



**JENKINS CITY COUNCIL
SPECIAL MEETING/WORKSHOP NOTICE**

**Tuesday, September 23rd, 2025
Jenkins City Hall
5:00 PM**

I, Andrew Rudlang, Mayor, hereby request a special meeting/workshop of the Jenkins City Council on ***Tuesday, September 23rd, 2025 at 5:00 PM***, to be held at Jenkins City Hall, 33861 Cottage Avenue, Jenkins, MN 56474.

The purpose of the meeting is as follows:
Conduct a preliminary 2026 budget workshop.

In accordance with State Statute, I hereby request the City Clerk/Treasurer to post this notice at least three days prior to the meeting date. I further request that the City Clerk/Treasurer notify each member of the Jenkins City Council of this special meeting, in writing, at least one day before the meeting.

Andrew J. Rudlang, Mayor
City of Jenkins

Date

I HEREBY CERTIFY, that this notice has been posted at least three days before the above-called Special City Council meeting and that I have posted and served this notice upon members of the City Council and any person who has made written request for personal notification of Special City Council meetings per MS Statute §13D.04, Subd (2).

Cassandra M. Delougherty, City Clerk-Treasurer
Date

Receipts

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
Taxes						
General Property Taxes						
Current Ad Valorem Taxes	\$320,673.17	\$352,000.00	\$237,438.29	\$375,465.00	\$520,624.43	38.66
Total General Property Taxes	\$320,673.17	\$352,000.00	\$237,438.29	\$375,465.00	\$520,624.43	38.66
Penalties And Interest On Delinquent Taxes						
Penalties and Interest on Ad valorem Taxes	\$108.81	\$500.00	\$30.38	\$500.00	\$0.00	-100.00
Total Penalties And Interest On Delinquent Taxes	\$108.81	\$500.00	\$30.38	\$500.00	\$0.00	-100.00
Licenses And Permits						
Business Licenses And Permits						
Alcoholic Beverages	\$2,750.00	\$2,350.00	\$3,450.00	\$3,050.00	\$3,050.00	0.00
Total Business Licenses And Permits	\$2,750.00	\$2,350.00	\$3,450.00	\$3,050.00	\$3,050.00	0.00
Non-Business Licenses And Permits						
Building Permits (Excludes surcharge)	\$6,848.90	\$1,500.00	\$4,155.60	\$3,000.00	\$3,500.00	16.67
Septic permits	\$1,330.00	\$600.00	\$660.00	\$1,000.00	\$600.00	-40.00
Sign Permit	\$300.00	\$0.00	\$0.00	\$100.00	\$0.00	-100.00
E-911 addressing/mailbox	\$775.00	\$150.00	\$825.00	\$300.00	\$500.00	66.67
Special Event Permit	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Total Non-Business Licenses And Permits	\$9,303.90	\$2,250.00	\$5,640.60	\$4,400.00	\$4,600.00	4.55
Intergovernmental Revenues (Igr)						
State Igr						
Local Government Aid	\$29,430.00	\$29,430.00	\$14,434.00	\$28,868.00	\$23,378.00	-19.02
Homestead and Agricultural Credit Aid (HACA)	\$582.88	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Mobile Home Homestead Credit	\$245.80	\$0.00	\$0.00	\$100.00	\$0.00	-100.00
Agricultural Market Value Credit	\$582.88	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Small Cities Assistance	\$17,595.00	\$0.00	\$5,680.50	\$23,403.00	\$18,869.00	-19.37
Total State Igr	\$48,436.56	\$29,430.00	\$20,114.50	\$52,371.00	\$42,247.00	-19.33
Igr From Other Local Governmental Units						
Funding from Other Sources	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Total Igr From Other Local Governmental Units	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Charges For Services						
General Government						
Zoning and Subdivision Fees	\$6,580.00	\$1,000.00	\$2,450.00	\$2,500.00	\$2,500.00	0.00
Total General Government	\$6,580.00	\$1,000.00	\$2,450.00	\$2,500.00	\$2,500.00	0.00
Highways And Streets (Road And Bridges)						
Dust control	\$690.62	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Total Highways And Streets (Road And Bridges)	\$690.62	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Other Charges For Services						
Cemetery Revenues	\$900.00	\$0.00	\$450.00	\$0.00	\$0.00	N/A
Total Other Charges For Services	\$900.00	\$0.00	\$450.00	\$0.00	\$0.00	N/A

Receipts

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
Fines And Forfeits						
Fines						
Court Fines	\$3,105.11	\$3,000.00	\$2,726.33	\$3,000.00	\$3,000.00	0.00
Total Fines	\$3,105.11	\$3,000.00	\$2,726.33	\$3,000.00	\$3,000.00	0.00
Miscellaneous Revenues						
MISCELLANEOUS REVENUES	\$59.00	\$300.00	\$0.00	\$300.00	\$300.00	0.00
Interest Earning	\$14,481.72	\$0.00	\$8,369.49	\$3,000.00	\$7,000.00	133.33
Contributions and Donations from Private Sources	\$125.00	\$0.00	\$1,078.23	\$0.00	\$500.00	N/A
Refunds and reimbursements	\$15,269.48	\$1,000.00	\$7,986.25	\$1,000.00	\$1,500.00	50.00
Total Other Miscellaneous Revenues	\$29,935.20	\$1,300.00	\$17,433.97	\$4,300.00	\$9,300.00	116.28
Other Financing Sources						
Compensation for Loss of General Fixed Assets	\$2,400.00	\$0.00	\$1,400.00	\$2,400.00	\$2,400.00	0.00
Total Other Other Financing Sources	\$2,400.00	\$0.00	\$1,400.00	\$2,400.00	\$2,400.00	0.00
Misc. Other Financing Sources						
Escrow Funds	\$300.00	\$0.00	\$400.00	\$0.00	\$0.00	N/A
Total Misc. Other Financing Sources	\$300.00	\$0.00	\$400.00	\$0.00	\$0.00	N/A
Receipts Total	\$475,183.37	\$391,830.00	\$291,534.07	\$447,986.00	\$587,721.43	31.19

Disbursements

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
General Government						
Legislative						
Council/Town Board						
Council/Commission Wages	\$14,997.61	\$14,500.00	\$9,404.24	\$14,500.00	\$15,600.00	7.59
Transportation: Travel Expense	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	-100.00
Printing and Binding: Legal Notices Publishing	\$0.00	\$0.00	\$20.40	\$0.00	\$0.00	N/A
Printing and Binding: Ordinance Publication	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	N/A
Miscellaneous: Dues and Subscriptions	\$2,406.88	\$2,800.00	\$2,084.50	\$3,045.15	\$6,200.00	103.60
Misc.: Undocumented Exp.	\$2,676.11	\$0.00	\$2,485.00	\$0.00	\$0.00	N/A
Misc.: Conferences/Educ.	\$50.00	\$1,500.00	\$0.00	\$200.00	\$1,000.00	400.00
Legislative Committees and Special Bodies						
Council/Commission Wages	\$2,252.98	\$2,500.00	\$0.00	\$3,450.00	\$3,450.00	0.00
Miscellaneous: Dues and Subscriptions	\$0.00	\$0.00	\$239.16	\$0.00	\$0.00	N/A
Total Legislative	\$22,383.58	\$21,800.00	\$14,233.30	\$21,695.15	\$27,250.00	25.60
City/Town Clerk						
Elections						
Professional Services	\$871.61	\$1,200.00	\$939.93	\$0.00	\$1,200.00	N/A
Recording and Reporting						
Professional Services	\$581.00	\$250.00	\$234.00	\$0.00	\$0.00	N/A
Printing and Binding: Legal Notices Publishing	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	N/A
Miscellaneous: Dues and Subscriptions	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	N/A

Disbursements

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
General Government						
City/Town Clerk						
Clerk						
WAGES AND SALARIES (101 through 109)	\$0.00	\$0.00	\$5,771.00	\$0.00	\$0.00	N/A
Wages and Salaries: Full-time Employees-Regular	\$56,301.69	\$79,000.00	\$39,664.60	\$59,470.98	\$63,065.80	6.04
Employee contribution for PERA	\$4,706.03	\$5,925.00	\$4,073.52	\$5,097.93	\$0.00	-100.00
Employer Contributions for Retirement: PERA Contributions	\$0.00	\$0.00	\$0.00	\$5,882.28	\$0.00	-100.00
Employer Contributions for Retirement: FICA Contributions	\$0.00	\$0.00	\$0.00	\$5,465.82	\$0.00	-100.00
Employer Paid Insurance: Health	\$0.00	\$0.00	\$0.00	\$8,533.73	\$0.00	-100.00
Employer Paid Insurance: Medicare	\$0.00	\$0.00	\$0.00	\$1,278.30	\$0.00	-100.00
Unemployment Compensation: Insurance Premiums	\$7,498.00	\$0.00	\$4,243.00	\$8,000.00	\$0.00	-100.00
Employee Paid: Federal Income Tax	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	-100.00
Employee Paid: State Income Tax	\$0.00	\$0.00	\$0.00	\$2,300.00	\$0.00	-100.00
Child Support	\$1,560.00	\$0.00	\$1,080.00	\$1,560.00	\$1,560.00	0.00
Office Supplies	\$848.92	\$500.00	\$1,565.87	\$750.00	\$2,000.00	166.67
Office Supplies: Operating and general	\$48.45	\$0.00	\$26.77	\$0.00	\$5,000.00	N/A
Office Contracts	\$2,553.24	\$2,500.00	\$2,255.01	\$2,000.00	\$5,000.00	150.00
Operating Supplies: Shop/Office Materials	\$166.26	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Professional Services	\$3,423.64	\$0.00	\$168.75	\$600.00	\$14,400.00	2300.00
Communications: Telephone	\$46.85	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Communications: Postage	\$631.85	\$250.00	\$365.00	\$750.00	\$750.00	0.00
Transportation: Travel Expense	\$2,448.98	\$1,000.00	\$3,099.08	\$2,000.00	\$3,500.00	75.00
Printing and Binding: General Notices and Public Information	\$76.93	\$0.00	\$347.93	\$0.00	\$0.00	N/A
Miscellaneous: Dues and Subscriptions	\$3,322.18	\$650.00	\$4,557.88	\$700.00	\$1,500.00	114.29
Misc.: Undocumented Exp.	\$147.12	\$0.00	\$121.40	\$0.00	\$0.00	N/A
Misc.: Conferences/Educ.	\$1,929.47	\$1,500.00	\$1,130.00	\$2,500.00	\$2,500.00	0.00
Reserves	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00	N/A
Capital Outlay: Office Equipment and Furnishings	\$0.00	\$0.00	\$8,145.10	\$0.00	\$0.00	N/A
Refunds and Reimbursements	-\$37.98	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Total City/Town Clerk	\$87,124.24	\$94,575.00	\$77,863.84	\$110,889.04	\$100,475.80	-9.39
Financial Administration						

Disbursements

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
General Government						
Financial Administration						
Payroll Administration						
Employee contribution for PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$5,785.83	N/A
Employer Contributions for Retirement: PERA Contributions	\$6,575.86	\$0.00	\$5,780.83	\$0.00	\$6,526.52	N/A
Employer Contributions for Retirement: FICA Contributions	\$14,088.31	\$0.00	\$12,044.28	\$0.00	\$5,884.87	N/A
Employer Paid Insurance: Health	\$10,338.18	\$10,000.00	\$8,028.78	\$0.00	\$11,931.40	N/A
Employer Paid Insurance: Medicare	\$3,014.84	\$0.00	\$2,667.84	\$0.00	\$1,376.30	N/A
Unemployment Compensation: Insurance Premiums	\$0.00	\$0.00	\$2,589.00	\$0.00	\$12,000.00	N/A
Employee Paid: Income Tax	\$2,307.93	\$0.00	\$5,174.02	\$0.00	\$10,573.00	N/A
Employee Paid: Federal Income Tax	\$436.04	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Employee Paid: State Income Tax	\$2,032.33	\$0.00	\$2,201.47	\$0.00	\$5,001.00	N/A
Accounting						
Professional Services: Auditing and Accounting Services	\$6,925.00	\$6,925.00	\$8,000.00	\$8,300.00	\$8,500.00	2.41
Printing and Binding: Legal Notices Publishing	\$0.00	\$0.00	\$63.75	\$100.00	\$100.00	0.00
Total Financial Administration	\$45,718.49	\$16,925.00	\$46,549.97	\$8,400.00	\$67,678.92	705.70
Law						
City/Town Attorney						
Professional Services: Legal Fees	\$2,400.00	\$2,400.00	\$2,100.00	\$2,400.00	\$10,000.00	316.67
Total Law	\$2,400.00	\$2,400.00	\$2,100.00	\$2,400.00	\$10,000.00	316.67
Other General Government						
Planning and Zoning						
Professional Services: Engineering Fees	\$10,580.86	\$0.00	\$3,415.77	\$0.00	\$0.00	N/A
Professional Services	\$700.00	\$0.00	\$72.08	\$0.00	\$0.00	N/A
Professional Services: P & Z Contract	\$1,086.25	\$1,000.00	\$123.75	\$3,000.00	\$3,000.00	0.00
Printing and Binding: Legal Notices Publishing	\$538.95	\$1,000.00	\$0.00	\$500.00	\$500.00	0.00
Refunds and Reimbursements	\$2,135.36	\$0.00	\$0.00	\$0.00	\$0.00	N/A

Disbursements

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
General Government						
Other General Government						
General Government Buildings and Plant						
Office Contracts	\$0.00	\$0.00	\$0.00	\$0.00	\$5,350.00	N/A
Operating Supplies: Motor Fuels	\$0.00	\$0.00	\$281.56	\$0.00	\$0.00	N/A
Operating Supplies: Shop/Office Materials	\$932.70	\$0.00	\$488.94	\$500.00	\$1,000.00	100.00
Repair and Maintenance Supplies: Building Repair Supplies	\$861.71	\$0.00	\$27,200.07	\$1,000.00	\$5,000.00	400.00
Professional Services	\$1,906.25	\$2,000.00	\$2,331.06	\$2,500.00	\$2,500.00	0.00
Communications: Telephone	\$2,322.23	\$1,500.00	\$1,430.96	\$2,000.00	\$2,000.00	0.00
Utility Services: Electric Utilities	\$3,237.47	\$2,400.00	\$2,636.72	\$2,600.00	\$4,000.00	53.85
Utility Services: Gas Utilities	\$1,796.78	\$3,500.00	\$1,662.08	\$2,800.00	\$3,000.00	7.14
Utility Services: Refuse Disposal	\$340.88	\$0.00	\$82.21	\$0.00	\$0.00	N/A
Repairs and Maintenance - Contractual: Buildings	\$0.00	\$0.00	\$427.07	\$2,000.00	\$1,000.00	-50.00
Misc.: Undocumented Exp.	\$0.00	\$0.00	\$808.64	\$0.00	\$0.00	N/A
Capital Outlay: Buildings and Structures	\$0.00	\$0.00	\$16,299.00	\$0.00	\$0.00	N/A
Insurance						
Worker's Compensation: Insurance Premiums	\$1,940.00	\$0.00	\$1,111.00	\$1,734.00	\$2,500.00	44.18
Insurance: General Liability	\$1,421.00	\$1,500.00	\$1,229.00	\$1,551.00	\$1,500.00	-3.29
Insurance: Property	\$5,708.00	\$6,000.00	\$5,295.00	\$6,000.00	\$6,000.00	0.00
Insurance: Automotive	\$921.00	\$1,000.00	\$1,007.00	\$1,000.00	\$2,000.00	100.00
Total Other General Government	\$36,429.44	\$19,900.00	\$65,901.91	\$27,185.00	\$39,350.00	44.75
Public Safety						
Police						
Police Administration						
Professional Services: Police Contract	\$41,199.96	\$44,205.00	\$32,445.00	\$43,260.00	\$43,260.00	0.00
Total Police	\$41,199.96	\$44,205.00	\$32,445.00	\$43,260.00	\$43,260.00	0.00
Fire						
Fire Administration						
Professional Services: Fire Contract	\$12,962.00	\$12,962.00	\$13,283.30	\$15,000.00	\$12,227.20	-18.49
Total Fire	\$12,962.00	\$12,962.00	\$13,283.30	\$15,000.00	\$12,227.20	-18.49
Building Inspections						
Sewer Inspections						
Refunds and Reimbursements	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	N/A
Total Building Inspections	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	N/A
Public Works						
Highways, Streets And Roadways						

Disbursements

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
Public Works						
Highways, Streets And Roadways						
Highways and Streets						
Operating Supplies: Motor Fuels	\$244.78	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Repair and Maintenance Supplies: Street Maintenance Materials	\$30,058.54	\$7,500.00	\$11,392.90	\$12,000.00	\$20,000.00	66.67
Repair and Maintenance Supplies: Sign Repair Materials	\$477.01	\$1,000.00	\$0.00	\$500.00	\$0.00	-100.00
Professional Services: Engineering Fees	\$5,092.25	\$5,000.00	\$0.00	\$5,000.00	\$10,000.00	100.00
Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	N/A
Street Projects	\$0.00	\$0.00	\$3,911.25	\$0.00	\$0.00	N/A
Contract M&R: Streets	\$16,801.09	\$35,000.00	\$4,675.00	\$40,000.00	\$45,000.00	12.50
Reserves	\$0.00	\$42,357.00	\$0.00	\$66,000.00	\$75,000.00	13.64
Debt Service: Bond Principal	\$0.00	\$23,643.00	\$0.00	\$23,465.00	\$45,982.00	95.96
Public Works/Maintenance						
Wages and Salaries: Part-time Employees	\$19,053.78	\$27,715.00	\$12,085.29	\$25,105.33	\$32,591.00	29.82
Employee contribution for PERA	\$1,361.60	\$2,100.00	\$936.54	\$0.00	\$0.00	N/A
Employer Contributions for Retirement: PERA Contributions	\$0.00	\$0.00	\$0.00	\$2,345.03	\$0.00	-100.00
Employer Contributions for Retirement: FICA Contributions	\$0.00	\$0.00	\$0.00	\$1,876.03	\$0.00	-100.00
Employer Paid Insurance: Health	\$0.00	\$4,253.65	\$0.00	\$4,476.98	\$0.00	-100.00
Employer Paid Insurance: Medicare	\$0.00	\$0.00	\$0.00	\$525.23	\$0.00	-100.00
Unemployment Compensation: Insurance Premiums	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	-100.00
Employee Paid: Income Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Employee Paid: Federal Income Tax	\$0.00	\$0.00	\$0.00	\$1,100.00	\$0.00	-100.00
Employee Paid: State Income Tax	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00	-100.00
Operating Supplies: Shop/Office Materials	\$567.94	\$0.00	\$292.99	\$1,500.00	\$2,000.00	33.33
Repair and Maintenance Supplies: Equipment Parts	\$0.00	\$0.00	\$656.61	\$0.00	\$0.00	N/A
Repair and Maintenance Supplies: Sign Repair Materials	\$375.99	\$0.00	\$520.36	\$0.00	\$750.00	N/A
Small Tools and Minor Equipment	\$383.20	\$750.00	\$473.58	\$750.00	\$750.00	0.00
Communications: Telephone	\$360.00	\$360.00	\$270.00	\$360.00	\$360.00	0.00
Repairs and Maintenance - Contractual: Machinery and Equipment	\$0.00	\$0.00	\$957.83	\$0.00	\$0.00	N/A
Rentals: Machinery and Equipment	\$1,070.00	\$750.00	\$442.70	\$750.00	\$750.00	0.00
Ice and Snow Removal						
Repair and Maintenance Supplies: Street Maintenance Materials	\$49.86	\$1,650.00	\$0.00	\$1,650.00	\$1,650.00	0.00

Disbursements

	2024	2024	2025	2025	2026	Percent
	<u>Actual</u>	<u>Budget</u>	<u>as of</u> <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed</u> <u>Budget</u>	<u>Change</u>
100: General Fund						
Public Works						
Highways, Streets And Roadways						
Road and Bridge Equipment						
Operating Supplies: Motor Fuels	\$2,052.95	\$5,000.00	\$1,407.55	\$3,500.00	\$3,500.00	0.00
Repair and Maintenance Supplies: Equipment Parts	\$3,118.41	\$1,000.00	\$2,655.70	\$1,000.00	\$3,500.00	250.00
Repairs and Maintenance - Contractual: Machinery and Equipment	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.00
Miscellaneous: Dues and Subscriptions	\$42.50	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Reserves	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$10,000.00	100.00
General Equipment						
Repair and Maintenance Supplies: Equipment Parts	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	N/A
Street Lighting						
Utility Services: Electric Utilities	\$8,987.98	\$8,000.00	\$5,178.98	\$8,000.00	\$8,000.00	0.00
Total Highways, Streets And Roadways	\$90,097.88	\$171,078.65	\$45,857.28	\$211,603.60	\$266,833.00	26.10
Sanitation						
Waste (Refuse) Collection						
Utility Services: Refuse Disposal	\$420.12	\$500.00	\$713.46	\$750.00	\$1,500.00	100.00
Sanitary Sewer Maintenance						
Professional Services	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
New Sewer Services						
Professional Services	\$1,645.00	\$0.00	\$940.00	\$1,000.00	\$1,000.00	0.00
Weed Control						
Repair and Maintenance Supplies: Landscaping Materials	\$1,139.63	\$1,200.00	\$1,349.40	\$1,200.00	\$1,500.00	25.00
Total Other Sanitation	\$3,429.75	\$1,700.00	\$3,002.86	\$2,950.00	\$4,000.00	35.59
Culture and Recreation						
Parks						

Disbursements

	2024	2024	2025	2025	2026	
	<u>Actual</u>	<u>Budget</u>	as of <u>9/19/2025</u>	<u>Budget</u>	<u>Proposed Budget</u>	<u>Percent Change</u>
100: General Fund						
Culture and Recreation						
Parks						
Park Areas						
Office Supplies	\$0.00	\$0.00	\$42.94	\$0.00	\$0.00	N/A
Operating Supplies: Cleaning Supplies	\$0.00	\$0.00	\$244.03	\$0.00	\$0.00	N/A
Repair and Maintenance Supplies: Equipment Parts	\$236.52	\$0.00	\$0.00	\$500.00	\$0.00	-100.00
Repair and Maintenance Supplies: Building Repair Supplies	\$185.46	\$1,500.00	\$0.00	\$0.00	\$0.00	N/A
Repair and Maintenance Supplies: Landscaping Materials	\$2,689.49	\$0.00	\$161.61	\$3,000.00	\$3,500.00	16.67
Small Tools and Minor Equipment	\$108.13	\$0.00	\$182.90	\$0.00	\$0.00	N/A
Professional Services	\$1,800.00	\$0.00	\$5,517.20	\$3,000.00	\$0.00	-100.00
Transportation: Travel Expense	\$0.00	\$0.00	\$189.59	\$0.00	\$0.00	N/A
Repairs and Maintenance - Contractual: Buildings	\$195.00	\$0.00	\$0.00	\$1,500.00	\$0.00	-100.00
Repairs and Maintenance - Contractual: Improvements Other Than Buildings	\$54.21	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Rentals: Machinery and Equipment	\$163.00	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Misc.: Undocumented Exp.	\$0.00	\$0.00	\$846.59	\$200.00	\$1,500.00	650.00
Reserves	\$0.00	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00	0.00
Capital Outlay: Land	\$0.00	\$0.00	\$30,816.03	\$0.00	\$0.00	N/A
Capital Outlay: Buildings and Structures	\$10,018.36	\$0.00	\$0.00	\$0.00	\$0.00	N/A
Capital Outlay: Improvements Other Than Buildings	\$10,813.00	\$0.00	\$0.00	\$2,000.00	\$0.00	-100.00
Refunds and Reimbursements	\$0.00	\$0.00	\$503.00	\$0.00	\$0.00	N/A
Total Parks	\$26,263.17	\$6,000.00	\$38,503.89	\$14,700.00	\$9,500.00	-35.37
Conservation Of Natural Resources						
Wetland Credit						
Professional Services: Engineering Fees	\$1,557.07	\$300.00	\$354.00	\$400.00	\$500.00	25.00
Total Other Conservation Of Natural Resources	\$1,557.07	\$300.00	\$354.00	\$400.00	\$500.00	25.00
Disbursements Total	\$369,565.58	\$391,845.65	\$340,395.35	\$458,482.79	\$581,074.92	26.74

CITY OF JENKINS, MINNESOTA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2024

B. Debt – The annual requirements to amortize long-term debt outstanding as of December 31, 2024, including interest are as listed below. Future revenues will fund these commitments.

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 30,000	\$ 13,377	\$ 43,377
2026	31,000	12,188	43,188
2027	32,000	10,959	42,959
2028	34,000	9,672	43,672
2029	35,000	8,327	43,327
2030-2034	196,000	18,875	214,875
Totals	<u>\$358,000</u>	<u>\$ 73,398</u>	<u>\$431,398</u>



AGENDA ITEM # _____

REPORT TO CITY COUNCIL

Prepared by: Krista Okerman

Date: September 11, 2025

Subject: Equipment purchase

Report: The purpose of this is to outline the potential purchase of new equipment which was identified at the August 11th budget workshop and provide you a summary of funding sources for the identified equipment.

Equipment identified:

1. Toolcat (purpose and justification)
 - a. A Toolcat is a very versatile piece of equipment, which can be used for grounds maintenance, landscaping, construction, snow and ice control, tree removal and clean-up to mention a few.
 - b. Attachments can be purchased.
 - c. It can be used year-round and can be replace several other pieces of equipment and/or the need to rent other equipment.

Estimated cost: \$63,500.00

2. Zero Turn lawnmower (purpose and justification)
 - a. The City's existing lawnmower is reaching a high amount of hours, which may cause future maintenance costs.
 - b. The City has a large amount of green space to maintain with much of it irrigated, which results in a weekly (or more) mowing schedule.
 - c. Zero-turn mowers reduce mowing time resulting in cost savings.

Estimated cost: \$15,492.00

NOTE: Both pieces of equipment provide essential city services.

Funding sources:

TOTAL EQUIPMENT COSTS: \$78,992.00

1. General Fund Allocation - 2026 budget and 2026 reserves
 - a. \$15,000.00 (includes \$10K in matching funds)
2. Grant Opportunities
 - a. Sourcewell Community Match Fund - \$40,000.00
3. Income from sale of existing equipment
 - a. Bobcat - \$12,000 - \$15,000
 - b. ExMark lawnmower - \$3,000 - \$3,500

Funding Source	Amount	Notes
General Fund	\$10,000.00	***2026 Budget for City grant match portion (to replenish reserves)
General Fund Reserves	\$5,000.00	2026 Budget to account for future equipment purchases
General Fund Reserves	\$9,000.00	Existing Reserve Funds
Sourcewell Community Match Funds	\$40,000.00	Apply for 2025-2026 funding as soon as possible
Income from sale of Bobcat	\$12,000.00 - \$15,000.00	Sell outright accepting minimum bid
Income from sale of lawnmower	\$3,000.00 - \$3,500.00	Sell outright accepting minimum bid
Description		Total
Equipment cost		\$78,992.00
2026 general fund budget amount		\$10,000.00
2026 Heavy Equipment Reserve Fund		\$5,000.00
Existing Heavy Equipment Reserves to be used		\$9,000.00
Other Funding Sources		\$55,000.00

Budget Impact: If the City is successful in securing the Community Impact Funds and selling the existing equipment outright with the minimum amounts listed above, the budget impact would result in an approximate \$9,000.00 reduction in the Heavy Equipment Reserve Fund to purchase the equipment. If that is done, the 2025 year-end total for Heavy Equipment Funds would be \$17,632.73 and the 2026 total would be \$32,632.73 (***if the 2026 budget needs to be decreased, this \$10K could be removed and the 2026 year-end total would be \$22,632.73).

Council Action Recommended: Approval of applying for the 2025-2026 Community Match Funds Grants. If successful securing those funds – approval of selling existing equipment as noted above.

RESOLUTION NO. 25-09-322

A RESOLUTION SUPPORTING THE APPLICATION FOR COMMUNITY IMPACT FUNDS FROM SOURCEWELL

WHEREAS, it is a goal of the Jenkins City Council to improve the quality of life for residents, businesses and tourists in the Jenkins community; and

WHEREAS, The City has a duty to efficiency and responsible spending; and

WHEREAS, it has been recognized that making city buildings and grounds more accommodatin and accessibleg, as well as more efficient clearing of public paths and right of ways can help build a stronger and more cohesive community; and

WHEREAS, creating a more timely and cost-effective approach to disaster preparedness, safety, and efficiency while supporting City personnel to provide safe and reliable City Equipment will aid in reaching the City's goal; and

WHEREAS, it has been identified that there is a need to update and improve necessary heavy equipment to ensure that our buildings, grounds, and the services we provide are improving our residents, businesses and tourists.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JENKINS, MINNESOTA AS FOLLOWS:

1. The Jenkins City Council fully supports the Jenkins City Staff in implementing the Jenkins City Efficiency Project to upgrade outdated equipment, increasing efficiency to provide services without the excess cost of equipment rental and labor costs.
2. The Jenkins City Council further supports the Jenkins City Staff and in submitting a Community Impact and Community Match Funding applications to Sourcewell to request financial support for the Jenkins City Efficiency Project.

Passed by the City Council of Jenkins, Minnesota this 23rd day of September, 2025.

Andrew J. Rudlang, Mayor

Attested:

Cassandra M. Delougherty, City Clerk-Treasurer