00	436,800.00		3.42%
Enterprise	413,378.61	419,145.92	546,204.95	829,847.00	9,874,998.62		77.21%
	2,357,988.43	**3,408,843.00**	**3,263,520.90**	**3,426,003.60**	**12,790,207.27**		100.00%

Summary

- **CAPITAL OUTLAY BY OBJECT**

Capital Outlay	2027 Budget	
Buildings	8,300.00	1.92%
Admin	0.00	0.00%
Parks	130,000.00	30.00%
Streets	295,000.00	68.08%
	433,300.00	100.00%

Supplemental Information

- **Draft Capital Improvement Plan (CIP)** – Adopted Annually. Shows projected CIP items for the next 5 Years. Has incorporated many of the high-priority items from the Park Plan (highlighted). Shows anticipated funding sources and impact on City's future levy and savings.
- **Depreciation Schedule** – Updated Annually. Shows when CIP items were purchased, anticipated lifespan, and amount that City should be saving to replace them as they meet the end of their lifespan.
- **Debt Service Fund Schedule** – Shows upcoming receipts, disbursements, and balances for the debt service fund.

Next Steps

CITY OF EMPIRE YEAR 2027 BUDGET PROCESS
SCHEDULE

~~June 30, 2026---------- 2027 Budget Special Meeting~~

~~August 4, 2026---------- Year 2027 Budget Workshop (Review and Refine Proposed Budget)~~

September 22, 2026 ----------Adoption of Proposed Year 2027 Budget
Adoption of Proposed Year 2026 Tax Levy Collectable in 2027
Schedule Public Comment Meeting

By September 30, 2026---------- Clerk-Administrator provides County Auditor with Proposed Budget, Tax Levy, and date of Public Comment Meeting

December 8, 2026----------Public Comment Meeting at 7:00 PM

December 22, 2026----------Adoption of Final Year 2027 Budget; Adoption of 2026 Tax Levy, collectible in the Year 2027

By December 28, 2026---------- Final Tax Levy and Budget submitted to County Auditor and Certification Compliance Materials sent to Minnesota Department of Revenue

RESOLUTION 2026-9A

ADOPTING PRELIMINARY 2027 BUDGET AND PROPOSED
2026 TAX LEVY, COLLECTABLE IN 2027

Be it resolved by the City Council of the City of Empire, County of Dakota, Minnesota, that the following sums of the money, based on the Preliminary 2027 Budget for the City of Empire, are proposed to be levied for the current year, collectable in 2027, upon the taxable property in the City of Empire, for the following purposes:

REVENUE	$893,500
DEBT SERVICE	$339,780
FIRE SERVICE	$368,476
MISCELLANEIOUS (CIP)	$345,000
TOTAL CERTIFIED LEVY	**$1,946,756**

The City Clerk-Administrator is hereby instructed to transmit a certified copy of this resolution to the Property Taxation & Records Division of Dakota County, Minnesota.

Adopted by the City Council of the City of Empire this 22nd day of September 2026.

_____
Melanie Lee, Mayor

ATTEST:

_____
Charles Seipel-Teng, Clerk-Administrator

S E A L

CLERK'S CERTIFICATION

I, Charles Seipel-Teng, do hereby certify that I am custodian of the minutes of all proceedings had and held by the City of Empire, that I have compared the attached resolution with the original passed and adopted by the Empire City Council at their meeting held on the 22nd day of September 2026, that the attached resolution constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 22nd day of September 2026 and have hereunto affixed the seal of said City.

_____
Clerk-Administrator
City of Empire, Dakota County, MN

S E A L

2019 GO STREET BOND (Debt Service Fund)

	2024 Budget	2025 Budget	2026 Budget	2027 Budget
Recepits				
Tax Levy	$344,190.00	$343,140.00	$341,670.00	$339,780.00
Misc. (Cash Balance)	$0.00	$0.00	$0.00	$0.00
Total	$344,190.00	$343,140.00	$341,670.00	$339,780.00
Disbursements				
Principal	$260,000.00	$275,000.00	$285,000.00	$295,000.00
Interest	$58,000.00	$47,300.00	$36,100.00	$24,500.00
Misc. Fees	$1,000.00	$1,000.00	$1,000.00	$1,045.00
Total	$319,000.00	$323,300.00	$322,100.00	$320,545.00

12/31/2024	**$986,828.00**	**Balance**
2/1/2025	-$301,400.00	Principal / Interest
7/1/2025	$171,570.00	July Tax Settlement
8/1/2025	-$20,900.00	Interest
9/1/2025	-$1,000.00	Maint. Fees
12/1/2025	$171,570.00	December Tax Settlement
12/31/2025	**$1,006,668.00**	**Balance**
2/1/2026	-$305,900.00	Principal / Interest
7/1/2026	$170,835.00	July Tax Settlement
8/1/2026	-$15,200.00	Interest
9/1/2026	-$1,000.00	Maint. Fees
12/1/2026	$170,835.00	December Tax Settlement
12/31/2026	**$1,026,238.00**	**Balance**
2/1/2027	-$310,200.00	Principal / Interest
7/1/2027	$169,890.00	July Tax Settlement
8/1/2027	-$9,300.00	Interest
9/1/2027	-$1,000.00	Maint. Fees
12/1/2027	$169,890.00	December Tax Settlement
12/31/2027	**$1,045,518.00**	**Balance**
2/1/2028	-$323,600.00	Principal / Interest
7/1/2028	$170,336.25	July Tax Settlement
8/1/2028	-$4,725.00	Interest
9/1/2028	-$1,000.00	Maint. Fees
12/1/2028	$170,336.25	December Tax Settlement
12/31/2027	**$1,056,865.50**	**Balance**

CITY OF EMPIRE - DEPRECIATION SCHEDULE

STREETS / EQUIPMENT

ITEM	PURCHASE YEAR	LIFE	FINAL YEAR	COST OR VALUE	SAVED IN 2027
STERLING TRUCK	2007	10	2017	135,000	**0**
POWER WASHER	2010	10	2020	7,280	**0**
BOBCAT- TOOLCAT	2023	2	2025	24,895	**0**
FORKLIFT (HYSTLER)	2009	10	2019	9,105	**0**
RDO GRADER 772 (USED 2010)	2017	6	2023	99,750	**0**
MINI-EXCAVATOR (TRI-STATE)	2017	6	2023	21,500	**0**
BRINE PROCESSOR-MIXER (TURBO TECH.)	2017	10	2027	13,105	**1,311**
SNOW PLOW BLADE - BOX PLOW	2019	10	2029	5,800	**580**
BRUSH MOWER (QUICK ATTACH)	2022	10	2032	8,000	**800**
JOHN DEERE SKIDLOADER	2021	10	2031	41,168	**4,117**
"TRENCH" VACCUM -VAC TRAILER (1/2 SEWER/ 1/2 RC	2015	10	2025	17,500	**0**
MAINTENANCE TRUCK (2019 CHEVY SILVERADO)	2019	5	2024	31,745	**0**
TRIM MOWER - JOHN DEERE	2020	10	2030	5,500	**550**
FREIGHTLINER PLOW TRUCK	2024	10	2034	245,000	**24,500**
CHEVY COLORADO TRUCK	2024	5	2029	8,278	**1,656**
STREETS					
2019 STREET IMPROVEMENT PROJECT	2019	20	2039	1,900,000	**95,000**
2024 STREET & CITY HALL PARKING LOT PROJECT	2024	20	2044	1,098,690	**54,934**
TOTAL STREETS				3,672,316	**183,447**

PARKS

ITEM	PURCHASE YEAR	LIFE	FINAL YEAR	COST OR VALUE	SAVED IN 2026
TOWN HALL PARK					
PICNIC SHELTER	1990	20	2010	28,500	**0**
PLAYGROUND EQUIP. (FLAGSHIP REC.)	2022	15	2037	125,000	**8,333**
TENNIS / BASKETBALL COURT	2005	15	2020	96,554	**0**
TENNIS COURT FENCE	2016	15	2031	10,000	**667**
PICNIC TABLES	2010	10	2020	2,200	**0**
TENNIS COURT -REPAINT LINES	2021	10	2031	10,000	**1,000**
PLAYGROUND PADDING	2020	10	2030	7,000	**700**
SIDEWALK TO PLAYGROUND	2021	15	2036	8,700	**580**
TOWN HALL SIGN	2023	20	2043	8,000	**400**
TOWN HALL PARKING LOT / TRAIL	2024	15	2039	250,000	**16,667**
SACHS PARK					
BALLFIELD, BACKSTOP, BENCHES	2015	15	2030	20,000	**1,333**
PLAYGROUND EQUIPMENT	2021	10	2031	70,000	**7,000**
PLAYGROUND PADDING	2021	10	2031	5,000	**500**
BASKETBALL COURT	2005	15	2020	15,586	**0**
PICNIC TABLES	2010	10	2020	2,100	**0**
HOCKEY RINK - GRADING	2005	15	2020	3,307	**0**

PARKING LOT	2005	15	2020	36,154	**0**
STELZEL PARK / FIELDS					
PLAYGROUND EQUIPMENT	2006	10	2016	60,000	**0**
BALLFIELD PARKING LOT	2015	15	2030	87,500	**5,833**
BALLFIELD PARKING LOT (PT 2)	2016	15	2031	52,573	**3,505**
NEW TRAIL	2017	15	2032	19,800	**1,320**
BALLFIELD ELECTRIC	2012	20	2032	106,261	**5,313**
BALLFIELD FENCING / CONCRETE	2012	20	2032	146,863	**7,343**
BALLFIELD CONCESSION STAND / RESTROOM	2013	20	2033	436,375	**21,819**
BALLFIELD BUILDINGS	2013	20	2033	83,135	**4,157**
PLAYGROUND PADDING	2021	10	2031	5,000	**500**
EMPIRE RIVER PRESERVE PARK					
PLAYGROUND EQUIPMENT	2004	10	2014	22,515	**0**
PARKING LOT	2005	15	2020	14,968	**0**
TRAILS					
SECTION 1 (TOWN HALL PARK)	2024	15		100,000	**6,667**
SECTION 2		15		150,000	**10,000**
SECTION 3		15		150,000	**10,000**
SECTION 4		15		150,000	**10,000**
SECTION 5		15		150,000	**10,000**
SECTION 6		15		150,000	**10,000**
RECYCLING CONTAINERS	2020	10	2030	10,500	**1,050**
EQUIPMENT					
2019 GATOR TRADE-IN	2019	10	2029	6,317	**632**
KUBOTA TRACTOR	2026	6	2032	50,000	**8,333**
JD 1570 TRIM MOWER	2025	10	2030	17,000	**1,700**
DISC MOWER - JOHN DEERE	2022	10	2030	4,200	**420**
TOTAL PARKS				2,671,108	**155,772**

CENTRAL ADMIN / BUILDINGS

ITEM	PURCHASE YEAR	LIFE	FINAL YEAR	COST OR VALUE	SAVED IN 2026
CITY HALL					
MEETING ROOM CHAIRS	2016	10	2026	6,500	**650**
COMPUTERS	2023	5	2028	9,500	**1,900**
SERVER	2019	5	2024	18,000	**0**
TOWN HALL HEATING/COOLING	2022	20	2042	20,000	**1,000**
PUBLIC WORKS HEATING/COOLING	2012	20	2032	50,000	**2,500**
PW COMPUTER	2024	5	2029	4,000	**800**
TOTAL CENTRAL ADMIN				108,000	**6,850**
TOTAL GENERAL CIP DEPRECIATION					**346,069**

CITY OF EMPIRE
ENTERPRISE DEPRECIATION

WATER

ITEM	PURCHASE YEAR	LIFE	FINAL YEAR	COST OR VALUE	SAVED IN 2026
BOOSTER PUMPS	2015	20	2035	26,200	**1,310**
WATER SYSTEM CONTROL (AUTOMATIC	2018	10	2028	20,000	**2,000**
WATER TOWER	1999	40	2039	1,200,000	**30,000**
WATER TOWER REPAINT	1999	20	2019	350,000	**0**
WATER MAIN SECTION (2 MILES)	Every Year	25		1,400,000	**56,000**
WELL BLDG. 20397 CHIPPENDALE	1975	45	2020	500,000	**0**
TOTAL WATER				3,496,200	**89,310**

SANITARY SEWER

ITEM	PURCHASE YEAR	LIFE	FINAL YEAR	COST OR VALUE	SAVED IN 2026
VACUUM (TRENCHERS PLUS)	2015	10	2025	17,500	**0**
SEWER LINE SECTION (2 MILES)	Every Year	25		1,400,000	**56,000**
TOTAL SEWER				1,417,500	**56,000**

TOTAL ENTERPRISE DEPRECIATION **145,310**

2026 Attorney Expenses

As of 8/21/2026

	Expense	Court Fines (Revenue)	Balance
Total	**$36,756.12**		
Prosecuting Attorney	$17,447.52	$18,176.59	**$729.07**
General Legal Counsel	$19,308.60		
Developer Chargeback	$4,111.00		
Total Gen. Legal Counsel	**$15,197.60**		
Water Tower Site	$7,327.10		
Total Gen. Legal Misc.	**$7,870.50**		

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Setting Date for 2027 Budget Comment Meeting

This meeting must be held between November 25th and December 28th, 2026 and take place at a time later than 6:00 PM. The draft notice sets the date for this meeting on Tuesday, December 8 at 7:00 PM, the same date as the regularly scheduled City Council Meeting.

Attachment(s): Budget Hearing Notice 2026.docx

Notice to Empire Residents and Property Owners:

The City of Empire will be holding its Public Comment meeting on the adoption of the 2027 City Budget on Tuesday, December 8, 2026, 7:00 PM at Empire City Hall (3385 197th Street W). This Public Comment meeting is required prior to the City's submission of its 2026 Tax Levy, Collectable in 2027.

Published in the Dakota County Tribune, Friday, November 6, 2026**.**

Posted October 20, 2026

_____

Charles Seipel-Teng / Clerk-Administrator

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Renewal of City's Health Insurance Plan with BCBS of MN

The City's health insurance plan with BCBS of Minnesota is up for renewal on December 1st. The City needs to notify its agent regarding plan renewal or alternative by October 15.

For this year's renewal, the base premium increase will be 17.84%. Because staff are getting older, the total premium increase will be 21.03%.

The City's agent has provided premium options for other similar plans and are attached.

The projected increase for the BCBS plan was incorporated into the draft 2027 Budget.

As noted during the Budget Workshop, the City's Personnel Committee is recommending renewal of the existing BCBS Plan and has directed staff to look into insurance pool options for small cities and employers prior to the next renewal.

A premium increase history is also attached for reference.

Attachment(s): *Plan Renewal Comparison.pdf*
Premium Increase History.pdf

A.T. GROUP
Employee Benefits – Covering Employees / Protecting Employers

Empire Health
Renewal Comparison

12/1/2026 Calc Date		Current	Renewal	Option	Option
		Blue Cross	Blue Cross	HealthPartners	Medica
Name		$0 Ded Platinum	$0 Ded Platinum	$25cp 90%	15% 10-40
Approx Acturaial Value		90%	90%	90%	90%
Deductible		$0	$0	$0	$0
Coinsurance			20%	10%	15%
Office Visit Co pay			$25	$25	$10
Specialist office visit			$50	$25	$40
Prescription Tier 1/Gen			$25	$20	$15
Out of pocket max single			$4,000	$3,000	$3,800
Out of pocket max family			$8,000	$6,000	$7,600
		Blue Access	Blue Access	Open Access	Passport
	Ages	**Premium**	**Premium**	**Premium**	**Premium**
	45	817.15	995.33	1012.11	925.98
	45	817.15	995.33	1012.11	925.98
	43	775.03	935.36	951.13	870.19
	19	520.59	613.46	623.81	570.72
	17	520.59	613.46	623.81	570.72
		1816.21	**2162.28**	**2198.75**	**2011.63**
	57	1364.64	1679.79	1708.12	1562.75
	32	677.93	815.42	829.18	758.61
Group Totals		**5,493.08**	**6,648.15**	**6,760.27**	**6,184.95**
Rate Increase			17.84%		
Rate & Age Increase			21.03%		
Estimated Carrier 2027 Renewal Rates			11.9%	12.5%	18.9%

BCBS Premium Increase History

	Base	Age Banded
2021 to 2022		3.29%
2022 to 2023		3.86%
2023 to 2024	7.30%	8.76%
2024 to 2025	4.50%	6.70%
2025 to 2026	8.40%	12.23%
2026 to 2027	17.84%	21.03%

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Adopting Ordinance No. 2026-9B, Approving the List of Election Judges for the 2026 General Election

City Council must approve the list of judges to work at the Empire precinct prior to the election. All judges that will serve have completed the required training to serve as an election judge and will be scheduled for election day by the Clerk-Administrator and Deputy Clerk.

Attachment(s): 2026-9B Approving Election Judges.pdf

RESOLUTION NO. 2026-9A

CITY OF EMPIRE
COUNTY OF DAKOTA

APPROVING THE LIST OF ELECTION JUDGES FOR THE 2026 GENERAL ELECTION

WHEREAS, the General Election will be held on November 3, 2026; and

WHEREAS, MN Statue 204B.21, subd. 2, requires election judges for precincts in the municipality be appointed by the governing body of the municipality; and

WHEREAS, election judges are required to perform the election duties for these elections; and

WHEREAS, the following judges will be eligible to serve as an election judge upon meeting the qualifications established by the State of Minnesota.

WHERAS, as of September 22, 2026, the City Clerk-Administrator has approved the following list of election judges to serve at the 2026 General Elections.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EMPIRE, MINNESOTA:

1. The following persons have been appointed as of September 22, 2026, to serve as election judges for the 2026 General Elections, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits; and approves of the payment of an hourly wage of $13.00 per hour during election trainings and time served as judges for the Primary and General Elections.

Election Day Judges: Dennis Haines, Christine Sachs, Duane Snesrud, Mark Page, Penny Franklin, Maureen Reilly, Rachel Cochrane, Terry Johnson, Todd Carey, Steve Wolverton, Julie Stulz, Ken Williams.

Certified Election Clerks: Charles Seipel-Teng, Shannon Coyne

Adopted this 22nd day of September 2026.

_____
Melanie Lee, Mayor

ATTEST:

_____
Charles Seipel-Teng, Clerk-Administrator

CLERK'S CERTIFICATION

State of Minnesota)
City of Empire)
County of Dakota)

I, Charles Seipel-Teng, do hereby certify that I am custodian of the minutes of all proceedings had and held by the City Council of said City, that I have compared the attached resolution with the original passed and adopted by the City Council of said City at the regular meeting thereof held on the 22nd day of September, 2026, that the attached resolution constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 22nd day of September 2026 and have hereunto affixed the seal of said City.

_____
Clerk-Administrator
City of Empire, MN

S E A L

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Consider Adopting Draft Empire Street Sign Policy

The draft policy was put together by city staff and reviewed by a consulting engineer that specializes in right-of-way signs.

The policy references the Manual of Uniform Traffic Control Devices for Minnesota is sign design and placement.

In general, all signs must follow state regulations. All signs to be erected are directed by the Public Works Supervisor or City Council. Some signs may require engineering analysis.

The policy moves signs into six different classifications. Some categories follow a different process than others. If the city receives a sign request, the Public Works Supervisor determines the sign category. It's important to note that the installation of signs will not be based on a reactive response, but rather by following the policy. Signs that are shown to provide a false sense of security are not permitted.

The procedure is fairly direct and simplistic for reason of providing discretion in determining when a sign should be installed. Over time, studies and recommendations may change guidance on types of signs are found to be helpful and types of signs that have been found to be ineffective or counterproductive. This also allows staff and the city to evaluate individual locations or requested signs and determine if additional signage would be overwhelming and counter productive based on sign cluttering.

The policy speaks to specific signs as well in an attempt to provide addional guidance to staff when requests for these signs are received.

Finally, the policy outlines a maintenance method for signs. With the implementation of this method, staff will take inventory of existing signs and plan to budget for rotating out signs that have outlived their 15-year life span, lost their retroreflectivity or have been damaged.

The City Council should review and discuss if the draft policy is ready to adopt or if there are recommended changes that should be incorporated.

Attachment(s): Draft Sign Policy.pdf

CITY OF EMPIRE

CITY OF EMPIRE
SIGN PLACEMENT, RETROREFLECTIVITY EVALUATION, AND MAINTENANCE POLICY

1. INTRODUCTION

The purpose of this policy is to establish uniformity and consistency in the application, installation and maintenance of traffic signs on City of Empire roadway system.

This policy recognizes that the MN MUTCD (Manual of Uniform Traffic Control Devices) is the standard for all traffic control devices on all public roads in Minnesota, and therefore all traffic control devices on Empire's transportation system must conform to its standards and specifications as specified in Minnesota Statue 169.06.

This policy officially recognizes the rule in the MN MUTCD that establishes minimum retroreflectivity levels for traffic signs and describes how Empire achieves compliance.

It is in the interest of Empire and the public to prevent the excessive use of traffic signs on the city transportation system. A conservative use of traffic signs reduces maintenance costs and improves the effectiveness of the remaining signs. Limiting the excessive use of traffic signs achieves the following:

- Fulfills demonstrated needs
- Champions a command of attention
- Reduces clutter that impedes the conveyance of a clear and simple meaning
- Fosters respect by road users, and reduces conflicts that may restrict time for a proper response that cumulatively improves traffic safety for all users
- Pursues the goals of the Minnesota Toward Zero Deaths (TZD)

2. POLICY

All traffic signs on Empire's transportation system must conform to the MN MUTCD. Traffic signs not explicitly required to be installed by the MN MUTCD should not be installed on Empire's roadway system unless otherwise specified in this policy or authorized by the public works supervisor.

3. POLICY CRITERIA

The City of Empire will develop and maintain a sign inventory of all signs on the roadway system. Based on the inventory and level of funding available for sign maintenance, Empire will determine the amount of inventory that can be supported by the current funding structure.

The City of Empire will maintain the determined amount of traffic control devices (signs, traffic signals, and pavement markings) to ensure safe and efficient operation. Based on the inventory

and policy considerations, signs that are not consistent with policy, and signs that are not required or are determined by an engineering study to be unnecessary will be removed. The following best practices will be implemented to assist in determining the need for all traffic signs:

IN GENERAL

- Signs that are required will be installed according to the MN MUTCD. Signs that require engineering judgment will undergo an engineering study, the results of which will be on file documenting reason for installation.

- Orders to erect signs shall be directed by the Public Works Supervisor or City Council.

RIGHT-OF-WAY SIGNS

- Right-of-Way Signs are classified into six general categories:
  1) **Regulatory** *(Ex. Stop, Yield, Do Not Enter, Speed Limit)*
  2) **Warning** *(Ex. Curve Ahead, Steep Slope, Stop Ahead, Deer or Animal Crossing)*
  3) **Directional** *(Ex. Street Names, Upcoming Intersection with Highway Name)*
  4) **Construction** *(Signs Related to Particular Street or Other Construction Projects)*
  5) **Special Purpose** *(Ex. Crime Watch, Special Events)*
  6) **Not Permitted** *(Private Signs, Advertising, Political)*

  Regulatory- Signs that inform drivers on how to function at an intersection. Generally, signs in this category must meet the criteria set out in the MN MUTCD.

  Warning- Signs that provide advanced warning to drivers or pedestrians that something dangerous or unexpected is ahead.

  Directional- Signs that provide additional information to help drivers find particular streets or to direct them in certain areas. These signs are required for higher speed roadways and must be maintained. They can be installed on lower speed roadways but are not required.

  Construction- Signs that are installed to move vehicles and pedestrians safely through or around a construction zone.

  Special Purpose- Signs that are not required to be provided by the city for general traffic purposes to provide for the safe and efficient movement of people and goods. These signs are usually requested by a small group of people or individuals and benefit only a limited number of citizens.

  Not Permitted- Signs that are prohibited by State Statute or City Ordinance. Other signs that fall into this category are signs that may fall into the above categories, but studies have shown that the sign has no effect on influencing the public's behavior. These signs may create a false sense of security that actually worsens the situation, distracts from other signs which have a much higher public safety benefit or the cost of installation and maintenance far outweighs the benefit.

Procedure:

In addition to the procedure for evaluation of specific signs addressed in this policy, the placement of signs in the right-of-way shall be evaluated based on the following procedures.

All signs installed in the public right-of-way must ultimately be approved by either the Public Works Supervisor or City Council. When a sign request is received, the sign will be classified by the Public Works Supervisor into one of the six sign classifications. Once the sign has been classified, any necessary reviews and studies for that sign classification will be accomplished.

Requests for **Regulatory** and **Warning Signs** will be reviewed by the Public Works Supervisor. The criteria for these signs appear in the MN MUTCD Policy Manual. The installation of Regulatory and Warning Signs will not be used as a reactive response to traffic crashes.

Generally, **Warning Signs** will not be installed on roads classified as local or residential.

Requests for other signs will be given consideration by the Public Works Supervisor on an individual basis.

Once installed, routine maintenance of the city approved signs will be performed by the Public Works Department. During the Sign Maintenance Method as outlined in this policy, all **Special Purpose** signs that have reached the end of their usable life will be removed.

<u>General Cost Allocation for Right-of-Way Signs</u>
Costs for **Regulatory, Warning, Directional, Construction** Signs that are required to be installed by the city for the safe and efficient movement of people and goods will be the responsibility of the city. **Special Purpose Signs** requested specifically by a citizen, business, or property owner shall be paid by the requesting party. For extraordinary maintenance such as vandalism, theft damage, etc. the city shall charge the full cost of replacement to the party responsible, and they shall be held responsible according to state law and local ordinances.

<u>SPECIFIC SIGNS IN CITY RIGHT-OF-WAY</u>

- **Advisory Speed Limit Signs**- Installed only on collector and arterial roadways. Additional signs may be posted on these roadways if conditions such as curves in the roadway make it advisable by the city's engineer for the motorist to travel at a speed less than the statutory limit. These signs have black lettering on a yellow background and are only informational and not enforceable.

- **Church Directional Signs**- Church directional signs are construed as being advertisement and are therefore not permitted in the public right-of-way. They may be permitted on private property if they do not cause traffic sight distance problems. Any sign placement must be reviewed and approved by the city Public Works Supervisor.

- **Crime Watch Signs**- Placement of Crime Watch signs on collector and arterial roadways may lead to sign clutter and distract from the effectiveness of important regulatory signs. These signs will be installed upon citizen request. Signs will be limited to local residential

streets with generally 500 vehicles per day or less. Only one sign per direction per block will be permitted.

- **Deaf/Vision Impaired or Handicapped Child Sign**- These types of signs are warning signs. Prudent and discriminate use of this type of sign is necessary to make it noticeable and effective. Care must be taken not to create a false sense of security for the child or the child's parents. It is important for parents to understand the limitations and disadvantages of these signs and that installation of these signs on high volume streets would not produce the desired effect. These types of signs will be installed upon request from the property owner on local residential streets with generally 1,000 vehicles per day or less. The sign must be located within 150' of the property where the child resides. The sign will be reviewed annually to make sure it is still applicable. The requesting party will be responsible for the cost of ordering and installing the sign.

- **No Parking Zones**- The city installs No Parking zones on city streets. The zones are to provide for the safe and efficient movement of people and goods. The decision to install the zone will be based upon an engineering study.

- **No Parking Anytime Adjacent to Playgrounds Signs**- The Public Works Department may install No Parking Anytime signs on public roadways adjacent to playgrounds or recreational areas. The city has many playgrounds and recreational areas. No parking adjacent to these improves a motorist's visibility of pedestrian crossings on these adjacent streets. The Public Works Department will take requests to install No Parking zones near playgrounds. The Public Works Supervisor will investigate the request and determine if the placement of the sign will improve motorists' visibility near the playground for which the sign is being requested.

- **Not a Truck Route Signs**- The city does not comprehensively identify city-wide, non-truck routes with signs. The city may install this type of sign on selected non-truck routes only when unusual circumstances warrant their use. If the city receives a request for a Not a Truck Route sign, city staff will investigate and make a determination as to whether or not installation of the sign is warranted.

- **Playground Signs**- Playground signs shall generally be installed approximately 150 feet in advance of the playground area. Unique conditions may dictate special sign locations. When a playground is used in conjunction with a school, the "school" sign shall take precedence, and no "Playground" signs shall be placed.

- **School Area Signage** –The MN MUTCD provides direction for school area signs and plaques. This includes school crossings, school speed limit zones, and school bus stop signage.

  School Pedestrian Crossing Signs are placed at school student crossing locations, except at crossings controlled by stop signs. Only crossings adjacent to schools and those on established school pedestrian routes shall be signed. Signage installed will be in accordance with the MN MUTCD. Whenever a school pedestrian sign is used, a school advance crossing sign must also be installed. Requests for signs related to school pedestrian crossings, school zones, or school bus stops will be considered by the School

District. The city will forward requests to the School District and react to their recommendations based upon their conformity to federally recommended guidelines. Should a request from the school district exceed compliance standards as stated in the MN MUTCD, it will be the responsibly of the school district to absorb the cost of requested traffic devices and controls.

- **Speed Limit Signs**- The statutory speed limit on roadways in Empire is 30 MPH. This is the speed limit unless posted otherwise. By state law the city may, by resolution, set posted speed limits other than 30 MPH on streets under its jurisdiction, determined through a traffic engineering study which evaluates existing conditions and driver behavior. Speed limit signs are not intended for, nor are they effective as speed control devices. Reducing the speed limit may not improve safety. Some drivers will obey the lower posted speed while others will feel it is unreasonable and simply ignore it. This may disrupt uniform traffic flow and create situations in which pedestrians have greater difficulty in judging the speed of approaching vehicles.

  If the City Council approves a request to post a non-statutory speed limit, the Public Works Supervisor will have a traffic study conducted to determine if a change in the posted speed may be justified. If it is found to be justified, a City Council resolution will be considered. If approved, the speed limit established shall be effective upon the erection of appropriate signs designating the speed and indicating the beginning and end of the segment on which the speed limit is established and a copy of the resolution will be transmitted to the Commissioner of the Department of Transportation. Speed limit change requests on roadways within the city but not under the city's jurisdiction are handled by Dakota County or MN DOT as appropriate.

- **Stop Signs** - The MN MUTCD provides direction for minor road stop control and all-way stop control. The effectiveness of stop signs is based on the receptivity of the motoring public and the probability of police enforcement. The installation of stop signs may be requested. The party requesting the sign will contact the Public Works Director. The Director will review the request based upon the guidance in the MN MUTCD, including the intersections' crash history, traffic volume, sight distance, and other special characteristics (proximity to parks, schools, pedestrian crossings, bus stops, etc.), to determine if installation is justified. The recommendation of the Public Works Director to either approve or deny the request will be brought to City Council for consideration. No STOP signs will be placed on low volume intersections (fewer than 200 vehicles per day).

- **Street Name Signs**- The City provides street name identification signs at all intersections within the city. On suburban area intersections, a post with two signs identifying the cross streets is mounted on one of the quadrants. Signs may also be mounted on the streetlight posts or overhead traffic signal mast arms.

  The present sign standards are:
  - Signs blanks are 6 inches high (exception for larger signs mounted on overhead traffic signal mast arms)
  - The MN MUTCD provides guidance for minimum letter heights on Street Name Signs.

- The lettering for names of streets and highways on Street Name signs shall be composed of a combination of lower-case letters with initial upper-case letters.
- Background is green with white letters.
- Sheeting material is "High Intensity" grade.

Signs are replaced when vandalized, or when a street name is changed.

- **Turn Restriction Signs**- The city may prohibit vehicular turning movements at street intersections and other locations where and when such turning movements constitute a serious problem with respect to safe and efficient movement of traffic. Turn prohibitions may consist of left turns, right turns, both left and right turns, U-turns, or all turns and may be established during select hours of the day or during all times of the day. While most turn restrictions are initiated by city staff, any interested party may initiate a request for a turn restriction by contacting the Public Works Supervisor. Staff will investigate the request and make a determination based on the goal of ensuring safe and efficient traffic flow. Upon determination of the need for a turn restriction based upon examination of the intersection for features such as sight distance, safety conflicts, intersection operations, or crash concerns, the city will install appropriate signs consistent with the MN MUTCD.

  Watch for Children Signs- Watch for Children signs are not recommended for installation. No factual evidence has been presented to document the success of signs warning of children in reducing pedestrian accidents, operating speeds, or legal liability. If signs encourage parents and children to believe they have an added degree of protection, which the signs cannot provide, a disservice may result.

4. MAINTENANCE METHOD

The MN MUTCD requires roadway agencies to use an assessment or management method to maintain sign retroreflectivity at or above established minimum levels. Compliance is typically achieved through a documented sign inspection, inventory, and replacement program.

It shall be the Empire Maintenance Supervisor's responsibility to decide which signs should be replaced. Compliance with MN MUTCD retroreflectivity requirements will be achieved utilizing a management method using the expected sign life. Empire adopts 15 years for the life of signs with ASTM Type ZI sheeting material. Applicable sign life may be revisited to determine appropriate length based on the latest research.

Maintenance personnel should replace signs according to the following guidelines:

- All signs are part of an inventory maintained by Public Works.
- All signs not performing their function or at the end of their useful life shall be repaired or be scheduled for replacement.
- At the end of each year, the Maintenance Supervisor should review all signs in need of replacement based upon the sign inventory. Additional signing, relocation of signing, or removal of needless signing can be incorporated in the program at this time. The available sign budget and the current replacement inventory needs will be reviewed to determine feasibility of replacements to maintain the current inventory.

- The replacement program includes the use of the latest standards for sign design, dimensioning, mounting, and roadway location.
- As each new sign is installed, the mounting should be checked for deterioration, bent or excessively rusted posts should be replaced. All posts will comply with the AASHTO *Manual for Assessing Safety Hardware* for crashworthiness.

5. REVIEW AND MODICFICATION OF POLICY

The City Council may modify or clarify this policy at any time. Where the Council has delegated responsibility or authority to any city employee or official, that employee or official shall have full authority to modify that portion of the policy at any time. The City Clerk-Administrator will keep on file comments and complaints received regarding this policy. The policy will be reviewed periodically.

This policy shall be effective as of September 22, 2026.

Melanie Lee, Mayor

ATTEST:

Charles Seipel-Teng, Clerk-Administrator

MEMORANDUM

Date:	September 22, 2026
To:	Empire City Council
From:	Charles Seipel-Teng, Clerk-Administrator
RE:	Invite - State of the County (September 29)

Attachment(s): *Invite - State of the County.pdf*

Charles Seipel-Teng

From: Dunham, Tad <Tad.Dunham@CO.DAKOTA.MN.US>
Sent: Thursday, September 17, 2026 3:51 PM
Subject: EXTERNAL: REMINDER - You're Invited – 2026 State of the County on Sept. 29

Caution: This is an external email and may be malicious. Please take care when clicking links or opening attachments.



Join local partners, residents and the business community as Dakota County Board Chair La Halverson and county officials discuss leading in challenging times, the state of Dakota Cou and the 2027 budget.

Dakota County Sheriff Joe Leko and County Attorney Kathy Keena will also provide public sa updates. Enjoy a welcome from Minnesota Vikings leadership and stick around for a behind- scenes tour of the practice facility.

TUESDAY, SEPT. 29: 2:30–4:30 p.m. (Social from 2:30–3 p.m. Program begins at 3 p.m.)

LOCATION: Viking Lakes, 2645 Vikings Circle, Eagan, MN 55121

RSVP REQUESTED: by Sept. 25 at rsvp@co.dakota.mn.us

- Note on your RSVP if you want to join a 20–30-minute facility tour after the program.
- Follow signs to park near the Minnesota Vikings Museum.
- Guests are encouraged to go bag-free to keep the security line moving.

ACCESS: If you have accommodation requests or accessibility needs, please email access@co.dakota.mn.us.



Tad Dunham
Communications Specialist

Dakota COUNTY

Communications and Public Affairs

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