

Monthly City Admin Report- February 2026

Over the past month, the City continued to advance major operational, planning, and administrative initiatives while maintaining consistent services during winter weather conditions. Despite illness-related absences early in the reporting period, staff adapted quickly, and essential City functions continued without interruption. Significant progress was made in modernizing permitting systems, improving financial tools, coordinating with partner agencies, and responding to resident needs.

Overall Organizational Activity

A key milestone this month was the City's full transition to online building permits, including the entry of all existing paper applications and collaboration with the vendor to resolve early-stage issues. Administrative work also included detailed review of the 5-Year Capital Improvement Plan, evaluation of accounting service needs, and participation in regional and legislative sessions through the League of Minnesota Cities. Coordination with Hennepin County progressed on emergency management updates and a preliminary process for evaluating a potentially shared City/Library facility.

City Services & Infrastructure

Public Works addressed numerous winter-related service needs, including snow maintenance at the community rink, scraping road surfaces to correct rutting, and completing repairs to a water main break on Main Street East. Staff responded to brown water concerns through hydrant flushing and direct communication with residents.

Planning, Development & Long-Range Projects

Downtown redevelopment efforts remain active this month. The Planning Commission confirmed Comprehensive Plan consistency for the TIF District 2-1 development program, advancing the project to its upcoming public hearing and Council vote. Soil borings continued on the redevelopment site, with additional borings authorized to meet Brownfields grant timing constraints. Staff continued preparing materials and coordinating discussions related to future development planning and workshop topics.

Code Enforcement & Legal Matters

Code enforcement activity focused on rental licensing issues, including a final notice for a property on Three Oaks and a violation for a boarded window on Meadow Lane, where tenants have since vacated. Work progressed with the developer and the City Attorney on the Northshore Development Agreement.

Citizen Communication & Public Engagement

Staff worked on communication materials to prepare residents for upcoming utility billing changes. Public inquiries were primarily related to water quality, winter street conditions, and general service requests. Updates to the City's newsletter and mass-notification tools also continued, improving internal communication processes.

Regional Collaboration & Legislative Activity

The city participated in the League of Minnesota Cities Legislative Priorities Webinar and continued important conversations with Hennepin County about emergency siren software upgrades and a potential City/Library partnership. A letter was also sent to Senator Limmer requesting legislative updates related to fire district governance.