AGENDA
CITY OF DAYTON, MINNESOTA
12260 S. Diamond Lake Road, Dayton, MN 55327
Tuesday, December 9, 2025
REGULAR MEETING OF THE CITY COUNCIL - 6:30 P.M.
The invite for Zoom for this meeting can be found on the City's website community calendar

6:30 **CALL TO ORDER**
6:30 **PLEDGE OF ALLEGIANCE**
6:35 **APPROVAL OF AGENDA**
6:35 **RECAP OF CLOSED SESSION**
6:35 **CONSENT AGENDA** *These routine or previously discussed items are enacted with one motion. Any questions on items should have those items removed from consent agenda and approved separately.*

- **A.** Approval of Council Work Session Meeting Minutes of November 18, 2025
- **B.** Approval of Council Meeting Minutes of November 25, 2025
- **C.** Approval of Final Pay Application Mill and Overlay South Diamond Lake Road
- **D.** Approval of Purchase for FD Turnout Gear
- **E.** Approval of Resolution 94-2025: Correcting EDA terms
- **F.** Award Construction Contract for the 113th Avenue Trunk Sewer Extension Project
- **G.** Approve Resolution 91-2025 Authorizing Payment for Easement Acquisitions for 113th Avenue Trunk Sewer Extension
- **H.** Approval of Public Works Truck Purchase
- **I.** Approval of Pay Application 5 Park Improvement Project 2024
- **J.** Approval of Resolution 88-2025; Accepting Donation from Burda's
- **K.** Approval of Resolution 89-2025; Accepting Donation from ICA
- **L.** Approval of Resolution 90-2025; Accepting Donation from SR Weidema
- **M.** Personnel Policy Update

6:40 **OPEN FORUM** *Is limited to Three minutes for non-agenda items; state your name and address; No Council Action will be taken and items will be referred back to staff*

6:50 **STAFF, CONSULTANT AND COUNCIL UPDATES**

COUNCIL BUSINESS
PUBLIC HEARING

7:00
- **N.** Truth in Taxation Presentation for 2025 Budget

Action Items

7:10
- **O.** Appointing EDA Member
- **P.** Amendment to an IUP for Home Extended Business, 15430 Brockton Ln N
- **Q.** Amendment to an IUP for Event Center, 17501 Dayton River Rd
- **R.** Concept Plan, Suite Living Assisted Living, PID: 14-120-22-41-0025
- **S.** Concept Plan, Dayton Assisted Living, PID: 14-120-22-41-0005
- **T.** Resolution 98-2025 Amending Comprehensive Plan, Ordinance 2025-22 Amending the A-3 Agricultural District
- **U.** Approval of Payment of Claims for December 09, 2025
- **V.** Approval of Cancellation of Aerial Truck Contract with MacQueen Emergency
- **W.** Accepting the Long Term Plan
- **X.** Consider Adoption of Resolution 92-2025; Adopting the Final EDA/HRA Levy for 2026 and Resolution 93-2025; Adopting the Final City Tax Levy for 2026
- **Y.** Approval of PD Hire
- **Z.** Approval of Name for Area 21 Park

CLOSED SESSION
- **AA.** Motion to Close the Meeting, Pursuant to MN Statute 13D.03, for Labor Negotiations

ADJOURNMENT

The City of Dayton's mission is to promote a thriving community and to provide residents with a safe and pleasant place to live while preserving our rural character, creating connections to our natural resources, and providing customer service that is efficient, fiscally responsible, and responsive.

Closed Meeting Summary (strategy for labor negotiations):

On November 25, 2025, the Dayton City Council held a closed meeting pursuant to Minnesota Statutes § 13D.03, for the purpose of considering strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.

Persons present at the closed meeting were: Mayor Dennis Fisher; Councilmember Scott Salonek; Councilmember Sara Van Asten; Councilmember Stephanie Henderson; Councilmember David Fashant; City Administrator Zach Doud, Assistant City Administrator Amy Benting, City Attorney Amy Schmidt.

During the closed meeting, the City Council considered a labor agreement proposal from the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, representing essential supervisory employees ("Teamsters").

At the conclusion of their consideration of the terms of the labor agreement proposal from the Teamsters, the City Council directed the City Administrator as to how to respond to the proposed terms during on-going negotiations with the Teamsters.

CALL TO ORDER

Fisher called the work session meeting of the Dayton City Council to order at 5:00 PM on Tuesday, November 18, 2025.

PRESENT: Mayor Dennis Fisher, Stephanie Henderson, David Fashant, and Sara Van Asten

ABSENT: Scott Salonek

ALSO PRESENT: City Administrator/Finance Director, Zach Doud; Public Works Superintendent, Marty Farrell; City Engineer, Jason Quisberg

SOUTH DAYTON WATER SYTEM

Doud mentioned the power point was finished that day around 2:30 PM so it was not previously sent to council but will be emailed out after the meeting.

Quisberg reminded the focus on the south water system in Dayton because the current contract with Maple Grove ends in 2036. Quisberg answered initial questions from council members.

Quisberg presented the current water supply in the north is 100% Dayton and south is 100% Maple Grove with Graco supplied by Rogers. Maple Grove supplies up to 5 million gallons a day which is the peak demand. Currently there is no debt to Maple Grove to supply the water.

Quisberg explained the planned ultimate system would include for the North: 9-10 wells, 3 mgal storage (4 towers), and 5 (satellite) treatment plants (1 per 2 wells); and for the South: 9-10 wells (10-12 mgd), 4 mgal storage (2 towers), and 12 mgd (centralized) treatment plant.

Quisberg shared the 4 options with Maple Grove (later with the cost estimations):

- 100% Dayton by 2036- $103,500,000
- 50% Dayton/50% Maple Grove- $122,900,000
- 100% Maple Grove- $136,600,000
- 100% Dayton post 2036 [Maple Grove to 5 mgd (interim), then 100% Dayton]- $157,500,000

Additional discussion ensued on volume, water use, and planning. Some cities have different water rates based on pressure zones. Balance between water bills for residents are up for decision along the way in addition to water similarity if all on Dayton water. Possible grants could help fund buildout of Dayton water.

Council would like to see the following for future discussions: bond numbers for payments versus what would be paid to Maple Grove, timeline needed to start own system, balance in water fund would be if not paying Maple Grove, and what increase could be placed on residents.

Overall, if Maple Grove softens the water or a massive increase in their expansion, council would prefer to go to Dayton water only. A future meeting in April with more information from Maple Grove would be ideal.

ADJOURNMENT

With no objections, Fisher adjourned the meeting at 7:25 pm.

Approved: _____ Attest: Amy Benting

CALL TO ORDER

Fisher called the regular meeting of the Dayton City Council to order at 6:30 PM on Tuesday, November 25, 2025.

PRESENT: Dennis Fisher, David Fashant, Scott Salonek, Stephanie Henderson, and Sara Van Asten

ABSENT:

ALSO PRESENT: City Administrator/Finance Director, Zach Doud; Public Works Superintendent, Marty Farrell; Fire Chief, Gary Hendrickson; Police Chief, Paul Enga; Assistant City Administrator/City Clerk, Amy Benting; Community Development Director, Jon Sevald; City Engineer, Jason Quisberg; City Attorney, Amy Schmidt

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Fashant made a motion to approve the agenda, seconded by Van Asten. The motion passed 5-0.

CONSENT AGENDA

- **A.** Approval of Council Meeting Minutes of November 13, 2025
- **B.** Approval of Change Order 1 for Dayton Parkway Traffic Signal at Holly Lane
- **C.** Approval of Resolution 86-2025; Accepting Donation from North Lakes Plumbing
- **D.** Approval of Resolution 87-2025; Accepting Donation from Dehn's Pumpkin's
- **E.** Approval of Letter of Credit Reduction for Brayburn Trails East 3rd Addition
- **F.** Authorize the Preparation of Plans and Specifications for the 2026 Mill & Overlay Project
- **G.** Approval of Pay Request 1 for Mill and Overlay Project on 125th Ave and E French Lake Road
- **H.** Approval of Pay Request 18 for Wellhead Treatment Plant 1
- **I.** Approval of Change Order 1 for Park Improvements Project 2024
- **J.** Approval of Pay Request 4 for Park Improvements Project 2024

Fashant inquired about the change order for the Holly Lane and Dayton Parkway interchange, specifically why electrical connection issues weren't anticipated. Quisberg explained that Xcel did not allow connection at the initially identified point and required a different connection point across the street.

Fashant also questioned whether the $172,000 held back for Brayburn Trails East third edition was sufficient. Quisberg confirmed it represented 125% of the estimated remaining work costs.

Regarding the 2026 mill and overlay plan for Holly Lane, Fashant asked about Maple Grove's plans for their portion of the road. Quisberg explained Maple Grove would

likely upgrade their section only when the adjacent property between Holly Lane and I-94 is developed.

Fashant moved to approve the consent agenda, seconded by Henderson. The motion carried 5-0.

OPEN FORUM

Brad Breeggemann of 16108 116th Ave N, representing rank and file firefighters, expressed frustration with the council's handling of fire department issues. Breeggemann stated that firefighters are demoralized by verbal attacks on chiefs and the department, noting a letter signed by the majority of firefighters had been delivered to mayor and council requesting professional and respectful discussions.

Keith Grover of 11320 Fernbrook Lane commented on development signage issues across from his residence, noting multiple oversized signs. Grover requested the council provide staff with better tools to enforce signage rules. Grover also thanked staff for installing the overhead street light at Rush Creek Parkway and Fernbrook Lane.

Ralph Ashe of 18251 S Diamond Lake Court, both a resident and firefighter, expressed disappointment with council behavior toward the fire department. He emphasized that first responders encounter challenging situations and that council rhetoric makes recruitment more difficult. Ashe suggested the council's behavior indicates they want to remove the fire chief.

STAFF, CONSULTANT AND COUNCIL UPDATES

Doud had a busy week and said Happy Thanksgiving to everyone.

Benting reminded she needed responses for upcoming HoliDayton.

Farrell provided updates.

Hendrickson updated on fire department equipment repairs and call type changes.

Schmidt stated Housing First lawsuit oral arguments scheduled for January 14.

Salonek apologized for previous comments about firefighters playing cards and addressed the letter posted by firefighters on Facebook.

Van Asten requested a future discussion on reviewing home-setting requirements for home-exited businesses.

Henderson requested an update from Care Resource Connections to understand their services and how they're being utilized.

COUNCIL BUSINESS

New Business

K. Discussion with Three Rivers Park District on West Mississippi River Regional Trail

Kelly Grissman from Three Rivers Park District presented information about trail options through Dayton, addressing council questions about property acquisition impacts. Grissman reviewed high-priority parcels where trail development would be

challenging without land acquisition. Stephen Shurson with Three Rivers Park District explained some landscaping design and safety standards.

Heidi Rzeszutek of 16840 Dayton River Rd commented on the visibility with the trees and ravines or questioned to sell part of the property to Three Rivers.

Crystal Fashant of 16860 Dayton River Rd sent a letter to Council with reasonable arguments as a homeowner on the upcoming greenway. Fashant mentioned Hennepin County's possible realignment but she believes Three Rivers wants all the properties. Fashant encouraged council there is no urgency for these sales.

Keith Grover of 11320 Fernbrook Lane shared opposition to giving up more tax income for the city and the properties being sold to Three Rivers.

Council members expressed concerns about the greenway option that would require significant property acquisition. Most council members preferred road-based options with minimal impact to current homeowners.

COUNCIL BUSINESS

New Business

L. Tabled Item from 10-28-25 Meeting: Approval of Resolution 79-2025; Support for the Purchase of Pearson Property by Three Rivers Park District

The item was untabled by motion from Fashant, seconded by Henderson. Motion untabled 5-0.

After discussion about potential trail options and the impact of future county road projects, no motion was made to approve the resolution, resulting in the item failing.

M. Approval of 2026 Fire Fighters Pay Scale

Hendrickson presented a new tiered pay scale based on years of service rather than a flat $30/hour rate. The new system creates a structured pathway for advancement while reducing overall budget impact by approximately $32,000.

The council discussed implementation details, including how experience from other departments would be recognized and the relationship between step increases and holiday pay requirements.

Motion by Fashant, seconded by Van Asten, to approve the 2026 firefighters pay scale. The motion carried 5-0.

N. Tabled Item from 10-28-25 Meeting: Approval of Purchase of Extrication Equipment

The item was untabled by motion from Van Asten, seconded by Henderson. Motion untabled 5-0.

Hendrickson presented information on new battery-operated extrication equipment costing approximately $40,000 to replace aging hydraulic equipment. After investigating repairs for existing equipment, it was determined replacement was more cost-effective than the $11,200 repair option.

Motion by Fashant, seconded by Van Asten, to approve the purchase of new battery-powered extrication equipment. The motion carried 5-0.

O. Approval of Payment of Claims for November 25, 2025

The council discussed several items in the payment claims, including DNR permit fees, fire department benefit renewals, drone service costs, and fitness for duty evaluations.

Motion by Van Asten, seconded by Fisher, to approve payment of claims. The motion carried 4-1, with Henderson voting no due to concerns about Northwest Suburban Fire Academy expenses.

CLOSED SESSION

P. Motion to Close the Meeting, Pursuant to MN Statute 13D.03, for Labor Negotiations

The council moved into closed session for labor negotiations pursuant to Minnesota Statute 13D.03.

Motion by Fisher, seconded by Van Asten, to close the meeting. The motion carried 5-0.

ADJOURNMENT

With no objections, Fisher adjourned the meeting at 11:05 PM.

Approved: _____ Attest: Amy Benting

PRESENTER:

Jason Quisberg

ITEM:

Mill and Overlay for South Diamond Lake Road – Final Pay Application No. 2

PREPARED BY:

Jason Quisberg, Engineering
Nick Findley, Engineering

POLICY DECISION / ACTION TO BE CONSIDERED:

None

BACKGROUND:

OMG Midwest Inc. dba Minnesota Paving & Materials has completed the work for the Mill and Overlay for South Diamond Lake Road project. This includes the recent installation of the RRFB system as well as the remaining striping items. Reimbursement from State Aid and other entities will be coordinated as the project is finalized.

CRITICAL ISSUES:
COMMISSION REVIEW / ACTION (IF APPLICABLE):
60/120-DAY RULE (IF APPLICABLE):
RELATIONSHIP TO COUNCIL GOALS:

BUDGET IMPACT:

The work completed is within the previously approved budget for the project.

RECOMMENDATION:

We recommend payment for the work completed to date, in the amount of $75,604.33.

ATTACHMENT(S):
Final Pay Estimate No. 2
Mill and Overlay for South Diamond Lake Road Final Pay Estimate No. 2 Tabulation

SECTION 00 62 76

APPLICATION FOR PAYMENT FORM

OWNER: City of Dayton
PROJECT: Mill and Overlay for South Diamond Lake Road
CONTRACTOR: OMG Midwest Inc. dba Minnesota Paving & Materials

FINAL PAY ESTIMATE NO. 2

Original Contract Amount:	$ 807,691.93
Contract Changes approved to Date (1):	$ 174,638.29
Revised Contract Price :	$ 982,330.22
Work Completed to Date (attached):	$ 944,366.12
Retainage to Date, 0%:	$ -
Work Completed to Date Less Retainage to Date:	$ 944,366.12
Total Amount Previously Certified:	$ 868,761.79
Payment Request This Estimate:	$ 75,604.33

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

Dan Hall
7D705303F8901B7A62FC49F0CBED9AA3 readysign

CONTRACTOR

CERTIFICATE OF CONTRACTOR

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated 4/22/2025 between betweeen the City of Dayton (OWNER) and OMG Midwest Inc. dba Minnesota Paving & Materials (CONTRACTOR) and all authorized changes therto:

OMG Midwest, Inc. dba Minnesota Paving & Materials

By Dan Hall

Title Project Manager

Approval:

(CONTRACTOR)	Dan Hall 7D705303E8901B7A62EC49E0CBED9AA3 readysign	Date	11/26/2025
STANTEC CONSULTING SERVICES, INC.		Date	12-1-25
CITY OF DAYTON		Date	

END OF SECTION

MILL AND OVERLAY FOR SOUTH DIAMOND LAKE ROAD
PAYMENT REQUEST FORM
QUANTITY TABULATION

NO.	ITEM DESCRIPTION	UNIT	BID QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		LESS PREVIOUS PAYMENTS		FINAL PAY REQUEST #2 September 2025	
BASE BID SCHEDULE A						QTY	PRICE	QTY	PRICE	QTY	PRICE
1	MOBILIZATION	LUMP SUM	1	$14,500.00	$14,500.00	1	$ 14,500.00	1	$ 14,500.00	0	$ -
2	MILL BITUMINOUS SURFACE (1.5")	SQ YD	86345	$0.75	$64,758.75	86345	$ 64,758.75	86345	$ 64,758.75	0	$ -
3	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	55	$1.00	$55.00	23	$ 23.00	23	$ 23.00	0	$ -
4	AGGREGATE BASE SPECIAL (CV)	CU YD	98	$90.00	$8,820.00	25	$ 2,250.00	25	$ 2,250.00	0	$ -
5	BITUMINOUS MATERIAL FOR TACK COAT	GAL	6348	$2.00	$12,696.00	5707	$ 11,414.00	5707	$ 11,414.00	0	$ -
6	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	8160	$72.00	$587,520.00	7793	$ 561,096.00	7793	$ 561,096.00	0	$ -
7	ADJUST VALVE BOX-WATER	EACH	10	$500.00	$5,000.00	9	$ 4,500.00	9	$ 4,500.00	0	$ -
8	REPLACE VALVE BOX TOP SECTION-WATER	EACH	5	$700.00	$3,500.00	0	$ -	0	$ -	0	$ -
9	ADJUST FRAME & RING CASTING	EACH	23	$1,000.00	$23,000.00	18	$ 18,000.00	18	$ 18,000.00	0	$ -
10	STORM DRAIN INLET PROTECTION	EACH	3	$125.00	$375.00	3	$ 375.00	3	$ 375.00	0	$ -
11	TRAFFIC CONTROL	LUMP SUM	1	$3,500.00	$3,500.00	1	$ 3,500.00	1	$ 3,500.00	0	$ -
12	INTERIM PAVEMENT MARKING	LUMP SUM	1	$4,000.00	$4,000.00	1	$ 4,000.00	1	$ 4,000.00	0	$ -
13	24" SOLID LINE MULTI-COMPONENT	LIN FT	372	$12.28	$4,568.16	372	$ 4,568.16	372	$ 4,568.16	0	$ -
14	24" SOLID LINE MULTI-COMPONENT	LIN FT	93	$12.28	$1,142.04	93	$ 1,142.04	93	$ 1,142.04	0	$ -
15	4" BROKEN LINE MULTI-COMPONENT	LIN FT	10362	$0.30	$3,108.60	10362	$ 3,108.60	10362	$ 3,108.60	0	$ -
16	4" DOUBLE SOLID LINE MULTI-COMPONENT	LIN FT	18940	$0.70	$13,258.00	18940	$ 13,258.00	18940	$ 13,258.00	0	$ -
17	4" SOLID LINE MULTI-COMPONENT	LIN FT	6711	$0.35	$2,348.85	6711	$ 2,348.85	6711	$ 2,348.85	0	$ -
18	4" SOLID LINE MULTI-COMPONENT	LIN FT	627	$0.35	$219.45	627	$ 219.45	627	$ 219.45	0	$ -
19	6" SOLID LINE MULTI-COMPONENT	LIN FT	55222	$0.52	$28,715.44	55222	$ 28,715.44	55222	$ 28,715.44	0	$ -
20	CROSSWALK MULTI-COMPONENT	SQ FT	429	$12.03	$5,160.87	429	$ 5,160.87	429	$ 5,160.87	0	$ -
21	PAVEMENT MESSAGE MULTI-COMPONENT	SQ FT	77	$13.04	$1,004.08	77	$ 1,004.08	77	$ 1,004.08	0	$ -
22	PAVEMENT MESSAGE MULTI-COMPONENT	SQ FT	150	$13.04	$1,956.00	150	$ 1,956.00	150	$ 1,956.00	0	$ -
			TOTAL SCHEDULE A BID		**$789,206.24**		**$745,898.24**		**$745,898.24**		**$0.00**

	ALTERNATE 1	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		LESS PREVIOUS PAYMENTS		FINAL PAY REQUEST #2 September 2025	
A1-1	MOBILIZATION	LUMP SUM	1	$100.00	$100.00	1	$ 100.00	1	$ 100.00	0	$ -
A1-2	TRAFFIC CONTRIOL	LUMP SUM	1	$250.64	$250.64	1	$ 250.64	1	$ 250.64	0	$ -
A1-3	CROSSWALK MULTI-COMPONENT	SQ FT	549	$13.03	$7,153.47	549	$ 7,153.47	549	$ 7,153.47	0	$ -
			TOTAL ALTERNATE 1		**$7,504.11**		**$7,504.11**		**$7,504.11**		**$0.00**

	ALTERNATE 2	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		LESS PREVIOUS PAYMENTS		FINAL PAY REQUEST #2 September 2025	
A2-1	MOBILIZATION	LUMP SUM	1	$100.00	$100.00	1	$ 100.00	0	$ -	1	$ 100.00
A2-2	PAVEMENT MARKING REMOVAL	LIN FT	546	$1.00	$546.00	554	$ 554.00	0	$ -	554	$ 554.00
A2-3	TRAFFIC CONTRIOL	LUMP SUM	1	$250.70	$250.70	1	$ 250.70	0	$ -	1	$ 250.70
A2-4	4" DOTTED LINE MULTI-COMPONENT	LIN FT	229	$4.01	$918.29	65	$ 260.65	0	$ -	65	$ 260.65
A2-5	4" SOLID LINE MULTI-COMPONENT	LIN FT	221	$4.01	$886.21	120	$ 481.20	0	$ -	120	$ 481.20
A2-6	6" SOLID LINE MULTI-COMPONENT	LIN FT	499	$4.26	$2,125.74	596	$ 2,538.96	0	$ -	596	$ 2,538.96
A2-7	PAVEMENT MESSAGE MULTI-COMPONENT	SQ FT	36	$26.07	$938.52	30	$ 782.10	0	$ -	30	$ 782.10
			TOTAL ALTERNATE 2		**$5,765.46**		**$4,967.61**		**$0.00**		**$4,967.61**

	ALTERNATE 3	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		LESS PREVIOUS PAYMENTS		FINAL PAY REQUEST #2 September 2025	
A3-1	MOBILIZATION	LUMP SUM	1	$100.00	$100.00	1	$ 100.00	1	$ 100.00	0	$ -
A3-2	TRAFFIC CONTRIOL	LUMP SUM	1	$250.64	$250.64	1	$ 250.64	1	$ 250.64	0	$ -
A3-3	4" DOTTED LINE MULTI-COMPONENT	LIN FT	148	$6.37	$942.76	148	$ 942.76	148	$ 942.76	0	$ -
A3-4	4" SOLID LINE MULTI-COMPONENT	LIN FT	90	$10.28	$925.20	90	$ 925.20	90	$ 925.20	0	$ -

MILL AND OVERLAY FOR SOUTH DIAMOND LAKE ROAD
PAYMENT REQUEST FORM
QUANTITY TABULATION

A3-5	24" SOLID LINE MULTI-COMPONENT	LIN FT	24	$52.13	$1,251.12	24	$ 1,251.12	24	$ 1,251.12	0	$ -
A3-6	PAVEMENT MESSAGE MULTI-COMPONENT	SQ FT	30	$12.03	$360.90	30	$ 360.90	30	$ 360.90	0	$ -
A3-7	PAVEMENT MESSAGE MULTI-COMPONENT	SQ FT	36	$12.03	$433.08	36	$ 433.08	36	$ 433.08	0	$ -
A3-8	SIGN PANELS TYPE C	SQ FT	8	$75.19	$601.52	8	$ 601.52	0	$ -	8	$ 601.52
A3-9	INSTALL SIGN	EACH	1	$350.90	$350.90	1	$ 350.90	0	$ -	1	$ 350.90
		TOTAL ALTERNATE 3			**$5,216.12**		**$5,216.12**		**$4,263.70**		**$952.42**

						COMPLETED TO DATE		**LESS PREVIOUS PAYMENTS**		**FINAL PAY REQUEST #2 September 2025**	
CHANGE ORDER 1		**UNIT**	**QUANTITY**	**UNIT PRICE**	**TOTAL PRICE**						
CO-1	MOBILIZATION	LUMP SUM	1	$39,000.00	$39,000.00	1	$ 39,000.00	0.9	$ 35,100.00	0.1	$ 3,900.00
CO-2	PAVEMENT MARKING REMOVAL	LIN FT	2005	$0.01	$20.05	2005	$ 20.05	2005	$ 20.05	0	$ -
CO-3	PAVEMENT MARKING REMOVAL	SQ FT	80	$0.01	$0.80	80	$ 0.80	80	$ 0.80	0	$ -
CO-4	SALVAGE SIGN	EACH	3	$75.00	$225.00	3	$ 225.00	3	$ 225.00	0	$ -
CO-5	REMOVE SIGN	EACH	1	$75.00	$75.00	1	$ 75.00	1	$ 75.00	0	$ -
CO-6	SALVAGE DELINEATOR	EACH	22	$50.00	$1,100.00	0	$ -	0	$ -	0	$ -
CO-7	REMOVE FLASHING BEACON SYSTEM	EACH	2	$500.00	$1,000.00	2	$ 1,000.00	2	$ 1,000.00	0	$ -
CO-8	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	80	$8.00	$640.00	80	$ 640.00	10	$ 80.00	70	$ 560.00
CO-9	REMOVE BITUMINOUS PAVEMENT	SQ YD	42	$30.00	$1,260.00	196	$ 5,880.00	196	$ 5,880.00	0	$ -
CO-10	REMOVE BITUMINOUS WALK	SQ FT	205	$3.75	$768.75	722	$ 2,707.50	722	$ 2,707.50	0	$ -
CO-11	COMMON EXCAVATION	CU YD	542	$50.00	$27,100.00	542	$ 27,100.00	542	$ 27,100.00	0	$ -
CO-12	SELECT GRANULAR BORROW	CU YD	190	$45.00	$8,550.00	187	$ 8,415.00	187	$ 8,415.00	0	$ -
CO-13	GEOTEXTILE FABRIC TYPE 5	SQ YD	565	$2.25	$1,271.25	565	$ 1,271.25	565	$ 1,271.25	0	$ -
CO-14	AGGREGATE BASE CLASS 5	CU YD	225	$71.00	$15,975.00	236	$ 16,756.00	236	$ 16,756.00	0	$ -
CO-15	TYPE SP 12.5 NON WEARING COURSE MIX (3,B)	TON	80	$180.00	$14,400.00	80	$ 14,400.00	80	$ 14,400.00	0	$ -
CO-16	3" BITUMINOUS WALK	SQ FT	205	$10.00	$2,050.00	478	$ 4,780.00	478	$ 4,780.00	0	$ -
CO-17	6" CONCRETE WALK	SQ FT	530	$30.00	$15,900.00	725	$ 21,750.00	725	$ 21,750.00	0	$ -
CO-18	CONCRETE CURB AND GUTTER DESIGN B612	LIN FT	60	$56.00	$3,360.00	60	$ 3,360.00	60	$ 3,360.00	0	$ -
CO-19	CONCRETE CURB DESIGN V	LIN FT	20	$96.00	$1,920.00	20	$ 1,920.00	20	$ 1,920.00	0	$ -
CO-20	TRUNCATED DOMES	SQ FT	60	$70.00	$4,200.00	80	$ 5,600.00	80	$ 5,600.00	0	$ -
CO-21	INSTALL SIGN	EACH	3	$450.00	$1,350.00	3	$ 1,350.00	3	$ 1,350.00	0	$ -
CO-22	SIGN	SQ FT	15	$85.00	$1,275.00	15	$ 1,275.00	15	$ 1,275.00	0	$ -
CO-23	INSTALL DELINEATOR	EACH	15	$150.00	$2,250.00	0	$ -	0	$ -	0	$ -
CO-24	INSTALL FLASHING BEACON SYSTEM	SYS	3	$6,500.00	$19,500.00	3	$ 19,500.00	0	$ -	3	$ 19,500.00
CO-25	STORM DRAIN INLET PROTECTION	EACH	1	$200.00	$200.00	1	$ 200.00	1	$ 200.00	0	$ -
CO-26	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	10	$13.00	$130.00	0	$ -	0	$ -	0	$ -
CO-27	ROLLED EROSION PREVENTION CATEGORY 35	SQ YD	685	$7.50	$5,137.50	0	$ -	0	$ -	0	$ -
CO-28	SEEDING	ACRE	0.2	$5,000.00	$1,000.00	0.15	$ 750.00	0.15	$ 750.00	0	$ -
CO-29	SEED MIX 25-141	LB	30	$2.50	$75.00	22.5	$ 56.25	22.5	$ 56.25	0	$ -
CO-30	FERT TYPE 4	LB	30	$1.50	$45.00	22.5	$ 33.75	22.5	$ 33.75	0	$ -
CO-31	4" SOLID LINE MULTI COMP	LIN FT	1930	$0.35	$675.50	1000	$ 350.00	1000	$ 350.00	0	$ -
CO-32	6" SOLID LINE MULTI COMP	LIN FT	82	$0.52	$42.64	82	$ 42.64	82	$ 42.64	0	$ -
CO-33	12" SOLID LINE MULTI COMP	LIN FT	168	$20.00	$3,360.00	77	$ 1,540.00	77	$ 1,540.00	0	$ -
CO-34	CROSSWALK MULTI COMP	SQ FT	60	$13.03	$781.80	60	$ 781.80	60	$ 781.80	0	$ -
		TOTAL CHANGE ORDER 1			**$174,638.29**		**$180,780.04**		**$156,820.04**		**$23,960.00**

1	RETAINAGE REDUCTION	LS	1	$ 45,724.30	$ 45,724.30	1	$ 45,724.30	0	$ -	1	$ 45,724.30

GENERAL CONTRACTOR	**COMPLETED TO DATE**	**LESS PREVIOUS PAYMENTS**	**PAYMENT REQUEST 1**
Minnesota Paving & Materials	**Subtotal: $ 944,366.12**	**Subtotal: $ 914,486.09**	**Subtotal: $ 75,604.33**
14475 Quiram Drive	**0% Retainage: $ -**	**5% Retainage: $ 45,724.30**	**0% Retainage: $ -**
Rogers, MN 55374	**Total: $ 944,366.12**	**Total: $ 868,761.79**	**Total: $ 75,604.33**

ITEM: Request for Approval to Purchase Turnout Gear

PREPARED BY: Fire Chief Gary Hendrickson

POLICY DECISION / ACTION TO BE CONSIDERED:
Request to purchase 10 sets of NFPA-compliant structural firefighting gear (bunker coats and bunker pants) and 15 sets of dual-certified turnout coats and pants.

BACKGROUND:
The Dayton Fire Department issues each firefighter a complete set of structural firefighting protective gear—commonly referred to as bunker gear—which includes a coat and pants designed to protect firefighters from extreme heat, flame, and hazardous environments.

Per NFPA 1851 – Standard on Selection, Care, and Maintenance of Structural Fire Fighting Protective Ensembles**,** all structural firefighting gear must be retired from service no later than 10 years from the date of manufacture**,** regardless of condition.

Currently, the department's inventory includes gear that is nearing or at its NFPA-mandated replacement date, as well as gear that must be reassigned to meet the needs of new employees. To ensure every firefighter has compliant equipment, the department must replace aging gear and maintain a sufficient reserve inventory.

This request includes two types of personal protective equipment:

AeroFlex Turnout Gear (Interior Firefighting PPE)

AeroFlex turnout coats and pants are designed for **interior structural firefighting**, providing advanced thermal protection and durability. These sets will be used to outfit existing personnel and replace gear approaching the NFPA 10-year service limit, or outfit our new duty crew.

- **Cost per set: $4,321.42**
- **Total sets requested: 10**

TecGen51 Dual-Certified PPE (Second Set for External Operations)

TecGen51 gear is a lightweight, dual-certified PPE ensemble used for:

- Car extrications
- Grass and Wildland Fires
- Car fires
- General rescue operations

TecGen51 is **not used for interior structural firefighting**. Still, it provides a vital second set of gear that improves safety, reduces exposure to contamination, and extends the service life of primary turnout gear.

The request includes **25 sets** broken down into:

- **10 TecGen51 sets at a discounted price of $843.89 per set (this corresponds to purchase of AeroFlex gear noted previously)**
    - ✓ The quote notes that the regular TecGen51 price is $1,195.50 and includes a discount for purchasing in bulk of $199.78 along with an additional discount of $231.83 due to the purchase of the Aeroflex gear
- **15 TecGen51 sets purchased separately** at **$1,075.72 per set**
    - ✓ The quote notes that the regular TecGen51 price is $1,195.50 and includes a discount for purchasing in bulk of $199.78
- **25 Sets of Firefighting Gloves were discounted 100% with this quote**
    - ✓ The quote shows the regular price of $126.18 in parentheses, which would be the full price if paid individually.

Total cost from Heiman Fire Equipment for all 25 sets is $67,788.90

CRITICAL ISSUES:

Growth in Personnel:
Expanded staffing requires additional sets of turnout gear to ensure firefighters are fully protected for emergency response.

Operational Demands: With increased call volume—particularly in medical responses, car fires, and wildland incidents—a second TecGen51 set ensures firefighters can remain in service while primary gear is being cleaned or repaired.

RECOMMENDATION:
Staff recommend that the City Council approve the purchase of 10 AeroFlex turnout gear sets and 25 TecGen51 PPE sets to ensure firefighter safety and support operational readiness across all incident types.

ATTACHMENT:
Heiman Fire Equipment Quote

WORK ORDER

Date 12-04-2025

☐ Invoice ☐ Order ☒ Quote ☐ Credit/Return ☐ Other

WHEN PROTECTION MEANS EVERYTHING.

SALESMAN

Name: Brent Hughes - PPE Specialist
Ph. 612-991-5933 E-mail: brenthughes@heimanfire.com

Heiman Fire Equipment | Federal ID # 42-0955663
25814 Rudolph Ave.
Ph. 605.543.5510
Fax. 605.543.5543 | www.heimanfire.com

CUSTOMER

Name Dayton Fire Department
Address 12260 S. Diamond Lake Rd
City Dayton State MN Zip 55327
Ph. _____ E-mail _____
Customer # Gary Hendrickson PO # _____

SHIP TO ☐ same as CUSTOMER

Name _____
Address _____
City _____ State _____ Zip _____
Contact Name _____ Contact Ph. _____
☐ Commercial ☐ Residential

Qty Order	Qty Ship	Part Number	Description	Price	Total Amount
10		AeroFlex Turn Out Gear	Full set including Coat and Pant. Non PFAS	$ 4321.42	$ 43,214.20
10		TecGen51	Dual Certified Alternative PPE	$ 843.89	$ 8,438.90
15		Sold Individually	TecGen51+Dex Pro($1195.50+$126.18)	$ 1075.72	$ 16,135.80
			(Total $1195.50+$126.18=$1321.68)	$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00

Subtotal $	67,788.90
Shipping & handling	
Tax rate ___% Tax	$ 0.00
Credit	
TOTAL $	67,788.90

CLEAR

THIS IS NOT AN INVOICE. ALL INVOICES WILL BE SENT DIRECTLY FROM THE OFFICE.

ITEM:
Resolution Approving EDA Terms

APPLICANT/PRESENTER:
Jon Sevald, Community Development Director

PREPARED BY:
Jon Sevald, Community Development Director

POLICY DECISION / ACTION TO BE CONSIDERED:
Resolution correcting EDA member terms

BACKGROUND:
The Economic Development Authority (EDA) consists of two City Councilmembers, and five members appointed by the City Council.

The EDA website lists appointed EDA members with their term expiration dates. Huttner, Anderson, Luther, and Weber's terms expire December 31, 2025. Staff researched resolutions and Council minutes back to 2015, finding errors in appointed terms. Terms are intended to be staggered, no more than two in any given year. The corrected expirations should be: Huttner (2025), Luther (2027), Weber (2027), Anderson (2029), and Bernens (2030).

CRITICAL ISSUES:
Staggered terms are intended to assure membership continuity.

STAFF RECOMMENDATION:
Staff recommends Approving a Resolution, correcting EDA terms.

RELATIONSHIP TO COUNCIL GOALS:
None.

BUDGET IMPACT:
None.

ATTACHMENT(S):
EDA membership history
Resolution

City of Dayton EDA / HRA MEMBERSHIP HISTORY

2009	Tim McNeil	Rick Shermer	Doug Anderson (P)	Kevin Anderson	Phil Forseth		
2010	Tim McNeil	Rick Shermer	Doug Anderson (P)	Kevin Anderson	Phil Forseth		
2011	Tim McNeil	Rick Shermer	Doug Anderson (P)	Scott Hoke	Phill Forseth		
2012	Tim McNeil (P)	James Jadwin	Scott Salonek	Eric Lucero	Phillip Forseth		
2013	Tim McNeil (P)	James Jadwin	Scott Salonek	Eric Lucerio	Phillip Forseth		
2014	Tim McNeil (P)	Rick Shermer	Scott Salonek	Eric Lucero	Anne Ziebell		
2015[1]	Tim McNeil (P)	Bob O'Brien (S)	Tim Huttner (T)	Jack Bernens (VP)	Adam Gelling (AT)		
2016	Tim McNeil (P)	Bob O'Brien	Tim Huttner	Jack Bernens	Adam Gelling (AT)		
2017	Tim McNeil (VP)	Rick Shermer	Tim Huttner (T)	Jack Bernens (P)	Adam Gelling		
2018	Tim McNeil (VP)	Rick Shermer	Tim Huttner (T)	Jack Bernens (P)	Jim Berge[2]		
2019	Tim McNeil	Dennis Fisher	Tim Huttner	Jack Bernens (P)	Jim Berge		
2020[3]	Tim McNeil	Dennis Fisher	Tim Huttner 2020 - Dec 31, 2026	Jack Bernens (P) 2020 – Dec 31, 2025	Jim Berge 2020 – Dec 31, 2024		
2021	Julie Gustafson	Dennis Fisher	Tim Huttner (P)	Jack Bernens	Jim Berge		
2022[4]	Julie Gustafson	Scott Salonek	Tim Huttner (P)	Jack Bernens	Jim Berge	Shawn Luther Aug 23, 2022 – Dec 31, 2027	Juan Peralta Aug 23, 2022 – Dec 31, 2027
2023	Dave Fashant	Scott Salonek	Tim Huttner (P)	Jack Bernens	Jim Berge (T)	Shawn Luther	Juan Peralta
2024[5] [6] [7]	Dave Fashant	Scott Salonek	Tim Huttner (P)	Jack Bernens (T)	Dave Anderson (Dec 31, 2025)	Shawn Luther (VP)	Juan Peralta
2025[8]	Dave Fashant	Scott Salonek	Tim Huttner (P)	Jack Bernens (T) (Dec 31, 2030)	Dave Anderson (S)	Shawn Luther (VP)	Juan Peralta (S) (resigned 5-31-2025). John Weber (Dec 31, 2025)

(P) President
(VP) Vice-President
(T) Treasurer
(S) Secretary
(AT) Assistant Treasurer

[1] Feb 10, 2015 CC minutes. CC appoints Jack Bernens, Adam Gelling, and Tim Huttner. Per EDA Bylaws, initial terms are 3, 4, and 5 year terms. Neither the Staff Report nor the CC minutes clarify who was appointed to what term. No Resolution.

[2] April 17, 2018; Jim Berge appointed to replace Adam Gelling.

[3] Nov 10, 2020 CC minutes (no Resolution); CC appoints Jim Berge (2024), Jack Bernens (2025), Tim Huttner (2026).

[4] Aug 23, 2022; CC appointed Juan Peralta (Dec 31, 2027) and Shawn Luther (Dec 31, 2027) (no Resolution. CC minutes do not include appointed names or terms). Action expands EDA from 5 members to 7 members. Expiration date not specified (6-years). Staff interprets Aug 2022 – Dec 2022 = year 1. 6-year expiration = Dec 31, 2027.

[5] Resolution 37-2024 (Aug 12, 2024); Amending and Restating the Enabling Resolution Establishing the EDA. Expands EDA from 5 to 7 members (2022 action was not by proper Resolution). Removed term limits. Other amendments not related to terms.

[6] Resolution 38-2024 (Aug 12, 2024); appointed Jack Bernens (Dec 31, 2024), Tim Huttner Dec 31, 2025), Shawn Luther (Dec 31, 2025), and Juan Peralta (Dec 31, 2025).

[7] Resolution 41-2024 appointed Dave Anderson (Dec 31, 2025) to replace Berge's vacancy.

[8] Resolution 48-2025; appointed Jack Bernens (Dec 31, 2030), John Weber (Dec 31, 2025) to replace Juan Peralta's vacancy.

RESOLUTION No. 94-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

A RESOLUTION CORRECTING TERMS OF THE ECONOMIC DEVELOPMENT AUTHORITY.

WHEREAS, consistent with MN Statute 469.095, Subd 2, Economic Development Authority (EDA) commissioners constituting a seven-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of one, two, three, four, and five years respectively and two members for six years. Thereafter all commissioners shall be appointed for six-year terms; and,

WHEREAS, at some point in time, errors were made during EDA commissioner appointments resulting in terms that are not staggard; and,

NOW, THEREFORE BE IT RESOLVED, the City Council appoints the following EDA members to terms expiring:

Tim Huttner	December 31, 2025
Shawn Luther	December 31, 2027
John Weber	December 31, 2027
Dave Anderson	December 31, 2029
Jack Bernens	December 31, 2030

Adopted by the City Council of the City of Dayton on this 9th day of December, 2025.

_____
Dennis Fisher, Mayor

ATTEST:

_____
Amy Benting, City Clerk

Motion by, _____. Second by _____.
Resolution ***Approved***.

ITEM:
113th Avenue Trunk Sewer Extension

PREPARED BY:
Jason Quisberg, Engineering

POLICY DECISION / ACTION TO BE CONSIDERED:
Award Construction Contract for the 113th Avenue Trunk Sewer Extension project

BACKGROUND:
The city trunk sewer line located just south and east of 113th Avenue, near CSAH 81, needs to be extended to service the area north of the Dayton Industrial Park (113th Avenue). This line will provide wastewater collection for the area, generally, east of The Cubes, west of East French Lake Road, north to, and beyond, 117th Avenue. This includes the parcels commonly referred to as the DDL properties – more recently associated with the Oppidan development application.

Council approved plans and specifications and authorized the advertisement for contractor bids in October. Bids were opened November 25th. Twelve (12) bids were received. Bids ranged from the low at about $285,600 to just under $822,000. Averaging around $500,000, the bids were spread out across the range. The attached letter and bid tabulation provide additional detail regarding the bids received.

Easements:
Permanent and temporary construction easements are needed for this project. Signed easement agreements have been obtained from all (7) necessary properties. The total purchase price for the easement interest is $21,779. Assuming the project is awarded, a resolution accepting the easement interests and authorizing payment for the easements should also be approved (separate agenda item).

Estimated Costs-Revenues:
The initial estimate for this project was $815,000. Below is the current estimate, based on final easement acquisition costs and the low bid construction amount.

	Pre-Bid Est.	Post-Bid Est.
Construction	$584,000	$285,600
Engineering	$137,000	$137,000
Other Indirect (testing, legal,etc.)	$8,000	$8,000
Easements	$50,000	$21,800
Total project	**$779,000**	**$452,400**

Schedule:

Review Bids/Award Contract	December 9, 2025
Construction	January-February 2026
Restoration/Final Completion	Spring 2026

RECOMMENDATION:
Staff recommends awarding a construction contract to Kirchoff Construction, Inc. in the amount of $285,595.85.

ATTACHMENT(S):
Bid Results Letter
Bid Tabulation

Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis MN 55402-2314

November 25, 2025

Honorable Mayor and City Council
City of Dayton
City Hall
12260 S. Diamond Lake Rd.
Dayton, MN 55327

Re: 113th Avenue Trunk Sewer Extension
Stantec Project No. 193807450
Bid Results

Dear Honorable Mayor and City Council:

Bids were opened for the 113th Avenue Trunk Sewer Extension project on November 25, 2025. Transmitted herewith is a copy of the Bid Tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

There was a total of 12 Bids. The following summarizes the results of the Bids received:

	Contractor	***Base Bid***
Low	Kirchoff Construction, Inc.	$285,595.85
#2	Kurilla Contracting	$324,306.18
#3	S. R. Weidema, Inc.	$350,216.01
#4	Ryan Contracting Co.	$398,075.00
#5	Levanen Underground LC	$462,126.00
#6	New Look Contracting, Inc.	$479,975.00
#7	Precision Utilities	$498,641.32
#8	Burschville Construction, Inc.	$510,173.00
#9	S. M. Hentges & Sons, Inc.	$578,000.00
#10	G M Contracting, Inc.	$609,173.42
#11	R. L. Larson Excavating, Inc.	$628,629.21
#12	Belair Builders, Inc.	$821,945.10

The low Bidder on the Project was Kirchoff Construction, Inc. with a Total Base Bid in the Amount of $285,595.85. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, then **Kirchoff Construction, Inc.** should be awarded the Project on the Total Base Bid in the Amount of **$285,595.85**.

Should you have any questions, please feel free to contact me.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Jason Quisberg, PE

Enclosure

Stantec

Project Name: **113th Avenue Trunk Sewer Extension**

City Project No.:

Stantec Project No.: 193807450

Bid Opening: Tuesday, November 25, 2025 at 10:00 AM CST

Owner: **Dayton, Minnesota**

I hereby certify that this is an exact reproduction of bids received.

Mark Schroeher, P.E.
License No. 49904

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1 Kirchoff Contruction, Inc. Unit Price	Bidder No. 1 Kirchoff Contruction, Inc. Total	Bidder No. 2 Kurilla Contracting Unit Price	Bidder No. 2 Kurilla Contracting Total	Bidder No. 3 S. R. Weidema, Inc. Unit Price	Bidder No. 3 S. R. Weidema, Inc. Total	Bidder No. 4 Ryan Contracting Co. Unit Price	Bidder No. 4 Ryan Contracting Co. Total
	BASE BID:										
1	MOBILIZATION AND DEMOBILIZATION	LS	1	$16,692.15	$16,692.15	$27,373.92	$27,373.92	$10,000.00	$10,000.00	$30,000.00	$30,000.00
2	TRAFFIC CONTROL	LS	1	$648.13	$648.13	$2,863.52	$2,863.52	$600.00	$600.00	$3,000.00	$3,000.00
3	CLEARING AND GRUBBING	ACRE	1.6	$7,140.66	$11,425.06	$11,000.00	$17,600.00	$7,875.00	$12,600.00	$7,000.00	$11,200.00
4	SALVAGE AND RESPREAD EXISTING TOPSPOL (MIN. 1F1	LS	1	$2,774.81	$2,774.81	$12,822.52	$12,822.52	$12,500.00	$12,500.00	$25,000.00	$25,000.00
5	SALVAGE AND RESPREAD EXISTING WETLAND SOILS (AS REQUIRED BY PERMIT)	LS	1	$2,819.93	$2,819.93	$8,847.36	$8,847.36	$500.00	$500.00	$10,000.00	$10,000.00
6	COMMON EXCAVATION - OFFSITE (EV) (P)	CU YD	64	$16.82	$1,076.48	$27.27	$1,745.28	$13.00	$832.00	$20.00	$1,280.00
7	IMPROVED PIPE FOUNDATION	LIN FT	1600	$23.21	$37,136.00	$10.18	$16,288.00	$8.50	$13,600.00	$8.00	$12,800.00
8	CONNECT TO EXISTING SANITARY SEWER STRUCTURE	EACH	1	$6,774.77	$6,774.77	$3,812.00	$3,812.00	$6,000.00	$6,000.00	$20,000.00	$20,000.00
9	4 FT DIA. SANITARY SEWER STRUCTURE	EACH	3	$8,265.91	$24,797.73	$5,767.20	$17,301.60	$6,855.00	$20,565.00	$8,000.00	$24,000.00
10	4 FT DIA. SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LIN FT	20	$513.57	$10,271.40	$906.05	$18,121.00	$275.00	$5,500.00	$275.00	$5,500.00
11	6 INCH PVC SANITARY SERVICE PIPE, SCH. 40	LIN FT	35	$54.37	$1,902.95	$44.62	$1,561.70	$55.00	$1,925.00	$100.00	$3,500.00
12	8 INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	126	$50.01	$6,301.26	$42.06	$5,299.56	$132.00	$16,632.00	$120.00	$15,120.00
13	12 INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	1036	$70.77	$73,317.72	$92.58	$95,912.88	$135.00	$139,860.00	$130.00	$134,680.00
14	12 INCH PVC SANITARY SEWER PIPE, C900	LIN FT	210	$65.72	$13,801.20	$62.30	$13,083.00	$165.00	$34,650.00	$170.00	$35,700.00
15	6 INCH PVC PLUG	EACH	1	$23.54	$23.54	$373.44	$373.44	$58.00	$58.00	$500.00	$500.00
16	8 INCH PVC PLUG	EACH	1	$150.13	$150.13	$403.44	$403.44	$175.00	$175.00	$800.00	$800.00
17	12 INCH PVC PLUG	EACH	1	$518.06	$518.06	$973.44	$973.44	$660.00	$660.00	$1,500.00	$1,500.00
18	12 INCH x 6 INCH PVC WYE	EACH	1	$1,566.39	$1,566.39	$1,676.16	$1,676.16	$1,324.00	$1,324.00	$2,500.00	$2,500.00
19	ANTI-SEEPAGE COLLAR	EACH	4	$458.23	$1,832.92	$222.00	$888.00	$1,550.00	$6,200.00	$800.00	$3,200.00
20	TEMPORARY INDUSTRIAL STORMWATER TREATMENT (OIL ABSORBENT BOOM)	LS	1	$2,175.00	$2,175.00	$1,683.24	$1,683.24	$2,250.00	$2,250.00	$5,000.00	$5,000.00
21	TEMPORARY CONSTRUCTION ENTRANCE - MAINTAINED	LS	1	$5,069.33	$5,069.33	$2,899.52	$2,899.52	$1,698.00	$1,698.00	$2,000.00	$2,000.00
22	SEEDING	ACRE	4	$765.07	$3,060.28	$1,431.00	$5,724.00	$300.00	$1,200.00	$350.00	$1,400.00
23	MNDOT SEED MIXTURE 35-241	POUND	140	$14.12	$1,976.80	$22.79	$3,190.60	$16.50	$2,310.00	$17.00	$2,380.00
24	MNDOT SEED MIXTURE 34-161	POUND	60	$10.20	$612.00	$10.00	$600.00	$7.70	$462.00	$9.00	$540.00
25	TEMPORARY DEWATERING	LS	1	$5,400.97	$5,400.97	$5,800.00	$5,800.00	$0.01	$0.01	$2,500.00	$2,500.00
26	BALE BARRIERS - MAINTAINED	LIN FT	2400	$4.34	$10,416.00	$11.67	$28,008.00	$10.50	$25,200.00	$6.25	$15,000.00
27	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	2500	$2.86	$7,150.00	$2.50	$6,250.00	$2.25	$5,625.00	$2.00	$5,000.00
28	MULCH MATERIAL TYPE 3	TON	3	$3,060.28	$9,180.84	$93.00	$279.00	$800.00	$2,400.00	$350.00	$1,050.00
29	ROLLED EROSION PREVENTION CATEGORY 25	SQ YD	13100	$2.04	$26,724.00	$1.75	$22,925.00	$1.90	$24,890.00	$1.75	$22,925.00
	TOTAL BASE BID				$285,595.85		$324,306.18		$350,216.01		$398,075.00

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1 Kirchoff Contruction, Inc. Unit Price	Total	Bidder No. 2 Kurilla Contracting Unit Price	Total	Bidder No. 3 S. R. Weidema, Inc. Unit Price	Total	Bidder No. 4 Ryan Contracting Co. Unit Price	Total
	TOTAL BASE BID				**$285,595.85**		**$324,306.18**		**$350,216.01**		**$398,075.00**
	Contractor Name and Address:			Kirchoff Contruction, Inc.		Kurilla Contracting		S. R. Weidema, Inc.		Ryan Contracting Co.	
				P. O. Box 35		4450 Minnesota Hwy. 25 N		17600 113th Ave. N.		26480 France Ave.	
				Albertville, MN 55301		Buffalo, MN 55313		Maple Grove, MN 55369		Elko New Market, MN 55020	
	Phone:			(320) 828-4777		(763) 464-5966		(763) 428-9110		(952) 894-3200	
	Email:			chris@kirchoffconstruction.com		estimating@kurillacontracting.com		estimating@srweidema.com		tomr@ryancont.com	
	Signed By:			Chris Kirchott		Josh Bridell		Scott Weidema		Thomas J. Ryan	
	Title:			President, CEO		President		President		President	
	Bid Security:			Bid Bond		Bid Bond		Bid Bond		Bid Bond	
	Addenda Acknowledged:			1		1		1		1	

Stantec

Project Name: **113th Avenue Trunk S**

City Project No.:

Bid Opening: Tuesday, November

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 5 Levanen Underground LLC Unit Price	Bidder No. 5 Levanen Underground LLC Total	Bidder No. 6 New Look Contracting, Inc. Unit Price	Bidder No. 6 New Look Contracting, Inc. Total	Bidder No. 7 Precision Utilities Unit Price	Bidder No. 7 Precision Utilities Total	Bidder No. 8 Burschvile Construction, Inc. Unit Price	Bidder No. 8 Burschvile Construction, Inc. Total
	BASE BID:										
1	MOBILIZATION AND DEMOBILIZATION	LS	1	$71,400.00	$71,400.00	$52,320.00	$52,320.00	$59,775.00	$59,775.00	$15,000.00	$15,000.00
2	TRAFFIC CONTROL	LS	1	$7,850.00	$7,850.00	$1.00	$1.00	$3,000.00	$3,000.00	$1,000.00	$1,000.00
3	CLEARING AND GRUBBING	ACRE	1.6	$15,500.00	$24,800.00	$9,225.00	$14,760.00	$7,000.00	$11,200.00	$8,400.00	$13,440.00
4	SALVAGE AND RESPREAD EXISTING TOPSPOL (MIN. 1F1	LS	1	$18,540.00	$18,540.00	$39,500.00	$39,500.00	$10,000.00	$10,000.00	$37,500.00	$37,500.00
5	SALVAGE AND RESPREAD EXISTING WETLAND SOILS (AS REQUIRED BY PERMIT)	LS	1	$7,320.00	$7,320.00	$40,350.00	$40,350.00	$10,000.00	$10,000.00	$30,000.00	$30,000.00
6	COMMON EXCAVATION - OFFSITE (EV) (P)	CU YD	64	$125.00	$8,000.00	$30.00	$1,920.00	$93.13	$5,960.32	$20.00	$1,280.00
7	IMPROVED PIPE FOUNDATION	LIN FT	1600	$11.00	$17,600.00	$10.00	$16,000.00	$62.50	$100,000.00	$16.00	$25,600.00
8	CONNECT TO EXISTING SANITARY SEWER STRUCTURE	EACH	1	$1,950.00	$1,950.00	$12,000.00	$12,000.00	$1,510.00	$1,510.00	$15,000.00	$15,000.00
9	4 FT DIA. SANITARY SEWER STRUCTURE	EACH	3	$8,600.00	$25,800.00	$10,000.00	$30,000.00	$5,634.00	$16,902.00	$7,575.00	$22,725.00
10	4 FT DIA. SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LIN FT	20	$550.00	$11,000.00	$485.00	$9,700.00	$316.25	$6,325.00	$275.00	$5,500.00
11	6 INCH PVC SANITARY SERVICE PIPE, SCH. 40	LIN FT	35	$76.00	$2,660.00	$189.00	$6,615.00	$186.36	$6,522.60	$100.00	$3,500.00
12	8 INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	126	$79.00	$9,954.00	$189.00	$23,814.00	$102.22	$12,879.72	$159.00	$20,034.00
13	12 INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	1036	$97.00	$100,492.00	$114.00	$118,104.00	$100.63	$104,252.68	$174.00	$180,264.00
14	12 INCH PVC SANITARY SEWER PIPE, C900	LIN FT	210	$102.00	$21,420.00	$164.00	$34,440.00	$85.24	$17,900.40	$177.00	$37,170.00
15	6 INCH PVC PLUG	EACH	1	$500.00	$500.00	$350.00	$350.00	$204.00	$204.00	$300.00	$300.00
16	8 INCH PVC PLUG	EACH	1	$500.00	$500.00	$400.00	$400.00	$843.00	$843.00	$600.00	$600.00
17	12 INCH PVC PLUG	EACH	1	$800.00	$800.00	$800.00	$800.00	$706.00	$706.00	$1,000.00	$1,000.00
18	12 INCH x 6 INCH PVC WYE	EACH	1	$800.00	$800.00	$1,250.00	$1,250.00	$3,326.00	$3,326.00	$1,800.00	$1,800.00
19	ANTI-SEEPAGE COLLAR	EACH	4	$950.00	$3,800.00	$1,325.00	$5,300.00	$991.00	$3,964.00	$2,000.00	$8,000.00
20	TEMPORARY INDUSTRIAL STORMWATER TREATMENT (OIL ABSORBENT BOOM)	LS	1	$7,500.00	$7,500.00	$5,000.00	$5,000.00	$500.00	$500.00	$10,000.00	$10,000.00
21	TEMPORARY CONSTRUCTION ENTRANCE - MAINTAINED	LS	1	$9,540.00	$9,540.00	$750.00	$750.00	$3,450.00	$3,450.00	$3,000.00	$3,000.00
22	SEEDING	ACRE	4	$4,200.00	$16,800.00	$330.00	$1,320.00	$445.00	$1,780.00	$350.00	$1,400.00
23	MNDOT SEED MIXTURE 35-241	POUND	140	$85.00	$11,900.00	$18.25	$2,555.00	$18.40	$2,576.00	$17.00	$2,380.00
24	MNDOT SEED MIXTURE 34-161	POUND	60	$85.00	$5,100.00	$8.50	$510.00	$10.81	$648.60	$8.50	$510.00
25	TEMPORARY DEWATERING	LS	1	$12,000.00	$12,000.00	$1.00	$1.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
26	BALE BARRIERS - MAINTAINED	LIN FT	2400	$4.50	$10,800.00	$10.75	$25,800.00	$24.76	$59,424.00	$10.75	$25,800.00
27	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	2500	$6.00	$15,000.00	$2.50	$6,250.00	$4.13	$10,325.00	$2.40	$6,000.00
28	MULCH MATERIAL TYPE 3	TON	3	$1,850.00	$5,550.00	$885.00	$2,655.00	$508.00	$1,524.00	$850.00	$2,550.00
29	ROLLED EROSION PREVENTION CATEGORY 25	SQ YD	13100	$2.50	$32,750.00	$2.10	$27,510.00	$2.53	$33,143.00	$2.20	$28,820.00
	TOTAL BASE BID				$462,126.00		$479,975.00		$498,641.32		$510,173.00

				Bidder No. 5		Bidder No. 6		Bidder No. 7		Bidder No. 8	
	BID TABULATION			**Levanen Underground LLC**		**New Look Contracting, Inc.**		**Precision Utilities**		**Burschvile Construction, Inc.**	
Item Num	**Item**	**Units**	**Qty**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**
	TOTAL BASE BID				**$462,126.00**		**$479,975.00**		**$498,641.32**		**$510,173.00**
		Contractor Name and Address:		Levanen Underground LLC		New Look Contracting, Inc.		Precision Utilities		Burschvile Construction, Inc.	
				33361 710th Ave.		14045 Northdale Bvd.		434 US-12		P. O. Biox 65	
				Kimball, MN		Rogers, MN 55374		Montrose, MN55363		Hanover, MN 55341	
		Phone:		(320) 292-1209		(763) 241-1596		(5075) 014-2953		(763) 497-4242	
		Email:		clint@levanenunderground.cor		estimating@newlookcontracting.net		bryce@precisionutilities.com		estimating@burschvilleconstruction.com	
		Signed By:		Clint Levanen		Luke Anderson		bryce Novak		James E. Schendel	
		Title:		President		Estimator		Estimator/PM		President	
		Bid Security:		Bid Bond		Bid Bond		Bid Bond		Bid Bond	
		Addenda Acknowledged:		1		1		1		1	

Stantec

Project Name: **113th Avenue Trunk S**

City Project No.:

Bid Opening: Tuesday, November

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 9 S. M. Hentges & Sons, Inc. Unit Price	Total	Bidder No. 10 G M Contracting, Inc. Unit Price	Total	Bidder No. 11 R. L. Larson Excavating, Inc. Unit Price	Total	Bidder No. 12 Belair Builders, Inc. Unit Price	Total
	BASE BID:										
1	MOBILIZATION AND DEMOBILIZATION	LS	1	$24,474.00	$24,474.00	$132,384.17	$132,384.17	$115,000.00	$115,000.00	$8,550.00	$8,550.00
2	TRAFFIC CONTROL	LS	1	$1,000.00	$1,000.00	$1,200.00	$1,200.00	$634.50	$634.50	$862.30	$862.30
3	CLEARING AND GRUBBING	ACRE	1.6	$8,000.00	$12,800.00	$8,900.00	$14,240.00	$8,250.00	$13,200.00	$11,317.60	$18,108.16
4	SALVAGE AND RESPREAD EXISTING TOPSPOL (MIN. 1F1	LS	1	$17,000.00	$17,000.00	$10,457.83	$10,457.83	$98,000.00	$98,000.00	$62,064.92	$62,064.92
5	SALVAGE AND RESPREAD EXISTING WETLAND SOILS (AS REQUIRED BY PERMIT)	LS	1	$70,000.00	$70,000.00	$27,054.50	$27,054.50	$50,700.00	$50,700.00	$37,238.95	$37,238.95
6	COMMON EXCAVATION - OFFSITE (EV) (P)	CU YD	64	$40.00	$2,560.00	$24.59	$1,573.76	$50.80	$3,251.20	$35.00	$2,240.00
7	IMPROVED PIPE FOUNDATION	LIN FT	1600	$26.00	$41,600.00	$7.58	$12,128.00	$0.01	$16.00	$54.67	$87,472.00
8	CONNECT TO EXISTING SANITARY SEWER STRUCTURE	EACH	1	$15,000.00	$15,000.00	$5,551.07	$5,551.07	$9,110.00	$9,110.00	$19,412.33	$19,412.33
9	4 FT DIA. SANITARY SEWER STRUCTURE	EACH	3	$11,000.00	$33,000.00	$10,567.24	$31,701.72	$7,130.00	$21,390.00	$10,477.77	$31,433.31
10	4 FT DIA. SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LIN FT	20	$390.00	$7,800.00	$142.61	$2,852.20	$321.00	$6,420.00	$388.38	$7,767.60
11	6 INCH PVC SANITARY SERVICE PIPE, SCH. 40	LIN FT	35	$120.00	$4,200.00	$88.32	$3,091.20	$132.50	$4,637.50	$137.24	$4,803.40
12	8 INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	126	$200.00	$25,200.00	$199.86	$25,182.36	$125.00	$15,750.00	$215.98	$27,213.48
13	12 INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	1036	$190.00	$196,840.00	$160.66	$166,443.76	$154.00	$159,544.00	$311.73	$322,952.28
14	12 INCH PVC SANITARY SEWER PIPE, C900	LIN FT	210	$240.00	$50,400.00	$184.21	$38,684.10	$198.50	$41,685.00	$394.43	$82,830.30
15	6 INCH PVC PLUG	EACH	1	$300.00	$300.00	$31.14	$31.14	$398.50	$398.50	$209.78	$209.78
16	8 INCH PVC PLUG	EACH	1	$300.00	$300.00	$127.25	$127.25	$410.50	$410.50	$192.39	$192.39
17	12 INCH PVC PLUG	EACH	1	$900.00	$900.00	$451.00	$451.00	$1,200.00	$1,200.00	$768.72	$768.72
18	12 INCH x 6 INCH PVC WYE	EACH	1	$2,300.00	$2,300.00	$1,977.28	$1,977.28	$3,000.00	$3,000.00	$1,841.52	$1,841.52
19	ANTI-SEEPAGE COLLAR	EACH	4	$1,400.00	$5,600.00	$2,289.37	$9,157.48	$4,620.00	$18,480.00	$1,235.35	$4,941.40
20	TEMPORARY INDUSTRIAL STORMWATER TREATMENT (OIL ABSORBENT BOOM)	LS	1	$4,000.00	$4,000.00	$2,327.50	$2,327.50	$4,000.00	$4,000.00	$9,890.63	$9,890.63
21	TEMPORARY CONSTRUCTION ENTRANCE - MAINTAINED	LS	1	$9,800.00	$9,800.00	$2,684.50	$2,684.50	$2,130.00	$2,130.00	$3,997.29	$3,997.29
22	SEEDING	ACRE	4	$370.00	$1,480.00	$750.00	$3,000.00	$793.00	$3,172.00	$1,129.20	$4,516.80
23	MNDOT SEED MIXTURE 35-241	POUND	140	$17.60	$2,464.00	$13.84	$1,937.60	$14.60	$2,044.00	$21.36	$2,990.40
24	MNDOT SEED MIXTURE 34-161	POUND	60	$9.20	$552.00	$10.00	$600.00	$10.60	$636.00	$17.79	$1,067.40
25	TEMPORARY DEWATERING	LS	1	$2,400.00	$2,400.00	$53,690.00	$53,690.00	$0.01	$0.01	$0.01	$0.01
26	BALE BARRIERS - MAINTAINED	LIN FT	2400	$6.60	$15,840.00	$4.25	$10,200.00	$4.50	$10,800.00	$6.19	$14,856.00
27	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	2500	$2.20	$5,500.00	$5.05	$12,625.00	$2.40	$6,000.00	$5.09	$12,725.00
28	MULCH MATERIAL TYPE 3	TON	3	$370.00	$1,110.00	$3,000.00	$9,000.00	$3,170.00	$9,510.00	$4,379.91	$13,139.73
29	ROLLED EROSION PREVENTION CATEGORY 25	SQ YD	13100	$1.80	$23,580.00	$2.20	$28,820.00	$2.10	$27,510.00	$2.89	$37,859.00
	TOTAL BASE BID				$578,000.00		$609,173.42		$628,629.21		$821,945.10

				Bidder No. 9		Bidder No. 10		Bidder No. 11		Bidder No. 12	
	BID TABULATION			S. M. Hentges & Sons, Inc.		G M Contracting, Inc.		R. L. Larson Excavating, Inc.		Belair Builders, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	TOTAL BASE BID				**$578,000.00**		**$609,173.42**		**$628,629.21**		**$821,945.10**
		Contractor Name and Address:		S. M. Hentges & Sons, Inc.		G M Contracting, Inc.		R. L. Larson Excavating, Inc.		Belair Builders, Inc.	
				650 Quaker Ave.		19810 515th Ave.		2255 12th St. SE		2200 Old Hwy 8 NW	
				Jordan, MN 55352		Lake Crystal, MN 56055		St. Cloud, mn 56304		New Brighton, MN 55112	
		Phone:		(952) 435-5700		(507) 726-6433		(320) 654-0709		(651) 368-6756	
		Email:		john.abbott@smhentges.com		sharazin@gmcontractinginc.co		estimating@rllarsoninc.com		pat.ryan@belair-us.com	
		Signed By:		Nate Hentges		Sue Harazin		Brent Hamak		Mario J. Cocchiarella	
		Title:		Executive vice President		President		Executive VP		CEO	
		Bid Security:		Bid Bond		Bid Bond		Bid Bond		Bid Bond	
		Addenda Acknowledged:		1		1		1		1	

ITEM:
113th Avenue Trunk Sewer Extension

PREPARED BY:
Jason Quisberg, Engineering

POLICY DECISION / ACTION TO BE CONSIDERED:
Approve Resolution 91-2025 Authorizing Payment for Easement Acquisitions for 113th Avenue Trunk Sewer Extension

BACKGROUND:
The 113th Avenue Trunk Sewer Extension project requires permanent and temporary construction easements for construction to be completed. Easements are needed from seven (7) properties (six owners). Signed easement agreements, including purchase prices, are in place for all those needed for the project.

Should Council wish to construct the proposed improvements, these easement interests should be accepted, and payments for these easements be transmitted. The attached resolution accomplishes the appropriate acceptance and (payment) authorization.

RECOMMENDATION:
Staff recommends approving Resolution 91-2025 accepting easement interests and authorizing payments for said easements.

ATTACHMENT(S):
Resolution 91-2025 Authorizing Payment for Easement Acquisitions for 113th Avenue Trunk Sewer Extension

RESOLUTION NO. 91 - 2025
CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT

RESOLUTION AUTHORIZING PAYMENT FOR EASEMENT ACQUISITIONS FOR 113TH AVENUE TRUNK SEWER EXTENSION

WHEREAS, the City Council of the City of Dayton is the governing body for the City of Dayton, and is empowered by the State of Minnesota to acquire and sell real property as the purposes of the City may require in the City's interests; and

WHEREAS, on August 12, 2025, the City Council of the City of Dayton authorized the final design for the project to extend a trunk sewer extension to serve the area north of the Dayton Industrial Park (113th Avenue), and the approved alignment will provide wastewater collection for the area, generally, east of The Cubes, west of East French Lake Road, north to, and beyond, 117th Avenue (collectively, the "Project"); and

WHEREAS, to facilitate the Project, the City must acquire certain permanent and temporary easements from private owners of the parcels in the vicinity of the Project; and

WHEREAS, the City obtained property appraisals establishing the value of the interests being acquired by the City, and has negotiated acquisition of the necessary easement interests as follows:

No.	Address & Parcel ID	Owner	Type	Total by Parcel
1	Unassigned; 3212022220001	DDL Holdings, LLC	Permanent	$ 1.00
			Temporary	$ -
2	17501 117th Ave N; 3212022210007	DDL Holdings, LLC	Temporary	$ 1.00
3	11481 French Lake Rd E; 3212022240002	C Ramsay	Temporary	$ 5,243.00
4	11421 French Lake Rd E; 3212022240006	J and G House	Temporary	$ 659.00
5	11371 French Lake Rd E; 3212022240005	K and A Dehn	Temporary	$ 4,262.00
6	17171 113th Ave N; 3212022230009	Murson Holdings LLC	Permanent	$ 11,612.00
			Temporary	$ -
7	17170 113th Ave N; 3212022230006	G and L Dehn	Temporary	$ 1.00

WHEREAS, the Owners have executed documents granting these permanent and temporary easement interests, and have delivered the same to the City; and

WHEREAS, acceptance of the Permanent Easement on Parcel No. 1 is contingent on receipt by the City of a Mortgagee Consent to the Permanent Easement; and

WHEREAS, for Parcel No. 7, in exchange for providing the Temporary Easement to the City, the Project will include the City installing a sewer service to the parcel. Within thirty (30) days of the

commencement of Project construction, the Owners of Parcel No. 7 will pay to the City a standard Sewer Area Charge for the availability of sewer to Parcel No. 7. Because of the Sewer Area Charge payment in conjunction with this Project, and having received the special benefit to the property of sewer availability, at such time that sewer service is further extended along 113th Avenue, Parcel No. 7 shall be exempt from a future special assessment that may be levied against parcels benefitted by such future extension.

NOW, THEREFORE, **BE IT RESOLVED** by the City Council of the City of Dayton that the City hereby accepts the easement interests as set forth above, according to the terms set forth in the Grant of Temporary and Grant of Permanent Easement documents executed and delivered by the Owners; and

AND, BE IT FURTHER RESOLVED by the City Council of the City of Dayton that the appropriate City Staff are authorized and directed to complete payment to the Owners for the permanent and temporary easement interests set forth above, and according to the terms set forth in this Resolution;

AND, BE IT FURTHER RESOLVED by the City Council of the City of Dayton that the City Council acknowledges the present special benefit received by Parcel No. 7, and the Sewer Area Charge payment that will be made by the Owners of Parcel No. 7 within thirty (30) days of the commencement of Project construction, and accordingly, Parcel No. 7 shall be exempt from a future special assessment that may be levied against parcels benefitted by further extension of sewer service along 113th Avenue in the future.

Adopted by the City Council of the City of Dayton this ___ day of _____, 2025.

Motion made by Councilmember _____, seconded by Councilmember _____ _____.

Motion carried _____.

_____
Dennis Fisher, Mayor

ATTEST:

_____
Amy Benting, City Clerk

PRESENTER: Marty Farrell

ITEM: Purchase of 1 ton pick-up with plow kit and light package

PREPARED BY: Marty Farrell

POLICY DECISION/ACTION TO BE CONSIDERED: Approve purchase of Ford F350 1 ton pick-up from Midway Ford, total package price including plow and lights $74,683.20.

BACKGROUND: Staff have included purchasing a 1 ton pick-up on the CIP this vehicle is to replace a 2009 vehicle.

BUDGET IMPACT: The 2025 CIP has a budget of $75,000 for this vehicle, that includes lights and plow package.

RECOMMENDATION: Approve purchase of F350 1 ton from Midway Ford Commercial for a total vehicle cost of $74,683.20.

ATTACHMENT(S): Vendor quotes, cost comparison spreadsheet.

2025 CIP Pickup with plow and Lighting

Midway Ford Commercial		Saxon Fleet Services		Saxon Fleet Services	
2026 F350 Crew Cab	**Cost**	**2026 Chevy 3500HD Crew Cab**	**Cost**	**2026 GMC 3500 HD Crew Cab**	**Cost**
Base Price- 6.8L Gas	$47,523.84	Base Price- 6.6L Gas	$50,060.40	Base Price 6.6L Gas	$51,528.80
Options	$4,164.00	Options	$6,834.10	Options	$7,211.75
Ext. Warranty 7 Year 75000 Mile	$2,970.00	Not included		Not included	
Transit Impr Excise Tax	$20.00	Excise Tax	$20.00	Excise Tax	$20.00
Tax Exempt License	$63.25	Not included		Not included	
Document Fee	$275.00	Not included		Not included	
Sales Tax	$3,553.54	Estimated Sales Tax	$3,912.87	Estimated Sales Tax	$4,039.75
Total Pickup Price	**$58,569.63**	**Total Pickup Price**	**$60,827.37**	**Total Pickup Price**	**$62,800.30**
Plow and Accessories		**Plow and Accessories**		**Plow and Accessories**	
Western Plow w/ Strobe Lighting	$14,613.57	Western Plow w/Strobe Lighting	$14,613.57	Western Plow w/Strobe Lighting	$14,613.57
Radio and GPS	$1,500.00	Radio/GPS	$1,500.00	Radio and GPS	$1,500.00
Total Package Price	**$74,683.20**	**Total Package Price**	**$76,940.94**	**Total Package Price**	**$78,913.87**

Midway Ford Commercial		Travis Swanson
Fleet and Government Sales		651-343-5212
2777 N. Snelling Ave.		tswanson@rosevillemidwayford.com
Roseville MN 55113		
		Fax # 651-604-2936

MF41

2026 F350 4X4- Crew Cab- 6.75' Box

	Standard	
Automatic Transmission	**40/20/40 Vinyl Front Seat**	**Front Tow Hooks**
Dual Front Air Bags	**Standard Base Upholstery**	**Rubber Floor Covering**
AM/FM Radio	**4-Wheel ABS Brakes**	**Black Bumpers w/Rear Step**
Tow Hitch	**Air Conditioning**	**Matching Full Size Spare Tire**
Tilt Wheel	**LT245/75r17 E All Season Tires**	**6.8L V8**
Sync	**Shift on Fly 4x4**	**Rear View Camera**
	Power Windows	**Power Locks**

Options	Code	Price	Select
LT275/70r18E AT Tires	TDX	$241	x
18" Steel Wheels	64F	$414	x
XL Chrome Pkg	96V	$387	x
Snow Plow/Camper Pkg	47B	$277	x
Pro Power 2kW	43K	$897	x
Dual Batteries	86M	$191	x
LED Box Lighting	66L	$145	x
Brake Controller	52B	$273	x
Running Boards	18B	$405	x
LED Clearance Lights	592	$137	x
Spray In bedliner	85S	$569	x
Upfitter Switches	66S	$228	x
Option Total		$4,164	

Exterior Colors	**Code**	**Select**
Argon Blue Metallic	E9	
Race Red	PQ	
Avalanche	DR	
Agate Black	UM	
Carbonized Gray Metallic	M7	
Iconic Silver Metallic	JS	
Oxford White	Z1	

Extended Service Contracts	**Cost**	**Select**
7 year/75,000 mile	$2,970	
PremiumCare Warranty		
(Bumper to Bumper)		

Base Price	**Totals**
6.8 Gas	$47,523.84
Options Price Totals	$4,164.00
Extended Warranty	
Transit Impr Excise Tax	$20.00
Tax Exempt Lic	$63.25
6.875% Sales Tax	$3,553.54
Document fee	$275.00
Sub total per vehicle	$55,599.63
Number of Vehicles	1
Grand Total for all units	$55,599.63

You must have a active FIN code to participate in this purchase contract : FIN code #

Purchase Order required prior to order placeme

PO #

Name of Organization

Address

City, State, Zip

Acceptance Signature

Contact Person/ Phone #

Print Name and Title

Date

Contact's e-mail address and fax #

CHROMEDATA An Autodata Solutions Brand
Saxon Fleet Services
Jason Bill | (651) 312-1873 | jbill@saxonfleetservices.com

City of Dayton

Prepared For: Dan Dehn

Contract ID# 258654

Cust FAN 992482 - State FAN 812659

Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT



2026 BASE PRICE	$50,060.40
OPTIONS	$6,834.10
EXCISE TAX	$20.00
TOTAL	$56,914.50

Does not include any Minnesota State taxes, title, Registration, or doc fees

Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT (Complete)

Selected Model and Options

MODEL

CODE	MODEL
CK30943	2026 Chevrolet Silverado 3500HD 4WD Crew Cab 172" LT

COLORS

CODE	DESCRIPTION
GAZ	Summit White

BODY CODE

CODE	DESCRIPTION
E63	Durabed, pickup bed (STD)

REAR WHEEL CONFIGURATION

CODE	DESCRIPTION
SRW	Single Rear Wheels (STD)

EMISSIONS

CODE	DESCRIPTION
NE1	Emissions, Colorado, Connecticut, Delaware, Maine, Maryland, Massachusetts, Minnesota, Nevada, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements

ENGINE

CODE	DESCRIPTION
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

TRANSMISSION

CODE	DESCRIPTION
MKM	Transmission, 10-speed automatic (STD) (Standard with (L8T) 6.6L V8 gas engine.)

GVWR

CODE	DESCRIPTION
G3I	GVWR, 11,700 lbs. (5307 kg) with single rear wheels (STD) (Included and only available with CK30943 model and (L8T) 6.6L V8 gas engine. Requires single rear wheels.)

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Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT (Complete)

AXLE

CODE	DESCRIPTION
GT4	Rear axle, 3.73 ratio (STD) (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION
1LT	LT Preferred Equipment Group includes standard equipment

WHEELS

CODE	DESCRIPTION
PYV	Wheels, 18" (45.7 cm) machined aluminum with Silver painted accents, 6-spoke (STD) (Requires single rear wheels.)

TIRES

CODE	DESCRIPTION
QF6	Tires, LT275/70R18E all-terrain, blackwall (STD) (Requires single rear wheels.)

SPARE TIRE

CODE	DESCRIPTION
ZYG	Tire, spare LT275/70R18 all-terrain, blackwall (STD) (Included and only available with (QF6) LT275/70R18E all-terrain, blackwall tires or (QF9) LT275/65R20 all-terrain, blackwall tires with (E63) Durabed, pickup bed single rear wheel models. Included when (QFG) LT275/65R20 blackwall off-road tires are ordered without (ZW9) pickup bed delete. Available to order when (ZW9) pickup bed delete and (QF6) LT275/70R18E all-terrain, blackwall tires are ordered with single rear wheel models. Not available with dual rear wheels.)

PAINT

CODE	DESCRIPTION
GAZ	Summit White

SEAT TYPE

CODE	DESCRIPTION
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD) (Not available with (PCM) Convenience Package II unless (PCL) LT Convenience Package I is ordered.)

SEAT TRIM

CODE	DESCRIPTION
H0U	Jet Black, Cloth seat trim

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Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT (Complete)

RADIO

CODE	DESCRIPTION
IOK	Audio system, Chevrolet Infotainment 3 Premium system with Google built-in compatibility (select service plan required, terms and limitations apply) including navigation capability, 13.4" diagonal HD color touchscreen, includes multi-touch display, AM/FM stereo, Bluetooth streaming audio for music and most phones; featuring Wireless Apple CarPlay and Wireless Android Auto capability for compatible phones, advanced voice recognition, in-vehicle apps, personalized profiles for infotainment and vehicle settings (STD)

OPTION DISCOUNT

CODE	DESCRIPTION
___	Option/package discount (Requires (PDA) Texas Edition, (PDU) All Star Edition or (PDZ) Z71 Off-Road and Protection Package.) *DISCOUNT*

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION
B59	Remote Start Package includes (BTV) Remote Start, (UTJ) Theft-deterrent system and (C49) rear-window defogger (Requires (PCL) Convenience Package.)
PCL	Convenience Package includes (UF2) Cargo bed LED lighting, (CJ2) dual-zone automatic climate control, (A2X) 10-way power driver seat including power lumbar, (N37) manual tilt/telescoping steering column and (T3U) LED fog lamps (Requires (ZM9) Heat Package and (B59) Remote Start Package.)
PDZ	Z71 Off-Road and Protection Package includes (Z71) Off-Road suspension with off-road tuned twin tube shocks, (JHD) Hill Descent Control and (NZZ) skid plates (transfer case and oil pan), (CGN) Chevytec spray-on bedliner, (AAK) All-weather Z71 floor liners, LPO, Z71 grille insert and Z71 fender badge (Requires Crew Cab or Double Cab model. Requires (WPQ) Protection Package. Upgradeable to (Q86) machined aluminum wheels and (QF9) LT275/65R20 all-terrain, blackwall tires. Not available with dual rear wheels.) *GROSS*
PQB	Safety Package includes (UD5) Front and Rear Park Assist, (UKV) Trailer Side Blind Zone Alert, (UFG) Rear Cross Traffic Alert, (UV2) HD Surround Vision, (UVN) Bed View Camera and (TRG) Trailer Camera Provisions (Includes (UET) Trailering App. Requires (PCL) LT Convenience Package and (DWI) trailer mirrors. Regular cab does not include (UV2) HD Surround Vision, (UVN) Bed View Camera and (TRG) Trailer Camera Provisions. Not available with (ZW9) pickup bed delete.)
VYU	Snow Plow Prep/Camper Package includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions. Contact GM Upfitter Integration at www.gmupfitter.com for plow installation details and assistance. Note: if ordered for Camper usage, recommend ordering (UY2) Trailering wiring provisions (Upgradeable to (KHF) Dual alternators (220-amp primary, 170-amp auxiliary). Included with (ANQ) Alaskan Snow Plow Special Edition. Not available with (F60) Heavy Duty Front Spring/Camper Package.)
WPQ	Protection Package includes (CGN) Chevytec Spray-On Liner and (B1J) Rear Wheelhouse Liners (Requires (PDZ) Z71 Off-Road and Protection Package and (AAK) LPO, All-weather floor liner with Z71 logo. Not available on dual rear wheel models.)
Z71	Z71 Off-Road Package includes (Z71) Off-Road suspension with off-road tuned twin tube Rancho shocks, (JHD) Hill Descent Control and (NZZ) skid plates (transfer case and oil pan) (Included with (PDZ) Z71 Off-Road and Protection Package. Not available with dual rear wheels or (ZW9) pickup bed delete.)
ZM9	Heat Package includes (KA1) Heated driver and passenger seats and (KI3) Heated steering wheel (Requires (PCL) Convenience Package.)

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Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT (Complete)

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION
___	Suspension, Off-Road includes twin-tube shocks (Included and only available with (Z71) Z71 Off-Road Package.)
K05	Engine block heater (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
K4Z	Battery, auxiliary, 700 cold-cranking amps/70 Amp-hr (Requires (L8T) 6.6L V8 gas engine and either (KW5) 220-amp alternator or (KHF) dual alternators. Not available with (KW7) 170-amp alternator.)
KW5	Alternator, 220 amps (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine or (VYU) Snow Plow Prep/Camper Package. Free flow on (L8T) 6.6L V8 gas engine.)
NQH	Transfer case, two-speed active electronic Autotrac with push button control
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (Z71) Z71 Off-Road Package or (VYU) Snow Plow Prep/Camper Package.)
TRG	Trailer Camera Provisions and trailer viewing software (Included and only available with (PQB) Safety Package. Not available on Regular Cab models.)
VLQ	Recovery hooks, front, Chrome (Included with (PCQ) Duramax and Appearance Package.)

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION
B1J	Wheelhouse liners, rear (Included with (WPQ) Protection Package. Not available with dual rear wheels. Not available with (ZW9) pickup bed delete.)
CGN	Chevytec spray-on bedliner Black (does not include spray-on liner on tailgate due to Black composite inner panel) (Included with (ANQ) Alaskan Snow Plow Special Edition, (PDZ) Z71 Off-Road and Protection Package, (WPK) Trail Boss Package, (WBL) Z71 Chrome Sport Edition or (Z6A) Gooseneck / 5th Wheel Prep Package. Not available with (ZW9) pickup bed delete. Available with Ship Thru code (SQE), (TCE) or (TCH), not available with any other Ship Thru code.)
DWI	Mirrors, outside power-adjustable vertical trailering with heated and auto-dimming upper glass lower convex mirrors, turn signal indicators, puddle lamps, perimeter lighting, auxiliary lighting, power folding/manual extending (extends 3.31" [84.25mm]) (Requires (PQB) Safety Package. Requires (PCL) Convenience Package. Includes (DD8) auto-dimming rearview mirror.)
T3U	Fog lamps, front, LED (Included and only available with (PCL) Convenience Package. Available free flow with fleet or government sales order.)
U01	Lamps, Smoked Amber roof marker, (LED) (Included with (ANQ) Alaskan Snow Plow Special Edition. Standard with dual rear wheels. Not available with (YF5) California state emissions requirements on single rear wheels.)
UF2	LED Cargo Area Lighting located in pickup bed, activated with switch on center switch bank or key fob (Included with (PCL) Convenience Package. Not available with (ZW9) pickup bed delete.)
VK3	License plate kit, front (will be shipped to orders with ship-to states that require front license plate)

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Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT (Complete)

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION
9L7	Upfitter switch kit, (5) Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at www.gmupfitter.com.
A2X	Seat adjuster, driver 10-way power including lumbar (Included and only available with (PCL) Convenience Package.)
BTV	Remote vehicle starter system (Included and only available with (B59) Remote Start Package.)
C49	Defogger, rear-window electric (Included with (B59) Remote Start Package.)
CJ2	Air conditioning, dual-zone automatic climate control (Included and only available with (PCL) Convenience Package.)
DD8	Mirror, inside rearview auto-dimming (Included and only available with (DWI) trailer mirrors.)
KA1	Seating, heated driver and front outboard passenger (Included and only available with (ZM9) Heat Package.)
KI3	Steering wheel, heated (Included and only available with (ZM9) Heat Package.)
N37	Steering column, manual tilt and telescoping (Included and only available with (PCL) Convenience Package.)
UET	In-Vehicle Trailering App, System includes checklist, trailer maintenance reminders, trailer security alerts, trailer mileage, tow/haul reminder, trailer electrical diagnostics and Trailer Tire Pressure Monitor System module (Included and only available with (PCM) Convenience Package II or (PQB) Safety Package.)
UTJ	Theft-deterrent system, unauthorized entry (Included and only available with (B59) Remote Start Package.)

ADDITIONAL EQUIPMENT - SAFETY-MECHANICAL

CODE	DESCRIPTION
JHD	Hill Descent Control (Included and only available with (Z71) Z71 Off-Road Package.)

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION
UD5	Front and Rear Park Assist, ultrasonic (Included and only available with (PQB) Safety Package. Not available with (ZW9) pickup bed delete.)
UFG	Rear Cross Traffic Alert (Included and only available with (PQB) Safety Package.)
UKV	Trailer Side Blind Zone Alert (Included and only available with (PQB) Safety Package. Not available with (ZW9) pickup bed delete.)
UV2	HD Surround Vision (Included and only available with (PQB) Safety Package. Not available on Regular Cab models.)
UVN	Bed View Camera camera in the CHMSL to show a view of the cargo bed, display located in infotainment screen, includes Two Trailer Camera Provisions (Included and only available with (PQB) Safety Package. Not available with Regular Cab models or (ZW9) pickup bed delete.)

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Vehicle: [Fleet] 2026 Chevrolet Silverado 3500HD (CK30943) 4WD Crew Cab 172" LT (Complete)

ADDITIONAL EQUIPMENT - LPO

CODE	DESCRIPTION
AAK	LPO, All-weather floor liners, 1st and 2nd rows (includes Z71 logo on front mats) (Requires Crew Cab or Double Cab model and (Z71) Z71 Off-Road Package. Included with (PDZ) Z71 Off-Road and Protection Package. Not available with (BG9) rubberized vinyl flooring or (RIA) All-weather floor liners, LPO.
S6L	LPO, Off-road assist steps, 3" round tubular, Black (dealer-installed) (Not available with Regular Cab model or any other assist steps.)
	Options Total

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CHROMEDATA An Autodata Solutions Brand
Saxon Fleet Services
Jason Bill | (651) 312-1873 | jbill@saxonfleetservices.com

City of Dayton

Prepared For: Dan Dehn

Cust FAN 992482

Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE



2026 BASE PRICE	$51,528.80
OPTIONS	$7,211.75
EXCISE TAX	$20.00
TOTAL	$58,760.55

Does not include any Minnesota State taxes, title, Registration, or doc fees

Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

Selected Model and Options

MODEL

CODE	MODEL
TK30943	2026 GMC Sierra 3500HD 4WD Crew Cab 172" SLE

COLORS

CODE	DESCRIPTION
GAZ	Summit White

BODY CODE

CODE	DESCRIPTION
E63	Pickup bed includes bed assist step (STD)

REAR WHEEL CONFIGURATION

CODE	DESCRIPTION
SRW	Single Rear Wheels (STD)

EMISSIONS

CODE	DESCRIPTION
NE1	Emissions, Colorado, Connecticut, Delaware, Maine, Maryland, Massachusetts, Minnesota, Nevada, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements

ENGINE

CODE	DESCRIPTION
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

TRANSMISSION

CODE	DESCRIPTION
MKM	Transmission, 10-Speed automatic (STD)

GVWR

CODE	DESCRIPTION
G3I	GVWR, 11,700 lbs. (5307 kg) with single rear wheels (STD) (Included and only available with model TK30943 model and (L8T) 6.6L V8 gas engine. Requires single rear wheels.)

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Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

AXLE

CODE	DESCRIPTION
GT4	Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine.)

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION
3SA	SLE Preferred Equipment Group includes standard equipment

WHEELS

CODE	DESCRIPTION
PXD	Wheels, 18" (45.7 cm) machined aluminum wheel with Dark Grey metallic accents (STD) (Requires single rear wheels. Included with (RFX) X31 Off-Road and Protection Package.)

TIRES

CODE	DESCRIPTION
QF6	Tires, LT275/70R18E all-terrain, blackwall (STD) (Requires single rear wheels. Included with (RFX) X31 Off-Road and Protection Package.)

SPARE TIRE

CODE	DESCRIPTION
ZYG	Tire, spare LT275/70R18 all-terrain, blackwall (STD) (Included and only available with (QF6) LT275/70R18E all-terrain, blackwall tires or (QF9) LT275/65R20 all-terrain, blackwall tires with (E63) pickup bed models. Available to order when (ZW9) pickup bed delete and (QF6) LT275/70R18E all-terrain, blackwall tires are ordered.)

PAINT

CODE	DESCRIPTION
GAZ	Summit White

SEAT TYPE

CODE	DESCRIPTION
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

SEAT TRIM

CODE	DESCRIPTION
H0U	Jet Black, Cloth seat trim

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Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

RADIO

CODE	DESCRIPTION
IOK	Audio System, 13.4" diagonal Premium GMC Infotainment System with Google built in apps such as navigation and voice assistance, includes color touch-screen, multi-touch display, AM/FM stereo, Bluetooth streaming audio for music and most phones; featuring wireless Android Auto and Apple CarPlay capability for compatible phones. (STD)

OPTION DISCOUNT

CODE	DESCRIPTION
____	Option/package discount (Requires (PDU) SLE Value Package or (RFX) X31 Off-Road and Protection Package.) *DISCOUNT*

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Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION
B59	Remote Start Package includes (BTV) Remote Start, (UTJ) content theft alarm and (C49) rear-window defogger (Included in (PDU) SLE Value Package.)
PCQ	SLE Convenience Package includes (CJ2) dual climate control, (A2X) 10-way power driver seat including power lumbar, (N37) manual tilt/telescoping steering column and (T3U) LED fog lights; Single rear wheel models also include (U01) Roof Marker Lamps (Included with (PDU) SLE Value Package. Requires (B59) Remote Start Package. Note (U01) Roof Marker Lamps are not available with (YF5) California state emissions requirements on single rear wheels.)
PDQ	Preferred Package includes (UET) In-Vehicle Trailering App, (PZ8) Hitch Guidance with Hitch View, (KSG) Adaptive Cruise Control, (UF2) cargo bed LED lighting, (UG1) Universal Home Remote and (A48) rear sliding power window (Requires (PCQ) SLE Convenience Package. Not available with (PTO) Power Take-Off or (ZW9) pickup bed delete. Crew Cab models include (R7O) Cloth Rear Seat Storage Package.)
PDU	SLE Value Package for Crew Cab and Double Cab models, includes (PCQ) SLE Convenience package, (CGN) Bedliner, Spray-on, (ZM9) SLE Heated Package and (B59) Remote start package (Not available with (ZW9) pickup bed delete.) *GROSS*
RFX	X31 Off-Road and Protection Package includes (X31) Off-Road suspension with Twin-tube Rancho shocks, (JHD) Hill Descent Control and (NZZ) skid plates (transfer case and oil pan), (CGN) Bedliner, Spray-on, (RIA) All-weather floor liners, LPO and X31 badge (replaces "4X4" badge on bed) (Requires Crew Cab or Double Cab 4WD model. Includes (PXD) 18" machined aluminum wheel with Dark Grey metallic accents and (QF6) LT275/70R18E all-terrain, blackwall tires. (PXD) 18" machined aluminum wheel with Dark Grey metallic accents and (QF6) LT275/70R18E all-terrain, blackwall tires may be upgraded to (Q7J) 20" Bright face wheels with dark painted pockets and (QF9) LT275/65R20 all-terrain, blackwall tires. Not available with dual rear wheels. Not available with (ZW9) pickup bed delete.) *GROSS*
VYU	Snow Plow Prep/Camper Package includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions. Contact GM Upfitter Integration at www.gmupfitter.com for plow installation details and assistance. Note: if ordered for Camper usage, recommend ordering (UY2) Trailering wiring provisions (Requires 4WD model and includes (KW5) 220-amp alternator and is upgradeable to (KHF) Dual alternators (220-amp primary, 170-amp auxiliary). Not available with (F60) Heavy Duty Front Spring/Camper Package.)
X31	X31 Off-Road Package includes (JHD) Hill Descent Control, (NZZ) skid plates, Off-Road suspension, Twin-tube Rancho shocks and X31 hard badge (Requires 4WD model and AT tires. Included with (RFX) X31 Off-Road and Protection Package. Not available with dual rear wheels or (ZW9) pickup bed delete.)
ZM9	SLE Heated package includes (KA1) heated driver and passenger seats, (KI3) heated steering wheel (Requires (PCQ) SLE Convenience package. Included in (PDU) SLE Value Package.)

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Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION
___	Suspension, Off-Road includes twin-tube shocks (Included and only available with (X31) X31 Off-Road Package. Not available with Dual rear wheels.)
K05	Engine block heater (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)
K4Z	Battery, auxiliary, 700 cold-cranking amps/70 Amp-hr (Requires (L8T) 6.6L V8 gas engine and either (KW5) 220-amp alternator or (KHF) dual alternators. Not available with (KW7) 170-amp alternator.)
KW5	Alternator, 220 amps (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine or (VYU) Snow Plow Prep/Camper Package. Free flow on (L8T) 6.6L V8 gas engine.)
NQH	Transfer case, two-speed active electronic Autotrac with push button control (Requires 4WD models.)
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (X31) X31 Off-Road Package or (VYU) Snow Plow Prep/Camper Package.)

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION
A48	Window, power, rear sliding with rear defogger (Included and only available with (PDQ) Preferred Package.)
B1J	Wheelhouse liners, rear (Not available with (ZW9) pickup bed delete. Not available with dual rear wheel models.)
CGN	Bedliner, Spray-on Pickup bedliner with GMC logo (does not include spray-on liner on tailgate due to Black composite inner panel) (Included with (RFX) X31 Off-Road and Protection Package, (Z6A) Gooseneck / 5th Wheel Prep Package or (PDU) SLE Value Package. Not available with (ZW9) pickup bed delete. Available with Ship Thru code (SQE), (TCE) or (TCH), not available with any other Ship Thru code.)
DWI	Mirrors, outside power-adjustable vertical trailering with heated and auto-dimming upper glass lower convex mirrors, turn signal indicators, puddle lamps, (U12) perimeter lighting, auxiliary lighting, power folding/manual extending (extends 3.31" [84.25mm]), Black (Requires (PCQ) SLE Convenience Package. Includes Perimeter Lighting and (DD8) auto-dimming rearview mirror.)
T3U	Fog lamps, LED (Included and only available with (PCQ) SLE Convenience Package.)
U01	Lamps, Smoked Amber roof marker, (LED) (Standard with dual rear wheels. Not available with (YF5) California state emissions requirements on single rear wheels. Included and only available with (PCQ) SLE Convenience Package.)
UF2	LED Cargo Area Lighting located in cargo bed activated with switch on center switch bank or key fob (Included with (PDQ) Preferred Package. Not available with (ZW9) pickup bed delete.)
VK3	License plate kit, front (will be forced on orders with ship-to states that require front license plate)

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 26970, Data updated Nov 12, 2025 6:49:00 PM PST

Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION
9L7	Upfitter switch kit, (5) Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at www.gmupfitter.com.
A2X	Seat adjuster, driver 10-way power including lumbar (Included and only available with (PCQ) SLE Convenience Package.)
BTV	Remote vehicle starter system (Included and only available with (B59) Remote Start Package.)
C49	Defogger, rear-window electric (Included with (B59) Remote Start Package or (PDU) SLE Value Package.)
CJ2	Air conditioning, dual-zone automatic climate control (Included and only available with (PCQ) SLE Convenience Package.)
DD8	Mirror, inside rearview auto-dimming (Included and only available with (DWI) trailer mirrors.)
KA1	Seating, heated driver and front outboard passenger (Included and only available with (ZM9) Heated Package.)
KI3	Steering wheel, heated (Included and only available with (ZM9) Heated Package.)
KSG	Adaptive Cruise Control (Included and only available with (PDQ) Preferred Package.)
N37	Steering column, manual Tilt-Wheel and telescoping (Included and only available with (PCQ) SLE Convenience Package.)
R7O	Seat, Cloth Rear with Storage Package, 60/40 folding bench for Crew Cab models includes seatback storage on left and right side, center fold out armrest with 2 cupholders, (includes child seat top tether anchor) (Included and only available with (PDQ) Preferred Package. Requires (B30) color-keyed carpeting.)
UET	In-Vehicle Trailering App System, includes checklist, trailer maintenance reminders, trailer security alerts, trailer mileage, tow/haul reminder, trailer electrical diagnostics and Trailer Tire Pressure Monitor System module (Included and only available with (PED) Sierra HD Pro Safety Plus Package or (PDQ) Preferred Package. Includes trailer tire pressure monitoring alert when (PTT) trailer tire pressure monitor sensors are installed.)
UG1	Universal Home Remote (Included and only available with (PDQ) Preferred Package.)
UTJ	Theft-deterrent system, unauthorized entry (Included and only available with (B59) Remote Start Package.)

ADDITIONAL EQUIPMENT - SAFETY-MECHANICAL

CODE	DESCRIPTION
JHD	Hill Descent Control (Included and only available with (X31) X31 Off-Road Suspension Package. Not available with dual rear wheels.)

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION
PZ8	Hitch Guidance with Hitch View with image adjustment, Pan/Zoom/Tilt (Included and only available with (PDQ) Preferred Package.

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 26970, Data updated Nov 12, 2025 6:49:00 PM PST

Vehicle: [Fleet] 2026 GMC Sierra 3500HD (TK30943) 4WD Crew Cab 172" SLE (Complete)

Quote: 2026 GMC Sierra 3500 (11:12:2025)

ADDITIONAL EQUIPMENT - LPO

CODE	DESCRIPTION
5VI	LPO, Cargo tie-down rings, set of 4 (dealer-installed) (Not available with (ZW9) pickup bed delete.)
PDH	LPO, GMC Protection Package includes (RIA) all-weather floor liner, LPO and (VQK) front and rear Black molded splash guards, LPO, (dealer-installed) (Replaces (B32) and (B33) rubberized-vinyl floor mats. Not available with (ZW9) pickup bed delete or with Dual Rear Wheels.)
RIA	LPO, All-weather floor liner, 1st and 2nd rows (dealer-installed) (Included with (RFX) X31 Off-Road and Protection Package, (PDH) GMC Interior Protection Package, LPO or (PDR) Assist step and floor liner package, LPO. Replaces factory floor mats.)
RVQ	LPO, Black tubular assist steps, 6" rectangular (dealer-installed) (Requires a Fleet or Government Sales order. Not available with any other RPO or LPO assist step.)
VBJ	LPO, Rear underseat storage composite storage bin and lockable lid, (dealer-installed) (Requires Crew Cab or Double Cab model.)
VQK	LPO, Front and Rear Molded Splash Guards, Black (dealer-installed) (Included with (PDH) GMC Interior Protection Package, LPO. Not available with (ZW9) pickup bed delete or dual rear wheels.)
	Options Total

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 26970, Data updated Nov 12, 2025 6:49:00 PM PST

PRESENTER: Marty Farrell

ITEM: Approve payment of Pay Application #5 for Park Improvements Projects for the sum of $266,268.91.

PREPARED BY: Martin Farrell

BACKGROUND: Staff solicited bids from contractors for the Park Improvements Project for Area 21 Park, Ione Gardens upgrades and Elsie Stephens Phase 3. The bids were separated into base bids and multiple alternates for each of the Parks to help with spending limited dollars appropriately.

Bid packages were posted on March 3 2025, and the bid opening scheduled for March 27 2025. Staff held the bid opening and received 6 competitive bids. The bids were analyzed for Low Base Bid and various scenarios with the Alternates. Staff and Paul Kangas presented the low bids and alternates to the Park Commission on 4-1-2025 for their recommendation of which alternates to accept to determine the low bid.

The Park Commission recommended including PSA A retaining walls and Landscape, PSA-B concrete edger around the sand volleyball court, PSA D Tree Plantings, IOG-A tree plantings, ESPAA all base bid, ESP-A West Parking Lot, ESP-B Gate at Historic Entrance. Subsequently Council removed Elsie Stephens Park from the Contract along with alternates and Tree plantings at Ione Gardens and Area 21 Park.

There have been some quantity overruns due to soil corrections and a section of trail that was not installed by the Developer as agreed with Staff, the Developer paid Trail Dedication fees instead total cost of overruns $18,650.40. There is also a Change Order submitted for additional excavation and irrigation materials totaling $23,408.49. These numbers are reflected on the project spreadsheet, the project is still running within the budget and has a healthy contingency.

CRITICAL ISSUES: Meets City Strategic Initiative to “Foster a Safe and Welcoming Community”.

BUDGET IMPACT: Funded from Fund 405 Park Dedication Funds $1,850,000 and Irrigation Funded from Water Fund 601 $225,000

Revised Contract Bid including	$1,026,918.18
Construction Management @ 6%	$61,615
Contingency @ 7%	$65,000
Total Project Cost	$1,153,533.68

RECOMMENDATION: Approve payment of Pay Application #5

ATTACHMENT(S): Project Spreadsheet, Cost Increase Summary, Pay Application #5

	Project Financial Breakdown	CUSTOM BUILDERS		
Date	Pay Application/Change Order	Custom Builders Pay App Amount	Custom Builders Change Orders	Custom Builders Contract Balance
	Starting Balance			**$ 1,026,918.68**
7/8/2025	Pay Application #1	$ 170,750.45		$ (170,750.45)
8/8/2025	Pay Application #2	$ 96,558.81		$ (96,558.81)
9/9/2025	Pay Application #3	$ 177,951.09		$ (177,951.09)
9/9/2025	Change Order 1		$ 23,408.49	$ 23,408.49
	Pay Application #4	$ 272,037.63		$ (272,037.63)
12/2/2025	Pay Application #5	$ 266,268.91		$ (266,268.91)
		$ 983,566.89	**$ 23,408.49**	**$ 66,760.28**

AS OF 12-04-25		
Contract Balances to Project Close Out		
Custom Builders	$	66,760.28
Construction Management	$	54,719.20
Remaining Contract Balances Total	**$**	**121,479.48**
Project Starting Balance incl contingency	$	1,153,533.68
Minus total pay apps to date	$	(990,462.69)
Remaining Project Balance	**$**	**163,070.99**
Remaining Project Balance	$	163,070.99
Minus remaining Contract Balances	$	(121,479.48)
Contingency	**$**	**41,591.51**

APPLICATION AND CERTIFICATION FOR PAYMENT *AIA DOCUMENT G702* PAGE ONE OF **1** PAGES

TO OWNER:
City of Dayton

12260 S Diamond Lake Rd,Dayton, MN 55327

FROM CONTRACTOR:
Custom Builders, Inc.

12383 234th St. Cold Spring, MN 56320

PROJECT:
2025 Park Improvements
#21 Neighborhood/Ione Gardens,
Dayton, MN 55327
VIA ARCHITECT:
Inside Outside Architecture

14165 James Rd-St 200A, Rogers, MN 55374

APPLICATION NO: 5 Revised
APPLICATION DATE: December 02, 2025
PERIOD TO: 10/5/2025-11/26/2025
PROJECT NOS:

Distribution to:
OWNER: ☐
ARCHITECT: ☐
CONTRACTOR: ☐
FIELD: ☐
OTHER: ☐

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract.
AIA Document G703®S, Continuation Sheet, Subcontractor Version, is attached.

1. ORIGINAL SUBCONTRACT SUM		$1,026,918.18
2. NET CHANGE BY CHANGE ORDERS		$23,408.49
3. SUBCONTRACT SUM TO DATE (Line 1 ± 2)		$1,050,326.67
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$1,035,333.57
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703:)	$51,766.68	
b. % of Stored Material (Column F on G703: $0.00)	$0.00	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$51,766.68
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$983,566.89
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$717,297.98
8. CURRENT PAYMENT DUE		$266,268.91
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$66,759.78	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$23,408.49	$0.00
Total approved this Month		$0.00
TOTALS	$23,408.49	$0.00
NET CHANGES by Change Order		$23,408.49

The undersigned Subcontractor certifies that to the best of the Subcontractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work for which previous Certificates for Payment were issued and payments received from the Contractor, and that current payment shown herein is now due.

CONTRACTOR: Custom Builders, Inc.
By: _____ Date: December 02, 2025
State of: Minnesota
County of: Stearns
Subscribed and sworn to before me this 2nd day of December, 2025.

MELISSA ANN GRAMS
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan. 31, 2031

Notary Public: Melissa A. Grams
My Commission expires: Jan. 31, 2031

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $266,268.91
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)
ARCHITECT:
By: _____ Date: 12-2-2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION 88-2025
RESOLUTION ACCEPTING DONATION FROM Burdas

WHEREAS, The City of Dayton is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of police and fire services; and

WHEREAS, Burdas, donor, has donated $30.00 for HoliDayton; and

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of police and fire facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL THE CITY OF DAYTON, MINNESOTA, AS FOLLOWS:
1. The donations described above are accepted and shall be used to help with HoliDayton.
2. The City Clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Dayton on December 09, 2025.

_____
Mayor – Dennis Fisher

_____
Amy Benting, City Clerk

Motion by _____, Second by _____.
Resolution ***Approved***

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION 89-2025
RESOLUTION ACCEPTING DONATION FROM ICA

WHEREAS, The City of Dayton is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of police and fire services; and

WHEREAS, ICA, donor, has donated $15.00 for HoliDayton; and

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of police and fire facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL THE CITY OF DAYTON, MINNESOTA, AS FOLLOWS:
1. The donations described above are accepted and shall be used to help with HoliDayton.
2. The City Clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Dayton on December 09, 2025.

_____
Mayor – Dennis Fisher

_____
Amy Benting, City Clerk

Motion by _____, Second by _____.
Resolution ***Approved***

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION 90-2025
RESOLUTION ACCEPTING DONATION FROM S.R. Weidema

WHEREAS, The City of Dayton is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of police and fire services; and

WHEREAS, S.R. Weidema, donor, has donated $250.00 for HoliDayton; and

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of police and fire facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL THE CITY OF DAYTON, MINNESOTA, AS FOLLOWS:
1. The donations described above are accepted and shall be used to help with HoliDayton.
2. The City Clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Dayton on December 09, 2025.

_____
Mayor – Dennis Fisher

_____
Amy Benting, City Clerk

Motion by _____, Second by _____.
Resolution ***Approved***

ITEM:

Approval of Personnel Policy Updates

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Approval of Personnel Policy Updates

BACKGROUND:

City staff has worked with our consulting HR firm to updated the Personnel Policy pursuant to any MN state statute changes along with any additional changes that are seen as more common amongst communities and/or required changes on a federal level. Please see changes noted below in a bullet point list.

- Revised Meal and Rest Break section - a 30-minute unpaid break must occur every six (6) consecutive hours vs. eight (8).
- Nursing Mothers - time to nurse or express milk may run into paid work time, and employees must be compensated as such if that occurs. I revised the language in this section to include those updates.
- Added MN Paid Leave policy
- Add Family Medical Leave Act policy
- Add language related to requirement of written documentation for sick leave usage longer than 2 consecutive days
- Adjust vacation leave to be the same as the union contracts
- Revised cover effective date, footer revised date, and added Abdo's Enhance HR e-mail to the front.

CRITICAL ISSUES:

None.

RECOMMENDATION:

Staff recommends approval of the updated Personnel Policy.

ATTACHMENT(S):

Personnel Policy



PERSONNEL POLICY HANDBOOK

Effective January 2026

12260 South Diamond Lake Road
Dayton, MN 55327
Phone: (763) 427-4589
Fax: (763) 427-3708
E-mail: enhancehr@abdosolutions.com

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INTRODUCTION

Mission & Purpose

The City of Dayton's mission is to promote a thriving community and to provide residents with a safe and pleasant place to live while preserving our rural character, creating connections to our natural resources, and providing customer service that is efficient, fiscally responsible, and responsive. Your employment with the City of Dayton is an opportunity to help live out this mission and to build a rewarding and service focused career. We're so glad that you are here!

This handbook provides important information to you about certain terms and conditions of your employment. The goal of all City policies is to establish a fair and equitable system of personnel administration for all employees of Dayton. The primary objectives of these policies include:

1. Promote an increase of economy, efficiency, and transparency within City government and employment;
2. Provide fair and equal opportunity to all qualified persons to enter City employment on the basis of demonstrated merit and fitness, and to interact and engage with employees in a consistent manner;
3. Develop employee programs and operational policies that attract highly qualified applicants and promote employee engagement, development, and advancement; and
4. Promote a positive work environment and culture for all employees.

This handbook summarizes major policies and programs related to your employment and additional information about many of these policies and programs is available from the City's Administration office. Please take advantage of these resources to ensure that you are fully aware of your rights and responsibilities as an employee of the City of Dayton.

At Will Employment

Employment at the city is employment "at will", meaning that either you or the city can end the relationship at any time-with or without cause and with or without prior notice. This handbook is intended as an informational guide only providing a general overview of city employment policies and practices. It is not intended to be, nor should it be construed as a contract.

No manager, supervisor, department head, or representative of the city other than the city council has authority to enter into any agreement to the contrary. No such agreement may be made, nor is valid unless formally approved by the city council. This handbook does not modify or limit the employment-at-will relationship.

The City reserves the sole right to add, change, withdraw or revoke any or all policies or practices at any time for any reason, with or without advance notice. Any such modification will not alter the employment-at-will relationship.

Any deviation from the policies and/or practices stated in this handbook is within the sole discretion of the City and shall not be construed to constitute precedent that would affect, limit or restrict any future action, nor shall any such deviation alter the employment-at-will relationship. Should any applicable local, state or federal law or judicial decision render any of the City's policies or practices invalid or inoperative, it shall not invalidate any other of the City's personnel policies or practices. The policies and practices

described in this handbook are designed to be in compliance with applicable law. If any such policy or practice is not in compliance, then it is the policy of the City to comply with applicable law.

Scope

These policies apply to all employees of the City.

Except where specifically noted, these policies do not apply to:

1. Elected officials
2. City attorney
3. Members of City boards, commissions, and committees
4. Consultants and contractors
5. Volunteers, except as specifically noted for paid-per-call firefighters.

If any specific provisions of the personnel policies conflict with any current union agreement, past practice or civil service rules, the union agreement, past practice or civil service rules will prevail. Union employees are encouraged to consult their collective bargaining agreement first for information about their employment conditions. Nothing in these policies is intended to modify or supersede any applicable provision of state or federal law.

Generally speaking, the City Administrator is the chief personnel officer of the City and is responsible for enforcement of all rules and regulations governing personnel. In some cases, different procedures and lines of authority may apply and, in such cases, the responsible Council or City representative shall consult with and keep the City Administrator fully advised of all personnel matters.

These policies serve as an information guide to help employees become better informed and to make their experience with the City more rewarding. Departments may have special work rules deemed necessary by the supervisor and approved by the City Administrator for the achievement of objectives of that department. Each employee will be given a copy of such work rules by the department upon hiring and such rules will be further explained, and enforcement discussed with the employee by the immediate supervisor.

EEO Policy Statement

The City of Dayton is committed to providing equal opportunity in all areas of employment, including but not limited to recruitment, hiring, demotion, promotion, transfer, recruitment, selection, lay-off, disciplinary action, termination, compensation and selection for training. The City of Dayton will not discriminate against any employee or job applicant on the basis of race, color, creed, religion, national origin, ancestry, sex, sexual orientation, gender identity, or gender expression, disability, age, marital status, genetic information, status with regard to public assistance, veteran status, familial status, or membership on a local human rights commission or lawful participation in the Minnesota Medical Cannabis Patient Registry.

If you believe there has been a violation of this policy, please immediately report the violation by following the reporting procedures outlined in the Harassment Prevention policy within this handbook.

GENERAL COMMUNICATIONS

Conduct as a City Employee

In accepting City employment, employees become representatives of the city and are responsible for assisting and serving the citizens for whom they work. Your primary responsibility as an employee is to serve the residents of Dayton. Employees should exhibit conduct that is ethical, professional, responsive, and of standards becoming of a city employee. To achieve this goal, all employees must adhere to established policies, rules, and procedures and follow the instructions of their supervisors.

The following are job requirements and expectations for every employee and position within the City of Dayton:

- Perform assigned duties to the best of their ability at all times.
- Render prompt and courteous service to the public at all times.
- Read, understand, and comply with the rules and regulations as set forth in these personnel policies as well as those of their departments.
- Conduct themselves professionally toward both residents and staff and respond to inquiries and information requests with patience and every possible courtesy.
- Report any and all unsafe conditions to the immediate supervisor.
- Maintain good attendance while meeting the goals set by your supervisor.

Employee Personnel Record

It is very important that employees keep all information provided to the city at the time of their hire up to date. This information is essential for many purposes, including benefit administration, insurance notices, mailing information to the employee's home and contacting friends or family in case of emergency.

The city should be promptly notified of any changes in:

(1) Address and telephone number;
(2) Marital status (including legal separation);
(3) Legal change in employee's name;
(4) Dependents;
(5) Changes in beneficiaries; and
(6) Person to notify in case of emergency.

Notice of Employee Rights with Regard to Personnel Record

All employee data will be received, retained, and disseminated according to the Minnesota Government Data Practices Act. Employees also have the right to know what data is retained, where it is kept, and how it is used.

Unless otherwise regulated by the Data Practices Law, any current employee has a right to request a review of his or her personnel record. Requests to review your personnel record must be made, in writing, to the City Administrator or other designated officer. Upon receipt of a written request to review a personnel record, the City will make the record available to you for review and the City may require that the record review be conducted under the supervision of a City representative. After reviewing the personnel record, you may submit a written request and a copy will be provided at no cost to you.

Unless otherwise regulated by the Data Practices Law, any former employee of the City has the right to review a copy of his or her personnel record once per year for so long as the personnel record is maintained by the City. Requests for a copy of a former employee's personnel record must be made by the former employee, in writing. Upon receipt of a written request for a copy of a personnel record by a former employee, the City will provide the former employee with a copy of his or her personnel record within seven working days of receipt of the written request at no cost to the former employee.

If an employee disputes specific information contained in the employee's personnel record, the City and the employee may agree to remove or revise the disputed information; and if an agreement is not reached, the employee may submit a written statement specifically identifying the disputed information and explaining the employee's position. The position statement will be included along with the disputed information as long as that information is maintained in the employee's personnel record. A copy of the position statement will also be provided to any other person who receives a copy of the disputed information from the city after the position statement is submitted.

Media Requests

All City employees have a responsibility to help communicate accurate and timely information to the public in a professional manner. Requests for private data or information outside of the scope of an individual's job duties should be routed to the appropriate department or to the data practices authority.

Any employee who identifies a mistake in reporting should bring the error to the City Administrator, appropriate Department Head or other appropriate staff. Regardless of whether the communication is in the employee's official City role or in a personal capacity, employees must comply with all laws related to trademark, copyright, software use, etc.

With the exception of routine events and basic information that is readily available to the public, all requests for interviews or information from the media are to be routed through the City Administrator or appropriate Department Head. No City employee is authorized to speak on behalf of the City without prior authorization from the City Administrator, Department Head or his/her designee. Media requests include anything intended to be published or viewable to others in some form such as television, radio, newspapers, newsletters, social media postings, and websites. When responding to media requests, employees should follow these steps:

1. If the request is for routine or public information (such as a meeting time or agenda), provide the information and notify the City Administrator or appropriate Department Head of the request.
2. If the request is regarding information about City personnel, potential litigation, controversial issues, an opinion on a city matter, or if an employee is unsure if the request is a "routine" question, forward the request to the City Administrator. An appropriate response would be, "I'm sorry, I don't have the full information regarding that issue. Let me take some basic information and submit your request to the appropriate person, who will get back to you as soon as he/she can." Then ask the media representative's name, questions, deadline, and contact information.

All news releases concerning City personnel will be the responsibility of the City Administrator or appropriate Department Head.

When/if the City Administrator or Department Head authorizes a staff person to communicate on behalf of the city in interviews, publications, news releases, on social media sites, and related communications, employees must:

- Identify themselves as representing the city. Account names on social media sites must be clearly connected to the city and approved by the City Administrator.
- Be respectful, professional, and truthful when providing information. In most cases, only factual information (not opinions or editorial comments) should be provided: “The City finished street cleaning on 16 streets in the northwest corner of the city this past week” instead of “The City is doing a great job with street cleaning this year!” Corrections must be issued when needed.
- Generally, employees should not include personal opinions in official City statements. One exception is communications related to promoting a city service. For example, an employee could post the following on the City’s Facebook page: “My family visited Hill Park this weekend and really enjoyed the new band shelter.” Employees who have been approved to use social media sites on behalf of the city should seek assistance from the City Administrator on this topic.
- Notify the City Administrator if they will be using their personal technology (cell phones, home computer, cameras, etc.) for City business. Employees should be aware that the data transmitted or stored may be subject to the Minnesota Government Data Practices Act.

Personal Communications and Use of Personal Social Media

It is important for City employees to remember that the personal communications of employees may reflect on the city, especially if employees are commenting on City business. The following guidelines apply to personal communications, including various forms such as social media (Facebook, Twitter, blogs, YouTube, etc.), letters to the editor of newspapers, and personal endorsements:

- Remember that what you write, or post is public, and will be so for a long time. It may also be spread to large audiences. Use common sense when using email or social media sites. It is a good idea to refrain from sending or posting information or photos that you would not want your boss or other employees to read, or that you would be embarrassed to see in the newspaper. Keep in mind harassment, bullying, threats of violence, discrimination, or retaliation that would not be permissible in the workplace is not permissible between co-workers online, even if it is done after hours, from home and on home computers.
- The City of Dayton expects its employees to be fair, courteous, and respectful to supervisors, co-workers, citizens, customers, and other persons associated with the city. Avoid using statements photographs, video or audio that are reasonably viewed as malicious, obscene, threatening or intimidating, disparaging, or might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone’s reputation or posts that could contribute to a hostile work environment on the basis of sex, race, national origin, age, color, creed, religion, disability, marital status, familial status, veteran status, sexual orientation, gender identity, or gender expression, status with regard to public assistance or membership or activity in a local commission.
- If you publish something related to City business, identify yourself and use a disclaimer such as, “I am an employee of the City of Dayton. However, these are my own opinions and do not represent those of the City of Dayton.”
- City resources, working time, or official City positions cannot be used for personal profit or business interests, or to participate in personal political activity. Some examples: a building inspector could not use the City’s logo, email, or working time to promote his/her side business as a plumber; a parks employee should not access a park after hours even though he or she may have a key; a clerk, while working at City Hall, should not campaign for a friend who is running for City Council.
- Personal social media account names or email names should not be tied to the city (e.g., <u>City name</u> Cop).

Internal Communication

The City believes that effective communication is essential to our continued success and that open lines of communication are important to the creation of productive operations. In general, any questions, concerns, and suggestions for improving operations should first be discussed with your supervisor.

The city realizes, however, that there may be occasions when the nature of the communication is such that the supervisor is personally involved; you believe that you cannot openly or effectively discuss the matter with your supervisor, or you are not satisfied with your supervisor's response. In these situations, you are free to bring their concerns and ideas directly to the next level of supervision or management without notifying your immediate supervisor.

In order to be effectively addressed, problems should be presented at the time they arise. Depending on the nature of the matter, you may be asked to summarize the matter in writing.

Performance Reviews

An objective performance review system will be established by the City Administrator or designee for the purpose of periodically evaluating the performance of City employees. The quality of an employee's past performance will be considered in personnel decisions such as promotions, transfers, demotions, terminations and, where applicable, salary adjustments.

Performance reviews will be discussed with the employees. While certain components of a performance evaluation, such as disputed facts reported to be incomplete or inaccurate are challengeable using the City's grievance process, other performance evaluation data, including subjective assessments, are not. For those parts of the performance evaluation system deemed not challengeable, an employee may submit a written response, which will be attached to the performance review. Performance reviews are to be scheduled on a regular basis, at least annually. The form, with all required signatures, will be retained as part of the employee's personnel file.

During the training period, informal performance meetings should occur frequently between the supervisor and the employee. Conducting these informal performance meetings provides both the supervisor and the employee with the opportunity to discuss what is expected, what is going well and not so well.

Signing of the performance review document by the employee acknowledges the review has been discussed with the supervisor and does not necessarily constitute agreement. Failure to sign the document by the employee will not delay processing.

COMPENSATION, ATTENDANCE & SCHEDULING

Rate of Pay

Full-time employees of the city will be compensated according to schedules adopted by the City Council. Unless approved by the Council, employees will not receive any amount from the city in addition to the pay authorized for the positions to which they have been appointed. Expense reimbursement or travel expenses may be authorized in addition to regular pay.

Compensation for seasonal and temporary employees will be set by the City Council at the time of hire, or on an annual basis.

Under the Minnesota Wage Disclosure Protection Law, employees have the right to tell any person the amount of their own wages. While the Minnesota Government Data Practices Act (Minn. Stat. §13.43), specifically lists an employee's actual gross salary and salary range as public personnel data, Minnesota law also requires wage disclosure protection rights and remedies to be included in employer personnel handbooks. To that end, and in accordance with Minn. Stat. §181.172, employers may not:

- Require nondisclosure by an employee of his or her wages as a condition of employment.
- Require an employee to sign a waiver or other document which purports to deny an employee the right to disclose the employee's wages.
- Take any adverse employment action against an employee for disclosing the employee's own wages or discussing another employee's wages which have been disclosed voluntarily.
- Retaliate against an employee for asserting rights or remedies under Minn. Stat. §181.172, subd. 3.

The City cannot retaliate against an employee for disclosing his/her own wages. An employee's remedies under the Wage Disclosure Protection Law are to bring a civil action against the City and/or file a complaint with the Minnesota Department of Labor and Industry at (651) 284-5070 or (800) 342-5354.

Direct Deposit

As provided for in Minnesota law, all employees are required to participate in direct deposit. Employees are responsible for notifying the City Administrator of any change in status, including changes in address, phone number, names of beneficiaries, marital status, etc.

Time Reporting

Full-time, non-exempt employees are expected to work the number of hours per week as established for their position. In most cases, this will be 40 hours per workweek. They will be paid according to the time reported on their time sheets. To comply with the provisions of the federal and state Fair Labor Standards Acts, all hours worked and any leave time used by non-exempt employees are to be recorded daily and submitted to payroll on a bi-weekly basis. Reporting false information on a time sheet may be cause for immediate termination.

Overtime & Compensatory (Comp) Time

The City of Dayton has established this overtime policy to comply with applicable state and federal laws governing accrual and use of overtime. The City Administrator will determine whether each employee is

designated as “exempt” or “non-exempt” from earning overtime. In general, employees in executive, administrative, and professional job classes are exempt; all others are non-exempt.

Assigning & Scheduling Work

Assignment of work duties and scheduling work is the responsibility of the supervisor and/or the Department Head.

Core Work Hours

To ensure employee availability and accountability to the public the City serves, all full-time employees (exempt and non-exempt) are to be at work or available to the public and co-workers during the hours of 7:30 am to 5:00 pm Monday through Thursday and 8:00 am to 12:00 pm on Fridays, unless away from the work site for a work-related activity, on approved leave, or otherwise approved by the City Administrator in accordance with the customs and needs of the individual departments. Public Works hours are 7:00 am to 4:30 pm Monday through Thursday and 7:00 am to 11:00 am on Fridays. Police Department hours/shifts are determined by the department.

Meal Breaks & Rest Periods

A paid fifteen (15) minute break is allowed for each four (4) consecutive hours of work. An unpaid thirty (30) minute lunch period is provided when an employee works six (6) or more consecutive hours. Employees are expected to use these breaks as intended and will not be permitted (unless approved by a supervisor) to adjust work start time, end time, or lunch time by saving these breaks.

Employees working in City buildings will normally take their break at the place provided for that purpose in each building. Employees working out-of-doors will normally take their break at the location of their work. Employees whose duties involve traveling throughout the City may stop along the assigned route at a restaurant or other public accommodation for their fifteen (15) minute break.

Departments with unique job or coverage requirements may have additional rules, issued by the supervisor on the use of meal breaks and rest periods.

Adverse Weather Conditions

City facilities will generally be open during adverse weather. Due to individual circumstances, each employee will have to evaluate the weather and road conditions in deciding to report to work (or leave early). Employees not reporting to work for reasons of personal safety will not normally have their pay reduced as long as they use accrued vacation time or compensatory time, or with supervisors’ approval, may modify the work schedule, work from home or make reasonable schedule adjustments.

At times, emergencies such as severe weather, power failures, fires or acts of God, may disrupt City operations. In extreme cases, these circumstances may require the city to temporarily close. It is the employee’s responsibility to call the office or their supervisor to inquire about working conditions. When a decision to close is made AFTER the workday has begun, employees will receive official notification from their supervisor. In these situations, up to four hours of time off from scheduled work will be paid. When the decision to close is made BEFORE the workday has begun, time off from scheduled work will be unpaid, however, with supervisor approval, employees may use available paid time off, such as unused vacation benefits. In cases where an emergency closing is not authorized, employees who fail to report or work may not be paid for the time off.

Employees in essential operations, such as police officers, may be asked to work on a day when City operations are officially closed. In these circumstances, employees who work will receive regular pay.

Decisions to cancel departmental programs (special events, recreation programs, etc.) will be made by the respective supervisor or the City Administrator.

Non-Exempt (Overtime-Eligible) Employees

All overtime-eligible employees will be compensated at the rate of time-and-one-half for all hours worked over 40 in one workweek. Vacation, sick leave, and paid holidays count toward "hours worked", unless otherwise specified by a union contract. Compensation will take the form of either time-and-one-half pay or compensatory time. Compensatory time is paid time off at the rate of one-and-one-half hours off for each hour of overtime worked.

For most employees the workweek begins at midnight on Sunday and runs until the following Saturday night at 11:59 p.m. Supervisors may establish a different workweek based on the needs of the department.

The employee's supervisor must approve overtime hours in advance. An employee who works overtime without prior approval may be subject to disciplinary action.

Overtime earned will be paid at the rate of time-and-one-half on the next regularly scheduled payroll date, unless the employee indicates on his/her timesheet that the overtime earned is to be recorded as compensatory time in lieu of payment.

The maximum banked time accumulation for any employee is 60 hours per year. Once an employee has earned 60 hours of compensatory time banked, no further compensatory time may accrue in that calendar year. All further overtime will be paid. Employees may request and use compensatory time off in the same manner as other leave requests. All compensatory time banked shall be used by December 31st each year or paid out?

All compensatory time will be marked as such on official time sheets, both when it is earned and when it is used. The Finance Department will maintain compensatory time records. All compensatory time accrued will be paid when the employee leaves City employment at the hourly pay rate the employee is earning at that time.

Exempt (Non-Overtime-Eligible) Employees

Exempt employees are expected to work the hours necessary to meet the performance expectations outlined by their supervisors. Generally, to meet these expectations, and for reasons of public accountancy, an exempt employee will need to work 40 or more hours per week. Exempt employees do not receive extra pay for the hours worked over 40 in one workweek.

Exempt employees are paid on a salary basis. This means they receive a predetermined amount of pay each pay period and are not paid by the hour. Their pay does not vary based on the quality or quantity of work performed, and they receive their full weekly salary for any week in which any work is performed.

The City of Dayton will only make deductions from the weekly salary of an exempt employee in the following situations:

- The employee is in a position that does not earn vacation or personal leave and is absent for a day or more for personal reasons other than sickness or accident.

- The employee is in a position that earns sick leave, receives a short-term disability benefit or workers' compensation wage loss benefits, and is absent for a full day due to sickness or disability, but he/she is either not yet qualified to use the paid leave or he/she has exhausted all of his/her paid leave.
- The employee is absent for a full workweek and, for whatever reason, the absence is not charged to paid leave (for example, a situation where the employee has exhausted all of his/her paid leave or a situation where the employee does not earn paid leave).
- The very first workweek or the very last workweek of employment with the city in which the employee does not work a full week. In this case, the city will prorate the employee's salary based on the time actually worked.
- The employee is in a position that earns paid leave and is absent for a partial day due to personal reasons, illness, or injury, but:
    - Paid leave has not been requested or has been denied.
    - Paid leave is exhausted.
    - The employee has specifically requested unpaid leave.
- The employee is suspended without pay for a full day or more for disciplinary reasons for violations of any written policy that is applied to all employees.
- The employee takes unpaid medical leave.
- The City of Dayton may for budgetary reasons implement a voluntary or involuntary unpaid leave program and, under this program, make deductions from the weekly salary of an exempt employee. In this case, the employee will be treated as non-exempt for any workweek in which the budget-related deductions are made.

The City of Dayton will not make deductions from pay due to exempt employees being absent for jury duty or attendance as a witness but will require the employee to pay back to the city any amounts received by the employee as jury fees or witness fees.

If the City inadvertently makes an improper deduction to the weekly salary of an exempt employee, the city will reimburse the employee and make appropriate changes to comply in the future.

All employees, in all departments, are required to work overtime as requested by their supervisors as a condition of continued employment. Refusal to work overtime may result in disciplinary action. Supervisors will make reasonable efforts to balance the personal needs of their employees when assigning overtime work.

Leave Policy for Exempt Employees

Exempt employees are required to work the number of hours necessary to fulfill their responsibilities including evening meetings and/or on-call hours. The normal hours of business for exempt staff are Monday through Thursday 7:30 a.m. to 5:00 p.m. and Friday 8 a.m. to 12:00 p.m., plus evening meetings as necessary. Public Works hours are Monday through Thursday 7:00 am to 4:30 pm and Friday 7:00 am to 11:00 am. Police hours are based on shifts as determined by the department.

Exempt employees are required to use paid leave in an amount that meets the 40-hour workweek expectation. For example, if an exempt employee were to work 5 7-hour days in a given week (35 total hours), he or she would be required to use 5 hours of paid leave for that week to meet the 40-hour minimum. On the other hand, should an exempt employee work 4 10-hour days (40 hours) in a given week and take one workday off, he or she would NOT be required to use paid leave for that week since they have already met the 40-hour minimum.

Absences of less than four (4) hours do not require use of paid leave as it is presumed that the staff member regularly puts in work hours above and beyond the normal business hours. Exempt employees must communicate their absence to the Supervisor.

If one of the above employees is regularly absent from work under this policy and it is found that there is excessive time away from work that is not justified, the situation will be handled as a performance issue. If it appears that less than forty (40) hours per week is needed to fulfill the position's responsibilities, the position will be reviewed to determine whether a part-time position will meet the needs of the City. Additional notification and approval requirements may be adopted by the City Administrator for specific situations as determined necessary.

Attendance & Absence

The operations and standards of service in the City of Dayton require that employees be at work unless valid reasons warrant absence, or an employee has a position that has been approved to work remotely. In order for a team to function efficiently and effectively, employees must fully understand the goals that have been set for them and the time that is required to be on the job. Understanding attendance requirements is an essential function of every City position.

Some employees may also be required to be available for Stand-By or Call-Back duty as follows:

> **Stand-By Duty:** Employee who are on-call (Stand-by duty) must be readily available. Normally, these employees will be provided with two-way radios, pagers or cellphones. Appropriate response time or area requirements may be placed on employees on stand-by duty.
>
> **Call Back:** Any employees subject to call-back must report immediately or, in the case of serious weather or other reasonable limiting factors, as soon as practical. Employees and supervisors providing essential services should attempt to keep each other informed as to their general off-duty whereabouts so as to assure adequate response time in case of an emergency.

Employees who are going to be absent from work are required to notify their supervisor as soon as possible in advance of the absence. In case of an unexpected absence, employees should call their supervisor before the scheduled starting time and keep in mind the following procedures:

- If the supervisor is not available at the time, the employee should leave a message that includes a telephone number where he/she can be reached and/or contact any other individual who was designated by the supervisor.
- Failure to use the established reporting process may be grounds for disciplinary action.
- The employee must call the supervisor on each day of an absence extending beyond one (1) day unless arrangements otherwise have been made with the supervisor.
- Employees who are absent for three (3) days or more and who do not report their absence in accordance with this policy, will be considered to have voluntarily resigned not in good standing.
- The City may waive this rule if extenuating circumstances warranted such behavior.

This policy does not preclude the City from administering discipline for unexcused absences of less than three (3) days. Individual departments may establish more specific reporting procedures.

For budgetary and confidentiality reasons, non-exempt employees (eligible for overtime pay) are not authorized to take work home without prior approval from their supervisor and must, at all times, record all hours worked.

BENEFITS

Health, Dental, Vison & Life Insurance

The City will contribute a monthly amount toward group health, dental, vision, and/or life insurance benefits for each eligible employee (employees must be year-round employees work 32 or more hours per week on a regular basis) and his/her dependents and spouse, if any.

For information about coverage and eligibility requirements, employees should refer to the summary plan description or contact the City Administrator.

Health Savings Account (HSA)

The City offers a voluntary pre-tax salary reduction program which permits eligible employees to set aside funds to pay for eligible health expenses.

For information about coverage and eligibility requirements, employees should refer to the summary plan description or contact the City Administrator.

Flexible Spending Account

The City offers a voluntary pre-tax salary reduction program which permits eligible employees to set aside funds to pay for daycare expenses.

For information about coverage and eligibility requirements, employees should refer to the summary plan description or contact the City Administrator.

Retirement/PERA

The City participates in the Public Employees Retirement Association (PERA) to provide pension benefits for its eligible employees to help plan for a successful and secure retirement. Participation in PERA is mandatory for most employees, and contributions into PERA begin immediately. The city and the employee contribute to PERA each pay period as determined by state law. Most employees are also required to contribute a portion of each paycheck for Social Security and Medicare (the city matches the employee's Social Security and Medicare withholding). For information about PERA eligibility and contribution requirements, contact the City Administrator.

The city also offers additional retirement plan options should employees wish to participate. Please contact the City Administrator for more information related to these plans.

COBRA

The federal Consolidated Omnibus Budget Reconciliation Act (COBRA) gives employees covered by the City's group health insurance and their qualified beneficiaries the opportunity to continue health insurance coverage when a "qualifying event" would normally result in the loss of health insurance. Some common "qualifying events" are resignation or termination of employment, death of the covered employee, a reduction in an employee's hours, certain leaves of absence, an employee's divorce or legal separation, and a dependent child no longer meeting eligibility requirements.

Under COBRA, the employee or beneficiary pays the full cost of continuing the insurance coverage at the City's group rates plus an administration fee. The City provides each eligible employee with a written notice describing rights granted under COBRA when the employee becomes eligible for coverage under the City's health insurance plan. The notice contains important information about the employees' rights and obligations. COBRA information is also provided when the city is informed of a qualifying event.

Expense Reimbursements

Reimbursement to eligible employees for eligible and legitimate business expenses, as defined by the City's expense reimbursement policy, will be made via a city check. Please submit all corresponding receipts to your supervisor, along with the completed City expense report to receive reimbursement on a timely basis. Reimbursement documentation must be submitted within 30 days after the expense was incurred.

Holidays

The city observes the following official holidays for all regular full-time and part-time employees:

New Year's Day
Martin Luther King, Jr. Day
Presidents Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Christmas Eve Day
Christmas Day
Floating Holiday (2) (Employee's Choice)

When a holiday falls on a Sunday, the following Monday will be the "observed" holiday and when a holiday falls on a Saturday, the preceding Friday will be the "observed" holiday. This applies only to those City operations/facilities that are closed on holidays. In the event Christmas Eve falls on a Sunday and Christmas Day on a Monday the "observed" holiday is Monday and Tuesday. In the event Christmas eve falls on Friday and Christmas Day on a Saturday the "observed" holiday is Thursday and Friday.

The city is closed the day after Thanksgiving but not a paid holiday. Employees must use accrued vacation, floating holidays or take unpaid.

Official holidays commence at the beginning of the first shift of the day on which the holiday is observed and continue for twenty-four (24) hours thereafter unless otherwise specified.

Full-time employees will receive pay for official holidays at their normal regular rates and part-time employees will receive prorated holiday pay based on the number of hours normally scheduled if the holiday falls on a regular scheduled day.

To be eligible for holiday pay, employees must work their last regularly scheduled workday before the holiday and their first regularly scheduled workday after the holiday or receive approval for other paid from their supervisor. If a holiday occurs during an employee's vacation or on a regular day off, the employee will be paid for the holiday in addition to the regular vacation or day off or given an extra day off, but not both. Any employee on a leave of absence without pay from the City is not eligible for holiday pay.

Premium pay of 1.5 times the regular hourly wage for employees required to work on a holiday will be for hours worked on the "actual" holiday as opposed to the "observed" holiday.

Employees wanting to observe holidays other than those officially observed by the city may request either vacation leave or unpaid leave for such time off.

Vacation Leave

Vacation leave is intended for rest and relaxation and to contribute to the general welfare of each employee. As such, employees are encouraged to use most, if not all, of their available vacation leave each year.

Eligibility

Full-time employees will earn vacation leave after the first 30-days of employment in accordance with the below accrual rate schedule.

Part-time employees who work at least 32 hours per week on a regular basis will accrue vacation leave on a prorated basis of the below full-time employee accrual rate schedule.

Part-time employees who work less than 32 hours per week on a regular basis and temporary or seasonal employees will not earn or accrue vacation leave.

Accrual Rate

For the purpose of determining an employee's vacation accrual rate, years of service will include all continuous time that the employee has worked at the city (including authorized unpaid leave). Employees who are rehired after terminating City employment will not receive credit for their prior service unless specifically negotiated at the time of hire.

Employees who are represented by a collective bargaining agreement should refer to their specific union contract for vacation eligibility and accrual details.

New accrual rates take effect in the first month following the anniversary of the employee's hire date.

Length of Service	Accrual Rate (per month)	Total Annual Vacation Available
0-5 years	8.00 hours	96.00 hours
5-10 years	12.00 hours	144.00 hours
10-15 years	14.00 hours	168.00 hours
16+years	16.67 hours	200.00 hours

Earnings and Use

An employee will not earn any vacation leave for any pay period unless he/she is employed by the city on the last scheduled workday of the pay period. Requests for vacation must be received at least forty-eight (48) hours in advance of the requested time off. This notice may be waived at the discretion of the supervisor. Vacation can be requested in increments as small as one hour up to

the total amount of the accrued leave balance. Vacation leave is to be used only by the employee who accumulated it. It cannot be transferred to another employee.

Employees are not allowed to borrow against Vacation leave that has not yet been accrued unless prior supervisor approval is obtained.

Employees may accrue vacation leave up to a maximum of two times the employee's annual accrual rate. No vacation will be allowed to accrue in excess of this amount without the approval of the City Council.

Any employee ending employment with the city in good standing and after providing at least two weeks' written notice will be paid for all earned but unused Vacation Leave hours.

Sick Leave

Sick leave is authorized absence from work with pay, granted to qualified full-time and part-time employees. Employees are to use this paid leave only when they are unable to work for medical reasons and under the conditions explained below.

Eligibility and Accrual Rate

- Full-time employees will accumulate sick leave at a rate of one (1) day per month or 8 hours, up to a maximum sick leave balance of 1,056 hours.
- Part-time employees regularly scheduled to work at least 32 hours per week will accrue sick leave on a pro-rated basis of the full-time employee schedule.
- Part-time employees regularly scheduled to work fewer than 32 hours per week will not earn or accrue sick leave.
- Temporary and seasonal employees will not earn or accrue sick leave.
- Sick leave does not accrue during an unpaid leave of absence.
- Sick leave may be used only for days when the employee would otherwise have been at work. It cannot be used for scheduled days off.

Earnings and Use

Sick leave may be used under the following circumstances:

- When an employee is unable to perform work duties due to a personal illness or disability (including pregnancy)
- For personal medical, dental or other care provider appointments
- When an employee has been exposed to a contagious disease of such a nature that his/her presence at the workplace could endanger the health of others
- To care for the employee's injured or ill children, including stepchildren or foster children, for such reasonable periods as the employee's attendance with the child may be necessary
- To take children, or other family members to a medical, dental or other care provider appointment(s)
- To care for an ill spouse, domestic partner, father, father-in-law, mother, mother-in-law, stepparent, grandparent, grandchild, sister or brother
- For personal or family safety leave. Employees are authorized to use sick leave for reasonable absences for themselves or relatives (employee's adult child, spouse, sibling,

parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent) who are providing or receiving assistance because they, or a relative, is a victim of sexual assault, domestic abuse, or stalking. Safety leave for those listed, other than the employee and the employee's child, is limited to 160 hours in any 12-month period.
- Extended bereavement leave.

Pursuant to Minn. Stat. §181.9413, eligible employees may use up to 160 hours of sick leave in any 12-month period for absences due to an illness of or injury to the employee's adult child, spouse, domestic partner, sibling, parent, grandparent, stepparent, parent-in-law (mother-in-law and father-in-law), and grandchild (includes step-grandchild, biological, adopted, or foster grandchild).

After accrued sick leave has been exhausted, vacation leave may be used upon approval of the City Administrator, to the extent the employee is entitled to such leave.

To be eligible for sick leave pay, the employee will:
- Communicate with his/her immediate supervisor, as soon as possible after the scheduled start of the workday, for each and every day absent, unless otherwise approved;
- Keep his/her immediate supervisor informed of the status of the illness/injury or the condition of the ill family member;
- Submit a physician's statement upon request.

After an absence, a physician's statement may be required on the employee's first day back to work, indicating the nature of the illness or medical condition and attesting to the employee's ability to return to work and safely perform the essential functions of the job with or without reasonable accommodation.

Any work restrictions must be stated clearly on the return-to-work form. Employees who have been asked to provide such a statement may not be allowed to return to work until they comply with this provision. Sick leave may be denied for any employee required to provide a doctor's statement until such a statement is provided.

The City has the right to obtain a second medical opinion to determine the validity of an employee's workers' compensation or sick leave claim, or to obtain information related to restrictions or an employee's ability to work. The city will arrange and pay for an appropriate medical evaluation when it is required by the city.

Any employee who makes a false claim for sick leave will be subject to discipline up to and including termination.

Employees must normally use sick leave prior to using paid vacation, or compensatory time and prior to an unpaid leave of absence during a medical leave, except where Parenting Leave under Minnesota law and the medical leave overlap.

Sick leave will normally not be approved after an employee gives notice that he or she will be terminating employment. Exceptions must be approved by the City Administrator.

Sick leave cannot be transferred from one employee to another unless the transfer qualifies as a pre-approved sick leave donation.

Employees with more than five (5) years of continuous service who terminate their employment in good standing will be paid up to a maximum of 1/3 of their accumulated sick leave (or as otherwise stipulated in union agreement in which an employee is a member.)

The City will require written documentation from a certified healthcare provider if an employee has been absent more than two consecutive days.

Earned Safe and Sick Time (ESST)

All employees are eligible for ESST, however the above sick leave designation for full-time employees is in excess of ESST and will therefore not be applicable for the remaining items related to ESST. Full-time employees should reference the previous section as it relates to this time.

Earned Safe and Sick Time is available for temporary, seasonal, and part-time employees of the City of Dayton. ESST can be used for certain reasons, including when an employee is sick, to care for a sick family member, or to seek assistance if an employee or their family member has experiences domestic abuse, sexual assault, or stalking.

Eligibility and Accrual Rate

- Temporary, Seasonal, and Part-Time employees will earn 1 hour of safe and sick time (ESST) for every 30 hours worked and can earn a maximum of 48 hours each year. The employee must work more than 80 hours in a single fiscal year per Department of Labor (DOLI) rules.
- Hours will be held and accrued as long as the employee is employed with the city. (Ex. Seasonal employees will be terminated following their employment timeframe so hours will be accrued until that timeframe has been completed and will then forfeit those hours).
- Maximum of 80 hours of ESST can be held by any employee.
- Full-time employees are eligible to use ESST however it will be counted toward your sick leave banked balance and not a separate leave bank. Full-time employees will not earn the additional 1 hour of sick leave for every 30 hours worked because this is already covered under the sick leave balance in the above section.

ESST is guided by MN Dept of Labor and if you need more information, please contact your supervisor and/or the City Administrator.

Sick Leave Donation

In the course of employment, it is possible that circumstances can occur where an employee is unable to work due to a personal illness or crisis. Paid leave, including sick and vacation leave, provided by the city is standardly used in these situations. In cases where the need to be away from work for medical reasons is more extensive and the employee has exhausted all accrued vacation and sick leave, another employee may offer a portion of his/her accrued sick leave to the affected employee. See the City Administrator for more details and donation request approvals.

Funeral Leave

The purpose of funeral leave is to provide employees with time to attend the funeral of a member of the family and where necessary to handle personal affairs without disrupting income.

A regular, full-time employee may be granted up to a three-day leave (three scheduled workdays) with pay in the event of the death of one of the following: Spouse, domestic partner, child (including a stepchild), father, mother, sister, brother, grandparent, mother or father-in-law, grandchild, son or daughter-in-law. The actual number of paid days off will be determined by the

supervisor. Additional unpaid days may be granted, if necessary, at the discretion of the supervisor.

For non-exempt employees, the funeral allowance is paid only for scheduled work time lost and will not be counted in computing overtime.

Vacation and/or Sick leave should be requested to attend the funeral of other friends and family.

Employee Education & Training

The City promotes staff development as an essential, ongoing function needed to maintain and improve cost effective quality service to residents. The purposes for staff development are to ensure that employees develop and maintain the knowledge and skills necessary for effective job performance and to provide employees with an opportunity for job enrichment and mobility.

The city will pay for the costs of an employee's participation in training and attendance at professional conferences, provided that attendance is approved in advance and meets all applicable approved training criteria.

Memberships & Dues

The purpose of memberships to various professional organizations must be directly related to the betterment of the services of the city. Normally, one City membership per agency, as determined by the Supervisor or City Administrator, is allowed, providing funds are available.

Upon separation of employment, individual memberships remain with the City and are transferred to another employee by the supervisor.

LEAVES OF ABSENCE

In some cases, an employee may require an extended leave of absence, even once all vacation and/or sick time has been exhausted. Depending upon an employee's situation, more than one form of leave may apply during the same period of time. An employee will need to meet the requirements of each form of leave separately. Leave requests will be evaluated on a case-by-case basis.

Except as otherwise stated, all paid time off, taken under any of the City's leave programs, must be taken consecutively, with no intervening unpaid leave. The City will provide employees with time away from work as required by state or federal statutes, if there are requirements for such time off that are not described in the personnel policies. Prior to the approval of any of the following leave of absences, all City-owned equipment will be returned to the City until the leave of absence has ended.

Unpaid Medical Leave

Unpaid medical leave may be granted where an employee's medical condition requires an absence from work for more time than the amount of available sick and vacation leave. The City may grant such leave in its sole discretion and in accordance with applicable law. The city will review requests for unpaid medical leave on a case-by-case basis and will require information to support the need for the leave. Such information may include a request or requirement for authorization to obtain information from or speak with the employee's treating physician. The City also reserves the right to request a second opinion from a city-chosen physician on any medical leave of absence.

Military Leave

State and federal laws provide protection and benefits to City employees who are called to military service, whether in the reserves or on active duty. Such employees are entitled to a leave of absence without loss of pay, seniority status, efficiency rating, or benefits for the time the employee is engaged in training or active service not exceeding a total of 15 days in any calendar year.

The leave of absence is only in the event the employee returns to employment with the City as required upon being relieved from service or is prevented from returning by physical or mental disability or other cause not the fault of the employee or is required by the proper authority to continue in military or naval service beyond the fifteen (15) day paid leave of absence. Employees on extended unpaid military leave will receive fifteen (15) days paid leave of absence in each calendar year, not to exceed five years.

Where possible, notice is to be provided to the City at least ten (10) working days in advance of the requested leave. If an employee has not yet used his/her fifteen (15) days of paid leave when called to active duty, any unused paid time will be allowed for the active-duty time, prior to the unpaid leave of absence.

Employees returning from military service will be reemployed in the job that they would have attained had they not been absent for military service and with the same seniority, status and pay, as well as other rights and benefits determined by seniority. Unpaid military leave will be considered hours worked for the purpose of vacation leave and sick leave accruals.

All employees who are on an approved military leave beyond fifteen (15) days will receive the full City contribution for benefits throughout the time they are on the approved leave. Additionally, if the employee is paid less by the military than their current hourly rate with the city, the city will cover that difference in hourly rate as if the employee were working full-time hours at the city. If

the rate of pay received by the employee in the military is higher, then no concession will be made to the employee during the unpaid military leave.

Jury Duty

Regular full-time and part-time employees will be granted paid leaves of absence for required jury duty. Such employees will be required to turn over any compensation they receive for jury duty, minus mileage reimbursement, to the city in order to receive their regular wages for the period. Time spent on jury duty will not be counted as time worked in computing overtime.

Employees excused or released from jury duty during their regular working hours will report to their regular work duties as soon as reasonably possible or will take accrued vacation or compensatory time to make up the difference.

Employees are required to notify their supervisor as soon as possible after receiving notice to report for jury duty. The employee will be responsible for ensuring that a report of time spent on jury duty and the pay form is completed by the clerk of court so the city will be able to determine the amount of compensation due for the period involved.

Temporary and seasonal employees are generally not eligible for compensation for absences due to jury duty but can take a leave without pay subject to department head approval. However, if a temporary or seasonal employee is classified as exempt, he/she will receive compensation for the jury duty time.

Court Appearances

Employees will be paid their regular wage to testify in court for City-related business. Any compensation received for court appearances (e.g. subpoena fees) arising out of or in connection with City employment, minus mileage reimbursement, must be turned over to the city.

Victim or Witness Leave

An employer must allow a victim or witness, who is subpoenaed or requested by the prosecutor to attend court for the purpose of giving testimony or is the spouse or immediate family member (immediate family member includes parent, spouse, child or sibling of the employee) of such victim, reasonable time off from work to attend criminal proceedings related to the victim's case. Paid sick time may be applicable in some cases.

Job Related Injury or Illness

All employees are required to report any job-related illnesses or injuries to their supervisor immediately (no matter how minor). If a supervisor is not available and the nature of injury or illness requires immediate treatment, the employee is to go to the nearest available medical facility for treatment and, as soon as possible, notify his/her supervisor of the action taken. In the case of a serious emergency, 911 should be called.

If the injury is not of an emergency nature, but requires medical attention, the employee will report it to the supervisor and make arrangements for a medical appointment.

Workers' compensation benefits and procedures to return to work will be applied according to applicable state and federal laws.

Minnesota Paid Leave

This policy is established to comply with the Minnesota Paid Leave Law, which establishes a public insurance program administered by the Minnesota Department of Employment and Economic Development ("DEED"), providing eligible employees with paid leave for family and medical reasons beginning January 1, 2026 ("MPL"). The City of Dayton provides MPL benefits to eligible employees through an approved equivalent plan administered by the City of Dayton's designated MPL insurance carrier instead of through DEED. This plan provides time off, payments, and job protections that are equal to or greater than those offered under the Minnesota Paid Leave Law. The MPL plan is funded by premium contributions payable to the City of Dayton's designated MPL insurance carrier and split between employers and employees pursuant to Minn. Stat. sec. 268B.14, subd. 3.

Employee Application and Eligibility
To apply for MPL benefits, employees must apply with the City of Dayton's designated insurance carrier. Employee eligibility based on such application is determined solely by the City of Dayton's designated MPL insurance carrier.

Employee Notification Required
Employees must provide the City of Dayton with at least thirty (30) days' notice before their MPL begins if the need for leave is foreseeable. If the leave is not foreseeable, employees must notify the City of Dayton as soon as possible.

If the employee does not provide the City of Dayton with at least thirty (30) days' notice when the need for leave is foreseeable, the employee must explain why it was not possible or practicable upon request.

In addition, employees are required to comply with any and all City of Dayton policies and procedures for requesting leave, including but not limited to: Attendance and Absence, Earnings and Use, Leaves of Absence . Employees that fail to comply with relevant City policies and procedures are subject to discipline, up to and including termination from employment.

Certification and Documentation Requirements
Employees seeking MPL benefits are required to provide copies of any certification of eligibility or other relevant medical documents to the designated Paid Leave Administrator on the same day that they are submitted to the City of Dayton's designated MPL insurance carrier for MPL benefit consideration.

Intermittent Leave
Employees taking intermittent MPL are required to provide the City of Dayton with a schedule of the workdays the employee needs off as soon as possible. Employees taking intermittent leave must make a reasonable effort to schedule the intermittent leave. Intermittent leave can be taken in 1-hour increments, similar to the Family Medical Leave Act (FMLA) regulations.

Concurrent Leaves
Employees taking MPL, whether intermittently or continuously, that are concurrently eligible for Family and Medical Leave Act ("FMLA") and/or pregnancy/parenting leave under Minn. Stat. sec. 181.941 will automatically be placed on such leaves to run concurrently with MPL.

Supplemental Benefits
Employees are permitted to use their available paid leave time as a supplemental benefit while on leave under MPL.

Health Insurance

Employees taking MPL will continue to be covered under the City of Dayton's group health insurance plan under the same conditions and at the same level of the City contributions as would have been provided had they been continuously employed during the leave period. Employees are responsible for their portion of premiums due on the coverage.

MPL Fraud

An employee is guilty of theft if they obtain or attempt to obtain benefits to which the individual is not entitled. Reporting false information to the City of Dayton's designated MPL insurance carrier and/or the City of Dayton will be cause for discipline, up to and including termination.

Family and Medical Leave

Regular full-time employees and part-time employees with at least 12 months of employment and at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period measured backward from the date an employee uses leave under the Family and Medical Leave Act (FMLA).

Leave may be taken for one or more of the following reasons:

- Because of the birth of the employee's son or daughter and in order to care for the child.
- Because of the placement of a son or daughter with the employee for adoption or foster care.
- In order to care for the employee's spouse, son, daughter, or parent who is incapacitated due to a "serious health condition."
- Because of a "serious health condition" that makes the employee unable to perform the functions of their position.
- Because of any qualifying exigency arising out of the fact that the spouse, child or parent of the employee is on covered active duty (or has been notified of an impending call or order to covered active duty) in the Armed Forces.

The terms "serious health condition" and "qualifying exigency" shall have the meaning assigned by law.

Additionally, an eligible employee is entitled to up to a combined total of 26 weeks of unpaid leave during any single 12-month period to care for a recovering service member who is the employee's spouse, son, daughter, parent or nearest blood relative. This leave includes, and is not in addition to, the 12 weeks of leave referenced above, so that the total leave available under this paragraph does not exceed 26 weeks.

FMLA leave, to the greatest extent possible, runs concurrently with Minnesota Paid Leave (MPL), Parenting Leave and any other leave provided under state, federal or local law. If an employee qualifies for FMLA and MPL, Parenting Leave and/or other leave, the terms and conditions of leave under FMLA, MPL Parenting Leave and/or other leave will be applied in the manner that is most beneficial to the employee.

Under this policy, the employee must follow the usual and customary requirements for requesting a leave of absence, including completing a leave of absence request form and giving at least 30 days' written notice, where possible. The completed form must indicate why a leave of absence is needed and the anticipated duration of the leave of absence (including starting date and return date).

Leave taken by an employee due to the birth or adoption of a child must be taken within 12 months of the child's birth date or the adoption placement and cannot be taken on an intermittent or a reduced schedule basis.

Other FMLA leave may be taken on an intermittent or reduced leave schedule, when it is medically necessary, as allowed by the Family Medical Leave Act. Intermittent leave must be taken in 1-hour

increments.

If an employee takes a leave for the serious health condition of the employee, or the employee's spouse, child or parent, the employee will be required to submit a medical certification form (generally within 15 calendar days of the Company's request). The Company may require a second and third opinion in certain cases. The employee may also be required to provide reasonable medical documentation or a statement of family relationship to support a request for family leave.

The employee may be required to make periodic reports regarding their status and intent to return to work. The Company may also require the employee to submit to subsequent recertifications, and if recertifications are requested, the employee must usually provide the recertification within 15 calendar days after the request.

During an FMLA leave, the employee is required to pay the employee's share of premiums to maintain any health benefits under the Company's group health plan during the leave. The employee must contact Human Resources to make arrangements to pay the premiums. Failure to pay the premiums as required may result in termination of the employee's, and any dependents', health benefits. If an employee fails to return to work after the expiration of the employee's FMLA leave, the employee may be required to reimburse the Company for the portion of the health insurance premiums paid by the Company during the employee's FMLA leave.

Although FMLA leave is generally unpaid, the Company will require employees to substitute accumulated paid time off (such as vacation and/or sick/personal leave) for FMLA leave, pursuant to applicable law.

In the case of planned medical treatment, the employee must consult with Human Resources and make reasonable efforts to schedule the treatment so as not to disrupt unduly the Company's operations. In the case of intermittent or reduced schedule leave for a serious health condition, the employee must advise the Company upon request why such leave is medically necessary and of the schedule for treatment. The employee must attempt to work out a schedule which meets the Company's needs without unduly disrupting Company operations consistent with the advice of the employee's health care provider.

Employees who may qualify for FMLA leave must provide the Company with reasonable notice of any changed circumstances which may affect the leave within two (2) business days of the changed circumstances.

Prior to returning from an FMLA leave for the employee's own serious health condition, the employee may be required to submit a release to return to work from an appropriate health care provider. Failure to provide the release may delay the employee's return to work.

Employees returning from FMLA leave will generally be eligible for reinstatement to an "equivalent position" as defined by law. However, reinstatement may not be granted for "key employees."

An employee requesting family or medical leave should notify and contact the Human Resources Department for the appropriate forms which need to be completed.

Pregnancy and Parenting Leave

Employees who work twenty (20) hours or more per week and have been employed more than one year are entitled to take an unpaid leave of absence under the Pregnancy and Parenting Leave Act of Minnesota. Female employees may request leave for prenatal care, or incapacity due to pregnancy, childbirth, or related health conditions, as well as a biological or adoptive parent in conjunction with after the birth or adoption of a child. Employees may be eligible for up to 12 weeks of unpaid pregnancy and parenting leave, which must begin within twelve (12) months of the birth or adoption of the child. In the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital. Employees should provide reasonable notice, which is at least 60 days, whenever possible. If the leave must be taken in less than three days, the employee should give as much notice as practicable.

Employees will be required to use any available accrued leave (i.e., sick leave, vacation leave, etc.)

during Parenting Leave. If the employee has any MN Paid Leave or Family and Medical Leave Act (FMLA) eligibility remaining at the time this leave commences, this leave will also count as MN Paid Leave and FMLA leave. These leaves will run concurrently. The employee is entitled to return to work in the same position and at the same rate of pay the employee was receiving prior to commencement of the leave. Group insurance coverage will remain available while the employee is on leave pursuant to the Pregnancy and Parenting Leave Act, but the employee will be responsible for the entire premium unless otherwise provided in this policy (i.e., where leave is also FMLA/MPL qualifying). For employees on concurrent FMLA leave, the employer contributions toward insurance benefits will continue only during the FMLA qualifying absence.

Administrative Leave

Under special circumstances, an employee may be placed on administrative leave pending the outcome of an internal or external investigation. The leave may be paid or unpaid, depending on the circumstances, as determined by the City Administrator with the approval of the City Council.

Adoptive Parents

Adoptive parents will be given the same opportunities for leave as biological parents (see provisions for Parenting Leave). The leave must be for the purpose of arranging the child's placement or caring for the child after placement. Such leave must begin before or at the time of the child's placement in the adoptive home.

School Conference & Activities Leave

Any employee who has worked half-time or more may take unpaid leave for up to a total of sixteen (16) hours during any 12-month period to attend school conferences or classroom activities related to the employee's child (under 18 or under 20 and still attending secondary school), provided the conference or classroom activities cannot be scheduled during non-work hours. When the leave cannot be scheduled during non-work hours and the need for the leave is foreseeable, the employee must provide reasonable prior notice of the leave and make a reasonable effort to schedule the leave so as not to disrupt unduly the operations of the city. Employees may choose to use vacation leave hours for this absence but are not required to do so.

Bone Marrow Donation Leave

Employees working an average of 32 or more hours per week may take paid leave, not to exceed 40 hours unless agreed to by the city, to undergo medical procedures to donate bone marrow. The city may require a physician's verification of the purpose and length of the leave requested to donate bone marrow. If there is a medical determination that the employee does not qualify as a bone marrow donor, the paid leave of absence granted to the employee prior to that medical determination is not forfeited.

Election & Voting Leave

An employee selected to serve as an election judge pursuant to Minnesota law, will be allowed time off for purposes of serving as an election judge, provided that the employee gives the City at least ten (10) days written notice. Employees will be paid the difference in wages from election pay.

All employees eligible to vote at a State general election, at an election to fill a vacancy in the office of United States Senator or Representative, or in a Presidential primary, will be allowed time off with pay to vote on the election day. Employees wanting to take advantage of such leave are required to work with their supervisors to avoid coverage issues.

Extended Leave Without Pay

The City Administrator may authorize leave without pay for up to thirty (30) days (unless otherwise stipulated in the union contract) for any employee need for time off not specified in a specific policy. Leave without pay for greater periods may be granted by the City Council up to a maximum of one (1) year.

Normally employee benefits will not be earned by an employee while on leave without pay. However, the City's contribution toward health, dental and life insurance may be continued, if approved by the City Council, for leaves of up to ninety (90) days when the leave is for medical reasons and paid leave has been exhausted.

If an employee is on regular leave without pay and is not working any hours, the employee will not accrue (or be paid for) holidays, sick leave, or vacation leave (*annual leave*). Employees who are working reduced hours while on this type of leave will receive holiday pay on a prorated basis and will accrue sick leave and vacation leave (*annual leave*) based on actual hours worked.

Leave without pay hours will not count toward seniority and all accrued vacation leave and compensatory time must normally be used before an unpaid leave of absence will be approved.

To qualify for leave without pay, an employee need not have used all sick leave earned unless the leave is for medical reasons. (An employee absent for Parenting Leave is not required to use sick leave). Leave without pay for purposes other than medical leave or work-related injuries will be at the convenience of the city.

Employees returning from a leave without pay for a reason other than a qualified Parenting Leave will be guaranteed return to the original position only for absences of thirty (30) calendar days or less.

Employees receiving leave without pay in excess of thirty (30) calendar days, for reasons other than qualified Parenting Leave, are not guaranteed return to their original position. If their original position or a position of similar or lesser status is available, it may be offered at the discretion of the City Administrator subject to approval of the City Council.

EMPLOYEE ACCOMMODATIONS

Reasonable Accommodation

The city may provide reasonable accommodations to known physical and mental limitations of an otherwise qualified disabled employee or applicant. Reasonable accommodation may be, depending on all the circumstances, modifications or adjustments to a job, the work environment, or the way things are usually done that enables an employee with a disability to perform the essential functions of a job, and to enjoy equal benefits and privileges of employment. Please recognize, however, that we cannot promise to provide any and all accommodations. We must consider each accommodation on a case-by-case basis to determine whether it would cause an undue hardship to the city. Certain accommodation can or may also be made for pregnant employees. If you are pregnant and need an accommodation, please follow the request procedure below.

The city may also provide reasonable accommodation for employees' religious observances and requirements when employees bring such matters to the City's attention and a reasonable accommodation can be identified. A reasonable accommodation is one that eliminates the conflict between an employee's religious beliefs or practices and the employee's job requirements, without causing undue hardship to the city or coworkers. The city has developed a process to assist employees, management and human resources. Through this process, the City has established a system of open communication between employees and the City to specifically discuss and take action to reasonably accommodate employees' needs. The intent of this process is to ensure a consistent approach when addressing all requests for accommodation. Any employee who perceives a conflict between job requirements and religious belief or practice should follow the accommodation request process below.

Requests for reasonable accommodation must be made in writing and forwarded to your supervisor or the City Administrator. The city will review requests for accommodation on a case-by-case basis and may require information to support the need for the accommodation. Such information may include a request or requirement for authorization to obtain information from or speak with the employee's treating physician. The City also reserves the right to request a second opinion from a city-chosen physician on any request for accommodation.

Reasonable [Un]paid Work Time for Nursing Mothers

Nursing mothers and lactating employees will be provided reasonable [un]paid break times (which may run concurrently with already provided break times) to express milk.

The City of Dayton will provide a clean, private and secure room (other than a bathroom) as close as possible to the employee's work area, that is shielded from view and free from intrusion from coworkers and the public and includes access to an electrical outlet, where the nursing mother can express milk in private.

According to state law, an employer shall not terminate, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting nursing rights or remedies.

Reasonable Accommodations to an Employee for Health Conditions Relating to Pregnancy

The City will attempt to provide a female employee who requests reasonable accommodation with the following for her health conditions related to her pregnancy or childbirth:

- More frequent restroom, food, and water breaks;
- Seated work;
- Limits on lifting over 20 pounds; and/or
- Temporary transfer to a less strenuous or hazardous position, should one be available.

Unless such accommodations impose an undue hardship on the city, the city will engage in an interactive process with respect to an employee's request for a reasonable accommodation.

GENERAL EMPLOYMENT POLICIES

City Property & Equipment

The residents of the City of Dayton have invested substantial dollars to provide and maintain high quality working materials, equipment and facilities. As such, the City of Dayton reasonably expects each employee to do everything within his/her power to use the equipment and supplies carefully and economically and to treat all City equipment, vehicles, facilities, and other property with care and respect. By doing so, all will be more comfortable, efficient, and proud of the appearance of the city as well as of the City's progress and accomplishments.

Any employee involved in an incident or accident that results in damage to City property must submit a report of the incident to his/her supervisor and City Clerk within twenty-four (24) hours of occurrence. Accidents involving a city vehicle must also submit a copy of the Minnesota Motor Vehicle Accident Report.

Access to and Use of City Property

Any employee who has authorized possession of keys, tools, cell phones, computers, or other City-owned equipment must register his/her name and the serial number (if applicable) or identifying information about the equipment with his/her supervisor.

All such equipment must be turned in and accounted for by any employee leaving employment with the city in order to resign in good standing.

Employees are responsible for the safekeeping and care of all such equipment. The duplication of keys owned by the city is prohibited unless authorized by the City Administrator. Any employee found to have an unauthorized duplicate key will be subject to disciplinary action.

City machinery, equipment and property are procured and maintained for the sole and exclusive use of the City. No employee may use any City machinery, equipment, or property for personal purposes without reasonable payment promptly made to the City as in the case of rentals, leases, or sales to other City residents or customers.

The City shall have the right to access any city equipment and property, including but not limited to, desks, credenzas, file cabinets, computers, computer files, e-mail, and voice mail of any employee to ensure compliance with City policies and applicable laws.

Employees provided City uniforms, either by direct City purchase or through reimbursement, shall only wear such uniforms while on duty. Employees may wear their uniforms while traveling to and from work and may conduct personal business incidental to such trips. In no event shall employees wear City uniforms while engaging in outside employment or when off duty in any licensed liquor establishment.

City Vehicles

Vehicles owned by the city are to be used for City operations only. These vehicles are intended to transport employees to and from work-related sites and are not for personal use.

Each employee assigned to use a city vehicle is solely responsible for ensuring the proper care and maintenance of the vehicles that they drive, including but not limited to, oil changes at the proper intervals, ensuring appropriate fluid levels, and inspecting tire wear and tire pressure.

The city will be responsible for paying gas, repairs, and maintenance related to the business vehicles.

Each field employee who drives a vehicle for City business use is required to have a current, valid driver's license and may be periodically asked to show proof of that license. Such employees must also be capable of being insured under the City's insurance policies. Loss of or suspension of a driver's license will be cause for immediate reclassification or dismissal of any employee who has regularly assigned driving duties. Employees are under an affirmative obligation to report any loss or suspension of their driver's license to the city within 24 hours of such an event.

All tickets for parking and traffic violations involving a city vehicle is the responsibility of the employee. The employee must pay all fines promptly. Violation of parking or traffic laws or other violations of this policy may result in disciplinary action up to and including termination.

Employees must immediately report all "moving" traffic violations to the city, when the violation involves a city vehicle.

City employees who drive City owned or leased vehicles or personal vehicles on City business are expected to exercise safe and defensive driving skills at all times and obey all applicable motor vehicle laws and regulations.

Each driver must:

1. Possess and provide proof of a valid driver's license (any other applicable licensing requirements) for the state of residency and the type of motor vehicle driven and have an acceptable driving record as determined by the city. The City reserves the right to investigate the driving records of any employees who will be operating motor vehicles for City business purposes, including but not limited to determining insurability;
2. Be in a fit condition while driving, including compliance with any applicable medical testing requirements;
3. Use, and require all occupants to use, seat belts and harnesses, air bags and other safety equipment provided with the vehicle.
4. Comply with any applicable City drug and alcohol policy and never drive while under the influence of drugs or alcohol. Any driver convicted of driving while under the influence may be subject to disciplinary action, up to and including termination;
5. Never transport unauthorized passengers while on City business;
6. Limit and use safe precautions if eating or drinking in City vehicles while driving;
7. Observe and obey all parking ordinances, speed limits, traffic signals and other laws governing the operation of motor vehicles; and
8. Maintain City owned or leased vehicles in clean and safe working order and in compliance with applicable laws and regulations.

9. Inspect City owned or leased vehicles for apparent defects and according to City requirements. City drivers who drive a city owned or leased vehicle must perform a motor vehicle inspection at the start of the work shift and must complete a motor vehicle inspection report.)
10. Meet insurability standards set by the City's insurance carrier. Drivers who use their personal vehicles for City business must maintain adequate insurance coverage as established by the City and are required to carry proof of insurance. The city does not insure employees against claims for damages resulting from the use of their personal vehicles in the course of employment. Any claims for damages resulting from the operation of the employee's personal vehicle in the course of employment should be submitted to his or her own automobile insurance carrier.
11. Never leave their keys in a city owned or leased vehicle while it is unattended. Drivers must ensure that when leaving a vehicle unattended, the vehicle is properly secured and locked. Neglecting the security of the vehicle could result in theft, and therefore, drivers may be disciplined for a violation of this policy;
12. Use safe precautions, pulling to the side of the road, if necessary, if an employee determines the need to talk on a cell phone while driving.

Personal Appearance

All employees shall be neat, clean, and dressed in a manner which fosters both employee and public confidence. Regardless of work location, clothing must be appropriate for the work environment, promote employee safety, and present a positive image to the public. Due to unique conditions and requirements, individual departments may set specific personal appearance and hygiene standards, which shall be detailed in writing and available for employee review.

Employees may dress in accordance with their gender identity, within the constraints of the dress codes adopted by the City. City staff shall not enforce the City's dress code more strictly against transgender and gender diverse employees than other employees.

Conflict of Interest

The City has an excellent reputation for conducting its activities with integrity and in accordance with the highest ethical standards and, therefore, expects all employees to uphold that reputation at all times.

No employee may engage in any activity that presents a conflict-of-interest, real or apparent. A conflict of interest can include, but is not limited to:

- Entering into any situation where the employee may obtain personal benefit or potential personal benefit and that may harm the city, either monetarily or to its public image, by using information or personal contacts not usually available except through employment with the city.
- Personally, engaging in or holding direct financial interest in any contract with the City where the employee or official has authority or input related to the establishment of a sale or contract terms or is otherwise financially interested in any manner pertaining to the sale of land, materials, supplies, or services to the City, unless prior disclosure, review, and City Council approval has been granted.

- Engaging in any outside activity which may interfere with the operations of the city or that reflects negatively on the employee's loyalty to the city.

Employees who are in doubt as to whether an activity violates this policy must discuss the matter in advance with their supervisor.

Acceptance of Gratuities

Pursuant to state law, no City employee or official shall accept a gift from any interested party. Interested parties include all citizens/taxpayers of Dayton, other people or businesses the City provides goods or services to or receives goods or services from. Any gift left or delivered to a City employee(s) shall be either immediately returned or turned over to the Council Administrator for donation to a local charitable cause.

A gift means money, property, services, loan, forgiveness of debt, or promise of employment that is given and received without consideration of equal or greater value given in return. It is not a gift to receive items from close friends or immediate family members or for other purposes when it is totally unrelated (including the relationship) to City employment/office.

Falsification of Records

Any employee who makes false statements or commits, or attempts to commit, fraud in an effort to prevent the impartial application of these policies will be subject to immediate disciplinary action up to and including termination and potential criminal prosecution.

Family Employment Relationships

The city welcomes the opportunity to hire and retain qualified employees who are related to one another by blood or marriage. However, since such relationships sometimes can create problems in the workplace, including suspicions of favoritism if the related employees are in a supervisor-subordinate relationship, it is the policy of the City that:

- Any employee of the City who has or acquires a familial relationship (as defined below) with another employee shall not have any direct or indirect administrative or operational authority over the other person. This prohibition means not only that a person cannot supervise a family member but also that the family member cannot be in that person's chain of command; for example, a family member cannot work in a department in which a family member is the Department Head. This policy, however, may be waived for temporary and/or seasonal employees with management approval.
- An employee of the City cannot use his/her authority or position with Dayton to benefit or to disadvantage another employee in a familial relationship. Although all such potential misuses of authority cannot be listed here, examples include an employee signing an evaluation for a family member or signing/approving a check payable to a family member.
- Employees are required to notify the City Administrator or relevant Department Head of (a) any existing familial relationships; (b) any familial relationships that are created among employees (for example, by the marriage of two employees); and (c) the potential employment by the city of a family member.
- The City will refuse to hire a job applicant who is in a familial relationship with a current employee if the applicant would be in a supervisory or subordinate position to the existing employee. Employees who marry one another during their employment will be allowed to

remain with the city unless they are in a superior-subordinate relationship and there is no open position to which one of them may be moved.

- "Familial relationship" within the meaning of this policy means two employees (or an employee and a job applicant) in the relationship of husband, wife, father, mother, brother, sister, son, daughter, uncle, aunt, nephew, niece, grandfather, grandmother, grandson or granddaughter, or any of those relationships arising as a result of marriage (for example, brother-in-law).

Political Activity

City employees have the right to express their views and to pursue legitimate involvement in the political system. However, no City employee will directly or indirectly, during hours of employment, solicit or receive funds for political purposes. Further, any political activity in the workplace must be pre-approved by the City to avoid any conflict of interest or perception of bias such as using authority or political influence to compel another employee to apply for or become a member in a political organization.

Private political discussions are allowed but must not disturb work time or negatively affect the work environment in any way. Employees shall not use their official titles and/or positions for political purposes or to endorse or imply any City endorsement. In no event will City property or employee work time be used to advance or oppose such political cause when not directly related to and authorized by the City.

Candidates for Public Office

Any City employee choosing to become a candidate for any elected public office of the City of Dayton shall automatically be given a leave of absence without pay and/or employer benefit contributions until they are no longer a candidate, or they are elected to such office. Vacation leave, if available, may be used during this leave of absence. If any employee is elected to a public office within the City of Dayton, that employee shall resign from employment upon taking public office.

Solicitation

Personal decisions regarding the purchase of goods or services, charitable contributions, or membership in an organization should not create negative feelings or detract from an employee's effectiveness at work. Consequently, solicitation or distribution of literature of any kind by any employee during the actual working time of the employee soliciting or the employee being solicited is prohibited. This does not apply to rest or meal periods. Literature may not be distributed in working areas at any time.

Outside Employment

The potential for conflicts of interest is lessened when individuals employed by the City of Dayton regard the city as their primary employment responsibility. All outside employment is to be reported to the employee's immediate supervisor. If a potential conflict exists based on this policy or any other consideration, the supervisor will consult with the City Administrator. Any City employee accepting employment in an outside position that is determined by the City Administrator to be in conflict with the employee's City job will be required to resign from the outside employment or may be subject to discipline up to and including termination.

For the purpose of this policy, outside employment refers to any non-City employment or consulting work for which an employee receives compensation, except for compensation received in conjunction with military service or holding a political office or an appointment to a government board or commission that is compatible with City employment. The following is to be considered when determining if outside employment is acceptable:

- Outside employment must not interfere with a full-time employee's availability during the City's regular hours of operation or with a part-time employee's regular work schedule.
- Outside employment must not interfere with the employee's ability to fulfill the essential requirements of his/her position.
- The employee must not use City equipment, resources or staff in the course of outside employment.
- The employee must not violate any City personnel policies as a result of outside employment.
- The employee must not receive compensation from another individual or employer for services performed during hours for which he/she is also being compensated by the city. Work performed for others while on approved vacation or compensatory time is not a violation of policy unless that work creates the appearance of a conflict of interest.
- No employee will work for another employer, or for his/her own business, while using paid sick leave from the city for those same hours.
- Departments may establish more specific policies as appropriate, subject to the approval of the City Administrator.

City employees are not permitted to accept outside employment that creates either the appearance of or the potential for a conflict with the development, administration or implementation of policies, programs, services or any other operational aspect of the City.

Drug Free Workplace

In accordance with federal law, the City of Dayton has adopted the following policy on drugs in the workplace:

A. Employees are expected and required to report to work on time and in appropriate mental and physical condition. It is the City's intent and obligation to provide a drug-free, safe and secure work environment.
B. The unlawful manufacture, distribution, possession, or use of a controlled substance on City property, while conducting City business, or while operating or occupying City vehicles or equipment is absolutely prohibited. Prescription and over-the-counter medications are not prohibited when taken in standard dosage and/or according to a physician's prescription. Having a medical marijuana card, patient registry number, and/or cannabis prescription from a physician does not allow anyone to use, possess, or be impaired by that drug in the workplace. Likewise, the fact that cannabis may be lawfully purchased and consumed does not permit anyone to use, possess, or be impaired by cannabis in the workplace.
C. The city recognizes drug abuse as a potential health, safety, and security problem. Employees needing help in dealing with such problems are encouraged to use their health insurance plans, as appropriate.
D. Employees must, as a condition of employment, abide by the terms of this policy and must report any conviction under a criminal drug statute for violations occurring on or off work premises while conducting City business. A report of the conviction must be made within five (5) days after the conviction as required by the Drug-Free Workplace Act of 1988.
E. Violations of this policy will result in disciplinary action, up to and including termination, and may have legal consequences.

Drug, Alcohol, and Cannabis Testing Policy

In addition to the Drug Free Workplace Policy, the City has adopted the following Drug and Alcohol Testing Policy applicable to all employees.

A. Purpose

The purpose of this policy is to ensure a work environment that is free of drugs, alcohol, and cannabis, and to reduce accidents, injuries, fatalities, and damage to City property resulting from the misuse of alcohol or drugs. The City does not intend to intrude into the private lives of its employees, but strongly believes that a workplace that is free of drug, alcohol, and cannabis is in the best interest of employees and the public alike. Alcohol, drug, and cannabis abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers' compensation claims, higher insurance rates, and other negative employee behaviors.

B. Persons Subject to Testing and Circumstances Under Which Testing May Be Required

1. Non-DOT Employees.

Under this policy, the City may test any employee whose work assignment does not require licensing by the U.S. Department of Transportation for alcohol and/or drugs, including cannabis, under the following circumstances with a properly accredited or licensed testing laboratory, in accordance with Minnesota Statutes § 181.953, subd. 1.

a. Reasonable Suspicion Testing.

Consistent with Minnesota Statutes § 181.951, subd. 5, employees will be subject to alcohol and/or drug testing, including cannabis testing, when reasonable suspicion exists to believe that the employee:

- Is under the influence of alcohol, drugs, or cannabis while in the workplace; or
- Has violated written work rules prohibiting the use, possession, sale, or transfer of drugs, alcohol, or cannabis, while working, while on City property, or while operating City vehicles, machinery or any other type of equipment; or
- Has sustained a personal injury as defined in Minnesota Statutes § 176.011, subd. 16, or has caused another employee to sustain an injury or;
- Has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

Reasonable suspicion may be based upon, but is not limited to, facts regarding appearance, behavior, speech, breath, odor, possession, proximity to or use of alcohol, drugs or cannabis or containers or paraphernalia, poor safety record, excessive absenteeism, impairment of job performance, or any other circumstances that would cause a reasonable employer to believe that a violation of the City's policies concerning alcohol, drugs, or cannabis may have occurred. These observations will be reflected in writing documented by the person or persons observing the employee, and reported to the employee's supervisor and the City Administrator.

For off-site collection of a sample for testing, the suspected employee will be driven to an employer-approved medical facility by their supervisor or a designee. For an on-site collection service, the employee will remain on site and be observed by the supervisor or designee. The medical facility or on-site collection service will take the urine or blood sample and will forward the sample to an approved laboratory for testing.

b. Cannabis Testing.

No discipline or other adverse employment action shall be taken on the sole grounds of a positive test result for the presence of cannabis or its metabolites, except where otherwise required by state or federal law. Nothing in this section shall prevents an employee from being disciplined, suspended, or terminated for cannabis use, possession, sale, transfer, trade, or offer for sale of cannabis while working, while the employee is in or about City facilities or property, or while operating or occupying City vehicles or equipment.

c. Treatment Program Testing.

Any employee may be required to undergo drug and alcohol testing if the employee has been referred by the City for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under the City insurance, in which case the employee may be requested or required to undergo drug or alcohol testing without prior notice during the evaluation or treatment period and for a period of up to two years following completion of any prescribed chemical dependency treatment program.

2. CDL/DOT Employees

This section of the Drug, Alcohol, and Cannabis Testing Policy implements the requirements of the Federal Omnibus Transportation Employee Testing Act and the U.S. Department of Transportation Regulations, 49 C.F.R. Part 382. Despite legalization of cannabis under Minnesota state law, cannabis remains a controlled substance under Federal law and regulations. For purposes of this section of the Drug, Alcohol, and Cannabis Testing Policy "controlled substance" includes cannabis.

This section of the Drug, Alcohol, and Cannabis Testing Policy, and applies to all employees whose job duties require the possession of a commercial driver's license (CDL) and/or include operating City vehicles that:

- Have a gross vehicle weight rating of 26,001 pounds or more; or
- Have a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
- Are designed to carry 16 or more passengers including the driver; or
- Are of any size and are used in the transportation of materials where the vehicle is required to be placarded under the Hazardous Materials Regulations 49 C.F.R. Part 172, subpart F (regardless of weight).

a. Prohibited Activities.

For purposes of this section of the Drug, Alcohol, and Cannabis Testing Policy, "safety-sensitive function" means a job duty, including any supervisory or management duty, in which an impairment by caused by drug, alcohol, and/or cannabis usage would threaten the health or safety of any person.

The following activities related to the use of alcohol and controlled substance, including cannabis:

- *Being Under the Influence of Alcohol While on Duty.* Reporting for duty, or remaining on duty, to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers reporting for duty or remaining on duty to perform safety-sensitive functions while having an alcohol concentration of 0.02, but less than 0.04, will be removed from duty for twenty-four hours, escorted

home and placed on annual leave for hours missed from work.

- Using Alcohol. Using alcohol while performing safety-sensitive functions.

- Possessing Alcohol. No driver shall be on duty or operate a commercial motor vehicle while the driver possesses alcohol in any quantity.

- Pre-duty use. Using alcohol within four hours of performing a safety-sensitive function. If an employee has had alcohol within four hours, they are to notify his/her supervisor before performing any safety-sensitive functions.

- Drinking Alcohol within 8 Hours Following an Accident (or prior to being tested). When required to take a post-accident alcohol test, using alcohol within eight hours following the accident, or prior to undergoing a post-accident alcohol test, whichever comes first.

- Refusing to Test. Refusing to submit to an alcohol or controlled substance, including cannabis, test required by post-accident, reasonable suspicion or follow-up testing requirements.

- Being Under the Influence of Drugs While on Duty. Reporting for duty or remaining on duty, requiring the performance of safety-sensitive functions, when the driver uses any controlled substance, except when instructed by a physician who has advised the driver that the substance does not adversely affect the drivers' ability to safely operate a commercial motor vehicle. The driver must inform his/her supervisor of any therapeutic drug use.

- Reporting for Duty after Testing Positive. Reporting for duty, remaining on duty or performing a safety-sensitive function, if the driver tests positive for controlled substance.

b. Tests required.

As permitted by the rules of the Federal Motor Carrier Safety Administration, there are five instances when the City may require testing: pre-employment, post-accident, reasonable suspicion, return-to-work, and follow-up.

- Pre-employment testing. After a conditional offer of employment, but prior to the first time a driver performs safety-sensitive functions, the driver must submit to testing for controlled substances. Any job offer, reassignment, or transfer to drive a commercial motor vehicle will be contingent upon:

    - A verified negative controlled substance test result, and

    - The applicant's written agreement authorizing former employers to release to the city all information on the applicant's alcohol tests with a concentration result of 0.04 or greater, positive controlled substance test results, refusals to be tested, other violations of the testing regulations, and completion of return to duty requirements within the preceding two years.

  The City also retains the right not to hire a driver who has a positive test result and who has not participated and completed a counseling or rehabilitation program as directed by the driver's substance abuse professional.

- Post-accident testing. As soon as practical following an accident involving a

commercial motor vehicle, each driver will be tested for alcohol and controlled substances when the following occurs:

- The accident involved a fatality, or
- The driver receives a citation for a moving traffic violation from the accident and an injury is treated away from the accident scene, or
- The driver receives a citation for a moving traffic violation from the accident and a vehicle is required to be towed from the accident scene.

Alcohol Testing. An alcohol test must be administered within 2 hours of the occurrence of the accident. If two hours have elapsed from the time of the accident and the driver has not submitted to an alcohol test, the supervisor will prepare a record stating the reason a test was not promptly administered and submit it to the City Administrator.

If an alcohol test required by this section is not administered within two hours following the accident, the city will continue to make attempts to perform an alcohol test within 8 hours of the time of the accident. If eight hours have elapsed and the driver has not submitted to an alcohol test, the supervisor will cease attempts to administer the test and prepare the record described above.

The driver must not consume any liquid containing alcohol for up to 8 hours following an accident or until the employee has tested, whichever occurs first. (See Consequences for Refusal to Test).

A driver who is subject to post-accident testing shall remain readily available for such testing for the time periods described above, or the driver may be deemed by the city to have refused to submit to testing.

Drug Testing. The driver must provide a urine sample for a drug test within 32 hours of the occurrence of the accident. If thirty-two hours have elapsed and the driver has not submitted to a controlled substance test, the supervisor will cease attempts to administer the test and will prepare a record stating the reason a test was not promptly administered and submit it to the City Administrator.

The City may accept the results of a blood or breath test in place of an alcohol test and urine test for the use of controlled substances if:

- Such tests are conducted by the Federal, State and/or local officials having independent authority for the test, and
- The tests conform to applicable Federal, State, or local requirements, and
- The test results can be obtained by the City.

Nothing in this section shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

- Reasonable Suspicion

Reasonable suspicion testing will be implemented according to the same standards as applied to Non-DOT employees as set forth above.

- Return-to-Work Testing

The City shall ensure that before a driver returns to duty requiring the performance of a

safety-sensitive function after engaging in conduct prohibited by federal law or this policy concerning alcohol or controlled substances, or if a driver is returning from a leave related to alcohol or controlled substances, the driver shall undergo a return-to-duty test with a result indicating an alcohol concentration of less than 0.02, or verified negative results for controlled substance use.

- Follow-up Testing

  Following a determination that a driver is in need of assistance in resolving problems associated with alcohol misuse and/or use of controlled substances, the driver is subject to unannounced follow-up alcohol and/or controlled substance testing as directed by a substance abuse professional. Follow-up alcohol testing shall be conducted only while the driver is performing safety-sensitive functions, just before or just after performing such safety-sensitive functions or while the driver is in a state of readiness to perform safety-sensitive functions.

3. Public Safety Employees.

   - Alcohol Testing

     Police officers and firefighters for the City are subject to testing for alcohol according to the same standards that are applicable CDL/DOT-employees as set forth in this Drug, Alcohol, and Cannabis Testing Policy (pre-employment, post-accident, reasonable suspicion, return-to-work, and follow-up testing).

   - Cannabis Testing

     Under Minnesota law, despite state legalization of cannabis use by individuals over the age of 21, cannabis and its metabolites are considered a drug/controlled substance for any person employed as a peace officer or a firefighter for the City. Further, federal law prohibits any person who is an unlawful user of a controlled substance from possessing a firearm or ammunition. This includes peace officers who are required to carry a firearm and ammunition as part of their job duties.

     Accordingly, police officers and firefighters for the City are prohibited from any cannabis use at any time, even during off-duty time. Police officers and firefighters for the City are subject to testing for cannabis according to the same standards that are applicable CDL/DOT-employees as set forth in this Drug, Alcohol, and Cannabis Testing Policy (pre-employment, post-accident, reasonable suspicion, return-to-work, and follow-up testing).

C. Consequences for Refusing to Test.

Employees and job applicants have the right to refuse to undergo drug and alcohol testing. However, failure to comply with the City's Drug, Alcohol, and Cannabis Testing Policy, and refusal to take a drug and alcohol test upon request shall subject an employee to discipline, up to and including discharge. If an applicant refuses to test, the job offer will immediately be withdrawn.

An employee or job applicant who, on religious grounds, refuses to undergo drug and/or alcohol testing, including cannabis testing, of a blood sample will not be considered to have refused testing, unless the employee or job applicant also refuses to undergo drug, alcohol, or cannabis testing of a urine sample.

Smoking

The City of Dayton observes and supports the Minnesota Clean Indoor Air Act. All City buildings and vehicles, in their entirety, shall be designated as tobacco free, meaning that smoking in any form (through the use of tobacco products such as pipes, cigars, and cigarettes) or “vaping” with e-cigarettes is prohibited while in a city facility or vehicle.

Safety

The health and safety of each employee of the city and the prevention of occupational injuries and illnesses are of primary importance to the city. To the greatest degree possible, management will maintain an environment free from unnecessary hazards and will establish safety policies and procedures for each department. Adherence to these policies is the responsibility of each employee. Overall administration of this policy is the responsibility of each supervisor.

Reporting Accidents & Illnesses

Both Minnesota workers’ compensation laws and the state and federal Occupational Safety and Health Acts require that all on the job injuries and illnesses be reported as soon as possible by the employee, or on behalf of the injured or ill employee, to his/her supervisor and City Clerk. The employee’s immediate supervisor is required to complete a First Report of Injury and any other forms that may be necessary related to an injury or illness on the job.

Safety Equipment/Gear

Where safety equipment is required by federal, state, or local rules and regulations, it is a condition of employment that such equipment be worn by the employee.

Unsafe Behavior

Supervisors are authorized to send an employee home immediately when the employee’s behavior violates the City’s personnel policies, department policies, or creates a potential health or safety issue for the employee or others.

HARASSMENT PREVENTION

General

The City of Dayton is committed to creating and maintaining a workplace free of harassment and discrimination. Such harassment is a violation of Title VII of the Civil Rights Act of 1964 and the Minnesota Human Rights Act.

In keeping with this commitment, the City maintains a strict policy prohibiting unlawful harassment, including sexual harassment. This policy prohibits harassment in any form, including verbal and physical harassment.

This policy statement is intended to make all employees sensitive to the matter of sexual harassment, to express the City's strong disapproval of unlawful sexual harassment, to advise employees against this behavior and to inform them of their rights and obligations. The most effective way to address any sexual harassment issue is to bring it to the attention of management.

Definitions

To provide employees with a better understanding of what constitutes sexual harassment, the definition, based on Minnesota Statute § 363.01, subdivision 41, is provided: sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature, when:

- Submitting to the conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
- Submitting to or rejecting the conduct is used as the basis for an employment decision affecting an individual's employment; or
- Such conduct has the purpose or result of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Examples of sexual harassment include, but is not limited to, the following:

- Unwelcome or unwanted sexual advances. This means stalking, patting, pinching, brushing up against, hugging, cornering, kissing, fondling or any other similar physical contact considered unacceptable by another individual.
- Verbal or written abuse, kidding, or comments that are sexually oriented and considered unacceptable by another individual. This includes comments about an individual's body or appearance where such comments go beyond mere courtesy, telling "dirty jokes" or any other tasteless, sexually oriented comments, innuendos or actions that offend others.
- Requests or demands for sexual favors. This includes subtle or obvious expectations, pressures, or requests for any type of sexual favor, along with an implied or specific promise of favorable treatment (or negative consequence) concerning one's current or future job.

Expectations

The City of Dayton recognizes the need to educate its employees on the subject of sexual harassment and stands committed to providing information and training.

All employees are expected to treat each other and the general public with respect and to assist in fostering an environment that is free from unwanted harassment. Violations of this policy may result in discipline, including possible termination. Each situation will be evaluated on a case-by-case basis.

Employees who feel that they have been victims of sexual harassment, or employees who are aware of such harassment, should immediately report their concerns to any of the following:
1. Immediate supervisor;
2. City Administrator;
3. Mayor or City councilmember.

In addition to notifying one of the above persons and stating the nature of the harassment, the employee is also encouraged to take the following steps:
1. Make it clear to the harasser that the conduct is unwelcome and document that conversation.
2. Document the occurrences of harassment.
3. Submit the documented complaints to your supervisor, City Administrator, mayor, or any member of the City Council. Employees are strongly encouraged to put the complaint in writing.
4. Document any further harassment or reprisals that occur after the initial complaint is made.

The city urges that conduct which is viewed as offensive be reported immediately to allow for corrective action to be taken through education and immediate counseling, if appropriate.

Management has the obligation to provide an environment free of sexual harassment. The City is obligated to prevent and correct unlawful harassment in a manner which does not abridge the rights of the accused. To accomplish this task, the cooperation of all employees is required.

The city will take action to correct any and all reported harassment to the extent evidence is available to verify the alleged harassment and any related retaliation. All allegations will be investigated. Strict confidentiality is not possible in all cases of sexual harassment as the accused has the right to answer charges made against them; particularly if discipline is a possible outcome. Reasonable efforts will be made to respect the confidentiality of the individuals involved, to the extent possible.

Any employee who makes a false complaint or provides false information during an investigation may be subject to disciplinary action, up to and including termination.

Retaliation

The City of Dayton will not tolerate retaliation or intimidation directed towards anyone who makes a complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment. Any individual who retaliates against a person who testifies, assists, or participates in an investigation may be subject to disciplinary action up to and including termination.

RESPECTFUL WORKPLACE POLICY

(includes sexual harassment prevention)
The intent of this policy is to provide general guidelines about conduct that is and is not appropriate in the workplace. The City acknowledges that this policy cannot possibly predict all situations that might arise, and also recognizes that some employees are exposed to disrespectful behavior, and even violence, by the very nature of their jobs.

Scope

Maintaining a respectful work environment is a shared responsibility. This policy is applicable to all City personnel including regular and temporary employees, volunteers, firefighters, and City Council members.

Abusive Customer Behavior

While the City has a strong commitment to customer/resident service, the city does not expect that employees accept verbal abuse from any customer. An employee may request that a supervisor intervene when a customer is abusive, or they may defuse the situation themselves, including ending the contact.

If there is a concern over the possibility of physical violence, a supervisor should be contacted immediately. When extreme conditions dictate, 911 may be called. Employees should leave the area immediately when violence is imminent unless their duties require them to remain. Employees must notify their supervisor about the incident as soon as possible.

Types of Disrespectful Behavior

The following types of behaviors cause a disruption in the workplace and are, in many instances, unlawful:

Violent behavior: includes the use of physical force, harassment, bullying or intimidation.

Discriminatory behavior: includes inappropriate remarks about or conduct related to a person's race, color, creed, religion, national origin, disability, sex, marital status, age, sexual orientation, gender identity, or gender expression, familial status, or status with regard to public assistance.

Offensive behavior: may include such actions as: rudeness, angry outbursts, inappropriate humor, vulgar obscenities, name calling, disparaging language, or any other behavior regarded as offensive to a reasonable person based upon violent or discriminatory behavior as listed above. It is not possible to anticipate in this policy every example of offensive behavior. Accordingly, employees are encouraged to discuss with their fellow employees and supervisor what is regarded as offensive, taking into account the sensibilities of employees and the possibility of public reaction.

Although the standard for how employees treat each other and the general public will be the same throughout the city, there may be differences between work groups about what is appropriate in other circumstances unique to a work group. If an employee is unsure whether a particular behavior is appropriate, the employee should request clarification from their supervisor or the City Administrator.

Employee Response to Disrespectful Workplace Behavior

Employees who believe that disrespectful behavior is occurring are encouraged to deal with the situation in one of the ways listed below:

- Politely, but firmly, tell whoever is engaging in disrespectful behavior how you feel about their actions. Politely request the person to stop the behavior because you feel intimidated, offended, or uncomfortable. If practical, bring a witness with you for this discussion.
- If you fear adverse consequences could result from telling the offender or if the matter is not resolved by direct contact, go to your supervisor or City Administrator. The person to whom you speak is responsible for documenting the issues and for giving you a status report on the matter no later than ten business days after your report.
- In the case of violent behavior, all employees are required to report the incident immediately to their supervisor, City Administrator, or Police Department. Any employee who observes sexual harassment or discriminatory behavior, or receives any reliable information about such conduct, must report it within two business days to a supervisor or the City Administrator.
- If, after what is considered to be a reasonable length of time (for example, 30 days), you believe inadequate action is being taken to resolve your complaint/concern, the next step is to report the incident to the City Administrator or the mayor.

Supervisor's Response to Allegations of Disrespectful Workplace Behavior

Employees who have a complaint of disrespectful workplace behavior will be taken seriously.
In the case of sexual harassment or discriminatory behavior, a supervisor must report the allegations within two business days to the City Administrator, who will determine whether an investigation is warranted. A supervisor must act upon such a report even if requested otherwise by the victim. In situations *other than sexual harassment and discriminatory behavior*, supervisors will use the following guidelines when an allegation is reported:

1. If the nature of the allegations and the wishes of the victim warrant a simple intervention, the supervisor may choose to handle the matter informally. The supervisor may conduct a coaching session with the offender, explaining the impact of his/her actions and requiring that the conduct not reoccur. This approach is particularly appropriate when there is some ambiguity about whether the conduct was disrespectful.
2. If a formal investigation is warranted, the individual alleging a violation of this policy will be interviewed to discuss the nature of the allegations. The person being interviewed may have someone of his/her own choosing present during the interview. The investigator will obtain the following description of the incident, including date, time and place:
    a. Corroborating evidence
    b. A list of witnesses
    c. Identification of the offender
3. The supervisor must notify the City Administrator about the allegations.
4. As soon as practical after receiving the written or verbal complaint, the alleged policy violator will be informed of the allegations. The alleged violator will have the opportunity to answer questions and respond to the allegations.
5. After adequate investigation and consultation with the appropriate personnel, a decision will be made regarding whether or not disciplinary action will be taken.
6. The alleged violator and complainant will be advised of the findings and conclusions as soon as practicable.

Special Reporting Requirements

When the supervisor is perceived to be the cause of a disrespectful workplace behavior incident, a report will be made to the City Administrator who will assume the responsibility for investigation and discipline.

If the City Administrator is perceived to be the cause of a disrespectful workplace behavior incident, a report will be made to the city attorney who will confer with the mayor and City Council regarding appropriate investigation and action.

If a council member is perceived to be the cause of a disrespectful workplace behavior incident involving City personnel, the report will be made to the City Administrator and referred to the city attorney who will undertake the necessary investigation. The city attorney will report his/her findings to the City Council, which will take the action it deems appropriate.

Pending completion of the investigation, the City Administrator may at his/her discretion take appropriate action to protect the alleged victim, other employees, or citizens.

Confidentiality

A person reporting or witnessing a violation of this policy cannot be guaranteed anonymity. The person's name and statements may have to be provided to the alleged offender. All complaints and investigative materials will be contained in a file separate from the involved employees' personnel files. If disciplinary action does result from the investigation, the results of the disciplinary action will then become a part of the employee(s) personnel file(s).

Retaliation

Consistent with the terms of applicable statutes and City personnel policies, the City may discipline any individual who retaliates against any person who reports alleged violations of this policy. The city may also discipline any individual who retaliates against any participant in an investigation, proceeding or hearing relating to the report of alleged violations. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

DISCIPLINE & GREIVANCES

General Policy

Supervisors are responsible for maintaining compliance with City standards of employee conduct. The objective of this policy is to establish a standard disciplinary process for employees of the City of Dayton. City employees will be subject to disciplinary action for failure to fulfill their duties and responsibilities at the level required, including observance of work rules and standards of conduct and applicable City policies.

Discipline will be administered in a non-discriminatory manner. An employee who believes that discipline applied was either unjust or disproportionate to the offense committed may pursue a remedy through the grievance procedures established in the City's personnel policies. The supervisor and/or the City Administrator will investigate any allegation on which disciplinary action might be based before any disciplinary action is taken.

No Contract Language Established

This policy is not to be construed as contractual terms and is intended to serve only as a guide for employment discipline.

Process

The city may elect to use progressive discipline, a system of escalating responses intended to correct the negative behavior rather than to punish the employee. There may be circumstances that warrant deviation from the suggested order or where progressive discipline is not appropriate. Nothing in these personnel policies implies that any City employee has a contractual right or guarantee (also known as a property right) to the job he/she performs.

Documentation of disciplinary action taken will be placed in the employee's personnel file with a copy provided to the employee.

The following are descriptions of the types of disciplinary actions:

Oral Reprimand

This measure will be used where informal discussions with the employee's supervisor have not resolved the matter. All supervisors have the ability to issue oral reprimands without prior approval.

Oral reprimands are normally given for first infractions on minor offenses to clarify expectations and put the employee on notice that the performance or behavior needs to change, and what the change must be. The supervisor will document the oral reprimand including date(s) and a summary of discussion and corrective action needed.

Written Reprimand

A written reprimand is more serious and may follow an oral reprimand when the problem is not corrected, or the behavior has not consistently improved in a reasonable period of time. Serious

infractions may require skipping either the oral or written reprimand, or both. Written reprimands are issued by the supervisor with prior approval from the City Administrator.

A written reprimand will: (1) state what did happen; (2) state what should have happened; (3) identify the policy, directive or performance expectation that was not followed; (4) provide history, if any, on the issue; (5) state goals, including timetables, and expectations for the future; and (6) indicate consequences of recurrence.

Employees will be given a copy of the reprimand to sign acknowledging its receipt. Employees' signatures do not mean the employee agrees with the reprimand. Written reprimands will be placed in the employee's personnel file.

Suspension With or Without Pay

The City Administrator may suspend an employee without pay for disciplinary reasons. Suspension without pay may be followed with immediate dismissal as deemed appropriate by the City Council, except in the case of veterans. Qualified veterans will not be suspended without pay in conjunction with a termination.

The employee will be notified in writing of the reason for the suspension either prior to the suspension or shortly thereafter. A copy of the letter of suspension will be placed in the employee's personnel file.

An employee may be suspended or placed on involuntary leave of absence pending an investigation of an allegation involving that employee. The leave may be with or without pay depending on a number of factors including the nature of the allegations. If the allegation is proven false after the investigation, the relevant written documents will be removed from the employee's personnel file and the employee will receive any compensation and benefits due had the suspension not taken place.

Demotion and/or Transfer

An employee may be demoted or transferred if attempts at resolving an issue have failed and the City Administrator determines a demotion or transfer to be the best solution to the problem. The employee must be qualified for the position to which they are being demoted or transferred. The City Council must approve this action.

Dismissal

The City Administrator, with the approval of the City Council, may dismiss an employee for substandard work performance, serious misconduct, or behavior not in keeping with City standards.

If the disciplinary action involves the removal of a qualified veteran, appropriate hearing notice will be provided, and all rights will be afforded the veteran in accordance with Minnesota law.

Grievance Procedure

Any dispute between an employee and the City relative to the application, meaning or interpretation of these personnel policies will be settled in the following manner:

1. The employee must present the grievance in writing, stating the nature of the grievance, the facts on which it is based, the provision or provisions of the personnel policies allegedly violated, and the remedy requested, to the proper supervisor within twenty-one (21) days after the alleged violation or dispute has occurred. The supervisor will respond to the employee in writing within seven (7) calendar days.
2. If the grievance has not been settled in accordance with Step 1, it must be presented in writing, stating the nature of the grievance, the facts on which it is based, the provision or provisions of the Personnel Policies allegedly violated, and the remedy requested, by the employee to the City Administrator within seven (7) days after the supervisor's response is due. The City Administrator or his/her designee will respond to the employee in writing within seven (7) calendar days. The decision of the City Administrator is final for all disputes with exception of those specific components in a performance evaluation subject to a challenge through the Minnesota Department of Administration.

Waiver

If a grievance is not presented within the time limits set forth above, it will be considered "waived." If a grievance is not appealed to the next step in the specified time limit or any agreed extension thereof, it will be considered settled on the basis of the City's last answer. If the City does not answer a grievance or an appeal within the specified time limits, the employee may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit for each step may be extended by mutual agreement of the City and the employee without prejudice to either party.

The following actions, while not intended to be all inclusive or exhaustive, are not grievable:

1. While certain components of a performance evaluation, such as disputed facts reported to be incomplete or inaccurate are challengeable, other performance evaluation data, including subjective assessments, are not.
2. Pay increases or lack thereof; and
3. Merit pay awards.

ENDING EMPLOYMENT

Voluntary Resignations

Employees wishing to leave the City service in good standing must provide a written resignation notice to their supervisor, at least ten (10) working days prior to their resignation date. The written resignation must state the effective date of the employee's resignation.

Unauthorized absences from work for a period of three (3) consecutive workdays, without notice or contact, may be considered as resignation without proper notice.

Failure to provide adequate notice of voluntary resignation will result in forfeiture of available vacation and severance pay amounts and may prohibit any future employment with the city.

Layoff

In the event it becomes necessary to reduce personnel, temporary employees and those serving a probationary period in affected job classes will be terminated from employment with the city before other employees in those job classes. Within these groups, the selection of employees to be retained will be based on merit and ability as determined by the City Administrator in consultation with Department Heads/Supervisors and subject to approval of the City Council. When all other considerations are equal, the principle of seniority will apply in layoffs and recall from layoffs.

The City Administrator will make decisions about layoffs based on the City's needs and on the performance, knowledge, skills, and abilities of employees first, and seniority will be used as a secondary consideration. The City Administrator will submit a list of employees to be laid off to the City Council for final approval.

Severance Pay

Regular employees working full-time with a minimum of five (5) years of continuous service shall be entitled to severance pay in an amount equal to 1/3 of accumulated sick leave (or as stipulated in the union the employee is a part of). Payment of severance pay shall be made within thirty (30) days of termination of employment with the City, whether voluntary or involuntary. No severance pay, however, shall be made to any employee whose employment is terminated for misconduct or as a result of that employee committing a crime against the City.

Misconduct shall be defined as intentional conduct that demonstrates a disregard for (1) the employer's interest, (2) reasonable standards of behavior, or (3) employee duties and obligations to the City. Crime against the city shall be defined, per Minn. Stat. 609.02, as any unlawful activity, for which the employee is convicted, that (1) is directed against the City or (2) results in exposing the City to liability.

APPENDIX

DEFINITIONS

For purposes of these policies, the following definitions will apply:

Authorized Hours
The number of hours an employee was hired to work. Actual hours worked during any given pay period may be different than authorized hours, depending on workload demands or other factors, and upon approval of the employee's supervisor.

Benefits
Privileges granted to qualified employees in addition to salary and wages, typically in the form of paid leave, pension/retirement funds, and/or insurance coverages.

Benefit Earning Employees
Employees who are eligible for at least a pro-rated portion of City-provided benefits. Such employees must be year-round employees who work at least 32 hours per week on a regular basis.

City Administrator
The City's chief administration officer who has general supervisory and administrative authority over all City Departments, Department Heads, and employees. The City Administrator is responsible for the implementation and administration of all general personnel rules, as approved by the City Council.

Collective Bargaining Unit or Union
A group of employees who have been determined, under the provisions of the Public Employment Labor Relations Act, to have a common interest in the collective bargaining process and whose common interest has been agreed to by the employee group and the City.

Compensatory Time
Time off from work for overtime hours worked by employee not exempt from the provisions of the Federal Fair Labor Standards Act. Compensatory Time (Comp Time) shall be computed at one-and one-half times the number of overtime hours worked.

Core Hours
The core hours that all employees (exempt and non-exempt) are expected to work are 7:30 am to 5:00 p.m. Monday through Thursday and 8:00 a.m. to 12:00 p.m. on Fridays. Public Works core hours are 7:00 a.m. -4:30 Monday through Thursday and 7:00 a.m. -11:00 a.m. Police, fire, and employees do not have core hours and work the on duty and on call schedules established by their supervisor.

Demotion
The downward movement of an employee from one job class to another within the city, where the maximum salary for the new position is lower than that of the employee's former position.

Department Head
The administrative head of a city operational department who has the authority over departmental functions, including the supervision of employees within his/her department.

Discipline
A corrective action taken/implemented as the result of employee misconduct.

Employee
An individual who is employed by the City of Dayton

Employer
The City of Dayton

Exempt Position
City positions which are not covered by the overtime provisions of the federal or state Fair Labor Standards Act (FLSA) and are, therefore, not eligible for overtime compensation. A salaried position.

Fiscal Year
The period from Jan. 1 to Dec. 31.

Full-Time Employee
Employees who are required to work forty (40) or more hours per week, year-round on an ongoing basis.

Grievance
A dispute or disagreement between an employee and the City, or a representative of the City, related to the interpretation, application, claim of breach, or violation of employment policy or terms.

Hours of Operation
The City's regular hours of operation are 7:30 am to 5:00 pm Monday through Thursday and 8:00 am to 12:00 pm on Fridays.

Immediate Family Member
Spouse, domestic partner, child(ren), foster child(ren), siblings, stepsiblings, parents, stepparents, grandparents, aunts, uncles, nephews, nieces, or grandchildren of an employee or an employee's spouse.

Non-Exempt Employee
Employees who are covered by the federal or state Fair Labor Standards Act (FLSA). Such employees are normally eligible for overtime at 1.5 times their regular hourly wage for all hours worked over forty (40) in any given workweek. An hourly position.

Part-Time Employee
Employees who are required to work less than forty (40) hours per week year-round in an ongoing position. Part-time employees may be eligible for certain retirement and holiday pay benefits. A holiday benefit will be prorated **if** a holiday falls on scheduled working shift.
In order to comply with health care reform law while avoiding penalties, part-time employees will be scheduled with business needs and in a manner that ensures positions retain part-time status as intended or, in some rare instances, may be offered health insurance to comply with federal health care reform laws and regulations.

Pay and Classification Plan
A compensation plan containing position grade level classifications and pay ranges, based upon steps by which City positions are paid.

Pay Period
A fourteen (14) day period beginning at 12 a.m. (midnight) on Sunday through 11:59 p.m. on Saturday, fourteen (14) days later.

PERA (Public Employees Retirement Association)
Statewide pension program in which all City employees meeting program requirements must participate in accordance with Minnesota law. The city and the employee each contribute to the employee's retirement account.

Performance Review
A systematic review of an employee's job performance and establishment of future performance goals and/or requirements.

Posting
Actual physical display of a document or notice on a departmental or City bulletin board for purposes of public communication.

Promotion
Movement of an employee upward from one job class to another within the city, where the maximum salary for the new position is higher than that of the employee's former position.

Reclassify
Movement, upward or downward, of a specific position from one grade classification to another grade classification because of a significant change in the position's impact, duties, and/or responsibilities.

Regular Employee
An employee who has completed the minimum twelve (12) months of initial employment, received a satisfactory initial performance review, and has officially been granted regular employee status. Satisfactory completion of the probationary employment period does not alter the employment-at-will relationship. Regular employees must continue to perform satisfactorily even after the probationary employment period is completed.

Seasonal/Temporary Employee
Employees who work up to 40 hours per week on a short-term and/or seasonal basis. These positions usually have approximate ending dates and only last for the duration of a specific season, project, or similar engagement. Seasonal/Temporary employees are not entitled to any City benefits, except those required by law.

Training/Probationary Period
A twelve-month period beginning at the start of employment with the city (or at the beginning of a promotion, reassignment, or transfer) that is designated as a period within which to learn the job, unless covered by a collective bargaining agreement stating a different time frame. The training period is an integral extension of the City's selection process and is used by supervisors for closely observing an employee's work. An employee serving his/her initial probationary period may be disciplined at the sole discretion of the City, up to and including dismissal. An employee so disciplined, including dismissal, will not have any grievance rights.

Nothing in this policy handbook shall be construed to imply that after completion of the probationary period, an employee has any vested interest or property right to continued City employment.

Time served in temporary, seasonal, volunteer or interim positions are not considered part of the probationary period. If an emergency arises during an employee's probationary period which requires a leave of absence, such time off, if granted, will not be considered as time worked, and the probationary period will be extended by the length of time taken.

Training begins on your first day of employment with an orientation process in which you will learn about City policies and procedures, take a tour of the City, and meet co-workers. Then you will begin to learn your job by training with your supervisor or a co-worker. In the first few months, you will meet with your supervisor frequently to discuss your progress and at six months, you will have a formal review.

Transfer
A horizontal change in employee status/job classification from one position to another of identical pay grade, not normally involving an increase or decrease in the maximum salary range.

Volunteer
A person who provides services to the City of Dayton, voluntarily, without expectation of compensation. Volunteers are not eligible for any City paid benefits.

Weapons
Weapons are defined to include all legal or illegal firearms, switchblade knives, or any other object that has been modified to serve as a weapon or that has the primary purpose of serving as a weapon.

Workweek
A workweek is seven consecutive 24-hour periods. For most employees the workweek will run from Sunday through the following Saturday. With the approval of the City Administrator, departments may establish a different workweek based on coverage and service delivery needs (e.g., police department, fire department, park and recreation department).

Information and Technology Use/Monitoring Policy

The City's Information Technology ("IT") includes but is not limited to, computer hardware and software, facsimiles, printers, e-mail, voice mail, access to and use of Internet services, and all other associated computer, communications, network facilities, pagers, telephones, copiers, equipment, and related services. All employees having access, either direct or remote, to the City's IT must abide by the following:

<u>No Personal Right to Privacy</u>

All IT and information received, sent or stored is the property of the City. Employees are specifically advised that they do not have a personal privacy right in any matter created, received or sent via the City's IT. In addition to intentional monitoring by the city discussed below, privacy of IT communications may be unintentionally compromised due to:

- accidental or intentional transmission to a third party; or
- access by technical staff when trouble-shooting hardware or software.

Monitoring

IT is subject to monitoring by the City at any time, with or without notice, to verify that the City's property is being used in a manner consistent with this policy. Acceptable reasons for monitoring may include, but are not limited to:

- monitoring employee performance or productivity;
- monitoring work quality;
- preventing an anticipated adverse impact on the City, its employees, clients, vendors or suppliers, such as sexual harassment; or
- investigating compliance with City policy
- preventing the unauthorized disclosure of confidential information, misuse of the City's resources, or a violation of policy or law.

An employee's use of e-mail, voice mail and other IT is considered consent to such monitoring. The City reserves the right to override personal passwords and/or codes for IT. Employees are expected to provide these upon request to facilitate access.

IT Business Use

IT is intended for City-related purposes. Employees are not permitted to use the City's IT for purposes unrelated to the city. Personal correspondence should be completed on an employee's own time and on the employee's personal IT equipment. The city may not be used as a personal mailing address. Employees are not permitted to install personally owned software, including screen savers or game software, on the City's computers.

Prohibited IT use includes, but is not limited to:

- Sending or forwarding jokes, chain letters, and other like communications. If unsolicited messages of this type are received, the receiver must direct the sender to cease sending further messages of this sort.
- Allowing anyone other than the City's employees to use the City's IT resources.
- Accessing or attempting to access the e-mail or voice mail systems of other City IT users, without the specific permission of that individual, except in the case of authorized personnel who are charged with maintaining and/or monitoring the usage of such systems, investigating possible misconduct, or fulfilling discovery under the rules of any local, state, or federal court.
- Sending confidential information to external parties not authorized to receive such information, or to City employees who have no authorized business reason for receiving such information. Confidential information shall not be stored on employee-owned computers.
- Copying or improperly using certain data and materials on the Internet that may be copyrighted or downloading and/or distributing such data or materials. Where copyright status is unclear, the employee should seek advice from management.
- Using the Internet for non-business-related purposes.
- Posting any statements on an Internet bulletin board, in a forum, or on any other publicly available Internet site that in any manner refers to the City or its services, or which might be interpreted as stating a city position or policy unless approved by management.
- Using e-mail or the Internet to solicit others for commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations.

- Copying City-owned or licensed software programs to another computer without prior approval. All users must adhere to the license agreement and copyright statement for each software package.
- Using the City's IT to attempt to enter (break into) or to actually enter other computing systems or electronic resources to which the employee does not have authorized access.
- Using the City's IT to damage, disrupt, or interfere with business operations or other computers or communications equipment.
- Using the City's IT to commit a crime, to stalk, abuse, harass, or threaten another individual.
- Using IT in a manner that is wasteful of any technology resource and/or intentionally distributing a computer virus or other deceptive procedure is prohibited.
- Using the City's IT to access, download or transmission of pornographic, obscene or sexually explicit or offensive materials is prohibited. This provision prohibits accessing or transmitting any language or graphic material that violates any City policy.

Security
The City's IT must be maintained in a safe and secure manner. This includes:

- Maintaining virus protection software installed on all hardware and devices.
- Assigning boot-up passwords on microcomputers in non-secure areas that contain or provide access to confidential/client information.
- Using locks to protect IT that is located in non-secure locations.
- Assigning or selecting unique passwords and data access rights for each user. (Sharing usernames and passwords with other individuals to allow access to City databases or other electronic products is not allowed.)
- Maintaining notebook and laptop computers in a secure manner.
- Performing virus scans on email attachments, external storage devices, and Internet files before opening or downloading. Making file back-ups as appropriate.

Enforcement
Employees are expected to immediately report any known or suspected violations of this policy or breaches in IT security to their supervisor or to City management. Any examples noted above are intended as a guide and are not all inclusive. Alleged violations of this policy may result in criminal and/or civil legal action as well as disciplinary action up to and including termination of employment.

RECRUITING & HIRING PRACTICES

Selection Process

The selection process will be a cooperative effort between the City Administrator or designee and the Department Head, subject to final hiring approval of the City Council. Any, all, or none of the candidates may be interviewed.

The process for hiring seasonal and temporary employees may be delegated to the appropriate supervisor with each position hire, not necessarily individual candidates, subject to final City Council approval. Except where prohibited by law, seasonal and temporary employees may be terminated by the supervisor at any time, subject to City Council approval.

The City has the right to make the final hiring decision based on qualifications, abilities, experience and City of Dayton needs.

Recruitment Authorization

The Department Head shall request the City Administrator's approval whenever desiring to fill a vacant position. The proper grade/classification shall be identified, the proper method for filling the vacancy approved, and the existence of budgetary authorization documented. In all positions covered by a union contract, the provisions therein shall prevail, and the provisions of this policy shall only apply when consistent with the union contract.

Features of the Recruitment System

The City Administrator or designee will determine how a vacancy will be filled, based on the following options:

1. From an appropriate lay-off list, if such exists.
2. By promoting or transferring a current City employee who meets the minimum qualifications necessary to adequately perform the duties of the position. Unless the position is filled by a direct promotion or transfer, notice of the internal job opportunities will be posted at City Hall and on the city website. The notice will contain the same information as an open posting and employees may respond to the notice by submitting an application to the City Administrator or designee, or by other prescribed application procedures.
    a. Internal recruitments will be open to any City employee who:
        i. has successfully completed the initial training/probationary period; and
        ii. meets the minimum qualifications for the vacant position; and
        iii. currently is and for the past year has been in good standing with the city.
3. By a provisional appointment when there is no appropriate eligibility list and the immediate need for filling a position exists. The appointment must be authorized by the City Administrator and, when practical, a position filled by a provisional appointment shall be filled as soon as possible by utilizing an open application process.
4. By utilizing a public job announcement and standard recruiting measures to facilitate an open application process.

Open Application Procedures

The Department Head or other supervisor shall prepare a job announcement and position description for approval by the City Administrator. This job announcement shall specify the title, pay range, nature of work, required and preferred qualifications, instructions for submitting an application, and the last date that applications will be accepted. Upon approval, the job announcement shall be posted, minimally at City Hall and on the City website; however, other appropriate means of publicizing job openings may be utilized. The City may continue to solicit applications for open positions for a sufficient period of time to ensure reasonable opportunity for qualified persons to apply and be considered.

Application for employment will generally be made online or by application forms provided by the city. Supplemental questionnaires may be required in certain situations. All candidates must complete and submit the required application materials by the posted deadline, in order to be considered for the position.

The deadline for application may be extended by the City Administrator. Unsolicited applications will not be kept on file.

Initial Applicant Evaluation

All full-time and part-time applicants will be reviewed, scored, and ranked based on initial qualifying criteria and an initial eligibility list will be developed. Appropriate Veteran's Preference identification and scoring criteria will be utilized and documented. The responsible Department Head will request a list of 3 to 10 eligible applicants, from this initial evaluation, for further consideration. For purposes of the Minnesota Data Practices Act, this list, unless otherwise classified, shall be deemed finalists.

Final Applicant Evaluation

All finalists shall be reviewed and evaluated by the responsible Department Head or other appropriate authority. Applicant qualifications will be evaluated in one or more of the following ways: training and experience rating; written test; oral test or interview; performance or demonstrative test; physical agility test; or another appropriate job-related exam. For example:

- Keyboarding exercises for data entry positions.
- Writing exercises or samples for positions requiring writing as part of the job duties.
- "In-basket" exercise for an administrative support position (sets up real-life scenarios and items that would likely be given to the position for action and asks the candidate to list and prioritize the steps they would take to complete the tasks).
- Mock presentation to the City Council for a planning position.
- Scenarios of situations police officers are likely to encounter on the job that test the candidate's decision-making skills (can be role played or multiple-choice questions).
- Physical agility tests or medical examinations to confirm the candidate's ability to safely perform the essential physical requirements of the position.

Any additional evaluation method(s) chosen shall evaluate only those criteria necessary to perform satisfactorily in the position and essential to the job functions.

The City Council or designee will establish minimum qualifications for each position with input from the appropriate supervisor. To be eligible to participate in the selection process, a candidate must meet the minimum qualifications.

If you have any questions about whether your qualifications might meet the established minimums, contact the City Administrator. In many cases the city will consider alternative experience if it is substantially equivalent to the qualification being required.

Pre-Employment Medical Exams

The City Administrator or designee may determine that a pre-employment medical examination, which may include a psychological evaluation, is necessary to determine fitness to perform the essential functions of any City position. Where a medical examination is required, an offer of employment is contingent upon successful completion of the medical exam.

When a pre-employment medical exam is required, it will be required of all candidates who are finalists and/or who are offered employment for a given job class. Information obtained from the medical exam will be treated as confidential medical records.

When required, the medical exam will be conducted by a licensed physician designated by the city with the cost of the exam paid by the city. (Psychological/psychiatric exams will be conducted by a licensed psychologist or psychiatrist). The physician will notify the City Administrator or designee that a candidate either is or isn't medically able to perform the essential functions of the job, with or without accommodations, and whether the candidate passed a drug test, if applicable. If the candidate requires accommodation to perform one or more of the essential functions of the job, the City Administrator or designee will confer with the physician and candidate regarding reasonable and acceptable accommodations. If a candidate is rejected for employment based on the results of the medical exam, he/she will be notified of this determination.

Background Checks

All finalists for employment with the city will be subject to a criminal background and/or reference check to confirm information submitted as part of application materials and to assist in determining the candidate's suitability for the position. Except where already defined by state law, the City Administrator will determine the level of background check to be conducted based on the position being filled.

Selection and Notification

The final selected candidate shall be notified of the hire/job offer decision in writing. The notification shall include the employment start date and time, salary/wage offered, and a complete listing of eligible benefits. Candidates that have not been selected for hire shall also be notified in writing.

EMPLOYEE ACKNOWLEDGEMENT

I hereby acknowledge that I have received a copy of the City's Personnel Policy Handbook. I understand that the contents of this Handbook are for general information and guidance, and it does not constitute contract. I understand that it replaces and supersedes any previous policies, manual or communications, whether written or oral. I further understand that all contents of this Personnel Policy Handbook are subject to change in accordance with applicable laws, but employees will be advised of any City initiated changes to policies contained.

I understand that certain employees are covered by a collective bargaining agreement. Should there be a difference between the collective bargaining agreement and this handbook, the collective bargaining agreement will prevail.

I have entered into my employment relationship with the City of Dayton voluntarily and acknowledge that there is no specified length of employment. Employees have the right to terminate the employment relationship with the City at any time, with or without notice, for any reason. The City has the same right to terminate the employment relationship at any time, with or without notice, for any reason not prohibited by law. The organization retains sole discretion to add, delete, or change anything contained in this handbook expect employment-at-will.

I understand and agree that no employee or representative of the City of Dayton has the authority, at present or in the future, to promise me any benefit or make any agreement with me, oral or written, which in any way conflicts with this Personnel Policy Handbook or any of these statements, and that no person other than the City of Dayton has the authority to change any policy, benefit, rule or procedure as stated in this Handbook.

I understand it is my responsibility to read and understand the contents of this Personnel Policy Handbook including the Harassment & Respectful Workplace policy. If I do not understand any provision of the Handbook, I shall contact my immediate supervisor or the City Administrator for clarification.

Employee Signature _____

Print Name_____ Date_____

Note: Employees will be required to acknowledge receipt of the Personnel Policy Handbook by signing this acknowledgement.

-This copy is to remain in the Handbook-

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Employee Signature _____

Print Name_____ Date_____

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-This copy is to be removed and placed in the employee's personnel file-

ITEM:
Appointing EDA member

APPLICANT/PRESENTER:
Jon Sevald, Community Development Director

PREPARED BY:
Jon Sevald, Community Development Director

POLICY DECISION / ACTION TO BE CONSIDERED:
Approve Resolution appointing EDA member.

BACKGROUND:
The EDA consists of seven members. Two City Councilmembers, and five community members. *Five Commissioners shall be members of the Dayton business community, or residents of the City of Dayton with business and/or economic development experience, each with an interest in promoting the economic growth and development of the City of Dayton.*[1] Terms are six years (2026-2031).

Based on Resolution 94-2025 (earlier tonight), there is one term expiring December 31, 2025 (Tim Huttner).

The vacancy was posted on the city's website and on the city's Facebook page for about a month, with an application deadline of December 1st. The City received one application.

CRITICAL ISSUES:
None.

RELATIONSHIP TO COUNCIL GOALS:
None.

BUDGET IMPACT:
None.

ATTACHMENT(S):
Tim Huttner application
Resolution

[1] Resolution 37-2024; *Resolution Amending and Restating the Enabling Resolution Establishing the Economic Development Authority for the City of Dayton, Minnesota*

Appointment Application to City Commissions & Boards

APPLICANT NAME Tim huttner

In order that the Mayor and Council Members have a better understanding of your background and interests, please provide the following information: (Attach extra sheets if necessary.)

Home Address: _____ **Phone (H):** _____

E-mail Address: _____ **Phone (C):** _____

How long have you lived or worked in the City of Dayton? 30 **Years** _____ **Months**

Employment (Firm and Occupation): Self

Educational Background: _____

Please indicate which Board/Commission you are applying for. Meeting dates and times are listed for each.

_____ Planning Commission (1st Thursday, 6:30 PM)
_____ Parks Commission (1st Tuesday, 6:30 PM)
X EDA Commission (3rd Tuesday, 7:30AM)

Prior experience on City Boards/Commissions: Current chair EDA

Provide a short paragraph summarizing why you are seeking an appointment to a Board or Commission in the City of Dayton. Continue the people's work, improve Daytons economic development.

Briefly describe your background, skills, experience, interests and any other information not previously given which you believe should be considered regarding the appointment you are seeking.

Signature: _____ Date: 11-2-25

Return to:

Amy Benting
City Clerk/Assistant City Administrator
12260 S. Diamond Lake Rd.
Dayton, MN 55327

Telephone:
(763) 421-1791
Fax:
(763) 427-3708
Email:abenting@daytonmn.gov

STATEMENT OF RIGHTS

In accordance with the Minnesota Government Data Practices Act, the City of Dayton is required to inform you of your rights as they pertain to private information collected from you. Private data is that information which is available to you, City of Dayton Administration but not to the public.

The purpose of the collected information is to determine your eligibility to participate on an advisory board/commission. Furnishing the requested information is voluntary, although refusal to supply the information may make you ineligible for an appointment.

Names and home addresses of applicants for appointment to and members of an advisory board or commission are public, as are rank on eligibility list, job history, education training and work availability. All other information obtained from you is private.

[redacted]

RESOLUTION 95-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION APPOINTING COMMUNITY MEMBER TO THE CITY OF DAYTON ECONOMIC DEVELOPMENT AUTHORITY

WHEREAS, the City of Dayton Econonomic Development Authority (EDA) consists of seven persons appointed by the Mayor with the approval of the Dayton City Council (each one, a "Commissioner"). The seven Dayton EDA Commissioners shall be appointed by written resolution of the Dayton City Council; and,

WHEREAS, Five Commissioners shall be members of the Dayton business community, or residents of the City of Dayton with business and/or economic development experience, each with an interest in promoting the economic growth and development of the City of Dayton; and,

WHEREAS, the Dayton City Council shall choose two of its members to serve as Commissioners; and,

WHEREAS, the Community Commissioners shall be appointed each to a six-year term. The six-year terms shall commence on January 1 of the year appointed, and terminate December 31 of the sixth year following appointment; and,

WHEREAS, one EDA Community Commission term expires December 31, 2025. The vacancy was posted on the city's website and on social media for about a month, with an application deadline of December 1, 2025. The city received one application; and,

NOW THEREFORE, BE IT RESOLVED, that the City Council appoints Tim Huttner as a Community Commissioner to the EDA for a term expiring December 31, 2031.

Adopted by the City Council of the City of Dayton on this 9th day of December, 2025.

_____
Dennis Fisher, Mayor

ATTEST:

_____
Amy Benting, City Clerk

Motion by _____. Second by _____.
Motion ***Approved***.

ITEM:
Consideration of an Amendment to an Interim Use Permit for Home Extended Business at 15430 Brockton Lane North

APPLICANT:
John Herbes (John & Jerry Asphalt & Concrete Services)

PREPARED BY:
Hayden Stensgard, Planner II

BACKGROUND:
In February of 2025, the City Council adopted Resolution No. 11-2025, approving an Interim Use Permit for a Home Extended Business at 15430 Brockton Lane. The permit allows for the storage of equipment, materials, and select commercial vehicles associated with John and Jerry's Asphalt and Concrete. Following the Planning Commission providing a recommendation for approval of this request, the City Council added a condition of approval related to the existing drive aisle on the north side of the property, east of the westernmost accessory structure on the property. The condition required the drive aisle to be removed, providing a little more separation of vehicle maneuvering on site from the property to the north than the existing code-compliant separation between the drive aisle and property line.

> "3. The existing drive aisle along the north property line shall be removed and relocated south, extending off of where the current driveway ends at the side of the principal building. Relocation of the drive aisle shall occur by the end of 2025, and a driveway permit must be applied for and issued prior to the relocation occurring."



The red area in the previous exhibit is the area of the drive aisle required to be removed (approximately) as part of condition #3. The blue area shown in the previous exhibit is what has been installed. Site photos from November 20, 2025, are attached to this report for reference as well.

A driveway permit had been pulled earlier in the year to add the area next to the home on site, and staff conducted an inspection of the property related to this application and found the property in compliance with the other conditions of approval in the resolution.

ANALYSIS:

The applicant's request is based on the belief that the opportunity to have 360-degree access to the lower part of the property (around the easterly accessory structure) will produce less noise on the property because it eliminates the need to back up as often. Additionally, the slope of the driveway addition is much greater than the existing drive aisle to the north, which would cause the need for more power to climb the slope and create more noise than necessary on the property. When the City Council added this condition, it was related to limiting the noise impacts on adjacent property (in particular, the property to the north). The drive aisle was installed under the current property ownership, and is compliant with the 10-foot side-yard property line setback for driveways.

The applicant is also requesting that, while this application is required for the latter request, the IUP be considered for an extension at this time. Currently, the Home Extended Business is permitted until February 11, 2028. The City Council established the condition of three years, due to the applicant purchasing the property in the fall of 2022, and had stated he had been utilizing this in some capacity for the business. Not particularly in a capacity beyond what has been permitted to this point.

60/120-DAY RULE:

Request for Interim Use Permit	60-Days	120-Days
	12/27/2025	2/25/2026

PLANNING COMMISSION MEETING:

The Planning Commission discussed this item at its December 3rd Regular Meeting. After discussion with Staff, the applicant, and holding a public hearing, separate motions were made on the two requested amendments, and both motions failed with votes being 2-2. The Planning Commission had noted it was difficult for them to provide a recommendation to the City Council on conditions of approval that were added by the City Council, and not reviewed by the Planning Commission through the initial request. Motions that result in a tie for a recommendation from the Planning Commission to the City Councils mean there is no recommendation by the Planning Commission on this matter, as they felt it necessary for the City Council to ultimately address these specific requests.

DECISIONS:

The two requests to provide a decision on are whether condition #3 in Resolution No. 11-2025 can be stricken, not requiring the removal of the driveway aisle on the north side of the property, and whether an extension would be granted at this time for the IUP in general. The current expiration of the IUP is February 11, 2028. The drive aisle is required to be removed

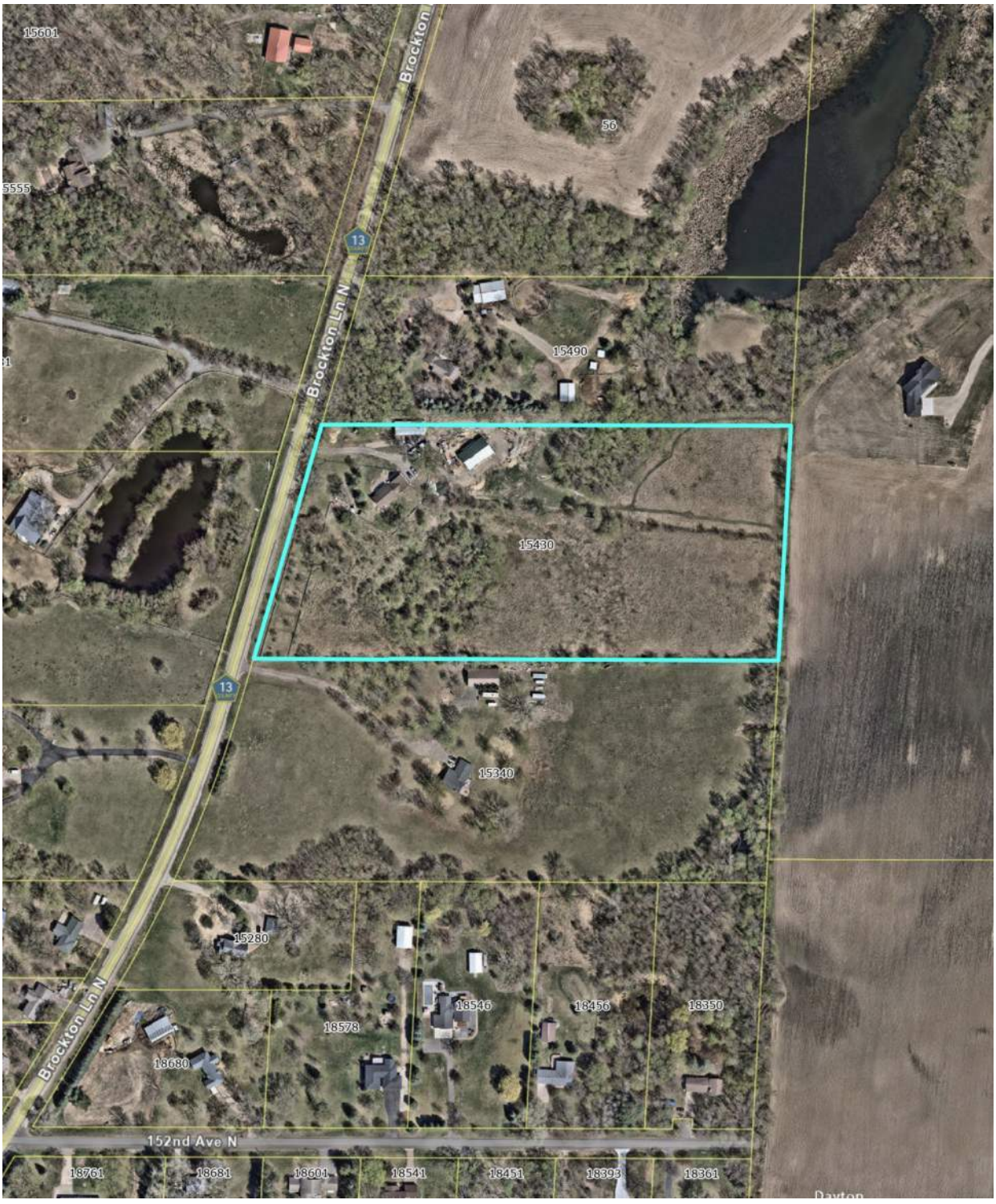
Notice was given to the surrounding property owners within 500 feet of the subject property for this public hearing, and also published notice in THE PRESS on November 20, 2025.

STAFF RECOMMENDATION:

Staff differs to the City Council on these two requests, as did the Planning Commission. The City Council added the condition to relocate and remove the driveway area along the north side of the property prior to approving it in February of 2025 and set the limit to 3 years for the Home Extended Business to operate on the property. If the City denies both requests, the applicant is still required to remove the drive aisle by the end of 2025, and the applicant would be required to submit a renewal application prior to the current permit expiring on February 11, 2028, if he wishes to continue operation.

ATTACHMENT(S):

Aerial Image
Draft Resolution No. 96-2025, Approving an Amendment to the Interim Use Permit for Home Extended Business at 15430 Brockton Lane North
Draft Resolution No. 96-2025, Denying an Amendment to the Interim Use Permit for Home Extended Business at 15430 Brockton Lane North
Adopted Resolution No. 11-2025, Approving IUP for Home Extended Business at 15430 Brockton Lane N.
Site Photos Taken November 20, 2025


15601
Brockton
56
5555
13
Brockton Ln N
15490
15430
13
15340
15280
Brockton Ln N
18546
18456
18350
18578
18680
152nd Ave N
18761
18681
18601
18541
18451
18393
18361

RESOLUTION NO. 96-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT

RESOLUTION APPROVING AN AMENDMENT TO AN INTERIM USE PERMIT FOR HOME EXTENDED BUSINESS AT 15430 BROCKTON LANE NORTH

BE IT RESOLVED, by the City Council of the City of Dayton, Minnesota, as follows:

WHEREAS, John Herbes, Justine and Mitch Frye (hereinafter referred to together as the "Applicant"), owners of 15430 Brockton Lane North, have received approval for an Interim Use Permit for Home Extended Business including outdoor storage (hereinafter referred to as the "Use"). The parcel has a Property Identification Number 06-120-22-24-0003 and a legal description as follows:

> Lot 1, Block 2, Hunters Run (Hereinafter referred to as the "Subject Property")

WHEREAS, the Applicant has submitted a Land Use Application requesting an Amendment to the approved Interim Use Permit; and

WHEREAS, Amendment requests for Interim and Conditional Uses require a public hearing and review by the Planning Commission and City Council; and

WHEREAS, the City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and

WHEREAS, the City Planning Commission held a Public Hearing at its December 3, 2025 meeting regarding the Permit where the Applicant was present. A Public Hearing notice was published by The Press on Thursday, November 20, 2025 and mailed to property owners within 500 feet of the project. The Planning Commission did not provide a recommendation; and

WHEREAS, the City Council at its December 9, 2025 meeting reviewed and considered the application.

NOW, THEREFORE, based upon the information from the public hearing, the testimony elicited, and information received, the meetings of the City Council, reports of City Staff and information contained within the files and records of the City, the City Council for the City of Dayton makes the following findings of fact.

FINDINGS:

1. The proposed amendment is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.
2. The proposed amendment will not substantially diminish or impair property values within the immediate vicinity of the subject property.
3. The proposed amendment will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.
4. The proposed amendment will not impede the normal and orderly development of surrounding property.
5. The proposed amendment will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

6. The proposed amendment is adequately screened.
7. The proposed amendment will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.
8. The proposed amendment will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.
9. The proposed amendment will protect sensitive natural features.
10. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.

DECISION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does herby **Approve** the Applicant's request for an Amendment to an Interim Use Permit for a Home Extended Business removing Condition of Approval #3 in Resolution No. 11-2025, requiring the applicant remove the north drive aisle on the property, and allowing an extension to the terms of the Interim Use Permit to February 11, 2030. The Applicant shall meet the following conditions to the satisfaction of the City:

1. A six (6)-foot opaque fence made of wood or vinyl shall be installed on the north property line for improved screening from adjacent residential uses. Such fence shall extend from the westerly accessory building east to the end of the Interim Use Permit-related area. Such fence shall be installed by June 1, 2025, and a fence permit is required prior to installation.
2. All existing stored items be relocated away from the north property line and the property is cleaned up within 60 days of approval.
3. ~~The existing drive aisle along the north property line shall be removed and relocated south, extending off of where the current driveway ends at the side of the principal building. Relocation of the drive aisle shall occur by the end of 2025 and a driveway permit must be applied for and issued prior to the relocation occurring.~~
4. All interim use permit-related materials are required to be stored on the south side of the easterly accessory building that is utilized for the home extended business.
5. All home extended business equipment and materials be stored on site so as to not be visible from Brockton Lane North.
6. Vehicle and equipment operation/maintenance/use shall not occur onsite outside of 7:00 a.m. and 8:00 p.m. Monday through Saturday.
7. The use and storage of large dump trucks on site shall be limited to two (2), and one (1) smaller dump truck. Any request for additional vehicle storage shall be reviewed and considered through an Interim Use Permit amendment.
8. Vehicle trips to and from the property directly associated with the Home Extended Business shall be limited to 12 per day.
9. The Interim Use Permit shall be valid for a period of ~~three~~ (~~3~~) five (5) years from the effective date of ~~this~~ Resolution No. 11-2025, or shall expire when the business is relocated, or the property is sold.
10. The City shall reserve the right to inspect the property during City business hours, with at least 24-hour notice provided to the property owner, to verify continued compliance with the applicable provisions of the Dayton Zoning Ordinance and conditions of approval herein.
11. If the City Administrator, his/her designee, finds that the use is not in compliance, the permit holder will be notified and shall have 60 days to bring the use into compliance. Should the home extended business' noncompliance continue passed 60 days, the home extended business IUP may be revoked.

Adopted this 9th day of December, 2025, by the City of Dayton.

_____
Mayor — Dennis Fisher

_____
City Clerk — Amy Benting

Motion by _____ *Second by* _____
Resolution ***approved***
MOTION DECLARED PASSED

RESOLUTION NO. 96-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT

RESOLUTION DENYING AN AMENDMENT TO AN INTERIM USE PERMIT FOR HOME EXTENDED BUSINESS AT 15430 BROCKTON LANE NORTH

BE IT RESOLVED, by the City Council of the City of Dayton, Minnesota, as follows:

WHEREAS, John Herbes, Justine and Mitch Frye (hereinafter referred to together as the "Applicant"), owners of 15430 Brockton Lane North, have received approval for an Interim Use Permit for Home Extended Business including outdoor storage (hereinafter referred to as the "Use"). The parcel has a Property Identification Number 06-120-22-24-0003 and a legal description as follows:

> Lot 1, Block 2, Hunters Run (Hereinafter referred to as the "Subject Property")

WHEREAS, the Applicant has submitted a Land Use Application requesting an Amendment to the approved Interim Use Permit; and

WHEREAS, Amendment requests for Interim and Conditional Uses require a public hearing and review by the Planning Commission and City Council; and

WHEREAS, the City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and

WHEREAS, the City Planning Commission held a Public Hearing at its December 3, 2025 meeting regarding the Permit where the Applicant was present. A Public Hearing notice was published by The Press on Thursday, November 20, 2025, and mailed to property owners within 500 feet of the project. The Planning Commission did not provide a recommendation; and

WHEREAS, the City Council at its December 9, 2025 meeting reviewed and considered the application.

NOW, THEREFORE, based upon the information from the public hearing, the testimony elicited, and information received, the meetings of the City Council, reports of City Staff and information contained within the files and records of the City, the City Council for the City of Dayton makes the following findings of fact.

FINDINGS:

1. The proposed amendment will be detrimental to the health, safety, morals or welfare of persons residing or working near the use.
2. The proposed amendment will create a nuisance, including but not limited to odor, noise, vibration or visual pollution.

DECISION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does herby **DENY** the Applicant's request for an Amendment to an Interim Use Permit for a Home Extended Business removing

Condition of Approval #3 in Resolution No. 11-2025, requiring the applicant remove the north drive aisle on the property, and **DENIES** an extension to the terms of the Interim Use Permit to February 11, 2030. The Applicant shall meet the following conditions of Resolution No. 11-2025, and remove the northern drive aisle by the end of 2025.

Adopted this 9th day of December, 2025, by the City of Dayton.

_____
Mayor — Dennis Fisher

_____
City Clerk — Amy Benting

Motion by _____ *Second by* _____
Resolution ***approved***
MOTION DECLARED PASSED

RESOLUTION NO. 11-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT

RESOLUTION APPROVING AN INTERIM USE PERMIT FOR HOME EXTENDED BUSINESS INCLUDING OUTDOOR STORAGE AT 15430 BROCKTON LANE NORTH

BE IT RESOLVED, by the City Council of the City of Dayton, Minnesota, as follows:

WHEREAS, John Herbes, Justine and Mitch Frye (hereinafter referred to together as the "Applicant"), owners of 15430 Brockton Lane North, have made an application for an Interim Use Permit for Home Extended Business including outdoor storage (hereinafter referred to as the "Use"). The parcel has a Property Identification Number 06-120-22-24-0003 and a legal description as follows:

> Lot 1, Block 2, Hunters Run (Hereinafter referred to as the "Subject Property")

WHEREAS, the property is zoned A-1, Agricultural, and is 10.93 acres in size; and

WHEREAS, City Code 1001.13 allows for property owners to apply for an Interim Use Permit for a Home Extended Business; and

WHEREAS, City Code 1001.23, Subd 2 defines the purpose and scope of an Interim Use Permit (IUP). In summary, an IUP is a use that is currently acceptable, but may not be in the future. An IUP is intended to be temporary and expire on a certain date or event. An IUP is to be processed according to the same standards and criteria as a Conditional Use Permit (CUP); and

WHEREAS, the City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and

WHEREAS, the City Planning Commission held a Public Hearing at its January 9, 2025 meeting regarding the Permit where the Applicant was present. A Public Hearing notice was published by The Press on Thursday, December 26, 2024 and mailed to property owners within 500 feet of the project. The Planning Commission recommended approval; and

WHEREAS, the City Council at its February 11, 2025 meeting reviewed and considered the application.

NOW, THEREFORE, based upon the information from the public hearing, the testimony elicited, and information received, the meetings of the City Council, reports of City Staff and information contained within the files and records of the City, the City Council for the City of Dayton makes the following:

FINDINGS:

1. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.

   Finding: *Being that the property is zoned A-1, and is larger than 2.5 acres in size, this property is eligible to apply for an Interim Use Permit for a home extended business that includes*

outdoor storage. Chapter 5: Land Use, of the 2040 Comprehensive Plan encourages the allowance of home business that are accessory to a residential use and that adhere to the zoning ordinance, in order to assist with expanding and diversifying the City's tax base.

2. The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.

   Finding: *It is not anticipated the Use will substantially diminish or impair property values within the immediate vicinity of the subject property.*

3. The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.

   Finding: *The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.*

4. The proposed use will not impede the normal and orderly development of surrounding property.

   Finding: *The surrounding properties are all within the Post 2050 Staging Plan of the Comprehensive Plan, and are not anticipated to develop during the term of the proposed Interim Use Permit.*

5. The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.

   Finding: *The proposed use will not create an undue burden on parks, schools, streets, or other public service. Brockton Lane North is a County Road and A-Minor Arterial road the where commercial traffic is not uncommon.*

6. The proposed use is adequately screened.

   Finding: *The proposed use is currently adequately screened from the public right-of-way, and as part of the conditions of approval, additional screening will be provided to the adjacent property to the North.*

7. The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.

   Finding: *The proposed use will create noises during equipment operation not customary to the area, but not out of the ordinary for the proposed interim use.*

8. The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.

   Finding: *The proposed IUP will provide adequate parking on the site.*

9. The proposed use will protect sensitive natural features.

   Finding: *There is a small wetland on the property to the southeast of the home, the area for the proposed IUP is more than 100 feet away from the wetland base on National Wetlands Inventory on Hennepin County GIS. The proposed use is not expected to impact the wetland.*

10. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.

DECISION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does herby **Approve** the Applicant's request for an Interim Use Permit for a Home Extended Business including outdoor storage. The Applicant shall meet the following conditions to the satisfaction of the City:

1. A six (6)-foot opaque fence made of wood or vinyl shall be installed on the north property line for improved screening from adjacent residential uses. Such fence shall extend from the westerly accessory building east to the end of the Interim Use Permit-related area. Such fence shall be installed by June 1, 2025, and a fence permit is required prior to installation.
2. All existing stored items be relocated away from the north property line and the property is cleaned up within 60 days of approval.
3. The existing drive aisle along the north property line shall be removed and relocated south, extending off of where the current driveway ends at the side of the principal building. Relocation of the drive aisle shall occur by the end of 2025 and a driveway permit must be applied for and issued prior to the relocation occurring.
4. All interim use permit-related materials are required to be stored on the south side of the easterly accessory building that is utilized for the home extended business.
5. All home extended business equipment and materials be stored on site so as to not be visible from Brockton Lane North.
6. Vehicle and equipment operation/maintenance/use shall not occur onsite outside of 7:00 a.m. and 8:00 p.m. Monday through Saturday.
7. The use and storage of large dump trucks on site shall be limited to two (2), and one (1) smaller dump truck. Any request for additional vehicle storage shall be reviewed and considered through an Interim Use Permit amendment.
8. Vehicle trips to and from the property directly associated with the Home Extended Business shall be limited to 12 per day.
9. The Interim Use Permit shall be valid for a period of three (3) years from the effective date of this resolution or shall expire when the business is relocated, or the property is sold.
10. The City shall reserve the right to inspect the property during City business hours, with at least 24-hour notice provided to the property owner, to verify continued compliance with the applicable provisions of the Dayton Zoning Ordinance and conditions of approval herein.
11. If the City Administrator, his/her designee, finds that the use is not in compliance, the permit holder will be notified and shall have 60 days to bring the use into compliance. Should the home extended business' noncompliance continue passed 60 days, the home extended business IUP may be revoked.

Adopted this 11th day of February, 2025, by the City of Dayton.

Mayor — Dennis Fisher

City Clerk — Amy Benting

Motion by Fashant, Second by Salonek.
The motion carries 3 ayes (Salonek, Fashant, Henderson),
1 nay (Van Asten),
1 abstention due to related to applicant (Fisher).

MOTION DECLARED PASSED



Photo near northwest corner of green roof pole barn, looking west (photo Nov 20, 2025)



Photo south of green roof pole barn, looking east (photo Nov 20, 2025)



Photo at top of driveway near house looking east (photo Nov 20, 2025)



Photo northwest of green roof pole barn looking east along north property line (photo Nov 20, 2025)



Photo looking east along north property line (photo Nov 20, 2025)

ITEM:
Consideration of an Amendment to an Event Center Interim Use Permit for Signage at 17501 Dayton River Road

APPLICANT:
Jack Bernens, Thicket Hill Vineyard

PREPARED BY:
Hayden Stensgard, Planner II

BACKGROUND:
Jack Bernens, owner of Thicket Hills Vineyard has submitted an application to the City for consideration of allowing an Interim Use Permit (IUP) for an Event Center with Accessory Wine Production at 17501 Dayton River Road. The City approved this IUP request on August 26, 2025. The applicants have since been working on the development of plans in preparation to break ground on the facility in early 2026.

Recently, the applicants have requested consideration of signage for the business on the property, requiring this amendment request to the original IUP Resolution. The zoning ordinance allows for signage to be considered as a part of an Interim Use Permit approval in Agricultural districts, which doesn't otherwise allow for wall signage.

ANALYSIS:
The applicants are requesting signage related to the previously approved IUP for an Event Center. Specifically, the applicants are requesting the City allow painting the business logo on one side of each of the two silos near the corner of Lawndale Lane North and Dayton River Road. The total square footage of sign area proposed on the silos is 262.74 square feet (131.37 sq. ft. x 2 = 262.74 sq. ft.). The silos have a peak height of roughly 80 feet, and the applicants have stated that the top of the signage on the silos would be 50 feet.

When reviewing potential signage for an Event Center IUP, sign area allowances can be compared to what is normally allowed in commercial districts. Because the signage area is tied to an Interim Use Permit, the signage allowed would go away at the time the event center permit does.

Wall signage allowance in Commercial districts is as follows:

Table 5 - Wall Signs				
Wall Area (sq. ft.)	***Sign Area - Maximum Percentage of Wall Area***	***Illumination***	***Style***	***Additional Standards***
0-5,000	10%	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per tenant, except tenants that front on 2 public streets may be allowed 1 sign per frontage, subject to the same sign limits
5,000-15,000	7%			
15,000+	3%			

Staff ran a calculation, which you can see in the attached building elevations. The primary façade of this building faces east and is roughly **3,328 square feet**, allowing for a 10% calculation of 332.8 sq ft of wall signage on the property. With the two signs proposed on the two silos totaling 262.74 sq. ft., that is roughly 79% of the total allowable sign area for the project. This would allow for the addition of the conceptual signage on the building itself that is shown on the attached plans.

Another note regarding the silo signage is that the applicants wish to light the sign area with low-level downcast lighting. The Planning Commission is asked to provide feedback on whether there are any concerns with low-level lighting on the proposed sign areas.

60/120-DAY RULE (IF APPLICABLE):

Application	60-Days	120-Days
October 22, 2025	December 21, 2025	February 19, 2026

PLANNING COMMISSION MEETING:

The Planning Commission reviewed this request at its December 3, 2025, regular meeting. After discussion, the Planning Commission voted 3-1, recommending approval of the amendment related to signage, and requested the applicant submit detail related to the style of lights. City Staff will work with the applicant to have them submit a photometric that details the amount of light (measured by footcandles) used for the signs on the silo. This will ensure that the light produced will not trespass onto adjacent property or rights-of-way, limiting any potential nuisance problems with surrounding neighbors and rights-of-way.

A Public Hearing notice was published in The Press on Thursday, November 20, 2025, and property owners within 500’ were notified by mail.

STAFF RECOMMENDATION:

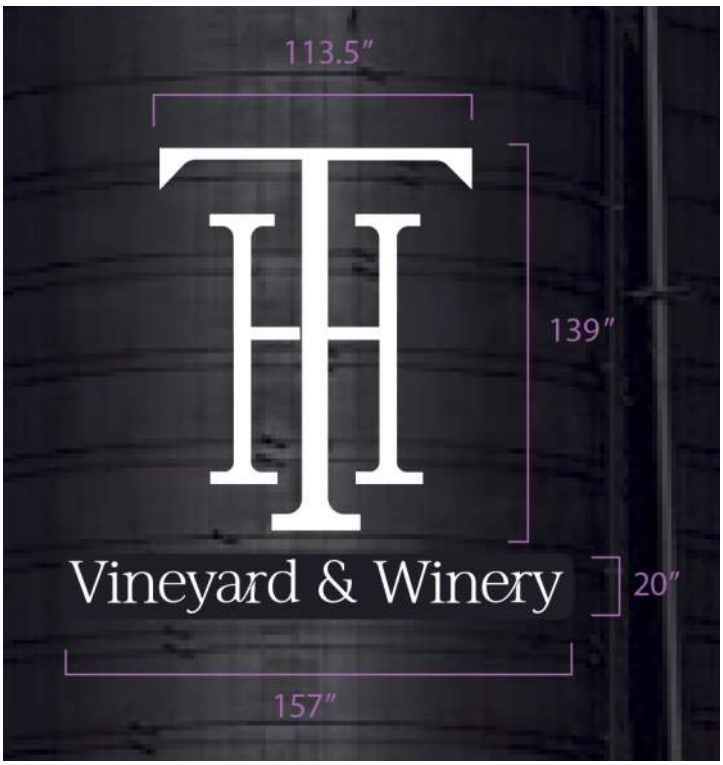
Staff recommends approval of the amendment to the Interim Use Permit to include signage on the property. Wall signage would be limited to 332.8 sq. ft. to be consistent with the commercial allowance for signage. Staff also recommends the approval of the lighting, provided it is downcast, and the applicant provides a photometric showing that no light will trespass onto adjacent property beyond a .1 footcandle reading. A resolution has been drafted reflecting the recommendations provided by the Planning Commission

ATTACHMENT(S):

Silo Signage Renderings
Resolution No. 97-2025, approving an Amendment to an Interim Use Permit for an Event Center related to Signage
Aerial Image
Resolution No. 53-2025, approving an Interim Use Permit for an Event Center
Building Elevations
Excerpts from 1001.20 Signs


Vineyard & Winery
50'-0"




113.5″
139″
Vineyard & Winery
20″
157″

RESOLUTION 97-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION APPROVING AN AMENDMENT TO AN INTERIUM USE PERMIT FOR AN EVENT CENTER FOR THICKET HILL VINEYARD RELATED TO WALL SIGNAGE

BE IT RESOLVED, by the City Council of the City of Dayton, Minnesota as follows:

WHEREAS, the Applicant Jack Bernens (Thicket Hill Vineyard) is requesting an Amendment to an Interim Use Permit for an Event Center related to site wall signage, located at 17921 Dayton River Road (17501 Dayton River Road), legally described as:

Legal Description: That Part Of The Southwest Quarter Of The Northeast Quarter Of Section 6, Township 120, Range 22, That Lies North Of The South 47.36 Feet, And That Part Of Government Lot 3, Section 6, Township 120, Range 22, Described As Follows: Beginning At The Southeast Corner Of Said Government Lot 3; Thence West Along The South Line To The Southwest Corner Thereof; Thence North Along The West Line Thereof To An Intersection With A Line Running Parallel With And Distant 150.00 Feet Southwesterly Of, As Measured At Right Angles To The Southwesterly Line Of County Road No 12; Thence Southeasterly Along Said Parallel Line, A Distance Of 365.93 Feet; Thence Northeasterly At Right Angles, A Distance Of 150.00 Feet To The Southwesterly Line Of County Road No. 12; Thence Southeasterly Along Said Southwesterly Line, A Distance Of 20.00 Feet; Thence Southwesterly, At Right Angles A Distance Of 150.00 Feet; Thence Southeasterly Parallel With Said Southwesterly Line Of Said County Road No. 12, A Distance Of 170.00 Feet; Thence Northeasterly At Right Angles A Distance Of 150.00 Feet To The Southwesterly Line Of County Road No. 12; Thence Southeasterly Along Said Southwesterly Line To The East Line Of Government Lot 3; Thence South Along Said East Line To The Point Of Beginning, Except The South 47.36 Feet Of Said Government Lot 3.

WHEREAS, City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and,

WHEREAS, the Planning Commission considered the request and held a public hearing at its December 3, 2025, meeting and recommended approval. A Public Hearing Notice was published by The Press on November 20, 2025, and mailed to property owners within 500’ of the subject properties; and,

WHEREAS, the City Council reviewed the application at its December 9, 2025. The Applicant was present for the City Council’s discussion; and,

NOW, THEREFORE, based upon the Staff Report, Planning Commission recommendation, and in consideration of public testimony, the City Council makes the following findings:

FINDINGS

1. The properties are guided Low Density Residential in the 2040 Comprehensive Plan (2040 Comprehensive Plan; Chapter 5 Land Use; Figure 3: Future Land Use Map).

2. The properties are zoned A-1, Agricultural. *Event Centers* are an Interim Use (City Code 1001.05, Subd 12 (Table 5.1).

3. Consistent with City Code 1001.051, Subd 1 (*Event Centers),* the DECISION, and Conditions of Approval listed, address requirements for the Event Center.

4. Consistent with City Code 1001.23, Subd 1(e) (*Conditional Use Permits; Process*), the City Council has considered the criteria for granting a Conditional Use Permit to be applicable to this Interim Use Permit:

   a. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.

   b. The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.

   c. The proposed use will not be detrimental to the health, safety, morals, or welfare of persons residing or working near the use.

   d. The proposed use will not impede the normal and orderly development of surrounding property.

   e. The proposed use will not create an undue burden on parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.

   f. The proposed use is adequately screened.

   g. The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.

   h. The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.

   i. The proposed use will protect sensitive natural features.

   j. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards, and to promote health, safety, and welfare.

5. The Event Center was approved through Resolution No. 53-2025, and the applicant has followed the necessary process for requesting an Amendment.

DECISION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does hereby **Approve** the Applicant's request for an Amendment to an Interim Use Permit for an Event Center and Accessory Wine Production Facility to allow interim wall signage in the A-1, Agricultural District. The Applicant shall meet the following conditions to the satisfaction of the City:

1. The Conditions of Approval set forth in Resolution No. 53-2025 shall still apply.
2. Prior to installation of the silo signage, the applicant shall submit a sign permit application and provide City staff with documentation of the lighting proposed. City staff shall review and verify compliance with standards set forth in the Zoning Ordinance.

3. Wall signage on this property shall be limited to the calculation used for commercial properties as stated in Section 1001.20 of the Zoning Ordinance.
4. The length of time the signs can be on the property will be subject to the same term of the Interim Use Permit for an Event Center set forth in Resolution 53-2025.

Adopted this 9th day of December, 2025, by the City of Dayton.

_____
Mayor Dennis Fisher

ATTEST:

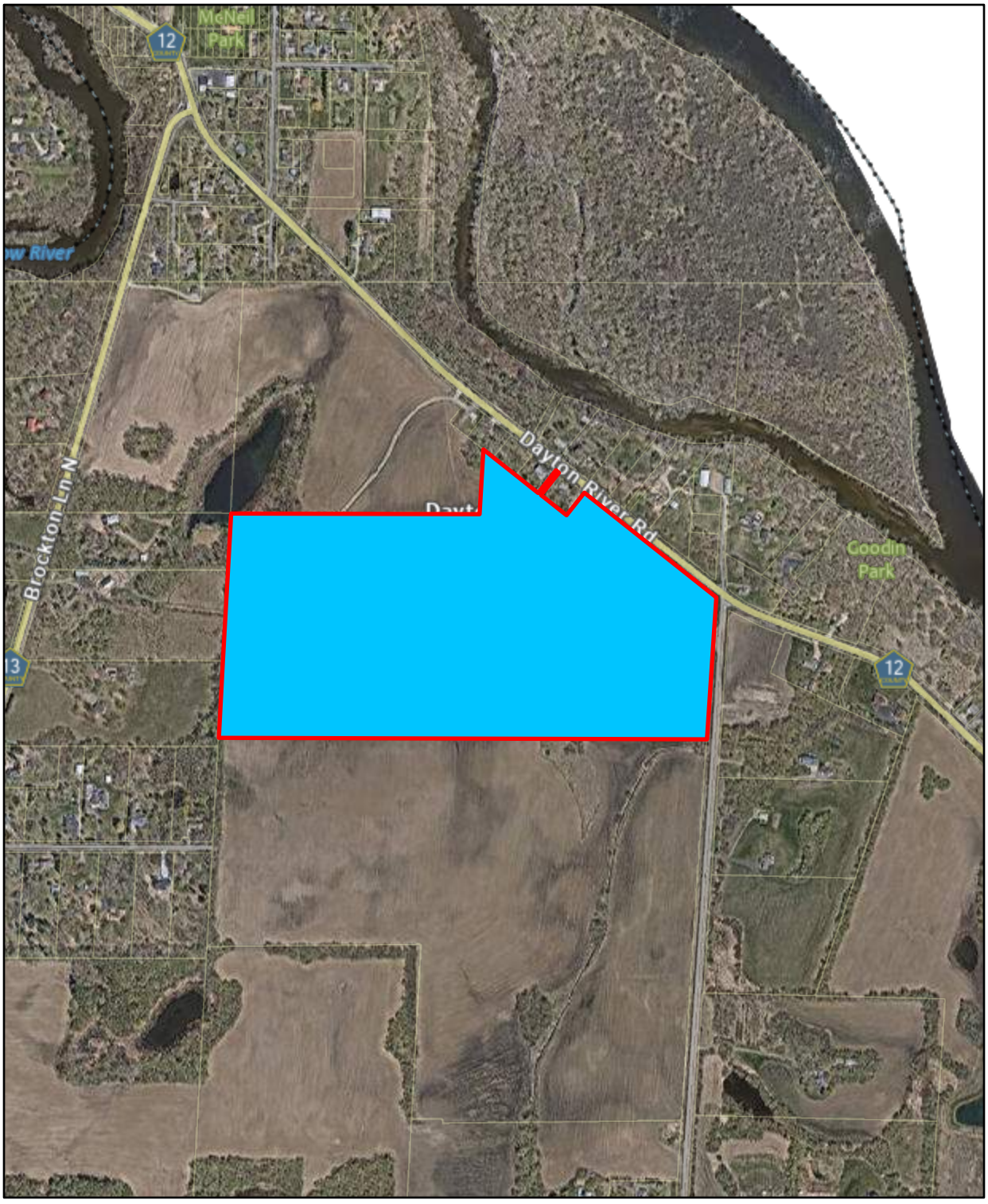
_____
City Clerk Amy Benting

Motion by _____, Second by _____

Resolution ***Approved***
MOTION DECLARED PASSED

+HQQHSLQ &RXQW\ /RFDWH 1RW

'DWH



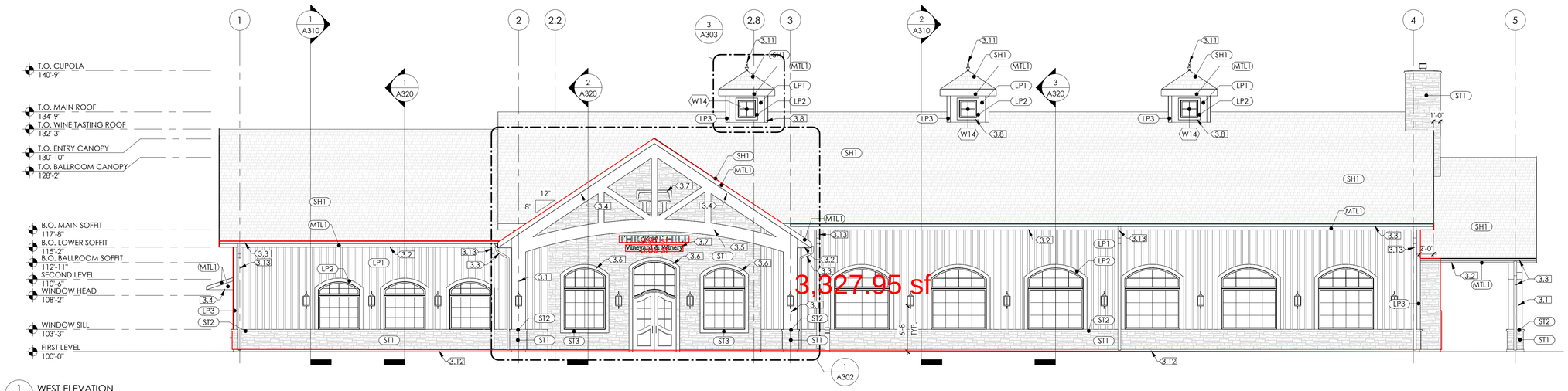
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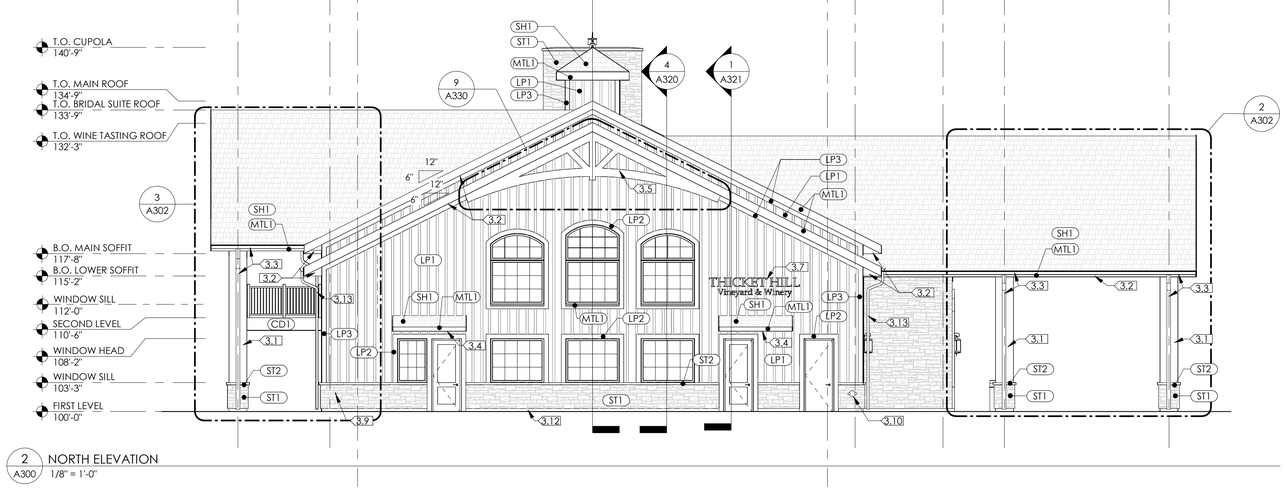
)HHW

7KLV GDWD L LV IXQLVKHG $6 ,6 ZLWK QR UHSU
FRPSOHWHQHVV RU DFFXUDF\ LL LV IXQLVKHG ZLWK
NLQG DQG LLL LV QRWVXLWDEOH IRU OHJDO HQJL
SXUSRVHV +HQQHSLQ &RXQW\ VKDOO QRW EH OLDEOH I
RU ORVV UHVXOWLQJ IURP WKLV GDWD

)RU PRUH LQIRUPDWLRQ FRQWDFW +HQQHSLQ &RXQW\ *
ZK 6WUHHW 6RXWK 0LQQHDSROLV 01 JLV LQI



1 A300 WEST ELEVATION
1/8" = 1'-0"



2 A300 NORTH ELEVATION
1/8" = 1'-0"

EXTERIOR ELEVATION KEYED NOTES

3.1	24" X 24" TREATED WOOD COLUMNS (WD1)
3.2	PROVIDE METAL SOFFIT (MTL2)
3.3	PROVIDE METAL GUTTERS (MTL1) & DOWNSPOUTS TO MATCH (MTL1), HOLD DOWNSPOUTS UP ABOVE GROUND AT LEAST 3" UNDER CANOPY
3.4	PROVIDE TONGUE & GROOVE PINE WOOD SOFFIT (WD2)
3.5	DECORATIVE WOOD TRUSS (WD1), SEE STRUCTURAL
3.6	PROVIDE STONE TRIM FORMED AROUND WINDOW & DOOR FRAME (ST3)
3.7	SIGNAGE BY OWNER
3.8	WINDOW TRIM TO BE 4"
3.9	LOCATION OF WATER SPIGOT
3.10	LOCATION OF SIAMESE WATER CONNECTION
3.11	DECORATIVE FINIAL: EAST COAST WEATHERVANES, 22"H CANTERBURY FINIAL, COPPER W/ BLACK ACRYLIC METALLIC COATING
3.12	HOLD STONE WAINSCOTING OFF GROUND LEVEL AT LEAST 4". PROVIDE ALUMINUM GROUND BREAK FLASHING
3.13	DOWNSPOUTS TO MATCH (MTL3)

EXTERIOR MATERIAL SCHEDULE

COMPOSITE		
	LP1	LP SIDING DIAMOND KOTE (ALT2) 12" VERTICAL SIDING W/ 3" BATTEN TRIM COLOR: SITE FINISHED WHITE CEDAR TEXTURE
	LP2	LP TRIM DIAMOND KOTE (ALT2) 6" STANDARD TRIM UNO. COLOR: ONYX
	LP3	LP TRIM DIAMOND KOTE OR SIMILAR 6" STANDARD TRIM COLOR: SITE FINISHED WHITE
STONE		
	ST1	STONE CULTURED STONE COUNTRY LEDGESTONE; ASHFALL
	ST2	STONE SILL CULTURED STONE, LIMESTONE COLOR: GRAY
	ST3	STONE TRIM CULTURED STONE, LIMESTONE COLOR: GRAY
METAL		
	MTL1	METAL FASCIA/TRIM/FLASHING/MISC. PAC-CLAD OR EQUAL COLOR: MATTE BLACK
	MTL2	METAL SOFFIT PAC-CLAD OR EQUAL PAC-850 SOFFIT, 6" O.C. VEE GROOVE COLOR: MATTE BLACK
	MTL3	METAL DOWNSPOUT PAC-CLAD OR EQUAL COLOR: WHITE
ASPHALT		
	SH1	ASPHALT SHINGLE TIMBERLINE SHINGLES OR SIMILAR COLOR: CHARCOAL
WOOD		
	WD1	WOOD - TREATED STAINED TO MATCH SHERWIN WILLIAMS; WOODSCAPES SOLID COLOR STAIN SPICEWOOD SW 3021
	WD2	WOOD SOFFIT PINE 1"x4" TONGUE & GROOVE SOFFIT TO MATCH (WD1)
COMPOSITE DECKING		
	CD1	COMPOSITE DECKING TREX OR SIMILAR TREX SELECT; WHISKEY BARREL 1" GROOVED EDGE BOARD W/ 12" COORDINATING FASCIA BOARD

KAEDING ARCHITECTURE
235 W. MAIN STREET, SUITE 201
WACONIA, MN 55387
952.451.9763

PROJECT INFORMATION:

THICKET HILL
EVENT CENTER & WINE TASTING

17501 DAYTON RIVER RD
DAYTON, MN 55327

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

JENNIFER KAEDING, AIA
51456 — REGISTRATION #
9/8/25 — DATE

ISSUE RECORD:

	09/09/25	CONSTRUCTION DOCUMENTS

PROJECT: THICKET HILL
DATE: 09/09/25
DRAWN BY: BBAKER
CHECKED BY: JKAEDING

SHEET NAME:
EXTERIOR ELEVATIONS

SHEET NUMBER:
A300

"N:\1 Projects\Thicket Hill Vineyard - Event Center\Revit\MAIN Thicket Hill Event Center & Vineyard_R26.rvt"
9/9/2025 9:58:35 AM



LAND TYPE Abstract (A)

DOC NUM 11399954

Certified, filed and/or recorded on
Sep 5, 2025 9:18 AM

Office of the County Recorder
Hennepin County, Minnesota
Amber Bougie, County Recorder
Daniel Rogan, County Auditor and Treasurer

Deputy 184	Pkg ID 2823248E
Document Recording Fee	$46.00
Document Total	$46.00

CITY OF Dayton

CERTIFICATION

THE UNDERSIGNED DULY QUALIFIED AS CLERK OF THE CITY OF DAYTON, MINNESOTA, HEREBY CERTIFIES THAT THE LISTING BELOW IS TRUE AND CORRECT **Resolution 53-2025; Approving an Interim Use Permit for an Event Center for Thicket Hill Vineyard at 17921 Dayton River Road**

Approved by the Dayton City Council – August 26, 2025

Amy Benting, City Clerk

DATED: September 4, 2025

Legally described:

That Part Of The Southwest Quarter Of The Northeast Quarter Of Section 6, Township 120, Range 22, That Lies North Of The South 47.36 Feet, And That Part Of Government Lot 3, Section 6, Township 120, Range 22, Described As Follows: Beginning At The Southeast Corner Of Said Government Lot 3; Thence West Along The South Line To The Southwest Corner Thereof; Thence North Along The West Line Thereof To An Intersection With A Line Running Parallel With And Distant 150.00 Feet Southwesterly Of, As Measured At Right Angles To The Southwesterly Line Of County Road No 12; Thence Southeasterly Along Said Parallel Line, A Distance Of 365.93 Feet; Thence Northeasterly At Right Angles, A Distance Of 150.00 Feet To The Southwesterly Line Of County Road No. 12; Thence Southeasterly Along Said Southwesterly Line, A Distance Of 20.00 Feet; Thence Southwesterly, At Right Angles A Distance Of 150.00 Feet; Thence Southeasterly Parallel With Said Southwesterly Line Of Said County Road No. 12, A Distance Of 170.00 Feet; Thence Northeasterly At Right Angles A Distance Of 150.00 Feet To The Southwesterly Line Of County Road No. 12; Thence Southeasterly Along Said Southwesterly Line To The East Line Of Government Lot 3; Thence South Along Said East Line To The Point Of Beginning, Except The South 47.36 Feet Of Said Government Lot 3.

City of Dayton • 12260 South Diamond Lake Road • Dayton, MN 55327 • (763) 427-4589 • www.cityofdaytonmn.com

RESOLUTION 53-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION APPROVING AN INTERIUM USE PERMIT FOR AN EVENT CENTER FOR THICKET HILL VINEYARD AT 17921 DAYTON RIVER ROAD

BE IT RESOLVED, by the City Council of the City of Dayton, Minnesota as follows:

WHEREAS, John Bernens Revocable Trust, *et al*, is the fee owner of that certain real property located at 17921 Dayton River Road, legally described as (the "Property"):

Legal Description: That Part Of The Southwest Quarter Of The Northeast Quarter Of Section 6, Township 120, Range 22, That Lies North Of The South 47.36 Feet, And That Part Of Government Lot 3, Section 6, Township 120, Range 22, Described As Follows: Beginning At The Southeast Corner Of Said Government Lot 3; Thence West Along The South Line To The Southwest Corner Thereof; Thence North Along The West Line Thereof To An Intersection With A Line Running Parallel With And Distant 150.00 Feet Southwesterly Of, As Measured At Right Angles To The Southwesterly Line Of County Road No 12; Thence Southeasterly Along Said Parallel Line, A Distance Of 365.93 Feet; Thence Northeasterly At Right Angles, A Distance Of 150.00 Feet To The Southwesterly Line Of County Road No. 12; Thence Southeasterly Along Said Southwesterly Line, A Distance Of 20.00 Feet; Thence Southwesterly, At Right Angles A Distance Of 150.00 Feet; Thence Southeasterly Parallel With Said Southwesterly Line Of Said County Road No. 12, A Distance Of 170.00 Feet; Thence Northeasterly At Right Angles A Distance Of 150.00 Feet To The Southwesterly Line Of County Road No. 12; Thence Southeasterly Along Said Southwesterly Line To The East Line Of Government Lot 3; Thence South Along Said East Line To The Point Of Beginning, Except The South 47.36 Feet Of Said Government Lot 3.

WHEREAS, on behalf of the fee owner, Jack Bernens, Manager of Thicket Hill Vineyard, LLC, a Minnesota limited liability company (collectively, the "Applicant") is requesting an Interim Use Permit for an Event Center at the Property; and,

WHEREAS, City staff studied the matter, made a report, and provided other information to the Planning Commission and City Council; and,

WHEREAS, the Planning Commission considered the request and held a public hearing at its August 7, 2025 meeting, and recommended approval. A Public Hearing Notice was published by The Press on July 24, 2025, and mailed to property owners within 500' of the subject properties; and,

WHEREAS, the City Council reviewed the application at their August 26, 2025. The Applicant was present for the City Council's discussion; and,

NOW, THEREFORE, based upon the Staff Report, Planning Commission recommendation, and in consideration of public testimony, the City Council makes the following findings:

FINDINGS

1. The properties are guided Low Density Residential in the 2040 Comprehensive Plan (2040 Comprehensive Plan; Chapter 5 Land Use; Figure 3: Future Land Use Map).

2. The properties are zoned A-1 Agricultural. *Event Centers* are an Interim Use (City Code 1001.05, Subd 12 (Table 5.1).

3. Consistent with City Code 1001.051, Subd 1 (*Event Centers),* the DECISION, and Conditions of Approval listed, address requirements for the Event Center.

4. Consistent with City Code 1001.23, Subd 1(e) (*Conditional Use Permits; Process*), the City Council has considered the criteria for granting a Conditional Use Permit to be applicable to this Interim Use Permit:

   a. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.

      ***Finding**: The Event Center is consistent with the Comprehensive Plan and the A-1 Zoning District, as an Interim Use.*

   b. The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.

      ***Finding:** The Event Center will have no demonstrable impact to property values.*

   c. The proposed use will not be detrimental to the health, safety, morals, or welfare of persons residing or working near the use.

      ***Finding:** The Event Center will have no detrimental effect on persons residing or working in the area. The Event Center is located in an agricultural area of the city that includes a large separation of land from surrounding single-family homes.*

   d. The proposed use will not impede the normal and orderly development of surrounding property.

      ***Finding:** The Event Center is located on land guided by the 2040 Staging Plan for sewer in 2040 and Post 2050. The Event Center will not impede development as an interim use.*

   e. The proposed use will not create an undue burden on parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.

      ***Finding:** The Event Center will not create a burden on public facilities. Traffic concerns will continue to be monitored and addressed through the conditions of approval if problems arise.*

   f. The proposed use is adequately screened.

      ***Finding:** The Event Center activities are separated from the nearest home (home not associated with the Dehn family) by about 800 feet. Existing screening and additional screening of parking facilities will be adequate. Due to the elevation differences of the location of the building to the surrounding area. It is anticipated the building will be visible from adjacent public streets (Lawndale Lane North and Dayton River Road).*

g. The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.

Finding: *The Event Center will create nuisances that are manageable considering its location. Such nuisances may not be appropriate as the area develops and the population increases. This is the reasoning for an Interim Use.*

h. The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.

Finding: *The Event Center, as deemed by the Planning Commission and City Council, provides adequate parking for the use. The property has substantial area for additional parking if deemed necessary. Through the conditions of approval, the City reserves the right to require additional parking if problems arise.*

i. The proposed use will protect sensitive natural features.

Finding: *The Event Center is located on tilled land, and is preserving the substantial grade changes on the property.*

j. The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards, and to promote health, safety, and welfare.

DECISION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dayton, based upon the information received and the above Findings, that the City Council does hereby **Approve** the Applicant's request for an Interim Use Permit for an Event Center and Accessory Wine Production Facility in the A-1, Agricultural District. The Applicant shall meet the following conditions to the satisfaction of the City:

1. The Applicant shall provide emergency contact information to the Police and Fire Departments and any other information they may need.
2. Upon the time the property is platted, the event center property shall still meet the 30-acre minimum. All parking on site shall still meet the 20-foot property line setback. The septic system shall meet the 200-foot property line setback.
3. The Applicant has proposed 111 parking stalls to be created initially with the construction of the building and 139 additional parking stalls in the event that more parking is needed. The City reserves the right to require additional parking to be created on the property in the event that recurring issues arise related to parking demand.
4. There shall be no on-street parking associated with this property. All parking associated with this permit is required to be off-street.
5. The Applicant shall submit a lighting plan (photometric) subject to the City standards. All lighting shall be downcast with cutoffs installed, and shall be limited to .1 footcandles at the property line.
6. The Applicant shall submit a landscape plan consistent with the landscaping requirements in the Zoning Ordinance and referenced in the staff report.
7. Overnight camping shall be prohibited.
8. The proposed driveway shall be constructed to the satisfaction of the Fire Chief, ensuring the ability to serve all areas of the property if needed.

9. The Interim Use Permit shall expire on August 26, 2075. At that time, the Applicant has the ability to apply for a renewal of the permit. If the fee owner of the Property sells, transfers, devises, or otherwise conveys the Property prior to the expiration of the Interim Use Permit, any deed, will, or other conveyance instrument shall include a restriction establishing that such conveyance is subject to the terms and conditions of the Interim Use Permit.
10. The Applicant shall comply with the City Engineer's comment letter, dated July 30, 2025.

Adopted this 26th day of August, 2025, by the City of Dayton City Council.

Mayor Dennis Fisher

ATTEST:

City Clerk Amy Benting

Motion by Van Asten, Second by Fashant

Resolution ***Approved***
MOTION DECLARED PASSED 5-0

1001.20 SIGNS.

Subd. 5 District Regulations

Table 3 - Wall Signs				
District	***Sign Area***	***Illumination***	***Style***	***Additional Standards***
Agricultural and residential districts	Not permitted	N/A	N/A	
P-R	10% of the primary building wall area up to 100 sq. ft.	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per

c. The following signs are allowed in the commercial, industrial and mixed use districts:

Table 5 - Wall Signs				
Wall Area (sq. ft.)	***Sign Area - Maximum Percentage of Wall Area***	***Illumination***	***Style***	***Additional Standards***
0-5,000	10%	External, internal	Individual letters or script logos	One wall, canopy or marquee sign per tenant, except tenants that front on 2 public streets may be allowed 1 sign per frontage, subject to the same sign limits
5,000-15,000	7%			
	3%			

1. The primary building facade shall be calculated as follows:

(a) The primary building facade shall be calculated using the width of the first story exterior wall as defined in Section 1001.03, Subdivision 2.

(b) Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves.

(c) Exterior wall dimensions shall be measured at the base of the ground floor, excluding screening walls, fences, and the like.

(d) Alcoves, entryways and extruding portions shall be measured through as though along a flat wall of a building.

(e) Only the primary building facade shall be used for sign area calculations.

(f) All signs, including exempt and temporary signs, installed on the building shall be placed on the sign band. A sign band is the continuous portion of the building facade that is unbroken by doors or architectural building features.

(g) Signs installed on the exterior building facade may be placed below the designated sign band when the Building Official can be assured that the public is satisfactorily protected from the sign and the sign is entirely over private property.

3. Lettering on canopy and awning signs is restricted to the side panels or front drop. Canopies shall be considered to be an integral part of the structure to which they

are accessory. Signs may be attached to a canopy, but such structures shall not be considered as part of the wall area, and thus shall not warrant additional sign area.

4. Internally lit wall signs are limited to logo signs and individually-mounted channel lit lettering.

ITEM:
Concept Plan – Suite Living, (unaddressed) PID: 14-120-22-41-0025

APPLICANT/PRESENTERS:
Jaremy Larson, Suite Living Senior Care / Hampton Companies
Dan Brown, Suite Living Senior Care / Hampton Companies
Madison Darling, Civil Site Group

PREPARED BY:
Jon Sevald, Community Development Director
Hayden Stensgard, Planner II

BACKGROUND/OVERVIEW:
Suite Living proposes a one-story 32-unit memory care and assisted living facility to be located on 2.8 acres of vacant land at the southeast corner of Dayton River Road and Balsam Lane. Residents will be immobile. There will be 3-7 employees at any given time.

Suite Living operates 21 facilities in the Twin Cities, with 6 facilities under construction. The 21 facilities include locations in Anoka, Brooklyn Park, Maple Grove and Ramsey.

The Applicant submitted two concept plans, both 32-units. Concept 1 is linear, fronting Dayton River Road. Concept 2 is L-shaped, fronting both streets. The Applicant has provided photo examples of building exteriors. The Applicant has no preference between Concept 1 vs. Concept 2.

The concept plan review process is designed to receive early input from the public, Planning Commission, and City Council prior to a developer committing large expenditures towards engineering design. A concept plan does not require the level of engineering detail that a site plan or preliminary plat submittal will require. Comments are not binding, nor are they expected to be the only comments on this project. Once a final site plan is submitted, the review process begins, and additional formal review comments will be provided.

LAND USE & ZONING
The property is guided Mixed Use in the 2040 Comprehensive Plan, intended for a mix of residential, commercial, office, service (hotel, restaurants, etc.) and light industrial land uses.[1]

The property is zoned GMU-4 Balsam Lane. Permitted Uses include *Multiple Family Dwelling (apartment, condominium, cooperative, townhome) at a minimum of 8 units per acre* [11 units p/acre proposed].[2] Multi-Family Dwelling does not include Nursing Homes,[3] Residential Care,[4] or Senior Citizen

[1] 2040 Comprehensive Plan, Table 3: Land Use Categories (Mixed Use).
[2] City Code 1001.063, Subd 4(2) (Permitted Uses)
[3] City Code 1001.03, Subd 2 (Definitions; Nursing Home): *A residential complex containing multifamily dwellings designed for and principally occupied by senior citizens and licensed by the State Department of Human Services, public or private, which for gain or otherwise, regularly provides 1 or more persons with 24 hour substitute care, food, lodging, training, education, supervision, habilitation, but which for any reason cannot be furnished in the person's own home.*
[4] City Code 1001.03, Subd 2 (Definitions; Residential Care): *Any facility required to be licensed by a governmental agency, public or private, which for gain or otherwise regularly provides 1 or more persons with a 24 hour per day substitute for care, food, lodging, training, education, supervision, habilitation, rehabilitation and treatment they*

Housing.[5] Nursing Homes are a Conditional Use in the B-1, B-3, and R-O (Old Village Residential) districts. Residential Care and Senior Citizen facilities are a Permitted Use in the GMU-5 district. An Ordinance Amendment will be required to allow a Nursing Home in GMU-4.

CONCEPT PLAN ANALYSIS

		Min Req	Concept 1 (Linear)	Concept 2 (L-shape)
Building Setbacks	Front build-to	15' min, 30' max	27'	28.5'
	Side/Rear	20'	27' / 219'	25' / 261'
Building frontage		50%	27.5%	66.8%
Building Maximum Height		3	1	1
Parking Setbacks	Side/Rear	5'	57' / 195'	9' 11" / 235'
Off-Street Parking (Assisted Living)	Surface	.5 p/unit (16)	25	25

The Applicant has provided photo examples of both concepts. Without specific elevation plans, Staff has not analyzed architectural requirements. The Applicant has indicated that they are able to comply with design requirements. City Code requires *at least 50% of the street frontage of any lot shall be occupied by building facades at the build-to-line.*[6] The L-orientated layout complies with this provision.

If the City Council feels that the Balsam Lane commercial area is a suitable place for assisted living/memory care/nursing home facilities, the Applicants would follow up with the following applications as the next step:

- Ordinance amendment to allow for assisted living/memory care/nursing homes as a permitted or conditional use in the GMU-4 Mixed-use district.
- Site Plan Review

CRITICAL ISSUES:

Zoning: Requires an amendment to City Code to allow "Nursing Homes" as a Permitted or Conditional Use in the GMU-4 district. **The City Council should comment if there is a preference.**

Building Orientation: The City Council should comment if there is a **preference for Concept 1 (linear) or Concept 2 (L-shaped)?**

Access: Both concepts include a cut in the Balsam center median. Concept 2 includes a left-turn lane into the project. Staff is supportive of cutting through the median. Staff opposes the left turn lane due to a lack of snow storage and lack of need for the turn lane.

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need, but which for any reason cannot be furnished in the person's own home. Residential facilities include, but are not limited to, state institutions under the control of the Commissioner of Human Services, foster homes, residential treatment centers, maternity shelters, group homes, residential programs, supportive living residences for functionally impaired adults or schools for handicapped children.

[5] City Code 1001.03, Subd 2 (Definitions; Senior Citizen Housing); *Housing designed and limited to occupancy by persons 55 years of age and older.*

[6] City Code 1001.065, Subd 4(6)(a)(3)(a) (Site design)

Accessory Building — Proposed 26' X 40' (1,040 sq ft) storage building. Accessory buildings are not permitted in Mixed Use districts.[7]

If the City Code is amended to allow Assisted Living as a Conditional Use (CUP) in the GMU-4 district, the following applies;[8]

e. The approval of a conditional use permit requires that the City Council shall find that conditions can be established to ensure all of the following criteria will always be met:

1. *The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.*
2. *The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.*
3. *The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.*
4. *The proposed use will not impede the normal and orderly development of surrounding property.*
5. *The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.*
6. *The proposed use is adequately screened.*
7. *The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.*
8. *The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.*
9. *The proposed use will protect sensitive natural features.*
10. *The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.*

f. Denial. Conditional use permits may be denied by resolution of the City Council when there is a determination and findings of fact by the City Council that the proposed use does not meet the criteria for granting a conditional use permit.

RELATIONSHIP TO COUNCIL GOALS:

Strategic Initiative	Goal	Key Outcome Indicator	Target	Action Item
Encourage Diversity and Manage Thoughtful Development	Create a variety of housing options	• Review housing type and lot size by %'s.	• Proportionate housing types available.	A) A-3 District B) Begin work on Comp Plan C) Develop Rental Housing Ordinance
	Encourage healthy lifespan of both residential and commercial operations	• Total amount of Funding provided. • Number of rentals	• Maintain grant program. • Manage number of rentals.	

[7] City Code 1001.35, Subd 2(12) (Accessory buildings)
[8] City Code 1001.23, Subd 1(3)(e) (Process)

		available and where they are located.		D) Seek out businesses more often E) Work with EDA to find niche businesses that are not in surrounding communities F) Complete Lare Area Plan
	Healthy Commercial Sector with services and job growth	• Net difference of businesses movement including their employment	• Maintain a positive difference in business movement	

ROLE OF CITY COUNCIL:

Provide comments and opinions for the applicants to further consider if they intend to apply for an Ordinance Amendment to allow Assisted Living in the GMU-4 district, and Site Plan review. Councilmembers comments are non-binding. There is no official action.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission conducted a Public Hearing on December 3, 2025. Commission comments (summarized):

- Support to amend City Code to allow Assisted Living in GMU-4 district.
- Assisted Living to require CUP in GMU-4 district.
- Prefer L-shape Concept 2 over I-shape Concept 1 (3-1 preference).
- Storage garage should be attached to main building
- More attention to architecture on building corner. Hide mechanical equipment to not be visible from street, especially corner of Balsam Ln and Dayton River Rd.

During the Public Hearing, two people spoke (summarized):

- Concerns about Group Homes, and licensing of Suite Living (business license)
- Concerns about motorist visibility along the curve on Dayton River Road adjacent to the project.

Assisted Living Facilities are annually licensed by the MN Department of Health. There are two types of licenses; Provisional Assisted Living License, and Provisional Assisted Living License with Dementia Care. Because the facility is not built, *Suite Living of Dayton* cannot obtain a license.

Businesses are licensed by the MN Secretary of State. *Suite Living Hospice Care LLC* and *Suite Living Hospice Servies LLC* are actively licensed (business). Each facility (e.g. *Suite Living of Brooklyn Park*) is licensed separately.

The Applicant is not intending to operate a Group Home. Group Homes are a permitted use per MN Statute 462.357, Subd 7 (Permitted single family use) and Subd 8 (Permitted multifamily use), under specific conditions. Summarized, a state licensed residential facility serving 7-16 persons is a permitted multi-family use in a zoning district where multi-family is permitted. In other words, a MN licensed Assisted Living facility with 7-16 residents is a permitted use in the GMU-4 district.



Google Streetview of curve, east of Dayton River Rd & Balsam Ln intersection. Project location at left.

STAFF RECOMMENDATION:

Staff recommends the L-shaped orientation (Concept 2) for both aesthetic and public safety reasons (roundabout).

ATTACHMENT(S):

Zoning Map
Aerial Photo
Site Photos
Public Hearing Notification Map
Applicant's Narrative
Concept Plan 1 (Linear)
Concept Plan 2 (L-shaped)
Elevation examples
Engineering Review, Nov 25, 2025

ZONING MAP



Legend

- A-1 Agricultural District
- A-2 Agricultural District
- A-3 Agricultural District
- B-2 Neighborhood Business District
- B-3 General Business District
- B-4 Commercial/ Industrial District
- B-P Business Park District
- ES Essential Service District
- GMU-4 Balsam Lane
- GMU-5 Southwest Mixed-Use
- I-1 Light Industrial District
- P-R Public Recreation District
- R-1 Single Family District
- R-1A Single Family Residential
- R-2 Single Family District (90,000 Sf, Unsewered)
- R-3 Single Family and Attached Residential
- R-E Single Family District (5 Ac, Unsewered)
- R-M Medium Density Residential District
- R-MH Mobile Home District
- R-O Old Village Residential
- S-A Special Agriculture District
- GMU-3 Historic Village
- City Boundary
- PUD
- County Parcels

AERIAL PHOTO


Dayton River Rd
Balsam Ln N
Dayton Rd
Balsam Pointe Trl
Diamond Lake Rd S
13800
13741
13740
11280
11311
11100
50
56
13691
13680
13661
13631
13610
11101
1328
13601
1324
13571
1320
13551
1312
11132
13531
11138
11140
1329
13501
1325
1321
1317
11146
13461
13460
11111
13493
11081
11071
11061
11051
13491
13451
13450
13471
13481

SITE PHOTOS



Panoramic view, looking southeast to south. Balsam Ln in foreground (photo Nov 25, 2025).



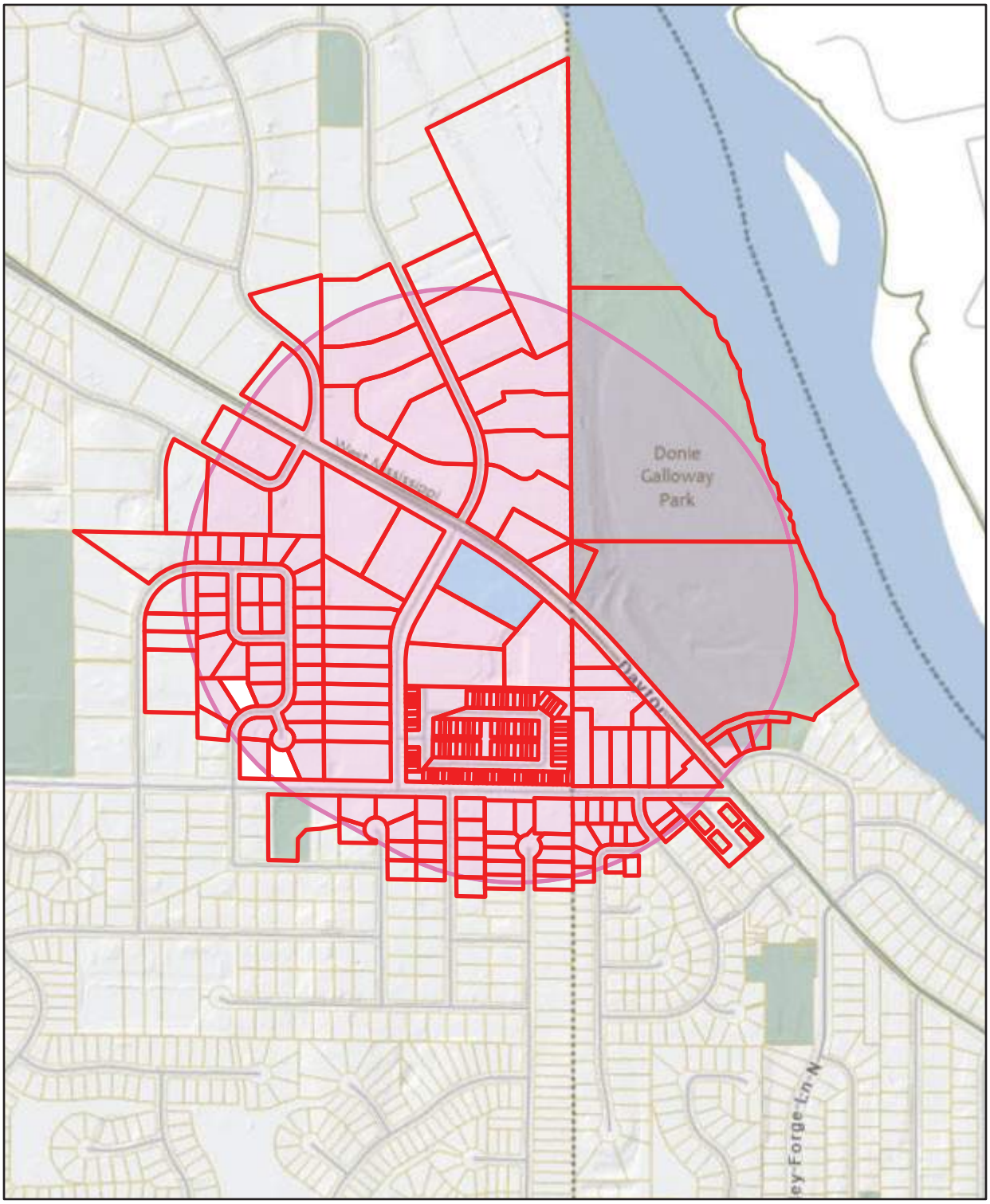
Panoramic view, looking north to south from approximate median cut-thru (photo Nov 25, 2025).



Photo from southeast corner of property, looking northwest (photo Nov 25, 2025).

Hennepin County Locate & Notify Map

Date: 11/12/2025



Buffer Size: 1320

Map Comments:

0 205 410 820 Feet

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is notsuitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

For more information, contact Hennepin County GIS Office
300 6th Street South, Minneapolis, MN 55487 / gis.info@hennepin.us

Hampton Companies, LLC
Suite Living Senior Care of Eagan, LLC
1824 Buerkle Road
White Bear Lake, MN 55110

STATEMENT OF PROPOSAL: City of Dayton

PROJECT NAME: Suite Living Senior Care of Dayton

PROPERTY ADDRESS:
Dayton River Rd & Balsam Ln N

APPLICANT:
Hampton Companies, LLC
1824 Buerkle Road
White Bear Lake, MN 55110
Jeremy Larson: 651-253-8924
Jeremy@hamptoncos.com

DESCRIPTION OF PROPOSED DEVELOPMENT:

Hampton Companies and Suite Living is proposing to develop a memory care and assisted living community to serve the care needs of the elderly citizens of Dayton and those with elderly family members in need of memory care and assisted living services. Suite Living Senior Care of Dayton community will feature a total of 32 private suites with 20 of them providing assisted living services and the other 12 providing memory care services. The assisted living residents will be able to enjoy a home-like atmosphere in a setting that allows them the freedom to participate in many amenities that not only help assist them in their daily care needs but also provide them with a higher quality of life than that offered in a more institutional setting. The memory care residents are provided with their own secured area of the building that has its own separate amenities like a congregate dining room sunroom, activity/craft area and a secure outdoor porch. These residents benefit from a life enrichment program that is specially designed for residents with Alzheimer's and Dementia. At Suite Living Senior Care of Dayton our goal is to provide our residents with the right care at the right time.

Building Description:
Total Land Size: 2.87 Acres-Approx.
Building Size: 21,390 Sq. Ft.
Occupancy: 32 Private Suites
Floor 1: 20 Assisted Living Units / 12 Memory Care Units

Parking and Access: Hard Surface Parking (25 stalls, 2 designated handicapped will be designed with dimensions and area in accordance with state law) will provide parking for resident friends and family members along with Suite Living Senior Care staff. Since none of our residents drive there will not be a significant need for parking.

Analysis currently and forward
The difference between transient building occupants i.e.: those driving and with cars and fixed immobile occupants i.e.: residents

32 residents at any one time (immobile)
3 to 7 employees at any given time. 20-25 full time/part time employees
1 to 3 visitors for a total of 4 to 8 transient occupants

There will be a covered walkway to the entrance of the building which has a small portico which extends from the vestibule entry over the walkway and partially into the circular driveway. The portico will allow for enough clearance to allow for emergency vehicles to pass and thus be able to enter and exit the site freely.

Illumination: Lighting from the installation of outdoor flood or spot lighting and illuminated signs shall be of an intensity that is reasonable for the purpose served and will be appropriately shielded minimizing the effects on the use and enjoyment of adjoining properties.

Architectural Design: The building will combine stone, residential exterior materials, columns, roofline gables, extending porches and entrances to the building. The overall look is themed after a residential building providing a feeling of warmth and comfort for the residents.

CONCLUSION:

Thank you for your time to review our proposal. Suite Living Senior Care of Dayton will provide great economic benefits to the city and community with 32 assisted living and memory care suites, 25 plus full and part time jobs with annual payroll of $800,000 and a significant contribution to the tax rolls for this property and provide services to the residents of the City and surrounding area. The opportunity for the city to provide senior care options in a very demanding market well into the future is a compelling reason to approve this application.

The project is designed and intended to accommodate the needs of development for benefit to the community, as Suite Living's high level of care, access to hospice and respite will bring.

Great care has been taken to make the building attractive both as a city and neighborhood friendly addition, utilizing high quality finishes like LP smart siding, colored hard shingle in the staggered edge notched panels, smoked glass in the fake dormers, cultured stone accents and wainscoting, an extensive landscape plan with special attention to maintaining the existing buffer between the neighbors and the building.

The project will be designed exceeding the "required" landscaping and other basic requirements of code to upgrade the appearance of the building. The project will manage to maintain the required setbacks from the building to lot line front and back. Landscaping is for decorative purposes and can be moved when and if needed but provides a buffer and ornamental screening.

As we work thru the grading plan, special attention will be paid to the drainage and excavation plan to assure that the drainage of this site does not disturb the neighborhood.

By approving this project, the city is gaining an attractive, tax paying member to the community in an otherwise idle property. The building is a secure building, noise is not an issue, and the neighbors should appreciate a relatively peaceful co-existence with the new project. The project will bring many benefits to the community of Eagan.

Such benefits will include:

- Local Chamber of Commerce Membership
- Meeting room space including use for business, choir practice, piano recitals, girl/boy scouts, book clubs, churches etc.
- Be of host to community events
- Offer wellness clinics
- Charity drop off site for food and clothing
- Partnerships with local daycare centers
- Internship options for nursing students
- Volunteer opportunities
- Promote local businesses

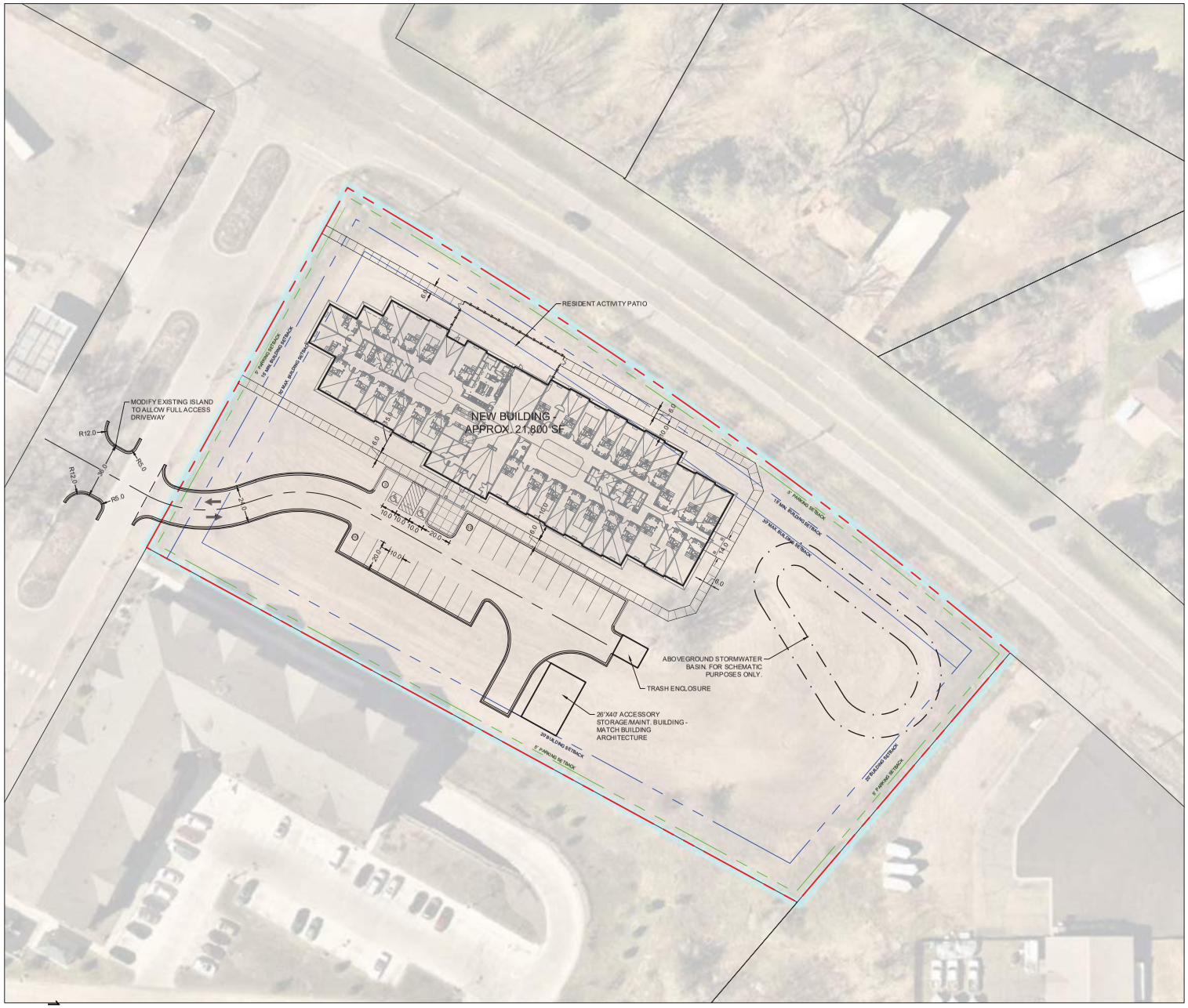
We have 21 locations up in running throughout the twin cities market. We have another 3 sites currently under construction with another 3 to start at the end of 2025.

We are family owned and operated. This is truly a ground up operation as we also own the real estate company, development company, construction company, and most importantly the Senior Living/ operations company. It is all in house and we do not use 3rd party operations to run our facilities.

We look forward to continuing to work with the City of Dayton during the review and approval process for this application. Please contact me with any questions you have on any item as I would be more than happy to discuss it in further detail.

Sincerely,

Jeremy Larson
Executive Vice President
Suite Living Senior Care
Hampton Companies



SITE DATA		
ZONING SUMMARY		
EXISTING ZONING	GMU-4 Balsam Lane	
PROPOSED ZONING	GMU-4 Balsam Lane	
	REQUIRED	PROVIDED
BUILDING SETBACKS		
FRONT	15' - 30'	15'-30'
REAR	20'	20'
SIDE	20'	20'
PARKING SETBACKS		
FRONT	5'	5'
REAR	5'	5'
SIDE	5'	5'
	REQUIRED	PROVIDED
PARKING SUMMARY		
PARKING STALL DIMENSIONS	10'X20'	10'X20'
DRIVE AISLE DIMENSIONS	24'	24'
	REQUIRED	PROVIDED
PARKING STALLS - SURFACE	16	25

N

1" = 30'-0"
15'-0" 0 30'-0"

SUITE LIVING DAYTON

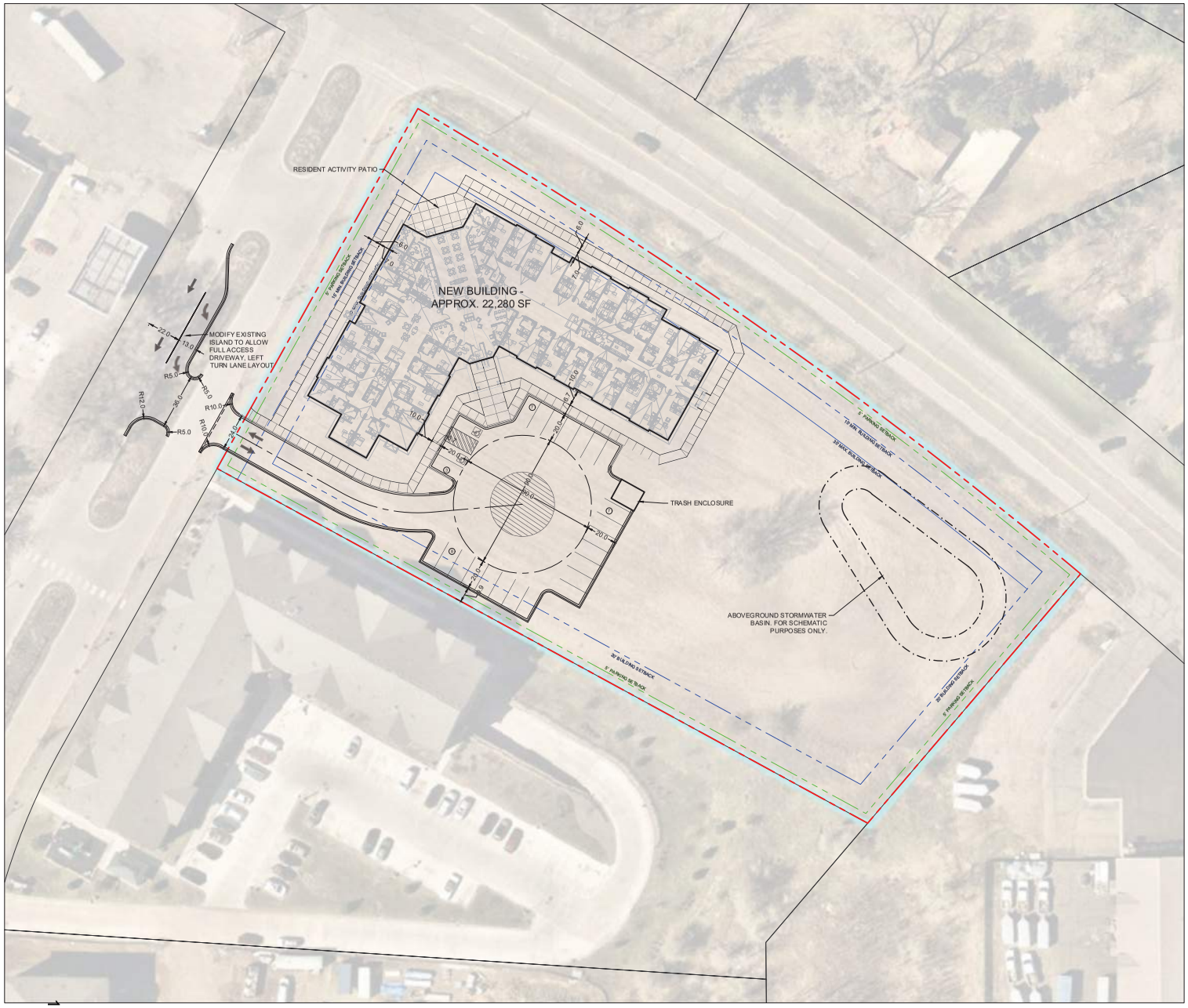
DAYTON RIVER RD & BALSAM LANE N, DAYTON, MN

CONCEPT PLAN

CivilSite GROUP
5500 Glenwood Avenue
Golden Valley, MN 55422
612-615-0060
www.CivilSiteGroup.com

Project Number:	25467	Revision Number:	
Issue Date:	10/31/25	Revision Date:	

EX1



SITE DATA		
ZONING SUMMARY		
EXISTING ZONING	GMU-4 Balsam Lane	
PROPOSED ZONING	GMU-4 Balsam Lane	
	REQUIRED	PROVIDED
BUILDING SETBACKS		
FRONT	15' - 30'	15'-30'
REAR	20'	20'
SIDE	20'	20'
PARKING SETBACKS		
FRONT	5'	5'
REAR	5'	5'
SIDE	5'	5'
	REQUIRED	PROVIDED
PARKING SUMMARY		
PARKING STALL DIMENSIONS	10'X20'	10'X20'
DRIVE AISLE DIMENSIONS	24'	24'
	REQUIRED	PROVIDED
PARKING STALLS - SURFACE	16	25

CivilSite GROUP
5500 Glenwood Avenue
Golden Valley, MN 55422
612.615.0060
www.CivilSiteGroup.com

SUITE LIVING DAYTON

CONCEPT PLAN

DAYTON RIVER RD & BALSAM LANE N, DAYTON, MN

Project Number: 2546?
Issue Date: 10/31/2025
Revision Number:
Revision Date:

EX 2



Suite Living, Inver Grove Heights



Suite Living, Inver Grove Heights



Suite Living, Ramsey



Suite Living, Vadnais Heights

Stantec

Memo

To:	Jon Sevald, Planning	From:	Jason Quisberg, Engineering Nick Findley, Engineering
Project:	Suite Living Concept Plan	Date:	11/25/2025

Exhibits:

This Memorandum is based on a review of the following documents:

1. Suite Living Concept 1, by Civil Site Group, dated 10/31/2025, 1 sheet
2. Suite Living Concept 2, by Civil Site Group, dated 10/31/2025, 1 sheet

Comments:

General

1. The concept reviewed comprises a portion of a 2.87 acre parcel located at the corner of Dayton River Road and Balsam Lane. The property is a rectangular parcel with approximately 535 ft along Dayton River Road.
2. These review comments are essentially very high level; the concept plan provides little detail beyond the parking lot locations and individual buildings. Ultimately, a complete plan submittal will be required, providing site plans that include street and parking lot details, grading and drainage plans, water and sewer utilities, and other detailed plans as required by the City. Existing easements and any planned or proposed easements, including conservation easements should be identified, and, if present, the layout adjusted accordingly.
3. Consistent with the review process, a comment response letter shall be provided in response to the following comments provided in this Memorandum in which the applicant provides a written response to each item.
4. In addition to engineering related comments per these plans, the proposed plans are subject to additional planning, zoning, land-use, and other applicable codes of the City of Dayton.
5. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence.
6. For any site activity (demo, grading, utilities, etc.) no closures or restrictions of any kind shall be imposed upon the public use of Balsam Lane without the City's permission and Dayton River Road without the City and County's permission. Should any lane restrictions be necessary, the Contractor shall notify the City at least 48 hours in advance and provide a Traffic Control Plan.
7. Any underlying easements no longer necessary must be vacated.
8. Outlots shall be covered by drainage and utility easements.

Plat

9. Appropriate easements to be located over shared ponds and utilities, including storm sewer, watermain, and sanitary sewer. If storm water improvements are deemed private a maintenance access agreement will be required.
10. Easements are not included in the concept figures. If the existing easements do not meet the current standards it is recommended that additional easements be acquired as a part of this work.
11. Hennepin County has discussed a future project along Dayton River Road including trail improvements. Additional right of way or easements may be required depending on the level of improvement.

Erosion Control/SWPPP

12. It appears that over an acre is disturbed requiring a SWPPP.
13. A MPCA/NPDES construction stormwater permit is required for the site. Sediment and erosion control plans shall be consistent with the general criteria set forth by the most recent versions of the Minnesota Stormwater Manual and the NPDES Construction site permit.

Wetlands

14. The National Wetland Inventory does not show any wetlands within the area. A qualified person is to complete a wetland delineation or provide documentation meeting LGUs requirements confirming there are no wetlands.

Site Plans

15. The proposed entrance is to conform to the standards shown within the commercial driveway apron detail (STR-14).
16. Between the two designs, a gap within the island or turn lane is provided for access to the site. As the plans progress this will be evaluated with regard to the proposed site, existing and proposed utilities, and other factors.
17. For future submittals provide turning movements showing a fire truck can navigate the site.

Grading /Stormwater

18. For future submittals, a complete grading plan shall be provided which includes proposed grades, elevations at lot corners, identification, and labeling of all emergency overflow elevations (EOF's), identification of proposed grades and all drainage swales, and any other topographic information relevant to site design.
19. A complete stormwater management plan shall be included in future submittals. The Stormwater Management Plan should follow Dayton and MPCA stormwater rules and regulations. The reports should include rate control for the 2-,5-,10-,100-year 24-hour MSE 3 rainfall events. Dayton requires load reduction achieved by abstracting 1.1 inch from net new impervious or no net increase in TP or TSS, whichever is lower. Information must also be provided showing all high-water levels, proposed building floor elevations, and other critical features. In addition, a stormwater application with the Elm

Creek Watershed will be required. The applicant shall assure that stormwater management devices are provided to meet City of Dayton and Elm Creek Watershed standards.

20. Overall runoff and drainage related to this development will overlap with adjacent properties and previous development phases. The stormwater management plan must show how runoff and detention areas between properties and phases are being routed and accounted for in an overall plan. In other words, the stormwater management plan must address runoff and discharge from both a local (this development) and a regional approach that includes neighboring properties, and West French Lake Road.
21. The City of Dayton's Local Surface Water Management plans requires that the storm sewer system must be designed to handle a 10-year event.
22. Upon further design, low floors adjacent to ponds/wetlands/other depressions must have 2 foot of freeboard above the modeled 100-yr high water level (HWL). This includes offsite low and depression areas adjacent to this site.
23. A Hydrocad report shall be submitted with the future submittal documents for complete stormwater review.
24. Please note that the site hydrology or hydraulics should be reflected in the overall SWMP for both this site and adjacent properties. The designer shall provide an updated overall SWMP upon submittal of plans for this site.
25. A City of Dayton Land Disturbance Permit will be required.
26. The maintenance of stormwater detention areas will need to be defined.
27. Maintenance, including irrigation of any common areas shall be discussed. The reuse of water for irrigation purposes is highly encouraged.
28. Any ponds or detention areas shall have a 10' access around the pond with appropriate grading for access using maintenance vehicles.
29. For future submittals, a complete grading plan shall be provided which includes proposed grades, elevations at lot corners, identification, and labeling of all emergency overflow elevations (EOF's), identification of proposed grades and all drainage swales, and any other topographic information relevant to site design.
30. There is an existing regional pond in the area. It appears that there may be capacity for some if not all of the stormwater required for this development. It is the developers responsibility to ensure that the proposed improvements meet the current standards of both Elm Creek Watershed Management Commission and the City.

Watermain/Sanitary Sewer

31. A sanitary sewer service (6" Schedule 40) and water service (6" PVC DR 18) are provide to the site from Balsam Lane. Provided connections are to be used, removals in the street for alternate connections will not be allowed.

Lighting

32. As the design progresses a lighting plan is to be provided.

End of Comments

ITEM:
Concept Plan – Dayton Assisted Living PID: 14-120-22-41-0005

APPLICANT/PRESENTERS:
Chad Caza, BJ Baas Builders
Frank Orito, Triad Holdings

PREPARED BY:
Jon Sevald, Community Development Director
Hayden Stensgard, Planner II

BACKGROUND/OVERVIEW:
BJ Baas Builders proposes a three story 58-unit memory care and assisted living facility to be located on 1.5 acres of vacant land south of Raintree Plaza on Balsam Lane. The project will be operated by Triad Holdings.

The concept plan review process is designed to receive early input from the public, Planning Commission, and City Council prior to a developer committing large expenditures towards engineering design. A concept plan does not require the level of engineering detail that a site plan or preliminary plat submittal will require. Comments are not binding, nor are they expected to be the only comments on this project. Once a final site plan is submitted, the review process begins, and additional formal review comments will be provided.

LAND USE & ZONING
The property is guided Mixed Use in the 2040 Comprehensive Plan, intended for a mix of residential, commercial, office, service (hotel, restaurants, etc.) and light industrial land uses.[1] The property is zoned GMU-4 Balsam Lane. Permitted Uses include *Multiple Family Dwelling (apartment, condominium, cooperative, townhome) at a minimum of 8 units per acre* [37 units p/acre proposed].[2] Multi-Family Dwelling does not include Nursing Homes[3] or Residential Care[4], or Senior Citizen Housing.[5] Nursing Homes are a conditional use in the B-1, and B-3, R-O (Old Village Residential) districts. Residential Care

[1] 2040 Comprehensive Plan, Table 3: Land Use Categories (Mixed Use).
[2] City Code 1001.063, Subd 4(2) (Permitted Uses)
[3] City Code 1001.03, Subd 2 (Definitions; Nursing Home): *A residential complex containing multifamily dwellings designed for and principally occupied by senior citizens and licensed by the State Department of Human Services, public or private, which for gain or otherwise, regularly provides 1 or more persons with 24 hour substitute care, food, lodging, training, education, supervision, habilitation, but which for any reason cannot be furnished in the person's own home.*
[4] City Code 1001.03, Subd 2 (Definitions; Residential Care): *Any facility required to be licensed by a governmental agency, public or private, which for gain or otherwise regularly provides 1 or more persons with a 24 hour per day substitute for care, food, lodging, training, education, supervision, habilitation, rehabilitation and treatment they need, but which for any reason cannot be furnished in the person's own home. Residential facilities include, but are not limited to, state institutions under the control of the Commissioner of Human Services, foster homes, residential treatment centers, maternity shelters, group homes, residential programs, supportive living residences for functionally impaired adults or schools for handicapped children.*
[5] City Code 1001.03, Subd 2 (Definitions; Senior Citizen Housing); *Housing designed and limited to occupancy by persons 55 years of age and older.*

and Senior Citizen facilities are a Permitted Use in the GMU-5 district. An Ordinance Amendment will be required to allow a Nursing Home in GMU-4.

CONCEPT PLAN ANALYSIS

		Min Req	Concept
Building Setbacks	Front build-to	15' min, 30' max	151'
	Side/Rear	20'	20'
Building frontage		50%	>100% (Not at build-to line (30'))
Building Maximum Height		Max - 3 stories	3 stories[6]
Parking Setbacks	Side/Rear	5'	5'
Off-Street Parking (Assisted Living)	Surface	.5 p/unit (29)	41 garage 14 surface 55 Total

The Applicant provided a detailed Site Plan, floor plans, and elevation drawing (main entrance). Staff have not analyzed architectural requirements.

If the Planning Commission feels that the Balsam Lane commercial area is a suitable place for assisted living/memory care/nursing home facilities, the applicants would follow up with the following applications as a next step:

- Ordinance amendment to allow for assisted living/memory care/nursing homes as a permitted or conditional use in the GMU-4 Mixed-use district.
- Conditional Use Permit for a building exceeding two stories in the GMU-4 Mixed-use district.
- Variance to the Front Yard Setback Requirements
- Site Plan Review

CRITICAL ISSUES:

Access — Access is proposed onto Balsam Ln. Staff recommends a driveway easement to access Raintree Plaza's south driveway (has not been discussed with Raintree). This would provide full access (vs. right-in / right-out).

There is no fire lane access on the north or west side of the building.

Stormwater — No stormwater infiltration basins are proposed. It is assumed underground stormwater storage will be used.

If the City Code is amended to allow Assisted Living as a Conditional Use (CUP) in the GMU-4 district, the following applies;[7]

> *e. The approval of a conditional use permit requires that the City Council shall find that conditions can be established to ensure all of the following criteria will always be met:*
>
> *1. The proposed use is consistent with the Comprehensive Plan and the purpose of the underlying zoning district.*

[6] City Code 1001.063., Subd 4(6)(a)(4)(a) (Building heights); *The maximum building height shall be 3 stories (excluding underground parking).* ***Any building height over 2 stories shall be by conditional use permit*** *(CUP).*

[7] City Code 1001.23, Subd 1(3)(e) (Process)

2. *The proposed use will not substantially diminish or impair property values within the immediate vicinity of the subject property.*
3. *The proposed use will not be detrimental to the health, safety, morals or welfare of persons residing or working near the use.*
4. *The proposed use will not impede the normal and orderly development of surrounding property.*
5. *The proposed use will not create an undue burden on parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area.*
6. *The proposed use is adequately screened.*
7. *The proposed use will not create a nuisance, including but not limited to odor, noise, vibration or visual pollution.*
8. *The proposed use will provide adequate parking and loading spaces, and all storage on the site is in compliance with this Subsection.*
9. *The proposed use will protect sensitive natural features.*
10. *The City Council may attach conditions to the permit, as it may deem necessary in order to lessen the impact of a proposed use, meet applicable performance standards and to promote health, safety and welfare.*

f. Denial. Conditional use permits may be denied by resolution of the City Council when there is a determination and findings of fact by the City Council that the proposed use does not meet the criteria for granting a conditional use permit.

RELATIONSHIP TO COUNCIL GOALS:

Strategic Initiative	Goal	Key Outcome Indicator	Target	Action Item
Encourage Diversity and Manage Thoughtful Development	Create a variety of housing options	• Review housing type and lot size by %'s.	• Proportionate housing types available.	A) A-3 District B) Begin work on Comp Plan C) Develop Rental Housing Ordinance D) Seek out businesses more often E) Work with EDA to find niche businesses that are not in surrounding communities F) Complete Lare Area Plan
	Encourage healthy lifespan of both residential and commercial operations	• Total amount of Funding provided. • Number of rentals available and where they are located.	• Maintain grant program. • Manage number of rentals.	
	Healthy Commercial Sector with services and job growth	• Net difference of businesses movement including their employment	• Maintain a positive difference in business movement	

ROLE OF CITY COUNCIL:

Provide comments and opinions for the applicants to further consider if they intend to apply for an Ordinance Amendment to allow Assisted Living in the GMU-4 district, and Site Plan review. Councilmembers comments are non-binding. There is no official action.

PLANNING COMMISSION RECOMMENDATION:
The Planning Commission conducted a Public Hearing on December 3, 2025. Commission comments (summarized):

- Supportive of Variance to increase maximum front yard building setback to exceed 30'.
- Is fire lane required?
- Recommend pervious surface fire lane on north side of building.
- If fire lane does not fit on north side, this is the wrong property for this building.
- Opposes 3-story building next to single-family.
- Would be more appropriate to swap sites between BJ Bass and Suite Living.
- Share driveway with Raintree Plaza/Marathon Gas.
- Concerns about stormwater storage.

During the Public Hearing, one person spoke (summarized):

- Opposes 3-story building behind their house and short setbacks. Concerned about noise associated with responding emergency vehicles.

STAFF RECOMMENDATION:
Staff recommends:

- Requiring shared access with Raintree Plaza/Marathon Gas.
- Minimum 20' width fire access around the building (north building setback is 20'-6").

ATTACHMENT(S):
Zoning Map
Aerial Photo
Site Photos
Public Hearing Notification Map
Concept Plan
Engineering Review, Nov 25, 2025

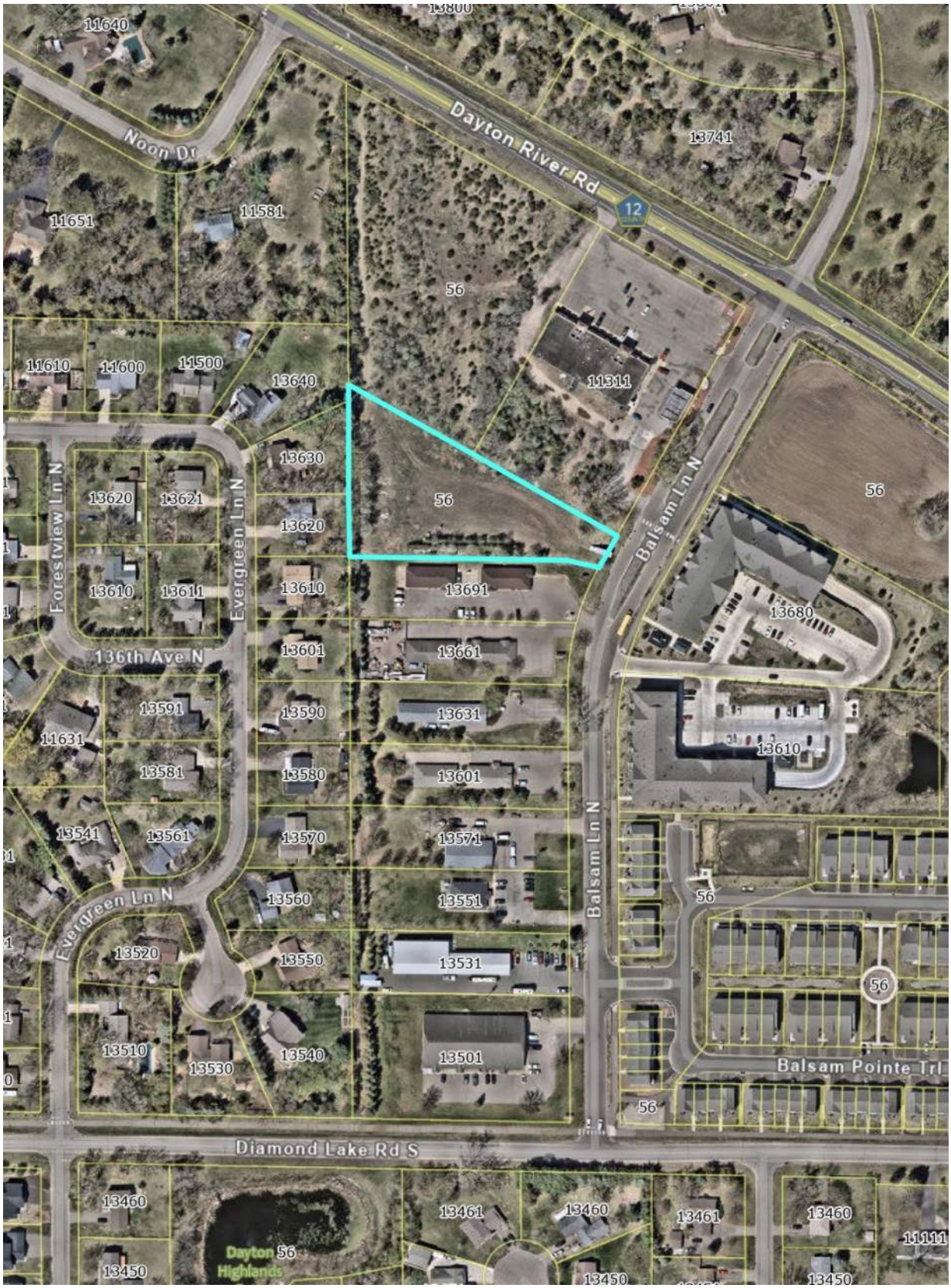
ZONING MAP



Legend

- A-1 Agricultural District
- A-2 Agricultural District
- A-3 Agricultural District
- B-2 Neighborhood Business District
- B-3 General Business District
- B-4 Commercial/ Industrial District
- B-P Business Park District
- ES Essential Service District
- GMU-4 Balsam Lane
- GMU-5 Southwest Mixed-Use
- I-1 Light Industrial District
- P-R Public Recreation District
- R-1 Single Family District
- R-1A Single Family Residential
- R-2 Single Family District (90,000 Sf, Unsewered)
- R-3 Single Family and Attached Residential
- R-E Single Family District (5 Ac, Unsewered)
- R-M Medium Density Residential District
- R-MH Mobile Home District
- R-O Old Village Residential
- S-A Special Agriculture District
- GMU-3 Historic Village
- City Boundary
- PUD
- County Parcels

AERIAL PHOTO



SITE PHOTOS



Looking west from Balsam Ln. Highlighted area is approximate property frontage (photo Nov 25, 2025)



Looking south-southwest along Balsam Ln. Marathon Gas south driveway in foreground (photo Nov 25, 2025).



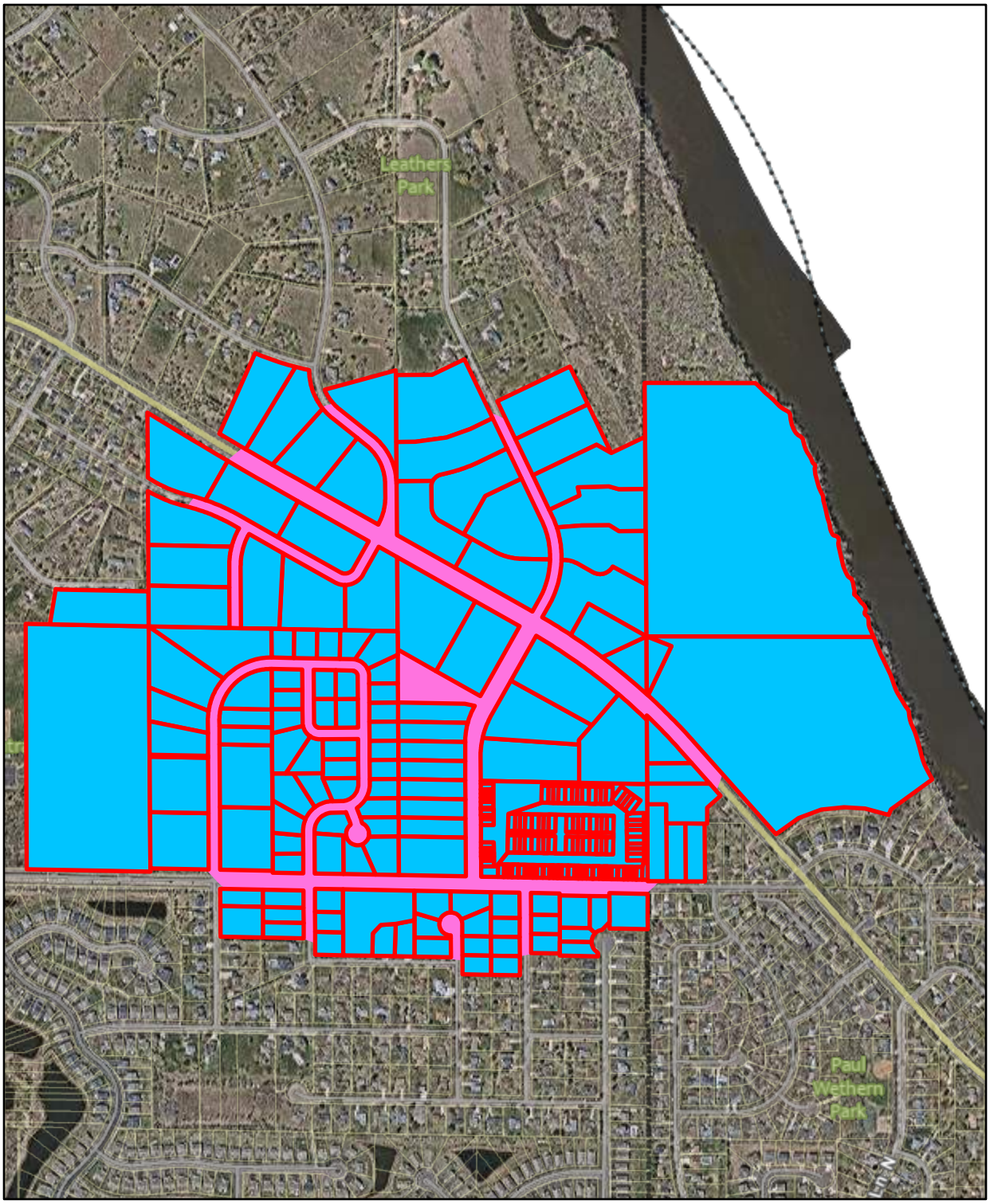
Panoramic view from near southwest property corner, looking north to east (photo Nov 25, 2025).



NW corner of Raintree Plaza looking south toward project. All trees seen are on Raintree's property (photo Nov 25, 2025).

+HQQHSLQ &RXQW\ /RFDWH 1RW

'DWH



%XIIHU 6L]H

0DS &RPPHQWV

)HHW

7KLV GDWD L LV IXQLVKHG $6 ,6 ZLWK QR UHSU
FRPSOHWHQHVV RU DFFXUDF\ LL LV IXQLVKHG ZLWK
NLQG DQG LLL LV QRWVXLWDEOH IRU OHJDO HQJL
SXUSRVHV +HQQHSLQ &RXQW\ VKDOO QRW EH OLDEOH I
RU ORVV UHVXOWLQJ IURP WKLV GDWD

)RU PRUH LQIRUPDWLRQ FRQWDFW +HQQHSLQ &RXQW\ *,
WK 6WUHHW 6RXWK 0LQQHDSROLV 01 JLV LQI

LEGAL DESCRIPTION

Lot 3, Block 1, RAINTREE 2ND ADDITION, according to the recorded plat thereof, Hennepin County, Minnesota.

SURVEYOR'S NOTES

O'malley & Kron Land Surveyors, Inc. was not provided with a title commitment at the time of this survey. There may be easements of record on subject property that are not graphically shown on this survey.

-The utilities shown hereon were located using the Gopher State One-Call system and verified in the field where possible. Private utility locations, such as underground sprinklers, underground service lines, ect may not have been located. O'Malley & Kron cannot guarantee that all utility companies responded or the accuracy or completeness of the locates. Prior to digging, contact Gopher One at 1-800-252-1166 and refer to ticket number 252800466.
-Water is graphically shown per utility maps from the City of Dayton.

Legend

- INDICATES IRON MONUMENT PLACED
- INDICATES IRON MONUMENT FOUND
- INDICATES STORM SEWER LINE
- INDICATES SANITARY SEWER LINE
- INDICATES UNDERGROUND WATER
- INDICATES UNDERGROUND ELECTRIC
- INDICATES OVERHEAD POWER
- INDICATES FENCE LINE
- INDICATES SANITARY MANHOLE
- INDICATES CATCH BASIN
- INDICATES HYDRANT
- INDICATES POWER POLE
- INDICATES LIGHT POLE
- INDICATES ELECTRIC PEDESTAL
- INDICATES TELEPHONE PEDESTAL
- INDICATES DECIDUOUS TREE
- INDICATES SEPTIC MANHOLE
- INDICATES WELL
- INDICATES BITUMINOUS SURFACE

58 UNIT ASSISTED LIVING AND MEMORY CARE
W/ 41 DRIVE UNDER PARKING STALLS

14 SURFACE STALLS

POSSIBLE SITE ENTRY LOCATION

SITE ENTRY LOCATION WITH RIGHT-IN/RIGHT-OUT

SITE BENCHMARK
ELEV.=862.35
(TOP NUT HYDRANT)

TOC ELEV=861.09
INV ELEV=847.76

TOC ELEV=859.93
INV ELEV=847.29

TOC ELEV=859.89
INV ELEV=846.68

TOC ELEV=858.49
INV W ELEV=853.96
INV S ELEV=854.09

TOC ELEV=858.52
INV ELEV=854.19

TOC ELEV=858.79
INV ELEV=846.40

RETAINING WALL

10' DRAINAGE & UTILITY EASEMENT PER RAINTREE 2ND ADDITION

TREELINE

S 00°35'01" E 276.64

N 60°51'27" W 495.35

S 89°10'16" E 350.00

S 78°00'47" E 52.38

S 29°09'36" E 58.78

6'-0" L-SCAPE BUFFER TYP.

CURB & GUTTER

SOUTH BOUND LANE OF BALSAM LANE NORTH

BALSAM LANE NORTH

RAINTREE

BLOCK 1

ZONING REQUIREMENTS
(GMU-4) GENERAL MIXED USE DISTRICT-4

LOT AREA REQUIREMENTS:
- Minimum Lot Size: (a) no minimum size for non residential lots (b) residential parcels shel maintain a lot size that is adequate for design of the structure and proposed density.
  - ACTUAL: 68,253 SQ.FT.
- Impervious surface: No requirement found
  - ACTUAL: 57.9% (39,500 SF)

SETBACK REQUIREMENTS:
- (a) front setback 15' min with 30' max.
  - ACTUAL: EXCEEDS SEE PLAN
- (b) Side residential use = 20'
  - ACTUAL: EXCEEDS SEE PLAN
- (c) Rear residential use = 20'
  - ACTUAL: EXCEEDS SEE PLAN

HEIGHT REQUIREMENTS:
- (a) The maximum building height shall be 3 stories (excluding underground parking). Any building height over 2 stories shall be by conditional use permit (CUP).
  - ACTUAL: 3 STORIES ABOVE GRADE + ONE BELOW-GRADE PARKING LEVEL

PARKING REQUIREMENTS:
- Assisted living requires .5 parking spaces per unit.
  58 UNITS X .5 = 29 PARKING STALLS REQUIRED (55 STALLS PROVIDED)

LANDSCAPE LEGEND	
	PONDING OR LANDSCAPING
	GRASS
	CONCRETE PAD/CURB/SIDEWALK/PATIO
	BITUMINOUS PAVING/DRIVE
	CRUSHED/RECYCLED ASPHALT

1 SITE PLAN
1" = 20'-0"

MAHLER & ASSOCIATES ARCHITECTURE
Firm Name and Address
Graeme H.D. Mahler, AIA
Principal
5150 Manson Drive
Suite D
Sauk Rapids, MN 56379
TEL: (320) 257-2724
EMAIL: gmahler@mahlerarchitecture.com

PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

Project Name and Address
DAYTON ASSISTED LIVING
.
DAYTON, MN
C/O BJ BASS
CHAD CAZA
763-691-0444

Project 2528
Date 11/04/2025
Scale AS INDICATED
Sheet SITE PLAN
AS-101
- OF -



1 1ST FLOOR PLAN OVERALL
3/32" = 1'-0"

1ST FLOOR UNIT MIX

TYP	8
CORNER	1
CORNER LARGE	1
TOTAL	10

N

MAHLER & ASSOCIATES
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Date **11/04/2025**
Scale **AS INDICATED**
Sheet
OVERALL 1ST FLOOR PLAN
A-101

- OF -



1 2ND FLOOR PLAN OVERALL
3/32" = 1'-0"

2ND FLOOR UNIT MIX

TYP	20
CORNER	2
CORNER LARGE	2
TOTAL	24

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Date **11/04/2025**
Scale **AS INDICATED**
Sheet
OVERALL 2ND FLOOR PLAN
A-102

- OF -



3RD FLOOR UNIT MIX

TYP	20
CORNER	2
CORNER LARGE	2
TOTAL	24

1 3RD FLOOR PLAN OVERALL
3/32" = 1'-0"

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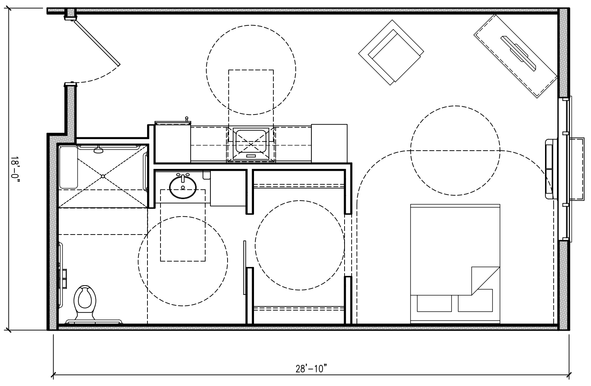
Project 2528	Date 11/04/2025	Scale AS INDICATED

Sheet
OVERALL 3RD FLOOR PLAN

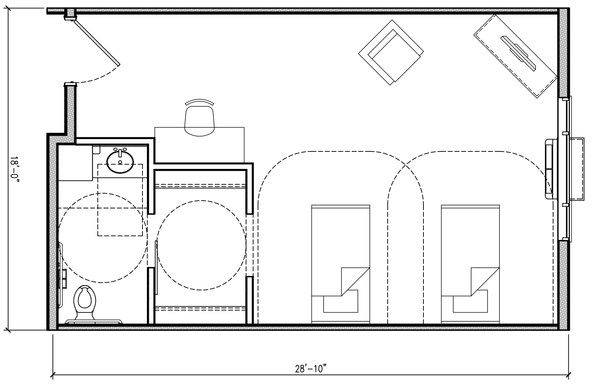
A-103

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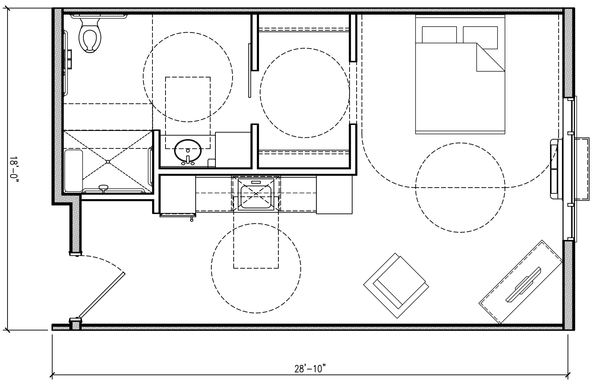
4 STUDIO MIRRORED (511 SQ.FT.)
1/4" = 1'-0"



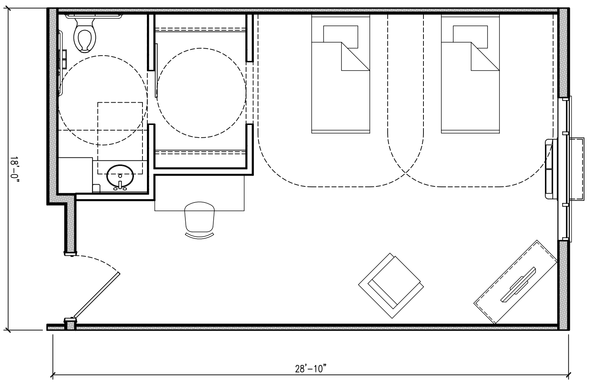
2 STUDIO MEMORY MIRRORED (511 SQ.FT.)
1/4" = 1'-0"



3 STUDIO TYP (511 SQ.FT.)
1/4" = 1'-0"



1 STUDIO MEMORY TYP (511 SQ.FT.)
1/4" = 1'-0"



UNIT PLANS

A-105.1

Project
2528

Date
11/04/2025

Scale
AS INDICATED

Project Name and Address
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-
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2 CORNER UNIT MIRRORED (650 SQ.FT.)
1/4" = 1'-0"

1 CORNER UNIT TYP (650 SQ.FT.)
1/4" = 1'-0"

4 CORNER UNIT LARGE MIRRORED (763 SQ.FT.)
1/4" = 1'-0"

3 CORNER UNIT LARGE TYP (763 SQ.FT.)
1/4" = 1'-0"

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Project 2528
Date 11/04/2025
Scale AS INDICATED

Sheet
UNIT PLANS

A-105.2

- OF -



1 SOUTH ELEVATION
3/32" = 1'-0"



1A
1B TRIM AND ACCENTS (TO BE PREFORMED METAL AT ROOF CAPS)
(BRAND: LP TRIM OR PANEL SIDING)

2 - LAP SIDING (TYPE 1) - 8" LAP
(BRAND: LP - ---)

3 - LAP SIDING (TYPE 2) - 8" LAP
(BRAND: LP - ---)

4 - LAP SIDING (TYPE 3) - 4" LAP
(BRAND: LP - ---)

5 - BOARD AND BATTEN SIDING - 12" LAP
(BRAND: LP - ---)

6 - MANUFACTURED STONE
(BRAND: ---

7 - PRECAST CONCRETE WALL PANELS
(BRAND: ---

PROVIDE SAMPLES TO CONTRACTOR FOR SELECTION

5 MATERIAL LEGEND
3/32" = 1'-0"

Firm Name and Address
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Project 2528
Date 11/04/2025
Scale AS INDICATED

Sheet
EXTERIOR ELEVATIONS

A-201

- OF -

Stantec

Memo

To:	Jon Sevald, Planning	From:	Jason Quisberg, Engineering Nick Findley, Engineering
Project:	BJ Baas Concept Plan	Date:	11/25/2025

Exhibits:

This Memorandum is based on a review of the following documents:

1. Dayton Assisted Living Plans, by Mahler & Associates Architecture, dated 11/04/2025, 7 sheets

Comments:

General

1. The concept reviewed comprises a portion of a 1.57 acre parcel located along Balsam Lane. The property is a polygon roughly triangular parcel with approximately 60 ft along Balsam Lane.
2. These review comments are essentially very high level; the concept plan provides little detail beyond the parking lot locations and individual buildings. Ultimately, a complete plan submittal will be required, providing site plans that include street and parking lot details, grading and drainage plans, water and sewer utilities, and other detailed plans as required by the City. Existing easements and any planned or proposed easements, including conservation easements should be identified, and, if present, the layout adjusted accordingly.
3. Consistent with the review process, a comment response letter shall be provided in response to the following comments provided in this Memorandum in which the applicant provides a written response to each item.
4. In addition to engineering related comments per these plans, the proposed plans are subject to additional planning, zoning, land-use, and other applicable codes of the City of Dayton.
5. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence.
6. For any site activity (demo, grading, utilities, etc.) no closures or restrictions of any kind shall be imposed upon the public use of Balsam Lane without the City's permission. Should any lane restrictions be necessary, the Contractor shall notify the City at least 48 hours in advance and provide a Traffic Control Plan.
7. Any underlying easements no longer necessary must be vacated.

Plat

8. Appropriate easements to be located over shared ponds and utilities, including storm sewer, watermain, and sanitary sewer. If storm water improvements are deemed private a maintenance access agreement will be required.

9. It appears that side lot easements are not included in the existing lot. It is recommended that side lot easements be provided as a part of this work. This can be accomplished with a separate agreement.

Erosion Control/SWPPP

10. It appears that over an acre is disturbed requiring a SWPPP.
11. A MPCA/NPDES construction stormwater permit is required for the site. Sediment and erosion control plans shall be consistent with the general criteria set forth by the most recent versions of the Minnesota Stormwater Manual and the NPDES Construction site permit.

Wetlands

12. The National Wetland Inventory does not show any wetlands within the area. A qualified person is to complete a wetland delineation or provide documentation meeting LGUs requirements confirming there are no wetlands.

Site Plans

13. The proposed entrance is to conform to the standards shown within the commercial driveway apron detail (STR-14).
14. Per ADA requirements 3 ADA stalls are required for total stall counts within 51-75.
15. For future submittals provide turning movements showing a fire truck can navigate the site.
16. An apparent retaining wall is shown within 3 ft of the property line. Access rights are to be obtained from the adjacent property if encroachment is required. If access is not granted, the retaining wall may need to be moved away from the property line.
17. Retaining walls 4’ or greater in height are required to be designed by an engineer.
18. From an engineering perspective a shared access with the adjacent property to the north would be preferred. This not only limits the access points directly off of Balsam Lane, it allows for turning movements into the site from both directions.

Grading /Stormwater

19. For future submittals, a complete grading plan shall be provided which includes proposed grades, elevations at lot corners, identification, and labeling of all emergency overflow elevations (EOF’s), identification of proposed grades and all drainage swales, and any other topographic information relevant to site design.
20. Stormwater improvements do not appear to be included for the increase in impervious area. A complete stormwater management plan shall be included in the future submittals. The Stormwater Management Plan should follow Dayton and MPCA stormwater rules and regulations. The reports should include rate control for the 2-,5-,10-,100-year 24-hour MSE 3 rainfall events. Dayton requires load reduction achieved by abstracting 1.1 inch from net new impervious or no net increase in TP or TSS, whichever is lower. Information must also be provided showing all high-water levels, proposed building floor elevations, and other critical features. In addition, a stormwater application with the Elm Creek Watershed will be required. The applicant shall assure

that stormwater management devices are provided to meet City of Dayton and Elm Creek Watershed standards.

21. Overall runoff and drainage related to this development will overlap with adjacent properties and previous development phases. The stormwater management plan must show how runoff and detention areas between properties and phases are being routed and accounted for in an overall plan. In other words, the stormwater management plan must address runoff and discharge from both a local (this development) and a regional approach that includes neighboring properties, and West French Lake Road.
22. The City of Dayton's Local Surface Water Management plans requires that the storm sewer system must be designed to handle a 10-year event.
23. Upon further design, low floors adjacent to ponds/wetlands/other depressions must have 2 foot of freeboard above the modeled 100-yr high water level (HWL). This includes offsite low and depression areas adjacent to this site.
24. A Hydrocad report shall be submitted with future submittal documents for complete stormwater review.
25. Please note that the site hydrology or hydraulics should be reflected in the overall SWMP for both this site and adjacent properties. The designer shall provide an updated overall SWMP upon submittal of plans for this site.
26. A City of Dayton Land Disturbance Permit will be required.
27. The maintenance of stormwater detention areas will need to be defined.
28. Maintenance, including irrigation of any common areas shall be discussed. The reuse of water for irrigation purposes is highly encouraged.
29. Any ponds or detention areas shall have a 10' access around the pond with appropriate grading for access using maintenance vehicles.
30. For future submittals, a complete grading plan shall be provided which includes proposed grades, elevations at lot corners, identification, and labeling of all emergency overflow elevations (EOF's), identification of proposed grades and all drainage swales, and any other topographic information relevant to site design.

<u>Watermain/Sanitary Sewer</u>

31. A sanitary sewer service (8") and water service (6") via hydrant lead are provide to the site from Balsam Lane. Provided connections are to be used, removals in the street for alternate connections will not be allowed.

<u>Lighting</u>

32. As the design progresses a lighting plan is to be provided.

End of Comments

ITEM:
Resolution 98-2025; Amending the Comprehensive Plan, and Ordinance Amending City Code related to the A-3 Zoning District

APLICANT/PRESENTERS:
Jon Sevald, Community Development Director

PREPARED BY:
Jon Sevald, Community Development Director

BACKGROUND/OVERVIEW:
For some time, the City Council has discussed decreasing the minimum Agricultural lot size from 40-acres to something less with the intent of allowing unsewered residential development on acreage lots, preserving rural character, and offering an alternative to suburban development.

The intent of the proposed A-3 district is to allow unsewered residential development with a minimum lot size of 1.5 net acres[1], and maximum density of two homes per 20-acres. Land eligible for A-3 zoning is in Northwest Dayton and guided for municipal sewer after 2040. A-3 zoning has the potential to add about 100 homes.

On August 26, 2025, the City Council amended the Comprehensive Plan[2] and adopted the A-3 zoning district.[3] A Comprehensive Plan Amendment was submitted to the Metcouncil, who responded with an incomplete letter. The intent of the attached Resolution and Ordinance is to address Metcouncil's concerns. The Metcouncil must authorize the Comprehensive Plan Amendment prior to the A-3 district taking effect.

In conversations between city staff and Metcouncil staff, two major items the A-3 district needs to address is; (1) removing 2030 sewer stage from A-3 zoning eligibility (e.g. current planning period = 2020, 2030 stages), and (2) reserving 75% of developable land (net acres) for future sewered development through restrictions (e.g. temporary easement or deed restriction).

Comprehensive Plan	1. Removes the 2030 Sewer Staging area from the "Unsewered Rural Residential-Interim" future land use category. This action removes five parcels (179 acres, owned by the Dahlheimer and McCann families) from eligibility to be rezoned to A-3 Agricultural.

[1] Net Density = Gross Acres minus wetlands, water bodies, public parks and trails, public open space, arterial road rights-of-way, and other undevelopable acres identified in or protected by local ordinances such as steep slopes (DRAFT Imagine 2050 Regional Vision, Values, & Goals, Objective 1, Policy 23, Action 3((iii) (p 20)

[2] Resolution 57-2025; *A Resolution Authorizing Submittal of a Comprehensive Plan Amendment to the Metropolitan Council for Review Related to Creating the Land Use Category: Unsewered Rural Residential-Interim.*

[3] Ordinance 2025-19; *An Ordinance Amending City Code Chapter 1001 (Zoning) and Chapter 1002 (Subdivision), Creating the A-3 Zoning District, and Miscellaneous Corrections.*

2. Combines “2040” Sewer Stage and “Post-2050” Sewer Stage into “Post-2040”. This action simplifies the Sewer Staging map and has no significant effect. The Metcouncil does not require staging past the 2040 decade, which the city opted to do anyway in the 2040 Comprehensive Plan. The Metcouncil suggested simplifying the map.

   Table 5 (Staging and Sewered Residential Land Use) needs to be updated to combine 2040-2050 and Post 2050 calculations. Staff did not have time to complete this prior to packets being distributed.

A-3 Zoning District

a. Clarifies that only land guided *Unsewered Rural Residential-Interim* in the Comprehensive Plan is eligible to be rezoned to A-3 Agricultural.

b. Requires submittal of a Ghost Plat demonstrating how the unsewered lots could be re-subdivided into sewered lots, once municipal sewer/water become available.

c. Restricts unsewered development to 25% of net acres. “Development” meaning, right-of-way, stormwater ponding/infrastructure, and minimum ½ acre house pad per lot.

d. Requires 75% of net acres to be reserved for future sewered development. Restriction is via deed restriction, easement, or similar. Restriction expires upon connections to sanitary sewer. Restriction does not prohibit agricultural buildings on Class 2 agricultural land.[4]

e. Requires a house pad, septic system and well to be identified on each lot (e.g. providing evidence that each lot is developable).

[4] MN Statute 273.13, Subd 23(e) (Classification of Property; Class 2); (e) *Agricultural land as used in this section means: (1) contiguous acreage of ten acres or more, used during the preceding year for agricultural purposes; or (2) contiguous acreage used during the preceding year for an intensive livestock or poultry confinement operation, provided that land used only for pasturing or grazing does not qualify under this clause. "Agricultural purposes" as used in this section means the raising, cultivation, drying, or storage of agricultural products for sale, or the storage of machinery or equipment used in support of agricultural production by the same farm entity. For a property to be classified as agricultural based only on the drying or storage of agricultural products, the products being dried or stored must have been produced by the same farm entity as the entity operating the drying or storage facility…..*

f. Commits the City to allowing up-zoning of the A-3 district to a higher residential density zoning when municipal utilities become available.

CRITICAL ISSUES:

75% restriction	The City Attorney has drafted a Declaration of Covenants to be recorded on the property prior to recording of the subdivision. Lot buyers would obtain a copy during a Title search.
Legacy Woods Preliminary Plat	Developer will need to amend the Preliminary Plat to comply with Amended A-3 Ordinance. Based on the Preliminary Plat (May 1, 2025), staff "roughly" estimates the project has 71 net acres, and 14% of net acres developed for right-of-way and house pads. This should leave wiggle room for property owners to build outbuildings, etc. on their lot within the maximum 25% developed area. It will be up to the developer's discretion how & where the 25% unrestricted areas are.
Bernens Concept Plan	Developer <u>should</u> amend the Concept Plan to comply with Amended A-3 Ordinance, prior to submitting a Preliminary Plat (also relates to shift in streets). The majority of the project is land with agricultural purposes (vineyard and agricultural buildings), and an Event Center. The Event Center and its parking lot would be included in the 25% developable area. The agricultural buildings would be exempt.

60/120-DAY RULE (IF APPLICABLE):

	60-Days	120-Days
N/A	(date)	(date)

RELATIONSHIP TO COUNCIL GOALS:

Strategic Initiative	Goal	Key Outcome Indicator	Target	Action Item
Encourage Diversity and Manage Thoughtful Development	Create a variety of housing options	• Review housing type and lot size by %'s.	• Proportionate housing types available.	A) A-3 District B) Begin work on Comp Plan C) Develop Rental Housing Ordinance D) Seek out businesses more often
	Encourage healthy lifespan of both residential and commercial operations	• Total amount of Funding provided. • Number of rentals available and where they are located.	• Maintain grant program. • Manage number of rentals.	

	Healthy Commercial Sector with services and job growth	• Net difference of businesses movement including their employment	• Maintain a positive difference in business movement	E) Work with EDA to find niche businesses that are not in surrounding communities F) Complete Large Area Plan

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission conducted a Public Hearing at their December 3, 2025 meeting. The Commission had no comments, and recommended approval.

During the Public Hearing, three people spoke. Two speakers had questions specific to their proposed developments (Bernens and Legacy Woods), and one landowner asked if he and his neighbor could combine their properties (21 acres) and subdivide more than two lots (no).

STAFF RECOMMENDATION:

Staff recommends Approval.

It is anticipated that Staff will need to make minor edits to the Comprehensive Plan post-approval, for clarity. Minor changes will be done administratively. Anything major will go back to the City Council for approval.

Staff anticipates two or three A-3 subdivisions will occur in 2026. The A-3 district works in theory. As plat applications are reviewed, the A-3 ordinance may need to be adjusted.

In conversations with Metcouncil staff, there is nothing similar to the A-3 district in the metro area where intentional open space has been redeveloped when sanitary sewer became available. Within Dayton, there have been property owner support (Natures Crossing) and opposition (Diamond Hill Estates) to extending sanitary sewer for redevelopment of acreage lots. Extending sanitary sewer tends to be cost prohibitive unless done on a neighborhood scale (vs, lot by lot).

ATTACHMENT(S):

Oct 10, 2025 Metcouncil Incomplete letter
Resolution 98-2025
Declaration of Covenants template
DFAFT Comprehensive Plan Chapter 5, Amendment
Ordinance 2025-22
Public Hearing Notice map
A-3 Legacy Woods Preliminary Grading Plan
A-3 Bernens Concept Plan

(Reserved for recording information)

DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS

THIS DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS ("Declaration") is made as of the ___ day of _____, 202_, by **>NAME**, a >business entity type and state or marital status ("Declarant").

RECITALS

A. Declarant is the fee owner of certain real property consisting of >## acres that is located at >address, in the City of Dayton, County of Hennepin, State of Minnesota, which is legally described in **Exhibit A** (the "Property"); and

B. The Property is zoned A-3 Agricultural pursuant to Dayton City Code § 1001.05, subd. 11, in which zoning district the intent is to allow residential development with a gross density of two units per 20 acres when such development meets the requirements set forth in City Code § 1001.05, subd. 11; and

C. In order to be eligible for A-3 Agricultural zoning, (1) the land must be guided as "Unsewered Rural Residential—Interim" under the Dayton Comprehensive Plan, (2) development plans for the land must preserve a minimum of 75% of undeveloped net acres for future sewered development so as to prevent the land from being developed prior to connections to municipal sanitary sewer, and (3) meet all other requirements set forth in City Code § 1001.05, subd. 11; and

D. The Property is currently undeveloped, and Declarant has submitted development plans to the City of Dayton for a >describe proposed development; and

E. Declarant makes this Declaration as a condition of plat approval.

NOW, THEREFORE, Declarant does hereby impose upon the Property the following covenants, conditions, and restrictions, which shall be covenants running with the land and shall be binding upon Declarant successors and assigns, and shall inure solely to the benefit of the City:

1. Declarant represents, covenants, and agrees that the Property shall be developed and maintained in compliance with the requirements of City Code § 1001.05, subd. 11, that is in effect at the time of this Declaration.

2. In the event that the City Council of the City of Dayton amends or repeals City Code § 1001.05, subd. 11, the City Code requirements imposed by this Declaration shall continue to be in full force and effect on the Property regardless of amendment or repeal.

3. Declarant shall enter into an encroachment agreement with the City as required by the Dayton City Code, which shall run with the land and shall be filed of record in the Office of the Hennepin County Registrar of Titles at Declarant's expense and prior to the commencement of construction of the Driveway Expansion on the Property.

4. Declarant or any person or entity succeeding to the interest of Declarant in any part of the Property (each one a "Successor in Interest") shall be subject to the terms of this Declaration.

5. In the event that Declarant or any Successor in Interest shall default in his performance or observance of any covenant, agreement, or restriction set forth in this Declaration, including a default in performance of the encroachment agreement, and such default shall remain uncured for a period of thirty (30) days after the City shall have given notice to Declarant or a Successor in Interest of such default, then in such case, pursuant to the terms of this Declaration, (i) the City may institute and prosecute any proceeding at law or in equity to abate, prevent or enjoin any such violation; (ii) the City may require Declarant or a Successor in Interest to demonstrate to the satisfaction of the City that any default has been corrected and the City may take any action reasonably necessary to investigate and substantiate the existence or correction of the default, or (iii) the City may seek specific performance of the covenants and restrictions contained in this Declaration. Declarant or a Successor in Interest agrees to pay, indemnify, and hold the City harmless from any and all costs and expenses (including reasonable attorney's fees) actually incurred in any such action for specific performance of any covenant, agreement, or restriction set forth in this Declaration following a default under this Declaration, if City should prevail.

6. At Declarant's expense, prior to the recording of the plat of the Property, Declarant shall record this Declaration in the Office of the Hennepin County >Registrar of Titles >or Recorder.

7. This Declaration shall terminate in accordance with its own terms thirty (30) years from the date of recording, or at such time that municipal sewer and water become available to the Property, whichever is earlier.

8. At such time that municipal sewer and water become available to the Property, upon application from the Declarant, the City of Dayton will permit the Property to be re-zoned to a zoning district with a higher residential density.

9. The Recitals at the beginning of this Declaration and **Exhibit A** attached to this Declaration are each true and correct, and are incorporated into and made part of this Declaration by reference.

IN WITNESS WHEREOF, Declarant has duly executed this Declaration as of the day and year first written above.

[Signature page follows]

DECLARANT:

>NAME

_____

>NAME

_____[printed name]

_____[printed title]

STATE OF MINNESOTA)
) SS.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____ _____, 202_, by **>Name**, a >business entity type and state >or marital status, >on behalf of the >business entity type.

_____

Notary Public

This instrument was drafted by:
City of Dayton
12260 South Diamond Lake Road
Dayton, MN 55327

EXHIBIT A

Legal Description of the Property

>insert legal description prior to plat

October 28, 2025

Jon Sevald, Community Development Director
City of Dayton
12260 South Diamond Lake Road
Dayton, MN 55327

RE: City of Dayton – Unsewered Rural Residential-Interim Use
Comprehensive Plan Amendment – Incomplete for Review
Metropolitan Council Review File 22507-4
Metropolitan Council District 1

Dear Jon Sevald:

The Metropolitan Council received the City of Dayton's Unsewered Rural Residential-Interim Use comprehensive plan amendment on October 8, 2025. This amendment adds the land use category: Unsewered Rural Residential-Interim, which is intended to allow unsewered residential uses at a density of 2 units per 20 gross acres as an interim use. The description of the category indicates that all subdivisions shall follow the Met Council's Flexible Residential Development Guidelines. The submittal included areas eligible for the Unsewered Rural Residential-Interim Use and included the draft zoning ordinance as the implementation tool.

Council staff finds that parts of the plan amendment submittal are incomplete, and further review has been suspended pending receipt of the following as described below.

POTENTIAL CONFORMANCE AND CONSISTENCY ISSUES
As described in the information below, the proposed amendment represents a potential departure from the regional Water Policy Plan for wastewater constituting a System Departure. This is due to the reduction in timed development that would otherwise utilize regional wastewater system investments made to serve the City. The proposal also presents potential inconsistencies with land use implementation which must be addressed. The sections below provide additional detail and outline other incomplete items.

Wastewater (*Kyle Colvin, 651-602-1119, Roger Janzig, 651-602-1151*)
The submittal includes a map of parcels eligible for unsewered rural residential land planned for sewered development within the current planning period. It is inappropriate to allow for an interim rural residential use within the 2040 planning horizon when those areas are planned for a combination of sewered uses including low density residential, as indicated on the Future Land Use map. This reflects a reduction in timed development that would otherwise utilize the regional wastewater system investments made to serve Dayton. If the City moves forward as described, this has the potential to result in an underutilization of the system, which would represent a System Departure.

Advisory Comment
The ordinance would allow a minimum lot size of 1.5 acres per housing unit served by individual subsurface septic treatment systems (SSTS). Minnesota Rules 7080-82 govern the design, construction, maintenance, and record keeping administration of SSTSs within the State. Included in those rules are requirements for a secondary backup drain field for certain soils, and a 100-foot separation requirement between drain field and water supply wells. Satisfying these requirements could prove challenging on a 1.5-acre lot even assuming an unencumbered site (wetlands, trees, steep slopes, etc.). For these reasons the Council, and most rural developed communities require a minimum of 2.5 acre lots for septic systems. It is the Council's understanding that Hennepin Council administers the SSTS program for communities in the County. It is recommended the City contact the County on the standards of serving the proposed 1.5-acre parcel size with SSTS.

Land Use (*Freya Thamman, 651-602-1750*)

Unsewered Rural Residential – Interim Use: Description and Eligible Parcels Map

- The submittal included a map of the eligible parcels for Unsewered Rural Residential-Interim Use. However, this map has parcels shown as eligible for the Unsewered Rural Residential – Interim Use that are staged for regional wastewater services *within* the current planning period (2030-2040). These areas are included in the City's net residential density calculation as sewered residential within the planning period. For conformance with regional system plans, the Unsewered Rural Residential-Interim Use must be limited to post-2040/post-2050 areas (also see Wastewater comments).
- The Unsewered Rural Residential-Interim land use category's description (Table 3 – Land Use Categories) needs to indicate that this interim use would be limited to areas outside the current planning horizon through 2040.
- The map of eligible parcels for Unsewered Rural Residential-Interim Use eligible parcels needs to be referenced in the category description. The map of these parcels needs to be in the comprehensive plan and/or on the future land use map.
    - The number of eligible parcels and acres need to be updated to reflect only those parcels staged for post-2040/post-2050 wastewater services.

Future Land Use Table

The Future Land Use Table (Table 4) includes the "Unsewered Rural Residential-Interim" category but indicates there are 1,234 developable acres. However, based on the eligible parcels map and GIS parcel data, there are 1,234 gross acres. The developable acres for the eligible parcels are needed. In addition, the table indicates that the minimum density is 0.1 acre; however, the minimum for this category described elsewhere in the materials is 1.5 net acres. This information needs to be updated to both be consistent within the plan and with the Wastewater comments contained in this letter. The table could add this updated information as footnote describing the category, the study area acres, eligible mapped post-2040 parcels, and associated gross/net acres.

Future Land Use Map

The future land use map (Figure 3) shows a dashed green line (Unsewered Rural Residential-Interim study area). However, the figure does not include any other context or description in the legend. For clarity, the eligible post-2040 parcels within the study area should be on the future land use map. The Unsewered Rural Residential-Interim Use study area and eligible parcels need to be described in the legend.

Implementation (*Freya Thamman, 651-602-1750*)

Comprehensive plans need to include actions to implement the plan and ensure conformity with metropolitan system plans. Implementation, including description of zoning, must provide sufficient detail to establish existing or potential effects on/or departures from metropolitan system plans and to protect metropolitan system plans. The City needs to ensure the ordinance and implementation of the Council's Flexible Development Guidelines are followed and applied correctly. We have identified the following areas where implementing the ordinance may cause inconsistencies with the land use plan. As a reminder, statute prohibits ordinances which conflict with the comprehensive plan. The comprehensive plan is the presiding document.

Zoning Ordinance

- The intent section needs to indicate that the interim use does not apply to areas staged for sewered development within the current comprehensive plan's planning period (currently to 2040).
- Following the Flexible Development Guidelines, the ordinance needs to describe the characteristics of land required for future urbanization.
    - For example, the ordinance states "allow no more than 25% of areas identified for future development to be developed as unsewered, reserving larger areas for future urbanization". The ordinance needs to ensure no more than 25% of *developable* land in a project can be developed in the interim. The ordinance needs to outline what is considered "buildable" as well as what is considered "permanent unsewered development".
    - The City needs to identify the area it considers undevelopable and the areas required to support future urban development. For example, the ordinance could identify how the

Greenway areas (or other preserved or restricted areas) are considered with future potential development.
    - For eligible parcels, the City should identify the maximum amount of land allowed to be used for the interim development. The ordinance should state that development proposals must identify the developable land and then *of that developable land*, only 25% can be interim rural residential.
- The ordinances provide "examples"; however, examples infer flexibility and could be subject to developer interpretation. Therefore, for consistency with the Flexible Development Guidelines, the ordinance needs to show these as requirements. Ghost platting is currently identified as an example but must be required as part of the site plan review. Based on previous conversations with City staff, this appears to be the direction that the City was intending to go in, so it needs to be reflected as required.
- In those conversations, the City staff had indicated communal systems would be prohibited. The ordinance then needs to state that all interim lots must be served by individual subsurface sewage treatment systems.
- The ordinance should indicate that the City shall rezone (rather than provide for the rezoning).

After the supplemental information is received and evaluated, if staff find the plan complete, the Council's review process will be restarted. If you have any questions about the information requested in this letter or about the review process, please contact Freya Thamman, Principal Reviewer, at 651-602-1750 or via email at Freya.Thamman@metc.state.mn.us.

Sincerely,



-FOR-

Angela R. Torres, AICP, Senior Manager
Local Planning Assistance

CC: Judy Johnson, Metropolitan Council District 1
LisaBeth Barajas, Executive Director of Community Development, Metropolitan Council
Kyle Colvin, Manager Wastewater Planning and Community Programs
Freya Thamman, Sector Representative/Principal Reviewer
Reviews Coordinator

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RESOLUTION No. 98-2025

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

A RESOLUTION AUTHORIZING SUBMITTAL OF A COMPREHENSIVE PLAN AMENDMENT TO THE METROPOLITAN COUNCIL FOR REVIEW RELATED TO CREATING THE LAND USE CATEGORY: UNSEWERED RURAL RESIDENTIAL – INTERIM

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and,

WHEREAS, the City of Dayton adopted the 2040 Comprehensive Plan on September 27, 2022 (Resolution 70-2022); and,

WHEREAS, the City of Dayton Planning Commission conducted a Public Hearing on March 6, 2025, and July 10, 2025 (continued on August 7, 2025), to amend the Comprehensive Plan, creating the land use category of "*Unsewered Rural Residential – Interim"*. This category is intended to allow unsewered residential density of 2 units per 20 gross acres as an Interim Use. All subdivisions shall be consistent with the Metcouncil's *Flexibile Residential Development Guidelines*, as written in the A-3 zoning district. The Planning Commission recommended Approval of the amendment; and,

WHEREAS, on August 26, 2025, the City Council Approved Resolution 57-2025, Amending the Comprehensive Plan, and directing it be submitted to the Metcouncil for review; and,

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed Amendment was submitted to adjacent governmental units and affected special districts for review and comment on March 24, 2025, and September 5, 2025; and,

WHEREAS, On October 7, 2025, the Comprehensive Plan was submitted to the Metcouncil for review. On October 28, 2025, the Metcouncil responded with an Incomplete Letter; and,

WHEREAS, the City of Dayton Planning Commission conducted a Public Hearing on December 3, 2025 to address the Metcouncil's concerns, recommending Approval of an Amendment to the 2040 Comprehensive Plan regarding *Unsewered Rural Residential - Interim* land use category, and an Amendment the City Code regarding the A-3 zoning district; and,

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NOW, THEREFORE, BE IT RESOLVED, that the City Council approves an Amendment to the 2040 Comprehensive Plan related to creating a land use category; "*Unsewered Rural Residential – Interim*"; and,

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City Council authorizes Staff to submit this Amendment to the Metropolitan Council for review and authorizes Staff to make any necessary edits without further approval by the City Council.

Adopted by the City Council of the City of Dayton on this 9TH day of December 2025.

Dennis Fisher, Mayor

ATTEST:

Amy Benting, City Clerk

Motion by _____. *Second by* _____.
Resolution ***Approved***.

CITY OF DAYTON
2040 COMPREHENSIVE PLAN
Chapter 5: Land Use

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Introduction

The City of Dayton's Land Use Plan plays a key role in guiding growth for Dayton. The Future Land Use Plan identifies the location and intensity of future development with the City, and establishes a framework in which future development will occur. This plan is intended to guide future development and growth to achieve the community objectives for balanced and efficient growth.

Land Use Goals and Policies

Community Image

Goal 1: Enhance community identity and sense of place through well designed community gateways, signage, high-quality infrastructure and attractiveness of properties.

Goal 2: Work with providers and developers to expand cost effective high-speed internet to existing and new residential areas across the City.

Growth Management

Goal 3: Manage expansion of urban services (roads, sewer, water, internet) to support densities necessary to accommodate regionally forecasted residential growth, and desired business and industrial expansion.

Goal 4: Develop at a sustainable pace balanced with capacity of city service provisions, transportation capacity and wastewater and water supply available to the City.

Goal 5: Require appropriate land use transitions and buffers to ensure new development and or redevelopment is compatible with existing areas and abutting roadways.

Agriculture and Rural Residential

Goal 6: Preserve the rural character by maintaining a balance between the expanding urban area and rural nature of the community.

- **Policy 1:** Preserve rural view shed on major roads, open spaces and natural areas to promote the rural character of Dayton.
- **Policy 2:** Encourage infill development that demonstrates compatibility with existing neighborhood characteristics in terms of quality, density, building height, placement, scale, and architectural character.
- **Policy 3:** Discourage "leap frog" development patterns of new subdivisions that prematurely expand City's service delivery areas.
- **Policy 4:** Conserve agricultural uses outside of the current staging areas.
- **Policy 5:** Encourage conservation practices on agricultural land to prevent erosion and conserve natural resources.

Residential Land Use

Goal 7: Promote residential growth in well-planned neighborhoods connected through roads and trails to parks and other key community and natural amenities.

- **Policy 1:** Establish and update development guidelines for including adequate green

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spaces, paths, sidewalks, and trails and connections throughout the community.

- **Policy 2:** Continue to link residential neighborhoods via trails to city parks, Elm Creek Regional Park, lakes, schools, Historic Village, the mobile home park, and important neighborhood commercial nodes.

- **Policy 3:** Incorporate the conservation of natural resource corridors.

- **Policy 4:** Encourage innovation in subdivision design such as clustering techniques to conserve open space and/or natural resources.

Goal 8: Provide a healthy variety of housing types, styles, densities and choices to meet the life cycle housing needs of residents.

- **Policy 1:** Maintain a balance in the types, quantities, and densities of housing units available throughout the community including continued single-family growth, and new opportunities for multiple family and senior housing developments.

- **Policy 2:** Protect low density and rural residential areas from incompatible uses by maintaining adequate buffering, or transition densities from such uses.

- **Policy 3:** Ensure new housing, including high density and rental housing, adheres to high standards of planning, design, and construction.

Goal 9: Improve the availability of affordable housing and senior housing.

- **Policy 1:** Use redevelopment tools to revitalize aging, residential properties made possible from federal, state, county, and grant programs.

- **Policy 2:** Incentivize rehabilitation of older homes, and/or streamline the development process to reduce impacts on the price of entry-level homes.

- **Policy 3:** Develop partnerships with non-profit and private sector groups in the creation of new senior housing.

- **Policy 4:** Utilize our senior needs assessment to improve service delivery and expand services to our aging populace.

Goal 10: Promote efforts to upgrade, enhance and maintain existing housing stock.

Neighborhoods

Goal 11: Create a common sense of community pride for Dayton by encouraging strong neighborhood organizing through community building activities, community safety and promoting neighbors knowing one another and integrating into the larger community.

- **Policy 1:** Increase recreation opportunities for residents.
- **Policy 2:** Continue to encourage Neighborhood Watch and other community safety programs.

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Commercial Land Uses

Goal 12: Expand and diversify the City's tax base by encouraging new commercial development and that complements the residential areas of Dayton.

- **Policy 1:** Create cohesive identities for Dayton commercial areas. Create and improve performance standards for all commercial areas including building and signage design guidelines, street scaping, and inclusion of green space, paths, and sidewalks to connect commercial areas to neighborhoods.

- **Policy 2:** Provide for commercial land uses that are dispersed appropriately through the community. Create neighborhood commercial nodes which provide goods and services for nearby neighborhoods.

- **Policy 3:** Support and promote existing business and new businesses that are viable and responsive to the needs of the Community. Explore programs to provide financial assistance to retain existing businesses and attract new business.

- **Policy 4:** Rehabilitate, or where necessary, redevelop substandard and/or functionally obsolete commercial development through private means or, if necessary, public assistance.

- **Policy 5:** Require all new commercial uses utilize public utilities.

- **Policy 6:** Encourage business owners to remodel, rehabilitate, and enhance building exteriors.

- **Policy 7:** Allow home businesses provided that they are accessory to the residential use, adhere to the Zoning Ordinance, and do not negatively impact nearby properties.

- **Policy 8:** Maintain and promote the Historic Village as an important commercial opportunity.

- **Policy 9:** Work with the area's Chamber of Commerce to attract new business to Dayton.

Industrial Land Uses

Goal 13: Attract and encourage new light industrial, office/industrial, high tech and professional services and maintain and expand existing businesses in Dayton.

- **Policy 1:** Encourage high-end business park developments that attracts medical, technological, and other similar industrial uses which provide a range of quality employment wages.

- **Policy 2:** Work with property owners to redevelop existing industrial sites that are in disrepair, are obsolete with respect to site design, have environmental concerns, or are incompatible with neighboring land uses.

- **Policy 3:** Develop a market plan and strategy aimed at creating industrial identity that will help recruit business and industry to Dayton.

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- **Policy 4:** Establish light industrial and business park locations that offer a full range of activities in a manner that is compatible with surrounding land uses.

- **Policy 5:** Require all new industrial areas to be connected to city sewer and water.

- **Policy 6:** Create and improve building, signage, and landscaping design guidelines that will result in high quality building and site development.

- **Policy 7:** Encourage use of "green," or environmentally-responsible building and site development techniques that reduces impact on city, regional, and private utility systems.

- **Policy 8:** Encourage site upkeep and quality maintenance through code enforcement to maintain and promote a positive image of industrial areas.

Historic Village

Goal 14: Identify opportunities and challenges in Historic Village area related to land use, utilities, parking, design standards, transportation and access which enable this area to become a key Dayton focal point.

- **Policy 1:** Promote a range of land uses and activities including commercial, residential, service, office, and public spaces to revitalize the Village.

- **Policy 2:** Update and utilize the existing Historic Village Plan as the design guidelines for redevelopment and new development within the Village.

- **Policy 3:** Develop a strategy to rehabilitate, replace, and/or remove buildings that have deteriorated and detract from the general attractiveness of the area.

- **Policy 4:** Identify significant historic building and/or sites and implement appropriate historic preservation methods.

- **Policy 5:** Identify and improve or plan for a new park and riverfront access or other public gathering areas.

2030 Land Use Plan Accomplishments

The 2030 comprehensive plan was adopted in 2008 and updated in 2014. Many changes have occurred and developments have advanced since the plans were adopted:

- Industrial users have recently completed projects in our expanded industrial area. The French Lake Industrial Master plan was approved in 2015.

- Upon creation of the Mixed-Use designation in northeast Dayton a 49-unit workforce apartment building and new streetscaping was completed in 2017. A second 49-unit workforce apartment building will be constructed on property immediately adjacent in 2022.

- Prepared a corridor plan for southwest Dayton transportation network. This study has expanded into a market research and small area plan for southwest Dayton that was completed in 2020.

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- The construction of Dayton Parkway Interchange was completed and opened for traffic in November 2021.
- Twelve new single-family subdivisions have been approved and are a various stage of development.
- Conducted a senior needs assessment.
- Adopted Ordinance amendments including mixed use districts, landscaping, tree preservation, accessory dwelling units (ADU's) and residential design standards.

Existing Land Use

Dayton's existing land use contains a variety of uses including historic residential and commercial areas, large agricultural tracts, large-lot suburban development, and a park reserve. While communities neighboring Dayton have seen substantial suburban development in recent years, development in Dayton has been limited, and the City consists mainly of rural residential and agricultural areas. The City also contains significant wetlands, woodlands, and forests which are distributed across the City. Many lakes and water features are present in the City including Diamond and French Lakes and the Mississippi River. See the definitions of existing land uses below, and Table 1 shows the land area of Existing Land Uses.

Existing Land Use Definitions

Agriculture/farm: Agricultural purposes, including farming, dairying, pasturage, horticulture, floriculture, viticulture, and animal and poultry husbandry and accessory uses including farmstead or rural residence

Commercial: Provision of goods or services, may also include office (predominately administrative, professional, or clerical services).

Essential Service: Primarily areas dedicated to utility services (well house, water storage, etc.)

Golf Course: Area identified for existing or planned golf course facilities.

Industrial: Primarily manufacturing and/ or processing of products; could include light or heavy industrial land use, or large warehouse facilities.

Mobile Home Park: This area consists of manufactured homes within Dayton.

Multi-Family Residential: Residential purposes including duplexes, triplexes, townhomes, apartment buildings, and condominiums. May include open space within or adjacent to or related to a residential development.

Park and Recreation: Primarily for public active recreation activities improved with playfields/ground or exercise equipment, zoos, or other similar areas.

Public/Institutional: Primarily religious, governmental, educational, social, or healthcare facilities.

Rail Road: Parcels owned and maintained as rail lines.

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Rural Residential: Residential purposes including mostly one-family homes and manufactured homes may include some two-family homes and land used for agricultural purposes.

Single Family Residential: Residential purposes including mostly one-family homes and manufactured homes. May include some two-family homes and open space within or adjacent to or related to a residential development.

Vacant: Undeveloped areas that do not serve a commercial, industrial, institutional, agriculture, or residential purpose.

Open Water: Permanently flooded open water, rivers, and streams, not including wetlands or periodically flooded areas.

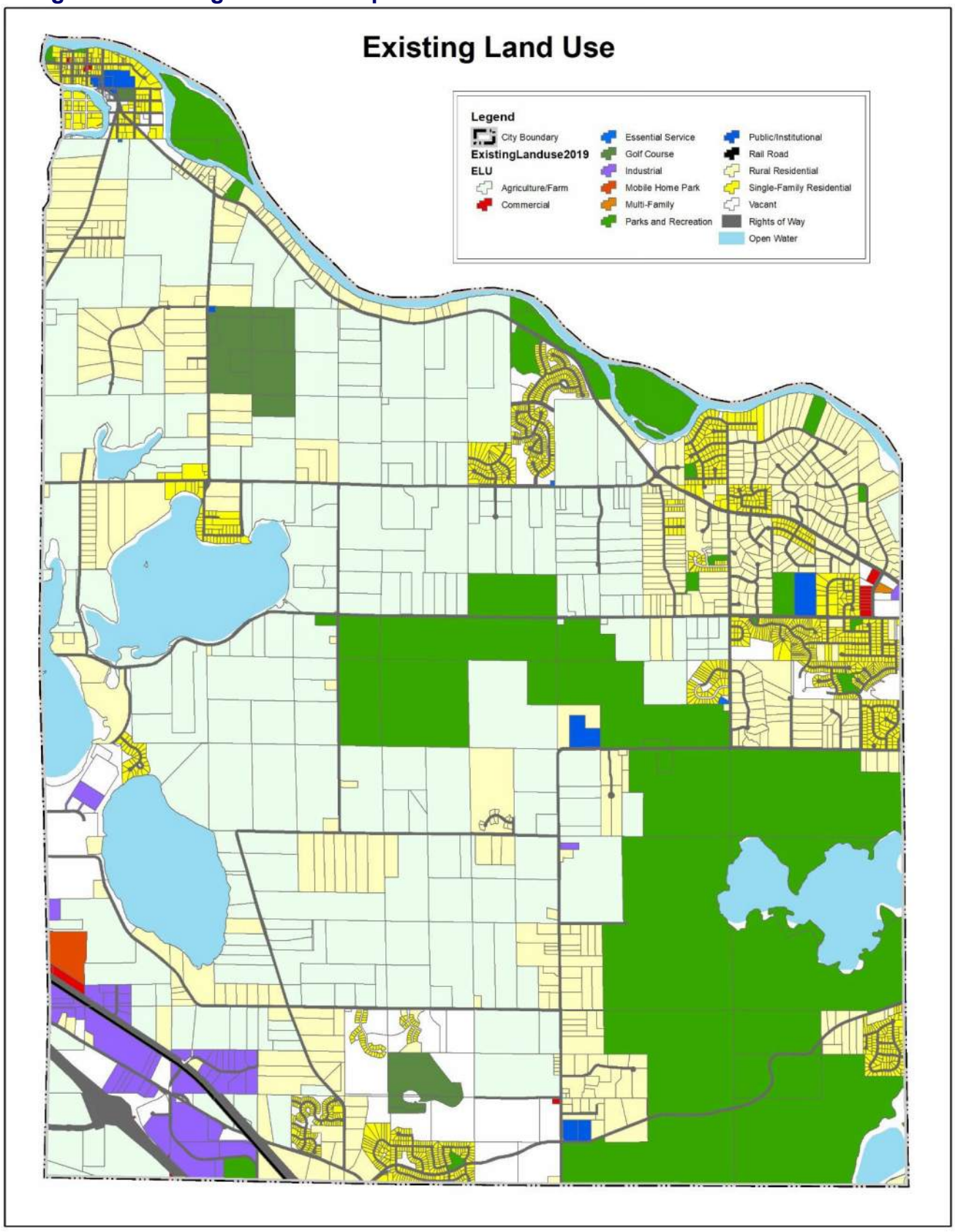
Right-of-Way: Public or private vehicular, transit, and/or pedestrian rights-of-way.

Table 1. Existing Land Uses

Land Use	Acres	Percent
Agriculture/Farm	5767	35.93%
Commercial	20	.12%
Essential Service	2	.01%
Golf Course	172	1.07%
Industrial	284	1.77%
Mobile Home Park	32	.20%
Multi-Family	3	.02%
Parks and Recreation	3,143	19.58%
Public/Institutional	61	.38%
Rail Road	22	.14%
Rural Residential	2,679	16.69%
Single-Family Residential	748	4.66%
Vacant	825	5.14%
Open Water	1,556	9.69%
Right-of-Way	739	4.60%
Total	16,052	100%

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Figure 1. Existing Land use Map



Community Designation

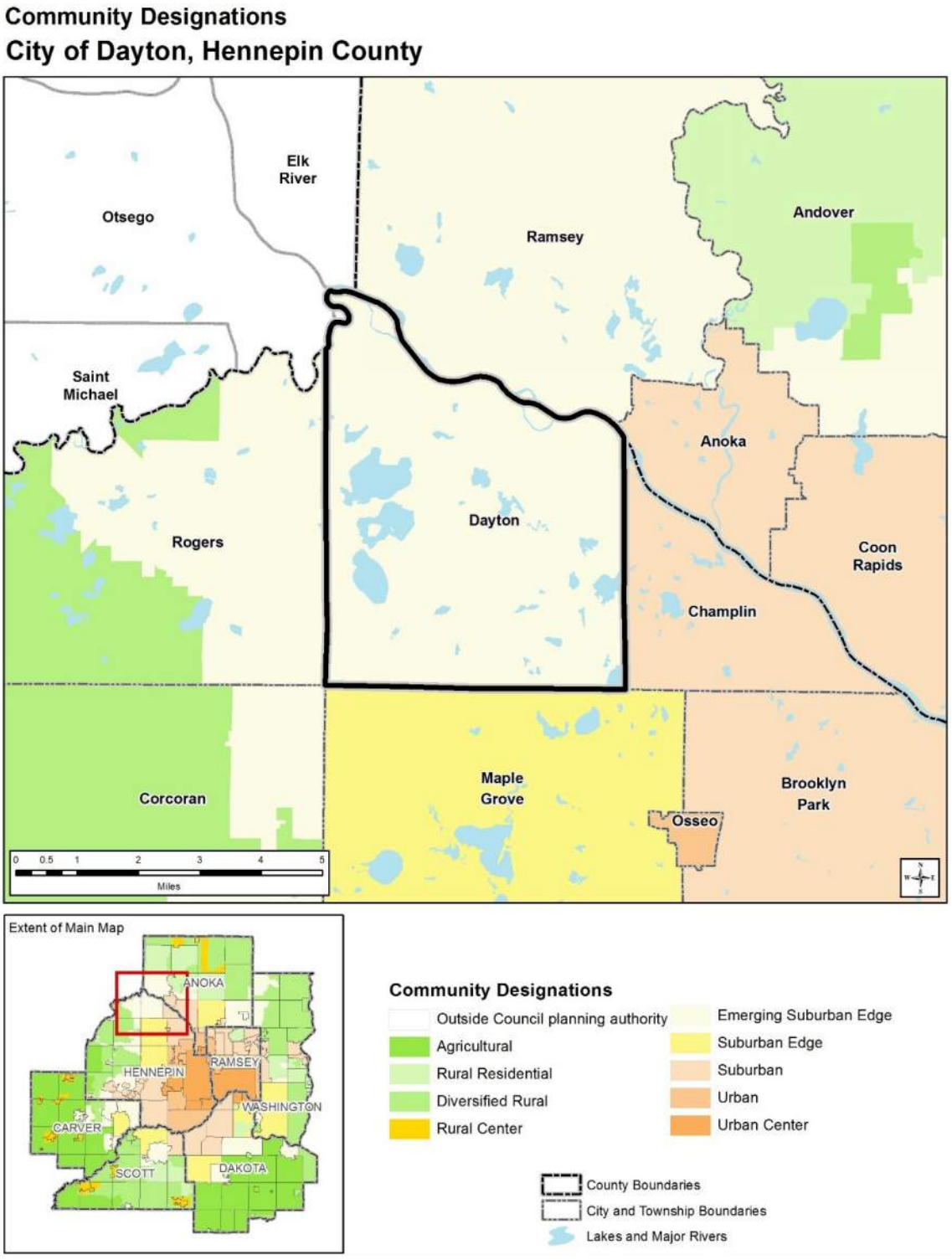
The Metropolitan Council designates Dayton as an Emerging Suburban Edge community which is characterized as a community transitioning from rural to developed (see Figure 2). Communities designated as Emerging Suburban Edge are expected to plan for forecasted population and household growth at average densities of at least 3-5 units per acre for new development and redevelopment. See the figure on the following page depicting the community designation and surrounding community's designations.

The Future Land Use Plan has been prepared to respond to community goals and future needs of the region in the following ways:

- The plan identifies areas of high-density residential uses at densities of 12 units per acre or more to provide a mix of housing options for residents and to create opportunities for affordable housing in the City. The plan provides for approximately 1,140 additional units at a density of 12 units per acre or more within the Current, 2020-2030, and 2030-2040 staging decades.
- The plan designates areas for mixed- use development to accommodate retail, commercial/office, and housing which will improve access to jobs and other services and opportunities. The Future Land Use Plan includes 233 net acres of mixed-use.
- The plan designates higher density housing opportunities along major transportation corridors and in close proximity to the new Dayton Parkway Interchange (to be constructed in 2020) For example, the City has planned a large area of mixed- use south west of the interchange (that would support higher density housing) and medium and high density residential uses along the I-94/Hwy 81 corridor which will also provide opportunities for future transit supported residential.
- The plan achieves a minimum net density of 3.0 units/acre to ensure the region's infrastructure capacity matches the City's Community Designation of Emerging Suburban Edge.
- The plan provides for commercial and industrial land uses in close proximity of the Dayton Parkway Interchange and major roadways. These land uses will increase opportunity for local job growth and provide for a more balanced land use as non-residential uses are constructed therefore relieving the tax burden on residential properties.

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Figure 2. Community Designations



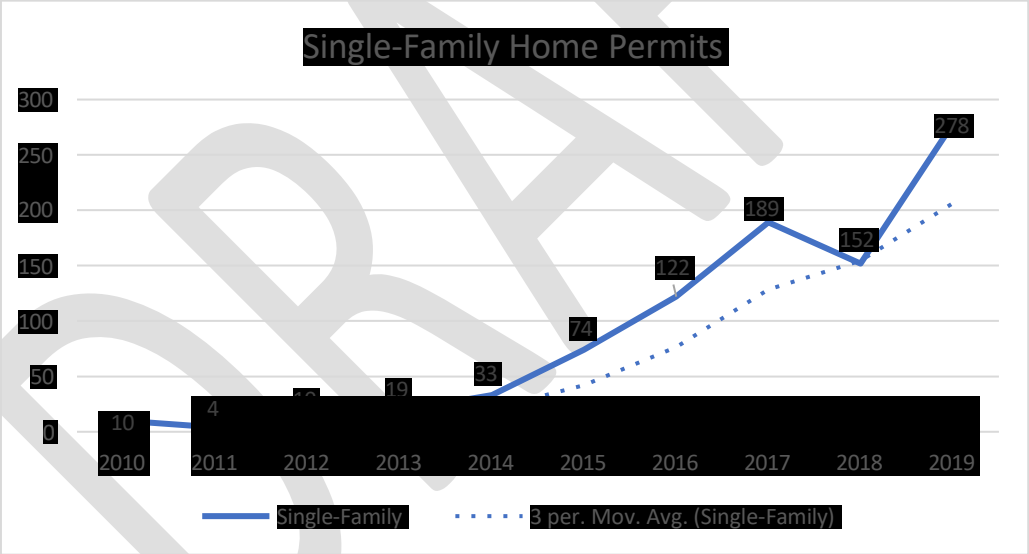
Forecasts

Together with community designations the Metropolitan Council provides forecasts for growth for all communities. These forecasts are issued in 2015 at the very beginning of the 10-year comprehensive update process therefore forecasts for Dayton are behind compared to how actual development has progressed.

Table 2: Community Forecasts

Forecast Year	Population	Households	Employment
2010	4,617	1,619	921
2018	6,072	2,158	1,230
2020	5,900	2,200	2,000
2030	7,900	3,200	2,490
2040	10,400	4,400	3,000

*Note: The table above represents the Hennepin County part of Dayton. There is a northwest corner of Dayton in Wright County with an addition 19 households, 54 population and 0 jobs.



Based on table 4 below, Dayton can demonstrate more than sufficient net acres are guided for residential through 2040 to accommodate Metropolitan Council's forecasts. What is more important to city policy makers is to control the timing and progression of growth in a manner that is suitable so that the city can provide all necessary resources to support growth.

Future Land Use Plan

Dayton's Future Land Use Plan will provide a guide for managing future development pressure and growth by determining future land uses, development intensity, and areas for environmental protection. This chapter will incorporate growth management strategies for the City to ensure that adequate infrastructure is in place to accommodate new growth. The City supports new development but wants to ensure that growth can be accommodated wisely and

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in an orderly fashion, while protecting the many natural resources that make Dayton a unique location.

The Future Land Use Plan includes guidance for all land use types including a variety of residential. Each residential land use category has an associated density, which was multiplied by the number of net acres to determine potential growth in household units. The land use plan must have enough land to meet forecasted growth. It is to the City's benefit to plan for a variety of land uses and densities to ensure the greatest opportunity in housing choice, along with new commercial and industrial growth. This is the City's opportunity to express its plan for growth. However, it is important to understand that these numbers represent the total potential in units if all land areas develop at the minimum densities permitted. When related to future regional system capacity, the Metropolitan Council bases their maximum forecast potential review to ensure that growth can be accommodated, particularly when forecasting for sanitary sewer needs.

The table below describes the planned land uses for the 2040 Comprehensive Plan. Figure 3 below illustrates the planned future land uses for the 2040 plan horizon.

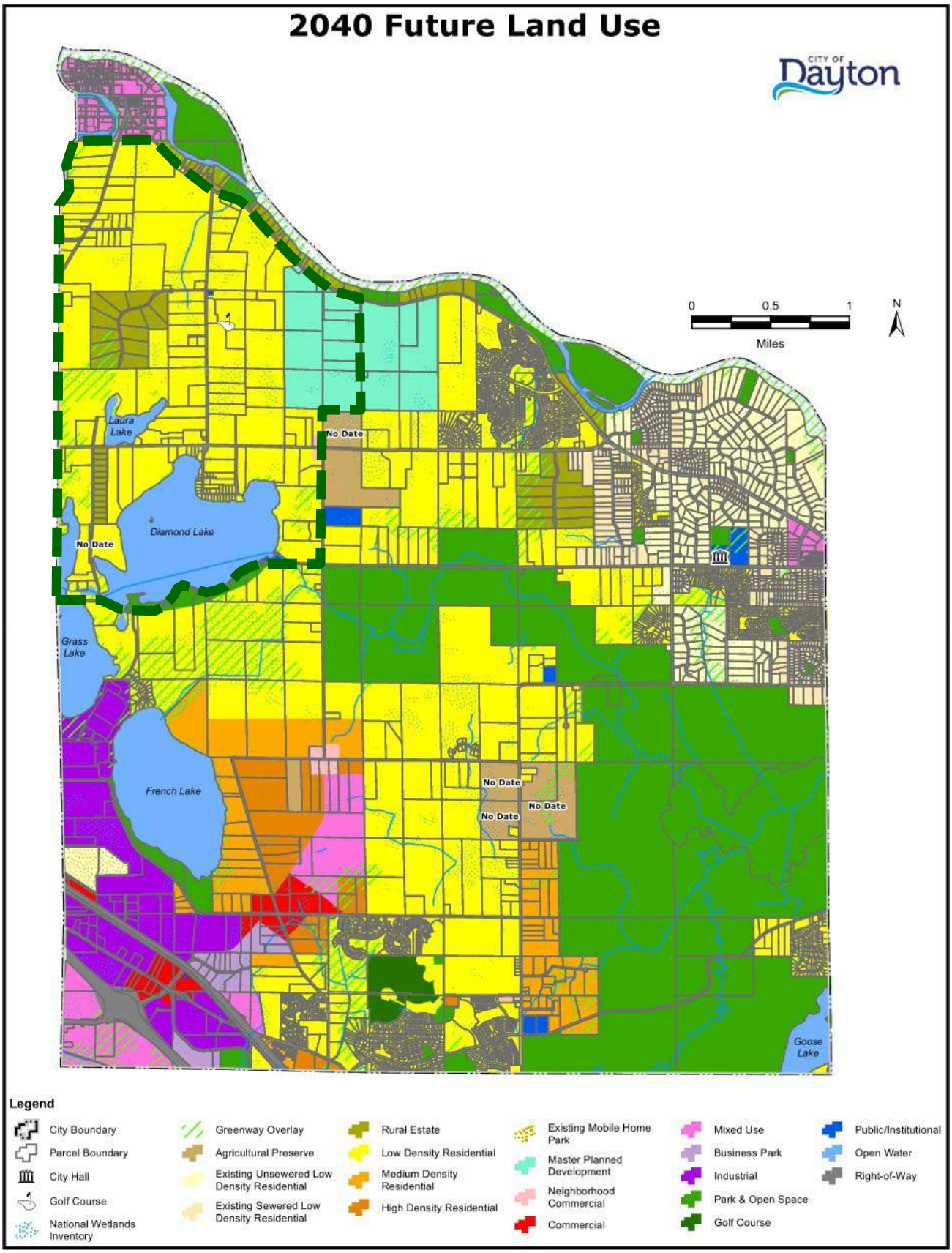
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Table 3: Land Use Categories

Land Use Category	Description
Commercial	This category is intended to accommodate general commercial and highway-oriented businesses such as fast food restaurants, convenience stores, gas stations, big box retail, and other auto-oriented businesses. Limited office and service uses are also appropriate, depending on scale and location.
Neighborhood Commercial	This category is intended to be neighborhood based and includes uses such as small grocery or convenience store, coffee shop/deli, and personal and health services for Dayton's residents. The site and architecture design should be of scale and design compatible with surrounding uses.
Business Park	This category is intended to accommodate larger office buildings and corporate campus development, as well as light-industrial and office-warehouse development that require larger sites.
Industrial	This category is intended to provide areas for industrial related businesses including manufacturing, warehousing, automotive, trucking, office, and other related industrial uses.
Public Institutional	This category is intended to provide areas for industrial related businesses including manufacturing, warehousing, automotive, trucking, office, and other related industrial uses.
Mixed Use	This category is intended to provide a mix of residential, commercial, office, service (hotel, restaurants, etc.) and light industrial land uses depending on the location of each mixed use area with the assumption that a possibility 60% of the area will be for residential uses. The Mixed Use area southwest of the interchange will allow for the greatest variety of users to respond to the market and new access to I-94. Typically, mixed-use development will include townhomes, low- and high-rise apartments, retail buildings, and offices. Development is often stacked (but not required), consisting of main floor retail space with office or housing units located above. Residential density shall occur at an average of 12-20 units/acre. Each mixed-use area will have a corresponding ordinance that address the specific goals and uses for each unique mixed use area.
Sewered Rural Residential	This category is intended for a limited number of acres where property owners may wish to extend sewer and water to, or subdivide, larger lots than what is permitted through the standard Low Density Residential land use. Property owners would be required to apply for a comprehensive plan amendment prior to allowing sewer on these larger lots. The minimum lot size for this land use is 1 acre and the maximum lot size is 2.5 acres. The minimum density shall be .4 units/acre and the maximum 1 unit/acre. To ensure the City's overall density is not impacted, the cap on acres requested for this land use shall be 160 *net* acres.
Unsewered Rural Residential – Interim	This category is intended to allow unsewered residential density of 2 units per 20 gross acres as an Interim Use in areas guided for the Post-2040 sewer stage, and in conformity with Metropolitan Council system plans. All subdivisions shall comply with A-3 zoning district standards.
Existing Sewered Low Density Residential	This category accounts for existing residential development in the City of Dayton at lower densities in the northeast quadrant of the City that is served by sewer. The average density for this area is approximately 1.18 units/acre. Some areas may be able to undergo administrative lot splits, however before providing additional building entitlements to a larger scale redevelopment consisting of multiple parcels, the City will need to process a Comprehensive Plan Amendment. These areas are typically zoned R-1 and require a minimum lot size of 15,000 square feet.

Existing Unsewered Low Density Residential	This category accounts for existing residential development at very low densities in the northeast quadrant of the City. Before providing wastewater to any of these parcels, the City will need to submit a Comprehensive Plan Amendment. Existing unsewered lots are between 2 and 5 acres with a net density of .2-.5/acre.
Low Density Residential	This category identifies areas for single-family residential development at a minimum density of 2units/acre up to 5 units/acre. The city encourages developments with a variety of lot sizes and housing styles to meet life-cycle housing demands.
Medium Density Residential	This category is intended to provide for townhome development, multiplex development, Androw-homes at minimum density of 6 units/acre up to 8units/acre.
High Density Residential	This category is intended to accommodate the development of multiplex and low- to high-rise apartment buildings or condominiums. Development will occur at a density of 15 to 20 units/acre or greater. Architecture and landscaping is important in high density residential areas to ensure that development is appropriate and consistent with the community's character.
Master Planned Development	This unique land use will allow the city to work with a developer to create master planned community of approx.. 460 acres. The master plan is expected to include a mix of residential density and types of coupled with neighborhood commercial uses. The City will be expecting the development to provide unique community amenities and dedicated park land. A specific zoning district will be created for the master plan development and the minimum residential density will be 4.5 to 8 units/acre.
Rural Estate	This designation is applied to existing neighborhoods that have developed as larger estate lots on private septic. These platted developments were approved with the intention of providing for a rural style unsewered lot and neighborhood. The development pattern is not well suited to expand sewer and water infrastructure efficiently due to the lot size, presence of wetlands, woodlands, location of principle building and in some areas proximity of existing sewer. As these lots are on private septic they will not be included in overall density calculations. Rural estate lots are typically between 2 and 10 acres or .1 -.5 units/acre. If smaller sewered lots are ever requested for these areas a comprehensive plan amendment would be required.
Agricultural Preserve	These parcels are enrolled in the Agricultural Preserve program. Density in this district is limited to 1 unit per 40 acres.
Manufactured Home Park	This category identifies an existing manufactured home park with approximately 246 units at 8 net units/acre. Some redevelopment for mobile home park use is possible at these locations and a typical net density would be between 8 and 10 units/acre. It is anticipated that if the park were to ever change use that the future use would be industrial consistent with surrounding future land uses. This change would be accomplished through a comprehensive plan amendment.
Park and Open Space	This category is intended to provide areas of public or private ownership that will remain undeveloped or with limited development serving a recreational purpose that will be permanently preserved for the important recreational or ecological benefits provided to the region. This area includes the Elm Creek Park Reserve.
Golf Course	This category area is intended to identify existing and/or planned golf course facilities.
Open Water	This category provides permanently flooded open water, rivers and steams, not including wetlands or periodically flooded areas.

Figure 3: Future Land Use Map



Average Net Residential Density

As mentioned previously the Metropolitan Council has designated Dayton as an Emerging Suburban Edge community. Residential land use densities planned for new development shall average a net density of at least 3-5 units per acre. The average net density planned for sewered residential development is 3.22 units per acre as described in Table 3 below.

Table 4: Future Land Uses

FLU	GROSS ACRES	DEVELOPABLE ACRES	Minimum Density	Unit Capacity
SEWERED RESIDENTIAL				
Low Density Residential	5,820	4,096	2.0	8,193
Medium Density Residential	606	469	6.0	2,813
High Density Residential	265	197	15.0	2,952
Master Planned Development	462	383	4.5	1,726
Mixed Use – (60% Residential in parenthesis)	481 (289)	222 (174)	12.00	1,919
Existing Sewered Low Density Residential	442	414	1.18	488
Existing Mobile Home Park	48	41	8.00	328
Total sewered acres	7,932	5,774		
			Units Total	**18,584**
			Avg. Density	**3.22**
UNSEWERED RESIDENTIAL				
Agricultural Preserve	307	217	.025	5
Existing Unsewered	672	493	.2-.5	98-246
Unsewered Rural Residential-Interim	1,061	794.8	.1	94
Rural Estate	379	230	.1-.5	23-115
NON RESIDENTIAL				
Neighborhood Commercial	29	28	-	
Commercial	127	99	-	-
Business Park	102	83	-	
Industrial	613	503	-	
Golf Course	85	37	-	
Park and Open Space	3,529	1,651		
Public Institutional	71	65	-	
Open Water	1,300	-	-	

Notes: The calculations take all approximate land use by acres its corresponding minimum density regardless of whether or not it has been platted. The staging table below takes into account plats. *Developable acres in Sewered and Unsewered Residential areas nets out approximate wetlands and public park land. Non-Residential nets out wetlands only.*

The Metropolitan Council requires communities to assume development at the minimum density of each land use when projecting net residential density. In reality, some development may occur within the allowed range, higher than the minimum.

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The City does endeavor to protect important natural resources such as steep slopes, shorelands and existing stands of hardwood trees in good health. If redevelopment occurs in the Mississippi River Corridor Critical area, it would be the intent of the city to remove shoreland and bluff impact zones or steep slopes from the net density calculation. This could ensure that lots that are platted in these areas are large enough to meet the requirements of the MRCCA ordinance, shoreland ordinance and state requirements, while also ensuring that net density requirements are met. Shore or Bluff impact zones are considered as undevelopable as wetland areas.

Additionally, if development occurs in areas that are highlighted in the greenway corridor, the City will ensure that high quality natural resources such as significant tree stands of hardwood trees are conserved. Any areas where tree preservation is proposed through conservation easements, the city would ensure that these areas could be removed from the net density calculations. The City will ensure that Conservation Subdivision ordinance is utilized where possible.

Additionally, it should be noted that the Future Land Uses density calculations for Sewered Residential Land Uses found in Table 3 does not always present the most accurate representation of density when considering developments that have been completed or are ongoing in the City of Dayton. Table 3 is using projected unit number counts based on minimum density in each sewered Land Use category. See the Staging Section below for a discussion on how known densities were placed into two new staging categories, Serviced, and Developing. The totals in Table 4 may represent a more accurate unit count when taking into account serviced (or developed) or developing areas.

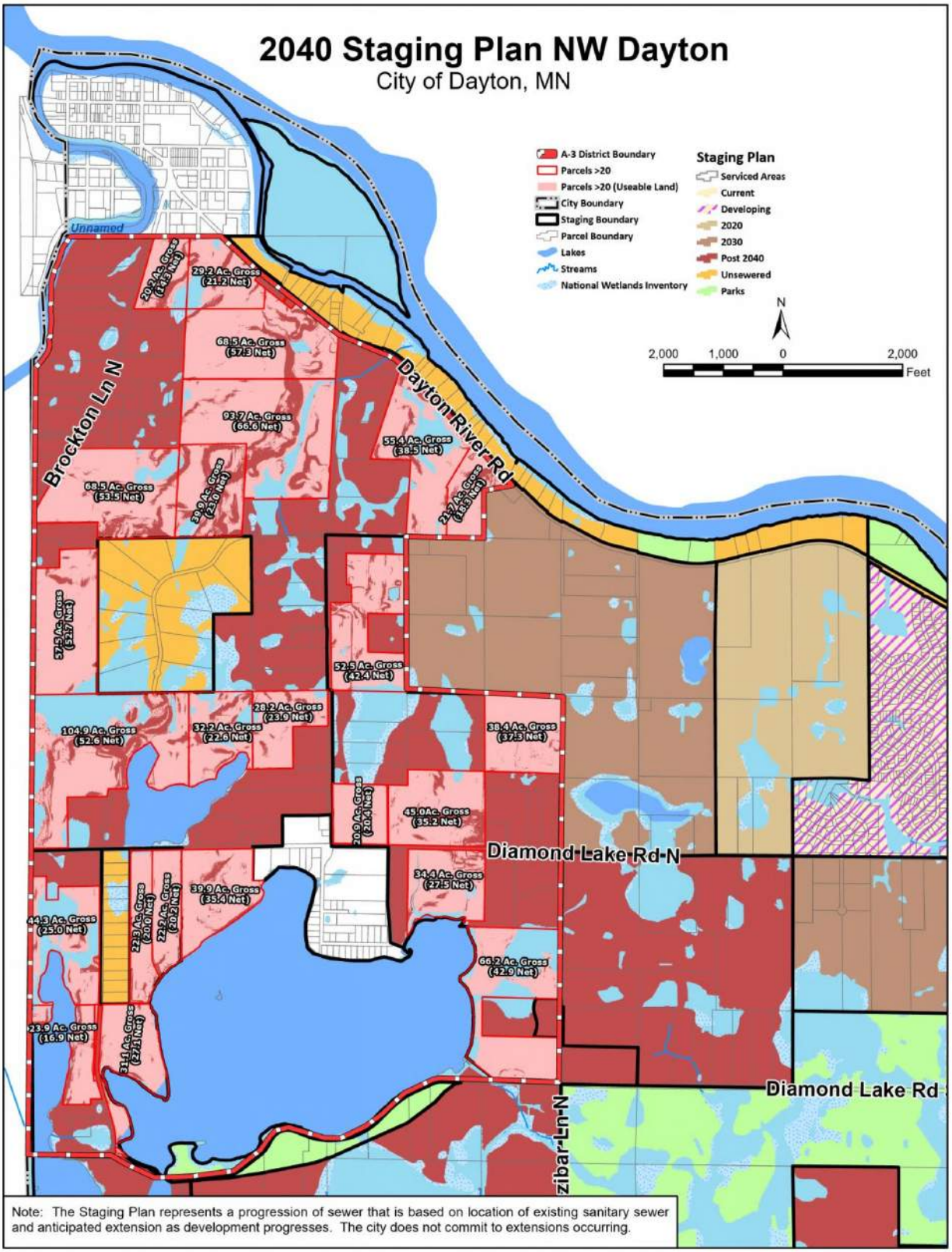
The existing Manufactured Home Park in southwest Dayton has a unit capacity of approximately 256 units with an overall net density of 8.00 units per acre. This area may have some ability for expansion. The current owner of Dayton Park (the City's only operating Manufactured Home Park) has expressed interest in some minor expansion that will likely have larger lots and larger units.

A new sewered residential land use is being introduced in this Plan. **Sewered Rural Residential** is intended for the subdivision or the connection of sewer to larger lots with a maximum lot size of 2.5 acres and a minimum lot size of 1 acre. This Land Use designation could allow for transitional areas between existing larger lots and more recent Low Density Residential subdivisions, or where higher densities may be improbably due to natural features (e.g. the Mississippi River Rules). This land use is by request only, therefore no parcels yet have this designation assigned. In order to ensure that the City's overall density is not impacted by requiring parcels to this new designation, the City has capped this amount of land allowed in this designation to 160 *net* acres. Areas currently guided as unsewered, but are near to existing sewer facilities will be given first priority for this new designation. To allow more than 160 net acres, the City would have to complete a more intense Land Use Map amendment to increase sewered densities in some areas to ensure that the City maintains a 3.00 unit/acre density overall.

The Comprehensive Plan was amended in 2025 to add a land use category; **Unsewered Rural Residential-Interim.** Parcels 20-acres or greater in size located in northwest Dayton, and within the Post-2040 Sewer Stage are eligible to be re-zoned to A-3 Agricultural, and to be subdivided with a maximum density of two units per 20-gross acres. Such subdivisions shall preserve 75% of developable land for future sewered development. Land within the A-3 zoning district with access to municipal sewer connections shall be rezoned to a higher residential density, upon approval of a sewered subdivision (approval of re-zoning and re-subdivision is to be concurrent).

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Figure 4: 2040 Staging Plan NW Dayton

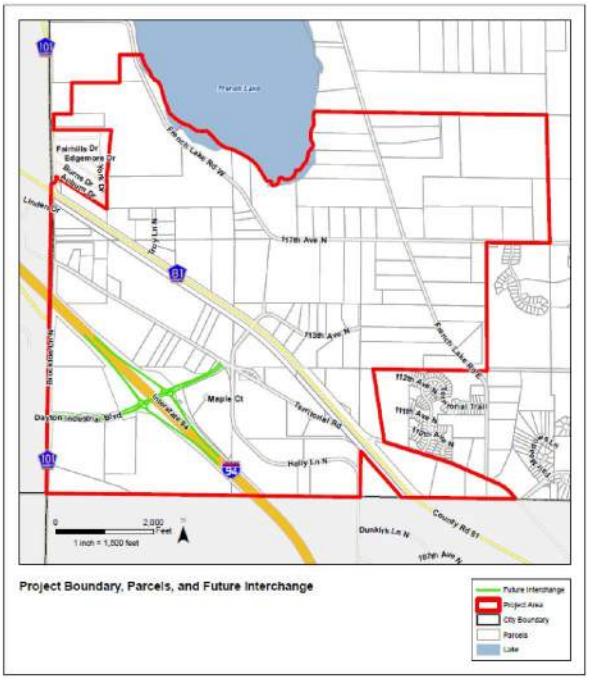


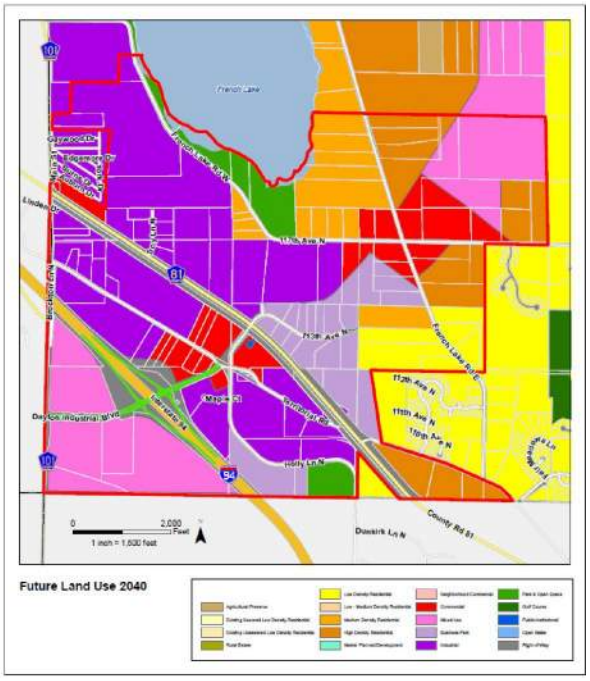
Non-Residential Development Intensity

Non-residential zoning districts (including the Business Districts and Industrial Districts) are typically developing at a maximum of 50% building footprint coverage (or .5 FAR). However, mixed use districts have a typical cap on impervious surface at 80% of the lot. While there is not building intensity cap for mixed use districts, the 80% impervious surface cap includes improvements like parking lots and building coverage is very unlikely to reach 80% while also meeting parking requirements. Any increase in FAR beyond maximum caps, whether building coverage, or impervious, would require additional zoning approvals (such as a Planned Unit Development, or Variance).

Southwest Dayton Small Area Plan

The City is currently working on a small area plan (study area outlined below) and market research study for southwest Dayton. Upon completion of the study some adjustments may be considered to land use to help Dayton reach its competitive advantage when the interchange opens.





Redevelopment Priority Areas

The City has three high priority areas where development and redevelopment opportunities will be encouraged in order to expand the tax base and create opportunity for local jobs. Southwest Dayton will be an area of change over the next planning period for new development and possible redevelopment of older industrial properties with the opening of the Dayton Parkway Interchange in 2021. As mentioned above this area is being studied and a small area plan will be created. This will be followed by preparation of a Mixed-Use zoning district specific to SW Dayton. Updates to other districts are also possible to allow for uses based on market study while ensuring standards result in the highest quality development.

Balsam Lane is another area of redevelopment potential. This area was re-guided Mixed Use in in previous updates. Vacant land as well as older commercial spaces occupy the district. The Balsam Lane Apartments were constructed in 2017 as the first redevelopment under the mixed-

use zoning. Streetscaping was completed at the same time. The City will encourage a mix of uses within this development area.

Finally, the Historic Village in northwest Dayton is a focus area. This enclave was studied in the 2030 plan and will remain a focus for future redevelopment once available extension of sewer and water are possible to expand uses including residential and village oriented commercial uses. The city will consider purchase of key properties on the riverfront for future redevelopment.

Future Land Use Plan Principles

The Future Land Use Plan guides the development of Dayton through 2040 (and beyond) and will be used to implement the City's goals, strategies and policies. The Plan is guided by goals listed earlier in this chapter and furthered by the following principles:

Development Patterns and Neighborhood Form

- Encourage open spaces, parks and trails in all neighborhood developments. Community input and surveys indicate that a high quality of life is found when residents have visual access to green spaces and close proximity to a variety of park experiences.
- Create neighborhoods with a variety of housing types that are well connected with roads, trails or sidewalks. Even in low density land use areas new developments can meet life-cycle housing needs with a mix of small lot single family and villas, more traditional larger two -story single family and even attached townhomes within a single neighborhood.
- Recognize neighborhood characteristics and promote new development compatible in scale, architectural quality and style with existing neighborhoods.
- Guide density to areas with proximity to existing infrastructure and future infrastructure availability.
- Concentrate higher density development near major roadways and service-oriented businesses to help promote walkability.
- Consider planned development in surrounding communities when making land use decisions in the City.

Open Spaces and Natural Resources

- Preserve natural resources throughout the community and provide educational opportunities to residents to help them understand the value of natural areas.
- Preserve open spaces and natural resources.
- Protect wooded areas through implementation of the tree preservation ordinances and encourage improvement of existing resources and reforestation.
- Support the guidelines identified in the Natural Resources chapter to preserve the City's natural systems and the Mississippi River Corridor Critical Area Plan.

Business Districts and Commercial Areas

- Focus service businesses and development near urban residential densities and along primary transportation corridors.
- Provide connections between residents and commercial areas and promote businesses within mixed-use areas.

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- Work to create job opportunities in the community within commercial and industrial guided areas for Dayton residents to reduce traffic and commuting demands.
- Emphasize service and retail uses which serve the needs of the local community and provide opportunities for the community to gather.

Staging

The Metropolitan Council requires Emerging Suburban cities to provide the anticipated rate of growth based on ten-year increments. Development of such a staging plan provides several benefits to the City.

- A staging plan creates orderly logical growth pattern based on development patterns and availability of infrastructure
- Allows for a connected transportation network
- Clearly defines timing at which land is available for development
- Allows the City greater control over the pace and location of new development combined with providing necessary services where each staged development will occur and when it occurs
- Provides greater ability to plan, budget, and set goals for future development based on the Staging Plan

The Staging Plan was developed to guide the contiguous pattern of growth (Figure 4 Staging Plan below) based on current development patterns and availability of infrastructure. The Staging Plan illustrates the city's "serviced areas" or parcels with sewer (established neighborhoods already served). The staging plan identifies "developing" parcels which have already received preliminary or final plat approval. "Serviced" and "developing" areas in the staging plan are functionally a sub-category of the "current" staging areas, however, known densities are utilized in these areas where possible for a more accurate calculation of units based on actual data, rather than projected data. While the staging does calls out serviced areas differently than current areas, it is not intended to show that serviced areas have no development potential, but to signify that redevelopment may either take longer, or require assemblage, or happen at a much smaller scale through administrative subdivisions. The "Current" staging category is all remaining developable land in closest proximity of sewer service which are large enough or may be under-utilized to be easier to develop. It is the city's desire that this land be developed prior to opening the next staging area. Since the 2030 plan, Dayton has chosen to create a more realistic staging plan with fewer acres in the 2020, and 2030 staging areas.

The mobile home park is shown in the current staging area as the mobile home park owners have expressed interest in expansion, or redevelopment, as well as improvements in this area. Existing Low Density Residential areas are shown under serviced as these areas were a part of the first sewer project in Dayton. Some of these lots were previously on septic and were of such a size to be impractical to continue to utilize individual septic systems. While these area are shown as serviced, there may be some redevelopment opportunities that may occur on an administrative level through lot splits.

The ten-year staging areas are patterned by how the city is developing from three corners with, northeast and south being most active. While a majority of the City will eventually be served by Metropolitan Council sewer interceptors, a small area in the northwest corner of Dayton has been served by Otsego service, as reflected on the Staging Plan. This northwest area is not planned for sewered development beyond what has been served by Otsego until both water and sewer capacity is available.

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The Staging Plan translates to a development pattern in the northeast corner of the City occurring from east to west and north to south as infrastructure is constructed. Conversely, development in the south/southwest corner of the City is planned to occur from south to north and west to east as infrastructure is constructed.

The goal of the Staging Plan is to manage growth and guide the orderly and cost-effective provision of infrastructure at a rate that is consistent with forecasted growth, while responding appropriately to market conditions. The plan indicates the sequence of growth and anticipated timing while balancing development pressure between north and south Dayton. The City will assess market conditions and land capacity to determine when the next staging area will be open for development. The Staging Plan cannot force development to occur, but can be used as a tool to guide development appropriately. It should be clear that while there are legitimate reasons why cities should stage and time growth in an orderly and contiguous manner, there is nothing about adopting a staged growth plan that forces any private property owner to sell their land before they wish to do so.

Future land uses are broken down by staging areas and presented in Table 4 (Forecast By Staging). Density assumptions were also included to estimate the potential number of units to be accommodated in each staging area. It is important to note that like the Future Land Use Plan, the Staging Plan forecasts are based on total potential units. Table 4 represents the City's best estimate of the timing of future growth.

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Figure 45: 2040 Staging Plan

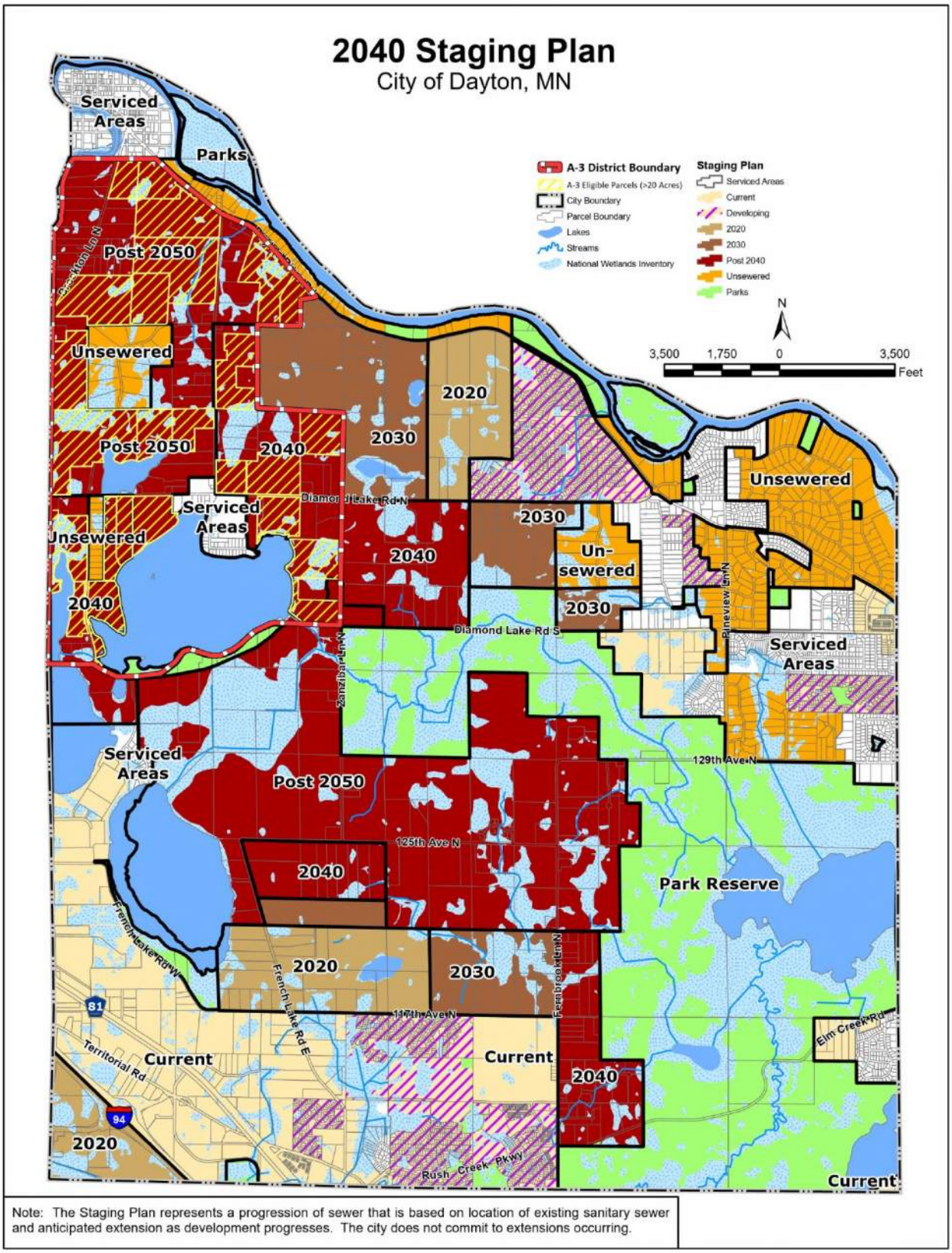


Table 5: Staging and Sewered Residential Land Use

Staging	2040 Land Use	Gross Acres	Net Acres	Park Dedication*	Net Developable Acres	Minimum Density (units/acres)	Unit Capacity	Percent
Current								
	Existing Mobile Home Park	48	41	0	41	8.00	325	3%
	Low Density Residential	473	381	38	343	2.00	686	32%
	Medium Density Residential	39	36	4	33	6.00	195	3%
	High Density Residential	51	25	3	23	15.00	338	3%
	Mixed Use (residential)	36	28	2	26	12.00	314	2%
	Existing Sewered Low Density Residential	7	7	1	6	1.18	7.00	1%
	Commercial	76	63	6	57	-	-	5%
	Business Park	102	83	8	75	-	-	7%
	Industrial	614	504	50	422	-	-	42%
	Mixed Use (Non-Residential)	24	18	2	16	-	-	2%
Sub Total		*1,470*	*1,186*	*114*	*1,072*	-	*1,865*	
2020-2030								
	Low Density Residential	228	200	20	180	2.00	359	29%
	Medium Density Residential	86	64	6	58	6.00	349	11%
	High Density Residential	71	53	5	48	15.00	718	9%
	Master Planned Development	108	99	10	89	4.5	400	14%
	Mixed Use (Residential)	136	74	7	66	12.00	795	18%
	Commercial	51	36	4	33	-	-	7%
	Mixed Use (Non-Residential)	91	49	5	44	-	-	12%
Sub total		*766*	*575*	*57*	*518*	-	*2,621*	
2030-2040								
	Low Density Residential	575	435	43	391	2.00	782	58%
	High Density Residential	43	42	4	38	15.00	573	4%
	Master Planned Development	315	291	29	262	3.01	1,178	32%
	Mixed Use (Residential)	15	15	2	13	12.00	186	1%
	Agricultural Preserve	36	18	-	18	-	-	4%
	Mixed Use (Non-Residential)	12	12	1	11	-	-	1%
Sub total		*996*	*815*	*80*	*735*	-	*2,719*	
2040-2050								
	Low Density Residential	862	678	68	610	2.00	1,220	62%
	Medium Density Residential	243	212	21	191	6.00	1,148	17%
	High Density Residential	96	95	10	86	15.00	1,285	7%
	Master Planned Development	38	36	4	32	4.5	146	3%
	Mixed Use (Residential)	24	19	2	17	12.00	206	2%
	Agricultural Preserve	94	88	-	88	-	2	5%
	Neighborhood Commercial	16	16	2	14	-	-	1%
	Public/Institutional	32	28	-	28	-	-	2%
	Mixed Use (Non-Residential	16	13	1	12	-	-	1%
Sub total		*1,421*	*1,185*	*108*	*1,077*	-	*4,007*	

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Post 2050								
	Low Density Residential	2580	1950	195	1755	2.00	3,509	85%
	Medium Density Residential	239	207	21	187	5.00	1,119	8%
	Agricultural Preserve	178	110	-	-	-	-	6%
	Neighborhood Commercial	10	10	1	9	-	-	0.3%
	Public/Institutional	10	7	-	7	-	-	0.3%
Sub total		*3,017*	*2,285*	*216*	*1,941*	-	*4,629*	
Developing**								
	Low Density Residential	835	721	72	649	3.34	2,174	90%
	High Density Residential	4	3	0	3	15.00	45 – 100	0.4%
	Neighborhood Commercial	3	2	0	2	-	-	0.3%
	Golf Course	85	37	-	37	-	-	9%
Sub total		*927*	*7763*	*72*	*653*	-	*2,219*	
Served***								
	Existing Sewered Low Density Residential	435	407	41	367	1.18	427	51%
	Low Density Residential	266	187	38	149	2.3	343	31%
	Mixed Use (Residential)	74	55	5	50	12.00	600	9%
	Public/Institutional	29	29	-	29	-	-	3%
	Mixed Use (Non-Residential)	50	37	4	33	-	-	6%
Sub total		*854*	*715*	*83*	*566*	-	*1,376*	
Unsewered								
	Existing Unsewered Low Density Residential	672	547	-	547	.2	*109*	64%
	Rural Estate	378	255	-	*255*	.1	*25*	36%
Sub total		*1,050*	*802*		*802*		*133*	
Total		7,917	6,361	651	5,705	3.4	19,569	

Notes: *Park dedication is based on requiring 10% of land dedicated to public purposes. This is an estimate and park needs are likely to fluctuate based on park search areas and changing park needs or the City acquiring park land outright.
The Mixed Use Land Use assumes 60% may be for residential use, 40% of the land area is indicated by the row Mixed Use (non-residential).
**The Developing category are those areas which have been recently platted and utilizes actual unit counts and actual density, except the high density portion which has not yet been platted in Sundance Greens.
*** The Served area is an approximation of neighborhoods which have been sewered and are developed to their potential within the 2040 planning horizon, however some infill development or redevelopment (particularly the Mixed Use Old Village area) may be possible.

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Growth Management

During the preparation of the Comprehensive Plan update, the City, along with the Comprehensive Plan Steering Committee, City Council, and Planning Commission, thoroughly considered how best to implement many of its new plans for sewer expansion, major transportation initiatives, park expansions/ improvements, and accommodation of forecasted growth in an efficient manner. Through this analysis, the City has determined that managing growth through the orderly provision and expansion of infrastructure and other means is in the best interests of the public to ensure growth is orderly, efficient, and environmentally sound.

The purpose of a growth management policy is to ensure adequate staff and administrative capacity to conduct the permitting and construction supervision processes. During these processes, staff is responsible for ensuring that the purposes of the Comprehensive Plan and the standards and requirements contained in supporting codes and ordinances are met, that all of the necessary public infrastructure and services are either in place or shall be built concurrently, and that the proposed development shall not place a disproportionate economic burden on the community. These essential tasks require a significant amount of time and effort, and it is essential that City Staff has adequate capacity and expertise to ensure that these items are completed effectively and consistent with City policies and regional and state laws, policies, and regulations.

To help control the progression of growth, the City will create a Growth Management Policy, as a comprehensive plan implementation step, that will manage pace of development that can occur annually in each staging year. The City recognizes that certain areas of the City may develop at a faster rate than others; therefore, the City wants to ensure that future guidelines are in place to help assess when it is appropriate to open the next staging area, regardless of the stated year on the staging plan. The development of the policy is intended to reinforce the Staging Plan and also provide for flexibility to market conditions. The policy will provide a tool to ensure that adequate infrastructure is in place and adequate services can be provided to meet growth demands.

As required by state statute, a municipality's Comprehensive Plan must also include strategies for protection of special resources including solar access, historic preservation, aggregate, and Critical Area. These strategies are discussed below.

Solar Access

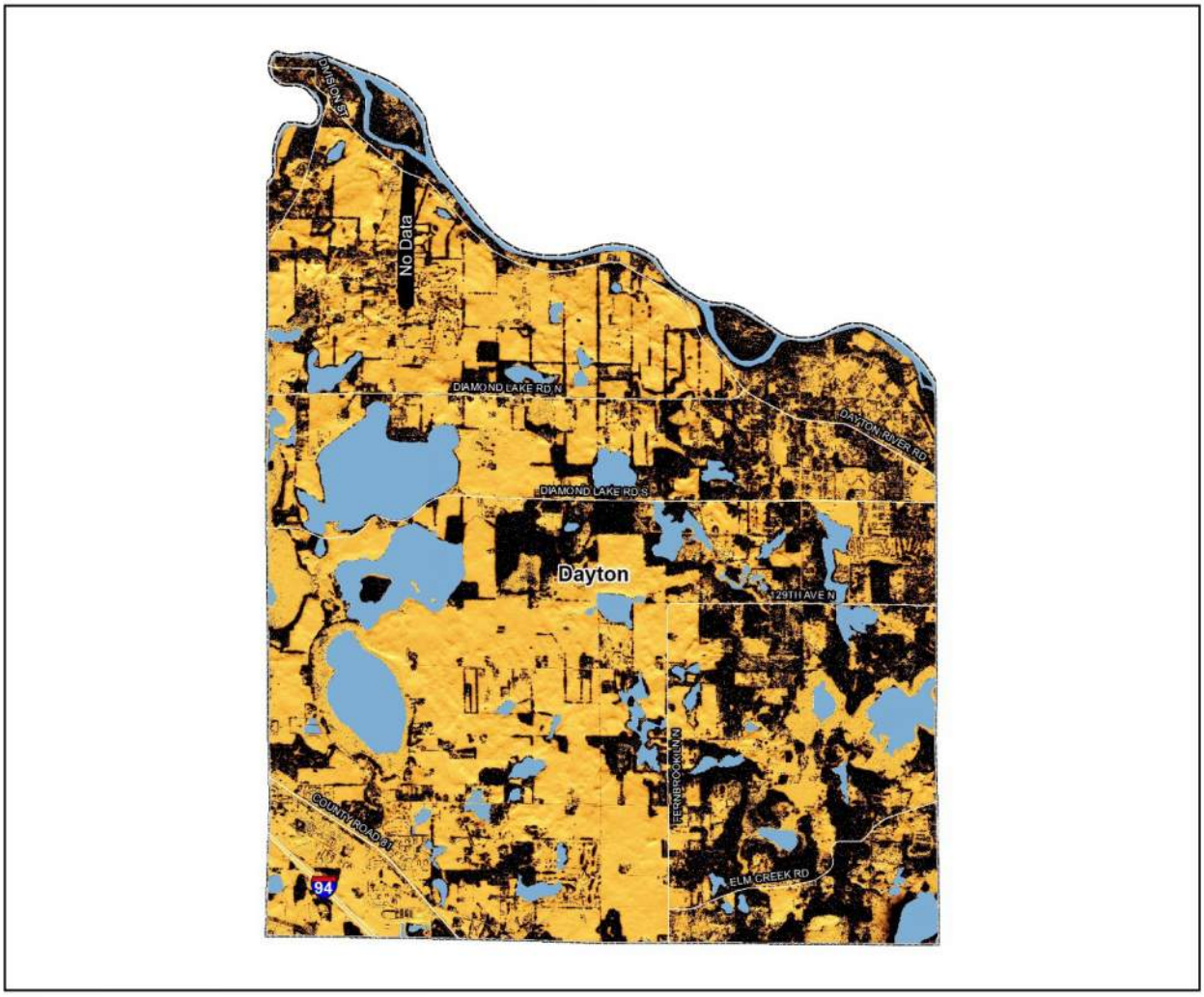
Minnesota Statutes require an element for the protection and development of access to direct sunlight for solar energy systems. The purpose of this legislation is to prevent solar collectors from being shaded by adjacent structures or vegetation and to ensure that development decisions do not preclude the possible future development and use of solar energy systems. To ensure the availability of solar access, the City of Dayton will, whenever possible, protect access to direct sunlight for solar energy systems on principle structures and to ensure that the zoning code provides means for residents to utilize solar for their home use. The City of Dayton will consider solar access in the review of site plans and planning decisions. The figure 5 and table 5 below shows Dayton has high solar potential.

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Figure 5: Solar Potential in Dayton

Gross Solar Potential

City of Dayton, Hennepin County



12/6/2016



0 0.5 1 2 3 4

Miles

Gross Solar Potential
(Watt-hours per Year)

High : 1267914

Low : 900001

Solar Potential under 900,000 watt-hours per year

County Boundaries

City and Township Boundaries

Wetlands and Open Water Features

Source: University of Minnesota U-Spatial Statewide Solar Raster.

Table 6: Gross and Rooftop Solar Resource Calculations

Gross Potential (Mwh/yr)	Rooftop Potential (Mwh/yr)	Gross Generation Potential (Mwh/yr)	Rooftop Generation Potential
42,349,544	364,628	4,234,954	36,462

Aggregate Resources

The Metropolitan Council requires cities to identify the location of aggregate resources within the community based on the Minnesota Geological survey within the Comprehensive Plan. No aggregate resources were identified in the City of Dayton.

Natural Resources

The City contains many ecologically significant natural resource areas that provide value to all residents by providing natural beauty and wildlife habitat, improving water quality and adding to land values. These natural areas are described in further detail in the Natural Resource chapter but merit discussion from a land use and development perspective.

The City has an extensive network of wetlands and lakes that significantly impact the developable areas in the City. Woodland areas are located throughout the community, including a number of remnants of the Big Woods along with many other significant stands. The community has made conscious choices to preserve and protect the natural areas and to improve their quality. Because a large percentage of the land area in Dayton is comprised of lakes and wetlands (nearly 12,400 acres) and many of these areas are under private ownership, it is critical for the City to educate residents about the importance of maintaining healthy wetlands, woodlands and lakes.

These natural features comprise the City's green infrastructure system; the City's natural support system that promotes healthy sustainability of the community. As the City grows, the natural areas will be a critical element of every decision-making process. The City undertook an extensive natural resource and open space planning effort in 2008 that has been a foundation for land use decisions. The Natural Resource Chapter indicates the ecologically significant areas that require protection and the areas that will be conserved as development occurs are shown on the Land Use map as the Greenway Corridor. Where possible, the City seeks to connect new development areas to the natural resources to better connect residents to nature. Should a develop be within the Greenway Overlay Corridor, section 1002.15, Conservation Subdivision, is used and a Planned Unit Development is used in order to protect the sensitive natural resources. Additionally, the City's Natural Resources goals (found in the Natural Resources Chapter), outline how the City will conserve high value natural resources as development occurs.

Dayton is also within the Mississippi River Corridor Critical Area (MRCCA). See the appendix for the City's plan to conserve this important resource through its MRCCA Plan.

Historic Preservation

The Metropolitan Land Planning Act (Minn. Stat. 473.859 Subd. 2) requires that local comprehensive plans include a historic preservation element. The City of Dayton has several areas which have historic significance to residents including areas of the Old Village of Dayton, the Old Town Hall, and Elsie Stephens Farm Park. The City values these resources and is currently working towards creating an inventory of historic assets. In 2020, the City completed a

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National Register of Historic Places Evaluation on the Old Town Hall. Dayton will continue to evaluate tools that endeavor to preserve of conserve these assets that may include: formal registration for National Historic Places, communication, and education.

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ORDINANCE No. 2025-22

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

SECTION 1. AMENDMENT. Dayton City Code 1001 is hereby amended by adding the following underlined language and deleting the following ~~strikethrough~~ language, which reads as follows:

§1001.05 RESIDENTIAL DISTRICTS.

Subd. 11 Agricultural (A-3)

(1) *Intent.* The intent of this district is to allow residential development with a gross density of 2 units per 20 acres to reserve land for efficient future urban development with the following ~~Flexible Development Guidelines incorporated into a Preliminary Plat submittal and approval~~ requirements:

~~a. Reserve land resources for efficient future urban development. Examples include requiring Drainage & Utility easements for probable locations of water and sewer utilities, with consideration of the city's Ultimate Sewer Map (see Comprehensive Plan).~~

~~b. Identify land characteristics required to support future urban development. Examples include identifying natural barriers that may prohibit economical water and sanitary sewer; conversely identifying areas supportive of future urban development. Those areas identified for permanent unsewered development shall be of sufficient size to accommodate a well, and primary and secondary individual sewage treatment system sites.~~

~~c. Allow no more than 25% of areas identified for future urban development to be developed as unsewered, reserving larger areas for future urbanization. Example: identify on the plat areas probable for future urbanization. Within this area, Ghost Plat lots complying with sewered zoning districts (e.g. R-1, R-3, etc.). Record deed restriction requiring homes to comply with setbacks as if the Ghost Lot were zoned a sewered zoning district. Consider if probable Ghost Lots are more or less than 25% of the area identified for future urbanization.~~

~~d. Protect future urbanization parcels with temporary development agreements, easements, or deed restrictions.~~

~~e. Provide for the rezoning of the future urbanization parcels to a residential zoning classification at densities consistent with Metcouncil policy at such time that urban services are available.~~

a. Land eligible to be zoned to A-3 Agricultural shall include land guided "Unsewered Rural Residential-Interim" in the Comprehensive Plan.

b. Concept Plans and Preliminary Plat submittals shall include a Ghost Plat indicating how the subdivision could be re-developed when municipal

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sewer/water becomes available with a minimum residential density of two units per net acre. The Ghost Plat shall take into consideration the most recently City Council adopted Comprehensive Sewer Plan.

c. Allow a maximum of 25% of the developable land in a project to be developed. "Developed land" includes right-of-way, stormwater pond (BMP), and house pad (up to ½ acre).

d. Preserve a minimum of 75% of undeveloped net acres for future sewered development through a temporary development agreement, deed restriction, easement, or similar. The intent of the restriction is to prevent land from being developed prior to connections to municipal sanitary sewer, and shall expire upon the connection to municipal sanitary sewer. This restriction does not prohibit agricultural buildings from being built on agricultural land (e.g. class 2 property tax classification).

e. Preliminary Plats shall identify a house pad, primary and secondary septic drainfields (with a soil boring log at each drainfield), and well location. Small Community Wastewater Treatment Systems are prohibited.

f. Upon the availability of municipal sewer and water, the City shall permit parcels within the A-3 district to be re-zoned to a zoning district with a higher residential density consistent with Metropolitan Council policy.

(2) Permitted uses. See Table 5.1 for a list of permitted uses.

(3) Permitted accessory uses. Uses such as those listed below that are customarily incidental and clearly subordinate to the permitted or approved conditional use. Also see Table 5.1 for a list of other permitted accessory uses.

a. Private garages and agricultural accessory buildings, in accordance with district requirements.
b. The renting of rooms in a single-family detached dwelling by a resident family for lodging purposes only and for the accommodation of not more than 2 roomers.
c. Private swimming pools and tennis courts.

(4) Conditional uses. See Table 5.1 for a listing of conditional/interim uses.

(5) District requirements.

	A-3
Minimum lot size	1.5 net acres
Minimum lot frontage	120 feet
Minimum corner lot front frontage	140 feet
Minimum lot width at setback	140 feet
Minimum lot depth	200 feet
Maximum impervious surface coverage	25%

Setbacks - Dwelling

Front, side or rear to a street*	30 feet
Side	10 feet
Rear	30 feet

Subd. 13 Allowable Uses; Table 5.1

Table 5.1			**N-Not Permitted**		
Residential - Agricultural Use Classifications			**P-Permitted**		
			C-Conditional Permit		
			I-Interim Use Permit		
			A-Accessory		
	Zoning District				
	SA	**A-1**	**A-2**	**A-3**	**RO**
Accessory buildings	A	A	A	A	A
Agriculture	P	P	P	P	N
Attached or interior accessory dwelling unit as regulated by Subsection 1001.36	A	A	A	A	N
Bed and breakfast	N	I	I	I	I
Boarding houses	N	I	I	I	I
Bus/transit station	N	C	C	C	C
Cemeteries	N	C	C	C	N
Commercial composting and land spreading	I	I	I	I	N
Commercial recreation	N	C	C	C	N
Day care 13 or fewer persons[1]	A	A	A	A	A
Day care 14 or more persons[1]	C	C	C	C	C
Detached accessory dwelling units as regulated by Subsection 1001.36	I	I	I	I	N
Essential services	P	P	P	P	P
Event center	I	I	N	I	N
Fences*	A	A	A	A	A
Feedlots and poultry facilities[1]	C	C	C	C	P
Golf courses/driving ranges	N	N	N	N	N
Home occupation	A	A	A	A	A
Home extended business	I	I	I	I	I
Horse boarding and riding facilities	C	C	C	C	N
Junk yards	N	N	N	N	N
Kennels	C	C	C	C	N
Mining	C	C	C	C	N
Mobile home park	N	N	N	N	N
Multi-family attached residences	N	N	N	N	C
Nursery wholesale	C	C	C	C	N
Nursing homes	N	N	N	N	C
Park and public uses	P	P	P	P	P
Public utility stations	P	P	P	P	C

Religious institutions	N	C	C	C	C
Residential care facility serving 6 or fewer people[1]	A	A	A	A	A
Residential care facility serving 7 or more people[2]	N	N	N	N	N
Restaurants and liquor establishment (accessory)	N	N	N	N	N
Schools	N	N	N	C	C
Senior citizen housing	N	N	N	N	C
Single-family attached residences	N	N	N	N	C
Single-family detached residences	P	P	P	P	P
Towers - amateur radio	C	C	C	C	C
Two-family dwellings	N	N	N	C	C
Veterans Outpatient Treatment Facilities (on parcels at least 30 gross acres in size)	N	I	N	I	N
NOTE: Any use not listed above as a permitted, conditional use, or interim use is not permitted.					
[1] Must be licensed by the State of Minnesota.					
[2] When part of a PUD.					
* For fences see fence guidelines in Section 1001.24 Subd. 7.					

SECTION 2. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Adopted by the City Council of the City of Dayton this 9th day of December, 2025.

_____
Mayor Dennis Fisher

ATTEST:

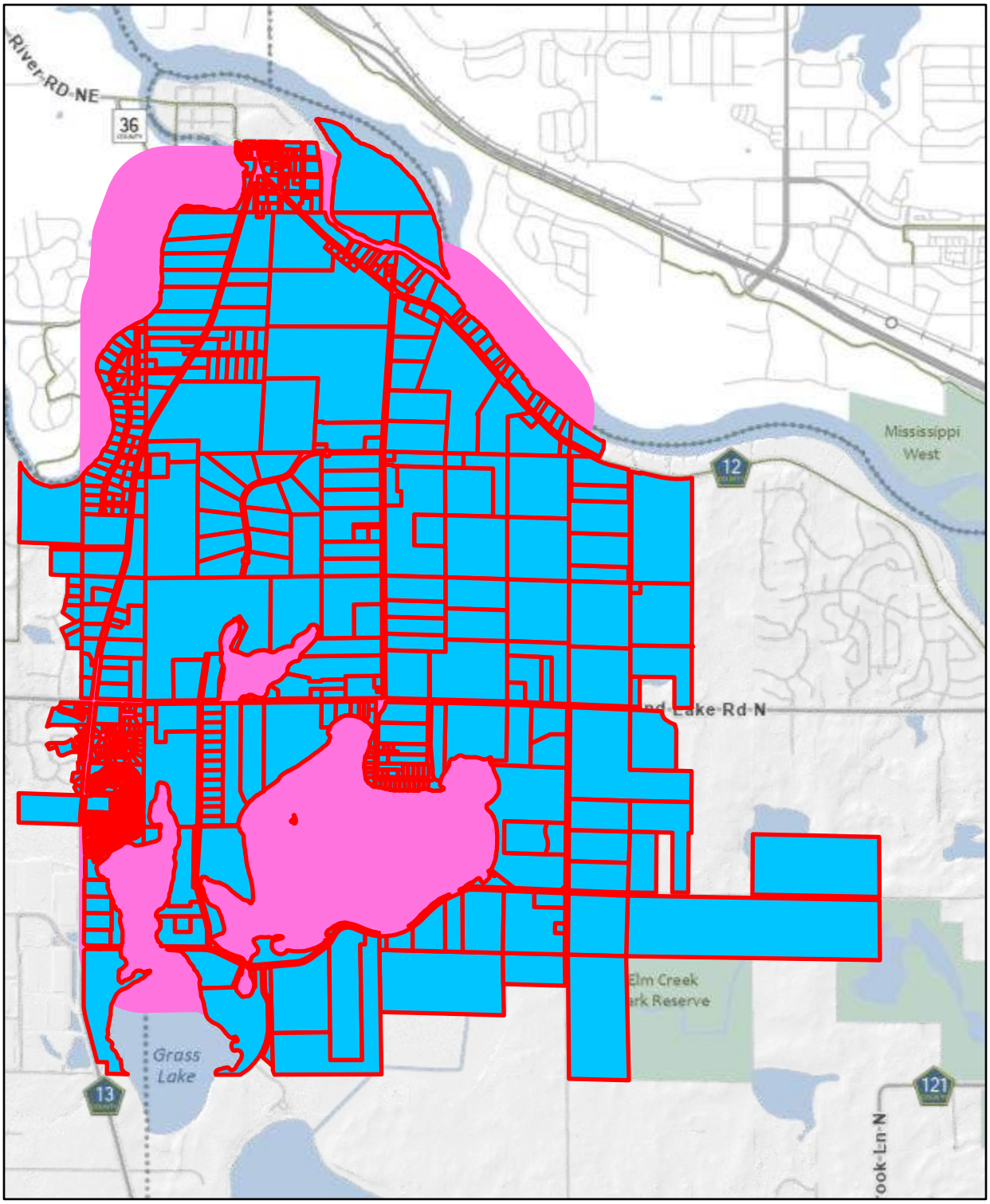
_____
Amy Benting, City Clerk

Motion by _____, Seconded by _____.
Motion passed.

Published in THE PRESS on _____.

+HQQHSLQ &RXQW\ /RFDWH 1RW

'DWH



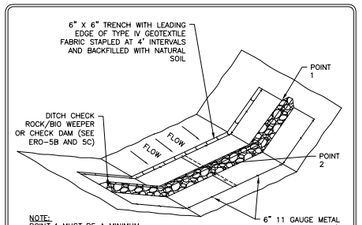
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FRPSOHWHQHVV RU DFFXUDF\ LL LV IXQQLVKHG ZLWK
NLQG DQG LLL LV QRWVXLWDEOH IRU OHJDO HQJL
SXUSRVHV +HQQHSLQ &RXQW\ VKDOO QRW EH OLDEOH I
RU ORVV UHVXOWLQJ IURP WKLV GDWD

)RU PRUH LQIRUPDWLRQ FRQWDFW +HQQHSLQ &RXQW\ *
WK 6WUHHW 6RXWK 0LQQHDSROLV 01 JLV LQI



NOTE:
POINT 1 MUST BE A MINIMUM OF 6" HIGHER THAN POINT 2 TO ENSURE THAT WATER FLOWS OVER THE DITCH CHECK AND NOT AROUND THE ENDS.

DITCH CHECK SPACING
(USE FOR DETAILS ERO-5B, 5C, 5D, AND 5E)

DITCH GRADE (%)	INTERVAL (FT)
2	100
4	75
6	50
8	40
10	25
10+	25

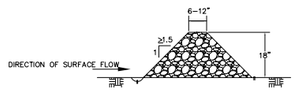
Dayton
2025 DETAIL PLATES REV.1

DITCH CHECK
3D VIEW FOR
5B, 5C SPACING

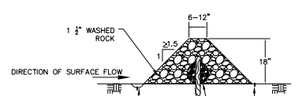
LAST REVISION: OCT 2024

PLATE NO. ERO-05A

I. ROCK WEEPER



II. BIO WEEPER

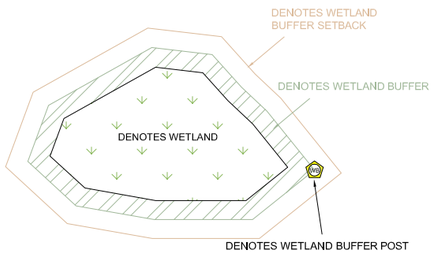


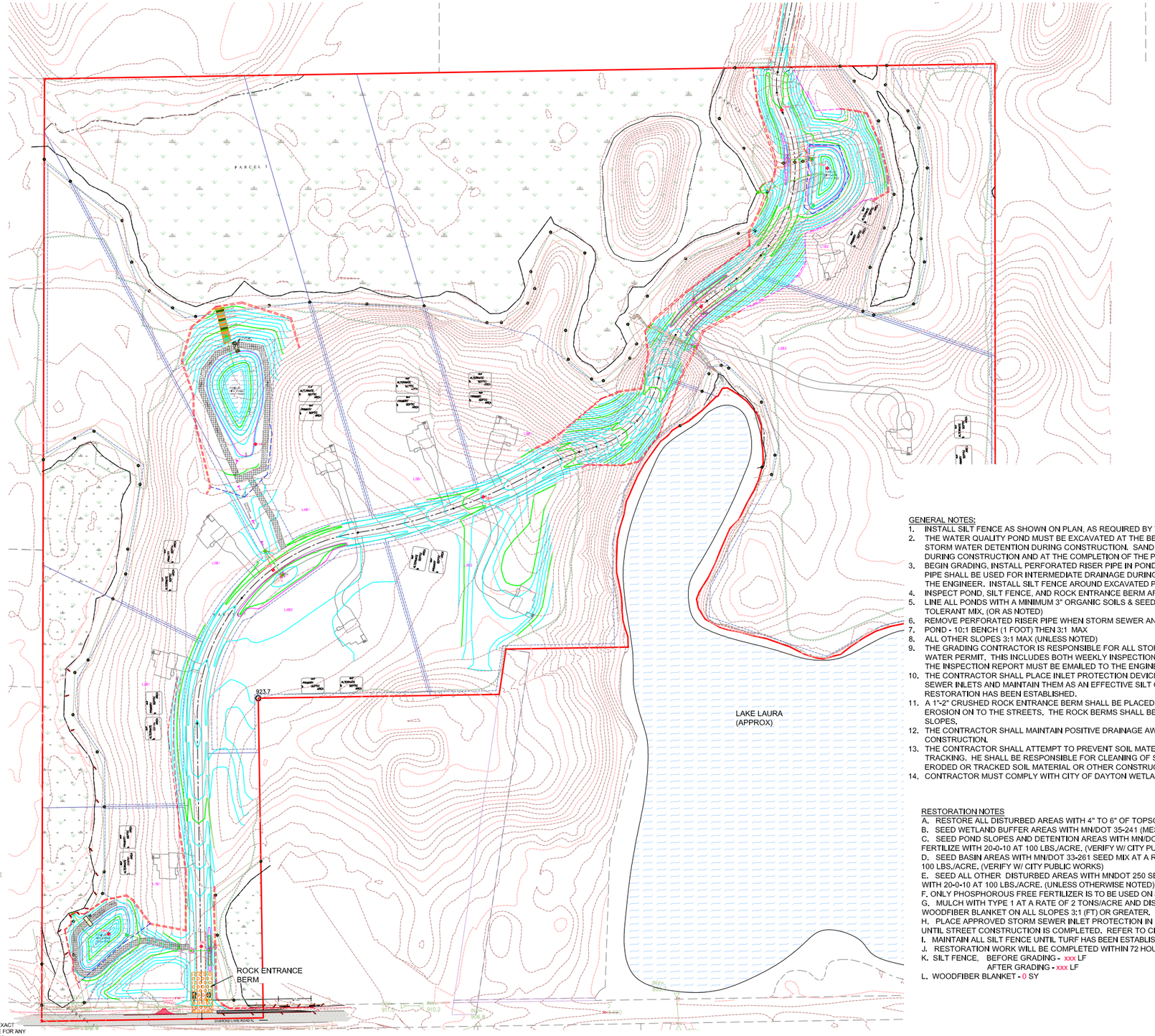
Dayton
2025 DETAIL PLATES REV.1

DITCH CHECK
ROCK WEEPER
AND BIO WEEPER

LAST REVISION: OCT 2024

PLATE NO. ERO-05B





SYMBOL LEGEND

DESCRIPTION	PROPOSED	EXISTING
MINOR CONTOUR	970	958
MAJOR CONTOUR	970	960
LOT LINE		
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION W/RIP-RAP		
SANITARY SEWER MANHOLE		
HYDRANT		
GATE VALVE		
DRAIN FLOW/RUNOFF ARROW		
EMERGENCY OVERFLOW SWALE		
SILT FENCE -PRE CONSTRUCTION)		
SILT FENCE -POST CONSTRUCTION)		
SPOT ELEVATION	x 960.0	x 960.0
TBC SPOT ELEVATION	x 960.00	

ROCK ENTRANCE BERM
SILT FENCE
POST GRADING SILT FENCE
BIO-ROLL
ROCK DITCH CHECK
CONCRETE WASHOUT
INLET PROTECTION
EROSION BLANKET

GENERAL NOTES:
1. INSTALL SILT FENCE AS SHOWN ON PLAN, AS REQUIRED BY THE CITY OF DAYTON OR DIRECTED BY THE ENGINEER.
2. THE WATER QUALITY POND MUST BE EXCAVATED AT THE BEGINNING OF GRADING OPERATIONS TO PROVIDE TEMPORARY STORM WATER DETENTION DURING CONSTRUCTION. SAND AND SILT MUST BE REMOVED FROM THE POND AS NECESSARY DURING CONSTRUCTION AND AT THE COMPLETION OF THE PROJECT.
3. BEGIN GRADING, INSTALL PERFORATED RISER PIPE IN POND WHEN POND GRADING IS COMPLETE. TEMPORARY DRAINAGE PIPE SHALL BE USED FOR INTERMEDIATE DRAINAGE DURING THE CONSTRUCTION PERIOD AS NECESSARY AND DIRECTED BY THE ENGINEER. INSTALL SILT FENCE AROUND EXCAVATED PONDS.
4. INSPECT POND, SILT FENCE, AND ROCK ENTRANCE BERM AFTER ALL RAINFALL EVENTS AS REQUIRED BY THE NPDES PERMIT.
5. LINE ALL PONDS WITH A MINIMUM 3" ORGANIC SOILS & SEED SLOPES BETWEEN NWL AND 100 YR HWL WITH A WATER TOLERANT MIX. (OR AS NOTED)
6. REMOVE PERFORATED RISER PIPE WHEN STORM SEWER AND OUTLET STRUCTURE FOR PONDS ARE INSTALLED.
7. POND - 10:1 BENCH (1 FOOT) THEN 3:1 MAX
8. ALL OTHER SLOPES 3:1 MAX (UNLESS NOTED)
9. THE GRADING CONTRACTOR IS RESPONSIBLE FOR ALL STORM WATER INSPECTIONS ACCORDING TO THE MPCA STORM WATER PERMIT. THIS INCLUDES BOTH WEEKLY INSPECTIONS AND INSPECTIONS DONE AFTER A 0.5" RAIN EVENT. A COPY OF THE INSPECTION REPORT MUST BE EMAILED TO THE ENGINEER AND DEVELOPER ON A WEEKLY BASIS.
10. THE CONTRACTOR SHALL PLACE INLET PROTECTION DEVICES IN ACCORDANCE WITH THE CITY OF DAYTON FOR ALL STORM SEWER INLETS AND MAINTAIN THEM AS AN EFFECTIVE SILT CONTROL DEVICE. INLET PROTECTION SHALL BE REMOVED WHEN RESTORATION HAS BEEN ESTABLISHED.
11. A 1"-2" CRUSHED ROCK ENTRANCE BERM SHALL BE PLACED AT THE SITE ENTRANCE, TO REPLACE SILT FENCE, AND MINIMIZE EROSION ON TO THE STREETS. THE ROCK BERMS SHALL BE THE WIDTH OF THE ENTRANCE AND 2 FEET HIGH WITH 4:1 SLOPES.
12. THE CONTRACTOR SHALL MAINTAIN POSITIVE DRAINAGE AWAY FROM THE BUILDING PAD AND STREET AREAS THROUGHOUT CONSTRUCTION.
13. THE CONTRACTOR SHALL ATTEMPT TO PREVENT SOIL MATERIALS FROM LEAVING THE SITE BY EROSION AND VEHICLE WHEEL TRACKING. HE SHALL BE RESPONSIBLE FOR CLEANING OF STREET, BOULEVARD AND UTILITY FACILITIES THAT RECEIVE ANY ERODED OR TRACKED SOIL MATERIAL OR OTHER CONSTRUCTION DEBRIS OR MATERIAL.
14. CONTRACTOR MUST COMPLY WITH CITY OF DAYTON WETLAND REPLACEMENT REQUIREMENTS.

RESTORATION NOTES
A. RESTORE ALL DISTURBED AREAS WITH 4" TO 6" OF TOPSOIL, OR EXISTING ON-SITE ORGANIC MTRL.
B. SEED WETLAND BUFFER AREAS WITH MN/DOT 35-241 (MESIC PRAIRE GENERAL, REPLACING MN/DOT 310)
C. SEED POND SLOPES AND DETENTION AREAS WITH MN/DOT 33-261 SEED MIX AT A RATE OF 100 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE. (VERIFY W/ CITY PUBLIC WORKS)
D. SEED BASIN AREAS WITH MN/DOT 33-261 SEED MIX AT A RATE OF 35 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE. (VERIFY W/ CITY PUBLIC WORKS)
E. SEED ALL OTHER DISTURBED AREAS WITH MNDOT 250 SEED MIX AT A RATE OF 100 LBS./ACRE AND FERTILIZE WITH 20-0-10 AT 100 LBS./ACRE. (UNLESS OTHERWISE NOTED)
F. ONLY PHOSPHOROUS FREE FERTILIZER IS TO BE USED ON SITE.
G. MULCH WITH TYPE 1 AT A RATE OF 2 TONS/ACRE AND DISC ANCHOR IMMEDIATELY AFTER PLACEMENT. USE WOODFIBER BLANKET ON ALL SLOPES 3:1 (FT) OR GREATER.
H. PLACE APPROVED STORM SEWER INLET PROTECTION IN OR AROUND ALL STORM SEWER INLETS AND MAINTAIN UNTIL STREET CONSTRUCTION IS COMPLETED. REFER TO CITY DETAILS ST-22 & ST-23 FOR APPROVED DEVICES.
I. MAINTAIN ALL SILT FENCE UNTIL TURF HAS BEEN ESTABLISHED.
J. RESTORATION WORK WILL BE COMPLETED WITHIN 72 HOURS OF GRADING COMPLETION.
K. SILT FENCE, BEFORE GRADING - xxx LF
AFTER GRADING - xxx LF
L. WOODFIBER BLANKET - 0 SY

NORTH

150 75 0 75 150 300
SCALE IN FEET

EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ANY AND ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES ARISING OUT OF HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL EXISTING UTILITIES.

DRAWING NAME	NO.	BY	DATE	REVISION
SCHANY	1	ERJ	05/02/25	CITY COMMENT REVISIONS
DRAWN				
XXX				
CHECKED				
ERJ				
DATE				
01/10/2025				

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I HEREBY CERTIFY THAT THIS PLAN OR SPECIFICATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Eric R Johnson

ERIC R. JOHNSON, P.E.
Date: 01/10/2025 Lic. No. 56659

ENGINEERS SURVEYORS DESIGNERS PLANNERS
SATHRE-BERGQUIST, INC.
14000 25TH AVE N #120 PLYMOUTH, MN. 55447 (952) 476-6000

CITY PROJECT NO.
--

DAYTON, MINNESOTA

FINAL GRADING & EROSION CONTROL PLAN
LEGACY WOODS
BK LAND DEVELOPMENT 246

FILE NO. 100954-004

11

CONCEPT PLAN

PIDs:
0612022210002
0612022120008
0612022130002

GRAPHIC SCALE
240 0 120 240

SECTION 6
TWP 120
RNG 22

GOV'T LOT 2
GOV'T LOT 3
SW 1/4 OF NE 1/4
N 1/2 OF NW 1/4

DEDICATION 101
Area : 40,922 SQFT
Area : 0.94 ACRE

L4 B1
Area : 65,377 SQFT
Area : 1.50 ACRE

L3 B1
Area : 65,377 SQFT
Area : 1.50 ACRE

L2 B1
Area : 65,415 SQFT
Area : 1.50 ACRE

L1 B1
Area : 65,340 SQFT
Area : 1.50 ACRE

ROAD
Area : 78,760 SQFT
Area : 1.81 ACRE

L1 B2
Area : 65,394 SQFT
Area : 1.50 ACRE

L2 B2
Area : 66,772 SQFT
Area : 1.53 ACRE

L7 B2
Area : 65,449 SQFT
Area : 1.50 ACRE

L6 B2
Area : 65,394 SQFT
Area : 1.50 ACRE

L5 B2
Area : 65,394 SQFT
Area : 1.50 ACRE

L4 B2
Area : 78,690 SQFT
Area : 1.81 ACRE

L3 B2
Area : 168,134 SQFT
Area : 3.86 ACRE

OUTLOT A
Area : 30,886 SQFT
Area : 0.71 ACRE

4 ACRE SPLIT
Area : 174,591 SQFT
Area : 4.01 ACRE

REMAINDER
Area : 4,048,632 SQFT
Area : 92.94 ACRE

DRAINAGE AND UTILITY EASEMENT

EASEMENT FOR ACCESS, DRAINAGE AND UTILITY PURPOSES PER DOC. NO. T3348706

EXCEPTION (PARCEL 2)

EASEMENT PER DOC. NO. T5756640 & T5874775

WELL SITE #3 EXCEPTION (PARCEL 1)

SOUTHEASTERLY RIGHT OF WAY OF HWY. 15 PER MINNESOTA COUNTY DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 29

STATE HIGHWAY NO. 101 (BROCKTON LANE)

COUNTY ROAD NO. 12

LAWNDALE LN N.

L=4.50, R=2938.02
Δ=0°05'16"

L=22.86, R=826.25
Δ=1°35'07"

N75°36'09"E 48.89
N39°31'52"E 34.77
N63°31'37"E 74.12
N88°24'58"E 63.72
N48°35'55"E 88.01
N36°26'51"E 67.89
N24°06'43"E 148.69
N29°22'25"E 56.64
N35°13'28"E 70.68
N41°22'25"E 187.33
N44°02'56"E 99.39
N55°24'23"E 87.27
N52°10'56"E 86.58

417.42
138.04
417.42

FIRST EXCEPTION (PARCEL 3)
SECOND EXCEPTION (PARCEL 3)

SHEET X OF X

NORTHWESTERN SURVEYING & ENGINEERING, INC.

Payments to be approved at City Council Meeting Dec 9, 2025

	Totals
Claims Roster 12-09-2025	**$ 1,328,908.39**
Prepaid 11-20-2025 EB	**$ 121,434.82**
Total Payments:	**$ 1,450,343.21**
Payroll 11-20-2025 Bi-Weekly 24	**$ 108,200.91**

Check # sequence to be approved by City Council from meeting date of 12/09/2025:

Checks # 079935-080021

Inv Num / Inv Ref#	Vendor / Description / GL Distribution	Inv Date / Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized / Post Date
	ALEXANDER WORRELL AND KAYLA MORGAN	12/01/2025	12/09/2025	450.00	450.00	Open	N
	DAC RENTAL DEPOSIT REFUND: EVENT 11/29/20	CHOYT					12/01/2025
	101-00000-21716 DAC RENTAL DEPOSIT REFUND: EVENT 11/29			450.00			
	ALTEC INDUSTRIES	12/02/2025	12/09/2025	1,559.93	1,559.93	Open	N
	PW; PLATFORM	CHOYT					12/01/2025
	101-43100-50220 PW; PLATFORM			1,559.93			
	APPLIED CONCEPTS, INC	12/03/2025	12/09/2025	347.50	347.50	Open	N
	OTHER EQUIPMENT	CHOYT					12/03/2025
	401-42120-50580 OTHER EQUIPMENT			347.50			
	BEAUDRY	12/01/2025	12/09/2025	1,236.54	1,236.54	Open	N
	PW; UNLEADED 87 -548.60	CHOYT					11/21/2025
	101-43100-50212 PW; UNLEADED 87 -548.60			1,236.54			
	BEAUDRY	12/04/2025	12/09/2025	2,444.17	2,444.17	Open	N
	PW; ULS DYED KODIAK PLUS 50/50 -770.30	CHOYT					11/26/2025
	101-43100-50212 PW; ULS DYED KODIAK PLUS 50/50 -770.30			2,444.17			
	BEAUDRY	12/04/2025	12/09/2025	816.47	816.47	Open	N
	PW; UNLEADED 87 -376.60	CHOYT					12/04/2025
	101-43100-50212 PW; UNLEADED 87 -376.60			816.47			
	C. VISION PRODUCTION	12/01/2025	12/09/2025	3,525.00	3,525.00	Open	N
	VIDEO TECH; NOV 2025	CHOYT					11/27/2025
	226-41900-50430 VIDEO TECH; NOV 2025			3,525.00			
	CARSON,CLELLAND & SCHREDER	11/26/2025	12/09/2025	2,000.00	2,000.00	Open	N

CRIMINAL PROSECUTION; NOV 2025		CHOYT					11/26/2025
101-41640-50305	CRIMINAL PROSECUTION; NOV 2025			2,000.00			
CENTURYLINK		11/24/2025	12/09/2025	218.12	0.00	Paid	Y
PW; 763 323-0023 WATER SYSTEM/WELLHOUSE		CHOYT					11/13/2025
601-49400-50321	PW; 763 323-0023 WATER SYSTEM SCADA			109.06			
602-49400-50321	PW; 763 323-0975 WELLHOUSE 2 LANDLINE			109.06			
CENTURYLINK		11/26/2025	12/09/2025	49.82	0.00	Paid	Y
PW; 763 428-7345 NOV-DEC 2025		CHOYT					11/26/2025
101-43100-50321	PW; 763 428-7345 NOV-DEC			49.82			
CINTAS		11/24/2025	12/09/2025	131.57	131.57	Open	N
PW; UNIFORMS		CHOYT					11/20/2025
101-43100-50217	PW; UNIFORMS			131.57			
CINTAS		12/01/2025	12/09/2025	198.36	198.36	Open	N
PW; EYEWASH SERVICE AGREEMENT		CHOYT					12/01/2025
101-43100-50580	PW; EYEWASH SERVICE AGREEMENT			198.36			
CINTAS		12/01/2025	12/09/2025	154.57	154.57	Open	N
PW; UNIFORMS		CHOYT					11/26/2025
101-43100-50217	PW; UNIFORMS			154.57			
CMT JANITORIAL SERVICES		11/24/2025	12/09/2025	1,777.00	0.00	Paid	Y
CONTRACT SERVICES-OFC CLEANING DEC & EXT		CHOYT					11/20/2025
101-41910-50308	CONTRACT SERVICES-OFC CLEANING			602.00			
101-41810-50308	CONTRACT SERVICES-OFC CLEANING			1,000.00			
101-41910-50308	CONTRACT SERVICES-EXTRA CLEANING CHARGE			175.00			
CONFITREK, INC		12/03/2025	12/09/2025	1,596.00	1,596.00	Open	N
PD; CONFITREK BLUE RENEWAL 2026		CHOYT					12/03/2025
101-42120-50308	PD; CONFITREK BLUE RENEWAL 2026			1,596.00			
CONNEXUS ENERGY		12/01/2025	12/09/2025	4,954.93	0.00	Paid	Y
ELECTRIC SERVICES; OCT-NOV 2025		CHOYT					11/30/2025
101-43100-50230	172514- ST LIGHTS			40.30			
101-43100-50230	172516- ST LIGHTS			2,413.33			

101-43100-50230	172802- ST LIGHTS			65.07			
101-43100-50230	172803- ST LIGHTS			254.74			
101-42130-50381	173098- SIREN			21.40			
602-49400-50381	178838- 141ST OUTBUILDING			35.06			
601-49400-50381	299049- WELL#2			1,540.85			
602-49400-50381	299195- ROSEWOOD LIFT STATION			61.14			
601-49400-50381	299380- WATER TOWER			55.05			
602-49400-50381	303882- PINEVIEW LIFT STATION			45.06			
602-49400-50381	307062- HACKBERRY LIFT STATION			102.83			
101-42130-50381	309045- 11671 E FRENCH SIREN			17.40			
101-43100-50230	317271- 12600 129TH ST LIGHTS			86.14			
101-43100-50230	324905-14503 KINGSVIEW ST LIGHTS			122.24			
101-43100-50230	325071- 13699 PINEVIEW LANE ST LIGHTS			27.50			
101-43100-50230	331681-14462 ANNAPOLIS LN ST LIGHTS			28.96			
101-43100-50230	331682-11510 PINERIDGE WAY ST LIGHTS			37.86			
COORDINATED BUSINESS SYSTEMS		12/01/2025	12/09/2025	137.51	0.00	Paid	Y
ENGINEER PRINTER-KYOCERA COPIER		CHOYT					11/21/2025
101-41810-50308	ENGINEER PRINTER-KYOCERA COPIER			137.51			
COORDINATED BUSINESS SYSTEMS		12/01/2025	12/09/2025	2,736.00	0.00	Paid	Y
2026 GLOBAL SEARCH SUBSCRIPTION		CHOYT					12/01/2025
101-41820-50205	2026 GLOBAL SEARCH SUBSCRIPTION			2,736.00			
CORCORAN POLICE ASSOCIATION		12/01/2025	12/09/2025	250.00	250.00	Open	N
DAC RENTAL DEPOSIT REFUND: EVENT 1/9/26 CA		CHOYT					12/01/2025
101-00000-21716	DAC RENTAL DEPOSIT REFUND: EVENT 1/9/26			150.00			
101-40500-34111	CITY FACILITY RENTAL			91.47			
101-00000-20300	SALES TAX PAYABLE			8.53			
CORE & MAIN		12/01/2025	12/09/2025	8,000.00	8,000.00	Open	N
OVER THE AIR PROGRAMMING-METER		CHOYT					11/17/2025
601-49400-50530	OVER THE AIR PROGRAMMING-METER			4,000.00			
602-49400-50530	OVER THE AIR PROGRAMMING -METER			4,000.00			
CUSTOM BUILDERS INC.		12/04/2025	12/09/2025	266,268.91	266,268.91	Open	N
PAY APP 5; PARK IMPROVEMENT PROJECT		CHOYT					12/04/2025
405-41900-50530	PAY APP 5; PARK IMPROVEMENT PROJECT			280,283.06			

405-00000-20600	RETAINAGE PAYABLE			(14,014.15)			
DAYTON FIRE RELIEF ASSOCIATION		12/01/2025	12/09/2025	122,611.13	122,611.13	Open	N
2025 FIRE RELIEF STATE AID		CHOYT					12/01/2025
101-42260-50125	2025 FIRE RELIEF STATE AID			122,611.13			
ECM PUBLISHERS, INC		11/24/2025	12/09/2025	89.00	89.00	Open	N
LEGAL NOTICES/FILING FEE PROJ 6224		CHOYT					11/20/2025
411-43100-50351-6224	LEGAL NOTICES/FILING FEE PROJ 6224			89.00			
ECM PUBLISHERS, INC		11/24/2025	12/09/2025	80.37	80.37	Open	N
LEGAL NOTICES/FILING FEE PROJ 6225		CHOYT					11/20/2025
411-43100-50351-6225	LEGAL NOTICES/FILING FEE PROJ 6225			80.37			
ECM PUBLISHERS, INC		11/24/2025	12/09/2025	89.00	89.00	Open	N
LEGAL NOTICES/FILING FEE PROJ 6210		CHOYT					11/24/2025
411-43100-50351-6210	LEGAL NOTICES/FILING FEE PROJ 6210			89.00			
ECM PUBLISHERS, INC		11/24/2025	12/09/2025	261.50	261.50	Open	N
PHN; 2040 STAGING PLAN		CHOYT					11/24/2025
101-41110-50352	PHN; 2040 STAGING PLAN			261.50			
ECM PUBLISHERS, INC		11/24/2025	12/09/2025	89.00	89.00	Open	N
LEGAL NOTICES/FILING FEE PROJ 6219		CHOYT					11/24/2025
411-43100-50351-6219	LEGAL NOTICES/FILING FEE PROJ 6219			89.00			
EHLERS & ASSOCIATES, INC		12/03/2025	12/09/2025	381.25	381.25	Open	N
PROFESSIONAL SRVS-TIF 2025 PAYGO		CHOYT					10/31/2025
430-41900-50300	PROFESSIONAL SRVS-TIF 2025 PAYGO			381.25			
EMERGENCY TECHNICAL DECON		11/26/2025	12/09/2025	1,976.10	1,976.10	Open	N
FD; UNIFORM-TURNOUT		CHOYT					11/26/2025
101-42260-50217	FD; UNIFORM-TURNOUT			1,976.10			
GOPHER STATE ONE-CALL		12/03/2025	12/09/2025	245.70	245.70	Open	N
182 BILLABLE TICKETS; NOV 2025		CHOYT					11/30/2025
601-49400-50220	182 BILLABLE TICKETS; NOV 2025			122.85			
602-49400-50220	182 BILLABLE TICKETS; NOV 2025			122.85			

GUARDIAN FLEET SAFETY, LLC		11/26/2025	12/09/2025	728.17	728.17	Open	N
FD; REPAIR 2023 DODGE DURANGO		CHOYT					11/26/2025
101-42260-50220	REPAIR 2023 DODGE DURANGO			728.17			
HASSAN SAND & GRAVEL, INC		12/01/2025	12/09/2025	390.75	390.75	Open	N
PW; BUCKSHOT		CHOYT					11/19/2025
101-43100-50224	PW; BUCKSHOT			390.75			
HENNEPIN COUNTY-RECORDER		12/03/2025	12/09/2025	5.00	5.00	Open	N
VIEW RECORDED PLAT-H STENSGARD		CHOYT					12/03/2025
101-41720-50308	VIEW RECORDED PLAT-H STENSGARD			5.00			
HP GROUP HEALTH NON-PATIENT A/R		11/24/2025	12/09/2025	105.25	0.00	Paid	Y
EAP (CUST#12750101) NOV 2025		CHOYT					11/11/2025
101-41810-50205	EAP NON MEMBER(CUST# 12750101); NOV			66.30			
101-41810-50205	EAP MEMBER (CUST# 12750101); NOV			38.95			
INSIDE OUTSIDE ARCHITECTURE		12/01/2025	12/09/2025	900.00	900.00	Open	N
PROFESSIONAL SRVS-SITE VISITS		CHOYT					11/20/2025
601-49400-50300	PROFESSIONAL SRVS-SITE VISITS			900.00			
INSIDE OUTSIDE ARCHITECTURE		12/01/2025	12/09/2025	225.00	225.00	Open	N
PROFESSIONAL SRVS; REVIEW W MARTY		CHOYT					11/20/2025
408-45300-50300	PROFESSIONAL SRVS; REVIEW W MARTY			225.00			
INSIDE OUTSIDE ARCHITECTURE		12/01/2025	12/09/2025	6,670.80	6,670.80	Open	N
2025 PIP CONST. OBSERVATION & ADMIN.MAY-N		CHOYT					11/20/2025
408-45300-50300	2025 PIP CONST. OBSERVATION & ADMIN.			6,670.80			
INTIME SERVICES INC.		12/03/2025	12/09/2025	3,636.00	3,636.00	Open	N
INTIME SOFTWARE SUBSCRIPTION/HOSTING 202		CHOYT					12/03/2025
101-42120-50308	SOFTWARE SUBSCRIPTION/HOSTING 2026			3,636.00			
INVOICE CLOUD		11/24/2025	12/09/2025	1,057.80	1,057.80	Open	N
OCT 2025 PROCESSING FEES		CHOYT					11/10/2025
101-41500-50309	EDP, SOFTWARE SVC			140.00			
101-41660-50309	EDP, SOFTWARE SVC			5.00			

601-49400-50309	EDP, SOFTWARE SVC			456.40			
602-49400-50309	EDP, SOFTWARE SVC			456.40			
JESSICA HARTFIEL THURSTON		12/03/2025	12/09/2025	2,166.00	2,166.00	Open	N
EMBEDDED SOCIAL WORKER-NOV 2025		CHOYT					11/30/2025
101-42120-50300	EMBEDDED SOCIAL WORKER-NOV 2025			2,166.00			
LENNAR		11/25/2025	12/09/2025	3,000.00	3,000.00	Open	N
14301 BERKSHIRE LN N LANDSCAPE ESCROW RE		CHOYT					11/25/2025
420-00000-22100	14301 BERKSHIRE LN N LANDSCAPE ESCROW RE			3,000.00			
LENNAR		11/25/2025	12/09/2025	3,000.00	3,000.00	Open	N
14231 BERKSHIRE LN N LANDSCAPE ESCROW RE		CHOYT					11/25/2025
420-00000-22100	14231 BERKSHIRE LN N LANDSCAPE ESCROW RE			3,000.00			
LENNAR		11/25/2025	12/09/2025	3,000.00	3,000.00	Open	N
13775 143RD AVE N LANDSCAPE ESCROW RELE/		CHOYT					11/25/2025
420-00000-22100	13775 143RD AVE N LANDSCAPE ESCROW RELEA			3,000.00			
LENNAR		11/25/2025	12/09/2025	3,000.00	3,000.00	Open	N
13765 143RD AVE N LANDSCAPE ESCROW RELE/		CHOYT					11/25/2025
420-00000-22100	13765 143RD AVE N LANDSCAPE ESCROW RELEA			3,000.00			
LENNAR		11/25/2025	12/09/2025	3,000.00	3,000.00	Open	N
14221 BERKSHIRE LN N LANDSCAPE ESCROW RE		CHOYT					11/25/2025
420-00000-22100	14221 BERKSHIRE LN N LANDSCAPE ESCROW RE			3,000.00			
LENNAR		11/25/2025	12/09/2025	3,000.00	3,000.00	Open	N
14211 BERKSHIRE LN N LANDSCAPE ESCROW RE		CHOYT					11/25/2025
420-00000-22100	14211 BERKSHIRE LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14936 RIVERVIEW LANDSCAPE ESCROW RELEAS		CHOYT					11/24/2025
420-00000-22100	14936 RIVERVIEW LANDSCAPE ESCROW RELEASE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14946 RIVERVIEW LANDSCAPE ESCROW RELEAS		CHOYT					11/24/2025
420-00000-22100	14946 RIVERVIEW LANDSCAPE ESCROW RELEASE			3,000.00			

M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14415 KINGSVIEW LN N LANDSCAPE ESCROW RI	CHOYT						11/24/2025
420-00000-22100	14415 KINGSVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14411 KINGSVIEW LN N LANDSCAPE ESCROW RI	CHOYT						11/24/2025
420-00000-22100	14411 KINGSVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14378 KINGSVIEW LN N LANDSCAPE ESCROW RI	CHOYT						11/24/2025
420-00000-22100	14378 KINGSVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14374 KINGSVIEW LN N LANDSCAPE ESCROW RI	CHOYT						11/24/2025
420-00000-22100	14374 KINGSVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14386 KINGSVIEW LN N LANDSCAPE ESCROW RI	CHOYT						11/24/2025
420-00000-22100	14386 KINGSVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14997 144TH AVE N LANDSCAPE ESCROW RELE/	CHOYT						11/24/2025
420-00000-22100	14997 144TH AVE N LANDSCAPE ESCROW RELEA			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14977 144TH AVE N LANDSCAPE ESCROW RELE/	CHOYT						11/24/2025
420-00000-22100	14977 144TH AVE N LANDSCAPE ESCROW RELEA			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14967 144TH AVE N LANDSCAPE ESCROW RELE/	CHOYT						11/24/2025
420-00000-22100	14967 144TH AVE N LANDSCAPE ESCROW RELEA			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
15016 RIVERVIEW LN N LANDSCAPE ESCROW RE	CHOYT						11/24/2025
420-00000-22100	15016 RIVERVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N

15006 RIVERVIEW LN N LANDSCAPE ESCROW RE	CHOYT						11/24/2025
420-00000-22100	15006 RIVERVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
M/I HOMES OF MPLS		11/24/2025	12/09/2025	3,000.00	3,000.00	Open	N
14956 RIVERVIEW LN N LANDSCAPE ESCROW RE	CHOYT						11/24/2025
420-00000-22100	14956 RIVERVIEW LN N LANDSCAPE ESCROW RE			3,000.00			
MBPTA		11/26/2025	12/09/2025	100.00	100.00	Open	N
2026 MEMBERSHIP DUES; K JOHANSEN	CHOYT						11/26/2025
101-41710-50205	2026 MEMBERSHIP DUES; K JOHANSEN			100.00			
METRO WEST INSPECTION		11/26/2025	12/09/2025	17,812.80	17,812.80	Open	N
222.66 BLDG INSPECTIONS OCT 2025	CHOYT						11/26/2025
101-41660-50300	222.66 BLDG INSPECTIONS OCT 2025			17,812.80			
METROPOLITAN COUNCIL		12/03/2025	12/09/2025	59,228.54	59,228.54	Open	N
204.87 MILLION GAL. WASTE WATER SERVICE; JA	CHOYT						12/03/2025
602-49400-50313	204.87 WASTE WATER SERVICE; JAN 2026			59,228.54			
MINNESOTA CHIEFS OF POLICE ASSOC.		12/03/2025	12/09/2025	380.00	380.00	Open	N
PD; VOTING DUES 2026	CHOYT						12/03/2025
101-42120-50205	PD; VOTING DUES 2026			380.00			
MINNESOTA CHIEFS OF POLICE ASSOC.		12/03/2025	12/09/2025	225.00	225.00	Open	N
PD; ASSOCIATE DUES 2026	CHOYT						12/03/2025
101-42120-50205	PD; ASSOCIATE DUES 2026			225.00			
MINNESOTA PAVING & MATERIALS		12/03/2025	12/09/2025	75,604.33	75,604.33	Open	N
MILL AND OVERLAY S DIAMOND LK RD-PAY APP 2	CHOYT						12/03/2025
414-41900-50530	MILL AND OVERLAY S DIAMOND LK RD-PAY 2			29,880.03			
414-00000-20600	RETAINAGE PAYABLE			45,724.30			
MN FIRE SERVICE CERT BOARD		11/26/2025	12/09/2025	150.00	150.00	Open	N
FD; FAO PUMPER TEST	CHOYT						11/26/2025
101-42260-50208	PROFESSIONAL DEVELOPMENT FAO PUMPER			150.00			
ROSA CARMEN SEKONGO		12/01/2025	12/09/2025	450.00	450.00	Open	N
DAC RENTAL DEPOSIT REFUND:EVENT 11-27-25	CHOYT						12/01/2025

101-00000-21716	DAC RENTAL DEPOSIT REFUND:EVENT 11-27-25			450.00			
RUSH CREEK LANDING VARIANCE		12/03/2025	12/09/2025	741.00	741.00	Open	N
PROJECT 6222 CLOSED PER HAYDEN		CHOYT					12/03/2025
411-00000-20200	Refund: MR Unapplied Payments			741.00			
SIMMER BROTHER HOMES		12/04/2025	12/09/2025	3,000.00	3,000.00	Open	N
15352 111TH AVE N LANDSCAPE ESCROW RELE/		CHOYT					12/04/2025
420-00000-22100	15352 111TH AVE N LANDSCAPE ESCROW RELEA			3,000.00			
SMARTSHEET, INC.		12/01/2025	12/09/2025	3,381.00	3,381.00	Open	N
SUBSCRIPTION SERVICE; 2025		CHOYT					12/01/2025
101-43100-50210	OPERATING SUPPLIES			845.25			
101-45200-50210	OPERATING SUPPLIES			845.25			
601-49400-50210	OPERATING SUPPLIES			845.25			
602-49400-50200	OPERATING SUPPLIES			845.25			
STANTEC CONSULTING SERVICES INC.		11/25/2025	12/09/2025	239,446.62	239,446.62	Open	N
ENGINEERING SVCS; OCT 2025		CHOYT					10/31/2025
101-41630-50303	GEN. ENGINEERING RETAINER; OCT 2025			4,500.00			
101-41630-50303	GEN. ENGINEERING; OCT 2025			6,455.20			
101-41660-50308	BUILDING PERMIT ACTIVITIES; OCT 2025			7,726.00			
601-49400-50303	WATER SUPPLY & DISTRIBUTION; OCT 2025			6,204.80			
602-49400-50303	SANITARY SEWER SYSTEM; OCT 2025			12,296.00			
415-41900-50300	STORMWATER; OCT 2025			7,112.80			
414-41900-50303	TRANSPORTATION; OCT 2025			15,209.60			
408-45300-50303	TRAILS; OCT 2025			368.00			
601-49400-50303	GIS/MAPPING; OCT 2025			163.20			
602-49400-50303	GIS/MAPPING; OCT 2025			163.20			
411-43100-50303-6065	BRAYBURN TRAILS; OCT 2025			1,527.08			
411-43100-50303-6098	SUNDANCE GREENS; OCT 2025			1,840.27			
411-43100-50303-6120	SUNDANCE GREENS-LENNAR; OCT 2025			2,853.00			
411-43100-50303-6143	RIVERWALK; OCT 2025			17,251.67			
411-43100-50303-6149	KWIK TRIP-MAPLE CT OCT 2025			377.58			
411-43100-50303-6147	BRAYBURN TRLS /LEE PROPERTY; OCT 2025			8,553.37			
411-43100-50303-6180	PKWY NEIGHBORHOOD; OCT 2025			839.00			
411-43100-50303-6165	OPUS; OCT 2025			188.55			
411-43100-50303-6198	TERRITORIAL GROVE; OCT 2025			25,688.52			

411-43100-50303-6203	DCM FARMS; OCT 2025			37,559.37			
405-41900-50303	PARKS; OCT 2025			568.00			
414-41900-50303	2025 S DIAMOND LK IMPROV; OCT 2025			2,489.20			
411-43100-50303-6139	KWIK TRIP-CSAH 81; OCT 2025			44.00			
411-43100-50303-6142	DAYTON STORAGE; OCT 2025			260.00			
411-43100-50303-6182	BERNENS; OCT 2025			1,328.00			
411-43100-50303-6216	TELCOM CONSTRUCTION; OCT 2025			1,584.00			
411-43100-50303-6223	GRACO HEADQUARTERS; OCT 2025			1,144.00			
601-49400-50303	WATER PLAN; OCT 2025			1,485.60			
601-49400-50303	COMMUNITY FUNDING GRANT & HUD ENVIR.			7,712.20			
601-49400-50303	TERRITORIAL RD WATERMAIN; OCT 2025			70.40			
414-41900-50303	CENTRAL PARK PARKING LOT; OCT 2025			281.60			
414-41900-50303	DAYTON PKWY TRAFFIC SIGNALS; OCT 2025			10,452.38			
602-49400-50303	113TH AVE TRUNK SEWER EXTENSION; OCT			19,824.73			
414-41900-50300	2025 MILL & OVERLAY IMPROVEMENTS; OCT			16,663.40			
601-49400-50303	HISTORIC VILLAGE UTILITY PLAN; OCT 2025			1,669.80			
602-49400-50303	HISTORIC VILLAGE UTILITY PLAN; OCT 2025			1,669.80			
414-41900-50303-2007	FERNBROOK CORRIDOR STUDY; OCT 2025			10,203.50			
601-00000-16500	NORTHWEST WATER TOWER; OCT 2025			4,680.00			
601-00000-16500	DAYTON WELLHOUSE #5; OCT 2025			438.80			
STREICHERS, INC		11/26/2025	12/09/2025	3,002.64	3,002.64	Open	N
PD; AMMO		CHOYT					11/26/2025
101-42120-50217	PD; AMMO			3,002.64			
SUNBELT RENTALS		11/24/2025	12/09/2025	284.45	284.45	Open	N
REPAIR/MAINTENANCE-SCISSORLIFT		CHOYT					11/18/2025
101-42260-50220	REPAIR/MAINT			284.45			
T MOBILE		12/01/2025	12/09/2025	1,036.24	0.00	Paid	Y
CH/PW CELL SVC OCT-NOV 2025		CHOYT					11/21/2025
101-43100-50321	PW; CELL SVC			593.15			
601-49400-50321	PW; CELL SVC			51.29			
602-49400-50321	PW; CELL SVC			53.28			
101-41910-50321	AC; CELL SVC			113.07			
101-41710-50321	PLANNING; CELL SVC			83.01			
101-41310-50320	CH;ADMINISTRATOR CELL SVC			39.87			
101-41420-50320	CH; CLERK CELL SVC			39.87			

101-41500-50320	CH; HOT SPOT			62.70			
T MOBILE		12/03/2025	12/09/2025	1,293.87	1,293.87	Open	N
PD; 990673330 CELL SVC OCT-NOV 2025		CHOYT					11/30/2025
101-42120-50320	PD; 990673330 CELL SVC OCT-NOV 2025			1,293.87			
TASC		12/04/2025	12/09/2025	184.20	184.20	Open	N
COBRA ADMIN FEE; JAN-MAR 2026		CHOYT					12/04/2025
101-41810-50205	COBRA ADMIN FEE; JAN-MAR 2026			184.20			
TIMECLOCK PLUS, LLC		12/01/2025	12/09/2025	3,045.00	3,045.00	Open	N
FD; ALADTEC PROFESSIONAL LICENSE		CHOYT					12/01/2025
101-42260-50300	ALADTEC PROFESSIONAL LICENSE			3,045.00			
TOSHIBA BUSINESS SYSTEMS		12/03/2025	12/09/2025	10.88	10.88	Open	N
PD; ESTUDIO 3518- 2221 BW SEPT-NOV 2025		CHOYT					12/03/2025
101-42120-50308	PD; ESTUDIO 3518- 2221 BW SEPT-NOV 2025			10.88			
TOSHIBA BUSINESS SYSTEMS		12/03/2025	12/09/2025	43.79	43.79	Open	N
FD; ESTUDIO 2525 -1000 BW,1049 CLR NOV-DEC		CHOYT					12/03/2025
101-42260-50200	FD; ESTUDIO 2525 -1000 BW ,1049 CLR			43.79			
TOSHIBA BUSINESS SYSTEMS		12/03/2025	12/09/2025	159.43	159.43	Open	N
CH; ESTUDIO 4525 BACK PRINTER 2309 BW, 389		CHOYT					12/03/2025
101-41820-50308	CH; ESTUDIO 4525 BACK PRINTER NOV 2025			159.43			
TRADITION CAPITAL BANK #091017471		11/25/2025	12/09/2025	409,957.16	409,957.16	Open	N
WIRE FOR LAND PURCHASE FILE #722938		CHOYT					11/25/2025
601-00000-16100	LAND PURCHASE FILE #722938			409,957.16			
UNMANNED VEHICLE TECHNOLOGIES, LLC		12/03/2025	12/09/2025	9,548.72	9,548.72	Open	N
DRONE-DONATION FROM BLAINE FESTIVAL		CHOYT					11/28/2025
101-49999-50429	DRONE-DONATION FROM BLAINE FESTIVAL			9,548.72			
WESTSIDE WHOLESALE, INC		11/26/2025	12/09/2025	89.47	89.47	Open	N
FD; REPAIR		CHOYT					11/26/2025
101-42260-50220	FD; REPAIR			89.47			

XCEL ENERGY		11/25/2025	12/09/2025	132.67	0.00	Paid	Y
51-4585810-2 S DIA LK/LAWNDALE; OCT-NOV 20		CHOYT					11/25/2025
101-43100-50381	51-4585810-2 S DIA LK; OCT-NOV			25.38			
602-49400-50381	51-4585810-2 LAWNDALE; OCT-NOV			97.36			
602-49400-50381	51-4585810-2 PRO LGT; OCT-NOV			11.13			
602-49400-50381	51-4585810-2 ELECTRIC REFUND CR			(1.20)			
XCEL ENERGY		11/25/2025	12/09/2025	14.94	0.00	Paid	Y
51-0015591826-7; 14642 146TH/IRR OCT-NOV 2		CHOYT					11/25/2025
601-49400-50300	51-0015591826-7; 14642 146TH/IRR			14.94			
XCEL ENERGY		12/03/2025	12/09/2025	78.28	78.28	Open	N
51-9348440-7 TROY ST LGT;NOV 2025		CHOYT					12/03/2025
101-43100-50230	51-9348440-7 TROY ST LGT;NOV 2025			78.28			
XCEL ENERGY		12/03/2025	12/09/2025	79.07	79.07	Open	N
51-8932050-3 CR81; NOV 2025		CHOYT					11/30/2025
101-43100-50230	51-8932050-3 CR81; NOV 2025			79.07			
XCEL ENERGY		12/03/2025	12/09/2025	609.82	609.82	Open	N
51-8556975-3;17780 TERRITORIAL/S.L.NOV 202		CHOYT					11/30/2025
101-43100-50230	51-8556975-3;17780 TERRITORIAL/S.L.NOV			609.82			
XCEL ENERGY		12/03/2025	12/09/2025	102.77	102.77	Open	N
51-0013433058-1; BROCKTON SIGNAL; NOV 202		CHOYT					11/30/2025
101-43100-50230	51-0013433058-1; BROCKTON SIGNAL; NOV			102.77			
XCEL ENERGY		12/04/2025	12/09/2025	763.19	763.19	Open	N
51-6111142-2;16471 S. DIAMOND/S.L. NOV 202		CHOYT					11/30/2025
101-43100-50230	51-6111142-2;16471 S. DIAMOND/S.L.NOV			763.19			
XCEL ENERGY		12/04/2025	12/09/2025	55.60	55.60	Open	N
51-0013433188-8; 18432 UNIT SIGNAL; NOV 202		CHOYT					11/30/2025
101-43100-50230	51-0013433188-8; 18432 UNIT SIGNAL; NOV			55.60			
XCEL ENERGY		12/04/2025	12/09/2025	83.69	83.69	Open	N
51-0013433327-7;18396 DAYTON/SIGNAL NOV 2		CHOYT					11/30/2025
101-43100-50230	51-0013433327-7;18396 DAYTON/SIGNAL			83.69			

XCEL ENERGY		12/04/2025	12/09/2025	25.69	25.69	Open	N
51-0013433412-1; HWY 94 LGT; NOV 2025		CHOYT					11/30/2025
101-43100-50230	51-0013433412-1; HWY 94 LGT; NOV			25.69			
XCEL ENERGY		12/04/2025	12/09/2025	148.79	148.79	Open	N
51-0013433364-2; 18404 DAYTON ST LGT;NOV 2		CHOYT					11/30/2025
101-43100-50230	51-0013433364-2; 18404 DAYTON ST LGT;NOV			148.79			
XCEL ENERGY		12/04/2025	12/09/2025	31.06	31.06	Open	N
51-5420841-2; 12260 S DIAMOND NOV 2025		CHOYT					11/30/2025
101-43100-50230	51-5420841-2; 12260 S DIAMOND NOV			31.06			
XCEL ENERGY		12/04/2025	12/09/2025	47.46	47.46	Open	N
51-0014158934-9; 11501 DAYTON/S.L NOV 2025		CHOYT					11/30/2025
101-43100-50230	51-0014158934-9; 11501 DAYTON/S.L			47.46			

# of Invoices: 96 # Due: 86	Totals:	1,328,908.39	1,317,745.91
# of Credit Memos: 0 # Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:		1,328,908.39	1,317,745.91
* 2 Net Invoices have Credits Totalling:		(14,015.35)	

--- TOTALS BY FUND ---

101 - GENERAL FUND	210,812.20	201,934.63
226 - CABLE	3,525.00	3,525.00
401 - CAPITAL EQUIPMENT	347.50	347.50
405 - PARK DEDICATION	266,836.91	266,836.91
408 - PARK TRAIL DEVELOPMENT	7,263.80	7,263.80
411 - DEVELOPER ESCROWS	102,126.78	102,126.78
414 - PAVEMENT MANAGEMENT AND IMPROVEMENTS	130,904.01	130,904.01
415 - STORMWATER	7,112.80	7,112.80
420 - LANDSCAPE ESCROWS	60,000.00	60,000.00
430 - TIF 20 GRACO 2	381.25	381.25
601 - WATER FUND	440,477.65	438,706.46
602 - SEWER FUND	99,120.49	98,606.77

--- TOTALS BY DEPT/ACTIVITY ---

00000 -	508,585.64	508,585.64
40500 - Charges for Service	91.47	91.47
41110 - Council	261.50	261.50
41310 - Administration	39.87	0.00
41420 - City Clerk	39.87	0.00
41500 - Finance	202.70	140.00
41630 - Engineering Services	10,955.20	10,955.20
41640 - Legal Services	2,000.00	2,000.00
41660 - Inspection Service	25,543.80	25,543.80
41710 - Plannning & Economic Dev	183.01	100.00
41720 - Building Services	5.00	5.00
41810 - Central Services	1,426.96	184.20
41820 - Information Technology	2,895.43	159.43
41900 - General Govt	377,049.82	377,049.82
41910 - Activity Center	890.07	0.00
42120 - Patrol and Investigate	12,657.89	12,657.89
42130 - Emergency Mgmt	38.80	0.00
42260 - Fire Suppression	128,928.11	128,928.11
43100 - Public Works	114,933.30	111,188.81
45200 - Parks	845.25	845.25
45300 - Trail Development	7,263.80	7,263.80
49400 - Utilities	124,522.18	122,237.27
49999 - Contingency	9,548.72	9,548.72

ITEM:

Approval to Cancel Aerial Truck Contract

PREPARED BY:

Fire Chief Gary Hendrickson

POLICY DECISION / ACTION TO BE CONSIDERED:

Cancellation of the Aerial Ladder Truck Contract from MacQueen Emergency

BACKGROUND:

On May 28th, 2024, the Dayton City Council approved the purchase of a new aerial ladder truck to support the community's rapid expansion in both residential and commercial development. This unit was intended to provide the Fire Department with the capabilities necessary to safely and effectively operate in a modern, growing city.

CRITICAL ISSUES:

Over the last three years, Dayton has seen continued growth in:

- **Large residential developments** with increased square footage and height profiles
- **Commercial and industrial occupancies**, including multi-story structures
- **Higher-density housing**, townhomes, and mixed-use buildings that may require elevated rescue capability
- **Expanded transportation corridors and warehouses**, which demand specialized access and elevated master streams

An aerial ladder is not a luxury item—it is a baseline requirement for safe firefighting operations and adequate community risk reduction. A ladder truck provides elevated rescue, roof access, master stream application, and firefighter safety during offensive and defensive operations. Without this apparatus, firefighters must rely on mutual aid units that may be delayed or unavailable, increasing overall risk to both residents and responders.

Fire Chief Position:
As the Fire Chief, I must clearly state for the record that I do not support the cancellation of the aerial truck contract.

This operational decision has significant short- and long-term impacts on public safety, firefighter safety, and the City of Dayton's ability to meet the needs of a rapidly

expanding community. The ladder was approved based on objective risk assessment, community growth projections, and best practices for fire protection planning.

Future Financial Impact:
Although the immediate cancellation avoids a penalty, the long-term financial consequences are substantial.

Increased Cost of Future Apparatus
Fire apparatus pricing has increased an average of **7–12% per year** industry-wide. Many manufacturers have reported compounded increases of **20–30%** over the last few years due to supply chain constraints, labor shortages, and component costs.

Re-ordering the same aerial ladder in the future will likely cost **hundreds of thousands of dollars more** than the price approved initially.

Extended Delivery Times
Current lead times for aerial apparatus range from **36 to 42 months**. Cancelling this order resets Dayton to the back of the production queue, delaying the City's ability to acquire an aerial ladder for several years.

Impact on Community Risk and Service Delivery
Dayton's current and projected growth make an aerial ladder essential to providing the level of service the department would prefer to give to the residents. The absence of an aerial unit directly affects:

- Firefighter safety
- No capability to affect a rescue over two stories
- Property conservation
- Higher Community insurance ratings (ISO)
- Long-term strategic readiness
- Increased dependence on mutual aid

A contemporary fire department serving a city of Dayton's size and growth trajectory cannot meet modern standards without a ladder truck. Without an in-house ladder truck, Dayton must rely on neighboring agencies for vertical rescue, roof operations, elevated water streams, and other ladder functions.

RECOMMENDATION:

City Staff recommends the City Council use the information provided to make an informed decision on the cancellation of the aerial truck.

ATTACHMENT(S):
MacQueen Purchase Agreement.

PURCHASE AGREEMENT

This Purchase Agreement (together with all attachments referenced herein, the "Agreement"), made and entered into by and between MacQueen Equipment, LLC, as Delaware corporation DBA MacQueen Emergency ("MacQueen"), and City of Dayton, (customer) is effective as of the date specified in Section 3 hereof.

1. **Definitions**
   a. **"Product"** means the fire apparatus and any associated equipment furnished for the Customer by MacQueen, pursuant to the specifications.
   b. **"Specifications"** means the general specifications, technical specifications, orientation, and testing requirements for the Product contained in the MacQueen Proposal for the Product prepared in response to the Customer's request for proposal.
   c. **"MacQueen Proposal"** means the proposal provided by MacQueen attached as Exhibit C prepared in response to the Customer's request for proposal.
   d. **"Delivery"** means the date MacQueen is prepared to make physical possession of the Product available to the Customer.

2. **Purpose**
   This Agreement sets forth the terms and conditions of MacQueen's sale of the Product to the Customer.

3. **Term of Agreement**
   This Agreement will become effective on the date it is signed and approved by MacQueen's authorized representative pursuant to Section 22 hereof ("Effective Date") and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon the Customer's Acceptance and payment in full of the Purchase Price.

4. **Purchase and Payment**
   The Customer agrees to purchase the Product specified on Exhibit A for the total purchase price of $2,497,779.00 ("Purchase Price"). Prices are in US Funds.
   NOTE: Upon final inspection at the factory for pick-up or delivery, the customer will need to supply a "Certificate of Insurance" and "FULL PAYMENT" prior to release of the vehicle, unless prior arrangements for vehicle's release have been made.

5. **Future Changes**
   Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty or cancellation fee.

6. **Agreement Changes**
   The Customer may request that MacQueen incorporate a change to the Products or the Specifications for the Products by delivering a change order to MacQueen; provided, however, that any such change order must be in writing and include a description of the proposed change sufficient to permit MacQueen to evaluate the feasibility of such change ("Change Order"). Within seven (7) business days of receipt of a Change Order, MacQueen will inform the Customer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or Delivery resulting from such Change Order. MacQueen shall not be liable to the Customer for any delay in performance or Delivery arising from any such Change Order. A Change Order is only

effective when counter-signed by MacQueen's authorized representative. Only the listed customer person(s) specified on Exhibit A may be able to authorize and sign the Change Order.

7. Cancellation/Termination

In the event this Agreement is cancelled or terminated by the Customer before completion, MacQueen may charge a cancellation fee. The following charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price after order is accepted and entered by MacQueen; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon any material requisition. The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. MacQueen endeavors to mitigate any such costs through the sale of such Product to another purchaser; however, Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by MacQueen upon sale of the Product to another purchaser, plus any costs incurred by MacQueen to conduct any such sale.

8. Delivery, Inspection, and Acceptance

a. **Delivery**

Delivery of the Product is approximately **38-41 months** of the Effective Date of this Agreement. Risk of loss shall pass to Customer upon Delivery. Delivery shall be made and title documentation shall pass upon Customer's complete fulfillment of its obligations arising under Section 4 hereof. Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

b. **Inspection and Acceptance**

Upon Delivery, Customer shall have fifteen (15) days within which to inspect the Product for substantial conformance to the material Specifications, and in the event of substantial non-conformance to the material Specifications to furnish MacQueen with written notice sufficient to permit MacQueen to evaluate such non-conformance ("Notice of Defect"). Any Product not in substantial conformance to material Specifications shall be remedied by MacQueen within thirty (30) days from the Notice of Defect. In the event MacQueen does not receive a Notice of Defect within fifteen (15) days of Delivery, Product will be deemed to be in conformance with Specifications and Accepted by Customer.

9. Notice

Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier:

MacQueen Equipment, LLC
1125 7th Street East
St. Paul, MN 55106

City of Dayton
Chief Gary Hendrickson
12260 South Diamond Lake Road
Dayton, MN 55327

10. Standard Warranty

The equipment sold herein will be manufactured by Pierce Manufacturing, Inc. and any warranties are attached hereto as Exhibit B and made a part hereof. Any additional warranties must be expressly approved in writing by Pierce's authorized representative and MacQueen.

a. **Disclaimer**

Other than as expressly set forth in this agreement, neither Pierce, its Parent Company, Affiliates, Subsidiaries, Licensors, suppliers, distributors, dealers, including without limitation, MacQueen, or other respective officers, directors, employees, shareholders, agents or representatives, make any express or implied warranties with respect to the products provided hereunder or otherwise regarding this agreement, whether oral or written, express, implied or statutory. Without limiting the foregoing, any implied warranty against infringement, and the

implied warranty of condition of fitness for a particular purpose are expressly excluded and disclaimed. Statements made by sales representatives or in promotional materials do not constitute warranties.

b. Exclusions of Incidental and Consequential Damages

In no event shall MacQueen be liable for consequential, incidental or punitive damages incurred by Customer or any third party in connection with any matter arising out of or relating to this Agreement, or the breach thereof, regardless of whether such damages arise out of breach of warranty, tort, contract, strict liability, statutory liability, indemnity, whether resulting from non-delivery or from MacQueen's own negligence, or otherwise.

11. Insurance

MacQueen maintains the following limits of insurance with a carrier(s) rated A- or better by A.M. Best:

Commercial General Liability Insurance:

Products/Completed Operations Aggregate:	$ 2,000,000
Each Occurrence:	$ 2,000,000

Umbrella/Excess Liability Insurance:

Aggregate:	$ 5,000,000
Each Occurrence:	$ 5,000,000

The Customer may request MacQueen to provide the Customer with a copy of a current Certificate of Insurance with the coverages listed above.

12. Indemnity

The Customer shall indemnify, defend and hold harmless MacQueen, its officers, employees, dealers, agents or subcontractors, from any and all claims, costs, judgments, liability, loss, damage, attorneys' fees or expenses of any kind or nature whatsoever (including, but without limitation, personal injury and death) to all property and persons caused by, resulting from, arising out of or occurring in connection with the Customer's purchase, installation or use of goods sold or supplied by MacQueen which are not caused by the sole negligence of MacQueen or Pierce.

13. Force Majeure

MacQueen shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond MacQueen's control which make MacQueen's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

14. Default

The occurrence of one or more of the following shall constitute a default under this Agreement:

(a) the Customer fails to pay when due any amounts under this Agreement or to perform any of its obligations under this Agreement; **(b)** MacQueen fails to perform any of its obligations under this Agreement; **(c)** either party becomes insolvent or become subject to a bankruptcy or insolvency proceedings; **(d)** any representation made by either party to induce the other to enter into this Agreement is false in any material respect; **(e)** the Customer dissolves, merges, consolidates or transfers a substantial portion of its property to another entity; or **(f)** the Customer is in default or has breached any other contract or agreement with MacQueen.

15. Relationship of Parties

Neither party is a partner, employee, agent, or joint venture of or with the other.

16. Assignment

Neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

17. **Governing Law; Jurisdiction**
Without regard to any conflict of law's provisions, this Agreement is to be governed by and under the laws of the state of Minnesota.

18. **Facsimile & Electronic Verified Signatures**
The delivery of signatures to this Agreement by facsimile transmission and/or electronic verified shall be binding as original signatures.

19. **Entire Agreement**
This Agreement shall be the exclusive agreement between the parties for the Product. Additional or different terms proposed by the Customer shall not be applicable, unless accepted in writing by MacQueen's authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by MacQueen's authorized representative.

20. **Conflict**
In the event of a conflict between the Customer Specifications and the MacQueen Proposal, the MacQueen Proposal shall control.

21. **Additional Orders**
Company, at its sole discretion, will allow the terms of this contract to be extended to both the Customer, as well as to other Municipal, State, or Federal agencies for similar unit(s). Company will allow tag on / additional orders for up to three (3) years from the date of contract execution. To facilitate pricing, Company will quote the original price plus manufacturer's price increases or Producer's Price Index (PPI) whichever is greater as it applies to either Fire Apparatus and/or commercial heavy truck industries. Additionally, any regulatory changes (NFPA, EPA, Engine Emissions, FMVSS, etc.) will also have to be added to the price as they become applicable. Change orders to the original specification will need to be authorized, signed, and accepted by Company. Any entity using this tag-on/additional orders program will be required to sign a new contract commencing the relationship. Additionally, if required by the Purchaser, any new tag-on / additional orders that require a "separate" Performance bond will be separately priced. This contract, including its appendices, embodies the entire agreement between the parties relating to the subject matter contained herein and merges all prior discussions and agreements. No agent or representative of Company has authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications of amendments of this agreement, including any appendices, must be in writing and executed by an authorized representative of each of the parties hereto. No surety of any performance bond given by Company to the Customer in connection with this Agreement shall be liable for any obligation of Company arising under the Standard Applicable Warranty.

22. **Signatures**
This Agreement is not effective unless and until it is approved, signed and dated by MacQueen's authorized representative.

Accepted and Agreed to:

MACQUEEN EQUIPMENT, LLC	**CITY OF DAYTON**
Signature: _____	Signature: _____
Name: _____	Name: Zach Dard
Title: _____	Title: City Administrator
Date: _____	Date: 6/4/2024

EXHIBIT A – PURCHASE PAYMENT TERMS & CONDITIONS

MacQueen Equipment, LLC
1125 7th Street East
St. Paul, MN 55106

Customer Name City of Dayton **Date** May 21, 2024

Quantity	Chassis Type	Body Type	Contract Price per Unit
1	Velocity	100' Ascendant Tower	$2,497,779.00*

**Houston-Galveston Area Council (HGAC) Consortium Pricing.*

PERFORMANCE BOND OPTION:

If a Performance Bond is required add $6,627.00 to the contract price. ***Initial here to accept:*** _____.

100% PREPAYMENT OPTION: DUE AT CONTRACT SIGNING TO BE APPLICABLE.

If 100% prepayment is made with contract, deduct $208,416.00 from contract price.
Payment due with contract is $2,289,363.00 OR $2,295,990.00 with Performance Bond.
Initial here to accept: _____.

Only the below listed person(s) are authorized to make changes to product specifications on behalf of the Customer.

Name	Title
Gary Hendrickson	Fire Chief

This contract is available for inter-local and other municipal corporations to utilize with the option of adding or deleting any Company available options, including chassis models. Any addition or deletion may affect the unit price.

"PAYMENT TERMS" 100% of contract price or any balance is due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI).

"TAXES" Federal, State, and Local Taxes are not included in the contract price.

"LATE PAYMENT" A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first thirty (30) days. The late fee increases to .044% per day until the payment is received.

[NOTE: If deferred payment arrangements are required, the Customer must make such financial arrangements through a financial institution acceptable to MacQueen.] All taxes, excises and levies that MacQueen may be required to pay or collect by reason of any present or future law or by any governmental authority based upon the sale, purchase, delivery, storage, processing, use, consumption, or transportation of the Product sold by MacQueen to the Customer shall be for the account of the Customer and shall be added to the Purchase Price. All delivery prices or prices with freight allowance are based upon prevailing freight rates and, in the event of any increase or decrease in such rates, the prices on all unshipped Product will be increased or decreased accordingly. Delinquent payments shall be subject to a carrying charge of 1.5 percent (1.5%) per month or such lesser amount permitted by law. MacQueen will not be required to accept payment other than as set forth in this Agreement. However, to avoid a late charge assessment in the event of a dispute caused by a substantial nonconformance with material Specifications (other than freight), the Customer may withhold up to five percent (5%) of the Purchase Price until such time that MacQueen substantially remedies the nonconformance with material Specifications, but no longer than sixty (60) days after Delivery. If the disputed amount is the freight charge, the Customer may withhold only the amount of the freight charge until the dispute is settled, but no longer than sixty (60) days after Delivery. MacQueen shall have and retain a purchase money security interest in all goods and products now or hereafter sold to the Customer by MacQueen or any of its affiliated companies to secure payment of the Purchase Price for all such goods and products. In the event of nonpayment by the Customer of any debt, obligation or liability now or hereafter incurred or owing by the Customer to MacQueen, MacQueen shall have and may exercise all rights and remedies of a secured party under Article 9 of the Uniform Commercial Code (UCC) as adopted by the state of Minnesota.

THIS PURCHASE DETAIL FORM IS EXPRESSLY SUBJECT TO THE PURCHASE AGREEMENT TERMS AND CONDITIONS DATED AS OF May 21, 2024 BETWEEN MACQUEEN AND City of Dayton (customer) WHICH TERMS AND CONDITIONS ARE HEREBY INCORPORATED IN, AND MADE PART OF, THIS PURCHASE DETAIL FORM AS THOUGH EACH PROVISION WERE SEPARATELY SET FORTH HEREIN, EXCEPT TO THE EXTENT OTHERWISE STATED OR SUPPLEMENTED BY MACQUEEN HEREIN.

Is Customer Name and Address listed on page 2 to be used on Certificate of Origin (CO)? ☒ Yes ☐ No
If not, please provide correct name and address to be listed on CO. _____

Is there a lienholder? ☐ Yes ☒ No
If yes, please provide lienholder Name & Address. _____

EXHIBIT B – PROPOSAL OPTION LIST WITH WARRANTIES

SEE ATTACHED PROPOSAL OPTION LIST Bid Number 1000 Dated 5/21/2024 FOR ALL APPLICABLE OPTIONS AND WARRANTIES APPROVED WITH CONTRACT.

Option List

5/21/2024

Customer:	City of Dayton	**Bid Number:**	1000
Representative	Sandon, Patrick	**Job Number:**	
Organization:	MacQueen Emergency Group	**Number of Units:**	1
Requirements Manager:		**Bid Date:**	01/17/2024
Description:	City of Dayton - Fire Department	**Stock Number:**	
Body:	Aerial, 100AAT, Alum Body	**Price Level:**	49 (Current: 49)
Chassis:	Velocity Chassis, 100AAT	**Lane:**	

Line	Option	Type	Option Description	Qty
1	0769372		Boiler Plates, 100AAT Fire Department/Customer - City of Dayton - Dayton Fire Department Operating/In conjunction W-Service Center - In Conjunction Miles - 50 Miles Number of Fire Dept/Municipalities - 2 Bidder/Sales Organization - MacQueen Emergency Group Delivery - Delivery representative Dealership/Sales Organization, Service - MacQueen Emergency Group - MN	1
2	0018180		Single Source Compliance, Aerials	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0816491		Comply NFPA 1900 Changes Effective Jan 1, 2024, With Exceptions	1
7	0533351		Quint Fire Apparatus	1
8	0588612		Vehicle Certification, Aerial w/Pump	1
9	0681278		Agency, Apparatus Certification, Aerial w/Pump, U.L.	1
10	0816495		Certification, Vehicle Inspection Program, NFPA 1900	1
11	0536644		Customer Service Website	1
12	0620362		Consortium, HGAC	1
13	0537375		Unit of Measure, US Gallons	1
14	0529326		Bid Bond, 10%, Pierce Built Chassis	1
15	0816569		Performance Bond, Not Requested, PPI Terms	1
16	0000007		Approval Drawing	1
17	0002928		Electrical Diagrams	1
18	0771624		Velocity Chassis, 100AAT	1
19	0000110		Wheelbase Wheelbase - 265"	1
20	0000070		GVW Rating GVW rating - 76,640 lbs	1
21	0000203		Frame Rails, 13.38 x 3.50 x .375, Qtm/AXT/Imp/Vel/DCF	1
22	0889473		Frame Liner, "C/Inv L" 12.50" x 3.00" x .25", AXT/Vel/Imp/Enf, 57" Qval	1
23	0508846		Axle, Front, Oshkosh TAK-4, Non Drive, 24,000 lb, Velocity	1
24	0090914		Suspension, Front TAK-4, 24,000 lb, DLX/Qtm/AXT/Vel/Enf/SFR	1
25	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/DCF/Enf	1
26	0000322		Oil Seals, Front Axle	1
27	0899289		Tires, Front, Goodyear, Armor MAX MSA, 425/65R22.50, 20 ply, Fire Service Load	1
28	0019611		Wheels, Front, Alcoa, 22.50" x 12.25", Aluminum, Hub Pilot	1
29	0751940	SP	Axle, Rear, Oshkosh TAK-4 T3, 52,640 lb, Rear Steer, 2 Axle, 100AAT, VEL/AXT	1
30	0544244		Top Speed of Vehicle, 60 MPH/96 KPH	1
31	0639311	SP	Suspen, Rear, Oshkosh TAK-4, Independent, 52,640 lb	1
32	0000485		Oil Seals, Rear Axle	1
33	0802662		Tires, Rear, Goodyear,Armor Max MSA,445/65R22.5,20ply,(AWS/IRS),Tand.FS Load Rat	1
34	0693622		Wheels, Rear, 22.50" x 13.00", Steel, Hub Pilot, Tandem, AWS/IRS	1
35	0568081		Tire Balancing, Counteract Beads	1
36	0620569		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Tandem Axle Qty, Tire Pressure Ind - 6	1
37	0801909		Lug Nut, Covers, Chrome	1
38	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
39	0742343		Mud Flap, Full Width, Rear, Custom Logo	1

Line	Option	Type	Option Description	Qty
40	0742321		Mud Flap, Front and Rear, Custom Logo	1
41	0639662		Wheel cover, S/S, Osh IRS, Tandem	1
42	0617577		Chocks, Wheel, Worden HWG- SB, Super Gripper	2
			Qty, Pair - 02	
43	0646364		Mounting Brackets, Chocks, Worden Safety, Model U815T	2
			Location, Wheel chock - As far forward of the underbody as possible. Both sides.	
			Qty, Pair - 02	
44	0821337		ABS Wabco Brake System, Tandem Rear Axle, Tak-4, NFPA 1900	1
45	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
46	0581433		Brakes, Bendix, Cam, Rear, 16.50 x 7.00"	1
47	0735527		Air Compressor, Brake, Wabco 26.8 CI, Paccar	1
48	0000789		Brake Reservoirs, Five	1
			Paint Color, Air Tanks - Frame color	
49	0654547		Air Dryer, Wabco System Saver 1200P, 2010	1
50	0000790		Brake Lines, Nylon	1
51	0000854		Air Inlet, w/Disconnect Coupling	1
			Location, Air Coupling(s) - a) DS Step Well, Forward	
			Qty, Air Coupling (s) - 1	
52	0070810		All Wheel Lockup (Aerial/Tanker Chassis)	1
53	0808514		Engine, Paccar MX, 510HP, 1850 lb-ft W/OBD, EPA 2027, Velocity	1
54	0811409		Not Required, Engine Contingency Adjustment	1
55	0001244		High Idle w/Electronic Engine, Custom	1
56	0735687		Engine Brake, Fully Integrated, Paccar MX13 Engine	1
			Switch, Engine Brake - MX13	
57	0595068		Clutch, Fan, Air, Horton, w/ "Fan Clutch Disengaged" Switch- MUX ONLY	1
58	0734434		Air Intake, Water & Ember Screen, Paccar, VEL	1
59	0814375		Exhaust System, Horizontal, Right Side	1
			Exhaust, Diffuser - Aluminized Steel (Standard)	
			Exhaust, Material/Finish - Aluminized Steel (Standard)	
			Location, Diffuser Termination - 2.00" Past Rub Rail (Standard)	
			Tip, Exhaust - Straight Tip (Standard)	
60	0734440		Radiator, VEL, Paccar	1
61	0511425		Cooling Hoses, Rubber	1
62	0001125		Fuel Tank, 65 Gallon, Left Side Fill	1
63	0001129		Lines, Fuel	1
64	0734402		DEF Tank, 7.3 Gallon, LS Fill, Under Cab, Paccar, VEL	1
65	0552793		Not Required, Fuel Priming Pump	1
66	0552712		Not Required, Shutoff Valve, Fuel Line	1
67	0699437		Cooler, Chassis Fuel, Not Req'd.	1
68	0690880		No Selection Required From This Category	1
69	0801891		Trans, Allison 6th Gen, 4500 EVS P, w/Prognostics, Vel/Qtm	1
70	0512762		Transmission, Shifter, 6-Spd, Push Button, 4500, Imp/Vel/Qtm/DCF/Enf	1
			Trans, ratio - 4500 EVS, 6Spd	
71	0684459		Transmission Oil Cooler, Modine, External	1
72	0001375		Driveline, Spicer 1810	1
73	0734211		Steering, Sheppard M110 w/Tilt, TAK-4, Paccar Pump, w/Cooler, Paccar	1
74	0001544		Not Required, Steering Assist Cylinder on Front Axle	1
75	0509230		Steering Wheel, 4 Spoke without Controls	1
76	0690274		Logo/Emblem, on Dash	1
			Text, Row (1) One - Dayton	
			Text, Row (2) Two - Fire	
			Text, Row (3) Three - Department	
77	0725706		Bumper, 15" Extended, Alum, Painted, Integrated, 100AAT, VEL	1
78	0510226		Lift & Tow Package, Imp/Vel, AXT, Dash CF	1
79	0522573		Tow Hooks Not Required, Due to Lift and Tow Package	1
80	0668315		Cab, Velocity FR, 7010 Raised Roof	1
81	0894910		Engine Tunnel, Foil Insulation w/Mech Fasteners, Imp/Vel FR, w/T3 Rear Axle	1
82	0887600		Cab Insulation, Impel/Velocity FR	1
83	0631034		Rear Wall, Exterior, Cab, Painted, Two Tone, Full Coverage	1
84	0763999		Cab Lift, Elec/Hyd, Manual Override, Stab Interlock, Unlck Ind Lt, Vel 100AAT	1
85	0123176		Grille, Bright Finished, Front of Cab, Velocity	1

Line	Option	Type	Option Description	Qty
86	0002224		Scuffplates, S/S At Cab Door Jambs, 4-Door Cab	1
			Material Trim/Scuffplate - c) S/S, Polished	
87	0527032		Trim, S/S Band, Across Cab Face, Rect Lights, Velocity	1
			Material Trim/Scuffplate - c) S/S, Polished	
			Turnsignal Covers - Polished S/S Covers	
88	0015440		No Chrome Molding, On side of cab	1
89	0772130		Mirrors, Retrac, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex, Marker Light	1
90	0667937		Door, Full Height, Velocity FR 4-Door Cab, Raised Roof	1
			Key Model, Cab Doors - 751	
			Cab, Exterior Door Handle, Finish - 4-Door, Chrome/Black	
91	0655511		Door Panel, Brushed Stainless Steel, Impel/Velocity 4-Door Cab	1
92	0667905		Storage Pockets w/ Elastic Cover, Recessed, Overhead, Impel/Velocity FR	1
93	0667902		Controls, Electric Windows, All Cab Doors, Impel/Velocity FR	1
94	0565651		Steps, 4-Door Full Tilt Cab, Grip Strut Inserts, Imp/Vel	1
95	0770194		Handrail, Exterior, Knurled, Alum, 4-Door Cab	1
96	0892637		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 1Lt Per Step	1
			Color, Trim - Chrome Housing	
97	0002140		Fenders, S/S on Cab	1
98	0586968		Handrail, Interior, Crew Cab Doors, Angled	1
99	0122479		Window, Side of C/C, Fixed, Velocity	1
100	0552935		Trim, Cab Side Windows, Velocity	1
101	0012090		Not Required, Windows, Front/Side of raised roof	1
102	0509287		Windows, Rear CC, (2) 11.25" x 18", Velocity	1
103	0553196		Trim, Cab Rear Windows, Velocity	1
104	0786286		Window Tint, Upper Crew Cab Door, Right Side, Privacy Dark Gray	1
105	0786290		Window Tint, Crew Cab Door, Left Side, Privacy Dark Gray	1
106	0786284		Window Tint, Behind Cab Door, Right Side, Privacy Dark Gray	1
107	0786294		Window Tint, Upper Crew Cab Door, Left Side, Privacy Dark Gray	1
108	0786279		Window Tint, Crew Cab Door, Right Side, Privacy Dark Gray	1
109	0786299		Window Tint, Behind Cab Door, Left Side, Privacy Dark Gray	1
110	0898694		Compt, Transverse Crew Cab, Dbl Pan, 70/90" Vel/Imp	1
			Light, Short Transverse Compt - Pierce, 2 Sect, Hinged Side	
			Louvers - no louvers	
			Scuffplate, Material/Finish - No Scuffplate	
			Finish, Cab Compt/Component - Spatter Gray	
			Door, Cab Exterior Cabinet - Double Pan, (2), Non-Locking	
			Door, Exterior Stop - 2-Bumper	
			Door, Cab Interior Cabinet - None (Transverse Only)	
111	0123686		Drip Rail, Cab Roof, Impel/Velocity/Velocity SLT	1
112	0644019		Holder, Cup, 4" Diameter x 4" High x 1" Slit on Side, Matting, Alum, Each	2
			Location - Each side of doghouse	
			Qty, - 02	
113	0663383		Mounting Provisions, 3/16" Alum, Full Engine Tunnel, Vel/Imp	1
			Mounting Provision Spacing - 1.00"	
			Material Finish, Cab Interior - Painted	
114	0664351		Pac Trac, Installed in Cab/Crew Cab	2
			Location - Rear Outboard Walls Forward facing	
			Qty, - 02	
115	0748671		Cab Interior, Vinyl, Velocity FR, CARE	1
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray	
116	0667943		Cab Interior, Paint Color, Impel/Velocity FR	1
			Color, Cab Interior Paint - i) fire smoke gray	
117	0509532		Floor, Rubber Padded Cab & Crew Cab, Imp/Vel, Dash CF	1
118	0894651		HVAC, Heavy-Duty, Velocity FR, w/PACCAR, CARE	1
			Paint Color, A/C Condenser - Painted to Match Cab Roof	
			HVAC System, Filter Access - Removable Panel	
			Auxiliary Cab Heater - Both	
119	0639675		Sun Visor, Smoked Lexan, AXT, Imp/Vel, Saber FR/Enforcer	1
			Sun Visor Retention - No Retention	
120	0543257		Grab Handles, Driver Door Post & Passenger Dash Panel, Imp/Vel	1
121	0583938		Lights, Engine Compt, Custom, Auto Sw, Wln 3SC0CDCR, 3" LED, Trim	1
			Qty, - 01	

Line	Option	Type	Option Description	Qty
122	0122516		Fluid Check Access, Imp/Vel	1
			Latch, Door, Storage - Lift and Turn Latch, Flush	
123	0002508		Map Box, 3 Bin/30 deg Slant, Custom Chassis	1
			Qty, - 1	
			Location, Map Box/Straps - Final Inspection	
124	0583042		Side Roll and Frontal Impact Protection	1
125	0622617		Seating Capacity, 6 Seats	1
126	0697005		Seat, Driver, Pierce PS6, Premium, Air Ride, High Back, Safety, PRIMARY	1
127	0696994		Seat, Officer, Pierce PS6, Premium, Air Ride, SCBA, Safety, PRIMARY	1
128	0002517		Not Required, Radio Compartment	1
129	0122183		Seat, Rr Fcng C/C, LS Otbrd, Pierce PS6, Premium, SCBA, Safety, PRIMARY	1
130	0102783		Not Required, Seat, Rr Facing C/C, Center	1
131	0122186		Seat, Rr Fcng C/C, RS Otbrd, Pierce PS6, Premium, SCBA, Safety, PRIMARY	1
132	0108189		Not Required, Seat, Forward Facing C/C, LS Outboard	1
133	0122746		Seat, Fwd Fcng C/C, Ctr, (2) Pierce PS6, Base, SCBA, Safety, SECONDARY	1
134	0108190		Not Required, Seat, Forward Facing C/C, RS Outboard	1
135	0566653		Upholstery, Seats In Cab, Turnout Tuff	1
			Color, Cab Interior Vinyl/Fabric - m) Gray	
136	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats	5
			Qty, - 05	
137	0603867		Seat Belt, ReadyReach	1
			Seat Belt Color - Red	
138	0604863		Seat Belt Height Adjustment, 6 Seats, Imp/Vel, Dash CF	1
139	0817557		Helmet Storage, Provided by Fire Department, NFPA 2024	1
140	0647647		Lights, Dome, FRP Dual LED 4 Lts	1
			Color, Dome Lt - Red & White	
			Color, Dome Lt Bzl - Black	
			Control, Dome Lt White - Door Switches and Lens Switch	
			Control, Dome Lt Color - Lens Switch	
141	0896451		Enhanced Software for Cab and Crew Cab Dome Lts	1
142	0631776		Not Required, Overhead Map Lights	1
143	0816997		Portable Hand Light, Provided by Fire Dept, NFPA 2024	1
144	0568369		Cab Instruments, Ivory Gauges, Chrome Bezels, Impel/Velocity 2010	1
145	0509511		Air Restriction Indicator, Imp/Vel, AXT, Dash CF, Enf MUX	1
146	0543751		Light, Do Not Move Apparatus	1
			Alarm, Do Not Move Truck - Pulsing Alarm	
147	0743386		Messages, Open Dr/DNMT, Color Dsply, 100AAT	1
148	0611681		Switching, Cab, Membrane, Impel/Velocity/Quantum, Dash CF, AXT WiFi MUX	1
			Location, Emerg Sw Pnls - Driver's Side Overhead	
149	0555915		Wiper Control, 2-Speed with Intermittent, MUX, Impel/Velocity	1
150	0731813		Hour Meter, Aerial, Included in Information Centers, ASL, AAT, ASP	1
151	0002615		Switch, Aerial 12V Master	1
152	0002617		PTO switch, w/light - aerial	1
153	0821438		Wiring, Spare, 15 A 12VDC Power Point, Dual USB-C Batt Dir NFPA1900 1st	1
			Location, Wiring - Center Console	
			12vdc power from - Battery direct	
154	0814201		Vehicle Information Center, 7" Color Display, Touchscreen, MUX, CL714	1
			System Of Measurement - US Customary	
155	0814610		Vehicle Information Center, 7" Color Display,MUX,Addl,Touchscreen, 100AAT, CL714	1
			Qty, - 01	
			System Of Measurement - US Customary	
			Location, CZ Displays - Pump Display	
156	0816633		Collision Mitigation, HAAS Alert (R2V), HA7	1
			Subscription, HAAS R2V - R2V - 5 Year Data Plan Subscription	
157	0606247		Vehicle Data Recorder w/CZ Display Seat Belt Monitor	1
158	0601950		Intercom, Firecom 5100D Single Radio, 1 Wireless Base Station, (O, 4C, Wired)	1
			Location - Behind drivers seat	
			Location, Intercom, C Cab - 4) 2 forward & 2 rearward facing seats	
159	0006240		Cable, Radio to Intercom Interface, Firecom, 1 Radio	1
			Radio, First Two-Way Make - Motorola High Power	
			Radio, First, Two-Way Model - Motorola APX 7500 HP	

Line	Option	Type	Option Description	Qty
160	0601984		Headset, Firecom, Wireless, FHW-505 Over The Head, Radio Transmit	1
			Qty, - 01	
			Location - DS	
161	0681393		Headset, Firecom, FH-54 Over Head, Intercom Only, Mic On/Off	4
			Qty, - 04	
			Location, Headset - DS Outbrd, Rear Fcng Seat, DS Inbrd, Fwrd Fcng Seat, PS Inbrd, Fwrd Fcng Seat and PS Outbrd, Rear Fcng Seat	
162	0681413		Headset, Firecom, FH-51 Over Head, Radio Transmit	1
			Qty, - 01	
			Location, Headset - Officer Seat	
163	0819255		Hangers For Headsets, NFPA Each, 1900	6
			Qty, - 06	
			Location, Headset Hangers - Driver Seat, Officer Seat, DS Inbrd, Fwrd Fcng Seat, DS Outbrd, Rear Fcng Seat, PS Inbrd, Fwrd Fcng Seat and PS Outbrd, Rear Fcng Seat	
164	0696439		Antenna Mount, Custom Chassis, Cable Routed to Instrument Panel Area	1
			Qty, - 01	
			Location, Antenna Mount - Right Side	
165	0808066		Camera, Pierce, 7" HD, RS, LS, R, Cameras, AHD	1
			Color - 1) black	
			Location, Camera Monitor - Driver Side Dash	
166	0814831		Not Required, Camera Switcher	1
167	0896458		Pierce Command Zone, Advanced Electronics & Control System, Vel WiFi CZT	1
			Color, Antenna - Black Antenna	
			Module Housings - Black Housing with Power and Status Ind	
168	0896456		Prognostics, Electrical System	1
169	0816093		ClearSky Telematics, Remote Fleet & On-scene Management, AT&T Commercial	1
			Subscription, Telematics - 3 Year Subscription	
170	0730603		Electrical System, Velocity ESP, Cummins, Paccar	1
171	0079166		Batteries, (4) Stryten/Exide Grp 31, 950 CCA ea, Threaded Stud	1
172	0008621		Battery System, Single Start, All Custom Chassis	1
173	0123174		Battery Compartment, Imp/Vel	1
174	0812383		Charger, Sngl Sys, Kussmaul, Chief 091-266-12-40, 40 Amp	1
175	0814869		Location, Cab, Charger, Behind Driver Seat	1
176	0811943		Panel, Remote Control, Kussmaul, Chief 091-266-RCP	1
177	0814942		Location, Cab, Ind/Remote, Driver's Seat with Bracket	1
178	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super	1
			Qty, - 01	
			Color, Kussmaul Cover - b) red	
			Shoreline Connection - Battery Charger	
179	0026800		Shoreline Location	1
			Location, Shoreline(s) - DS Cab Side	
180	0647728		Alternator, 430 amp, Delco Remy 55SI	1
181	0092582		Load Manager/Sequencer, MUX	1
			Enable/Disable Hi-Idle - e)High Idle enable	
182	0783157		Headlights, Rect LED, JW Spkr Evo 2, Heat, AXT/DCF/Enf/Imp/Sab/Vel	1
			Color, Headlight Bez - Chrome Bezel	
183	0648425		Light, Directional, Wln 600 Cmb, Cab Crn, Imp/Vel/AXT/Qtm/DCF	1
			Color, Lens, LED's - m)match LED's	
184	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
185	0648074		Lights, Clearance/Marker/ID, Front, P25 LED 7 Lts	1
186	0670831		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts, 100AAT	1
187	0524895		Not Required, Light, Marker End Outline	1
188	0804514		Lights, Tail, Wln M62BTT* Red Stop/Tail & M62T* Amber Dir Arw For Hsg	1
			Color, Lens, LED's - Match	
			Flash Pattern, Directional Lts - Steady On (Arrow)	
189	0806466		Lights, Backup, Wln M62BU, LED, For Tail Lt Housing	1
190	0664469		Bracket, License Plate & Light, Weldon 9186-23882-30 Incandescent	1
191	0556842		Bezels, Wln, (2) M6 Chrome Pierce, For mtg (4) Wln M6 lights	1
192	0589905		Alarm, Back-up Warning, PRECO 1040	1
193	0686972		Light, Marker, Britax Rubber Arm, Model L427.203.L12 LED, Red/Amb, Qty/Loc, Dir	1
			Location, Lights - Both Side-Rear corners	
			Qty, Lights (pair) - 1	

Line	Option	Type	Option Description	Qty
194	0817254		Lights, Perimeter Cab, Amdor AY-LB-12HW0** LED 4Dr	1
195	0769564		Lights, Perimeter Pump House, Amdor AY-LB-12HW020 LED 1lt	1
196	0763190		Lights, Perimeter Body, Amdor AY-LB-12HW012 LED 3lts	1
			Control, Perimeter Lts - Parking Brake Applied	
197	0896454		Enhanced Software for Perimeter Lts	1
198	0735865		Step Illumination, Pump Panel Light Shield, 100AAT, w/Pump	1
199	0781457		Lights, Side Scene, HiViz FT-GESM LED 1st	2
			Qty, - 02	
			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS, Cab Sw Panel PS and Pump Panel Sw RS	
			Location, Scene Lights - DS & PS Rear Of Crew Cab Doors, 2lts	
200	0792512		Light, Roof Mt, HiViz, FT-B-X-72-*-*, Cnt Feature, Mux	1
			Control, Scene Lts - Cab Sw Panel DS and Cab Sw Panel PS	
			Color, Lt Housing HiViz - Black	
			Scene Light Optics - Flood/Spot	
201	0757722		Lights, HiViz FT-B-65-* LED, 1st	4
			Location - Left and Right side top of body corners as high as possible.	
			Qty, - 04	
			Control, Scene Lts - Cab Sw Panel DS, Body Switch, DS Rear Bulkhead and Body Switch, PS Rear Bulkhead	
			Color, Lt Housing HiViz - White	
202	0766802		Not Required, Deck Lights, Other Hose Bed & Rear Lighting, 100AAT	1
203	0729276		Lights, Hose Bed, Front/Rear, Light Strips, AAT	1
			Control, Hose Bed Lts - Cup Switch At Rear	
204	0645679		Lights, Not Required, Rear Work, Alt. Light Tower Top Of Body	1
205	0897694		Lights, Rear Scene, HiViz FT-MB-27-*-* 34.89", 1st	1
			Qty, - 01	
			Control, Rear Scene Lts - Cab Switch Panel DS and Body Switch, DS Rear Bulkhead	
			Color, Lt Housing HiViz - White	
			Location, Scene Lights - Rear Body, Centered, Under The Hose Bed	
			Scene Light Optics - combination	
206	0892706		Lights, Walk Surf, FRP Flood, P25 LED, 100AAT	1
			Color, Trim - Chrome Housing	
207	0771870		Aerial, 100AAT, Alum Body	1
208	0554271		Body Skirt Height, 20"	1
209	0769002		Tank, Water, 300 Gallon, Poly, 100AAT	1
210	0751917		Overflow, 3.00" Water Tank, Poly	1
211	0028107		Not Required, Foam Cell Modification	1
212	0003429		Not Required, Direct Tank Fill	1
213	0769016		Hose Bed, Alum, Right Side, 100AAT	1
214	0723546		DA Finished Hose Bed/Cargo Area	1
215	0555137		Hose Bed Capacity 800' of 5.00", 100AAT, 100' RMAP	1
216	0748063		Hose Restraint, Front Vinyl/Treadplate, 1" Heavy Nylon Web Rear, RS, 100AAT	1
			Color, Vinyl Cover - a) red	
217	0003512		Running Boards, Ascendant, PAL	1
218	0735582		Turntable Steps, Swing-Down, Left Side, 100AAT	1
			Step, Flip - No Flip Step	
			Body Handrail Finish - knurled aluminum	
			Step Surface, Turntable - Punched Grip	
219	0889980		Lights, Step (3), P25 LED, One Side	1
			Control, Scene Lts - Aerial master	
220	0690023		Wall, Rear, Smooth Aluminum	1
221	0074515		Tow Eyes (2), Painted Lower Job Color, 100AAT, Ascendant Single Axle, 75' HAL	1
222	0769019		Construction, Compt, Alum, 100AAT	1
223	0771504		Compt, Left Side, Roll, 100AAT	1
			Latch, Door, Access - lift and turn latch, flush, pair	
224	0771505		Compt, Right Side, Roll, 100AAT	1
225	0766483		Doors, Gortite Rollup, Side Compartments	9
			Qty, Door Accessory - 09	
			Color, Roll-up Door, Gortite - Painted to Match Lower Body	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
226	0740006		Bumper, Rear, 3", Counterweight, Steel, Full 45 Degree Angled Corners, 100AAT	1

Line	Option	Type	Option Description	Qty
227	0731558		Pull Strap for Liftup Doors Qty, Door Accessory - 07 Location, Door Accessory - RS of each door Color, Strap - Red Length, Pull Strap - 20.00"	7
228	0603083		Lights, Compt,Pierce LED,Dual Light Strips,Each Side Dr,Ascend TA,75'HAL,PAP,HDL Qty, - 09 Location, Compartment Lights - All Body Compts	9
229	0687145		Shelf Tracks, Recessed, PUC/3rd Generation	1
230	0600289		Shelves, Adj, 500 lb Capacity, Full Width/Depth, Predefined Locations, Aerial Qty, Shelf - 05 Material Finish, Shelf - Painted - Spatter Gray Location, Shelves/Trays, Predefined - * Locations To Be Determined At A Later Date	5
231	0709692		Tray, 215 lb, Tilt/Slide-Out, 30 Deg, Adj, Predefined Locations Qty, Tray (slide-out) - 03 Location, Shelves/Trays, Predefined - * Locations To Be Determined At A Later Date Material Finish, Tray - Painted - Spatter Gray	3
232	0647772		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, 3G Qty, - 03 location - TBD Later Material - Painted - Spatter Gray	3
233	0725644		Cabinet, Drawer Assembly, CTECH, Three Drawers, Up To 24" Wide, 24" Deep Qty, - 01 Location - R4 Size, Drawer Height 1 (Top) - 3.00" Size, Drawer Height 2 - 4.75" Size, Drawer Height 3 - 5.75"	1
234	0709346		Toolboard, Slide-out, Alum, .188", Peg Board, Predefined Locations Qty, - 02 Mounting, Toolboard - Adjustable side-side Hole Diameter, Pegboard/Toolboard - .281" diameter Finish, Pegboard/Toolboard - Painted - Spatter Gray Location, Partition/Toolboard, Predefined - RS4- 24.00" From Forward Door Frame and RS4- 36.00" From Forward Door Frame	2
235	0028026		Matting, Turtle Tile, Compartment Shelving Only Location - TBD Qty, Shelf - 08 Color - 2) red	8
236	0659383		Matting, Turtle Tile w/Ramp, Compartment Floors Location - R1, R2, R3, R4 L1, L2, L3, L4 Qty, Comp. Accessory - 08 Color - 2) red Color, Tile Edge - gray	8
237	0061917		Rub Rail, Aluminum Extruded, 3.12", Side of Body	1
238	0769018		Fender Crowns, Rear, S/S, w/Removable Fender Liner, Aerial, 3G, Two Pair	1
239	0519849		Not Required, Hose, Hard Suction	1
240	0893499		Handrails, Side Pump Panels, Per Print, Hansen Knurled Alum Tubing, LED, Aerial Switch, Handrail Light Control - Headlight Switch & Park Brake Color, Light, Hansen Handrail - White Step, Runningboard - step	1
241	0765324		Compt, Air Bottle/Extinguisher,Between Tandems,Three (3),w/Straps,100AAT,Bolt-Ir Qty, Air Bottle Comp - 2 Door Finish, Fender Compt - Polished Location, Fender Compt - LS and RS Latch, Air Bottle Compt - Flush Lift & Turn, Pair Insert, Air Bottle Compt - Rubber Matting Door Type - lift up with pneumatic spring	2
242	0795333		Compt, Air Bottle, Single, Fender Panel, Bolt-In Qty, Air Bottle Comp - 1 Door Finish, Fender Compt - Polished Location, Fender Compt - Single - LS Fwd and Single - LS Rear	1

Line	Option	Type	Option Description	Qty
242			Latch, Air Bottle Compt - Flush Lift & Turn	
			Insert, Air Bottle Compt - Rubber Matting	
243	0768635		Ladder, 35' Duo-Safety 1200A 2-Sect	1
			Qty, - 01	
244	0064226		Ladder, 24', Duo-Safety 900A 2-Section	1
			Qty, - 1	
245	0010406		Ladder, 28' Duo-Safety 1200A 2-Section	1
			Qty, - 1	
			Location, Extension Ladder - torque box	
246	0024232		Ladder, 16' Duo-Safety 875A Roof	1
			Qty, - 1	
247	0014232		Ladder, 20' Duo-Safety 875A Roof	1
			Qty, - 1	
248	0024233		Not Required, Attic Extension Ladder	1
249	0768634		Ladder, 10' Duo-Safety Folding, 585A	2
			Qty, - 02	
			Location, Folding Ladder Aerial - torque box	
250	0806196		Ladders in Torque Box, Generator Storage, Gortite Roll, Retainer Latch, 100AAT	1
			Color, Roll-up Door, Gortite - Painted To Match Upper	
			Latch, Roll-up Door, Gortite - Non-Locking, Rear	
			Latch, Anti-Migration Plate - Southco C2 black raised	
251	0766602		Lights, Torque Box Ladder Storage, Pierce LED Strip Lights, 2 Lts, 100AAT	1
252	0802284		Little Giant/Werner Ladder Storage, Vertical In Compartment	1
			Ladder, Make/Model - Little Giant Classic Model 17	
			Location Within Compartment - Left side	
			Location, Compartment, Predefined - LS1	
253	0788575		Pike Pole, 12' Fire Hooks Unlimited, NY Roof Hook, Fiberglass, RH-12, Pry End	2
			Qty, - 02	
254	0567897		Pike Pole, 8' Fire Hooks Unlimited, New York Roof Hook, Steel, Pry End, RH-8	2
			Qty, - 02	
			Location - In Ladder storage area	
255	0746990		Pike Pole, 6' Leatherhead, NY Hook, Steel, Chisel End, Hi-Viz Lime, NYHL-6	2
			Qty, Pike Poles - 2	
			Location - In ladder storage compartment.	
256	0527787		Pike Pole, 4' Fire Hooks Unlimited, New York Roof Hook, RH-4, w/D Handle	1
			Qty, - 01	
257	0770578		Pike Pole Tubes, in Torque Box/Ladder Storage, ABS	6
			Qty, - 06	
258	0768688		Pump House, Side Control, 36", 100AAT, Control Zone	1
259	0767048		Pump House Structure	1
260	0767622		Pump, Waterous, S100, 2000 GPM, Single Stage, 100' AAT	1
261	0504116		Seal, Mechanical, Waterous, w/S100 Pump	1
262	0816450		Trans, Pump, Waterous C22, S100 Pump Only	1
263	0635600		Pumping Mode, Stationary Only	1
264	0605126		Pump Shift, Air Mnl Override, Split Shaft, Interlocked, Waterous	1
265	0003148		Transmission Lock-up, EVS	1
266	0004547		Auxiliary Cooling System	1
267	0014486		Not Required, Transfer Valve, Single Stage Pump	1
268	0746501		Valve, Relief Intake, Elkhart	1
			Qty - 1	
			Pressure Setting - 125 psig	
			Intake Relief Valve Control - Behind Right Side Pump Panel	
269	0794959		Controller, Pressure, Pierce, Pump Boss, PBA300	1
270	0072153		Primer, Trident, Air Prime, Air Operated	1
271	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
272	0602492		Plumbing, Stainless Steel and Hose, Single Stage Pump, 100AAT	1
273	0089437		Plumbing Without Foam System	1
274	0758412		Inlets, 6.00", (2) Right Side, 1500-2000 GPM Pump, 100AAT	1
275	0014650		Pump Suction Tube(s), Short, All	1
276	0730327		Valve, Ball Intake, TFT, AX Series, 100AAT	2
			Location - One LS one RS	
			Qty - 2	
			Connection, Inlet, Side B - 1ST (5.0" Rigid Storz) with a cap	

Line	Option	Type	Option Description	Qty
276			Connection, Outlet, Side A - NX (6.0" Threaded Swivel)	
			Ball Intake Valve Actuation - Standard (Crank On Left Side)	
			Relief Valve, Ball Intake - Standard	
277	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
278	0084610		Valves, Akron 8000 series- All	1
279	0016158		Valve, Inlet(s) Recessed, Side Cntrl, "Control Zone"	1
			Qty, Inlets - 1	
280	0004700		Control, Inlet, at Valve	1
281	0004660		Inlet (1), Left Side, 2.50"	1
282	0029147		Not Required, Inlet, Right Side	1
283	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
284	0767284		Tank to Pump, (1) 3.00" Valve, 3.00" Plumbing, 100AAT	1
285	0004905		Outlet, Tank Fill, 1.50"	1
286	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
287	0890913		Outlet, Left Side, 2.50", 100AAT	2
			Qty, Discharges - 02	
288	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
289	0004945		Outlet, Right Side, 2.50"	1
			Qty, Discharges - 01	
290	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
291	0821949		Outlet, Large Diameter, Right Side, Akron Valve, 100AAT	1
			Outlet, Large Diameter, Plumbing - 4.00"	
			Outlet, Large Diameter, NST Adapter - 4.00" MNST	
			Outlet, Large Diameter, Valve Actuation - Pierce small handwheel	
292	0005097		Elbow, Large Dia Outlet, 30 Deg, 4.00" FNST x 5.00" Storz	1
			Qty, - 01	
293	0092572		Not Required, Outlet, Front	1
294	0752097		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Chain	1
295	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
296	0029106		Not Required, Deluge Outlet	1
297	0767110		Waterway Outlet & Control, 4" Akron, Sm HW, 100AAT	1
298	0806468		Crosslays, (1+) 1.50" Std.Cap, w/Poly Tray, 36" PH, 100AAT	2
			Qty, Crosslays - 2	
299	0029196		Not Required, 2.50" Crosslay	1
300	0591145		Hose Restraint, Crosslay/Deadlay, Top/Ends, Elastic Netting	2
			Qty, - 02	
301	0044333		Not Required, Foam System	1
302	0012126		Not Required, CAF Compressor	1
303	0592527		Refill, Foam Tank, Integral, Husky 3	1
304	0042573		Not Required, Foam System Demonstration	1
305	0045465		Not Required, Foam Tanks	1
306	0091110		Not Required, Foam Tank Drain	1
307	0091112		Not Required, Foam Tank #2 Drain	1
308	0738072		Approval Dwg, Pump Panel(s), Not Required	1
309	0032479		Pump Panel Configuration, Control Zone	1
310	0747651		Step, Slide-Out/Fold-Out, Pump Operator Platform, 100AAT	1
311	0667186		Light, Slide-Out Pump Operator Step, On Scene Solutions Access LED, Short Step	1
312	0005525		Material, Pump Panels, Side Control Brushed Stainless	1
313	0723264		Panel, Pump Access - Right Side Only, 100AAT	1
			Latch, Pump Panel Access, Side Mount - Flush Lift and Turn, Chrome, AAT	
314	0583824		Light, Pump Compt, Wln 3SC0CDCR LED White	1
			Qty, - 01	
315	0536401		Gauges, Engine, Included With Pierce Pressure Controller	1
316	0005601		Throttle, Engine, Incl'd w/Press Controller	1
317	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle,Green	1
318	0549333		Indicators, Engine, Included with Pressure Controller	1
319	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
320	0744194		Cold Climate Pkg, Pump House, Lvl 2, (2) 7,500 BTU Diesel Heaters, 100AAT	1
321	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
322	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
323	0062586		Gauge, Water Level, Class 1, Pierce Std	1

Line	Option	Type	Option Description	Qty
324	0006774		Not Required, Foam Level Gauge	1
325	0735892		Light Shield, S/S LS & RS, 100AAT, Std LED	1
326	0762640		Air Horns, (2) Hadley, 6" Round, eTone, In Bumper, 100AAT	1
327	0606833		Location, Air Horns, Bumper, Each Side, Inside Frame (Pos #3 & #5)	1
328	0016065		Control, Air Horn, Horn Ring, PS Chrome Push Button	1
329	0506813		Switch, Air Horns, Push Button Control, Additional	1
			Location - RS of doghouse by Officers seat	
330	0525667		Siren, Wln 295SLSA1, 100 or 200 Watt	1
331	0510206		Location, Elect Siren, Recessed Overhead In Console	1
			Location, Elec Siren - Overhead, DS Center Sw Pnl	
332	0076156		Control, Elec Siren, Head Only	1
333	0601306		Speaker, (1) Wln, SA315P, w/Pierce Polished Stainless Steel Grille, 100 watt	1
			Connection, Speaker - siren head	
334	0601565		Location, Speaker, Frt Bumper, Recessed, Center (Pos 4)	1
335	0895290		Siren, Federal Q2B, VEL, 100AAT	1
			Finish, Q2B Siren - Chrome	
336	0578974		Siren, Mechanical, Recessed In Grille, Imp/Vel	1
337	0748305		Control, Mech Siren, Multi Select	1
338	0748282		Control Mech Siren, Ft Sw LS	1
339	0748281		Control Mech Siren, Ft Sw RS	1
340	0740391		Sw, Siren Brake, Momentary Chrome Push Button, RS	1
341	0746353		Not Required, Warning Lights Intensity	1
342	0790240		Lightbar, Wln, Freedom IV-Q, 81", RRRRBRBWRRWBRBRRRR	1
			Filter, Whl Freedom Ltbrs - Colored Filters	
343	0751906		Lights, Side Basket, Wln, M6** LED, 100AAT 1st	2
			Qty, - 02	
			Color, Lights, Warning - Blue Flashing	
			Color, Lens, LED's - Colored	
			Color, Trim - Black Trim	
			Location, Lts 100AAT, Left Side - Left Side, Lower Front (LB7)	
			Location, Lts 100AAT Right Side - Right Side, Lower Front (RB7)	
344	0898734		Light, Front Zone, Wln M6** M6** M6** M6** Q Bzl	1
			Color, Lens, LED's - Colored	
			Color, Lt DS Frnt Outside - Left Red	
			Color, Lt PS Frnt Outside - Right Blue	
			Color, Lt DS Front Inside - Left Red	
			Color, Lt PS Front Inside - Right Blue	
			Color, Q Bezel and Trim - Black	
345	0653937		Flasher, Headlight Alternating	1
			Headlt flash deactivation - a)w/high beam	
346	0540679		Lights, Side Zone Lower, Wln M6*C LED, Clear Lens 2pr	1
			Location, Lights Front Side - b)each side bumper	
			Color, Lt Side Front - Red	
			Color, Lt Side Rear - Red	
			Location, Lights Rear Side - Over Rear Wheels	
347	0564655		Lights, Rear Zn Lwr, Wln M6*C LED, Clear Lens, For Tail Lt Housing	1
			Color, Lt DS Rear - r) DS Rear Lt Red	
			Color, Lt PS Rear - r) PS Rear Lt Red	
348	0088745		Light, Rear Zone Up, Wln L31HRFN LED Beacon, Red LED	1
			Color, Dome, Rear Warning - j) both domes clear	
349	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
350	0780309		Receptacle, 15/20A 120V 3-Pr 3-Wr SB Dup, 4 place, Interior Cab	2
			Qty, - 02	
			Location 1 - Each side of doghouse on mounting plate.	
			AC Power Source - Shoreline	
			Cover, Receptacle - Interior SS Wall Plate(s)	
351	0779701		Receptacle, 15/20A 120V 3-Pr 3-Wr SB Dup, 4 place, Interior Body	8
			Qty, - 08	
			Location 1 - TBD	
			AC Power Source - Shoreline to Inverter Internal Transfer Sw	
			Cover, Receptacle - Interior SS Wall Plate(s)	
352	0519934		Not Required, Brand, Hydraulic Tool System	1
353	0649753		Not Required, PTO Driven Hydraulic Tool System	1

Line	Option	Type	Option Description	Qty
354	0771866		Aerial, Ascendant 100' Aerial Tower	1
355	0680821		Boom Panel, Pair	1
			Paint Color, Predefined - #10 white	
356	0526890		Not Required, Indicator, Extension	1
357	0688232		Rung Covers, Aerial Device	1
			Rung Cover Color - Safety Yellow	
358	0623645		Aerial Stability Test, Maximum Tip Options	1
359	0728982		Box, Saw Storage, w/Cover, Base Section Above Boom Panel, 100AAT, Door Sw	1
			Qty, - 01	
			Finish - Painted, Aerial Device Color	
			Latch, Door, Storage - "D" Handle Latch	
			Location, Aerial Device - right side	
			Louvers - no louvers	
360	0823011		Basket, 100AAT	1
361	0765470		Rubber Bumper, Perimeter of Basket, 100AAT	1
362	0678780		Brackets Only, Axe, Platform	2
			Qty, - 02	
			Type of Axe - flathead and pickhead	
363	0665552		Box, Ladder Belt Storage, Platform	1
			Latch, Door, Storage - Rubber Draw Latch	
			Quantity - 02	
			Location, Aerial Basket - each side	
			Cover - cover	
364	0673243		Scuffplate, Aerial Basket Doors	1
			Material Trim/Scuffplate - b) S/S, Brushed	
			Scuffplate Size - 8.00"	
365	0803225		Lights, Turntable Walkway, P25, On Scene, LED, 100AAT	1
			Color, Trim - Black Housing	
366	0767535		Light, Turntable Console, TecNiq E-10, LED	1
367	0635913		Turntable Walking Surface, Black	1
368	0732762		Basket Heat Shields, 100AAT	1
369	0814210		Control Stations, 100AAT, CL714	1
370	0751349		Lights, Basket Interior, Amdor AY-LB-12HW020-0, 20" 100AAT	1
371	0771862		Stabilizers, 100AAT, Three Sets	1
372	0729051		Stabilizer Pan and Trim Material	1
			Stabilizer Panels - polished stainless steel	
			Stabilizer Trim - polished stainless steel	
373	0746173		Door, Stabilizer Control Box, Aerial MUX, 100AAT	1
			Latch, Door, Storage - Southco C2 Chrome Raised	
			Hinge Location - Inboard	
			Door, Material & Finish, Stabilizer - Smooth aluminum	
374	0615058		Stabilizer Placement, Cameras w/Command Zone Color Display, 1 Set	1
375	0771218		Hydraulic System, 100AAT	1
376	0767932		Swivels, w/Encoder, 36, 100AAT	1
377	0767931		Electrical System, 100AAT	1
378	0757381		Light, Tip, Wln P*H2* LED, Front of Basket Bail Brkt 100AAT 1lts	1
			Color, Wln Lt Housing - Black Paint	
			Scene Light Optics - combination	
			Control, Tip Lts - Turntable and Tip and RS Pump Panel	
379	0752453		Lights, Tracking, Wln MPB* LED, 100AAT 2lts	1
			Color, Wln Lt Housing - White Paint	
			Scene Lt Optics LH Base - L Spot	
			Scene Lt Optics RH Base - R Spot	
380	0743431		Basket Access, w/ Flip Down Step, Lift Bar Latch, 100AAT	1
			Finish, Step Well - aluminum treadplate	
381	0894586		Lights, Step (4), P25, Ladder Style Access Steps, Both Sides	1
			Control, Light - r) aerial master	
			Color, Trim - Black Housing	
382	0749120		Lighting, Rung, LED, TecNiq, 5 Section, Base, Low, Cent, Upper, Fly, 100AAT	1
			Control, Aerial Rung Lighting - Aerial Master	
			Color, Lt Aerial Fly Sect - Red	
			Color, Lt Aerial Base Sect - Blue	
			Color, Lt Aerial Lower Mid Sect - Blue	

Line	Option	Type	Option Description	Qty
382			Color, Lt Aerial Upper Mid Sect - Red Color, Lt Aerial Mid Sect - White	
383	0540743		Lights, Stabilizer Warn (2) Sets, Wln M6*C LED, Clear Lens	1
			Color, Lt Rr Stabilzr Pan - r) Pan Light Red Color, Lt Fr Stabilzr Pan - r) Pan Light Red	
384	0068703		Lights, Grote Supernova LED, Stabilizer Beam, (1) Set	1
385	0762387		Lights, Stabilizer Scene, (3) sets, Amdor AY-LB-12HW012, 100AAT	1
386	0764091		DC Power To Tip, 12.88 Amp, 100AAT	1
387	0737181		Intercom, 2-Way Fire Research ICA910 Hands Free	1
388	0817454	SP	Camera System, Hypersight Wireless Aerial Platform Camera to Display, Thermal	1
			Location - Mounted on the right side of platform unobstructed in anyway.	
389	0540918		Not Required, Breathing Air to Tip, Aerial Platform	1
390	0024742		Not Required, Mask, Breathing Air To Tip	1
391	0767396		Aerial Pedestal, 100AAT	1
392	0766834		Lyfe Brackets, 3-In-1, Used w/Duo-Safety 875 Ladders ONLY, 100AAT	1
393	0767148		Turntable Access, ManSaver Bar, Red	1
394	0804860		Waterway, 100AAT	1
			Aerial Waterway Drain 100AAT - Standard Location, Right Side	
395	0016952		(1) Preconnect At Platform, 2 Monitors	1
396	0540481		Monitors, (2), TFT Monsoon, Y4-M21A-P Manual and Y4-E21A-P Electric	1
			Nozzle, Monitor 1, PAP - TFT MST-4NJ Tips/XF-SS10-NN Shaper Nozzle, Monitor 2, PAP - TFT M-ERP2000 Electric 2000 gpm	
397	0086971		Flowmeter, Waterway, MUX, PAP	1
398	0009364		Inlet, 5.00", S/S, w/ Pump, Right Side, 100AAT	1
399	0003839		Adapter, Aerial Inlet, 5" FNST x 5" Storz w/Cap	1
			Qty, - 1	
400	0047897		Tools, Aerial	1
401	0559491		Manuals and Training, 3 Consecutive Days, Platform	1
402	0007150		Bag of Nuts and Bolts	1
			Qty, Bag Nuts and Bolts - 1	
403	0816502		NFPA Required Loose Equipment, Quint, NFPA 2024, Provided by Fire Department	1
404	0519913		Not Required, Soft Suction Hose	1
405	0027023		No Strainer Required	1
406	0816939		Extinguisher, Dry Chemical, NFPA 2024, Provided by Fire Department	1
407	0816937		Extinguisher, 2.5 Gal. Pressurized Water, NFPA 2024, Provided by Fire Department	1
408	0765595		Ladder Belts, Aerial	1
			Safety Belt, Large/XL - (2) two Large/XL (34"-42" waist) Safety Belt, Small/Medium - 0) small/medium (26"-34" waist) Safety Belt, XXL - (1) one XXL (42"-50" waist)	
409	0007482		Not Required, Crowbars	1
410	0007484		Not Required, Claw Tools	1
411	0820494		Not Required, Axe, Flathead, Fire Department Omits, NFPA 2024	1
412	0820495		Not Required, Axe, Pickhead, Fire Department Omits, NFPA 2024	1
413	0007494		Not Required, Sledgehammers	1
414	0741569		Paint Process / Environmental Requirements, Appleton	1
415	0709846		Paint, Two-Tone Color, Velocity/Impel	1
			Paint Color, Upper Area, Predefined - #505 Gray Metallic Shield, Cab - Standard Shield Paint Color, Lower Area, Predefined - 263 Paint Break, Cab - Standard Two-Tone Cab Break	
416	0709845		Paint, Single Color, Body	1
			Paint, Body - Match Lower Cab	
417	0646901		Paint Chassis Frame Assy, With Liner, E-Coat, Standard	1
			Paint Color, Frame Assembly, Predefined - Gloss Black	
418	0693797		No Paint Required, Aluminum Front Wheels	1
419	0806169		Paint, Rear Wheels, Tandem Axle, TAK-4 T3	1
			Paint, Wheels - Black #101	
420	0733739		Paint, Axle Hubs	1
			Paint, Axle Hub - Black #101	
421	0745302		Paint, Aerial Monitors, Two, Special Color	1
			Paint Color, Predefined - #101 black	
422	0007230		Compartment, Painted, Spatter Gray	1

Line	Option	Type	Option Description	Qty
423	0792638		Aerial Platform Paint	1
			Paint Color, Aerial Device - Gray Metallic 505 Paint Color, Turntable - gray metallic 505 Paint Color, Boom Support - gloss black primer Paint Color, Cylinders - maroon 263 Paint Color, Aerial Torque Box - gloss black primer Paint Color, Aerial Stabilizers - tuxedo black metallic 580 Paint Color, Aerial Basket - marooon 263 Paint Color, Aerial Rotation Motor - Black Paint Color, Aerial Control Console - gray metallic 505	
424	0613022	SP	Reflective Band, 1" Vinyl-6" Refl-1" Vinyl, w/Borders, 1" Gaps	1
425	0510041		Reflective across Cab Face, Imp/Vel	1
426	0583454		Stripe, Chevron, Rear, Diamond Grade, Aerial	1
			Color, Rear Chevron DG - yellow	
427	0598754		Stripe, Reflective/Diamond Grade, 4.00" on Stabilizers	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
428	0079341		Jog, In Reflective Stripe "Hockey Stick"	1
			Qty, - 01	
429	0065687		Stripe, Reflective, Cab Doors Interior	1
			Color, Reflective - a) white	
430	0679817		Stripe, Printed Effect Gold Leaf, Cab Sides, IPO Chrome Molding	1
431	0027372		Lettering Specifications, (GOLD STAR Process)	1
432	0685691		Lettering, Printed Effect Gold Leaf, 3.00", (21-40)	1
			Outline, Lettering - Outline	
433	0741840		Lettering, Reflective, Full Width Mud Flap, 2 Colors	1
			Fill in Blank - Dayton Fire Logo Configuration - Tower 21 Fill in Blank 2 - Dayton Fire Logo Font, Lettering, Mud Flap - Full Block Outline, Lettering, Mud Flap - Blue Outline Color, Lettering, Mud Flap - Blue Color, Lettering, Mud Flap, 2nd - White Outline, Lettering, Mud Flap, 2nd - Blue Outline Font, Lettering, Mud Flap, 2nd - Full Block	
434	0769753		Emblem, American Flag Painted on Cab Grille, All Custom Chassis	1
435	0695507		Rust Proof, Torque Box	1
			Color, Undercoating - Black	
436	0599008		Rust Proof/Undercoat, Custom Chassis	1
			Color, Undercoating - Black	
437	0892190		E-Coat, Under Body/Chassis Component Package, w/T3 Configured	1
			Paint Color, E-Coat - Black	
438	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom	1
			Qty, - 01	
439	0772037		Manual, Chassis Service, USB Flash Drive, Custom	1
			Qty, - 01	
440	0773381		Manual, Chassis Operation, (1) USB Flash Drive, Custom	1
441	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
442	0611136		Warranty, Chassis, 3 Year, Velocity/Impel, WA0284	1
443	0735523		Warranty, Engine, Paccar MX13, 5 Year, WA0386	1
444	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
445	0595767		Warranty, Frame, 50 Year, Velocity/Impel, WA0038	1
446	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
447	0644874		Warranty, Axle, 3 Year, TAK-4, IRS, WA0249	1
448	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
449	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
450	0744240		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
451	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1
452	0695416		Warranty, Pierce Camera System, WA0188	1
453	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
454	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
455	0685945		Warranty, Transmission Cooler, WA0216	1
456	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
457	0596025		Warranty, Structure, 10 Year, Body, WA0009	1

Line	Option	Type	Option Description	Qty
458	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
459	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
460	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
461	0641372		Warranty, Foam System, Not Available	1
462	0006999		Warranty, Structure, 20 Year, Aerial Device, WA0052	1
463	0687388		Warranty, Swivels, 5 Year, Aerial Device, WA0197	1
464	0685727		Warranty, Hydraulic System and Components, 3 Year/5 Year, WA0200	1
465	0687327		Warranty, Waterway, 10 Year, Aerial Device, WA0198	1
466	0595860		Warranty, Paint, 4 Year, Aerial Device, Pro-Rated, WA0047	1
467	0553455		Warranty, Electronics, 5 Year, MUX, WA0014	1
468	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
469	0595421		Warranty, Goldstar, 3 Year, Apparatus, WA0018	1
470	0819254		Certification, Vehicle Stability, CD0196	1
471	0808574		Certification, Engine Installation, VEL, Paccar MX, 2027	1
472	0686786		Certification, Power Steering, CD0098	1
473	0892701		Certification, Cab Integrity, Impel/Velocity FR, CD0190	1
474	0548950		Certification, Cab Door Durability, Velocity/Impel, CD0001	1
475	0548967		Certification, Windshield Wiper Durability, Impel/Velocity, CD0005	1
476	0667411		Certification, Electric Window Durability, Velocity/Impel FR, CD0004	1
477	0549273		Certification, Seat Belt Anchors and Mounting, Imp/Vel/Vel SLT, CD0018	1
478	0735950		Certification, Cab HVAC System Perf, Vel/Imp FR, CD0166/CD0168/CD0176/CD0177	1
479	0545073		Amp Draw Report, NFPA Current Edition	1
480	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
481	0799248		Appleton/Florida BTO	1
482	0000053		Ascendant Tower	1
483	0000012		PIERCE CHASSIS	1
484	0735525		PACCAR MX13 ENGINE	1
485	0046396		EVS 4000 Series TRANSMISSION	1
486	0805943		WATEROUS PUMP S-100 AAT	1
487	0020009		POLY TANK	1
488	0028047		NO FOAM SYSTEM	1
489	0020006		SIDE CONTROL	1
490	0020007		AKRON VALVES	1
491	0020015		ABS SYSTEM	1
492	0755454		AERIAL MEDIUM	1

EXHIBIT C - PROPOSAL

SEE PROPOSAL FOR Bid Number 1000 Dated May 21, 2024.

EM-102

May 21, 2024

Chief Gary Hendrickson
City of Dayton
12260 South Diamond Lake Road
Dayton, MN 55327

Subject: **Proposal for one (1) Pierce Velocity 100' Ascendant Tower**
Proposal / Bid 1000

Dear Chief Hendrickson,

With regard to the above subject, please find attached our completed proposal. Pricing, is as follows, including 100% prepay option.

Pricing Summary:

Sale Price – **$2,497,779.00***
Houston-Galveston Area Council (HGAC) Consortium Pricing.

100% Performance Bond:

Should the City of Dayton elect to have us provide a Performance Bond, $6,627.00 will need to be added to the above sale price.

100% Prepayment Option:

Should the City of Dayton elect to make a 100% prepayment at contract signing, a discount of ($208,416.00) can be subtracted from the above "Sale Price" resulting in a revised contract price of **$2,289,363.00 OR $2,295,990.00 with Performance Bond**.

Terms and Conditions:

Taxes – Not Applicable

Freight – F.O.B. – Appleton, WI / Shipping to Dayton, MN

Terms – Net due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI). Net due at Contract signing for **Prepay discount** to be applicable.

Delivery* – 38 - 41 months from receipt and acceptance of contract.

**Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.*

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid for thirty (30) days.

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 952-239-6454 or Patrick.sandon@macqueengroup.com .

We wish to thank the City of Dayton for the opportunity to submit our proposal.

Respectfully,

Patrick Sandon

Patrick Sandon
Apparatus Sales
MacQueen Equipment LLC
DBA MacQueen Emergency Group

ITEM:

Acceptance of the 2026 Long-Term Plan

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Consider accepting the 2026 Long-Term Plan

BACKGROUND:

Staff and City Council have worked together over the past several months in preparing and reviewing the 2026 Long-Term Plan. This comprehensive Long-Term Plan is a continued effort to prepare a 10-year projection for all City Capital Funds. The 2026 update adds a new year to extend the plan to 2035. The plan includes projected City projects, an estimated year for the improvement, and how it is planned be funded.

As we discussed during review, the CIP list of funds is financed in a pay-as-you-go approach except for the water treatment options, and a comprehensive building expansion/renovation including all city departments (Public Works, Fire, Police, City Hall, and Recreation). This plan factors in a conservative growth estimate of 200 homes per year. All future projects are still required to be approved by the city council, so this document is not set in stone but more of a guiding document. In the event financing factors are not met a project/purchase may be delayed. The Long-Term Plan is not adopted like the budget but accepted to give staff direction on how to move forward. Staff requests final review and acceptance of the document.

CRITICAL ISSUES:

There are no critical issues.

RECOMMENDATION:

Acceptance of 2026 Long-Term Plan

ATTACHMENT(S):

2026 Long-Term Plan



CITY OF DAYTON, MINNESOTA
LONG TERM PLAN

Presented June 24, 2025
Adopted December 9, 2025

City of Dayton, Minnesota
Long Term Plan
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INTRODUCTORY SECTION

CITY OF DAYTON, MINNESOTA
LONG TERM PLAN

December 9, 2025

Honorable Mayor and City Council
City of Dayton
12260 South Diamond Lake Road
Dayton, Minnesota 55327

Introduction

As discussed in prior communications to the City Council, we have been preparing a 2026 – 2035 long term plan (the Plan) for the City of Dayton, Minnesota (the City) that is intended to give a big picture view of the status now and ten years from now. We have measured and projected operations, capital and debt for the city based on assumptions made by management. The assumptions made by management are as follows:

Assumptions

- Normal operating expenses will increase by a five percent inflation rate. Operating revenues will increase by a five percent rate. Utility rates are assumed based on the most recent utility rate analysis. Annual review of the City's utility rate analysis is completed to provide estimates for future revenue and recommendations for future rate increases needed to support operations, debt, and capital in the enterprise funds.

- Housing growth is assumed at 200 units per year each with a value of $530,553 increasing by 0.5- 2.0 percent per year starting in 2026. The building permit revenue is factored in when computing the future levy increases for the General fund. This is based on recent historical growth and projection for new growth based on number of plattedlots and new single-family projects that are in developing stages. The City currently has seven residential developments in different phases of build out of 1-4 years based on amount of lots with Preliminary Plat status. Each project is at a different stage from early development work and only a few permits to other projects well within active home construction. Some of the older projects such as Brayburn Trails and Sundance Greens will complete build out within one to two years while the new projects, including Brayburn Trails East and Territorial Grove, will be backfilling these projects with pushing the three to four year timeframe. This backfill will be important for maintaining single family residential growth at a consistent rate and to fund future infrastructure.

- Population estimates are based on 200 homes per year with an estimated 2.95 persons per household.

- The General fund tax levy increases 5.0 percent per year after the 2026 fiscal year.

- Debt or interfund loan financing is assumed for projects if the capital fund reserves are not positive.

- The TIF districts are assumed to end as scheduled in the TIF plans.

Assumptions with Future Action - Debt Service

- Fund 342 (Series 2014A and 2015A G.O. Improvement) has no levy for 2026 and beyond. Future development revenues of $7,220,000 are also being projected to reduce reliance on tax levies. Management monitors the assumptions associated with development revenue estimates and revise the tax levy assumptions no less than once per year.

- Fund 355 (Series 2016A GO Bonds) will require annual levies as set forth in the City's Debt Management Plan for the life of the obligation. The current annual tax levy is set for $210,000 per year until 2036.

- Fund 378 (Series 2020A G.O. Street Construction) will not require any levy at this point. This is paid for through Special Assessments and a transfer from the Pavement Management Fund starting in 2027.

- Fund 379 (Series 2023A G.O. TIF Street Construction) will not require any levy at this point. This is being paid through TIF dollars received from development. Any additional dollars for this will come from Pavement Management Fund in the future.

Assumptions with Future Action - Capital Funds

- Stormwater, Water, and Sewer Funds - the first 75 units of development fees generated by utility connection charges are assumed to betransferred for the repayment of existing debt in Fund 342 to offset the tax levy needed at the current moment. The actual need may vary from the illustrations in this model.

- Fund 401 Capital Equipment assumes a pay-as-you-go system for financing capital equipment. As such, no debt has been projected during the life of the Plan. The levy is projected to increase starting in 2026 to support large equipment purchases in the later years of the Plan.

- Fund 404 Park Development Fund includes projected CDAA user fees. User fees are collected for each sport and remitted to the Cities of Champlin and Dayton on a sport-by-sport basis. Per the joint agreement, the City places 60% of the fees received in this fund for future park capital improvements that will benefit CDAA sports programs.

- Fund 405 Park Dedication includes projected development revenue based on 200 homes per year. The Council passed a policy related to usage of these revenues and where they can be spent. Community Park land purchase will continually be looked at along with an agreement with CDAA for use of the sports complex. No advancements have been made on this yet. The model also assumes a 5% annual increase in fees to developers.

- Fund 406 Park Capital Replacement Fund has been established in 2023 with an annual levy of $30,000 which is increased by $15,000 in 2024 and projected to increase by $15,000 per year until the end of the plan which is used for the replacement of park equipment and infrastructure as they age.

- Fund 408 Park Trail Development includes projected development revenue based on 200 homes per year, reduced by 50% to account for credits on developer paid trail projects. The model also assumes a 5% annual increase in fees to developers.

- Fund 410 Capital Facilities assumes pay-as-you-go financing for capital facility improvements, with the following exceptions: bond proceeds of $30,000,000 have been modeled in 2031 related to the construction of a Fire Station, City Hall, and Police Station. The Plan models levy adjustments according to the cash flow necessary for capital outlay and to balance the City's overall tax rate.

Assumptions with Future Action - Capital Funds (Continued)

- Fund 414 Pavement Management and Improvements projects adequate cash flow for capital projects while balancing the City's overall tax rate. Some of the projects are assumed to be paid in part by the County, developers, assessments, and state aid as identified by the "Paid By" column on the Schedule of Planned Capital Outlay. In addition, this fund will also send franchise fees to the Dayton Parkway Interchange Debt Fund starting in 2027 to assist with the bond payment.

- Fund 415 Stormwater assumes trunk charges at a rate of 200 homes per year. The first 75 of connection fees received is assumed to be transferred out to support existing debt repayment.

- Fund 601 Water includes revenue growth assumed based on the most recent utility rate analysis. The model also assumes connection charges (WAC and trunk) at a rate of 200 homes per year. Connection charges for an estimated 20 acres per year of commercial/industrial development has also been assumed. The first 75 of connection fees received is assumed to be transferred out to support existing debt repayment. Council directive has been to utilize a pay-as-you-go model for utility infrastructure projects, however; cash flow from sales is not quite sufficient to support this entire model. Debt financing is modeled in the Plan to fund the South Dayton Water Treatment Plant ($30,449,000) in 2032.

- Fund 602 Sewer includes revenue growth assumed based on the most recent utility rate analysis. The model also assumes connection charges (SAC and trunk) at a rate of 200 homes per year. The first 75 of connection fees received is assumed to be transferred out to support existing debt repayment. One of the more significant impacts on the Sewer Fund will be the annual increases passed down by the Metropolitan Council which will affect the amount paid by the City to send sewage to the Metropolitan Council for treatment.

Assumptions with Future Action - Future Employees (Full-Time and Part-Time)

- 2026 –Public Works Maintenance Staff (PT to FT), Police Officer (FT)
- 2027 – 2 Sergeants (Promotion), Human Resources Manager (FT), Associate Planner (FT), Deputy Chief (Promotion), Finance/Payroll Clerk (Promotion or Hire), Engineering Tech (FT)
- 2028 – CSO (FT), Communications Coordinator (FT), 2 Police Officers (FT), Finance Director (FT), Administrative Assistant - Fire (FT), Administrative Assistant – Police (FT)
- 2029 – Building Official (FT), Building Inspector (FT), Permit Technician (FT), Police Officer (FT), Zoning Inspector (FT), Assistant Finance Director (Promotion or Hire), Fire Marshal (FT)
- 2030 – IT Coordinator (FT), Utility Billing Clerk (FT), Recreation Supervisor (Promote or Hire)

Assumptions with Future Action - Temporary Financing Fund and Interfund Loan Policy

A Temporary Financing Fund 409 has been established. Staff recommends the City Council consider transferring any future General Fund surpluses to this fund to build a reserve that may be used for future interfund loans (internal financing of projects).

The City Council adopted an Interfund Loan Policy in the fall of 2016 which established the criteria and terms for future interfund loans from the Temporary Financing Fund.

Key Highlight

- The annual tax levy for the General fund is set each year to cover the cost of operations without decreasing from the previous year. The annual levy increase is 5.0 percent during the 10-year period.

- The tax levy is projected to increase from $9.404 million to $20.696 million over the duration of this Plan. The anticipated increase in tax capacity will offset almost all of this increase in terms of future projected tax rate. The estimated tax rate will remain fairly consistent around 35.40% over the duration of this Plan which started in 2023.

- A pay-as-you go methodology was applied to the capital needs projected in the Plan. Levies were increased to support future capital needs and to avoid issuance of debt in future years. To provide stabilization in the tax rate and utility rates, however, debt was modeled into the Plan as follows:

    - 2027 - $1.7 million bond funded by Assessments and Tax Levy for Territorial Rd near the Parkway (City will leverage private development as much as possible in lieu of bonding)
    - 2027 - $2.05 million bond funded by Assessments and Tax Levy for 113th Ave
    - 2031 - $25 million funded by Tax Levy for facility expansion and relocation which includes New Fire Station, City Hall, and Police Station. These are all rough numbers and can vary depending on outcomes of buildings, layout, etc.
    - 2032 - $25 million funded by Water Rates for a South Dayton Water Treatment Plan

- Review of the City's utility rates is completed annually to further analyze rates and ensure that adequate working capital and reserves are in place for future infrastructure needs.

    - Water Rates will increase 4% for 2026

    - Sewer Rates will increase 1% for 2026

- The Plan is based on several assumptions prepared by City staff and should be revisited on an annual basis toensure the assumptions align with specific performance. Assumptions related to development revenue, growth and developer credits should be given close review on an annual basis, as actual performance will vary from the results modeled in this report.

FINANCIAL SECTION

CITY OF DAYTON, MINNESOTA
LONG TERM PLAN

City of Dayton, Minnesota
Schedule of Property Taxes Levied and Tax Rates
For the Years Ended December 31, 2024 (Actual) and 2025 to 2034 (Estimated)

			2025 Actual Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Property Taxes Levied for General Purposes													
101	General Fund		$ 6,480,700	$ 7,122,060	$ 7,478,163	$ 8,076,416	$ 8,480,237	$ 8,904,249	$ 9,349,461	$ 9,816,934	$ 10,700,458	$ 11,770,504	$ 12,947,554
Property Taxes Levied for Economic Development													
225	EDA Fund		-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Property Taxes Levied for Debt Service													
355	G.O. Improvement Bond, Series 2016A (PW Facility and Fire Equipment)		210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000
376	G.O. Improvement Bond, Series 2015B (Street Reconstruction)		-	-	-	-	-	-	-	-	-	-	-
378	G.O. Improvement Bond, Series 2020A (Dayton Parkway)		-	-	-	-	-	-	-	-	-	-	-
	Subtotal		210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000
Property Taxes Levied for Future Debt Service													
401	Potential levies to balance projects - Capital Equipment	y	-	-	-	-	-	-	-	-	-	-	-
404	Potential levies to balance projects - Park Development	y	-	-	-	-	-	-	-	-	-	-	-
405	Potential levies to balance projects - Park Dedication	y	-	-	-	-	-	-	-	-	-	-	-
406	Potential levies to balance projects - Park Capital Replacement	y	-	-	-	-	-	-	-	-	-	-	-
408	Potential levies to balance projects - Park Trail Development	y	-	-	-	-	-	-	-	-	-	-	-
410	Potential levies to balance projects - Capital Facilities	y	-	-	-	-	-	-	-	2,754,000	2,692,800	2,631,600	2,570,400
414	Potential levies to balance projects - Pavement Management and Improvements	y	-	-	-	-	-	-	88,021	87,221	86,421	85,620	84,820
	Subtotal		-	-	-	-	-	-	88,021	2,841,221	2,779,221	2,717,220	2,655,220
Property Taxes Levied for Capital													
401	Potential levies to balance projects - Capital Equipment	y	1,020,000	987,000	1,850,000	1,950,000	1,600,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
404	Potential levies to balance projects - Park Development	y	-	-	-	-	-	-	-	-	-	-	-
405	Potential levies to balance projects - Park Dedication	y	-	-	-	-	-	-	-	-	-	-	-
406	Potential levies to balance projects - Park Capital Replacement	y	45,000	60,000	75,000	90,000	105,000	120,000	135,000	150,000	165,000	180,000	195,000
408	Potential levies to balance projects - Park Trail Development	y	-	-	-	-	-	-	-	-	-	-	-
410	Potential levies to balance projects - Capital Facilities	y	220,000	200,000	300,000	300,000	900,000	1,600,000	2,300,000	350,000	350,000	350,000	350,000
414	Potential levies to balance projects - Pavement Management and Improvements	y	800,000	800,000	1,100,000	1,200,000	1,300,000	1,400,000	1,500,000	1,600,000	1,700,000	1,800,000	1,800,000
	Subtotal		2,085,000	2,047,000	3,325,000	3,540,000	3,905,000	4,620,000	5,435,000	3,600,000	3,715,000	3,830,000	3,845,000
	Total Taxes Levied		$ 8,775,700	$ 9,404,060	$ 11,038,163	$ 11,851,416	$ 12,620,237	$ 13,759,249	$ 15,107,482	$ 16,493,155	$ 17,429,679	$ 18,552,724	$ 19,682,775
	Increase (Decrease)			7.16%	17.38%	7.37%	6.49%	9.03%	9.80%	9.17%	5.68%	6.44%	6.09%
Tax Capacity													
	Personal and Real Estate - Hennepin County		$ 27,759,772	$ 30,083,081	$ 33,693,051	$ 36,725,425	$ 40,030,714	$ 42,632,710	$ 44,764,345	$ 46,554,919	$ 47,951,567	$ 49,150,356	$ 50,379,115
	Personal and Real Estate - Wright County		105,095	105,095	107,197	109,341	111,528	113,758	116,033	118,354	120,721	123,136	125,598
	Total tax capacity from the county		27,864,867	30,188,176	33,800,248	36,834,766	40,142,241	42,746,468	44,880,379	46,673,273	48,072,288	49,273,492	50,504,713
	Assumed new growth (140 houses beginning 2023)		-	-	-	765,206	1,545,717	2,330,131	3,118,467	3,910,744	4,706,983	5,507,203	6,311,425
	Assumed new growth (Decertification of TIF districts in 2025 and 2026)		-	-	-	324,450	334,184	344,209	354,535	365,171	376,126	387,410	399,033
	Less: Contribution to fiscal disparities		(2,278,058)	(3,298,679)	(4,194,520)	(4,872,027)	(5,310,510)	(5,655,693)	(5,938,478)	(6,176,017)	(6,361,297)	(6,520,330)	(6,683,338)
	Less: Tax Increment		(2,265,056)	(1,846,977)	(2,068,614)	(2,254,790)	(2,123,537)	(1,583,174)	(983,941)	(1,023,298)	(1,053,997)	(1,080,347)	(1,107,356)
	Tax capacity used for local rate		23,321,753	25,042,520	27,537,113	30,797,605	34,588,095	38,181,941	41,430,963	43,749,874	45,740,103	47,567,428	49,424,477
	Add: Distribution from fiscal disparities		1,462,377	1,525,415	1,708,465	1,862,227	2,029,827	2,161,766	2,269,854	2,360,648	2,431,468	2,492,254	2,554,561
	Adjusted net tax capacity		$ 24,784,130	$ 26,567,935	$ 29,245,578	$ 32,659,832	$ 36,617,922	$ 40,343,707	$ 43,700,817	$ 46,110,522	$ 48,171,571	$ 50,059,682	$ 51,979,038
Tax Rates													
	General		26.14%	26.81%	25.67%	24.66%	23.09%	22.06%	21.41%	21.33%	22.22%	23.54%	24.94%
	EDA		0.00%	0.09%	0.09%	0.08%	0.07%	0.06%	0.06%	0.05%	0.05%	0.05%	0.05%
	Scheduled debt levies		0.85%	0.79%	0.72%	0.64%	0.57%	0.52%	0.48%	0.46%	0.44%	0.42%	0.40%
	Proposed debt levies		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.20%	6.17%	5.77%	5.43%	5.11%
	Proposed capital levies		8.41%	7.70%	11.41%	10.81%	10.63%	11.45%	12.45%	7.82%	7.72%	7.66%	7.40%
	Total Direct Tax Rate (factors Fiscal Disparities not reflected in tax capacity)		35.394%	35.396%	37.889%	36.191%	34.363%	34.090%	34.597%	35.832%	36.201%	37.106%	37.906%
	Population (140 homes per year, 2.95 persons per household)		12,250	12,840	13,430	14,020	14,610	15,200	15,790	16,380	16,970	17,560	18,150
	Taxes per Capita		$ 716	$ 732	$ 822	$ 845	$ 864	$ 905	$ 957	$ 1,007	$ 1,027	$ 1,057	$ 1,084
	Median Home Value		$ 560,000	$ 560,000	$ 571,200	$ 582,624	$ 594,276	$ 606,162	$ 618,285	$ 630,651	$ 643,264	$ 656,129	$ 669,252
	Median Home Taxes (from city)		$ 2,029	$ 2,029	$ 2,218	$ 2,163	$ 2,098	$ 2,126	$ 2,203	$ 2,330	$ 2,403	$ 2,515	$ 2,624
	% change from prior year $'s		11.71%	0.01%	9.32%	-2.46%	-3.03%	1.32%	3.63%	5.77%	3.16%	4.66%	4.31%
	Tax Capacity Growth Rates				12.00%	9.00%	9.00%	6.50%	5.00%	4.00%	3.00%	2.50%	2.50%
	Budget Growth Rates			10.28%	4.98%	7.97%	4.98%	4.99%	4.99%	4.99%	8.98%	9.98%	9.98%

City of Dayton, Minnesota
Schedule of Annual Fund Cash Balances
For the Years Ended December 31, 2024 (Actual) and 2025 to 2035 (Estimated)

			2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts	Trend
GOVERNMENT-TYPE															
General Operations															
	101	General	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	$ 3,256,254	
Special Revenue															
*	225	EDA	683,254	690,087	690,777	691,467	692,159	692,851	696,315	699,797	724,290	749,640	772,129	795,293	
*	226	Cable	175,505	177,260	177,437	177,615	177,792	177,970	178,860	179,754	186,046	192,557	198,334	204,284	
*	235	Police Forfeiture	12,745	12,872	12,885	12,898	12,911	12,924	12,989	13,054	13,510	13,983	14,403	14,835	
		Subtotal	871,504	880,219	881,099	881,980	882,862	883,745	888,164	892,605	923,846	956,181	984,866	1,014,412	
Debt Service															
	342	G.O. Improvement Bond, Series 2014A and 2015A	2,809,182	2,624,202	2,464,096	2,345,678	2,200,667	1,002,508	-	-	-	-	-	-	
	348	G.O. Improvement Bond, Series 2009A and 2010A	290,109	316,626	334,291	343,350	344,897	-	-	-	-	-	-	-	
	355	G.O. Improvement Bond, Series 2016A	169,867	172,254	172,791	171,578	173,665	174,102	172,989	175,595	177,195	178,132	178,757	179,438	
	378	G.O. Improvement Bond, Series 2020A	221,508	155,772	67,864	(29,516)	(7,775)	1,372	-	-	-	-	-		
	379	G.O. TIF Improvement Bond, Series 2023A	(102,991)	407,645	878,991	1,108,587	1,338,058	1,570,154	1,796,800	2,026,646	2,259,892	1,357,192	-	-	
		Subtotal	3,387,675	3,113,082	2,971,178	2,860,606	2,719,229	1,176,610	172,989	175,595	177,195	178,132	178,757	179,438	
Capital Projects															
	401	Capital Equipment	(656,258)	(545,730)	55,898	912,066	2,762,006	3,238,278	1,733,469	1,764,390	846,894	1,445,351	273,712	1,431,923	
	404	Park Development	166,974	182,141	167,323	92,490	37,582	22,770	32,884	24,035	34,876	25,922	36,700	27,801	
	405	Park Dedication	3,163,611	2,816,175	2,068,391	2,682,817	1,695,976	515,456	382,082	(684,793)	519,479	1,824,715	3,233,590	4,752,439	
	406	Park Capital Replacement	(103,907)	(59,946)	(6)	74,994	164,994	269,994	139,994	274,994	174,994	339,994	269,994	464,994	
	408	Park Trail Development	2,848,804	2,181,253	1,633,034	1,633,839	1,699,604	637,939	987,458	1,385,664	1,815,990	2,271,389	2,760,496	3,285,324	
	410	Capital Facilities	1,052,035	1,123,087	1,284,210	1,515,494	(1,082,991)	(553,406)	1,043,827	3,330,361	3,646,924	3,956,332	4,275,022	4,603,273	
	411	Developer Escrows	112,111	112,111	112,111	112,111	112,111	112,111	112,111	112,111	112,111	112,111	112,111	112,111	
	414	Pavement Management and Improvements	2,534,068	3,011,051	1,486,744	(145,747)	(916,243)	(1,001,612)	(2,018,439)	(1,413,923)	976,188	3,564,038	6,349,235	9,238,470	
	415	Stormwater	2,729,578	2,629,909	2,150,051	727,190	663,062	516,050	343,463	715,731	705,762	1,042,486	1,513,825	2,029,868	
	420	Landscaping Escrows	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	
	421	ROW Escrows	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	74,000	
	430	TIF 20 Graco 2	-	-	-	-	-	-	-	-	-	-	-	-	
	435	TIF 16 Sand Companies	27,198	27,198	27,198	27,198	27,198	27,198	27,198	27,198	27,198	27,198	27,198	27,198	
	436	TIF 17 Graco	632,871	632,871	632,871	632,871	632,871	632,871	632,871	632,871	-	-	-	-	
	438	TIF 14 Liberty	64,724	-	-	-	-	-	-	-	-	-	-	-	
	477	TIF 15 French Lake Industrial Park	187,540	187,540	-	-	-	-	-	-	-	-	-	-	
		Subtotal	14,038,349	13,576,660	10,896,824	9,544,323	7,075,169	5,696,649	4,695,918	7,447,640	10,139,416	15,888,536	20,130,883	27,252,402	
		Total - Governmental-type Funds	21,553,782	20,826,215	18,005,356	16,543,163	13,933,514	11,013,258	9,013,325	11,772,094	14,496,711	20,279,103	24,550,760	31,702,506	
BUSINESS-TYPE															
Enterprise Funds															
	601	Water	$ 9,410,809	$ 10,041,072	$ 10,591,466	$ 9,196,019	$ 5,870,220	$ (460,426)	$ 1,080,822	$ 3,775,891	$ 6,717,383	$ (8,717,559)	$ (7,685,835)	$ -	
	602	Sewer	3,818,555	4,146,947	4,254,273	4,190,959	4,692,735	5,412,606	6,206,743	7,467,098	8,871,496	10,411,825	12,119,122	-	
		Total - Business-type Funds	13,229,364	14,188,019	14,845,739	13,386,977	10,562,955	4,952,180	7,287,564	11,242,989	15,588,879	1,694,266	4,433,287	-	
		Grand Total - City	$ 34,783,146	$ 35,014,234	$ 32,851,095	$ 29,930,141	$ 24,496,470	$ 15,965,438	$ 16,300,890	$ 23,015,083	$ 30,085,590	$ 21,973,369	$ 28,984,047	$ 31,702,506	

* *Fund is estimated to grow at an interest rate of one percent.*

Trend Indicator

- Adequate for reserve levels
- Adequate but decreasing balances, watch
- Below targeted reserve levels and should have a plan to address
- The fund has events in the future that need addressing now

City of Dayton, Minnesota
Outstanding Debt Schedule
For the Years Ended 2025 to 2035 (Estimated)

Fund	Issue	Original Issue	Issue Date	Maturity Date	Interest Rate (%)	2025 Actual Balance	2026 Estimated Balance	2027 Estimated Balance	2028 Estimated Balance	2029 Estimated Balance	2030 Estimated Balance	2031 Estimated Balance	2032 Estimated Balance	2033 Estimated Balance	2034 Estimated Balance	2035 Estimated Balance
GOVERNMENT-TYPE																
G.O. Improvement Bonds																
342	G.O. Refunding Bond, Series 2014A	$ 9,685,000	09/09/2014	2/1/2030	2.00 - 4.00	$ 5,375,000	$ 4,915,000	$ 4,470,000	$ 2,975,000	$ 1,515,000	$ -	$ -	$ -	$ -	$ -	$ -
342	G.O. Refunding Bond, Series 2015A	7,430,000	01/08/2015	2/1/2027	2.25-3.00	1,845,000	945,000	-	-	-	-	-	-	-	-	-
355	G.O. Improvement Bond, Series 2016A	3,610,000	09/01/2016	2/1/2037	2.00 - 2.75	2,165,000	2,005,000	1,840,000	1,675,000	1,505,000	1,330,000	1,155,000	975,000	790,000	600,000	405,000
378	G.O. Improvement Bond, Series 2020A	1,935,000	06/04/2020	2/1/2030	2.00 - 3.00	1,025,000	830,000	630,000	425,000	215,000	-	-	-	-	-	-
379	G.O. TIF Improvement Bond, Series 2023A	5,950,000	06/01/2023	2/1/2033	4.00 - 5.00	5,900,000	5,490,000	4,810,000	4,095,000	3,345,000	2,555,000	1,735,000	885,000	-	-	-
	Total G.O. Improvement Bonds	28,610,000				16,310,000	14,185,000	11,750,000	9,170,000	6,580,000	3,885,000	2,890,000	1,860,000	790,000	600,000	405,000
G.O. Revenue Bonds																
348	Public Facilities Authority, Series 2010A	771,000	04/19/2010	8/20/2029	1.65	220,000	177,000	134,000	90,000	45,000	-	-	-	-	-	-
	Total G.O. Revenue Bonds	771,000				220,000	177,000	134,000	90,000	45,000	-	-	-	-	-	-
Potential Future Debt																
401	Potential Bonds - Capital Equipment	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
404	Potential Bonds - Park Development	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
405	Potential Bonds - Park Dedication	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
406	Potential Bonds - Park Capital Replacement	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
408	Potential Bonds - Trail Development	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
410	Potential Bonds - Capital Facilities	varies	varies	varies	varies	-	-	-	-	-	-	30,000,000	28,500,000	27,000,000	25,500,000	24,000,000
414	Potential Bonds - Pavement Management and Improvements	varies	varies	varies	varies	-	-	-	-	-	1,569,000	1,412,100	1,255,200	1,098,300	941,400	784,500
480	Potential Bonds - Dayton Parkway Interchange	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
485	Potential Bonds - Transportation	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
601	Potential Bonds - Water	varies	varies	varies	varies	-	-	-	-	-	-	-	30,449,000	30,449,000	28,926,550	27,404,100
602	Potential Bonds - Sewer	varies	varies	varies	varies	-	-	-	-	-	-	-	-	-	-	-
	Total Potential Debt					-	-	-	-	-	1,569,000	31,412,100	60,204,200	58,547,300	55,367,950	52,188,600
Total Debt						$ 16,530,000	$ 14,362,000	$ 11,884,000	$ 9,260,000	$ 6,625,000	$ 5,454,000	$ 34,302,100	$ 62,064,200	$ 59,337,300	$ 55,967,950	$ 52,593,600
Debt Per Capita - total						$ 1,349	$ 1,172	$ 926	$ 690	$ 473	$ 373	$ 2,257	$ 3,931	$ 3,623	$ 3,298	$ 2,995
Debt Per Capita - less assessment debt						18	14	10	7	3	107	2,067	3,813	3,574	3,263	2,972

City of Dayton, Minnesota
Capital Improvement Plan - Capital Equipment Fund 401
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Funded Year	Purchase Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Parks and Recreation	City	2025	2025	Audio/Visual Equipment	$ 10,000	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Parks and Recreation	City	2025	2025	Broom for Utility Tractor	14,000	14,000	-	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2025	2025	TORO Groundsman 16' mower	145,000	145,000	-	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2026	2026	Replacement of Utility Trailer	15,000	-	15,000	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2026	2026	Replace 1999 60" Mower	20,000	-	20,000	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2027	2027	4066 Utility Tractor with V Plow and Blower	130,000	-	-	130,000	-	-	-	-	-	-	-	-
Parks and Recreation	City	2027	2027	Replace 2012 60" Mower with bagger attachment	25,000	-	-	25,000	-	-	-	-	-	-	-	-
Parks and Recreation	City	2027	2027	Field Marking Equipment Replacement (Current is 20+ Years Old)	20,000	-	-	20,000	-	-	-	-	-	-	-	-
Parks and Recreation	City	2027	2027	1 Ton Crew Cab Pick-Up with Plow Package	80,000	-	-	80,000	-	-	-	-	-	-	-	-
Parks and Recreation	City	2028	2028	Garbage Box for Pick-Up	50,000	-	-	-	50,000	-	-	-	-	-	-	-
Parks and Recreation	City	2028	2028	60" Mower New Unit	20,000	-	-	-	20,000	-	-	-	-	-	-	-
Parks and Recreation	City	2028	2028	GPS Controller for Painting, Fertilizer, Seeding	65,000	-	-	-	65,000	-	-	-	-	-	-	-
Parks and Recreation	City	2028	2028	Zamboni (used)	25,000	-	-	-	25,000	-	-	-	-	-	-	-
Parks and Recreation	City	2029	2029	Air Compressor for Irrigation Blowout	30,000	-	-	-	-	30,000	-	-	-	-	-	-
Parks and Recreation	City	2030	2030	1 Ton Pick-up with plow package (replace 2020)	80,000	-	-	-	-	-	80,000	-	-	-	-	-
Parks and Recreation	City	2031	2031	1.5 ton with Plow Package (new)	130,000	-	-	-	-	-	-	130,000	-	-	-	-
Parks and Recreation	City	2031	2031	48" Stand on Mower (replace 2008)	15,000	-	-	-	-	-	-	15,000	-	-	-	-
Parks and Recreation	City	2033	2033	Utility Tractor (replace 2020)	160,000	-	-	-	-	-	-	-	-	160,000	-	-
Parks and Recreation	City	2034	2034	1 Ton pickup with plow (new)	80,000	-	-	-	-	-	-	-	-	-	80,000	-
Parks and Recreation	City	2034	2034	Gator with plow and spray unit	75,000	-	-	-	-	-	-	-	-	-	75,000	-
Parks and Recreation	City	2034	2034	Community Park Care Equipment (Sprayer, Mower, etc)	250,000	-	-	-	-	-	-	-	-	-	250,000	-
Parks and Recreation	City	2035	2035	Toro Groundsman 16' mower (replace 2025)	200,000	-	-	-	-	-	-	-	-	-	-	200,000
Public Safety - Fire	City	2025	2025	New Grass Rig	100,000	100,000	-	-	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2026	2026	Extrication Tools Station 2	30,000	-	30,000	-	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2026	2026	Replace tanker 11 (This will fund Engine Tender below)	475,000	-	475,000	-	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2027	2027	Extrication Tools Station 1	42,000	-	-	42,000	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2024	2028	Purchase New Engine Tender (Previously funded and already paid for)	1,186,934	-	-	-	1,186,934	-	-	-	-	-	-	-
Public Safety - Fire	City	2029	2029	Replace Rescue 21 with Grass Rig and SUV	300,000	-	-	-	-	300,000	-	-	-	-	-	-
Public Safety - Fire	City	2030	2030	Replace Engine 21 (make request 48 months in advance)	1,450,000	-	-	-	-	-	1,450,000	-	-	-	-	-
Public Safety - Fire	City	2030	2030	Purchase New SCBAS	500,000	-	-	-	-	-	500,000	-	-	-	-	-
Public Safety - Fire	City	2031	2031	Replace Boat for Station 2	50,000	-	-	-	-	-	-	50,000	-	-	-	-
Public Safety - Fire	City	2031	2031	Purchase Grass Rig for station three	100,000	-	-	-	-	-	-	100,000	-	-	-	-
Public Safety - Fire	City	2031	2031	Original Engine One Refurbish (show piece)	50,000	-	-	-	-	-	-	50,000	-	-	-	-
Public Safety - Fire	City	2032	2032	Replace Asst Fire Chief Pickup	90,000	-	-	-	-	-	-	-	90,000	-	-	-
Public Safety - Fire	City	2032	2032	Replace Engine 12 (make request 48 months in advance)	1,650,000	-	-	-	-	-	-	-	1,650,000	-	-	-
Public Safety - Fire	City	2034	2034	Heavy Rescue/Air Truck	1,500,000	-	-	-	-	-	-	-	-	-	1,500,000	-
Public Safety - Police	City	2025	2025	Taser Lease (5 Year Lease)	Various	10,500	10,500	10,500	10,500	-	-	-	-	-	-	-
Public Safety - Police	City	2025	2025	Squad/Equipment (New Lease Schedule)	Various	212,972	234,872	256,388	312,406	332,538	356,000	359,750	339,250	416,950	-	-
Public Safety - Police	City	2024	2027	Records Management System ($90,000 Previously Levied; $30,000 Left to Levy)	120,000	-	-	30,000	90,000	-	-	-	-	-	-	-
Public Safety - Police	City	2034	2034	Armored Vehicle	250,000	-	-	-	-	-	-	-	-	-	250,000	-
Public Works	City	2025	2025	1 ton Pickup with Plow Package	75,000	75,000	-	-	-	-	-	-	-	-	-	-
Public Works	City	2025	2025	Front End Loader	330,000	330,000	-	-	-	-	-	-	-	-	-	-
Public Works	City	2025	2025	Skid steer attachment; stump grinder	12,000	12,000	-	-	-	-	-	-	-	-	-	-
Public Works	City	2026	2026	1 ton Pickup with Plow Package (replace 2009)	75,000	-	75,000	-	-	-	-	-	-	-	-	-
Public Works	City	2027	2027	1 ton with Hydraulic Salt Spreader (replace 2008)	120,000	-	-	120,000	-	-	-	-	-	-	-	-
Public Works	City	2027	2027	Replace Towmaster Skid Steer Trailer (previous was 2014)	20,000	-	-	20,000	-	-	-	-	-	-	-	-
Public Works	City	2027	2027	1 Ton with Plow Package (replace 2012)	80,000	-	-	80,000	-	-	-	-	-	-	-	-
Public Works	City	2027	2027	1.5 Ton Utility Body Sign Truck (replace 1999)	180,000	-	-	180,000	-	-	-	-	-	-	-	-
Public Works	City	2028	2028	Replace Director Vehicle with F150	70,000	-	-	-	70,000	-	-	-	-	-	-	-
Public Works	City	2028	2028	Sign Shop Equipment	30,000	-	-	-	30,000	-	-	-	-	-	-	-
Public Works	City	2028	2028	Brine Box for Hook Truck	55,000	-	-	-	55,000	-	-	-	-	-	-	-
Public Works	City	2028	2028	Brine Storage and Delivery System	50,000	-	-	-	50,000	-	-	-	-	-	-	-
Public Works	City	2028	2028	1 Ton with Plow Package	80,000	-	-	-	80,000	-	-	-	-	-	-	-
Public Works	City	2028	2028	Replace 2016 Tandem Dump Truck	380,000	-	-	-	380,000	-	-	-	-	-	-	-
Public Works	City	2028	2028	Skid Steer Attachments, Forestry Mower as Example	50,000	-	-	-	50,000	-	-	-	-	-	-	-
Public Works	City	2029	2029	Scissor Lift	50,000	-	-	-	-	50,000	-	-	-	-	-	-
Public Works	City	2029	2029	Single Axle Hook Truck with Plow Package	375,000	-	-	-	-	375,000	-	-	-	-	-	-
Public Works	City	2029	2029	Roll off box for hook and Box Truck	50,000	-	-	-	-	50,000	-	-	-	-	-	-
Public Works	City	2024	2030	Shop Floor Scrubber	25,000	-	-	-	-	-	25,000	-	-	-	-	-
Public Works	City	2030	2030	Packer for Gravel Roads	25,000	-	-	-	-	-	25,000	-	-	-	-	-
Public Works	City	2030	2030	Road Grader (refurbish)	250,000	-	-	-	-	-	250,000	-	-	-	-	-
Public Works	City	2030	2030	Ditch Mower (Replace)	275,000	-	-	-	-	-	275,000	-	-	-	-	-
Public Works	City	2030	2030	Snowblower	60,000	-	-	-	-	-	60,000	-	-	-	-	-
Public Works	City	2031	2031	Crack Sealer (Replace)	75,000	-	-	-	-	-	-	75,000	-	-	-	-
Public Works	City	2031	2031	Loader with Plow and Wing (Replace 2007)	400,000	-	-	-	-	-	-	400,000	-	-	-	-
Public Works	City	2031	2031	Street Sweeper	350,000	-	-	-	-	-	-	350,000	-	-	-	-
Public Works	City	2032	2032	Single Axle Hook Truck with Plow Package (Replace 2019)	400,000	-	-	-	-	-	-	-	400,000	-	-	-
Public Works	City	2033	2033	Bucket Truck (Replace 2016)	350,000	-	-	-	-	-	-	-	-	350,000	-	-
Public Works	City	2034	2034	Single Axle Hook Truck with Plow Package (Replace 2020)	400,000	-	-	-	-	-	-	-	-	-	400,000	-
Public Works	City	2034	2034	Patch Box	160,000	-	-	-	-	-	-	-	-	-	160,000	-
Public Works	City	2035	2035	1 Ton with Plow Packaet (Replace 2024)	85,000	-	-	-	-	-	-	-	-	-	-	85,000
Public Works	City	2035	2035	Skid Steer Attachments (Replace)	65,000	-	-	-	-	-	-	-	-	-	-	65,000
						$ 909,472	$ 860,372	$ 993,888	$ 2,474,840	$ 1,137,538	$ 3,021,000	$ 1,529,750	$ 2,479,250	$ 926,950	$ 2,715,000	$ 350,000
				Total Purchases based on Funded Year (Not Purchase Year like Above)		$ 909,472	$ 860,372	$ 993,888	$ 1,197,906	$ 1,137,538	$ 2,996,000	$ 1,529,750	$ 2,479,250	$ 926,950	$ 2,715,000	$ 350,000

Notes Page

Parks Equipment
2026 to 2027 ADJUST - Utility Tractor with V-Plow Amended Date
2027 to 2026 ADJUST - Replace 1999 60" mower
2027 ADD - 60" Mower Replacement with a Bagger
2027 to 2031 ADJUST - Boom Sprayer
2027 to 2028 ADJUST - Garbage box for Pick-up
2028 REDUCE - Activity Center Appliance Replacement for $6,500
2029 REDUCE - Activity Center Appliance Replacement for $6,500
2030 REDUCE - Activity Center Outdoor Improvements for $225,000
2028 ADD - GPS Controller for Painting, Fertilizer, Seeding for $65,000
2028 ADD - 60" Mower - New Unit for $20,000
2028 ADD - Zamboni for $25,000
2029 ADD - Air Compressor for Blowing Irrigation for $30,000
2030 ADD - F350 Pickup with Plow Package for $80,000
2031 ADD - 1.5 ton with Plow Package for $130,000
2031 ADD - 48" Stand on Mower for $15,000
2033 ADD - Utility Tractor for $160,000
2034 ADD - 1 Ton Pickup with Plow Package for $80,000
2034 ADD - Gator with Plow and Spray Unit for $75,000
2034 ADD - Community Park Care Equipment for $250,000; REMOVE Boom Sprayer for $30,000
2035 ADD - Toro Groundsman 16' mower for $200,000

Public Safety
2026 ADD - Extrication Tools for Station 2 for $40,000
2027 ADD - Extrication Tools for Station 1 for $42,000
2027 ADJUST - Reduce Asst Chief Vehicle Replacement from $100,000 to $90,000
2027 to 2032 ADJUST - Replace Asst Fire Chief Pickup
2028 REDUCE - Remove Purchase of Aerial Truck for $2,497,749
2028 to 2031 ADJUST - Grass Rig for Station Three
2029 ADJUST - Replacement of Resuce 21 with Grass Truck and Rescue increased from $250,000 to $300,000
2030 ADJUST - Change year for SCBA replacement from 2032 to 2030 to match life expectancy
2031 ADD - Refurbish Original Engine One for Display Item in Station for $50,000
2031 ADD - Purchase New Boat for Station 2 for $50,000
2032 REDUCE - Remove Replacement of Fire Chief Vehicle for $100,000
2034 ADD - Purchase of Heavy Rescue/Air Truck for $1,500,000

PW Equipment
2026 to 2030 ADJUST - Floor Scrubber
2027 REDUCE - Large Tag Trailer for $70,000
2028 INCREASE - F350 with Plow Package for $10,000
2028 INCREASE - Shop Sign Equipment from $15,000 to $30,000
2028 ADD - Skid Steer Attachments/forestry mower) for $50,000
2029 INCREASE - Roll Off Box for Hook Truck from $40,000 to $50,000
2029 INCREASE - Single Axle Hook Truck with Plow Package from $350,000 to $375,000
2029 ADD - Scissor Lift for $50,000
2026 to 2028 ADJUST - Brine Box for Hook Truck and Brine Storage
2027 to 2028 ADJUST - Sign Shop Equipment for $30,000
2028 ADD - Replace Director Vehicle with F150 for $70,000
2027 to 2030 ADJUST - Road Packer and Road Grader
2030 ADD - Ditch Mower (Replace) for $275,000
2030 ADD - Snowblower for $60,000
2031 ADD - Crack Sealer (Replace) for $75,000
2031 ADD - Loader with Plow and Wing (Replace) for $400,000
2031 ADD - Street Sweeper for $350,000
2032 ADD - Single Axle Hook Truck with Plow Package (Replace) for $400,000
2033 ADD - Bucket Truck (Replace) for $350,000
2034 ADD - Single Axle Hook Truck with Plow Package (Replace) for $400,000
2034 ADD - Patch Box for $160,000
2035 ADD - 1 Ton Pickup with Plow Package (Replace) for $85,000
2035 ADD - Skid Steer Attachments (Replace) for $65,000

Noted for when the funding year and the purchase year do not match, will keep the dollars in the purchase year and not the funded year.

City of Dayton, Minnesota
Capital Improvement Plan - Capital Equipment Fund 401
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ 750,000	$ 1,020,000	$ 987,000	$ 1,850,000	$ 1,950,000	$ 1,600,000	$ 1,500,000	$ 1,500,000	$ 1,500,000	$ 1,500,000	$ 1,500,000	$ 1,500,000
Interest on investments	15	-	-	56	912	13,810	16,191	60,671	61,754	25,407	43,361	8,211
Other	547,500	-	-	-	1,186,934	-	-	-	-	-	-	-
Total Revenues	1,297,515	1,020,000	987,000	1,850,056	3,137,846	1,613,810	1,516,191	1,560,671	1,561,754	1,525,407	1,543,361	1,508,211
Expenditures												
Capital outlay												
Public works	1,240,062	417,000	75,000	400,000	715,000	475,000	635,000	825,000	400,000	350,000	560,000	150,000
Public safety - fire	76,100	100,000	30,000	42,000	-	300,000	1,950,000	200,000	1,740,000	-	1,500,000	-
Public safety - police	222,595	223,472	245,372	296,888	412,906	332,538	356,000	359,750	339,250	416,950	250,000	-
Parks and recreation	165,813	169,000	35,000	255,000	160,000	30,000	80,000	145,000	-	160,000	405,000	200,000
General government	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	1,704,570	909,472	385,372	993,888	1,287,906	1,137,538	3,021,000	1,529,750	2,479,250	926,950	2,715,000	350,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(407,055)	110,528	601,628	856,168	1,849,940	476,272	(1,504,809)	30,921	(917,496)	598,457	(1,171,639)	1,158,211
Other Financing Sources												
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital asset	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash Balances	(407,055)	110,528	601,628	856,168	1,849,940	476,272	(1,504,809)	30,921	(917,496)	598,457	(1,171,639)	1,158,211
Cash Balances January 1	(249,203)	(656,258)	(545,730)	55,898	912,066	2,762,006	3,238,278	1,733,469	1,764,390	846,894	1,445,351	273,712
Cash Balances, December 31	$ (656,258)	$ (545,730)	$ 55,898	$ 912,066	$ 2,762,006	$ 3,238,278	$ 1,733,469	$ 1,764,390	$ 846,894	$ 1,445,351	$ 273,712	$ 1,431,923

Debt Service Fund Related Activity

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Revenue												
Tax levy	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures												
Principal	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Park Development Fund 404
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Parks and Recreation	City/CDAA	All	Trash and Recycling Containers for Various Parks	Various	$ 15,000	$ 15,000	$ 15,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ -	$ -	$ -
Parks and Recreation	City/CDAA	All	Park Signage	Various	-	-	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Parks and Recreation	City/CDAA	2025	Shade/Shelter for McNeil Park	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Parks and Recreation	City/CDAA	2027	Construct Tree Nursery	60,000	-	-	60,000	-	-	-	-	-	-	-	-
Parks and Recreation	City/CDAA	All	Stock for Tree Nursery	Various	-	-	-	40,000	-	-	20,000	-	20,000	-	20,000
Parks and Recreation	City/CDAA	All	Diamond Lake Diamonds Renovations/Improvements	Various	-	25,000	25,000	25,000	25,000	-	-	-	-	-	-
					$ -	$ 25,000	$ 85,000	$ 65,000	$ 25,000	$ -	$ 20,000	$ -	$ 20,000	$ -	$ 20,000

City of Dayton, Minnesota
Capital Improvement Plan - Park Development Fund 404
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Charges for service	-	-	-	-	-	-	-	-	-	-	-	-
Interest on investments	7,571	167	182	167	92	188	114	1,151	841	1,046	778	1,101
Contributions and donations	-	15,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Revenues	7,571	15,167	10,182	10,167	10,092	10,188	10,114	11,151	10,841	11,046	10,778	11,101
Expenditures												
Capital outlay												
Parks and recreation	8,026	-	25,000	85,000	65,000	25,000	-	20,000	-	20,000	-	20,000
Total Expenditures	8,026	-	25,000	85,000	65,000	25,000	-	20,000	-	20,000	-	20,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(455)	15,167	(14,818)	(74,833)	(54,908)	(14,812)	10,114	(8,849)	10,841	(8,954)	10,778	(8,899)
Other Financing Sources												
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital asset	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash Balances	(455)	15,167	(14,818)	(74,833)	(54,908)	(14,812)	10,114	(8,849)	10,841	(8,954)	10,778	(8,899)
Cash Balances January 1	167,429	166,974	182,141	167,323	92,490	37,582	22,770	32,884	24,035	34,876	25,922	36,700
Cash Balances, December 31	$ 166,974	$ 182,141	$ 167,323	$ 92,490	$ 37,582	$ 22,770	$ 32,884	$ 24,035	$ 34,876	$ 25,922	$ 36,700	$ 27,801

Debt Service Fund Related Activity

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Revenue												
Tax levy	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures												
Principal	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Park Dedication Fund 405
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Parks and Recreation	City/CDAA	All	Purchase land for Community Park	Various	$ 150,000	$ 150,000	$ 150,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ -	$ -	$ -	$ -
Parks and Recreation	City	2025	Brayburn Trails/Sundance Neighborhood Park Phase 1	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2025	Ione Gardens/Cypress Cove Park Improvements	100,000	100,000	-	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2026	Elsie Stephens Phase 3 (parking, splashpad, ampitheater, bathrooms)	1,500,000	-	1,500,000	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2027	Brayburn Trails/Sundance Neighborhood Park Phase 2	200,000	-	-	200,000	-	-	-	-	-	-	-	-
Parks and Recreation	City	2028	Elsie Stephens Phase 4 (TBD)	1,750,000	-	-	-	1,750,000	-	-	-	-	-	-	-
Parks and Recreation	City/CDAA	2029	Construction of Community Park Phase 1	2,000,000	-	-	-	-	2,000,000	-	-	-	-	-	-
Parks and Recreation	City	2030	Elsie Stephens Phase 5 (TBD)	1,000,000	-	-	-	-	-	1,000,000	-	-	-	-	-
Parks and Recreation	City/CDAA	2031	Construction of Community Park Phase 2	2,000,000	-	-	-	-	-	-	2,000,000	-	-	-	-
Parks and Recreation	City	2032	Elsie Stephens Phase 6 (TBD)	8,000,000	-	-	-	-	-	-	-	8,000,000	-	-	-
					$ 1,250,000	$ 1,650,000	$ 350,000	$ 2,000,000	$ 2,250,000	$ 1,250,000	$ 2,250,000	$ -	$ -	$ -	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Park Dedication Fund 405
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Charges for service (200 units, annual increase in rate charged to developers)	501,774	899,400	899,400	962,358	1,010,476	1,061,000	1,114,050	1,169,752	1,228,240	1,289,652	1,354,134	1,421,841
Interest on investments	119,856	3,164	2,816	2,068	2,683	8,480	2,577	13,373	(23,968)	15,584	54,741	97,008
Intergovernmental	31,229	-	-	-	-	-	-	-	-	-	-	-
Contributions and donations	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	652,859	902,564	902,216	964,426	1,013,159	1,069,480	1,116,627	1,183,125	1,204,272	1,305,236	1,408,875	1,518,849
Expenditures												
Capital outlay												
Parks and recreation	82,503	1,250,000	1,650,000	350,000	2,000,000	2,250,000	1,250,000	2,250,000	-	-	-	-
Total Expenditures	82,503	1,250,000	1,650,000	350,000	2,000,000	2,250,000	1,250,000	2,250,000	-	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	570,356	(347,436)	(747,784)	614,426	(986,841)	(1,180,520)	(133,373)	(1,066,875)	1,204,272	1,305,236	1,408,875	1,518,849
Other Financing Sources												
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash Balances	570,356	(347,436)	(747,784)	614,426	(986,841)	(1,180,520)	(133,373)	(1,066,875)	1,204,272	1,305,236	1,408,875	1,518,849
Cash Balances January 1	2,593,255	3,163,611	2,816,175	2,068,391	2,682,817	1,695,976	515,456	382,082	(684,793)	519,479	1,824,715	3,233,590
Cash Balances, December 31	$ 3,163,611	$ 2,816,175	$ 2,068,391	$ 2,682,817	$ 1,695,976	$ 515,456	$ 382,082	$ (684,793)	$ 519,479	$ 1,824,715	$ 3,233,590	$ 4,752,439
Park Dedication Rate per Unit Assumption	$ 4,497	$ 4,497	$ 4,497	$ 4,812	$ 5,052	$ 5,305	$ 5,570	$ 5,849	$ 6,141	$ 6,448	$ 6,771	$ 7,109

Debt Service Fund Related Activity

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Revenue												
Tax levy	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures												
Principal	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

City of Dayton, Minnesota

Capital Improvement Plan - Park Capital Replacement Fund 406

Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Parks and Recreation	City	2030	Replace Structures at Cloquet Overlook Park	$ 250,000	$ -	$ -	$ -	$ -	$ -	$ 250,000	$ -	$ -	$ -	$ -	$ -
Parks and Recreation	City	2032	Replace Playground Equipment at Cloquet Overlook	250,000	-	-	-	-	-	-	-	250,000	-	-	-
Parks and Recreation	City	2034	Replace Playground Equipment at McNeil Park	250,000	-	-	-	-	-	-	-	-	-	250,000	-
Parks and Recreation	City	2036	Replace Playground Equipment at Riversbend Park	250,000	-	-	-	-	-	-	-	-	-	-	-
					$ -	$ -	$ -	$ -	$ -	$ 250,000	$ -	$ 250,000	$ -	$ 250,000	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Park Capital Replacement Fund 406
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ 30,000	$ 45,000	$ 60,000	$ 75,000	$ 90,000	$ 105,000	$ 120,000	$ 135,000	$ 150,000	$ 165,000	$ 180,000	$ 195,000
Charges for service	-	-	-	-	-	-	-	-	-	-	-	-
Interest on investments	443	(1,039)	(60)	-	-	-	-	-	-	-	-	-
Contributions and donations	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	30,443	43,961	59,940	75,000	90,000	105,000	120,000	135,000	150,000	165,000	180,000	195,000
Expenditures												
Capital outlay												
Parks and Recreation	-	-	-	-	-	-	250,000	-	250,000	-	250,000	-
Total Expenditures	-	-	-	-	-	-	250,000	-	250,000	-	250,000	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	30,443	43,961	59,940	75,000	90,000	105,000	(130,000)	135,000	(100,000)	165,000	(70,000)	195,000
Other Financing Sources												
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital asset	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash Balances	30,443	43,961	59,940	75,000	90,000	105,000	(130,000)	135,000	(100,000)	165,000	(70,000)	195,000
Cash Balances January 1	(134,350)	(103,907)	(59,946)	(6)	74,994	164,994	269,994	139,994	274,994	174,994	339,994	269,994
Cash Balances, December 31	$ (103,907)	$ (59,946)	$ (6)	$ 74,994	$ 164,994	$ 269,994	$ 139,994	$ 274,994	$ 174,994	$ 339,994	$ 269,994	$ 464,994

Debt Service Fund Related Activity

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Revenue												
Tax levy	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures												
Principal	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

City of Dayton, Minnesota

Capital Improvement Plan - Park Trail Development Fund 408

Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Parks and Recreation	City	2025	Trail on North Diamond Lake Rd from Berkshire to Vinewood to 140th Ave	$ 900,000	$ 900,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Parks and Recreation	Fed Grant/NPS/City	2025	Water Trails Construction Phase 1	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	-
Parks and Recreation	DNR	2026	Water Trails Access Point - Historic Village	530,000	-	530,000	-	-	-	-	-	-	-	-	-
Parks and Recreation	City	2026	Trail on Territorial Road from Territorial Trail to Rush Creek Parkway	830,000	-	830,000	-	-	-	-	-	-	-	-	-
Parks and Recreation	City/TRPD (20/80)	2027	Water Trails Access Point - Goodin Park	1,500,000	-	-	1,500,000	-	-	-	-	-	-	-	-
Parks and Recreation	City	2029	Pineview Ln Trail (137th-Dayton River Rd)	350,000	-	-	-	-	350,000	-	-	-	-	-	-
Parks and Recreation	City	2028	Trail along Fernbrook Ln from Rush Creek Pkwy. To 3 Rivers underpass	250,000	-	-	-	250,000	-	-	-	-	-	-	-
Parks and Recreation	City	2029	Trail along N Diamond Lake Road from Berkshire to 140th Ave	300,000	-	-	-	-	300,000	-	-	-	-	-	-
Parks and Recreation	County/TRPD (50/50)	2029	Trail Extension along DRR from Balsam to Donnie Galloway Park in Champlin	410,000	-	-	-	-	410,000	-	-	-	-	-	-
Parks and Recreation	County/TRPD (50/50)	2029	Trail Extension along DRR from 142nd Ave to Cloquet Overlook Park	1,090,000	-	-	-	-	1,090,000	-	-	-	-	-	-
					$ 1,900,000	$ 1,360,000	$ 1,500,000	$ 250,000	$ 2,150,000	$ -	$ -	$ -	$ -	$ -	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Park Trail Development Fund 408
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Charges for service (50% of 200 unit assumption; reduction to account for credits for "developer paid" projects; annual increase in rate charged to developers)	226,150	279,600	279,600	299,172	314,131	329,837	346,329	363,645	381,828	400,919	420,965	442,013
Interest on investments	121,341	2,849	2,181	1,633	1,634	8,498	3,190	34,561	48,498	54,480	68,142	82,815
Contributions and Donations	-	950,000	530,000	1,200,000	-	750,000	-	-	-	-	-	-
Total Revenues	347,491	1,232,449	811,781	1,500,805	315,765	1,088,335	349,519	398,206	430,326	455,399	489,107	524,828
Expenditures												
Capital outlay												
Parks and recreation	135,154	1,900,000	1,360,000	1,500,000	250,000	2,150,000	-	-	-	-	-	-
Total Expenditures	135,154	1,900,000	1,360,000	1,500,000	250,000	2,150,000	-	-	-	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	212,337	(667,551)	(548,219)	805	65,765	(1,061,665)	349,519	398,206	430,326	455,399	489,107	524,828
Other Financing Sources												
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital asset	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-	-	-	-	-	-	-
Net Change in Cash Balances	212,337	(667,551)	(548,219)	805	65,765	(1,061,665)	349,519	398,206	430,326	455,399	489,107	524,828
Cash Balances January 1	2,636,467	2,848,804	2,181,253	1,633,034	1,633,839	1,699,604	637,939	987,458	1,385,664	1,815,990	2,271,389	2,760,496
Cash Balances, December 31	$ 2,848,804	$ 2,181,253	$ 1,633,034	$ 1,633,839	$ 1,699,604	$ 637,939	$ 987,458	$ 1,385,664	$ 1,815,990	$ 2,271,389	$ 2,760,496	$ 3,285,324
Park Trail Dedication Rate per Unit Assumption	$ 2,796	$ 2,796	$ 2,796	$ 2,992	$ 3,141	$ 3,298	$ 3,463	$ 3,636	$ 3,818	$ 4,009	$ 4,210	$ 4,420

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Revenue												
Tax levy	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures												
Principal	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Capital Facilities Fund 410
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
General Government	City	2031	New City Hall	$ 10,000,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000,000	$ -	$ -	$ -	$ -
Public Safety - Fire	City	2024	Office Expansion - Station 2	25,000	-	-	-	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2025	Bathroom Remodel - Station 2	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2025	Locker Room Remodel - Station 2	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Public Safety - Fire	City	2028	Replace Asphalt parking lot FS #1	200,000	-	-	-	200,000	-	-	-	-	-	-	-
Public Safety - Fire	City	2028	Replace Roof at FS #1	100,000	-	-	-	100,000	-	-	-	-	-	-	-
Public Safety - Fire	City	2029	Replace Asphalt parking lot FS #2	200,000	-	-	-	-	200,000	-	-	-	-	-	-
Public Safety - Fire	City	2029	Replace Roof at FS #2	105,000	-	-	-	-	105,000	-	-	-	-	-	-
Public Safety - Fire	City	2031	FS#3 New Building	20,000,000	-	-	-	-	-	-	20,000,000	-	-	-	-
Public Works	City	2024	PD/PW Signage	50,000	-	-	-	-	-	-	-	-	-	-	-
Public Works	City	2025	Outdoor Storage for Equipment	100,000	100,000	-	-	-	-	-	-	-	-	-	-
Public Works	City	2026	City signage - parks (Elsie Stephens Park)	40,000	-	40,000	-	-	-	-	-	-	-	-	-
Public Works	City	All	City signage - gateways and parks	Various	-	-	50,000	50,000	-	-	50,000	150,000	150,000	150,000	150,000
Public Works	City	2027	City signage - Activity Center	20,000	-	-	20,000	-	-	-	-	-	-	-	-
Public Works	City	2028	City signage - parks (McNeil ball field & Cloquet Overlook)	50,000	-	-	-	50,000	-	-	-	-	-	-	-
Public Works	City	2028	Public works expansion	2,500,000	-	-	-	2,500,000	-	-	-	-	-	-	-
Public Works	City	2029	City signage - parks wayfinding signs	60,000	-	-	-	-	60,000	-	-	-	-	-	-
					$ 150,000	$ 40,000	$ 70,000	$ 2,900,000	$ 365,000	$ -	$ 30,050,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000

City of Dayton, Minnesota
Capital Improvement Plan - Capital Facilities Fund 410
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ 370,000	$ 220,000	$ 200,000	$ 300,000	$ 300,000	$ 900,000	$ 1,600,000	$ 2,300,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000
Contrbutions and Donations	17,724	-	-	-	-	-	-	-	-	-	-	-
Interest on investments	60,214	1,052	1,123	1,284	1,515	(5,415)	(2,767)	36,534	116,563	109,408	118,690	128,251
Total Revenues	447,938	221,052	201,123	301,284	301,515	894,585	1,597,233	2,336,534	466,563	459,408	468,690	478,251
Expenditures												
Capital outlay												
General government	590,618	-	-	-	-	-	-	10,000,000	-	-	-	-
Parks and recreation	-	-	-	-	-	-	-	-	-	-	-	-
Public safety - fire	87,702	50,000	-	-	300,000	305,000	-	20,000,000	-	-	-	-
Public works	-	100,000	40,000	70,000	2,600,000	60,000	-	50,000	150,000	150,000	150,000	150,000
Total Expenditures	678,320	150,000	40,000	70,000	2,900,000	365,000	-	30,050,000	150,000	150,000	150,000	150,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(230,382)	71,052	161,123	231,284	(2,598,485)	529,585	1,597,233	(27,713,466)	316,563	309,408	318,690	328,251
Other Financing Sources (Uses)												
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Bond proceeds	-	-	-	-	-	-	-	30,000,000	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-	-	30,000,000	-	-	-	-
Net Change in Cash Balances	(230,382)	71,052	161,123	231,284	(2,598,485)	529,585	1,597,233	2,286,534	316,563	309,408	318,690	328,251
Cash Balances January 1	1,282,417	1,052,035	1,123,087	1,284,210	1,515,494	(1,082,991)	(553,406)	1,043,827	3,330,361	3,646,924	3,956,332	4,275,022
Cash Balances, December 31	$ 1,052,035	$ 1,123,087	$ 1,284,210	$ 1,515,494	$ (1,082,991)	$ (553,406)	$ 1,043,827	$ 3,330,361	$ 3,646,924	$ 3,956,332	$ 4,275,022	$ 4,603,273

CITY OF DAYTON, MINNESOTA
CAPITAL IMPROVEMENT PLAN - FACILITIES FUND 410
SCHEDULE OF PROJECTED REVENUE, EXPENDITURES AND DEBT - CONTINUED
**Potential future projects have not been included in Capital Outlay*

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 54,000	$ 106,800	$ 158,400
Revenue												
Tax levy	-	-	-	-	-	-	-	-	2,754,000	2,692,800	2,631,600	2,570,400
Interest	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	-	-	-	-	-	-	-	-	2,754,000	2,746,800	2,738,400	2,728,800
Expenditures												
Principal	-	-	-	-	-	-	-	-	1,500,000	1,500,000	1,500,000	1,500,000
Interest	-	-	-	-	-	-	-	-	1,200,000	1,140,000	1,080,000	1,020,000
Total Expenditures	-	-	-	-	-	-	-	-	2,700,000	2,640,000	2,580,000	2,520,000
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 54,000	$ 106,800	$ 158,400	$ 208,800

City of Dayton, Minnesota

Capital Improvement Plan - Pavement Management and Improvements Fund 414

Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Public Works	City/Developer	2025	Signal Improvement - SW Dayton	$ 1,500,000	$ 1,500,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Public Works	City	2025	2025 Street Improvements - S Diamond Lake Rd	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	-
Public Works	City	2025	2026 Street Improvements - 125th Ave and E French Lake Rd	1,000,000	1,000,000	-	-	-	-	-	-	-	-	-	-
Public Works	City	2026	2027 Street Improvements - NE Sections 1 of 2 (S of Dayton River Rd), Holly Lane (Pkwy to Border), 126th Ave Reconstruction	3,022,000	-	3,022,000	-	-	-	-	-	-	-	-	-
Public Works	City	All	Crosswalk Improvements for ADA Compliance	Various	-	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Public Works	Assessment/Developer (50/50)	2027	Territorial Rd Improvements (Pkwy to Brockton)	1,869,000	-	-	1,869,000	-	-	-	-	-	-	-	-
Public Works	City	2027	113th Avenue Extension/Connection (new)	623,000	-	-	623,000	-	-	-	-	-	-	-	-
Public Works	City	2027	2028 Street Improvements - NE Sections 2 of 2 (N of Dayton River Rd)	1,742,000	-	-	1,742,000	-	-	-	-	-	-	-	-
Public Works	City/County (50/50)	2028	Intersection Improvement - 117th Ave and Fernbrook	2,732,000	-	-	-	2,732,000	-	-	-	-	-	-	-
Public Works	Developer	2028	Intersection Improvement - 114th Ave and Fernbrook	2,000,000	-	-	-	2,000,000	-	-	-	-	-	-	-
Public Works	City/County (50/50)	2028	Intersection Improvement - Rush Creek Parkway and Fernbrook	2,732,000	-	-	-	2,732,000	-	-	-	-	-	-	-
Public Works	County/TRPD (80/20)	2029	Dayton River Road from N Diamond Lake Rd to Vicksburg including Intersection at N Diamond Lake Rd	7,972,000	-	-	-	-	7,972,000	-	-	-	-	-	-
Public Works	County/TRPD (75/25)	2029	Dayton River Road from N Diamond Lake Rd to S Diamond Lake Rd including minor intersection upgrades at Pineview Lane	4,156,000	-	-	-	-	4,156,000	-	-	-	-	-	-
Public Works	City	2029	Intersection Improvement - Lawndale Realignment	1,334,000	-	-	-	-	1,334,000	-	-	-	-	-	-
Public Works	City	2029	2029 Street Improvements - Lawndale and 149th Ave	689,000	-	-	-	-	689,000	-	-	-	-	-	-
Public Works	City/Assessment (50/50)	2030	113th Avenue Reconstruction	1,569,000	-	-	-	-	-	1,569,000	-	-	-	-	-
Public Works	City/County (33/67)	2030	Intersection Improvement - Troy Lane and County Rd 81	3,583,000	-	-	-	-	-	3,583,000	-	-	-	-	-
Public Works	City/County (33/67)	2030	Intersection Improvement - Dayton Parkway and County Rd 81	1,493,000	-	-	-	-	-	1,493,000	-	-	-	-	-
Public Works	City/County (33/67)	2030	Intersection Improvement - Territorial Road and County Rd 81	2,090,000	-	-	-	-	-	2,090,000	-	-	-	-	-
Public Works	City	2030	2030 Street Improvements-Nature's Crossing	1,410,000	-	-	-	-	-	1,410,000	-	-	-	-	-
Public Works	City/County (20/80)	2030	Dayton River Road from Vicksburg to Brockton Lane including Intersection at Brockton Lane	8,293,000	-	-	-	-	-	8,293,000	-	-	-	-	-
Public Works	City	2031	2031 Street Improvements - Historic Village	1,497,000	-	-	-	-	-	-	1,497,000	-	-	-	-
Public Works	City	2032	2032 Street Improvements - 118th Ave and Troy Lane	1,249,000	-	-	-	-	-	-	-	1,249,000	-	-	-
Public Works	City	2033	2032 Street Improvements - Frontage Rd for Manufactured Home Park	823,000	-	-	-	-	-	-	-	-	823,000	-	-
Public Works	City	2033	2033 Street Improvements - South Diamond Lake Trail	185,000	-	-	-	-	-	-	-	-	185,000	-	-
					$ 3,500,000	$ 3,022,000	$ 4,384,000	$ 7,614,000	$ 14,301,000	$ 18,588,000	$ 1,647,000	$ 1,399,000	$ 1,158,000	$ 150,000	$ 150,000

City of Dayton, Minnesota
Capital Improvement Plan - Pavement Management and Improvements Fund 414
Schedule of Projected Revenue, Expenditures and Debt

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Revenues												
Property taxes	$ 600,000	$ 800,000	$ 800,000	$ 1,100,000	$ 1,200,000	$ 1,300,000	$ 1,400,000	$ 1,500,000	$ 1,600,000	$ 1,700,000	$ 1,800,000	$ 1,800,000
Contributions and donations	-	1,442,500	-	934,500	4,732,000	12,128,000	11,435,620	-	-	-	-	-
Franchise fees	561,518	674,449	694,682	715,522	736,988	759,098	781,871	805,327	829,487	854,371	880,002	906,402
Interest on investments	131,961	2,534	3,011	1,487	(146)	(4,581)	(5,008)	(70,645)	(49,487)	29,286	106,921	190,477
Special assessments	-	-	-	-	183,785	177,867	171,948	166,030	160,111	154,193	148,274	142,356
Total Revenues	1,293,479	2,919,483	1,497,693	2,751,509	6,852,627	14,360,383	13,784,431	2,400,711	2,540,111	2,737,850	2,935,197	3,039,235
Expenditures												
Capital outlay												
Public works	1,491,639	3,500,000	3,022,000	4,384,000	7,614,000	14,301,000	18,588,000	1,647,000	150,000	150,000	150,000	150,000
Total Expenditures	1,491,639	3,500,000	3,022,000	4,384,000	7,614,000	14,301,000	18,588,000	1,647,000	150,000	150,000	150,000	150,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	(198,160)	(580,517)	(1,524,307)	(1,632,491)	(761,373)	59,383	(4,803,569)	753,711	2,390,111	2,587,850	2,785,197	2,889,235
Other Financing Sources												
State Funding (Municipal State Aid)	-	1,057,500	-	-	-	-	2,364,780	-	-	-	-	-
Bond proceeds	-	-	-	-	-	-	1,569,000	-	-	-	-	-
Transfers out (Dayton Parkway Interchange Debt Service Fund)	(253,618)	-	-	-	(9,123)	(144,752)	(147,038)	(149,195)	-	-	-	-
Total Other Financing Sources	(253,618)	1,057,500	-	-	(9,123)	(144,752)	3,786,742	(149,195)	-	-	-	-
Net Change in Cash Balances	(451,778)	476,983	(1,524,307)	(1,632,491)	(770,496)	(85,369)	(1,016,827)	604,516	2,390,111	2,587,850	2,785,197	2,889,235
Cash Balances January 1	2,985,846	2,534,068	3,011,051	1,486,744	(145,747)	(916,243)	(1,001,612)	(2,018,439)	(1,413,923)	976,188	3,564,038	6,349,235
Cash Balances, December 31	$ 2,534,068	$ 3,011,051	$ 1,486,744	$ (145,747)	$ (916,243)	$ (1,001,612)	$ (2,018,439)	$ (1,413,923)	$ 976,188	$ 3,564,038	$ 6,349,235	$ 9,238,470

CITY OF DAYTON, MINNESOTA
CAPITAL IMPROVEMENT PLAN - PAVEMENT MANAGEMENT FUND 414
SCHEDULE OF PROJECTED REVENUE, EXPENDITURES AND DEBT - CONTINUED
*Potential future projects have not been included in Capital Outlay

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Beginning Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,726	$ 3,436	$ 5,131	$ 6,809
Revenue												
Tax levy	-	-	-	-	-	-	-	88,021	87,221	86,421	85,620	84,820
Tax Increment	-	-	-	-	-	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-	133,365	127,874	122,382	116,891	111,399
Total Revenue	-	-	-	-	-	-	-	221,386	216,820	212,239	207,641	203,029
Expenditures												
Principal	-	-	-	-	-	-	-	156,900	156,900	156,900	156,900	156,900
Interest	-	-	-	-	-	-	-	62,760	56,484	50,208	43,932	37,656
Total Expenditures	-	-	-	-	-	-	-	219,660	213,384	207,108	200,832	194,556
Ending Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,726	$ 3,436	$ 5,131	$ 6,809	$ 8,473

City of Dayton, Minnesota
Capital Improvement Plan - Stormwater Fund 415
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Stormwater	Grant (100)	2025	French Lake BMP Study	$ 15,000	$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Stormwater	Grant (100)	2025	Grass Lake Monitoring and Feasibility Study	51,000	51,000	-	-	-	-	-	-	-	-	-	-
Stormwater	City/Grant (25/75)	2025	Diamond Lake Stormwater Improvements (North Side)	39,000	39,000	-	-	-	-	-	-	-	-	-	-
Stormwater	City/Grant (20/80)	2026	City Wide - Water Resource Assessment	$ 30,000	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Stormwater	City//Watershed (25/75)	2026	Diamond Lake Study	60,000	-	60,000	-	-	-	-	-	-	-	-	-
Stormwater	City	2026	Update City-Wide Storm Water Modeling	103,000	-	103,000	-	-	-	-	-	-	-	-	-
Stormwater	City//Watershed (25/75)	2026	Diamond Lake Alum Treatment	500,000	-	500,000	-	-	-	-	-	-	-	-	-
Stormwater	City	2026	Surface Water Management Plan	50,000	-	50,000	-	-	-	-	-	-	-	-	-
Stormwater	Developer/Assessment (50/50)	2027	Territorial Rd Improvements (Pkwy to Brockton)	1,060,000	-	-	1,060,000	-	-	-	-	-	-	-	-
Stormwater	City	2027	113th Avenue Extension/Connection (new)	110,000	-	-	110,000	-	-	-	-	-	-	-	-
Stormwater	City/County (50/50)	2027	Intersection Improvement - 117th Ave and Fernbrook	110,000	-	-	110,000	-	-	-	-	-	-	-	-
Stormwater	Developer (100)	2027	Intersection Improvement - 114th Ave and Fernbrook	110,000	-	-	110,000	-	-	-	-	-	-	-	-
Stormwater	City/County (50/50)	2027	Intersection Improvement - Rush Creek Parkway and Fernbrook	110,000	-	-	110,000	-	-	-	-	-	-	-	-
Stormwater	City	2029	Jetter Trailer	90,000	-	-	-	-	90,000	-	-	-	-	-	-
Stormwater	City/Assessment (50/50)	2030	113th Ave Reconstruction	478,000	-	-	-	-	-	478,000	-	-	-	-	-
Stormwater	City	2032	2032 Street Improvements - 118th Ave and Troy Lane	420,000	-	-	-	-	-	-	-	420,000	-	-	-
Stormwater	City	2033	2032 Street Improvements - Frontage Rd for Manufactured Home F	96,000	-	-	-	-	-	-	-	-	96,000	-	-
					$ 105,000	$ 743,000	$ 1,500,000	$ -	$ 90,000	$ 478,000	$ -	$ 420,000	$ 96,000	$ -	$ -

City of Dayton, Minnesota
Capital Improvement Plan - Stormwater Enterprise 415
Statements of Cash Flows

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Cash Flows from Operating Activities												
Receipts from customers and users	$ 32,000	$ -	$ 420,000	$ 110,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Payments to suppliers and employees	(604,246)	(622,373)	(641,045)	(660,276)	(680,084)	(700,487)	(721,501)	(743,146)	(765,441)	(788,404)	(812,056)	(836,418)
Net Cash Provided (Used) by Operating Activities	(572,246)	(622,373)	(221,045)	(550,276)	(680,084)	(700,487)	(721,501)	(743,146)	(765,441)	(788,404)	(812,056)	(836,418)
Cash Flows from Noncapital Financing Activities												
Transfer to other funds (Fund 342 - existing debt service)	(480,793)	(206,025)	(288,934)	(309,159)	(324,617)	(340,848)	-	-	-	-	-	-
Owed by Other Funds (they are deficit cash)	760,165	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental grants	-	97,200	-	110,000	-	-	-	-	-	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	279,372	(108,825)	(288,934)	(199,159)	(324,617)	(340,848)	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities												
Acquisition of capital assets	-	(105,000)	(743,000)	(1,500,000)	-	(90,000)	(478,000)	-	(420,000)	(96,000)	-	-
Special assessments	-	-	-	-	74,200	72,080	69,960	101,300	98,224	95,148	92,072	88,996
Connection charges (200 units per year, annual increase in rate charged to developers)	596,500	733,800	770,490	824,424	865,646	908,928	954,374	1,002,093	1,052,198	1,104,807	1,160,048	1,218,050
Net Cash Used by Capital and Related Financing Activities	596,500	628,800	27,490	(675,576)	939,846	891,008	546,334	1,103,393	730,422	1,103,955	1,252,120	1,307,046
Cash Flows from Investing Activities												
Investment earnings	135,057	2,730	2,630	2,150	727	3,315	2,580	12,021	25,051	21,173	31,275	45,415
Net Increase (Decrease) in Cash and Cash Equivalents	438,683	(99,669)	(479,858)	(1,422,861)	(64,129)	(147,012)	(172,587)	372,268	(9,969)	336,724	471,338	516,043
Cash and Cash Equivalents, January 1	2,290,895	2,729,578	2,629,909	2,150,051	727,190	663,062	516,050	343,463	715,731	705,762	1,042,486	1,513,825
Cash and Cash Equivalents, December 31	$ 2,729,578	$ 2,629,909	$ 2,150,051	$ 727,190	$ 663,062	$ 516,050	$ 343,463	$ 715,731	$ 705,762	$ 1,042,486	$ 1,513,825	$ 2,029,868
Connection Charges (Trunk) Per Unit Assumption	$ 3,494	$ 3,669	$ 3,852	$ 4,122	$ 4,328	$ 4,545	$ 4,772	$ 5,010	$ 5,261	$ 5,524	$ 5,800	$ 6,090

City of Dayton, Minnesota
Capital Improvement Plan - Water Enterprise Fund 601
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Water	City	2025	Enclosed Trailer with Emergency Tools and Supplies	$ 20,000	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Water	City	2025	Water Tower Maintenance Exterior Repairs	25,000	25,000	-	-	-	-	-	-	-	-	-	-
Water	City	2025	Water Main Connection/Loop from Sundance Greens West to E French Lk Rd	225,000	225,000	-	-	-	-	-	-	-	-	-	-
Water	City	2025	Land for Northeast Water Tower	400,000	400,000	-	-	-	-	-	-	-	-	-	-
Water	City/Grant (20/80)	2026	Northwest Water Tower	3,800,000	-	3,800,000	-	-	-	-	-	-	-	-	-
Water	Developer	2026	Dayton Parkway Extension (117th Ave N - East French Lake Rd)	225,000	-	225,000	-	-	-	-	-	-	-	-	-
Water	City/Grant (20/80)	2027	Wellhead Treatment Well #1	7,316,000	-	-	7,316,000	-	-	-	-	-	-	-	-
Water	Developer/Assessment (50/50)	2027	Territorial Rd Improvements (Pkwy to Brockton)	265,000	-	-	265,000	-	-	-	-	-	-	-	-
Water	City	2027	SCADA Security Cameras at Wells/Towers/Treatment Plants	80,000	-	-	80,000	-	-	-	-	-	-	-	-
Water	City	2027	113th Avenue Extension/Connection (new)	312,000	-	-	312,000	-	-	-	-	-	-	-	-
Water	City/Assessment	2027	113th Ave Reconstruction	633,000	-	-	633,000	-	-	-	-	-	-	-	-
Water	City/Grant (10/90)	2027	Permanent Generator for Well #2	175,000	-	-	175,000	-	-	-	-	-	-	-	-
Water	City	2028	SCADA Updates (Move Central System to PW Expansion)	75,000	-	-	-	75,000	-	-	-	-	-	-	-
Water	City/Grant (40/60)	2028	Northeast Water Tower (1M Gallon)	9,124,000	-	-	-	9,124,000	-	-	-	-	-	-	-
Water	City	2028	117th Ave Watermain Extension (Dayton Parkway - Brayburn Trails)	845,000	-	-	-	845,000	-	-	-	-	-	-	-
Water	City	2028	Water Loop under 94 to Territorial Road	394,000	-	-	-	394,000	-	-	-	-	-	-	-
Water	City	2029	Replace Fire Hydrant Nozzles with Storz Fittings	Various					100,000	100,000	100,000				
Water	City	2029	Utility Truck Replacement (2018)	180,000	-	-	-	-	180,000	-	-	-	-	-	-
Water	City/Grant (40/60)	2029	South Dayton Water System Tower (2M Gallon)	13,912,000	-	-	-	-	13,912,000	-	-	-	-	-	-
Water	City	2029	North East Well	2,186,000	-	-	-	-	2,186,000	-	-	-	-	-	-
Water	City	2032	South Dayton Water Treatment Plant	30,449,000	-	-	-	-	-	-	-	30,449,000	-	-	-
Water	City	2032	Water Tower Repaint	150,000	-	-	-	-	-	-	-	150,000	-	-	-
Water	City	2033	North East Wellhead Treatment for Wells (2)	9,000,000	-	-	-	-	-	-	-	-	9,000,000	-	-
Water	City	2033	South Dayton Wells (3)	7,380,000	-	-	-	-	-	-	-	-	7,380,000	-	-
Water	City	2035	Media Replacement for WHTP 1 (Replace sand)	100,000	-	-	-	-	-	-	-	-	-	-	100,000
					$ 670,000	$ 4,025,000	$ 8,781,000	$ 10,438,000	$ 16,378,000	$ 100,000	$ 100,000	$ 30,599,000	$ 16,380,000	$ -	$ 100,000

City of Dayton, Minnesota
Capital Improvement Plan - Water Enterprise Fund 601
Statements of Cash Flows

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Cash Flows from Operating Activities												
Receipts from customers and users (based on most recent utility rate analysis)	$ 1,871,377	$ 2,021,087	$ 1,900,000	$ 2,090,000	$ 2,215,400	$ 2,392,632	$ 2,536,190	$ 2,662,999	$ 2,822,779	$ 2,963,918	$ 3,141,753	$ 3,298,841
Payments to suppliers (3% growth assumption)	(1,005,799)	(1,035,973)	(1,910,529)	(1,967,844)	(2,026,880)	(2,087,686)	(2,150,317)	(2,214,826)	(2,281,271)	(2,349,709)	(2,420,200)	(2,492,806)
Payments to employees (3% growth assumption)	(271,113)	(279,246)	(280,820)	(289,245)	(297,922)	(306,860)	(316,065)	(325,547)	(335,314)	(345,373)	(355,734)	(366,406)
Contributions and Donations	13,976		3,265,000	6,010,300	5,474,400	8,347,200	-	-	-	-	-	-
Net Cash Provided (Used) by Operating Activities	608,441	705,868	2,973,652	5,843,211	5,364,998	8,345,286	69,808	122,626	206,195	268,836	365,819	439,628
Cash Flows from Noncapital Financing Activities												
Transfer from other funds (Sundance Woods repayment)	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to other funds (Fund 342 - existing debt service)	(598,350)	(724,950)	(775,697)	(814,481)	(855,205)	(897,966)	(942,864)	-	-	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	(598,350)	(724,950)	(775,697)	(814,481)	(855,205)	(897,966)	(942,864)	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities												
Acquisition of capital assets	(1,931,128)	(1,670,000)	(4,025,000)	(8,781,000)	(10,438,000)	(16,378,000)	(100,000)	(100,000)	(30,599,000)	(16,380,000)	-	(100,000)
Connection charges (200 units, annual increase in rate charged to developers)	1,937,571	1,933,200	2,068,524	2,063,353	2,280,548	2,394,575	2,514,304	2,640,019	2,772,020	2,910,621	3,056,152	3,208,960
Proceeds from bonds and notes issued	-	-	-	-	-		-	-	30,449,000	-	-	-
Principal and interest paid on long-term debt	-	-	-	-	-	-	-	-	-	(2,435,920)	(2,390,247)	(2,344,573)
Net Cash Used by Capital and Related Financing Activities	6,443	263,200	(1,956,476)	(6,717,647)	(8,157,452)	(13,983,425)	2,414,304	2,540,019	2,622,020	(15,905,299)	665,906	764,387
Cash Flows from Investing Activities												
Investment earnings	367,757	386,145	308,916	293,470	321,861	205,458	-	32,425	113,277	201,521	-	-
Net Increase (Decrease) in Cash and Cash Equivalents	384,291	630,263	550,395	(1,395,448)	(3,325,799)	(6,330,647)	1,541,248	2,695,070	2,941,491	(15,434,941)	1,031,724	1,204,015
Cash and Cash Equivalents, January 1	9,026,518	9,410,809	10,041,072	10,591,466	9,196,019	5,870,220	(460,426)	1,080,822	3,775,891	6,717,383	(8,717,559)	(7,685,835)
Cash and Cash Equivalents, December 31	$ 9,410,809	$ 10,041,072	$ 10,591,466	$ 9,196,019	$ 5,870,220	$ (460,426)	$ 1,080,822	$ 3,775,891	$ 6,717,383	$ (8,717,559)	$ (7,685,835)	$ (6,481,820)
Connection Charges (Water Access Charge and Trunk) Per Unit Assumption	$ 9,206	$ 9,666	$ 10,343	$ 10,860	$ 11,403	$ 11,973	$ 12,572	$ 13,200	$ 13,860	$ 14,553	$ 15,281	$ 16,045

City of Dayton, Minnesota
Capital Improvement Plan - Sewer Enterprise Fund 602
Schedule of Planned Capital Outlay 2025 to 2035

Department	Paid By	Replacement Year	Item	Cost	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Sewer	City	2025	Enclosed Trailer with Emergency Tools and Supplies	20,000	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sewer	City	2025	Sewer Main Bulkheading in River Hills	35,000	35,000	-	-	-	-	-	-	-	-	-	-
Sewer	City	2026	Permanent Generator River Hills Lift Station	75,000	-	75,000	-	-	-	-	-	-	-	-	-
Sewer	City	2026	113th Avenue Extension/Connection (new)	156,000	-	156,000	-	-	-	-	-	-	-	-	-
Sewer	Developer/Assessment (50/50)	2027	Territorial Rd Improvements (Pkwy to Brockton)	380,000	-	-	380,000	-	-	-	-	-	-	-	-
Sewer	City/Assessment	2027	113th Ave Reconstruction	317,000	-	-	317,000	-	-	-	-	-	-	-	-
Sewer	City	2028	Security Cameras at Lift Stations	70,000	-	-	-	70,000	-	-	-	-	-	-	-
Sewer	City	2035	Replace Vac Truck	400,000	-	-	-	-	-	-	-	-	-	-	400,000
					$ 55,000	$ 231,000	$ 697,000	$ 70,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 400,000

City of Dayton, Minnesota
Capital Improvement Plan - Sewer Enterprise Fund 602
Statements of Cash Flows

	2024 Actual Amounts	2025 Estimated Amounts	2026 Estimated Amounts	2027 Estimated Amounts	2028 Estimated Amounts	2029 Estimated Amounts	2030 Estimated Amounts	2031 Estimated Amounts	2032 Estimated Amounts	2033 Estimated Amounts	2034 Estimated Amounts	2035 Estimated Amounts
Cash Flows from Operating Activities												
Receipts from customers and users (based on most recent utility rate analysis)	$ 1,263,166	$ 1,223,000	$ 1,350,000	$ 1,485,000	$ 1,574,100	$ 1,700,028	$ 1,802,030	$ 1,892,131	$ 2,005,659	$ 2,105,942	$ 2,232,299	$ 2,343,913
Payments to suppliers (3% growth assumption)	(764,016)	(1,198,465)	(1,382,862)	(1,424,348)	(1,467,078)	(1,511,091)	(1,556,423)	(1,603,116)	(1,651,210)	(1,700,746)	(1,751,768)	(1,804,321)
Payments to employees (3% growth assumption)	(254,934)	(262,582)	(257,370)	(265,091)	(273,044)	(281,235)	(289,672)	(298,362)	(307,313)	(316,533)	(326,029)	(335,809)
Operating grants and contributions	10,946	-	-	190,000	-	-	-	-	-	-	-	-
	255,162	(238,047)	(290,232)	(14,439)	(166,022)	(92,298)	(44,066)	(9,347)	47,136	88,664	154,502	203,783
Cash Flows from Noncapital Financing Activities												
Transfers (to) from other funds (Sundance Woods repayment)	-	-	-	-	-	-	-	-	-	-	-	-
Transfer to other funds (Fund 342 - existing debt service)	(237,825)	(277,050)	(290,903)	(311,266)	(326,829)	(343,170)	(360,329)	-	-	-	-	-
	(237,825)	(277,050)	(290,903)	(311,266)	(326,829)	(343,170)	(360,329)	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities												
Acquisition of capital assets		(55,000)	(231,000)	(697,000)	(70,000)	-	-	-	-	-	-	(400,000)
Connection charges (200 units, annual increase in rate charged to developers)	750,675	738,800	775,740	830,042	871,544	915,121	960,877	1,008,921	1,059,367	1,112,335	1,167,952	1,226,350
Special Assessment Payments	-	-	-	-	76,670	75,973	75,276	74,579	73,882	73,185	72,488	71,791
Proceeds from bonds and notes issued	-	-	-	-	-	-	-	-	-	-	-	-
Principal and interest paid on long-term debt	-	-	-	-	-	-	-	-	-	-	-	-
	750,675	683,800	544,740	133,042	878,214	991,094	1,036,153	1,083,500	1,133,249	1,185,520	1,240,440	898,141
Cash Flows from Investing Activities												
Investment earnings	152,085	159,689	143,720	129,348	116,413	164,246	162,378	186,202	224,013	266,145	312,355	363,574
Net Increase (Decrease) in Cash and Cash Equivalents	920,097	328,392	107,326	(63,315)	501,776	719,872	794,137	1,260,355	1,404,398	1,540,329	1,707,297	1,465,497
Cash and Cash Equivalents, January 1	2,898,458	3,818,555	4,146,947	4,254,273	4,190,959	4,692,735	5,412,606	6,206,743	7,467,098	8,871,496	10,411,825	12,119,122
Cash and Cash Equivalents, December 31	$ 3,818,555	$ 4,146,947	$ 4,254,273	$ 4,190,959	$ 4,692,735	$ 5,412,606	$ 6,206,743	$ 7,467,098	$ 8,871,496	$ 10,411,825	$ 12,119,122	$ 13,584,619
Connection Charges (Sewer Access Charge and Trunk) Per Unit Assumption	$ 3,518	$ 3,694	$ 3,879	$ 4,150	$ 4,358	$ 4,576	$ 4,804	$ 5,045	$ 5,297	$ 5,562	$ 5,840	$ 6,132

ITEM:

Consider Adoption of Resolution 92-2025 Adopting the Final EDA/HRA Levy for 2026

AND

Resolution 93-2025 Adopting the Final City Tax Levy for 2026

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Approval of Resolution 92-2025 Adopting the Final EDA/HRA Levy for 2026; and
Resolution 93-2025 Adopting the Final City Tax Levy for 2026

BACKGROUND:

Staff and City Council have worked diligently over the past eight months in preparing and reviewing the 2026 budget. During the meeting a presentation will be made and public hearing will be held on the final 2026 budget. Resolution 92-2025 has been prepared to adopt the final EDA/HRA tax levy for 2026 and Resolution 93-2025 adopting the final City tax levy for 2026. Consideration of these resolutions are the final actions necessary for the completion of the 2025 budget. This budget will result in an approximate city tax rate of 35.395% for 2026.

We have continued to expand the budget document to include additional narrative that provides information on the budget process, explanation of tax levy, tax rate, and tax capacity; summary of the tax levy, and charts to illustrate general fund revenue and expenditures. We also added the City's mission statement, goals with a progress report on each of the goals and summary of each department responsibilities. The goal of this expanded narrative is to help residents have a better understanding of the budget preparation process. The narrative is located after the Budget Memo.

CRITICAL ISSUES:

There are no critical issues.

RECOMMENDATION:

Staff recommends approval of Resolutions 92-2025 and 93-2025.

ATTACHMENT(S):
Resolution 92-2025
Resolution 93-2025
2026 Final Budget Memo
2026 Budget Narrative

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION NO. 92-2025

RESOLUTION APPROVING 2026 FINAL ECONOMIC DEVELOPMENT AUTHORITY PROPERTY TAX LEVY

WHEREAS, pursuant to Minnesota Statutes, Section 469.090 to 469.108 (the "EDA Act"), the City Council of the City of Dayton created the City of Dayton Economic Development Authority (the "Authority"); and

WHEREAS, Section 469.033, subdivision 6 of the Act authorizes the Authority to levy a tax upon all taxable property within the City to be expended for the purposed authorized by the EDA Act; and

WHEREAS, such levy may be in an amount not to exceed 0.0185 percent of estimated market value of the City; and

WHEREAS, the Authority has filed its budget for the special benefit levy in accordance with the budget procedures of the City in the amount of $25,000; and

WHEREAS, based upon such budgets the Authority will levy all or such portion of the authorized levy as it deems necessary and proper;

NOW THEREFORE BE IT RESOLVED by the City of Dayton City Council:

1. That approval is hereby given for the Authority to levy, for taxes payable in 2026, such tax upon the taxable property of the City as the Authority may determine, subject to the limitations contained in the EDA Act.

Adopted by the Dayton City Council on this 9th day of December, 2025.

Motion made by _____, seconded by Councilmember _____, motion carried unanimously.

_____
Dennis Fisher, Mayor

ATTEST:

_____
Amy Benting, ACA/City Clerk

CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA

RESOLUTION NO. 93-2025

RESOLUTION ADOPTING THE 2026 FINAL GENERAL FUND BUDGET AND PROPERTY TAX LEVY

WHEREAS, the City of Dayton is required by State law to approve a resolution setting forth an annual tax levy to the Hennepin County Auditor; and

WHEREAS, Minnesota Statues require approval of a preliminary property tax levy and preliminary budget on or before September 30th of each year; and

WHEREAS, the City County approved the preliminary levy and budget on September 10, 2024; and

WHEREAS, Minnesota Statues require approval of a final property tax levy and final budget on or before December 30th of each year; and

WHEREAS, the City Council has received the final budget document;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Dayton that the Final 2025 budget shall be as follows:

	Actual 2024	YTD 11/30/2025	Budget 2025	Budget 2026	Amount Change	Percent Change
Revenues						
Property Taxes	$ 5,945,574	$ 3,645,435	$ 6,480,700	$ 7,133,560	$ 652,860	10%
Licenses and permits	1,541,642	995,037	1,321,600	1,362,800	41,200	3%
Intergovernmental	615,534	635,110	519,000	561,670	42,670	8%
Charges for services	19,200	31,992	16,700	31,300	14,600	87%
Fines and forfeits	18,424	23,730	100,000	50,000	(50,000)	-50%
Miscellaneous revenue	179,673	69,088	65,000	56,500	(8,500)	-13%
Interest earnings	80,325	78,953	80,000	85,000	5,000	6%
Refunds and reimbursements	10,546	12,750	13,500	5,500	(8,000)	-59%
Total Revenues	$ 8,410,918	$ 5,492,095	$ 8,596,500	$ 9,286,330	$ 689,830	

	Actual 2024	YTD 11/30/2025	Budget 2025	Budget 2026	Amount Change	Percent Change
Expenditures						
Council	$ 62,963	$ 54,803	$ 66,330	$ 67,590	$ 1,260	2%
Committees - Commissions	3,698	1,870	8,190	9,180	990	12%
Administration	117,608	131,087	135,870	148,360	12,490	9%
Elections	47,389	3,150	5,000	49,320	44,320	886%
City Clerk	143,571	113,296	148,920	145,320	(3,600)	-2%
Finance	339,550	309,070	364,520	361,720	(2,800)	-1%
Assessing Services	195,861	863	-	-	-	0%
Audit Services	35,600	38,400	36,000	36,000	-	0%
Engineering Services	118,284	99,873	100,000	100,000	-	0%
Legal Services	91,138	100,195	88,000	93,800	5,800	7%
Recycling Services	252,158	226,256	242,500	307,500	65,000	27%
Inspections Services	697,776	607,922	626,830	666,260	39,430	6%
Planning & Economic Dev	261,379	168,503	277,480	284,920	7,440	3%
Central Services	77,892	87,402	89,200	207,250	118,050	132%
Information Technology	94,189	107,868	146,000	141,000	(5,000)	-3%
Activity Center	80,464	109,172	149,410	140,350	(9,060)	-6%
Patrol and Investigation	2,645,565	2,789,260	3,240,110	3,687,320	447,210	14%
Emergency Management	18,697	25,838	15,900	17,200	1,300	8%
Animal Control	2,844	2,727	6,100	4,500	(1,600)	-26%
Fire Suppression	839,528	601,151	1,001,060	956,920	(44,140)	-4%
Public Works	1,335,227	1,148,976	1,241,340	1,223,690	(17,650)	-1%
Parks	408,054	403,399	568,740	593,130	24,390	4%
Contingency	98,491	39,879	39,000	45,000	6,000	0%
Total Expenditures	$ 7,967,926	$ 7,170,960	$ 8,596,500	$ 9,286,330	$ 689,830	
Total Surplus/(Deficit)	$ 442,992	$ (1,678,865)	$ -	$ -	$ -	

BE IT FURTHER RESOLVED by the City Council of the City of Dayton, Counties of Hennepin and Wright, Minnesota, that the following sums of money be levied for collection in 2025 upon the taxable property within the City of Dayton for the following purposes:

	2025 Budget	2026 Preliminary Budget	Increase (Decrease)	% Change of Overall Levy
Base Levy				
General Fund	6,480,700	7,122,060	$ 641,360	7.31%
Capital Equipment	1,020,000	987,000	(33,000)	-0.38%
Park Capital Equipment	45,000	60,000	15,000	0.17%
Capital Facilities	220,000	200,000	(20,000)	-0.23%
Pavement Management	800,000	800,000	-	0.00%
Total Base Levy	8,565,700	9,169,060	603,360	6.88%
Debt Service				
2016A Improvement Bonds	210,000	210,000	-	0.00%
Total Debt Service Levy	210,000	210,000	-	0.00%
Total General Levy	$ 8,775,700	$ 9,379,060	$ 603,360	6.88%
EDA Levy				
EDA General Fund	-	25,000	25,000	0.28%
Total EDA Levy	-	25,000	25,000	0.28%
Total City Wide Levy	$ 8,775,700	$ 9,404,060	$ 628,360	7.16%

The debt service tax levies have been adjusted or cancelled based on the City's review of its debt service levy requirements. The following adjustments have been made to the debt levies:

The levy required for the GO Improvement Refunding, 2014A in the amount of $916,145.51 has been cancelled.

The levy required for the GO Improvement Refunding, 2015A in the amount of $710,269.21 has been cancelled.

The levy required for the GO Capital Improvement Bonds/Equipment Certificates, 2016A has been adjusted from $222,980.63 to $210,000 as noted above.

The levy required for the GO Improvement Bonds, 2020A in the amount of $159,224.05 has been cancelled.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to transmit this information to the County Auditor of Hennepin County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

Adopted by the Dayton City Council on this 9th day of December, 2025.

Motion made by _____, seconded by Councilmember _____, motion carried unanimously.

_____
Dennis Fisher, Mayor

ATTEST:

_____
Amy Benting, ACA/City Clerk



CITY OF DAYTON, MINNESOTA
2026 FINAL
ANNUAL BUDGET AND TAX LEVY

DECEMBER 9, 2025

Prepared by Zach Doud, City Administrator

City of Dayton, Minnesota
2026 Final Annual Budget and Tax Levy
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INTRODUCTORY SECTION

CITY OF DAYTON, MINNESOTA
2026 FINAL ANNUAL BUDGET AND TAX LEVY

December 9, 2025

Honorable Mayor and City Council
City of Dayton
12260 South Diamond Lake Road
Dayton, Minnesota 55327

Introduction

Enclosed is the 2026 Final General fund budget as prepared by City Staff for consideration by the City Council. As you are aware, the construction of the City's annual budget is a year-long process commencing with Mayor, Council, and Staff input, budget work sessions, and finally culminating in the provided document. Some of the initiatives and goals that were set during this budget process included the following items from the budget work session notes and from meetings throughout this budget cycle.

1) Keeping the tax rate flat at from 35.40% from 2025 to 2026.

2) Continuation of the pavement management levy to support future pavement management needs as outlined in the draft 2026 - 2035 Long Term Plan.

3) Continuation of the capital equipment levy to support future capital needs in the capital equipment fund as outlined in the draft 2026 - 2035 Long Term Plan.

4) Continuation of the capital facilities levy to support future capital needs in the capital facilities fund as outlined in the draft 2026 - 2035 Long Term Plan.

5) Continuation of the debt service levies based on analysis that is completed annually based on debt service payments.

6) Staffing changes as highlighted under Staffing below.

7) Changes in revenues and expenditures as highlighted below.

Staffing

The 2026 budget assumes continued implementation of the existing salary schedule that includes step increases of 4 percent and a salary adjustment (previously known as COLA) of 3.0 - 4.0 percent.

Summary of Changes:

Changes in staffing are as follows:

- 1 Full-Time hire for Police are requested in 2026. This position requested is to continue to add additional police officers to shifts as the community continues to grow and more calls for services are needed.
- 1 Full-Time hire for Public Works Maintenance is requested in 2026. This position is needed based on the growth of the community; this position is combined of 2 Part-Time positions that were in the budget previously. 1 Full-Time position is considered more valuable than 2 Part-Time positions.
- Adjustment of the time spent by Firefighters by moving to a more structured model for call response instead of the typical paid on call response. This model for the budget utilizes a duty-crew during certain hours of the day to provide more structure in who is responding to calls and when.

General Fund Revenues

A summary of the general fund revenues for 2024 and YTD 2025 and budgeted revenue for 2025 and 2026 are as follows:

	Actual 2024	YTD 11/30/2025	Budget 2025	Budget 2026	Amount Change	Percent Change
Revenues						
Property Taxes	$ 5,945,574	$ 3,645,435	$ 6,480,700	$ 7,133,560	$ 652,860	10%
Licenses and permits	1,541,642	995,037	1,321,600	1,362,800	41,200	3%
Intergovernmental	615,534	635,110	519,000	561,670	42,670	8%
Charges for services	19,200	31,992	16,700	31,300	14,600	87%
Fines and forfeits	18,424	23,730	100,000	50,000	(50,000)	-50%
Miscellaneous revenue	179,673	69,088	65,000	56,500	(8,500)	-13%
Interest earnings	80,325	78,953	80,000	85,000	5,000	6%
Refunds and reimbursements	10,546	12,750	13,500	5,500	(8,000)	-59%
Total Revenues	$ 8,410,918	$ 5,492,095	$ 8,596,500	$ 9,286,330	$ 689,830	

Key Changes:

- Property Taxes – Increase to offset increase in expenditures
- Licenses and Permits – Increase due to changes in the fee schedule.
- Intergovernmental Revenues – Increase due to additional state dollars in aids based on the growth that the community has seen over the last number of years.
- Fines and Forfeits – This is adjusted downward based on the number of fines that we are seeing being processed through the judicial system in Hennepin County, this is not reflective of the work being completed by our police officers.

General Fund Expenditures

A summary of the general fund expenditures for 2024 and YTD 2025 and budgeted expenditures for 2025 and 2026 are as follows:

	Actual 2024	YTD 11/30/2025	Budget 2025	Budget 2026	Amount Change	Percent Change
Expenditures						
Council	$ 62,963	$ 54,803	$ 66,330	$ 67,590	$ 1,260	2%
Committees - Commissions	3,698	1,870	8,190	9,180	990	12%
Administration	117,608	131,087	135,870	148,360	12,490	9%
Elections	47,389	3,150	5,000	49,320	44,320	886%
City Clerk	143,571	113,296	148,920	145,320	(3,600)	-2%
Finance	339,550	309,070	364,520	361,720	(2,800)	-1%
Assessing Services	195,861	863	-	-	-	0%
Audit Services	35,600	38,400	36,000	36,000	-	0%
Engineering Services	118,284	99,873	100,000	100,000	-	0%
Legal Services	91,138	100,195	88,000	93,800	5,800	7%
Recycling Services	252,158	226,256	242,500	307,500	65,000	27%
Inspections Services	697,776	607,922	626,830	666,260	39,430	6%
Planning & Economic Dev	261,379	168,503	277,480	284,920	7,440	3%
Central Services	77,892	87,402	89,200	207,250	118,050	132%
Information Technology	94,189	107,868	146,000	141,000	(5,000)	-3%
Activity Center	80,464	109,172	149,410	140,350	(9,060)	-6%
Patrol and Investigation	2,645,565	2,789,260	3,240,110	3,687,320	447,210	14%
Emergency Management	18,697	25,838	15,900	17,200	1,300	8%
Animal Control	2,844	2,727	6,100	4,500	(1,600)	-26%
Fire Suppression	839,528	601,151	1,001,060	956,920	(44,140)	-4%
Public Works	1,335,227	1,148,976	1,241,340	1,223,690	(17,650)	-1%
Parks	408,054	403,399	568,740	593,130	24,390	4%
Contingency	98,491	39,879	39,000	45,000	6,000	0%
Total Expenditures	$ 7,967,926	$ 7,170,960	$ 8,596,500	$ 9,286,330	$ 689,830	

Key Changes of $40,000 or more per Department

- Elections – Change is based on having an election in even-numbered years, this is estimated based on the actuals from the 2024 fiscal year.

- Recycling Services – Changes are based on the contract adopted by the City Council and the increase in number of carts being picked up within the City with the growth that the community is seeing.

- Inspections Department – Budgeted increase for professional services (Metro West) time on inspections compared to previous years. Additional increases are based on union contracts.

- Central Services – Change is not technically an increase in the General Fund; however it is a reallocation of where our utilities are paid out of. Instead of coding them to each individual department, they are now all paid out of this code to make coding and utilities easier to manage.

- Patrol and Investigate – Increase in wages and benefits due to all officers receiving a 4.0% market rate adjustment, 4% salary adjustment, along with eligible officers receiving a 4.0% step increase. In addition, this includes 1 Full-Time new position starting at Jan 1.

- Fire Suppression – Decrease in time allocated for Part-Time wages and benefits related to the direction for a change in the staffing model from a POC (paid-on call) system to a more structured duty crew system with still a portion of calls being POC. This decrease in wages and benefits for the budget results in an increase in the hourly wages of firefighters from the current rate of $17/hour to a Grade 1 pay starting at $25.14. Decrease is also related to changing coding for utilities that are now part of the central services budget increase above.

Tax Levy Summary

Overall, the tax levy includes levies for general operations, capital improvements, debt service, and economic development. The 2025 levies and 2026 proposed tax levies are listed below.

	2025 Budget	2026 Preliminary Budget	Increase (Decrease)	% Change of Overall Levy
Base Levy				
General Fund	6,480,700	7,122,060	$ 641,360	7.31%
Capital Equipment	1,020,000	987,000	(33,000)	-0.38%
Park Capital Equipment	45,000	60,000	15,000	0.17%
Capital Facilities	220,000	200,000	(20,000)	-0.23%
Pavement Management	800,000	800,000	-	0.00%
Total Base Levy	8,565,700	9,169,060	603,360	6.88%
Debt Service				
2016A Improvement Bonds	210,000	210,000	-	0.00%
Total Debt Service Levy	210,000	210,000	-	0.00%
Total General Levy	$ 8,775,700	$ 9,379,060	$ 603,360	6.88%
EDA Levy				
EDA General Fund	-	25,000	25,000	0.28%
Total EDA Levy	-	25,000	25,000	0.28%
Total City Wide Levy	$ 8,775,700	$ 9,404,060	$ 628,360	7.16%

The 2026 proposed levy will result in a 7.16 percent increase, compared to a 11.24 percent increase in the 2025 levy. As illustrated in the tax capacity section below, the increase in the property tax levy is estimated to reduce the City's tax rate due to growth in the City's overall tax capacity offsetting the proposed increases.

Tax Capacity

	Actual Payable 2025	Estimated Payable 2026	
Tax Capacity (Hennepin)	26,958,311	29,286,851	
Additional Tax Capacity (Wright)	105,095	105,095	
TIF Captured Value	(2,265,056)	(3,298,679)	
Fiscal Disparities Contribution	(2,278,058)	(1,846,977)	
Net Tax Capacity	**22,520,292**	**$ 24,246,290**	
Certified Levy (including EDA)	8,775,700	$ 9,404,060	
Fiscal Disparities Distribution	(804,850)	(822,000)	
Local Levy	**7,970,850**	**$ 8,582,060**	
City Tax Rate	**35.394%**	**35.296%**	*
EDA Special District Tax Rate	0.000%	0.100%	*
County Tax Rate	37.081%	39.190%	*(1)*
School Tax Rate	23.640%	24.663%	*(1)*
Other Tax Rate	6.282%	6.360%	*(1)*
Total Tax Rate	**102.397%**	**105.609%**	

**The City's Payable 2025 tax rate has been estimated based on preliminary tax capacity information provided by Hennepin and Wright Counties. The final tax capacity and rate will vary from the rate estimated in this report.*

(1) Final tax rates for the County, School and Other Districts will not be known until the December final tax levy deadline. The School and Other Tax Rate will vary based on a property's location within Dayton, as the City limits overlap multiple school and other taxing districts. The current school district used is Osseo and the county used is Hennepin.

2025 Assessment Report Summary

Overview

The Hennepin County Assessor issued their annual report in March of 2025. The assessment made will be used to determine the distribution of the property taxes levied by the various taxing jurisdictions within Hennepin County for taxes payable in 2026. The report collects data from October 1, 2023 to September 30, 2024 for the 2025 assessment and the 2026 taxes payable.

As a reminder, higher or lower market values do not automatically equate to lower or higher property taxes. Market value only determines the portion of the total tax the property owner will pay, while the level of taxation is determined by the budgets and resulting levies of the varying taxing authorities which are part of the property owners overall tax bill.

Summary of the 2025 Assessment

The property tax capacity values increased significantly again in 2026.

Property Type	2024 Pay 2025	2025 Pay 2026	% Change	$ Change
Commercial/Industrial	$ 7,591,184	$ 8,368,816	10.24%	777,632
Apartment	48,313	48,313	0.00%	0
Residential	18,451,617	20,057,154	8.70%	1,605,537
Agriculture	725,054	729,838	0.66%	4,784
Other	247,238	187,825	-24.03%	(59,413)
Total	$ 27,063,406	$ 29,391,946	8.60%	2,328,540

The 2026 property tax capacity values increased 8.60 percent. In comparison, the 2025 property tax capacity values increased 16.63 percent and the 2024 property tax capacity values increased 26.96 percent.

Tax Relief Programs

The State has three direct property tax relief programs: the homestead credit refund, the renter's refund, and the special property tax refund (also known as the "targeting program").

Homestead Credit Refund

The homestead credit refund is a program that provides a refund to homeowners when their property taxes exceed a certain percentage of the household's income. The 2013 Legislature renamed the former property tax refund program and also approved modifications to the eligibility guidelines and the refund structure that will increase the number of taxpayers eligible to receive the refund. There were adjustments made to the program in 2023 for the 2025 assessment year.

http://www.revenue.state.mn.us/individuals/prop_tax_refund/Pages/Homeowners_Property_Tax_Refund.aspx

Renter's Refund

Renters may be eligible for a separate program referred to as the renter property tax refund or the "renter's credit." The renter's property tax refund program is a state-paid refund that provides tax relief to renters whose rent and "implicit property taxes" are high relative to their incomes. Under the program, "rent constituting property taxes" is assumed to equal 17 percent of rent paid. If rent constituting property tax exceeds a threshold percentage of income, the renter is eligible for a refund equal to a percentage of the tax over the threshold, up to a maximum amount.

http://www.revenue.state.mn.us/individuals/prop_tax_refund/Pages/Renters_Property_Tax_Refund.aspx

Special Property Tax Refund

The special property tax refund program, frequently referred to as the "targeting program," directs property tax relief to homeowners who have large property tax increases from one year to the next. The special property tax refund has no income component, and a homeowner qualifies if the property tax on the home has increased by more than 12 percent over the previous year's tax and if the increase is over $100. The maximum refund is $1,000.

http://www.revenue.state.mn.us/individuals/prop_tax_refund/Pages/Homeowners_Property_Tax_Refund.aspx

FINANCIAL SECTION

CITY OF DAYTON, MINNESOTA
2026 FINAL GENERAL FUND BUDGET REPORT

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 40100 - Property Taxes					
Revenue					
101-40100-31010	Current Ad Valorem Taxes	5,945,573.76	3,627,160.63	6,480,700.00	7,122,060.00
101-40100-31800	Other Taxes	5,790.30	13,690.39	1,000.00	4,000.00
101-40100-33404	MVC AG Credit	9,292.92	4,584.16	8,500.00	7,500.00
TOTAL REVENUE		5,960,656.98	3,645,435.18	6,490,200.00	7,133,560.00
NET OF REVENUES/APPROPRIATIONS - 40100 - Prop		5,960,656.98	3,645,435.18	6,490,200.00	7,133,560.00
Dept 40300 - Licenses / Permits					
Revenue					
101-40300-32050	Cigarette License	600.00	600.00	600.00	800.00
101-40300-32105	Burn Permits	1,000.00	950.00	1,000.00	1,000.00
101-40300-32110	Liquor Licenses	10,825.00	11,575.00	10,000.00	11,000.00
101-40300-32160	Rental Licenses	20,575.00	23,250.00	5,000.00	20,000.00
101-40300-32170	Mechanical Permits	31,415.54	30,030.10	25,000.00	28,000.00
101-40300-32180	Other Permits	23,080.00	18,103.19	20,000.00	23,000.00
101-40300-32210	Building Permits	904,916.83	501,900.65	800,000.00	800,000.00
101-40300-32215	Fire Protection Permit	7,310.37	5,826.32	10,000.00	9,000.00
101-40300-32217	Septic Permit	3,700.00	2,000.00	2,000.00	2,000.00
101-40300-32218	Wetland Permit	1,050.00	1,750.00	1,000.00	1,000.00
101-40300-32230	Plumbing Permits	42,786.22	29,747.25	26,000.00	30,000.00
101-40300-34103	Zoning and Subdivision Fe	2,900.00	2,500.00	3,000.00	3,000.00
101-40300-34104	Plan Check Fee	463,922.83	295,154.56	400,000.00	400,000.00
101-40300-34110	Software Surcharge Fee	18,200.00	59,850.00	10,000.00	25,000.00
101-40300-34115	PUD Application Fee		400.00		
101-40300-34117	Admin. Subdiv. Fee	6,360.00	7,950.00	3,500.00	6,000.00
101-40300-34120	Cond. Use Permit	1,800.00	1,050.00	1,000.00	1,000.00
101-40300-34126	Final Plat Fee	1,200.00	2,400.00	3,500.00	2,000.00
TOTAL REVENUE		1,541,641.79	995,037.07	1,321,600.00	1,362,800.00
NET OF REVENUES/APPROPRIATIONS - 40300 - Lice		1,541,641.79	995,037.07	1,321,600.00	1,362,800.00
Dept 40400 - Intergovernmental					
Revenue					
101-40400-33100	Federal Grants and Aids	182,665.51			
101-40400-33401	Local Government Aid	2,690.00			
101-40400-33406	PERA Rate Aid	(5,823.00)			
101-40400-33416	Police Training Reimburse	10,136.42	11,933.15	8,000.00	10,000.00
101-40400-33418	MSA Maintenance	138,154.00	195,256.00	184,000.00	200,000.00
101-40400-33419	Muni State Aid St Constru	3,978.00	15,676.00	4,000.00	
101-40400-33422	Other State Aid Grants	36,017.81	43,028.93	40,000.00	20,000.00
101-40400-33425	Police State Aid	124,016.32	160,527.79	145,000.00	160,000.00
101-40400-33431	LOCAL AFFORDABLE HOUSING		36,598.51		
101-40400-33436	Safe and Sober	3,068.44	27,801.91	10,000.00	10,000.00
101-40400-33450	Fire Relief Aid	98,153.92	122,611.13	115,000.00	125,000.00
101-40400-33619	RECYCLING GRANT	22,476.62	21,676.36	13,000.00	16,670.00
TOTAL REVENUE		615,534.04	635,109.78	519,000.00	541,670.00
NET OF REVENUES/APPROPRIATIONS - 40400 - Inte		615,534.04	635,109.78	519,000.00	541,670.00
Dept 40500 - Charges for Service					
Revenue					
101-40500-34101	Rent Revenue Ballfields-P	365.92	14,759.07	200.00	15,000.00
101-40500-34108	Admin Charges	625.00	200.00	5,000.00	500.00
101-40500-34109	Administrative Police Cha	2,143.00	1,530.00	1,000.00	1,500.00
101-40500-34111	City Facility Rental	11,727.68	10,046.18	6,500.00	10,000.00
101-40500-34112	CITY ACTIVITY (TAXED)		88.46		
101-40500-34113	CITY ACTIVITY (NON-TAXED)		1,152.00		
101-40500-34202	Special Fire Protection S	213.00			
101-40500-34403	Refuse Collection Charges	4,125.00	4,216.00	4,000.00	4,300.00
TOTAL REVENUE		19,199.60	31,991.71	16,700.00	31,300.00
NET OF REVENUES/APPROPRIATIONS - 40500 - Cha		19,199.60	31,991.71	16,700.00	31,300.00
Dept 40600 - Fines & Forfeitures					
Revenue					
101-40600-35100	Court Fines	18,424.19	23,729.67	70,000.00	50,000.00
101-40600-35102	CREDIT CARD FEES			30,000.00	
TOTAL REVENUE		18,424.19	23,729.67	100,000.00	50,000.00
NET OF REVENUES/APPROPRIATIONS - 40600 - Fine		18,424.19	23,729.67	100,000.00	50,000.00
Dept 40700 - Misc Revenue					
Revenue					
101-40700-34710	Return CheckFees	185.62	616.38		
101-40700-36200	Miscellaneous Revenues	116,774.10	15,935.34	20,000.00	15,000.00

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 40700 - Misc Revenue					
Revenue					
101-40700-36210	Interest Earnings	80,324.81	78,953.07	80,000.00	85,000.00
101-40700-36220	Cell Tower Lease	32,020.64		31,000.00	33,000.00
101-40700-36230	Contributions and Donatio		47,804.71	2,500.00	5,000.00
101-40700-36242	Insurance Reimbursement	11,125.00		2,000.00	2,000.00
101-40700-39101	Sales of General Fixed As	4,485.00	2,392.00		1,000.00
TOTAL REVENUE		244,915.17	145,701.50	135,500.00	141,000.00
NET OF REVENUES/APPROPRIATIONS - 40700 - Misc		244,915.17	145,701.50	135,500.00	141,000.00
Dept 40800 - Expense Reimbursement					
Revenue					
101-40800-34010	Administration Exp Reimbu		12,200.00		5,000.00
101-40800-34020	Police Exp Reimbured	10,157.18	550.00		500.00
TOTAL REVENUE		10,157.18	12,750.00		5,500.00
NET OF REVENUES/APPROPRIATIONS - 40800 - Expe		10,157.18	12,750.00		5,500.00
Dept 41110 - Council					
Expenditure					
101-41110-50100	WAGES AND SALARIES (GENER	29,056.56	13,041.00	26,080.00	26,080.00
101-41110-50122	FICA/MED	2,222.85	997.65	2,000.00	2,000.00
101-41110-50123	STATE PAID LEAVE				110.00
101-41110-50205	Subscriptions/Membershp	26,145.00	25,032.50	25,000.00	28,000.00
101-41110-50208	Professional Development	527.51	2,676.08	1,600.00	2,000.00
101-41110-50210	Operating Supplies	1,285.59	2,111.93	550.00	3,000.00
101-41110-50300	Professional Srvs		4,092.35		
101-41110-50320	Communications		1,112.78	3,000.00	
101-41110-50331	Mileage		253.60	500.00	500.00
101-41110-50352	General Notices and Pub I	2,525.07	4,365.01	6,000.00	4,500.00
101-41110-50361	General & Wkr Comp Ins	66.86	69.36	100.00	100.00
101-41110-50362	Property Ins	1,133.70	1,050.94	1,500.00	1,300.00
TOTAL EXPENDITURE		62,963.14	54,803.20	66,330.00	67,590.00
NET OF REVENUES/APPROPRIATIONS - 41110 - Cour		(62,963.14)	(54,803.20)	(66,330.00)	(67,590.00)
Dept 41120 - Committees-Commissions					
Expenditure					
101-41120-50100	Wages and Salaries (GENER	3,275.00	1,700.00	7,500.00	8,400.00
101-41120-50122	FICA/MED	250.53	130.06	590.00	640.00
101-41120-50123	STATE PAID LEAVE				40.00
101-41120-50210	Operating Supplies	172.72	40.00	100.00	100.00
TOTAL EXPENDITURE		3,698.25	1,870.06	8,190.00	9,180.00
NET OF REVENUES/APPROPRIATIONS - 41120 - Comm		(3,698.25)	(1,870.06)	(8,190.00)	(9,180.00)
Dept 41310 - Administration					
Expenditure					
101-41310-50100	Wages and Salaries (GENER	86,559.77	80,238.39	92,990.00	101,680.00
101-41310-50121	PERA	574.78	6,017.83	6,970.00	7,630.00
101-41310-50122	FICA/MED	6,539.83	6,138.17	7,110.00	7,780.00
101-41310-50123	STATE PAID LEAVE				450.00
101-41310-50130	Insurance-Med/Den/Life	16,693.97	12,995.36	10,800.00	11,820.00
101-41310-50200	Supplies	862.05	1,538.90	2,000.00	3,000.00
101-41310-50205	Subscriptions/Membershp		1,155.00	1,200.00	1,500.00
101-41310-50208	Professional Development	1,650.85	4,741.09	6,000.00	5,500.00
101-41310-50300	Professional Srvs		12,823.70	1,000.00	1,000.00
101-41310-50320	Communications	474.50	730.75	700.00	800.00
101-41310-50331	Mileage	863.62	1,648.54	3,000.00	3,500.00
101-41310-50361	General & Wkr Comp Ins	1,032.49	838.56	1,200.00	1,100.00
101-41310-50362	Property Ins	2,356.29	2,220.78	2,900.00	2,600.00
TOTAL EXPENDITURE		117,608.15	131,087.07	135,870.00	148,360.00
NET OF REVENUES/APPROPRIATIONS - 41310 - Admi		(117,608.15)	(131,087.07)	(135,870.00)	(148,360.00)
Dept 41410 - Elections					
Expenditure					
101-41410-50100	Wages and Salaries (GENER	40,121.62			41,000.00
101-41410-50122	FICA/MED	1,688.20			3,140.00
101-41410-50123	STATE PAID LEAVE				180.00
101-41410-50210	Operating Supplies	5,579.62	3,150.34	5,000.00	5,000.00
TOTAL EXPENDITURE		47,389.44	3,150.34	5,000.00	49,320.00
NET OF REVENUES/APPROPRIATIONS - 41410 - Elec		(47,389.44)	(3,150.34)	(5,000.00)	(49,320.00)
Dept 41420 - City Clerk					

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 41420 - City Clerk					
Expenditure					
101-41420-50100	Wages and Salaries (GENER	88,399.37	74,559.46	85,470.00	94,810.00
101-41420-50121	PERA	6,629.92	5,591.79	6,410.00	7,110.00
101-41420-50122	FICA/MED	6,762.42	5,703.65	6,540.00	7,250.00
101-41420-50123	STATE PAID LEAVE				420.00
101-41420-50130	Insurance-Med/Den/Life	16,113.33	13,499.74	16,200.00	17,730.00
101-41420-50205	Subscriptions/Membershp	170.50	645.00	1,000.00	1,000.00
101-41420-50208	Professional Development	1,204.64	1,735.00	4,000.00	3,000.00
101-41420-50300	Professional Srvs	16,880.13	5,838.25	15,000.00	2,500.00
101-41420-50320	Communications	432.06	435.92	1,000.00	1,000.00
101-41420-50331	Mileage	277.39	380.70	1,000.00	1,000.00
101-41420-50352	General Notices and Pub I	2,501.20	1,214.43	7,500.00	5,000.00
101-41420-50361	General & Wkr Comp Ins	2,064.98	1,677.10	2,300.00	2,100.00
101-41420-50362	Property Ins	2,135.33	2,015.02	2,500.00	2,400.00
TOTAL EXPENDITURE		143,571.27	113,296.06	148,920.00	145,320.00
NET OF REVENUES/APPROPRIATIONS - 41420 - City		(143,571.27)	(113,296.06)	(148,920.00)	(145,320.00)
Dept 41500 - Finance					
Expenditure					
101-41500-50100	Wages and Salaries (GENER	205,437.33	180,777.26	214,120.00	232,160.00
101-41500-50102	Overtime Wages	1,051.30	3,389.61	12,000.00	6,000.00
101-41500-50121	PERA	15,368.31	13,812.44	16,960.00	17,860.00
101-41500-50122	FICA/MED	15,136.40	13,406.09	17,300.00	18,220.00
101-41500-50123	STATE PAID LEAVE				1,050.00
101-41500-50130	Insurance-Med/Den/Life	51,081.89	39,689.96	48,240.00	53,030.00
101-41500-50200	Supplies	1,630.83	1,139.05	2,500.00	2,500.00
101-41500-50205	Subscriptions/Membershp	881.81	520.90	600.00	800.00
101-41500-50208	Professional Development	2,047.44	1,338.69	4,500.00	4,000.00
101-41500-50300	Professional Srvs	15,221.18	41,111.75	14,000.00	15,000.00
101-41500-50309	EDP, Software Svc	28,187.10	10,517.28	30,000.00	7,000.00
101-41500-50320	Communications	373.80	473.82	400.00	500.00
101-41500-50331	Mileage	741.20	705.58	1,000.00	1,000.00
101-41500-50361	General & Wkr Comp Ins	1,032.49	919.83	1,200.00	1,100.00
101-41500-50362	Property Ins	1,359.40	1,267.56	1,700.00	1,500.00
TOTAL EXPENDITURE		339,550.48	309,069.82	364,520.00	361,720.00
NET OF REVENUES/APPROPRIATIONS - 41500 - Fina		(339,550.48)	(309,069.82)	(364,520.00)	(361,720.00)
Dept 41610 - Assessing Services					
Expenditure					
101-41610-50300	Professional Srvs	195,861.03	863.31		
TOTAL EXPENDITURE		195,861.03	863.31		
NET OF REVENUES/APPROPRIATIONS - 41610 - Asse		(195,861.03)	(863.31)		
Dept 41620 - Audit Services					
Expenditure					
101-41620-50301	Auditing and Acct g Servi	35,600.00	38,400.00	36,000.00	36,000.00
TOTAL EXPENDITURE		35,600.00	38,400.00	36,000.00	36,000.00
NET OF REVENUES/APPROPRIATIONS - 41620 - Audi		(35,600.00)	(38,400.00)	(36,000.00)	(36,000.00)
Dept 41630 - Engineering Services					
Expenditure					
101-41630-50303	Engineering Fees	118,283.68	99,873.40	100,000.00	100,000.00
TOTAL EXPENDITURE		118,283.68	99,873.40	100,000.00	100,000.00
NET OF REVENUES/APPROPRIATIONS - 41630 - Engi		(118,283.68)	(99,873.40)	(100,000.00)	(100,000.00)
Dept 41640 - Legal Services					
Expenditure					
101-41640-50304	Legal Fees-Gen	67,137.75	80,195.23	60,000.00	65,000.00
101-41640-50305	Legal Fees-Prosecution	24,000.00	20,000.00	28,000.00	28,800.00
TOTAL EXPENDITURE		91,137.75	100,195.23	88,000.00	93,800.00
NET OF REVENUES/APPROPRIATIONS - 41640 - Lega		(91,137.75)	(100,195.23)	(88,000.00)	(93,800.00)
Dept 41650 - Recycling Services					
Expenditure					
101-41650-50386	Recycling	203,533.61	191,961.70	200,000.00	250,000.00
101-41650-50387	Yard Waste	43,256.44	27,916.17	35,000.00	50,000.00
101-41650-50388	Clean-up Day	5,367.76	6,378.12	7,500.00	7,500.00
TOTAL EXPENDITURE		252,157.81	226,255.99	242,500.00	307,500.00

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 41650 - Recycling Services					
NET OF REVENUES/APPROPRIATIONS - 41650 - Recy		(252,157.81)	(226,255.99)	(242,500.00)	(307,500.00)
Dept 41660 - Inspection Service					
Expenditure					
101-41660-50100	Wages and Salaries (GENER	256,866.44	272,097.57	293,970.00	317,500.00
101-41660-50121	PERA	25,995.22	26,858.79	29,460.00	31,830.00
101-41660-50122	FICA/MED	15,357.35	16,851.01	17,980.00	19,420.00
101-41660-50123	STATE PAID LEAVE				1,400.00
101-41660-50130	Insurance-Med/Den/Life	58,320.49	55,798.24	48,420.00	53,110.00
101-41660-50200	Supplies	114.06			
101-41660-50300	Professional Srvs	237,121.50	160,596.00	155,000.00	175,000.00
101-41660-50308	Contract Services	98,546.55	75,239.20	75,000.00	65,000.00
101-41660-50309	EDP, Software Svc	5,453.95	481.00	7,000.00	3,000.00
TOTAL EXPENDITURE		697,775.56	607,921.81	626,830.00	666,260.00
NET OF REVENUES/APPROPRIATIONS - 41660 - Insp		(697,775.56)	(607,921.81)	(626,830.00)	(666,260.00)
Dept 41710 - Plannning & Economic Dev					
Expenditure					
101-41710-50100	Wages and Salaries (GENER	108,897.06	96,660.40	124,320.00	130,940.00
101-41710-50102	Overtime Wages	282.76		1,000.00	1,000.00
101-41710-50121	PERA	8,188.51	7,249.53	9,400.00	9,900.00
101-41710-50122	FICA/MED	8,352.23	7,394.55	9,590.00	10,090.00
101-41710-50123	STATE PAID LEAVE				580.00
101-41710-50130	Insurance-Med/Den/Life	23,095.32	16,175.06	22,470.00	24,610.00
101-41710-50200	Supplies	242.54	268.98	500.00	500.00
101-41710-50205	Subscriptions/Membershp	2,524.61	6,301.23	18,500.00	7,000.00
101-41710-50208	Professional Development	4,634.00	3,822.50	12,000.00	9,000.00
101-41710-50300	Professional Srvs	80,428.49	17,291.70	60,000.00	75,000.00
101-41710-50321	Tele/Commun	1,380.68	1,418.46	2,000.00	2,000.00
101-41710-50331	Mileage	352.42	438.90	2,500.00	1,000.00
101-41710-50361	General & Wkr Comp Ins	21,164.68	9,766.17	13,000.00	11,300.00
101-41710-50362	Property Ins	1,836.19	1,715.46	2,200.00	2,000.00
TOTAL EXPENDITURE		261,379.49	168,502.94	277,480.00	284,920.00
NET OF REVENUES/APPROPRIATIONS - 41710 - Plar		(261,379.49)	(168,502.94)	(277,480.00)	(284,920.00)
Dept 41810 - Central Services					
Expenditure					
101-41810-50200	Supplies	7,568.72	4,381.79	8,000.00	9,000.00
101-41810-50205	Subscriptions/Membershp	8,060.78	18,214.66	4,100.00	10,000.00
101-41810-50220	Repair/Maint	12,049.16	17,453.07	15,000.00	15,000.00
101-41810-50223	Building Repair Supplies	2,232.26	2,096.73	3,500.00	3,000.00
101-41810-50300	Professional Srvs	4,849.00	3,092.95	4,000.00	4,000.00
101-41810-50308	Contract Services	16,588.16	18,165.07	11,000.00	13,000.00
101-41810-50321	Tele/Commun	4,863.15	1,385.97	9,000.00	3,000.00
101-41810-50322	Postage	3,211.94	4,243.72	4,500.00	6,050.00
101-41810-50362	Property Ins	871.01	814.36	1,200.00	1,000.00
101-41810-50381	Electric Utilities	9,733.27	9,938.02	12,000.00	66,700.00
101-41810-50383	Gas Utilities	3,529.95	3,215.21	6,600.00	59,500.00
101-41810-50384	Refuse/Garbage Disposal	4,334.32	4,400.08	5,000.00	15,000.00
101-41810-50580	Other Equipment			5,300.00	2,000.00
TOTAL EXPENDITURE		77,891.72	87,401.63	89,200.00	207,250.00
NET OF REVENUES/APPROPRIATIONS - 41810 - Cent		(77,891.72)	(87,401.63)	(89,200.00)	(207,250.00)
Dept 41820 - Information Technology					
Expenditure					
101-41820-50200	Supplies	7,492.12	12,031.82	15,000.00	15,000.00
101-41820-50205	Subscriptions/Membershp	18,421.66	37,170.28	38,000.00	35,000.00
101-41820-50300	Professional Srvs	11,773.71	13,374.86	21,500.00	21,000.00
101-41820-50308	Contract Services	41,050.19	30,620.86	38,000.00	42,000.00
101-41820-50309	EDP, Software Svc	3,562.44	2,789.99	13,500.00	13,000.00
101-41820-50580	Other Equipment	11,888.39	11,879.91	20,000.00	15,000.00
TOTAL EXPENDITURE		94,188.51	107,867.72	146,000.00	141,000.00
NET OF REVENUES/APPROPRIATIONS - 41820 - Info		(94,188.51)	(107,867.72)	(146,000.00)	(141,000.00)
Dept 41910 - Activity Center					
Expenditure					
101-41910-50100	Wages and Salaries (GENER	24,784.90	40,023.52	49,650.00	50,680.00
101-41910-50121	PERA	1,858.84	3,001.76	3,720.00	3,800.00
101-41910-50122	FICA/MED	1,896.06	3,061.83	3,800.00	3,880.00
101-41910-50123	STATE PAID LEAVE				220.00
101-41910-50130	Insurance-Med/Den/Life	2,256.97	14,450.13	17,340.00	19,070.00
101-41910-50205	Subscriptions/Membershp	1,112.83	1,132.58	2,000.00	1,500.00

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 41910 - Activity Center					
Expenditure					
101-41910-50208	Professional Development	570.00	200.74	2,000.00	1,000.00
101-41910-50210	Operating Supplies	23,385.96	22,597.12	35,000.00	30,000.00
101-41910-50211	MEALS & FOOD FOR PROGRAMS	34.20	1,722.91	2,500.00	2,000.00
101-41910-50213	EMPLOYEE APPRECIATION PRO	6,287.33	2,622.09	8,000.00	8,000.00
101-41910-50218	HOLIDAYTON				6,000.00
101-41910-50220	Repair/Maint	1,142.59	1,666.52	1,500.00	1,500.00
101-41910-50308	Contract Services	6,767.85	8,499.00	8,000.00	8,000.00
101-41910-50321	Tele/Commun	1,595.05	1,148.99	1,500.00	1,500.00
101-41910-50322	Postage	43.80	450.50	500.00	
101-41910-50331	Mileage	642.53	266.00	500.00	500.00
101-41910-50361	General & Wkr Comp Ins	602.49	460.76	1,000.00	600.00
101-41910-50362	Property Ins	1,919.82	1,821.62	2,400.00	2,100.00
101-41910-50381	Electric Utilities	1,116.05	2,846.94	2,500.00	
101-41910-50383	Gas Utilities	2,487.66	1,561.76	5,000.00	
101-41910-50384	Refuse/Garbage Disposal	1,959.38	1,637.32	2,500.00	
TOTAL EXPENDITURE		80,464.31	109,172.09	149,410.00	140,350.00
Revenue					
101-41910-36230	Contributions and Donatio		2,340.00	500.00	500.00
TOTAL REVENUE			2,340.00	500.00	500.00
NET OF REVENUES/APPROPRIATIONS - 41910 - Acti		(80,464.31)	(106,832.09)	(148,910.00)	(139,850.00)
Dept 42120 - Patrol and Investigate					
Expenditure					
101-42120-50100	Wages and Salaries (GENER	1,444,436.79	1,564,228.54	1,833,660.00	2,217,330.00
101-42120-50102	Overtime Wages	85,278.90	79,832.60	60,000.00	70,000.00
101-42120-50103	Part-Time Employees	26,867.12	41,716.45	30,000.00	20,000.00
101-42120-50107	Contract - Safe & Sober	3,745.56	20,776.69		
101-42120-50121	PERA	249,208.54	281,908.43	318,410.00	384,090.00
101-42120-50122	FICA/MED	35,439.10	36,441.68	41,320.00	48,230.00
101-42120-50123	STATE PAID LEAVE				10,150.00
101-42120-50130	Insurance-Med/Den/Life	299,579.76	285,990.09	345,720.00	424,870.00
101-42120-50200	Supplies	5,182.35	5,584.39	8,000.00	8,000.00
101-42120-50205	Subscriptions/Membershp	3,135.65	5,248.10	4,500.00	6,000.00
101-42120-50208	Professional Development	18,493.06	13,567.87	20,000.00	20,000.00
101-42120-50212	Motor Fuels	34,706.88	28,389.84	48,000.00	40,000.00
101-42120-50217	Uniform	23,654.38	25,920.02	20,000.00	22,750.00
101-42120-50220	Repair/Maint	48,012.63	33,664.90	35,000.00	35,000.00
101-42120-50300	Professional Srvs	24,136.50	21,845.00	26,000.00	28,000.00
101-42120-50306	Cty Jail Fees	1,792.32	5,766.12	10,000.00	10,000.00
101-42120-50308	Contract Services	42,971.50	82,093.26	67,000.00	70,000.00
101-42120-50320	Communications	41,318.92	40,470.74	52,000.00	52,000.00
101-42120-50322	Postage	186.75	711.69	700.00	
101-42120-50331	LODGING/MEALS/MILEAGE	2,438.82	2,225.48	3,500.00	3,000.00
101-42120-50361	General & Wkr Comp Ins	111,314.12	85,375.04	116,600.00	101,500.00
101-42120-50362	Property Ins	76,082.17	68,960.60	88,000.00	79,400.00
101-42120-50381	Electric Utilities	22,413.87	21,172.21	23,000.00	
101-42120-50383	Gas Utilities	15,395.72	11,261.13	28,000.00	
101-42120-50384	Refuse/Garbage Disposal	2,453.14	2,019.36	2,700.00	
101-42120-50392	WELLNESS PROGRAM	7,496.91	5,243.77	12,000.00	10,000.00
101-42120-50395	Crime Prevention supplies	4,118.09	4,356.27	5,000.00	5,000.00
101-42120-50399	Code Enforcement expenses	114.00		4,000.00	2,000.00
101-42120-50580	Other Equipment	15,590.98	14,489.94	37,000.00	20,000.00
TOTAL EXPENDITURE		2,645,564.53	2,789,260.21	3,240,110.00	3,687,320.00
NET OF REVENUES/APPROPRIATIONS - 42120 - Pati		(2,645,564.53)	(2,789,260.21)	(3,240,110.00)	(3,687,320.00)
Dept 42130 - Emergency Mgmt					
Expenditure					
101-42130-50100	Wages and Salaries (GENER	7,625.15	6,872.25		
101-42130-50121	PERA	565.17	515.46		
101-42130-50122	FICA/MED	583.42	525.70		
101-42130-50130	Insurance-Med/Den/Life	1,746.14	1,530.16		
101-42130-50220	Repair/Maint	3,709.00	4,550.00	5,000.00	6,000.00
101-42130-50308	Contract Services	3,605.34	10,147.82	4,500.00	5,000.00
101-42130-50320	Communications		871.23	5,000.00	6,000.00
101-42130-50361	General & Wkr Comp Ins	110.93	100.00	200.00	200.00
101-42130-50381	Electric Utilities	751.88	725.84	1,200.00	
TOTAL EXPENDITURE		18,697.03	25,838.46	15,900.00	17,200.00
NET OF REVENUES/APPROPRIATIONS - 42130 - Emer		(18,697.03)	(25,838.46)	(15,900.00)	(17,200.00)
Dept 42140 - Animal Control					
Expenditure					

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 42140 - Animal Control					
Expenditure					
101-42140-50200	Supplies			100.00	
101-42140-50308	Contract Services	2,844.00	2,727.00	6,000.00	4,500.00
TOTAL EXPENDITURE		2,844.00	2,727.00	6,100.00	4,500.00
NET OF REVENUES/APPROPRIATIONS - 42140 - Anir		(2,844.00)	(2,727.00)	(6,100.00)	(4,500.00)
Dept 42260 - Fire Suppression					
Expenditure					
101-42260-50100	Wages and Salaries (GENER	148,391.20	151,163.31	298,160.00	186,140.00
101-42260-50103	Part-Time Employees	164,076.23	133,679.15	158,500.00	270,170.00
101-42260-50121	PERA	25,100.03	26,565.80	80,830.00	80,770.00
101-42260-50122	FICA/MED	15,389.56	12,485.05	6,620.00	6,620.00
101-42260-50123	STATE PAID LEAVE				2,010.00
101-42260-50125	State Fire Retirement Con	100,153.92			
101-42260-50130	Insurance-Med/Den/Life	33,939.14	27,375.10	73,650.00	35,910.00
101-42260-50200	Supplies	18,850.11	12,465.20	26,000.00	25,000.00
101-42260-50205	Subscriptions/Membershp	1,990.50	1,781.97	2,500.00	3,000.00
101-42260-50207	RECRUITMENT AND RETENTION	11,421.37	2,229.75	6,000.00	8,000.00
101-42260-50208	Professional Development	57,494.87	42,825.60	45,000.00	55,000.00
101-42260-50212	Motor Fuels	11,481.12	9,142.89	14,000.00	12,500.00
101-42260-50217	Uniform	45,721.91	10,854.25	60,000.00	55,000.00
101-42260-50220	Repair/Maint	44,044.04	44,766.37	60,000.00	57,000.00
101-42260-50223	Building Repair Supplies	2,067.50	1,147.52	2,700.00	3,000.00
101-42260-50300	Professional Srvs	16,725.00	45,712.63	50,000.00	57,000.00
101-42260-50308	Contract Services	39,379.25	478.00		
101-42260-50320	Communications	47,414.39	42,359.13	63,000.00	55,000.00
101-42260-50322	Postage	156.63	343.15	300.00	
101-42260-50345	FD Public Ed Exp	75.00	1,244.28	5,000.00	4,000.00
101-42260-50361	General & Wkr Comp Ins	25,295.81	24,895.72	27,000.00	29,700.00
101-42260-50362	Property Ins	9,197.12	8,770.42	11,000.00	10,100.00
101-42260-50381	Electric Utilities	1,890.71		3,000.00	
101-42260-50383	Gas Utilities	183.39	865.76	2,500.00	
101-42260-50430	Miscellaneous			300.00	1,000.00
101-42260-50580	Other Equipment	19,089.51		5,000.00	
TOTAL EXPENDITURE		839,528.31	601,151.05	1,001,060.00	956,920.00
Revenue					
101-42260-33422	OTHER STATE AID GRANTS -				20,000.00
101-42260-34040	FIRE REIMBURSEMENT	388.85			
TOTAL REVENUE		388.85			20,000.00
NET OF REVENUES/APPROPRIATIONS - 42260 - Fire		(839,139.46)	(601,151.05)	(1,001,060.00)	(936,920.00)
Dept 43100 - Public Works					
Expenditure					
101-43100-50100	Wages and Salaries (GENER	484,652.75	421,120.44	393,780.00	443,870.00
101-43100-50102	Overtime Wages	24,297.10	20,010.92	10,000.00	8,000.00
101-43100-50103	Part-Time Employees	24,315.96	26,941.56	52,670.00	40,190.00
101-43100-50121	PERA	40,478.49	35,105.57	34,230.00	36,900.00
101-43100-50122	FICA/MED	40,405.30	35,480.04	34,920.00	37,640.00
101-43100-50123	STATE PAID LEAVE				2,170.00
101-43100-50130	Insurance-Med/Den/Life	109,261.96	92,569.55	89,040.00	103,520.00
101-43100-50205	Subscriptions/Membershp	2,166.15	811.50	2,000.00	1,000.00
101-43100-50208	Professional Development	7,954.35	3,001.03	10,000.00	5,000.00
101-43100-50210	Operating Supplies	46,904.53	32,497.62	58,000.00	58,000.00
101-43100-50212	Motor Fuels	53,541.91	50,806.63	75,000.00	70,000.00
101-43100-50217	Uniform	13,802.55	8,283.30	9,000.00	13,000.00
101-43100-50220	Repair/Maint	77,736.24	49,789.11	90,000.00	84,500.00
101-43100-50224	Street Maint-Repair	155,687.15	110,104.05	140,000.00	145,000.00
101-43100-50230	Street Light Elect & Main	78,654.18	85,417.52	60,000.00	68,000.00
101-43100-50231	Street Light Mtce - Wicht	4,326.50		13,000.00	
101-43100-50300	Professional Srvs	20,675.64	17,200.73	2,000.00	7,000.00
101-43100-50321	Tele/Commun	9,899.51	9,121.95	13,000.00	11,000.00
101-43100-50361	General & Wkr Comp Ins	37,255.55	16,456.90	36,700.00	16,800.00
101-43100-50362	Property Ins	23,737.95	24,403.26	28,000.00	28,100.00
101-43100-50381	Electric Utilities	18,750.42	17,297.61	18,000.00	
101-43100-50383	Gas Utilities	18,800.85	14,110.20	25,000.00	
101-43100-50384	Refuse/Garbage Disposal	3,724.34	4,118.98	4,000.00	
101-43100-50410	Rentals (GENERAL)	1,649.07	2,181.03	3,000.00	2,000.00
101-43100-50520	Buildings and Structures	30,937.12	55,478.88	25,000.00	30,000.00
101-43100-50580	Other Equipment	5,611.60	16,667.60	15,000.00	12,000.00
TOTAL EXPENDITURE		1,335,227.17	1,148,975.98	1,241,340.00	1,223,690.00
NET OF REVENUES/APPROPRIATIONS - 43100 - Publ		(1,335,227.17)	(1,148,975.98)	(1,241,340.00)	(1,223,690.00)

GL NUMBER	DESCRIPTION	2024 ACTIVITY	2025 ACTIVITY THRU 11/30/25	2025 FINAL BUDGET	2026 FINAL BUDGET
Dept 45200 - Parks					
Expenditure					
101-45200-50100	Wages and Salaries (GENER	165,815.57	166,547.73	217,730.00	295,380.00
101-45200-50102	Overtime Wages	6,569.73	6,671.10	5,000.00	4,000.00
101-45200-50103	Part-Time Employees	38,648.40	24,296.56	73,080.00	19,910.00
101-45200-50108	Seasonal	17,571.00	27,270.50	30,800.00	25,300.00
101-45200-50121	PERA	15,212.12	13,720.69	22,190.00	23,950.00
101-45200-50122	FICA/MED	17,044.56	16,583.09	24,990.00	26,360.00
101-45200-50123	STATE PAID LEAVE				1,520.00
101-45200-50130	Insurance-Med/Den/Life	48,056.60	37,696.55	55,750.00	72,110.00
101-45200-50210	Operating Supplies	25,683.23	11,962.01	28,000.00	28,000.00
101-45200-50220	Repair/Maint	17,899.17	19,158.13	20,000.00	20,000.00
101-45200-50300	Professional Srvs	7,265.18	3,487.44	10,000.00	7,000.00
101-45200-50361	General & Wkr Comp Ins	14,232.67	16,269.04	16,200.00	15,000.00
101-45200-50362	Property Ins	13,333.85	12,608.94	16,000.00	14,600.00
101-45200-50381	Electric Utilities	4,969.90	7,995.07	5,000.00	5,000.00
101-45200-50390	Weed Control		1,558.67	4,000.00	2,000.00
101-45200-50410	Rentals (GENERAL)	9,950.10	19,419.40	10,000.00	13,000.00
101-45200-50530	Improvements Other Than B	5,801.83	18,153.57	30,000.00	20,000.00
TOTAL EXPENDITURE		408,053.91	403,398.49	568,740.00	593,130.00
Revenue					
101-45200-34950	Other Revenues			13,000.00	
TOTAL REVENUE				13,000.00	
NET OF REVENUES/APPROPRIATIONS - 45200 - Par		(408,053.91)	(403,398.49)	(555,740.00)	(593,130.00)
Dept 49999 - Contingency					
Other Uses Of Funds					
101-49999-50800	WRITE OFF EXPENSE		10.72		22,000.00
TOTAL OTHER USES OF FUNDS			10.72		22,000.00
Expenditure					
101-49999-50370	Property Tax Payments	5,221.55	7,411.21	7,000.00	8,000.00
101-49999-50429	Contingency		21,483.43		
101-49999-50430	Miscellaneous	83,269.19	973.26	22,000.00	
101-49999-50450	Diamond Lk Improvement	10,000.00	10,000.00	10,000.00	15,000.00
TOTAL EXPENDITURE		98,490.74	39,867.90	39,000.00	23,000.00
NET OF REVENUES/APPROPRIATIONS - 49999 - Cont		(98,490.74)	(39,878.62)	(39,000.00)	(45,000.00)
ESTIMATED REVENUES - FUND 101		8,410,917.80	5,492,094.91	8,596,500.00	9,286,330.00
APPROPRIATIONS - FUND 101		7,967,926.28	7,170,960.48	8,596,500.00	9,286,330.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		442,991.52	(1,678,865.57)		
BEGINNING FUND BALANCE		2,772,752.50	3,215,744.02	3,215,744.02	3,215,744.02
ENDING FUND BALANCE		3,215,744.02	1,536,878.45	3,215,744.02	3,215,744.02

2026
BUDGET NARRATIVE UPDATE
12-04-2025



In April of 2025 the City Council updated the Goals and Initiatives. This plan sets the course for goals and action items for each of the City's Strategic Initiatives. The plan is based on the City's Mission Statement:

To promote a thriving community, and to provide residents with a safe and pleasant place to live while preserving our rural character and creating connections to our natural resources.

and Strategic Initiatives including:

Strategic Initiative	Goal	Key Outcome Indicator	Target	Action Items
Build and Maintain Quality Infrastructure	Provide a safe and reliable water supply	- Testing for Primary and Secondary Standards by MDH	- Equitable water across the City	A) Historic Village Water Plan B) Seek out Grant Opportunities C) Meet with County for more City/County Coordination regarding Fernbrook D) Public Facilities Assessment E) Review options for Dayton Parkway E) Corridor Study - Fernbrook
	Establish comprehensive roadway system	- Number of major North/South connections	- Roundabout on Fernbrook and Rush Creek Parkway - Corridor and Road Plan accepted by Council	
	Address public facilities to meet city's growth and needs	- Space for all current staff - Equipment stored securely	- Completed and adopted plan by Council for facilties	
	Maintain quality local street system	- Pavement Grade Quality	- Average Pavement Grade of 70% or higher (PQI)	
Encourage Diversity and Manage Thoughtful Development	Create a variety of housing options	-Review housing type and lot size by %'s	- Proportionate housing types available	A) A-3 District B) Begin work on Comp Plan C) Develop Rental Housing Ordinance D) Seek out businesses more often E) Work with EDA to find niche businesses that are not in surrounding communities F) Complete Large Area Plan
	Encourage healthy lifespan of both residential and commercial operations	- Total amount of Funding provided - Number of rentals available and where they are located	- Maintain grant program - Manage number of rentals	
	Healthy Commercial Sector with services and job growth	- Net difference of businesses movement including their employment	- Maintain a positive difference in business movement	
Maintain and Enhance the Natural and Rural Community Connection	Facilitate an interconnected trail system	- Number of miles of trails - Number of Resident Homes connected to Elm Creek	- Gaps in trails connected - Work towards one connection on the comprehensive trail plan	A) Acquire Trail Right of Way B) Water Trails Build-Out C) Environmental Signage on Parks and Trails D) Diamond Lake Improvements Master Plan E) Actively seek opportunities for community park with athletic fields F) Increase Recreation Events and Programming G) Look into Partnering with Three Rivers for Kayak/Bike Rentals for Water Trails
	Provide and enhance public recreation space	- Acreage of available green space	- Acquire land for community park with athletic fields of 40+ acres	
	Promote Dayton's unique identity and community cohesion	- Participation level in Events and Programs	- Continuation and Expansion of Recreation Programming	
	Promote awareness of our natural resources	- Resident Response for Park Usage on Community Survey	- Establish and Maintain a 60% Favorable Rating from Residents	
Foster a Safe and Welcoming Community	Communicate transparently and effectively	- Citizen participation and feedback	- Increased website visits - Increased app usage and downloads	A) Public Spaces Compliance Assessment B) Digitize files for accessibility and discovery C) Explore Zoning Code Enforcement Options D) Host public safety events E) Maintain City-Wide training coordination F) Continuation of work on app G) Investigate Public Safety Committee H) All Staff and City Officials complete NIMS 100, 700, and 800
	Promote public safety engagement	- Resident Reponse for Police and Fire on Community Survey	- Establish and Maintain a 90% Favorable Rating from Residents	
	Maintain well-trained workforce	- Training Targets (licenses, certs, performance evals)	- 100% staff meet City-Wide required training	
	Create accessible and inclusive parks & facilities	- ADA compliance	- Continued work towards ADA compliance requirements in parks and facilities as much as feasible	

Numerous projects were completed or commenced in 2025 including, but not limited to:

- Completed Mill and Overlay Projects for South Diamond Lake Road, 125th Ave, and East French Lake Road
- Initiated a Corridor Study on Fernbrook Lane
- Completed construction of Wellhead Treatment #1
- Completed construction on Well #5
- Began and substantially completed Park Improvement Projects on “Area 21” Park, and Ione Gardens/Cypress Cove Park
- Completed a large irrigation improvement project for numerous parks
- Purchased Property on North Diamond Lake Road for future water capital needs
- Economic development efforts including new industrial development under construction and approved for 2024/2025 construction
- Preparation of the 2026 General Fund Budget and Long-Term Plan (CIP)

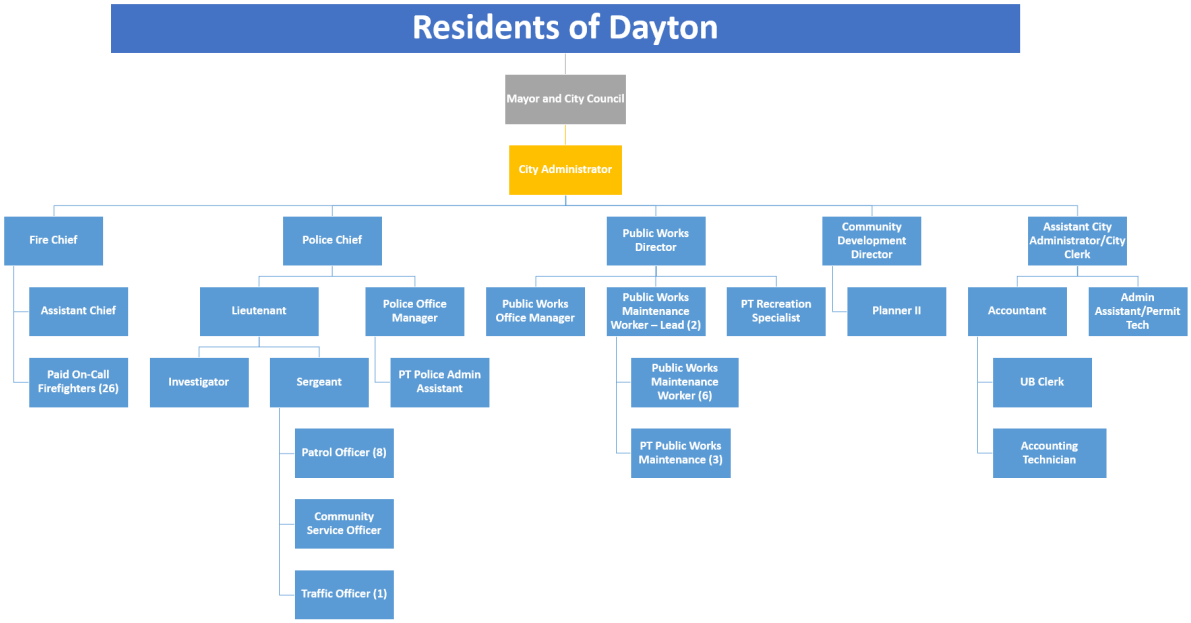
Additional 2025 accomplishments will be listed in individual department highlights.





Organizational Chart

The City of Dayton is structured to operate very efficiently and effectively with a small staff led by a City Administrator in a dual role as Finance Director. The City's organization structure is broken down into five departments including Administration, Community Development, Fire, Police, and Public Works. The City utilizes professional consulting teams, Engineering and City Attorney with each providing a dedicated team member that becomes an extension of City staff.



Department Highlights

City Hall

As the first encounter to the city, all of City Hall staff strive to implement the City's mission with emphasis on providing great customer service to all residents, businesses, developers, and visitors to City Hall.

City Hall staff includes nine full-time staff across the Administration and Community Development Departments. As the City is increasingly busy, each staff member serves a very important role and wears multiple hats. Below is just a brief summary of the many important functions completed by City Hall staff and some of the 2025 accomplishments (not an exhaustive list):

City Administrator

- Lead the development of the annual Budget and Long-Term Plan; monitors expenditures
- Staff liaison to the City Council and serves as point of contact to council members; council communication
- Directs, plans, and implements policies, objectives, and activities of the City to ensure effective and efficient operations, high productivity, and an overall positive image of the City
- Lead grant writing and funding opportunities for infrastructure projects
- Human Resources assistant, update Personnel Policies, and work with union contracts bi-annually
- Personnel Management; Consultant Management
- Serves as the Finance Director for all finance related needs of the City.
- Staff liaison to the EDA
- Coordinates all IT needs for the City
- Meets regularly with developers, engineers, and architects in assistance with the planning department prior to a development application.
- Primary contact for any legal situation/issues that occur in the city.
- Manage special planning projects, including the 2040 Comprehensive Plan Update, Dayton Parkway Interchange; transportation plan updates, south west feasibility study, etc.

2025 Accomplishments:

- Collaborate with Dept Heads on major construction projects including: South Diamond Lake Road, 125th Ave, East French Lake Road; Construction of Well #5 and Wellhead Treatment #1 along with trail connections, etc. and ensure projects are running on budget and staff has necessary resources
- Coordinated Pavement Management Plan and Corridor Study which are vital for creating a strong and planned out roadway system
- Coordinated Budget preparation and supporting documentation; keeping the tax rate the same and adding significant number of personnel changes for better service
- Long Term Plan update
- Economic development efforts with new industrial projects including Kwik Trip, Graco, and others under review
- Managing master plan design for Elsie Stephens Park for efficient build-out of this premier park

Community Development Department

Staff members - Community Development Director, Planner II, Admin Assistant (split with Administration), and Receptionist/Permit Technician (split position with Administration)

Community Development Director and Planner II

- Processes all Planning and Development applications for Planning Commission. Liaison to the Planning Commission, Economic Development Authority, City Council, and participates in plan review, coordination between applicants and engineering consultants, and preparation of staff reports and presentations
- Serves as the City Planner/Zoning Administrator for all development projects
- Assist the public with all planning and zoning related questions
- Reviews all building permits for consistency with the Zoning Ordinance
- Zoning Code updates
- Manage Development Review meetings and development review process.
- Comprehensive Plan Updates
- Zoning Code enforcement
- Special projects, as assigned

Permit Technician and Administrative Assistant

- First point of contact
- Provides information, research and assistance to customers in person or by phone, answers questions, maintains files, notary service to the public
- Processes all permit applications, distributing for staff/consultant review, issuing permits, collecting permit fees, maintain permit records.
- Maintains Building Department software by entering all new addresses, and PID's when issued by the county. Handles issuing and closing all permits.
- Coordinates new address with county, emergency responders, utility providers, and community partners
- Manages Public Data requests.
- Manages Rental license program.

2025 Accomplishments:

- 35 Planning Cases (34 cases in 2024).
- Expanded most Public Hearing notices from 500' to 1,320' proximity. Change has resulted in increased emails and phone calls from the public. Not significant difference in comments at Public Hearings.
- 113th Avenue Moratorium provided direction of preferred land use and road alignments.
- Coordinated reconveyance of tax forfeit properties from city to EDA.

2025 Challenges:

- Excessive time spent on certain projects.
- SW Dayton: lack of cooperation between two developers has stalled The Parkway Neighborhood (650 units).
- Code enforcement. Minimal number of cases, but tend to consume a lot of staff time.

2025 Departmental Goals:

	2025 Goals	Met?	Notes
1	Better sequencing of staff time and project deadlines (time management)	No.	Staff continue to exceed 40-hour work weeks. Options include using consultants more frequently to administer project reviews. Additional staff position was cut from 2025, 2026 budgets, and will be proposed in 2027 budget.
2	More efficient staff reports and presentations	Yes & No.	Intent is for Staff Reports to be two pages, plus attachments. Due to complexity of projects and Critical Issues, reports often exceed two pages. Feedback from City Council and commissions is needed regarding Staff Reports and power point presentations related to what is too much vs. not enough information.
3	More efficient public meeting discussions (faster decisions)	Yes & No.	Intent is for Staff presentations to be 3-5 minutes. Public Comments and Council/Commission discussions often exceed 30 minutes, and occasionally 1 hour. Feedback from City Council and commissions is needed regarding if there is anything Staff can do to speed up discussions and assist Council/Commissions with making decisions faster and more efficient (e.g. not re-consider decisions after being made).
4	More efficient work sessions (identify problems sooner)	Yes & No.	Minimal work sessions in 2025. **A-3 Zoning.** Ongoing. Goal is to create a zoning district alternative to *Sewered Rural Residential* (1-2.5 acre lots). A-3 district was adopted in March, without amending the Comp Plan. In June, the Met council clarified that the A-3 district is inconsistent with the Comp Plan, and an amendment is required. Comp Plan and A-3 district were amended in August. Met council responded with an incomplete letter. City is working through amendments. If time permits, it would be advantageous to explore the "how did we get here" question. Rural Residential subdivisions have been a topic in Dayton for 30+ years, with agricultural zoning changing from 1:10 density to 1:40, and back to 2:20. **Various Amendments.** Staff have a list of 10+ ordinance amendments requested by the City Council and/or Planning Commission. The origine often starts out as trying to solve a problem without understanding it and can lead to a solution that's unacceptable to the City Council. If time allows, it would be advantageous to hold biannual joint work sessions to discuss ongoing problems & solutions. In practice, this hasn't worked in the past due to dominating personalities during discussions. There is often a disconnect between commission recommendations and Council action. It would be helpful if more conversation occurred between Councilmembers and commissioners.

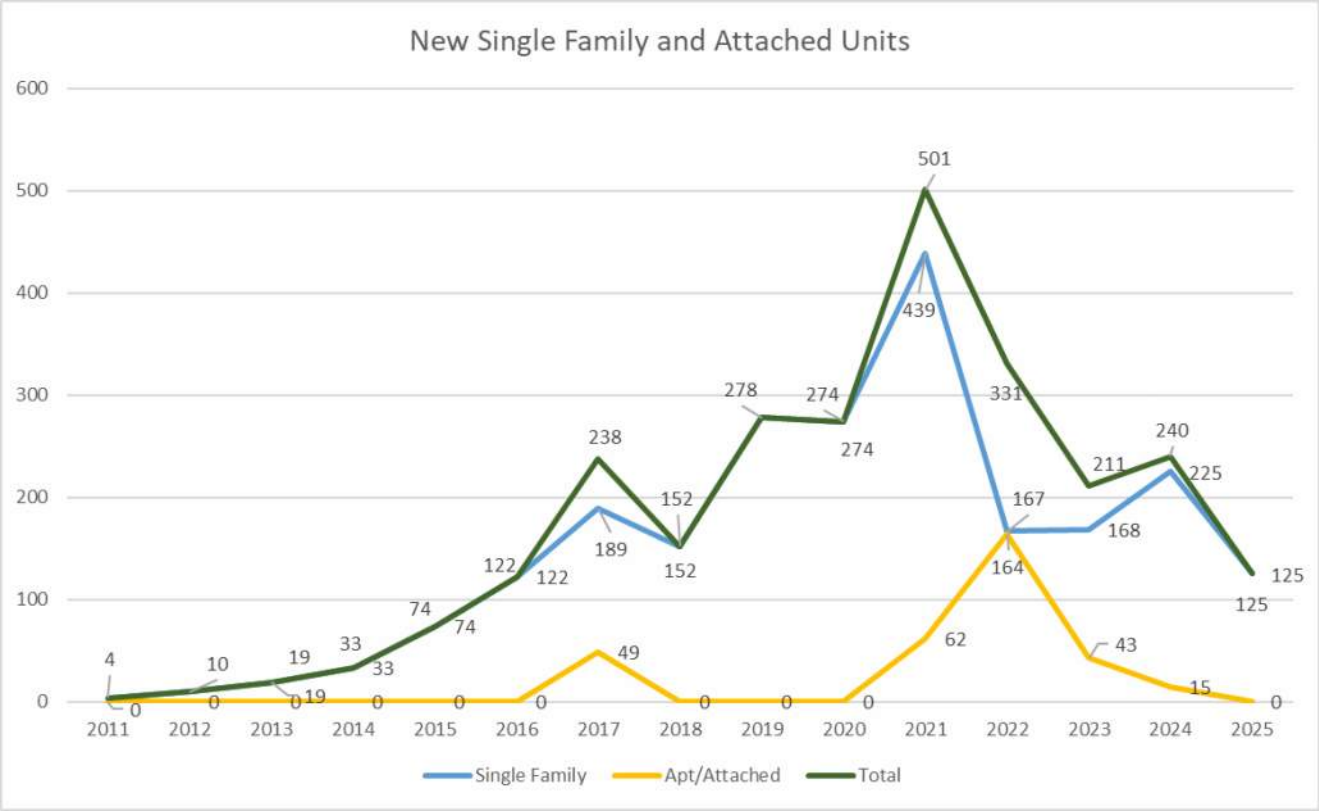
			113th Avenue Moratorium. After Oppidan received a conflicting Concept Plan review, the city adopted a moratorium April – August, considered multiple land use and road layouts, choosing a preferred option. The Council reviewed a detailed concept plan, opting to remove much of the details prior to approval. In contrast to the 2024 Master Plan (Council denied, in part due to lack of detail), the lesson learned is that details matter, even if not part of the final product (Council needs to see detailed options before being comfortable making decisions). **Industrial.** If a project is going to fail, it needs to fail faster. Three industrial projects totaling $30.6 million were discontinued. Oppidan after Concept Plan, Scannell after Preliminary Plat/Site Plan, and Telcom after Final Plat/Site Plan. All three developers stated development fees were part of the reason. Often (not always) when a developer intends to pursue a project past Concept Plan, staff will provide a fee calculator. Staff conducted a 10-city survey of development fees, finding wide variation between fully developed vs. developing cities. Developing cities such as Dayton charge higher fees for infrastructure yet to be built (Dayton fees are 2X Brooklyn Park's). This often leads to the question if to consider a fee reduction or TIF/Tax Abatement. The Council has indicated mixed support. There are many reasons why a project is discontinued. It would be helpful to understand cause & effect, but difficult to do.
5	Better coordinated project reviews & inspections (communication)	Yes.	Improved landscape escrow inspections since PW took over inspections (e.g. continuity in staff). Improved communications since Metro West began attending weekly DRC meetings.
6	Identify how Daytonians "Live the Difference", and frame policies in preparation for the 2050 Comprehensive Plan update	No.	Staff had inadequate time to frame policies. Funding for the Comprehensive Plan update was cut from 2026 budget. Will be proposed for 2027 ($200,000 - $250,000).
7	Incremental neighborhood improvements (mobile home park, Historic Village)	No.	EDA purchased property in Old Town, considered four concept plans and will be marketing for sale in 2026 for a mixed use redevelopment project. City Council reconveyed tax forfeit property (Robinson St) to EDA and will market for sale in 2026. Staff have had conversations with mobile home park after fire damage re: code enforcement and improvements. Direction is pending.
8	Update permit software (2026 implementation)	No.	Funding (Com Dev = $7,000, city total = $71,000) was cut from the 2025, 2026 budgets. Will be proposed for 2027 ($70,000-$75,000)

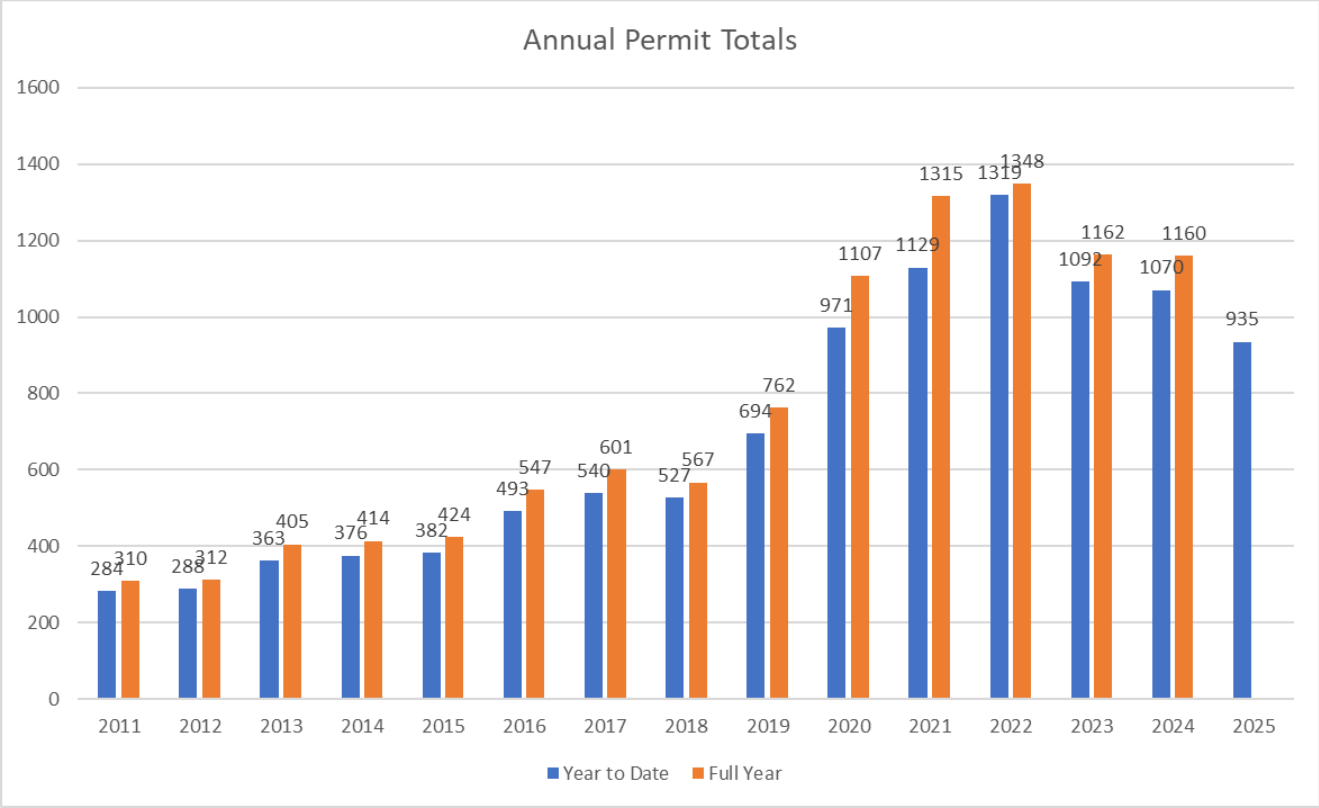
2026 Goals:

- Continuation of 2025 Goals.
- Biennium community opinion survey, with focus areas in preparation for the 2050 Comprehensive Plan update.
- Framing policies in preparation for 2050 Comprehensive Plan update.

2025 PERMIT ACTIVITY (through Dec. 1). Permit activity slightly lower than 2024.

Building Permits Type	Count
Accessory Buildings	7
Accessory Dwelling Unit	0
Non Res. New Const.	1
Non Res Addition/Remodel	0/8
Deck/porch	116/10
Fence	74
Remodel	42
SF Additions	4
SF Bsmt Finish	47
SF New Homes	125
Signs/Temp Signs	12/4
Simple bldg. (siding, windows, roof, demo etc.)	88
Swimming Pool	3
Tower Work	1
Single Family Attached	0
Water Heater/Softener	55/113
Fire Suppression/Alarm	11/6
Miscellaneous	206
TOTAL BLDG PERMITS	935


New Single Family and Attached Units
600
500
400
300
200
100
0
2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025
4 10 19 33 74 122 238 152 278 274 501 331 240 125
0 0 0 19 0 0 0 49 0 0 0 62 164 43 15 0
0 0 0 33 74 122 189 152 274 439 167 168 211 225 125
Single Family
Apt/Attached
Total


Annual Permit Totals
1600
1400
1200
1000
800
600
400
200
0
2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025
284 288 363 376 382 493 540 527 694 971 1129 1319 1092 1070 935
310 312 405 414 424 547 601 567 762 1107 1315 1348 1162 1160
Year to Date
Full Year

Administration Department

Staff members – Assistant City Administrator/City Clerk, Accountant, Utility Billing Clerk, Accounting Technician, Administrative Assistant (split with Community Development), and Receptionist/Permit Technician (split position with Community Development)

Assistant City Administrator/City Clerk, Admin Assistant (split position with Community Development), and Receptionist/Permit Technician (split position with Community Development)

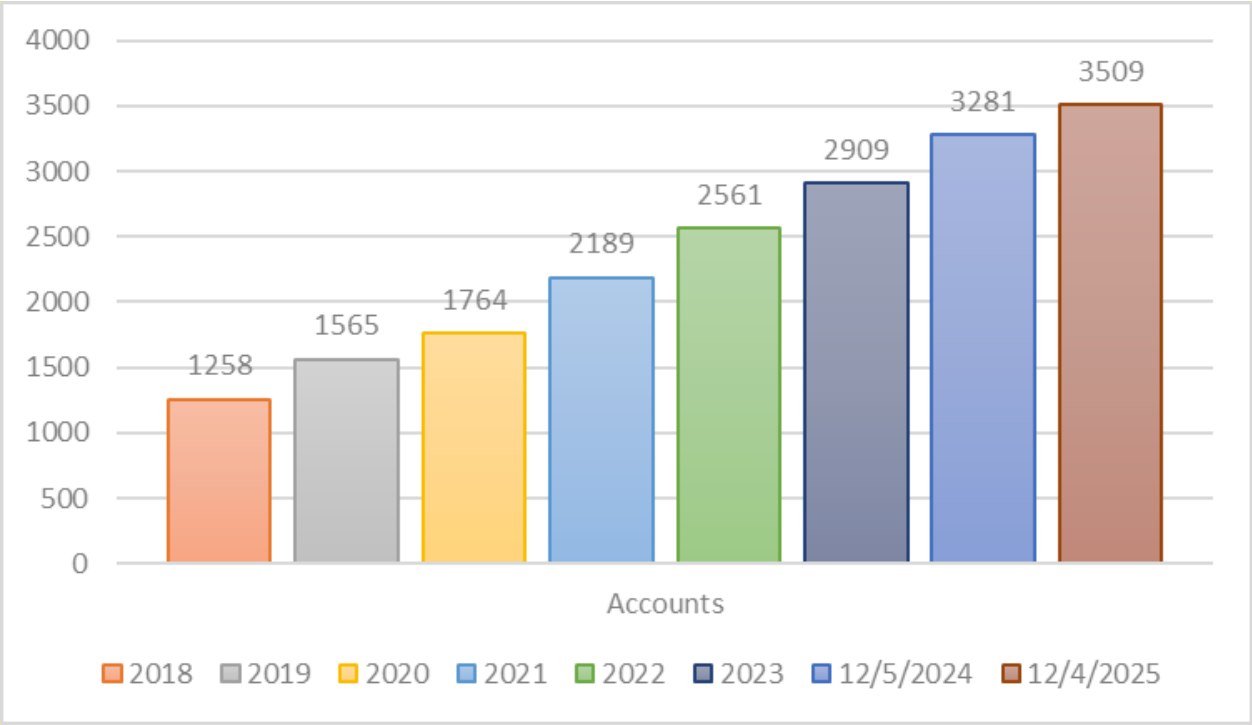
- Process all invoices and prepare claims roster; reconciles all vendor accounts and reconciles monthly statements
- Manage budgets on significant City projects
- Coordinate with Finance Department on bond schedules and payments
- Prepares annual grant applications for recycling, police and fire State Aid
- Manages City's insurance records and issues; reports insurance losses or additions; manages worker's comp claims
- Manages developer escrow billing
- Handles quarterly reports for state surcharges, fuel usage and Maple Grove WAC
- Tracks police uniform allowances
- Tracking of special assessment information and verify and record information with the County
- Human Resources Manager
- Serves as and performs all duties of the City Clerk
- Manages election process including processing filings for office and preparing budget; recruits and trains election judges; supervises election process including testing machines and calculating ballot tabulations; processes absentee ballot applications.
- Manages all City documents including minutes, resolutions, ordinances, agreements; responsible for Record Retention Program
- Processes all City licenses
- Manages development Letter of Credit
- Prepare agenda packets for distribution and prepares meeting minutes, attends City Council meetings and coordinates zoom access and video recordings of all meetings
- Certify utilities and unpaid violations to the County
- Files for tax exempt on all public property
- Helps update website information
- Participates as a member in the Dayton’s Fire relief association
- Keeps all City vehicles titles and tabs up to date
- Updates all City emails and helps with onboarding of new employees
- Help coordinate City events
- Compiles Truth in Taxation Notices
- Serves as notary public
- Updates/logs & files all Central Files
- Updates yearly City Directory
- Codification prep of approved Ordinances to American Legal Publishing for City Code & Zoning Code
- Log & file Planning Development documents in Development Files

2025 Accomplishments:

- Processed 8 special assessment payoffs; managed changing interest rate and settlement agreements of special assessments
- Set up meetings with the abilities to participate remotely
- Managed a change from external minutes review to internal minutes review with the assistance of an AI program, this saved the City tens of thousands of dollars per year
- Continued scanning our permanent files into scanned documents for easier record retention and simpler tracking of documents
- Effectively managed the legislative changes from the 2025 fiscal year

Accountant, Utility Billing Clerk, and Accounting Technician

- Generate checks for bill payment
- Maintains financial records and prepares reports
- Processes bi-weekly payroll, deductions, generates checks and benefits for all Departments and Fire Department staff; assists in annual benefit enrollments and distribution of HSA funds
- Prepared federal and state reports, W2s, 1099's, PERA
- Prepares bank deposits weekly
- Coordinates and processes past-due utility certification notices
- Maintains complete and accurate records on water consumption and sewer usage
- Serves as back up to front desk - building permits, check entry
- Tracks and releases landscape escrows
- Prepares for annual financial audit and work comp audit
- Prepares deposits
- Tracks Franchise fees
- Prepares and initiates budget discussions with City Staff and City Council
- Completes tax levy certifications to the county
- Maintains investment balances
- Completes bank reconciliations monthly
- Coordinates and fulfills state required documents timely
- Completes annual audit of finances
- Reviews annual audit prior to acceptance by the City Council
- Process all utility billing on a bi-monthly cycle; collects payments, post payments. Number of bills sent out increases annually as illustrated in the chart below. We have increased accounts by over 161% the past six years with no increase to staff performing this function.



2025 Accomplishments:

- Managed ever increasing amount of utility billing customers and customer service
- Cleaned up a number of accounts that were reading as estimates by working with Public Works Staff and residents to switch out meters, we are down to less than 5 total for the City
- Increased interest earned over the previous year
- Applied for grant funding of over $6.5M from various sources of federal, state, and private for water and street assets that are planned in the Long-Term Plan
- Provided in-depth knowledge to City Council on importance of Long-Term Planning and Overall Budget Impact of Tax Levy Dollars to both residents and the City itself
- Assisted in process for tracking water meters installed in homes, maintains spreadsheet for tracking purposes
- Completed an automatic meter integration system that allows better information to flow from meters to residents. City staff can now read information more quickly to help residents with leaks or concerns well before the billing cycle has been completed.

Public Works Department

Mission

The City of Dayton Public Works Department strives to be a customer service driven, goal motivated, action oriented, operation. That provides essential public services, cost effectively, promptly, and efficiently. Also included in the Public Works Department is the Recreation/Activity Center Area of the City.

Overview

The Public Works Department staff, 1 Public Works Director, 1 Office Manager, 1 Utility Lead, 1 Streets Lead, 1 Utility Tech, 2 Streets Techs, 2 Parks Techs, 1 Maintenance Tech, 3 PT Techs, 3 Seasonal Workers. Proposed additions for 2025 1 PT Techs in 2025 (that was not hired in 2024), 1 PT Office admin.

2024 Accomplishments

Sewer & Water

- Well 5 well house bid awarded and construction commenced.
- Well head treatment plant bid awarded construction commenced.
- AMI meter reading system completed and in service. Customer portal currently near completion for full launch in 2025.
- Extended water main along Territorial Road.
- Well 4 Pump Repairs and Well Rehab.
- Completed Lead Service Line Inventory

Parks

- Irrigation system contracts awarded, for Elsie Stephens Park, Ione Gardens, Hayden Hills, Sundance Woods, and River Hills.
- Irrigation system well and electrical contracts awarded for Elsie Stephens, Hayden Hills and River Hills
- North pedestrian bridge at Elsie Stephens Park contract awarded work to commence in 2024
- Water Trail Design Developments.
- Water Trail Environmental Assessment for Federal funding in progress.
- Water Trail Coordination with DNR to redesign the landing in the Historic Village, for better motorized boats access and to incorporate Canoe/Kayak launch.
- Awarded $100,000 funding from National Park Service for water trail development.
- Awarded $850,000 Federal funding for water trail development.
- DNR funding the redevelopment of the Historic Village boat access.
- Dugout Installation at McNeil Park.
- Substantial tree removals and trimming at Elsie Stephens Park.

Streets

- West French Lake Road complete.
- Dayton Parkway extension complete.
- 121st Avenue substantially complete.
- Fog and sealcoat project completed.
- Parking lot and entrance road shaped and paved.
- Drainage and sidewalk improvements at City Hall.
- Tree trimming, and inspections for Emerald Ash Borer.
- Additional crosswalks identified and installed.
- Elsie Stephens turn lanes installed.
- Improvements to 152 Avenue completed.
- Improvements to Thicket Hills completed.

GIS

- GIS hub development.
- Purchased more user-friendly software for field staff.
- Provided accessibility to City Construction drawings for Public Works technicians on their phones.
- Data gathering for Sewer and Water operations available for technicians on their phones.
- Parks and Trails GIS map developed.

2025 Goals

Sewer & Water

- Well house 5 constructed and well online.
- Completion of Well Head Treatment plant and in service.
- Further enhance GIS data collection and usage.
- Roll out of Customer portal linked to the AMI system.

Trails & Parks

- Park Improvement Projects 2024/2025 bidding and award for construction with substantial completion in 2025.
- North Pedestrian Bridge at Elsie Stephens Park completion.
- Irrigation installation projects completed early in 2025.
- Water trails Phase 1 Elsie Stephens Park, bidding and award for construction with substantial completion in 2025.
- Water Trails joint project with DNR design bid, award and substantial completion.
- Install batting cages at McNeil Park.
- Continue search for Community Playfield.
- Add new trail segments North Diamond Lake Road to Vinewood, to Pineview Lane design and bid documentation.
- Work with Developer and Three Rivers Park District to develop a trail to link Territorial Trail, Rush Creek Landing and Sundance neighborhoods.

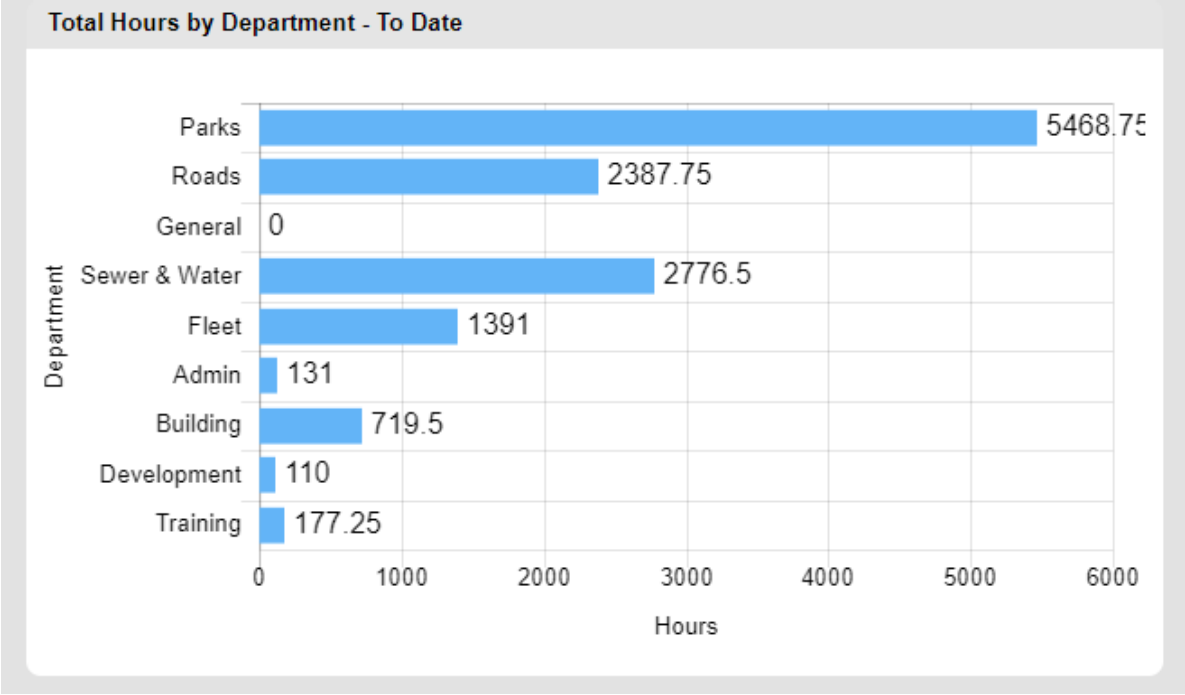
- Park Signage for Elsie Stephens Park.

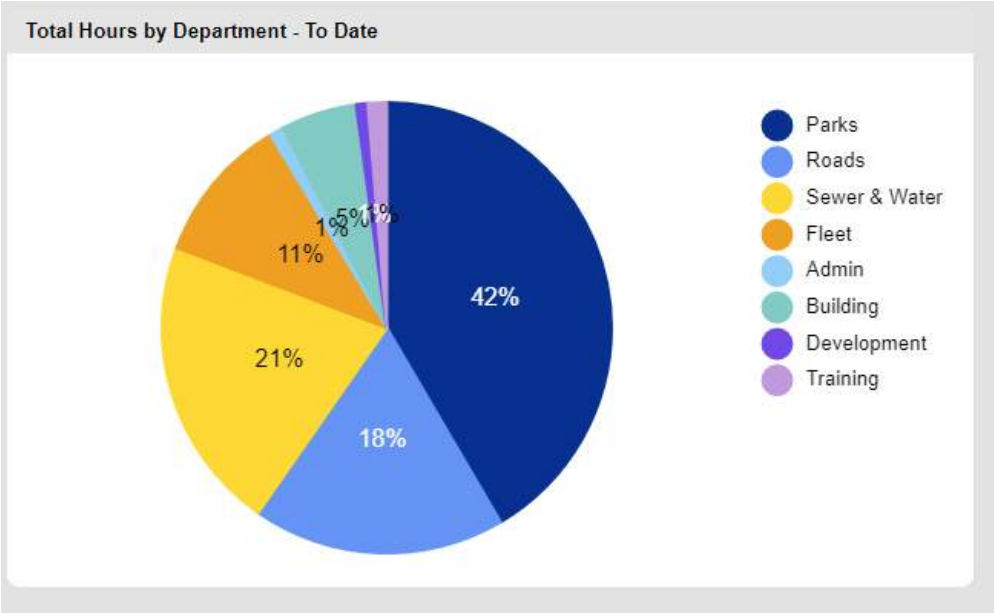
Streets

- South Diamond Lake Road improvements
- Fog and sealcoat projects
- Complete boneyard extension at new shop

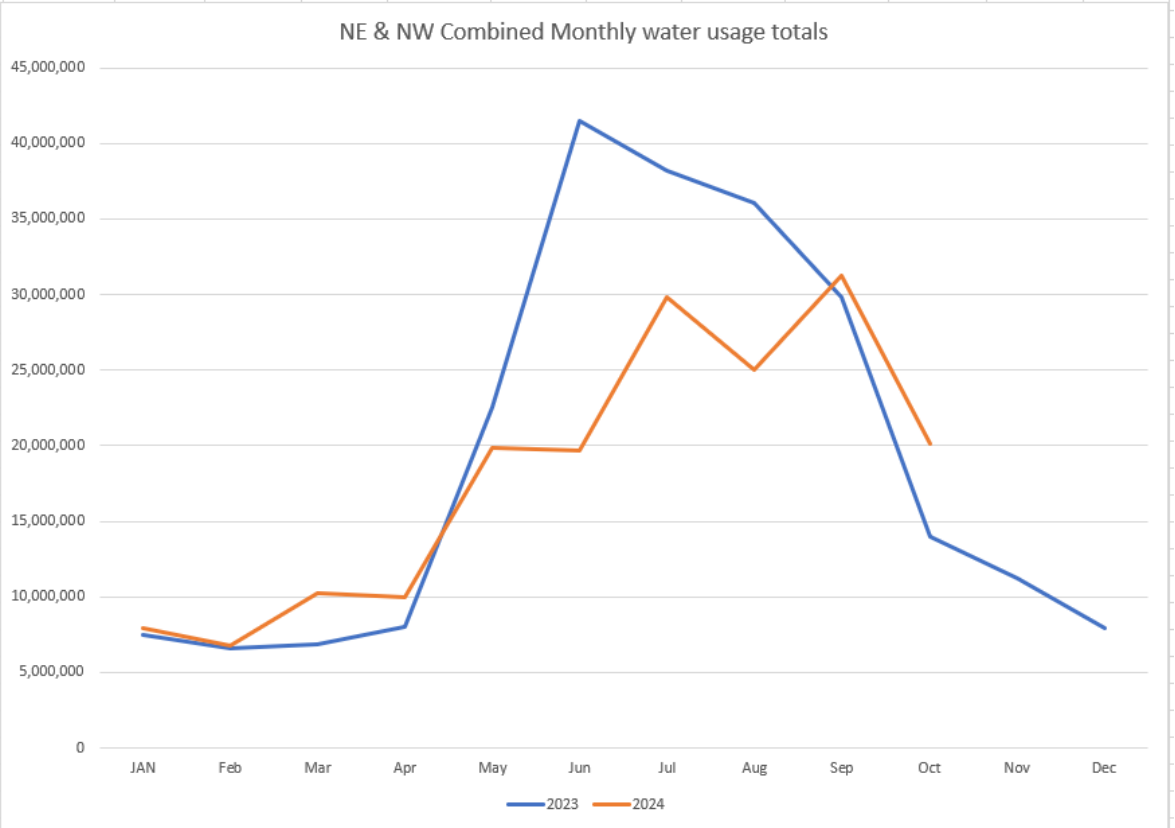
Dayton by the numbers

- 24 miles of trails
- 125.5 Acres of Park
- 121 cul-de-sacs
- 215+ lane miles of roads
- 2916 water meters installed
- 622 Hydrants
- 180,804,000 gallons of water pumped
- 250 tons of asphalt used for patching
- 215 tons of salt applied for snow and ice control
- 9700 pounds of crack sealant applied
- 208 Manholes
- 250 Drain tile Cleanouts





	JAN	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	7,491,000	6,615,000	6,858,000	8,040,000	22,512,000	41,510,000	38,183,000	36,059,000	29,818,000	14,023,000	11,209,000	7,935,000
2024	7,891,000	6,813,000	10,261,000	9,976,000	19,860,000	19,682,000	29,836,000	25,029,000	31,296,000	20,160,000		



Recreation Department

Mission

The mission of the Dayton Recreation Department is to increase the quality of life of the community by contributing to the physical, mental, and social well-being of residents. This will be accomplished by providing memorable experiences through a variety of inclusive recreation, wellness, and education programs, and a caring, dedicated staff.

2024 Accomplishments

- 2024 saw a new staff member added to manage the Recreation Department, tasked with bringing new events to the City and improving existing ones.
- The Easter Egg hunt was reimagined with different areas for the different age groups of kids, this event was well attended even though there was snow on the ground.
- There was a concert in the park at Elsie Stephens at the performance area with food trucks and bounce houses.
- Movie in the Park was held at Elsie Stephens Park with food trucks, face painting and fireworks.
- Pumpkin Trail for Halloween, we received 150 carved pumpkins from residents to light and put along the trail from Cloquet Park into Elsie Stephens Park, another event that was well attended.
- The Holidayton parade is being planned with lots of activities available for residents, photos with Santa, the Grinch was on patrol, horse carriage rides, as well as Elves, reindeer food, mini donuts, hot cocoa and the Tree lighting.
- There were also numerous rentals of the Activity Centre for various functions from HOA meetings to weddings, to birthday parties and family gatherings.

2025 Goals

The goal for 2025 is to build on the success that we have already had, by improving on last year’s events and adding some new ideas. We hope to be adding a new P/T Community Event Specialist in 2025 to manage the programs and events, to generate more community involvement from all age groups.

Police Department

Mission

The mission of the Dayton Police Department is to build stronger partnerships with the community to provide public safety, to enhance community service, and to improve the quality of life while maintaining respect for individuals. We take pride in our department and in our profession. We are proud of who we are and what we do.

We provide efficient and effective law enforcement service to our community. This will be achieved by maintaining the highest standards of honesty and integrity through consistent and impartial enforcement of the law. We will meet the ever-changing needs of our community through investment in our employees and building partnerships with our citizens and businesses that we are sworn to protect and serve.

Overview

The Dayton Police Department provides 24 hour 365 days a year Police Coverage for the City of Dayton. The Police Department currently runs 12-hour shifts to provide this coverage.

The Police Department staffs a Chief of Police, Lieutenant, 2 Sergeants, 2 Investigator/CRU Team, 9 full-time officers, and 3 part-time officers. In addition to the sworn personnel, there is 1 Office Manager, 1 part-time 32hrs per week administrative secretary, 1 full-time community service officer, and 2 Reserve Officers.

- Proactive Patrol
- Respond to Calls for Service
- Traffic Enforcement
- Investigations
- Community Oriented Policing
- Predatory Offender Checks and Tracking
- Neighborhood Watch
- National Night Out
- Tobacco Compliance Checks
- Reserve Program
- Department Training – Use of Force, Firearms, and Mandatory POST trainings
- Traffic Assistance for numerous events and construction projects.
- Heritage Days
- Work with Dayton Elementary - School Picnic, First and Last day of School, and other events.
- Work with Dayton Park Properties and MN Dept of Health
- Towards Zero Death Grant
- Ordinance Violations
- Mobile Hope
- Shop with a Cop
- Started implementation of Business Meetings with owners of businesses to discuss strategies to reduce theft in the business areas.

The Police Department currently utilizes 12 squad cars to patrol the city.



- 2020 Dodge Durango – CRU/Investigations
- 2021 Dodge Durango – Spare - Patrol
- 2021 Dodge Durango – Patrol
- 2023 Dodge Durango – Chief
- 2023 Dodge Durango – Patrol
- 2023 Dodge Durango – Patrol
- 2023 Dodge Durango - Patrol
- 2024 Dodge Durango – Patrol
- 2025 Jeep Cherokee – CRU/Investigations
- 2025 Dodge Ram Pickup – CSO/Backup
- 2025 Dodge Durango - Patrol
- 2025 Dodge Durango - Lt

All Patrol Vehicles are equipped with Squad Cameras and all officers are equipped with Body Worn Cameras. All Patrol Vehicles are equipped with Less Lethal Munitions and Bunkers.

2024 Expenditure Highlights Budgeted

- Implement a Taser 5-year lease program
- Budgeted for a wellness program
- Budgeted for 3 patrol officers – one of which is a mid-year hire
- Budgeted for promotions of one sergeant and one investigator
- Re-organized Investigation into Community Response Unit
- The department currently has 4 officers certified in Crisis Negotiation and 7 officers certified in Crisis Intervention. 2025 all Patrol Officers will be certified in Crisis Intervention Training

- Department increased Use of Force/Firearms and other training to keep up with MN Post mandated increases.

2025 Expenditure Highlights

- Budgeted for 2 Full-Time Patrol Officers – July 1st Hire
- Implemented Flock Camera System
- All patrol officers were certified in Crisis Intervention Training
- Six Officers have been certified in Crisis Negotiation.
- Continued improvement of our wellness program
- Continued to work on receiving a Therapy Dog for the Department
- Incorporated a recruitment video and behind the badge video to highlight the Department
- Incorporated Scenario Base Training twice a year for all members of the department and have worked with surrounding agency to train together three times a year.
- Incorporated a Drone Program for the Police Department thanks to a donation

Investigations (January 1st, 2023 to November 20, 2023)

Total Cases forwarded: 146
Open Active Cases: 53
Child Protection Cases: 36
Vulnerable Adult Cases: 18
Embedded Social Worker Assigned Cases - 42

Total Incidents – 01/01/23 to 12/01/23 – 10,807

Investigations/CRU Team (January 1st 2024 to November 1st, 2024)

Total Cases Forwarded: 161
Total Cases Closed: 134
Open Active Cases: 27
Child Protection Cases: 39
Vulnerable Adult Cases: 21
Embedded Social Worker Cases: 57

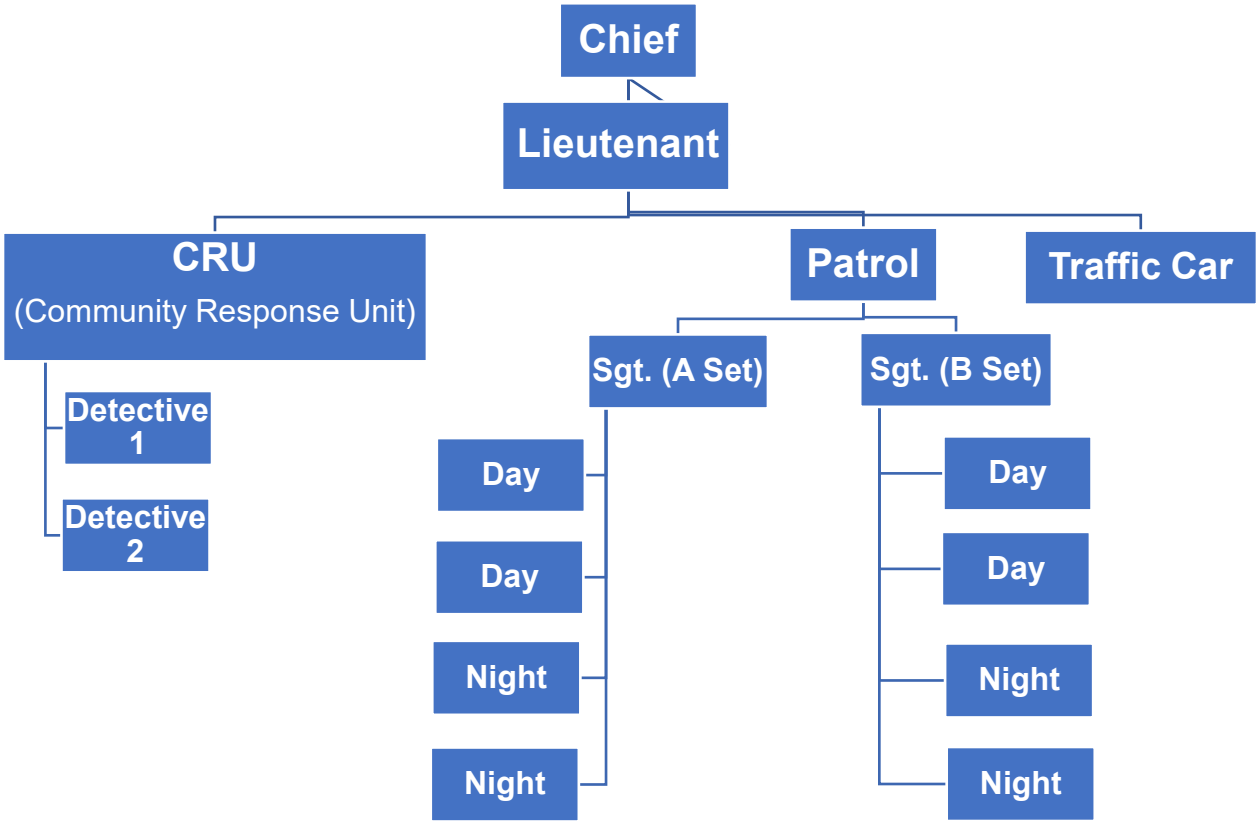
Total Incidents – 01/01/24 to 12/01/24 – 10,365

Investigations/CRU Team (January 1st, 2025 to December 1st, 2025)

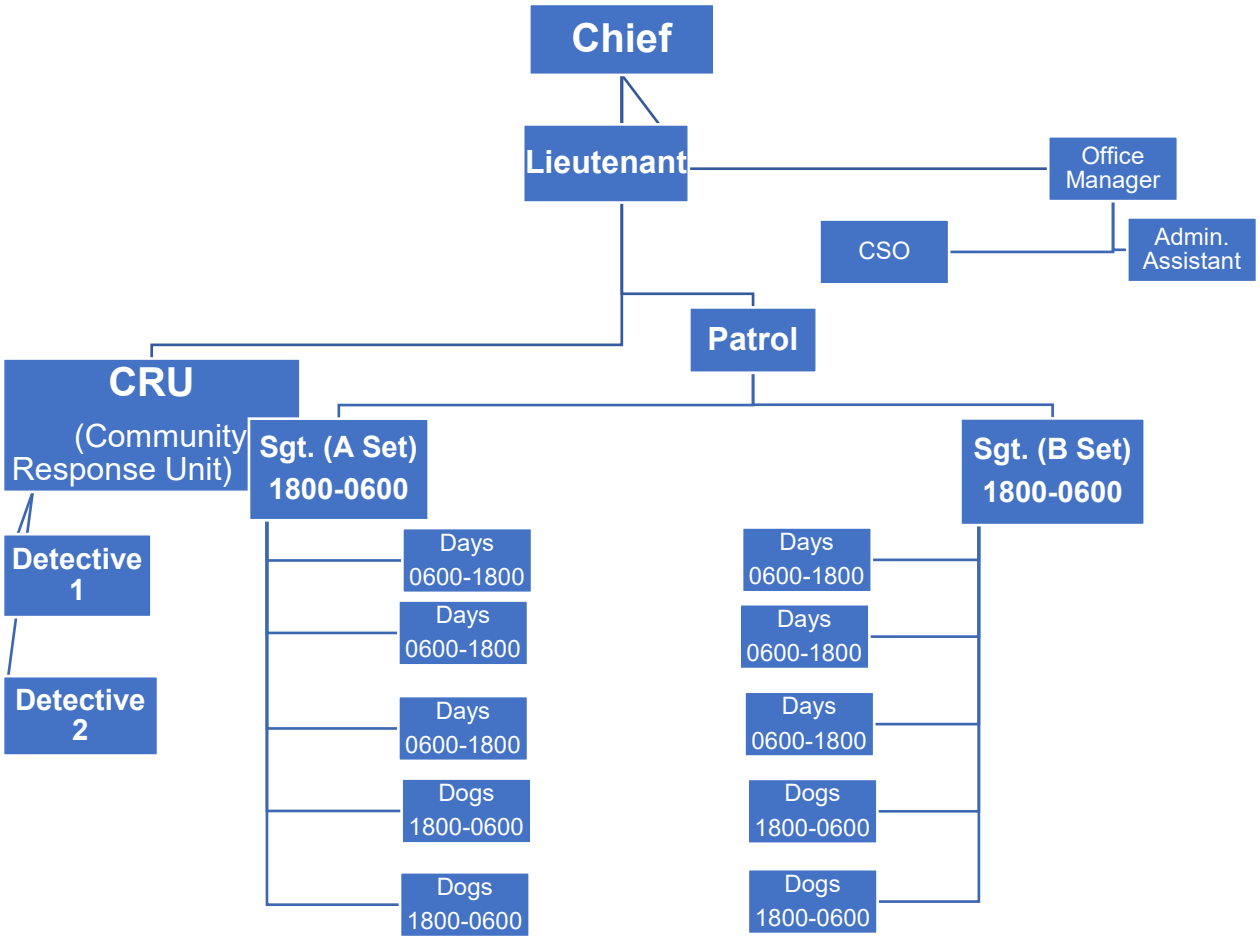
Total Cases Forwarded: 302
Total Cases Closed: 271
Open Active Cases: 31
Child Protection Cases: 65
Vulnerable Adult Cases: 41
Embedded Social Worker Cases: 100

Total Incidents – 01/01/25 to 12/01/2025 – 11,064

2025 STAFFING VISION



2026 STAFFFING VISION



Fire Department

Mission

The Dayton Fire Department strives for excellence in the performance of duty in the service it provides to all citizens.

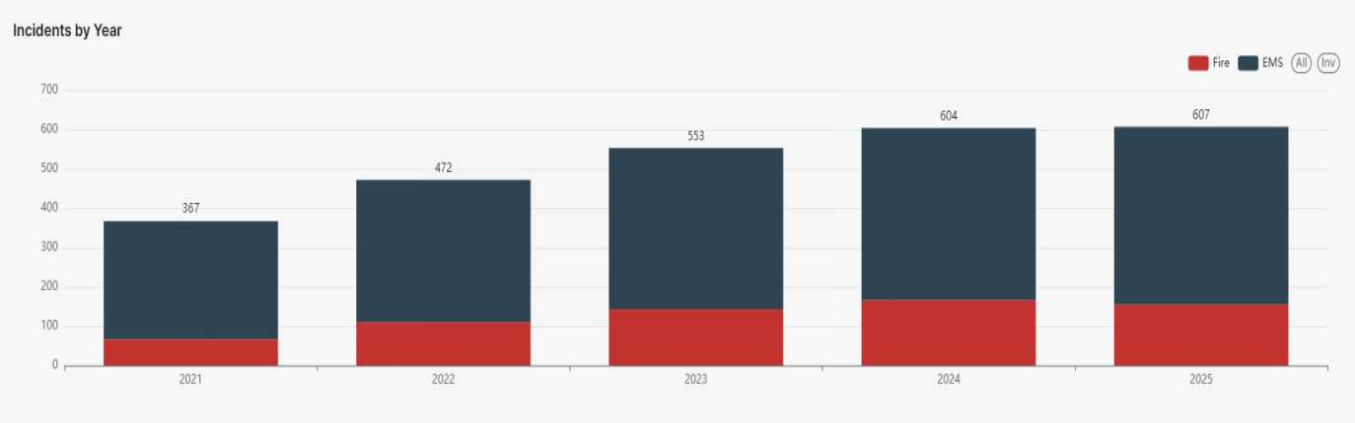
Overview

The Dayton Fire Department consists of a full-time fire chief, a full-time assistant chief, two paid-on-call captains, and 26 paid-on-call dedicated men and women serving the community as firefighters. The department responds to the following calls: fires, medical emergencies, personal injury, car accidents, hazardous-material releases, water emergencies, technical rescues, and natural disasters. All firefighters are trained as First Responders or Emergency Medical Technicians and respond to most medical emergencies.

Dayton is one of the fastest-growing cities in Minnesota. Despite unprecedented growth, we remain committed to providing trusted and professional care to our residents. The population increase and numerous new structures create new and exciting challenges for the fire department. The fire department's call volume in 2025 increased by 8.2% compared to the same period in 2024. We are working hard to keep up with the growth by continuing to recruit new firefighters.

Every year, the department responds to over 650 calls for service.

Year-over-Year Calls for Service Comparison From 2021 through December 3, 2025



The Dayton Fire Department is proud to share the accomplishments and notable events that shaped our organization throughout 2025. This year was marked by significant emergency responses, important capital improvements, expanded regional partnerships, and meaningful progress toward our future duty-crew staffing model.

Emergency Response Highlights
In 2025, our department responded to five major fire incidents within our community, each demonstrating the professionalism, readiness, and dedication of our firefighters. These incidents included a fully involved garage fire, a fast-moving grass fire that extended into the wall of a residence, and a garbage fire that ignited inside a steel drum and ultimately caused significant damage to three nearby mobile homes. We also responded to a large shed fire that required an extended fire attack and overhaul operations. Collectively, these five incidents resulted in more than $700,000 in property loss. Despite the magnitude of these events, our firefighters performed exceptionally, limiting further damage and ensuring that no lives were lost.

In addition to our local responses, the Dayton Fire Department proudly supported our mutual aid partners, responding to three structure fires in neighboring communities. These cooperative efforts highlight our commitment to regional collaboration and our shared responsibility to protect life and property across the area.

Capital Improvements & Station Readiness
This year, the department completed a significant capital improvement project at Fire Station Two. Upgrades included fully renovated bathrooms, along with the addition of a kitchen and day room. These enhancements were strategically planned to support our new duty-crew staffing model, which will officially launch in 2026. The improvements not only increase operational readiness but also provide firefighters with a functional, welcoming space to support their work and wellbeing.

Training & Professional Development
The department also received a Minnesota Board of Firefighter Training and Education (MBFTE) grant, which enabled us to conduct a specialized school bus extrication course. This training included not only Dayton firefighters but also crews from our neighboring mutual aid departments. The course significantly enhanced our collective ability to respond to complex vehicle extrication incidents involving large passenger vehicles, reinforcing our region’s overall readiness.

Looking Ahead
As we close out 2025, the Dayton Fire Department remains committed to continuous improvement, operational excellence, and strong community partnership. The progress made this year—both on emergency scenes and within our facilities—positions us well to implement the duty-crew model and to support the continued growth of our city in 2026.

PRESENTER:
Chief Enga

ITEM:
Approve to move Part-Time Officer Marlen Salazar to Full-Time Police Officer

PREPARED BY:
Chief Enga

POLICY DECISION / ACTION TO BE CONSIDERED:
Approve to move Part-Time Officer Marlen Salazar to Full-Time Police Officer

BACKGROUND:
The Dayton Police Department would like to move Part-Time Police Officer Marlen Salazar to a Full-time Police Officer. Marlen was hired Part-time on June 29th, 2025 and has attended the Dayton Police Department Academy and is currently working through the Field Training Program while working Part-Time Hours. Marlen has proven to be a great asset to the Dayton Police Department and Citizens of Dayton. Marlen is a graduate from University of MN Crookston and North Hennepin Technical College.

I am recommending that Marlen be moved from Part-Time Officer to Full-Time officer position beginning January 1st, 2026. The full-time police officer position would be placed in pay grade PO at step 1 which is $42.50 per hour. There would also be the usual one-year probationary period.

CRITICAL ISSUES:
- The selected candidate Marlen Salazar would start at Pay Grade PO, step 1 which is $42.50 per hour, with one-year probationary period.
- Marlen is bilingual in Spanish, which is a great asset for the Dayton Police Department and the citizens of Dayton.
- Anticipated start date full-time is January 1st, 2026
- Marlan has been working Part-time with the Dayton Police Department since June 29th, 2025.
- Marlan has completed the Dayton Police Department academy and has been working through Field Training while working Part-Time.

BUDGET IMPACT:
Salary and Benefits budgeted for in the 2026 Budget

RECOMMENDATION:
Approve to move Part-Time Officer Marlan Salazar to Full-Time Police Officer

ATTACHMENT:
Police Officer Job Description

POLICE OFFICER

Position Title: Police Officer
Department: Police
Supervisor's Title: Police Lieutenant
Pay Grade: PO
FLSA Status: Non-Exempt
Work Status: Full-time

General Definition of Work

Performs intermediate protective service work enforcing laws, investigating criminal activity, ensuring safety of public, maintaining records and files, testifying in court, preparing reports, and related work as apparent or assigned. Work is performed under the limited supervision of the Police Chief., Lieutenant(s) and Sergeant(s).

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions.

Essential Functions

- On an assigned shift, operates patrol vehicle or specialized police equipment or walks to observe for violations of traffic laws, suspicious activities or persons and disturbances of law and order; maintains visible police presence throughout the community.
- Makes arrests and testifies in court; prepares incident and various special reports.
- Investigates crimes; collects evidence; conducts searches.
- Interviews victims and witnesses to obtain additional information regarding crime, accident, violation, etc.
- Responds to radio dispatches and answers calls and complaints.
- Enforces traffic laws; investigates accidents; issues traffic citations; provides first responder medical assistance.
- Provides police escorts, directs traffic; performs residential and commercial security checks.
- Responds to and investigates domestic disputes; assists other law enforcement agencies when assigned.
- Participates in a variety of in-service and special training programs.
- May be assigned to collateral duty assignments such as school resource officer, investigations, civil service, etc.

Knowledge, Skills and Abilities

Thorough knowledge of police methods, practices and procedures; thorough knowledge of the rules and regulations of the Police Department; general knowledge of the geography of the City and location of important buildings; ability to understand and carry out oral and written instructions and to prepare clear reports; ability to deal professionally, courteously and fairly with the public; ability to analyze situations and to adopt quick, effective and reasonable courses of action with due regard to surrounding hazards and circumstances; skill in the use of firearms
and the operation of police vehicles; ability to establish and maintain effective relationship with associates and the general public.

Education and Experience

Associates/Technical degree in criminal justice, law enforcement and moderate experience working in law enforcement. Bachelor's degree preferred.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force and occasional exertion of over 100 pounds of force; work regularly requires walking, sitting, speaking or hearing and repetitive motions, frequently requires standing, using hands to finger, handle or feel, reaching with hands and arms and pushing or pulling and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, tasting or smelling and lifting; work requires close vision, distance vision, ability to adjust focus, depth
perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using measuring devices, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions, frequently exposure to vibration and exposure to blood borne pathogens and may be required to wear specialized personal protective equipment and occasionally requires exposure to the risk of electrical shock and wearing a self-contained breathing apparatus; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements
CPR and First Responder certification.
Minnesota Police Officer license or eligibility to be licensed.
Possession of an appropriate driver's license valid in the State of Minnesota.

PRESENTER: Marty Farrell

ITEM: Park Name Recommendation

PREPARED BY: Elizabeth Decker

BACKGROUND: City staff distributed a survey to the community, with a deadline of October 15th, 2025, to collect name submissions for the new City park located off 117th Ave. We asked residents to focus on community relevance, creativity, originality, nature-inspired themes, and positive connotations when suggesting names. We also requested that submissions avoid offensive or inappropriate content, duplicate names, personal names, and commercial references.

We received 85 submissions. After removing entries that did not meet the criteria, the list was narrowed to 40 eligible park names. This list was shared with City staff, who voted for their top two favorites. The list was reduced to five final options, were posted as an online survey for residents to vote for the park's official name.

The park name that received the highest number of community votes was Dayton Farms Park.

CRITICAL ISSUES: N/A

BUDGET IMPACT: N/A

RECOMMENDATION: The park name that received the highest number of community votes was Dayton Farms Park.

ATTACHMENT(S): N/A

WORK ORDER

Date 12-04-2025

☐ Invoice ☐ Order ☒ Quote ☐ Credit/Return ☐ Other

Heiman FIRE EQUIPMENT

WHEN PROTECTION MEANS EVERYTHING.

SALESMAN

Name: Brent Hughes - PPE Specialist

Ph. 612-991-5933 E-mail: brenthughes@heimanfire.com

Heiman Fire Equipment | Federal ID # 42-0955663

25814 Rudolph Ave.
Ph. 605.543.5510
Fax. 605.543.5543 | www.heimanfire.com

CUSTOMER

Name Dayton Fire Department

Address 12260 S. Diamond Lake Rd

City Dayton State MN Zip 55327

Ph. _____ E-mail _____

Customer # Gary Hendrickson PO # _____

SHIP TO ☐ same as CUSTOMER

Name _____

Address _____

City _____ State _____ Zip _____

Contact Name _____ Contact Ph. _____

☐ Commercial ☐ Residential

Qty Order	Qty Ship	Part Number	Description	Price	Total Amount
10		AeroFlex Turn Out Gear	Full set including Coat and Pant. Non PFAS	$ 4321.42	$ 43,214.20
10		TecGen51	Dual Certified Alternative PPE	$ 843.89	$ 8,438.90
15		Sold Individually	TecGen51+Dex Pro($1195.50+$126.18)	$ 1075.72	$ 16,135.80
			(Total $1195.50+$126.18=$1321.68)	$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00
				$	$ 0.00

Subtotal $	67,788.90
Shipping & handling	
Tax rate ___% Tax	$ 0.00
Credit	
TOTAL $	67,788.90

CLEAR

THIS IS NOT AN INVOICE. ALL INVOICES WILL BE SENT DIRECTLY FROM THE OFFICE.

PURCHASE AGREEMENT

This Purchase Agreement (together with all attachments referenced herein, the "Agreement"), made and entered into by and between MacQueen Equipment, LLC, as Delaware corporation DBA MacQueen Emergency ("MacQueen"), and City of Dayton, (customer) is effective as of the date specified in Section 3 hereof.

1. **Definitions**
   a. **"Product"** means the fire apparatus and any associated equipment furnished for the Customer by MacQueen, pursuant to the specifications.
   b. **"Specifications"** means the general specifications, technical specifications, orientation, and testing requirements for the Product contained in the MacQueen Proposal for the Product prepared in response to the Customer's request for proposal.
   c. **"MacQueen Proposal"** means the proposal provided by MacQueen attached as Exhibit C prepared in response to the Customer's request for proposal.
   d. **"Delivery"** means the date MacQueen is prepared to make physical possession of the Product available to the Customer.

2. **Purpose**
   This Agreement sets forth the terms and conditions of MacQueen's sale of the Product to the Customer.

3. **Term of Agreement**
   This Agreement will become effective on the date it is signed and approved by MacQueen's authorized representative pursuant to Section 22 hereof ("Effective Date") and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon the Customer's Acceptance and payment in full of the Purchase Price.

4. **Purchase and Payment**
   The Customer agrees to purchase the Product specified on Exhibit A for the total purchase price of $2,497,779.00 ("Purchase Price"). Prices are in US Funds.
   NOTE: Upon final inspection at the factory for pick-up or delivery, the customer will need to supply a "Certificate of Insurance" and "FULL PAYMENT" prior to release of the vehicle, unless prior arrangements for vehicle's release have been made.

5. **Future Changes**
   Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty or cancellation fee.

6. **Agreement Changes**
   The Customer may request that MacQueen incorporate a change to the Products or the Specifications for the Products by delivering a change order to MacQueen; provided, however, that any such change order must be in writing and include a description of the proposed change sufficient to permit MacQueen to evaluate the feasibility of such change ("Change Order"). Within seven (7) business days of receipt of a Change Order, MacQueen will inform the Customer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or Delivery resulting from such Change Order. MacQueen shall not be liable to the Customer for any delay in performance or Delivery arising from any such Change Order. A Change Order is only

effective when counter-signed by MacQueen's authorized representative. Only the listed customer person(s) specified on Exhibit A may be able to authorize and sign the Change Order.

7. **Cancellation/Termination**
In the event this Agreement is cancelled or terminated by the Customer before completion, MacQueen may charge a cancellation fee. The following charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price after order is accepted and entered by MacQueen; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon any material requisition. The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. MacQueen endeavors to mitigate any such costs through the sale of such Product to another purchaser; however, Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by MacQueen upon sale of the Product to another purchaser, plus any costs incurred by MacQueen to conduct any such sale.

8. **Delivery, Inspection, and Acceptance**

   a. **Delivery**
   Delivery of the Product is approximately **38-41 months** of the Effective Date of this Agreement. Risk of loss shall pass to Customer upon Delivery. Delivery shall be made and title documentation shall pass upon Customer's complete fulfillment of its obligations arising under Section 4 hereof. Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.

   b. **Inspection and Acceptance**
   Upon Delivery, Customer shall have fifteen (15) days within which to inspect the Product for substantial conformance to the material Specifications, and in the event of substantial non-conformance to the material Specifications to furnish MacQueen with written notice sufficient to permit MacQueen to evaluate such non-conformance ("Notice of Defect"). Any Product not in substantial conformance to material Specifications shall be remedied by MacQueen within thirty (30) days from the Notice of Defect. In the event MacQueen does not receive a Notice of Defect within fifteen (15) days of Delivery, Product will be deemed to be in conformance with Specifications and Accepted by Customer.

9. **Notice**
Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier:

MacQueen Equipment, LLC
1125 7th Street East
St. Paul, MN 55106

City of Dayton
Chief Gary Hendrickson
12260 South Diamond Lake Road
Dayton, MN 55327

10. **Standard Warranty**
The equipment sold herein will be manufactured by Pierce Manufacturing, Inc. and any warranties are attached hereto as Exhibit B and made a part hereof. Any additional warranties must be expressly approved in writing by Pierce's authorized representative and MacQueen.

   a. **Disclaimer**
   Other than as expressly set forth in this agreement, neither Pierce, its Parent Company, Affiliates, Subsidiaries, Licensors, suppliers, distributors, dealers, including without limitation, MacQueen, or other respective officers, directors, employees, shareholders, agents or representatives, make any express or implied warranties with respect to the products provided hereunder or otherwise regarding this agreement, whether oral or written, express, implied or statutory. Without limiting the foregoing, any implied warranty against infringement, and the

implied warranty of condition of fitness for a particular purpose are expressly excluded and disclaimed. Statements made by sales representatives or in promotional materials do not constitute warranties.

b. Exclusions of Incidental and Consequential Damages

In no event shall MacQueen be liable for consequential, incidental or punitive damages incurred by Customer or any third party in connection with any matter arising out of or relating to this Agreement, or the breach thereof, regardless of whether such damages arise out of breach of warranty, tort, contract, strict liability, statutory liability, indemnity, whether resulting from non-delivery or from MacQueen's own negligence, or otherwise.

11. Insurance

MacQueen maintains the following limits of insurance with a carrier(s) rated A- or better by A.M. Best:

Commercial General Liability Insurance:

Products/Completed Operations Aggregate:	$ 2,000,000
Each Occurrence:	$ 2,000,000

Umbrella/Excess Liability Insurance:

Aggregate:	$ 5,000,000
Each Occurrence:	$ 5,000,000

The Customer may request MacQueen to provide the Customer with a copy of a current Certificate of Insurance with the coverages listed above.

12. Indemnity

The Customer shall indemnify, defend and hold harmless MacQueen, its officers, employees, dealers, agents or subcontractors, from any and all claims, costs, judgments, liability, loss, damage, attorneys' fees or expenses of any kind or nature whatsoever (including, but without limitation, personal injury and death) to all property and persons caused by, resulting from, arising out of or occurring in connection with the Customer's purchase, installation or use of goods sold or supplied by MacQueen which are not caused by the sole negligence of MacQueen or Pierce.

13. Force Majeure

MacQueen shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond MacQueen's control which make MacQueen's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, delays in transportation, inability to obtain necessary labor supplies or manufacturing facilities, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

14. Default

The occurrence of one or more of the following shall constitute a default under this Agreement:

(a) the Customer fails to pay when due any amounts under this Agreement or to perform any of its obligations under this Agreement; **(b)** MacQueen fails to perform any of its obligations under this Agreement; **(c)** either party becomes insolvent or become subject to a bankruptcy or insolvency proceedings; **(d)** any representation made by either party to induce the other to enter into this Agreement is false in any material respect; **(e)** the Customer dissolves, merges, consolidates or transfers a substantial portion of its property to another entity; or **(f)** the Customer is in default or has breached any other contract or agreement with MacQueen.

15. Relationship of Parties

Neither party is a partner, employee, agent, or joint venture of or with the other.

16. Assignment

Neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

17. **Governing Law; Jurisdiction**
Without regard to any conflict of law's provisions, this Agreement is to be governed by and under the laws of the state of Minnesota.

18. **Facsimile & Electronic Verified Signatures**
The delivery of signatures to this Agreement by facsimile transmission and/or electronic verified shall be binding as original signatures.

19. **Entire Agreement**
This Agreement shall be the exclusive agreement between the parties for the Product. Additional or different terms proposed by the Customer shall not be applicable, unless accepted in writing by MacQueen's authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by MacQueen's authorized representative.

20. **Conflict**
In the event of a conflict between the Customer Specifications and the MacQueen Proposal, the MacQueen Proposal shall control.

21. **Additional Orders**
Company, at its sole discretion, will allow the terms of this contract to be extended to both the Customer, as well as to other Municipal, State, or Federal agencies for similar unit(s). Company will allow tag on / additional orders for up to three (3) years from the date of contract execution. To facilitate pricing, Company will quote the original price plus manufacturer's price increases or Producer's Price Index (PPI) whichever is greater as it applies to either Fire Apparatus and/or commercial heavy truck industries. Additionally, any regulatory changes (NFPA, EPA, Engine Emissions, FMVSS, etc.) will also have to be added to the price as they become applicable. Change orders to the original specification will need to be authorized, signed, and accepted by Company. Any entity using this tag-on/additional orders program will be required to sign a new contract commencing the relationship. Additionally, if required by the Purchaser, any new tag-on / additional orders that require a "separate" Performance bond will be separately priced. This contract, including its appendices, embodies the entire agreement between the parties relating to the subject matter contained herein and merges all prior discussions and agreements. No agent or representative of Company has authority to make any representations, statements, warranties, or agreements not herein expressed and all modifications of amendments of this agreement, including any appendices, must be in writing and executed by an authorized representative of each of the parties hereto. No surety of any performance bond given by Company to the Customer in connection with this Agreement shall be liable for any obligation of Company arising under the Standard Applicable Warranty.

22. **Signatures**
This Agreement is not effective unless and until it is approved, signed and dated by MacQueen's authorized representative.

Accepted and Agreed to:

MACQUEEN EQUIPMENT, LLC	**CITY OF DAYTON**
Signature: _____	Signature: _____
Name: _____	Name: Zach Dahl
Title: _____	Title: City Administrator
Date: _____	Date: 6/4/2024

EXHIBIT A – PURCHASE PAYMENT TERMS & CONDITIONS

MacQueen Equipment, LLC
1125 7th Street East
St. Paul, MN 55106

Customer Name City of Dayton **Date** May 21, 2024

Quantity	Chassis Type	Body Type	Contract Price per Unit
1	Velocity	100' Ascendant Tower	$2,497,779.00*

****Houston-Galveston Area Council (HGAC) Consortium Pricing.***

PERFORMANCE BOND OPTION:

If a Performance Bond is required add $6,627.00 to the contract price. *Initial here to accept:* _____.

100% PREPAYMENT OPTION: DUE AT CONTRACT SIGNING TO BE APPLICABLE.

If 100% prepayment is made with contract, deduct $208,416.00 from contract price.
Payment due with contract is $2,289,363.00 OR $2,295,990.00 with Performance Bond.
Initial here to accept: _____.

Only the below listed person(s) are authorized to make changes to product specifications on behalf of the Customer.

Name Gary Hendrickson	Title Fire Chief

This contract is available for inter-local and other municipal corporations to utilize with the option of adding or deleting any Company available options, including chassis models. Any addition or deletion may affect the unit price.

"PAYMENT TERMS" 100% of contract price or any balance is due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI).

"TAXES" Federal, State, and Local Taxes are not included in the contract price.

"LATE PAYMENT" A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first thirty (30) days. The late fee increases to .044% per day until the payment is received.

[NOTE: If deferred payment arrangements are required, the Customer must make such financial arrangements through a financial institution acceptable to MacQueen.] All taxes, excises and levies that MacQueen may be required to pay or collect by reason of any present or future law or by any governmental authority based upon the sale, purchase, delivery, storage, processing, use, consumption, or transportation of the Product sold by MacQueen to the Customer shall be for the account of the Customer and shall be added to the Purchase Price. All delivery prices or prices with freight allowance are based upon prevailing freight rates and, in the event of any increase or decrease in such rates, the prices on all unshipped Product will be increased or decreased accordingly. Delinquent payments shall be subject to a carrying charge of 1.5 percent (1.5%) per month or such lesser amount permitted by law. MacQueen will not be required to accept payment other than as set forth in this Agreement. However, to avoid a late charge assessment in the event of a dispute caused by a substantial nonconformance with material Specifications (other than freight), the Customer may withhold up to five percent (5%) of the Purchase Price until such time that MacQueen substantially remedies the nonconformance with material Specifications, but no longer than sixty (60) days after Delivery. If the disputed amount is the freight charge, the Customer may withhold only the amount of the freight charge until the dispute is settled, but no longer than sixty (60) days after Delivery. MacQueen shall have and retain a purchase money security interest in all goods and products now or hereafter sold to the Customer by MacQueen or any of its affiliated companies to secure payment of the Purchase Price for all such goods and products. In the event of nonpayment by the Customer of any debt, obligation or liability now or hereafter incurred or owing by the Customer to MacQueen, MacQueen shall have and may exercise all rights and remedies of a secured party under Article 9 of the Uniform Commercial Code (UCC) as adopted by the state of Minnesota.

THIS PURCHASE DETAIL FORM IS EXPRESSLY SUBJECT TO THE PURCHASE AGREEMENT TERMS AND CONDITIONS DATED AS OF May 21, 2024 BETWEEN MACQUEEN AND City of Dayton (customer) WHICH TERMS AND CONDITIONS ARE HEREBY INCORPORATED IN, AND MADE PART OF, THIS PURCHASE DETAIL FORM AS THOUGH EACH PROVISION WERE SEPARATELY SET FORTH HEREIN, EXCEPT TO THE EXTENT OTHERWISE STATED OR SUPPLEMENTED BY MACQUEEN HEREIN.

Is Customer Name and Address listed on page 2 to be used on Certificate of Origin (CO)? ☒ Yes ☐ No
If not, please provide correct name and address to be listed on CO. _____

_____

Is there a lienholder? ☐ Yes ☒ No
If yes, please provide lienholder Name & Address. _____

_____

EXHIBIT B – PROPOSAL OPTION LIST WITH WARRANTIES

SEE ATTACHED PROPOSAL OPTION LIST Bid Number 1000 Dated 5/21/2024 FOR ALL APPLICABLE OPTIONS AND WARRANTIES APPROVED WITH CONTRACT.

Option List

5/21/2024

Customer:	City of Dayton	**Bid Number:**	1000
Representative	Sandon, Patrick	**Job Number:**	
Organization:	MacQueen Emergency Group	**Number of Units:**	1
Requirements Manager:		**Bid Date:**	01/17/2024
Description:	City of Dayton - Fire Department	**Stock Number:**	
Body:	Aerial, 100AAT, Alum Body	**Price Level:**	49 (Current: 49)
Chassis:	Velocity Chassis, 100AAT	**Lane:**	

Line	Option	Type	Option Description	Qty
1	0769372		Boiler Plates, 100AAT Fire Department/Customer - City of Dayton - Dayton Fire Department Operating/In conjunction W-Service Center - In Conjunction Miles - 50 Miles Number of Fire Dept/Municipalities - 2 Bidder/Sales Organization - MacQueen Emergency Group Delivery - Delivery representative Dealership/Sales Organization, Service - MacQueen Emergency Group - MN	1
2	0018180		Single Source Compliance, Aerials	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0816491		Comply NFPA 1900 Changes Effective Jan 1, 2024, With Exceptions	1
7	0533351		Quint Fire Apparatus	1
8	0588612		Vehicle Certification, Aerial w/Pump	1
9	0681278		Agency, Apparatus Certification, Aerial w/Pump, U.L.	1
10	0816495		Certification, Vehicle Inspection Program, NFPA 1900	1
11	0536644		Customer Service Website	1
12	0620362		Consortium, HGAC	1
13	0537375		Unit of Measure, US Gallons	1
14	0529326		Bid Bond, 10%, Pierce Built Chassis	1
15	0816569		Performance Bond, Not Requested, PPI Terms	1
16	0000007		Approval Drawing	1
17	0002928		Electrical Diagrams	1
18	0771624		Velocity Chassis, 100AAT	1
19	0000110		Wheelbase Wheelbase - 265"	1
20	0000070		GVW Rating GVW rating - 76,640 lbs	1
21	0000203		Frame Rails, 13.38 x 3.50 x .375, Qtm/AXT/Imp/Vel/DCF	1
22	0889473		Frame Liner, "C/Inv L" 12.50" x 3.00" x .25", AXT/Vel/Imp/Enf, 57" Qval	1
23	0508846		Axle, Front, Oshkosh TAK-4, Non Drive, 24,000 lb, Velocity	1
24	0090914		Suspension, Front TAK-4, 24,000 lb, DLX/Qtm/AXT/Vel/Enf/SFR	1
25	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/DCF/Enf	1
26	0000322		Oil Seals, Front Axle	1
27	0899289		Tires, Front, Goodyear, Armor MAX MSA, 425/65R22.50, 20 ply, Fire Service Load	1
28	0019611		Wheels, Front, Alcoa, 22.50" x 12.25", Aluminum, Hub Pilot	1
29	0751940	SP	Axle, Rear, Oshkosh TAK-4 T3, 52,640 lb, Rear Steer, 2 Axle, 100AAT, VEL/AXT	1
30	0544244		Top Speed of Vehicle, 60 MPH/96 KPH	1
31	0639311	SP	Suspen, Rear, Oshkosh TAK-4, Independent, 52,640 lb	1
32	0000485		Oil Seals, Rear Axle	1
33	0802662		Tires, Rear, Goodyear,Armor Max MSA,445/65R22.5,20ply,(AWS/IRS),Tand.FS Load Rat	1
34	0693622		Wheels, Rear, 22.50" x 13.00", Steel, Hub Pilot, Tandem, AWS/IRS	1
35	0568081		Tire Balancing, Counteract Beads	1
36	0620569		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Tandem Axle Qty, Tire Pressure Ind - 6	1
37	0801909		Lug Nut, Covers, Chrome	1
38	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
39	0742343		Mud Flap, Full Width, Rear, Custom Logo	1

Line	Option	Type	Option Description	Qty
40	0742321		Mud Flap, Front and Rear, Custom Logo	1
41	0639662		Wheel cover, S/S, Osh IRS, Tandem	1
42	0617577		Chocks, Wheel, Worden HWG- SB, Super Gripper	2
			Qty, Pair - 02	
43	0646364		Mounting Brackets, Chocks, Worden Safety, Model U815T	2
			Location, Wheel chock - As far forward of the underbody as possible. Both sides.	
			Qty, Pair - 02	
44	0821337		ABS Wabco Brake System, Tandem Rear Axle, Tak-4, NFPA 1900	1
45	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
46	0581433		Brakes, Bendix, Cam, Rear, 16.50 x 7.00"	1
47	0735527		Air Compressor, Brake, Wabco 26.8 CI, Paccar	1
48	0000789		Brake Reservoirs, Five	1
			Paint Color, Air Tanks - Frame color	
49	0654547		Air Dryer, Wabco System Saver 1200P, 2010	1
50	0000790		Brake Lines, Nylon	1
51	0000854		Air Inlet, w/Disconnect Coupling	1
			Location, Air Coupling(s) - a) DS Step Well, Forward	
			Qty, Air Coupling (s) - 1	
52	0070810		All Wheel Lockup (Aerial/Tanker Chassis)	1
53	0808514		Engine, Paccar MX, 510HP, 1850 lb-ft W/OBD, EPA 2027, Velocity	1
54	0811409		Not Required, Engine Contingency Adjustment	1
55	0001244		High Idle w/Electronic Engine, Custom	1
56	0735687		Engine Brake, Fully Integrated, Paccar MX13 Engine	1
			Switch, Engine Brake - MX13	
57	0595068		Clutch, Fan, Air, Horton, w/ "Fan Clutch Disengaged" Switch- MUX ONLY	1
58	0734434		Air Intake, Water & Ember Screen, Paccar, VEL	1
59	0814375		Exhaust System, Horizontal, Right Side	1
			Exhaust, Diffuser - Aluminized Steel (Standard)	
			Exhaust, Material/Finish - Aluminized Steel (Standard)	
			Location, Diffuser Termination - 2.00" Past Rub Rail (Standard)	
			Tip, Exhaust - Straight Tip (Standard)	
60	0734440		Radiator, VEL, Paccar	1
61	0511425		Cooling Hoses, Rubber	1
62	0001125		Fuel Tank, 65 Gallon, Left Side Fill	1
63	0001129		Lines, Fuel	1
64	0734402		DEF Tank, 7.3 Gallon, LS Fill, Under Cab, Paccar, VEL	1
65	0552793		Not Required, Fuel Priming Pump	1
66	0552712		Not Required, Shutoff Valve, Fuel Line	1
67	0699437		Cooler, Chassis Fuel, Not Req'd.	1
68	0690880		No Selection Required From This Category	1
69	0801891		Trans, Allison 6th Gen, 4500 EVS P, w/Prognostics, Vel/Qtm	1
70	0512762		Transmission, Shifter, 6-Spd, Push Button, 4500, Imp/Vel/Qtm/DCF/Enf	1
			Trans, ratio - 4500 EVS, 6Spd	
71	0684459		Transmission Oil Cooler, Modine, External	1
72	0001375		Driveline, Spicer 1810	1
73	0734211		Steering, Sheppard M110 w/Tilt, TAK-4, Paccar Pump, w/Cooler, Paccar	1
74	0001544		Not Required, Steering Assist Cylinder on Front Axle	1
75	0509230		Steering Wheel, 4 Spoke without Controls	1
76	0690274		Logo/Emblem, on Dash	1
			Text, Row (1) One - Dayton	
			Text, Row (2) Two - Fire	
			Text, Row (3) Three - Department	
77	0725706		Bumper, 15" Extended, Alum, Painted, Integrated, 100AAT, VEL	1
78	0510226		Lift & Tow Package, Imp/Vel, AXT, Dash CF	1
79	0522573		Tow Hooks Not Required, Due to Lift and Tow Package	1
80	0668315		Cab, Velocity FR, 7010 Raised Roof	1
81	0894910		Engine Tunnel, Foil Insulation w/Mech Fasteners, Imp/Vel FR, w/T3 Rear Axle	1
82	0887600		Cab Insulation, Impel/Velocity FR	1
83	0631034		Rear Wall, Exterior, Cab, Painted, Two Tone, Full Coverage	1
84	0763999		Cab Lift, Elec/Hyd, Manual Override, Stab Interlock, Unlck Ind Lt, Vel 100AAT	1
85	0123176		Grille, Bright Finished, Front of Cab, Velocity	1

Line	Option	Type	Option Description	Qty
86	0002224		Scuffplates, S/S At Cab Door Jambs, 4-Door Cab	1
			Material Trim/Scuffplate - c) S/S, Polished	
87	0527032		Trim, S/S Band, Across Cab Face, Rect Lights, Velocity	1
			Material Trim/Scuffplate - c) S/S, Polished	
			Turnsignal Covers - Polished S/S Covers	
88	0015440		No Chrome Molding, On side of cab	1
89	0772130		Mirrors, Retrac, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex, Marker Light	1
90	0667937		Door, Full Height, Velocity FR 4-Door Cab, Raised Roof	1
			Key Model, Cab Doors - 751	
			Cab, Exterior Door Handle, Finish - 4-Door, Chrome/Black	
91	0655511		Door Panel, Brushed Stainless Steel, Impel/Velocity 4-Door Cab	1
92	0667905		Storage Pockets w/ Elastic Cover, Recessed, Overhead, Impel/Velocity FR	1
93	0667902		Controls, Electric Windows, All Cab Doors, Impel/Velocity FR	1
94	0565651		Steps, 4-Door Full Tilt Cab, Grip Strut Inserts, Imp/Vel	1
95	0770194		Handrail, Exterior, Knurled, Alum, 4-Door Cab	1
96	0892637		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 1Lt Per Step	1
			Color, Trim - Chrome Housing	
97	0002140		Fenders, S/S on Cab	1
98	0586968		Handrail, Interior, Crew Cab Doors, Angled	1
99	0122479		Window, Side of C/C, Fixed, Velocity	1
100	0552935		Trim, Cab Side Windows, Velocity	1
101	0012090		Not Required, Windows, Front/Side of raised roof	1
102	0509287		Windows, Rear CC, (2) 11.25" x 18", Velocity	1
103	0553196		Trim, Cab Rear Windows, Velocity	1
104	0786286		Window Tint, Upper Crew Cab Door, Right Side, Privacy Dark Gray	1
105	0786290		Window Tint, Crew Cab Door, Left Side, Privacy Dark Gray	1
106	0786284		Window Tint, Behind Cab Door, Right Side, Privacy Dark Gray	1
107	0786294		Window Tint, Upper Crew Cab Door, Left Side, Privacy Dark Gray	1
108	0786279		Window Tint, Crew Cab Door, Right Side, Privacy Dark Gray	1
109	0786299		Window Tint, Behind Cab Door, Left Side, Privacy Dark Gray	1
110	0898694		Compt, Transverse Crew Cab, Dbl Pan, 70/90" Vel/Imp	1
			Light, Short Transverse Compt - Pierce, 2 Sect, Hinged Side	
			Louvers - no louvers	
			Scuffplate, Material/Finish - No Scuffplate	
			Finish, Cab Compt/Component - Spatter Gray	
			Door, Cab Exterior Cabinet - Double Pan, (2), Non-Locking	
			Door, Exterior Stop - 2-Bumper	
			Door, Cab Interior Cabinet - None (Transverse Only)	
111	0123686		Drip Rail, Cab Roof, Impel/Velocity/Velocity SLT	1
112	0644019		Holder, Cup, 4" Diameter x 4" High x 1" Slit on Side, Matting, Alum, Each	2
			Location - Each side of doghouse	
			Qty, - 02	
113	0663383		Mounting Provisions, 3/16" Alum, Full Engine Tunnel, Vel/Imp	1
			Mounting Provision Spacing - 1.00"	
			Material Finish, Cab Interior - Painted	
114	0664351		Pac Trac, Installed in Cab/Crew Cab	2
			Location - Rear Outboard Walls Forward facing	
			Qty, - 02	
115	0748671		Cab Interior, Vinyl, Velocity FR, CARE	1
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray	
116	0667943		Cab Interior, Paint Color, Impel/Velocity FR	1
			Color, Cab Interior Paint - i) fire smoke gray	
117	0509532		Floor, Rubber Padded Cab & Crew Cab, Imp/Vel, Dash CF	1
118	0894651		HVAC, Heavy-Duty, Velocity FR, w/PACCAR, CARE	1
			Paint Color, A/C Condenser - Painted to Match Cab Roof	
			HVAC System, Filter Access - Removable Panel	
			Auxiliary Cab Heater - Both	
119	0639675		Sun Visor, Smoked Lexan, AXT, Imp/Vel, Saber FR/Enforcer	1
			Sun Visor Retention - No Retention	
120	0543257		Grab Handles, Driver Door Post & Passenger Dash Panel, Imp/Vel	1
121	0583938		Lights, Engine Compt, Custom, Auto Sw, Wln 3SC0CDCR, 3" LED, Trim	1
			Qty, - 01	

Line	Option	Type	Option Description	Qty
122	0122516		Fluid Check Access, Imp/Vel	1
			Latch, Door, Storage - Lift and Turn Latch, Flush	
123	0002508		Map Box, 3 Bin/30 deg Slant, Custom Chassis	1
			Qty, - 1	
			Location, Map Box/Straps - Final Inspection	
124	0583042		Side Roll and Frontal Impact Protection	1
125	0622617		Seating Capacity, 6 Seats	1
126	0697005		Seat, Driver, Pierce PS6, Premium, Air Ride, High Back, Safety, PRIMARY	1
127	0696994		Seat, Officer, Pierce PS6, Premium, Air Ride, SCBA, Safety, PRIMARY	1
128	0002517		Not Required, Radio Compartment	1
129	0122183		Seat, Rr Fcng C/C, LS Otbrd, Pierce PS6, Premium, SCBA, Safety, PRIMARY	1
130	0102783		Not Required, Seat, Rr Facing C/C, Center	1
131	0122186		Seat, Rr Fcng C/C, RS Otbrd, Pierce PS6, Premium, SCBA, Safety, PRIMARY	1
132	0108189		Not Required, Seat, Forward Facing C/C, LS Outboard	1
133	0122746		Seat, Fwd Fcng C/C, Ctr, (2) Pierce PS6, Base, SCBA, Safety, SECONDARY	1
134	0108190		Not Required, Seat, Forward Facing C/C, RS Outboard	1
135	0566653		Upholstery, Seats In Cab, Turnout Tuff	1
			Color, Cab Interior Vinyl/Fabric - m) Gray	
136	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats	5
			Qty, - 05	
137	0603867		Seat Belt, ReadyReach	1
			Seat Belt Color - Red	
138	0604863		Seat Belt Height Adjustment, 6 Seats, Imp/Vel, Dash CF	1
139	0817557		Helmet Storage, Provided by Fire Department, NFPA 2024	1
140	0647647		Lights, Dome, FRP Dual LED 4 Lts	1
			Color, Dome Lt - Red & White	
			Color, Dome Lt Bzl - Black	
			Control, Dome Lt White - Door Switches and Lens Switch	
			Control, Dome Lt Color - Lens Switch	
141	0896451		Enhanced Software for Cab and Crew Cab Dome Lts	1
142	0631776		Not Required, Overhead Map Lights	1
143	0816997		Portable Hand Light, Provided by Fire Dept, NFPA 2024	1
144	0568369		Cab Instruments, Ivory Gauges, Chrome Bezels, Impel/Velocity 2010	1
145	0509511		Air Restriction Indicator, Imp/Vel, AXT, Dash CF, Enf MUX	1
146	0543751		Light, Do Not Move Apparatus	1
			Alarm, Do Not Move Truck - Pulsing Alarm	
147	0743386		Messages, Open Dr/DNMT, Color Dsply, 100AAT	1
148	0611681		Switching, Cab, Membrane, Impel/Velocity/Quantum, Dash CF, AXT WiFi MUX	1
			Location, Emerg Sw Pnls - Driver's Side Overhead	
149	0555915		Wiper Control, 2-Speed with Intermittent, MUX, Impel/Velocity	1
150	0731813		Hour Meter, Aerial, Included in Information Centers, ASL, AAT, ASP	1
151	0002615		Switch, Aerial 12V Master	1
152	0002617		PTO switch, w/light - aerial	1
153	0821438		Wiring, Spare, 15 A 12VDC Power Point, Dual USB-C Batt Dir NFPA1900 1st	1
			Location, Wiring - Center Console	
			12vdc power from - Battery direct	
154	0814201		Vehicle Information Center, 7" Color Display, Touchscreen, MUX, CL714	1
			System Of Measurement - US Customary	
155	0814610		Vehicle Information Center, 7" Color Display,MUX,Addl,Touchscreen, 100AAT, CL714	1
			Qty, - 01	
			System Of Measurement - US Customary	
			Location, CZ Displays - Pump Display	
156	0816633		Collision Mitigation, HAAS Alert (R2V), HA7	1
			Subscription, HAAS R2V - R2V - 5 Year Data Plan Subscription	
157	0606247		Vehicle Data Recorder w/CZ Display Seat Belt Monitor	1
158	0601950		Intercom, Firecom 5100D Single Radio, 1 Wireless Base Station, (O, 4C, Wired)	1
			Location - Behind drivers seat	
			Location, Intercom, C Cab - 4) 2 forward & 2 rearward facing seats	
159	0006240		Cable, Radio to Intercom Interface, Firecom, 1 Radio	1
			Radio, First Two-Way Make - Motorola High Power	
			Radio, First, Two-Way Model - Motorola APX 7500 HP	

Line	Option	Type	Option Description	Qty
160	0601984		Headset, Firecom, Wireless, FHW-505 Over The Head, Radio Transmit	1
			Qty, - 01	
			Location - DS	
161	0681393		Headset, Firecom, FH-54 Over Head, Intercom Only, Mic On/Off	4
			Qty, - 04	
			Location, Headset - DS Outbrd, Rear Fcng Seat, DS Inbrd, Fwrd Fcng Seat, PS Inbrd, Fwrd Fcng Seat and PS Outbrd, Rear Fcng Seat	
162	0681413		Headset, Firecom, FH-51 Over Head, Radio Transmit	1
			Qty, - 01	
			Location, Headset - Officer Seat	
163	0819255		Hangers For Headsets, NFPA Each, 1900	6
			Qty, - 06	
			Location, Headset Hangers - Driver Seat, Officer Seat, DS Inbrd, Fwrd Fcng Seat, DS Outbrd, Rear Fcng Seat, PS Inbrd, Fwrd Fcng Seat and PS Outbrd, Rear Fcng Seat	
164	0696439		Antenna Mount, Custom Chassis, Cable Routed to Instrument Panel Area	1
			Qty, - 01	
			Location, Antenna Mount - Right Side	
165	0808066		Camera, Pierce, 7" HD, RS, LS, R, Cameras, AHD	1
			Color - 1) black	
			Location, Camera Monitor - Driver Side Dash	
166	0814831		Not Required, Camera Switcher	1
167	0896458		Pierce Command Zone, Advanced Electronics & Control System, Vel WiFi CZT	1
			Color, Antenna - Black Antenna	
			Module Housings - Black Housing with Power and Status Ind	
168	0896456		Prognostics, Electrical System	1
169	0816093		ClearSky Telematics, Remote Fleet & On-scene Management, AT&T Commercial	1
			Subscription, Telematics - 3 Year Subscription	
170	0730603		Electrical System, Velocity ESP, Cummins, Paccar	1
171	0079166		Batteries, (4) Stryten/Exide Grp 31, 950 CCA ea, Threaded Stud	1
172	0008621		Battery System, Single Start, All Custom Chassis	1
173	0123174		Battery Compartment, Imp/Vel	1
174	0812383		Charger, Sngl Sys, Kussmaul, Chief 091-266-12-40, 40 Amp	1
175	0814869		Location, Cab, Charger, Behind Driver Seat	1
176	0811943		Panel, Remote Control, Kussmaul, Chief 091-266-RCP	1
177	0814942		Location, Cab, Ind/Remote, Driver's Seat with Bracket	1
178	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super	1
			Qty, - 01	
			Color, Kussmaul Cover - b) red	
			Shoreline Connection - Battery Charger	
179	0026800		Shoreline Location	1
			Location, Shoreline(s) - DS Cab Side	
180	0647728		Alternator, 430 amp, Delco Remy 55SI	1
181	0092582		Load Manager/Sequencer, MUX	1
			Enable/Disable Hi-Idle - e)High Idle enable	
182	0783157		Headlights, Rect LED, JW Spkr Evo 2, Heat, AXT/DCF/Enf/Imp/Sab/Vel	1
			Color, Headlight Bez - Chrome Bezel	
183	0648425		Light, Directional, Wln 600 Cmb, Cab Crn, Imp/Vel/AXT/Qtm/DCF	1
			Color, Lens, LED's - m)match LED's	
184	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
185	0648074		Lights, Clearance/Marker/ID, Front, P25 LED 7 Lts	1
186	0670831		Lights, Clearance/Marker/ID, Rear, P25 LED 7Lts, 100AAT	1
187	0524895		Not Required, Light, Marker End Outline	1
188	0804514		Lights, Tail, Wln M62BTT* Red Stop/Tail & M62T* Amber Dir Arw For Hsg	1
			Color, Lens, LED's - Match	
			Flash Pattern, Directional Lts - Steady On (Arrow)	
189	0806466		Lights, Backup, Wln M62BU, LED, For Tail Lt Housing	1
190	0664469		Bracket, License Plate & Light, Weldon 9186-23882-30 Incandescent	1
191	0556842		Bezels, Wln, (2) M6 Chrome Pierce, For mtg (4) Wln M6 lights	1
192	0589905		Alarm, Back-up Warning, PRECO 1040	1
193	0686972		Light, Marker, Britax Rubber Arm, Model L427.203.L12 LED, Red/Amb, Qty/Loc, Dir	1
			Location, Lights - Both Side-Rear corners	
			Qty, Lights (pair) - 1	

Line	Option	Type	Option Description	Qty
194	0817254		Lights, Perimeter Cab, Amdor AY-LB-12HW0** LED 4Dr	1
195	0769564		Lights, Perimeter Pump House, Amdor AY-LB-12HW020 LED 1lt	1
196	0763190		Lights, Perimeter Body, Amdor AY-LB-12HW012 LED 3lts	1
			Control, Perimeter Lts - Parking Brake Applied	
197	0896454		Enhanced Software for Perimeter Lts	1
198	0735865		Step Illumination, Pump Panel Light Shield, 100AAT, w/Pump	1
199	0781457		Lights, Side Scene, HiViz FT-GESM LED 1st	2
			Qty, - 02	
			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS, Cab Sw Panel PS and Pump Panel Sw RS	
			Location, Scene Lights - DS & PS Rear Of Crew Cab Doors, 2lts	
200	0792512		Light, Roof Mt, HiViz, FT-B-X-72-*-*, Cnt Feature, Mux	1
			Control, Scene Lts - Cab Sw Panel DS and Cab Sw Panel PS	
			Color, Lt Housing HiViz - Black	
			Scene Light Optics - Flood/Spot	
201	0757722		Lights, HiViz FT-B-65-* LED, 1st	4
			Location - Left and Right side top of body corners as high as possible.	
			Qty, - 04	
			Control, Scene Lts - Cab Sw Panel DS, Body Switch, DS Rear Bulkhead and Body Switch, PS Rear Bulkhead	
			Color, Lt Housing HiViz - White	
202	0766802		Not Required, Deck Lights, Other Hose Bed & Rear Lighting, 100AAT	1
203	0729276		Lights, Hose Bed, Front/Rear, Light Strips, AAT	1
			Control, Hose Bed Lts - Cup Switch At Rear	
204	0645679		Lights, Not Required, Rear Work, Alt. Light Tower Top Of Body	1
205	0897694		Lights, Rear Scene, HiViz FT-MB-27-*-* 34.89", 1st	1
			Qty, - 01	
			Control, Rear Scene Lts - Cab Switch Panel DS and Body Switch, DS Rear Bulkhead	
			Color, Lt Housing HiViz - White	
			Location, Scene Lights - Rear Body, Centered, Under The Hose Bed	
			Scene Light Optics - combination	
206	0892706		Lights, Walk Surf, FRP Flood, P25 LED, 100AAT	1
			Color, Trim - Chrome Housing	
207	0771870		Aerial, 100AAT, Alum Body	1
208	0554271		Body Skirt Height, 20"	1
209	0769002		Tank, Water, 300 Gallon, Poly, 100AAT	1
210	0751917		Overflow, 3.00" Water Tank, Poly	1
211	0028107		Not Required, Foam Cell Modification	1
212	0003429		Not Required, Direct Tank Fill	1
213	0769016		Hose Bed, Alum, Right Side, 100AAT	1
214	0723546		DA Finished Hose Bed/Cargo Area	1
215	0555137		Hose Bed Capacity 800' of 5.00", 100AAT, 100' RMAP	1
216	0748063		Hose Restraint, Front Vinyl/Treadplate, 1" Heavy Nylon Web Rear, RS, 100AAT	1
			Color, Vinyl Cover - a) red	
217	0003512		Running Boards, Ascendant, PAL	1
218	0735582		Turntable Steps, Swing-Down, Left Side, 100AAT	1
			Step, Flip - No Flip Step	
			Body Handrail Finish - knurled aluminum	
			Step Surface, Turntable - Punched Grip	
219	0889980		Lights, Step (3), P25 LED, One Side	1
			Control, Scene Lts - Aerial master	
220	0690023		Wall, Rear, Smooth Aluminum	1
221	0074515		Tow Eyes (2), Painted Lower Job Color, 100AAT, Ascendant Single Axle, 75' HAL	1
222	0769019		Construction, Compt, Alum, 100AAT	1
223	0771504		Compt, Left Side, Roll, 100AAT	1
			Latch, Door, Access - lift and turn latch, flush, pair	
224	0771505		Compt, Right Side, Roll, 100AAT	1
225	0766483		Doors, Gortite Rollup, Side Compartments	9
			Qty, Door Accessory - 09	
			Color, Roll-up Door, Gortite - Painted to Match Lower Body	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
226	0740006		Bumper, Rear, 3", Counterweight, Steel, Full 45 Degree Angled Corners, 100AAT	1

Line	Option	Type	Option Description	Qty
227	0731558		Pull Strap for Liftup Doors Qty, Door Accessory - 07 Location, Door Accessory - RS of each door Color, Strap - Red Length, Pull Strap - 20.00"	7
228	0603083		Lights, Compt,Pierce LED,Dual Light Strips,Each Side Dr,Ascend TA,75'HAL,PAP,HDL Qty, - 09 Location, Compartment Lights - All Body Compts	9
229	0687145		Shelf Tracks, Recessed, PUC/3rd Generation	1
230	0600289		Shelves, Adj, 500 lb Capacity, Full Width/Depth, Predefined Locations, Aerial Qty, Shelf - 05 Material Finish, Shelf - Painted - Spatter Gray Location, Shelves/Trays, Predefined - * Locations To Be Determined At A Later Date	5
231	0709692		Tray, 215 lb, Tilt/Slide-Out, 30 Deg, Adj, Predefined Locations Qty, Tray (slide-out) - 03 Location, Shelves/Trays, Predefined - * Locations To Be Determined At A Later Date Material Finish, Tray - Painted - Spatter Gray	3
232	0647772		Tray, Floor Mounted, Slide-Out, 500lb, 2.00" Sides, 3G Qty, - 03 location - TBD Later Material - Painted - Spatter Gray	3
233	0725644		Cabinet, Drawer Assembly, CTECH, Three Drawers, Up To 24" Wide, 24" Deep Qty, - 01 Location - R4 Size, Drawer Height 1 (Top) - 3.00" Size, Drawer Height 2 - 4.75" Size, Drawer Height 3 - 5.75"	1
234	0709346		Toolboard, Slide-out, Alum, .188", Peg Board, Predefined Locations Qty, - 02 Mounting, Toolboard - Adjustable side-side Hole Diameter, Pegboard/Toolboard - .281" diameter Finish, Pegboard/Toolboard - Painted - Spatter Gray Location, Partition/Toolboard, Predefined - RS4- 24.00" From Forward Door Frame and RS4- 36.00" From Forward Door Frame	2
235	0028026		Matting, Turtle Tile, Compartment Shelving Only Location - TBD Qty, Shelf - 08 Color - 2) red	8
236	0659383		Matting, Turtle Tile w/Ramp, Compartment Floors Location - R1, R2, R3, R4 L1, L2, L3, L4 Qty, Comp. Accessory - 08 Color - 2) red Color, Tile Edge - gray	8
237	0061917		Rub Rail, Aluminum Extruded, 3.12", Side of Body	1
238	0769018		Fender Crowns, Rear, S/S, w/Removable Fender Liner, Aerial, 3G, Two Pair	1
239	0519849		Not Required, Hose, Hard Suction	1
240	0893499		Handrails, Side Pump Panels, Per Print, Hansen Knurled Alum Tubing, LED, Aerial Switch, Handrail Light Control - Headlight Switch & Park Brake Color, Light, Hansen Handrail - White Step, Runningboard - step	1
241	0765324		Compt, Air Bottle/Extinguisher,Between Tandems,Three (3),w/Straps,100AAT,Bolt-Ir Qty, Air Bottle Comp - 2 Door Finish, Fender Compt - Polished Location, Fender Compt - LS and RS Latch, Air Bottle Compt - Flush Lift & Turn, Pair Insert, Air Bottle Compt - Rubber Matting Door Type - lift up with pneumatic spring	2
242	0795333		Compt, Air Bottle, Single, Fender Panel, Bolt-In Qty, Air Bottle Comp - 1 Door Finish, Fender Compt - Polished Location, Fender Compt - Single - LS Fwd and Single - LS Rear	1

Line	Option	Type	Option Description	Qty
242			Latch, Air Bottle Compt - Flush Lift & Turn	
			Insert, Air Bottle Compt - Rubber Matting	
243	0768635		Ladder, 35' Duo-Safety 1200A 2-Sect	1
			Qty, - 01	
244	0064226		Ladder, 24', Duo-Safety 900A 2-Section	1
			Qty, - 1	
245	0010406		Ladder, 28' Duo-Safety 1200A 2-Section	1
			Qty, - 1	
			Location, Extension Ladder - torque box	
246	0024232		Ladder, 16' Duo-Safety 875A Roof	1
			Qty, - 1	
247	0014232		Ladder, 20' Duo-Safety 875A Roof	1
			Qty, - 1	
248	0024233		Not Required, Attic Extension Ladder	1
249	0768634		Ladder, 10' Duo-Safety Folding, 585A	2
			Qty, - 02	
			Location, Folding Ladder Aerial - torque box	
250	0806196		Ladders in Torque Box, Generator Storage, Gortite Roll, Retainer Latch, 100AAT	1
			Color, Roll-up Door, Gortite - Painted To Match Upper	
			Latch, Roll-up Door, Gortite - Non-Locking, Rear	
			Latch, Anti-Migration Plate - Southco C2 black raised	
251	0766602		Lights, Torque Box Ladder Storage, Pierce LED Strip Lights, 2 Lts, 100AAT	1
252	0802284		Little Giant/Werner Ladder Storage, Vertical In Compartment	1
			Ladder, Make/Model - Little Giant Classic Model 17	
			Location Within Compartment - Left side	
			Location, Compartment, Predefined - LS1	
253	0788575		Pike Pole, 12' Fire Hooks Unlimited, NY Roof Hook, Fiberglass, RH-12, Pry End	2
			Qty, - 02	
254	0567897		Pike Pole, 8' Fire Hooks Unlimited, New York Roof Hook, Steel, Pry End, RH-8	2
			Qty, - 02	
			Location - In Ladder storage area	
255	0746990		Pike Pole, 6' Leatherhead, NY Hook, Steel, Chisel End, Hi-Viz Lime, NYHL-6	2
			Qty, Pike Poles - 2	
			Location - In ladder storage compartment.	
256	0527787		Pike Pole, 4' Fire Hooks Unlimited, New York Roof Hook, RH-4, w/D Handle	1
			Qty, - 01	
257	0770578		Pike Pole Tubes, in Torque Box/Ladder Storage, ABS	6
			Qty, - 06	
258	0768688		Pump House, Side Control, 36", 100AAT, Control Zone	1
259	0767048		Pump House Structure	1
260	0767622		Pump, Waterous, S100, 2000 GPM, Single Stage, 100' AAT	1
261	0504116		Seal, Mechanical, Waterous, w/S100 Pump	1
262	0816450		Trans, Pump, Waterous C22, S100 Pump Only	1
263	0635600		Pumping Mode, Stationary Only	1
264	0605126		Pump Shift, Air Mnl Override, Split Shaft, Interlocked, Waterous	1
265	0003148		Transmission Lock-up, EVS	1
266	0004547		Auxiliary Cooling System	1
267	0014486		Not Required, Transfer Valve, Single Stage Pump	1
268	0746501		Valve, Relief Intake, Elkhart	1
			Qty - 1	
			Pressure Setting - 125 psig	
			Intake Relief Valve Control - Behind Right Side Pump Panel	
269	0794959		Controller, Pressure, Pierce, Pump Boss, PBA300	1
270	0072153		Primer, Trident, Air Prime, Air Operated	1
271	0780364		Manuals, Pump, (2) Total, Electronic Copies	1
272	0602492		Plumbing, Stainless Steel and Hose, Single Stage Pump, 100AAT	1
273	0089437		Plumbing Without Foam System	1
274	0758412		Inlets, 6.00", (2) Right Side, 1500-2000 GPM Pump, 100AAT	1
275	0014650		Pump Suction Tube(s), Short, All	1
276	0730327		Valve, Ball Intake, TFT, AX Series, 100AAT	2
			Location - One LS one RS	
			Qty - 2	
			Connection, Inlet, Side B - 1ST (5.0" Rigid Storz) with a cap	

Line	Option	Type	Option Description	Qty
276			Connection, Outlet, Side A - NX (6.0" Threaded Swivel) Ball Intake Valve Actuation - Standard (Crank On Left Side) Relief Valve, Ball Intake - Standard	
277	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
278	0084610		Valves, Akron 8000 series- All	1
279	0016158		Valve, Inlet(s) Recessed, Side Cntrl, "Control Zone"	1
			Qty, Inlets - 1	
280	0004700		Control, Inlet, at Valve	1
281	0004660		Inlet (1), Left Side, 2.50"	1
282	0029147		Not Required, Inlet, Right Side	1
283	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
284	0767284		Tank to Pump, (1) 3.00" Valve, 3.00" Plumbing, 100AAT	1
285	0004905		Outlet, Tank Fill, 1.50"	1
286	0062133		Control, Outlets, Manual, Pierce HW if applicable	1
287	0890913		Outlet, Left Side, 2.50", 100AAT	2
			Qty, Discharges - 02	
288	0005091		Elbow, Left Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
289	0004945		Outlet, Right Side, 2.50"	1
			Qty, Discharges - 01	
290	0025091		Elbow, Right Side Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
291	0821949		Outlet, Large Diameter, Right Side, Akron Valve, 100AAT	1
			Outlet, Large Diameter, Plumbing - 4.00" Outlet, Large Diameter, NST Adapter - 4.00" MNST Outlet, Large Diameter, Valve Actuation - Pierce small handwheel	
292	0005097		Elbow, Large Dia Outlet, 30 Deg, 4.00" FNST x 5.00" Storz	1
			Qty, - 01	
293	0092572		Not Required, Outlet, Front	1
294	0752097		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Chain	1
295	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
296	0029106		Not Required, Deluge Outlet	1
297	0767110		Waterway Outlet & Control, 4" Akron, Sm HW, 100AAT	1
298	0806468		Crosslays, (1+) 1.50" Std.Cap, w/Poly Tray, 36" PH, 100AAT	2
			Qty, Crosslays - 2	
299	0029196		Not Required, 2.50" Crosslay	1
300	0591145		Hose Restraint, Crosslay/Deadlay, Top/Ends, Elastic Netting	2
			Qty, - 02	
301	0044333		Not Required, Foam System	1
302	0012126		Not Required, CAF Compressor	1
303	0592527		Refill, Foam Tank, Integral, Husky 3	1
304	0042573		Not Required, Foam System Demonstration	1
305	0045465		Not Required, Foam Tanks	1
306	0091110		Not Required, Foam Tank Drain	1
307	0091112		Not Required, Foam Tank #2 Drain	1
308	0738072		Approval Dwg, Pump Panel(s), Not Required	1
309	0032479		Pump Panel Configuration, Control Zone	1
310	0747651		Step, Slide-Out/Fold-Out, Pump Operator Platform, 100AAT	1
311	0667186		Light, Slide-Out Pump Operator Step, On Scene Solutions Access LED, Short Step	1
312	0005525		Material, Pump Panels, Side Control Brushed Stainless	1
313	0723264		Panel, Pump Access - Right Side Only, 100AAT	1
			Latch, Pump Panel Access, Side Mount - Flush Lift and Turn, Chrome, AAT	
314	0583824		Light, Pump Compt, Wln 3SC0CDCR LED White	1
			Qty, - 01	
315	0536401		Gauges, Engine, Included With Pierce Pressure Controller	1
316	0005601		Throttle, Engine, Incl'd w/Press Controller	1
317	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle,Green	1
318	0549333		Indicators, Engine, Included with Pressure Controller	1
319	0745568		Indicator Light, Pump Panel, Ok To Pump, Green	1
320	0744194		Cold Climate Pkg, Pump House, Lvl 2, (2) 7,500 BTU Diesel Heaters, 100AAT	1
321	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
322	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
323	0062586		Gauge, Water Level, Class 1, Pierce Std	1

Line	Option	Type	Option Description	Qty
324	0006774		Not Required, Foam Level Gauge	1
325	0735892		Light Shield, S/S LS & RS, 100AAT, Std LED	1
326	0762640		Air Horns, (2) Hadley, 6" Round, eTone, In Bumper, 100AAT	1
327	0606833		Location, Air Horns, Bumper, Each Side, Inside Frame (Pos #3 & #5)	1
328	0016065		Control, Air Horn, Horn Ring, PS Chrome Push Button	1
329	0506813		Switch, Air Horns, Push Button Control, Additional	1
			Location - RS of doghouse by Officers seat	
330	0525667		Siren, Wln 295SLSA1, 100 or 200 Watt	1
331	0510206		Location, Elect Siren, Recessed Overhead In Console	1
			Location, Elec Siren - Overhead, DS Center Sw Pnl	
332	0076156		Control, Elec Siren, Head Only	1
333	0601306		Speaker, (1) Wln, SA315P, w/Pierce Polished Stainless Steel Grille, 100 watt	1
			Connection, Speaker - siren head	
334	0601565		Location, Speaker, Frt Bumper, Recessed, Center (Pos 4)	1
335	0895290		Siren, Federal Q2B, VEL, 100AAT	1
			Finish, Q2B Siren - Chrome	
336	0578974		Siren, Mechanical, Recessed In Grille, Imp/Vel	1
337	0748305		Control, Mech Siren, Multi Select	1
338	0748282		Control Mech Siren, Ft Sw LS	1
339	0748281		Control Mech Siren, Ft Sw RS	1
340	0740391		Sw, Siren Brake, Momentary Chrome Push Button, RS	1
341	0746353		Not Required, Warning Lights Intensity	1
342	0790240		Lightbar, Wln, Freedom IV-Q, 81", RRRRBRBWRRWBRBRRRR	1
			Filter, Whl Freedom Ltbrs - Colored Filters	
343	0751906		Lights, Side Basket, Wln, M6** LED, 100AAT 1st	2
			Qty, - 02	
			Color, Lights, Warning - Blue Flashing	
			Color, Lens, LED's - Colored	
			Color, Trim - Black Trim	
			Location, Lts 100AAT, Left Side - Left Side, Lower Front (LB7)	
			Location, Lts 100AAT Right Side - Right Side, Lower Front (RB7)	
344	0898734		Light, Front Zone, Wln M6** M6** M6** M6** Q Bzl	1
			Color, Lens, LED's - Colored	
			Color, Lt DS Frnt Outside - Left Red	
			Color, Lt PS Frnt Outside - Right Blue	
			Color, Lt DS Front Inside - Left Red	
			Color, Lt PS Front Inside - Right Blue	
			Color, Q Bezel and Trim - Black	
345	0653937		Flasher, Headlight Alternating	1
			Headlt flash deactivation - a)w/high beam	
346	0540679		Lights, Side Zone Lower, Wln M6*C LED, Clear Lens 2pr	1
			Location, Lights Front Side - b)each side bumper	
			Color, Lt Side Front - Red	
			Color, Lt Side Rear - Red	
			Location, Lights Rear Side - Over Rear Wheels	
347	0564655		Lights, Rear Zn Lwr, Wln M6*C LED, Clear Lens, For Tail Lt Housing	1
			Color, Lt DS Rear - r) DS Rear Lt Red	
			Color, Lt PS Rear - r) PS Rear Lt Red	
348	0088745		Light, Rear Zone Up, Wln L31HRFN LED Beacon, Red LED	1
			Color, Dome, Rear Warning - j) both domes clear	
349	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
350	0780309		Receptacle, 15/20A 120V 3-Pr 3-Wr SB Dup, 4 place, Interior Cab	2
			Qty, - 02	
			Location 1 - Each side of doghouse on mounting plate.	
			AC Power Source - Shoreline	
			Cover, Receptacle - Interior SS Wall Plate(s)	
351	0779701		Receptacle, 15/20A 120V 3-Pr 3-Wr SB Dup, 4 place, Interior Body	8
			Qty, - 08	
			Location 1 - TBD	
			AC Power Source - Shoreline to Inverter Internal Transfer Sw	
			Cover, Receptacle - Interior SS Wall Plate(s)	
352	0519934		Not Required, Brand, Hydraulic Tool System	1
353	0649753		Not Required, PTO Driven Hydraulic Tool System	1

Line	Option	Type	Option Description	Qty
354	0771866		Aerial, Ascendant 100' Aerial Tower	1
355	0680821		Boom Panel, Pair	1
			Paint Color, Predefined - #10 white	
356	0526890		Not Required, Indicator, Extension	1
357	0688232		Rung Covers, Aerial Device	1
			Rung Cover Color - Safety Yellow	
358	0623645		Aerial Stability Test, Maximum Tip Options	1
359	0728982		Box, Saw Storage, w/Cover, Base Section Above Boom Panel, 100AAT, Door Sw	1
			Qty, - 01	
			Finish - Painted, Aerial Device Color	
			Latch, Door, Storage - "D" Handle Latch	
			Location, Aerial Device - right side	
			Louvers - no louvers	
360	0823011		Basket, 100AAT	1
361	0765470		Rubber Bumper, Perimeter of Basket, 100AAT	1
362	0678780		Brackets Only, Axe, Platform	2
			Qty, - 02	
			Type of Axe - flathead and pickhead	
363	0665552		Box, Ladder Belt Storage, Platform	1
			Latch, Door, Storage - Rubber Draw Latch	
			Quantity - 02	
			Location, Aerial Basket - each side	
			Cover - cover	
364	0673243		Scuffplate, Aerial Basket Doors	1
			Material Trim/Scuffplate - b) S/S, Brushed	
			Scuffplate Size - 8.00"	
365	0803225		Lights, Turntable Walkway, P25, On Scene, LED, 100AAT	1
			Color, Trim - Black Housing	
366	0767535		Light, Turntable Console, TecNiq E-10, LED	1
367	0635913		Turntable Walking Surface, Black	1
368	0732762		Basket Heat Shields, 100AAT	1
369	0814210		Control Stations, 100AAT, CL714	1
370	0751349		Lights, Basket Interior, Amdor AY-LB-12HW020-0, 20" 100AAT	1
371	0771862		Stabilizers, 100AAT, Three Sets	1
372	0729051		Stabilizer Pan and Trim Material	1
			Stabilizer Panels - polished stainless steel	
			Stabilizer Trim - polished stainless steel	
373	0746173		Door, Stabilizer Control Box, Aerial MUX, 100AAT	1
			Latch, Door, Storage - Southco C2 Chrome Raised	
			Hinge Location - Inboard	
			Door, Material & Finish, Stabilizer - Smooth aluminum	
374	0615058		Stabilizer Placement, Cameras w/Command Zone Color Display, 1 Set	1
375	0771218		Hydraulic System, 100AAT	1
376	0767932		Swivels, w/Encoder, 36, 100AAT	1
377	0767931		Electrical System, 100AAT	1
378	0757381		Light, Tip, Wln P*H2* LED, Front of Basket Bail Brkt 100AAT 1lts	1
			Color, Wln Lt Housing - Black Paint	
			Scene Light Optics - combination	
			Control, Tip Lts - Turntable and Tip and RS Pump Panel	
379	0752453		Lights, Tracking, Wln MPB* LED, 100AAT 2lts	1
			Color, Wln Lt Housing - White Paint	
			Scene Lt Optics LH Base - L Spot	
			Scene Lt Optics RH Base - R Spot	
380	0743431		Basket Access, w/ Flip Down Step, Lift Bar Latch, 100AAT	1
			Finish, Step Well - aluminum treadplate	
381	0894586		Lights, Step (4), P25, Ladder Style Access Steps, Both Sides	1
			Control, Light - r) aerial master	
			Color, Trim - Black Housing	
382	0749120		Lighting, Rung, LED, TecNiq, 5 Section, Base, Low, Cent, Upper, Fly, 100AAT	1
			Control, Aerial Rung Lighting - Aerial Master	
			Color, Lt Aerial Fly Sect - Red	
			Color, Lt Aerial Base Sect - Blue	
			Color, Lt Aerial Lower Mid Sect - Blue	

Line	Option	Type	Option Description	Qty
382			Color, Lt Aerial Upper Mid Sect - Red Color, Lt Aerial Mid Sect - White	
383	0540743		Lights, Stabilizer Warn (2) Sets, Wln M6*C LED, Clear Lens	1
			Color, Lt Rr Stabilzr Pan - r) Pan Light Red Color, Lt Fr Stabilzr Pan - r) Pan Light Red	
384	0068703		Lights, Grote Supernova LED, Stabilizer Beam, (1) Set	1
385	0762387		Lights, Stabilizer Scene, (3) sets, Amdor AY-LB-12HW012, 100AAT	1
386	0764091		DC Power To Tip, 12.88 Amp, 100AAT	1
387	0737181		Intercom, 2-Way Fire Research ICA910 Hands Free	1
388	0817454	SP	Camera System, Hypersight Wireless Aerial Platform Camera to Display, Thermal	1
			Location - Mounted on the right side of platform unobstructed in anyway.	
389	0540918		Not Required, Breathing Air to Tip, Aerial Platform	1
390	0024742		Not Required, Mask, Breathing Air To Tip	1
391	0767396		Aerial Pedestal, 100AAT	1
392	0766834		Lyfe Brackets, 3-In-1, Used w/Duo-Safety 875 Ladders ONLY, 100AAT	1
393	0767148		Turntable Access, ManSaver Bar, Red	1
394	0804860		Waterway, 100AAT	1
			Aerial Waterway Drain 100AAT - Standard Location, Right Side	
395	0016952		(1) Preconnect At Platform, 2 Monitors	1
396	0540481		Monitors, (2), TFT Monsoon, Y4-M21A-P Manual and Y4-E21A-P Electric	1
			Nozzle, Monitor 1, PAP - TFT MST-4NJ Tips/XF-SS10-NN Shaper Nozzle, Monitor 2, PAP - TFT M-ERP2000 Electric 2000 gpm	
397	0086971		Flowmeter, Waterway, MUX, PAP	1
398	0009364		Inlet, 5.00", S/S, w/ Pump, Right Side, 100AAT	1
399	0003839		Adapter, Aerial Inlet, 5" FNST x 5" Storz w/Cap	1
			Qty, - 1	
400	0047897		Tools, Aerial	1
401	0559491		Manuals and Training, 3 Consecutive Days, Platform	1
402	0007150		Bag of Nuts and Bolts	1
			Qty, Bag Nuts and Bolts - 1	
403	0816502		NFPA Required Loose Equipment, Quint, NFPA 2024, Provided by Fire Department	1
404	0519913		Not Required, Soft Suction Hose	1
405	0027023		No Strainer Required	1
406	0816939		Extinguisher, Dry Chemical, NFPA 2024, Provided by Fire Department	1
407	0816937		Extinguisher, 2.5 Gal. Pressurized Water, NFPA 2024, Provided by Fire Department	1
408	0765595		Ladder Belts, Aerial	1
			Safety Belt, Large/XL - (2) two Large/XL (34"-42" waist) Safety Belt, Small/Medium - 0) small/medium (26"-34" waist) Safety Belt, XXL - (1) one XXL (42"-50" waist)	
409	0007482		Not Required, Crowbars	1
410	0007484		Not Required, Claw Tools	1
411	0820494		Not Required, Axe, Flathead, Fire Department Omits, NFPA 2024	1
412	0820495		Not Required, Axe, Pickhead, Fire Department Omits, NFPA 2024	1
413	0007494		Not Required, Sledgehammers	1
414	0741569		Paint Process / Environmental Requirements, Appleton	1
415	0709846		Paint, Two-Tone Color, Velocity/Impel	1
			Paint Color, Upper Area, Predefined - #505 Gray Metallic Shield, Cab - Standard Shield Paint Color, Lower Area, Predefined - 263 Paint Break, Cab - Standard Two-Tone Cab Break	
416	0709845		Paint, Single Color, Body	1
			Paint, Body - Match Lower Cab	
417	0646901		Paint Chassis Frame Assy, With Liner, E-Coat, Standard	1
			Paint Color, Frame Assembly, Predefined - Gloss Black	
418	0693797		No Paint Required, Aluminum Front Wheels	1
419	0806169		Paint, Rear Wheels, Tandem Axle, TAK-4 T3	1
			Paint, Wheels - Black #101	
420	0733739		Paint, Axle Hubs	1
			Paint, Axle Hub - Black #101	
421	0745302		Paint, Aerial Monitors, Two, Special Color	1
			Paint Color, Predefined - #101 black	
422	0007230		Compartment, Painted, Spatter Gray	1

Line	Option	Type	Option Description	Qty
423	0792638		Aerial Platform Paint	1
			Paint Color, Aerial Device - Gray Metallic 505 Paint Color, Turntable - gray metallic 505 Paint Color, Boom Support - gloss black primer Paint Color, Cylinders - maroon 263 Paint Color, Aerial Torque Box - gloss black primer Paint Color, Aerial Stabilizers - tuxedo black metallic 580 Paint Color, Aerial Basket - marooon 263 Paint Color, Aerial Rotation Motor - Black Paint Color, Aerial Control Console - gray metallic 505	
424	0613022	SP	Reflective Band, 1" Vinyl-6" Refl-1" Vinyl, w/Borders, 1" Gaps	1
425	0510041		Reflective across Cab Face, Imp/Vel	1
426	0583454		Stripe, Chevron, Rear, Diamond Grade, Aerial	1
			Color, Rear Chevron DG - yellow	
427	0598754		Stripe, Reflective/Diamond Grade, 4.00" on Stabilizers	1
			Color, Reflect Band - A - p) fluorescent yellow green diamond grade	
428	0079341		Jog, In Reflective Stripe "Hockey Stick"	1
			Qty, - 01	
429	0065687		Stripe, Reflective, Cab Doors Interior	1
			Color, Reflective - a) white	
430	0679817		Stripe, Printed Effect Gold Leaf, Cab Sides, IPO Chrome Molding	1
431	0027372		Lettering Specifications, (GOLD STAR Process)	1
432	0685691		Lettering, Printed Effect Gold Leaf, 3.00", (21-40)	1
			Outline, Lettering - Outline	
433	0741840		Lettering, Reflective, Full Width Mud Flap, 2 Colors	1
			Fill in Blank - Dayton Fire Logo Configuration - Tower 21 Fill in Blank 2 - Dayton Fire Logo Font, Lettering, Mud Flap - Full Block Outline, Lettering, Mud Flap - Blue Outline Color, Lettering, Mud Flap - Blue Color, Lettering, Mud Flap, 2nd - White Outline, Lettering, Mud Flap, 2nd - Blue Outline Font, Lettering, Mud Flap, 2nd - Full Block	
434	0769753		Emblem, American Flag Painted on Cab Grille, All Custom Chassis	1
435	0695507		Rust Proof, Torque Box	1
			Color, Undercoating - Black	
436	0599008		Rust Proof/Undercoat, Custom Chassis	1
			Color, Undercoating - Black	
437	0892190		E-Coat, Under Body/Chassis Component Package, w/T3 Configured	1
			Paint Color, E-Coat - Black	
438	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom	1
			Qty, - 01	
439	0772037		Manual, Chassis Service, USB Flash Drive, Custom	1
			Qty, - 01	
440	0773381		Manual, Chassis Operation, (1) USB Flash Drive, Custom	1
441	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
442	0611136		Warranty, Chassis, 3 Year, Velocity/Impel, WA0284	1
443	0735523		Warranty, Engine, Paccar MX13, 5 Year, WA0386	1
444	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
445	0595767		Warranty, Frame, 50 Year, Velocity/Impel, WA0038	1
446	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
447	0644874		Warranty, Axle, 3 Year, TAK-4, IRS, WA0249	1
448	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
449	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
450	0744240		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
451	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1
452	0695416		Warranty, Pierce Camera System, WA0188	1
453	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
454	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
455	0685945		Warranty, Transmission Cooler, WA0216	1
456	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
457	0596025		Warranty, Structure, 10 Year, Body, WA0009	1

Line	Option	Type	Option Description	Qty
458	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
459	0734463		Warranty, Pump, Waterous, 7 Year Parts, WA0382	1
460	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
461	0641372		Warranty, Foam System, Not Available	1
462	0006999		Warranty, Structure, 20 Year, Aerial Device, WA0052	1
463	0687388		Warranty, Swivels, 5 Year, Aerial Device, WA0197	1
464	0685727		Warranty, Hydraulic System and Components, 3 Year/5 Year, WA0200	1
465	0687327		Warranty, Waterway, 10 Year, Aerial Device, WA0198	1
466	0595860		Warranty, Paint, 4 Year, Aerial Device, Pro-Rated, WA0047	1
467	0553455		Warranty, Electronics, 5 Year, MUX, WA0014	1
468	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
469	0595421		Warranty, Goldstar, 3 Year, Apparatus, WA0018	1
470	0819254		Certification, Vehicle Stability, CD0196	1
471	0808574		Certification, Engine Installation, VEL, Paccar MX, 2027	1
472	0686786		Certification, Power Steering, CD0098	1
473	0892701		Certification, Cab Integrity, Impel/Velocity FR, CD0190	1
474	0548950		Certification, Cab Door Durability, Velocity/Impel, CD0001	1
475	0548967		Certification, Windshield Wiper Durability, Impel/Velocity, CD0005	1
476	0667411		Certification, Electric Window Durability, Velocity/Impel FR, CD0004	1
477	0549273		Certification, Seat Belt Anchors and Mounting, Imp/Vel/Vel SLT, CD0018	1
478	0735950		Certification, Cab HVAC System Perf, Vel/Imp FR, CD0166/CD0168/CD0176/CD0177	1
479	0545073		Amp Draw Report, NFPA Current Edition	1
480	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
481	0799248		Appleton/Florida BTO	1
482	0000053		Ascendant Tower	1
483	0000012		PIERCE CHASSIS	1
484	0735525		PACCAR MX13 ENGINE	1
485	0046396		EVS 4000 Series TRANSMISSION	1
486	0805943		WATEROUS PUMP S-100 AAT	1
487	0020009		POLY TANK	1
488	0028047		NO FOAM SYSTEM	1
489	0020006		SIDE CONTROL	1
490	0020007		AKRON VALVES	1
491	0020015		ABS SYSTEM	1
492	0755454		AERIAL MEDIUM	1

EXHIBIT C - PROPOSAL

SEE PROPOSAL FOR Bid Number 1000 Dated May 21, 2024.

EM-102

May 21, 2024

Chief Gary Hendrickson
City of Dayton
12260 South Diamond Lake Road
Dayton, MN 55327

Subject: **Proposal for one (1) Pierce Velocity 100' Ascendant Tower**
Proposal / Bid 1000

Dear Chief Hendrickson,

With regard to the above subject, please find attached our completed proposal. Pricing, is as follows, including 100% prepay option.

Pricing Summary:

Sale Price – **$2,497,779.00***
Houston-Galveston Area Council (HGAC) Consortium Pricing.

100% Performance Bond:

Should the City of Dayton elect to have us provide a Performance Bond, $6,627.00 will need to be added to the above sale price.

100% Prepayment Option:

Should the City of Dayton elect to make a 100% prepayment at contract signing, a discount of ($208,416.00) can be subtracted from the above "Sale Price" resulting in a revised contract price of **$2,289,363.00 OR $2,295,990.00 with Performance Bond**.

Terms and Conditions:

Taxes – Not Applicable

Freight – F.O.B. – Appleton, WI / Shipping to Dayton, MN

Terms – Net due prior to vehicle(s) release at the Pierce Manufacturing Plant (Appleton, WI). Net due at Contract signing for **Prepay discount** to be applicable.

Delivery* – 38 - 41 months from receipt and acceptance of contract.

**Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract, and merely an approximation based on current information. Delivery updates will be made available, and a final firm delivery date will be provided as soon as possible.*

Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

Various state or federal regulation agencies (e.g., NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting cost increases incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Any future drive train upgrades (engine, transmission, axles, etc.) or any other specification changes have not been calculated into our annual increases and will be provided at additional cost. The Company reserves the right to update pricing in response to manufacturer-imposed increases as a result of PPI inflation. The Company will document and itemize any such price increase for the Customer's review and approval before proceeding. Should the customer choose not to accept the pricing update, the customer has the ability to cancel without penalty.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid for thirty (30) days.

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 952-239-6454 or Patrick.sandon@macqueengroup.com .

We wish to thank the City of Dayton for the opportunity to submit our proposal.

Respectfully,

Patrick Sandon

Patrick Sandon
Apparatus Sales
MacQueen Equipment LLC
DBA MacQueen Emergency Group