



**City Council Work Session
Tuesday, January 20, 2026 at 6:00 PM
Public Meeting Room**

AGENDA

- 1. Call to Order**
- 2. Items for Discussion**
 - A. Proposed 2026 Strategic Plan Priorities
 - B. Discussion of Licensing of Short Term Rentals
 - C. Lead Service Line Replacement Plan
- 3. Future Discussion**
- 4. Adjournment**

(The Council may meet as a group for dinner)

Please contact the City Administrator's Office if you need special accommodations while attending this meeting.

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Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: January 20, 2026
SUBJECT: Proposed 2026 Strategic Plan Priorities

Discussion:

The Leadership Team met and discussed the 2026-2030 Strategic Plan and formulated a recommendation on 2026 priorities to bring forward to the City Council. The attachment has each of the initiatives listed. Those that are highlighted in green are ones that staff is actively planning or working on in 2026, while yellow indicates there are likely actions or discussions or research, but it might not be accomplished or completed in 2026. Anything without a highlight is not a focus for 2026, while the one red item is one we recommend not pursuing based on a recent survey. Below is a brief summary by goal.

- Goal 1 - Sustain what we've built: Invest in our infrastructure, parks and community pride

We believe there is some low-hanging fruit in this goal and will have multiple departments working on events at City parks and facilities in 2026. We are also exploring the use of ArcGIS throughout all departments, as it is an ADA accessible way for the City to share data.

- Goal 2 - Define the next chapter for the Faribault Community Center

Council took the first steps by giving direction in 2025, and we will accomplish Initiative 6 in 2026 with the Council determining a path forward.

- Goal 3 - Invest in housing to preserve the community

This is a very important goal that crosses multiple organizations and plans. While work on the land trust is ongoing into 2026 with partner organizations, the completion of the Maxfield Housing Study is likely to change some specific directions under this goal. In looking at existing

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housing stock, there will likely be more discussion with the Council following the completion of the HRA strategic plan to talk about what gaps might exist in terms of focus/program areas. There is also a lot that happens with housing that does not submit a specific initiative. Staff is frequently meeting with developers and providing information to get investment in housing in Faribault. These efforts do not stop and will likely be enhanced.

- Goal 4 - Future-proof the workforce by being the city that cares for its people

There are a lot of ways in which this goal aligns with areas of goals 6 and 7, which also have some employee focus. Data gathering and improvements in data gathering are important for 2026, which will hopefully lead to additional ideas for future years. The one "red" item is related to a program that would support those employees making student loan payments through contributions to a retirement account. The in-house employee survey showed this was not widely supported by employees, so we recommend no further action.

- Goal 5 — You belong here: advancing youth leadership and building community connections

We are proposing not to focus on the very specific initiatives in 2026, other than low-cost programming for young people, which is currently happening through both the Library and Parks and Rec. While educating and involving young people in local government is important, it is not the most important for 2026.

- Goal 6 — Build pride, inclusion, and trust in every City interaction

This is the goal we propose to place the most emphasis on in 2026. Community pride, communication and access to government are things that come with a sense of urgency, where the work put in will produce results in a quick manner. There are also a number of specific initiatives that could be completed in 2026 or will become ongoing in nature after 2026, building in organizational and community change.

- Goal 7 — Set the standard for professionalism through service

This is another goal where a lot of work is too important to say it cannot happen in 2026. We want employees to feel safe and empowered in a way that allows for the best customer service possible. Values in Action has started as an employee recognition program, and we are planning to assess whether this meets the mark on employee recognition data seen in employee surveys.

If the Council finds this direction sufficient, we will continue to work on

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specific plans and actions that will come back before you for further discussion or updates in 2026. The proposal is ambitious, and the best made plans are often set aside when something of more urgency arises. However, there are very important things laid out in the 2026-2030 Strategic Plan that can have positive long lasting impacts on the organization and the community and are worth the effort.

Attachments:

1. Faribault Strategic plan Goals_Objectives 2026 Proposed Priorities



STRATEGIC PLAN GOALS

2026 Proposed Priorities

OBJECTIVES

GOAL 1

Sustain What We've Built: Invest in Our Infrastructure, Parks, and Community Pride

▲ There is greater public buy-in and awareness around major infrastructure projects

Initiative 1. Use Polco to regularly engage public

Initiative 2. Use ArcGIS to visually communicate PW/infrastructure projects - Public Works, Engineering

▲ An all-hands approach is implemented to ensure stewardship of the City's many parks and green spaces

Initiative 3. Explore a flex role within Parks, PW

Initiative 4. Create system-wide volunteer opportunities for public spaces

▲ Anchor cross-departmental events in municipal parks & facilities

Initiative 5. Host more family friendly events in parks - All Departments

GOAL 2

Define the Next Chapter for the Faribault Community Center

▲ The City vets and picks a path forward for the Community Center

Initiative 6. Review costs surrounding the redevelopment of the Community Center at its current location- Parks and Recreation

Initiative 7. Embrace the synergy of the Buckham Center complex regardless of the decision on the Community Center

GOAL 3

Invest in Housing to Preserve Community

▲ Maximize land use around underutilized land within the city to support housing development

Initiative 8. Develop an infill lot strategy- CED, Engineering

Initiative 9. Explore the creation of a land trust - Administration

▲ Direct resources toward stabilization of existing housing stock

Initiative 10. Empower existing homeowners to rehabilitate & reinvest in existing housing stock

Initiative 11. Explore incentives for landlords who reinvest in their properties without significant increase in rent

GOAL 4

Future-proof the workforce by being the city that Cares for Its People

▲ Wrap arms around current state of workforce in City

Initiative 12. Identify turnover rates by department - HR

Initiative 13. Re-engage staff on the NES - Administration

▲ Market career opportunities in Faribault as a place to start a career in public service

Initiative 14. Explore matching student loan payments to deferred comp

Initiative 15. Re-imagine marketing of positions to tell the Faribault story

▲ Offer strategic benefits that help Faribault employees to feel valued beyond their wages

Initiative 16. Explore creative retention & longevity benefits



STRATEGIC PLAN GOALS

OBJECTIVES

GOAL 5

**You Belong Here:
Advancing Youth
Leadership and
Building Community
Connections**

▲ Engage youth intentionally in local government

Initiative 17. Form a Youth Advisory Commission

Initiative 18. Develop a Youth in Government Program

▲ Develop technology-free opportunities for youth in Faribault to connect

Initiative 19. Expand low-cost programming in City public spaces geared towards teens- Library/Parks and Rec

Initiative 20. Launch a Faribault Summer Passport

GOAL 6

**Build Pride, Inclusion,
and Trust in Every
City Interaction**

▲ Elevate community pride for residents and staff members

Initiative 21. Explore a hometown pride campaign with the Chamber - Administration

Initiative 22. Expand the employee onboarding process to explore assets outside of their department - Administration

▲ Correct misinformation and lead with civility

Initiative 23. Continue to build on the Council Chats' success through short-form videos - Administration

Initiative 24. Expand communications teams staffing - Administration

Initiative 25. Continue training on communications best practices - Administration

▲ Ensure that accessing City government is easy and representation is equitable

Initiative 26. Review board and commission application and reappointment process - Administration

Initiative 27. Improve development/redevelopment processes - Administration

GOAL 7

**Set the Standard
for Professionalism
Through Service**

▲ Excellent customer service is accessible and respectful for all

Initiative 28. Explore language access technology- Library

Initiative 29. Explore the creation of an employee recognition program

Initiative 30. Implement "How You Say It" training - Administration

▲ Train in tense interactions and have a plan for managing them

Initiative 31. Train management in de-escalation and set the expectation for managers - Fire/Safety Committee

Initiative 32. Provide managers with resources on how to remove or redirect disruptive individuals



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: January 20, 2026
SUBJECT: Discussion of Licensing of Short Term Rentals

Discussion:

There was initial discussion of a City license for short-term rentals as part of enhancing the City's lodging tax collection. A short-term rental is defined as a dwelling unit, or a portion of a dwelling unit, rented for a period of less than thirty (30) days. This could be renting a room in someone's home, where the host is present during the rental period. It could be renting a standalone property like a house. Or it could also be renting a unit or apartment or condo that is part of a larger building where not all units are used for short-term rental purposes.

In addition to ensuring lodging tax is being collected from properties, there are other benefits of moving forward with a licensing program. Before staff brings forward a draft of an ordinance, feedback from the City Council on the extent of the regulation desired is needed. Staff is recommending this be treated similar to how rental properties are currently licensed, with recommendations below. Not stated below, but included is the requirement to be current on property taxes and have no outstanding utility bills or amounts due to the City for other reasons.

- Zoning - Currently the City does not have any zoning regulations regarding short-term rentals, meaning these can exist in any zoning classification without any minimum parking requirements. It is recommended to keep this as is, meaning Planning and Zoning will have no role in the licensing process.
- Insurance - Owners would be required to provide a certificate of insurance showing \$300,000 in liability coverage. This amount is governed by State statute and is the same as what is required for

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liquor licenses. We do not require any proof of insurance for a registered rental property (reason unknown).

- **Inspection** - An inspection is required of registered rental properties which looks at basic life safety items as listed in the International Property Maintenance Code. Some items included in this would be bathroom availability/working condition, no pests or rodents, rooms with proper egress to be considered as bedrooms, presence of working smoke detectors, etc. This inspection is required before a license is issued. The short-term rental inspection would mirror that of the registered rental. The inspection requirement would have this license issued through Fire and Code Services.
- **Local Agent** - The registered rental program requires a local agent required if owner lives outside the following counties: Blue Earth, Carver, Dakota, Dodge, Faribault, Freeborn, Goodhue, Hennepin, Le Sueur, Mower, Nicollet, Olmsted, Ramsey, Rice, Scott, Sibley, Steele, Wabasha, Waseca, and Washington. A local agent must live in one of these counties.
- **Fee**- The current fee for a single family rental inspection is \$110; for multi-family it is \$110 for the building and \$20 for each unit. In addition to staff time, we would also have some legal time for review of the insurance certificate (assuming that was to be part of the licensing). For 2026, the City's cost for 30 minutes of City Attorney time is \$103. The decision is whether to cover our costs at over \$200 for a licensing fee or to consider subsidizing this license. Belos is a listing of the fees of other communities.

Another way to consider a fee is from the aspect of what a local housing market looks like. In places with housing shortages, keeping a unit as a short-term rental means there is one less unit of housing available for someone to be a resident of the community. There is a fine balance to strike where the needs of a community for housing with the economic opportunity provided for tourism.

City	Amount	Duration
Chanhassen	\$200	Annual
Chisago	\$400	Annual

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Excelsior	\$200 plus \$50 per unit	Annual
Hopkins	\$175	Annual
Maple Grove	\$600 first year; \$200 renewal	Annual
Mendota Heights	\$200	Annual
Northfield	\$110 plus \$25/unit	Annual
Plymouth	\$150 single-family; \$225 duplex	Annual
Red Wing	\$125(owner-occupied); \$550 (non-homestead)	5-year
Roseville	\$600 per unit	Annual
Stillwater	\$600	Annual

With Council direction, we will draft an ordinance for consideration at a future City Council meeting.

Attachments:



Council Work Session Memorandum

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 20, 2026
SUBJECT: Lead Service Line Replacement Plan

Discussion:

In 2025, the City updated the lead service line (LSL) inventory, a requirement of the Environmental Protection Agency's (EPA) Lead and Copper Rule Revisions (LCRR). The LSL inventory consists of three categories of water service materials; lead, galvanized and unknown. Records have identified 929 lead, 163 galvanized and 98 unknown services. The State of Minnesota has set a goal to replace all LSL's by 2033.

To assist with achieving this goal, Minnesota is providing funding assistance to Public Water Supply Systems (PWS) in the form of a grant for LSL replacements. Funding is available through the Drinking Water Revolving Fund (DWRf) as part of the federal Infrastructure Investment and Jobs Act. While residents own their water service from the main to the home, residents are not eligible to apply for funding through the DWRf. The PWS applies for the funding and administers the project.

A funding application for \$2,350,000.00 was submitted to the Public Facilities Authority (PFA). The funding application was for 188 LSL replacements, engineering and contingency. The PFA released the Intended Use Plan (IUP), a list describing the intended use of funds from the DWRf. The City was awarded \$1,375,000.00 for LSL replacements. Discussions with the Minnesota Department of Health's (MDH's) Lead Service Line Replacement Manager indicate that the City could potentially receive a similar funding amount annually to achieve complete lead service line replacements within ten years.

The number of services included in the funding application are located on the proposed 2026-2028 pavement overlay and street reconstructions. With limited street overlays for 2026, staff is recommending proceeding with LSL replacements on the streets that were proposed to be overlaid and reconstructed in 2026. Staff would propose a similar course of action

for future years, allowing us to say a year ahead of street improvements.

Plans and Specifications for the project are due to MDH for review by March 31st. Staff is recommending engaging an engineering consultant to assist with the project. A map will be presented at the meeting showing the proposed replacements. Staff is looking for Council direction on the LSL replacement plan.

Attachments: