



AGENDA
BIG LAKE CITY COUNCIL MEETING
COUNCIL CHAMBERS

APRIL 15, 2026
6:30 p.m.

- 1) CALL TO ORDER**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) OPEN FORUM**
- 5) PROPOSED AGENDA**
- 6) CONSENT AGENDA**

Items on the Consent Agenda page are reviewed in total by the City Council and may be approved through one motion. Any item may be removed by any Council Member, staff member or person from the public for separate consideration. When removing any item from the Consent Agenda, the item number and description of the item should be clearly stated.

7) BUSINESS

- 7A. **PUBLIC HEARING** - Annexation by Ordinance for Parcel No's. 10-00122-1115, 10-00122-1116, and 10-00122-1117
- 7B. **PUBLIC HEARING** - Annexation by Ordinance for Parcel No's. 10-00325-1101, 10-00325-1410, and 10-00324-4400
- 7C. Big Lake Public Library Annual Report
- 7D. Ordinance Amending Big Lake City Code Chapters 2 (Administration), 5 (Nuisances), 6 (Traffic) and 10 (Zoning) – Annual City Code Updates
- 7E. Revised Final Plans and Specifications and Authorize Advertisement for Bids for the 2026 Street and Utility Improvement Project No. ST2026-1

- 8) ADMINISTRATOR'S REPORT**
- 9) MAYOR & COUNCIL REPORTS AND COMMENTS/QUESTIONS**
- 10) OTHER**
- 11) ADJOURN**

**BIG LAKE CITY COUNCIL
CONSENT AGENDA
APRIL 15, 2026**

- 6A. Approve List of Claims
- 6B. Approve Council Workshop Minutes of March 18, 2026
- 6C. Approve Regular Council Meeting Minutes of March 18, 2026
- 6D. Approve Proclamation Proclaiming May 3-9, 2026 as Professional Municipal Clerk's Week
- 6E. Approve Proclamation Proclaiming May 10-16, 2026 as National Police Week and May 15, 2026 as Peace Officers Memorial Day
- 6F. Accept Resignation of Part-time Liquor Store Employee Rickey Peterson
- 6G. Approve Resolution Rescinding Resolution No. 2026-05 Requesting the Great River Regional Library to Conduct a Space Needs Assessment
- 6H. Approve Letter of Support for Retaining Local Zoning Authority
- 6I. Approve Lift Station No. 7 Quote with Total Control Systems, Inc.
- 6J. Approve Conditional Offer of Employment to Zachary Vidmar for the Police Officer Position
- 6K. Approve 2026 Big Lake Spud Fest Temporary On-sale Liquor License Application
- 6L. Approve Resolution approving a Stormwater Maintenance Agreement and Easement for Cobblestone Second Addition
- 6M. Approve Joint Powers Agreement with Big Lake Township for Improvements to 172nd Street NW
- 6N. Approve Joint Powers Agreement for the Sherburne County Multi Jurisdiction Emergency Response Unit
- 6O. Approve Big Lake Pizza Factory, Inc. Assignment of Purchase Agreements to RM Specialties LLC



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Deb Wegeleben, Finance Director</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6A
Item Description: <i>List of Claims</i>	Reviewed By: <i>Hanna Klimmek, City Administrator</i>		
	Reviewed By: <i>N/A</i>		

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would approve the List of Claims paid from March 11, 2026, through April 08, 2026, and approve Payrolls 6 and 7 for 2026.

BACKGROUND/DISCUSSION

Claims and Payroll Report – Through April 08, 2026

Attached is the List of Claims paid through April 08, 2026, along with Payroll No. 6 paid on March 25, 2026, and Payroll No. 7 paid on April 08, 2026.

Please contact me if you have any questions or need further information.

Any elected official who contracts or submits an invoice to the City for payment of services is required to abstain from the vote of said payment, and execute an "Affidavit of City Official Interested in Claim" form prior to receiving payment pursuant to MN Statute 471.87:

471.87 PUBLIC OFFICERS, INTEREST IN CONTRACT; PENALTY.

Except as authorized in section [123B.195](#) or [471.88](#), a public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom. Every public officer who violates this provision is guilty of a gross misdemeanor.

471.88 EXCEPTIONS.

Subdivision 1. Coverage.

The governing body of any port authority, seaway port authority, economic development authority, watershed district, soil and water conservation district, town, school district, hospital district, county, or city, by unanimous vote, may contract for goods or services with an interested officer of the governmental unit in any of the following cases.

Subd. 5. Contract with no bids required.

A contract for which competitive bids are not required by law.

ATTACHMENTS

List of Claims

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ACE SOLID WASTE INC								
15	ACE SOLID WASTE INC	13070891T067	APRIL 2026 PW GARBAGE	04/01/2026	388.73	388.73	04/08/2026	
Total ACE SOLID WASTE INC:					388.73	388.73		
AFLAC								
10394	AFLAC	437599	MARCH 2026 AFLAC	03/31/2026	136.63	136.63	03/31/2026	
Total AFLAC:					136.63	136.63		
ALLEGRA PRINT								
11937	ALLEGRA PRINT	D86	DATA PRACTICES LAW & RULE	03/30/2026	79.40	79.40	03/31/2026	
Total ALLEGRA PRINT:					79.40	79.40		
AMERICAN LEGAL PUBLISHING								
11897	AMERICAN LEGAL PUBLISHING	49982	CODIFICATION SERVICES FOR	03/31/2026	3,757.17	3,757.17	03/31/2026	
11897	AMERICAN LEGAL PUBLISHING	50085	S-4 CODE UPDATES - ONLINE V	03/31/2026	374.40	374.40	04/08/2026	
Total AMERICAN LEGAL PUBLISHING:					4,131.57	4,131.57		
AMERICAN SOLUTIONS FOR BUSINESS								
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF COUNCIL	03/31/2026	31.04	31.04	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF ADMIN	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF BUILDING	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF STREETS	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF POLICE	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - SEWER	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - STORM	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - LIQUOR	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF PLANNING	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF EDA	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF ENGINEERIN	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - GF PARKS	03/31/2026	30.98	30.98	04/08/2026	
2950	AMERICAN SOLUTIONS FOR B	INV08799299	AP CHECKS - WATER	03/31/2026	30.98	30.98	04/08/2026	
Total AMERICAN SOLUTIONS FOR BUSINESS:					402.80	402.80		
AMERICAN TEST CENTER INC								
2	AMERICAN TEST CENTER INC	2260528	BUCKET TRUCK & CRANE YEA	03/20/2026	650.00	650.00	04/08/2026	
Total AMERICAN TEST CENTER INC:					650.00	650.00		
ARCH INSURANCE								
11937	ARCH INSURANCE	20260315-800	QTR 1 2026 MN PAID LEAVE - P	03/30/2026	10,917.58	10,917.58	03/31/2026	
Total ARCH INSURANCE:					10,917.58	10,917.58		
ARTISAN BEER COMPANY								
10864	ARTISAN BEER COMPANY	3837376	BEER	03/11/2026	680.00	680.00	03/18/2026	
10864	ARTISAN BEER COMPANY	3837377	THC	03/11/2026	547.76	547.76	03/18/2026	
10864	ARTISAN BEER COMPANY	3839187	THC	03/18/2026	851.25	851.25	03/31/2026	
10864	ARTISAN BEER COMPANY	3840996	THC	03/25/2026	286.50	286.50	03/31/2026	
10864	ARTISAN BEER COMPANY	3842980	BEER	04/01/2026	67.70	67.70	04/08/2026	
10864	ARTISAN BEER COMPANY	3842981	THC	04/01/2026	72.80	72.80	04/08/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total ARTISAN BEER COMPANY:					2,506.01	2,506.01		
ARVIG								
10974	ARVIG	3059394 MAR	POLICE INTERNET - MARCH 20	03/06/2026	382.18	382.18	03/18/2026	
Total ARVIG:					382.18	382.18		
AUTO VALUE								
87362	AUTO VALUE	21205487	#436 WATER PICKUP PARTS	03/26/2026	49.98	49.98	03/31/2026	
87362	AUTO VALUE	21249865	STREET PICKUP #727	03/09/2026	59.98	59.98	03/18/2026	
87362	AUTO VALUE	21249866	STREET PICKUP #727	03/09/2026	14.99	14.99	03/18/2026	
87362	AUTO VALUE	21250002	#426 WATER TRUCK PARTS	03/12/2026	517.50	517.50	03/31/2026	
87362	AUTO VALUE	21250097	#436 WATER PICKUP PARTS	03/16/2026	36.99	36.99	03/31/2026	
87362	AUTO VALUE	21250174	WW LS #10 REPAIRS	03/18/2026	107.99	107.99	03/31/2026	
Total AUTO VALUE:					787.43	787.43		
BAKER, MARLYS								
11866	BAKER, MARLYS	FARMERS MK	CC TOKENS	03/18/2026	25.00	25.00	03/18/2026	
Total BAKER, MARLYS:					25.00	25.00		
BEAUDRY OIL & PROPANE								
10544	BEAUDRY OIL & PROPANE	2468520	CREDIT RECEIVED ON ACCT F	03/11/2026	13.23-	13.23-	03/31/2026	
10544	BEAUDRY OIL & PROPANE	3257961	OIL FOR SHOP	03/17/2026	235.95	235.95	03/31/2026	
Total BEAUDRY OIL & PROPANE:					222.72	222.72		
BELL BOY CORPORATION-1								
1032	BELL BOY CORPORATION-1	0110921300	BAR SUPPLIES/MIX	03/10/2026	142.00	142.00	03/18/2026	
1032	BELL BOY CORPORATION-1	0110921300	FRT	03/10/2026	3.66	3.66	03/18/2026	
1032	BELL BOY CORPORATION-1	0110943900	MIX	03/17/2026	40.00	40.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0110943900	FRT	03/17/2026	4.12	4.12	03/31/2026	
1032	BELL BOY CORPORATION-1	0110943900	SUPPLIES	03/17/2026	201.00	201.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0110991400	MIX	03/31/2026	207.17	207.17	04/08/2026	
1032	BELL BOY CORPORATION-1	0110991400	FRT	03/31/2026	4.45	4.45	04/08/2026	
1032	BELL BOY CORPORATION-1	0110991400	SUPPLIES	03/31/2026	105.00	105.00	04/08/2026	
1032	BELL BOY CORPORATION-1	0210712100	WINE	03/10/2026	56.00	56.00	03/18/2026	
1032	BELL BOY CORPORATION-1	0210712100	FRT	03/10/2026	3.30	3.30	03/18/2026	
1032	BELL BOY CORPORATION-1	0210712100	LIQUOR	03/10/2026	101.00	101.00	03/18/2026	
1032	BELL BOY CORPORATION-1	0210774300	LIQUOR	03/17/2026	95.00	95.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0210774300	WINE	03/17/2026	1,264.00	1,264.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0210774300	MIX	03/17/2026	169.95	169.95	03/31/2026	
1032	BELL BOY CORPORATION-1	0210774300	FRT	03/17/2026	23.10	23.10	03/31/2026	
1032	BELL BOY CORPORATION-1	0210831200	LIQUOR	03/24/2026	80.00	80.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0210831200	FRT	03/24/2026	8.25	8.25	03/31/2026	
1032	BELL BOY CORPORATION-1	0210831200	MIX	03/24/2026	72.00	72.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0210831200	WINE	03/24/2026	404.00	404.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0210841300	WINE	03/24/2026	80.00-	80.00-	03/31/2026	
1032	BELL BOY CORPORATION-1	0210841300	FRT	03/24/2026	1.65-	1.65-	03/31/2026	
1032	BELL BOY CORPORATION-1	0300777600	FRT	03/10/2026	4.95	4.95	03/18/2026	
1032	BELL BOY CORPORATION-1	0300777600	THC	03/10/2026	189.00	189.00	03/18/2026	
1032	BELL BOY CORPORATION-1	0300800200	THC	03/17/2026	874.50	874.50	03/31/2026	
1032	BELL BOY CORPORATION-1	0300800200	FRT	03/17/2026	19.80	19.80	03/31/2026	
1032	BELL BOY CORPORATION-1	0300817700	THC	03/24/2026	180.00	180.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0300817700	FRT	03/24/2026	4.95	4.95	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1032	BELL BOY CORPORATION-1	0300819800	THC	03/24/2026	144.00	144.00	03/31/2026	
1032	BELL BOY CORPORATION-1	0300836900	THC	03/31/2026	214.50	214.50	04/08/2026	
1032	BELL BOY CORPORATION-1	0300836900	FRT	03/31/2026	4.95	4.95	04/08/2026	
Total BELL BOY CORPORATION-1:					4,539.00	4,539.00		
BEMBOOMS FENCE INC								
11031	BEMBOOMS FENCE INC	23148	CROSS WALK AT RAILROAD T	03/19/2026	680.58	680.58	03/31/2026	
Total BEMBOOMS FENCE INC:					680.58	680.58		
BERGANKDV								
710	BERGANKDV	1281487	2026 AUDIT GF - PLANNING	03/31/2026	200.00	200.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT EDA	03/31/2026	400.00	400.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT GF-ENGINEER	03/31/2026	200.00	200.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT GF-PARKS	03/31/2026	1,500.00	1,500.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT EDA	03/31/2026	300.00	300.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT SEWER	03/31/2026	3,300.00	3,300.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT STORM	03/31/2026	1,000.00	1,000.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT LIQUOR	03/31/2026	3,100.00	3,100.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT GF - ADMIN	03/31/2026	2,000.00	2,000.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT GF-BLDG	03/31/2026	400.00	400.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT GF-STREETS	03/31/2026	2,000.00	2,000.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT GF-POLICE	03/31/2026	2,300.00	2,300.00	04/08/2026	
710	BERGANKDV	1281487	2026 AUDIT WATER	03/31/2026	3,300.00	3,300.00	04/08/2026	
Total BERGANKDV:					20,000.00	20,000.00		
BERNICKS PEPSI								
350	BERNICKS PEPSI	10467723	MIX	03/13/2026	49.48	49.48	03/18/2026	
350	BERNICKS PEPSI	10467724	MIX	03/13/2026	9.96-	9.96-	03/18/2026	
350	BERNICKS PEPSI	10467725	THC	03/13/2026	274.00	274.00	03/18/2026	
350	BERNICKS PEPSI	10467726	BEER	03/13/2026	2,779.50	2,779.50	03/18/2026	
350	BERNICKS PEPSI	10467726	KEG DEPOSIT	03/13/2026	30.00-	30.00-	03/18/2026	
350	BERNICKS PEPSI	10467726	NA BEER	03/13/2026	83.70	83.70	03/18/2026	
350	BERNICKS PEPSI	10470211	MIX	03/20/2026	68.68	68.68	03/31/2026	
350	BERNICKS PEPSI	10470212	THC	03/20/2026	177.50	177.50	03/31/2026	
350	BERNICKS PEPSI	10470213	BEER	03/20/2026	2,209.95	2,209.95	03/31/2026	
350	BERNICKS PEPSI	10470213	NA BEER	03/20/2026	29.00	29.00	03/31/2026	
350	BERNICKS PEPSI	10470214	BEER	03/20/2026	273.33-	273.33-	03/31/2026	
350	BERNICKS PEPSI	10472784	MIX	03/27/2026	57.09	57.09	03/31/2026	
350	BERNICKS PEPSI	10472785	THC	03/27/2026	215.00	215.00	03/31/2026	
350	BERNICKS PEPSI	10472786	KEG DEPOSIT	03/27/2026	30.00-	30.00-	03/31/2026	
350	BERNICKS PEPSI	10472786	BEER	03/27/2026	3,997.85	3,997.85	03/31/2026	
350	BERNICKS PEPSI	10472786	NA BEER	03/27/2026	110.80	110.80	03/31/2026	
350	BERNICKS PEPSI	10475832	MIX	04/03/2026	95.49	95.49	04/08/2026	
350	BERNICKS PEPSI	10475833	THC	04/03/2026	559.00	559.00	04/08/2026	
350	BERNICKS PEPSI	10475834	BEER	04/03/2026	1,878.05	1,878.05	04/08/2026	
350	BERNICKS PEPSI	10475835	THC	04/03/2026	3.33-	3.33-	04/08/2026	
Total BERNICKS PEPSI:					12,238.47	12,238.47		
BIG LAKE CAR WASH, INC.								
11925	BIG LAKE CAR WASH, INC.	1006	CAR WASH POLICE	04/03/2026	424.00	424.00	04/08/2026	
Total BIG LAKE CAR WASH, INC.:					424.00	424.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
BIG LAKE CENTER OWNERS ASSOC								
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	LIGHTS	03/31/2026	41.63	41.63	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	RESERVE	03/31/2026	639.96	639.96	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	SNOW	03/31/2026	693.75	693.75	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	INSURANCE	03/31/2026	737.11	737.11	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	MISC	03/31/2026	11.56	11.56	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	WATER	03/31/2026	13.12	13.12	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	LAWN	03/31/2026	39.37	39.37	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	P O BOX	03/31/2026	1.67	1.67	04/08/2026	
10509	BIG LAKE CENTER OWNERS A	MARCH 2026	SPRINKLER	03/31/2026	78.74	78.74	04/08/2026	
Total BIG LAKE CENTER OWNERS ASSOC:					2,256.91	2,256.91		
BIG LAKE CHAMBER OF COMMERCE								
4252	BIG LAKE CHAMBER OF COMM	4533	CHAMBER LUNCH MEETING - C	03/11/2026	25.00	25.00	04/08/2026	
4252	BIG LAKE CHAMBER OF COMM	TEMP SIGN E	160 LAKE ST N - TEMP SIGN ES	03/25/2026	100.00	100.00	03/31/2026	
Total BIG LAKE CHAMBER OF COMMERCE:					125.00	125.00		
BOLTON & MENK INC								
10400	BOLTON & MENK INC	0390254	FEB 2026 ENGINEERING CONS	03/19/2026	11,160.00	11,160.00	04/08/2026	
Total BOLTON & MENK INC:					11,160.00	11,160.00		
BRADBURY STAMM CONSTRUCTION, INC.								
11919	BRADBURY STAMM CONSTRU	W2602-PRE1	PSF - SCHEMATIC DESIGN 20%	03/25/2026	63,571.00	63,571.00	03/31/2026	
Total BRADBURY STAMM CONSTRUCTION, INC.:					63,571.00	63,571.00		
BRAUN INTERTEC CORPORATION								
168	BRAUN INTERTEC CORPORATI	IN1007975	421 FOLEY PHASE II ESA - JAN	03/11/2026	4,042.00	4,042.00	03/18/2026	
168	BRAUN INTERTEC CORPORATI	IN1008006	2025 STREET PROJECT TESTIN	03/11/2026	5,939.40	5,939.40	03/18/2026	
Total BRAUN INTERTEC CORPORATION:					9,981.40	9,981.40		
BREAKTHRU BEVERAGE								
10671	BREAKTHRU BEVERAGE	126060975	WINE	03/13/2026	544.00	544.00	03/18/2026	
10671	BREAKTHRU BEVERAGE	126060975	LIQUOR	03/13/2026	2,346.45	2,346.45	03/18/2026	
10671	BREAKTHRU BEVERAGE	126060975	FRT	03/13/2026	56.55	56.55	03/18/2026	
10671	BREAKTHRU BEVERAGE	126165248	WINE	03/20/2026	728.00	728.00	03/31/2026	
10671	BREAKTHRU BEVERAGE	126165248	FRT	03/20/2026	18.85	18.85	03/31/2026	
10671	BREAKTHRU BEVERAGE	126165248	LIQUOR	03/20/2026	505.50	505.50	03/31/2026	
10671	BREAKTHRU BEVERAGE	126165248	NA WINE	03/20/2026	112.00	112.00	03/31/2026	
10671	BREAKTHRU BEVERAGE	126167405	BEER	03/20/2026	146.25	146.25	03/31/2026	
10671	BREAKTHRU BEVERAGE	126273947	MIX	03/27/2026	24.00	24.00	03/31/2026	
10671	BREAKTHRU BEVERAGE	126273947	LIQUOR	03/27/2026	1,306.34	1,306.34	03/31/2026	
10671	BREAKTHRU BEVERAGE	126273947	FRT	03/27/2026	10.62	10.62	03/31/2026	
10671	BREAKTHRU BEVERAGE	126327079	WINE	03/31/2026	4,800.00	4,800.00	04/08/2026	
10671	BREAKTHRU BEVERAGE	126327079	FRT	03/31/2026	87.00	87.00	04/08/2026	
10671	BREAKTHRU BEVERAGE	126327079	LIQUOR	03/31/2026	965.00	965.00	04/08/2026	
10671	BREAKTHRU BEVERAGE	126358660	BEER	04/02/2026	415.50	415.50	04/08/2026	
10671	BREAKTHRU BEVERAGE	126358661	LIQUOR	04/02/2026	150.00	150.00	04/08/2026	
10671	BREAKTHRU BEVERAGE	126360076	WINE	04/02/2026	312.00	312.00	04/08/2026	
10671	BREAKTHRU BEVERAGE	126360076	LIQUOR	04/02/2026	3,192.52	3,192.52	04/08/2026	
10671	BREAKTHRU BEVERAGE	126360076	MIX	04/02/2026	97.25	97.25	04/08/2026	
10671	BREAKTHRU BEVERAGE	126360076	FRT	04/02/2026	66.70	66.70	04/08/2026	
10671	BREAKTHRU BEVERAGE	414610773	LIQUOR	03/24/2026	40.00-	40.00-	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10671	BREAKTHRU BEVERAGE	414610773	FRT	03/24/2026	1.45-	1.45-	03/31/2026	
10671	BREAKTHRU BEVERAGE	414642005	FRT	04/01/2026	.24-	.24-	04/08/2026	
10671	BREAKTHRU BEVERAGE	414642007	MIX	04/01/2026	6.67-	6.67-	04/08/2026	
10671	BREAKTHRU BEVERAGE	414642007	FRT	04/01/2026	.24-	.24-	04/08/2026	
10671	BREAKTHRU BEVERAGE	414642008	LIQUOR	04/01/2026	8.24-	8.24-	04/08/2026	
10671	BREAKTHRU BEVERAGE	414642008	FRT	04/01/2026	.24-	.24-	04/08/2026	
Total BREAKTHRU BEVERAGE:					15,827.45	15,827.45		
BROTHERS FIRE & SECURITY								
10522	BROTHERS FIRE & SECURITY	C009793	ANNUAL FIRE ALARM MONITOR	04/01/2026	550.00	550.00	03/18/2026	
Total BROTHERS FIRE & SECURITY:					550.00	550.00		
C&L DISTRIBUTING COMPANY								
550	C&L DISTRIBUTING COMPANY	2263973	LIQUOR	03/11/2026	103.41	103.41	03/18/2026	
550	C&L DISTRIBUTING COMPANY	2264070	THC	03/11/2026	120.00	120.00	03/18/2026	
550	C&L DISTRIBUTING COMPANY	2264070	NA BEER	03/11/2026	329.20	329.20	03/18/2026	
550	C&L DISTRIBUTING COMPANY	2264070	BEER	03/11/2026	4,698.85	4,698.85	03/18/2026	
550	C&L DISTRIBUTING COMPANY	2264070	FRT	03/11/2026	5.00	5.00	03/18/2026	
550	C&L DISTRIBUTING COMPANY	2264314	BEER	03/11/2026	1,680.00	1,680.00	03/18/2026	
550	C&L DISTRIBUTING COMPANY	2267439	BEER	03/18/2026	111.00	111.00	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2267440	MIX	03/18/2026	38.25	38.25	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2267441	LIQUOR	03/18/2026	1,776.00	1,776.00	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2267442	NA BEER	03/18/2026	290.30	290.30	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2267442	FRT	03/18/2026	5.00	5.00	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2267442	BEER	03/18/2026	16,063.20	16,063.20	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2267442	THC	03/18/2026	125.48	125.48	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2270961	MIX	03/25/2026	36.00	36.00	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2270962	LIQUOR	03/25/2026	123.54	123.54	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2270963	FRT	03/25/2026	5.00	5.00	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2270963	BEER	03/25/2026	5,995.90	5,995.90	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2270963	NA BEER	03/25/2026	265.60	265.60	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2270963	THC	03/25/2026	304.48	304.48	03/31/2026	
550	C&L DISTRIBUTING COMPANY	2274332	MIX	04/01/2026	137.00	137.00	04/08/2026	
550	C&L DISTRIBUTING COMPANY	2274333	LIQUOR	04/01/2026	2,180.12	2,180.12	04/08/2026	
550	C&L DISTRIBUTING COMPANY	2274334	THC	04/01/2026	364.00	364.00	04/08/2026	
550	C&L DISTRIBUTING COMPANY	2274334	NA BEER	04/01/2026	34.00	34.00	04/08/2026	
550	C&L DISTRIBUTING COMPANY	2274334	FRT	04/01/2026	5.00	5.00	04/08/2026	
550	C&L DISTRIBUTING COMPANY	2274334	BEER	04/01/2026	16,623.25	16,623.25	04/08/2026	
550	C&L DISTRIBUTING COMPANY	2274508	LIQUOR	04/01/2026	43.00	43.00	04/08/2026	
550	C&L DISTRIBUTING COMPANY	3004000262	BEER	03/18/2026	142.65-	142.65-	03/31/2026	
550	C&L DISTRIBUTING COMPANY	3641002377	BEER	03/11/2026	8.25-	8.25-	03/18/2026	
550	C&L DISTRIBUTING COMPANY	3641002389	LIQUOR	03/25/2026	9.87-	9.87-	03/31/2026	
550	C&L DISTRIBUTING COMPANY	3641002396	BEER	04/01/2026	39.70-	39.70-	04/08/2026	
550	C&L DISTRIBUTING COMPANY	CM2267439	BEER	03/18/2026	111.00-	111.00-	03/31/2026	
Total C&L DISTRIBUTING COMPANY:					51,151.11	51,151.11		
CEDA								
11934	CEDA	MN DNR OUT	MN DNR GRANT APPLICATION	04/06/2026	3,045.00	3,045.00	04/08/2026	
Total CEDA:					3,045.00	3,045.00		
CENTERPOINT ENERGY-HOUSTON, TX								
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	621 ROSE DRIVE - (OLD JERKY)	03/31/2026	365.47	365.47	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	160 LAKE ST - OLD SCHOOL BL	03/31/2026	344.02	344.02	04/08/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	160 LAKE ST - CITY HALL	03/31/2026	650.36	650.36	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	790 MN AVE - POLICE/LIBRARY	03/31/2026	133.03	133.03	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	790 MN AVE - POLICE/LIBRARY	03/31/2026	359.02	359.02	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	80 198TH AVE NW PW SHED	03/31/2026	144.13	144.13	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	6122739-3 WTP	03/31/2026	1,630.58	1,630.58	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	301 MN AVE - WELL 1	03/31/2026	23.71	23.71	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	617 ROSE DR - LIQ STORE	03/31/2026	131.56	131.56	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	4430 PINTAIL PUMP HOUSE	03/31/2026	81.33	81.33	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	501 MN AVE WELL 2	03/31/2026	23.71	23.71	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	160 LAKE ST - CITY HALL	03/31/2026	581.76	581.76	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	790 MN AVE - POLICE/LIBRARY	03/31/2026	254.12	254.12	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	50 198TH AVE - PW SHED	03/31/2026	44.00	44.00	04/08/2026	
10551	CENTERPOINT ENERGY-HOUS	MARCH 2026 I	18041 198TH - PW FACILITY	03/31/2026	2,236.33	2,236.33	04/08/2026	
Total CENTERPOINT ENERGY-HOUSTON, TX:					7,003.13	7,003.13		
CENTRAL HYDRAULICS								
4198	CENTRAL HYDRAULICS	00667173	DUMP TRUCK #116 REPAIRS	03/03/2026	4,014.00	4,014.00	03/31/2026	
4198	CENTRAL HYDRAULICS	00667182	DUMP TRUCK #116 REPAIRS	03/04/2026	46.32	46.32	03/31/2026	
4198	CENTRAL HYDRAULICS	00667233	DUMP TRUCK #116 REPAIRS	03/04/2026	.56	.56	03/31/2026	
4198	CENTRAL HYDRAULICS	00667371	DUMP TRUCK #116 REPAIRS	03/05/2026	1,139.44	1,139.44	03/31/2026	
Total CENTRAL HYDRAULICS:					5,200.32	5,200.32		
CHARTER COMMUNICATIONS								
10418	CHARTER COMMUNICATIONS	099338901030	POLICE TV - MARCH 2026	03/01/2026	40.24	40.24	03/18/2026	
10418	CHARTER COMMUNICATIONS	122210701040	APRIL 2026 CITY HALL FIBER	04/01/2026	775.00	775.00	04/08/2026	
10418	CHARTER COMMUNICATIONS	122210701040	APRIL 2026 CITY HALL RING CE	04/01/2026	662.47	662.47	04/08/2026	
10418	CHARTER COMMUNICATIONS	122210701040	APRIL 2026 PW RING CENTRAL	04/01/2026	176.77	176.77	04/08/2026	
10418	CHARTER COMMUNICATIONS	122210701040	APRIL 2026 LIQUOR STORE FIB	04/01/2026	389.00	389.00	04/08/2026	
10418	CHARTER COMMUNICATIONS	122210701040	APRIL 2026 POLICE DEPT RING	04/01/2026	301.14	301.14	04/08/2026	
10418	CHARTER COMMUNICATIONS	122210701040	APRIL 2026 LIQOR STORE RING	04/01/2026	133.83	133.83	04/08/2026	
10418	CHARTER COMMUNICATIONS	175326601032	PW INTERNET	03/21/2026	222.13	222.13	03/31/2026	
10418	CHARTER COMMUNICATIONS	175327801030	CITY HALL DIGITAL - MARCH 20	03/07/2026	77.77	77.77	03/18/2026	
10418	CHARTER COMMUNICATIONS	175327901031	CITY HALL DIGITAL - MARCH 20	03/14/2026	120.51	120.51	03/31/2026	
10418	CHARTER COMMUNICATIONS	175328001030	WTP INTERNET - MARCH 2026	03/07/2026	259.63	259.63	03/18/2026	
10418	CHARTER COMMUNICATIONS	175329501040	LIQ STORE INTERNET MARCH	04/01/2026	300.89	300.89	04/08/2026	
10418	CHARTER COMMUNICATIONS	175329501040	LIQ STORE INTERNET PRIOR A	04/01/2026	1,343.13	1,343.13	04/08/2026	
10418	CHARTER COMMUNICATIONS	175329601031	LAKESIDE PARK WIFI MARCH 2	03/14/2026	149.99	149.99	03/31/2026	
Total CHARTER COMMUNICATIONS:					4,952.50	4,952.50		
CHASE PAYMENTECH (E-CHECKS)								
11863	CHASE PAYMENTECH (E-CHEC	BU #1334527	WATER FUND BANK FEES MAR	03/31/2026	703.19	703.19	04/07/2026	
11863	CHASE PAYMENTECH (E-CHEC	BU #1334527	SEWER FUND BANK MARCH 20	03/31/2026	703.19	703.19	04/07/2026	
11863	CHASE PAYMENTECH (E-CHEC	BU #1334527	BANK FEES MARCH 2026	03/31/2026	156.26	156.26	04/07/2026	
11863	CHASE PAYMENTECH (E-CHEC	BU #1334528	WATER FUND BANK FEES MAR	03/31/2026	106.85	106.85	04/07/2026	
11863	CHASE PAYMENTECH (E-CHEC	BU #1334528	BANK FEES MARCH 2026	03/31/2026	23.74	23.74	04/07/2026	
11863	CHASE PAYMENTECH (E-CHEC	BU #1334528	SEWER FUND BANK MARCH 20	03/31/2026	106.85	106.85	04/07/2026	
Total CHASE PAYMENTECH (E-CHECKS):					1,800.08	1,800.08		
CINTAS								
3860	CINTAS	4262753082	LIQUOR CLEANING -MARCH 16,	03/16/2026	82.27	82.27	03/18/2026	
3860	CINTAS	4263473889	LIQUOR CLEANING -MARCH 23,	03/23/2026	82.27	82.27	03/31/2026	
3860	CINTAS	4264238762	LIQUOR CLEANING - MARCH 30	03/30/2026	82.27	82.27	03/31/2026	
3860	CINTAS	4265028404	LIQUOR CLEANING - APRIL 6, 2	04/06/2026	82.27	82.27	04/08/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3860	CINTAS	STATEMENT D	PUBLIC WORKS UNIFORMS	02/28/2026	82.32	82.32	03/18/2026	
3860	CINTAS	STATEMENT D	PUBLIC WORKS UNIFORMS	02/28/2026	127.22	127.22	03/18/2026	
3860	CINTAS	STATEMENT D	PUBLIC WORKS UNIFORMS	02/28/2026	209.54	209.54	03/18/2026	
3860	CINTAS	STATEMENT D	PUBLIC WORKS UNIFORMS	02/28/2026	164.64	164.64	03/18/2026	
3860	CINTAS	STATEMENT D	PUBLIC WORKS UNIFORMS	02/28/2026	164.63	164.63	03/18/2026	
Total CINTAS:					1,077.43	1,077.43		
CITY HIVE, INC. (E-CHECK)								
11899	CITY HIVE, INC. (E-CHECK)	FEB 2026 ONL	CITY HIVE ONLINE FEB 2026	02/28/2026	49.05	49.05	03/31/2026	
11899	CITY HIVE, INC. (E-CHECK)	MARCH 2026	CITY HIVE ONLINE MARCH 202	03/31/2026	49.00	49.00	04/08/2026	
Total CITY HIVE, INC. (E-CHECK):					98.05	98.05		
CITY OF BIG LAKE								
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00056090-00-0 PW BUILDING	02/28/2026	171.38	171.38	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00000001-00-5 19255 ENGLE	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00056050-00-8 LAKESIDE PA	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057240-00-8 HUDSON WO	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057370-00-4 WRIGHTS CR	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057640-00-6 MITCHELL FA	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057760-00-9 POWELL PAR	02/28/2026	40.45	40.45	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057780-00-5 LAKERIDGE P	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00071270-00-9 BLUFF PARK	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-0001490-00 160 LAKE ST N -	02/28/2026	603.67	603.67	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00056140-00-2 LAKE LIQUOR	02/28/2026	78.01	78.01	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00056020-00-9 CITY HALL	02/28/2026	253.22	253.22	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00041660-00-5 LIBRARY/POL	02/28/2026	506.20	506.20	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00000161-00-0 PW BUILDING	02/28/2026	41.17	41.17	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00000011-00-8 20480 NEDD S	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00056070-00-4 LAKESIDE PA	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057360-00-1 SHORES OF L	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057380-00-7 HIGHLINE PA	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00057770-00-2 LAKESIDE PA	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00071260-00-6 PARKWAY IR	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00072850-00-4 JEFFERSON	02/28/2026	40.42	40.42	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00015750-00 421 FOLEY	02/28/2026	75.81	75.81	03/31/2026	
10929	CITY OF BIG LAKE	FEB 2026 UB	04-00072050-00 616 ROSE DR (	02/28/2026	46.95	46.95	03/31/2026	
Total CITY OF BIG LAKE:					2,382.74	2,382.74		
CIVICPLUS LLC								
10938	CIVICPLUS LLC	367745	2026 WEBSITE ANNUAL RENEW	06/29/2026	8,856.35	8,856.35	04/08/2026	
10938	CIVICPLUS LLC	367745	2026 WEBSITE ANNUAL RENEW	06/29/2026	1,500.00	1,500.00	04/08/2026	
10938	CIVICPLUS LLC	367745	2026 WEBSITE ANNUAL RENEW	06/29/2026	1,500.00	1,500.00	04/08/2026	
10938	CIVICPLUS LLC	367745	2026 WEBSITE ANNUAL RENEW	06/29/2026	1,500.00	1,500.00	04/08/2026	
10938	CIVICPLUS LLC	367745	2026 WEBSITE ANNUAL RENEW	06/29/2026	480.00	480.00	04/08/2026	
10938	CIVICPLUS LLC	367745	2026 WEBSITE ANNUAL RENEW	06/29/2026	250.00	250.00	04/08/2026	
Total CIVICPLUS LLC:					14,086.35	14,086.35		
CLEARWAY COMMUNITY SOLAR LLC								
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	160 LAKE ST N SKATING RINK	03/06/2026	161.19	161.19	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	514 FOREST RD PARK	03/06/2026	9.26	9.26	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	160 LAKE ST NO STREET LIGHT	03/06/2026	10.25	10.25	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	160 LAKE ST CITY HALL	03/06/2026	862.20	862.20	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	615 ROSE DR LIQUOR STORE	03/06/2026	1,198.53	1,198.53	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	10 LAKE ST ST LIGHTS	03/06/2026	137.26	137.26	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	256 CRESCENT ST LIFT	03/06/2026	126.83	126.83	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	10 LAKE ST ST LIGHTS	03/06/2026	48.08	48.08	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	18889 COUNTY ROAD 68	03/06/2026	848.46	848.46	03/18/2026	
11022	CLEARWAY COMMUNITY SOLA	CIOBGLK-1260	19173 COUNTY RD 68 SEWER	03/06/2026	33.39	33.39	03/18/2026	
Total CLEARWAY COMMUNITY SOLAR LLC:					3,435.45	3,435.45		
CM2 SUPPLY								
4200	CM2 SUPPLY	0000025862	SHOP WELDING SUPPLIES	03/31/2026	90.00	90.00	04/08/2026	
4200	CM2 SUPPLY	0001172971	WELDING MATERIALS	03/18/2026	95.45	95.45	03/31/2026	
Total CM2 SUPPLY:					185.45	185.45		
COILS FLAGS & FLAGPOLES								
10828	COILS FLAGS & FLAGPOLES	8747	FLAGS	03/23/2026	195.00	195.00	04/08/2026	
Total COILS FLAGS & FLAGPOLES:					195.00	195.00		
COLONIAL LIFE (E-CHECKS)								
10885	COLONIAL LIFE (E-CHECKS)	437740402117	COLONIAL LIFE FEBRUARY 202	02/28/2026	170.32	170.32	03/18/2026	
10885	COLONIAL LIFE (E-CHECKS)	437740403117	COLONIAL LIFE MARCH 2026	03/11/2026	170.32	170.32	03/31/2026	
Total COLONIAL LIFE (E-CHECKS):					340.64	340.64		
COMMISSIONER OF FINANCE								
11863	COMMISSIONER OF FINANCE	ICR 22008179-	ICR 22008179-MCDOUGALL - S	03/30/2026	4.84	4.84	03/31/2026	
Total COMMISSIONER OF FINANCE:					4.84	4.84		
CONNEXUS ENERGY								
3300	CONNEXUS ENERGY	390212-30162	BIOSOLIDS - 18999 CTY RD 14	02/28/2026	7,088.79	7,088.79	04/08/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-296197 LAKESIDE PARK	02/28/2026	40.07	40.07	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-257788 SHORES OF LA	02/28/2026	16.50	16.50	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-245749 POWELL PARK I	02/28/2026	5.40	5.40	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-293685 HIGLINE PARK I	02/28/2026	16.77	16.77	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-282970 BLUFF PARK (20	02/28/2026	17.71	17.71	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-278685 LAKESIDE PARK	02/28/2026	21.83	21.83	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-255998 PW FACILITY	02/28/2026	987.61	987.61	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-276741 603 MN AVE FLA	02/28/2026	16.90	16.90	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-271778 HWY 10 TRAFFI	02/28/2026	83.28	83.28	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-170373 STREET LIGHTS	02/28/2026	176.84	176.84	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-173196 STREET LIGHTS	02/28/2026	2,379.31	2,379.31	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-314518 EAGLE LAKE RD	02/28/2026	42.60	42.60	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-177934 WWTP	02/28/2026	3,152.36	3,152.36	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-282894 LIFT #9	02/28/2026	116.67	116.67	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-287485 LIFT #10	02/28/2026	292.82	292.82	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-290722 PACIFIC ST LIFT	02/28/2026	86.23	86.23	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-177743 POLICE/LIBRAR	02/28/2026	333.20	333.20	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-299628 POLICE/LIBRAR	02/28/2026	694.10	694.10	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-177855 LIFT #4	02/28/2026	41.27	41.27	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-254731 LIFT #8	02/28/2026	125.63	125.63	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-239862 LIFT #6	02/28/2026	44.88	44.88	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-293811 HUDSON WOOD	02/28/2026	16.50	16.50	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-177857 RIVER OAKS PA	02/28/2026	7.98	7.98	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-282338 WTP & WELL #6	02/28/2026	2,563.30	2,563.30	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-262286 WELL #5	02/28/2026	439.28	439.28	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
3300	CONNEXUS ENERGY	390212-30695	390212-177822 WELL #3	02/28/2026	996.88	996.88	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-292770 WATER TOWER	02/28/2026	408.52	408.52	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-173195 STREET LIGHTS	02/28/2026	933.99	933.99	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-295439 LAKESIDE PARK	02/28/2026	327.27	327.27	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-310963 NEDD STREET I	02/28/2026	5.80	5.80	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-257084 LAKESIDE PARK	02/28/2026	16.50	16.50	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-244196 MITCHELL FARM	02/28/2026	16.50	16.50	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-241825 LAKESIDE PARK	02/28/2026	16.50	16.50	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-290396 LIFT #12	02/28/2026	161.10	161.10	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-299627 POLICE/LIBRAR	02/28/2026	66.98	66.98	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-242533 PW SHED 80 CT	02/28/2026	37.55	37.55	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-273493 COMPOST GATE	02/28/2026	20.09	20.09	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-263543 STREET LIGHTS	02/28/2026	867.09	867.09	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-169796 STREET LIGHTS	02/28/2026	41.62	41.62	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-264583 WATER TOWER	02/28/2026	125.46	125.46	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-173421 WELL #4	02/28/2026	2,274.84	2,274.84	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-299737 WELL #7	02/28/2026	1,247.78	1,247.78	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-177854 LIFT #1	02/28/2026	215.13	215.13	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-245915 LIFT #7	02/28/2026	146.49	146.49	03/31/2026	
3300	CONNEXUS ENERGY	390212-30695	390212-287484 LIFT #11	02/28/2026	138.88	138.88	03/31/2026	
Total CONNEXUS ENERGY:					26,872.80	26,872.80		
CONSTANT CONTACT (E-CHECKS)								
11075	CONSTANT CONTACT (E-CHEC	APRIL 2026	CONSTANT CONTACT - APRIL 2	04/01/2026	62.00	62.00	04/07/2026	
Total CONSTANT CONTACT (E-CHECKS):					62.00	62.00		
CORE & MAIN LP								
10944	CORE & MAIN LP	J000012132	WATER METER - WHITE BEAR	03/11/2026	1,274.66	1,274.66	03/31/2026	
10944	CORE & MAIN LP	V000027638	WHITE BEAR CLOTHING	03/12/2026	233.77	233.77	03/31/2026	
10944	CORE & MAIN LP	V000029361	WATER METER FOR IRRIGATIO	03/25/2026	587.71	587.71	03/31/2026	
Total CORE & MAIN LP:					2,096.14	2,096.14		
CORNERSTONE CHEVROLET								
10890	CORNERSTONE CHEVROLET	5107057	STREET PICKUP PARTS	03/17/2026	185.97	185.97	03/31/2026	
Total CORNERSTONE CHEVROLET:					185.97	185.97		
CRYSTAL SPRINGS ICE								
10934	CRYSTAL SPRINGS ICE	02-603782	FREIGHT	03/23/2026	4.00	4.00	03/31/2026	
10934	CRYSTAL SPRINGS ICE	02-603782	ICE	03/23/2026	247.74	247.74	03/31/2026	
Total CRYSTAL SPRINGS ICE:					251.74	251.74		
CURBSIDE WASTE								
11852	CURBSIDE WASTE	409292 APRIL	160 LAKE ST	04/01/2026	508.90	508.90	03/31/2026	
11852	CURBSIDE WASTE	409292 APRIL	790 MINNESOTA	04/01/2026	303.39	303.39	03/31/2026	
11852	CURBSIDE WASTE	409292 APRIL	615 ROSE DR	04/01/2026	848.14	848.14	03/31/2026	
11852	CURBSIDE WASTE	409292 APRIL	18999 CTY RD 14	04/01/2026	41.68	41.68	03/31/2026	
Total CURBSIDE WASTE:					1,702.11	1,702.11		
DAHLHEIMER DISTRIBUTING CO								
750	DAHLHEIMER DISTRIBUTING C	2717716	LIQUOR	03/10/2026	1,174.00	1,174.00	03/18/2026	
750	DAHLHEIMER DISTRIBUTING C	2717717	MIX	03/10/2026	211.00	211.00	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
750	DAHLHEIMER DISTRIBUTING C	2717717	THC	03/10/2026	476.00	476.00	03/18/2026	
750	DAHLHEIMER DISTRIBUTING C	2717717	NA BEER	03/10/2026	91.00	91.00	03/18/2026	
750	DAHLHEIMER DISTRIBUTING C	2717718	KEG DEPOSIT	03/10/2026	60.00	60.00	03/18/2026	
750	DAHLHEIMER DISTRIBUTING C	2717718	BEER	03/10/2026	7,364.10	7,364.10	03/18/2026	
750	DAHLHEIMER DISTRIBUTING C	2717753	BEER	03/09/2026	6.20-	6.20-	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2723302	NA BEER	03/17/2026	229.20	229.20	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2723302	THC	03/17/2026	843.00	843.00	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2723304	BEER	03/17/2026	19,401.80	19,401.80	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2723632	BEER	03/16/2026	215.60-	215.60-	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2723652	LIQUOR	03/17/2026	788.10	788.10	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2727832	BEER	03/20/2026	396.00	396.00	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2728935	NA BEER	03/24/2026	63.85	63.85	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2728935	THC	03/24/2026	341.00	341.00	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2728936	LIQUOR	03/24/2026	1,310.80	1,310.80	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2728937	KEG DEPOSIT	03/24/2026	30.00-	30.00-	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2728937	BEER	03/24/2026	19,177.20	19,177.20	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2728937	KEG DEPOSIT	03/24/2026	30.00	30.00	03/31/2026	
750	DAHLHEIMER DISTRIBUTING C	2735085	NA BEER	03/31/2026	177.80	177.80	04/08/2026	
750	DAHLHEIMER DISTRIBUTING C	2735085	MIX	03/31/2026	170.00	170.00	04/08/2026	
750	DAHLHEIMER DISTRIBUTING C	2735085	THC	03/31/2026	1,385.00	1,385.00	04/08/2026	
750	DAHLHEIMER DISTRIBUTING C	2735086	LIQUOR	03/31/2026	1,621.95	1,621.95	04/08/2026	
750	DAHLHEIMER DISTRIBUTING C	2735087	BEER	03/31/2026	16,440.85	16,440.85	04/08/2026	
Total DAHLHEIMER DISTRIBUTING CO:					71,500.85	71,500.85		
DAILEY DATA & ASSC (E-CHECKS)								
11084	DAILEY DATA & ASSC (E-CHEC	MARCH 2026	LIQUOR STORE CC FEES - MAR	03/31/2026	7,483.11	7,483.11	04/07/2026	
Total DAILEY DATA & ASSC (E-CHECKS):					7,483.11	7,483.11		
DANGEROUS MAN BREWING COMPANYU								
11890	DANGEROUS MAN BREWING C	IN-8361	THC	03/17/2026	124.00	124.00	03/18/2026	
11890	DANGEROUS MAN BREWING C	IN-8361	BEER	03/17/2026	182.00	182.00	03/18/2026	
11890	DANGEROUS MAN BREWING C	IN-8467	BEER	03/31/2026	180.00	180.00	04/08/2026	
11890	DANGEROUS MAN BREWING C	IN-8467	THC	03/31/2026	124.00	124.00	04/08/2026	
Total DANGEROUS MAN BREWING COMPANYU:					610.00	610.00		
DEANO'S COLLISION SPECIALISTS								
10928	DEANO'S COLLISION SPECIALI	68996	UNIT 733 REPAIRS	03/10/2026	3,518.75	3,518.75	03/18/2026	
Total DEANO'S COLLISION SPECIALISTS:					3,518.75	3,518.75		
DEHMER FIRE/CENTRAL FIRE								
4475	DEHMER FIRE/CENTRAL FIRE	5351	FIRE EXTINGUISHER ANNUAL S	03/04/2026	56.00	56.00	03/18/2026	
Total DEHMER FIRE/CENTRAL FIRE:					56.00	56.00		
DELTA DENTAL (E-CHECKS)								
10436	DELTA DENTAL (E-CHECKS)	CNS00021137	DELTA DENTAL ER PORTION	04/01/2026	3,431.51	3,431.51	04/01/2026	
10436	DELTA DENTAL (E-CHECKS)	CNS00021137	DELTA DENTAL HANDELAND	04/01/2026	150.57	150.57	04/01/2026	
Total DELTA DENTAL (E-CHECKS):					3,582.08	3,582.08		
DESIGN ELECTRIC INC								
10536	DESIGN ELECTRIC INC	27926	SIGNAL LIGHT EAGE LAKE ROA	03/12/2026	854.00	854.00	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total DESIGN ELECTRIC INC:					854.00	854.00		
ECM PUBLISHERS INC								
7772	ECM PUBLISHERS INC	1092186	LIQ STORE ADVERTISING - WIN	03/22/2026	412.00	412.00	03/31/2026	
Total ECM PUBLISHERS INC:					412.00	412.00		
EGAN								
11927	EGAN	SVC00001545	REPAIR BLOWER WWTP	03/20/2026	4,679.58	4,679.58	03/31/2026	
Total EGAN:					4,679.58	4,679.58		
ELECTRIC MOTOR SERVICE								
10692	ELECTRIC MOTOR SERVICE	IN0315744	EQUIPMENT REPAIRS	03/19/2026	193.07	193.07	03/31/2026	
Total ELECTRIC MOTOR SERVICE:					193.07	193.07		
GOPHER STATE ONE CALL								
5202	GOPHER STATE ONE CALL	6030223	SEWER LOCATES	03/31/2026	38.48	38.48	04/08/2026	
5202	GOPHER STATE ONE CALL	6030223	WATER LOCATES	03/31/2026	38.47	38.47	04/08/2026	
Total GOPHER STATE ONE CALL:					76.95	76.95		
GRAINGER								
10389	GRAINGER	9836178526	HOSE NOZZLE FOR WASHING	03/10/2026	177.21	177.21	03/18/2026	
10389	GRAINGER	9845612291	FIRE HOSES FOR WASHING TR	03/18/2026	151.11	151.11	03/31/2026	
10389	GRAINGER	9869540535	WATER FAN	04/06/2026	64.50	64.50	04/08/2026	
Total GRAINGER:					392.82	392.82		
GRANITE CITY JOBBING								
5213	GRANITE CITY JOBBING	512689	CIGAR	03/11/2026	512.15	512.15	03/18/2026	
5213	GRANITE CITY JOBBING	512689	SUPPLIES	03/11/2026	17.25	17.25	03/18/2026	
5213	GRANITE CITY JOBBING	512689	CIGARETTES	03/11/2026	2,051.28	2,051.28	03/18/2026	
5213	GRANITE CITY JOBBING	512689	THC	03/11/2026	189.00	189.00	03/18/2026	
5213	GRANITE CITY JOBBING	512689	FREIGHT	03/11/2026	10.00	10.00	03/18/2026	
5213	GRANITE CITY JOBBING	515194	FREIGHT	03/25/2026	10.00	10.00	03/31/2026	
5213	GRANITE CITY JOBBING	515194	CIGARETTES	03/25/2026	1,434.05	1,434.05	03/31/2026	
5213	GRANITE CITY JOBBING	515194	SUPPLIES	03/25/2026	17.25	17.25	03/31/2026	
5213	GRANITE CITY JOBBING	515194	CIGAR	03/25/2026	793.10	793.10	03/31/2026	
Total GRANITE CITY JOBBING:					5,034.08	5,034.08		
GRD								
11927	GRD	ORD-24917	THC	04/02/2026	360.00	360.00	04/08/2026	
Total GRD:					360.00	360.00		
GUARDIAN FLEET SAFETY								
11023	GUARDIAN FLEET SAFETY	304538	DOCKING STATION #732	03/12/2026	125.00	125.00	03/18/2026	
11023	GUARDIAN FLEET SAFETY	304542	DOCKING STATION #709	03/12/2026	125.00	125.00	03/18/2026	
Total GUARDIAN FLEET SAFETY:					250.00	250.00		
HALL, DOUGLAS								
11923	HALL, DOUGLAS	FARMERS MK	CC TOKENS	03/18/2026	30.00	30.00	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11923	HALL, DOUGLAS	FARMERS MK	PROMOTION TOKENS	03/18/2026	6.00	6.00	03/18/2026	
11923	HALL, DOUGLAS	FARMERS MK	EBT TOKENS	03/18/2026	6.00	6.00	03/18/2026	
Total HALL, DOUGLAS:					42.00	42.00		
HEALTH PARTNERS (E-CHECKS)								
10437	HEALTH PARTNERS (E-CHECK	051334523530	HEALTH INS SCHARF	04/01/2026	1,281.75	1,281.75	04/01/2026	
10437	HEALTH PARTNERS (E-CHECK	051334523530	TERM EE - CREDIT DUE	04/01/2026	618.74-	618.74-	04/01/2026	
10437	HEALTH PARTNERS (E-CHECK	051334523530	HEALTH INS EE PORTION	04/01/2026	5,885.11	5,885.11	04/01/2026	
10437	HEALTH PARTNERS (E-CHECK	051334523530	HEALTH INS D HANDELAND	04/01/2026	2,473.40	2,473.40	04/01/2026	
10437	HEALTH PARTNERS (E-CHECK	051334523530	HEALTH INS D SHERBURNE	04/01/2026	938.17	938.17	04/01/2026	
10437	HEALTH PARTNERS (E-CHECK	051334523530	HEALTH INS ER PORTION	04/01/2026	37,764.42	37,764.42	04/01/2026	
Total HEALTH PARTNERS (E-CHECKS):					47,724.11	47,724.11		
HEDIN SAMANTHA								
118911	HEDIN SAMANTHA	FARMERS MK	PROMOTION TOKENS	03/18/2026	2.00	2.00	03/18/2026	
118911	HEDIN SAMANTHA	FARMERS MK	EBT TOKENS	03/18/2026	8.00	8.00	03/18/2026	
118911	HEDIN SAMANTHA	FARMERS MK	MARKET BUCKS	03/18/2026	4.00	4.00	03/18/2026	
Total HEDIN SAMANTHA:					14.00	14.00		
HEIMAN INC								
10369	HEIMAN INC	0778825	DUE FROM TOWNSHIP - 2026 F	03/17/2026	12,605.00	12,605.00	03/18/2026	
10369	HEIMAN INC	0778825	2026 FORD F350 4X4 GRASS RI	03/17/2026	12,605.00	12,605.00	03/18/2026	
10369	HEIMAN INC	0953964-IN	2026 FORD F350 4X4 GRASS RI	04/01/2026	157.29	157.29	04/08/2026	
10369	HEIMAN INC	0953964-IN	2026 FORD F350 4X4 GRASS RI	04/01/2026	157.29	157.29	04/08/2026	
Total HEIMAN INC:					25,524.58	25,524.58		
ICKLER								
10750	ICKLER	26-19345	WWTP SUPPLIES	03/19/2026	117.53	117.53	03/31/2026	
Total ICKLER:					117.53	117.53		
IDEAL SERVICE INC								
10889	IDEAL SERVICE INC	14035	LIFT STATION 8VFD YEARLY MA	03/18/2026	446.00	446.00	03/31/2026	
10889	IDEAL SERVICE INC	14035	WTP 8VFD YEARLY MAINTENA	03/18/2026	446.00	446.00	03/31/2026	
Total IDEAL SERVICE INC:					892.00	892.00		
IMPERIALDADE								
11915	IMPERIALDADE	40661467	SUPPLIES FOR FLOOR MACHIN	03/30/2026	95.14	95.14	03/31/2026	
Total IMPERIALDADE:					95.14	95.14		
INVOICE CLOUD INC (E-CHECKS)								
11858	INVOICE CLOUD INC (E-CHECK	2466-2026_3	WATER FUND FEES - MARCH 2	03/31/2026	1,421.31	1,421.31	04/08/2026	
11858	INVOICE CLOUD INC (E-CHECK	2466-2026_3	INVOICE CLOUD FEES - MARC	03/31/2026	315.86	315.86	04/08/2026	
11858	INVOICE CLOUD INC (E-CHECK	2466-2026_3	SEWER FUND FEES - MARCH 2	03/31/2026	1,421.31	1,421.31	04/08/2026	
Total INVOICE CLOUD INC (E-CHECKS):					3,158.48	3,158.48		
IUOE LOCAL 49 FRINGE BENEFIT								
10965	IUOE LOCAL 49 FRINGE BENEF	MAY 2026 PW	MAY 2026 PW UNION INSURAN	05/01/2026	26,800.00	26,800.00	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total IUOE LOCAL 49 FRINGE BENEFIT:					26,800.00	26,800.00		
JMG COMMERCIAL CLEANING LLC								
11907	JMG COMMERCIAL CLEANING	CITY HALL MA	CITY HALL CLEANING - MARCH	03/13/2026	1,050.00	1,050.00	03/18/2026	
11907	JMG COMMERCIAL CLEANING	CITY HALL MA	PUBLIC BATHROOM - MARCH 2	03/13/2026	490.00	490.00	03/18/2026	
11907	JMG COMMERCIAL CLEANING	CITY HALL MA	COMMON AREA - MARCH 2026	03/13/2026	200.00	200.00	03/18/2026	
11907	JMG COMMERCIAL CLEANING	MARCH 2026	PW FACILITY - MARCH 2026	03/13/2026	700.00	700.00	03/18/2026	
11907	JMG COMMERCIAL CLEANING	POLICE/LIBRA	MARCH 2026 POLICE/LIBRARY	03/13/2026	1,150.00	1,150.00	03/18/2026	
Total JMG COMMERCIAL CLEANING LLC:					3,590.00	3,590.00		
JOHNSON BROTHERS WHOLESALE								
1500	JOHNSON BROTHERS WHOLE	1003266	LIQUOR	03/04/2026	1,460.00	1,460.00	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1005572	FRT	03/09/2026	5.52	5.52	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1005572	LIQUOR	03/09/2026	230.94	230.94	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1006713	FRT	03/10/2026	3.68	3.68	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1006713	WINE	03/10/2026	75.62	75.62	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007156	FRT	03/11/2026	93.99	93.99	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007156	LIQUOR	03/11/2026	4,322.50	4,322.50	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007157	FRT	03/11/2026	40.79	40.79	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007157	WINE	03/11/2026	1,590.67	1,590.67	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007158	LIQUOR	03/11/2026	572.00	572.00	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007158	FRT	03/11/2026	5.52	5.52	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007159	FRT	03/11/2026	31.28	31.28	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1007159	LIQUOR	03/11/2026	2,016.75	2,016.75	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1009316	FRT	03/13/2026	60.72	60.72	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1009316	LIQUOR	03/13/2026	3,240.00	3,240.00	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	1010095	LIQUOR	03/16/2026	326.40	326.40	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1010095	FRT	03/16/2026	5.52	5.52	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1010096	WINE	03/16/2026	88.02	88.02	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1010096	FRT	03/16/2026	3.68	3.68	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1010135	LIQUOR	03/16/2026	114.48	114.48	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1010135	FRT	03/16/2026	1.84	1.84	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011201	WINE	03/17/2026	75.62	75.62	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011201	FRT	03/17/2026	3.68	3.68	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011583	LIQUOR	03/18/2026	3,557.33	3,557.33	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011583	FRT	03/18/2026	40.48	40.48	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011584	LIQUOR	03/18/2026	3,233.66	3,233.66	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011584	FRT	03/18/2026	60.72	60.72	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011585	WINE	03/18/2026	1,517.00	1,517.00	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011585	FRT	03/18/2026	38.64	38.64	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011586	MIX	03/18/2026	37.00	37.00	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011586	FRT	03/18/2026	1.84	1.84	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011587	LIQUOR	03/18/2026	735.00	735.00	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011587	FRT	03/18/2026	13.80	13.80	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1011588	FRT -	03/18/2026	1.84	1.84	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016191	FRT	03/25/2026	16.56	16.56	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016191	LIQUOR	03/25/2026	1,526.38	1,526.38	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016192	LIQUOR	03/25/2026	6,376.85	6,376.85	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016192	FRT	03/25/2026	112.24	112.24	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016193	FRT	03/25/2026	68.23	68.23	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016193	WINE	03/25/2026	2,628.75	2,628.75	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016194	FRT	03/25/2026	3.68	3.68	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016194	MIX	03/25/2026	88.00	88.00	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016195	LIQUOR	03/25/2026	1,618.53	1,618.53	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1016195	FRT	03/25/2026	10.12	10.12	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1500	JOHNSON BROTHERS WHOLE	1016196	FRT	03/25/2026	5.52	5.52	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	1019605	LIQUOR	03/30/2026	409.56	409.56	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1019605	FRT	03/30/2026	5.52	5.52	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021814	LIQUOR	04/01/2026	8,384.09	8,384.09	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021814	FRT	04/01/2026	82.80	82.80	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021815	NA LIQUOR	04/01/2026	135.00	135.00	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021815	FRT	04/01/2026	1.84	1.84	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021816	LIQUOR	04/01/2026	2,748.90	2,748.90	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021816	FRT	04/01/2026	94.92	94.92	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021817	FRT	04/01/2026	71.76	71.76	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021817	WINE	04/01/2026	2,481.85	2,481.85	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021818	MIX	04/01/2026	48.00	48.00	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021818	FRT	04/01/2026	1.84	1.84	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	1021819	FRT	04/01/2026	9.20	9.20	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	172149	LIQUOR	02/26/2026	35.80-	35.80-	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	172303	LIQUOR	02/26/2026	9.28-	9.28-	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	172933	LIQUOR	03/04/2026	26.07-	26.07-	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	173230	WINE	03/05/2026	88.00-	88.00-	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	173230	FRT	03/05/2026	1.84-	1.84-	03/18/2026	
1500	JOHNSON BROTHERS WHOLE	174246	LIQUOR	03/12/2026	270.00-	270.00-	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	174246	FRT	03/12/2026	1.84-	1.84-	03/31/2026	
1500	JOHNSON BROTHERS WHOLE	175295	LIQUOR	03/20/2026	4.88-	4.88-	04/08/2026	
1500	JOHNSON BROTHERS WHOLE	175296	LIQUOR	03/20/2026	48.30-	48.30-	04/08/2026	
Total JOHNSON BROTHERS WHOLESALE:					50,050.66	50,050.66		
KIMBALL MIDWEST								
11913	KIMBALL MIDWEST	104283690	SHOP SUPPLIES & EAR PLUGS	03/18/2026	223.12	223.12	03/31/2026	
11913	KIMBALL MIDWEST	104303133	SHOP SUPPLIES	03/24/2026	696.50	696.50	03/31/2026	
11913	KIMBALL MIDWEST	104305538	STORM WATER SWEEPER REP	03/25/2026	124.54	124.54	03/31/2026	
11913	KIMBALL MIDWEST	104333056	SHOP SUPPLIES	04/02/2026	271.47	271.47	04/08/2026	
Total KIMBALL MIDWEST:					1,315.63	1,315.63		
KWIK TRIP - CREDIT DEPT								
10888	KWIK TRIP - CREDIT DEPT	00348251 MAR	STREET FUEL	03/31/2026	3,900.08	3,900.08	04/08/2026	
10888	KWIK TRIP - CREDIT DEPT	00348251 MAR	WATER FUEL	03/31/2026	1,058.83	1,058.83	04/08/2026	
10888	KWIK TRIP - CREDIT DEPT	00348251 MAR	POLICE FUEL	03/31/2026	4,031.65	4,031.65	04/08/2026	
10888	KWIK TRIP - CREDIT DEPT	00348251 MAR	FLEET FUEL	03/31/2026	1,455.19	1,455.19	04/08/2026	
10888	KWIK TRIP - CREDIT DEPT	00348251 MAR	WASTEWATER FUEL	03/31/2026	1,058.83	1,058.83	04/08/2026	
Total KWIK TRIP - CREDIT DEPT:					11,504.58	11,504.58		
LANDFORM PROFESSIONAL SERVICES LLC								
10425	LANDFORM PROFESSIONAL SE	37677	SHORES OF ELK RIVER CONC	02/28/2026	453.75	453.75	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37677	BK CONCEPT PLAN	02/28/2026	47.00	47.00	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37677	COBBLESTONE 2ND FINAL PLA	02/28/2026	422.50	422.50	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37677	BENZINGER CAR CONDOS 2 -	02/28/2026	47.00	47.00	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37678	SHORELAND ORDINANCE	03/04/2026	9,329.25	9,329.25	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37679	INDUSTRIAL ANNEXATION - EA	02/28/2026	613.75	613.75	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37679	CONSULTANT CITY BUSINESS	02/28/2026	1,926.75	1,926.75	03/18/2026	
10425	LANDFORM PROFESSIONAL SE	37679	ANNUAL ORDINANCE UPDATE	02/28/2026	5,613.00	5,613.00	03/18/2026	
Total LANDFORM PROFESSIONAL SERVICES LLC:					18,453.00	18,453.00		
LAW ENFORCEMENT LABOR SERVICE								
5096	LAW ENFORCEMENT LABOR S	APRIL 2026 P	APRIL 2026 POLICE UNION DUE	04/02/2026	803.00	803.00	04/08/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total LAW ENFORCEMENT LABOR SERVICE:					803.00	803.00		
LEAGUE OF MN CITIES INSURANCE								
5707	LEAGUE OF MN CITIES INSURA	00525791-ASF	WC DEDUCTIBLE - ASFELD	04/01/2026	218.51	218.51	04/08/2026	
Total LEAGUE OF MN CITIES INSURANCE:					218.51	218.51		
LETAC USA								
11924	LETAC USA	5071	USE OF FORCE TRAINING - PRI	03/20/2026	199.00	199.00	03/31/2026	
11924	LETAC USA	5072	USE OF FORCE TRAINING - CH	03/20/2026	199.00	199.00	03/31/2026	
11924	LETAC USA	5073	USE OF FORCE TRAINING - SA	03/20/2026	199.00	199.00	03/31/2026	
Total LETAC USA:					597.00	597.00		
M&M EXPRESS SALES & SERVICE								
10567	M&M EXPRESS SALES & SERVI	619070	CHAIN SAW PARTS	03/19/2026	69.86	69.86	04/08/2026	
Total M&M EXPRESS SALES & SERVICE:					69.86	69.86		
MAIN STREET FAMILY SERVICES								
11927	MAIN STREET FAMILY SERVICE	SAHA GRANT	SAHA GRANT FUNDS PER CON	03/31/2026	6,000.00	6,000.00	04/08/2026	
Total MAIN STREET FAMILY SERVICES:					6,000.00	6,000.00		
MARCO TECHNOLOGIES - ECHECK								
11850	MARCO TECHNOLOGIES - ECH	577316904	CITY HALL LEASE 03/10-4/10	03/08/2026	1,157.66	1,157.66	04/01/2026	
11850	MARCO TECHNOLOGIES - ECH	577316904	PW LEASE 03/10-04/10	03/08/2026	138.92	138.92	04/01/2026	
11850	MARCO TECHNOLOGIES - ECH	577316904	PW LEASE 03/10-04/10	03/08/2026	138.92	138.92	04/01/2026	
11850	MARCO TECHNOLOGIES - ECH	577316904	FIRE LEASE 03/10-04/10	03/08/2026	30.00	30.00	04/01/2026	
Total MARCO TECHNOLOGIES - ECHECK:					1,465.50	1,465.50		
MARCO TECHNOLOGIES LLC								
10965	MARCO TECHNOLOGIES LLC	INV15027141	MANAGED IT	03/19/2026	7,695.00	7,695.00	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15027141	VEEAM LICENSING	03/19/2026	340.00	340.00	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15027141	ARTIC WOLF SOFTWARE	03/19/2026	907.16	907.16	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15038022	COMPUTER FOR RANDY BADE	03/23/2026	1,153.00	1,153.00	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15061746	AZURE - FEB 2026	03/27/2026	65.03	65.03	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15061747	FEB 0365 EXCHANGE	03/27/2026	935.60	935.60	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15061748	FEB 2026 M365 FOR 2 RESERV	03/27/2026	75.60	75.60	03/31/2026	
10965	MARCO TECHNOLOGIES LLC	INV15065694	BADER COMPUTER SET-UP	03/30/2026	380.00	380.00	03/31/2026	
Total MARCO TECHNOLOGIES LLC:					11,551.39	11,551.39		
MAVERICK BEVERAGE COMPANY MINNESOTA								
11903	MAVERICK BEVERAGE COMPA	INV1719532	LIQUOR	03/12/2026	639.00	639.00	03/18/2026	
11903	MAVERICK BEVERAGE COMPA	INV1719532	FREIGHT	03/12/2026	24.50	24.50	03/18/2026	
11903	MAVERICK BEVERAGE COMPA	INV1722749	FREIGHT	03/26/2026	3.50	3.50	03/31/2026	
11903	MAVERICK BEVERAGE COMPA	INV1722749	LIQUOR	03/26/2026	192.00	192.00	03/31/2026	
Total MAVERICK BEVERAGE COMPANY MINNESOTA:					859.00	859.00		
MENARD, INC.								
10828	MENARD, INC.	33181	REPAIR SUPPLIES	03/10/2026	94.83	94.83	03/18/2026	
10828	MENARD, INC.	33184	WATER SUPPLIES	03/10/2026	5.28	5.28	03/18/2026	
10828	MENARD, INC.	33235	WOMENS BATHROOM REPAIR	03/11/2026	326.98	326.98	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10828	MENARD, INC.	33251	PUBLIC WORKS SUPPLIES	03/11/2026	6.71	6.71	03/18/2026	
10828	MENARD, INC.	33921	WATER SUPPLIES	03/24/2026	128.46	128.46	03/31/2026	
10828	MENARD, INC.	34013	WATER SUPPLIES	03/26/2026	75.14	75.14	03/31/2026	
10828	MENARD, INC.	34216	WW SUPPLIES	03/30/2026	131.96	131.96	04/08/2026	
10828	MENARD, INC.	CREDIT USED	CREDIT TAKEN TWICE - ONCE	04/03/2026	40.97	40.97	04/08/2026	
10828	MENARD, INC.	RETURN OF M	RETURN OF MERCHANDISE 3.2	03/26/2026	40.97-	40.97-	03/31/2026	
Total MENARD, INC.:					769.36	769.36		
MIDSTATES EQUIPMENT								
10897	MIDSTATES EQUIPMENT	226227	CRACK SEALER T113	03/27/2026	325.45	325.45	04/08/2026	
Total MIDSTATES EQUIPMENT :					325.45	325.45		
MIDWAY IRON INC.								
6899	MIDWAY IRON INC.	628060	WATER TRUCKS	03/12/2026	2,248.00	2,248.00	03/18/2026	
6899	MIDWAY IRON INC.	628060 CREDI	CREDIT ON ACCOUNT	03/12/2026	431.21-	431.21-	03/18/2026	
6899	MIDWAY IRON INC.	628107	WATER TRUCK	03/12/2026	84.16	84.16	03/18/2026	
Total MIDWAY IRON INC.:					1,900.95	1,900.95		
MINNESOTA RECREATION AND PARK								
10996	MINNESOTA RECREATION AND	04649	NMPRA TRAINING - CORRIE	04/01/2026	35.00	35.00	04/08/2026	
Total MINNESOTA RECREATION AND PARK:					35.00	35.00		
MINNESOTA SECURITY CONSORTIUM								
11937	MINNESOTA SECURITY CONSO	1338	2025 BCA AUDIT CONSULTING	03/13/2026	1,400.00	1,400.00	03/31/2026	
Total MINNESOTA SECURITY CONSORTIUM:					1,400.00	1,400.00		
MISC REFUNDS TO CUSTOMERS								
11937	MISC REFUNDS TO CUSTOMER	GARDEN PLO	GARDEN PLOT REFUNDS - 2 PL	03/24/2026	60.00	60.00	03/31/2026	
11937	MISC REFUNDS TO CUSTOMER	GARDEN PLO	REFUND OF GARDEN PLOTS -	03/24/2026	60.00	60.00	03/31/2026	
11937	MISC REFUNDS TO CUSTOMER	GARDEN PLO	REFUND OF GARDEN PLOT - 1	03/24/2026	30.00	30.00	03/31/2026	
Total MISC REFUNDS TO CUSTOMERS:					150.00	150.00		
MN COMPUTER SYSTEMS INC								
260	MN COMPUTER SYSTEMS INC	448986	MARCH 2026 COPIER BASE/EM	04/02/2026	70.09	70.09	04/08/2026	
Total MN COMPUTER SYSTEMS INC :					70.09	70.09		
MN DEPT OF LABOR & INDUSTRY (E-CHECK)								
2562	MN DEPT OF LABOR & INDUST	2026 QTR 1 B	2026 QTR 1 BUILDING SURCHA	04/06/2026	1,557.51	1,557.51	04/07/2026	
Total MN DEPT OF LABOR & INDUSTRY (E-CHECK):					1,557.51	1,557.51		
MN NCPERS LIFE								
10359	MN NCPERS LIFE	342600042026	APRIL 2026 PREMIUMS	03/01/2026	112.00	112.00	03/18/2026	
Total MN NCPERS LIFE:					112.00	112.00		
MN POLLUTION CONTROL AGENCY								
975	MN POLLUTION CONTROL AGE	NPDES PERMI	PD AS PART OF THE 2022 REIS	04/03/2026	1,240.00-	1,240.00-	04/08/2026	
975	MN POLLUTION CONTROL AGE	NPDES PERMI	NPDES PERMIT REISSUANCE -	04/03/2026	9,300.00	9,300.00	04/08/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MN POLLUTION CONTROL AGENCY:					8,060.00	8,060.00		
MOORE CIERRA								
11890	MOORE CIERRA	FARMERS MK	CC TOKENS	03/18/2026	15.00	15.00	03/18/2026	
Total MOORE CIERRA:					15.00	15.00		
NAPA AUTO PARTS								
7454	NAPA AUTO PARTS	202604	STREETS TRAILER #T113	03/25/2026	54.99	54.99	03/31/2026	
7454	NAPA AUTO PARTS	202976	STORM SWEEPER REPAIRS	03/30/2026	568.39	568.39	04/08/2026	
7454	NAPA AUTO PARTS	203229	STREET CRACK SEALER REPAI	04/01/2026	50.59	50.59	04/08/2026	
7454	NAPA AUTO PARTS	203321	STORM WATER SWEEPER REP	04/02/2026	26.45	26.45	04/08/2026	
Total NAPA AUTO PARTS :					700.42	700.42		
NATIONAL AUTO FLEET								
11935	NATIONAL AUTO FLEET	2026 GRASS R	2026 GRASS RIG - VIN 0290 (50,	03/13/2026	25,343.41	25,343.41	03/18/2026	
11935	NATIONAL AUTO FLEET	2026 GRASS R	2026 GRASS RIG - VIN 0290 (50,	03/13/2026	25,343.41	25,343.41	03/18/2026	
Total NATIONAL AUTO FLEET:					50,686.82	50,686.82		
NEWMAN TRAFFIC SIGNS								
10406	NEWMAN TRAFFIC SIGNS	TRFINV066364	STREET SIGNS	03/25/2026	587.98	587.98	03/31/2026	
Total NEWMAN TRAFFIC SIGNS :					587.98	587.98		
NORTH CENTRAL INTERNATIONAL LLC								
11925	NORTH CENTRAL INTERNATIO	X220127275:0	WATER TRUCK LIGHTS #426	03/10/2026	45.55	45.55	03/18/2026	
11925	NORTH CENTRAL INTERNATIO	X220127275:0	STREET PICKUP REPAIR	03/11/2026	9.11	9.11	03/18/2026	
11925	NORTH CENTRAL INTERNATIO	X220127419:0	SHOP SUPPLIES	03/16/2026	345.75	345.75	03/18/2026	
11925	NORTH CENTRAL INTERNATIO	X220128489:0	T113 DUMP TRUCK REPAIRS	04/01/2026	43.49	43.49	04/08/2026	
Total NORTH CENTRAL INTERNATIONAL LLC:					443.90	443.90		
NORTH LAKES PLUMBING								
11935	NORTH LAKES PLUMBING	19256 MEADO	SURCHARGE	03/10/2026	1.00	1.00	03/18/2026	
11935	NORTH LAKES PLUMBING	19256 MEADO	BUILDING PERMIT FEE	03/10/2026	100.00	100.00	03/18/2026	
11935	NORTH LAKES PLUMBING	19256 MEADO	ADMINISTRATIVE FEE - PERMIT	03/10/2026	25.00-	25.00-	03/18/2026	
Total NORTH LAKES PLUMBING:					76.00	76.00		
NORTHLAND BOND SERVICES								
10902	NORTHLAND BOND SERVICES	02-01	2022A PAYING AGENT FEE	04/06/2026	495.00	495.00	04/08/2026	
Total NORTHLAND BOND SERVICES:					495.00	495.00		
NOTHING BUT HEMP								
11906	NOTHING BUT HEMP	5480	THC	03/12/2026	195.00	195.00	03/18/2026	
11906	NOTHING BUT HEMP	5492	THC	03/17/2026	225.00	225.00	03/31/2026	
Total NOTHING BUT HEMP:					420.00	420.00		
OCCUPATIONAL HEALTH CENTERS OF MINNESOTA								
11879	OCCUPATIONAL HEALTH CENT	104364936	NEW HIRE MEDICAL - HARRIS	03/10/2026	620.00	620.00	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total OCCUPATIONAL HEALTH CENTERS OF MINNESOTA:					620.00	620.00		
OPTIONS INC								
7006	OPTIONS INC	00507583	CITY HALL CLEANING - MARCH	03/31/2026	208.00	208.00	04/08/2026	
Total OPTIONS INC:					208.00	208.00		
OREILLY AUTOMOTIVE INC								
10369	OREILLY AUTOMOTIVE INC	1532-222728	POLICE VEHICLE BRAKES	03/05/2026	369.98	369.98	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-222884	CRACK SEAL COAT - STREETS	03/06/2026	114.00	114.00	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-223500	WASTEWATER PICKUP REPAIR	03/09/2026	135.32	135.32	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-223541	STREET PICKUP #727 BRAKES	03/09/2026	684.06	684.06	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-223694	STREET PICKUP #727	03/10/2026	29.99	29.99	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-223714	OIL - VEHICLE SUPPLY	03/10/2026	607.29	607.29	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-223789	BACKHOE TRACTOR #216	03/10/2026	219.80	219.80	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-223900	STREET PICKUP #727	03/11/2026	23.99	23.99	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-224106	OIL FOR TRUCK #522	03/12/2026	177.97	177.97	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-224365	SHOP SUPPLIES	03/13/2026	75.98	75.98	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-224365 T	SALES TAX CREDIT OWED	03/13/2026	5.60	5.60	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-224366	RETURNED SHOP SUPPLIES	03/13/2026	75.98-	75.98-	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-224777	SOAP SUPPLIES FOR WASHIN	03/16/2026	44.35	44.35	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-224942	#712 STREETS TRUCK PARTS	03/17/2026	92.40	92.40	03/31/2026	
10369	OREILLY AUTOMOTIVE INC	1532-225046	SALES TAX CREDIT OWED	03/17/2026	5.60-	5.60-	03/18/2026	
10369	OREILLY AUTOMOTIVE INC	1532-225107	STREETS TRAILER #T113	03/18/2026	33.20	33.20	03/31/2026	
10369	OREILLY AUTOMOTIVE INC	1532-226593	STREETS TRAILER #T113	03/25/2026	32.38	32.38	03/31/2026	
10369	OREILLY AUTOMOTIVE INC	1532-226700	STREET PICKUP #725	03/26/2026	91.00	91.00	03/31/2026	
10369	OREILLY AUTOMOTIVE INC	1532-226701	STREET PICKUP #725	03/26/2026	59.94	59.94	03/31/2026	
10369	OREILLY AUTOMOTIVE INC	1532-227599	STREET CLEANUP - OIL SPILL F	03/30/2026	99.95	99.95	04/08/2026	
10369	OREILLY AUTOMOTIVE INC	1532-227767	STORM SWEEPER REPAIR	03/31/2026	322.36	322.36	04/08/2026	
Total OREILLY AUTOMOTIVE INC:					3,137.98	3,137.98		
ORKIN								
10927	ORKIN	294810485	PEST CONTROL POLICE/LIBRA	03/17/2026	180.95	180.95	04/08/2026	
Total ORKIN:					180.95	180.95		
PATRIOT NEWS MN								
11075	PATRIOT NEWS MN	015992	EMPLOYMENT ADVERTISING -	03/31/2026	656.00	656.00	03/31/2026	
11075	PATRIOT NEWS MN	016025	SUMMER SEASONAL JOB POS	03/31/2026	656.00	656.00	03/31/2026	
11075	PATRIOT NEWS MN	016098	2025 LIQ STORE FINANCIAL ST	03/21/2026	428.75	428.75	03/31/2026	
11075	PATRIOT NEWS MN	016099	OPEN BOOK BOARD OF APPEA	03/21/2026	96.25	96.25	03/31/2026	
11075	PATRIOT NEWS MN	016100	ANNUAL CITY CODE ORDINAN	03/21/2026	166.25	166.25	03/31/2026	
Total PATRIOT NEWS MN :					2,003.25	2,003.25		
PAUSTIS WINE COMPANY								
1095	PAUSTIS WINE COMPANY	289669	WINE	03/12/2026	1,017.00	1,017.00	03/18/2026	
1095	PAUSTIS WINE COMPANY	289669	FRT	03/12/2026	18.00	18.00	03/18/2026	
1095	PAUSTIS WINE COMPANY	290682	WINE	03/25/2026	216.00	216.00	03/31/2026	
1095	PAUSTIS WINE COMPANY	290682	FRT	03/25/2026	8.00	8.00	03/31/2026	
Total PAUSTIS WINE COMPANY :					1,259.00	1,259.00		
PENS.COM								
11904	PENS.COM	114578479	MARKETING SUPPLIES - NOTE	03/20/2026	250.49	250.49	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total PENS.COM:					250.49	250.49		
PHILLIPS WINE & SPIRITS								
7106	PHILLIPS WINE & SPIRITS	5139366	FRT	03/11/2026	22.08	22.08	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5139366	LIQUOR	03/11/2026	1,112.25	1,112.25	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5139368	POP AND MIX CREDIT	03/11/2026	226.00	226.00	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5139368	FRT	03/11/2026	5.52	5.52	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5139368	NA WINE	03/11/2026	88.00	88.00	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5141166	FREIGHT	03/13/2026	64.40	64.40	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5141166	LIQUOR	03/13/2026	2,770.50	2,770.50	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5141167	FREIGHT	03/13/2026	11.04	11.04	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5141167	WINE	03/13/2026	712.00	712.00	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5142870	LIQUOR	03/18/2026	889.60	889.60	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5142870	FREIGHT	03/18/2026	18.40	18.40	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5142871	WINE	03/18/2026	1,290.70	1,290.70	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5142871	FREIGHT	03/18/2026	38.64	38.64	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5142872	MIX	03/18/2026	61.15	61.15	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5142872	FREIGHT	03/18/2026	3.68	3.68	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5146361	LIQUOR	03/25/2026	2,000.13	2,000.13	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5146361	FREIGHT	03/25/2026	31.28	31.28	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5146362	WINE	03/25/2026	2,400.15	2,400.15	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5146362	FREIGHT	03/25/2026	77.28	77.28	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5148286	FREIGHT	03/27/2026	4.71	4.71	03/31/2026	
7106	PHILLIPS WINE & SPIRITS	5150279	FREIGHT	04/01/2026	38.34	38.34	04/08/2026	
7106	PHILLIPS WINE & SPIRITS	5150279	LIQUOR	04/01/2026	1,775.44	1,775.44	04/08/2026	
7106	PHILLIPS WINE & SPIRITS	5150280	WINE	04/01/2026	1,560.65	1,560.65	04/08/2026	
7106	PHILLIPS WINE & SPIRITS	5150280	FREIGHT	04/01/2026	40.48	40.48	04/08/2026	
7106	PHILLIPS WINE & SPIRITS	5150281	FREIGHT	04/01/2026	11.04	11.04	04/08/2026	
7106	PHILLIPS WINE & SPIRITS	5150281	MIX	04/01/2026	307.20	307.20	04/08/2026	
7106	PHILLIPS WINE & SPIRITS	5319367	FRT	03/11/2026	36.80	36.80	03/18/2026	
7106	PHILLIPS WINE & SPIRITS	5319367	WINE	03/11/2026	1,234.80	1,234.80	03/18/2026	
Total PHILLIPS WINE & SPIRITS :					16,832.26	16,832.26		
PITNEY BOWES (E-CHECKS)								
7100	PITNEY BOWES (E-CHECKS)	POSTAGE 3.12	PITNEY BOW POSTAGE 3.12.26	03/12/2026	250.00	250.00	03/16/2026	
7100	PITNEY BOWES (E-CHECKS)	POSTAGE 3.13	PITNEY BOW POSTAGE 3.13.26	03/13/2026	250.00	250.00	03/16/2026	
7100	PITNEY BOWES (E-CHECKS)	POSTAGE 4.8.	PITNEY BOW POSTAGE 4.8.26	04/08/2026	250.00	250.00	04/08/2026	
Total PITNEY BOWES (E-CHECKS):					750.00	750.00		
PLAISTED COMPANIES INC								
7199	PLAISTED COMPANIES INC	93038	STREET REPAIRS - CLASS 5	03/13/2026	489.35	489.35	03/18/2026	
Total PLAISTED COMPANIES INC:					489.35	489.35		
PLUNKETTS PEST CONTROL								
10898	PLUNKETTS PEST CONTROL	10420669	PEST CONTROL - LIQUOR STO	04/01/2026	53.69	53.69	04/08/2026	
Total PLUNKETTS PEST CONTROL :					53.69	53.69		
PRINCETON RENTAL INC								
11925	PRINCETON RENTAL INC	1-581486	FLOOR GRINDER RENTAL	03/18/2026	198.00	198.00	03/31/2026	
Total PRINCETON RENTAL INC:					198.00	198.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
PSN (E-CHECKS)								
10903	PSN (E-CHECKS)	324283	PSN FEES - MARCH 2026	04/02/2026	238.30	238.30	04/07/2026	
Total PSN (E-CHECKS):					238.30	238.30		
RED BULL DISTRIBUTION CO INC								
10905	RED BULL DISTRIBUTION CO IN	2032915087	MIX	03/09/2026	248.10	248.10	03/18/2026	
10905	RED BULL DISTRIBUTION CO IN	2032915246	MIX	03/27/2026	343.73	343.73	03/31/2026	
Total RED BULL DISTRIBUTION CO INC:					591.83	591.83		
RELENTLESS LLC								
10975	RELENTLESS LLC	18390	3 DAY CRIMINAL INTERDICTION	03/31/2026	749.00	749.00	03/31/2026	
Total RELENTLESS LLC:					749.00	749.00		
RELIANCE STANDARD LIFE INS CO (ECHECK)								
11883	RELIANCE STANDARD LIFE INS	GL166389 AP	CORRECTION LTD/STD AMOUN	04/01/2026	3.12	3.12	04/01/2026	
11883	RELIANCE STANDARD LIFE INS	GL166389 AP	LIFE INS PREM EE PORTION	04/01/2026	790.22	790.22	04/01/2026	
11883	RELIANCE STANDARD LIFE INS	GL166389 AP	LIFE INS PREM ER PORTION	04/01/2026	1,298.08	1,298.08	04/01/2026	
Total RELIANCE STANDARD LIFE INS CO (ECHECK):					2,091.42	2,091.42		
ROSEVILLE MIDWAY FORD								
11908	ROSEVILLE MIDWAY FORD	933655	STREETS PICKUP #725	03/26/2026	528.00	528.00	03/31/2026	
Total ROSEVILLE MIDWAY FORD:					528.00	528.00		
SHERBURNE CO ATTORNEY								
7300	SHERBURNE CO ATTORNEY	275	FEB 2026 PROSECUTION FEES	03/06/2026	1,023.29	1,023.29	03/18/2026	
7300	SHERBURNE CO ATTORNEY	ICR 22008179-	ICR 22008179-MCDOUGALL - S	03/30/2026	9.69	9.69	03/31/2026	
Total SHERBURNE CO ATTORNEY:					1,032.98	1,032.98		
SHERBURNE CO AUDITOR/TREASURER								
7324	SHERBURNE CO AUDITOR/TRE	65-00477-0115	2026 PROPERTY TAXES - PIZZA	03/16/2026	1,914.00	1,914.00	03/18/2026	
7324	SHERBURNE CO AUDITOR/TRE	9771	2026 APPRAISAL	03/12/2026	27,356.00	27,356.00	03/18/2026	
Total SHERBURNE CO AUDITOR/TREASURER:					29,270.00	29,270.00		
SHERBURNE CO SHERIFFS DEPT								
7116	SHERBURNE CO SHERIFFS DE	202606	2026 800 MHZ RADIOS - POLIC	03/26/2026	3,200.00	3,200.00	04/08/2026	
7116	SHERBURNE CO SHERIFFS DE	202607	PW MHZ RADIOS-2026 USER F	03/26/2026	560.00	560.00	03/31/2026	
Total SHERBURNE CO SHERIFFS DEPT:					3,760.00	3,760.00		
SHORT ELLIOTT HENDRICKSON INC								
7358	SHORT ELLIOTT HENDRICKSO	503909	WWTP DESIGN - JAN 2026	03/12/2026	129,264.00	129,264.00	03/18/2026	
7358	SHORT ELLIOTT HENDRICKSO	504702	2026 AWIA FEB 2026 ENGINEER	03/09/2026	200.00	200.00	03/18/2026	
7358	SHORT ELLIOTT HENDRICKSO	504702	2026 AWIA FEB 2026 ENGINEER	03/09/2026	200.00	200.00	03/18/2026	
7358	SHORT ELLIOTT HENDRICKSO	504807	WWTP DESIGN - FEB 2026	03/10/2026	32,316.00	32,316.00	03/18/2026	
7358	SHORT ELLIOTT HENDRICKSO	506481	WWTP 30 % DESIGN - MARCH 2	04/07/2026	10,772.00	10,772.00	04/08/2026	
Total SHORT ELLIOTT HENDRICKSON INC:					172,752.00	172,752.00		
SHRED RIGHT								
10870	SHRED RIGHT	0068469	SHRED RIGHT MARCH - CITY H	03/19/2026	54.86	54.86	04/08/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10870	SHRED RIGHT	0068469	SHRED RIGHT MARCH - POLIC	03/19/2026	54.86	54.86	04/08/2026	
Total SHRED RIGHT:					109.72	109.72		
SMALL BATCH GOODIES								
11918	SMALL BATCH GOODIES	FARMERS MK	CC TOKENS	03/18/2026	10.00	10.00	03/18/2026	
Total SMALL BATCH GOODIES:					10.00	10.00		
SMALL LOT MN								
11028	SMALL LOT MN	MN119457	WINE	03/25/2026	288.00	288.00	03/31/2026	
11028	SMALL LOT MN	MN119457	FRT	03/25/2026	9.00	9.00	03/31/2026	
Total SMALL LOT MN:					297.00	297.00		
SOUTHERN WINE & SPIRITS OF MN								
10755	SOUTHERN WINE & SPIRITS O	00007855	FRT	04/03/2026	.05-	.05-	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	00007856	FREIGHT	04/03/2026	.86-	.86-	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	09685999	WINE	04/03/2026	12.00-	12.00-	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	2734525	LIQUOR	03/12/2026	6,712.13	6,712.13	03/18/2026	
10755	SOUTHERN WINE & SPIRITS O	2734525	FREIGHT	03/12/2026	82.71	82.71	03/18/2026	
10755	SOUTHERN WINE & SPIRITS O	2734526	WINE	03/12/2026	493.80	493.80	03/18/2026	
10755	SOUTHERN WINE & SPIRITS O	2734526	FREIGHT	03/12/2026	10.03	10.03	03/18/2026	
10755	SOUTHERN WINE & SPIRITS O	2736999	LIQUOR	03/19/2026	4,885.07	4,885.07	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2736999	FREIGHT	03/19/2026	42.47	42.47	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2737000	FREIGHT	03/19/2026	1.05	1.05	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2737001	FREIGHT	03/19/2026	11.43	11.43	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2737001	WINE	03/19/2026	586.53	586.53	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2737002	FRT	03/19/2026	.70	.70	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2737002	LIQUOR	03/19/2026	191.49	191.49	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2737003	FREIGHT	03/19/2026	4.43	4.43	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739544	LIQUOR	03/26/2026	3,523.73	3,523.73	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739544	FREIGHT	03/26/2026	38.96	38.96	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739545	WINE	03/26/2026	2,396.65	2,396.65	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739545	FREIGHT	03/26/2026	46.43	46.43	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739546	WINE	03/26/2026	36.00	36.00	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739546	FREIGHT	03/26/2026	1.40	1.40	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2739547	FREIGHT	03/26/2026	1.40	1.40	03/31/2026	
10755	SOUTHERN WINE & SPIRITS O	2742058	LIQUOR	04/02/2026	1,251.65	1,251.65	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	2742058	FREIGHT	04/02/2026	15.40	15.40	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	2742059	WINE	04/02/2026	711.22	711.22	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	2742059	FREIGHT	04/02/2026	15.40	15.40	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	5138465	LIQUOR	03/31/2026	5,327.95	5,327.95	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	5138465	FRT	03/31/2026	66.50	66.50	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	5138466	WINE	04/02/2026	1,092.00	1,092.00	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	5138466	FREIGHT	04/02/2026	28.00	28.00	04/08/2026	
10755	SOUTHERN WINE & SPIRITS O	9689492	LIQUOR	03/16/2026	895.32-	895.32-	03/18/2026	
Total SOUTHERN WINE & SPIRITS OF MN:					26,666.30	26,666.30		
SPECTRUM SUPPLY								
11895	SPECTRUM SUPPLY	94960	CRACK SEAL FOR STREETS - T	03/24/2026	129.22	129.22	04/08/2026	
Total SPECTRUM SUPPLY:					129.22	129.22		
STAPLES ADVANTAGE								
10741	STAPLES ADVANTAGE	7677392556	CITY HALL SUPPLIES - MAYOR	03/24/2026	10.20	10.20	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10741	STAPLES ADVANTAGE	7677392556	CITY HALL SUPPLIES	03/24/2026	132.61	132.61	03/31/2026	
10741	STAPLES ADVANTAGE	7677392556	CITY HALL SUPPLIES - BUILDIN	03/24/2026	20.40	20.40	03/31/2026	
10741	STAPLES ADVANTAGE	7677392556	CITY HALL SUPPLIES - PLANNI	03/24/2026	10.20	10.20	03/31/2026	
10741	STAPLES ADVANTAGE	7677392556	CITY HALL SUPPLIES - EDA	03/24/2026	20.40	20.40	03/31/2026	
10741	STAPLES ADVANTAGE	7677392556	CITY HALL SUPPLIES - ENGINE	03/24/2026	10.20	10.20	03/31/2026	
Total STAPLES ADVANTAGE:					204.01	204.01		
STEPP MANUFACTURING CO INC								
10388	STEPP MANUFACTURING CO I	068038	CRACK SEAL #T119 REPAIRS	03/19/2026	605.34	605.34	03/31/2026	
Total STEPP MANUFACTURING CO INC :					605.34	605.34		
STREICHERS								
4550	STREICHERS	11816662	BADGE	03/18/2026	299.98	299.98	03/31/2026	
4550	STREICHERS	11817735	NEW HIRE UNIFORM - HARRIS	03/24/2026	976.90	976.90	03/31/2026	
4550	STREICHERS	11818331	RESERVE UNIFORM - R.MURRA	03/26/2026	11.99	11.99	03/31/2026	
4550	STREICHERS	11818950	RESERVE UNIFORM - R.MURRA	03/31/2026	439.74	439.74	04/08/2026	
4550	STREICHERS	11819038	NEW HIRE UNIFORM - HARRIS	03/31/2026	601.94	601.94	04/08/2026	
4550	STREICHERS	11819686	NEW HIRE UNIFORM - HARRIS	04/03/2026	11.99	11.99	04/08/2026	
Total STREICHERS:					2,342.54	2,342.54		
SUMMER LAKES BEVERAGE LLC								
11937	SUMMER LAKES BEVERAGE LL	FARMERS MA	MAR RM MARKET BUCKS	03/18/2026	4.00	4.00	03/18/2026	
11937	SUMMER LAKES BEVERAGE LL	FARMERS MA	MAR FM EBT TOKENS	03/18/2026	19.00	19.00	03/18/2026	
Total SUMMER LAKES BEVERAGE LLC:					23.00	23.00		
TDS MEDIA DIRECT, INC								
10966	TDS MEDIA DIRECT, INC	LAKE LIQ ADV	LIQUOR ADVERTISING 2026	03/09/2026	334.00	334.00	03/18/2026	
Total TDS MEDIA DIRECT, INC:					334.00	334.00		
THE AMERICAN BOTTLING COMPANY								
10988	THE AMERICAN BOTTLING CO	4853002363	MIX	03/31/2026	320.75	320.75	03/31/2026	
Total THE AMERICAN BOTTLING COMPANY:					320.75	320.75		
THE POLICE AND SHERIFFS PRESS								
11029	THE POLICE AND SHERIFFS PR	132123	ID CARDS - OLSON, KUCALA &	03/13/2026	40.00	40.00	03/31/2026	
Total THE POLICE AND SHERIFFS PRESS:					40.00	40.00		
TOSHIBA FINANCIAL SERVICES - E CHECK								
11922	TOSHIBA FINANCIAL SERVICES	578082653	POLICE LEASE PROPERTY DA	04/01/2026	24.47	24.47	04/01/2026	
11922	TOSHIBA FINANCIAL SERVICES	578082653	POLICE LEASE - APRIL 2026	04/01/2026	130.96	130.96	04/01/2026	
Total TOSHIBA FINANCIAL SERVICES - E CHECK:					155.43	155.43		
TRI-COUNTY LAW ENFORCEMENT								
10609	TRI-COUNTY LAW ENFORCEME	INVOICE DATE	2026 ANNUAL DUES - TRI COUN	04/01/2026	90.00	90.00	04/08/2026	
Total TRI-COUNTY LAW ENFORCEMENT:					90.00	90.00		
ULINE								
10701	ULINE	205595378	PROTECTION TAPE #436	03/18/2026	168.53	168.53	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total ULINE :					168.53	168.53		
URBAN GROWLER BREWING CO.								
11934	URBAN GROWLER BREWING CO	E-42492	BEER	03/19/2026	240.00	240.00	03/31/2026	
Total URBAN GROWLER BREWING CO.:					240.00	240.00		
US AUTOFORCE								
11928	US AUTOFORCE	INV001552366	TIRE FOR #426 - CLAIM #50546	03/24/2026	251.95	251.95	03/31/2026	
11928	US AUTOFORCE	INV001553462	LAWN MOWER PARTS	03/24/2026	367.90	367.90	03/31/2026	
11928	US AUTOFORCE	INV001556073	POLICE TIRES	03/25/2026	273.18	273.18	03/31/2026	
Total US AUTOFORCE:					893.03	893.03		
US BANK (E-CHECKS)								
10527	US BANK (E-CHECKS)	FARMERS MK	FARMERS MKT MARCH 2026	03/31/2026	29.30	29.30	04/07/2026	
10527	US BANK (E-CHECKS)	FEB 2026 ELE	FEB 2026 ELECTRONIC DEPOSIT	02/28/2026	136.43	136.43	03/31/2026	
10527	US BANK (E-CHECKS)	March 11 2026	CHAMBER LUNCH & LEARN FOR	03/11/2026	50.00	50.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	CHAMBER LUNCH & LEARN/HAND	03/11/2026	25.00	25.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LMC CONFERENCE 2026/HANN	03/11/2026	425.00	425.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LMC CONFERENCE HOTEL 202	03/11/2026	425.00	425.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PERMIT TO PURCHASE CARD/T	03/11/2026	79.31	79.31	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	GARDAS MCPA TRAINING 2026/	03/11/2026	798.25	798.25	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MRWA TRAINING/DAN	03/11/2026	350.00	350.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MRWA TRAINING/DAN	03/11/2026	350.00	350.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SAFETY TRAINING/LISA	03/11/2026	27.96	27.96	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	CHIEFS SWEARING IN/TINA	03/11/2026	90.57	90.57	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ALL STAFF TRAINING/TINA	03/11/2026	19.17	19.17	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIMES/STOLTZ	03/11/2026	6.32	6.32	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIMES/STOLTZ	03/11/2026	6.32	6.32	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ALL STAFF TRAINING/TINA	03/11/2026	21.00	21.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POLICE SUPPLIES	03/11/2026	8.99	8.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIMES/STOLTZ	03/11/2026	7.90	7.90	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	COUNCIL CHAMBER BEVERAGE	03/11/2026	56.98	56.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP DOOR REPAIR/TYLER	03/11/2026	28.98	28.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PICNIC TABLES/BADER	03/11/2026	27.27	27.27	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SAW/TORX/WRENCH/BAUTCH	03/11/2026	313.47	313.47	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WASTEWATER SUPPLIES/SCOTT	03/11/2026	12.99	12.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WTP PAINTING/TYLER	03/11/2026	22.97	22.97	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PICNIC TABLES/BADER	03/11/2026	27.27	27.27	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WASTEWATER SUPPLIES/SCOTT	03/11/2026	59.77	59.77	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WATER SUPPLIES/SCOTT	03/11/2026	15.48	15.48	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WATER SUPPLIES/SCOTT	03/11/2026	22.65	22.65	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MAIL BOXES	03/11/2026	36.98	36.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MAILBOX NUMBERS/BRETT	03/11/2026	2.99	2.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WATER SUPPLIES/SCOTT	03/11/2026	41.09	41.09	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	STREET SIGNS/BRETT	03/11/2026	26.98	26.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MAILBOX REPAIR/BRETT	03/11/2026	14.47	14.47	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WTP SUPPLIES/PHIL	03/11/2026	16.88	16.88	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WATER SUPPLIES/DANA	03/11/2026	50.98	50.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	STREETS WHEEL LOADER/KOL	03/11/2026	21.45	21.45	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SHOP SUPPLIES/MATT	03/11/2026	28.82	28.82	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	CRIMP CUTTER/DAN	03/11/2026	45.87	45.87	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	INK CARTRIDGE FOR LISA/DEB	03/11/2026	239.75	239.75	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	FIRST AID KITS/DAN	03/11/2026	151.63	151.63	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	79.92	79.92	03/16/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10527	US BANK (E-CHECKS)	March 11 2026	ADMIN SUPPLIES	03/11/2026	219.58	219.58	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	EDA SUPPLIES	03/11/2026	33.78	33.78	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ADMIN SUPPLIES	03/11/2026	113.49	113.49	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MAYOR SUPPLIES	03/11/2026	8.73	8.73	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PLANNING SUPPLIES	03/11/2026	16.89	16.89	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WATER OUTDOOR LIGHTS/DAN	03/11/2026	165.54	165.54	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIQ STORE SUPPLIES/GARY	03/11/2026	25.32	25.32	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	33.15	33.15	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	RATCHET STRAPS/DAN	03/11/2026	343.71	343.71	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	70.87	70.87	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	10.95	10.95	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SMALL TOOLS/DAN	03/11/2026	90.16	90.16	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REFUND/DAN	03/11/2026	8.53-	8.53-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REFUND LIGHTS/DAN	03/11/2026	206.18-	206.18-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REFUND MANHOLE HOOK TOO	03/11/2026	90.16-	90.16-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	COMPUTER SUPPLIES/GREG	03/11/2026	8.62	8.62	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIQ STORE SUPPLIES/GREG	03/11/2026	83.89	83.89	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIGHT SWITCH/DAN	03/11/2026	77.06	77.06	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	DIGITAL SIGNAGE EQUIPMENT/	03/11/2026	1,272.05	1,272.05	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MEDICAL SUPPLIES FOR NOR	03/11/2026	186.24	186.24	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ARCMATE TOOL/DAN	03/11/2026	90.50	90.50	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SMALL TOOLS/DAN	03/11/2026	69.86	69.86	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	BUILDING SUPPLIES	03/11/2026	33.78	33.78	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POLICE SUPPLIES	03/11/2026	299.13	299.13	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	BUILDING SUPPLIES	03/11/2026	17.46	17.46	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PLANNING SUPPLIES	03/11/2026	8.73	8.73	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ENGINEERING SUPPLIES	03/11/2026	8.73	8.73	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MANHOLE HOOK TOOL/DAN	03/11/2026	90.16	90.16	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SEWER SUPPLIES/DAN	03/11/2026	23.99	23.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	36.64	36.64	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WATER OUTDOOR LIGHTS/DAN	03/11/2026	206.18	206.18	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIQ STORE SUPPLIES/GREG	03/11/2026	58.99	58.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIQ STORE SUPPLIES/GREG	03/11/2026	28.99	28.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PRINTER & COPIER FOR GREG	03/11/2026	469.00	469.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	FIRST AID KITS/DEB	03/11/2026	219.90	219.90	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	COMPUTER SUPPLIES/GREG	03/11/2026	8.62	8.62	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	EDA SUPPLIES	03/11/2026	17.46	17.46	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	41.50	41.50	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	BATTERY PACK/DAN	03/11/2026	132.98	132.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIGHTS/DAN	03/11/2026	119.98	119.98	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIQ STORE SUPPLIES/GARY	03/11/2026	37.28	37.28	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MAYOR SUPPLIES	03/11/2026	16.89	16.89	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ENGINEERING SUPPLIES	03/11/2026	16.90	16.90	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WWTP SUPPLIES/DAN	03/11/2026	11.12	11.12	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POLICE SUPPLIES	03/11/2026	20.59	20.59	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REFUND/DAN	03/11/2026	27.94-	27.94-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REFUND SEWER SUPPLIES/CR	03/11/2026	69.86-	69.86-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	LIQ STORE SUPPLIES/GARY	03/11/2026	16.37	16.37	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POSTAGE	03/11/2026	10.20	10.20	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POLICE EXTRA STORAGE/KUC	03/11/2026	.99	.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ENGINEER FUEL/LAYNE	03/11/2026	64.00	64.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MONTHLY ARLO/PRIGGE	03/11/2026	19.99	19.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MN GFOA MEMBERSHIP/DEB	03/11/2026	80.00	80.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	HAWKINS CAR RENTAL FOR CR	03/11/2026	461.55	461.55	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	HAWKINS CRISIS TRAINING HO	03/11/2026	17.99	17.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	HAWKINS HOTEL ROOM CRISIS	03/11/2026	685.81	685.81	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POP/MIX/GREG	03/11/2026	56.94	56.94	03/16/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10527	US BANK (E-CHECKS)	March 11 2026	FREIGHT/GREG	03/11/2026	15.25	15.25	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	HAWKINS 2026 TRNG CRISIS N	03/11/2026	801.00	801.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ANNUAL CONF PARKING WWT	03/11/2026	8.50	8.50	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ANNUAL CONF PARKING WWT	03/11/2026	7.50	7.50	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ANNUAL CONF PARKING WWT	03/11/2026	3.50	3.50	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PARKING FOR TRAINING/DAN	03/11/2026	9.50	9.50	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PARKING FOR TRAINING/DAN	03/11/2026	10.00	10.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	PARKING FOR TRAINING/DAN	03/11/2026	4.00	4.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	HAWKINS AIRFARE CRISIS TRA	03/11/2026	93.49	93.49	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	TRAUMA BACKPACK/PRIGGE	03/11/2026	194.06	194.06	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	TRAINING MEAL/REEK	03/11/2026	27.27	27.27	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	2025 4TH QTR REBATE	03/11/2026	537.18-	537.18-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WASTEWATER SUPPLIES/SCOT	03/11/2026	94.89	94.89	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WASTEWATER SUPPLIES/SCOT	03/11/2026	180.36	180.36	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REFUND WASTEWATER SUPPL	03/11/2026	180.36-	180.36-	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WASTEWATER SUPPLIES/SCOT	03/11/2026	167.20	167.20	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	FUEL/CHAZ	03/11/2026	95.88	95.88	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	FUEL/BRANDT	03/11/2026	67.21	67.21	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	SUPPLIES FOR POSTAGE/LISA	03/11/2026	74.69	74.69	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	CHAINSAW HELMETS FOR JOS	03/11/2026	209.26	209.26	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	WASTEWATER SUPPLIES/SCOT	03/11/2026	13.68	13.68	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MONTHLY REMARKABLE/MARI	03/11/2026	3.21	3.21	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	REMARKABLE/HANNA	03/11/2026	2.99	2.99	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POLICE MONTHLY ADOBE/PRIG	03/11/2026	21.46	21.46	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MONTHLY ADOBE/DEB	03/11/2026	395.04	395.04	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MONTHLY ADOBE/REEK	03/11/2026	21.46	21.46	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	ADOBE/KUCALA	03/11/2026	21.46	21.46	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	JUNE 2025 NCR CC FEES/GRE	03/11/2026	226.62	226.62	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	OFFICE CHAIR/KUCALA	03/11/2026	196.23	196.23	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	TRAINING MEAL/REEK	03/11/2026	29.82	29.82	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	CERTIFICATION FOR MAIL SER	03/11/2026	2,040.00	2,040.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MEDICAL SUPPLIES/KUCALA	03/11/2026	18.00	18.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MEDICAL SUPPLIES/KUCALA	03/11/2026	90.00	90.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MN OFFICE OF CANNABIS MG	03/11/2026	250.00	250.00	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	FEES FOR MN OFFICE OF CAN	03/11/2026	5.38	5.38	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	TRAINING MEAL/REEK	03/11/2026	22.84	22.84	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MARKETING SUPPLIES/MARIE	03/11/2026	402.37	402.37	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	HAWKINS AIRFARE CRISIS TRA	03/11/2026	280.20	280.20	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	POLICE SUPPLIES	03/11/2026	26.43	26.43	03/16/2026	
10527	US BANK (E-CHECKS)	March 11 2026	MEDICAL SUPPLIES	03/11/2026	42.78	42.78	03/16/2026	
10527	US BANK (E-CHECKS)	PARKING BOX	PARKING BOX MARCH 2026	03/31/2026	15.00	15.00	04/07/2026	
Total US BANK (E-CHECKS):					15,529.71	15,529.71		
UTILITY CONSULTANTS								
3896	UTILITY CONSULTANTS	127187	WASTEWATER TESTING	04/01/2026	1,921.56	1,921.56	04/08/2026	
Total UTILITY CONSULTANTS:					1,921.56	1,921.56		
VERIZON WIRELESS								
10463	VERIZON WIRELESS	6137455457	PLANNER CELL PHONE 612-297	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	BUILDING OFFICIAL CELL 763-4	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	PW IPADS	02/28/2026	240.06	240.06	03/18/2026	
10463	VERIZON WIRELESS	6137455457	PW IPAD	02/28/2026	240.06	240.06	03/18/2026	
10463	VERIZON WIRELESS	6137455457	PETERSON HOT SPOT 763-264-	02/28/2026	40.01	40.01	03/18/2026	
10463	VERIZON WIRELESS	6137455457	WW ON CALL 763-238-8260	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	LOCATES HOT SPOT - 763-260-	02/28/2026	20.01	20.01	03/18/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10463	VERIZON WIRELESS	6137455457	WW IPADS	02/28/2026	120.03	120.03	03/18/2026	
10463	VERIZON WIRELESS	6137455457	WASTE WATER TREATMENT 61	02/28/2026	40.01	40.01	03/18/2026	
10463	VERIZON WIRELESS	6137455457	STORE MGR - LIQUOR 763-353-	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	COMM DEV DIR CELL 763-402-1	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	BUILDING OFFICIAL IPAD 612-8	02/28/2026	40.01	40.01	03/18/2026	
10463	VERIZON WIRELESS	6137455457	PW IPAD	02/28/2026	80.02	80.02	03/18/2026	
10463	VERIZON WIRELESS	6137455457	POLICE PHONES	02/28/2026	1,413.22	1,413.22	03/18/2026	
10463	VERIZON WIRELESS	6137455457	RECREATION CORD CELL PHO	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	DAN NEW PHONE 612-528-1102	02/28/2026	19.21	19.21	03/18/2026	
10463	VERIZON WIRELESS	6137455457	WW IPADS	02/28/2026	120.03	120.03	03/18/2026	
10463	VERIZON WIRELESS	6137455457	LOCATES HOT SPOT - 763-260-	02/28/2026	20.00	20.00	03/18/2026	
10463	VERIZON WIRELESS	6137455457	DAN NEW PHONE 612-528-1102	02/28/2026	19.20	19.20	03/18/2026	
10463	VERIZON WIRELESS	6137455457	ASST MGR - LIQUOR 763-353-2	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137455457	BUILDING OFFICIAL IPAD 612-2	02/28/2026	40.01	40.01	03/18/2026	
10463	VERIZON WIRELESS	6137455457	CODES INSPECTOR CELL 763-8	02/28/2026	38.41	38.41	03/18/2026	
10463	VERIZON WIRELESS	6137497217	FEB 2026 - CELL PHONES	03/01/2026	325.42	325.42	03/31/2026	
10463	VERIZON WIRELESS	6137497217	FEB 2026 - CELL PHONES	03/01/2026	25.00	25.00	03/31/2026	
Total VERIZON WIRELESS:					3,109.58	3,109.58		
VIKING COCA-COLA								
2350	VIKING COCA-COLA	3886056	MIX	03/12/2026	356.10	356.10	03/18/2026	
2350	VIKING COCA-COLA	3886193	MIX	03/26/2026	534.50	534.50	03/31/2026	
Total VIKING COCA-COLA:					890.60	890.60		
VINOCOPIA								
10568	VINOCOPIA	0392120-IN	LIQUOR	03/24/2026	112.75	112.75	03/31/2026	
10568	VINOCOPIA	0392120-IN	FREIGHT	03/24/2026	16.00	16.00	03/31/2026	
10568	VINOCOPIA	0392120-IN	WINE	03/24/2026	672.04	672.04	03/31/2026	
Total VINOCOPIA :					800.79	800.79		
VONCO								
10454	VONCO	V2 000009153	MARCH 2026 SLUDGE HAULIN	03/08/2026	902.46	902.46	03/18/2026	
10454	VONCO	V2 000009164	MARCH 2026 SLUDGE HAULIN	03/15/2026	981.52	981.52	03/31/2026	
10454	VONCO	V2 000009175	MARCH 2026 SLUDGE HAULIN	03/22/2026	931.12	931.12	03/31/2026	
10454	VONCO	V2 000009187	MARCH 2026 SLUDGE HAULIN	03/31/2026	2,821.93	2,821.93	04/08/2026	
Total VONCO :					5,637.03	5,637.03		
WH SECURITY								
11063	WH SECURITY	150-1697-3731	PW FACILITY MONITORING - AP	04/03/2026	33.95	33.95	04/08/2026	
11063	WH SECURITY	150-1699-5472	PW FACILITY MONITORING - AP	04/03/2026	44.90	44.90	04/08/2026	
Total WH SECURITY:					78.85	78.85		
WINDSTREAM LAKEDALE, INC								
87369	WINDSTREAM LAKEDALE, INC	091121503 MA	CELL PHONES MARCH 2026	03/04/2026	48.19	48.19	03/18/2026	
87369	WINDSTREAM LAKEDALE, INC	091121503 MA	CELL PHONES MARCH 2026	03/04/2026	144.29	144.29	03/18/2026	
Total WINDSTREAM LAKEDALE, INC:					192.48	192.48		
WINE MERCHANTS								
10384	WINE MERCHANTS	7556818	FRT	03/11/2026	15.95	15.95	03/18/2026	
10384	WINE MERCHANTS	7556818	WINE	03/11/2026	1,120.00	1,120.00	03/18/2026	
10384	WINE MERCHANTS	7558411	FRT	03/25/2026	7.36	7.36	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10384	WINE MERCHANTS	7558411	WINE	03/25/2026	632.00	632.00	03/31/2026	
10384	WINE MERCHANTS	7559274	FRT	04/01/2026	5.52	5.52	04/08/2026	
10384	WINE MERCHANTS	7559274	WINE	04/01/2026	385.20	385.20	04/08/2026	
Total WINE MERCHANTS:					2,166.03	2,166.03		
WINEBOW								
11023	WINEBOW	MN00181019	WINE	03/20/2026	250.50	250.50	03/31/2026	
11023	WINEBOW	MN00181019	FRT	03/20/2026	2.00	2.00	03/31/2026	
11023	WINEBOW	MN00181700	WINE	04/03/2026	252.00	252.00	04/08/2026	
11023	WINEBOW	MN00181700	FRT	04/03/2026	2.00	2.00	04/08/2026	
Total WINEBOW :					506.50	506.50		
WRUCK SEWER & PORTABLE RENTALS								
10888	WRUCK SEWER & PORTABLE R	I32688	BOAT LANDING MARCH 2026	03/16/2026	79.00	79.00	03/18/2026	
10888	WRUCK SEWER & PORTABLE R	I32689	LAKESIDE PARK - MARCH 2026	03/16/2026	79.00	79.00	03/18/2026	
10888	WRUCK SEWER & PORTABLE R	I32994	1420 POWELL STREET - MARC	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I32995	WRIGHTS CROSSING MARCH 2	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I32996	RIVER OAKS - MARCH 2026	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I32997	170 HILL ST - MARCH 2026	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I32998	NORTHLAND PARK - MARCH 20	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I32999	HUDSON WOODS PARK - MARC	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I33000	SANDFORD PARK - MARCH 202	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I33001	LAKE RIDGE PARK - MARCH 20	03/31/2026	19.98	19.98	04/08/2026	
10888	WRUCK SEWER & PORTABLE R	I33002	HIGHLINE PARK - MARCH 2026	03/31/2026	19.98	19.98	04/08/2026	
Total WRUCK SEWER & PORTABLE RENTALS:					337.82	337.82		
XCEL ENERGY								
6950	XCEL ENERGY	969115358	FEB 2026 PARK IRRIGATION	03/13/2026	18.67	18.67	03/31/2026	
6950	XCEL ENERGY	969155144	FEB 2026 OLD SCHOOL/PIZZA F	03/13/2026	436.82	436.82	03/31/2026	
6950	XCEL ENERGY	969357804	303085700 CITY HALL SOLAR C	03/16/2026	1,100.02-	1,100.02-	03/31/2026	
6950	XCEL ENERGY	969357804	303085700 CITY HALL STREET	03/16/2026	21.10	21.10	03/31/2026	
6950	XCEL ENERGY	969357804	304242713 10 LAKE ST UNIT SI	03/16/2026	84.33	84.33	03/31/2026	
6950	XCEL ENERGY	969357804	304242721 10 LAKE ST UNIT SI	03/16/2026	217.45-	217.45-	03/31/2026	
6950	XCEL ENERGY	969357804	304229382 SEWER PLANT	03/16/2026	31.24	31.24	03/31/2026	
6950	XCEL ENERGY	969357804	303456004 SEWER PLANT	03/16/2026	193.64	193.64	03/31/2026	
6950	XCEL ENERGY	969357804	302808445 LIFT 256 CRESCENT	03/16/2026	200.94-	200.94-	03/31/2026	
6950	XCEL ENERGY	969357804	303997372 615 ROSE DRIVE SE	03/16/2026	1,292.98	1,292.98	03/31/2026	
6950	XCEL ENERGY	969357804	304046381 616 ROSE DRIVE TE	03/16/2026	82.20	82.20	03/31/2026	
6950	XCEL ENERGY	969357804	303069137 PUMP HSE - 601 MIN	03/16/2026	513.12-	513.12-	03/31/2026	
6950	XCEL ENERGY	969357804	304166698 ST LIGHTS EAGLE L	03/16/2026	52.81	52.81	03/31/2026	
6950	XCEL ENERGY	969357804	304242721 10 LAKE ST UNIT SI	03/16/2026	110.46	110.46	03/31/2026	
6950	XCEL ENERGY	969357804	304242713 10 LAKE ST UNIT SI	03/16/2026	76.17-	76.17-	03/31/2026	
6950	XCEL ENERGY	969357804	302963558 SKATING RINK SERV	03/16/2026	416.03	416.03	03/31/2026	
6950	XCEL ENERGY	969357804	303922326 514 FOREST ROAD	03/16/2026	14.68-	14.68-	03/31/2026	
6950	XCEL ENERGY	969357804	303456004 SEWER PLANT	03/16/2026	85.82	85.82	03/31/2026	
6950	XCEL ENERGY	969357804	304244893 SEWER LIFT SOLAR	03/16/2026	1,082.49-	1,082.49-	03/31/2026	
6950	XCEL ENERGY	969357804	303997372 615 ROSE DRIVE SO	03/16/2026	1,529.12-	1,529.12-	03/31/2026	
6950	XCEL ENERGY	969357804	303069137 PUMP HSE - 601 MIN	03/16/2026	485.74	485.74	03/31/2026	
6950	XCEL ENERGY	969357804	304244893 SEWER LIFT SOLAR	03/16/2026	200.00-	200.00-	03/31/2026	
6950	XCEL ENERGY	969357804	303085700 CITY HALL	03/16/2026	1,179.65	1,179.65	03/31/2026	
6950	XCEL ENERGY	969357804	303275744 CROSS WALK SIGN -	03/16/2026	17.10	17.10	03/31/2026	
6950	XCEL ENERGY	969357804	303922326 514 FOREST ROAD	03/16/2026	17.39	17.39	03/31/2026	
6950	XCEL ENERGY	969357804	302963558 SKATING RINK SERV	03/16/2026	255.36-	255.36-	03/31/2026	
6950	XCEL ENERGY	969357804	302808445 LIFT 256 CRESCENT	03/16/2026	231.65	231.65	03/31/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
6950	XCEL ENERGY	969357804	304244893 SEWER LIFT	03/16/2026	1,810.36	1,810.36	03/31/2026	
6950	XCEL ENERGY	969357804	303771827 SEWER PLANT	03/16/2026	3,066.57	3,066.57	03/31/2026	
6950	XCEL ENERGY	969357804	303456004 SEWER PLANT SOL	03/16/2026	42.61-	42.61-	03/31/2026	
6950	XCEL ENERGY	971131135	FEB 2026 READS - STREET LIG	03/27/2026	45.29	45.29	04/08/2026	
6950	XCEL ENERGY	971131135	FEB 2026 READS - STREET LIG	03/27/2026	16.24-	16.24-	04/08/2026	
6950	XCEL ENERGY	971758468	301 MN AVE - WELL #1 MARCH	03/31/2026	356.18	356.18	04/08/2026	
Total XCEL ENERGY:					4,787.83	4,787.83		
YACCARINO, KRIS								
11904	YACCARINO, KRIS	FARMERS MK	MARKET BUCKS	03/18/2026	16.00	16.00	03/18/2026	
11904	YACCARINO, KRIS	FARMERS MK	EBT TOKENS	03/18/2026	6.00	6.00	03/18/2026	
11904	YACCARINO, KRIS	FARMERS MK	CC TOKENS	03/18/2026	35.00	35.00	03/18/2026	
Total YACCARINO, KRIS:					57.00	57.00		
ZIEGLER								
10422	ZIEGLER	IN002346680	STREET EQUIPMENT REPAIR	03/24/2026	581.55	581.55	03/31/2026	
10422	ZIEGLER	IN002346680	OIL FOR SHOP	03/24/2026	1,248.50	1,248.50	03/31/2026	
Total ZIEGLER:					1,830.05	1,830.05		
Grand Totals:					973,238.65	973,238.65		

Water Refunds

CITY OF BIG LAKE

Check Register - Summary
Report Dates: 04/01/2026 - 04/30/2026

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Check Number	Check Issue Date	Payee	Amount
99245	04/01/2026	ALL AMERICAN TITLE COMPANY LLC	236.18
99246	04/01/2026	EMILY K CARLSON	35.06
99247	04/01/2026	FIRST AMERICAN TITLE INSURANCE COMPANY	194.50
99248	04/01/2026	HOMEPRIDE 401K TRUST	61.39
99249	04/01/2026	MATTHEW & MEGAN KRAMER	139.45
99250	04/01/2026	NEWPORT CARDENS LLC	100.35
Grand Totals:			766.93

CITY OF BIG LAKE

Check Register - PAYROLL CLAIM LIST FOR APPROVAL

Page: 1

Pay Period Dates: 03/08/2026 - 03/21/2026

Apr 08, 2026 12:52PM

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
03/21/2026	PC	03/25/2026	523099	ADAMSKI, TYLER JAMES	4007		2,137.40-	D
03/21/2026	PC	03/25/2026	523100	ASFELD, MICHAEL	3020		2,568.06-	D
03/21/2026	PC	03/25/2026	523101	ATKINSON, DEBRA ANN	5050		260.89-	D
03/21/2026	PC	03/25/2026	523102	BADER, RANDY	2001		2,707.72-	D
03/21/2026	PC	03/25/2026	523103	BAKER, JESSICA S	3025		1,595.94-	D
03/21/2026	PC	03/25/2026	523104	BAUTCH, GARY	2002		2,643.36-	D
03/21/2026	PC	03/25/2026	523105	BERGSTROM, TAMARA	5001		1,323.34-	D
03/21/2026	PC	03/25/2026	523106	BERNER, MICHAEL B	5041		196.94-	D
03/21/2026	PC	03/25/2026	523107	BERNER, MICHELLE A	5039		363.96-	D
03/21/2026	PC	03/25/2026	523108	BRANDT, RANDY M	2024		2,093.23-	D
03/21/2026	PC	03/25/2026	523109	CHAFFEE, GUY D	3001		4,000.89-	D
03/21/2026	PC	03/25/2026	523110	CHILDS, DANIEL M	4000		3,168.84-	D
03/21/2026	PC	03/25/2026	523111	CLARKSEAN, DONNA	6019		36.76-	D
03/21/2026	PC	03/25/2026	523112	CRUZE, SOPHIE M	5006		42.92-	D
03/21/2026	PC	03/25/2026	523113	DANIELS, SCOTT	4005		2,647.71-	D
03/21/2026	PC	03/25/2026	523114	ENEBAK, TROY M	2005		1,935.59-	D
03/21/2026	PC	03/25/2026	523115	GARDAS, CODY T	3029		2,546.68-	D
03/21/2026	PC	03/25/2026	523116	GREENWALD, BRANDON T	2007		2,419.69-	D
03/21/2026	PC	03/25/2026	523117	HANSON, ANDREW C	3026		2,208.31-	D
03/21/2026	PC	03/25/2026	523118	HANSON, AUTUMN LYNN	3027		2,733.83-	D
03/21/2026	PC	03/25/2026	523119	HAWKINS, JULIE	3023		2,323.01-	D
03/21/2026	PC	03/25/2026	523120	HEDSTROM, NATHAN R	3028		2,282.07-	D
03/21/2026	PC	03/25/2026	523121	HENNESSY, JOHN GORDON	5054		1,549.49-	D
03/21/2026	PC	03/25/2026	523122	HILL, MELISSA L.	5029		50.64-	D
03/21/2026	PC	03/25/2026	523123	HOARD, CHRIS	3004		2,726.45-	D
03/21/2026	PC	03/25/2026	523124	HOLL, AMELIA SUSAN	5052		135.25-	D
03/21/2026	PC	03/25/2026	523125	HOLL, ANNIKA NICOLE	5056		195.25-	D
03/21/2026	PC	03/25/2026	523126	HUBER, KELSEY M	5037		267.73-	D
03/21/2026	PC	03/25/2026	523127	JOHNSON, BRETT V.	2008		2,086.01-	D
03/21/2026	PC	03/25/2026	523128	KALLA, JOSEPH	3005		2,713.85-	D
03/21/2026	PC	03/25/2026	523129	KAUTZMAN, JOSEPH	4006		2,595.29-	D
03/21/2026	PC	03/25/2026	523130	KLIMMEK, JOHANNA	1003		3,937.15-	D
03/21/2026	PC	03/25/2026	523131	KNIER, PAUL A.	6008		36.76-	D
03/21/2026	PC	03/25/2026	523132	KOHL, TARA L	1020		1,685.50-	D
03/21/2026	PC	03/25/2026	523133	KOLLAR, PHILIP	4002		2,316.10-	D
03/21/2026	PC	03/25/2026	523134	KOLLER, JOHN R	2012		2,948.82-	D
03/21/2026	PC	03/25/2026	523135	KUCALA, THOMAS D	3006		2,976.79-	D
03/21/2026	PC	03/25/2026	523136	LARSON, CAROL J.	5013		484.48-	D
03/21/2026	PC	03/25/2026	523137	LEGER, MOLLY A	5025		654.46-	D
03/21/2026	PC	03/25/2026	523138	LOGSDON, TRISTIN M	5057		784.88-	D
03/21/2026	PC	03/25/2026	523139	MATTSON, DANA A	4003		2,482.57-	D
03/21/2026	PC	03/25/2026	523140	MICHELS, NORMAN M	2010		2,809.85-	D
03/21/2026	PC	03/25/2026	523141	MILLER, LISA M	1018		2,006.99-	D
03/21/2026	PC	03/25/2026	523142	MOENING, ERIC	4004		1,986.70-	D
03/21/2026	PC	03/25/2026	523143	OLSON, SAMUEL D	3009		3,927.33-	D
03/21/2026	PC	03/25/2026	523144	OTTESON, LAYNE R	1007		3,425.10-	D
03/21/2026	PC	03/25/2026	523145	PARSONS, KATHRYN M	6027		32.76-	D
03/21/2026	PC	03/25/2026	523146	PETERSON, RICKY H	5031		506.79-	D
03/21/2026	PC	03/25/2026	523147	PETERSON, TINA D	3011		2,673.28-	D
03/21/2026	PC	03/25/2026	523148	PETROWSKI, SANDRA L	1004		1,792.03-	D
03/21/2026	PC	03/25/2026	523149	POPP, MARIE ANN	1022		3,064.55-	D
03/21/2026	PC	03/25/2026	523150	PRIGGE, NICHOLAS D	3012		2,677.41-	D

D = Direct Deposit

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
03/21/2026	PC	03/25/2026	523151	RANELLE, CARLA K	1023		1,831.32-	D
03/21/2026	PC	03/25/2026	523152	RATHMANNER, JULIE A	1009		1,557.35-	D
03/21/2026	PC	03/25/2026	523153	REEK, SILAS D.	3013		2,676.12-	D
03/21/2026	PC	03/25/2026	523154	ROHRBECK, JACOB	6031		45.95-	D
03/21/2026	PC	03/25/2026	523155	ROSA, JESS N	5038		165.13-	D
03/21/2026	PC	03/25/2026	523156	RUPAR, KENDALL SAVANNAH	5055		103.49-	D
03/21/2026	PC	03/25/2026	523157	SALITERMAN, WILLIAM J	3018		2,642.89-	D
03/21/2026	PC	03/25/2026	523158	SALO, MATTHEW S	2028		2,977.35-	D
03/21/2026	PC	03/25/2026	523159	SAWATSKY, CALEB I	3024		2,900.98-	D
03/21/2026	PC	03/25/2026	523160	SCHLAPKOHL, CHAZ M	2029		1,893.19-	D
03/21/2026	PC	03/25/2026	523161	SCOTT, CORRIE L	1005		2,072.60-	D
03/21/2026	PC	03/25/2026	523162	SPLITTSTOZER, JAY F	5045		258.51-	D
03/21/2026	PC	03/25/2026	523163	STOLTZ, GARY J	5048		1,822.85-	D
03/21/2026	PC	03/25/2026	523164	UDERMANN, JOSHUA H	2033		2,041.56-	D
03/21/2026	PC	03/25/2026	523165	WEGELEBEN, DEBORAH K	1011		3,304.33-	D
03/21/2026	PC	03/25/2026	523166	WOLBECK, GINA	1001		2,499.93-	D
03/21/2026	PC	03/25/2026	523167	ZURBEY, GREGORY S	5020		2,336.19-	D
03/21/2026	CDPT	03/23/2026	523168	ICMA	3	RETIREMENT ICMA ROTH Pay Period: 03/21/2	3,480.44-	
03/21/2026	CDPT	03/23/2026	523169	MN CHILD SUPPORT	7	CHILD SUPPORT CHILD SUPPORT Pay Perio	36.91-	
03/21/2026	CDPT	03/23/2026	523170	OPTUM - H.S.A.	4	HSA HEALTH SAVINGS ACCOUNT Pay Period:	5,212.11-	
03/21/2026	CDPT	03/23/2026	523171	PAYROLL TAX - STATE	6	STATE WITHHOLDING STATE WITHHOLDING	8,669.43-	
03/21/2026	CDPT	03/23/2026	523172	PAYROLL TAXES - FED/FICA	1	FEDERAL PAYROLL TAXES FEDERAL WITHHH	38,968.08-	
03/21/2026	CDPT	03/23/2026	523173	PERA	2	RETIREMENT & LIFE	36,921.24-	
03/21/2026	CDPT	03/23/2026	523174	TASC	5	SECTION 125 FLEX DEP CARE Pay Period: 03	453.83-	
Grand Totals:							222,639.18-	

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

CITY OF BIG LAKE

Check Register - PAYROLL CLAIM LIST FOR APPROVAL

Page: 1

Pay Period Dates: 03/22/2026 - 04/04/2026

Apr 08, 2026 12:52PM

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
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04/04/2026	PC	04/08/2026	523176	KLIMMEK, JOHANNA	1003		3,987.15-	D
04/04/2026	PC	04/08/2026	523177	PETROWSKI, SANDRA L	1004		1,769.31-	D
04/04/2026	PC	04/08/2026	523178	SCOTT, CORRIE L	1005		2,068.72-	D
04/04/2026	PC	04/08/2026	523179	OTTESON, LAYNE R	1007		3,463.84-	D
04/04/2026	PC	04/08/2026	523180	RATHMANNER, JULIE A	1009		1,557.35-	D
04/04/2026	PC	04/08/2026	523181	WEGELEBEN, DEBORAH K	1011		3,346.83-	D
04/04/2026	PC	04/08/2026	523182	MILLER, LISA M	1018		2,151.10-	D
04/04/2026	PC	04/08/2026	523183	KOHL, TARA L	1020		1,677.56-	D
04/04/2026	PC	04/08/2026	523184	POPP, MARIE ANN	1022		3,376.42-	D
04/04/2026	PC	04/08/2026	523185	RANELLE, CARLA K	1023		1,823.55-	D
04/04/2026	PC	04/08/2026	523186	BADER, RANDY	2001		2,604.97-	D
04/04/2026	PC	04/08/2026	523187	BAUTCH, GARY	2002		2,160.68-	D
04/04/2026	PC	04/08/2026	523188	GREENWALD, BRANDON T	2007		2,094.11-	D
04/04/2026	PC	04/08/2026	523189	JOHNSON, BRETT V.	2008		2,281.59-	D
04/04/2026	PC	04/08/2026	523190	MICHELS, NORMAN M	2010		2,859.85-	D
04/04/2026	PC	04/08/2026	523191	KOLLER, JOHN R	2012		2,725.50-	D
04/04/2026	PC	04/08/2026	523192	BRANDT, RANDY M	2024		1,991.27-	D
04/04/2026	PC	04/08/2026	523193	SALO, MATTHEW S	2028		2,693.83-	D
04/04/2026	PC	04/08/2026	523194	SCHLAPKOHL, CHAZ M	2029		1,908.19-	D
04/04/2026	PC	04/08/2026	523195	UDERMANN, JOSHUA H	2033		2,022.65-	D
04/04/2026	PC	04/08/2026	523196	CHAFFEE, GUY D	3001		3,526.93-	D
04/04/2026	PC	04/08/2026	523197	HOARD, CHRIS	3004		2,653.45-	D
04/04/2026	PC	04/08/2026	523198	KALLA, JOSEPH	3005		2,640.85-	D
04/04/2026	PC	04/08/2026	523199	KUCALA, THOMAS D	3006		2,976.79-	D
04/04/2026	PC	04/08/2026	523200	OLSON, SAMUEL D	3009		3,927.33-	D
04/04/2026	PC	04/08/2026	523201	PETERSON, TINA D	3011		2,463.92-	D
04/04/2026	PC	04/08/2026	523202	PRIGGE, NICHOLAS D	3012		2,677.41-	D
04/04/2026	PC	04/08/2026	523203	REEK, SILAS D.	3013		2,598.86-	D
04/04/2026	PC	04/08/2026	523204	SALITERMAN, WILLIAM J	3018		2,326.84-	D
04/04/2026	PC	04/08/2026	523205	ASFELD, MICHAEL	3020		2,471.15-	D
04/04/2026	PC	04/08/2026	523206	HAWKINS, JULIE	3023		2,245.74-	D
04/04/2026	PC	04/08/2026	523207	SAWATSKY, CALEB I	3024		2,827.98-	D
04/04/2026	PC	04/08/2026	523208	BAKER, JESSICA S	3025		1,501.06-	D
04/04/2026	PC	04/08/2026	523209	HANSON, ANDREW C	3026		2,599.88-	D
04/04/2026	PC	04/08/2026	523210	HANSON, AUTUMN LYNN	3027		2,415.18-	D
04/04/2026	PC	04/08/2026	523211	HEDSTROM, NATHAN R	3028		2,358.67-	D
04/04/2026	PC	04/08/2026	523212	GARDAS, CODY T	3029		2,181.42-	D
04/04/2026	PC	04/08/2026	523213	CHILDS, DANIEL M	4000		3,168.84-	D
04/04/2026	PC	04/08/2026	523214	KOLLAR, PHILIP	4002		2,169.30-	D
04/04/2026	PC	04/08/2026	523215	MATTSON, DANA A	4003		2,497.57-	D
04/04/2026	PC	04/08/2026	523216	MOENING, ERIC	4004		2,667.22-	D
04/04/2026	PC	04/08/2026	523217	DANIELS, SCOTT	4005		2,683.18-	D
04/04/2026	PC	04/08/2026	523218	KAUTZMAN, JOSEPH	4006		2,148.94-	D
04/04/2026	PC	04/08/2026	523219	ADAMSKI, TYLER JAMES	4007		2,181.63-	D
04/04/2026	PC	04/08/2026	523220	BERGSTROM, TAMARA	5001		1,311.54-	D
04/04/2026	PC	04/08/2026	523221	CRUZE, SOPHIE M	5006		312.23-	D
04/04/2026	PC	04/08/2026	523222	LARSON, CAROL J.	5013		481.46-	D
04/04/2026	PC	04/08/2026	523223	ZURBEY, GREGORY S	5020		2,332.31-	D
04/04/2026	PC	04/08/2026	523224	FRECHETTE, KERI	5022		261.11-	D
04/04/2026	PC	04/08/2026	523225	LEGER, MOLLY A	5025		565.36-	D
04/04/2026	PC	04/08/2026	523226	HILL, MELISSA L.	5029		59.67-	D

D = Direct Deposit

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	Amount	D
04/04/2026	PC	04/08/2026	523227	PETERSON, RICKY H	5031		510.60-	D
04/04/2026	PC	04/08/2026	523228	HUBER, KELSEY M	5037		344.79-	D
04/04/2026	PC	04/08/2026	523229	ROSA, JESS N	5038		263.49-	D
04/04/2026	PC	04/08/2026	523230	BERNER, MICHELLE A	5039		417.50-	D
04/04/2026	PC	04/08/2026	523231	BERNER, MICHAEL B	5041		278.06-	D
04/04/2026	PC	04/08/2026	523232	SPLITTSTOZER, JAY F	5045		258.51-	D
04/04/2026	PC	04/08/2026	523233	STOLTZ, GARY J	5048		1,822.85-	D
04/04/2026	PC	04/08/2026	523234	ATKINSON, DEBRA ANN	5050		158.49-	D
04/04/2026	PC	04/08/2026	523235	HOLL, AMELIA SUSAN	5052		86.47-	D
04/04/2026	PC	04/08/2026	523236	HENNESSY, JOHN GORDON	5054		1,549.49-	D
04/04/2026	PC	04/08/2026	523237	RUPAR, KENDALL SAVANNAH	5055		102.08-	D
04/04/2026	PC	04/08/2026	523238	HOLL, ANNIKA NICOLE	5056		188.53-	D
04/04/2026	PC	04/08/2026	523239	LOGSDON, TRISTIN M	5057		723.17-	D
04/04/2026	PC	04/08/2026	523240	GEROUX, KENNETH L	6002		367.64-	D
04/04/2026	PC	04/08/2026	523241	HALVERSON, KEN	6005		355.91-	D
04/04/2026	PC	04/08/2026	523242	KNIER, PAUL A.	6008		459.55-	D
04/04/2026	PC	04/08/2026	523243	NODING, KIM	6010		297.64-	D
04/04/2026	PC	04/08/2026	523244	SEEFELD, PAUL J	6012		366.82-	D
04/04/2026	CDPT	04/06/2026	523245	ICMA	3	RETIREMENT ICMA ROTH Pay Period: 04/04/2	3,295.00-	
04/04/2026	CDPT	04/06/2026	523246	MN CHILD SUPPORT	7	CHILD SUPPORT CHILD SUPPORT Pay Perio	36.91-	
04/04/2026	CDPT	04/06/2026	523247	OPTUM - H.S.A.	4	HSA HEALTH SAVINGS ACCOUNT Pay Period:	5,212.11-	
04/04/2026	CDPT	04/06/2026	523248	PAYROLL TAX - STATE	6	STATE WITHHOLDING STATE WITHHOLDING	8,337.58-	
04/04/2026	CDPT	04/06/2026	523249	PAYROLL TAXES - FED/FICA	1	FEDERAL PAYROLL TAXES FEDERAL WITHHH	37,665.27-	
04/04/2026	CDPT	04/06/2026	523250	PERA	2	RETIREMENT & LIFE	35,999.00-	
04/04/2026	CDPT	04/06/2026	523251	TASC	5	SECTION 125 FLEX DEP CARE Pay Period: 04	453.83-	
Grand Totals:							217,926.03-	

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Transmittal, Void

Includes unprinted checks



AGENDA ITEM

Big Lake City Council

Prepared By: Gina Wolbeck, City Clerk	Meeting Date: 4/15/2025	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6B
Item Description: March 18, 2026 City Council Workshop Minutes		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: N/A	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the March 18, 2026 City Council Workshop Minutes as presented.

BACKGROUND/DISCUSSION

The March 18, 2026 City Council Workshop Minutes are attached for Council's review.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

Workshop Minutes

**BIG LAKE CITY COUNCIL
WORKSHOP MINUTES**

MARCH 18, 2026

1. CALL TO ORDER

Mayor Knier called the meeting to order at 5:00 p.m.

2. ROLL CALL

Council Members present: Ken Geroux, Paul Knier, Kim Noding, and Paul Seefeld. Council Member absent: Ken Halverson. Also present: City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, Police Chief Sam Olson, and Streets/Parks/Fleet Superintendent Norm Michels.

3. PROPOSED AGENDA

Council Member Seefeld motioned to adopt the proposed Agenda as presented. Seconded by Council Member Noding, unanimous ayes, Agenda adopted.

4. BUSINESS

4A. Emergency Response Unit Partnership Discussion

Sam Olson discussed there have been numerous staff meetings with the Sherburne County Sheriff's Office relating to adding one team member each from Big Lake and Becker's Police Departments to the County's existing Emergency Response Unit (ERU), thus making it a Multi-Agency ERU. Chief Olson introduced Sherburne County Sheriff Commander Ben Zawacki, who provided information on the County's ERU and the potential partnership with the Big Lake and Becker Police Departments. Olson also reviewed the Big Lake Police Department received a \$10,000 donation from Luther Brookdale Mazda that was dedicated towards purchasing equipment for the ERU team member if we choose to go that direction, noting start-up costs for equipment are estimated to cost \$10,459. Zawacki reviewed per the agreement, the Sherburne County Sheriff's Office will provide a budget for the basic operations of the ERU, and will assess each party an annual, non-refundable, per member fee to cover training and other operational expenses related to the Multi-Agency ERU Agreement. Parties will provide and maintain basic uniforms and equipment for their members according to the standard issue equipment list. Specialty equipment supplied by a party for use with ERU will be the responsibility of that party and remain property of that party. Operational costs, maintenance, and other expenses related to specialty equipment will be covered by the party having ownership. All members will be considered on duty by their respective agencies for all ERU training, actual operations, or other ERU related functions. Wages and benefits will be covered by the respective agencies at all times.

Mayor Knier asked what the annual membership fee would be, and Zawacki responded they have not yet determined what the cost will be but expects it will be minimal.

Council Member Noding asked if the specialized equipment would go with the officer if they leave our agency, and Olson responded it would stay with the City, as it would be considered City property. Noding also asked why Elk River is not included as one of the agencies in the ERU. Zawacki reviewed the Elk River Police Department (ERPD) already has an established team, and the two ERU's will back each other up and train together.

Mayor Knier asked if our local police department would lose coverage when the officer is dispatched to the Sherburne County ERU. Olson responded he does not believe our department will lose coverage. It will depend on the time of day, and if the selected officer is working when their service is needed. If the ERU officer is called out during their off-hours there will most likely be overtime costs.

Council Member Seefeld discussed this would provide a professional development opportunity for the officers and noted we currently have donated funds to cover the cost to outfit this officer. This program would bring a more unified voice to the county and could help create more cooperation between departments.

Mayor Knier stated he would like to know what the actual fee will be, and Zawacki responded he will forward that information to the City.

Council Member Geroux stated final costs will determine his support for the program and asked that the annual membership fee cost be provided to the Finance Committee.

Council directed Staff to confirm annual costs of the program, and to move forward with bringing the Multi-Agency ERU agreement to an upcoming Council agenda for consideration.

4B. Lawful Gambling 75% Trade Area Reporting Requirement

Gina Wolbeck reviewed two organizations who did not meet the City's 75% Trade Area requirements for 2025. The Big Lake American Legion Post 147 and the Becker/Big Lake Knights of Columbus have both committed to meeting the trade area requirements going forward. Wolbeck noted staff's recommendation is to monitor quarterly expenditures made by the Big Lake American Legion and the Becker/Big Lake Knights of Columbus for the remainder of the year to ensure the 75% Trade Area requirement will be met for year 2026. Wolbeck noted this would require their accounting firm to submit quarterly reports for the remainder of 2026.

Mayor Knier asked if organizations are required to donate their proceeds, and Wolbeck reviewed per City Ordinance, they are required to expend 75% of their lawful purpose expenditures in the City and Town of Big Lake, but there is no law that regulates they have to donate a specific amount of their proceeds. Wolbeck also discussed there can be tax implications if they do not expend their proceeds according to law. Knier also discussed the City Code discusses quarterly reporting rules, and Wolbeck clarified the City

may require quarterly reporting, but we haven't had the need to require additional reporting beyond the annual reporting as the organizations have always met the trade area requirements, until recently.

Council Member Geroux discussed both organizations have a long history of doing things correctly and does not feel we need to make them pay extra to report quarterly at this time.

Council directed Staff to continue to monitor annual expenditures, and to send out reminders of the trade area requirement to the organizations each November.

4C. Discuss Park Design Options and Grant Update

Norm Michels reviewed proposed design options for the potential replacement of the Big Lake Skate Park equipment at Lakeside Park, noting if Council wishes to move forward with replacing the equipment, he is recommending the full concrete above ground design and to move forward with advertising for bids for the project.

Michels also reviewed Council direction at the September 10, 2025 workshop for the removal of playground equipment at Mitchell Farms Park and to not immediately replace the equipment. The Council also directed staff to pursue grants for park equipment replacement. After feedback from residents in the neighborhood, the Parks Advisory Committee (PAC) requested a survey be conducted on the replacement of park equipment at the Mitchell Farms Park. The survey was conducted in December 2025, with 259 individuals completing the survey, with 249 of those being confirmed Big Lake residents. The PAC reviewed the results at their meeting on January 26, 2026. The PAC unanimously voted to approve a recommendation to Council requesting further discussion and to determine a timeline to replace playground equipment at Mitchell Farms Park. Staff asked for Council direction on moving forward, or not, with park equipment replacement at Mitchell Farms Park. If the direction is to research types of park equipment options available, information collected will be presented to the PAC and their recommendation would be brought forward to Council for consideration at a future meeting.

Hanna Klimmek reviewed Community and Economic Development Associates (CEDA) recently completed research on potential grant opportunities to support park projects in the City of Big Lake. After evaluating timelines and competitiveness, two grant opportunities were identified as the best fit. The MN Department of Natural Resources (MNDNR) Outdoor Recreation Grant is due March 31, 2026, noting council will be asked to add a Resolution of Support to tonight's agenda for this application. The grant would support the replacement of the City's skate park and would require a 50% local match. If awarded, the anticipated project start date would be spring 2027. CEDA also proposed a grant opportunity through the Blandin Foundation with the City requesting \$80,000 to support improvement at parks where the city has recently invested in new playground equipment. If successful, grant funds would be used for related improvements such as sidewalks, mulch, irrigation, and other supporting park infrastructure. Any grant funds successfully secured will help leverage the City's existing parks budget and allow the City to complete more park improvements than would otherwise be possible using local funds alone. Klimmek noted, once the City has determined the future for Mitchell Farms Park, staff will work with CEDA to identify and pursue additional grant opportunities related to that project.

Council Member Geroux suggested putting the new skate park on the vacant Mitchell Farms Park site. Council Member Seefeld responded he feels that is a horrible idea, noting this would create a loud recreational use in a residential neighborhood. Seefeld also discussed skate parks in other communities are in very public areas by design. Michels discussed parking would be a concern at Mitchell Farms Park, and that a skate park probably would not be welcomed by the neighborhood. Council Member Noding discussed she feels a skate park located at Lakeside Park along US Highway can be an attraction. Geroux responded we are here to discuss ideas, and considering putting the skate park at a different location was just an idea he wanted to discuss. The consensus of the Council was they are not in favor of putting the skate park at the Mitchell Farms Park site.

Council Member Geroux discussed he had previously asked for accurate financial data on what it costs to run our park system as a whole so we could have a budget plan. Part of that was to identify parks that were under-utilized. The financial data could be used at the Finance Committee to help create a long-term plan.

Council Member Seefeld asked what we have for park funding. Deb Wegeleben reviewed we have \$705,000 in the park maintenance fund, and \$144,000 in the park dedication fund. Council Member Noding discussed a park design plan for 2027 could be used by CEDA to search for grants, and Klimmek responded we can do that if we have a project. Noding also discussed we should consider sponsorships and seek out funding from lawful gambling organizations and corporate sponsorships.

Mayor Knier reviewed our park finances are great, noting we are in good standing, but we also want to be considerate of what we are spending on park equipment. We should be frugal when possible, noting playground equipment is very overpriced. We should bring back something kids will still love but may cost less. Michels discussed we have learned a lot during this discussion over the past year, noting people have questioned why this needs to be playground equipment. We do need to look at it with a wider view, as a lot of ideas have come forward, with some not specifically focused on playground equipment. Knier discussed people can choose any park to go to so having a variety of park equipment options throughout the city would be good. Wegeleben discussed the PAC is not necessarily looking just at playground equipment; they just want council direction on researching types of equipment. Noding discussed we should be looking at out of the box ideas that will make a community very happy.

Council directed staff move forward with a formal bid process for a full concrete above ground Skate Park design for replacement of the skate park at Lakeside Park. Council also directed Staff to research types of park equipment options available at Mitchell Farms Park, and information collected will be presented to the PAC and their recommendation will be brought forward to Council for consideration at a future meeting.

4D. Recommended Alternative Approach for the Current GRRL/Police Department Building

Council Member Geroux discussed the Public Building Planning Committee (PBPC) is having a hard time moving the library over to the new public safety facility building due to sizing constraints of the site. The PBPC has revisited this direction and is requesting Council discussion on a potential alternative approach.

The Committee is now evaluating the possibility of retaining the current library building as a city asset.

Council Member Noding discussed she heard from someone today that was happy this is being considered. The Library is crucial to Big Lake and has increasing participation with homeschool families that use their resources.

Klimmek noted library representatives have been notified we are considering this change. Wegeleben noted we will make the final payment on that building in 2028.

A consensus of the Council was to move forward with the PBPC recommended alternative approach, and Council directed staff to bring back an item to the April council meeting to rescind Resolution No. 2026-05.

4E. Code Enforcement Update

Hanna Klimmek reviewed complaint based standard code enforcement procedures the City follows when complaints are submitted for various issues. Complaints are submitted through our online portal, email, or in person. Each complaint is reviewed and then routed to the appropriate department/staff member.

5. OTHER

Mayor Knier discussed the country's 250th birthday coming up, and recommended we offer commemorative flags for sale at City Hall. He feels having these flags available for purchase will bring patriotism and positivity to the community. Council Member Geroux discussed investing in these commemorative flags to hang on the light pole hangers along on Highway 10, and Council Member Seefeld suggested alternating with the US flag and the commemorative flag.

Council directed Staff to obtain costs for purchasing commemorative flags and report back to the Finance Committee.

6. ADJOURN

Council Member Seefeld motioned to adjourn at 5:57 p.m. Seconded by Council Member Noding unanimous ayes, motion carried.

City Clerk

Date Approved by Council



AGENDA ITEM

Big Lake City Council

Prepared By: Gina Wolbeck, City Clerk	Meeting Date: 4/15/2026	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6C
Item Description: March 18, 2026 City Council Regular Meeting Minutes		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: N/A	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the March 18, 2026 City Council Regular Meeting Minutes as presented.

BACKGROUND/DISCUSSION

The March 18, 2026 City Council Regular Meeting Minutes are attached for Council's review.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

Regular Meeting Minutes

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 18, 2026**

1. CALL TO ORDER

Mayor Paul Knier called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

Pastor Steve Royalty from Bridgeview Assembly of God Church gave an invocation.

3. ROLL CALL

Council Members present: Ken Geroux, Paul Knier, Kim Noding, and Paul Seefeld. Council Member Ken Halverson was absent. Also present: City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, Police Chief Sam Olson, Streets/Parks/Fleet Superintendent Norm Michels, and Consultant City Engineer Jason Cook from Bolton and Menk.

4. OPEN FORUM

Mayor Knier opened the Open Forum at 6:31 p.m.

Vanessa Davenport, 17195 242nd Avenue NW - stated she is from Tennessee but now resides in Orrock Township and is running for the MN House District 27A seat. Her life experiences have shaped how she views responsibility, work and accountability. She noted she served in the United States Navy and is currently an analyst in the electric industry in Minnesota. Davenport noted she is active in the community through the Lions Club and the Beyond the Yellow Ribbon organization. Davenport reviewed her support for local veterans and their families, noting service has always been a huge part of her life, which is the main reason she is running for office. She is running because families in our rural communities shouldn't carry the tax burden alone while large corporations and the wealthiest continue to benefit without paying their fair share. She is running because when companies like data centers come into our communities they should pay for their own infrastructure and protect our water and natural resources. She is running because government should answer to the voters, not corporate donors. We all want good jobs, safe

communities, and a government that is accountable with their tax dollars, no matter what side of the aisle you are coming from. The leadership she is offering is focused on accountability and putting the community first. Davenport announced she is holding a meeting next Tuesday at 6:30 p.m. at Lupulin for anyone interested in attending.

Mayor Knier closed the Open Forum at 6:35 p.m.

5. PROPOSED AGENDA

Council Member Noding motioned to adopt the proposed Agenda with the addition of item 7F. Authorize Application to the MNDNR Outdoor Recreation Grant Program. Seconded by Council Member Seefeld, unanimous ayes, Agenda adopted.

6. CONSENT AGENDA

Council Member Seefeld motioned to approve the Consent agenda as presented. Seconded by Council Member Noding, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Council Workshop Minutes of February 18, 2026, 6C. Approve Regular Council Meeting Minutes of February 18, 2026, 6D. Approve Resolution No. 2026-11 approving 2026/2027 Liquor License Renewals, 6E. Approve Appointment of Jack Berner to the Part-time Liquor Clerk Position, 6F. Approve Resolution No. 2026-12 approving the 2025 Budget Amendment No. 1, 6G. Approve 2025 Inter-fund Transfers, 6H. Approve Resolution No. 2026-13 approving Wine and on-sale Malt Liquor Licenses to Lamn Nick Bergherr 1 LLC dba Taste of Thai and Lao at 16777 Marketplace Drive, Suite B, 6I. Approve Parks Advisory Committee Liaison Appointments, 6J. Approve 2026 Recycle Day SCORE Grant Agreement with Sherburne County, 2026 Participation Agreement with Big Lake Township, and set a Council Gathering on May 16, 2026 from 7am to 1pm at the Big Lake Township Maintenance Building located at 20150 166th Street for the event, 6K. Approve the 2026 SCORE Grant Agreement for the City of Big Lake Yard Waste Site, 6L. Approve Agreement with DoorDash for a Delivery Service at the Municipal Liquor Store, 6M. Accept Resignation of Part-time Liquor Clerks Kylie Schultz and Timmothy Schultz, 6N. Approve 2026 Summer Farmers Market Agreements, 6O. Accept Resignation from Parks Advisory Committee Member Jeff Webster, 6P. Approve Big Lake Car Condos II Final Plat and PUD Extension, 6Q. Approve Prairie Meadows Fifth Addition Preliminary Plat and PUD Extension, 6R. Approve Conditional Employment Offer to Henry Harris for the Police Officer Position, 6S. Approve 2026 Music in the Park Musician and Sound Technician Contracts, and 6T. Approve Soil Boring Proposal with Chosen Valley Testing, Inc. for the 2026 Street and Utility Improvement Project No. ST2026-1.

7. BUSINESS

7A. Oath of Office for Police Captain Tom Kucala

Mayor Knier conducted the Oath of Office for Police Captain Tom Kucala.

7B. Big Lake Police Reserve Officer Recognitions

Chief Sam Olson and Officer Cody Gardas introduced officers who serve on the Big Lake Reserve Unit. The Big Lake Police Reserve Unit put in 730 hours of volunteer service in 2025 with Crystal Gassman at 168 hours, Ben Bauman at 157 hours, Aaron Lee at 82 hours, Grant Reitmeier at 73 hours, and Andy Smith at 250 hours. Reserve Officers were recognized for their substantial hours of service.

Mayor Knier discussed the Reserve Unit is a strong asset to the community and thanked them for their great work.

7C. Final Plans and Specifications for the 2026 Street and Utility Improvement Project No. 2026-1 and Authorize Advertisement for Bid

Jason Cook reviewed the City has applied for a Local Road Improvement Program (LRIP) grant to fully fund the segment of Minnesota Avenue from County Road 43 to 180th Street, noting MNDOT expects to release the results by the end of March. Using the streets CIP fund No. 196 to construct the project would reduce the balance to zero and would impact street resurfacing programming and upcoming MNDOT cost participation. Cook noted if the LRIP funding is not successful, City Engineer Layne Otteson will return to Council with a recommendation moving forward.

Cook reviewed the final plans and specifications for the 2026 Street and Utility Improvement Project No. ST2026-1. Cook reviewed the work being proposed for the Minnesota Avenue extension includes pavement, concrete curb, sidewalk, trail, lighting, turn lanes, water main, sanitary main and services, storm sewer pipe and ponding, and boulevard grading. The cost is estimated to be \$700,000 for the 500-foot segment adjacent to the future Public Safety Facility project, and \$1,050,000 for the 770-foot east segment connecting to 180th Street. If funded by the LRIP grant, the City can complete the full-length segment from County Road 43 to 180th Street. Cook also reviewed the reconstruction of the 172nd Street segment from Prairie Drive to US Highway 10. The project area includes seven Township properties and four City properties. There is full support of the Township Board to widen, reclaim and pave, as well as tree removal in the right of way. This segment is expected to take approximately three-weeks to perform the work. The cost is estimated to be \$70,000 for the City frontage and \$90,000 for the Township frontage.

Cook discussed this project is reliant on State funding through the LRIP grant program. The LRIP grant, if awarded, and CIP funds will pay for the project and future special assessments will support the outlay. Cook explained per the City's Assessment Policy, new streets are 100% assessable to adjacent property owners/developers. For the Minnesota Avenue improvements, the assessable cost will be approximately \$690 per front foot, with the new Public Safety Facility frontage in the amount of \$345,000. For the 172nd Street resurfacing, the four properties abutting city boundaries will pay a 60/40 split where residents pay for 60% of eligible work at \$30.49 per front foot.

Council Member Noding asked if the grant is an all or nothing deal. Cook reviewed the specifics of the grant application, noting we can be awarded less than we requested. Noding also asked if assessment amounts would be affected if the grant is awarded. Cook responded the City's Assessment policy regulates assessing for City projects, and clarified funding for a project does not affect how assessments are calculated.

Mayor Knier asked if the increased price of oil is expected to affect the final project cost. Cook responded oil for fuel is not tied to pavement costs other than the cost to transport asphalt. Contractors look throughout the year on what they expect costs will be, noting unknown situations could affect bids, but it just depends on the contractors bidding the project.

Council Member Seefeld motioned to approve Resolution No. 2026-14 approving the final plans and specifications and authorizing the Advertisement of Bids for the 2026 Street and Utility Project No. ST2026-1, contingent upon LRIP funding and review by MNDOT. Seconded by Council Member Geroux, unanimous ayes, motion carried.

7D. Big Lake Pizza Factory, Inc. Sixth Amendment to Sale and Purchase Agreement

Hanna Klimmek reviewed the status of the Big Lake Pizza Factory, Inc. sale and purchase agreement for the property located at 616 Rose Drive. Klimmek noted the purchase agreement was approved on September 11, 2024, and Council approved subsequent extensions to accommodate the business' timeline for financing approvals. The business is requesting a sixth amendment for extension as they are finalizing an amended financing package with the SBA. The lender has provided a summary letter outlining the current planned timeline and reason for extension request, and staff is recommending a new deadline of May 22, 2026 for the property closing.

Mayor Knier discussed during the time this closing has been extended we have been receiving rent for the current space they lease from the City.

Council Member Noding motioned to approve Resolution No. 2026-15 approving a Sixth Amendment to the Sale and Purchase Agreement between the City of Big Lake and Big Lake Pizza

Factory, Inc. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

7E. Comprehensive Plan Land Use Map Amendment

Hanna Klimmek reviewed the Sherburne County Rail Impact Study was completed in 2018 to evaluate opportunities related to rail and related industries, as well as the potential economic impact of such development on the region. The study area is currently reflected on the adopted Land Use Map. Staff is proposing an amendment to the map to clarify the specific parcels included within the study area and to accurately designate the guided land use as Industry/Office. Klimmek noted the Planning Commission held a public hearing during their March 2, 2026 regular meeting and no public input was received. The Commission unanimously recommended approval of the land use map amendment to guide the area designated as Rail-Served Industrial Park Study Area as Industry/Office.

Council Member Seefeld motioned to approve Resolution No. 2026-16 approving a Comprehensive Plan Amendment to change the land use map to guide the Rail-Served Industrial Park Study Area as Industry/Office. Seconded by Council Member Noding, unanimous ayes, motion carried.

7F. Authorize Application to the MNDNR Outdoor Recreation Grant Program

Hanna Klimmek reviewed the MN Department of Natural Resources (MNDNR) Outdoor Recreation Grant Program, noting the City is applying for funding to support the Big Lake Skate Park project. Community and Economic Associates (CEDA) will prepare and submit the application on behalf of the City, which requires a formal resolution of support from the City Council as part of the application process. Klimmek discussed approval of the resolution would authorize the City Administrator to submit the grant application on behalf of the City and certifies the City has the authority and financial capability to meet the program requirements, including any applicable match. At this time, the financial impact is unknown as the Skate Park Project will need to go through a formal bidding process. If successful, the MNDNR grant award can financially benefit up to 50% of the total project cost. The cost of preparing and submitting the application is not to exceed \$3,045.

Council Member Noding motioned to approve Resolution No. 2026-17 authorizing application to the Minnesota Department of Natural Resources Outdoor Recreation Grant Program. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek discussed staff's attendance at the City Day on the Hill, where they met with Representative Mekeland and Senator Mathews. Klimmek noted as they work through the legislative session, they are aware Big Lake's top priority is securing state funding for

the Wastewater Treatment Facility Expansion Project. Bonding bills are typically finalized at the end of the session, and staff remains hopeful local community projects will be included. Staff also learned more about the Starter Homes Act, which is the same local authority zoning bill we have been discussing in prior years. Every year the City has written a letter opposing the bill and Klimmek suggested we continue doing that. Staff will be drafting Letters of Opposition, which will be included in the April meeting agenda. Klimmek also reviewed Mayor Paul Knier, Council Member Seefeld, and staff attended the Chamber Community Fair on Saturday and had the opportunity to connect with residents and businesses. Staff highlighted the Public Safety Facility Project, including the dedicated project webpage. The project is currently in the site and building design phase, with plans to provide monthly updates. As construction begins, updates may become more frequent. Klimmek stated our thoughts and prayers are with retired BLPD Officer Todd Seibert and his family following the passing of his youngest son, Cody. Cody served as a Police Officer with the East Range Police Department in northern Minnesota and began his career as a Reserve Officer with Big Lake. Several members of our department will be attending the funeral this Saturday.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: reviewed the March BLEDA Meeting.

Council Member Geroux: discussed recent Public Building Planning Committee Meetings he has attended.

Council Member Noding: reviewed the recent Big Lake Community Lakes Association Meeting.

Council Member Seefeld: discussed the march Planning Commission Meeting.

10. OTHER – No other.

11. ADJOURN

Council Member Seefeld motioned to adjourn at 7:09 p.m. Seconded by Council Member Geroux, unanimous ayes, motion carried.

Clerk

Date Approved by Council



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Hanna Klimmek, City Administrator</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6D
Item Description: <i>Professional Municipal Clerks Week Proclamation</i>		Reviewed By: <i>Gina Wolbeck, City Clerk</i>	
		Reviewed By: <i>N/A</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a PROCLAMATION proclaiming May 3-9, 2026 as Professional Municipal Clerks Week.

BACKGROUND/DISCUSSION

May 3-9, 2026 will be the 57th Annual Professional Municipal Clerk's Week. The declared week was initiated in 1969 by the International Institute of Municipal Clerks and was endorsed by all of its members throughout the United States, Canada, and 15 other countries; the week is a time of celebration and reflection on the importance of the Clerk's office.

The attached Proclamation extends appreciation to all Municipal Clerks for the services they provide their communities. Specifically, the Proclamation cites that the Clerk "serves as the professional link between the citizens, the local governing bodies, and agencies of government at other levels."

It is important that we recognize the accomplishments of the Office of the Professional Municipal Clerk. The City of Big Lake team is incredibly fortunate to have City Clerk, Gina Wolbeck and Deputy City Clerk, Lisa Miller. Gina has served the City of Big Lake since July of 2000, and Lisa has served the City since 2011. Thank you, Gina and Lisa, for all that you do and for serving as Big Lake's City Clerk and Deputy City Clerk!

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Approve a PROCLAMATION proclaiming May 3-9, 2026 as Professional Municipal Clerk's Week

ATTACHMENTS

Proclamation



PROCLAMATION

57TH ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK MAY 3-9, 2026

WHEREAS, the Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, the Office of the Professional Municipal Clerk is the oldest among public servants, and

WHEREAS, the Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

WHEREAS, the Professional Municipal Clerk serves as the information center on functions of local government and community, and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations, and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake to hereby proclaim May 3-9, 2026 as "**PROFESSIONAL MUNICIPAL CLERKS WEEK**" in the City of Big Lake, and further extend appreciation to Big Lake City Clerk, Gina Wolbeck, to Deputy City Clerk Lisa Miller, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Adopted by the Big Lake City Council this 15th day of April, 2026.

Mayor Paul Knier

Council Member Ken Geroux

Council Member Ken Halverson

Council Member Kim Noding

Council Member Paul Seefeld





AGENDA ITEM

Big Lake City Council

Prepared By: <i>Hanna Klimmek, City Administrator</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6E
Item Description: <i>National Police Week Proclamation</i>		Reviewed By: <i>Sam Olson, Chief of Police</i>	
		Reviewed By: <i>N/A</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a Proclamation proclaiming May 10-16, 2026 as “NATIONAL POLICE WEEK” and May 15, 2026 as “PEACE OFFICERS’ MEMORIAL DAY” in the City of Big Lake.

BACKGROUND/DISCUSSION

May 10-16, 2026 is a nationally recognized week, recognizing law enforcement officers throughout the nation for their contributions, as well as recognition of May 15th as Peace Officers Memorial Day.

Each May, our nation comes together to honor the courage, sacrifice and dedication of law enforcement officers. Originally established by presidential proclamation in 1962, National Police Week includes Peace Officers Memorial Day on May 15th and a week of observances recognizing officers who have given their lives in the line of duty, as well as those who continue to serve and protect our communities with dedication and courage.

National Police week is both a time of solemn remembrance and a celebration of the men and women who serve with integrity and bravery every day. It reminds us that behind every badge is a story of courage, service, sacrifice and family – and the enduring legacy of those who gave their lives in protection of others.

It is requested that the attached Proclamation be approved in recognition of National Police Week, and Peace Officers Memorial Day in the City of Big Lake.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Approve 2026 National Police Week Proclamation

ATTACHMENTS

Proclamation



PROCLAMATION



PROCLAIMING MAY 10-16, 2026 AS "NATIONAL POLICE WEEK" AND MAY 15, 2026 AS "PEACE OFFICERS' MEMORIAL DAY" IN THE CITY OF BIG LAKE

WHEREAS, Congress and the President of the United States have adopted Public Law 87-54, designating May 15th as Peace Officers' Memorial Day in recognition of law enforcement officers nationwide who have sacrificed their lives or been disabled in the performance of their duties; and

WHEREAS, Public Law 87-54 also designates the week in which May 15th falls as National Police Week in recognition of the service provided by thousands of federal, state, and local law enforcement officers; and

WHEREAS, law enforcement officers are our guardians of life and property, defender of the individual's right to be free, warriors in the war against crime, and dedicated to the preservation of life, liberty, and the pursuit of happiness; and

WHEREAS, it is known that every forty-nine hours, an American Police Officer will be killed in the line of duty somewhere in the United States, and 170 officers will be seriously assaulted in the performance of their duties, our community joins with other cities and towns to honor all peace officers everywhere.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake to hereby proclaim May 10-16, 2026 as "NATIONAL POLICE WEEK" in the City of Big Lake and do thereby call upon all citizens in this community to especially honor and show our sincere appreciation for the police officers of this City by deed, remarks, and attitude. We call upon all our citizens to make every effort to express their thanks to the men and women who make it possible for us to leave our homes and families in safety each day and to return to our homes knowing we are protected by men and women willing to sacrifice their lives, if necessary, to guard our loved ones, property, and government against all who would violate the law.

BE IT FURTHER PROCLAIMED that May 15, 2026, shall be "PEACE OFFICERS' MEMORIAL DAY" in the City of Big Lake.

Adopted by the Big Lake City Council this 15th day of April, 2026

Mayor Paul Knier

Council Member Ken Geroux

Council Member Ken Halverson

Council Member Kim Noding

Council Member Paul Seefeld





AGENDA ITEM

Big Lake City Council

Prepared By: <i>Greg Zurbey, Liquor Store Manager</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6F
Item Description: <i>Accept Resignation from Part-time Liquor Cooler staff Rickey Peterson</i>		Reviewed By: <i>Hanna Klimmek, City Administrator</i>	
		Reviewed By: <i>Deb Wegeleben, Finance Director</i>	

ACTION REQUESTED

By approving this item on the consent agenda, Council would be accepting the resignation of Part-time Liquor Cooler staff Rickey Peterson.

BACKGROUND/DISCUSSION

On March 13, 2026, part-time Liquor Cooler staff member Rickey Peterson submitted a resignation of employment effective April 4, 2026.

Rick has worked at Lake Liquors since October of 2022. He was a leader and trained other staff in our cooler process. He is taking a much-deserved retirement and moving south. Congratulations and thank you Rick.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends accepting the resignation of Rickey Peterson.

ATTACHMENTS

N/A



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Hanna Klimmek, City Administrator</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6G
Item Description: <i>Resolution Rescinding Resolution No. 2026-05 – Requesting the GRRL to Conduct a Space Needs Assessment for Newly Constructed Space within the Big Lake Public Safety Facility</i>		Reviewed By: <i>Public Building Planning Committee (Councilmembers Knier & Geroux)</i>	
		Reviewed By: <i>Deb Wegeleben, Finance/HR Director, Marie Popp, Community Development Director, & Sam Olson, Chief of Police</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a Resolution Rescinding Adopted Resolution No. 2026-05 (Requesting the GRRL to Conduct a Space Needs Assessment for Newly Constructed Space within the Big Lake Public Safety Facility).

BACKGROUND/DISCUSSION

At the January 21, 2026 City Council meeting, the Council approved a resolution requesting that Great River Regional Library conduct a space needs assessment to evaluate the potential relocation of the library into the proposed Public Safety Facility.

Following additional discussion at the March 18 Workshop, the City Council has reached consensus to pursue an alternative approach. The Council supports retaining the current library building as a city asset and continuing to house the library within the existing facility. This direction also allows for the potential future use of available space within the building to accommodate other community service organizations.

Based on this direction, the previously approved resolution requesting a space needs assessment for relocation into the Public Safety Facility is no longer necessary.

The attached resolution formally rescinds the January 21, 2026 action and reflects the City Council's updated direction.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Consider and approve a Resolution Rescinding Resolution No. 206-05 (Requesting the GRRL to Conduct a Space Needs Assessment for Newly Constructed Space within the Big Lake Public Safety Facility).

ATTACHMENTS

- Draft Resolution Rescinding Resolution No. 2026-05.
- Adopted Resolution No. 2026-05 – Requests the GRRL to Conduct a Space Needs Assessment for the Newly Constructed Space within the Big Lake Public Safety Facility.

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member _____ and seconded by Council Member _____.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-XX**

A RESOLUTION RESCINDING ADOPTED RESOLUTION NO. 2026-05 (REQUESTING THE GREAT RIVER REGIONAL LIBRARY TO CONDUCT A SPACE NEEDS ASSESSMENT FOR NEWLY CONSTRUCTED SPACE WITHIN THE BIG LAKE PUBLIC SAFETY FACILITY)

WHEREAS, the City Council of the City of Big Lake, Minnesota, previously adopted a resolution on January 21, 2026 requesting that the Great River Regional Library conduct a space needs assessment to evaluate potential relocation into newly constructed space within the Big Lake Public Safety Facility; and

WHEREAS, the original request was intended to inform future decision-making regarding the use of space within the Public Safety Facility and to evaluate opportunities for relocation of the Big Lake Great River Regional Library; and

WHEREAS, following additional discussion and evaluation, the City Council has determined that it is in the best interest of the City to retain the current library building as a city asset and to continue housing the library within the existing facility; and

WHEREAS, the City Council has also expressed interest in exploring the potential use of available space within the existing building to accommodate other community service organizations, while maintaining long-term ownership and control of the property; and

WHEREAS, based on this revised direction, the previously approved request for a space needs assessment related to relocation into the Public Safety Facility is no longer necessary.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, that the resolution adopted on January 21, 2026 requesting that the Great River Regional Library conduct a space needs assessment for newly constructed space within the Big Lake Public Safety Facility is hereby rescinded in its entirety.

BE IT FURTHER RESOLVED that the City Council affirms its direction to retain the current library building as a city asset and to continue housing the Great River Regional Library within the existing facility.

Adopted by the Big Lake City Council this 15th day of April, 2026.

Paul Knier, Mayor

Attest:

Gina Wolbeck, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
 SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of April, 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively, of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, January 21, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member Seefeld and seconded by Council Member Halverson.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-05**

**A RESOLUTION REQUESTING THE GREAT RIVER REGIONAL LIBRARY TO CONDUCT A SPACE
NEEDS ASSESSMENT FOR NEWLY CONSTRUCTED SPACE WITHIN THE
BIG LAKE PUBLIC SAFETY FACILITY**

WHEREAS, the City of Big Lake has invested in the construction of a new Public Safety Facility to meet current and future community needs; and

WHEREAS, the facility includes newly constructed space that may present opportunities for relocation of the Big Lake Great River Regional Library (GRRL); and

WHEREAS, the GRRL serves the residents of Big Lake and plays an important role in providing access to educational, informational, and community resources; and

WHEREAS, the City Council seeks to thoughtfully evaluate potential uses of the newly constructed space to ensure that any future programming or services align with demonstrated community needs and responsible stewardship of public resources; and

WHEREAS, a needs assessment conducted by GRRL would provide valuable data and analysis to inform City Council decision-making; and

WHEREAS, the City Council emphasizes the importance of a needs-based approach that carefully considers operational sustainability and the impact on taxpayers.

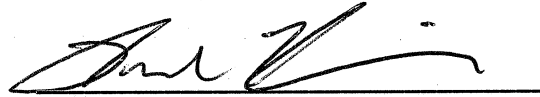
NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, that the City Council formally requests the Great River Regional Library to conduct a needs assessment for newly constructed space within the Big Lake Public Safety Facility.

BE IT FURTHER RESOLVED that the City Council requests the needs assessment:

1. Be grounded in demonstrated community need and service demand; and
2. Consider potential operational, staffing, and long-term cost implications; and
3. Remain mindful of the prudent use of taxpayer dollars and overall fiscal responsibility.

BE IT FURTHER RESOLVED that the results of the needs assessment be presented to the Public Facility Planning Committee for review and consideration by **May 1, 2026**, prior to any decisions regarding the future use of space.

Adopted by the Big Lake City Council this 21st day of January, 2026.


Paul Knier, Mayor

Attest: 
Gina Wolbeck, City Clerk

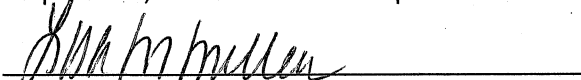
The following Council Members voted in favor: Geroux, Halverson, Knier, Noding and Seefeld.
The following Council Members voted against or abstained: None.

Whereupon the motion was duly passed and executed.

DRAFTED BY:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 21st day of January, 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively, of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.


Notary Public





AGENDA ITEM

Big Lake City Council

Prepared By: <i>Hanna Klimmek, City Administrator</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6H
Item Description: <i>Letter to the Governor – Retaining Local Zoning Authority</i>		Reviewed By: <i>Marie Popp, Community Development Director/BLEDA Executive Director</i>	
		Reviewed By: <i>Gina Wolbeck, City Clerk</i>	

COUNCIL DIRECTION REQUESTED

By approving this item on the Consent Agenda, Council would be authorizing the Mayor to execute a letter to Governor Walz stating the City's opposition to the Starter Homes Act (HF3895 / SF 4123).

BACKGROUND/DISCUSSION

The attached draft letter for the Mayor's signature expresses the City of Big Lake's opposition to the Starter Homes Act (HF 3895 / SF 4123), which is currently being considered by the Minnesota Legislature.

The proposed legislation would require cities over 5,000 in population to implement zoning changes that limit local decision-making authority. While the City recognizes the need for additional and more affordable housing, the draft letter outlines concerns related to the loss of local control, recent investments in the City's Comprehensive Plan and zoning code, and the need to align housing policy with infrastructure capacity.

The letter also highlights the City's current infrastructure constraints, including the wastewater treatment facility operating at approximately 85 percent capacity, and the importance of state support for necessary expansion as growth continues.

On March 23, the House Elections Finance and Government Operations Committee considered HF 3895. Following testimony from stakeholders, including several city officials, the committee voted down the bill on a 7-5 roll call vote. The legislation, or portions of it, could reemerge before the Legislature adjourns on May 18.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff is seeking City Council authorization to execute the attached letter to the Governor.

ATTACHMENTS

Draft Letter to the Governor – Retaining Local Zoning Authority
Resolution No. 2022-22 – Supporting Housing and Local Decision-Making Authority
LMC Summary of Legislation (March 2 and March 30 publications)



biglakemn.org

160 Lake Street N
Big Lake City Hall
Big Lake, MN 55309
763-263-2107

April 15, 2026

Governor Tim Walz
130 State Capitol
75 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

Dear Governor Walz,

On February 23, 2022, the Big Lake City Council adopted Resolution No. 2022-22 in support of preserving local housing and decision-making authority. That position remains unchanged today.

We recognize the need for additional and more affordable housing across Minnesota and are committed to being part of the solution. However, we respectfully oppose the Starter Homes Act (HF 3895 / SF 4123) as currently drafted.

This proposal represents an unfunded mandate that would require cities over 5,000 in population to implement significant zoning changes, limiting local decision-making authority. Big Lake has already taken proactive steps to plan for growth. In 2023, we completed a full repeal and replacement of our zoning code, an extensive, locally driven effort aligned with our Comprehensive Plan. This legislation would override that work.

A one size fits all approach does not account for the realities facing many communities. Big Lake's wastewater treatment facility is currently operating at approximately 85 percent capacity, and we are seeking state support to advance a necessary expansion project. At the same time, the state is encouraging increased residential density. Many cities, including ours, do not have the infrastructure needed to support that growth. The current draft of the bill states individual developers will continue to cover the costs of the infrastructure required to serve their own projects. However, larger shared systems, such as the wastewater treatment facility, demand investments that extend beyond any single development. Aligning housing policy with infrastructure investment is essential to ensuring that growth is both feasible and responsible.

Additionally, our community has carefully planned areas for commercial and industrial development to support long-term financial stability for the city and all residents, both current and future. Limiting local zoning authority risks undermining those efforts and may create unintended consequences for both existing and new taxpayers.

If this legislation moves forward, we strongly encourage consideration of a higher population threshold, such as 50,000, to better reflect the varying capacity of Minnesota communities.

We respectfully ask that you work with cities to support housing solutions that preserve local control and align with the infrastructure investments needed to support sustainable growth.

Thank you for your time and consideration.

Sincerely,

Paul Knier
Mayor, City of Big Lake

cc: Representative Mekeland
Senator Mathews

**BIG LAKE CITY COUNCIL
BIG LAKE, MINNESOTA**

A general meeting of the Big Lake City Council, Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:00 p.m. at Big Lake City Hall, Big Lake, Minnesota, on Wednesday, February 23, 2022. The following City Council Members were present: Ken Halverson, Sam Hanson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member Noding and seconded by Council Member Hanson.

**CITY OF BIG LAKE
RESOLUTION NO. 2022-22**

**A RESOLUTION SUPPORTING HOUSING AND
LOCAL DECISION-MAKING AUTHORITY**

WHEREAS, local elected decision-makers are in the best position to determine the health, safety, and welfare regulations that best serve the unique needs of their constituents; and

WHEREAS, zoning regulation is an important planning tool that benefits communities economically and socially, improves health and wellness, and helps conserve the environment; and

WHEREAS, local zoning regulation allows communities to plan for the use of land transparently, involving residents through public engagement; and

WHEREAS, cities across the state are keenly aware of the distinct housing challenges facing their communities and they target those local housing challenges with available tools; and

WHEREAS, multiple bills restricting local decision-making related to housing have been introduced in the 2021-2022 biennium.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake, Sherburne County, Minnesota that this Council supports local decision-making authority and opposes legislation that restricts the ability for local elected officials to respond to the needs of their communities.

PASSED AND DULY ADOPTED by the Big Lake City Council this 23rd day of February, 2022.

By 
Paul Knier, Mayor

The following Council Members voted in favor: Halverson, Hanson, Knier, Noding, and Seefeld.

The following Council Members voted against or abstained: None.

[illegible]

Tamelle G Rust
Notary Public





House Committee To Consider Revised Starter Homes Act

March 2, 2026

A scaled-back zoning reform proposal would require some cities to allow more housing density while exempting many smaller communities.

The [House Housing Finance and Policy Committee](#) is scheduled to hold its first hearing March 3 on the latest version of the Starter Homes Act, [HF 3895](#). The bill is part of a broader zoning and land use reform effort backed by the Yes to Homes Coalition.

The measure is sponsored by committee chairs [Rep. Michael Howard](#) (DFL-Richfield) and [Rep. Spencer Igo](#) (R-Wabana Township). A delete-everything amendment replaces the original bill language with a revised zoning and land use package.

While the proposal reflects themes from earlier versions and retains preemptive measures not supported by the League, the scope of its provisions is narrower following advocacy efforts.

[View the delete-everything amendment to HF 3895 \(pdf\).](#)

Exemptions for smaller cities

The bill would exempt certain cities from required density changes:

- Cities outside the seven-county metropolitan area with a population of 5,000 or fewer would be exempt from all required density provisions.
- Cities within the seven-county metropolitan area with a population of 2,500 or fewer would also be exempt from all required density provisions.

Scaled-back density requirements

For other cities, the bill reduces the amount of required zoning changes compared with previous proposals.

Cities would be required to:

- Designate 33% of residentially zoned land, rather than 100% as in prior bills, to allow up to four units per lot.
- Designate 33% of commercially zoned land, rather than 100% as in prior bills, to allow multifamily residential development.

Cities could require market-rate residential developments in commercial areas to include commercial space on the ground floor. All developments would still need to comply with local standards, including requirements related to public infrastructure capacity.

Menu of additional efforts

Rather than mandating specific local controls, such as parking requirements, higher density standards, or other housing programs, the bill reflects local government input by creating a menu of options cities can choose from.

This approach applies only to larger cities. Those communities must select additional steps they will take — or receive credit for steps they have already taken — to promote housing development and density from a list of 11 options outlined in the bill.

Cities of the first class would be required to select six options. Cities of the second class, with populations between 20,001 and 100,000, would select four. Cities of the third class would select three. If a city is already implementing one of the listed strategies, it would receive credit for that effort.

Next steps

The committee is expected to advance the bill March 3 to the [House Elections Finance and Government Operations Committee](#). If approved there, it would move to the House floor for debate. A Senate companion awaits action in the [Senate State and Local Government Committee](#). All provisions of the legislation would take effect on Jan. 1, 2028.

[Read more news articles.](#)

Your LMC Resource

Daniel Lightfoot

IGR Representative & Federal Relations Manager

(651) 281-1295 or (800) 925-1122

dlightfoot@lmc.org



House Committee Votes Down Starter Homes Act

March 30, 2026

The bill failed in committee on a 7-5 roll call vote.

On March 23, the House Elections Finance and Government Operations Committee considered HF 3895, known as the “Starter Homes Act.” The bill is sponsored by the House Housing Finance and Policy Committee co-chairs, Rep. Michael Howard (DFL-Richfield) and Rep. Spencer Igo (R-Wabana Township).

Following testimony from stakeholders, including several city officials, the committee voted down the bill on a 7-5 roll call vote.

The Senate companion, SF 4123, sponsored by Senate Housing Chair Sen. Lindsey Port (DFL-Burnsville) was scheduled for a hearing in the Senate State and Local Government Committee during the week of March 23. However, it was removed from consideration ahead of the March 27 first and second policy committee deadlines.

Because the bill did not meet the policy deadline — which requires committees to act favorably on bills in their chamber of origin — its path forward is uncertain. Still, the legislation, or portions of it, could reemerge before the Legislature adjourns May 18.

The League of Minnesota Cities will continue to engage in discussions on the Starter Homes Act if efforts to advance zoning and land use legislation continue this session.

For more information on the current version of the bill, read a previous article.

[Read more news articles.](#)

Your LMC Resource

Daniel Lightfoot

IGR Representative & Federal Relations Manager

(651) 281-1295 or (800) 925-1122

dlightfoot@lmc.org



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Dan Childs, Water/Wastewater Superintendent</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 61
Item Description: <i>Quote for Lift Station No. 7 Control Panel Updates/Improvements</i>		Reviewed By: <i>Hanna Klimmek, City Administrator</i>	
		Reviewed By: <i>Deb Wegeleben, Finance Director</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving the Quote from Total Control Systems, Inc. in the amount of \$33,266.00 to update electrical and control components and replacement of the panel at Lift Station No. 7.

BACKGROUND/DISCUSSION

Many controls and electrical components are obsolete and difficult to find and replace when they fail.

The control panel at Lift Station No. 7 is dangerous by today's standards. There is no separation between live electrical components and some controls. Most emergency call-outs to lift stations happen during adverse weather events in the middle of the night. Safety is vitally important for Big Lake employees who respond to these calls, and updating/replacing the lift station panels would address safety concerns. It will also benefit citizens for the city to update lift station controls to help avoid extended outages due to obsolete parts and potentially flooding houses with raw sewage.

We chose not to seek additional quotes because maintaining a consistent controller type across the system was a priority. Mixing different controllers can create integration challenges, increase support complexity, and raise long-term operational costs. Standardizing on one platform provides better reliability and efficiency.

FINANCIAL IMPACT

Costs for improvements to Lift Station No. 7 would be funded from Wastewater CIP Fund 499.

STAFF RECOMMENDATION

Staff recommends Council approve the quote submitted by Total Control Systems, Inc. in the amount of \$33,266.00 for improvements to Lift Station No. 7.

ATTACHMENTS

Quote from Total Control Systems, Inc.



Total Control Systems, Inc
38841 Nyman Drive NE
PO Box 40
Stanchfield, MN 55080-0040
Phone 320-396-4442 / Fax 320-396-4443

April 3, 2026

To: Dan Childs

Re: Big Lake, Minnesota – SLS7 Lift station Improvements.

Total Control Systems, Inc. (TCS) proposes to furnish equipment and services in accordance with the project plans and specifications that were received.

Lift station control panel for 240 or 208 volt 5 hp 3ph pumps duplex

Including:

- Liftstation control panel
- NEMA 3R 2 door stainless-steel enclosure 42x60x12
- Inner doors
- Enclosure SS legs and skirts with louvers 18"
- Main breaker 100-amp (SE rating) 35KAIC
- Generator Breaker with interlock 100amp
- Generator Receptacle 100amp (Remount existing)
- Incoming power terminal block
- Lightning arrestor (TVSS) 70KVA
- Pump circuit breakers (2)
- Control circuit breakers (5)
- Hand-Off-Auto switches, oil tight, 30 mm
- Pushbutton switches, oil tight 30mm
- Lamps, LED, oil tight, 30mm (call, run, fail, overtemp, seal, hi) (11)
- Condensation heater/fans, 400 watts
- Starters, NEMA Size 2 rated solid state overloads (2)
- Power monitor 3ph
- Intrinsic barriers Class I, Div 1, Group C, D
- Relays
- GFI receptacle rated at 15 amps
- External alarm strobe
- Control power TVSS
- Cradlepoint (reuse)
- Antenna (reuse)
- Uninterruptible power supply 850VA (UPS)
- Allen-Bradley Micrologix 1400 and cards
- Cmore Touchscreen 7" Color Ethernet
- Float Backup controller
- Elapsed time meters (2)
- RTU outlet
- Ethernet Switch 5 port
- Door switches
- Submersible Level transmitter Keller
- Floats (2)
- Float mount kit
- Master PLC program modifications

SCADA software and screen additions
Reports
Master alarm dialer programming
Programming, training
Existing SCADA modifications
Documentation
Testing and commissioning

Price for the SLS7 lift station panel package: **\$33,266.00 total excluding tax.**

Does **not** include:

Sales Tax (Exempt)
Direct Bury Antenna/Light Pole
Hand holes
Meter sockets/Cold sequence disconnects
Grounding materials
Underground warning tape
Installation of panels
Conduit
Permits
Demolition
Generator and equipment
Any wire external to panel

- Terms are Net 30 days from invoice date. No retainage allowed. A 1.5% charge per month added to any past due balance. Price may be dependent on past credit history.
- This quote/proposal valid for 60 days.
- Work to commence after receipt of an acceptable written purchase order acknowledging acceptance of our terms. Terms upon request.
- F.O.B. job-site.
- Start-up service/training, documentation and equipment adjustment is included as specified.
- TCSI does not accept any liquidated damages.
- ALL PANELS FURNISHED BY TCS WILL HAVE A UL 508 SERIALIZED OR UL698A ENCLOSED INDUSTRIAL CONTROL PANEL RELATING TO HAZARDOUS LOCATIONS WITH INTRINSICALLY SAFE CIRCUIT EXTENSIONS LABEL, AS REQUIRED.

If you have any questions regarding our proposal, please contact our office. We look forward to working with you on this project.

Sincerely,
TOTAL CONTROL SYSTEMS, INC.

Al Doberstein
AD/kd



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Deb Wegeleben, Finance Director/HR</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6J
Item Description: <i>Conditional Employment Offer to Zachary Vidmar for the Police Officer Position</i>		Reviewed By: <i>Hanna Klimmek, City Administrator</i>	
		Reviewed By: <i>Sam Olson, Police Chief, and the Personnel Committee</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be authorizing a Conditional Offer of Employment to Zachary Vidmar for the position of Police Officer with the Big Lake Police Department, with a start date to be determined. The offer of employment is contingent upon the successful completion of a comprehensive background investigation and satisfactory results of required evaluations.

BACKGROUND/DISCUSSION

The Big Lake Police Department has been recruiting to fill the current police officer vacancy. The department received several applications and conducted interviews with candidates who met the required qualifications.

Following the interview process, staff identified a strong candidate, Zachary Vidmar, as a potential hire. Vidmar is being considered as a lateral police officer. A Chief's interview has been completed, and a background investigation packet has been provided.

Vidmar has served as a Police Officer with the Hamlin County Sheriff's Office in South Dakota for the past seven (7) years. His experience and training would be a valuable addition to the Big Lake Police Department and the community it serves.

The conditional offer of employment is contingent upon the following:

- Successful completion of a comprehensive background investigation
- Successful completion of a psychological evaluation and physical examination

Upon successful completion of these requirements, staff will proceed with final hiring steps consistent with policy and Minnesota POST Board requirements.

FINANCIAL IMPACT

If hired, Vidmar would be appointed as a Police Officer, Grade 14, Step 6, in accordance with the City's approved Pay Plan.

STAFF RECOMMENDATION

Approve a Conditional Offer of Employment to Zachary Vidmar for the position of Police Officer with the Big Lake Police Department, with a start date to be determined.

ATTACHMENTS

N/A



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Gina Wolbeck, City Clerk</i>	Meeting Date: <i>04/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6K
Item Description: <i>2026 Big Lake Spud Fest Licensing</i>		Reviewed By: <i>Hanna Klimmek, City Administrator</i>	
		Reviewed By: <i>Deb Wegeleben, Finance Director</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a Temporary On-sale Liquor License application for the Big Lake Spud Fest event on June 25-28, 2026 at the Big Lake High School, Middle School and ball field areas.

BACKGROUND/DISCUSSION

Spud Fest has submitted applications for various required licenses for their annual event held in June of each year. The 2026 event is scheduled from Thursday, June 25th through Sunday, June 28th. This year, they are celebrating their **54th year**.

The requests are as follows:

- ✓ TEMPORARY LIQUOR LICENSE (requires Council approval) – Spud Fest is seeking approval of a 1 to 4-day Temporary On-sale Liquor License Application.
 - The license application is attached, along with their Certificate of Insurance.
 - The City fee schedule allows for fee waivers for all non-profit temporary liquor license applications.
- ✓ BINGO PERMIT (reviewed/approved administratively) - The Big Lake Ambassador Scholarship Program will be organizing and hosting all Bingo activities at this year's Spud Fest event. They have submitted an Excluded Bingo Permit Application (LG240B), which has been approved by the City Clerk. There is no fee for this permit.
- ✓ FIREWORKS DISPLAY PERMIT (reviewed/approved administratively) – The City has not yet received a Fireworks Display Permit Application.
 - Review will be from the City Clerk and approval is required from the Fire Chief.
- ✓ EVENT PERMIT (reviewed/approved administratively) - Spud Fest has submitted the required "Event Permit" Application form.
 - The City fee schedule allows for fee waivers for all non-profit event permit applications.
- ✓ SIGN PERMITS (reviewed/approved administratively) – In the past, Spud Fest has applied for sign permits to advertise their event.
 - The City fee schedule allows for fee waivers for all non-profit sign permit applications.

- ✓ FEE WAIVER REQUEST - Beginning in 2025, the City Council approved the fee schedule allowing for fee waivers for sign permit applications, use of park shelters, and Temporary Liquor License applications for non-profits. Based on past Spud Fest events, they should no longer need Council approval on any fee waivers.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff is recommending approval of a Temporary On-sale Liquor License application.

ATTACHMENTS

Temporary 1 to 4 Day Liquor License Application



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date of organization		Tax exempt number	
Big Lake Spud Fest		12/1993		41-1764906	
Organization Address (No PO Boxes)		City	State	Zip Code	
104 Fair Meadows Dr		Big Lake	MN	55309	
Name of person making application		Business phone		Home phone	
Debra Johnson				612-810-2119	
Date(s) of event		Type of organization ☐ Microdistillery ☐ Small Brewer			
June 25, 2026 to June 28, 2026		☐ Club ☒ Charitable ☐ Religious ☐ Other non-profit			
Organization officer's name		City	State	Zip Code	
Raeanne Danielowski - President		Big Lake	MN	55309	
Organization officer's name		City	State	Zip Code	
Nick Paine, Vice President		Big Lake	MN	55309	
Organization officer's name		City	State	Zip Code	
Donna Clarksean, Treasurer		Big Lake	MN	55309	

Location where permit will be used. If an outdoor area, describe.

Big Lake Middle School and softball field complex / 601 Minnesota Ave, Big Lake, MN 55309

Big Lake High School parking lot for auto show / 501 Minnesota Ave, Big Lake, MN 55309

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Haas & Wilkerson Insurance

Policy #G71700094 / Coverage Each Occurrence \$1,000,000 / General Aggregate \$5,000,000 / Liquor Liability Limit \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Event in conjunction with a community festival ☐ Yes ☐ No	City or County E-mail Address
Current population of city	

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/01/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Haas & Wilkerson Insurance 4300 Shawnee Mission Parkway Fairway, KS 66205 913 432-4400		CONTACT NAME: Sloane Lomenick PHONE (A/C, No, Ext): 913 432-4400 E-MAIL ADDRESS: sloane.lomenick@hwins.com FAX (A/C, No):	
INSURED Big Lake Spud Fest, Inc. PO Box 215 Big Lake, MN 55309		INSURER(S) AFFORDING COVERAGE INSURER A : ACE American Insurance Company (CHUBB) INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
		NAIC # 22667	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			G71700094	04/15/2026	04/15/2027	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$Excluded PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$5,000,000 * Liquor Liab \$1 mil/\$2 mil
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒			G71700094	04/15/2026	04/15/2027	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The certificate holder is named as additional insured on the general liability policy but only with respect to the liability arising out of the Named Insured's operations or premises owned by or rented to the Named Insured per form CG2026.

RE: Big Lake Spud Fest 06/25/2026-06/28/2026 on the premises of Independent School District 727 Middle School, High School and Softball Field Complex, 501 Minnesota Avenue, Big Lake, MN 55309.

CERTIFICATE HOLDER

CANCELLATION

City of Big Lake, Minnesota
 160 Lake Street
 Big Lake, MN 55309

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

William R. Lomenick III

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo**No Fee**5/24
Page 1 of 2**ORGANIZATION INFORMATION**

Organization Name: Big Lake Ambassador Scholarship Program Inc. Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 47-0900682

Mailing Address: PO Box 461

City: Big Lake State: MN Zip: 55309 County: Sherburne

Name of Chief Executive Officer (CEO): Laurel Merten

CEO Daytime Phone: 763-772-5291 CEO Email: biglakeambassadors@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): biglakespudfest@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☒ **Current calendar year Certificate of Good Standing**
Don't have a copy? This certificate must be obtained each year from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- ☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.
- ☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITYHas your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

☐ one of four or fewer bingo events held this year. Dates: _____
-OR-

☒ conducted on up to 12 consecutive days in connection with a:

☐ county fair Dates: _____

☒ civic celebration Dates: June 26-28, 2026

☐ Minnesota State Fair Dates: _____

Person in charge of bingo event: Debra Johnson Daytime Phone: 612-810-2119Name of premises where bingo will be conducted: Big Lake Middle SchoolPremises street address: 601 Minnesota Ave.City: Big Lake If township, township name: _____ County: Sherburne

LG240B Application to Conduct Excluded Bingo

5/24
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: Big Lake

Signature of City Personnel:

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

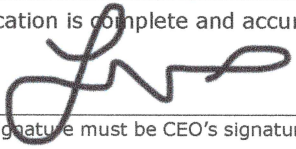
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature:  Date: Mar 15, 2026

(Signature must be CEO's signature; designee may not sign)

Print Name: Laurel Merten

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. A list of licensed distributors is available on the Gambling Control Board's website at www.mn.gov/gcb.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Business Record Details »

Minnesota Business Name
Big Lake Ambassador Scholarship Program

Business Type	MN Statute
Nonprofit Corporation (Domestic)	317A
File Number	Home Jurisdiction
1Z-970	Minnesota
Filing Date	Status
07/02/2002	Active / In Good Standing
Renewal Due Date	Registered Office Address
12/31/2026	460 Lexington Ave Box 461
	Big Lake, MN 55309
	USA
Registered Agent(s)	President
(Optional) Currently No Agent	Laurel Merten
	PO BOX 461
	BIG LAKE, MN 55309-0461
	USA

Filing History

Filing History

Select the item(s) you would like to order: Order Selected Copies

	Filing Date	Filing	Effective Date
☐	07/02/2002	Original Filing - Nonprofit Corporation (Domestic)	
☐	07/02/2002	Nonprofit Corporation (Domestic) Business Name (Business Name: Miss Big Lake Scholarship Program)	
☐	04/14/2003	Amendment - Nonprofit Corporation (Domestic)	
☐	07/12/2004	Nonprofit Corporation (Domestic) Business Name (Business Name: Big Lake Ambassador Scholarship Program)	
☐	11/15/2005	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Kendra Lindahl, AICP Consulting Planner</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6L
Item Description: <i>Stormwater Maintenance Agreement and Easement for Cobblestone 2nd Addition</i>		Reviewed By: <i>Hanna Klimmek, City Administrator; Layne Otteson, City Engineer</i>	
		Reviewed By: <i>Marie Popp, Community Development Director/EDA Executive Director</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a **RESOLUTION** approving a **Stormwater Maintenance Agreement and Easement for Cobblestone 2nd Addition** for a property at 55 County Road 43 NW, subject to the conditions identified therein.

BACKGROUND/DISCUSSION

At the October 22, 2025, City Council meeting, the Council approved a Preliminary Plat and Site Plan for Cobblestone Second Addition and an AutoZone. The Final Plat and Development Contract were approved on January 21, 2026 and one of the conditions of approval was that the applicant execute a Stormwater Maintenance Agreement with the City for on-site facilities. This agreement is being presented for City Council approval.

ANALYSIS OF REQUEST

The City Engineer has been working with the applicant to create an agreement that addresses all the needs of the City. A stormwater pond will be constructed on site and will drain onto the adjoining property to the west that is owned by Liberty Bank. The applicant has provided a drainage and utility easement over the stormwater system and Staff has prepared the stormwater maintenance agreement for execution. The City Engineer will continue to work with Liberty Bank to ensure that the existing stormwater system on that site is consistent with the City's MS4 permit requirements.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends the City Council approve the **RESOLUTION** approving a **Stormwater Maintenance Agreement and Easement for Cobblestone 2nd Addition** for a property at 55 County Road 43 NW, subject to the conditions identified therein.

ATTACHMENTS

- Attachment A: Site Location Map
- Attachment B: Drainage and Utility Easement
- Attachment C: Stormwater Maintenance Agreement
- Attachment D: Resolution Approving Stormwater Maintenance Agreement and Easement

Attachment A
Location Map

65-00532-0105

65-00020-3210

65-00587-0010

65-00608

1

1

1

65-00538-0105

65-00561-0105

1

1

1

1

1

65-00020-3302

65-00020-3405

1

1

Attachment B
Drainage and Utility Easement

EASEMENT

This permanent easement for drainage and utility purposes (this “Permanent Drainage and Utility Easement”), is made this ____ day of _____, 2026, by AutoZone Parts, Inc., a Nevada Corporation (“Grantor”), in favor of the City of Big Lake, a Minnesota municipal corporation (“Grantee”), Grantor and Grantee are sometimes collectively referred to herein as the “parties” or each a “party”.

Recitals

- A. Grantor is the fee owner of the property located in Sherburne County, Minnesota, legally described on **Exhibit A**, and attached hereto (the “**Property**”).
- B. Grantor, for one dollar and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, is willing to grant the easement described and depicted on the attached **Exhibit B**, subject to the terms and conditions contained herein.

NOW THEREFORE, Grantor, in consideration of one dollar and other good and valuable consideration, to it in hand paid by Grantee, receipt of which is hereby acknowledged, hereby grants to said Grantee, its successors and assigns, the following:

Permanent Drainage and Utility Easement

- 1. Grantor hereby grants and conveys to Grantee this permanent easement for drainage and utility purposes on, over, under, and across those portions of the Property legally described and depicted on the attached **Exhibit B** (the “Permanent Drainage and Utility Easement”). The Permanent Drainage and Utility Easement description is found in **Exhibit B** under the heading “Proposed Drainage and Utility Easement Description” therein. The Permanent Drainage and Utility Easement shall be perpetual, shall run

with the land, shall be binding upon Grantor and its successors and assigns and shall be for the benefit of Grantee and its successors and assigns. The Permanent Drainage and Utility Easement shall be nonexclusive; provided, however, this Permanent Drainage and Utility Easement shall be prior to and superior to any other easement hereafter granted. Any future easement shall be subject to and subordinate to, and shall not interfere with the Permanent Drainage and Utility Easement without the consent, in writing, of Grantee. Grantor shall not interfere with Grantee's use of the Permanent Drainage and Utility Easement.

2. Grantee, its employees, agents, and contractors are hereby granted the right to access and use the Permanent Drainage and Utility Easement for the purpose of constructing, reconstructing, utilizing, inspecting, repairing, and maintaining the easement area and any now or later constructed utility and drainage facilities therein. Grantor hereby conveys all grasses, shrubs, trees and natural growth now existing on or within the Permanent Drainage and Utility Easement hereby conveyed. Grantee shall have the right to use and remove all earthen materials, structures, improvements and obstructions which lie within the boundaries of the easement described herein, including the right of clearing the easement area to allow for the use of the land for drainage, utilities or as otherwise as stated herein. Further, Grantee shall have the right of ingress and egress across the easement area.

In addition to conveying the above-described easements, Grantor covenants that it is the lawful owner and is in lawful possession of the Property and maintains the unqualified lawful right and authority to convey and grant the Permanent Drainage and Utility Easement described herein. Further, the undersigned party covenants that he is the lawful authorized signatory for Grantor and is fully empowered to bind Grantor to all terms herein.

[SIGNATURES ON FOLLOWING PAGE]

GRANTOR:

AutoZone Parts, Inc.

By: _____

Its: _____

STATE OF TENNESSEE

COUNTY OF SHELBY

Before me, _____ of the state and county mentioned, personally appeared _____ and _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be president (or other officer authorized to execute the instrument) of **AutoZone Parts, Inc.**, the within named bargainer, **a Nevada corporation**, and that such president or officer as such _____ and _____, executed the foregoing instrument for the purpose therein contained, by personally signing the name of the corporation as _____ and _____.

Witness my hand and seal, at office, this _____ day of _____, 2026.

Notary Public

Title of officer

My Commission Expires:

THIS INSTRUMENT WAS DRAFTED BY:

Kendra Lindahl, AICP

City of Big Lake

160 Lake Street N

Big Lake MN 55309

612.290.8102

EXHIBIT A

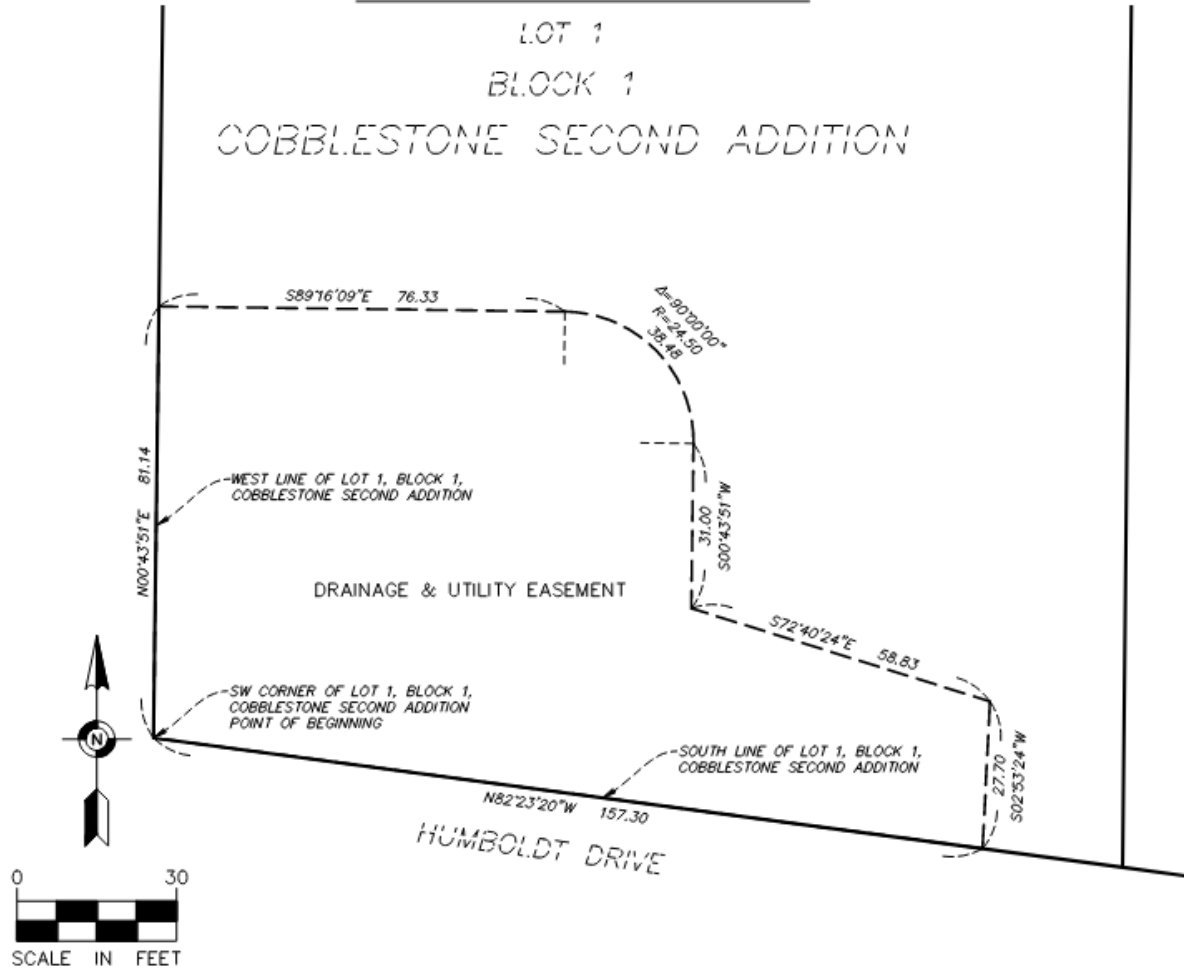
The “Property” (Parcel A)

The land to which this Drainage and Utility Easement applies is located in Sherburne County, Minnesota, and is legally described as follows:

Commencing at the northeast corner of said Lot 1: thence South 89 degrees 37 minutes 22 seconds West, plat bearing, along the north line of said Lot 1, a distance of 85.27 feet; thence westerly, on said north line, along a tangential curve, concave to the south, having a radius of 54407.16 feet and a central angle of 00 degrees 20 minutes 58 seconds, a distance of 331.80 feet to the point of beginning of the line to be described; thence South 00 degrees 08 minutes 29 seconds West, not tangent to the last described curve, a distance of 320.06 feet to the south line of said Lot 1 and said line there terminating.

EXHIBIT B

DRAINAGE & UTILITY EXHIBIT



An easement for drainage and utility purposes over, under and across that part of Lot 1, Block 1, COBBLESTONE SECOND ADDITION, Sherburne County, Minnesota, described as follows:

Beginning at the southwest corner of said Lot 1; thence North 00 degrees 43 minutes 51 seconds East, assumed bearing, along the west line of said Lot 1, a distance of 81.14 feet; thence South 89 degrees 16 minutes 09 seconds East, a distance of 76.33 feet; thence 38.48 feet southeasterly along a tangential curve concave to the southwest having a radius of 24.50 feet and a central angle of 90 degrees 00 minutes 00 seconds; thence South 00 degrees 43 minutes 51 seconds West, tangent to said curve, a distance of 31.00 feet; thence South 72 degrees 40 minutes 24 seconds East, a distance of 58.83 feet; thence South 02 degrees 53 minutes 24 seconds West, a distance of 27.70 feet to the south line of said Lot 1; thence North 82 degrees 23 minutes 20 seconds West along the south line of said Lot 1, a distance of 157.30 feet to the point of beginning.

EXHIBIT TYPE FOR:

Kimley Horn & Associates

SITE LOCATION: 55 County Road 43
Big Lake, MN 55309



Egan, Field & Nowak, Inc.
land surveyors since 1872

475 Old Highway 8 NW, Suite 200
New Brighton, Minnesota 55112
PHONE: (612) 466-3300
WWW.EFNSURVEY.COM

COPYRIGHT © 2026 By EGAN, FIELD & NOWAK, INC.

Attachment C
Stormwater Maintenance Agreement

(Reserved for Recording Data)

**STORMWATER MAINTENANCE AGREEMENT/
BEST MANAGEMENT PRACTICE FACILITIES
AND EASEMENT AGREEMENT**

THIS AGREEMENT is made and entered into as of the _____ day of _____, 2026 (“Effective Date”), by and between **AutoZone Parts, Inc.**, a Nevada Corporation (the “Owner”) and the **City of Big Lake**, a Minnesota municipal corporation (the “City”).

RECITALS

A. The Owner is the owner of certain real property located in Sherburne County, Minnesota legally described in Exhibit A attached hereto (“Property”); and

B. The Owner is proceeding to build on and develop the Property, and has received approval of the grading plan for the proposed improvements (“AutoZone Store #10776”); and

C. The final plans for AutoZone Store #10776 (“Plans”) are expressly made a part hereof, as approved or to be approved by the City, which are on file with the City, provide for retention of stormwater within the confines of the Property; and

D. The City and the Owner agree that the health, safety, and welfare of the residents of the City of Big Lake, Minnesota, require that on-site stormwater management/BMP facilities as shown on the Plans (“Stormwater Facilities”) be constructed and maintained on the Property; and

E. The City requires that the Owner agree to construct the Stormwater Facilities as shown on the Plans and adequately maintain the Stormwater Facilities as described on Exhibit B attached hereto as a condition of site plan approval of the proposed improvements; and

F. As a condition of site plan approval the Owner is required to enter into this Agreement and grant to the City an easement for access, drainage, and utility for the infiltration basin

as shown on the Plans ("Easement Area") to comply with work required under the terms of this Agreement, all subject to the terms of this Agreement.

NOW, THEREFORE, in consideration of mutual covenants of the parties set forth herein and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Construction of Stormwater Improvements. Owner shall construct the Stormwater Facilities in accordance with the Plans and specifications identified in the Plans.

2. Maintenance of Stormwater Improvements.

A. The Owner shall adequately maintain the Stormwater Facilities in accordance with the Stormwater Maintenance Plan and the City engineering standards for stormwater treatment facilities attached hereto as Exhibit B (collectively, "Stormwater Maintenance Plan"). This includes all pipes, channels, and other conveyances within the Property built to convey stormwater to the facility, as well as all structures, improvements, and vegetation within the Property provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition so that these facilities are performing their designed functions.

B. The Owner will perform the work necessary to keep these Stormwater Facilities in good working order as appropriate. The maintenance schedule for the Stormwater Facilities (including sediment removal) is outlined on Exhibit B, and such schedule will be followed and comply with all federal, state, and local regulations relating to the disposal of material.

C. The Owner will coordinate maintenance and repairs with adjacent property, based upon the executed stormwater maintenance agreement between Owner and adjacent property over the connection structure and the shared storm sewer line to the City storm as determined by the City or State.

3. Inspection and Reporting. The Owner shall cause the Stormwater Facilities to be inspected annually and submit an inspection report annually to the City upon request and shall be responsible for the payment of any associated costs. The purpose of the inspection is to assure safe and proper functioning of the Stormwater Facilities. The inspection shall cover the entire facilities, berms, outlet structures, pond areas, access roads, buffers, emergency overflows etc. within the Property. Deficiencies shall be noted in the inspection report. A storage treatment basin will be considered inadequate if it is not compliant with all requirements of the approved Plans and with Exhibit B.

4. City Access and Maintenance Rights.

A. The Owner hereby grants permission to the City, its authorized agents and employees, to enter upon the Property to inspect the Stormwater Facilities if the Owner does not inspect the Stormwater Facilities in accordance with the Stormwater Maintenance Plan and such failure continues for 20 days after the City gives the Owner written notice of such failure, except in the event of an emergency when reasonable notice under the circumstances is sufficient. The

City shall provide the Owner, their successors and assigns, copies of the inspection findings and a directive to commence with the repairs if necessary (“Inspection Report”).

B. In the event the Owner, their successors and assigns, fails to maintain the Stormwater Facilities in good working condition in accordance with the terms of this Agreement and such failure continues for 60 days after the City gives the Owner written notice of such failure, the City may enter upon the Property and take whatever steps are reasonably necessary, including excavation and the storage of materials and equipment, to correct deficiencies identified in the Inspection Report. The City's notice shall specifically state which maintenance tasks are to be performed. The City may charge the reasonable costs of such repairs to the Owner, their successors and assigns, including assessing the City's costs to the Owner's property taxes. This provision shall not be construed to allow the City to erect any structure of a permanent nature on the Property outside of the Easement Area for the Stormwater Facilities. It is expressly understood and agreed that the City is under no obligation to routinely maintain or repair the Stormwater Facilities, and in no event shall this Agreement be construed to impose any such obligation on the City. In addition, Owner agrees that they are, and will be, solely responsible to address complaints and legal claims brought by any third party with regard to the maintenance and operation and the consequences therefrom the Stormwater Facilities, except complaints and legal claims arising out of or resulting from the City's and its contractors, agents, servants, and assigns intentional misconduct. The Owner expressly agree to defend and hold the City harmless from any such third-party claim, except those arising out of or resulting from the City's and its agents' and employees' intentional misconduct or gross negligence.

5. Grant of Easement. Owner hereby grants to the City, its successors and assigns, a permanent nonexclusive easement for the purpose of accessing and maintaining the Stormwater Facilities pursuant to the terms of this Agreement over, on, across, under, and through the Easement Area. The easement shall include the rights, but not the obligation, of the City, its contractors, agents, servants, and assigns, to enter upon the Easement Area to construct, reconstruct, inspect, repair, and maintain the Stormwater Facilities together with the right to grade, level, fill, drain, pave, and excavate the Easement Area as necessary to maintain the Stormwater Facilities in accordance with the terms of this Agreement and the further right to remove trees, bushes, undergrowth, and other obstructions in the Easement Area interfering with the location, construction, and maintenance of the Stormwater Facilities, so long as such actions do not have a material adverse effect on Parking Lot Expansion.

6. Reimbursement of Costs. The Owner agrees to reimburse the City for all reasonable costs incurred by the City in the enforcement of this Agreement, or any portion thereof, including court costs and reasonable attorneys' fees.

7. Indemnification. This Agreement imposes no liability of any kind whatsoever on the City. The Owner hereby agrees to indemnify and hold harmless the City and its agents and employees against any and all claims, demands, losses, damages, and expenses (including reasonable attorneys' fees) arising out of or resulting from the Owner or the Owner's agents or employee's negligent or intentional acts, or any violation of any safety law, regulation or code in the performance of this Agreement, without regard to any inspection or review made or not made by the City, its agents or employees or failure by the City, its agents or employees to take any other

prudent precautions. In the event the City, upon the failure of the Owner to comply with any conditions of this Agreement, performs said conditions pursuant to its authority in this Agreement, the Owner shall indemnify and hold harmless the City, its employees, agents and representatives for its own acts in the performance of the Owner's required work under this Agreement, but this indemnification shall not extend to intentional or grossly negligent acts.

8. Notice. All notices required under this Agreement shall either be personally delivered or be sent by certified or registered mail and addressed as follows:

To the Owner: AutoZone Parts, Inc.
 123 South Front Street
 Memphis, TN 38103
 Attn: Property Management

To the City: City of Big Lake
 Big Lake City Hall
 160 Lake Street North,
 Big Lake, Minnesota 55309
 Attn: City Administrator

All notices given hereunder shall be deemed given when personally delivered or two business days after being placed in the mail properly addressed as provided herein.

9. Successors/Covenants Run with Property. All duties and obligations of Owner under this Agreement shall transfer to Owner's successors and assigns in title to the Property, except the transferor Owner shall remain liable for any duties and obligations that first arose prior to the date of such transfer and were required to be performed by the date of such transfer. The terms and conditions of this Agreement shall run with the Property.

OWNER:

AutoZone Parts, Inc.

By: _____
_____, Its:

By: _____
_____, Its:

STATE OF TENNESSEE
COUNTY OF SHELBY

Before me, _____ of the state and county mentioned, personally appeared _____ and _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be president (or other officer authorized to execute the instrument) of **AutoZone Parts, Inc.**, the within named bargainer, **a Nevada corporation**, and that such president or officer as such _____ and _____, executed the foregoing instrument for the purpose therein contained, by personally signing the name of the corporation as _____ and _____.

Witness my hand and seal, at office, this _____ day of _____, 2026.

Notary Public

Title of officer
My Commission Expires:

CITY OF BIG LAKE

BY: _____
Paul Knier, Mayor

(SEAL)

BY: _____
Gina Wolbeck, City Clerk

STATE OF MINNESOTA)
 (ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by **Paul Knier** and by **Gina Wolbeck**, the Mayor and City Clerk of the **City of Big Lake**, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

NOTARY PUBLIC

THIS INSTRUMENT WAS DRAFTED BY:
Kendra Lindahl, AICP
City of Big Lake
160 Lake Street N
Big Lake MN 55309
612.290.8102

**EXHIBIT A
TO
STORMWATER MAINTENANCE AGREEMENT**

Legal Description of the Property

The land to which this Stormwater Maintenance Agreement applies is located in Sherburne County, Minnesota, and is legally described as follows:

Commencing at the northeast corner of said Lot 1: thence South 89 degrees 37 minutes 22 seconds West, plat bearing, along the north line of said Lot 1, a distance of 85.27 feet; thence westerly, on said north line, along a tangential curve, concave to the south, having a radius of 54407.16 feet and a central angle of 00 degrees 20 minutes 58 seconds, a distance of 331.80 feet to the point of beginning of the line to be described; thence South 00 degrees 08 minutes 29 seconds West, not tangent to the last described curve, a distance of 320.06 feet to the south line of said Lot 1 and said line there terminating.

**EXHIBIT B
TO
STORMWATER MAINTENANCE AGREEMENT**

Stormwater Maintenance Plan and the
City Engineering Standards for Stormwater Treatment Facilities

Retention Basin Maintenance

RETENTION BASIN INFORMATION

Retention basins are designed to permanently hold water, managing stormwater runoff by allowing it to slowly evaporate or seep into the ground, improving water quality and preventing floods. Maintenance is required and is extremely important. Sediment and debris must be removed regularly to maintain correct function. This document serves as guidance to developing an inspection and maintenance plan.

SITE LOCATION: Legal Description is provided in Exhibit A.

RETENTION BASIN INSPECTION/MAINTENANCE

The CURRENT OWNER or their designee is responsible for completing inspections and conducting maintenance.

WHEN WILL THE RETENTION BASIN BE INSPECTED AND MAINTAINED?

Retention Basins must be inspected in the spring and fall of each year. Personnel should be aware of the maintenance plan. It is recommended to consult with the designer and builder to understand the inspection and maintenance needs.

MAINTENANCE PLAN INFORMATION

This Stormwater Maintenance Plan for the location listed above is submitted by the CURRENT OWNER on the Effective Date of the Stormwater Maintenance Agreement to comply with the City's Land Development Code Requirements. Inspection and maintenance records are required to be kept on file for five (5) years and submitted to the City upon request by the City.

INSPECTION & MAINTENANCE CHECKLIST

(must be completed in the Spring & Fall):

- Clean basin. Remove any sediment, trash and debris.
- Remove any dead vegetation, trim live vegetation if needed and remove weeds.
- Inspect and clean pre-treatment area(s) (e.g. sump, filter strip, rock).
- Repair inlet erosion/damage. Inspect bottom of the basin and remove any sediment.
- Paved surfaces draining to basin swept and kept free of sediment and debris.
- Erosion will be repaired.
- Photos taken.
- Inspection records submitted to the City of Big Lake upon request.

****Please keep a copy of this Plan for your records****

Attachment D
Resolution Approving Stormwater Maintenance Agreement and Easement

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member ____ and seconded by Council Member ____.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-XX**

**RESOLUTION APPROVING A STORMWATER MAINTENANCE AGREEMENT FOR COBBLESTONE
2nd ADDITION ON PROPERTY AT 55 COUNTY ROAD 43 NORTHWEST**

WHEREAS, Kimley Horn & Associates, on behalf of AutoZone, the applicant, and Casey's Retail Company, the owner, received approval for a Final Plat on January 21, 2026 with Resolution 2026-03; and

WHEREAS, the City approved a preliminary plat and site plan on October 22, 2025 with Resolution 2025-49; and

WHEREAS, the approvals required a Stormwater Maintenance Agreement be approved, executed and filed with the recording of the Final Plat.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake that it hereby approves the Stormwater Maintenance Agreement for Cobblestone 2nd Addition, subject to the following conditions:

1. This approval is contingent on meeting the conditions of all preliminary approvals including Resolution 2025-49, and final approvals, including Resolution 2026-03.
2. The Stormwater Maintenance Agreement must be recorded with the Final Plat for Cobblestone 2nd Addition.

3. The drainage and utility easement over the stormwater improvements must be recorded with the final plat.
4. The Mayor and City Clerk are authorized to execute the Agreement on behalf of the City.

Adopted by the Big Lake City Council on the 15th day of April, 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

Drafted By:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ____ day of April, 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

Drafted by
City of Big Lake
160 Lake Street North
Big Lake, MN 55309



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Layne R. Otteson, City Engineer</i> <i>ENG26-019</i>	Meeting Date: <i>4/15/2026</i>	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6M
Item Description: <i>Approve Joint Powers Agreement with Big Lake Township for 172nd Street NW construction and reimbursement</i>		Reviewed By: <i>Hanna Klimmek, City Administrator</i>	
		Reviewed By: <i>Deb Wegeleben, Finance Director</i>	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a Joint Powers Agreement with Big Lake Township for the reconstruction of 172nd Street NW from US 10 to Prairie Drive in 2026.

BACKGROUND/DISCUSSION

Joint Powers Agreement between the City and Township identifies the work, responsibilities and reimbursement process for 172nd Street from US 10 to Prairie Drive. City and Township staff previously discussed shared responsibilities. Township and City legal counsel have reviewed and approved presented JPA. These responsibilities are addressed in the JPA and include the following:

- The Township will provide survey and design.
- The City will incorporate 172nd Street reconstruction into the City's 2026 Street and Utility Project No. 2026-1.
- The City will advertise, manage, and provide construction observation.
- The City will pay for any and all costs related to sanitary and watermain work (\$5,000).
- The Township and City will pro-rate the street construction costs based on adjacent frontage within their jurisdiction. The calculated cost-share is 41% for City and 59% for Township.
- The City will contract with the Contractor and provide payment to the Contractor.
- The Township will reimburse the City at the conclusion of the project for their cost-share.

Project costs are estimated with a 10% contingency included due to variability and uncertainty within the construction industry. The following is total cost and pro-rated cost share:

- Estimated construction cost: \$160,000.
- Town cost-share amount: ~ \$91,450.
- City cost-share amount: ~ \$68,550 (\$63,550 + \$5,000).

In order to reduce inspection costs during construction, the City Engineer will be responsible for administration and inspection of the City's portion of the project. However, a consultant engineering firm may have to assist with inspection if the schedule is too demanding.

A few project notes:

- The street will be reclaimed 8 to 10 inches deep.
- The street will be widened 1 foot on each side so there will be a 24-foot-wide pavement surface.

- Several trees will be removed within the right of way including invasives such as buckthorn and Siberian Elm. Correspondence with residents have taken place.
- This street work is being combined with Minnesota Avenue construction so as to take advantage of volume pricing.

The JPA execution steps are as follows:

1. City Engineer and Township Engineer have worked together to complete a street design acceptable to City and Township (completed).
2. Township considers, approves and signs JPA on April 8th at the Township Board Meeting.
3. City considers, approves and signs JPA on April 15th at the City Council Meeting.
4. JPA is now executed and copies are distributed.

FINANCIAL IMPACT

Street work will be paid using CIP street fund 196 . The JPA stipulates the Township will reimburse the City for their pro-rated work after project completion.

STAFF RECOMMENDATION

Staff recommends that the agreement be approved and signed.

ATTACHMENTS

Joint Powers Agreement for 172nd Street
Figure A - 172nd Street Aerial

**JOINT POWERS AGREEMENT
FOR IMPROVEMENTS TO 172ND STREET NORTH
IN THE CITY AND TOWN OF BIG LAKE**

THIS AGREEMENT is made and entered into this _____ day of _____, 2026, (the "Effective Date") by and between CITY OF BIG LAKE, a Minnesota municipal corporation ("City") and TOWN OF BIG LAKE, a Minnesota political subdivision ("Town").

WHEREAS, the Parties desire to make certain improvements to 172nd Street North (US 10 to Prairie Drive) and associated infrastructure, including widening, shouldering, tree clearing, pavement markings and restoration, as part of the 172 Street North Reconstruction Project (the "Project").

WHEREAS, the street shares jurisdictional borders between the City and Town.

WHEREAS, the City has identified Capital Improvement Funds to pay for the entire cost of the Project improvements during construction.

WHEREAS, the City has identified four properties within the City's corporate limits subject to special assessment via State Statute Chapter 429 and the City's Special Assessment Policy.

WHEREAS, the Town has identified 2026 Road Levy funds for their portion of the Project, as provided for in this Agreement.

WHEREAS, the Parties have agreed to each contribute a pro-rated cost share as provided for in this Agreement.

WHEREAS, Minn. Stat. § 471.59 authorizes the City and Town to enter into an agreement for the joint exercise of powers and the sharing of resources.

WHEREAS, the Parties agree that cooperating in the construction of and funding for the Project improvements is in the best interest of the public, and therefore enter into this Agreement to identify the responsibilities and obligations of each of the Parties.

NOW, THEREFORE, in consideration of the premises and covenants contained herein and subject to the provisions of Minn. Stat. § 471.59, the Parties agree as follows:

1. Purpose. The Parties enter into this Agreement for the purpose of constructing and jointly funding the Project improvements in the manner provided for herein.
2. Term. Notwithstanding the date of the signatures of the Parties, the term of this Agreement shall commence on the Effective Date and shall terminate on the date that the Project improvements have been completed and all other obligations of this Agreement have been fulfilled.
3. Duties of the Parties.

3.1 Plans and Specifications. The Town shall prepare all plans, specifications, material quantities and all other documents necessary for the construction of the Project. The City shall incorporate 172nd Street North Reconstruction plans and specifications into the City's "2026

3.6 Payments to Contractor. For purposes of paying the contractor during the Project, the City will review and process all payment requests from the contractor(s) and will approve or deny the requests as appropriate, pursuant to the terms of the contract.

3.7 Ownership and Maintenance. Following completion of construction, the Parties will own and perform ongoing maintenance of these improvements per previous or other agreement. For purposes of clarity, the City shall own and be responsible for the water and sewer main improvements.

3.8 Payments to the City. Upon final completion of the Project and Project close-out, the Town shall, upon written demand by the City, submit to the City an amount equal to 100% of the amounts due and owing to the City pursuant to this Agreement.

4. General Provisions.

4.1 Entire Agreement; Amendments. This Agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, documents and proposals, oral or written, between the parties with respect thereto. Any amendment or modification to this Agreement shall not be valid unless such amendment or modification (i) is in writing and signed by authorized representatives of both parties and (ii) references this Agreement. The terms and conditions of the exhibits are integral parts of this Agreement and are fully incorporated herein by this reference.

4.2 Cooperation. The Parties agree to cooperate in the use of resources, including available right-of-way to complete the project as a whole, to the extent feasible and to the extent permitted by law. The Parties further agree to cooperate in the administration of the contract and completion of the Project, including cooperating in resolving any disputes the Parties may have with the contractor(s) both during the Project and following completion of the Project.

4.3 Notices. Any notices required or permitted to be given under this Agreement shall be delivered personally or sent by certified mail to the other party as follows:

To the Town: Brenda Kimberly-Maas
Big Lake Town Clerk
21960 County Road 5 NW
Big Lake, MN 55309

To the City: Hanna Klimmek
City Administrator
Big Lake City Hall
160 Lake Street North
Big Lake, MN 55309

4.4 Governing Law. This Agreement shall be governed by the laws of the State of Minnesota. For the purpose of resolving conflicts related to or arising out of this Agreement, the parties expressly agree that venue shall be exclusively in the State of Minnesota, County of Sherburne.

4.5 Disbursement of Funds. All funds disbursed by the Parties pursuant to this Agreement shall be disbursed by each entity pursuant to the method provided by law.

4.6 Audit. The parties shall maintain complete and accurate records with respect to costs incurred and services performed under this Agreement for a period of at least six (6) years after the termination of this Agreement. Pursuant to Minn. Stat. § 16C.05, Subd. 5, each party shall allow the other party, the State Auditor, or their authorized representatives access to the books, records, documents, and accounting procedures and practices relevant to the subject matter of the Agreement, for purposes of audit.

4.7 Data Practices. All data created, collected, received, stored, used, maintained, or disseminated for any purpose in connection with this Agreement is governed by the Minnesota Data Practices Act, as well as other State and Federal rules and regulations relating to data privacy.

4.8 Assignment and Delegation. Neither party shall assign its rights or delegate its duties under this Agreement without receiving the prior written consent of the other party.

4.9 Liability. Each party will be solely responsible for its own acts and omissions and the results thereof, to the extent authorized by law. The parties mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement. Minnesota Statutes Chapter 466 and other applicable laws govern the parties' liability.

4.10 Severability. In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement to be effective as of the Effective Date set forth above.

CITY OF BIG LAKE

By: _____
Paul Knier
Mayor

Attest: _____
Hanna Klimmek
City Administrator

TOWN OF BIG LAKE

By: 
Bruce Aubol
Town Board Chair

Attest: 
Brenda Kimberly-Maas
Town Clerk



**172nd Street
(US 10 to Prairie Dr.)**



**Figure
A**



AGENDA ITEM

Big Lake City Council

Prepared By: Sam Olson, Chief of Police	Meeting Date: 4/15/2026	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 6N
Item Description: Joint Powers Agreement with Sherburne County for the Sherburne County Multi Jurisdiction Emergency Response Unit		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: Deb Wegeleben, Finance Director	

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving a Joint Powers Agreement with Sherburne County for the Sherburne County Multi Jurisdiction Emergency Response Unit.

BACKGROUND/DISCUSSION

At last month's workshop, Commander Ben Zawacki explained the importance of adding an additional officer from Big Lake to the Sherburne County Sheriff's Office Emergency Response Unit (ERU) team. Having a Big Lake Officer on the team will not only benefit the current ERU team, it will also benefit the Big Lake Police Department with training opportunities, and will be a benefit to the entire community. If/when the team is needed in Big Lake, that local officer could have firsthand knowledge of who we are dealing with and the possible layout of the incident location. Having this type of multi jurisdiction team would increase the chances of having a positive outcome in high-risk situations.

FINANCIAL IMPACT

Big Lake will be responsible for the cost of equipment for the officer. The Big Lake Police Department did receive a \$10,000 donation that will be used to purchase this equipment. If the officer is called out after-hours, overtime would be paid by the City of Big Lake. Training time will be paid at either straight time or exchange hours.

STAFF RECOMMENDATION

Staff recommends Council approve the Joint Powers Agreement with Sherburne County for the Sherburne County Multi Jurisdiction Emergency Response Team. Approval of this JPA would provide for one member of the Big Lake Police Department joining the Sherburne County ERU team.

ATTACHMENTS

Joint Powers Agreement with Sherburne County for the Sherburne County Multi Jurisdiction ERU

Joint Powers Agreement for the Sherburne County Multi Jurisdiction Emergency Response Unit

The parties to this agreement are the **County of Sherburne**, on behalf of the Sherburne County Sheriff's Office (SCSO), **City of Big Lake**, on behalf of the Big Lake Police Department (BLPD), and **City of Becker**, on behalf of the Becker Police Department (BPD). This agreement is made pursuant to Minnesota Statutes, Section 471.59.

A governmental unit may be added as a party to this agreement, on behalf of its law enforcement agency, upon the approval of its governing body of an amendment, memorandum of understanding, annex, resolution, or other method as required by its governing authority.

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12. BUDGET AND FINANCE
13. WAGES, BENEFITS AND INSURANCE
14. LIABILITY
15. AGREEMENT

1. MISSION STATEMENT:

Recognizing that the presence of a highly trained, highly skilled law enforcement tactical unit has been shown to substantially reduce the risk of injury or loss of life to citizens, police officers and suspects; and recognizing that a well-managed "team" response to critical incidents usually results in successful resolution of critical incidents, it is the intent of the Sherburne County Sheriff's Office (SCSO), Big Lake Police Department (BLPD), Becker Police Department (BPD) and all other parties to this agreement to work together to provide a highly trained and skilled tactical team, as a resource for those law enforcement agencies who need assistance with critical incidents.

The purpose of this agreement is to establish the governing provisions in the selection, training, equipping, activating, and use of the Sherburne County Multi Jurisdiction Emergency Response Unit (ERU).

2. DEFINITIONS:

Sherburne County Multi Jurisdiction Emergency Response Unit (ERU): a designated unit of law enforcement officers and specialized support personnel, including a multi-jurisdictional team, whose members are specifically recruited, selected, trained, equipped, and assigned to resolve critical incidents involving a threat to public safety, or otherwise are so hazardous, complex, or unusual that they may exceed the capabilities of traditional law enforcement first responders or investigative units.

Party: a government unit (a County or City on behalf of a law enforcement agency) that is a party to this agreement.

Agency: the law enforcement agency of an individual government unit.

ERU Member: an individual person assigned to the ERU.

3. MISSION:

The mission of the ERU is to save human life by supporting the jurisdictions within Sherburne County with a tactical response to critical incidents, and to aid other agencies outside of Sherburne County requesting mutual aid assistance from the ERU. Critical incidents include, but are not limited to, hostage situations, barricade situations, active shooters, hostile event response, terrorism style attacks, high risk apprehension, high risk warrant service, VIP or personal protection, and other special assignments or operations.

4. COMPOSITION AND STRUCTURE:

Composition of ERU

The ERU is composed of the following elements:

Sheriff's Office Commander of Operations (Administrative oversight)

Team Leader

Assistant Team Leaders

Operators (*to include Entry Team, Reaction Team, Containment or Perimeter*)

Snipers

Structure of ERU

The ranking ERU member is the Commander of Operations, followed by the Team Leader. These positions constitute the primary leadership positions within the ERU and will be held by SCSO staff. The Sherburne County Sheriff will appoint the Commander of Operations. The Commander of Operations will appoint the Team Leader.

All other positions may be held by law enforcement officers employed by parties to this agreement. Selection will be made according to ERU policy and standard operating procedures (SOP). Final selection will be approved by the Commander of Operations.

5.. COMMAND AND CONTROL STRUCTURE:

The ERU is managed by the SCSO. When activated for an operation, the Commander of Operations, Team Leader, or Assistant Team Leader (when the ranking member is absent) reports directly to the on-scene supervisor. The Commander of Operations is responsible for deployment of the ERU and its assets, all tactical decision-making, and the tactical resolution of the incident.

The Commander of Operations or designee will control all aspects of an operation including how it will be performed. During the incident, the Commander of Operations will maintain open communication with the scene supervisor of the respective agency where the incident is occurring. Unless the Commander of Operations relinquishes his control to another person outside the ERU, no other person, who is not in a leadership position within the ERU, will attempt to direct, supervise, or control any element or member of the ERU.

ERU members become subordinate to the Commander of Operations, Team Leader, and Assistant Team Leaders until the ERU's ranking member determines that the activation is over. In the absence of ranking members during operations, the most senior member present will assume control to ensure continuity of command during operations until relieved by a more ranking ERU member.

6. POLICY; POLICY CONFLICT:

Policy

ERU members will comply with the provisions of the Sherburne County Sheriff's Office ERU policy and SOP, as well as their respective agency's policy and procedural manual. The policy and SOP will be made available to ERU members on at least an annual basis, and it is the responsibility of the ERU members to familiarize themselves with both. The policy and SOP may be updated or amended by the Commander of Operations in consultation with the Team Leader.

Policy Conflict In the event of a direct conflict, the policies and procedures of the member's home agency shall govern. However, the Commander of Operations or designee shall work with the member's governing authority (Chief Law Enforcement Officer, executive management, etc.) to resolve any known conflicts that exist between policies and procedures.

7. ACTIVATION PROCEDURE:

The supervisor in charge at the scene of a particular event will assess whether the ERU should respond. Upon final determination, the Commander of Operations, or available command staff personnel if the Commander of Operations is unavailable, shall be notified.

If the decision is made to not activate, the Commander of Operations or designee will notify the requesting individual of the decision.

The Commander of Operations or Team Leader will keep a current list of ERU members in the Sherburne County Dispatch Center. This list will be updated when changes occur so members, Chief Law Enforcement Officers, and all other necessary personnel are placed on the call-out list.

Requests for assistance from agencies outside Sherburne County will be sent to the Commander of Operations or available command staff personnel if the Commander of Operations is unavailable.

8. SELECTION AND RETENTION:

Interested licensed personnel who have at least one year of licensed peace officer experience shall submit a letter of interest to the ERU Team Leader. The Chief Law Enforcement Officer of the agency shall approve the letter of interest before it is sent to the ERU Team Leader. Qualifying applicants will then be invited to participate in the testing process. The order of the test will be given at the discretion of the Team Leader. The testing process will consist of a handgun qualification, rifle qualification, fitness test, interview, and evaluation in accordance with ERU Policy and SOP's. The Team Leader will present the team's recommendation for new members to the Commander of Operations or designee of the Sheriff for final approval.

Once accepted and assigned to the ERU, all members (except Commander of Operations), regardless of rank or position, must maintain acceptable standards of performance. This includes passing firearms and fitness qualifications per ERU SOP. Continual evaluation of an ERU member's performance and efficiency as it relates to the positive operation of the unit shall be conducted by the Team Leader. Any ERU member not meeting the required standards is subject to removal from the team..

An ERU member may voluntarily withdraw from the team at any time, for any reason. A member may be removed from the team, when requested by his/her department's administration, or when deemed necessary for the good of the ERU by a consensus of the ERU leadership and approval by the Sheriff.

9. . TRAINING STANDARDS:

The ERU will conduct training an average of one, eight (8) hour day per-month. Two months of each calendar year will involve a forty (40) hour training event in lieu of the standard eight (8) hour day. Annual training will total at least 160 hours. All agencies will make every effort to ensure participation of their ERU members in training and team operations. However, it is recognized that at times all members may not be able to respond to an operation or training due to manpower issues within their respective agencies..

The ERU will train on appropriate subjects related to the mission of the team. Training will be performance oriented and ERU task specific. All training will be documented, and training records will be maintained on file with the Team Leader. Training records will be available to all parties of this agreement upon request to the Commander of Operations.

It is the sole responsibility of each agency in the agreement to maintain and document POST required training for their ERU members. Training records will be available to all agencies for parties of this Agreement upon request of the Commander of Operations.

Training Attendance Requirements.

In general, attendance will be required by all ERU members to be a member in good standing per this agreement. Under certain circumstances, ERU members may be excused from training by the Team Leader. ERU members are required to attend at minimum 80% (128 hrs.) of the annual training hours. Any member unable to meet minimum training standards is subject to removal from the ERU .

10. DOCUMENTATION:

Mission Planning:

The ERU will utilize a written planning and risk assessment process for all operations that are proactive or anticipatory in nature, such as high-risk warrant service.

The Team Leader or Assistant Team Leader will log all events and record them in a call-out summary for all ERU operations and will also cause all planning or decision-making documents to be recorded. These documents will be stored in a file maintained by the Commander of Operations or designee. A radio operations log will be maintained during ERU operations when applicable or possible.

Activation:

The Commander of Operations and Team Leader will ensure documentation of all activations and use of the team. The Commander of Operations or designee will establish and maintain a system of documentation to include a post-incident report as well as supplemental documentation to include pre-operation planning (Operation Plan) and scouting, briefings, threat assessments, use of force reports, supplemental narratives, etc. Documentation will provide details of the operation to include any use of force, property damage, justification for the use of the ERU and pertinent information required for follow up investigators, prosecutors, etc. All ERU members part of an activation are required to complete a supplemental report documenting their actions.

Incident Debrief:

At the completion of all operations and significant training events the Team Leader will conduct a review with ERU members. The purpose of this review will be to create a forum for members to offer information for the improvement of the team. The review will be formatted to develop the following information: Positive Factors, Negative Factors, and Solutions for the Negative Factors.

Training:

Following all training events, the Team Leader or designee will complete a training summary to document training topics, equipment usage and attendance.

11. UNIFORM AND EQUIPMENT STANDARDS:

Standard Issue Equipment:

All law enforcement agencies of the parties to this agreement, upon initial assignment to the ERU, will ensure their ERU member is equipped with at minimum the following approved personal protective equipment (PPE) and individually assigned equipment; or as otherwise required as part of this agreement to support the ERU mission. Equipment must be approved by the Commander of Operations or designee.

- *Ballistic helmet meeting current NIJ standards.
- *Entry vest complete with wrap around ballistic protection meeting current NIJ standards.
- *Front and rear plates for entry vest to increase effectiveness of base protection.
- *Belt and pistol holster that accepts a tac light.
- *Pouches, magazine holders, cuff holder, flashlight holder, and other tactical accessories.
- *Individual First Aid Kit (IFAK) with recommended contents (chest seal x2, tourniquet, combat gauze, airway).
- *CBRN rated Air Purifying Respirator (APR) with voice projection unit (VPU) and comms capability.
- *Ballistic protective eyewear (spectacles or goggles) with impact protection equal to or exceeding *ANSI Z87.1*.
- *Hearing protection meeting or exceeding current NIJ standards.
- *Portable radio and communication accessories (headsets, batteries, mics, Push-To-Talk, APR adapter, etc.).
- *Individually assigned short barrel rifle with the following approved accessories: Red
dot sight or other approved optic (recommended)
Tactical light
Weapon sling
Suppressor
Laser sight (recommended) IR
light source (recommended)
- *Individually assigned handgun:
Red dot sight (recommended)
Tactical light
- *Simunition pistol with 3 blue training magazines.
- *Simunition bolt for rifle and 3 translucent training magazines.
- *Ammunition for duty and training.
- *Tactical Response Uniform x2 (combat shirt and pants). *Rain/inclement
weather gear (coat and pants).

Other equipment and accessories determined necessary to maintain mission readiness as approved by the Commander of Operations or designee, required by current ERU protocols and mission requirements.

ERU members will utilize appropriate utility type uniforms, of an approved color/pattern, and footwear. Uniforms will utilize clearly visible and identifiable placards, patches, badges, or lettering that identifies the wearer of the uniform as a law enforcement officer. All other items of personal wear or equipment must be approved by the Commander of Operations or designee.

ERU members and their agency are responsible for the care, security, maintenance, serviceability, replacement, and readiness of their individually assigned weapons and equipment.

Specialty Equipment:

Recognizing that the missions of the ERU are performed in a hazardous environment, and recognizing that the safety of innocent citizens, officers, and suspects is often jeopardized by the hazardous conditions, it shall be the intent of the ERU to utilize special equipment, as listed below, in an attempt to lessen the risk of injury or death to all involved during the performance of ERU operations. Specialty equipment may be shared by parties as they are able. The ERU recognizes, however, that the use of special equipment in no way implies or guarantees that injury or death will not occur during ERU operations and training. Specialty equipment includes but is not limited to the following: entry firearms, sniper rifles, less lethal devices and chemical munitions, distraction devices, breaching tools, bunkers, armored vehicles, thermal imagers, night vision equipment, and lasers devices.

Due to the nature of critical incidents and tactical operations, the ERU may also train with and utilize other special equipment as authorized by the Commander of Operations or other authority. This special equipment may include but is not limited to: electronic surveillance equipment, tactical robots, Small Unmanned Aircraft Systems (sUAS) or drones, All Terrain Vehicles (ATV) or Off Highway Vehicles (OHV), throw phones and other tactical tools, equipment, and options available to the team during critical incidents.

The Commander of Operations or designee will ensure that ERU members are properly familiarized and trained in the use of equipment. The Commander of Operations or designee will be responsible for establishing the certification standards and criteria for the team.

Equipment Damages; General Responsibility and Liability

Regarding property that is owned by a party to this agreement and used during ERU training or operations, each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other member for damages to or loss of its equipment, even if the damage or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Equipment - Agreement Termination; Member Separation; Possession

While this agreement remains in effect, equipment purchased by each party will remain the property of that party. If this agreement is terminated, or a party withdraws from this agreement, the property of the withdrawing party remains the property of that party, i.e. entry vests, individual member equipment, weapons and munitions, specialty equipment, etc.

12. BUDGET AND FINANCE:

The Sherburne County Sheriff's Office shall provide a budget for the basic operations of the ERU. The Sherburne County Sheriff's Office shall provide budgeting and accounting services as necessary or convenient for the ERU.

Other costs incurred by Sherburne County include fees associated with required training conferences, events, range and facility rental, memberships, Simunition rounds, chemical and impact munitions for deployment and training, and activation/deployment software.

Parties acknowledge and agree that Sherburne County will assess each party an annual, non-refundable fee assessed per each ERU member to cover training and other operational expenses related to this agreement. Sherburne County will establish the fee and notify each party of the fee by December 1 of the preceding year. The fee is to be paid in January of each calendar year. If a party fails to pay the fee by February 1 of the applicable year the unpaid member is subject to removal from the ERU.

Parties will provide and maintain basic uniforms and equipment for their members according to the standard issue equipment list. Specialty equipment supplied by a party for use with ERU will be the responsibility of that party and remain property of that party. Operational costs, maintenance, and other expenses related to specialty equipment will be covered by the party having ownership.

If a party or group of parties to this agreement seek support for the ERU through application for and/or acceptance of gifts, grants, or loans of money or other property (excluding real property), or otherwise seek assistance from the federal, state, political subdivision of government or any person, association or agency, the party or parties agree to comply with the terms of the grant, gift, or loan with respect to the use and disposal of such money or property.

ERU does not have the authority to seize property for purposes of Minn. Statute 609.531-609.5318.

All property and cash monies obtained through forfeiture that are derived from ERU operations shall remain the property of the law enforcement agency of record wherein the operation occurred.

13. WAGES, BENEFITS AND INSURANCE:

All ERU members are considered on-duty by their respective agencies for all ERU training, actual operations, or other ERU related functions. ERU member's wages and benefits, such as insurance, will be covered by their respective agencies at all times. Appointment of personnel as an ERU member pursuant to this Agreement shall not obligate any Party to pay any premium pay to its appointed employees except as provided by the collective bargaining agreement between the Party and its collective bargaining unit.

Each ERU member's agency will maintain workers' compensation insurance or self-insurance coverage at all times while members are training, taking part in operations, or other ERU related functions pursuant to this agreement. Each agency who is a party to this agreement shall provide its own liability insurance for their ERU member(s) while they are performing all ERU functions in or outside of their jurisdiction, pursuant to this agreement. Each party waives the right to sue any other party for workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

If assistance provided pursuant to this agreement is reimbursable by an outside source, any agency whose officers provided assistance may submit itemized bills for the actual cost of any assistance provided, including salaries, overtime, materials and supplies, to the Commander of Operations. The Commander of Operations shall

submit the invoices to the reimbursing entity. The reimbursing entity shall reimburse Sherburne County for the actual cost, and Sherburne County shall forward the reimbursement to the appropriate agency.

14. LIABILITY:

Definitions

“Requesting Party” means a party to this agreement that requests assistance from other parties.

“Responding Party” means a party to this agreement that provides assistance to a requesting party.

Municipal tort liability

For purposes of determining total liability for damages, the parties are considered a single governmental unit and the total liability for all parties shall not exceed the limits on governmental liability for a single governmental unit, subject to the limits of liability under *Minnesota Statutes Chapter 466* and other applicable laws, rules, and regulations, including common law. Under no circumstances shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in *Minnesota Statutes Chapter 466* applicable to any one party. The statutory limits of liability for some or all of the parties may not be added together or stacked to increase the maximum amount of liability for any one party pursuant to *Minnesota Statutes*

§ 471.59, subd. 1a.

The requesting party agrees to defend and indemnify the responding party against any claims brought or actions filed against the responding party or any officer, employee, or volunteer of the responding party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the requesting party pursuant to this agreement.

The intent of this paragraph is to impose on each requesting party a limited duty to defend and indemnify a responding party for claims arising within the requesting party's jurisdiction subject to the limits of liability under *Minnesota Statutes Chapter 466*. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

For the purposes of the *Minnesota Municipal Tort Liability Act (Minn. Stat. 466)*, the employees and officers of the responding party are deemed employees (as defined in *Minn. Stat. 466.01, subdivision (6)*) of the requesting party.

No party to this agreement nor any officer of any party shall be liable to any other party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this agreement.

Nothing in this Agreement shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any party for any act or omission for which the officer, employee or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.

Charges to the Requesting Party

No charges will be levied by a responding party to this agreement for assistance rendered to a requesting party under the terms of this agreement unless that assistance continues for a period of more than 24 hours. If assistance provided under this agreement continues for more than 24 hours, the responding party may submit to the requesting party an itemized bill for the actual cost of any assistance provided after the initial 24 hour period, including salaries, overtime, materials and supplies and other necessary expenses; and the requesting party will reimburse the party providing the assistance for that amount.

15. AGREEMENT:

Periodic review:

The Commander of Operations will periodically review and, when necessary, update this agreement. The Commander of Operations will then cause this agreement to be reviewed and approved, by signature, by the participating parties.

Modification to the Agreement:

All amendments or modifications to this agreement must be in writing and approved by all parties. Any such amendment shall be in writing and will be attached to this agreement.

Withdrawal. Any Party may withdraw from this Agreement upon 90 days' written notice to all other Parties. Withdrawal by any Party shall not terminate this Agreement with respect to any Parties who have not withdrawn. Withdrawal shall not discharge any liability incurred by any Party prior to withdrawal. Such liability shall continue until discharge by law or agreement.

Minnesota Law:

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Minnesota.

Severability:

The provisions of this agreement shall be severable, and if any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid, or unenforceable, the remainder of the agreement or portion thereof shall remain in full force and effect.

Entire Agreement:

This agreement contains the entire agreement of the parties hereto. Except as stated in this agreement, no party has relied on any statement, promise inducement, or representation of the other. This agreement supersedes any and all other prior statements and agreements between the parties relating to the subject matter contained herein.

SHERBURNE COUNTY

BOARD CHAIR

DATE:_____

ATTEST:

COUNTY ADMINISTRATOR

DATE:_____

ATTEST:

SHERBURNE COUNTY SHERIFF

DATE:_____

EFFECTIVE DATE:
Supersedes:

CITY OF BECKER

BOARD CHAIR

DATE:

ATTEST:

CITY ADMINISTRATOR

DATE:

ATTEST:

CHIEF OF POLICE

DATE:

EFFECTIVE DATE:
Supersedes:

CITY OF BIG LAKE

MAYOR

DATE: _____

ATTEST:

CITY ADMINISTRATOR

DATE: _____

ATTEST:

CHIEF OF POLICE

DATE: _____

EFFECTIVE DATE:

Supersedes:

DRAFT



AGENDA ITEM

Big Lake City Council

Prepared By: Marie Popp, Community Development Director	Meeting Date: 4/15/2026	☐ Regular Agenda Item ☒ Consent Agenda Item	Item No. 60
Item Description: Big Lake Pizza Factory, Inc. Assignment of Purchase Agreements to RM Specialties LLC	Reviewed By: Hanna Klimmek, City Administrator		
	Reviewed By: N/A		

ACTION REQUESTED

By approving this item on the Consent Agenda, Council would be approving an Assignment of Purchase Agreement for the city-owned property located at 616 Rose Drive.

BACKGROUND/DISCUSSION

On September 11, 2024, the City Council approved a Purchase Agreement between the City of Big Lake and Big Lake Pizza Factory, Inc. for the sale of city-owned property located at 616 Rose Drive. Upon completion of the sale, Mr. Robert Monson, owner of Big Lake Pizza Factory, Inc., plans to relocate his business to this new location.

The Purchase Agreement contemplates the possibility for Mr. Monson to 'assign' or transfer the purchase agreement to another entity. Mr. Monson requested the Purchase Agreement be assigned to RM Specialties LLC. Big Lake Pizza Factory will still be the occupant of the 616 Rose Drive property, but through a lease with RM Specialties LLC.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends Council approve an Assignment of Purchase Agreement for the city-owned property located at 616 Rose Drive.

ATTACHMENTS

Assignment of Purchase Agreement Document

ASSIGNMENT OF PURCHASE AGREEMENTS

The Big Lake Pizza Factory, Inc., a Minnesota corporation, (“Assignor”), does hereby assign its interest in the Purchase Agreements (“Purchase Agreements”) dated the 11th day of September, 2024, as amended, by and between the City of Big Lake (“Seller”) and the Assignor, to the RM Specialties, LLC, a Minnesota limited liability corporation (“Assignee”) for the conveyance of the property legally described as Unit 2, CIC No. 65, Big Lake Center, Sherburne County, Minnesota which Purchase Agreement is attached hereto as Exhibit A, and the Assignee hereby accepts the assignment of the Purchase Agreements.

ASSIGNOR:

BIG LAKE PIZZA FACTORY, INC.

By: _____
Robert Monson, President

ASSIGNEE:

RM SPECIALTIES, LLC

By: _____
Robert Monson, Its _____

CONSENT TO ASSIGNMENT OF PURCHASE AGREEMENT

The City of Big Lake, a Minnesota municipal corporation (“Seller”) hereby
consents to the foregoing Assignment

Dated this _____ day of _____, 2026.

CITY OF BIG LAKE

By: _____
Paul Knier, Mayor

And: _____
Hannah Klimmek, City Administrator

EXHIBIT A

SALE AND PURCHASE AGREEMENT

THIS SALE AND PURCHASE AGREEMENT (the "**Agreement**"), is made as of September 11, 2024 (the "**Effective Date**" of this Agreement) between **CITY OF BIG LAKE**, a Minnesota municipal corporation ("**Seller**") and **BIG LAKE PIZZA FACTORY, INC.**, a Minnesota corporation ("**Buyer**").

In consideration of the mutual covenants and agreements hereinafter contained, the parties agree as follows:

1. SALE OF PROPERTY. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the following (collectively, "**Property**"):

(a) **Real Property.** The real property located at 616, Rose Drive in the City of Big Lake, Sherburne County, Minnesota (PID 65-00556-0002), except approximately 377 square feet currently occupied by the municipal liquor store as depicted on attached Exhibit A ("**Land**"), subject to replat as a single tax parcel, together with (1) all improvements located on the Land and fixtures located thereon, including without limitation, all water and sewer taps, all equipment used in connection with the operation thereof, such as elevators, security and alarm systems, and heating and air conditioning systems and (2) all easements and rights benefitting or appurtenant to the Land (collectively the "**Real Property**"), subject to certain encumbrances, if any.

(b) **Material Contracts.** The Seller's entire right and interest in and to all utility deposits, all supplier, vendor or other contracts relating to the Property, and not cancelable on sale or upon thirty (30) days' notice and all licenses, permits and warranties now in effect with respect to the Property (the "**Material Contracts**").

2. PURCHASE PRICE AND MANNER OF PAYMENT. The purchase price ("**Purchase Price**") to be paid by Buyer to Seller shall be One Hundred Sixty-Six Thousand Three Hundred Eighty-One and No/100 Dollars (\$166,381.00), subject to satisfaction of certain due diligence and other contingencies described herein. The Purchase Price shall be paid as follows:

(a) **Earnest Money.** \$5,000.00 as earnest money ("**Earnest Money**") which shall be deposited with the Title Company (defined below) within three (3) business days after full execution and delivery of this Agreement. The Earnest Money shall be applied to the Purchase Price at Closing. The Earnest Money shall become be non-refundable after expiration of the due diligence period described below, except as otherwise provided under Sections 3, 4, 5, 10, 12, and 24 of this Agreement.

(b) **Closing Payment.** The balance of the Purchase Price (subject to prorations and adjustments provided herein) shall be payable in full at Closing (as defined below)

by cash, certified funds, title company check or by wire transfer of immediately available funds.

3. CONDITIONS TO BUYER'S OBLIGATIONS. The obligations of Buyer under this Agreement are conditioned upon satisfaction or waiver by Buyer of each of the following by the respective dates indicated:

(a) Access. Seller shall allow Buyer and Buyer's agents access to the Property without charge and at all reasonable times for the purpose of investigation and testing. Buyer and its duly authorized agents will have the right during the period from the Effective Date until thirty (30) days after the Effective Date to enter in and upon the Property to complete its due diligence, including without limitations, completing investigation and testing. If such testing reveals any condition or circumstances which Buyer finds objectionable for any reason, in Buyer's sole and absolute discretion, Buyer shall have the right and option to terminate this Agreement by written notice delivered to Seller on or before the Inspection Deadline as set forth herein. Buyer shall pay all costs and expenses of such investigation and testing and shall indemnify, defend and hold Seller and the Property harmless from all costs and liabilities relating to Buyer's activities; provided that Buyer shall not be responsible for existing conditions on the Property nor the cost of investigations or studies completed by Seller before the Effective Date. Buyer shall further repair any damage to the Property caused by or occurring as a result of Buyer's testing, provided the foregoing obligation does not apply to conditions existing upon the Property before Buyers' entry thereon. The foregoing covenants shall survive the termination or cancellation of this Agreement.

(b) Seller's Documents. No later than fifteen (15) days after the Effective Date, Seller shall deliver or otherwise make available to Buyer, without charge, true, correct and complete copies of the documents listed on Exhibit B attached hereto ("Seller's Documents"). Buyer shall be satisfied with its review of the Seller's Documents.

(c) Title. Title shall have been found acceptable by Buyer in its sole discretion, or been made acceptable, in accordance with the requirements and terms of **Section 5** below.

(d) Representations and Warranties. The representations of Seller contained in this Agreement will be true now and on the Closing Date as if made on the Closing Date.

(e) Lease Termination. Buyer and the Big Lake Economic Development Authority entering into a lease termination within thirty (30) days of the Effective Date for a portion of the property located at 160 Lake Street North effective upon the earlier of (i) the opening of a restaurant on the Property or (ii) 180 days after the Closing Date ("Lease Termination").

(f) Financing. Buyer intends to obtain financing through the Small Business Association loan program to pay the balance on the Purchase Price. The Buyer must present to the Seller a binding commitment for financing the purchase of the Property within thirty (30) days of the Effective Date. The terms of the financing must be acceptable

to and approved by the Buyer. In the event that the Buyer fails to obtain financing within the time allotted, this Agreement shall automatically terminate and all funds paid to by the Buyer shall be returned to the Buyer.

(g) Replat. Seller replatting the Property to create a single tax parcel prior to Closing.

If any condition set forth in this **Section 3** has not been satisfied or waived within the time period specified for the relevant contingency under this Section then Buyer may, at Buyer's option, terminate this Agreement. Upon such termination, the Earnest Money shall be immediately returned to Buyer and upon such return neither party will have any further rights or obligations under this Agreement except for the covenants made in **Section 3(a), Section 8 and Section 10** (the "**Surviving Covenants**"). If Buyer has not terminated this Agreement on or before the dates specified in this Section, then Buyer shall be deemed to have waived the contingencies set forth herein.

4. CONDITIONS TO SELLER'S OBLIGATIONS. The obligations of Seller under this Agreement are conditioned upon satisfaction or waiver by Seller of each of the following by the respective dates indicated:

(a) Replat. Seller replatting the Property to create a single tax parcel prior to Closing.

(b) Lease Termination. Buyer and the Big Lake Economic Development Authority entering into a lease termination within thirty (30) days of the Effective Date for a portion of the property located at 160 Lake Street North effective upon the earlier of (i) the opening of a restaurant on the Property or (ii) 180 days after the Closing Date ("**Lease Termination**").

If any condition set forth in this **Section 4** has not been satisfied or waived within the time period specified for the relevant contingency under this Section then Seller may, at Seller's option, terminate this Agreement. Upon such termination, the Earnest Money shall be immediately returned to Buyer and upon such return neither party will have any further rights or obligations under this Agreement except for the covenants made in **Section 3(a), Section 9 and Section 11** (the "**Surviving Covenants**").

5. TITLE MATTERS. Title examination shall be conducted as follows:

(a) Title Evidence. Within fifteen (15) days of the date of this Agreement, Seller shall be responsible for obtaining a title insurance commitment ("**Title Commitment**") from Land Title, Inc. (the "**Title Company**").

(b) Buyer's Objections. Buyer shall be allowed thirty (30) business days after the receipt of the Title Commitment (the "**Review Period**") for examination of title and to render any written objections to Seller as to matters shown on the Title Evidence ("**Objections**"). Buyer shall be deemed to have automatically made Objections to any mortgage, judgment, tax lien, mechanic's lien or any other monetary lien against the Property (collectively "**Monetary Liens**"). With respect to any update to the Title

Commitment, Buyer shall have fifteen (15) days after Buyer's receipt of the applicable updated Title Commitment to notify Seller of any Objections; provided that Buyer shall not have the right to object to any matters that were shown on a previous Title Commitment and not timely objected to by Buyer. Seller shall have no obligation to correct any Objections; provided, however, Seller shall cause to be satisfied at Closing all voluntary Monetary Liens (mortgages and other liens which Seller has consented to or joined in) out of proceeds from Closing on the Closing Date if they are not satisfied prior thereto. At Closing, Buyer shall have the right to require endorsement(s) to the Title Policy, at buyer's cost. If the Objections are not cured prior to the Closing Date, Buyer will have the option to do any of the following by notice provided to Seller:

(i) Terminate. Terminate this Agreement pursuant to **Section 3** herein, on or before the Closing Date. Upon such termination, neither Seller nor Buyer shall have any further rights or obligations under this Agreement, except for the Surviving Covenants. Buyer shall be entitled to return of the Earnest Money; or

(ii) Waive. Waive the Objections and close the transaction contemplated by this Agreement as if such Objections had not been made or waive the Objections pending Seller's cure of the objections at or before Closing, in which case, Buyer's right to terminate this Agreement under **Section 3** will extend until Closing.

(c) Title Policy. If the Closing occurs, Title Company shall issue an owner's title insurance policy ("**Title Policy**") pursuant to the Title Commitment, or a suitable marked up of the Title Commitment initiated by the Title Company undertaking to issue such a Title Policy within a reasonable time in the form required by the Title Commitment as approved by Buyer.

6. **CLOSING PROCEDURES.**

(a) Closing Date. The closing of the purchase and sale contemplated by this Agreement (the "**Closing**") shall occur on or before December 31, 2024 or such later date as mutually agreed to by the Buyer and Seller (the "**Closing Date**") or as otherwise extended under the terms of this Agreement. The Closing shall take place at 10:00 a.m. local time at the office of Title Company, or such other time or location as determined by the Buyer and shall be completed through escrow of closing documents and funds with the Title Company.

(b) Seller's Closing Documents. On the Closing Date, Seller shall execute and/or deliver to Buyer the following (collectively, the "**Seller's Closing Documents**");

(i) Deed. A Limited Warranty Deed (the "**Deed**"), in recordable form, conveying marketable title to the Property to Buyer, free and clear of all encumbrances, other than those encumbrances not objected to or waived pursuant to **Section 5** above;

- (ii) Seller's Affidavit. The standard owner's affidavit as may be required by the title Insurer to issue the Title Policy in the form required by **Section 5** above;
 - (iii) FIRPTA Affidavit. A non-foreign affidavit, properly executed and in recordable form, containing such information as is required by IRC Section 1445(b)(2) and its regulations;
 - (iv) Well Disclosure Statement. A Well Disclosure Statement, properly executed and in recordable form, disclosing any wells existing on the property or, if no wells, a statement to that effect on the Deed;
 - (v) Keys, access codes or key fobs to all locks on the Property;
 - (vi) Other Documents. All other documents reasonably determined by Buyer or the Title Company to be necessary to transfer the Property to Buyer, provided the same are acceptable to Seller, including a Closing Statement, which shall also be joined in by Buyer.
- (c) Buyer's Closing Documents. On the Closing Date, Buyer will execute and/or deliver to Seller the following (collectively, "**Buyer's Closing Documents**"):
- (i) Purchase Price. The Purchase Price to be paid as required by **Section 2** hereof;
 - (ii) Lease Termination; and
 - (iii) Title Documents. Such affidavits of Buyer or other documents as may be reasonably required by the Title Company in order to record Seller's Closing Documents and issue the Title Policy.
- (d) Possession. Seller shall deliver possession of the Property not later than the actual date of closing.

7. PRORATIONS. Seller and Buyer shall make the following prorations and allocations at the Closing:

- (a) Title Insurance and Closing Fee. Seller shall pay the cost of the Title Commitment, the related title searches. Buyer shall pay the cost of the premium for the Title Policy and all other endorsements. Buyer and Seller will each pay one-half of any reasonable and customary closing fee or charge imposed by the Title Company.
- (b) Deed Tax. Seller shall pay all state deed tax due on the Deed to be delivered by Seller under this Agreement.
- (c) Real Estate Taxes and Special Assessments. General real estate taxes and installments of special assessments payable therewith ("Taxes") due and payable in the year prior to the year in which the Closing Date occurs shall be paid by Seller.

Real estate taxes payable in the year of Closing shall be prorated between Seller and Buyer on a calendar year basis as of the date of Closing. Seller shall pay all levied special assessments against the Property which are due and payable for all years prior to the year of the Date of Closing, and Buyer shall assume all pending and levied special assessments as of the Date of Closing and thereafter. Buyer shall pay all real estate taxes and pending and levied special assessments due and payable in the year following Closing and thereafter.

- (d) Replat of Property. Seller shall pay all costs associated with replatting 616 Rose Drive to establish the Property as a single tax parcel.
- (e) Recording Costs. Seller will pay the cost of recording all documents necessary to place record title in Seller. Buyer will pay the cost of recording all other documents.
- (f) Attorneys' Fees. Seller and Buyer shall each pay its own attorneys' fees in connection with the preparation and negotiation of this Agreement and the Closing.
- (g) Utilities. Final readings on all gas, water and electric meters shall be made as of the Closing Date, or as soon thereafter as is possible. Seller shall be responsible for all charges for consumption of utilities through the Closing Date.
- (h) Operating Costs. Other operating costs shall be prorated between the Seller and Buyer as of the Closing Date, with Seller paying all such items applicable to the period through the Closing Date.
- (i) Other Costs. All other income, rents, fees, costs, expenses, operating costs of the Property and any other income or expenses shall be prorated between Seller and Buyer as of the Closing Date.

8. OPERATION PRIOR TO CLOSING. During the period from the Effective Date through the Closing Date (the "**Executory Period**"), Seller shall not execute any contracts, leases, or other agreements regarding the Property, nor perform any act that would impair or encumber the title to the Property or affect the condition of the Property.

9. REPRESENTATIONS BY SELLER. Seller represents and warrants to Buyer as follows, which representations shall be true and correct as of the Closing:

- (a) Authority. Seller's execution, delivery, and performance by Seller of such documents does not conflict with or result in a violation of any judgment, order, or decree of any court or arbiter to which Seller is a party, or any agreement by which Seller is bound; and such documents are and shall be valid and binding obligations of Seller, enforceable in accordance with their terms.

(b) Title to Property. At Closing, Seller will own and have good and marketable title to the Property, free and clear of all liens, agreements, encumbrances, mortgages, or other restrictions; and Buyer will receive good and absolute fee title thereto, free from any liens, charges or encumbrances thereon.

(c) Mechanic's Liens. All labor and materials which have been provided to the Property have been fully paid for or will be fully paid for, prior to the Closing Date.

(d) Rights of Others to the Property. Seller has not entered into any other contracts for the sale of the Property, nor are there any effective rights of first refusal or options to purchase the Property or any other legal or equitable rights of others that might prevent the consummation of this Agreement or the development and use of the Property as Buyer intends.

(e) Storage Tanks. There are no above-ground or underground tanks located in or on the Property.

(f) Wells and Septic. Seller knows of no wells on the Property. At the time of Closing, Seller will deliver any required well certificate pursuant to applicable laws. To Seller's knowledge, there is no "individual sewage treatment system" within the meaning of Minn. Stat. Section 115.55 on or serving the Property.

(g) Litigation and Other Matters. Seller has received no notice, and has no knowledge of any pending notice, of a violation of any statutes, ordinances, regulations, judicial decrees, or orders, or the pendency of any lawsuits, administrative or arbitration hearings, governmental investigations, proceedings, applications, petitions, or other matters affecting the Property or the use thereof, except those which may have been initiated by or participated in by Buyer.

(h) Proceedings. There is no action, litigation, investigation, condemnation or proceeding of any kind pending or, to the best knowledge of Seller, threatened against Seller with respect to the Property. Seller hereby acknowledges that the sale of the Property is a voluntary sale and not under threat of condemnation and the payment of the Purchase Price does not include payment for Relocation Benefits and Minimum Compensation Benefits and hereby releases Purchaser from any liability for payment of additional relocation payments pursuant to the Act (or other federal or state law provisions) with respect to the Property.

(i) Environmental.

(1) To the best of Seller's knowledge there are no Hazardous Substances stored, deposited or located within the Property or under the surface of the Property. For purposes of this representation, the term "**Hazardous Substances**" means asbestos and asbestos-containing materials, polychlorinated biphenyls, nuclear fuel or materials, chemical waste, radioactive materials, explosives, known carcinogens, petroleum products, or other dangerous, toxic, or hazardous pollutant, contaminant,

chemical, material or substance defined as hazardous or as a pollutant or contaminant in, or the release or disposal of which is regulated by, any Environmental Laws. For purposes of this Agreement, the term "**Environmental Laws**" shall mean the Comprehensive Environmental Response, Compensation and Liability Act of 1980 ("**CERCLA**"), 42 U.S.C. §§ 9601-9657, as amended, and any other federal, state and local laws, rules and regulations dealing with Hazardous Substances, the environment or public health.

(2) To the best of Seller's knowledge, the Property is in compliance with all applicable environmental laws, rules, regulations and ordinances.

(j) FIRPTA. Seller is not a "foreign person," "foreign partnership," "foreign trust" or "foreign estate," as those terms are defined in Section 1445 of the Internal Revenue Code.

(k) Protected Historical Sites. To Seller's knowledge, the Property does not have any American Indian burial grounds, other human burial grounds, ceremonial earthworks, historical materials, and/or other archeological sites that are protected by federal or state law. Buyer's obligation to close is contingent upon Buyer determining to Buyer's satisfaction that the Property does not have any American Indian burial grounds, other human burial grounds, ceremonial earthworks, historical materials, and/or other archeological sites that are protected by federal or state law.

(l) Compliance with Laws. To the best of Seller's knowledge, the Property and the current use thereof fully complies with all existing local, state and federal regulations concerning the maintenance and operation of the Property, including zoning, building, health and safety, fire safety, and environmental codes and laws. No notice of violations of the same have been received.

(m) Conditions. To the best of Seller's knowledge, the buildings and improvements currently constructed on the Property, have been constructed in a good and workman like manner in compliance with all applicable building, health and safety laws, codes and ordinances.

(n) No Defaults Under Assumed Contracts. To Seller's knowledge, there are no defaults, or conditions that may constitute a default with the passage of time, under the Assumed Contracts, and to Seller's knowledge all Assumed Contracts are valid, enforceable and currently being performed by all parties.

(o) Seller's Defaults. To Seller's knowledge, Seller is not in default concerning any of its other obligations or liabilities regarding the Property and the representations contained in this Agreement are true and correct.

(p) Assessments. Seller has received no notice of actual or threatened imposition of any special assessment or any reassessment of the Real Property's current real estate tax valuation. The Property is not subject to any agreement for a minimum assessment value.

(q) Methamphetamine Disclosure. To the best of Seller's knowledge, methamphetamine production **HAS NOT** occurred on the Property.

Seller will indemnify Buyer, its successors and assigns, against, and will hold Buyer, its successors and assigns, harmless from, any expenses or damages including reasonable attorneys' fees, that Buyer incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after closing. Each of the representations and warranties herein shall survive the Closing for a period of one (1) year. Consummation of this Agreement by Buyer with knowledge of any breach of such representations and warranties by Seller shall not constitute a waiver or release by Buyer of any claims due to such breach.

10. DAMAGE. If, prior to the Closing Date, all or any part of the Property is substantially damaged by fire, casualty, the elements or any other cause, Seller shall immediately give notice to Buyer of such fact and at Buyer's option (to be exercised within ten (10) days after Seller's notice), this Agreement shall terminate, in which event neither party will have any further obligations under this Agreement. If Buyer fails to elect to terminate despite such damages, or if the Property is damaged, but not substantially, Seller shall assign to Buyer all right to receive the proceeds of all insurance related to such damage and the Purchase Price shall remain the same. For purposes of this Section, the words "substantially damaged" mean damage that in the aggregate would cost Ten Thousand and no/100 Dollars (\$10,000.00)

11. REPRESENTATIONS AND INDEMNITY BY BUYER. Buyer represents to Seller that Buyer has the power and authority to execute this Agreement and any Buyer's Closing Documents signed by it; that all such documents have been authorized by all necessary action on the part of Buyer and at the Closing shall have been duly executed and delivered; that the execution, delivery, and performance by Buyer of such documents does not conflict with or violate any judgment, order or decree of any court or arbiter or any agreement by which Buyer is bound; and that all such documents are valid and binding obligations of Buyer and are enforceable in accordance with their terms.

The representations in this Section shall survive the Closing.

12. CONDEMNATION. If, prior to the Closing Date, any governmental entity commences any eminent domain proceedings ("**Proceedings**") against all or any part of the Property, Seller shall immediately give notice to and Buyer shall have the right to terminate this Agreement and receive back all Earnest Money by giving notice thereof to Seller within thirty (30) days after Seller's notice. Upon such termination, neither Seller nor Buyer shall have any further rights or obligations under this Agreement, except for the Surviving Covenants. If Buyer does not give such notice, then there shall be no reduction in the Purchase Price, provided, however, that Seller shall assign to Buyer at the Closing Date all of Seller's right, title, and interest in and to any award made or to be made in the Proceedings. Prior to the Closing Date, Seller shall not designate counsel, appear in, or otherwise act with respect to the Proceedings without Buyer's prior written consent.

13. ASSIGNMENT. Neither Seller nor Buyer may assign its rights under this Agreement for any other purpose, without the prior written consent of the other party.

14. SURVIVAL. All of the covenants and representations made in this Agreement which either by their terms expressly survive Closing, or are contained in any schedule, exhibit, certificate, or document delivered at Closing, will survive and be enforceable after the Closing for a period of one (1) year.

15. NOTICES. Any notice required or permitted to be given under any provision of this Agreement shall be in writing and shall be deemed to have been given in accordance with this Agreement, if it is mailed, by United States certified mail, return receipt requested, postage prepaid; or if deposited cost paid with a nationally recognized, reputable overnight courier, properly addressed as follows:

If to Seller: City of Big Lake
Attn: Hanna Klimmek, City Administrator
Big Lake City Hall
160 Lake Street N
Big Lake, MN 55309

with a copy to: Andrea McDowell Poehler
Campbell Knutson, P.A.
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, MN 55121

If to Buyer: Big Lake Pizza Factory, Inc.
Attn: Robert Monson
17842 227th Avenue NW
Big Lake, MN 55309

Notice shall be effective, and the time for response to any notice by the other party shall commence to run, one (1) business day after any such mailing or deposit. Either Seller or Buyer may change its address for the service of notice by giving notice of such change to the other party, in any manner above specified, ten (10) days prior to the effective date of such change. Notwithstanding the foregoing, any party may give any other party written notice hereunder by any means other than by United States registered or certified mail or overnight courier, which is reasonably calculated to reach the other party, including but not limited to hand delivery, email transmission or facsimile transmission, provided that any such notice shall be deemed to have been given and shall be effective only when actually received by the addressee, proof of which shall be furnished by the party sending such notice.

16. CAPTIONS; EXHIBITS. The section and paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement. All schedules, exhibits, addenda or attachments referred to herein are hereby incorporated in and constitute a part of this Agreement.

17. ENTIRE AGREEMENT; MODIFICATION. This Agreement constitutes the complete agreement between Seller and Buyer and supersedes any prior oral or written agreements between them regarding the Property. There are no oral agreements that change this Agreement, and no amendment of any of its terms will be effective unless in writing and executed by both Seller and Buyer.

18. BINDING EFFECT. This Agreement binds and benefits Seller and Buyer and their respective successors and assigns.

19. CONTROLLING LAW. This Agreement has been made under, and will be interpreted and controlled by, the laws of the State of Minnesota.

20. WAIVER. No waiver of the provisions of this Agreement shall be effective unless in writing, executed by the party to be charged with such waiver. No waiver shall be deemed a continuing waiver or waiver in respect of any subsequent breach or default, either of similar or different nature, unless expressly stated in writing.

21. COUNTERPARTS. This Agreement may be executed in any number of counterparts and each such counterpart shall be deemed to be an original instrument, but all such counterparts together shall constitute but one Agreement.

22. FACSIMILE SIGNATURES. This Agreement may be executed with signatures transmitted by facsimile or email and shall constitute a binding agreement with such signatures. Nonetheless, any party providing facsimile or emailed signatures shall provide the other party with the original signatures within five (5) business days after providing the facsimile signature page(s).

23. SEVERABILITY. If any provision of this Agreement is invalid or unenforceable, such provision shall be deemed to be modified to be within the limits of enforceability or validity, if feasible; however, if the offending provision cannot be so modified, it shall be stricken and all other provisions of this Agreement in all other respects shall remain valid and enforceable.

24. REMEDIES. Time is of the essence of this Agreement. If Seller fails to perform any of its obligations under this Agreement, Buyer may terminate this Agreement and have the Earnest Money returned to Buyer. Such termination of this Agreement will be the only remedy available to Buyer for a default by Seller, and Seller will not be liable for damages.

If Buyer defaults in performance of its obligations under this Agreement, Seller shall have the right to terminate this Agreement in the manner provided by Minn. Stat. Sec. 559.21. Such termination of this Agreement will be the only remedy available to Seller for such default by Buyer, and Buyer will not be liable for damages or specific performance.

25. BROKER'S COMMISSION. Each party represents to the other that it has not engaged any party as a broker in connection with the transactions contemplated by this Agreement. Seller will indemnify Buyer from and against any and all liability to which Buyer may be subjected by any broker's, finder's, or similar fee with respect to the transactions contemplated by this Agreement to the extent such fee is attributable to any action undertaken by or on behalf of Seller

or any affiliate of Seller, including any claim by Seller's Broker or any employee or agent of Seller's Broker. Buyer will indemnify Seller from and against any and all liability to which Seller may be subjected by reason of any broker's, finder's or similar fee with respect to the transactions contemplated by this Agreement to the extent such fee is attributable to any action undertaken by or on behalf of Buyer.

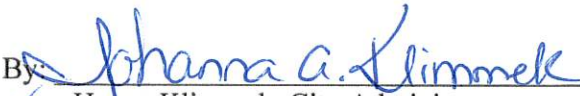
26. AS-IS. Buyer acknowledges that it is acquiring the Property "AS IS" without any warranties or representations except as otherwise provided herein. Buyer represents that it is knowledgeable in real estate matters. This provision shall survive closing or termination of the Agreement.

Seller and Buyer have executed this Agreement as of the date set forth above.

SELLER:

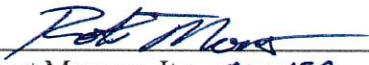
CITY OF BIG LAKE

By: 
Paul Knier, Mayor

By: 
Hanna Klimmek, City Administrator

BUYER:

BIG LAKE PIZZA FACTORY, INC.


Robert Monson, Its OWNER

Sketch of Property to be conveyed, less area cross hatched.

Floor Plan of 616 Rose Dr.

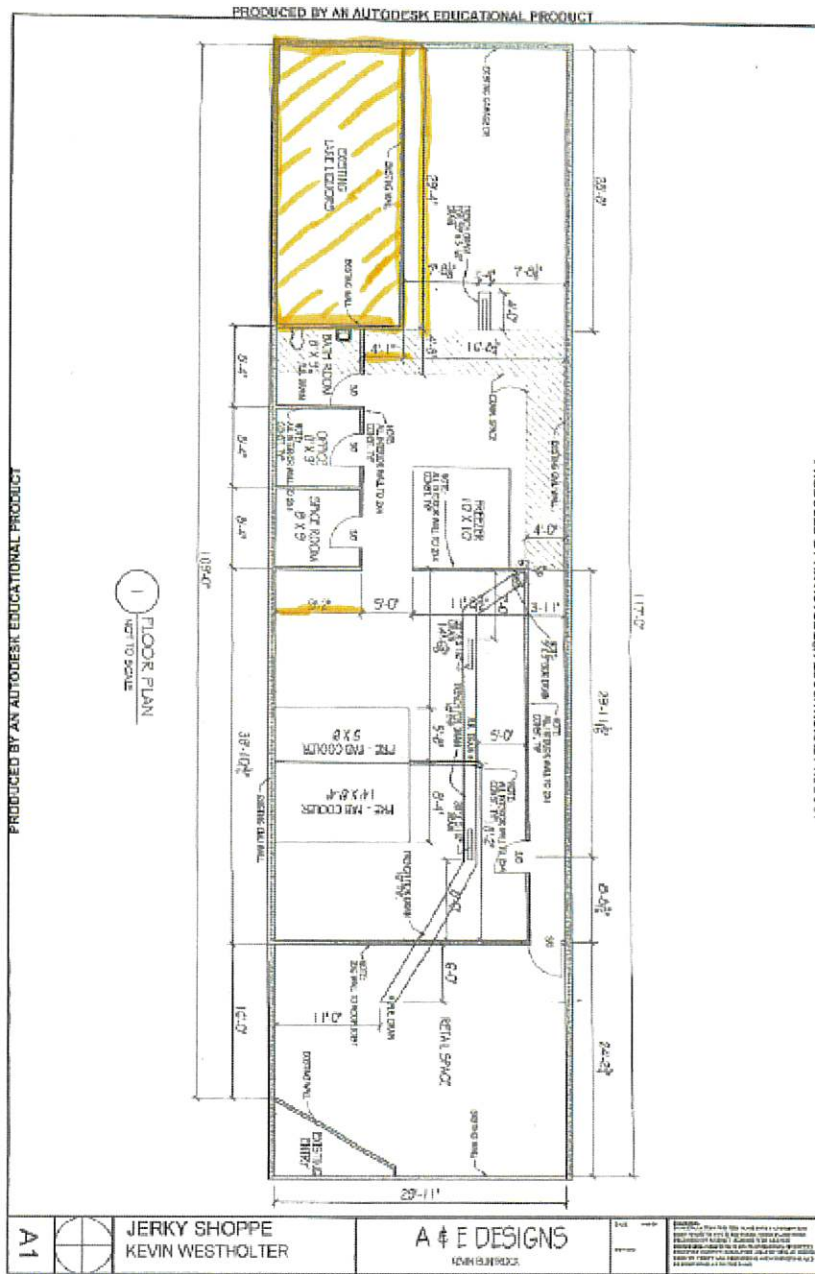


EXHIBIT B

1. Most recent Survey in Seller's possession
2. Most recent Owner's title insurance policy
3. Site Plan
4. Party Wall Agreements, or the like
5. Reciprocal Easement Agreement and/or Covenants, Conditions and Restrictions
6. Association Bylaws, Policies or Agreements
7. All engineering and environmental studies completed for the site and construction in Seller's possession.
8. All Contractor Warranties/Contractor "book" Plans in Seller's possession



AGENDA ITEM

Big Lake City Council

Prepared By: Kendra Lindahl, AICP, Consulting Planner	Meeting Date: 4/15/2026	☒ Regular Agenda Item ☐ Consent Agenda Item	Item No. 7A
Item Description: *PUBLIC HEARING* - Petition for Annexation of PID #10-00122-1115, PID #10-00122-1116, and PID #10-00122-1117		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: Marie Popp, Community Development Director/EDA Executive Director	

120-DAY REVIEW DEADLINE: May 19, 2026

ACTION REQUESTED

The City Council is asked to make the following motions:

This item requires a 3/5 vote:

1. Motion to approve an ORDINANCE annexing Parcel No.'s 10-00122-1115, 10-00122-1116, and 10-00122-1117, and

This item requires a 4/5 vote:

2. Motion to approve a RESOLUTION for Summary Publication of the Annexation Ordinance.

BACKGROUND/DISCUSSION

The City received a petition for annexation from the owner of the property located north of 201st Ave and the Hudson Woods development at 16300 201st Avenue NW. The property includes three parcels totaling 50 acres in size:

1. Parcel 1 (PID #10-00122-115): 20.66 acres
2. Parcel 2 (PID #10-00122-116): 14.34 acres
3. Parcel 3 (PID #10-00122-117): 15.00 acres

The properties abut City limits on its northeastern boundary. By law, the properties can be considered as urban in character and the City can annex it by passing an ordinance.

The City of Big Lake has provided copies of the petition with the chief administrative law judge and Big Lake Township.

The City of Big Lake has provided thirty (30) day's written notice of a public hearing by certified mail to Big Lake Township and all landowners "within and contiguous to the area to be annexed," which means the annexing parcel and any property whose boundary touch the annexing parcel.

After the scheduled public hearing, and if the Council approves the annexation by ordinance, the City will immediately serve the adoption to the Secretary of State, the County Auditor, the Big Lake Township Clerk, and the Chief Administrative Law Judge for the Municipal Boundary Adjustment Unit of the Office of

Administrative Hearings.

If approved by the Chief Administrative Law Judge for the Municipal Boundary Adjustment Unit, the ordinance will be effective on the date of approval.

Analysis

The City has a high level of discretion when annexing property. The City Council should consider:

1. *How will annexation affect the residents, landowners, and property in the area to be annexed?*
2. *What, if any, additional costs will the city incur when providing city services to the annexed area?*
3. *How much revenue can, and will the city obtain through taxes and other charges levied against the annexed area?*
4. *What is the present status of land available in the area and the outlook for future development?*
5. *What impact, if any, will annexation have on development in the area?*

The annexation is being requested for future development as shown on the Shores of Elk River concept plan reviewed by the City Council on January 21, 2026.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends approval of the following, subject to the findings and conditions identified in the attached:

1. Motion to approve an ORDINANCE approving a petition of annexation, subject to the conditions identified therein.
2. Motion to approve a RESOLUTION approving the summary publication of the annexation ordinance.

ATTACHMENTS

Attachment A:	Petition for Annexation (including the Certificate of Survey and legal description of the Subject Property)
Attachment B:	Public Hearing Notice
Attachment C:	Ordinance Approving the Annexation
Attachment D:	Summary Publication Resolution

Attachment A
Petition for Annexation (including the Certificate of Survey and legal description of the
Subject Property)

**PROPERTY OWNER PETITION TO MUNICIPALITY
FOR ANNEXATION BY ORDINANCE - 120 Acres or Less**

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE
ANNEXATION OF CERTAIN LAND TO THE CITY OF BIG LAKE, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

TO: Council of the City of Big Lake, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, subd. 2(3).

It is hereby requested by:

 the sole property owner; or
☒ all of the property owners (If the land is owned by both husband and wife, both
must sign the petition to represent all owners.)

of the area proposed for annexation to annex certain property described herein lying in the
Township of Big Lake to the City of Big Lake, County of Sherburne, Minnesota.

Tax ID of parcel(s) proposed to be annexed #10-00122-1115, #10-00122-117, #10-00122-1116

**ATTACH THE COMPLETE CURRENT LEGAL DESCRIPTION OF THE PROPERTY
PROPOSED TO BE ANNEXED. DO NOT USE DESCRIPTIONS FROM PROPERTY TAX
STATEMENTS.**

1. There are ~~2~~ 1 property owners in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the number of parcels owned by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.

Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property previously annexed under this clause within the preceding 12 months if the property is owned by the same owners and annexation would cumulatively exceed 120 acres.

3. Said property is unincorporated, abuts on the city's N (S) E W (circle one) boundary(ies), and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 50 acres.

Acres: 50 Unplatted _____ Platted 50 Total

5. The reason for the requested annexation is to provide city services & utilities to the site for single family homes.

5. The area proposed for annexation is requested to be zoned R-1.

6. The petitioner(s) acknowledge that electric utility service and their costs may change and have (check one of the following):

 Petitioner(s) request that the City provide notice to the petitioner(s) with an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation pursuant to Minn. Stat. § 414.033, subd. 13; or

X Petitioner(s) hereby waive any notice that the City would provide concerning the cost impact of any change in electric utility services, including rate changes and assessments, as required by Minn. Stat. § 414.033, subd. 13.

7. All of the area proposed for annexation is or is about to become urban or suburban in character and the undersigned request said annexation for the purpose of receiving city services, and specifically the following services: Sanitary sewer and municipal water.

8. Is the area proposed for annexation within a designated floodplain as provided in Minn. Stat. § 103F.111, subd. 4? (Circle one) YES NO

9. Is the area proposed for annexation a shoreland area as provided by Minn. Stat. § 103F.205, subd. 4? (Circle one) YES NO

10. The area to be annexed is not included in any other boundary adjustment proceeding pending before the Department of Administration - Municipal Boundary Adjustments, nor in any area that has already been designated for orderly annexation pursuant to Minn. Stat. § 414.0325.

11. The undersigned property owner(s) understand that this petition may be combined by the City and Town with other valid petitions from other property owners in the area proposed for annexation.

PETITIONERS REQUEST: That pursuant to Minn. Stat. § 414.0325, the property described herein be annexed to and included within the City of Big Lake, Minnesota upon such terms and conditions as agreed to by the City and Town.

(If the land is owned by both husband and wife, both must sign the petition to represent all owners).

***Please remember to furnish the City with a Map of the property and Certificate of Survey, and also the complete Legal Description of the property. These are required to process your request with the State Municipal Boundary Adjustment Unit and local governing authorities.**

NOTE: Pursuant to Minnesota Statutes § 414.033, subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, subd. 11, when a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section 103F.111, subdivision 4, or a shoreland area, as provided by section 103F.205, subdivision 4, the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

NOTE: Pursuant to Minnesota Statutes § 414.033, subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

NOTE: Pursuant to Minnesota Statutes § 414.033, subd 13, at least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

Applicant Name MIC Land Holdings LLC
(Print)
Applicant Address 6150 202nd St N, Forest Lake, MN 55025
(Print)
Phone 763.268.9442 Email tda2414c@aol.com

All owners must sign.

Property Owner Signature: Ralph Kiffmeyer Date: 10-10-25
Property Owner Signature: Mary Kiffmeyer Date: 10-10-25
Property Owner Signature: _____ Date: _____

Application Fee:

Residential: \$1,000.00

Commercial: waived

Submit Completed Application by email to the Community Development Department to CommunityDevelopment@biglakemn.org and pay online at www.biglakemn.org and Click on Make a Payment or mail or drop off to City Hall located at:

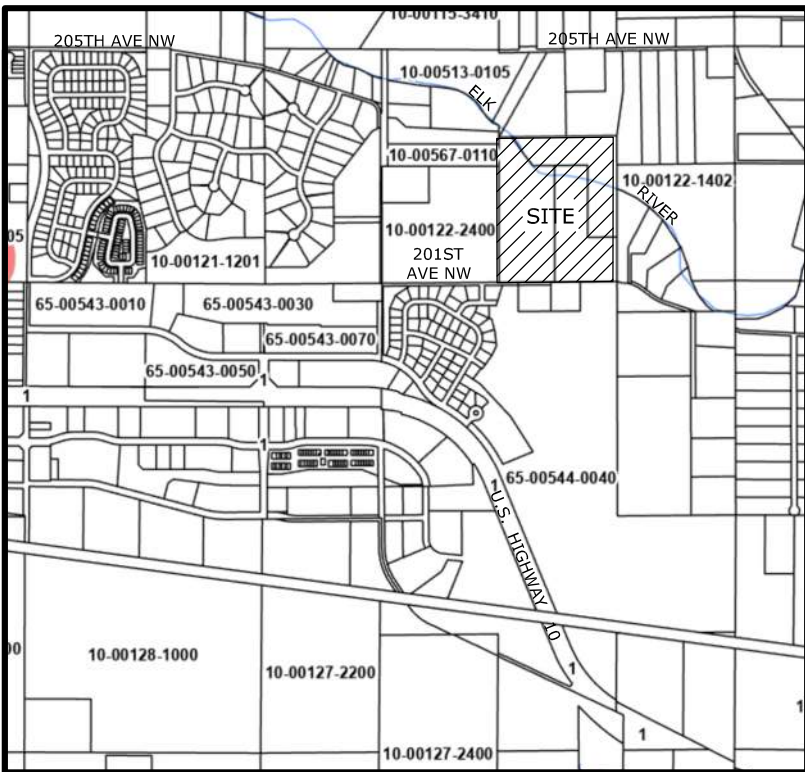
City of Big Lake
160 Lake St. N
Big Lake, MN 55309

CERTIFICATE OF SURVEY

~for~ BIG LAKE PARTNERS, LLC
~of~ 16160 & 16300 201ST AVE. NW
BIG LAKE, MN

VICINITY MAP

PART OF SEC. 22, TWP. 33, RNG. 27



SHERBURNE COUNTY, MINNESOTA
(NO SCALE)

PROPERTY DESCRIPTION

[PROPERTY DESCRIPTION PER TITLE COMMITMENT PREPARED BY LAND TITLE, INC. AS ISSUING AGENTS FOR FIRST AMERICAN TITLE INSURANCE COMPANY, FILE NO. 714109 REVISION NO. 2, DATED EFFECTIVE JANUARY 9, 2026.]

The South Quarter of the Northwest Quarter of the Northeast Quarter lying west of Elk River, and the Southwest Quarter of the Northeast Quarter of Section 22, Township 33, Range 27, Sherburne County, Minnesota, except the East 702.63 feet thereof.

And

That part of the South Quarter (S1/4) of the Northwest Quarter of the Northeast Quarter (NW1/4 of NE1/4) lying and being North and East of the Elk River, and the North 813.60 feet of the East 330 feet of the Southwest Quarter of the Northeast Quarter (SW1/4 of NE1/4); all in Section 22, Township 33, Range 27, Sherburne County, Minnesota,

And

The East 702.63 feet of the Southwest Quarter of the Northeast Quarter of Section 22, Township 33, Range 27, Sherburne County, Minnesota, except the north 813.60 feet of the East 330 feet.

NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 11/25/24.
- Bearings shown are on the Sherburne County Coordinate System.
- Fee Owner ID Number: 10-00122-1115 16300 201ST Avenue NW, Big Lake, MN 10-00122-1116 16160 201ST Avenue NW, Big Lake, MN 10-00122-1117 Unassigned, Big Lake, MN
- Boundary area of the surveyed premises: 2,177,609± sq. ft. (49.99 acres)
- Surveyed premises shown on this survey map is in Flood Zone AE (Base Flood Elevations determined); Floodway Areas in Zone AE (The floodway is the channel of a stream plus any adjacent floodplain areas that must be kept free of encroachment so that the 1% annual chance flood can be carried without substantial increase in flood heights); Flood Zone X (Areas determined to be outside the 0.2% annual chance floodplain.); Flood Zone X (Areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas of less than 1 square mile; and areas protected by levees from 1% annual chance flood.), according to Flood Insurance Rate Map No. 27141C0360F Community No. 270435 Panel No. 0360 Suffix F by the Federal Emergency Management Agency, effective date November 16th, 2011.
- Contours shown within the surveyed premises which lies south of the river are field shot. Contours within the surveyed premises north of the and offsite areas are from LIDAR Topography.
- Wetland delineation performed by Jacobson Environmental PLLC November of 2024 for that portion south of Elk River.
- This survey is based upon information found in the commitment for title insurance prepared by Land Title, Inc., as issuing agents for First American Title Insurance Company, File No. 714109, Revision No. 2, dated effective January 9th, 2026 at 7:00 A.M.
- See Sheet 2 of 2 Sheets for Legend.

BENCHMARK

MNDOT BENCHMARK
STATION NAME: 7102 AD
ELEVATION = 938.50 FEET (NAVD88)

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

James E. Napier
JAMES E. NAPIER
Date: 01/26/26 License No. 25343

DRAWN BY: JEN		JOB NO: 241253PP	DATE: 11/08/24
CHECK BY: JEN		FIELD CREW: JH - CB	
1	01/16/26	Add Title work info.	JEN
2	01/26/26	Add Area to Survey	JEN
3			
NO.	DATE	DESCRIPTION	BY



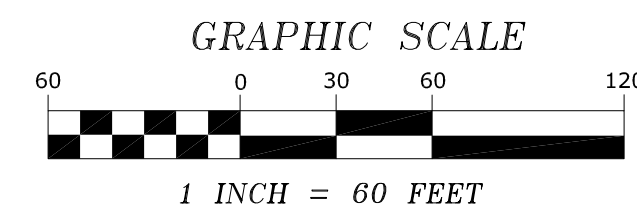
E.G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

www.egrud.com

CERTIFICATE OF SURVEY

~for~ BIG LAKE PARTNERS, LLC
~of~ 16160 & 16300 201ST AVE. NW
BIG LAKE, MN

NORTH



LEGEND

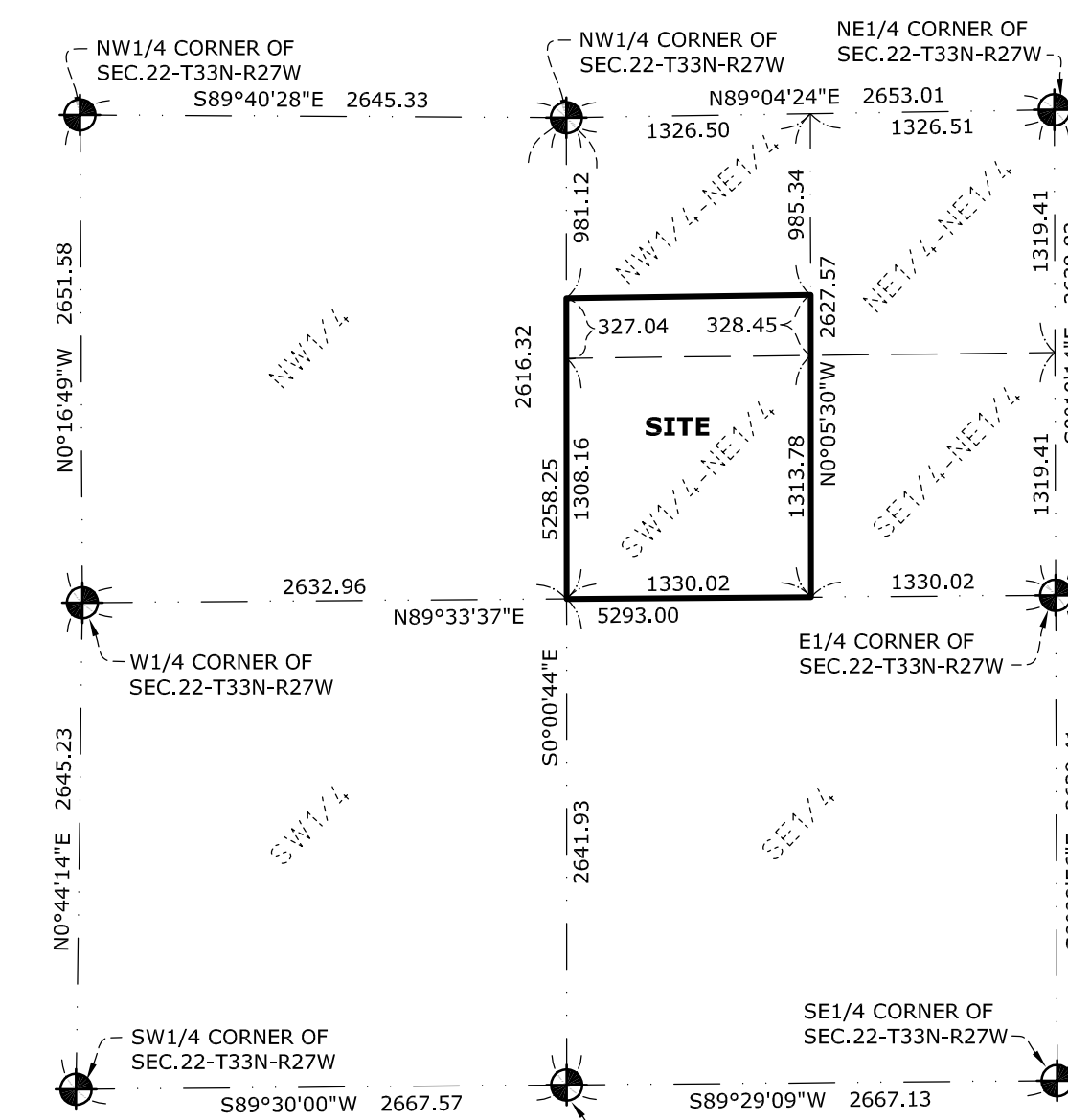
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 25343
- DENOTES CABLE PEDESTAL
- DENOTES ELECTRICAL BOX
- DENOTES EXISTING SPOT ELEVATION
- DENOTES GAS METER
- DENOTES GUY WIRE
- DENOTES HYDRANT
- DENOTES POWER POLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES WELL
- DENOTES FENCE
- DENOTES EXISTING CONTOURS
- DENOTES TREE LINE
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES OVERHEAD UTILITY
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE

NOTE

SEE SHEET 1 OF 2 SHEETS FOR PROPERTY DESCRIPTION, NOTES AND CERTIFICATION.

SECTION DETAIL

SEC.22-T33N-R27W
SHERBURNE COUNTY, MINNESOTA
Not to Scale



BENCHMARK

MNDOT BENCHMARK
STATION NAME: 7102 AD
ELEVATION = 938.50 FEET (NAVD88)

DRAWN BY: JEN	JOB NO: 241253PP	DATE: 11/26/24
CHECK BY: JEN	FIELD CREW: JH-CB	
1	01/16/26	Add Title work info.
2	01/26/26	Add Area to Survey
3		
NO.	DATE	DESCRIPTION
BY		

E.G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

Attachment B
Public Hearing Notice

March 13, 2026

**CITY OF BIG LAKE
NOTICE OF PUBLIC HEARING FOR A PETITION TO ANNEX PROPERTY LOCATED
IN BIG LAKE TOWNSHIP, SHERBURNE COUNTY, MINNESOTA TO THE CITY OF
BIG LAKE, SHERBURNE COUNTY, MINNESOTA PURSUANT TO THE MINNESOTA
STATUTES § 414.033 SUBD. 2(3), PERMITTING ANNEXATION BY ORDINANCE**

You are hereby notified that the Big Lake City Council will hold a public hearing to consider an annexation request for property located in Big Lake Township. The property is currently agricultural land. The hearing will be held in the Big Lake City Hall Council Chambers located at 160 Lake Street North on **Wednesday April 15, 2026, at or about 6:00 p.m.** or shortly thereafter.

The property to be annexed is legally described as:

The South Quarter of the Northwest Quarter of the Northeast Quarter lying west of Elk River, and the Southwest Quarter of the Northeast Quarter of Section 22, Township 33, Range 27, Sherburne County, Minnesota, except the East 702.63 feet thereof.

And

That part of the South Quarter (51/4) of the Northwest Quarter of the Northeast Quarter (NW 1/4 of NE 1/4) lying and being North and East of the Elk River, and the North 813.60 feet of the East 330 feet of the Southwest Quarter of the Northeast Quarter (SW 1/4 of NE 1/4); all in Section 22, Township 33, Range 27, Sherburne County, Minnesota,

And

The East 702.63 feet of the Southwest Quarter of the Northeast Quarter of Section 22, Township 33, Range 27, Sherburne County, Minnesota, except the north 813.60 feet of the East 330 feet.

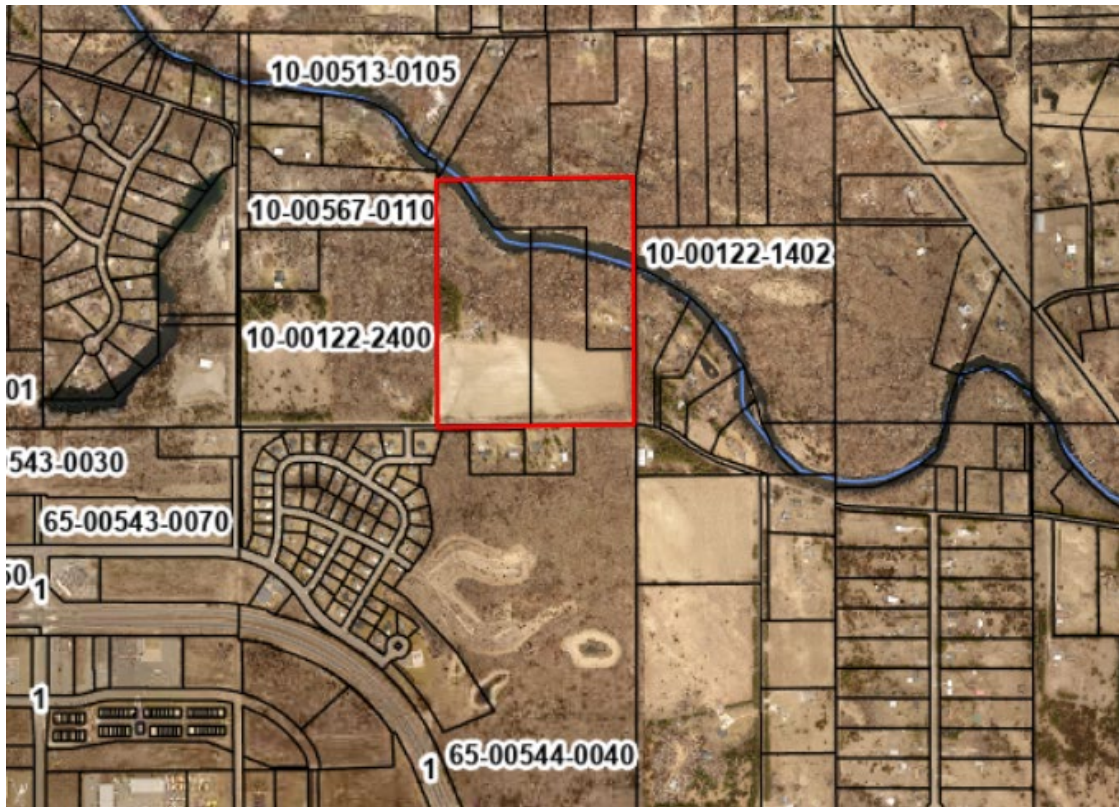
Applicant: Mary Christenson, 6150 202nd Street N, Forest Lake, MN 55025

Owner: Mary and Ralph Kiffmeyer, 16160 201st Avenue NW, Big Lake, MN 55309

Location: 16160 201st Avenue NW, Big Lake, MN 55309

PID: #10-00122-1115, 10-00122-1117, and 10-00122-1116

Both oral and written comments will be considered by the Big Lake City Council. If you desire to be heard in reference to this matter, you should attend this hearing or submit written comments prior to the hearing. Comments can be emailed to Consultant Planner Kendra Lindahl, AICP at klindahl@landform.net or mailed to City Hall at 160 Lake Street N.



Attachment C
Ordinance Approving the Annexation

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following ordinance was made by Council Member _____ and seconded by Council Member _____.

**CITY OF BIG LAKE
ORDINANCE NO. 2026-XX**

**ORDINANCE ANNEXING LAND LOCATED IN BIG LAKE TOWNSHIP, SHERBURNE COUNTY,
MINNESOTA TO THE CITY OF BIG LAKE, SHERBURNE COUNTY, MINNESOTA PURSUANT TO THE
MINNESOTA STATUTES §414.033 SUBD. 5, PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, all of the property owners of the lands described below have petitioned the Big Lake City Council to annex this property to the City of Big Lake, pursuant to Minnesota Statutes Section 414.033, Subd. 5; and:

WHEREAS, the property is unincorporated and abuts the City of Big Lake on its northeastern boundary; is unplatted and is less than 200 acres; and

WHEREAS, the property is designated for future housing and is ready for suburban or urban development; and

WHEREAS, annexation is requested to facilitate the extension of city services for residential development of the property; and

WHEREAS, the area of land proposed for annexation is 50.00 acres; and

WHEREAS, City of Big Lake held a public hearing pursuant to Minnesota Statutes §414.033, subd. 2b, on April 15, 2026, following thirty (30) days' written notice by certified mail to Big Lake Township and to all landowners within and contiguous to the area legally described herein to be annexed; and

WHEREAS, provisions of Minnesota Statutes §414.033, Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake that it hereby approves the following:

1. The Land as described herein abuts the city limits and is or is about to become urban or suburban in nature in that residential use is being proposed for said property the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute §414.0325.
3. The corporate limits of the City of Big Lake, Minnesota, are hereby extended to include the following described property, said land abutting the City of Big Lake and being unplatted and less than 200 acres, and the City having received a petition for annexation from all the property owners of the land, to wit:

PARCEL 1:

The South Quarter of the Northwest Quarter of the Northeast Quarter lying west of Elk River, and the Southwest Quarter of the Northeast Quarter of Section 22, Township 33, Range 27, Sherburne County, Minnesota, except the East 702.63 feet thereof.

Tax Parcel Property ID No. 10-00122-1115

PARCEL 2:

That part of the South Quarter (S1/4) of the Northwest Quarter of the Northeast Quarter (NW1/4 of NE1/4) lying and being North and East of the Elk River, and the North 813.60 feet of the East 330 feet of the Southwest Quarter of the Northeast Quarter (SW1/4 of NE1/4); all in Section 22, Township 33, Range 27, Sherburne County, Minnesota,

Tax Parcel Property ID No. 10-00122-1116

PARCEL 3:

The East 702.63 feet of the Southwest Quarter of the Northeast Quarter of Section 22, Township 33, Range 27, Sherburne County, Minnesota, except the north 813.60 feet of the East 330 feet.

Tax Parcel Property ID No. 10-00122-1117

The above-described property consists of a total of 50.00 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

4. That the population of the area legally described herein and hereby annexed is two.
5. The City of Big Lake, pursuant to Minnesota Statutes § 414.036, shall provide reimbursement to Big Lake Township to compensate the town for the loss of taxable property combined for all three properties in the amount of \$1,490.45, which represents one (1) year of township taxes on the property, payable in two (2) annual payments in accordance with the following schedule:
 - a. In 2026, an amount equal to \$745.23 and
 - b. In 2027, an amount equal to \$745.22;

There are no outstanding assessments against the Land.

6. The property is currently shown as Future Neighborhood, Park and Agriculture or Semi-Rural Housing on the City of Big Lake Land Use Map dated September 2024.
7. The property will be zoned as Agriculture (A) District pursuant to Section 1003.04 of the Big Lake City Code in preparation of any incoming development applications at a later date. The property adjacent to the river is also in the Shoreland Overlay District.
8. That the City Clerk of the City of Big Lake is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Sherburne County Auditor, and the Big Lake Township Clerk.
9. That the Office of Administrative Hearings is hereby requested to issue its order approving this annexation.
10. This ordinance shall be effective immediately upon its passage and summary publication, and approval by the Office of Administrative Hearings, Boundary Adjustments, and State of Minnesota.

Adopted by the Big Lake City Council on the 15th day of April 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of April 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

Drafted By:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

Attachment D
Summary Publication Resolution

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member ____ and seconded by Council Member ____.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-XX**

**RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO. 2026-XX APPROVING AN
ANNEXATION BY ORDINANCE FOR PARCEL NUMBERS 10-00122-1115, 10-00122-1116 AND 10-
00122-1117**

WHEREAS, the City Council has adopted an ordinance annexing parcel number 10-00122-1115, 10-00122-1116, and 10-00122-1117 pursuant to Minnesota Statutes Section 414.033, Subd. 5; and:

WHEREAS, as authorized by Minnesota Statutes, Section §412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance No. 2026-XX will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance No. 2026-XX is approved for publication:

**CITY OF BIG LAKE, MINNESOTA
ORDINANCE NO. 2026-XX**

The City received a property owner submitted Petition for Annexation for Parcel Numbers 10-00122-1115, 10-00122-1116, and 10-00122-1117. The land meets all requirements of MN Statutes §414.033, Subd. 5, and the landowner and all adjacent landowners received notice of the required public hearing pursuant to MN Statutes §414.033, Subdivision 2b. The Big Lake City Council has approved an Annexation by Ordinance pursuant to MN Statutes §414.033, Subdivision 2(3). A printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

Adopted by the Big Lake City Council this 15th day of April, 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

*Drafted By:
City of Big Lake
160 North Lake Street
Big Lake, MN 55309*

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of April 2026, by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public



AGENDA ITEM

Big Lake City Council

Prepared By: Kendra Lindahl, AICP, Consulting Planner	Meeting Date: 4/15/2026	☒ Regular Agenda Item ☐ Consent Agenda Item	Item No. 7B
Item Description: *PUBLIC HEARING* - Petition for Annexation of PID #10-00325-1101, 10-00325-1410, and 10-00324-4400		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: Marie Popp, Community Development Director/EDA Executive Director	

120-DAY REVIEW DEADLINE: July 8, 2026

ACTION REQUESTED

The City Council is asked to make the following motions:

This item requires a 3/5 vote:

1. Motion to approve an ORDINANCE annexing Parcel No.'s 10-00325-1101, 10-00325-1410, and 10-00324-4400, and

This item requires a 4/5 vote:

2. Motion to approve a RESOLUTION for Summary Publication of the Annexation Ordinance.

BACKGROUND/DISCUSSION

The City received a petition for annexation from the owners of the property located south of U.S. Highway 10 and north of the Harrison Cove development. The property includes three parcels totaling 115.19 acres in size:

1. Parcel 1 (PID #10-00325-1101): 39.87 acres
2. Parcel 2 (PID #10-00325-1410): 37.22 acres
3. Parcel 3 (PID #10-00324-4400): 38.10 acres

The property abuts City limits on the City's southwestern boundary. By law, the property can be considered as urban in character and the City can annex it by passing an ordinance. The property is guided Industry/Office in the Land Use Map approved in March 2026 and, if the Council approves the annexation by ordinance, the property will be zoned A – Agricultural.

The City of Big Lake has provided copies of the petition to the Chief Administrative Law Judge for the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings and Big Lake Township.

The City of Big Lake has provided thirty (30) day's written notice of a public hearing by certified mail to Big Lake Township and all landowners "within and contiguous to the area to be annexed," which means the annexing parcels and any property whose boundary touch the annexing parcels.

After the scheduled public hearing, and if the Council approves the annexation by ordinance, the City will immediately serve the adoption to the Secretary of State, the County Auditor, the Big Lake Township Clerk,

and the Chief Administrative Law Judge for the Municipal Boundary Adjustment Unit.

If approved by the Chief Administrative Law Judge for the Municipal Boundary Adjustment Unit, the ordinance will be effective on the date of approval.

Analysis

The City has a high level of discretion when annexing property. The City Council should consider:

1. *How will annexation affect the residents, landowners, and property in the area to be annexed?*
2. *What, if any, additional costs will the city incur when providing city services to the annexed area?*
3. *How much revenue can, and will the city obtain through taxes and other charges levied against the annexed area?*
4. *What is the present status of land available in the area and the outlook for future development?*
5. *What impact, if any, will annexation have on development in the area?*

The annexation is being requested for a potential future light industrial development which requires connection to municipal utilities. The property owners are required to complete an Environmental Assessment Worksheet (EAW) for the proposed development. This EAW will require the approval of a Joint Powers Agreement to allow the City to be the responsible governmental unit for the EAW if the EAW proceeds before the annexation process is complete.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends approval of the following, subject to the findings and condition identified in the attached:

1. Motion to approve an ORDINANCE approving a petition of annexation, subject to the conditions identified therein.
2. Motion to approve a RESOLUTION approving the summary publication of the annexation ordinance.

ATTACHMENTS

Attachment A:	Petition for Annexation (including the Certificate of Survey and legal description of the Subject Property)
Attachment B:	Public Hearing Notice
Attachment C:	Ordinance Approving the Annexation
Attachment D:	Summary Publication Resolution

Attachment A
Petition for Annexation (including the Certificate of Survey and legal description of the
Subject Property)

**PROPERTY OWNER PETITION TO MUNICIPALITY
FOR ANNEXATION BY ORDINANCE - 120 Acres or Less**

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE
ANNEXATION OF CERTAIN LAND TO THE CITY OF BIG LAKE, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

TO: Council of the City of Big Lake, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, subd. 2(3).

It is hereby requested by:

☐
☒

the sole property owner; or

all of the property owners (If the land is owned by both husband and wife, both must sign the petition to represent all owners.)

of the area proposed for annexation to annex certain property described herein lying in the Township of Big Lake to the City of Big Lake, County of Sherburne, Minnesota.

Tax ID of parcel(s) proposed to be annexed 10-00325-1101, 10-00325-1410, 10-00324-4400

ATTACH THE COMPLETE CURRENT LEGAL DESCRIPTION OF THE PROPERTY PROPOSED TO BE ANNEXED. DO NOT USE DESCRIPTIONS FROM PROPERTY TAX STATEMENTS.

1. There are 4 property owners in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the number of parcels owned by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.

Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property previously annexed under this clause within the preceding 12 months if the property is owned by the same owners and annexation would cumulatively exceed 120 acres.

3. Said property is unincorporated, abuts on the city's N S E

W

 (circle one) boundary(ies), and is not included within any other municipality.

4. The area of land proposed for annexation, in acres, is 115.32 acres.

Acres: 115.32 Unplatted _____ Platted 115.32 Total

5. The reason for the requested annexation is to access city utilities

--

5. The area proposed for annexation is requested to be zoned Industrial.

6. The petitioner(s) acknowledge that electric utility service and their costs may change and have (check one of the following):

☒ Petitioner(s) request that the City provide notice to the petitioner(s) with an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation pursuant to Minn. Stat. § 414.033, subd. 13; or

☐ Petitioner(s) hereby waive any notice that the City would provide concerning the cost impact of any change in electric utility services, including rate changes and assessments, as required by Minn. Stat. § 414.033, subd. 13.

7. All of the area proposed for annexation is or is about to become urban or suburban in character and the undersigned request said annexation for the purpose of receiving city services, and specifically the following services: Sanitary and water

8. Is the area proposed for annexation within a designated floodplain as provided in Minn. Stat. § 103F.111, subd. 4? (Circle one) YES ☒ NO

9. Is the area proposed for annexation a shoreland area as provided by Minn. Stat. § 103F.205, subd. 4? (Circle one) ☒ YES / NO

10. The area to be annexed is not included in any other boundary adjustment proceeding pending before the Department of Administration - Municipal Boundary Adjustments, nor in any area that has already been designated for orderly annexation pursuant to Minn. Stat. § 414.0325.

11. The undersigned property owner(s) understand that this petition may be combined by the City and Town with other valid petitions from other property owners in the area proposed for annexation.

PETITIONERS REQUEST: That pursuant to Minn. Stat. § 414.0325, the property described herein be annexed to and included within the City of Big Lake, Minnesota upon such terms and conditions as agreed to by the City and Town.

(If the land is owned by both husband and wife, both must sign the petition to represent all owners).

***Please remember to furnish the City with a Map of the property and Certificate of Survey, and also the complete Legal Description of the property. These are required to process your request with the State Municipal Boundary Adjustment Unit and local governing authorities.**

NOTE: Pursuant to Minnesota Statutes § 414.033, subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, subd. 11, when a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section 103F.111, subdivision 4, or a shoreland area, as provided by section 103F.205, subdivision 4, the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

NOTE: Pursuant to Minnesota Statutes § 414.033, subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

NOTE: Pursuant to Minnesota Statutes § 414.033, subd 13, at least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

Applicant Name Rebecca Cassidy
(Print)
Applicant Address 625 Fisher Ln, Burlington, WA 98233
(Print)
Phone 720.593.8212 Email rdc@fishercgi.com

All owners must sign.

Property Owner Signature: Jeffrey Johnson Date: Feb 3, 2026
Jeffrey Johnson (Feb 3, 2026 13:52:53 CST)
Property Owner Signature: Michael Hurley Date: Feb 3, 2026
Michael Hurley (Feb 3, 2026 15:33:15 MST)
Property Owner Signature: Douglas Sauter Date: Feb 4, 2026
Douglas Sauter (Feb 4, 2026 10:20:34 CST)
Property Owner Signature: sydney crowder franco Date: Feb 3, 2026
Sydney Crowder Franco (Feb 3, 2026 11:43:34 CST)

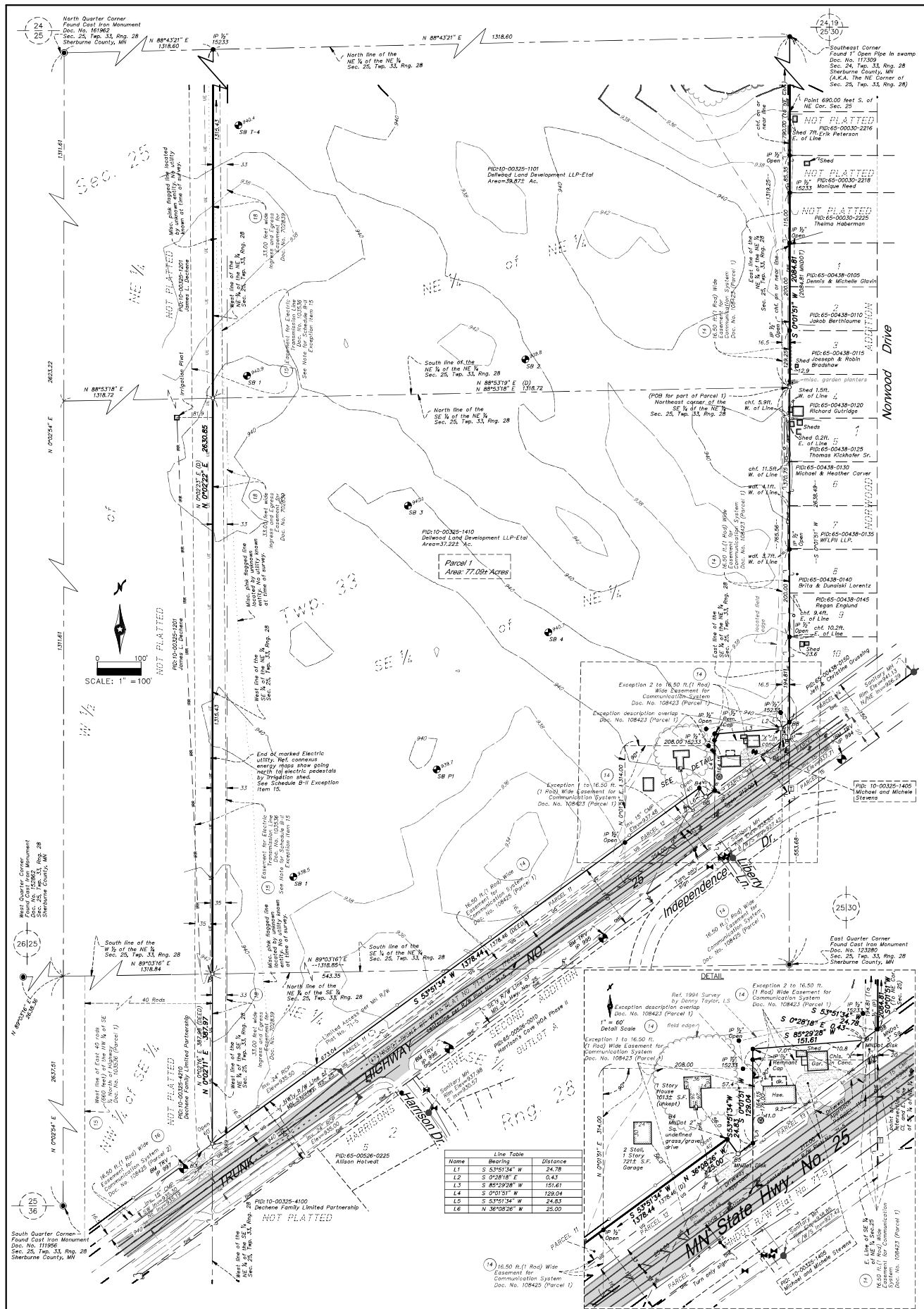
Application Fee:

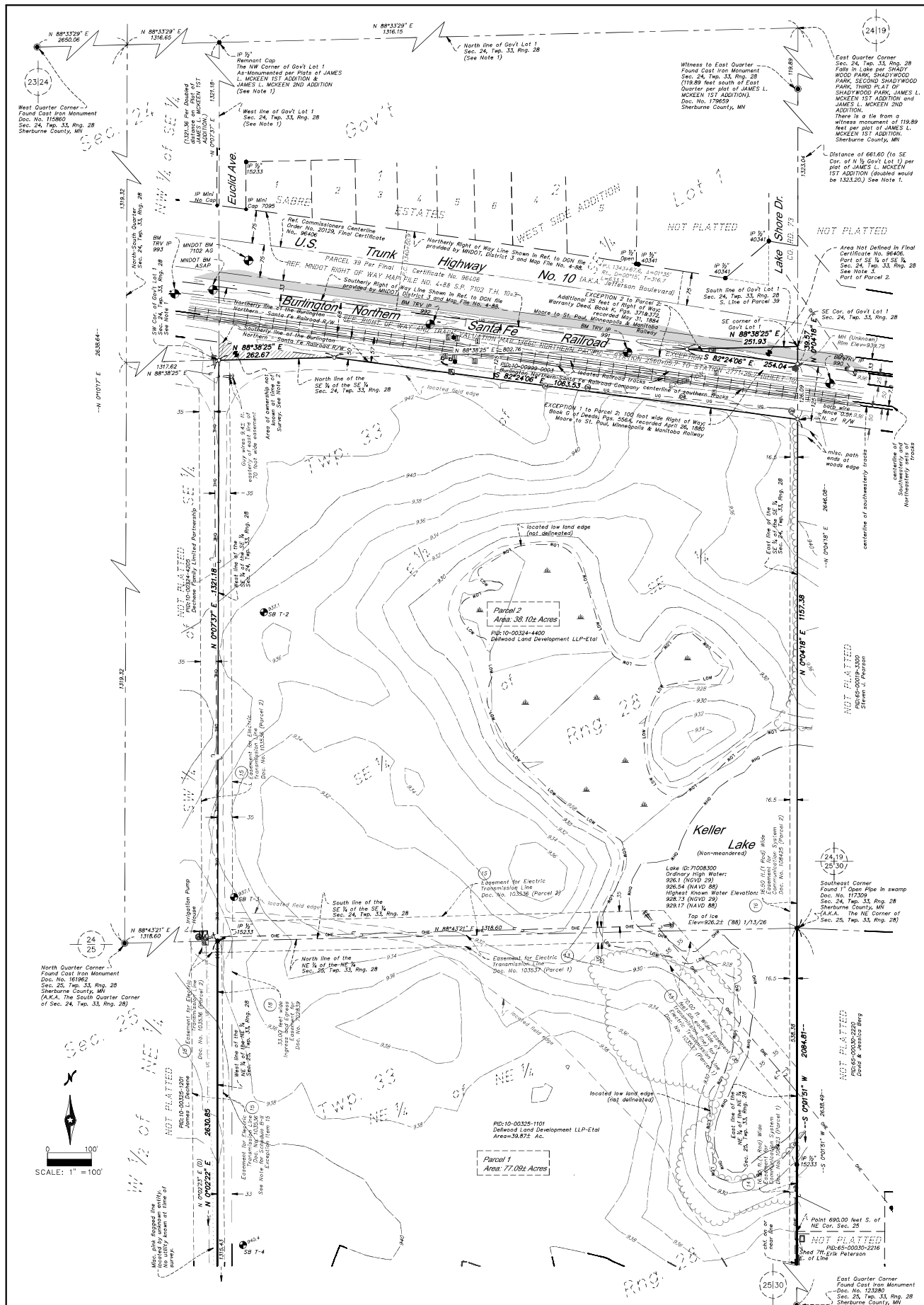
Residential: \$1,000.00

Commercial: waived

Submit Completed Application by email to the Community Development Department to mpopp@biglakemn.org or tkohl@biglakemn.org and pay online at www.biglakemn.org and Click on Make a Payment or mail or drop off to City Hall located at:

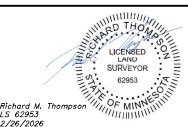
City of Big Lake
160 Lake St. N
Big Lake, MN 55309





SHEET NO.	3
ALTA/NSPS Land Title Survey	
PT. of Sec. 24 & 25, Twp. 33,	
Rng. 28, Big Lake Township	
Sherburne County, Minnesota	

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS
TEL: 763-262-8522
10019 - 110TH STREET, BECKER, MN 55305-9322



DATE: 1/26/26	REV NO.	DATE	DESCRIPTION
BK/PG: 71,108/30-32			
DRAWN BY: CK/RT			
CHECKED BY: CAM/RT			
DWG FILE: 10179-ALTA			
FILE NO: 2026-10175			

Attachment B
Public Hearing Notice

March 13, 2026

**CITY OF BIG LAKE
NOTICE OF PUBLIC HEARING FOR A PETITION TO ANNEX PROPERTY LOCATED
IN BIG LAKE TOWNSHIP, SHERBURNE COUNTY, MINNESOTA TO THE CITY OF
BIG LAKE, SHERBURNE COUNTY, MINNESOTA PURSUANT TO THE MINNESOTA
STATUTES § 414.033 SUBD. 2(3), PERMITTING ANNEXATION BY ORDINANCE**

You are hereby notified that the Big Lake City Council will hold a public hearing to consider an annexation request for property located in Big Lake Township. The property is currently agricultural land. The hearing will be held in the Big Lake City Hall Council Chambers located at 160 Lake Street North on **Wednesday April 15, 2026, at or about 6:00 p.m.** or shortly thereafter.

The property to be annexed is legally described as:

The Northeast Quarter of the Northeast Quarter of Section 25, Township 33, Range 28, Sherburne County, Minnesota,

And

That part of the Southeast Quarter of the Northeast Quarter and that part of the Northeast Quarter of the Southeast Quarter, all in Section 25, Township 33, Range 28, Sherburne County, Minnesota, described as follows:

Commencing at the Northeast corner of said Section 25; thence South 00 degrees 01 minutes 51 seconds West, assumed bearing along the East line of the Northeast Quarter of said Northeast Quarter, a distance of 1319.25 feet, to the Northeast corner of said Southeast Quarter of the Northeast Quarter, and the point of beginning of the tract of land to be described; thence continuing South 00 degrees 01 minutes 51 seconds West, along the East line of said Southeast Quarter of the Northeast Quarter, a distance of 765.56 feet, to a Northerly line of Minnesota Department of Transportation Right of Way Plat No. 71-5, Sherburne County, Minnesota, according to the recorded plat thereof; thence South 53 degrees 51 minutes 34 seconds West, along said Northerly line, a distance of 24.78 feet; thence South 00 degrees 28 minutes 18 seconds East, a distance of 0.43 feet; thence South 85 degrees 29 minutes 28 seconds West, a distance of 151.61 feet; thence South 00 degrees 01 minutes 51 seconds West, parallel with said East line of said Southeast Quarter of the Northeast Quarter, a distance of 129.04 feet, to said Northerly line; thence South 53 degrees 51 minutes 34 seconds West, along said Northerly line, a distance of 24.83 feet; thence North 36 degrees 08 minutes 26 seconds West, along said Northerly line, a distance of 25.00 feet; thence South 53 degrees 51 minutes 34 seconds West, along said Northerly line, a distance of 1378.46 feet, to the West line of said Northeast Quarter of the Southeast Quarter; thence North 00 degrees 02 minutes 16 seconds East, along said West line of said Northeast Quarter of the Southeast Quarter, a distance of 387.98 feet, to the Northwest corner of said Northeast Quarter of the Southeast Quarter; thence North 00 degrees 02 minutes 23 seconds East, along the West line of said Southeast Quarter of the Northeast Quarter, a distance of 1315.43 feet, to the Northwest corner of said Southeast Quarter of the Northeast Quarter; thence

North 88 degrees 53 minutes 19 seconds East, along the North line of said Southeast Quarter of the Northeast Quarter, a distance of 1318.72 feet, to the point of beginning,

And

The Southeast Quarter of the Southeast Quarter of Section 24, Township 33, Range 28, Sherburne County, Minnesota,

EXCEPT a 100 foot strip of land conveyed to the St. Paul, Minneapolis and Manitoba Railway in deed dated April 20, 1880, recorded April 26, 1880 in Book G of Deeds, Page 556A;

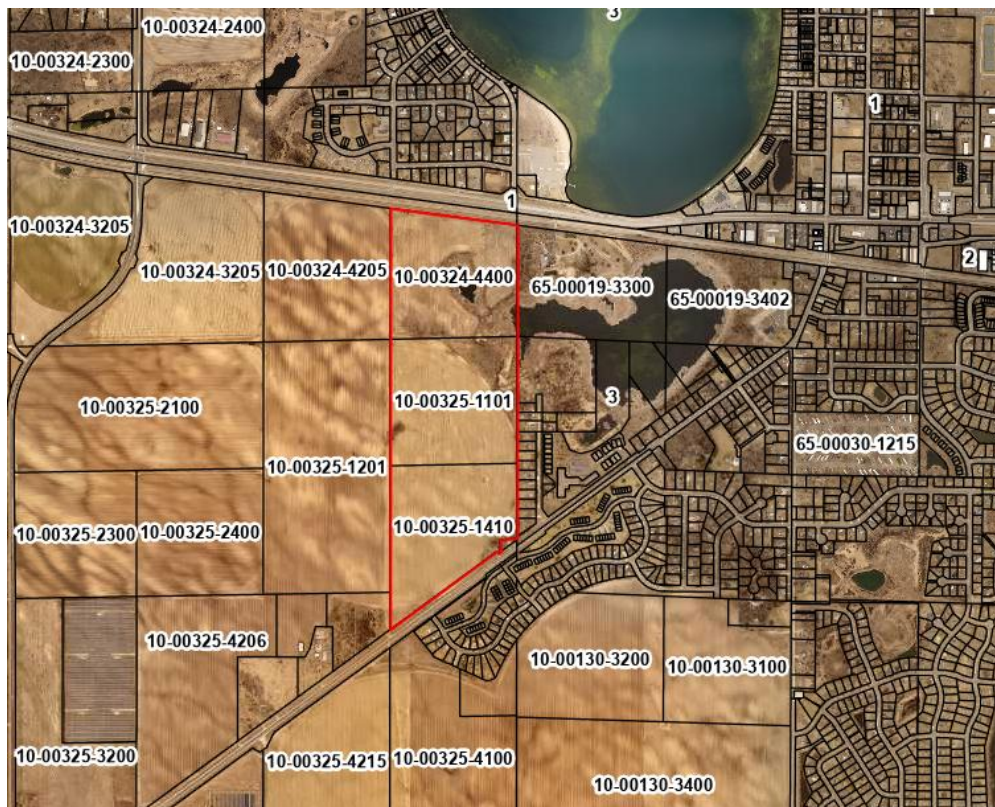
AND EXCEPT a 25 foot strip of land conveyed to the St. Paul and Northern Pacific Railway in deed dated February 2, 1884, recorded May 31, 1884 in Book K of Deeds, Page 371.

Applicant: Rebecca Cassidy, Fisher Construction Group, 625 Fisher Lane, Burlington, WA 98233

Owner: Dellwood Land Development, LLP, Hurley, LLC, Sauter, LLC and Crowder, LLC

PID: #10-00325-1101, 10-00325-1410, and 10-00324-4400

Both oral and written comments will be considered by the Big Lake City Council. If you desire to be heard in reference to this matter, you should attend this hearing or submit written comments prior to the hearing. Comments can be emailed to Consultant Planner Kendra Lindahl, AICP at klindahl@landform.net or mailed to City Hall at 160 Lake Street N.



Attachment C
Ordinance Approving the Annexation

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following ordinance was made by Council Member _____ and seconded by Council Member _____.

**CITY OF BIG LAKE
ORDINANCE NO. 2026-XX**

**ORDINANCE ANNEXING LAND LOCATED IN BIG LAKE TOWNSHIP, SHERBURNE COUNTY,
MINNESOTA TO THE CITY OF BIG LAKE, SHERBURNE COUNTY, MINNESOTA PURSUANT TO THE
MINNESOTA STATUTES §414.033 SUBD. 5, PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, all of the property owners of the lands described below have petitioned the Big Lake City Council to annex this property to the City of Big Lake, pursuant to Minnesota Statutes §414.033, Subd. 5; and:

WHEREAS, the property is unincorporated and abuts the City of Big Lake on its western boundary; is unplatted and is less than 200 acres; and

WHEREAS, the property is designated as Industry/Office and is ready for suburban or urban development; and

WHEREAS, annexation is requested to facilitate the extension of city services for industrial development of the property; and

WHEREAS, the area of land proposed for annexation is 115.19 acres; and

WHEREAS, City of Big Lake held a public hearing pursuant to Minnesota Statutes §414.033, subd. 2b, on April 15, 2026, following thirty (30) days' written notice by certified mail to Big Lake Township and to all landowners within and contiguous to the area legally described herein to be annexed; and

WHEREAS, provisions of Minnesota Statutes §414.033, Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake that it hereby approves the following:

1. The Land as described herein abuts the city limits and is or is about to become urban or suburban in nature as an industrial use is being proposed for said property, the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute §414.0325.
3. The corporate limits of the City of Big Lake, Minnesota, are hereby extended to include the following described property, said land abutting the City of Big Lake and being unplatted and less than 200 acres, and the City having received a petition for annexation from all the property owners of the land, to wit:

Parcel 1:

The Northeast Quarter of the Northeast Quarter of Section 25, Township 33, Range 28, Sherburne County, Minnesota; and

That part of the Southeast Quarter of the Northeast Quarter and that part of the Northeast Quarter of the Southeast Quarter, all in Section 25, Township 33, Range 28, Sherburne County, Minnesota, described as follows:

Commencing at the Northeast corner of said Section 25; thence South 00 degrees 01 minutes 51 seconds West, assumed bearing along the East line of the Northeast Quarter of said Northeast Quarter, a distance of 1319.25 feet, to the Northeast corner of said Southeast Quarter of the Northeast Quarter, and the point of beginning of the tract of land to be described; thence continuing South 00 degrees 01 minutes 51 seconds West, along the East line of said Southeast Quarter of the Northeast Quarter, a distance of 765.56 feet, to a Northerly line of Minnesota Department of Transportation Right of Way Plat No. 71-5, Sherburne County, Minnesota, according to the recorded plat thereof; thence South 53 degrees 51 minutes 34 seconds West, along said Northerly line, a distance of 24.78 feet; thence South 00 degrees 28 minutes 18 seconds East, a distance of 0.43 feet; thence South 85 degrees 29 minutes 28 seconds West, a distance of 151.61 feet; thence South 00 degrees 01 minutes 51 seconds West, parallel with said East line of said Southeast Quarter of the Northeast Quarter, a distance of 129.04 feet, to said Northerly line; thence South 53 degrees 51 minutes 34 seconds West, along said Northerly line, a distance of 24.83 feet; thence

North 36 degrees 08 minutes 26 seconds West, along said Northerly line, a distance of 25.00 feet; thence South 53 degrees 51 minutes 34 seconds West, along said Northerly line, a distance of 1378.46 feet, to the West line of said Northeast Quarter of the Southeast Quarter; thence North 00 degrees 02 minutes 16 seconds East, along said West line of said Northeast Quarter of the Southeast Quarter, a distance of 387.98 feet, to the Northwest corner of said Northeast Quarter of the Southeast Quarter; thence North 00 degrees 02 minutes 23 seconds East, along the West line of said Southeast Quarter of the Northeast Quarter, a distance of 1315.43 feet, to the Northwest corner of said Southeast Quarter of the Northeast Quarter; thence North 88 degrees 53 minutes 19 seconds East, along the North line of said Southeast Quarter of the Northeast Quarter, a distance of 1318.72 feet, to the point of beginning.

Parcel 2:

The Southeast Quarter of the Southeast Quarter of Section 24, Township 33, Range 28, Sherburne County, Minnesota,

EXCEPT a 100 foot strip of land conveyed to the St. Paul, Minneapolis and Manitoba Railway in deed dated April 20, 1880, recorded April 26, 1880;

AND EXCEPT a 25 foot strip of land conveyed to the St. Paul and Northern Pacific Railway in deed dated February 2, 1884, recorded May 31, 1884

The above-described property consists of a total of 115.19 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

4. That the population of the area legally described herein and hereby annexed is two.
5. The City of Big Lake, pursuant to Minnesota Statutes §414.036, shall provide reimbursement to Big Lake Township to compensate the town for the loss of taxable property combined for all three properties in the amount of \$1,451.53, which represents one (1) year of township taxes on the property, payable in two (2) annual payments in accordance with the following schedule:
 - a. In 2026, an amount equal to \$725.76 and
 - b. In 2027, an amount equal to \$725.77;

There are no outstanding assessments against the Land.

6. The property is currently shown as Industry/Office on the City of Big Lake Land Use Map dated March 2026.

7. The property will be zoned as Agriculture (A) District on the Zoning Map pursuant to Section 1003.04 of the Big Lake City Code in preparation of any incoming development applications at a later date. A portion of the property is in the Shoreland Overlay District.
8. That the City Clerk of the City of Big Lake is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Sherburne County Auditor, and the Big Lake Township Clerk.
9. That the Office of Administrative Hearings is hereby requested to issue its order approving this annexation.
10. This ordinance shall be effective immediately upon its passage and publication, and approval by the Office of Administrative Hearings, Boundary Adjustments, and State of Minnesota.

Adopted by the Big Lake City Council on the 15th day of April 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this _____ day of April 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

Drafted By:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

Attachment D
Summary Publication Resolution

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member ____ and seconded by Council Member ____.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-XX**

**RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO. 2026-XX APPROVING AN
ANNEXATION BY ORDINANCE FOR PARCEL NUMBERS 10-00325-1101, 10-00325-1410, AND 10-
00324-4400**

WHEREAS, the City Council has adopted an ordinance annexing parcel numbers 10-00325-1101, 10-00325-1410, and 10-00324-4400 pursuant to MN Statutes §414.033, Subd. 5 permitting annexation by ordinance; and

WHEREAS, as authorized by Minnesota Statutes, Section §412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance No. 2026-XX will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance No. 2026-XX is approved for publication:

**CITY OF BIG LAKE, MINNESOTA
ORDINANCE NO. 2026-XX**

The City received a property owner submitted Petition for Annexation for Parcel Numbers #10-00325-1101, 10-00325-1410, and 10-00324-4400. The land meets all requirements of MN Statutes §414.033,

Notary Public



AGENDA ITEM

Big Lake City Council

Prepared By: <i>Hanna Klimmek, City Administrator</i>	Meeting Date: <i>4/15/2026</i>	☒ Regular Agenda Item ☐ Consent Agenda Item	Item No. 7C
Item Description: <i>Big Lake Public Library Annual Report</i>		Reviewed By: N/A	
		Reviewed By: N/A	

ACTION REQUESTED

No action required.

BACKGROUND/DISCUSSION

At the April 15, 2026 Council Meeting, Library Services Coordinator Hilary Honer-Dawson will provide an annual report on services provided by the Big Lake Public Library.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

Great River Regional Library Report



Big Lake Public Library Annual Report

2025

Hilary Dawson

Library Services Coordinator

Great River Regional Library

One Library

32 Branches

Our Mission

To serve all Central Minnesotans with
library collections and services

Our Core Values

Exceptional Service

Forward Thinking

Community Focus

GRRL by the Numbers

Borrowers:

96,650- GRRL

17,471 - Sherburne County

3060– Big Lake Library

Materials Circulation:

2,282,865 – GRRL

544,188 – Digital GRRL

293,874 – Sherburne County

63,947 – Big Lake Library

Big Lake Library

Library Impact

- 3060 Borrowers
- 20,561 Items Housed
- 11,015 Checkout Sessions
- 63,947 Items circulated
- 30,316 Door Count
- 6,344 Information Requests
- 631 Summer Reading Challenge
- 138 Winter Reading Challenge

Hours

Monday	1-6	Tuesday	10-5
Wednesday	1-7	Thursday	1-5
Friday	10-5	Saturday	10-1



Big Lake Programming

STORYTIME



GREAT RIVER REGIONAL
LIBRARY



Family Gingerbread House Workshop



BOOK CLUB

LIT HAPPENS

Friends of the Big Lake Library



Coffee Plus



TEENS & TWEENS GATHERING

SNOWMAN CRAFT



Library News

Outreach

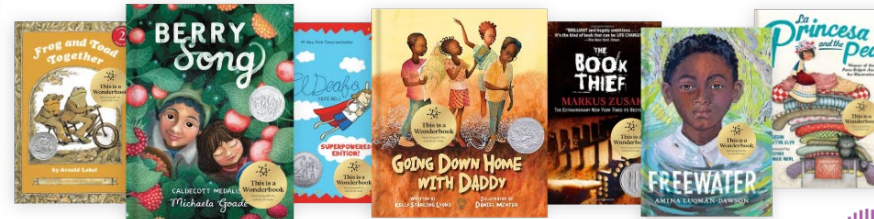
HiveTime Storytime
ECFE in the Park
STEM Night
PTO Literacy Night
Rise and Read

New in 2025

Thanks to our
Locally Growin' Campaign we
have expanded our
**Wonder Books and
PlayAways Collection**

Partnerships

ECFE at the Library
Independence
Elementary 4th Graders
Big Lake Community
Education



Questions





AGENDA ITEM

Big Lake City Council

Prepared By: Kendra Lindahl, AICP, Consulting Planner	Meeting Date: 4/15/2026	☒ Regular Agenda Item ☐ Consent Agenda Item	Item No. 7D
Item Description: Amendments to Chapter 2 (Administration), Chapter 5 (Nuisances), Chapter 6 (Traffic), and Chapter 10 (Zoning) of the Big Lake City Code.		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: Marie Popp, Community Development Director/EDA Executive Director	

60-DAY REVIEW DEADLINE: N/A

ACTION REQUESTED

The City Council is asked to make the following motions:

This item requires a 3/5 vote:

1. Motion to approve an ORDINANCE amending Chapters 2 (Administration), Chapter 5 (Nuisances), Chapter 6 (Traffic) and Chapter 10 (Zoning) of the City Code.

This item requires a 4/5 vote:

2. Motion to approve a RESOLUTION for Summary Publication of the Ordinance amending Chapters 2, 5, 6, and 10 of the City Code.

BACKGROUND/DISCUSSION

The City of Big Lake completed a repeal and replace of the Zoning Ordinance, Subdivision Ordinance and Sign Ordinance in 2023 (ordinance adopted April 26, 2023). When the new ordinances were adopted, staff noted that regular review and updates should be expected to correct any errors and address policy changes as needed. The most recent regular review and update to the Code was approved in Ordinance 2025-09 at the December 10, 2025 City Council meeting. During the presentation of the ordinance update, it was noted that updates to Nuisance Ordinances and Reasonable Accommodation would be prioritized during the next revision.

PLANNING COMMISSION

The Planning Commission held a public hearing on April 6, 2026. No one from the public spoke on the item. The Planning Commission unanimously recommended approval of the amendments as presented.

ANALYSIS OF REQUEST

Staff will provide a summary of key changes for each chapter below. The majority of the amendments are not substantive but are housekeeping items to correct spelling, comply with State laws, correct inconsistencies, and add clarity. The more substantive changes are described in this report. The attached ordinance shows all of the recommended changes by deleting the ~~stricken~~ material and adding the underlined material.

CHAPTER 2 (OPERATIONS AND ADMINISTRATION)

A new Section 295 has been drafted to allow the City to evaluate and regulate requests for reasonable accommodations pertaining to housing in accordance with the federal Fair Housing Amendments Act of 1988. These provisions establish a process for the City to administratively waive or modify specific provisions of the City Code which may hinder an applicant with a qualifying disability from having fair and equal access to housing. This reasonable accommodation ordinance would, for example, allow City staff to administratively review and approve a request for an ADA ramp for a home with a setback encroachment. Currently, such a request would be evaluated as a variance by the Planning Commission and City Council, which can be a burden both financially and would typically take 2-3 months to process. Other cities in the region have adopted similar reasonable accommodation ordinance language and this draft language was developed in consultation with the City Attorney.

This addition to the Code includes subsections establishing definitions, procedures, transferability, and conditions and guarantees for staff to evaluate and place reasonable conditions on reasonable accommodation requests. Requests will be evaluated by the Community Development Director, or a designee, and are non-transferable, except in cases where the accommodation cannot reasonably be removed from the structure or the accommodation is to be used by another individual with a qualifying disability who applies under the procedure established in the Code. A zoning permit fee will be collected to process applications for these requests.

CHAPTER 5 (NUISANCES, OFFENSES, AND OTHER REGULATIONS)

Section 510 of the City Code has been amended to comply with MN Statute § 412.925. This Statute states, “A statutory city or home rule charter city shall allow an owner, authorized agent, or authorized occupant of any privately owned lands or premises to install and maintain a managed natural landscape.” A managed natural landscape is defined as “A planned, intentional, and maintained planting of native or nonnative grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plants. Managed natural landscapes do not include turf-grass lawns left unattended for the purpose of returning to a natural state.” This Statute also establishes that a “turf-grass lawn” may be no greater than eight inches in height. Language has been drafted to adopt these changes. Amendments to Subsection 1006.06 (Landscaping) of the Zoning Ordinance have also been drafted to permit managed natural landscapes on private property.

Section 550 of the City Code has been amended to update the City’s noticing requirements for sidewalk snow removal in cases where a property owner has failed to clear snow from a sidewalk within 24 hours of a snowfall event. Instead of requiring the City to notify a property owner prior to each instance of snow removal, the Code has been amended to require City Staff to provide an annual notice of the sidewalk clearing Ordinance and related fees to all properties adjacent to sidewalks. This simplifies the noticing process for City staff while still providing adequate information to property owners regarding the City’s snow removal policies.

CHAPTER 6 (TRAFFIC AND MOTOR VEHICLES)

Section 620.03 (Parking, Stopping, Standing) lists prohibited parking locations. At the request of the Big Lake Police Department, this list has been modified to add language prohibiting parking within ten feet of mailboxes during standard mail delivery hours. It’s staff’s understanding that the Post Office will not deliver mail if the mailbox is blocked and this language will allow the Police Department to ticket those in violation of this standard.

CHAPTER 10 (ZONING CODE)

A number of definitions were added or amended. Several definitions added or amended pertain to Section 1004.03 (Shoreland Overlay Management Area). Amendments to Section 1004.03 are scheduled for a Public Hearing at the May 4th Planning Commission meeting.

Several changes are proposed to Section 1003.05 (Use Table). Many of these changes reduce redundancy, correct section reference errors, and improve consistency with other sections of Code. Proposed changes include replacing “Public, educational, and religious buildings” with “Places of assembly,” as staff found a broader term to be needed for such uses in order to comply with case law regarding these types of uses. “Alternative energy systems” has also been removed from the table while specific types of alternative energy systems (wind, solar, etc.) have been added in accordance with the standards in Subsection 1005.08. The use table in Section 1004.06 (Transit Oriented Development District) has also been updated to align with the new uses and definitions.

Changes are also proposed to parking standards. A significant change includes removing “Parking ramp” as a permitted use and adding “Parking facility, commercial” as a principal use with a Conditional Use Permit in all business and most industrial districts. “Parking facility, commercial” is defined in the proposed definitions and includes surface parking lots and parking ramps which are owned by the City and private entities. Performance standards have also been drafted for parking ramps in Section 1006.03 (Parking and Loading). Amendments have also been proposed to Table 27 (Parking Standards) to reduce redundancy and align with updated uses/definitions.

Performance standards have been established for Contractor’s Operations, as this use was previously listed in the use table but did not have any established standards. The drafted standards reduce the impact of exterior storage yards to neighboring properties by limiting exterior storage yards to the I-2 district for contractor operations, requiring yard areas to be surfaced with dustless materials, limiting noise, and prohibiting junk. More broadly, standards for outdoor storage have also been updated to reestablish a ratio of 3.5:1 (storage area to building footprint) for outdoor storage in the I-2 District, which was inadvertently missed in the April 26, 2023 comprehensive Code update, as this section was updated by City staff via a separate process (approved February 2, 2023). This oversight will be corrected with this update.

Significant amendments have been drafted to Section 1005.11 (Non-Conforming Structures, Uses, and Lots). Most significantly, language has been included to allow expansions to non-conforming structure, so long as those expansions do not increase the structure’s non-conformity. For example, an owner of a home which does not meet setback standards would now be able to add or expand a second floor of their home over an existing non-conforming first floor, so long as the setback encroachment is not increased. Other modifications to this section have been drafted to provide clarity and comply with State statutes.

SUMMARY

Staff believes the proposed amendments will make the City Code easier for residents to understand by clarifying a number of issues. The amendments will also address issues identified by residents and staff and will make it easier for the City Code to be implemented and enforced. This Code revision also includes several amendments which are relevant to the implementation of the upcoming revision of the Shoreland Management Overlay District Ordinance.

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

Staff recommends approval of the following, subject to the findings and condition identified in the attached:

1. Motion to approve an ORDINANCE approving amendments to Chapters 2 (Administration), Chapter 5 (Nuisances), Chapter 6 (Traffic) and Chapter 10 (Zoning) of the City Code.
2. Motion to approve a RESOLUTION approving the summary publication of the ordinance.

ATTACHMENTS

1. Ordinance Approving Amendments
2. Summary Publication Resolution

Attachment A
Ordinance Approving Amendments

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following ordinance was made by Council Member _____ and seconded by Council Member _____.

**CITY OF BIG LAKE
ORDINANCE NO. 2026-XX**

**ORDINANCE AMENDING CITY CODE CHAPTER 2 (ADMINISTRATION), CHAPTER 5 (NUISANCES),
CHAPTER 6 (TRAFFIC), AND CHAPTER 10 (ZONING)**

WHEREAS, The City Council finds that the amended administration, nuisances, traffic, and zoning code protects the public health, safety, comfort, convenience and general welfare of the residents of the community; and

WHEREAS, the amendments will provide clarity, correct errors in the text, and provide conformity with State laws; and

WHEREAS, the Big Lake Planning Commission conducted a public hearing on April 6, 2026 and recommended that the City Council approve the ordinance amendments; and

WHEREAS, notice of the public hearing was duly published and posted in accordance with applicable Minnesota Statutes and persons interested in said applications were afforded the opportunity to present their views and objections related to the project; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Big Lake that it hereby approves the following:

SECTION 1. Chapter 2 (Operations and Administration) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to Chapter 2 (Operations and Administration):

SECTION 295: REASONABLE ACCOMODATION

§ 295.01 Purpose.

The city has a legitimate interest in imposing regulations to protect the public health, safety, and general welfare. However, these regulations may not be applied in a manner that denies reasonable accommodation as required by the federal Fair Housing Amendments Act of 1988. It is the policy of the city to provide reasonable accommodation for persons with disabilities seeking fair and equal access to housing, in compliance with federal law.

§ 295.02 Definitions

For the purpose of this section, the following definitions apply unless the context clearly indicates or requires a different meaning.

Disability. Those disabilities which are recognized under applicable federal law.

Qualified Person. An individual with a disability, his or her representative, or a developer or provider of housing for an individual with a disability.

Reasonable Accommodation. The process by which the city may provide a modification or waiver of city building, zoning, or other regulations or policies to a qualified person, when necessary to eliminate barriers to housing opportunities as required by the Fair Housing Amendments Act of 1988.

§ 295.03 Procedure.

The process for making and acting upon requests for reasonable accommodation is set forth below:

1. A qualified person may request the modification or waiver of city regulations or policies by submitting all required application materials and fees to the community development director, or their designee, on forms furnished by the city. The application must include a detailed explanation of why the modification or waiver is reasonably necessary to make the specific housing available to the person, including verification of the disability, as well as other information required by the director. If the request also requires another city review or approval, then the applicant must file the request concurrently with that application.

2. The community development director, or their designee, in consultation with the city attorney, has the authority to consider and act on requests for reasonable accommodation, except that requests associated with another city review or approval will be considered and decided concurrently with that application. A decision must be in

writing. A decision may include the imposition of conditions the director, or their designee, deems necessary to mitigate any adverse impacts of granting such reasonable accommodation. In making a decision, the following factors must be considered:

- a. whether there is a disability;
- b. whether the request is needed to allow a disabled person equal opportunity to use and enjoy a dwelling, or to live in a particular neighborhood, as a person with a disability;
- c. whether the request is reasonable, considering such things as the potential impact on surrounding uses, the potential impact on the subject property, the extent to which the accommodation meets the stated need, and the availability of other alternatives that may meet that need;
- d. whether the request would constitute a fundamental alteration of the city's regulations, policies, or procedures;
- e. whether the request would impose an undue financial or administrative burden on the city;
- f. whether the requested accommodation would impose an undue financial or administrative burden on the city; and
- g. any other factor that may have a bearing on the request.

3. The director, or their designee's, written decision, including notice of the right to appeal, must be mailed to the applicant and to the owners of all properties that are immediately adjacent to the property that is the subject of the request. An aggrieved party may appeal the director's decision to the city council by submitting a written request setting forth fully the grounds of the appeal to the city clerk within 10 days after the decision was mailed to that party. The director's decision is the final decision of the city, unless properly appealed to the city council. Only the aggrieved applicant and immediately adjacent property owners who received notice of the written determination have a right to appeal.

§ 295.04 Transferability.

Any approved request shall allow the property owner or occupant to continue to rely upon such accommodation only so long as they own or occupy the property. Approval of a reasonable accommodation does not constitute a property right, does not run with the land, and does not provide future owners or occupants any rights to rely upon such accommodation approvals unless the director, or their designee, determines and provides a written decision that:

1. the accommodation is physically integrated into the residential structure and cannot easily be removed or altered; or

2. the accommodation is to be used by another individual with a disability who, pursuant to the procedure above, submits an application, fee, and required materials.

§ 295.05 Conditions and Guarantees.

The director, or their designee, may require that the applicant record a covenant agreeing to comply with conditions established in the determination before the issuance of any permits related to an approved reasonable accommodation with respect to the use of real property.

SECTION 2. Chapter 5 (Nuisances, Offenses, and Other Regulations) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §510 (WEEDS AND GRASS):

§ 510.01 ~~Definitions~~Weeds Defined.

For the purpose of this section, the following definitions apply unless the context clearly indicates or requires a different meaning.

Managed Natural Landscape. A planned, intentional, and maintained planting of native or nonnative grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plants. Managed natural landscapes do not include grass left unattended for the purpose of returning to a natural state and do not include noxious weeds.

~~“Weeds,” as used in this section, shall mean not only~~ Such noxious weeds as are enumerated by the State Noxious Weed Law, M.S. §§ 18.75 et. seq., and acts amendatory thereto, but also such useless and troublesome plants as are commonly known as weeds to the general public. Weeds shall also be construed to mean all rank vegetable growth which exhales unpleasant or noxious odors, and also high rank vegetable growth that may conceal filthy deposits.

And

§ 510.02 A Nuisance.

Any weeds or grass growing upon any lot or parcel of land, including the lands between the curb line of the street or alley and the property line of private properties to a height greater than eight inches ~~one foot~~, or which are about to go to seed, are hereby declared to be a nuisance and dangerous to the health, safety, and good order of the city; excluding managed natural landscapes that are maintained, storm sewer holding ponds, storm sewer drainage areas, surface water drainage areas, wet lands, shoreline vegetation, nature preserve, and other unplatted property.

SECTION 3. Chapter 5 (Nuisances, Offenses, and Other Regulations) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §550.02 (Failure to Clean Sidewalks):

Subd. 1. Whenever the owner or occupant of any premises in the city fails to clear their sidewalk of snow and loose or melting ice within 24 hours after the completion of any snowfall, or fails to maintain the clearance of their sidewalk thereafter, the city or its authorized contractor shall ~~serve a notice on the owner or occupant of the lot or parcel of land,~~ clear the sidewalk, and bill the property owner for all costs. ~~Such notice shall state that in case of further non-compliance, the clearing of sidewalks will be done by the city or its authorized contractor at the owner's expense.~~ The owner of the property will be determined as shown by the records of the office of the County Recorder. ~~When the premises shall appear to be vacant and unoccupied or when the owner or occupant cannot be found, then notice may be served by posting upon the premises in a conspicuous place.~~ Notice of sidewalk clearing and related fees shall be provided annually.

Subd. 2. For each successive violation concerning clearing of snow and loose or melting ice from sidewalks, the city will ~~post a notice of violation on the property stating that the city or its authorized contractor will,~~ without further notice, correct the conditions creating such violations and assess the cost there for against the property. The City Council shall determine an hourly rate for clearing of sidewalks.

SECTION 4. Chapter 6 (Traffic and Motor Vehicles) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §620.03 (Parking, Stopping, Standing):

16. In an area designated as a fire lane; ~~or~~

17. Move a vehicle not owned by the person into any prohibitive area or away from a curb such distance as is unlawful; ~~or~~

18. Within ten feet of a mailbox between the hours of 8:00 a.m and 6:00 p.m Monday through Saturday.

SECTION 5. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1001.02 (Definitions):

Accessory Structure. A structure subordinate to, incidental to, and/or serving the principal structure on the same lot (~~or immediately adjacent lot in the R-5 district except~~ as permitted by Section 1006.7, Subd. 8 of this chapter) and the use of which is clearly incidental to that of the main building or to the use of the premises. Examples of accessory structures include detached garages, greenhouses, gazebos, ice-fishing shacks, storage sheds, tool sheds, platforms, trash enclosures, and the like.

And

Accessory Structure, Water-Oriented. A small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which, because of the relationship of its use to surface water, reasonably needs to be located closer to public waters than the normal structure setback. Examples of such structures and facilities include, watercraft and watercraft equipment storage structures, gazebos, screen houses, fish houses, pump houses, patios, and detached decks. Boathouses and boat storage structures given the meaning under Minnesota Statutes, Section 103G.245 are not water-oriented accessory structures.

And

~~Accessory Structure or Facility (Shoreland). Any building or improvement subordinate to a principal use which, because of the nature of its use, can reasonably be located at or greater than normal structure setbacks.~~

And

Animals. See City Code subsection ~~380.01~~390.01 for animal definitions.

And

Bluff (Shoreland). A topographic feature such as a hill, cliff, or embankment having all of the following characteristics:

1. Part or all of the feature is located in a shoreland area;
2. The slope rises at least 25 feet above the ordinary high water level of the water body;
3. The grade of the slope from the toe of the bluff to a point 25 feet or more above the ordinary high water level averages 30% or greater; except an area with an average slope of less than 18% over a distance for 50 feet or more shall not be considered part of the bluff; and
4. The slope must drain toward the water body; ~~and~~
- ~~5. An area with an average slope of less than 18% over a distance for 50 feet or more shall not be considered part of the bluff.~~

And

Boathouse. A facility as defined by Minnesota Statutes, Section 103G.245.

And

Buffer. The use of land, topography, difference in elevation, space, fences, or landscape plantings, including perennial vegetation, to screen or partially screen a use or property from another use or property to shield or mitigate undesirable influences such as: sight, noise, dust, lights, runoff pollution, and other external impacts; and, when adjacent to bodies of water, stabilizes soils, shores, and banks and provides riparian corridors.

And

~~Business. Any establishment, occupation, employment, or enterprise where merchandise is manufactured, exhibited, or sold, or where services are offered for compensation.~~

And

Catering/Commercial Kitchen. An establishment where meals are regularly prepared for consumption within an on-site event center or catered to off-site events. having a minimum seating capacity of 160 providing food and beverages service, which may include accessory on-sale liquor and live entertainment, where meals are regularly prepared on the premises and served at tables for special events sponsored by persons or entities who are members of the general public, but which is not open for business on a daily basis, and which may provide catering services for special events for consumption off the premises.

And

~~Commissioner (Shoreland). Commissioner of the Department of Natural Resources.~~

And

Contractor Operation. An area and/or building devoted to use by a person who contracts to supply certain materials or to perform certain work in the field of building or construction trades. A contractor operation may include an exterior storage yard for the storage of materials, vehicles, and machinery associated with the business operation.

And

Data Center. A facility used primarily for the management, storage, processing, and transmission of digital data which contains computer or network equipment, systems, services, appliances, and other associated components related to digital data storage and operations.

And

~~Duplex, Triplex, and Quad. A dwelling structure on a single lot, having two, three, and four units respectively; being attached by common walls and each unit equipped with separate sleeping, cooking, eating, living, and sanitation facilities.~~

And

Dwelling, Two-Family. A building designed exclusively for occupancy by two families in separate dwelling units.

1. Duplex. A two-family dwelling with one unit above the other.

2. Twinhome. A two-family dwelling with two units side by side.

Dwelling Unit. A dwelling unit is a single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. Dwelling units may be located within single-family, two-family, townhouse or multiple-family buildings.

1. In the Shoreland Management Overlay District, a Dwelling Unit may be designed as short- or long-term living quarters and includes accommodations such as motels, hotels, resort rooms, and cabins.

~~Dwelling Unit (Shoreland). Any structure or portion of a structure, or other shelter designed as short- or long-term living quarters for one or more persons, including rental or timeshare accommodations such as motel, hotel, resort rooms, and cabins.~~

And

Essential Service Structures. Structures and buildings necessary for the operation of essential services, including, but not limited to: telephone buildings, telephone booths, gas regulator stations, substations, electrical stations, water tanks, water towers, and lift stations. Essential service structures shall not include transmission/reception antennas or electric transmission lines in excess of 35 KV and associated poles, towers and other appurtenances 60 feet or more in height above the natural ground level.

And

Event Center. A facility located on private property with a minimum seating capacity of 160 that primarily functions to provide space for special events with or without live entertainment, such as receptions, weddings, dances, or meetings, that are sponsored by persons or entities who are members of the general public. Food and beverage may be catered to the site or be provided through an on-site commercial/catering kitchen. An event center may include accessory on-sale liquor. ~~a facility for any type of social gathering that is available for use by various groups for such activities as public assemblies, meetings, private meetings, retreats, parties, weddings, receptions, and dances.~~

And

Extractive Use. The use of land for surface or subsurface removal of sand, gravel, rock, industrial minerals, other nonmetallic minerals, and peat not regulated under Minnesota Statutes, Sections 93.44 to 93.51.

And

Feedlots. A lot or building or combination of lots and buildings intended for the confined feeding, breeding, raising, or holding of animals and specifically designed as a confinement area in which manure may accumulate, or where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosure. Open lots used for feeding and rearing of poultry (poultry ranges) and barns, dairy farms, swine facilities, beef lots and barns, horse stalls, mink ranches, and zoos shall be considered to be animal feedlots. Pastures shall not be considered animal feedlots, nor shall any area as above described which contains ten or fewer farm animals ~~or less~~.

And

Forest Land Conversion. The clear cutting of forested lands to prepare for a new land use other than reestablishment of a subsequent forest stand.

Funeral Home.

1. A building or part thereof used for human funeral services. Such building may contain space and facilities for:
 - a. Embalming and the performance of other services used in the preparation of the dead for burial;
 - b. The performance of autopsies and other surgical procedures;
 - c. The storage of caskets, funeral urns, and other related funeral supplies; and
 - d. The storage of funeral supplies.
2. This classification excludes cemeteries and crematoriums.

Garage. An accessory building or accessory portion of the principal building which is intended for and used to store ~~the~~ private passenger vehicles and trucks.

And

Health Club. A ~~facility place of assembly and activity~~ where membership may be required and is directed toward the general public with the commercial promotion of sports and physical fitness. Uses include, but are not limited to, personal training, gymnastics, martial arts, aerobics, exercise, and dance studios.

Home Occupation. Any activity engaged in by the occupant of a residential dwelling unit, which is carried out for business purposes and which activity is clearly incidental and secondary to the residential use of the premises, and which activity does not change the residential character thereof. This includes home offices used for conducting affairs of a recognized business, profession or service solely by the occupant of the dwelling and does not involve the on-site sale of products or client/patron site visitations. “Home occupation” does not include any cannabis business or hemp business, as defined in

Minnesota Statutes Chapter 342 as amended, or any business licensed under Minnesota Statutes Chapter 18K as amended.

And

Intensive Vegetation Clearing ~~(Shoreland)~~. The complete removal of trees or shrubs in a contiguous patch, strip, row, or block.

And

~~Lot (Shoreland). A parcel of land designated by plat, metes and bounds, registered land survey, auditors plot, or other accepted means and separated from other parcels or portions by said description for the purpose of sale, lease, or separation.~~

And

Lot, Controlled Access. A lot used to access public waters or as a recreation area for owners of non-riparian lots within the same subdivision containing the controlled access lot.

And

Lot Width. The horizontal distance between the side lot lines measured at right angles to the lot depth, at the minimum front building setback line. For riparian lots, lot width is also the horizontal distance between side lot lines at the ordinary high water level.

~~Lot Width (Shoreland). The shortest distance between lot lines measured at the midpoint of the building line.~~

And

Managed Natural Landscape. A planned, intentional, and maintained planting of native or nonnative grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plants. Managed natural landscapes do not include turf-grass lawns left unattended for the purpose of returning to a natural state and may not include noxious weeds.

And

Non-Conforming Structure, Parcel, or Use, Illegal. A structure, parcel, or use that has been established in a manner that does not conform to the applicable conditions required by the regulations in place at the time the structure or use was established.

Non-Conforming Structure, Parcel, or Use, Legal. Any lawfully established structure, parcel, or use which, on April 26, 2023 (effective date of the ordinance from which this chapter is derived) does not conform to the applicable conditions if the structure or use was to be erected under the guidance of this chapter.

~~Non-Conformity (Shoreland). Any legal use, structure, or parcel of land already in existence, recorded or authorized before the adoption of official controls or amendments thereto that would not have been permitted to become established under the terms of the official controls as now written, if the official controls had been in effect prior to the date it was established, recorded, or authorized.~~

And

Office, Professional or Medical Business (General). An establishment located within a building or portion of a building for the conduct of business activities involving predominantly professional, administrative, ~~or clerical~~, or medical service operations including attorneys, financial advisors, consultants, insurance, travel, outpatient medical services, and other uses of similar character.

~~Office/Warehouse: A building or group of buildings that combine office functions with warehousing, storage, or light industrial activities. The office component may include administrative, sales, or support functions directly related to the warehousing or industrial operations conducted on-site. The use shall not include retail sales to the general public unless specifically permitted.~~

And

Ordinary High Water Level ~~(Shoreland)~~. The boundary of public waters and wetlands, and shall be an elevation delineating the highest water level which has been maintained for a sufficient period of time to leave evidence upon the landscape, commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. For watercourses, the ordinary high water level is the elevation of the top of the bank of the channel. For reservoirs and flowages, the ordinary high water level shall be the operating elevation of the normal summer pool.

Outdoor Storage (Exterior Storage). Any open land used or occupied for the purpose of outdoor storage of material, equipment, or products not including uses defined as "temporary outdoor seasonal sales." ~~Outdoor storage shall not include the temporary parking of licensed and operable motor vehicles in designated parking stalls, or trucks being serviced in designated loading areas, except in an outdoor storage yard accessory to a contractor operation, or uses defined as "temporary outdoor seasonal sales."~~

And

Parking Facility, Commercial. A commercial parking facility owned and operated by the city or by a private entity and designed to accommodate the off-street parking of motor vehicles. Such parking may be located in a structured parking ramp facility, a surface lot, or a combination thereof.

And

Parking Ramp. A structure or portion of a structure composed of one or more levels or

floors used for the parking of vehicles and which may be totally below grade (as in an underground garage) or either partially or totally above grade with those levels being either open or enclosed.

And

Place of Assembly. A structure or portion of a structure where facilities are provided primarily for the gathering of people for civic, educational, political, social, or religious purposes.

~~Place of Public Accommodation. A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.~~

~~Places of Worship. Any place of worship,~~ A place of assembly used for religious purposes, including any church, synagogue, temple, mosque, or other building or facility, primarily engaged in religious worship. The term does not include uses, such as schools, recreational facilities, day care or child care facilities, kindergartens, dormitories, or other facilities, for temporary or permanent residences, which are connected or related to the worship facility or the principal buildings on the site, or are located on the same site, even if the curriculum or services offered as part of such use includes religious services and/or training.

And

~~Planned Unit Development (Shoreland). A type of development characterized by a unified site design for a number of dwelling units or dwelling sites on a parcel, whether for sale, rent, or lease, and also usually involving clustering of these units or sites to provide areas of common open space, density increases, and a mix of structure types and land uses. These developments may be organized and operated as condominiums, cooperatives, full fee ownership, commercial enterprises, or any combination of these, or cluster subdivisions of dwelling units, residential condominiums, townhouses, apartment buildings, campgrounds, recreational vehicle parks, resorts, hotels, motels, and conversions of structures and land uses to these uses.~~

~~Planned Unit Development, Commercial (Shoreland). Uses that typically provide transient, short term lodging spaces, rooms, or parcels and their operations are essentially service oriented. For example, hotel/motel accommodations, resorts, recreation vehicle and camping parks, and other primarily service oriented activities are commercial planned unit developments.~~

~~Planned Unit Development, Residential (Shoreland). A use where the nature of residency is non-transient and the major or primary focus of the development is not service oriented. For example, residential apartments, time share condominiums, townhouses, cooperatives, and full fee ownership residences would be considered as residential planned unit developments.~~

And

~~Public, Educational, and Religious Buildings. Buildings arranged for public use (as defined below), the purposes of instruction, or religious worship.~~

And

Public Waters. ~~Waters of the state~~ Any water as defined in M.S. § 103G.005, subd. 15 and 15a, as amended from time to time.

And

Semi-Public Use. The use of land by a private, nonprofit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization.

And

Setback. The minimum required distance between a building or structure and the property line nearest thereto;

1. Within ~~shoreland districts~~ the Shoreland Management Overlay District, it shall also mean the minimum horizontal distance between a structure, sewage treatment system, or other facility and an ordinary high water level, sewage treatment system, top of a bluff, road, highway, property line, or other facility.

2. In cases where there is no foundation, setbacks shall be measured to the closest part of the structure to the lot line and/or right-of-way line and/or ordinary high watermark.

And

Sewer System. Pipelines or conduits, pumping stations, and force main, and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial waste or other wastes to a point of ultimate disposal.

And

Shore Impact Zone ~~(Shoreland)~~. Land located between the ordinary high water level of a public water and a line parallel to it at a setback of 50% of the structure setback.

Shoreland ~~(Shoreland)~~. Land located within the following distances from public waters: 1,000 feet from the ordinary high water level of a lake, pond, or flowage; and 300 feet from a river or stream, or the landward extent of a floodplain designated by ordinance on a river or stream, whichever is greater. The limits of shorelands may be reduced when ~~ever~~ the shoreland of water bodies with different classifications overlap and waters involved are bounded by topographic divides which extend landward from the waters for lesser distances and when approved by the Commissioner.

Shore Recreation Facilities. Swimming areas, docks, watercraft mooring areas and launching ramps and other water recreation facilities.

And

~~Slope, Steep. Land where agricultural activity or development is either not recommended or described as poorly suited due to slope steepness and the site's soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and farming practices are used in accordance with the provisions of this chapter. Where specific information is not available, steep slopes are~~ Lands having average slopes over 12%, as measured over horizontal distances of 50 feet or more, that are not bluffs.

And

Structure. Anything constructed or erected on the ground or attached to the ground or on-site utilities, including, but not limited to, buildings, decks, sheds, detached garages, cabins, manufactured homes, and travel trailers/vehicles, and excluding aerial or underground utility lines such as sewer, electric, telephone, telegraph, gas lines, towers, poles, and other supporting facilities.

And

~~Subdivision (Shoreland). Land that is divided for the purpose of sale, rent, or lease, including planned unit developments.~~

~~Substandard Use (Shoreland). Any use of shoreland in existence prior to the date of enactment of the ordinance from which this chapter is derived (October 29, 1985), which shall be permitted within the applicable zoning districts, but do not meet the minimum lot area, setbacks, or other dimensional requirements of this chapter, shall be considered substandard uses.~~

And

~~Surface Water Oriented Commercial Use. The use of land for commercial purposes, where access to and use of a surface water feature is an integral part of the normal conduct of business. Marinas, resorts, and restaurants with transient docking facilities are examples of such use.~~

And

Warehouse. A building or part of a building used primarily for the storage of goods, materials, merchandise, or equipment. Warehouses may include loading docks and facilities for the receipt, storage, and distribution of goods but shall not include retail sales to the general public unless otherwise permitted. Data centers and manufacturing facilities are not warehouses.

And

Water-dependent use. The use of land for commercial, industrial, public or semi-public purposes, where access to and use of a public water is an integral part of the normal conduct of operation. Marinas, resorts, and restaurants with transient docking facilities are examples of uses typically found in shoreland areas.

Wetlands. Lands transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water, as defined by Minnesota Rule, part 8420.0111.

SECTION 6. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1003.05 (Use Table):

TABLE 1							
Use	AG	R-1	R-2	R-3	R-4	R-5	Code Reference
Accessory dwelling unit	C	C	C			C	Subsection 1006.07
Accessory structures and uses incidental and customary to the uses allowed	AP	AP	AP	AP	AP	AP	Subsection 1005.0 12
Agriculture, farms, nursery farms, greenhouses for growing only, landscape gardening, including sale of products only grown on premises	P						
<u>Alternative energy systems</u>	<u>AP</u>	<u>AP</u>	<u>AP</u>	<u>AP</u>	<u>AP</u>	<u>AP</u>	<u>Subsection 1005.08</u>
Antennas	A, AP, C, P	A, AP, C, P	A, AP, C, P	A, AP, C, P	A, AP, C, P	A, AP, C, P	Subsection 1005.02
Assisted living facility				C			Subsection 1006.07
Cannabis cultivation (outdoor)	P						Subsection 1005.15
Cemeteries and memorial gardens	C	C				C	Subsection 1006.07

TABLE 1							
Use	AG	R-1	R-2	R-3	R-4	R-5	Code Reference
Day care facility, commercial	C						Subsection 1006.07
Day care facility, in home	A	A	A	A	A	A	Subsection 1006.07
Detached accessory structure (off-site)						C	Subsection 1006.07
Dwelling, multifamily				P			
Dwellings, single-family detached	P	P	P			P	
Dwellings, townhomes			P	P		C	
Dwellings, two-family			P	P		C	
Essential services	P, AP, C	P, AP, C	P, AP, C	P, AP, C	P, AP, C	P, AP, C	Subsection 1005.04, 1006.07
Fences	AP	AP	AP	AP	AP	AP	Subsection 1006.05
Garage	A	A	A	A	A	A	Subsection <u>1005.01</u> , <u>1006.04</u> 02
Gardening and other horticultural uses, with no sale of products on premises	A	A	A	A	A	A	
<u>Geothermal system</u>	<u>AP</u>	<u>AP</u>	<u>AP</u>	<u>AP, I</u>	<u>AP</u>	<u>AP</u>	<u>Subsection 1005.08</u>
Golf courses, archery ranges, ski clubs, and other private recreational land uses of a similar nature	P						
Grading and mining operations	I	I	I	I	I	I	Subsection 1005.05
Grading, filling, and excavating	AP	AP	AP	AP	AP	AP	Subsection 1005.05

TABLE 1							
Use	AG	R-1	R-2	R-3	R-4	R-5	Code Reference
Home occupations	A, C	A, C	A, C	A, C	A, C	A, C	Subsection 1005.12
Keeping of animals	A	A	A	A	A	A	Section 390
Kennels, commercial	I						Subsection 1006.07
Manufactured home park					C		
Model homes/temporary real estate office		AP	AP	AP	I	AP	Subsection 1005.06
Off-street loading			A	A	A	A	Subsection 1006.03
Outdoor wood burner	A	A	A	A	A	A	
Public, educational, and religious buildings Places of assembly	C	C	C	C	C	C	Subsection 1006.07
Recreation, public	P	P	P	P	P	P	
Recreational field, structure, or building	C	C	C	C	C	C	Subsection 1006.07
Recreational vehicles	A	A	A	A	A	A	Subsection 1005.07
Septic and well	I						Subsection 1006.07
Short-term rental housing	AP	AP	AP	AP		AP	Subsection 1006.07
Signs	A	A, C	A, C	A, C	A, C	A, C	Section 1300
Solar farms and gardens	I						Subsection 1005.08
Solar, ground-, roof-, or building-mounted, accessory	A	A	A	A	A	A	Subsection 1005.08
State licensed residential facility (6 or fewer people)	P	P				P	

TABLE 1							
Use	AG	R-1	R-2	R-3	R-4	R-5	Code Reference
State licensed residential facility (7 or more people)			C	C	C		Subsection 1006.07
Temporary classroom	I	I	I	I	I	I	
Temporary mobile towers for personal wireless service antennas	AP	AP	AP	AP	AP	AP	Subsection 1005.02
Temporary structures and uses	AP	AP	AP	AP	AP	AP	Subsection 1002.10
Uses incidental and directly related to public and private recreational facilities	A	A	A	A	A	A	
<u>Wind energy conversion system</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>Subsection 1005.08</u>

And

Table 2							
Use	B-1	B-2	CI	I-1	I-2	I-3	Section Reference
Accessory structures and uses incidental and customary to the uses allowed	AP	AP	AP	AP	AP	AP	Subsection 1005.0 1 <u>2</u>
Animal hospital	P	P	P	P	P	P	
Animal grooming <u>and veterinary clinic</u>	P	P	P	P	P	P	
Antennas	A, AP, C, P	A, AP, C, P	A, AP, C, P	A, AP, C, P	A, AP, C, P	A, AP, C, P	Subsection 1005.02
Artisan studio/makerspace	P	P	P	P		P	
Auction facility	P	P	P	P	P	P	

Table 2							
Automobile repair (major/minor), with a retail component		C					Subsection 1006.07
Automobile repair, major				P	P	P	
Banks, credit unions, and other financial institutions	P	P	P				
Bed and breakfast establishment	P	P					
Breweries, taproom	P	P	P	P	P	P	
Brewpubs	P	P	P				
Cannabis cultivation (indoor)	P	P	P	P	P	P	Subsection 1005.15
Cannabis manufacturing, processing, extraction	P	P	P	P	P	P	Subsection 1005.15
Cannabis retail	P	P	P	P			Subsection 1005.15
Cannabis wholesale	P	P	P	P	P	P	Subsection 1005.15
Canopies	A	A	A				Subsection 1006.07
Car wash	C	C					Subsection 1006.07
Catering/commercial kitchen	P	P	P			P	
Contractor's operations				P	P		Subsection 1006.07
Co-working space/flexible office space	P	P	P	P		P	
Day care facility, commercial	C	C					Subsection 1006.07
Day care, as a conditional accessory use			C	C	C	C	Subsection 1006.07
Dispatch center	P						

Table 2							
Distribution center				P	P		
Drive through lanes	A	A					Subsection 1006.07
Dry cleaning, laundromat, laundry service	P	P					
Essential services	P, AP, C	P, AP, C	P, AP, C	P, AP, C	P, AP, C	P, AP, C	Subsection 1005.04, 1006.07
Event center	P	P	P	P	P	P	
Farmer's market	AP	AP	AP	AP	AP	AP	
Fences	AP	AP	AP	AP	AP	AP	Subsection 1006.054
Firearm range					C		
Funeral homes and mortuaries	P	P	P	P	P	P	
Garage, private	A	A	A	A	A	A	
<u>Geothermal system</u>	<u>AP, I</u>	<u>AP, I</u>	<u>AP, I</u>	<u>AP, I</u>	<u>AP, I</u>	<u>AP, I</u>	<u>Subsection 1005.08</u>
Grading, land filling, and excavation	AP, I	AP, I	AP, I	AP, I	AP, I	AP, I	Subsection 1005.05
Grocery, supermarket		P					
Health clubs	P	P	P	P			
Hemp manufacturing	P	P	P	P	P	P	Subsection 1005.15
Hospitals and medical campus	P	P	P	P	P	P	
Hotels and motels	P	P	P				
Keeping of animals		A	A	A	P		Section 390
Kennels, commercial				I	I		Subsection 1006.07

<i>Table 2</i>							
Laboratories			P	P	P	P	
Liquor, on-sale or off-sale	P	P					
Manufacturing, compounding, assembly, packaging, treatment of products	C	C	P	P	P	P	
Motor fuel station	C	C					Subsection 1006.07
Motor vehicle sales, <u>service, leasing/rental, and repair (major/minor)</u>		C		C	C		Subsection 1006.07
Motor vehicle sales, indoor						P	
Retail and personal service business	P	P	P				
Offices, professional/medical	P	P	P				
Office/warehouse or business				P	P	P	
Off-street loading	A	A	A	A	A	A	<u>Subsection 1006.03</u>
Open sales lot		A					
Outdoor dining, accessory	AP	AP	AP	AP	AP	AP	Subsection 1006.07
Outdoor sales, and services, <u>and rentals</u> accessory	C	C					Subsection 1006.07 <u>and 1005.14</u>
Outdoor storage, accessory					I	AP, I	Subsection 1006.07 <u>and 1005.14</u>
<u>Parking facility, commercial</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>		<u>Subsection 1006.03</u>
Parking ramp	P	P	P	P	P	P	

Table 2							
<u>Places of assembly</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>Subsection 1006.07</u>
Processing or fabrication			P	P	P	P	
Public, educational, and religious buildings	E	E	E	E	E	E	Subsection 1006.07
Radio and television stations	P	P	P	P	P	P	
Recreation, commercial		P	P	P	P	P	
Recreation, field, structure, or building	C	C	C	C	C	C	Subsection 1006.07
Recreation, public	P	P	P	P	P	P	
Restaurant	P	P	P				
Restaurant/cafeteria accessory to an allowed use	A	A	A	A	A	A	Subsection 1006.07
Self-service storage facility				P	P	P	
Sexually oriented business	P, A	P, A	P, A	P, A	P, A	P, A	Subsection 1005.10 1
Shopping center		P					
Signs	A, AP, C	A, AP, C	A, AP, C	A, AP, C	A, AP, C	A, AP, C	Section 1300
<u>Solar, ground-, roof-, or building-mounted, accessory</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>	<u>Subsection 1005.08</u>
Sports arena and stadiums					C	C	
State licensed residential facility (> 7 or more persons)	P	P					
Storage, containerized		I					
Temporary structures and uses	AP	AP	AP	AP	AP	AP	Subsection 1002.10
Trade or business schools		P	P				

Table 2							
Transit station	P	P	P	P	P	P	
Truck or freight terminal					C		Subsection 1006.07
Vehicle rental, accessory		I					Subsection 1006.07
<u>Warehouse</u>				<u>P</u>	<u>P</u>	<u>P</u>	
Wholesale showrooms, warehousing, and indoor storage		P	P	P	P	P	
<u>Wind energy conversion system</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>A, C</u>	<u>Subsection 1005.08</u>

SECTION 7. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1004.06 (Transit Oriented Development District), Subd. 3, Table 23, Conditional Uses:

Conditional Uses		
Accessory outdoor seating associated with food service businesses <u>Parking facility, commercial</u> Commercial parking lots and structures (as a principal use) Commercial recreation (indoor) Stadiums and sports facilities over 10,000 seats Grocery stores over 10,000 square feet All permitted uses in the B-2 Neighborhood Business District not already permitted in the	Accessory outdoor seating associated with food service businesses Convenience stores with gas Restaurants with drive-through facilities Hotels Hospitals <u>Places of assembly</u> Public, educational, and religious buildings and m <u>Municipal government buildings</u>	All conditional uses as allowed within the B-1, Business Campus Zoning District Office/warehouse <u>Places of assembly</u> Public, educational, and religious buildings and m <u>Municipal government buildings</u> All conditional uses as allowed within the R-3 High Density Residential Zoning

Station Zone	All permitted uses in the B-2 Neighborhood Business District not already permitted in the Midway Zone	District
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SECTION 8. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1004.06 (Transit Oriented Development District), Subd. 4:

4. Parking ~~Structures~~Ramps.

a. Parking ~~structures-ramps~~ shall incorporate pedestrian walkways and connections to the neighborhood sidewalk system.

b. Parking ~~structures-ramps~~ are encouraged to include ground level retail uses along streets and sidewalks.

c. Parking ~~structures-ramps~~ shall adhere to the guidelines of the City Downtown Design Standards. Application of the standards shall follow the same procedure as in the Downtown Design Standards-Transition Zone.

SECTION 9. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1005 (GENERAL REQUIREMENTS):

§ 1005.11 Non-Conforming ~~Buildings~~, Structures, Uses, and Lots.

Subd. 1. ~~Non-Conforming Building, Structures, and Uses~~Purpose. It is the purpose of this subsection to provide for the regulation of non-conforming ~~buildings~~, structures, lots, and uses and to specify those requirements, circumstances and conditions under which non-conforming ~~buildings~~, structures, lots, and uses may be operated and maintained. The zoning ordinance establishes separate districts, each of which is an appropriate area for the location of uses, which are permitted in that district. It is necessary and consistent with the establishment of these districts that non-conforming ~~buildings~~, structures, lots, and uses not be permitted to continue without restriction. Furthermore, it is the intent of this subsection that all non-conforming structures, uses and lots shall be eventually brought into conformity with this chapter.

1. Grandfather Clause. Any structure, ~~or~~ use, or lot of record lawfully existing on July 20, 2002 (effective date of chapter) shall not be altered in a manner to increase enlarged the non-conformity, but may be continued in a manner which does not increase the non-conformity at the size and in the manner of operation existing upon such date except as hereinafter specified or subsequently amended.

~~2. Remedial Work. Nothing in this chapter shall prevent the placing of a structure in safe condition when said structure is declared unsafe by the Building Official providing the necessary repairs shall not constitute more than 50% of fair market value of such structure. The County Assessor will determine said fair market value.~~

2. Conditional Uses. Any established use legally existing prior to July 20, 2002 and which is herein classified by this chapter as requiring a conditional use permit may be continued in like fashion and activity, subject to the provisions of this section. Any expansion of such use, however, shall require a new conditional use permit be processed for the expansion according to this chapter.

~~3. Normal Maintenance. Maintenance of a building or other structure containing or used by a non-conforming use will be permitted when it includes necessary non-structural repair and incidental alterations, which do not extend or intensify the non-conforming building or use. Repairs shall be considered structural if they relate to foundations, walls, rafters, joists, headers, beams, timbers, structural sheathing, structural siding, or similar items.~~

3. Interim Uses. Any established use legally existing prior to July 20, 2002, and which is herein classified by this chapter as requiring an interim use permit may be continued in like fashion and activity, subject to the provisions of this section. Any expansion of such use, however, shall require a new interim use permit be processed for the expansion according to this chapter.

~~4. Reversal of Non-Conformity. When any lawful non-conforming use of any structure or land in any district has been changed to a conforming use, it shall not thereafter be changed to any non-conforming use—~~

~~5. Reduction of Non-Conformity. A lawful non-conforming use of a structure or parcel of land may be changed to lessen the non-conformity of use. Once a non-conforming structure or parcel of land has been changed, it shall not thereafter be so altered as to increase the non-conformity.~~

~~a. Restoration. No lawful non-conforming building or structure which has been damaged by fire, explosion, rot, decay, act of God or the public enemy, to the extent of more than 50% of its value, as determined by the County Assessor, shall be restored, except in conformity with the regulations.~~

~~b. Alterations to Lawful Non-Conforming Structures. Alteration and normal maintenance to a lawful non-conforming building or structure may be made, provided:~~

~~i. The alterations do not expand the building size;~~

~~ii. The alterations do not change the building occupancy capacity or parking demand; and~~

~~iii. The alteration does not increase the number of bedrooms in any dwelling unit.~~

~~c. Decks. Lawful non-conforming single family detached dwelling units in the R-1, R-1E, R-2, and R-5 districts may be expanded by adding a deck, provided that the deck itself meets the current zoning regulations, including all setback requirements.~~

~~Structures that are lawful non-conforming due to a failure to meet the required setback from the ordinary high water level shall be subject to the conditions of subsection 1005.01.~~

~~7. Discontinuance. Whenever a lawful non-conforming use of a structure or land is discontinued for a period of one year, following written notice from an authorized agent of the city, any future use of said structure or land shall be made to conform to the provisions of this chapter.~~

84. Threats to General Welfare. Non-conforming ~~buildings~~ structures and/or uses, which based upon documented study and evidence, pose a danger and/or threat to the health, safety, and general welfare of the community, shall:

- a. Be legally described as a nuisance by the City Council; and
- b. Upon being identified by the City Council and upon the owner being notified in writing by the Zoning Administrator, the owner shall provide to the City Council a documented time schedule and program, which will result in the termination or correction of the non-conformity.
 - i. The termination/correction time schedule shall be based upon, but not be limited to, factors such as the initial investment and the degree of threat or danger being posed.
 - ii. The acceptability of the time schedule shall be determined by the City Council with right of appeal.
 - iii. In no case shall a time schedule exceed two years.

Subd. 2. Non-Conforming Structures

1. Remedial Work. If a lawful nonconforming structure is destroyed by fire or other peril to the extent of greater than fifty (50) percent of its estimated market value, as determined by the City Assessor, the structure must be brought into conformity with this Chapter, unless a building permit has been applied for within 180 days of when the structure is damaged. If a building permit is applied for within 180 days of when the structure is damaged, the City may impose reasonable conditions when issuing the permit to mitigate any newly created impacts on an adjacent property or water body.-

2. Alterations and Expansions. Alterations and expansions to a lawful non-conforming building or structure may be made by increasing the structure's height or enlarging the structure area, provided:

a. The alteration or expansion does not increase the non-conformity and complies with all other applicable performance standards.

b. The alteration or expansion meets the required setbacks from the public right-of-way, side and rear lot lines, wetlands, lakes, sewer treatment system, well, and

all other requirements of this chapter (Figure 1), except that the expansion may increase the height of the structure over any portion of the existing structure, including those areas which encroach into the required setbacks, provided the footprint of the structure is not expanded to increase the non-conformity. For example, a second floor area may be added or expanded to meet the non-conforming setback over an existing non-conforming first floor so long as the non-conforming area of the first floor is not expanded.

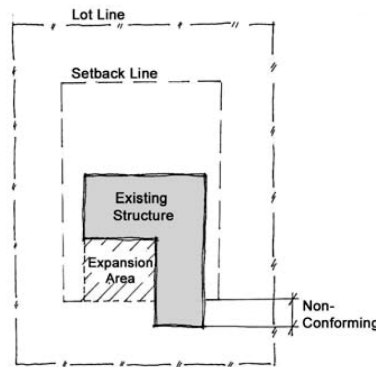


Figure 1. Example of an Allowable Expansion to a Non-Conforming Structure

c. Long-term sewage disposal needs can be met.

3. Changes to Non-Conforming Structures.

a. When a lawful non-conforming structure in any district has been changed to a conforming structure, it shall not thereafter be changed to become non-conforming.

b. A lawful non-conforming structure may be changed to lessen the non-conformity. Once a non-conforming structure has been changed, it shall not thereafter be so altered to increase the non-conformity.

Subd. 3. Non-Conforming Uses

1. Effective Date. A use of buildings or land that lawfully existed as of July 20, 2002 which does not conform to the provisions of this Chapter may be continued, unless:

a. The non-conformity or occupancy is discontinued for a period of more than one year.

b. Any non-conforming use is destroyed by fire or other peril to the extent of greater than fifty (50) percent of its market value, as determined by the City Building Official, and no building permit has been applied for within 180 days of when the property is damaged. If a building permit has been applied for within 180 days of when the property is damaged, the City may impose reasonable conditions when issuing the

permit in order to mitigate any newly created impact on adjacent property or water body.

2. Continued Use. A lawful, non-conforming use may be continued, including through repair, replacement, restoration, maintenance, or improvement; provided, however, that no such non-conforming use of land shall be enlarged, increased, nor shall any such non-conforming use be expanded to occupy a greater area of land than that occupied by such use at the time of the adoption of this chapter, nor shall any such non-conforming use be moved to any other part of the parcel of land upon which the same was conducted at the time of the adoption of this chapter.

3. Changes to Non-Conforming Uses.

a. When a lawful non-conforming use of any structure or land in any district has been changed to a conforming use, it shall not thereafter be changed to any non-conforming use.

b. A lawful non-conforming use of a structure or parcel of land may be changed to lessen the non-conformity of use. Once a non-conforming use of a structure or parcel has been changed, it shall not thereafter be so altered to increase the non-conformity.

Subd. 4. Non-Conforming Lots of Record

1. Construction on Non-Conforming Lots of Record.

a. Lots of record in the office of the County Recorder as of July 20, 2002 that do not meet the requirements of this chapter may be allowed as building sites without variances from lot size requirements under the following provisions:

i. The use is permitted in the zoning district;

ii. The lot was created compliant with official controls in effect at the time and is a separate, distinct tax parcel;

iii. Sewage treatment requirements of this chapter are met;

iv. The lot has been in separate ownership from abutting lands on or before October 29, 1985.

v. All other dimensional requirements of this subsection shall be complied with. However, in the event a property owner cannot comply with dimensional requirements because of the limited size of the lot, that property owner shall be required to obtain a variance where necessary to prevent hardship. A variance from setback requirements must be obtained before any use, sewage treatment system, or building permit shall be issued for a lot. In evaluating the variance, the Board of Adjustment shall consider sewage treatment and water supply capabilities or constraints of the lot and shall deny the variance if adequate facilities cannot be provided; and

b. If, in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the requirements of this subsection, the lot must not be considered as a separate parcel of land for the purposes of sale or development. The lot must be combined with the one or more contiguous lots so they equal one or more parcels of land, each meeting the requirements of this subsection as much as possible (Figure 2).

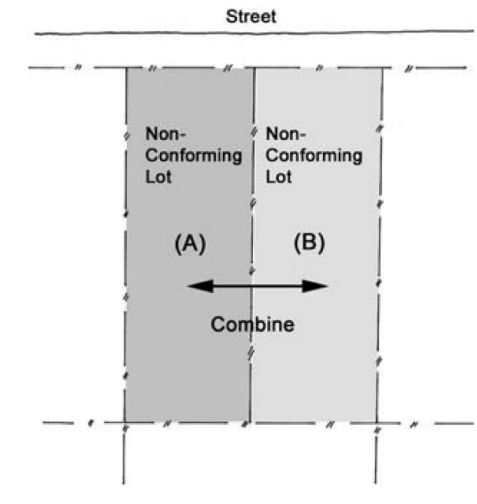


Figure 2. Combination of Contiguously Owned Non-Conforming Lots

Subd. ~~52.~~ Non-Conforming Uses and Structures in a Floodplain District.~~Floodplain District Non-Conforming Uses. Shall follow the requirements set forth in subsection 1004.02.~~ Notwithstanding any other provisions in this Subsection 1005.11, any repair, replacement, maintenance, improvement, or expansion of a use or structure within the floodplain overlay district shall be regulated to the extent necessary to maintain eligibility in the National Flood Insurance Program, and in no case shall increase potential flood damage or increase the degree of obstruction to flood flows in the floodway.

SECTION 10. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.03 (Parking and Loading), Subd. 3:

Permit Required. An administrative permit is required for installation, expansion, or replacement of residential driveways~~expansion and replacement~~, residential parking pads, ~~and parking lots, and parking ramps~~installation/expansion when accessory to a principal use. A conditional use permit is required for the installation or expansion of a commercial parking facility as a principal use.

SECTION 11. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.03 (Parking and Loading), Subd. 5:

10. Parking Ramps. Parking ramps shall be subject to the following additional design standards.

a. Structure design and exterior building finishes shall be in compliance with standards for non-residential uses in subsection 1006.04.

b. The structure must be designed to block the visibility of vehicle headlights from the exterior.

c. The structure shall be screened and landscaped from abutting and surrounding residential uses and the public right-of-way, in compliance with subsection 1006.06.

d. Gates or access limiting devices must be designed and maintained to avoid causing vehicle stacking within the public right-of-way.

SECTION 12. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.03 (Parking and Loading), Subd. 6:

Location. All ~~accessory~~ off-street parking facilities required by this chapter shall be located and restricted as follows.

1. Required accessory off-street parking shall be on the same lot under the same ownership as the principal use being serviced, except for combined or joint parking facilities as regulated by this subsection.

2. Except for single-, two-family dwellings, head-in parking, directly off of and adjacent to a public street, with each stall having its own direct access to the public street, shall be prohibited.

3. There shall be no off-street surface parking or drive aisles within ten feet of any property line within multiple-family, commercial, or industrial zoning districts. The parking and drive aisle setback shall be increased to 20 feet where said facilities are located adjacent to residentially zoned or used property. Parking ramps shall meet the building setback as set forth in the underlying zoning district. The Zoning Administrator may approve a zero-foot setback for shopping centers.

4. All lots having direct driveway access onto collector or arterial roads shall provide turn around facilities on the lot to eliminate vehicles backing onto said roads.

SECTION 13. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.03 (Parking and Loading), Subd. 9:

Table 27	
Use	Parking Standard
Animal <u>grooming, veterinary clinic, or kennel</u> hospitals and kennel	5 per 1,000 SF GFA
Assisted living facility	One space for each 5 residents, based on the building design and operational needs.
Automobile repair and motor fuel station	3 per 1,000 SF GFA interior sales area, storage/display area, plus 2 per service bay
Bank or financial institution (with or without a drive through)	4 per 1,000 SF GFA
Car wash	2, plus 1 per each 2 peak shift employees
Catering/ <u>commercial kitchen-business</u>	2 per 1,000 SF GFA
<u>Clinic</u>	<u>4 per 1,000 SF GFA</u>
<u>Coffee shop</u>	<u>10 per 1,000 SF GFA</u>
Day care facility	2 parking spaces, plus 1 space for every 5 participants based on the building design
Dwelling, multiple-family	2 per dwelling unit
Dwelling, single-family	2 enclosed spaces per dwelling unit
Dwelling, senior	1.5 per dwelling unit
Dwelling, townhouse	2 enclosed spaces per dwelling unit
Dwelling, two-family	2 enclosed spaces per dwelling unit
Grocery store	6 per 1,000 SF GFA
Health club	At least 15 spaces, plus 1 additional space for each 300 square feet of floor area over 2,000 square feet
High intensity/call centers and telemarketing	6 per 1,000 SF GFA
Hospital	4 per 1,000 SF GFA
Large item retail sales	3 per 1,000 SF GFA
Manufacturing, fabricating, or processing of a product or material	1.5 per 1,000 SF GFA
Medical laboratory	5 per 1,000 SF GFA

Motels, motor hotels , hotels	1.5 per dwelling unit, guest room, or hotel room
Municipal administration buildings, post office, and other public service buildings	3 per 1,000 SF GFA
Office, buildings , medical and professional offices	3 per 1,000 SF GFA
<u>Places of assembly and event centers</u>	<u>1 parking space for each 3 seats based upon design capacity</u>
Places of worship	1 parking space for each 4 seats based on the design capacity of the main seating area or areas
Research, experimental, or testing stations	2 per 1,000 SF GFA
Restaurant <u>or cafe</u>	10 per 1,000 SF GFA
Restaurant-tavern, tavern, brewery, micro-brewery, micro-distillery, microwinery, tap room	16 per 1,000 SF GFA
Retail store, service/shopping center or convenience food takeout/delivery establishment	4 per 1,000 SF GFA
School: elementary/middle/junior high (public/private/charter)	One parking space for each classroom plus 1 parking space for each 7 students based upon design capacity
School: senior high (public/private/charter)	One parking space for each classroom plus one parking space for each 4 students based upon design capacity
State licensed residential facility	One parking space for each 4 beds for which accommodations are offered
Places of assembly	One parking space for each three seats based upon design capacity
Warehousing, storage, or handling of bulk goods	1 per 1,000 SF GFA
Wholesale establishments (selling only to retailers and contractors)	2 per 1,000 SF GFA
Note to Table: For uses not specifically listed above, off-street parking requirements shall be computed by the Zoning Administrator on the same basis as required for the most similar listed uses. In such cases, the Zoning Administrator shall also consult off-street parking reference materials	

including, but not limited to, manuals prepared by the American Planning Association and Institute of Transportation Engineers.

SECTION 14. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.03 (Parking and Loading), Subd. 10:

1. Joint Use of Parking. The City Council may approve a conditional use permit for one or more businesses or commercial parking facilities to provide the required off-street parking facilities by joint use of one or more sites where the total number of spaces provided is less than the sum of the total required for each business, subject to the provisions of subsection 1002.08 and the conditions outlined below.

a. Entertainment Uses. Up to 60% of the parking facilities required for a theater, bowling alley, bar, restaurant, or similar entertainment oriented use may be supplied by the off-street parking facilities provided by types of uses specified as primarily daytime uses in Item 1.d below or by commercial parking facilities.

b. Nighttime or Sunday Uses. Up to 60% of the off-street parking facilities required for any use specified under item 1.d below as primary daytime uses may be supplied by the parking facilities provided by the following nighttime or Sunday uses; auditoriums incidental to a public or parochial school, churches, bowling alleys, theaters, bars, restaurants, or other similar entertainment oriented use, or apartments.

c. Places of Assembly (School Auditorium and Place of Worship and the Like). Up to 80% of the parking facilities required by this section for a place of worship or for an auditorium incidental to a public or parochial school may be supplied by the off-street parking facilities provided by uses specified under item 1.d below as primarily daytime uses or by commercial parking facilities.

SECTION 15. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.03 (Parking and Loading):

Subd. 14. Commercial Parking Facility. Commercial parking facilities as a principal use are permitted as a conditional use as established in subsection 1003.05 in accordance with the provisions of this subsection and subsection 1002.08.

SECTION 16. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.06 (Landscaping), Subd. 2:

1. All exposed ground areas, including street boulevards (landscaped portion of right-of-way), and areas not devoted to off-street parking, drives, sidewalks, patios, or other such improvements shall be landscaped with sod, seed, shrubs, other ornamental landscape materials, managed natural landscaping, and trees, except that trees shall not be planted in boulevard portions of the public right-of-way without approval from the City Engineer. Temporary erosion control measures shall be installed and maintained in proper working order until permanent erosion control measures are in place and functioning properly.

SECTION 17. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.06 (Landscaping), Subd. 3-5:

c. Areas designated as open space or future expansion areas properly planted and maintained with prairie grass or wild flowers or as a managed natural landscape. Seed mixture to be approved by the City Engineer. A managed natural landscape, ~~Native~~ prairie grass, or wildflowers may be allowed in other areas subject to Zoning Administrator review and approval of a landscape plan.

SECTION 18. Chapter 10 (Zoning) of the Big Lake Municipal Code is hereby amended to delete the ~~stricken~~ material and add the underlined material as follows to §1006.07 (General Use Standards) and renumber subsequent subdivisions accordingly:

Subd. 6. Contractor operations; provided the following standards are met.

1. An exterior storage yard is not permitted in the I-1 zoning district.

2. A exterior storage yard is an accessory use in the I-2 zoning district in compliance with subsection 1007.06 subd. 18 and the following additional standards.

a. Yard areas must be improved with a dustless surface material. Concrete or bituminous surfacing is required for all areas of a contractor's yard used by vehicles.

b. Stockpiles and non-paved surfaces shall be covered, sprayed, or coated as necessary to reduce airborne particulates.

c. The outdoor repair of motor vehicles or motor vehicle parts anywhere on the property is prohibited.

d. All motorized vehicles, including trucks and trailers and machinery stored in the yard area shall be licensed and in operable condition

e. Yards shall be maintained in a clean and orderly manner. Junk shall not be permitted to be stored.

3. Provisions are made to control and reduce noise in accordance with the noise control provisions of Section 525.

And

Subd. 10. Essential service structures, provided that:

1. No building shall be located within 50 feet from any lot line of an abutting lot in a residential zoning district; and

2. The architectural design of the service structure shall be compatible to the neighborhood in which it is to be located.

3. If the use contains outdoor operations, the following shall be met.

a. Equipment shall be screened in compliance with subsection 1006.05. Water towers shall be exempt from this provision.

b. Open storage of maintenance equipment and trucks over one and one-half tons and stockpiling of aggregate or other materials shall not be permitted.

And

Subd. 17. Outdoor storage, accessory, provided that the following are met.

1. The outdoor storage area shall not be located in the front yard.

2. The outdoor storage area shall be fully fenced, screened, and/or landscaped according to a plan in compliance with subsection 1006.06 and subject to the approval of the Zoning Administrator from all public rights-of-way, commercial land uses, and residential land uses.

3. Surface area:

a. In the I-2 Zoning District, the outdoor storage area is surfaced with asphalt or other similar material to control dust and weeds and subject to the approval of the City Engineer.

b. In the I-3 Zoning District, the outdoor storage area is surfaced with a material to control dust and weeds and subject to the approval of the City Engineer. Outdoor storage directly upon grass or landscaping is prohibited.

4. All lighting shall be hooded and so directed that the light source shall not be visible from the public right-of-way or from neighboring residences and shall be in compliance within subsection 1006.01.

5. The outdoor storage area shall not encroach upon required parking space or required loading space as required by this chapter.

6. The property stored shall not include any waste, except as provided for in subsection 1006.01.

7. The outdoor storage area shall not encroach into the required rear yard or side yard setback area if abutting a residential district.

8. Procedure:

a. In the I-2 District, an interim use permit is required. The ratio of storage area to building footprint allowed through an interim use permit shall not exceed 3.5:1.

b. In the I-3 District, an administrative permit may be issued provided the ratio of storage area to building footprint does not exceed seven-to-one. An interim use permit is required to exceed the maximum ratio of seven-to-one.

Subd. 18. ~~Public, educational, and religious buildings~~ Places of assembly; provided that the following are met.

1. No building shall be located within 50 feet of any lot line abutting residential districts.

~~2. If the use contains outdoor operations, the following shall be met.~~

~~a. Equipment is completely enclosed in a permanent structure or screened. Water towers shall be exempt from this provision.~~

~~b. Open storage of maintenance equipment and trucks over one and one-half tons, stockpiling of aggregate or other materials, and open storage of shall not be permitted.~~

SECTION 19. When incorporating this ordinance into the City Code, the City Clerk is directed to incorporate definitions in alphabetical order and to renumber subdivisions and tables as necessary to maintain a sequential order.

SECTION 20. EFFECTIVE DATE. This ordinance shall be effective upon its passage and summary publication by the City Council.

Adopted by the Big Lake City Council on the 15th day of April 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

Whereupon the motion was duly passed and executed.

Drafted By:
City of Big Lake
160 Lake Street North
Big Lake, MN 55309

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of April, 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

Attachment B
Summary Publication Resolution

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, on Wednesday, April 15, 2026. The following Council Members were present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. A motion to adopt the following resolution was made by Council Member ____ and seconded by Council Member ____.

**BIG LAKE CITY COUNCIL
RESOLUTION NO. 2026-XX**

**RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO. 2026-XX APPROVING
AMENDMENTS TO CHAPTER 2 (ADMINISTRATION), CHAPTER 5 (NUISANCES), CHAPTER 6 (TRAFFIC)
and CHAPTER 10 (ZONING) OF THE CITY CODE**

WHEREAS, the City Council has adopted an ordinance approving amendments to Chapter 2 (Administration), Chapter 5 (Nuisances), Chapter 6 (Traffic) and Chapter 10 (Zoning) of the City Code.

WHEREAS, as authorized by Minnesota Statutes, Section §412.191, subd. 4, the City Council has determined that publication of the title and summary of Ordinance No. 2026-XX will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance No. 2026-XX is approved for publication:

**CITY OF BIG LAKE, MINNESOTA
ORDINANCE NO. 2026-XX**

The Big Lake City Code is amended to amend Chapter 2 (Administration), Chapter 5 (Nuisances), Chapter 6 (Traffic) and Chapter 10 (Zoning) of the Big Lake Municipal Code to make housekeeping updates to correct spelling, comply with State laws, correct inconsistencies, and add clarity. A printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk.

Adopted by the Big Lake City Council this 15th day of April, 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

*Drafted By:
City of Big Lake
160 North Lake Street
Big Lake, MN 55309*

The following Council Members voted in favor:
The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of April 2026, by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public



AGENDA ITEM

Big Lake City Council

Prepared By: Layne R. Otteson P.E. City Engineer ENG26-023	Meeting Date: 4/15/2026	☒ Regular Agenda Item ☐ Consent Agenda Item	Item No. 7E
Item Description: Approve Revised Final Plans and Specifications and Authorize Advertisement for Bids for the 2026 Street and Utility Improvement Project No. ST2026-1		Reviewed By: Hanna Klimmek, City Administrator Reviewed By: Deb Wegeleben, Finance Director	

ACTION REQUESTED

A motion to approve a **RESOLUTION** which revises the construction scope by approving the revised final plans and specifications and authorizing Advertisement for Bids for the 2026 Street and Utility Improvement Project No. ST2026-1.

BACKGROUND/DISCUSSION

The City Council previously approved final plans for construction of Minnesota Avenue and 172nd Street. There have been no changes to 172nd Street since that approval. However, Minnesota Avenue (County Road 43 to 180th Street) was contingent upon receiving \$1.4 million in LRIP funding from the State. The City was notified that the project was not awarded. Without the funding, there are 2 options for Minnesota Avenue to consider which significantly impact the City's CIP Street Fund 196.

Minnesota Avenue Options

Option 1 – Full length segment (CR 43 to 180th Street)

This option moves forward with previously approved plans which included constructing the full segment at an estimated cost of \$1.8 million dollars and using CIP Funds for street, water and sanitary. This has a great impact to the CIP Street Fund 196. This year's annual street maintenance transfer and existing CIP balance fund this one segment of roadway. With Street CIP at near zero dollars, this year's planned sealcoat would not take place without a transfer.

Option 2 – Short segment (550 feet and gravel roadway)

This option builds the required 550 feet (urban) of Minnesota Ave for the Public Safety Facility at an estimated cost of \$800,000 and includes a 20' gravel access road to the east for emergency response to the Industrial Park. The 20' gravel access road is estimated to cost about \$35,000. This option also includes building the regional pond to serve the east and west segments of Minnesota Avenue which costs more now but provides for substantial savings as compared to having a contractor come back to dewater and expand the pond. The adjacent landowner (Smith Trust) was supportive of this idea to save money and understands they would be subject to that additional cost before the eastern street segment is built. This option would leave about \$700,000 in the CIP Street Fund 196.

172nd Street (US 10 to Prairie Drive)

No change in scope or design. This street is a joint partnership with the Township and the segment is included with Minnesota Avenue. The construction plans were previously approved by the City on March 18 and approved by the Township on April 8. The Township approved a JPA on April 8th and support moving

forward with the project. The Joint Powers Agreement addresses responsibilities, cost share and reimbursement procedures and was presented within the Consent Agenda. The total cost of construction and engineering is estimated to be \$160,000 and the City portion (pre-rated) is approximately \$70,000.

Tentative schedule

- Approve scope and engineering plans tonight.
- Open bids and award project May 20th.
- Construction window is June through October.
- Final assessment hearing in November.

FINANCIAL IMPACT

Estimated costs include increased contingency due to recent escalation in oil and fuel prices.

Costs

Option A – Minnesota Ave full segment \$1,800,000 (est.)

or

Option B – Minnesota Ave short segment and gravel road \$800,000 (est.)

172nd Street \$160,000 (est.)

Estimated project cost (selected option **plus** \$160,000 for 172nd Street) \$1,960,000 **or** \$960,000

Funding

Option A + 172nd Street

Township Reimbursement	\$ 90,000
CIP Fund 196 (street)	\$ 1,545,000
CIP Fund 399 (water)	\$ 175,000
CIP Fund 499 (sanitary)	<u>\$ 150,000</u>
	\$ 1,960,000

Option B + 172nd Street

Township Reimbursement	\$ 90,000
CIP Fund 196 (street)	\$ 705,000
CIP Fund 399 (water)	\$ 85,000
CIP Fund 499 (sanitary)	<u>\$ 80,000</u>
	\$ 960,000

Special Assessments – No Change from Previous Plan Approval

The preliminary special assessment is estimated to be \$30.49 per adjusted front foot for properties on 172nd Street and \$688.90 per adjusted front foot for properties on Minnesota Avenue (CR 43 to 180th Street). All benefitting properties subject to special assessment were listed in the Preliminary Engineering.

STAFF RECOMMENDATION

Staff recommends that Council move forward with Option B which reduces the project scope for Minnesota Avenue and builds an emergency gravel road to the Industrial Park. Staff recommends approving the attached Resolution which approves the revised Final Plans and Specifications for the 2026 Street and Utility Improvement Project No. ST2026-1 and moving forward with advertising for bids.

ATTACHMENTS

- Resolution approving revised plans and specifications, and authorizing advertisement for bids
- 2026 Street and Utility Improvement Project No. ST2026-1 Construction Plans

**CITY OF BIG LAKE
MINNESOTA**

A general meeting of the City Council of the City of Big Lake, Minnesota was called to order by Mayor Paul Knier at 6:30 p.m. in the Council Chambers of City Hall, Big Lake, Minnesota, on Wednesday, April 15, 2026. The following Council Members were present: Geroux, Halverson, Knier, Noding, and Seefeld. A motion to adopt the following resolution was made by Council Member _____ and seconded by Council Member _____.

**CITY OF BIG LAKE
RESOLUTION NO. 2026-XX**

**RESOLUTION APPROVING REVISED FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING
ADVERTISEMENT FOR BIDS FOR 2026 STREET AND UTILITY IMPROVEMENT PROJECT NO.
ST2026-1**

WHEREAS, it is proposed to improve various streets within the City of Big Lake and to assess the benefitted property for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429; and

WHEREAS, Resolution No. 2025-72 of the Council was adopted December 10, 2025, directed the City Engineer to study proposed improvements and that he was instructed to report to the Council with all convenient speed advising the council as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended; and

WHEREAS, Resolution No. 2026-06 of the Council was adopted January 21, 2026, received the Preliminary Engineering Report and called for a Public Hearing to consider improvements; and

WHEREAS, after due Notice of Public Hearings on the construction of 2026 Street and Utility Improvement Project No. ST2026-1 for the City of Big Lake, Minnesota, a hearing on said improvements was duly held on February 18, 2026, and the City Council heard all persons desiring to be heard on the matter and fully considered the same; and

WHEREAS, Resolution 2026-08 directed the preparations of final plans and specifications for the following streets;

- 172nd Street – US 10 to Prairie Drive;
- Minnesota Avenue – 300 feet west of County Road 43 to County Road 43; and
- Minnesota Avenue – County Road 43 to 180th Street; and

WHEREAS, Resolution 2026-14 approved final plans and specifications for the following streets;

- 172nd Street – US 10 to Prairie Drive;
- Minnesota Avenue – 300 feet west of County Road 43 to County Road 43; and
- Minnesota Avenue – County Road 43 to 180th Street.

WHEREAS, the Council has revised the scope to improve Minnesota Avenue by constructing street, utilities and stormwater facilities from County Road 43 to 600 feet east of County Road 43 and construct a gravel road roadway across the remainder of the right of way to 180th Street as shown in the revised final plans for the 2026 Street and Utility Improvement Project No. ST2026-1; and

WHEREAS, the revised final plans and specifications for 2026 Street and Utility Improvement Project No. ST2026-1 have been presented to this Council for approval.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Big Lake, Minnesota, that:

1. Said improvements are necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such revised plans and specifications for said improvements are hereby approved and placed on file in the office of the City Clerk.
3. The City Engineer is hereby authorized and directed to advertise for said improvements in the official City of Big Lake newspaper and in a recognized industry trade journal meeting Minnesota Statute Chapter 429. The advertisement publication must be made no less than three weeks before the last day for submission of bids and shall specify the work to be completed and will state the bids will be opened and considered in the Council Chambers of the City of Big Lake and that no bids will be considered unless sealed and filed with the City and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Big Lake for 5% of the amount of such bid.

Adopted by the Big Lake City Council this 15th day of April, 2026.

Mayor Paul Knier

Attest:

Gina Wolbeck, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

STATE OF MINNESOTA)
)SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of April, 2026 by Paul Knier and Gina Wolbeck, the Mayor and City Clerk respectively of the City of Big Lake, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

CITY OF BIG LAKE
CONSTRUCTION PLANS FOR
2026 STREET AND UTILITY
IMPROVEMENT PROJECT
NO. ST2026-1

RESOURCE LIST

City of Big Lake

City Hall
160 Lake Street N
Big Lake, MN, 55309

City Administrator:
Hanna Klimmek

Mayor: Paul Knier

City Council Members:
Ken Geroux
Kim Noding
Paul Seefeld
Ken Halverson

City Engineer:
Layne Otteson P.E.

Utility Superintendent:
Dan Childs
City of Big lake

UTILITIES

GAS
Centerpoint Energy
1240 W River Parkway
Minneapolis, MN 55454
800-245-2377

INTERNET
WINDSTREAM
DEREK WALRAVEN
612-219-4155

ELECTRIC
Xcel Energy
401 Nicollet Mall
Minneapolis, MN 55401
800-895-4999

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

MAP OF THE
CITY OF BIG LAKE
SHERBURNE COUNTY, MN

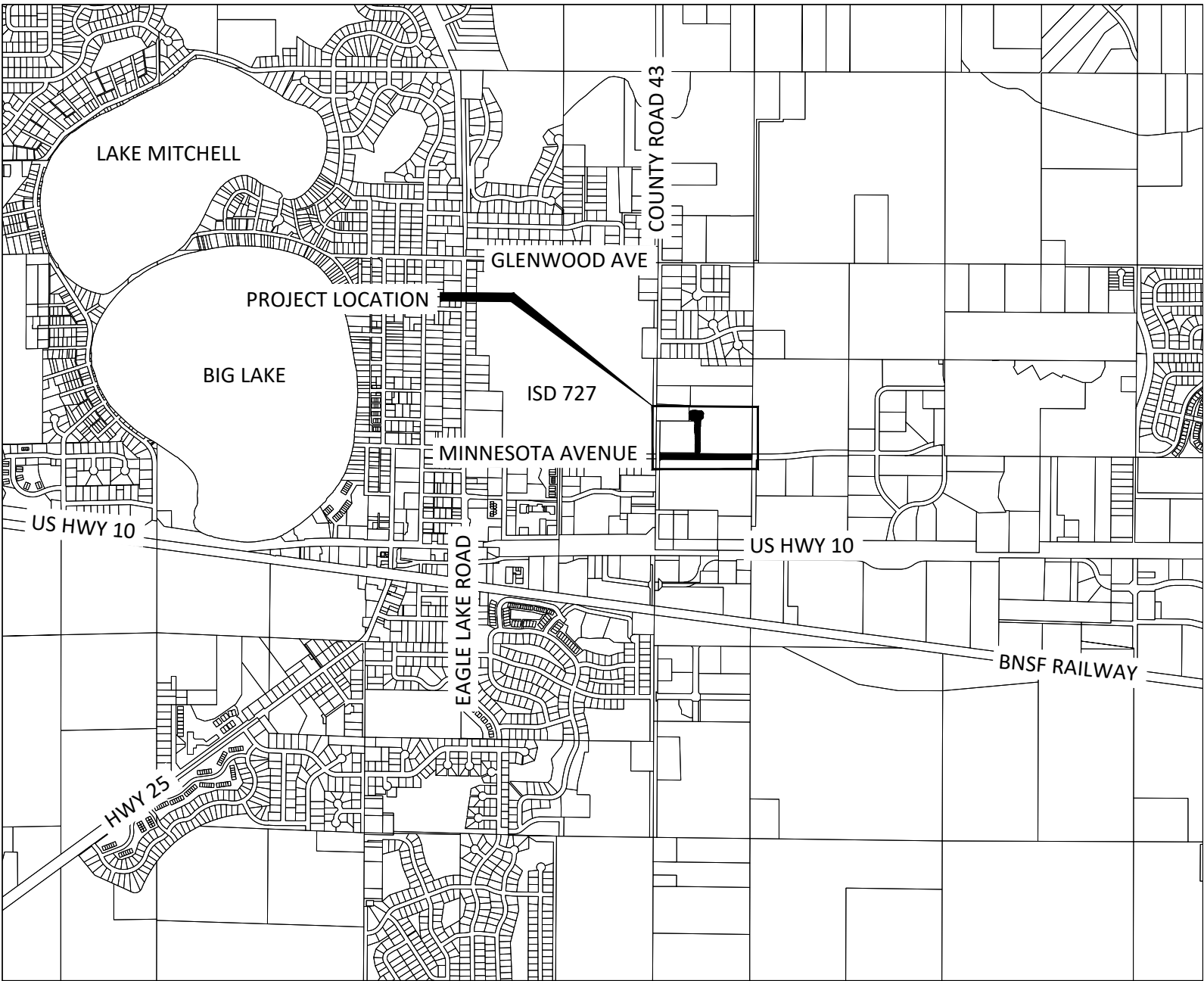


0 1000 2000
SCALE FEET

MAP LEGEND

PROJECT LIMITS

SITE GRADING, SANITARY SEWER, WATERMAIN, STORM SEWER, CURB & GUTTER, & BITUMINOUS PAVEMENT
MARCH 2026



--- GOVERNING SPECIFICATIONS ---
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
"STANDARD SPECIFICATION FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST MMUTCD,
INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL
ZONE LAYOUTS.

SHEET NUMBER	SHEET TITLE
GENERAL	
B1-B2	TITLE SHEET & LEGEND
MINNESOTA AVENUE	
B3	EXISTING CONDITIONS & REMOVALS
B4-B9	DETAILS
B10	EROSION CONTROL PLAN
B11	GRADING PLAN
B12-B13	SANITARY SEWER & WATERMAIN PLAN & PROFILE
B14-B15	STORM SEWER PLAN & PROFILE
B18-B19	STREET PLAN & PROFILE
B20	SIGNING & STRIPPING
B21-B26	CROSS SECTIONS
172ND STREET RECONSTRUCTION	
W1-W6	172ND STREET N RECONSTRUCTION
THIS PLAN SET CONTAINS 32 SHEETS.	

Jason W. Cook, P.E., Bolton & Menk for Minnesota Avenue Improvements
Design Engineer: I hereby certify that this plan was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date _____ License Number _____

Approved: City of Big Lake Engineer _____ Date _____

Approved: WIDSETH Project Engineer for 172ND Street Reconstruction _____ Date _____

RECORD DRAWING INFORMATION
OBSERVER:
CONTRACTOR:
DATE:



7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MN 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com



DESIGNED	NO.	ISSUED FOR	DATE
JWC			
DRAWN			
SMI			
CHECKED			
JWC			
CLIENT PROJ. NO.			

BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
TITLE SHEET

SHEET
B1

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EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		REGULATION STATION GAS
	AIR CONDITION UNIT		SATELLITE DISH
	ANTENNA		SIGN TRAFFIC
	AUTO SPRINKLER CONNECTION		SIGNAL CONTROL CABINET
	BARRICADE PERMANENT		SOIL BORING
	BASKETBALL POST		SIREN
	BENCH		TELEPHONE BOOTH
	BIRD FEEDER		TILE INLET
	BOLLARD		TILE OUTLET
	BUSH		TILE RISER
	CATCH BASIN RECTANGULAR CASTING		TRANSFORMER-ELECTRIC
	CATCH BASIN CIRCULAR CASTING		TREE-CONIFEROUS
	CURB STOP		TREE-DEAD
	CLEAN OUT		TREE-DECIDUOUS
	CULVERT END		TREE STUMP
	DRINKING FOUNTAIN		TRAFFIC ARM BARRIER
	DOWN SPOUT		TRAFFIC SIGNAL
	ELECTRIC CAR CHARGE STATION		TRASH CAN
	FILL PIPE		UTILITY MARKER
	FIRE HYDRANT		VALVE
	FLAG POLE		VALVE POST INDICATOR
	FLARED END / APRON		VALVE VAULT
	FUEL PUMP		VAULT
	GRILL		VENT PIPE
	GUY WIRE ANCHOR		WATER SPIGOT
	HANDHOLE		WELL
	HANDICAP SPACE		WETLAND DELINEATED MARKER
	IRRIGATION SPRINKLER HEAD		WETLAND
	IRRIGATION VALVE BOX		WET WELL
	LIFT STATION CONTROL PANEL		YARD HYDRANT

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT
	MANHOLE
	LIFT STATION
	STORM SEWER CIRCULAR CASTING
	STORM SEWER RECTANGULAR CASTING
	STORM SEWER FLARED END / APRON
	STORM SEWER OUTLET STRUCTURE
	STORM SEWER OVERFLOW STRUCTURE
	CURB BOX
	FIRE HYDRANT
	WATER VALVE
	WATER REDUCER
	WATER BEND
	WATER TEE
	WATER CROSS
	WATER SLEEVE
	WATER CAP / PLUG
	RIP RAP
	DRAINAGE FLOW
	TRAFFIC SIGNS

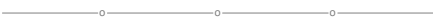
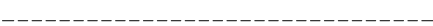
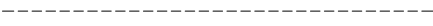
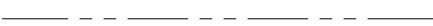
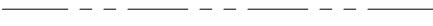
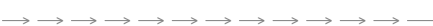
SURVEY SYMBOLS

	BENCHMARK LOCATION		CAST IRON MONUMENT
	CONTROL POINT		STONE MONUMENT
	MONUMENT FOUND		

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE
	FENCE-DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

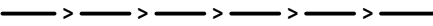
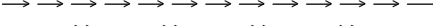
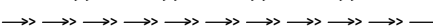
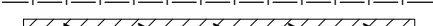
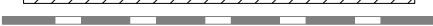
SURVEY LINES

	CONTROLLED ACCESS
	BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	SECTION LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

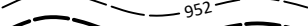
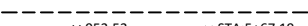
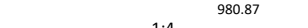
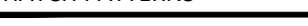
EXISTING UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	RECLAIMED WATER

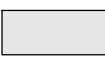
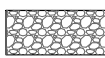
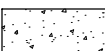
PROPOSED UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	PIPE CASING
	TRENCHLESS PIPE (PLAN VIEW)
	TRENCHLESS PIPE (PROFILE VIEW)

GRADING INFORMATION

	EXISTING CONTOUR MINOR
	EXISTING CONTOUR MAJOR
	PROPOSED CONTOUR MINOR
	PROPOSED CONTOUR MAJOR
	PROPOSED GRADING LIMITS / SLOPE LIMITS
	PROJECT LIMITS
	PROPOSED SPOT ELEVATION
	RISE:RUN (SLOPE)

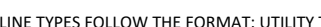
HATCH PATTERNS

	BITUMINOUS		GRAVEL
	CONCRETE		

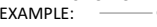
EXISTING PRIVATE UTILITY LINES

NOTE:
EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATION
	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL :

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL
EXAMPLE:  G-A  G-A UNDERGROUND GAS, QUALITY LEVEL A
UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN CI/ASCE 38-22.

UTILITY QUALITY LEVELS:

QUALITY LEVEL D: PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS. RECORDS MAY INCLUDE AS-BUILT DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM DATABASES, CONSTRUCTION PLANS, ETC.

QUALITY LEVEL C: INVOLVES SURVEYING VISIBLE SUBSURFACE UTILITY STRUCTURES SUCH AS MANHOLES, HAND-HOLES, UTILITY VALVES AND METERS, FIRE HYDRANTS, PEDESTALS AND UTILITY MARKERS, AND THEN CORRELATING THE INFORMATION WITH EXISTING UTILITY RECORDS TO CREATE COMPOSITE DRAWINGS. INCLUDES QUALITY LEVEL D ACTIVITIES.

QUALITY LEVEL B: INVOLVES DESIGNATING THE HORIZONTAL POSITION OF SUBSURFACE UTILITIES THROUGH SURFACE DETECTION METHODS AND COLLECTING THE INFORMATION THROUGH A SURVEY METHOD. INCLUDES QUALITY LEVEL C AND D TASKS.

QUALITY LEVEL A: PROVIDES THE HIGHEST LEVEL OF ACCURACY. IT INVOLVES LOCATING OR POTHOLING UTILITIES AS WELL AS ACTIVITIES IN QUALITY LEVELS B, C, AND D. THE LOCATED FACILITY INFORMATION IS SURVEYED AND MAPPED AND THE DATA PROVIDES PRECISE PLAN AND PROFILE INFORMATION.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GRAV	GRAVEL	RSC	RIGID STEEL CONDUIT
ADJ	ADJUST	GU	GUTTER	RT	RIGHT
ALT	ALTERNATE	GV	GATE VALVE	SAN	SANITARY SEWER
B-B	BACK TO BACK	HDPE	HIGH DENSITY POLYETHYLENE	SCH	SCHEDULE
BIT	BITUMINOUS	HH	HANDHOLE	SERV	SERVICE
BLDG	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CATCH BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CURB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CIP	CAST IRON PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CIPP	CURED-IN-PLACE PIPE	LP	LOW POINT	TNH	TOP NUT HYDRANT
CL	CENTER LINE	LT	LEFT	TP	TOP OF PIPE
CL	CLASS	MAX	MAXIMUM	TYP	TYPICAL
CLVT	CULVERT	MH	MANHOLE	VCP	VITRIFIED CLAY PIPE
CMP	CORRUGATED METAL PIPE	MIN	MINIMUM	VERT	VERTICAL
C.O.	CHANGE ORDER	MR	MID RADIUS	VPC	VERTICAL POINT OF CURVE
COMM	COMMUNICATION	NIC	NOT IN CONTRACT	VPI	VERTICAL POINT OF INTERSECTION
CON	CONCRETE	NMC	NON-METALLIC CONDUIT	VPT	VERTICAL POINT OF TANGENT
CSP	CORRUGATED STEEL PIPE	NTS	NOT TO SCALE	WM	WATERMAIN
DIA	DIAMETER	NWL	NORMAL WATER LEVEL		
DIP	DUCTILE IRON PIPE	OHW	ORDINARY HIGH WATER LEVEL	AC	ACRES
DWY	DRIVEWAY	PC	POINT OF CURVE	CF	CUBIC FEET
E	EXTERNAL CURVE DISTANCE	PCC	POINT OF COMPOUND CURVE	CV	COMPACTED VOLUME
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CY	CUBIC YARD
ELEV	ELEVATION	PED	PEDESTRIAN, PEDESTAL	EA	EACH
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	EV	EXCAVATED VOLUME
ER	END RADIUS	PERM	PERMANENT	LB	POUND
ESMT	EASEMENT	PI	POINT OF INTERSECTION	LF	LINEAR FEET
EX	EXISTING	PL	PROPERTY LINE	LS	LUMP SUM
FES	FLARED END SECTION	PRC	POINT OF REVERSE CURVE	LV	LOOSE VOLUME
F-F	FACE TO FACE	PT	POINT OF TANGENT	SF	SQUARE FEET
FF	FINISHED FLOOR	PVC	POLYVINYL CHLORIDE PIPE	SV	STOCKPILE VOLUME
F&I	FURNISH AND INSTALL	PVMT	PAVEMENT	SY	SQUARE YARD
FM	FORCEMAIN	R	RADIUS		
FO	FIBER OPTIC	R/W	RIGHT-OF-WAY		
F.O.	FIELD ORDER	RCP	REINFORCED CONCRETE PIPE		
GRAN	GRANULAR	RET	RETAINING		

BIG LAKE, MINNESOTA

MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS

LEGEND

SHEET

B2

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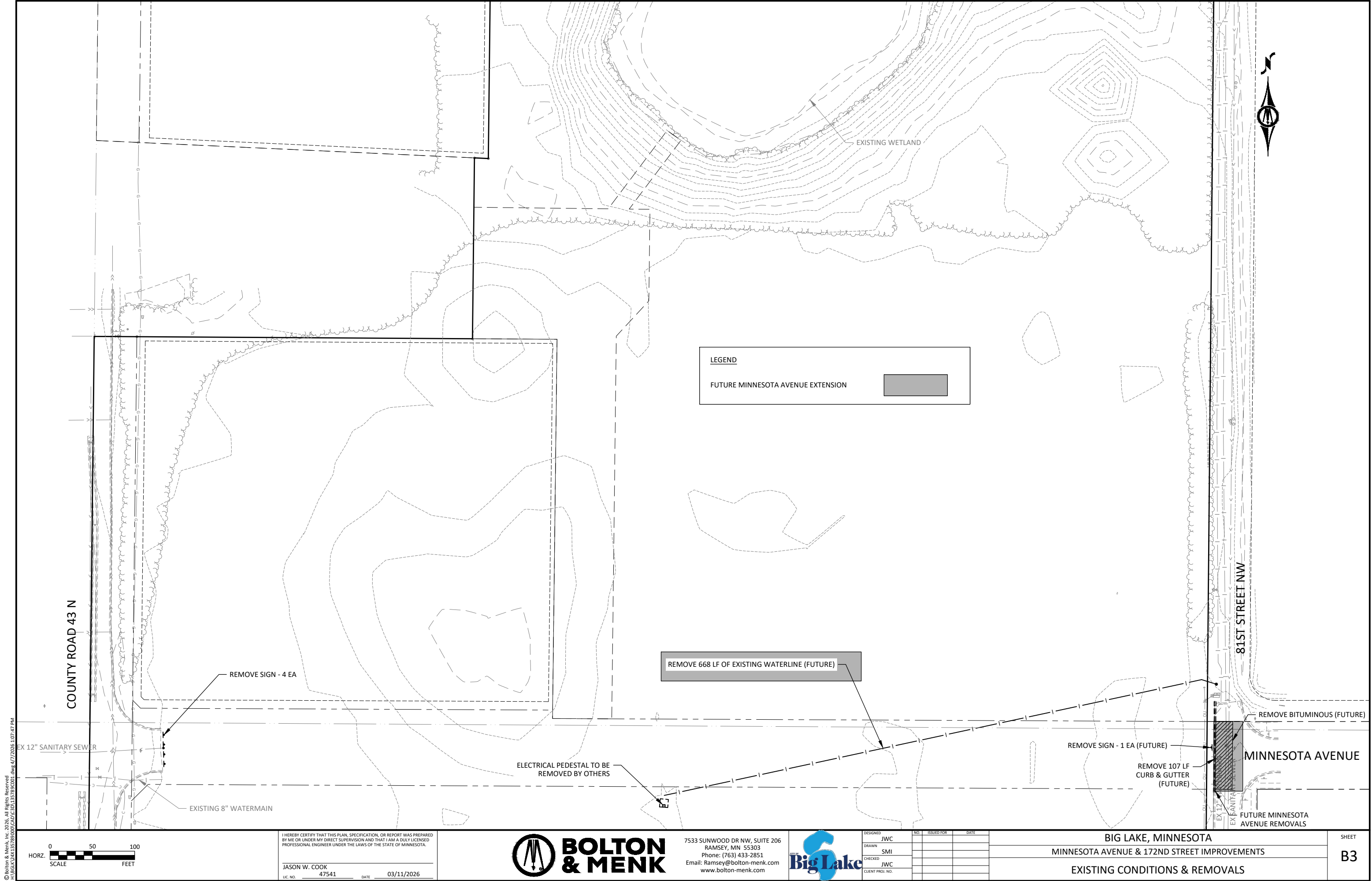
JASON W. COOK
LIC. NO. 47541 DATE 03/11/2026

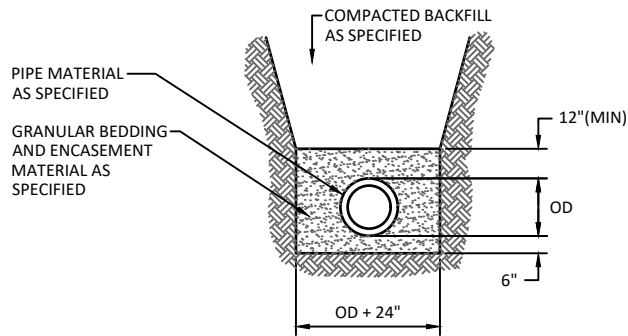


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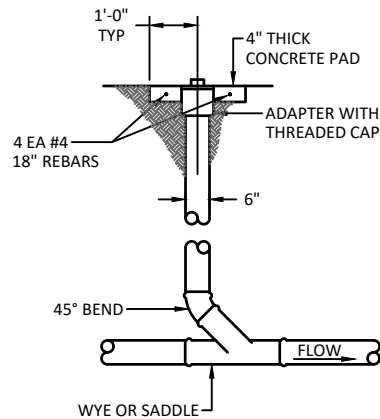
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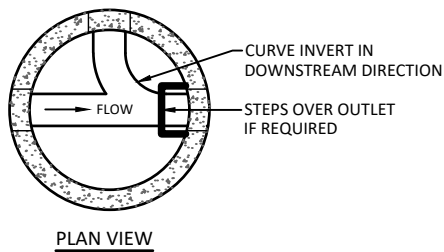
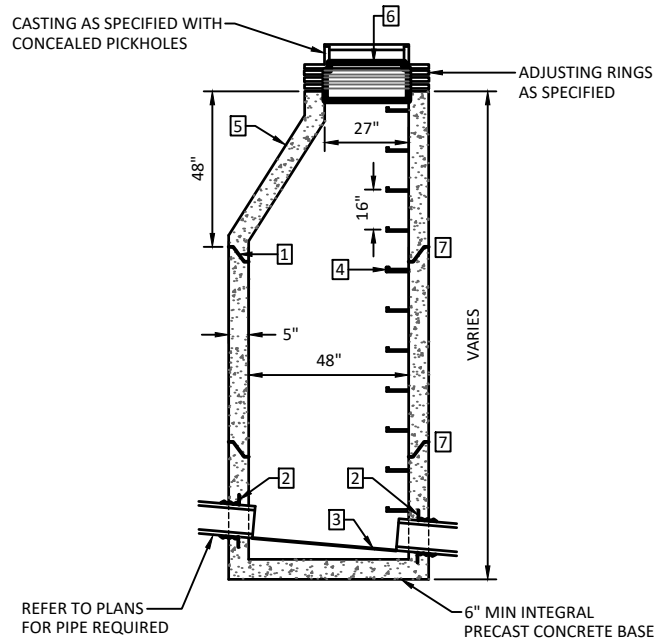
NON-RIGID SANITARY SEWER
TRENCH
NOT TO SCALE

LAST REVISION:
04-2021
PLATE NO.
5-200



SANITARY SEWER CLEANOUT
NOT TO SCALE

LAST REVISION:
04-2021
PLATE NO.
5-110

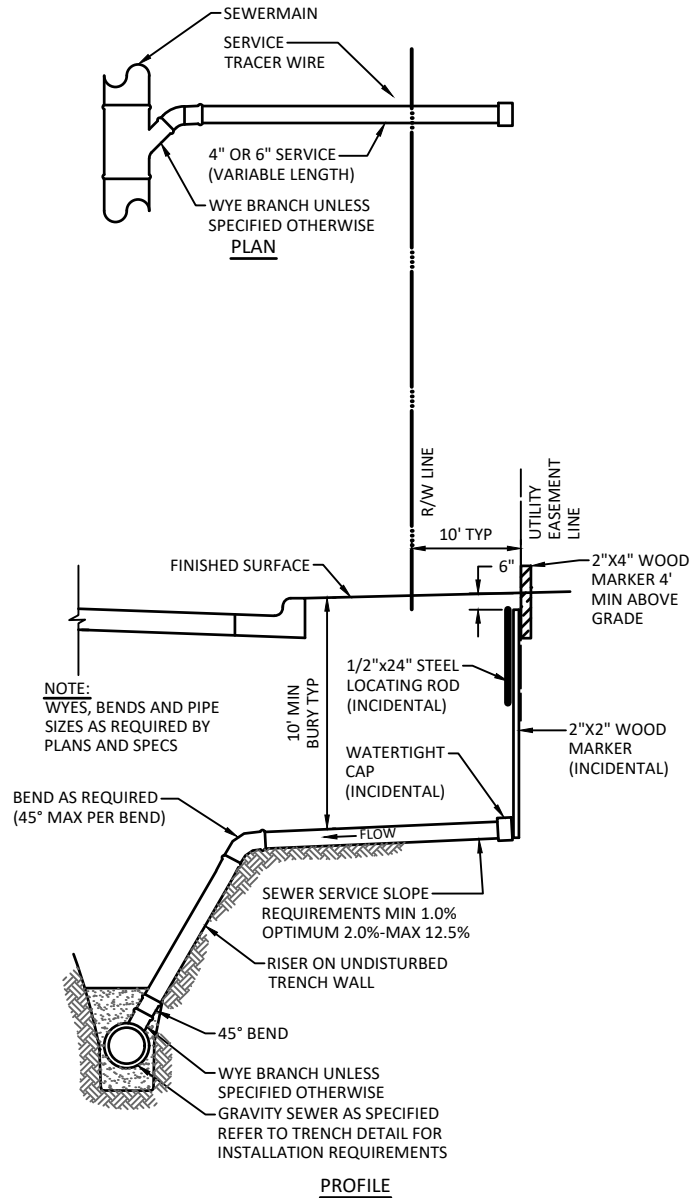


1. RUBBER GASKET (TYPICAL)
2. FLEXIBLE WATERTIGHT SEAL TO BE APPROVED BY ENGINEER
3. SHAPE, DEPTH AND SLOPE OF INVERT TO BE APPROVED BY ENGINEER
4. STEEL REINFORCED PLASTIC STEPS SHALL BE A POLYPROPYLENE PLASTIC REINFORCED WITH A NO. 2 DEFORMED STEEL ROD GRADE 60
5. MnDOT TYPE "B" ECCENTRIC PRECAST CONCRETE CONE SECTION TYPICAL FOR ALL MANHOLES
6. PLACE INTERIOR CHIMNEY SEAL (WHEN SPECIFIED)
7. 8" WIDE, 3/4" THICK BITUMINOUS MASTIC WRAP FULL CIRCUMFERENCE (WHEN SPECIFIED)



SANITARY MANHOLE
NOT TO SCALE

LAST REVISION:
04-2021
PLATE NO.
5-000



SANITARY SEWER SERVICE
NEW CONSTRUCTION
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LAST REVISION:
04-2021
PLATE NO.
05-101

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JASON W. COOK
LIC. NO. 47541 DATE 03/11/2026



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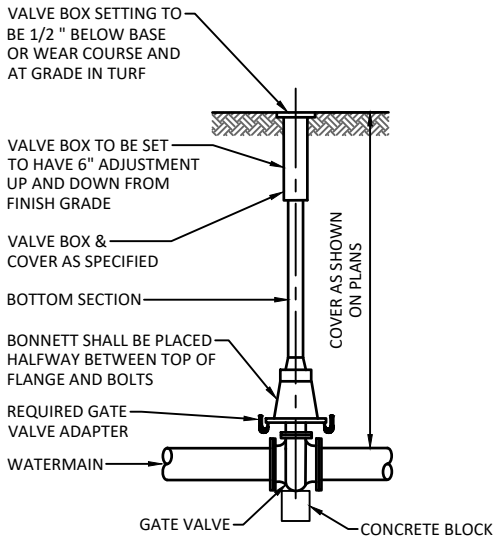


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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
DETAILS
SANITARY SEWER

SHEET
B4

- NOTES:
1. VALVE BOX SHALL BE CENTERED ON OPERATING NUTS, STRAIGHT, FREE FROM DEBRIS, AND ALL SECTIONS UNBROKEN
 2. VALVES IN EASEMENTS SHALL HAVE CHANNEL POST WITNESS MARKERS WITH REFLECTIVE "GV" SIGN
 3. DEEP VALVES SHALL HAVE NUT EXTENSIONS INSTALLED TO ELEVATION TO ACCOMMODATE STANDARD 10' KEY; BOTTOM NUT SHALL BE BOLTED TO VALVE NUT AND ONLY ONE SECTION
 4. COMPACTION WITH MECHANICAL TAMPER AROUND VALVE BOX SHALL BE PLACED AND COMPACTED WITH 2' LIFTS TO ACHIEVE 95% COMPACTION
 5. GATE VALVES LOCATED WITHIN THE CONCRETE SIDEWALK SHALL INCLUDE A METAL SEPARATOR BETWEEN THE VALVE BOX AND THE CONCRETE

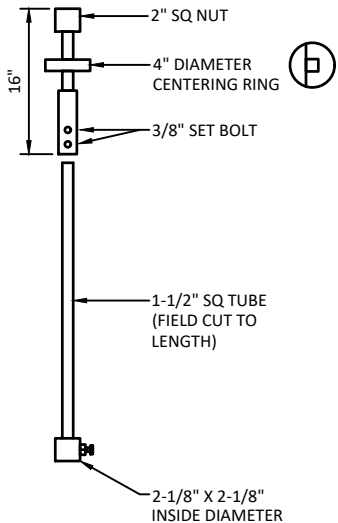


GATE VALVE BOX INSTALLATION

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6-402

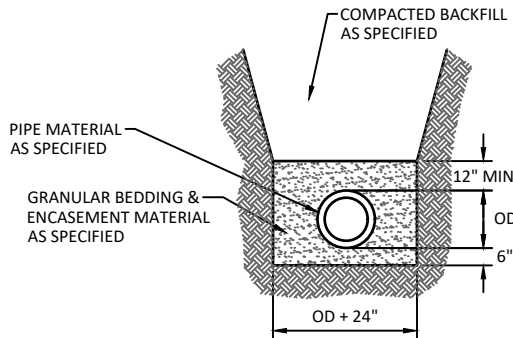


ADJUSTABLE VALVE EXTENSION STEM

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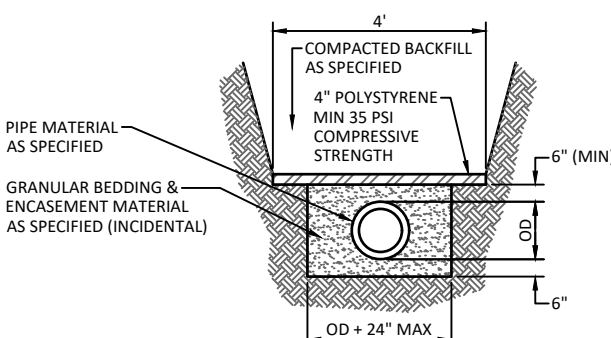


PVC WATERMAIN TRENCH

NOT TO SCALE

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04-2021

PLATE NO.
6-200

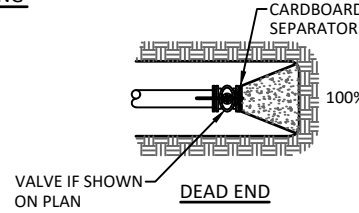
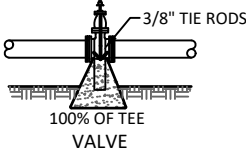
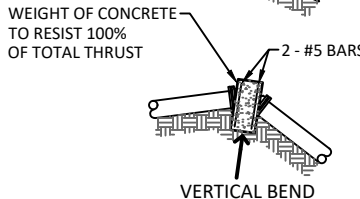
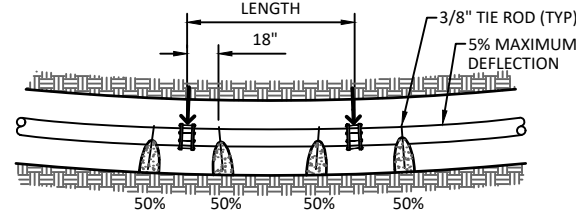
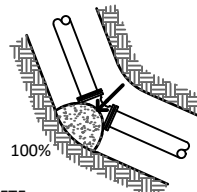
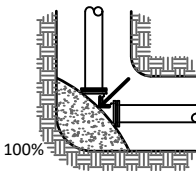
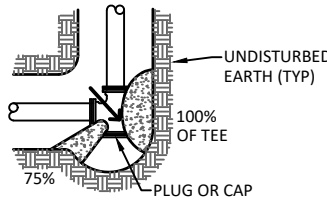
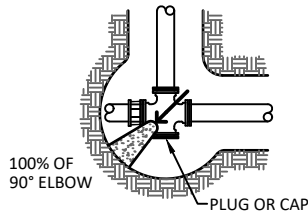
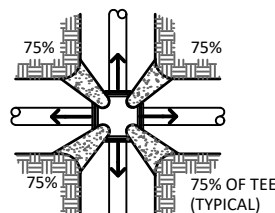
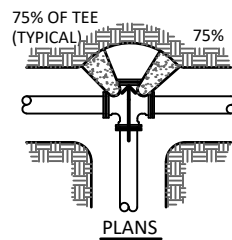
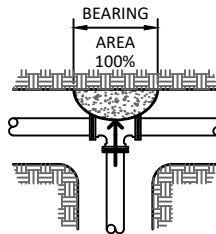


WATERMAIN INSULATION

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6-202



100% BEARING AREA (SQ. FT)				
PIPE SIZE	DEAD END OR TEE	90° ELBOW	45° ELBOW	22 1/2° ELBOW
4	2.4	3.4	1.9	0.9
6	4.9	6.9	3.8	1.9
8	8.4	11.8	6.4	3.4
10	13.7	19.3	10.5	5.4
12	19.4	27.3	14.9	7.7
14	26.3	37.0	20.1	10.3
16	34.0	47.9	26.2	13.3
18	43.9	61.8	33.7	17.2
20	54.3	76.4	41.7	21.2
24	77.9	109.8	59.8	30.5

NOTE:
BEARING AREAS ARE BASED ON 250 LB MAXIMUM PRESSURE AND SOIL BEARING STRENGTH OF 2000 LB/SQ FT.

ARROWS (→) INDICATE THRUST DIRECTION

NOTES:

1. FIGURE (100%) AT THRUST BLOCK INDICATES PER CENT OF TOTAL THRUST TO BE APPLIED FOR BEARING AREA.
2. CONCRETE FOR THRUST BLOCKS TO BE 2000 PSI.
3. RESTRAINING RODS ARE REQUIRED AT ALL TEES AND AT BENDS DEFLECTING 22-1/2" OR MORE.
4. WRAP THE PIPE WITH POLYETHYLENE WRAPPING PRIOR TO POURING THE THRUST BLOCK.
5. SEE SOILS REPORT FOR BEARING STRENGTH OF SOIL. IN ABSENCE OF A SOILS REPORT, AN AVERAGE SOIL (SPADABLE MEDIUM CLAY) CAN BE ASSUMED TO HAVE A BEARING STRENGTH OF 2000 PSI.
6. THRUST BLOCKS ARE NOT REQUIRED ON PVC WITH SOLVENT WELDED JOINTS.

SIDE THRUST PER 100 LB/SQ IN PRESSURE PER DEGREE OF DEFLECTION			
PIPE SIZE	SIDE THRUST-LB	PIPE SIZE	SIDE THRUST-LB
4	35	14	377
6	72	16	486
8	122	18	665
10	197	20	790
12	278	24	1150

MULTIPLY THRUST BY DEGREE OF DEFLECTION TO OBTAIN TOTAL THRUST



CONCRETE THRUST BLOCKS

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6-207



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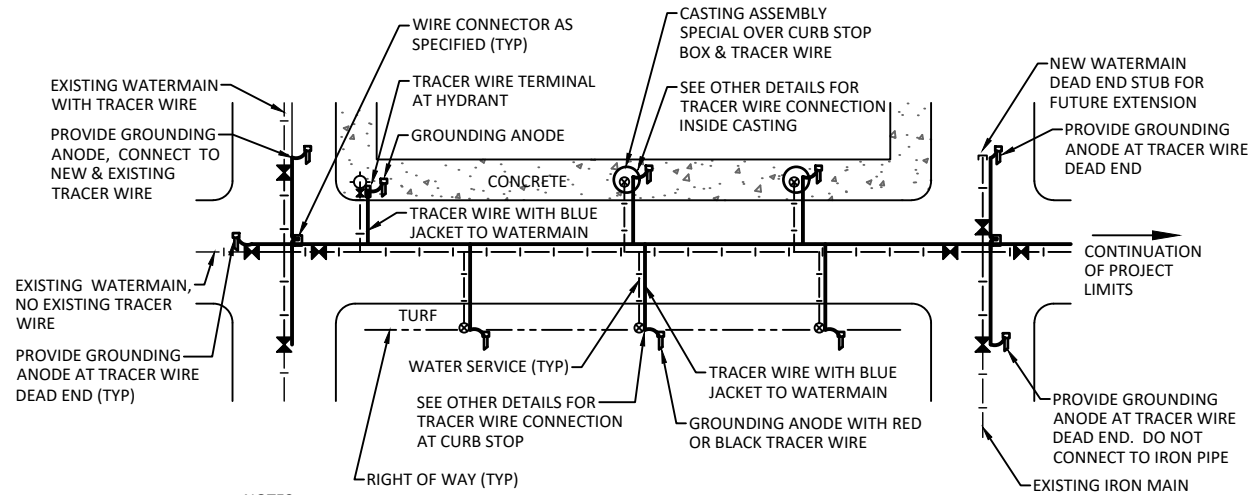
BIG LAKE, MINNESOTA
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DETAILS
WATERMAIN

SHEET

B5

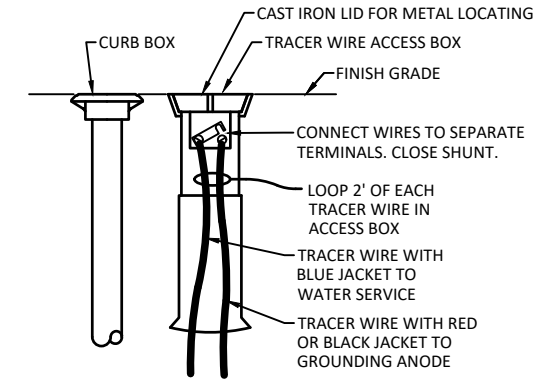
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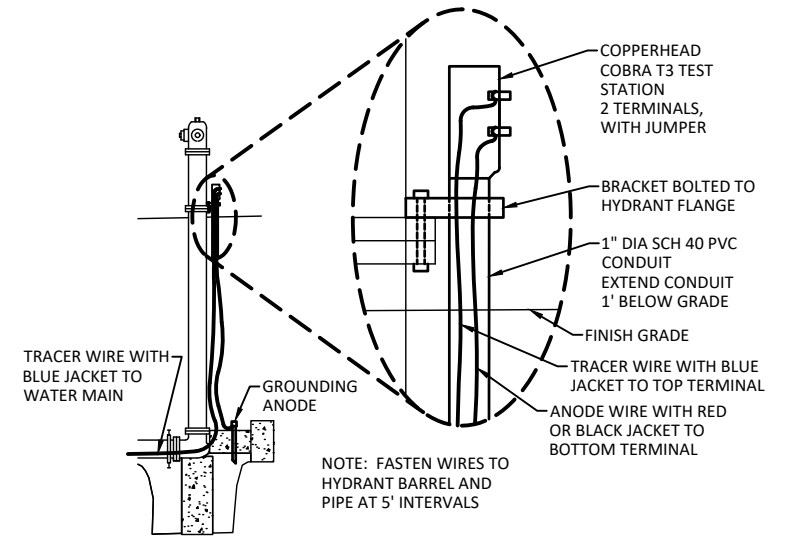


- NOTES:
1. NUMBER OF SERVICES, CASTINGS AND TRACER WIRE ACCESS BOXES REQUIRED PER BLOCK VARIES. REFER TO UTILITY PLAN SHEETS.
 2. CONNECTIONS TO EXISTING WATERMAINS AND TRACER WIRES VARY BY LOCATION.
 3. DO NOT CAD WELD TRACER WIRE TO DUCTILE IRON PIPE.

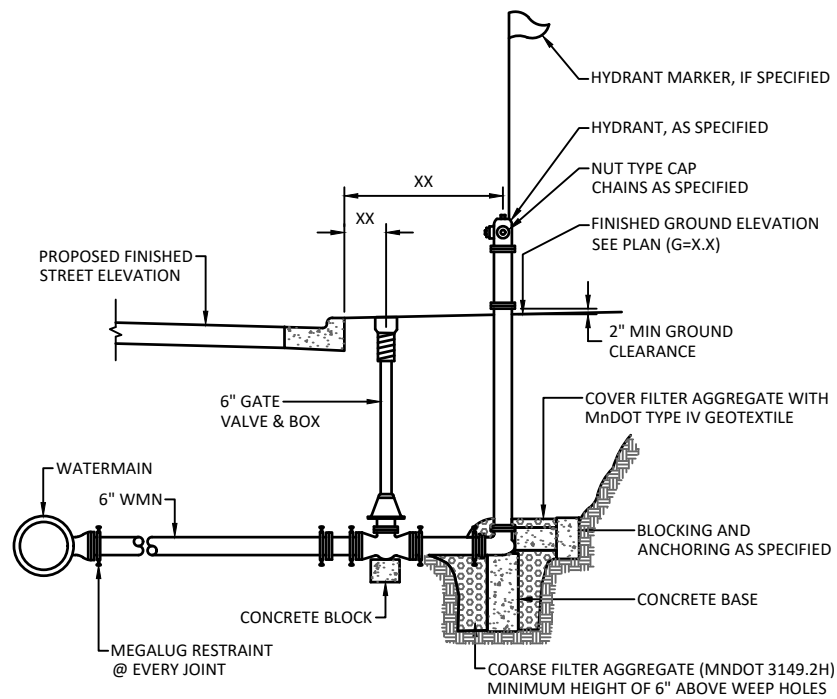
2 TRACER WIRE SYSTEM SCHEMATIC - WATER DISTRIBUTION
NOT TO SCALE



3 TRACER WIRE ACCESS BOX AT CURB STOP
NOT TO SCALE

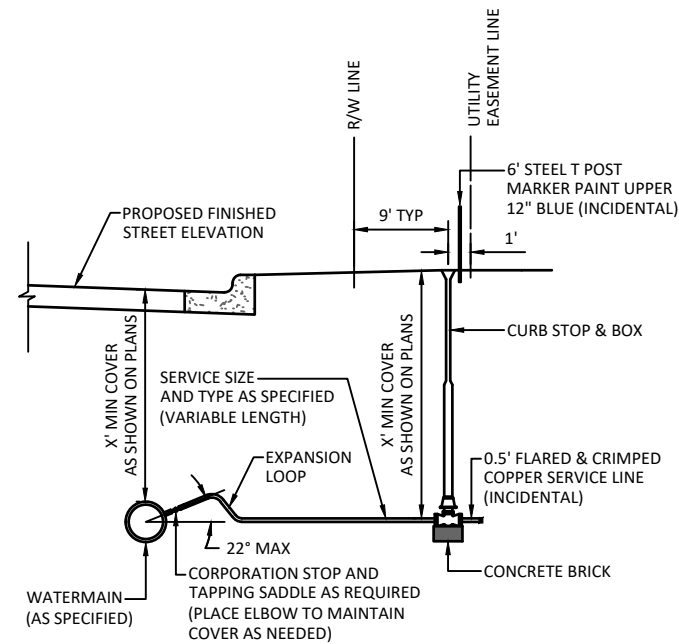


3 TRACER WIRE AT HYDRANT
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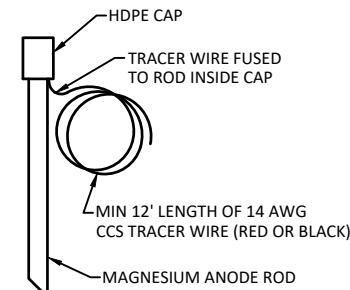


HYDRANTS LOCATED WHERE THE GROUNDWATER TABLE IS ABOVE THE DRAIN OUTLET SHALL HAVE THE OUTLET DRAIN PLUGGED AND SHALL BE EQUIPPED WITH A TAG STATING "PUMP AFTER USE"

XX
X.XX HYDRANT INSTALLATION, MEGALUGS
NOT TO SCALE

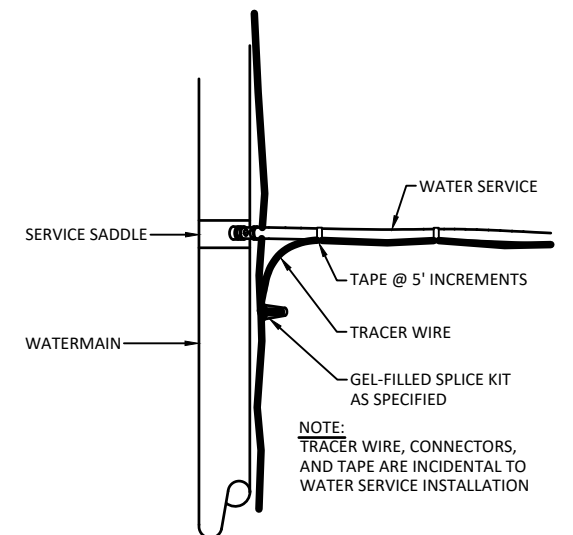


XX
X.XX WATER SERVICE INSTALLATION
NEW CONSTRUCTION
NOT TO SCALE



NOTE: MAGNESIUM ROD DIMENSIONS SHALL BE APPROX 18" LONG BY 1.3" DIA, AND APPROX 1 LB IN WEIGHT.

4 GROUNDING ANODE
NOT TO SCALE



5 WATER SERVICE TRACER WIRE CONNECTION
NOT TO SCALE

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RC PIPE
CLASS "B" BEDDING
NOT TO SCALE

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04-2021

PLATE NO.
4-001

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JASON W. COOK
LIC. NO. 47541 DATE 03/11/2026



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Email: Ramsey@bolton-menk.com
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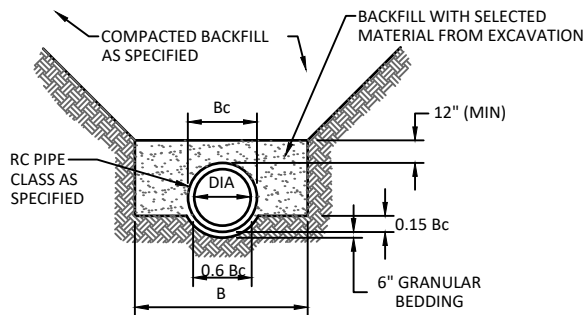


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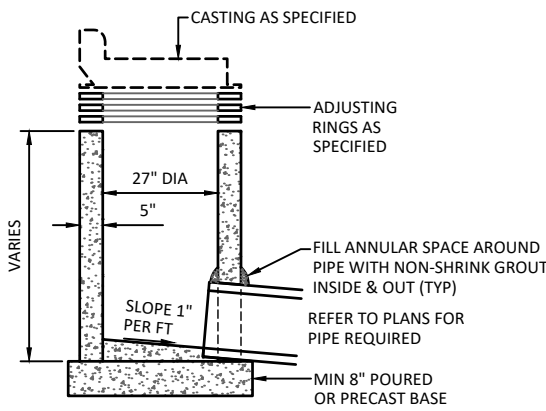
BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
DETAILS
STORM SEWER

SHEET

B7

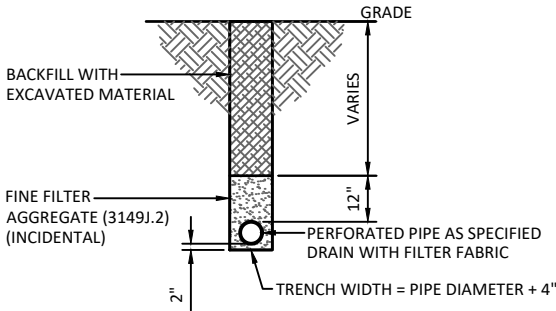


PIPE DIA	B
36" OR LESS	Bc + 24"
42" TO 54"	1.5 X Bc
60" OR OVER	Bc + 36"



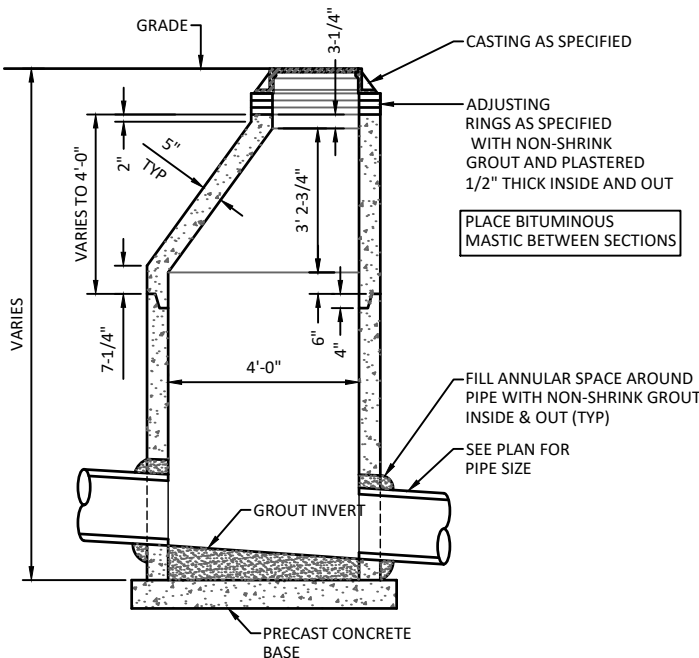
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X.XX
CATCH BASIN
DESIGN H

NOT TO SCALE



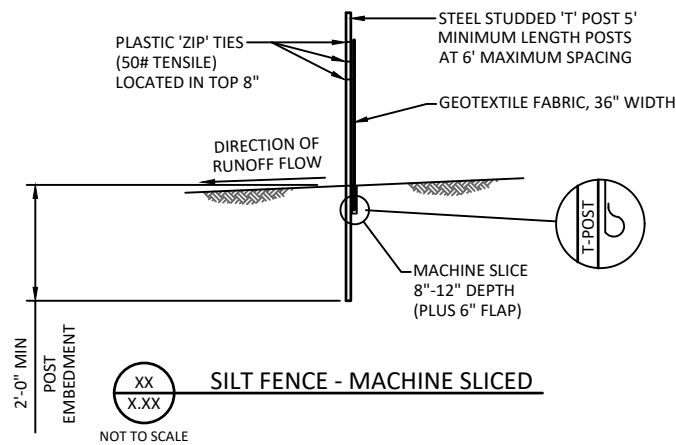
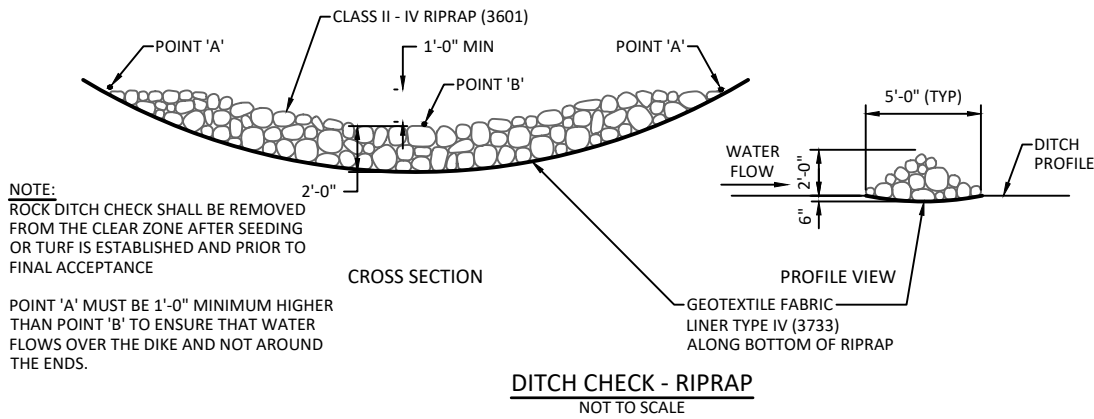
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SUBSURFACE PIPE DRAIN

NOT TO SCALE

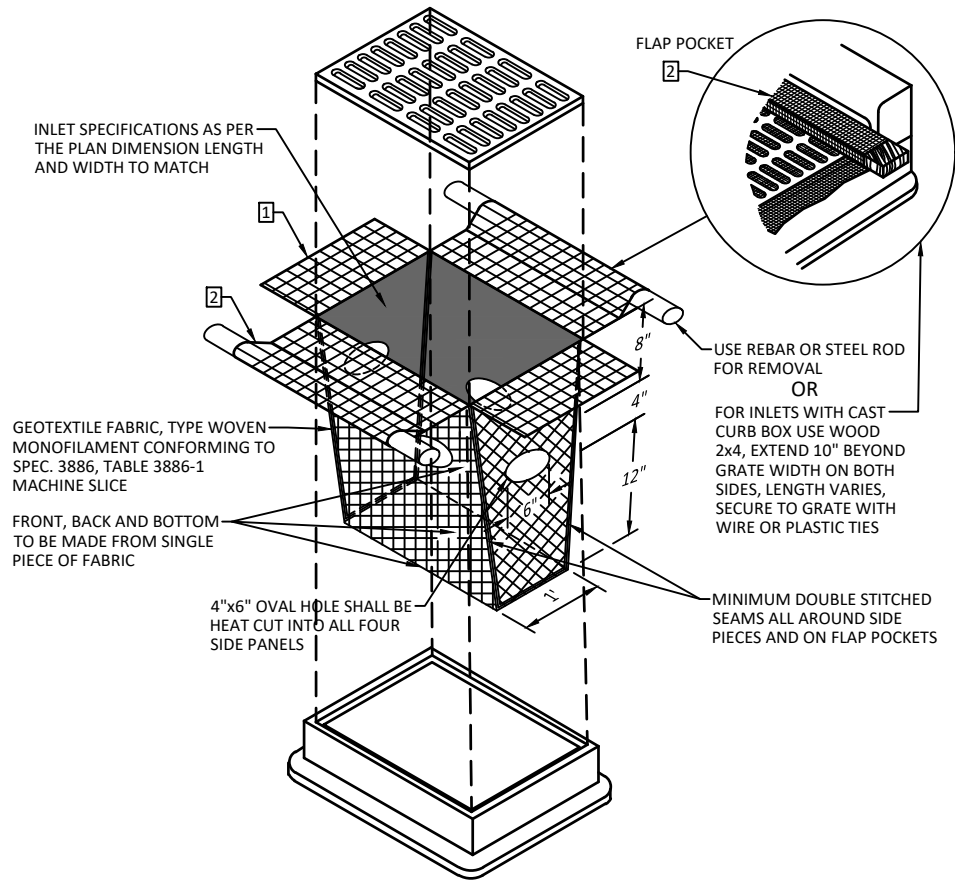
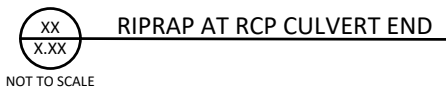
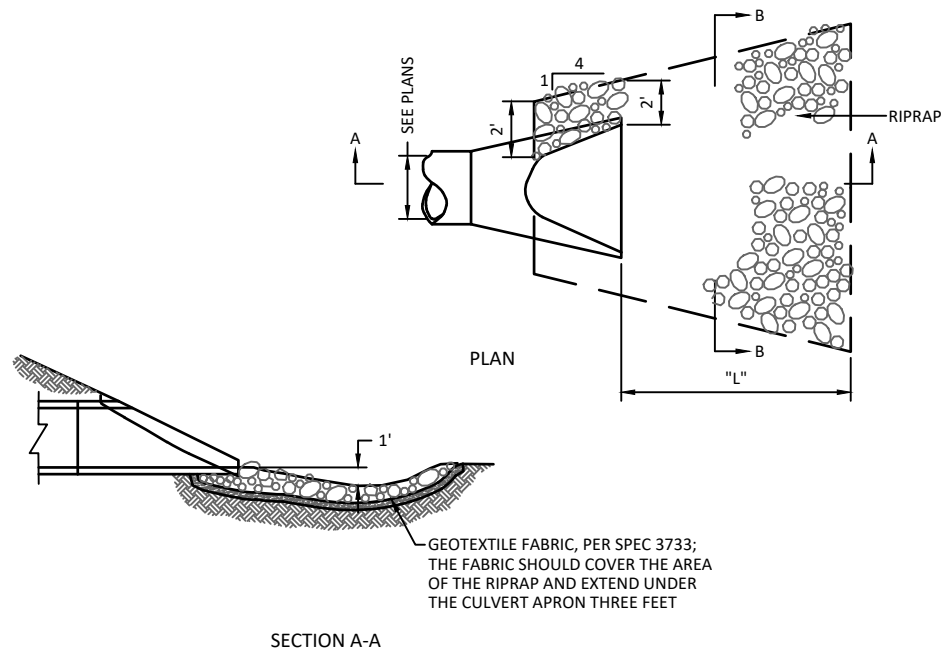
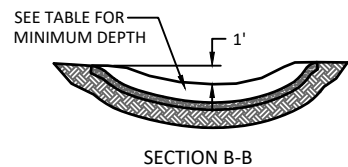


XX
X.XX
STORM SEWER STRUCTURE
DESIGN F, TYPE "B" CONE

NOT TO SCALE



ROUND PIPE DIA (IN)	L (FT)	CLASS II d50=6"	CLASS III d50=9"	CLASS IV d50=12"
		12" DEPTH RIPRAP (CU YD)	18" DEPTH RIPRAP (CU YD)	24" DEPTH RIPRAP (CU YD)
12	8	5	8	10
15	8	5	8	10
18	10	6	10	15
21	10	8	15	15
24	12	10	15	20
27	12	10	15	20
30	14	15	20	25
36	16	18	25	30
42	18	20	30	40
48	20	20	40	50



- NOTES:
- INLET PROTECTION DEVICES SHALL BE MAINTAINED OR REPLACED AT THE DIRECTION OF THE ENGINEER. MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENTS EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED. WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL IN THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.
 - FINISHED SIZE, INCLUDING POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.

FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2x4.

INSTALLATION NOTES:
DO NOT INSTALL PROTECTION IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CLINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.



INLET PROTECTION
GEOTEXTILE BAG
NOT TO SCALE

LAST REVISION:
04-2021

PLATE NO.
3-104

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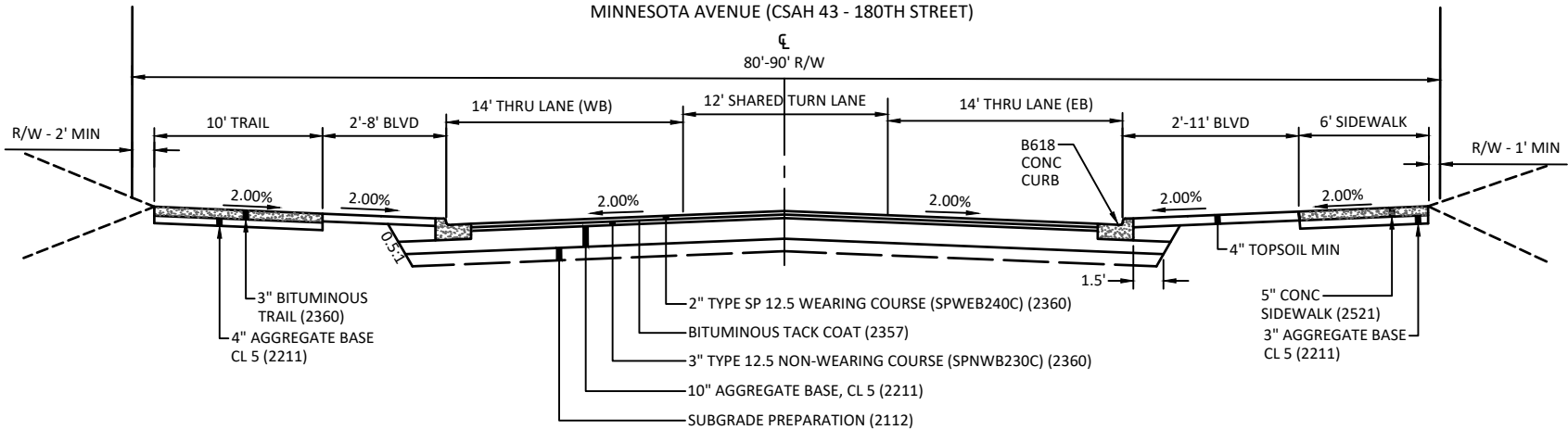
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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
DETAILS
EROSION CONTROL

SHEET

B8

TYPICAL SECTION



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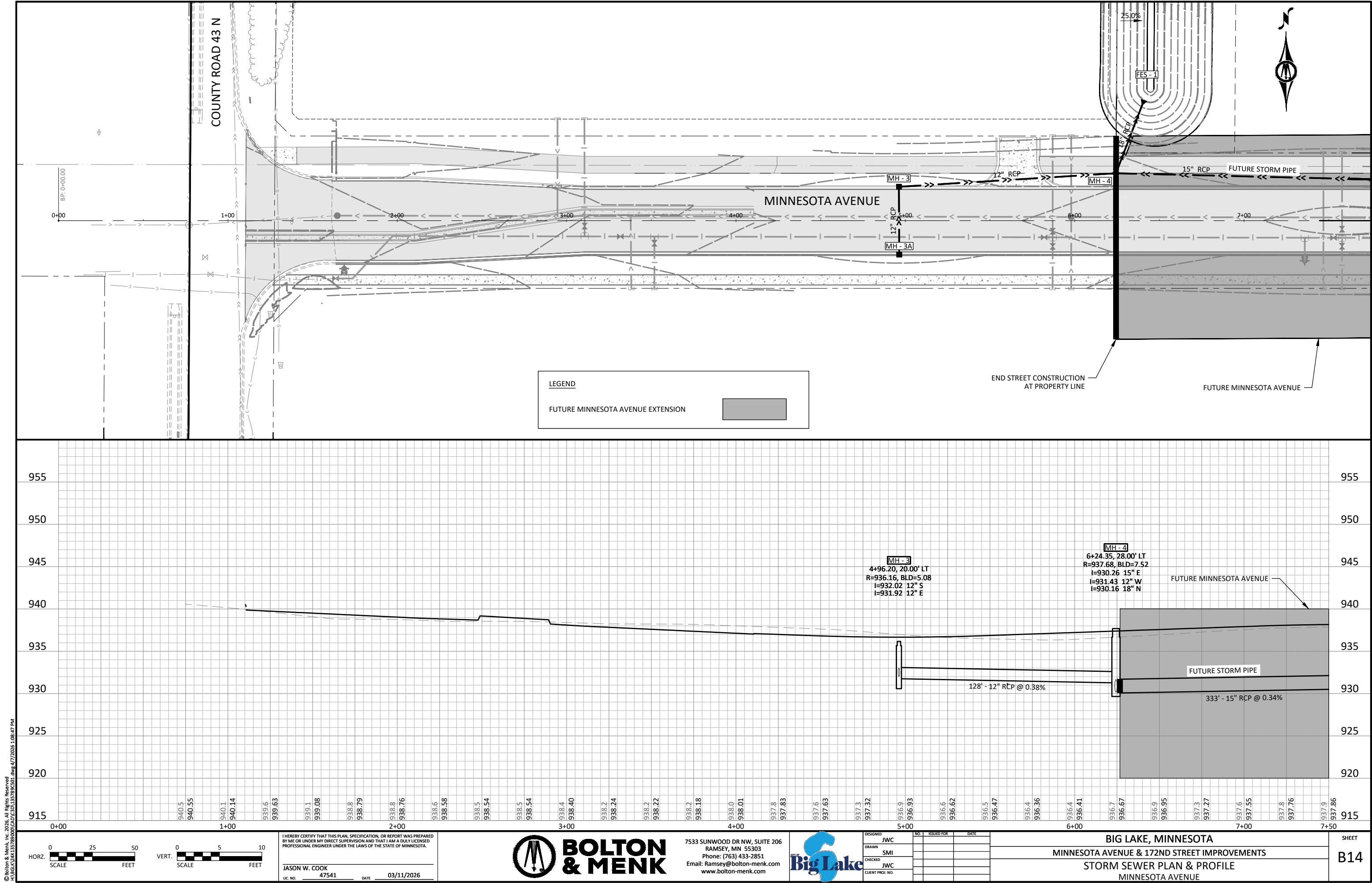
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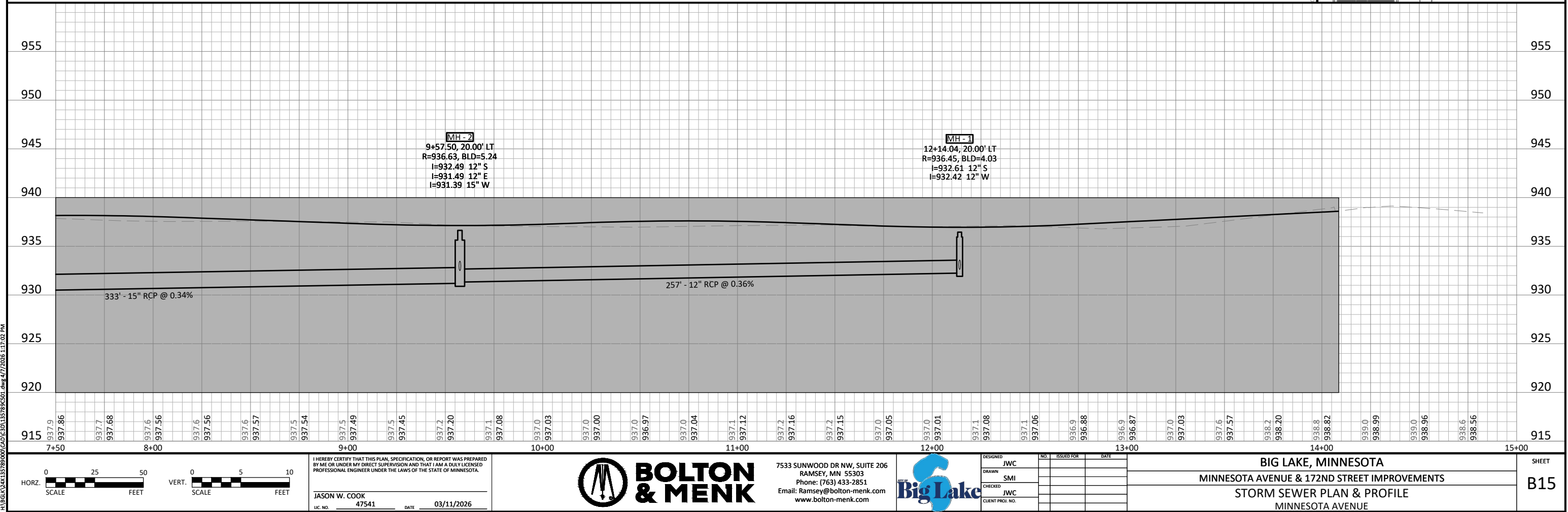
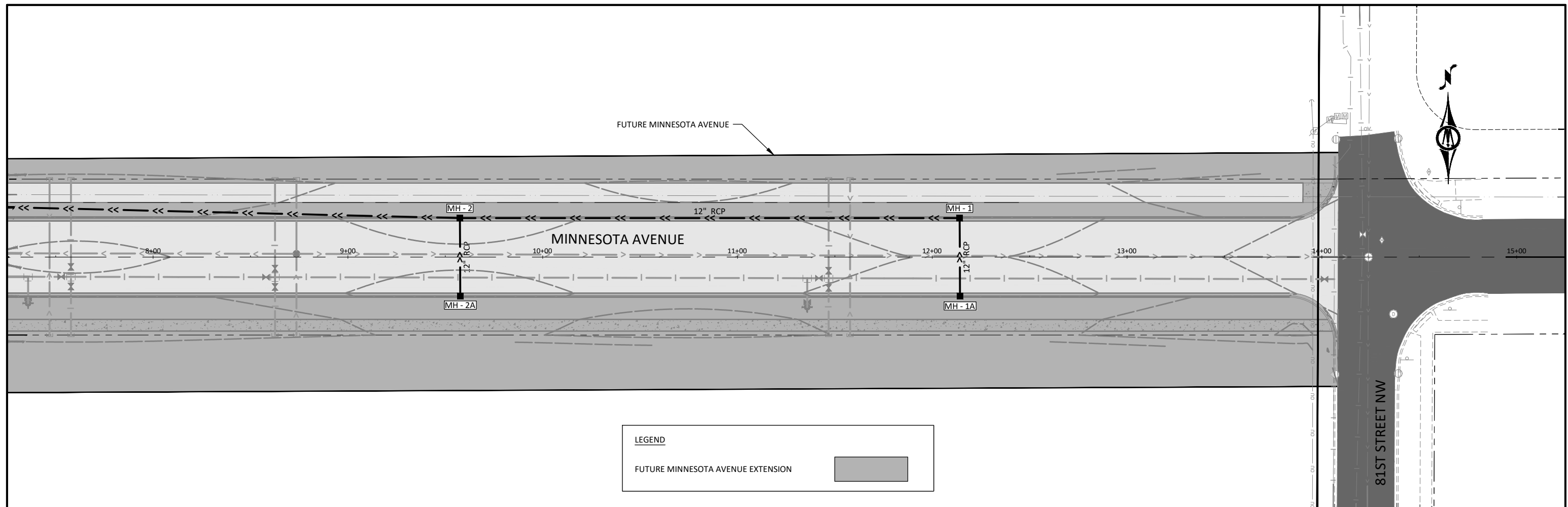


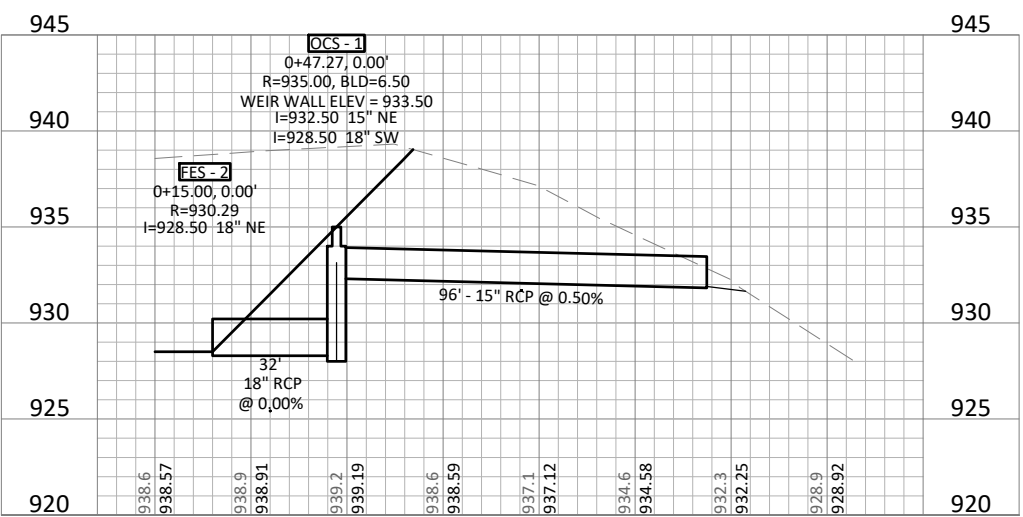
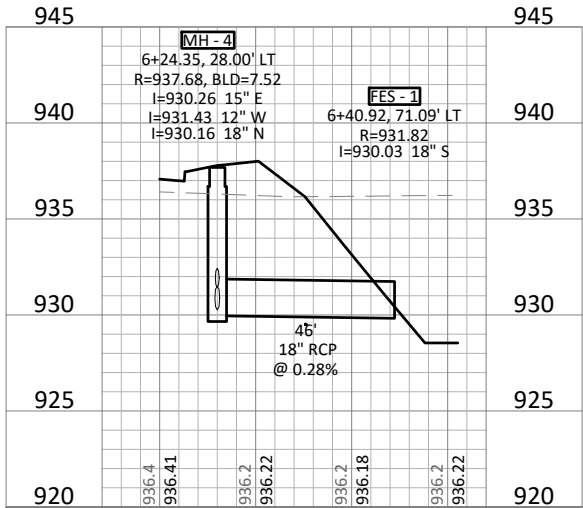
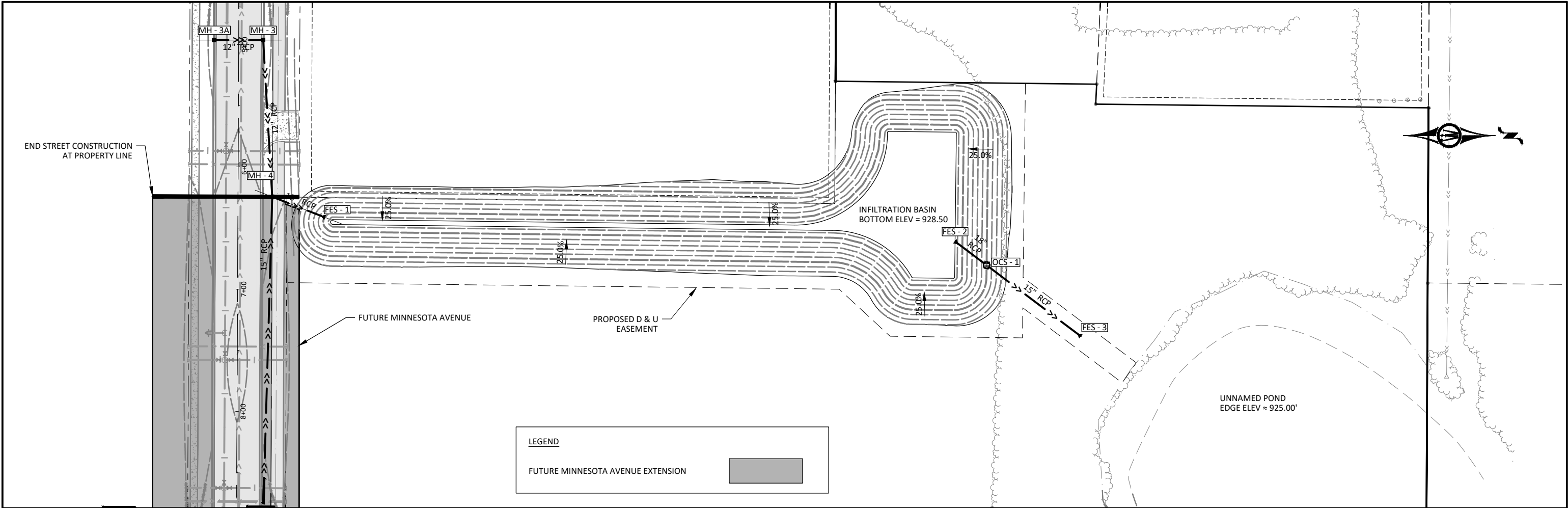
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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
DETAILS
PAVING & ROADWAY

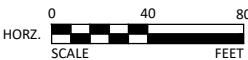
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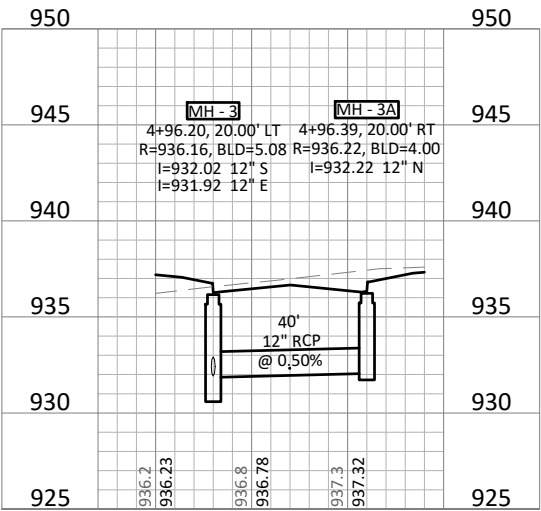
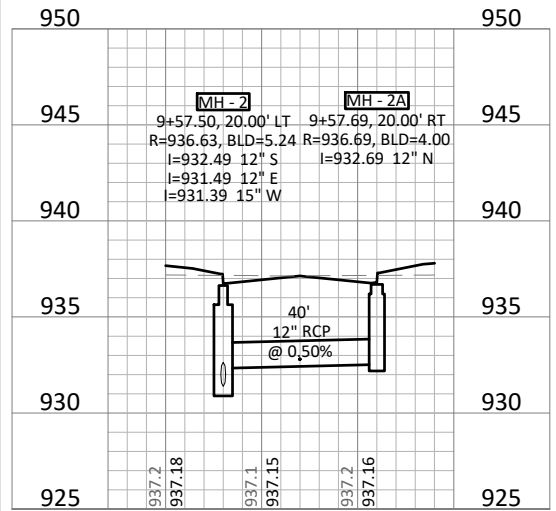
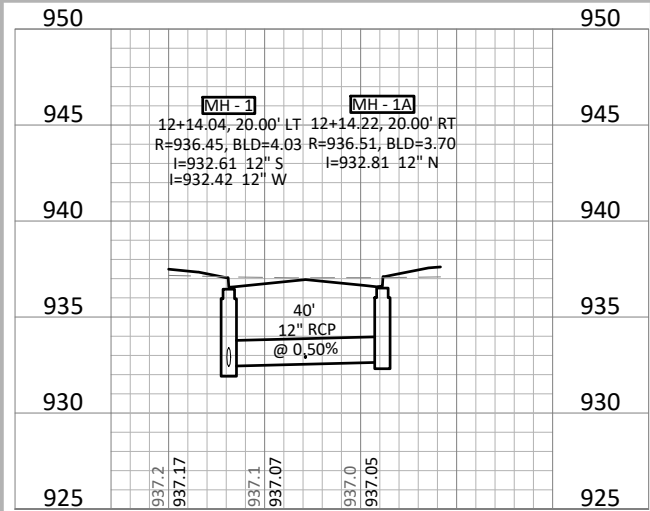


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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
STORM SEWER PLAN & PROFILE
MINNESOTA AVENUE

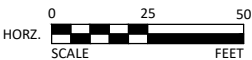
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FUTURE STORM LEADS

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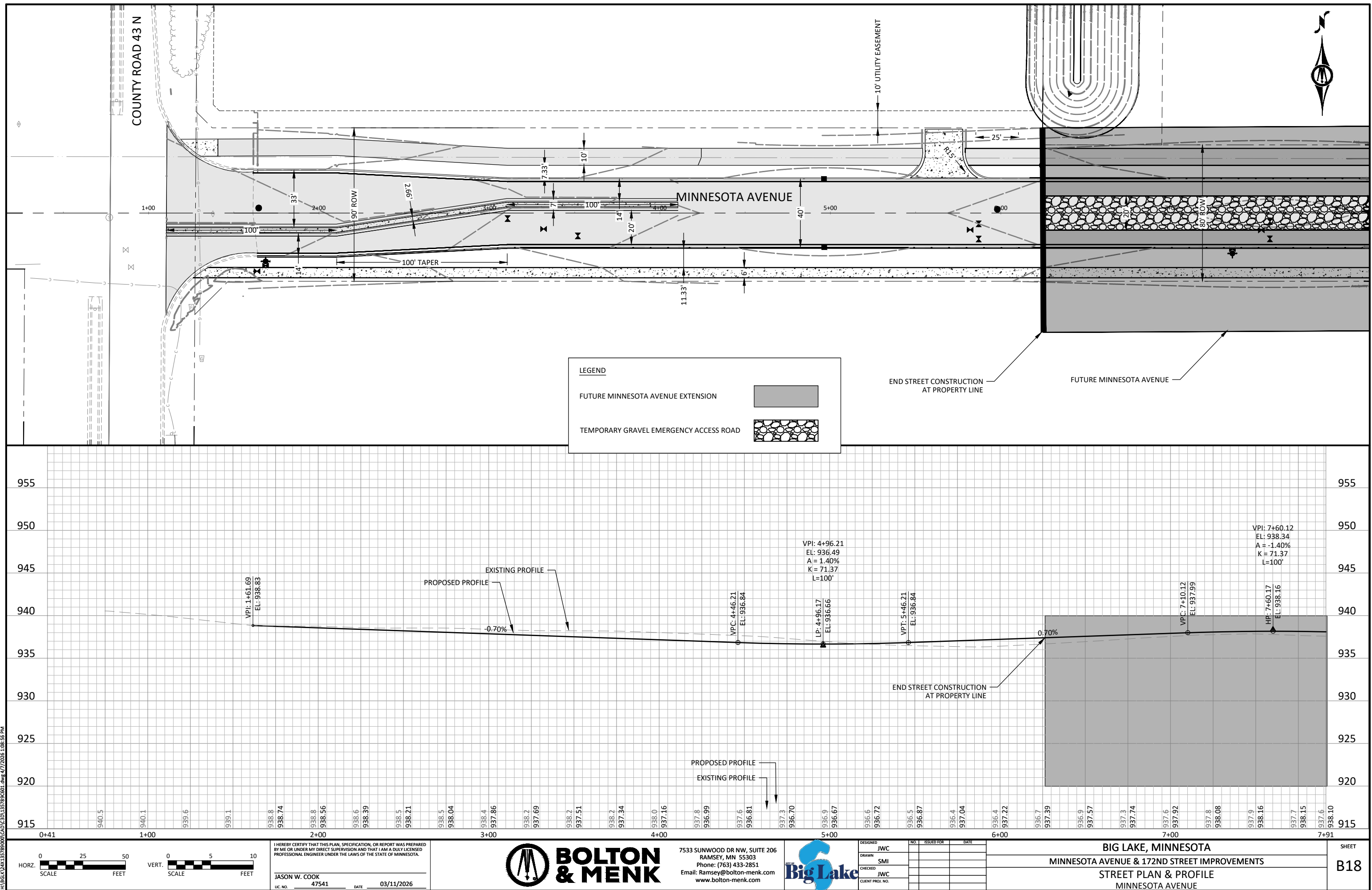


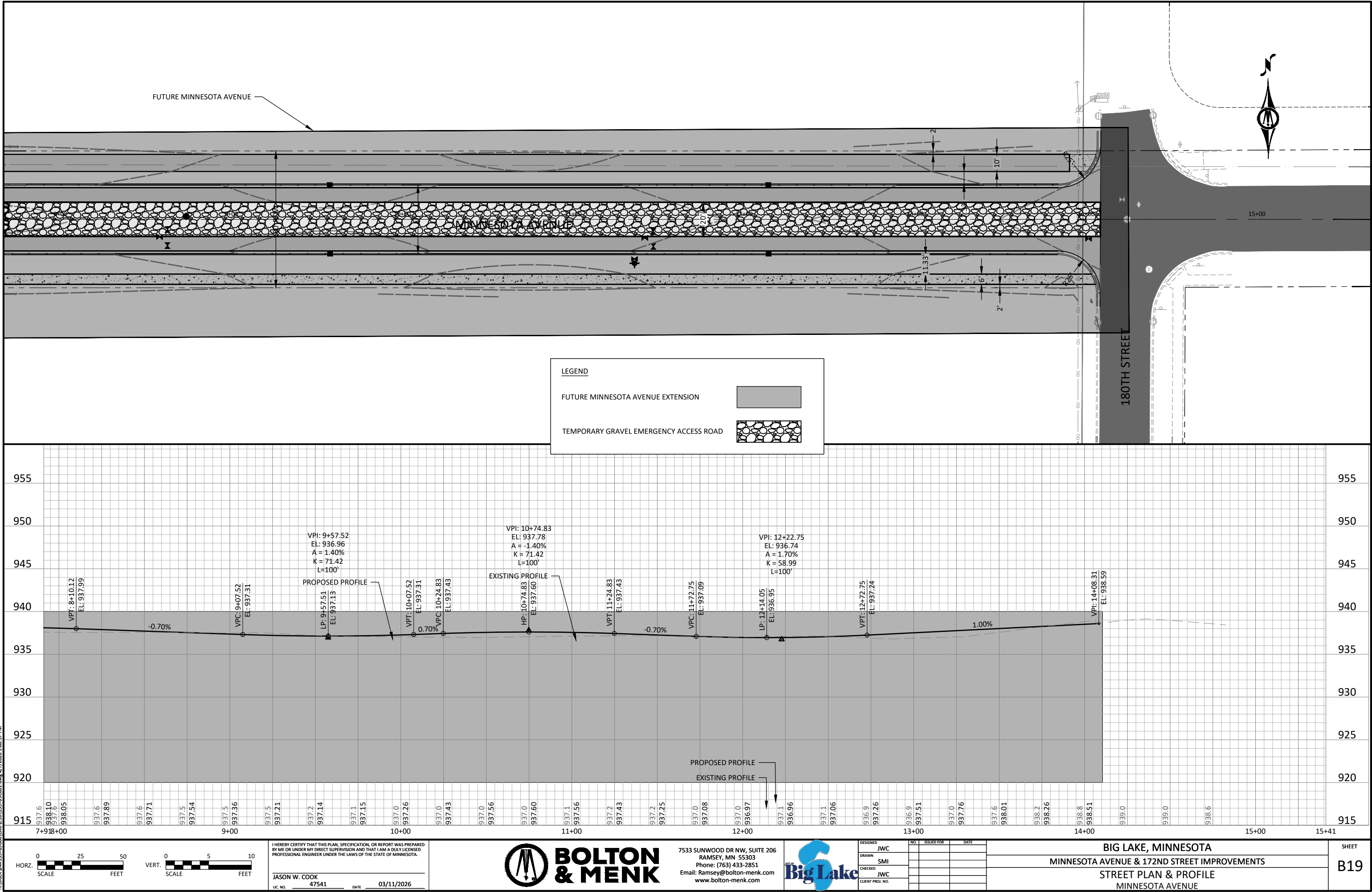
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STORM SEWER PROFILE LEADS
MINNESOTA AVENUE

SHEET

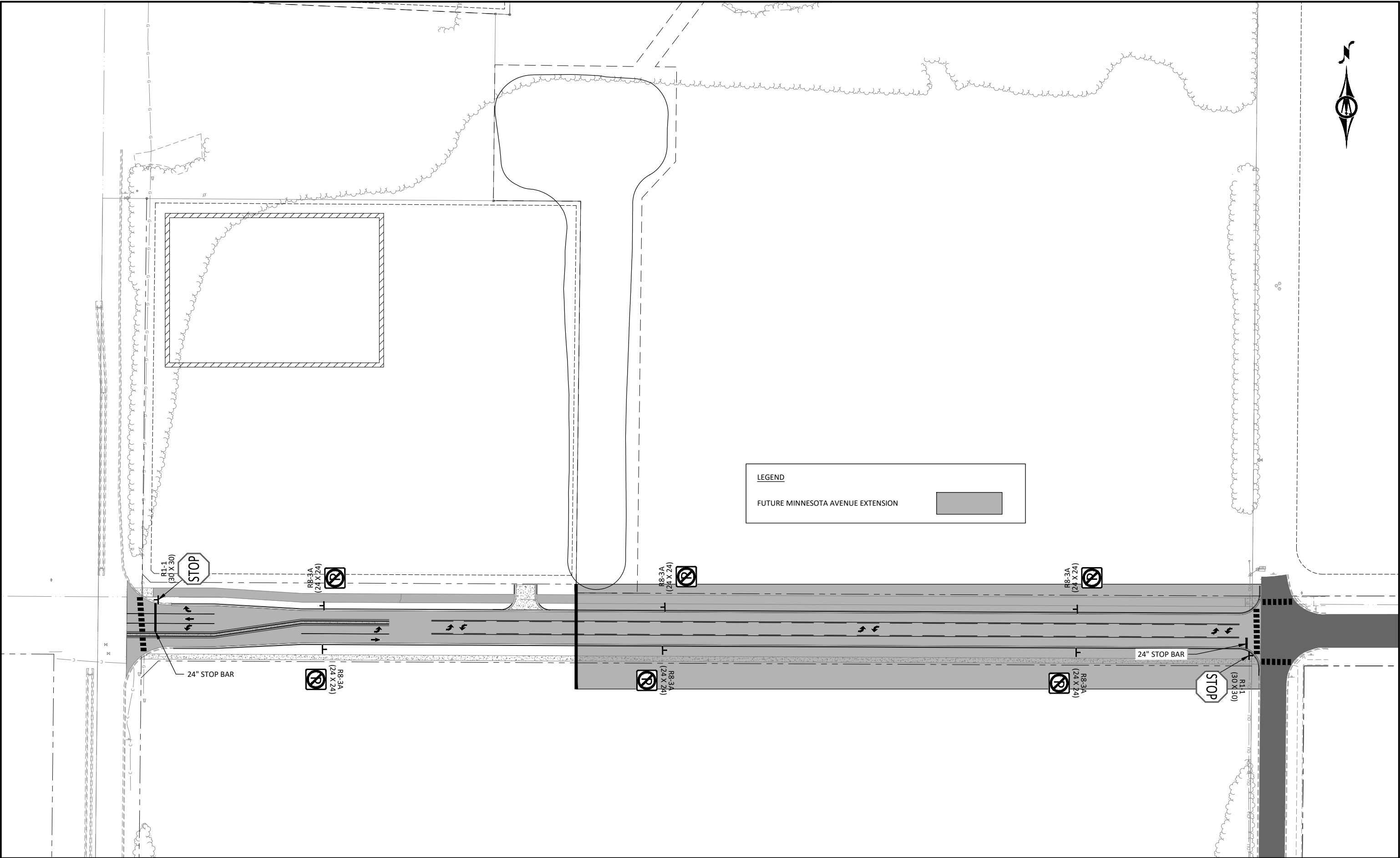
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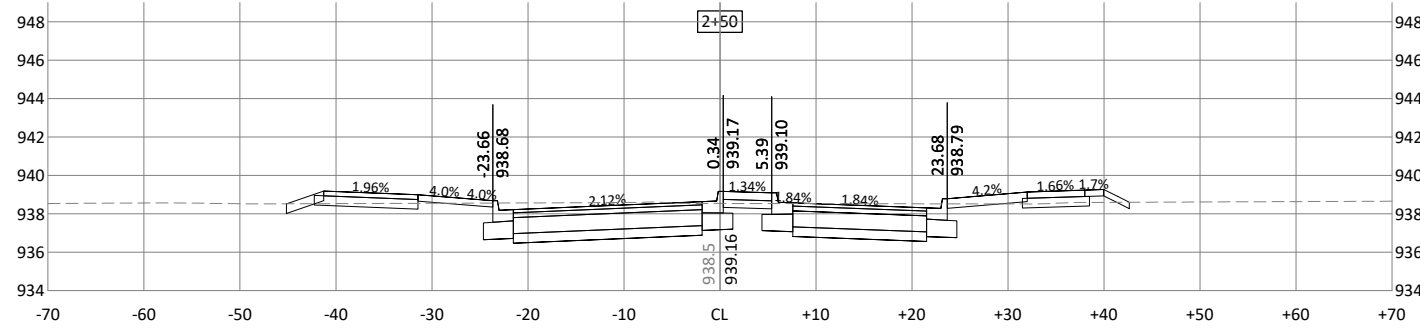
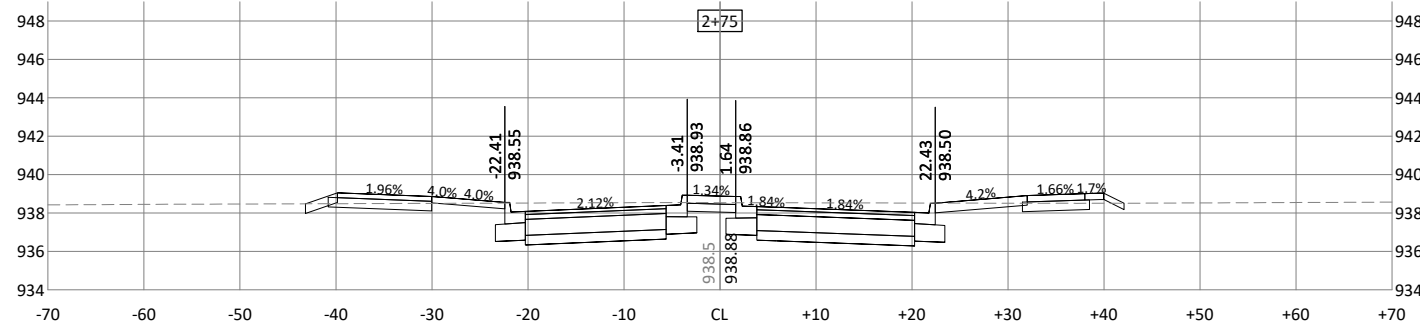
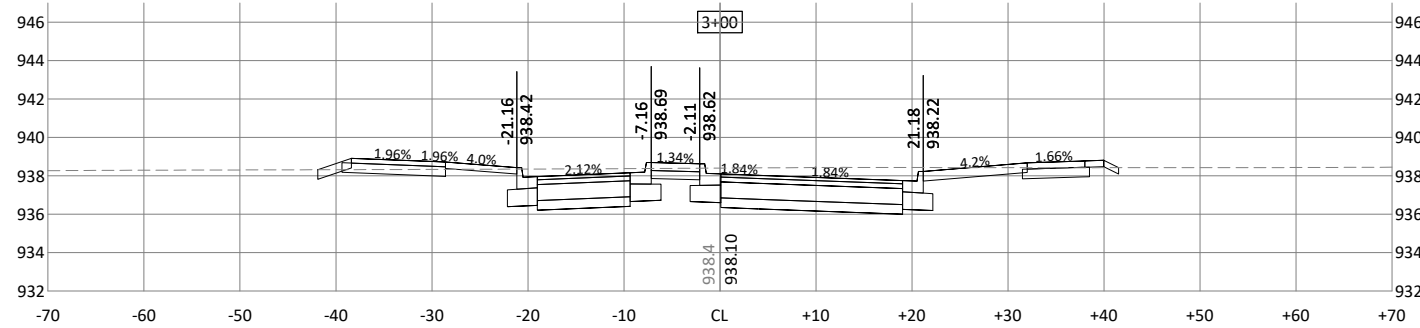
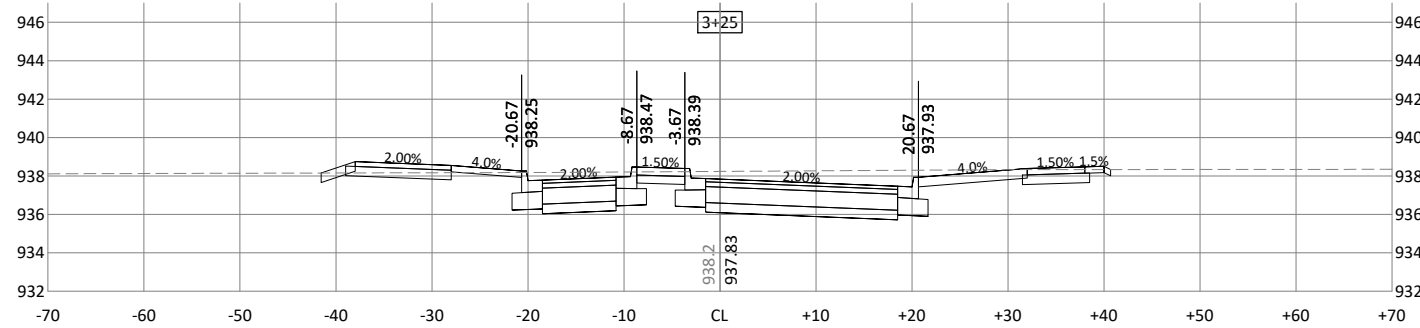
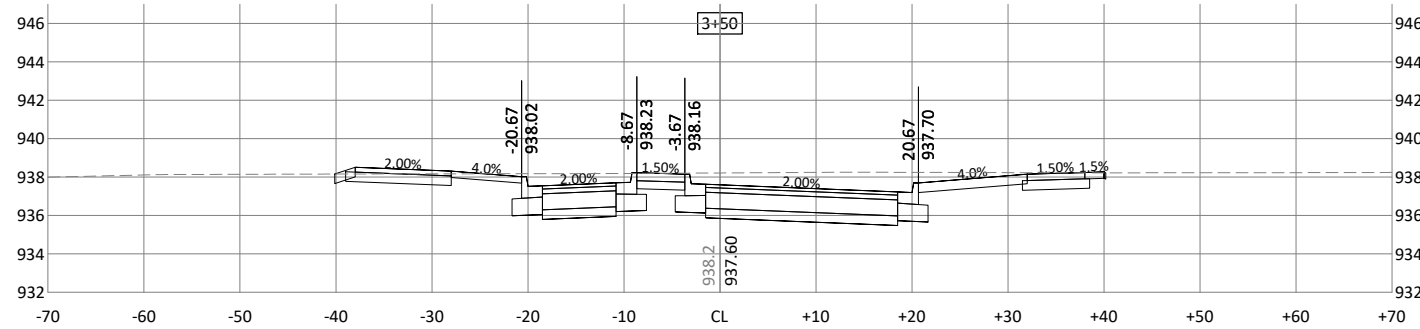
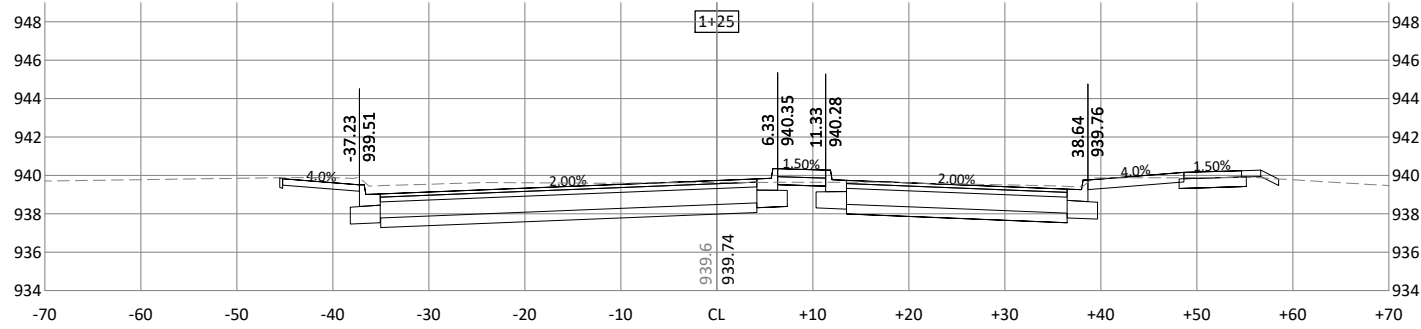
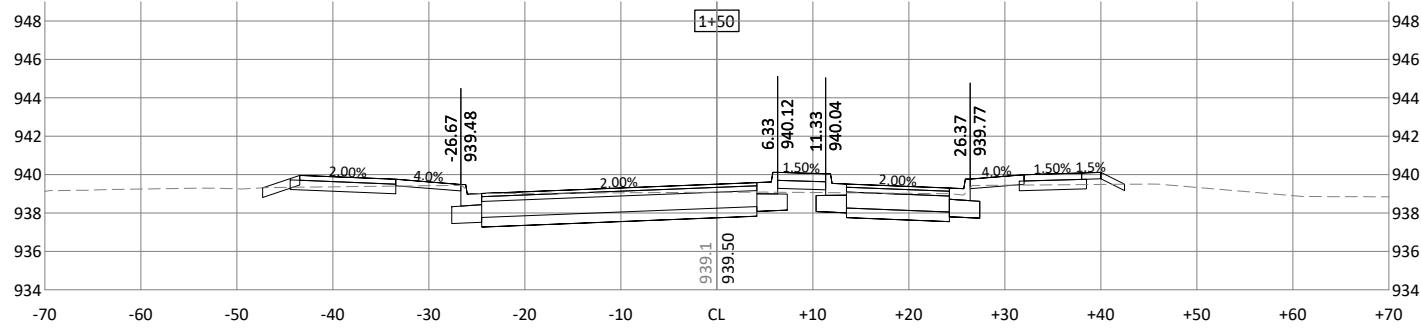
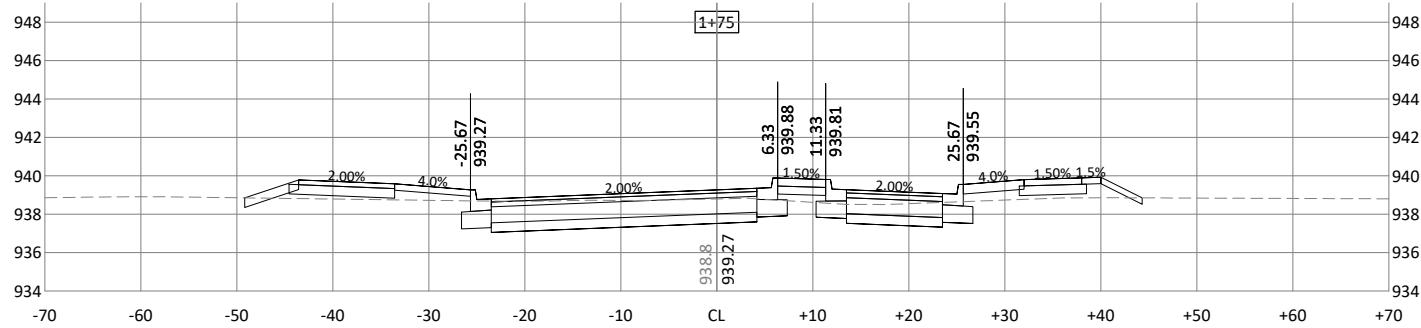
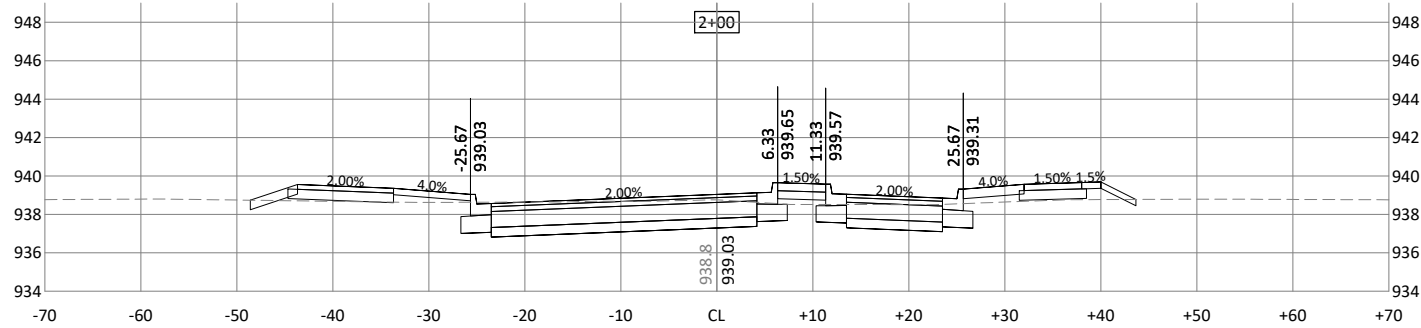
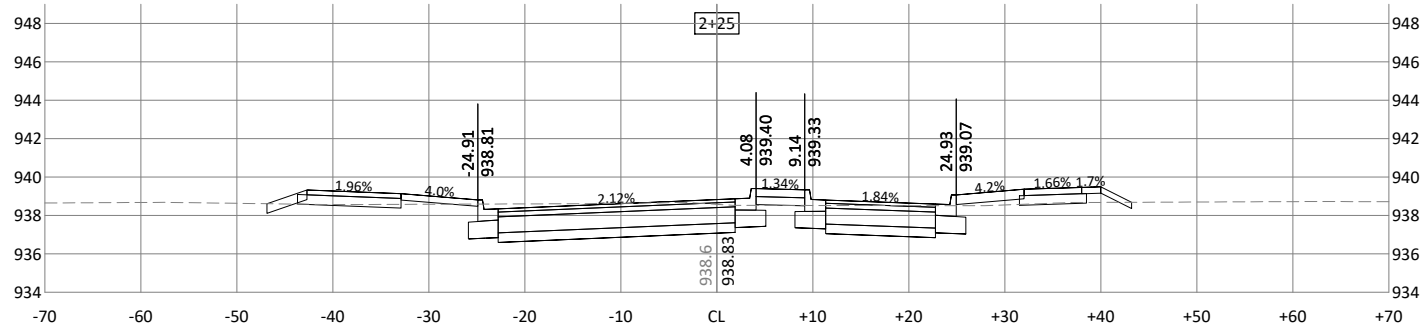


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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
SIGNING & STRIPPING
MINNESOTA AVENUE

SHEET
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JASON W. COOK
LIC. NO. 47541 DATE 03/11/2026



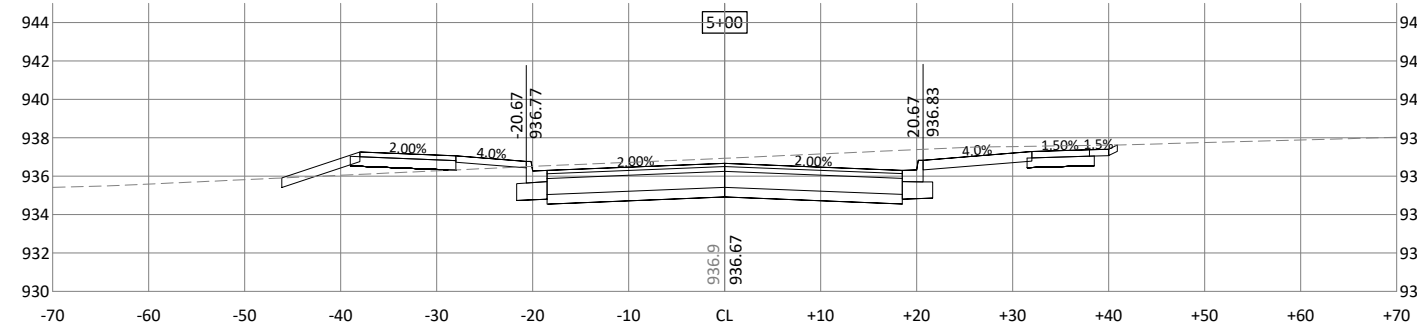
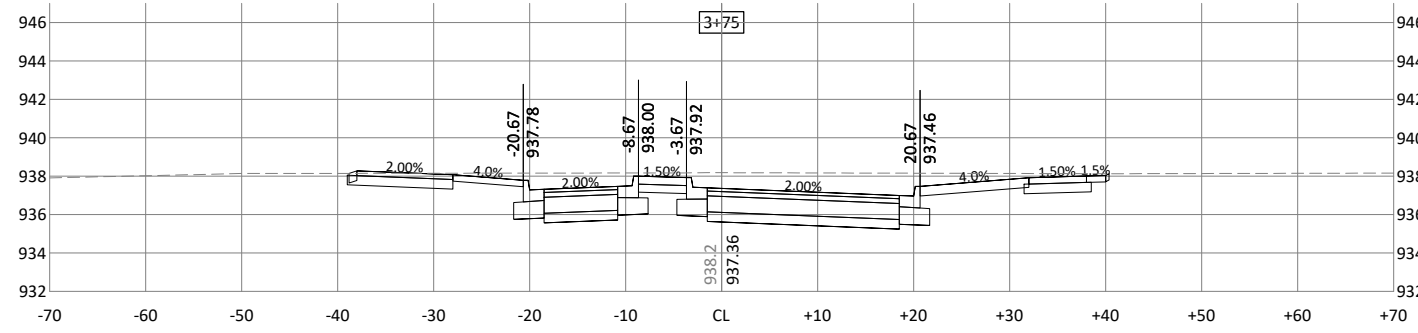
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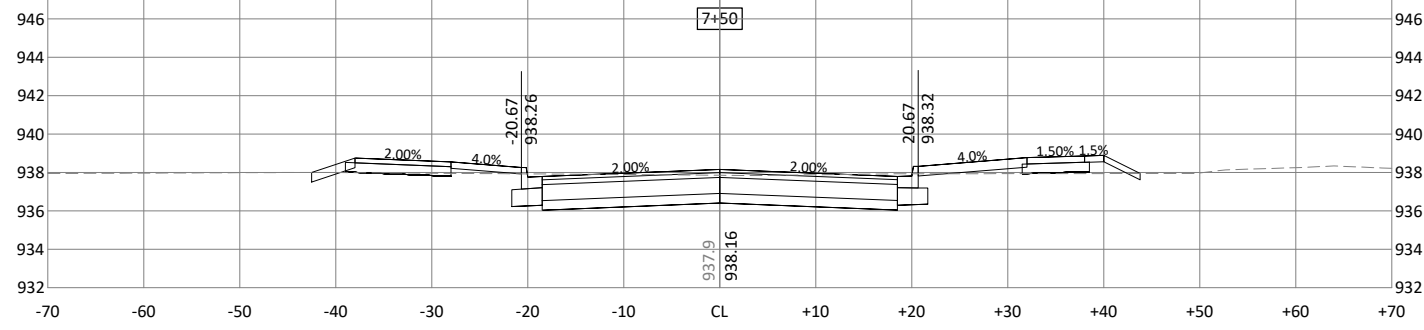
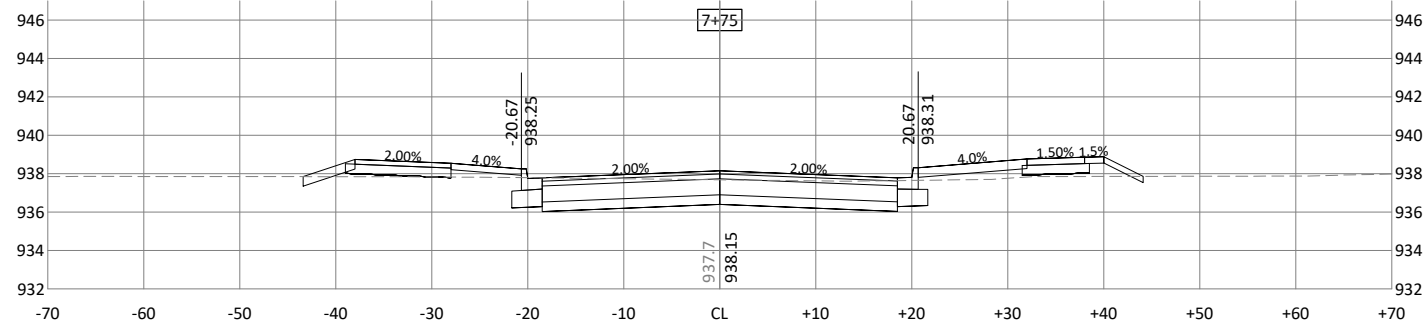
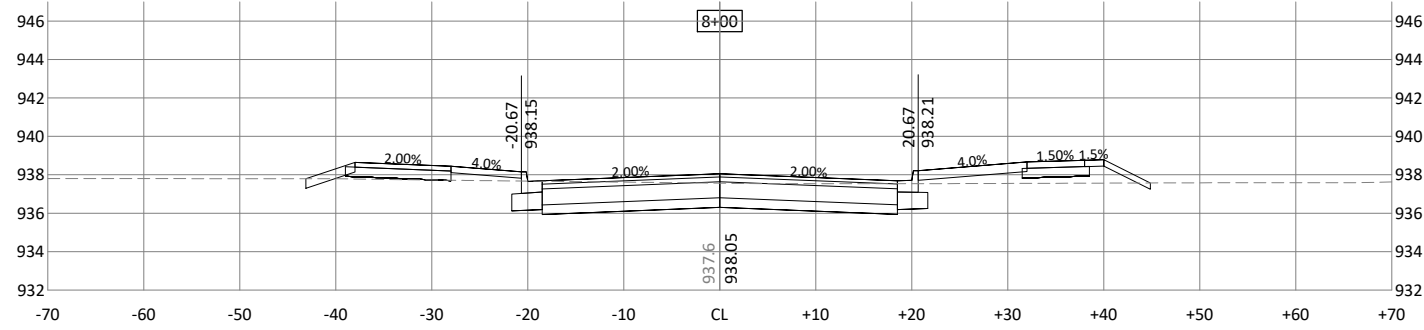
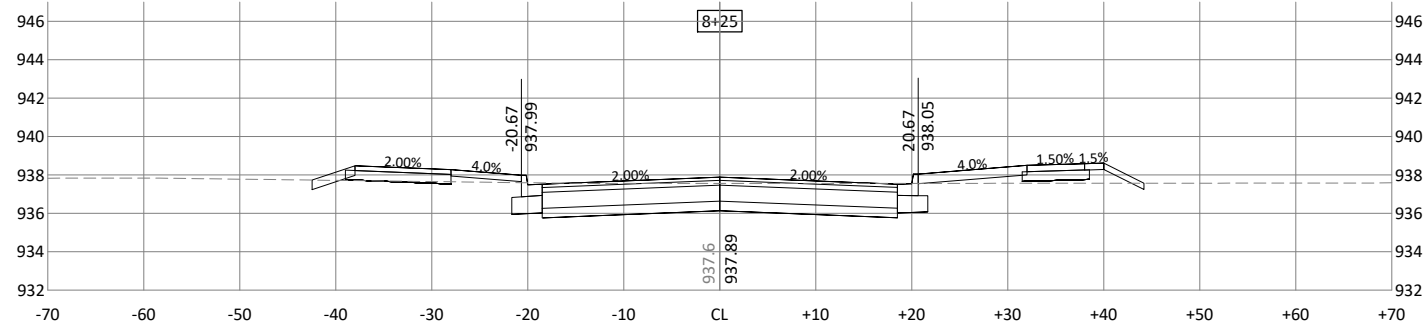
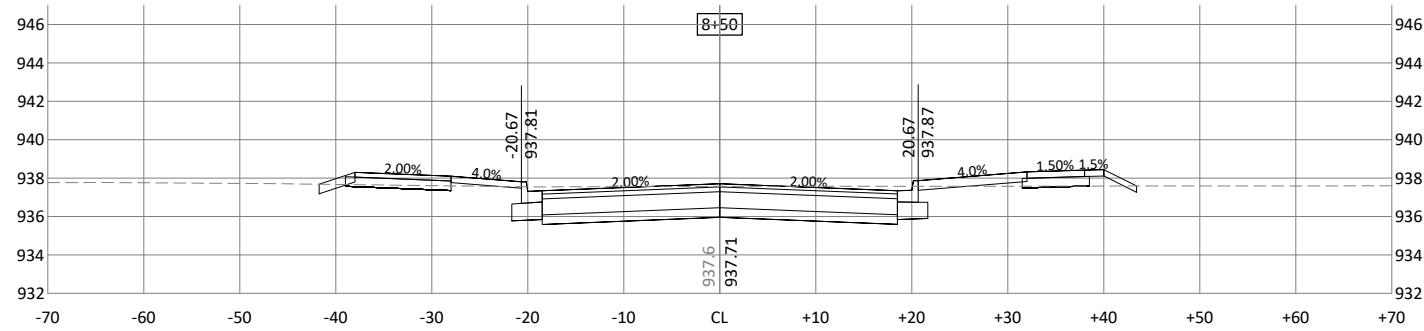
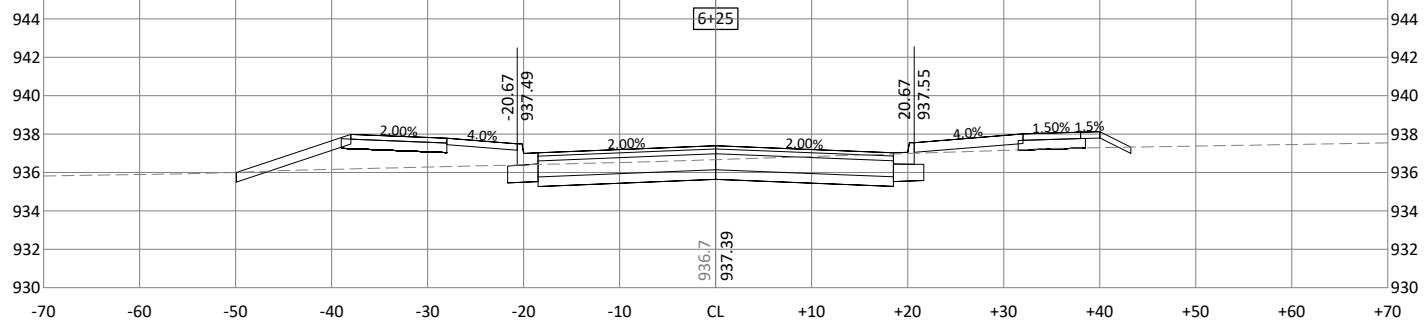
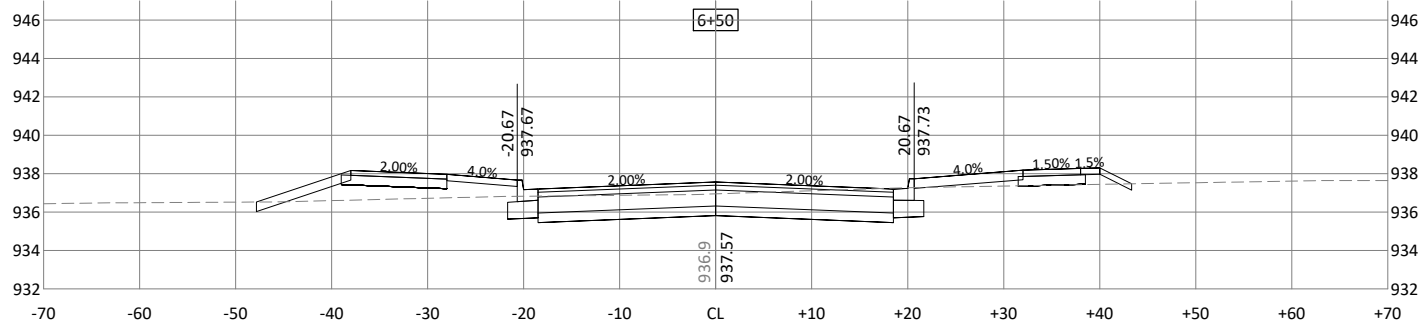
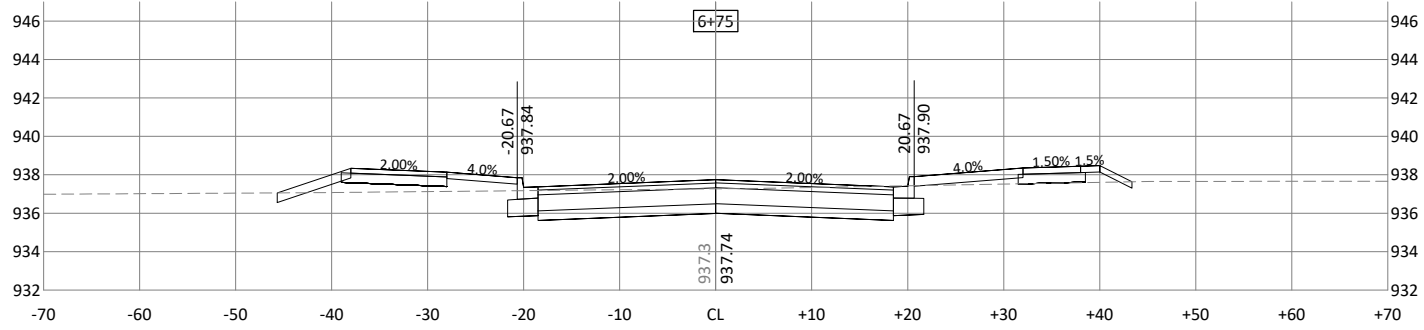
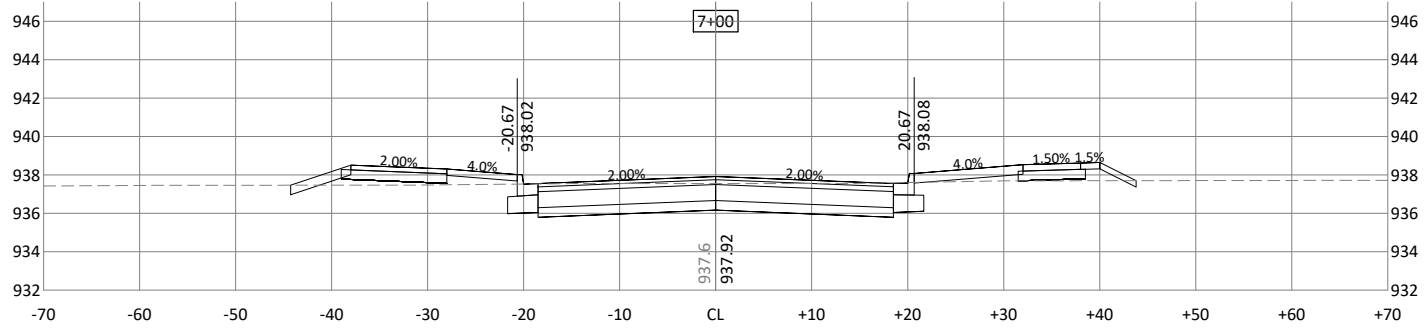
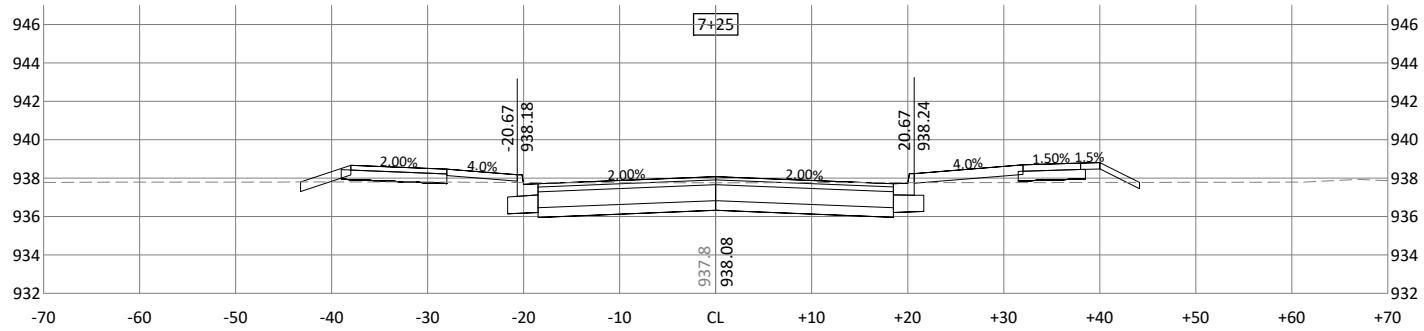
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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
CROSS SECTIONS
MINNESOTA AVENUE

SHEET
B21



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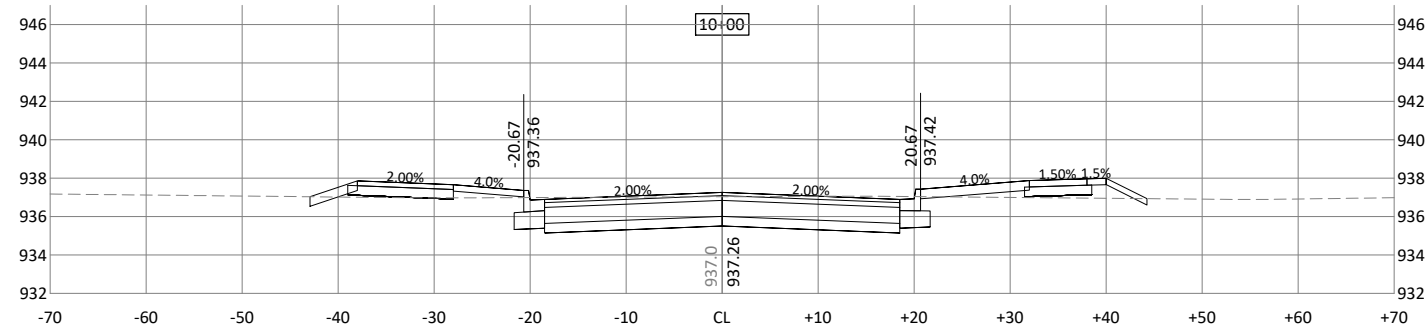
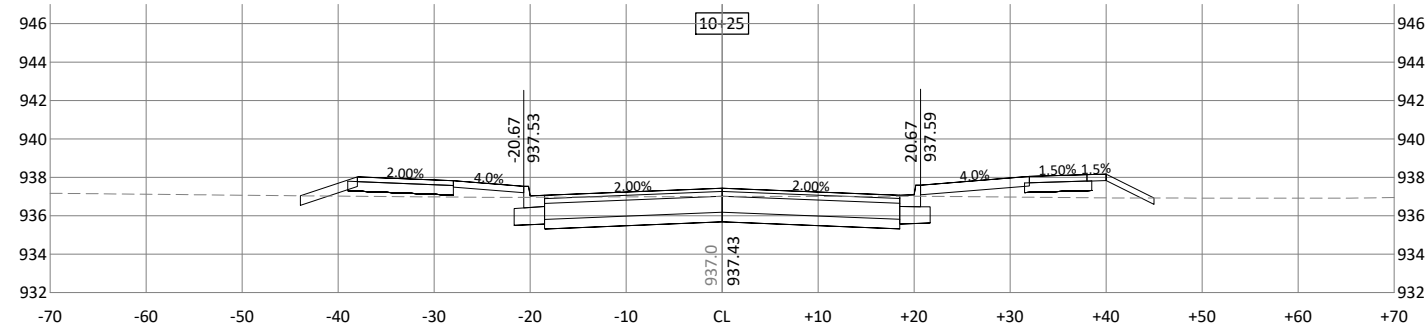
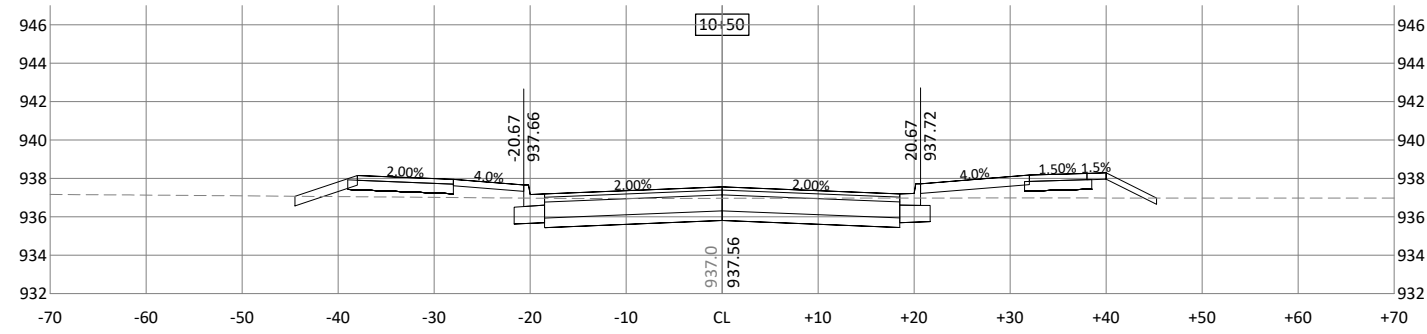
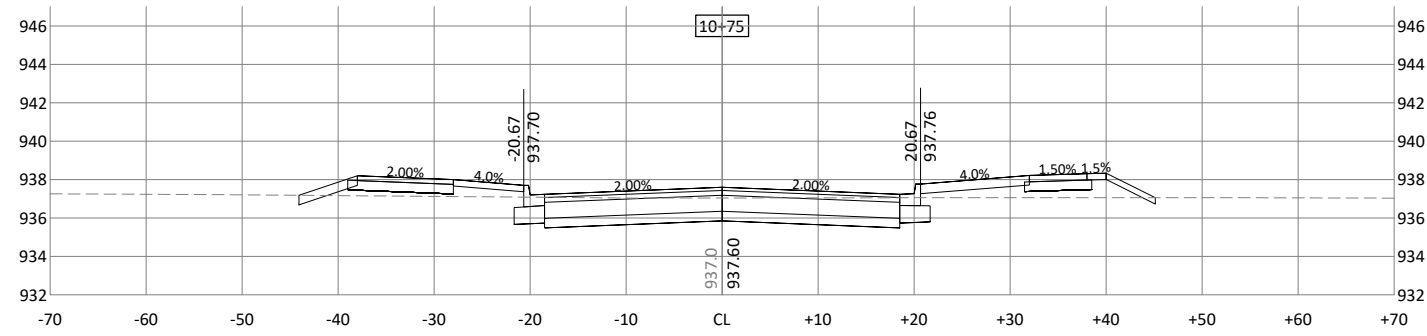
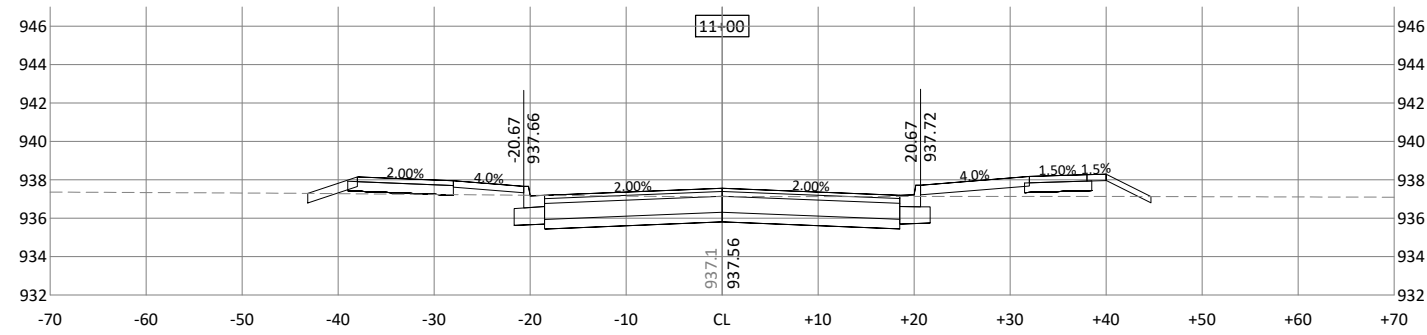
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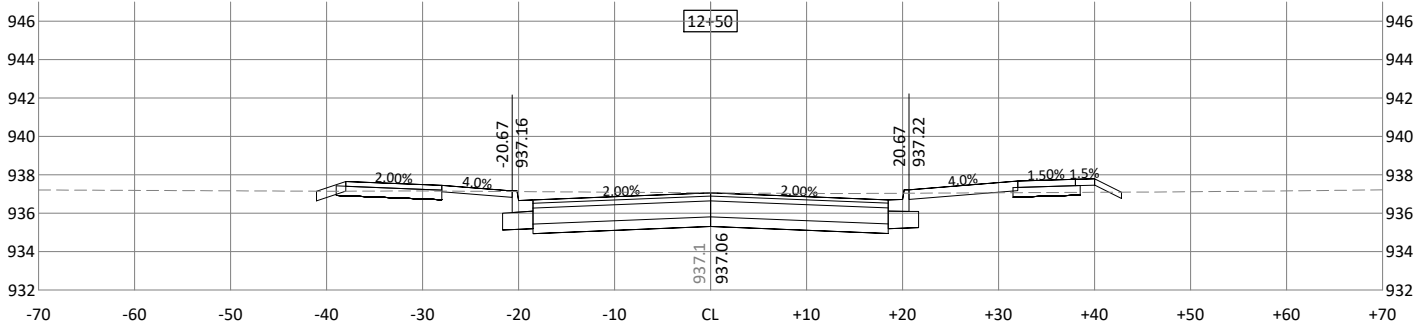
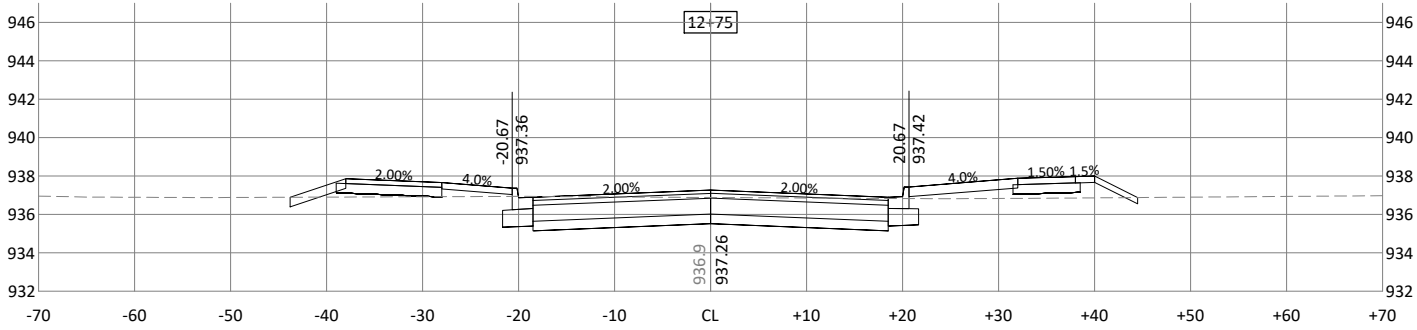
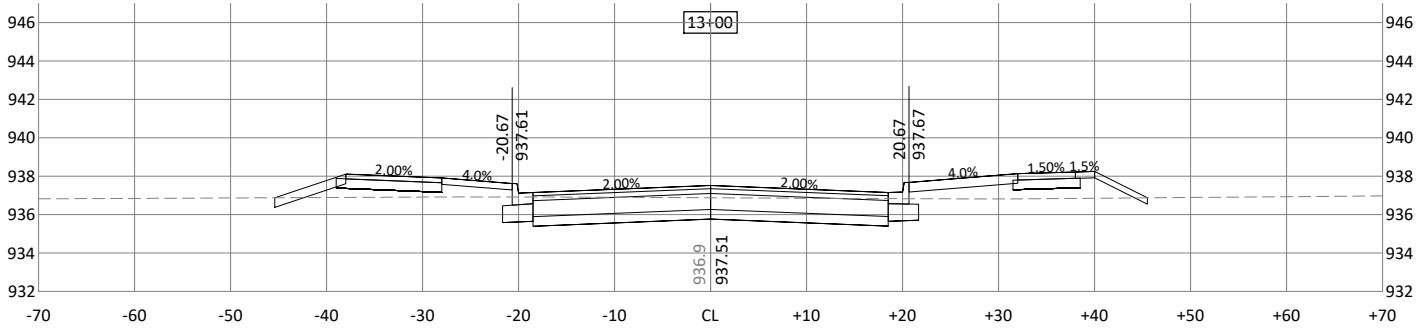
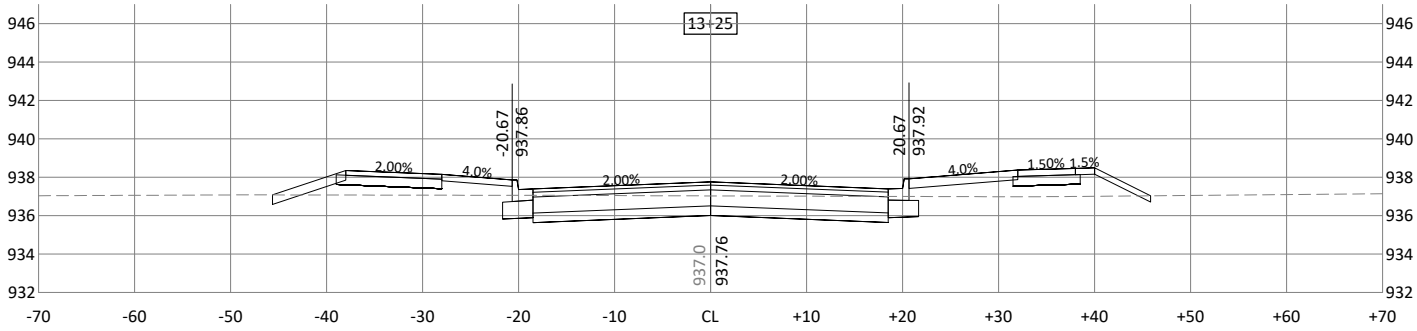
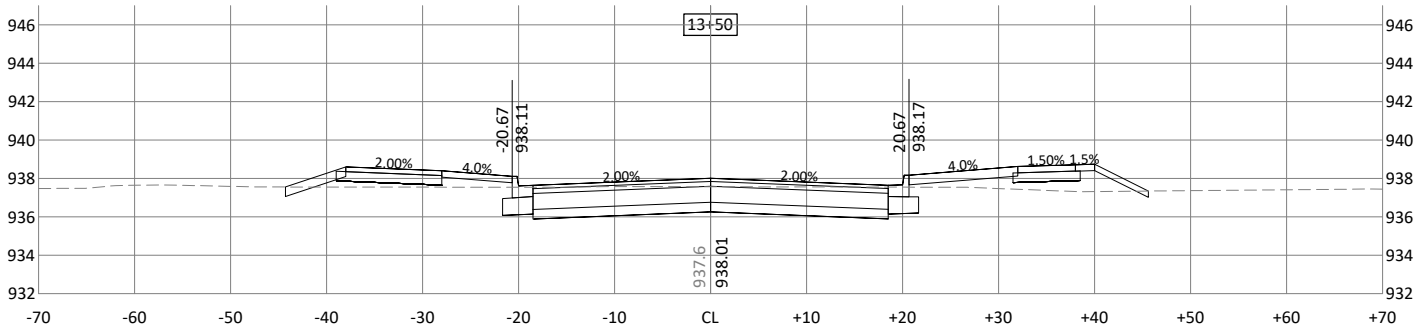
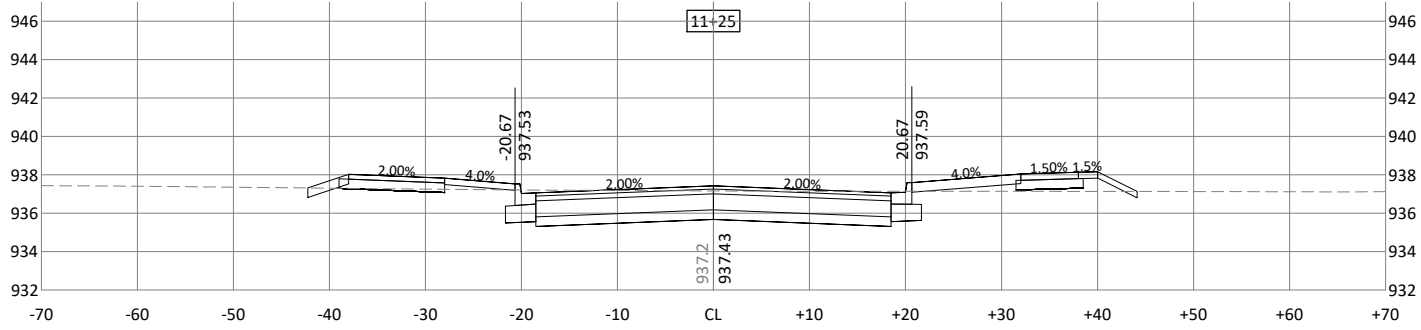
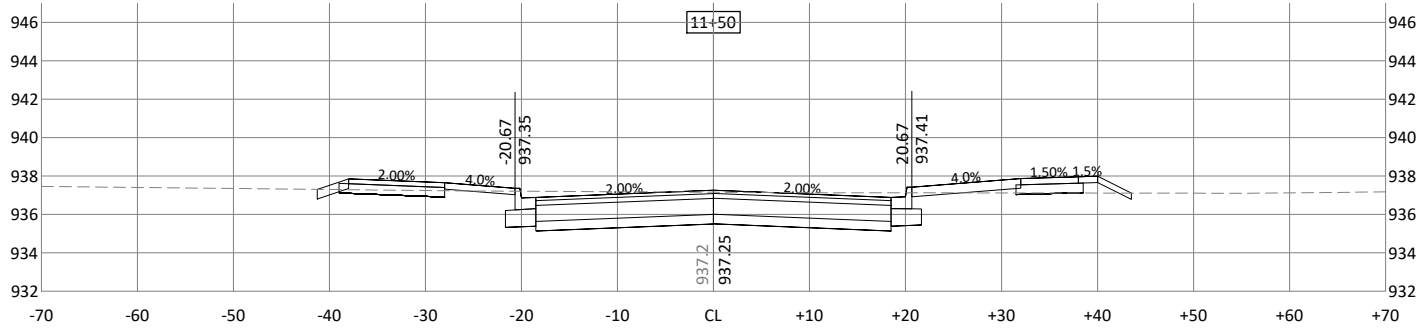
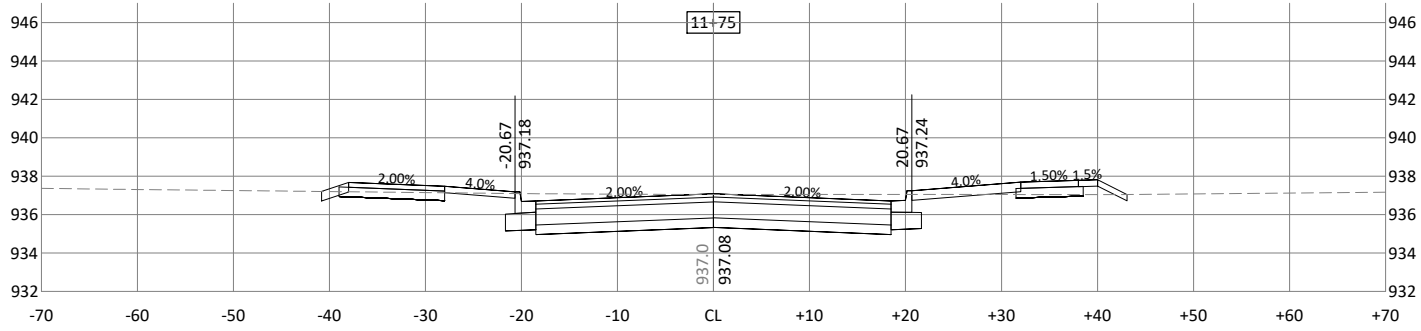
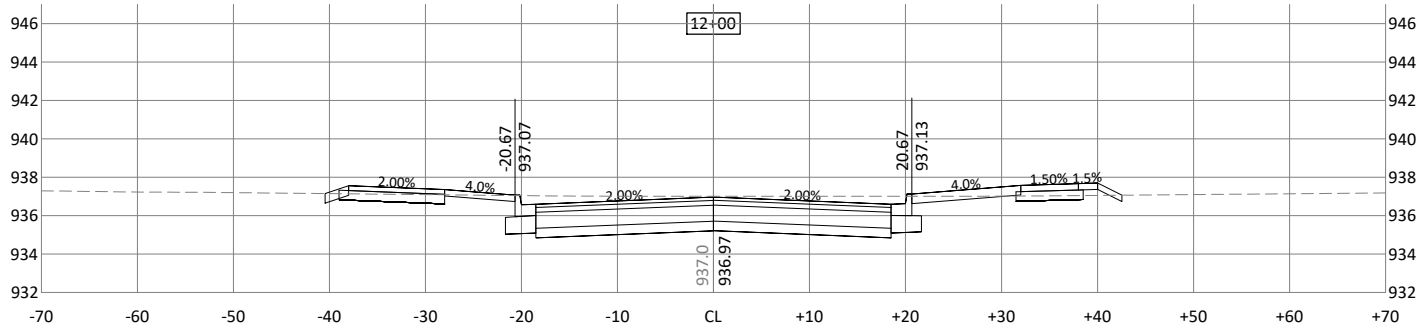
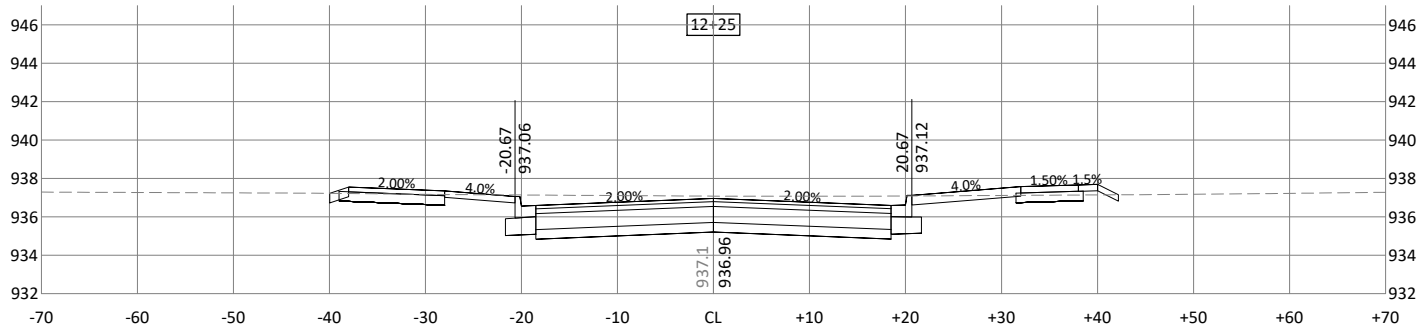
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CHECKED	JWC			
CLIENT PROJ. NO.				

BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
CROSS SECTIONS
MINNESOTA AVENUE

SHEET
B23



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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 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JASON W. COOK
LIC. NO. 47541 DATE 03/11/2026



7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MN 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com



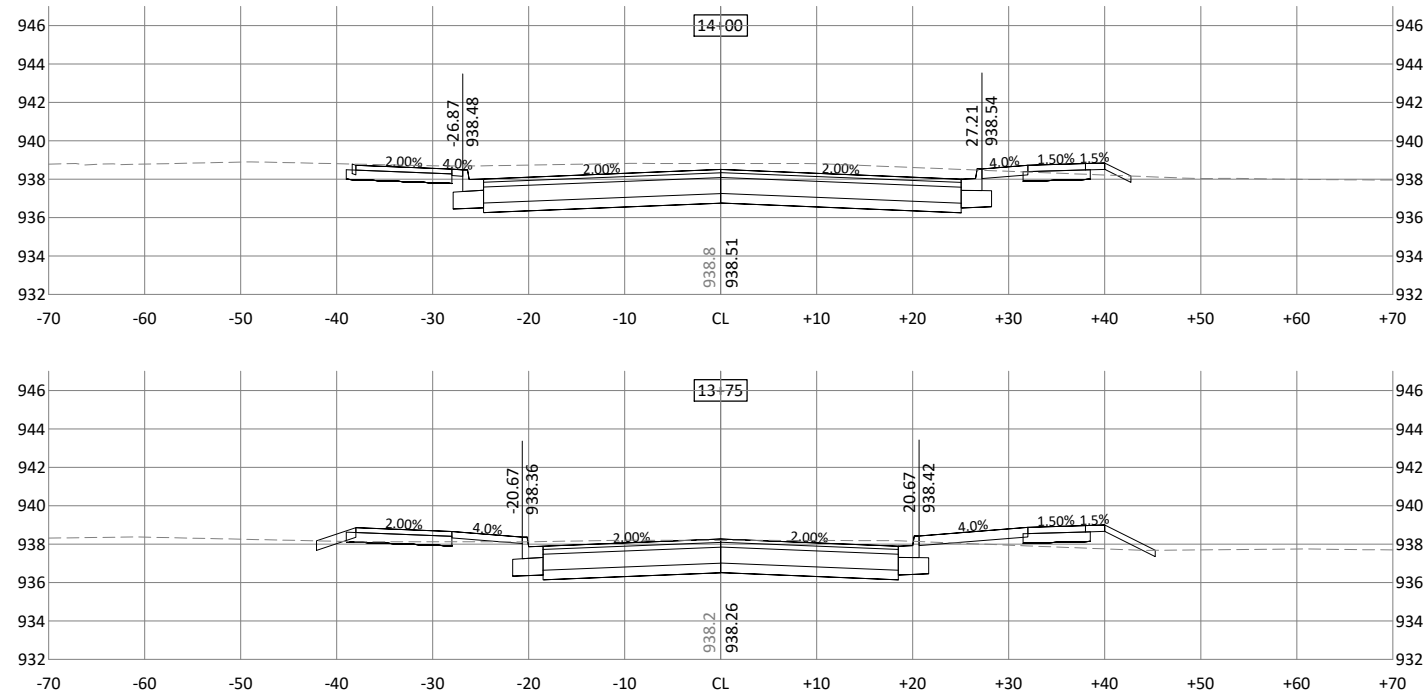
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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
CROSS SECTIONS
MINNESOTA AVENUE

SHEET

B25

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BIG LAKE, MINNESOTA
MINNESOTA AVENUE & 172ND STREET IMPROVEMENTS
CROSS SECTIONS
MINNESOTA AVENUE

SHEET
B26

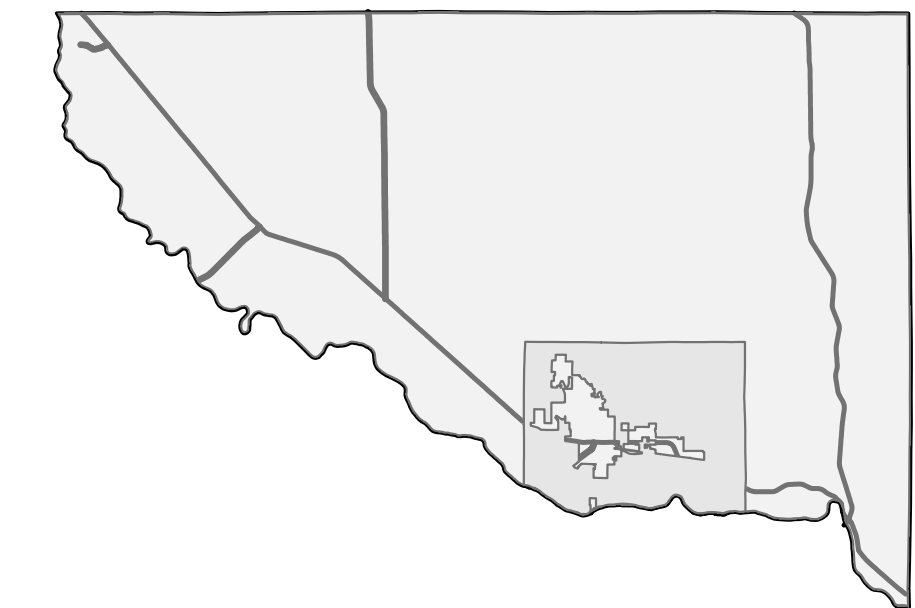
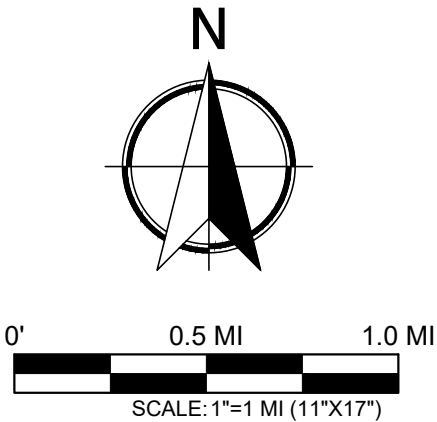
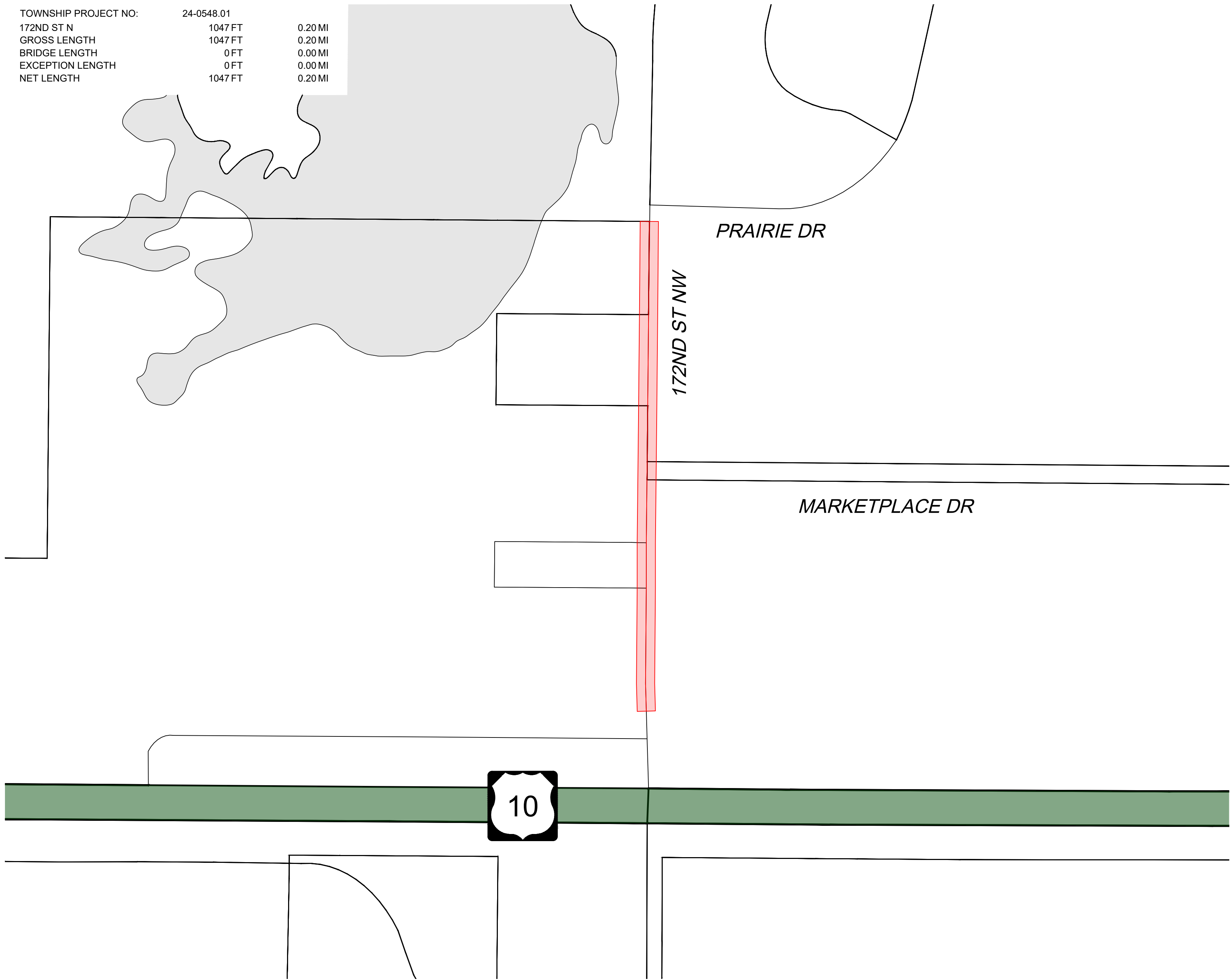
172ND ST NW RECONSTRUCTION

BIG LAKE TOWNSHIP/CITY OF BIG LAKE

SHERBURNE COUNTY, MINNESOTA

LOCATED ON: 172ND ST NW, US 10 to PRAIRIE DRIVE

TOWNSHIP PROJECT NO:	24-0548.01	
172ND ST N	1047 FT	0.20 MI
GROSS LENGTH	1047 FT	0.20 MI
BRIDGE LENGTH	0 FT	0.00 MI
EXCEPTION LENGTH	0 FT	0.00 MI
NET LENGTH	1047 FT	0.20 MI



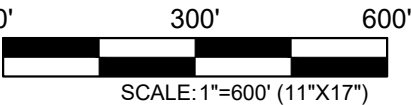
BIG LAKE TOWNSHIP
SHERBURNE COUNTY
MINNESOTA

SCALES

INDEX MAP

NO SCALE

PLAN



GOVERNING SPECIFICATIONS

THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATION FOR CONSTRUCTION SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR THE TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

Table of Contents

Sheet Number	Sheet Title
1	Cover
2	Typical Sections
3	Quantity Estimate
4	Construction Notes
5	Removals Plan
6	Plan and Profile - 172nd St

This plan has been approved for construction by City of Big Lake Engineering Department and subject to current City construction standards and requirements at time of construction

[Signature]

CITY OF BIG LAKE ENGINEER

LAYNE OTTESON

DATE: 04/06/2026

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 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

SIGNED: *[Signature]*
William H. Tessmer

DATE: 04/06/2026

LICENSE NO: 61132

WIDSETH
ARCHITECTS ENGINEERS SCIENTISTS SURVEYORS

CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL

TWIN CITY AREA 651-454-0002
MINNESOTA TOLL FREE 1-800-252-1166

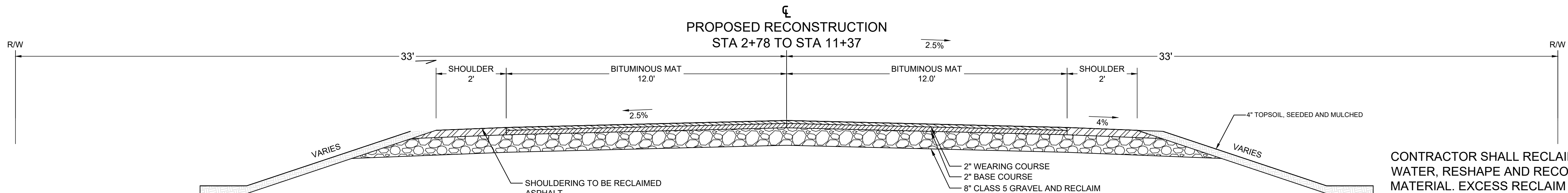
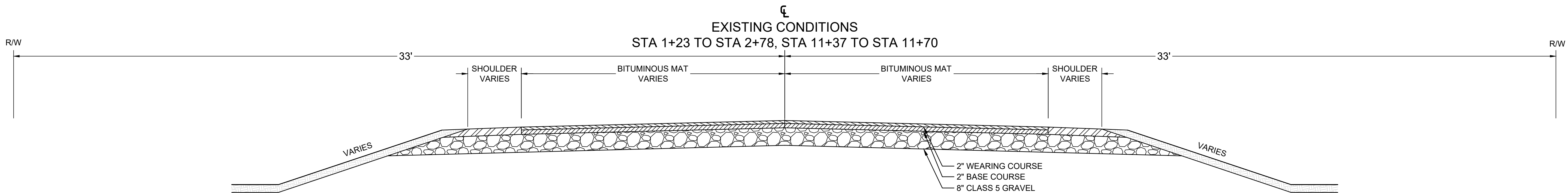
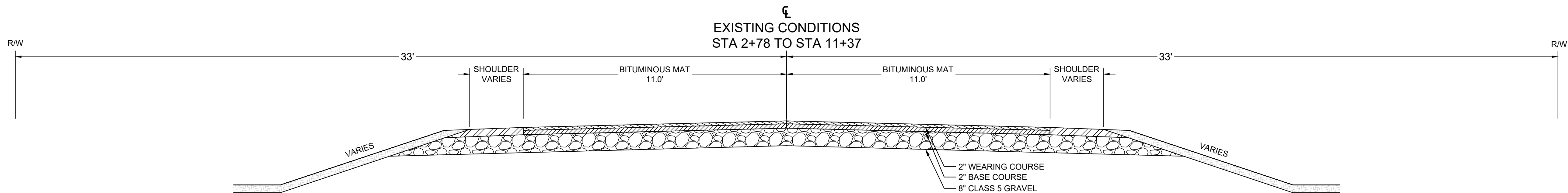
STATEMENT OF UTILITY QUALITY

THE SUBSURFACE UTILITY INFORMATION IN THE PLAN IS UTILITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA". EXACT LOCATIONS TO BE DETERMINED BY EACH UTILITY COMPANY DURING CONSTRUCTION.

PROJECT NO. 2026-10130

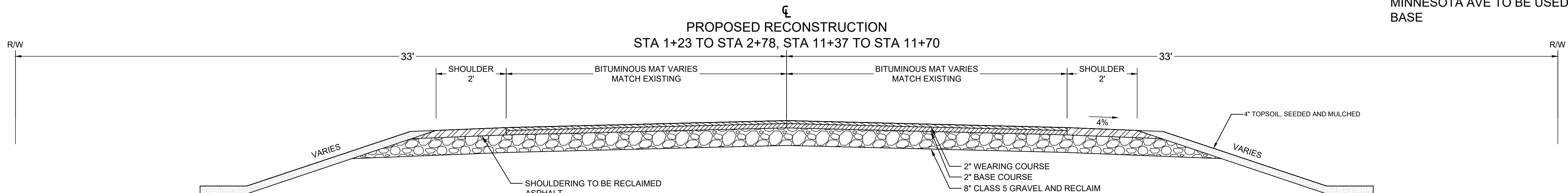
SHEET W1 OF W6

172ND STREET NW



CONTRACTOR SHALL RECLAIM 8-10" DEEP, THEN WATER, RESHAPE AND RECOMPACT RECLAIMED MATERIAL. EXCESS RECLAIM TO BE SALVAGED AND USED FOR WIDENING (BASE AGGREGATE AND SHOULDERING)

EXCESS RECLAIM SHALL BE EXPORTED TO MINNESOTA AVE TO BE USED AS AGGREGATE BASE



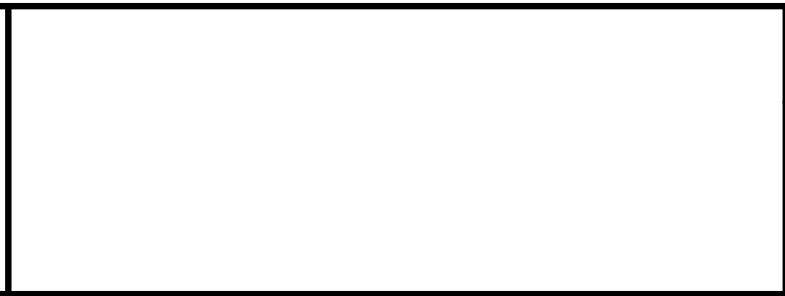
NO.	DATE	BY	CHK	REVISION

DESIGN BY:
PLAN BY:
CHECKED BY:
APPROVED BY:

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SIGNED: *William H. Tessler*
WILLIAM H. TESSMER

DATE: 04/06/2026 LICENSE NO: 61132



TYPICAL SECTIONS

BIG LAKE TWP 172ND ST NW
BIG LAKE TOWNSHIP 2026-10130

SHEET
W2
OF
W6
SHEETS

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VOLUME TABLE					
STATION	CUT AREA (S.F.)	FILL AREA (S.F.)	CUT VOL (C.Y.)	FILL VOL (C.Y.)	NET VOL (C.Y. OF CUT)
0+00.00	0.00	0.00	0.00	0.00	0.00
0+50.00	0.00	0.00	0.00	0.00	0.00
1+00.00	0.00	0.00	0.00	0.00	0.00
1+50.00	17.92	0.00	16.59	0.00	16.59
2+00.00	16.38	0.00	31.76	0.00	48.35
2+50.00	36.25	0.00	48.73	0.00	97.07
3+00.00	7.94	0.00	40.91	0.00	137.99
3+50.00	8.90	0.00	15.59	0.00	153.58
4+00.00	10.25	0.00	17.74	0.00	171.32
4+50.00	10.02	0.00	18.77	0.00	190.09
5+00.00	10.47	0.00	18.97	0.00	209.06
5+50.00	9.98	0.11	18.93	0.10	227.89
6+00.00	24.84	0.00	32.24	0.10	260.03
6+50.00	27.81	0.00	48.75	0.00	308.78
7+00.00	9.86	0.00	34.88	0.00	343.66
7+50.00	10.85	0.00	19.18	0.00	362.83
8+00.00	10.13	0.00	19.42	0.00	382.26
8+50.00	8.27	1.31	17.04	1.21	398.08
9+00.00	9.01	0.33	16.00	1.52	412.57
9+50.00	7.50	0.88	15.29	1.12	426.74
10+00.00	12.20	0.00	18.24	0.82	444.17
10+50.00	9.04	0.31	19.67	0.28	463.56
11+00.00	6.63	0.00	14.51	0.28	477.78
11+50.00	10.45	0.01	15.81	0.01	493.59
12+00.00	0.00	0.00	9.67	0.01	503.26
12+50.00	0.00	0.00	0.00	0.00	503.26
13+00.00	0.00	0.00	0.00	0.00	503.26
13+05.55	0.00	0.00	0.00	0.00	503.26

NOTES:

- SAWCUTS AT DRIVEWAYS AND DRIVEWAY REMOVAL TO BE INCIDENTAL TO THE PROJECT
- SHOULDERING TO BE REUSED RECLAIM MATERIAL

BASIS OF QUANTITIES

BITUMINOUS MATERIAL FOR TACK COAT
BITUMINOUS MIXTURE
AGGREGATE BASE CLASS 5
SEED MIXTURE NORTHERN BOULEVARD
HYDRAULIC MATRIX TYPE MULCH
FERTILIZER TYPE 3, 22-5-10

0.05 GAL / SY - (SEE CONSTRUCTION NOTES)
113 LB / SY IN
135 LB/CF = 0.0675 TONS / CF
310 LB / ACRE
2000 LB / ACRE
350 LB / ACRE

STATEMENT OF ESTIMATED QUANTITIES			
ITEM NO.	DESCRIPTION	UNIT	QUANTITY
2021.501	Mobilization	Lump Sum	1
2101.502	Clearing	Each	24
2101.502	Grubbing	Each	24
SPEC.	Brush Clearing (1"-3" Diameter)	Sq Yd	265
2104.502	Salvage Mail Box Support	Each	7
2104.502	Salvage Sign	Each	6
2104.503	Sawcut Bituminous Pavement	Lin Ft	154
2105.607	Common Excavation	Cu Yd	503
2211.501	Aggegate Base, Class 5*	Ton	200
2215.504	Full Depth Reclamation (8"-10" Depth)	Sq Yd	3790
2360.509	Type SP 9.5 Wearing Course Mixture (2,B)	Ton	413
2360.509	Type SP 12.5 Non-Wearing Course Mixture (2,B)	Ton	413
2540.602	Install Temporary Mail Box Support	Each	1
2540.602	Install Mail Box Support (Includes Support)	Each	7
2506.502	Adjust Frame and Ring Casting	Each	3
2506.502	Adjust Gate Valve Casting	Each	1
2564.601	Traffic Control	Lump Sum	1
2564.602	Reinstall Salvaged Signs	Each	6
2574.507	Select Topsoil Borrow	Cu Yd	269
2574.508	Fertilizer Type 3	Pound	175
2575.505	Seeding	Acre	0.5
2575.508	Hydraulic Mulch Matrix	Pound	1000
2575.508	Seed Mixture Northern Boulevard	Pound	155
2582.503	4" Solid Multi-Component Liquid Pavement Markings	Lin Ft	2096
2582.503	4" Double Solid Multi-Component Liquid Pavement Markings	Lin Ft	1048

*Not Projected To Be Used - Backup if Reclaim is Insufficient

NO.	DATE	BY	CHK	REVISION

DESIGN BY:	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 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. <i>William H Tressmer</i> WILLIAM H TRESSMER	
PLAN BY:		
CHECKED BY:		
APPROVED BY:		
DATE: 04/06/2026		
LICENSE NO: 61132		



QUANTITY ESTIMATE	
BIG LAKE TWP 172ND ST NW BIG LAKE TOWNSHIP 2026-10130	

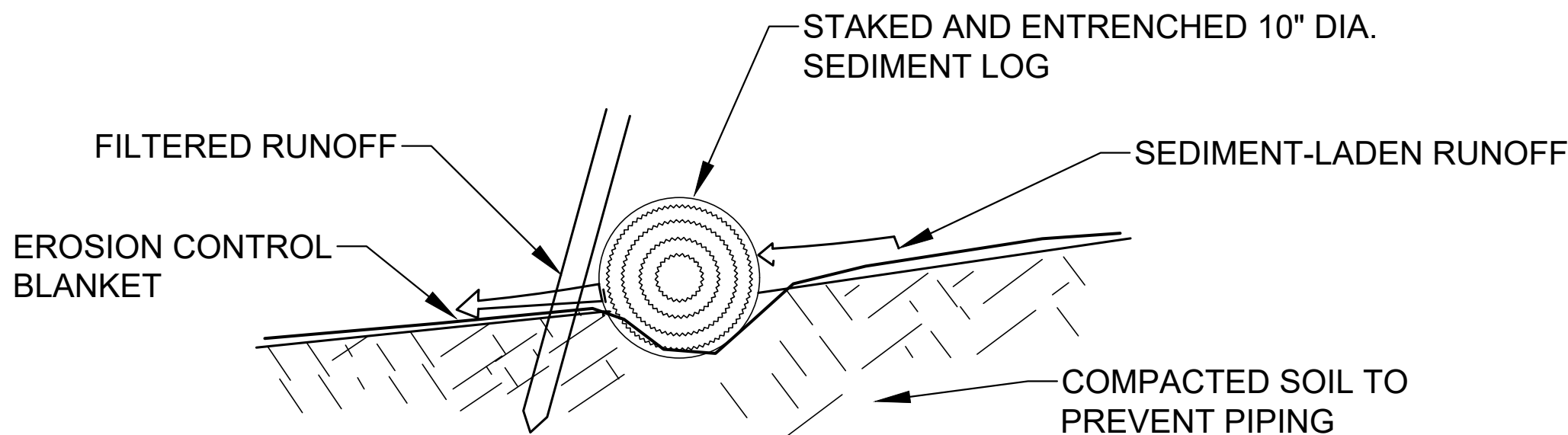
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W3
OF
W6
SHEETS

LEGEND:

- PROPOSED BITUMINOUS SURFACE
- 10+00

PROPOSED CENTERLINE
- EXISTING RIGHT OF WAY

1. THE SEDIMENT LOGS SHALL BE TRENCHED 4" INTO THE GROUND AND SHALL BE STAKED BY STEEL FENCE POSTS OR 2"X 2" WOOD STAKES.
2. SOIL SHALL BE COMPACTED ON THE UPSLOPE SIDE OF LOGS.



SEDIMENT LOG INSTALLATION

CONSTRUCTION & SOIL NOTES:

1. WITHIN THE PLAN WHEREVER THE WORD INCIDENTAL IS USED IT SHALL MEAN NO DIRECT PAYMENT WILL BE MADE FOR THAT ITEM.
2. SUBGRADE EXCAVATION SHALL BE BACKFILLED IMMEDIATELY AFTER EXCAVATION TO HELP OFFSET ANY STABILITY PROBLEMS DUE TO WATER SEEPAGE OR STEEP BACKSLOPES.
3. DCP TESTING MAY BE REQUIRED BY THE ENGINEER FOR THE GRADING PORTION OF ALL PERMANENT CONSTRUCTION. THE CONTRACTOR SHALL USE ROLLER TYPE EQUIPMENT FOR ALL COMPACTION. THE USE OF TRUCK, CARRYALL, SCRAPERS, TRACTORS, OR OTHER HAULAGE EQUIPMENT SHALL NOT BE USED IN LIEU OF THE SPECIFIED COMPACTION EQUIPMENT.
4. EXCESS MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE PROJECT LIMITS.
5. ROAD APPROACHES SHALL BE CONSTRUCTED THE SAME AS ADJACENT MAINLINE.
6. SUITABLE GRADING MATERIAL ON THIS PROJECT, WHETHER OBTAINED LOCALLY OR FROM BORROW, SHALL CONSIST OF ALL SOILS EXCEPT TOPSOIL, DEBRIS, PEAT, MUCK AND ORGANIC OR OTHER UNSUITABLE MATERIAL.
7. GRANULAR BORROW AND SELECT GRANULAR BORROW SHALL MEET THE REQUIREMENTS OF SPEC. 3149.
8. STRIP SOD AND TOPSOIL FROM AREAS DISTURBED BY CONSTRUCTION AND STOCKPILE FOR REPLACEMENT LATER AS SLOPE DRESSING. FOR ESTIMATING PURPOSES, THE DEPTH OF AVAILABLE IS CONSIDERED TO BE 4". THIS WORK IS INCLUDED IN COMMON EXCAVATION.
9. FOR ANY STORM DRAINS ON SITE, STORM DRAIN INLET PROTECTION SHALL BE AN APPROVED DEVICE. GEOTEXTILE LAID UNDER GRATE ON CASTING WILL NOT BE APPROVED.
10. ALL MISCELLANEOUS DEBRIS SHALL BE REMOVED FROM THE PROJECT AREA AND IS INCIDENTAL.
11. AS A PRECAUTIONARY MEASURE, TRAFFIC LANES ARE TO BE DELINEATED TO KEEP VEHICLES A SAFE DISTANCE AWAY FROM THE ADJACENT EXCAVATION.
12. AT LOCATIONS WHERE CONNECTING TO AN IN-PLACE ROADWAY, AT THE END OF NEW CONSTRUCTION, AN AGGREGATE TRANSITION AT A SLOPE OF 1 (V) : 20 (H) TO BE PLACED TO MAINTAIN THE INTEGRITY OF THE EXISTING ROADWAY PAVEMENT TO REMAIN AND PROVIDE FOR SAFE VEHICLE PASSAGE.
13. ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE CURRENT FIELD MANUAL.
14. CONTRACTOR SHALL NOTIFY THE COUNTY SURVEYOR PRIOR TO DISTURBANCE OF ANY MONUMENTATION.
15. EXTREME CARE SHALL BE TAKEN SO THAT EXISTING TREES SHOWN OUTSIDE THE CONSTRUCTION LIMITS ARE NOT REMOVED OR DAMAGED. ANY TREES THAT ARE REMOVED OR DAMAGED WILL BE REPLACED AT THE CONTRACTORS EXPENSE.

USE TACK COAT BETWEEN ALL BITUMINOUS LAYERS AND PRIOR TO PLACEMENT OF ANY BITUMINOUS MIXTURES ON EXISTING PAVEMENT. THE BITUMINOUS TACK COAT MATERIAL SHALL BE APPLIED AT A UNIFORM RATE OF 0.05 GAL/ SQ YD BETWEEN BITUMINOUS LAYERS AND 0.07 TO 0.10 GAL/ SQ YD ON CONCRETE OR MILLED BITUMINOUS SURFACES PRIOR TO BEING OVERLAYED. THE APPLICATION RATES ARE FOR UNDILUTED EMULSIONS (AS SUPPLIED FROM THE REFINERY) OR MC AND RC LIQUID ASPHALTS. THE ASPHALT MAY BE FURTHER DILUTED AT THE PLANT IN ACCORDANCE WITH SPEC. 2357. FIELD DILUTION IS NOT ACCEPTABLE.

** TACK COAT IS INCIDENTAL **

16. COMMON TOPSOIL BORROW SHALL BE PLACED AT VARIABLE DEPTHS IN AREAS AS DIRECTED BY ENGINEER.

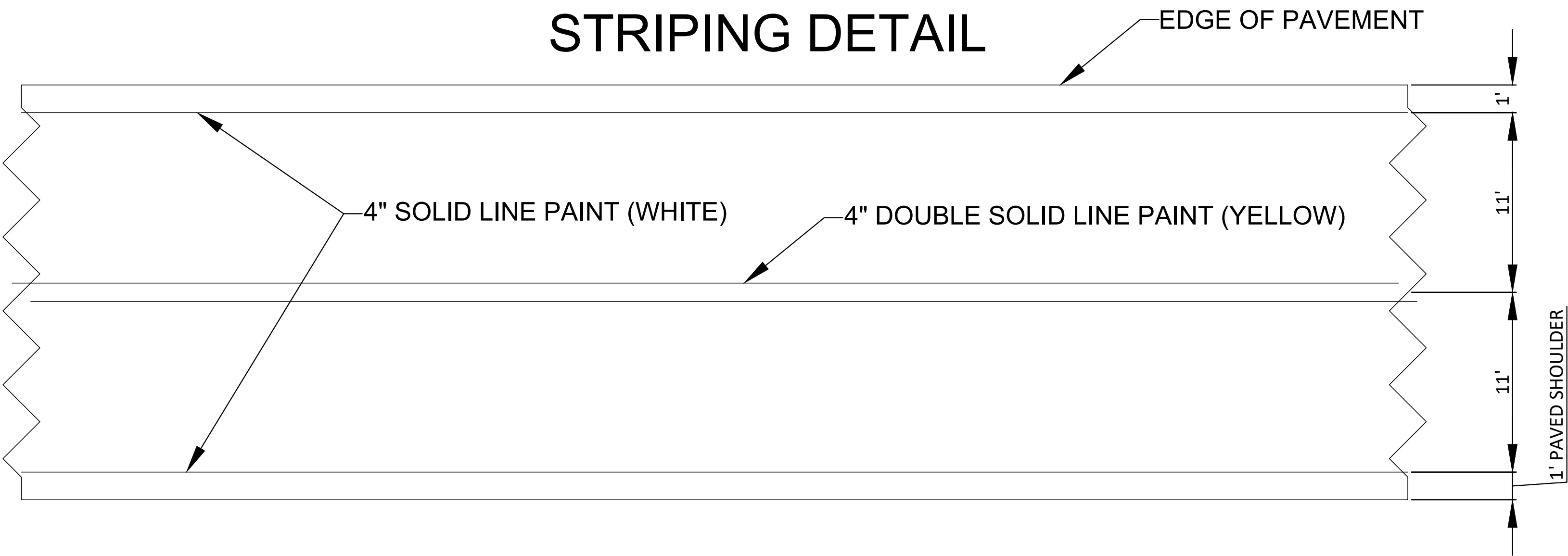
UTILITY COORDINATION NOTES:

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2. CONTRACTOR SHALL FIELD VERIFY HORIZONTAL AND VERTICAL LOCATION OF EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION.
3. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE WITH THE TOWNSHIP AND THE UTILITY COMPANIES FOR ANY AND ALL UTILITY RELOCATIONS FROM THEIR EXISTING LOCATIONS. THESE CONNECTIONS INCLUDE BUT ARE NOT LIMITED TO WATER, SANITARY SEWER, UNDERGROUND GAS, ETC. ANY CONNECTIONS SHALL BE PERFORMED IN ACCORDANCE WITH STATE AND LOCAL STANDARD SPECIFICATIONS FOR CONSTRUCTION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY AND ALL NECESSARY PERMITS FROM THE LOCAL GOVERNMENT UNIT IF REQUIRED.
5. THE CONTRACTOR SHALL VERIFY THE ELEVATIONS AT PROPOSED CONNECTIONS TO EXISTING UTILITIES PRIOR TO ANY DEMOLITION.
6. CONTRACTOR SHALL PROTECT UTILITIES, STRUCTURES AND TREES (NOTED AND NOT NOTED) TO REMAIN AND SHALL BE RESPONSIBLE TO REPAIR DAMAGES TO ANY FEATURES TO REMAIN.
7. CONTRACTOR SHALL LOCATE AND VERIFY ALL UTILITIES WHICH MAY AFFECT THIS WORK AND NOTIFY OWNER OF ANY CHANGES. CONTACT LOCAL UTILITY COMPANIES FOR EXACT LOCATIONS PRIOR TO BIDDING THE PROJECT AND COMMENCING WORK.
8. THE CONTRACTOR SHALL NOTE ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS AS EXISTING IN THE FIELD AND AS REPRESENTED WITHIN THE PLANS AS SHOWN AND ALERT THE ENGINEER BEFORE BIDDING THE PROJECT AND BEGINNING CONSTRUCTION.
9. CONTRACTOR SHALL VERIFY CRITICAL ELEVATIONS TO ENSURE CONFORMANCE WITH GRADING PLAN, PARTICULARLY WITH EXISTING STRUCTURES AND/OR PAVEMENTS TO REMAIN. MEET EXISTING GRADES ALONG STREETS, PROPERTY LINES, AND DRIVEWAY ENTRANCES. RESTORE ALL PAVEMENTS THAT REMAIN TO THEIR ORIGINAL IF NOT BETTER CONDITION. NOTIFY OWNER OF ANY CONFLICTS PRIOR TO BIDDING THE PROJECT.

EROSION CONTROL NOTES

1. CONTRACTOR SHALL CONFINE CONSTRUCTION OPERATIONS TO THE CONSTRUCTION/GRADING LIMITS SHOWN.
2. ALL WORK SHALL CONFORM TO THE MINNESOTA POLLUTION CONTROL AGENCY'S STORM WATER PERMIT REQUIREMENTS. CONTRACTOR SHALL OBTAIN ALL PERMITS AND COMPLY WITH ALL PERMIT REQUIREMENTS.
3. THE SITE SOIL EROSION AND SEDIMENT CONTROL FACILITIES SHALL BE INSTALLED PRIOR TO ANY DEMOLITION OR GRADING OPERATIONS AND MAINTAINED TO CONFORM WITH THE STANDARDS SPECIFIED BY THE PERMIT.
4. CONTRACTOR SHALL INSPECT TEMPORARY EROSION CONTROL MEASURES ON THE ENTIRE SITE AT LEAST EVERY 7 DAYS AND WITHIN 24 HOURS OF ANY MEASURABLE RAINSTORM. DAMAGED SILT FENCE OR OTHER EROSION CONTROL DEVICES OR BMP'S PRACTICES SHALL BE REPAIRED IMMEDIATELY. INSPECTION AND MAINTENANCE OF DEVICES SHALL CONTINUE UNTIL THE SITE HAS UNDERGONE FINAL STABILIZATION AND A NOTICE OF TERMINATION IS SUBMITTED TO THE MPCA.
5. ALL GRADING OPERATIONS SHALL BE CONDUCTED IN A MANNER TO MINIMIZE THE POTENTIAL FOR SITE EROSION.
6. THE SITE SOIL EROSION AND SEDIMENT CONTROL FACILITIES SHALL BE INSTALLED AND MAINTAINED TO CONFORM WITH THE STANDARDS SPECIFIED BY THE TOWNSHIP AND THE MPCA.
7. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE DISTURBANCE OF ANY AREAS AND MAINTAINED UNTIL ALL TRIBUTARY DISTURBED AREAS ARE RESTORED.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL EROSION CONTROL MEASURES, INCLUDING SILT FENCE AND BALES, UPON ESTABLISHMENT OF PERMANENT VEGETATION IN SAID AREAS.
9. ALL SOILS TRACKED ONTO PAVEMENT OR ANY OTHER OFF-SITE AREA SHALL BE REMOVED DAILY.
10. THE SITE SEDIMENT CONTROL FACILITIES FOR THE PROJECT MUST BE INSTALLED PRIOR TO ANY GRADING OPERATION. CONTACT THE TOWNSHIP ONCE SAID FACILITIES ARE INSTALLED AND BEFORE ANY GRADING CAN TAKE PLACE.
11. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE RESTORED AND VEGETATED AS SOON AS POSSIBLE. ANY FINISHED AREAS SHALL BE SEEDED AND MULCHED WITHIN 7 DAYS AFTER FINISHED GRADING IS COMPLETED IN ACCORDANCE TO MN/DOT 2575.
12. ALL DISTURBED AREAS SHALL BE REVEGETATED WITH MN/DOT SEED MIX
13. TURF ESTABLISHMENT AREAS SHALL RECEIVE MINIMUM OF 4" DEPTH AS MEASURED AFTER COMPACTION. TOPSOIL WILL BE FURNISHED AND INSTALLED BY THE CONTRACTOR. ALL GRADED SLOPES GREATER THAN OR EQUAL TO 5:1 SHALL BE HYDROSEEDDED, EROSION CONTROL BLANKETED, OR MULCHED TO HELP STABILIZE THE SLOPES BY GENERAL CONTRACTOR.
14. EROSION CONTROL BLANKET TO BE INSTALLED ON DITCH BOTTOM, AND IS TO EXTEND 1' IN ELEVATION UP SIDESLOPES.

STRIPING DETAIL



NO.	DATE	BY	CHK	REVISION

DESIGN BY:
PLAN BY:
CHECKED BY:
APPROVED BY:

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 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
SIGNED: <i>William H. Tressmer</i> WILLIAM H TRESSMER
DATE: 04/06/2026 LICENSE NO: 61132



CONSTRUCTION NOTES

BIG LAKE TWP 172ND ST NW
BIG LAKE TOWNSHIP 2026-10130

SHEET
W4
OF
W6
SHEETS

10+00

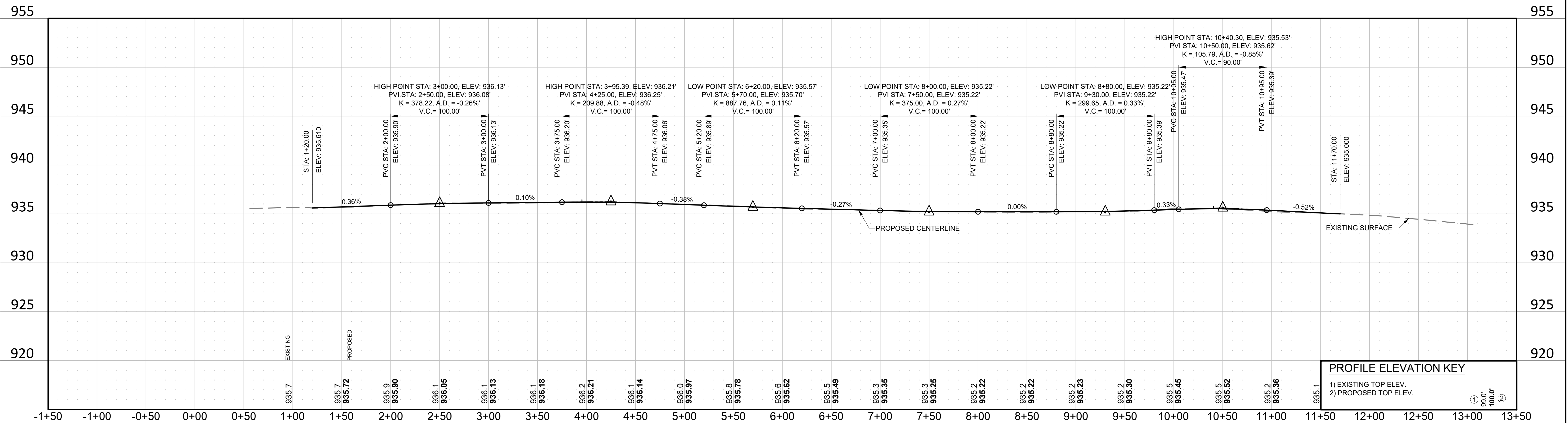
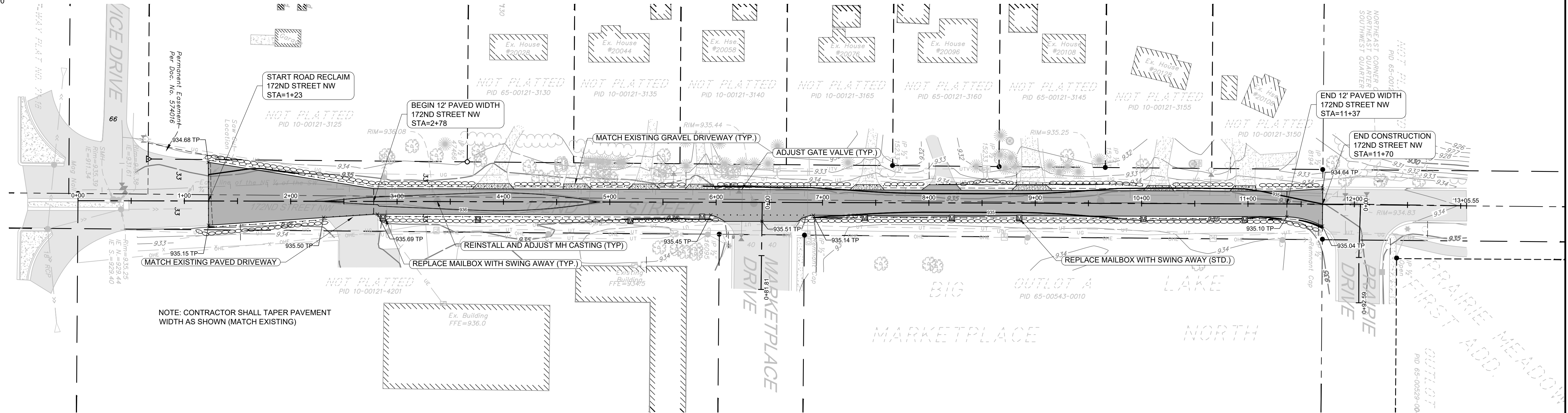
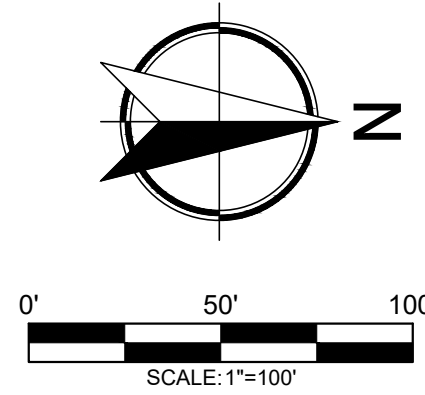
PROPOSED CENTERLINE ALIGNMENT

PROPOSED BITUMINOUS SURFACE

PROPOSED GRAVEL SURFACE

PROPOSED SEDIMENT LOG PROTECTION

PROPOSED SWING-AWAY MAILBOX



NO.	DATE	BY	CHK	REVISION

APPROVED BY:

DATE: 04/06/2026

LICENSE NO: 61132

WIDSETH
ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS

BIG LAKE TOWNSHIP 2026-10130

SHEET
V6
OF
V6
SHEETS



AGENDA ITEM

Big Lake City Council

Prepared By: Gina Wolbeck, City Clerk	Meeting Date: 4/15/2026	☒ Regular Agenda Item ☐ Consent Agenda Item	Item No. 9
Item Description: Council Reports		Reviewed By: Hanna Klimmek, City Administrator	
		Reviewed By: N/A	

ACTION REQUESTED

No Action Required.

BACKGROUND/DISCUSSION

Item 9 on the Council Meeting Agenda allows an opportunity for the Mayor and Council Members to provide an update on committee meetings they have attended, as well as ask questions and or comment on whatever topic(s) they wish to. Listed below are known committee meetings that were scheduled since the last Council Meeting:

Mayor Knier

- Big Lake Economic Development Authority Meeting

Council Member Geroux

- Big Lake Economic Development Authority Meeting

Council Member Halverson

- Big Lake Community Education

Council Member Noding

- Big Lake Community Lakes Association

Council Member Seefeld

- Planning Commission Meeting

FINANCIAL IMPACT

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENTS

N/A



INFORMATIONAL ONLY

Big Lake City Council

DRAFT CITY COMMISSION MINUTES

FYI

BACKGROUND

City Commissions meet regularly to review various projects underway in the City. In an effort to better inform members of the City Council, Staff is providing copies of minutes from meetings of the Big Lake Planning Commission, Big Lake Economic Development Authority (BLEDA), and the Big Lake Parks Advisory Committee.

Commission minutes will be provided in DRAFT form if they have not yet been approved by their specific Board. If minutes have been approved, the finalized version will be provided to Council.

The following minutes are being provided as informational only and do not require any action from the City Council:

- **March 16, 2026 BLEDA Meeting – draft minutes attached**
- **March 23, 2026 Parks Advisory Committee – meeting was cancelled**
- **April 6, 2026 Planning Commission Minutes – minutes not yet completed**
- **April 13, 2026 BLEDA Meeting – minutes not yet completed**

**BIG LAKE ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES**

WEDNESDAY, MARCH 16, 2026

1. CALL TO ORDER

Vice President Jake Rohrbeck called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Commissioners present: Donna Clarksean, Paul Knier, Kathryn Parsons, and Jake Rohrbeck.
Commissioners absent: Geroux, Heidemann and Knodle.

Also present: BLEDA Executive Director Marie Popp, City Administrator Hanna Klimmek, BLEDA Assistant Treasurer Deb Wegeleben and BLEDA Secretary Lisa Miller.

4. ADOPT AGENDA

Commissioner Knier motioned to approve the agenda as presented. Seconded by Commissioner Parsons, unanimous ayes, motion carried.

5. APPROVE BLEDA MINUTES OF JANUARY 12, 2026 AND JANUARY 21, 2026

Commissioner Knier motioned to approve the BLEDA minutes of January 12, 2026 and January 21, 2026 as presented. Seconded by Commissioner Clarksean, unanimous ayes, motion carried.

6A. REVOLVING LOAN FUND POLICY DISCUSSION

Popp discussed due to the recent inquiries on the Big Lake EDA's Revolving Loan Fund, staff recommended a discussion to clarify eligible entities. Popp explained the BLEDA loan policy states the intent is to provide businesses with direct loans but does not provide a definition that clearly prohibits non-profits from applying. Popp mentioned Sherburne County's policy, pertaining to non-profits, states they may consider granting loans to non-profits under extraordinary or special circumstances where it can be clearly demonstrated the loan will contribute to or support the development of the business structure of the County. Popp explained if BLEDA determines non-profits are eligible, then clear guidelines should be adopted pertaining to when the loan may be utilized. Popp explained that, for example, assisting the American Legion with the construction of a legion hall would not fall within the statutory authority of a city or EDA. However, a loan may not be viewed as a general expense. While such an arrangement may be possible, it presents

certain gray areas. Wegeleben added this type of expense may not be statutorily permitted and could create complications for BLEDA, including potential findings that could impact future city bonding

Commissioner Clarksean stated when the Fire Department revolving loan was issued, there was an expectation the funds would be repaid and noted providing funds to a nonprofit carries greater risk, as repayment is less certain due to its not-for-profit status. Clarksean discussed there is no personal guarantee associated with the loan. Wegeleben added there is no personal recourse to recover the funds; in the event of a default, there would be no assets to go after.

Commissioner Knier noted a for-profit organization could go out of business, resulting in the loss of repayment. Wegeleben added a personal guarantee is typically in place, allowing a claim to be filed against an individual. Knier asked whether a similar personal guarantee could be required for a nonprofit organization, even if limited to one or two members. Wegeleben responded that nonprofit organizations are governed by a board of directors, rather than an individual, and therefore do not typically involve a personal guarantee. Knier asked what the American Legion is requesting. Popp replied they are seeking a revolving loan to finance property acquisition. Wegeleben clarified the discussion applies to any nonprofit organization, not just the one being considered in closed session. She explained the revolving loan fund was originally intended to support job creation or expand the tax base. With nonprofits, however, taxation occurs at a much lower rate. While residents may benefit indirectly—since growth can support other businesses, they do not see a reduction in property taxes, as no one else is contributing to cover the cost of services.

Commissioner Parsons asked whether the wording would need to be changed. Popp replied she could address the specific inquiry now and, at a future meeting, present clarifying language to address nonprofit organizations requesting funds from the revolving loan program.

Commissioner Clarksean inquired whether Sherburne County has ever provided a revolving loan to a nonprofit organization. Popp replied that, to her knowledge, they have not. She explained the intent was to allow flexibility for extraordinary circumstances, as some nonprofit organizations employ full-time staff who engage in job-creation activities. In such cases, the EDA could determine providing a loan would offer a clear benefit to the county.

Commissioner Rohrbeck asked whether the nonprofit organization requesting the loan would be creating any jobs. Popp replied they would not.

City Administrator Klimmek mentioned the language has the extraordinary that must come from Covid and Wegeleben added with Covid BLEDA did issue grants to all nonprofits during that time.

Commissioner Knier noted he was leaning toward approving a revolving loan, recognizing the American Legion contributes to building a strong community. However, he trusts Deb's judgment. Wegeleben noted the state is saying "no" without specifically stating it, adding this is not because anyone doubts that it would be a good idea.

Popp clarified the general consensus of the Commissioners was not to include nonprofits but possibly add the same language as Sherburne County.

6B. BLEDA STRATEGIC PLAN DISCUSSION

Popp discussed in December 2025, BLEDA met in a joint workshop with the Planning Commission to review the key properties identified in BLEDA's strategic plan. At that time, no major changes to BLEDA's strategy were recommended, but potential changes to the City's zoning and land use maps were identified for some of the privately owned parcels. Popp noted the majority of that work will be led by current landowners and the Planning Commission. Popp mentioned there are items for BLEDA to consider following the joint meeting, including 1.) potential involvement in updating land use or zoning regulations related to the Transit-Oriented Development District, 2.) Code amendments, specifically the Shoreland Code update, 3.) are there additional sections of City Code BLEDA would like to review or provide input on and 4.) provide any additional comments or questions regarding the Strategic Plan.

Commissioner Knier clarified that BLEDA would need to include the Northstar area, as it is not currently part of the strategic plan, and asked about the potential benefits and drawbacks of BLEDA's involvement. Popp explained the Planning Commission would, at a minimum, be involved, since the area is designated as a higher-density housing district. It was originally intended to support multiple uses and create a more walkable district. With Northstar leaving, there is an opportunity to reimagine the area entirely. She noted the EDA is involved in multiple aspects of economic development, including community marketing and evaluating what is economically viable in different parts of town. Popp suggested holding a joint work session with the Planning Commission and BLEDA. Commissioner Knier expressed support for BLEDA's involvement, emphasizing that the Commissioners' role is to have a say in the direction of such developments. Wegeleben shared the involvement of BLEDA would be beneficial as it allows for different perspectives and ideas to be considered.

6C. BLEDA FINANCIAL REPORT AND LIST OF CLAIMS FOR JANUARY AND FEBRUARY 2026

Deb Wegeleben reviewed the BLEDA financial report and list of claims for January and February 2026. A request for the \$150,000 reimbursement from the Smith Property bond proceeds was submitted and will be reflected in the March 2026 financial report. The BLEDA fund balance has been updated to include this amount. Current fund balances are as follows: the Designated Future Development Project Fund is \$338,000, the Designated Revolving Loan Fund is \$100,000, and the Unreserved (Operating) Fund shows a deficit of (\$91,587). The operating fund is expected to return to a positive balance once property tax revenues are received.

Commissioner Knier asked what the \$338,000 was designated for. Wegeleben responded it is intended for development purposes and was part of the original funds the City Council transferred to BLEDA for development. Popp added the Designated Revolving Loan Fund has also been used to cover costs associated with the BLEDA-owned property at 421 Foley Avenue.

Commissioner Clarksean motioned to approve the BLEDA Financial Report and List of Claims for January and February 2026. Seconded by Commissioner Parsons unanimous ayes, motion carried.

6D. COMMUNITY DEVELOPMENT DEPARTMENT UPDATE

Popp reviewed the Community Development Department update. Popp mentioned the Revolving Loan Fund discussion, the Pizza Factory extension, ongoing projects including the shoreland ordinance update, general code housekeeping, and two upcoming annexations. Popp shared there is continued interest in residential, industrial, and commercial developments.

7. OTHER

Popp reviewed a letter of support, on behalf of BLEDA, for federal support through Emmers office.

Motion made by Commissioner Clarksean to approve the BLEDA letter of support for federal support through Emmers office. Seconded by Commissioner Knier, unanimous ayes, motion carried.

Motion made by Commissioner Knier to recess the regular meeting at 5:49 p.m. to go to Closed Session for item No. 8. Consider the Sale of Property Parcel No. 65-00403-0430 allowed per MN Statute 13D.05, Subd. 3c3. Seconded by Commissioner Clarksean, unanimous ayes, motion carried.

8. CLOSED SESSION – CONSIDER SALE OF PROPERTY PARCEL NO. 65-00403-0430 PER M.S. 13D.05, SUBD. 3C3

Commissioner Clarksean motioned to open the Closed Session at 5:50 p.m. to consider the sale of property parcel No. 65-00403-0430 allowed per MN Statute 13D.05, Subd. 3c3. Seconded by Commissioner Parsons, unanimous ayes, motion carried.

Commissioners present: Donna Clarksean, Paul Knier, Kathryn Parsons, and Jake Rohrbeck. Also present: BLEDA Executive Director Marie Popp, City Administrator Hanna Klimmek, BLEDA Assistant Treasurer Deb Wegeleben, and BLEDA Secretary/Deputy City Clerk Lisa Miller.

Marie Popp reviewed the potential sale of property, identified as Parcel No. 65-00403-0430.

No action was taken by the Commission during the Closed Session.

Commissioner Clarksean motioned to close the Closed Session and reconvene the March 16, 2026 regular meeting at 6:03 p.m. Seconded by Commissioner Parsons, unanimous ayes, motion carried.

Commissioner Knier motioned to table the discussion on the sale of Parcel No. 65-00403-0430 until all BLEDA members are present. Seconded by Commissioner Clarksean, unanimous ayes, motion carried.

There was no direction given considering the sale of property of Parcel No. 65-00403-0430.

9. ADJOURN

Commissioner Knier motioned to adjourn the meeting at 6:05 p.m. Seconded by Commissioner Clarksean, unanimous ayes, meeting adjourned.