



CITY COUNCIL MEETING AGENDA

Monday, November 10th, 2025 @ 6:00 PM

Mayor: Andrew Rudlang **City Clerk:** Cassandra Delougherty
City Council: Jerimey Flategraff (Mayor Pro-Tem)
Roman Siltman
Ryan Barnett
Jory Carlson

City of Jenkins
33861 Cottage Avenue
Jenkins, MN 56474
(218) 568-4637

Join Zoom Meeting
<https://zoom.us/join>
Meeting ID: 353 029 2895
Password: 56474

Dial by location: (312) 626-6799 (US Chicago)

NOTE: Printed materials relating to agenda items are available for public inspection in a three-ring binder on table by Council Chamber entrance.

1. Call to Order – Pledge of Allegiance
2. Roll Call
3. Agenda Additions/Deletions
4. Consent Agenda
 - a. Agenda
 - b. Minutes of the October 28th, 2025 meeting
 - c. October Bank Reconciliation
 - d. Pre-written payroll check #'s 30324-30332; **\$4,022.51**
 - e. Proposed check #'s 30333-30340 & EFTs; **\$33,657.88****TOTAL EXPENSES = \$37,680.39**

5. Open Forum

This is a time to address the City Council regarding items that are not on the agenda. Please wait for the Mayor to acknowledge you. State your name, address and topic you wish to discuss for the record. No response or action will be immediately taken to citizen request other than to refer the matter to City staff for further research and a written report back to the City Council.

PLEASE NOTE THAT PUBLIC COMMENT MAY BE LIMITED TO 3 MINUTES PER PERSON.

6. Unfinished Business
 - a. Planning Commission Land Use Matrix Ordinance O-25-46 Recommendations
7. New Business
 - a. MnDOT ADA Project
 - i. Project Overview Meeting Minutes prepared by Widseth
 - ii. Sketch Plans
 - b. 2026 Proposed Tax Rates
 - i. Calculations of Proposed Rates
8. Reports of Officers, Committees, Staff
 - a. Mayor's Report
 - b. Clerk's Report
 - i. Equipment Trade-In vs Bid Process
 - ii. Office Closed Nov. 11th-19th.
 - c. Park Committee
9. Miscellaneous/Communication
10. Adjournment

OCTOBER 28TH, 2025 JENKINS CITY COUNCIL MEETING MINUTES

VIRTUAL INTRODUCTION OF NEW CITY ATTORNEY, MR. JOE LANGEL

JOE LANGEL INTRODUCED HIMSELF TO THE COUNCIL VIA ZOOM, NOTING THAT HE WAS JOINING FROM HIS OFFICE IN DOWNTOWN SAINT PAUL. HE SHARED THAT HIS FIRM CONSISTS OF 17 ATTORNEYS SPECIALIZING EXCLUSIVELY IN MUNICIPAL LAW AND GOVERNMENT WORK, AND THAT HE HAS BEEN PRACTICING FOR 30 YEARS. MR. LANGEL MENTIONED HE WORKS WITH SEVERAL COMMUNITIES IN CROW WING COUNTY INCLUDING BREEZY POINT, CROSS LAKE, BRAINERD, IRONTON, AND CROSBY, MAKING HIM FAMILIAR WITH THE AREA. MAYOR RUDLANG AND THE COUNCIL WELCOMED MR. LANGEL, WITH THE MAYOR NOTING THAT FEEDBACK FROM SETH AND CASSANDRA HAD BEEN POSITIVE SO FAR.

AGENDA ADDITIONS/DELETIONS

A SPECIAL EVENT PERMIT FOR A TRUNK OR TREAT EVENT WAS ADDED AS ITEM 7A UNDER NEW BUSINESS.

CONSENT AGENDA

THE CONSENT AGENDA INCLUDED THE OCTOBER 14TH MEETING MINUTES, AUGUST AND SEPTEMBER 2025 BANK RECONCILIATIONS, PRE-WRITTEN PAYROLL CHECKS #30318-30321 TOTALING \$2,727.59, AND PROPOSED CHECKS #30304-30313 AND EFTs TOTALING \$2,038.02, FOR A TOTAL EXPENSE OF \$4,765.61.

MOTION BY COUNCIL MEMBER CARLSON, SECONDED BY COUNCIL MEMBER SILTMAN, TO APPROVE THE CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

OPEN FORUM

NO CITIZENS CAME FORWARD TO SPEAK DURING OPEN FORUM.

UNFINISHED BUSINESS

CANNABIS ORDINANCE REVIEW & PROPOSED AMENDMENTS O-25-45

CLERK DELOUGHERTY EXPLAINED THAT THE ORDINANCE AMENDMENT NUMBER HAD BEEN CORRECTED FROM O-25-46 TO O-25-45 TO MAINTAIN PROPER NUMBERING SEQUENCE, AS O-25-46 WOULD NOW BECOME THE LAND USE MATRIX AMENDMENT WITH A HEARING SCHEDULED FOR THE FOLLOWING MONDAY.

THE PROPOSED AMENDMENTS INCLUDED CHANGES RECOMMENDED BY INTERIM ATTORNEY DAVID ASSAF DURING A PREVIOUS CLOSED SESSION, UPDATED NOMENCLATURE FROM THE OFFICE OF CANNABIS MANAGEMENT (OCM), AND OTHER PREVIOUSLY DISCUSSED CHANGES HIGHLIGHTED IN RED IN THE DOCUMENT.

MAYOR RUDLANG NOTED THAT THE MOST SIGNIFICANT CHANGE WAS TO SECTION 113.13, INCREASING THE NUMBER OF CANNABIS RETAIL REGISTRATIONS WITHIN THE CITY FROM ONE TO THREE AND IMPLEMENTING A FIRST-COME, FIRST-SERVED PROCESS FOR APPLICATIONS RATHER THAN A LOTTERY SYSTEM.

COUNCIL MEMBER FLATEGRAFF STATED HE BELIEVED ONE LICENSE WAS ENOUGH, EXPRESSING CONCERN ABOUT UNKNOWNs AND NOT WANTING TO "MAKE A MESS," THOUGH HE INDICATED HE WOULD ACCEPT THE COUNCIL'S DECISION.

MAYOR RUDLANG SHARED THAT HE SUPPORTED ALLOWING THREE LICENSES AFTER GIVING IT CONSIDERABLE THOUGHT AND SPEAKING WITH RESIDENTS AND BUSINESS OWNERS. HE FELT THIS WOULD BE A BALANCED APPROACH THAT ENCOURAGES FAIR COMPETITION AND SUPPORTS ECONOMIC GROWTH WITHOUT DRASTICALLY CHANGING THE COMMUNITY. HE ADDED THAT MOST PEOPLE HE SPOKE WITH WERE COMFORTABLE TREATING CANNABIS ESTABLISHMENTS SIMILAR TO LIQUOR ESTABLISHMENTS, BELIEVING THE HEAVY REGULATIONS AND COMPLIANCE REQUIREMENTS WOULD ENSURE PROPER OPERATION.

MOTION BY MAYOR RUDLANG, SECONDED BY COUNCIL MEMBER BARNETT, TO APPROVE AMENDMENT ORDINANCE O-25-45. MOTION CARRIED WITH 3 AYES AND 2 NAYS.

A SUMMARY ORDINANCE FOR PUBLICATION WAS THEN PRESENTED, WHICH ALSO NEEDED TO BE CORRECTED TO SHOW O-25-45 INSTEAD OF O-25-46 IN THE SECOND LINE OF THE PARAGRAPH.

MOTION BY COUNCIL MEMBER FLATEGRAFF, SECONDED BY MAYOR RUDLANG, TO APPROVE THE SUMMARY ORDINANCE FOR PUBLICATION FOR O-25-45 WITH THE CORRECTION IN THE SECOND PARAGRAPH. MOTION CARRIED UNANIMOUSLY.

LANDOWNER PETITION TO DETACH FROM CITY TO TOWNSHIP

THE COUNCIL REVISITED THE PETITION TO DETACH PROPERTY FROM THE CITY OF JENKINS TO JENKINS TOWNSHIP. THE PROPERTY IN QUESTION IS THE CITY'S ONLY LAKESHORE PROPERTY WITH 18 FEET OF SHORELINE ON JUNIPER DRIVE. THE PETITIONING LANDOWNER'S STATED REASON FOR DETACHMENT WAS TO INCREASE PROPERTY VALUES AND DECREASE TAXES.

THE COUNCIL HAD TABLED THIS ITEM AT THE PREVIOUS MEETING TO GET INPUT FROM THE NEW CITY ATTORNEY. CLERK DELOUGHERTY REPORTED THAT MR. LANGELENDY HAD ADVISED THAT THE PETITIONER'S REASONING WAS NOT AN APPROPRIATE REASON FOR DETACHMENT AND WOULD SET A BAD PRECEDENT FOR OTHER PROPERTIES NEAR BOUNDARY EDGES THAT MIGHT ALSO WANT TO DETACH DUE TO PROPERTY TAXES.

COUNCIL MEMBERS FLATEGRAFF AND BARNETT BOTH AGREED THAT THE STATED REASON FOR DETACHMENT WAS NOT LEGITIMATE, WITH FLATEGRAFF COMMENTING THAT IF THAT WERE VALID, HE WOULD WANT TO DETACH HIS OWN PROPERTY TOO.

MOTION BY COUNCIL MEMBER BARNETT, SECONDED BY COUNCIL MEMBER FLATEGRAFF, TO OPPOSE THE PETITION WITH RESOLUTION 25-10-324. MOTION CARRIED UNANIMOUSLY.

AMENDED DRAFT SPECIAL ASSESSMENT POLICY

THE COUNCIL REVIEWED AMENDMENTS TO THE SPECIAL ASSESSMENT POLICY THAT COUNCIL MEMBERS FLATEGRAFF AND SILTMAN HAD WORKED ON. COUNCIL MEMBER FLATEGRAFF THANKED ROMAN SILTMAN FOR HIS WORK ON THE AMENDMENTS, NOTING THAT ROMAN HAD DONE THE MAJORITY OF THE CALCULATIONS AND ANALYSIS.

THE AMENDMENTS INCLUDED UPDATED STREET CLASSIFICATION INFORMATION THAT DIFFERENTIATED BETWEEN "DEAD END ROADS" TO BE ASSESSED AT 80% TO ABUTTING BENEFITED PROPERTIES AND "MAIN CONNECTING ROADS" TO BE ASSESSED AT 0% TO ABUTTING BENEFITED PROPERTIES. THE SPECIFIC ROADS IN EACH CATEGORY WERE LISTED IN RED TEXT.

MOTION BY COUNCIL MEMBER FLATEGRAFF, SECONDED BY COUNCIL MEMBER CARLSON, TO APPROVE THE AMENDED SPECIAL ASSESSMENT POLICY AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

SPECIAL EVENT PERMIT FOR TRUNK OR TREAT

THE COUNCIL DISCUSSED A SPECIAL EVENT PERMIT APPLICATION FOR A TRUNK OR TREAT EVENT ORGANIZED BY THE JENKINS LIONS. THERE WAS DISCUSSION ABOUT POSSIBLY CLOSING THIRD STREET BETWEEN THE PARK AND THE HIGHWAY FOR SAFETY REASONS, PARTICULARLY TO PROTECT CHILDREN FROM TRAFFIC. WHILE THE LIONS HADN'T SPECIFICALLY REQUESTED STREET CLOSURE, COUNCIL MEMBERS EXPRESSED SAFETY CONCERNS ABOUT CHILDREN CROSSING BETWEEN PARKING SPOTS.

THE COUNCIL ALSO NOTED THAT THE APPLICATION WAS MISSING A CERTIFICATE OF INSURANCE AND THE PERMIT FEE.

MOTION BY COUNCIL MEMBER BARNETT, SECONDED BY COUNCIL MEMBER FLATEGRAFF, TO APPROVE THE SPECIAL EVENT PERMIT WITH THE FOLLOWING CONDITIONS: 1) WAIVE THE \$50 PERMIT FEE AS THE LIONS ARE A NONPROFIT, 2) REACH OUT TO PEQUOT LAKES POLICE DEPARTMENT FOR INPUT ON STREET CLOSURE AND SIGNAGE, AND 3) REQUIRE A CERTIFICATE OF INSURANCE. MOTION CARRIED UNANIMOUSLY.

REPORTS OF OFFICERS, COMMITTEES, STAFF

MAYOR'S REPORT

THE MAYOR DID NOT HAVE A REPORT.

CLERK'S REPORT

CLERK DELOUGHERTY REPORTED THE FOLLOWING:

- SHE HAD COPIES OF THE POLICY ON CONFLICT OF INTEREST AND DUTY OF TRANSPARENCY FOR COUNCIL MEMBERS TO SIGN.
- THE CITY HAD BEEN CHOSEN IN THE FIRST ROUND FOR COMMUNITY IMPACT FUNDING, THOUGH THE HALO NETTING AND EXTENDED SAFETY NETTING FOR BALL FIELDS WERE NOT APPROVED AS THEY WERE CONSIDERED RECREATIONAL RATHER THAN SAFETY PROJECTS. THE APPROVED FUNDING OF APPROXIMATELY \$43,192 WOULD COVER A NEW ZERO-TURN MOWER, BRUSH HOG ATTACHMENT, BOUNDARY SAFETY FENCING FOR PARKS, INSULATION FOR THE MAINTENANCE SHOP, AN OVERHEAD DOOR, AND AN INSULATED ACCESS DOOR.
- SHE IS STILL WAITING TO HEAR ABOUT THE COMMUNITY MATCH FUNDS BUT RECEIVED A HINT THAT THE NEWS MIGHT BE POSITIVE.
- INFORMATION ABOUT THE FUNDING HAD BEEN POSTED ON THE CITY WEBSITE.

PARKS COMMITTEE

COUNCIL MEMBER CARLSON REPORTED:

- THE PARKS COMMITTEE WAS UNABLE TO MEET THE PREVIOUS THURSDAY DUE TO LACK OF QUORUM.
- THEY TESTED THE CHRISTMAS LIGHTS AND FOUND THAT ABOUT HALF NO LONGER WORK.
- FOR THE UPCOMING TREE LIGHTING EVENT, THEY ARE PLANNING TO USE HEARTLAND CABLE COMMISSION FUNDS OF \$1,078.23 TO PURCHASE REPLACEMENT LIGHTS (ESTIMATED AT \$300) AND PAY FOR SLEIGH RIDES (\$650).

MOTION BY COUNCIL MEMBER BARNETT, SECONDED BY COUNCIL MEMBER FLATEGRAFF, TO ALLOCATE THE FULL 2025 HEARTLAND CABLE COMMISSION FUNDS IN THE AMOUNT OF \$1,078.23 TO THE CHRISTMAS EVENT. MOTION CARRIED UNANIMOUSLY.

MISCELLANEOUS/COMMUNICATION

COUNCIL MEMBER FLATEGRAFF SHARED THAT HE MET WITH SCHOOL OFFICIALS WHO RECOMMENDED REPAIRS TO VETERANS STREET THAT COULD EXTEND ITS LIFE BY 4-5 YEARS. THE SUGGESTED REPAIRS WOULD INVOLVE GRINDING DOWN THE PAVEMENT, POURING OIL, AND PATCHING OVER IT - A METHOD THE SCHOOL HAS USED SUCCESSFULLY IN THEIR PARKING LOT. THE SCHOOL REPRESENTATIVE OFFERED TO PROVIDE MORE INFORMATION TO THE COUNCIL IF INTERESTED.

CLERK DELOUGHERTY MENTIONED SHE HAS AN UPCOMING MEETING WITH THE HIGHWAY DEPARTMENT REGARDING AN ADA ACCESSIBILITY PROJECT OFF HIGHWAY 371.

ADJOURNMENT

MOTION BY COUNCIL MEMBER BARNETT, SECONDED BY COUNCIL MEMBER SILTMAN, TO ADJOURN THE MEETING AT 8:29 PM. MOTION CARRIED UNANIMOUSLY.

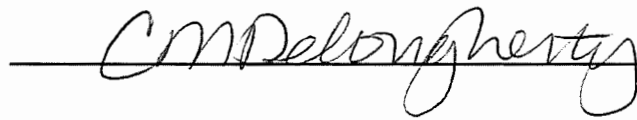
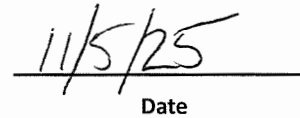
APPROVED THIS _____ DAY OF _____, 2025.

ANDREW J. RUDLANG, MAYOR

CASSANDRA M. DELOUGHERTY, CITY CLERK-TREASURER

For the Period : 10/1/2025 To 10/31/2025

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$397,428.60	\$3,400.68	\$27,576.95	\$373,252.33	\$0.00	\$4,309.69	\$377,562.02
CARES/ARPA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Small Cities Development Program	\$8,592.27	\$0.00	\$0.00	\$8,592.27	\$0.00	\$0.00	\$8,592.27
Charitable Gambling Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2023A Improvement Program Fund Account	\$125,394.82	\$0.00	\$0.00	\$125,394.82	\$0.00	\$0.00	\$125,394.82
4-year CD #10096423 - Ops Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Savings Account-Committed Funds	\$242,028.84	\$54.66	\$0.00	\$242,083.50	\$0.00	\$0.00	\$242,083.50
2023 Street Improvements Construction	\$2,551.45	\$506.33	\$0.00	\$3,057.78	\$0.00	\$0.00	\$3,057.78
Total	\$775,995.98	✓\$3,961.67	✓\$27,576.95	✓\$752,380.70	\$0.00	✓\$4,309.69	\$756,690.39

Date

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
10/09/2025	Gregory Sisco	332382	Land Use Permit 24-847 14x8 garden shed	(10/09/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 22.40
								\$ 22.40
10/09/2025	Chris Teich	332383	E911 Addressing Request and Driveway Access Permit for Riley Teich-Ellis Rd	(10/09/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 25.00
							E-911 addressing/mailbox	100-32251-
								\$ 100.00
								\$ 125.00
10/10/2025	Sourcwell	332384	Region 5 Rebates	(10/10/2025) -	N	Refunds and reimbursements	100-36240-	\$ 19.94
								\$ 19.94
10/10/2025	Court Administration	332385	Ohr Restitution	(10/10/2025) -	N	Compensation for Loss of General Fixed Assets	100-39102-	\$ 200.00
								\$ 200.00
10/10/2025	Crow Wing County	332386	finest	(10/10/2025) -	N	Court Fines	100-35101-	\$ 243.28
								\$ 243.28
10/29/2025	Roger Rudbeck	332387	Land Use Permit 25-848 40x40 house with attached 100x40 garage, septic, driveway	(10/29/2025) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 25.00
							Building Permits (Excludes surcharge)	100-32210-
								\$ 720.00
							Septic permits	100-32215-
								\$ 220.00
								\$ 965.00
10/31/2025	State of MN-CWC	332388	Fines	(10/31/2025) -	N	Court Fines	100-35101-	\$ 651.24
								\$ 651.24
10/31/2025	First National Bank	332389	checking and savings interest	(10/31/2025) -	N	Interest Earning	100-36210-	\$ 15.18
							Interest Earning	404-36210-
								\$ 54.66
								\$ 69.84

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
10/31/2025	PMA 4M	332390	Oct. Dividends MM-375.11 Res-783.53 GO-506.33	(10/31/2025) -	N	Interest Earning	100-36210-	\$ 375.11
						Interest Earning	100-36210-	\$ 783.53
						Interest Earning	415-36210-	\$ 506.33
								<u>\$ 1,664.97</u>
								<u>✓ \$ 3,961.67</u>

Total for Selected Receipts

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
10/08/2025	Payroll Period Ending 10/04/2025	30294	9/21-10/4/25 payroll, health, and CC pay	N	Public Works/Maintenance	100-43102-103-	\$ 542.13
		Total For Check	30294				\$ ✓ 542.13
10/08/2025	Payroll Period Ending 10/04/2025	30296	9/21-10/4/25 payroll, health, and CC pay	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30296				\$ ✓ 230.87
10/08/2025	Payroll Period Ending 10/04/2025	30297	9/21-10/4/25 payroll, health, and CC pay	N	Council/Town Board	100-41110-106-	\$ 180.87
		Total For Check	30297				\$ ✓ 180.87
10/08/2025	Payroll Period Ending 10/04/2025	30298	9/21-10/4/25 payroll, health, and CC pay	N	Clerk	100-41425-101-	\$ 2,058.01
		Total For Check	30298				\$ ✓ 2,058.01
10/08/2025	Payroll Period Ending 10/04/2025	30299	9/21-10/4/25 payroll, health, and CC pay	N	Payroll Administration	100-41501-131-	\$ 684.59
		Total For Check	30299				\$ ✓ 684.59
10/08/2025	Payroll Period Ending 10/04/2025	30300	9/21-10/4/25 payroll, health, and CC pay	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30300				\$ ✓ 230.87
10/08/2025	Payroll Period Ending 10/04/2025	30301	9/21-10/4/25 payroll, health, and CC pay	N	Payroll Administration	100-41501-131-	\$ 309.70
		Total For Check	30301				\$ ✓ 309.70
10/08/2025	Payroll Period Ending 10/04/2025	30302	9/21-10/4/25 payroll, health, and CC pay	N	Council/Town Board	100-41110-106-	\$ 277.05
		Total For Check	30302				\$ ✓ 277.05
10/08/2025	Payroll Period Ending 10/04/2025	30303	9/21-10/4/25 payroll, health, and CC pay	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30303				\$ ✓ 230.87
10/15/2025	Tri-County Septic Inspection	30304	New Septic Inspection Nierenhausen 36242 CR15, PID26230516	N	New Sewer Services	100-43254-310-	\$ <i>D/S</i> 200.00

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	30304				\$ ⁰¹⁵ 200.00
10/15/2025	Crow Wing Power	30305	8/8/25 to 9/8/2025 electric service	N	Street Lighting	100-43160-381-	\$ 24.00
		Total For Check	30305				\$ ✓ 24.00
10/15/2025	City of Pequot Lakes	30306	Invoice # 2495	N	Police Administration	100-42110-315-	\$ ⁰¹⁵ 3,605.00
		Total For Check	30306				\$ ⁰¹⁵ 3,605.00
10/15/2025	League of Minnesota Cities	30307	Inv.434229(S.Stricker)MemberLearn Land Use Regulation: YourRoleInLandUseDecision-making	N	Council/Town Board	100-41110-440-	\$ 15.00
		Total For Check	30307				\$ ✓ 15.00
10/15/2025	Pequot Lakes Sanitation	30308	Garbage service	N	General Government Buildings and Plant	100-41940-384-	\$ 45.35
		Total For Check	30308				\$ ✓ 45.35
10/15/2025	On Systems Inc.	30309	Inv#12290 Managed services and web hosting	N	Clerk	100-41425-209-	\$ 277.42
		Total For Check	30309				\$ ✓ 277.42
10/15/2025	Keep Out Pest Control	30310	Invoice#25813 fall exterior asian lady beetle treastment	N	Clerk	100-41425-209-	\$ 161.06
		Total For Check	30310				\$ ✓ 161.06
10/15/2025	Widseth Smith Nolting & Assoc., Inc	30311	Inv.240766-Rosewood St review onsite with contractor Enghl (2hrs@ \$165=\$330)+mileage(34.30)	N	Planning and Zoning	100-41910-303-	\$ 364.30
		Total For Check	30311				\$ ✓ 364.30
10/15/2025	AT & T Mobility	30312	cell phone-Roger	N	Public Works/Maintenance	100-43102-321-	\$ 30.00
		Total For Check	30312				\$ ✓ 30.00
10/15/2025	Flaherty & Hood, P.A.	30313	Legal Services provided in September regarding Cannabis and threatened litigation	N	City/Town Attorney	100-41610-304-	\$ 3,500.00
		Total For Check	30313				\$ ✓ 3,500.00

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
10/15/2025	MN Power	30314	Street & B&G Lights 9/4-10/6/25- **STILL NEED 41940-381 B&G Lights**	N	General Government Buildings and Plant	100-41940-381-	\$ 272.16
		30314			Street Lighting	100-43160-381-	\$ 607.14
	Total For Check	30314					\$ ✓ 879.30
10/15/2025	Thurlow Hardware	30315	HEX BOLTS, HEX NUTS, AND FASTENERS	N	General Government Buildings and Plant	100-41940-215-	\$ 39.40
	Total For Check	30315					\$ ✓ 39.40
10/15/2025	Crow Wing County Land Services	30316	E911 Addressing PID26340633 Setco Properties LP, PID26220533 D. Erickson	N	Recording and Reporting	100-41420-310-	\$ 50.00
	Total For Check	30316					\$ ✓ 50.00
10/15/2025	Roman Siltman	30317	LMC MemberLearn Course: Land Use Regulation: Your Role in Land Use Decision-making	N	Park Areas	100-45202-810-	\$ 15.00
	Total For Check	30317					\$ ✓ 15.00
10/15/2025	PERA	EFT00082010	9/21- 10/04/25 pay period	N	Clerk	100-41425-115-	\$ 197.57
		EFT00082010			Payroll Administration	100-41501-121-	\$ 287.97
		EFT00082010			Public Works/Maintenance	100-43102-115-	\$ 52.00
	Total For Check	EFT00082010					\$ ✓ 537.54
10/15/2025	MN Revenue	EFT10062025	3rd Quarter State Withholding 2025	N	Payroll Administration	100-41501-172-	\$ 1,622.07
	Total For Check	EFT10062025					\$ ✓ 1,622.07
10/15/2025	Dept. of Employment and Econ Dev	EFT14161955	Unemployment Insurance Quarter 3 2025	N	Payroll Administration	100-41501-141-	\$ 3,896.00
	Total For Check	EFT14161955					\$ ✓ 3,896.00
10/15/2025	State of IA	EFT2660513	CSE 09/21 - 10/04/25 pay period	N	Clerk	100-41425-175-	\$ 60.00
	Total For Check	EFT2660513					\$ ✓ 60.00
10/15/2025	Internal Revenue Service	EFT5255545	Sept 2025 Q3 941	N	Payroll Administration	100-41501-122-	\$ 597.37
		EFT5255545				100-41501-135-	\$ 139.71
		EFT5255545				100-41501-170-	\$ 600.88
	Total For Check	EFT5255545					\$ ✓ 1,337.96

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
10/15/2025	Xcel Energy	EFTDA607	Natural gas service	N	General Government Buildings and Plant	100-41940-383-	\$ 121.06
		Total For Check	EFTDA607				\$ ✓ 121.06
10/21/2025	Payroll Period Ending 10/18/2025	30318	10/5-10/18/25 payroll	N	Clerk	100-41425-101-	\$ 1,805.90
		Total For Check	30318				\$ ✓ 1,805.90
10/21/2025	Payroll Period Ending 10/18/2025	30319	10/5-10/18/25 payroll	N	Public Works/Maintenance	100-43102-103-	\$ 619.42
		Total For Check	30319				\$ ✓ 619.42
10/21/2025	Payroll Period Ending 10/18/2025	30320	10/5-10/18/25 payroll	N	Public Works/Maintenance	100-43102-103-	\$ 156.80
		Total For Check	30320				\$ 0/5 156.80
10/21/2025	Payroll Period Ending 10/18/2025	30321	10/5-10/18/25 payroll	N	Public Works/Maintenance	100-43102-103-	\$ 145.47
		Total For Check	30321				\$ 0/5 145.47
10/28/2025	Internal Revenue Service	EFT85360087	Additional Sept 2025 Q3 941 obligation (previously undercalculated)	N	Payroll Administration	100-41501-122-	\$ 727.74
		EFT85360087				100-41501-135-	\$ 170.20
		EFT85360087				100-41501-170-	\$ 387.98
		Total For Check	EFT85360087				\$ ✓ 1,285.92
10/29/2025	TDS	30322	Phone and internet	N	General Government Buildings and Plant	100-41940-321-	\$ 178.42
		Total For Check	30322				\$ 0/5 178.42
10/29/2025	Crow Wing Power	30323	9/8/25 to 10/8/2025 electric service	N	Street Lighting	100-43160-381-	\$ 24.00
		Total For Check	30323				\$ 0/5 24.00
10/29/2025	State of IA	EFT2665922	CSE 10/05 - 10/18/25 pay period	N	Clerk	100-41425-175-	\$ 60.00
		Total For Check	EFT2665922				\$ ✓ 60.00
10/29/2025	Elan Financial Services	EFT65548A8	fuel, NPNs,copy ppr, CWCself-srv portal, bobcat repair, b&G supplies, air compr. rental.	N	Clerk	100-41425-208-	\$ 82.22
		EFT65548A8				100-41425-352-	\$ 70.21
		EFT65548A8				100-41425-433-	\$ 10.00
		EFT65548A8			General Government Buildings and Plant	100-41940-212-	\$ 277.63
		EFT65548A8				100-41940-215-	\$ 67.37

Fund Name: All Funds

Date Range: 10/01/2025 To 10/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		EFT65548A8			Public Works/Maintenance	100-43102-221-	\$ 539.58
		EFT65548A8				100-43102-416-	\$ 235.36
		Total For Check EFT65548A8					\$ ✓ 1,282.37
10/29/2025	PERA	EFT822121	10/5- 10/18/25 pay period	N	Clerk	100-41425-115-	\$ 169.98
		EFT822121			Payroll Administration	100-41501-121-	\$ 264.23
		EFT822121			Public Works/Maintenance	100-43102-115-	\$ 59.02
		Total For Check EFT822121					\$ ✓ 493.23
Total For Selected Checks							\$ * 27,576.95

For the month ending:

October 31, 2025

Bank account

Account #

Balance

First National Bank

Checking (NOW)

XXX769

168,200.54

Savings

XXXX989

107,325.33

4-year CD

XXXXX423

0.00

4 M Fund

Bond

XXX201

146,324.08

Money Market

XXX101

108,403.57

Money Market - Street Reserves

XX102

226,436.87

CD #XXXX612-1 (Mat. 3/17/25)

0.00

0.00

TS #XXXX98-1 (Mat. 5/29/25)

XXX102

CD #XXXX270-1 (Mat. 5/28/25)

XXX102

4M Fund TOTAL

481,164.52

O/S Checks

O/S Deposits

Ending Bal.

Check #

O/S check amt.

30304

\$200.00

4,309.69

163,890.85

30306

\$3,605.00

107,325.33

30320

\$156.80

0.00

0.00

0.00

30321

\$145.47

0.00

30322

\$178.42

146,324.08

30323

\$24.00

108,403.57

226,436.87

0.00

0.00

0.00

0.00

Totals

752,380.70

Cash per CTAS

752,380.70

Difference

0.00

Assigned Operational (6 months)

233,814.54

Operational Reserve

0.00

Committed Funds

387,278.52

Debt Service

131,287.64

Fund Balance Total

752,380.70

\$4,309.69

Committed Funds Breakdown

Future Streets

345,031.90 (4M fund)

includes 4/25

Parks and Rec

6,086.74

donations

Gambling Proceeds

0.00

Heavy Equipment

26,632.73

SCDP

8,592.27 (re-allocated for 2025)

EEP Grant

934.88 (re-allocated for 2025)

ARPA

0.00

TOTAL

387,278.52

Committed Funds total balance to remain unchanged unless approved by City Council.

SCDP, EEP Grant funds to remain in checking to allow for expenditures upon approved 2022 CC projects.

<https://jenkinsmn.sharepoint.com/sites/CityHall/Shared Documents/Shared folders and files/Financial-Accounting/October 2025>

bank rec

Page 1

Fund Name: All Funds

Date Range: 10/30/2025 To 11/06/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
11/04/2025	Payroll Period Ending 11/04/2025	30324	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30324				\$ 230.87
11/04/2025	Payroll Period Ending 11/04/2025	30325	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Council/Town Board	100-41110-106-	\$ 180.87
		Total For Check	30325				\$ 180.87
11/04/2025	Payroll Period Ending 11/04/2025	30326	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Payroll Administration	100-41501-131-	\$ 599.01
		Total For Check	30326				\$ 599.01
11/04/2025	Payroll Period Ending 11/04/2025	30327	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Clerk	100-41425-101-	\$ 1,674.34
		Total For Check	30327				\$ 1,674.34
11/04/2025	Payroll Period Ending 11/04/2025	30328	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30328				\$ 230.87
11/04/2025	Payroll Period Ending 11/04/2025	30329	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Payroll Administration	100-41501-131-	\$ 213.53
		Total For Check	30329				\$ 213.53
11/04/2025	Payroll Period Ending 11/04/2025	30330	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Public Works/Maintenance	100-43102-103-	\$ 385.10
		Total For Check	30330				\$ 385.10
11/04/2025	Payroll Period Ending 11/04/2025	30331	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Council/Town Board	100-41110-106-	\$ 277.05
		Total For Check	30331				\$ 277.05
11/04/2025	Payroll Period Ending 11/04/2025	30332	10/19-11/1/25 PAY PEROID, STIPEND, CC PAY	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30332				\$ 230.87
Total For Selected Checks							\$ 4,022.51

Date Range : 10/28/2025 To 11/6/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
11/03/2025	Pequot Lakes Sanitation	Garbage service	2841	\$112.95	100-41940-384-	General Government Buildings and Plant	\$112.95
11/03/2025	Action Entertainment-Doug Taylor	Horse-drawn rides for City Tree Lighting Event at Jenkins Veteran's Park Dec. 6, 2025 5-7p	2842	\$650.00	404-45202-310-333	Park Areas	\$650.00
11/03/2025	AT & T Mobility	cell phone-Roger	2843	\$30.00	100-43102-321-	Public Works/Maintenance	\$30.00
11/04/2025	League of MN Cities Insurance Trust	WC Insurance 10/1/25-10/1/26 Agreement Number WC 100-4586-9	2844	\$1,377.00	100-41960-151-	Insurance	\$1,377.00
11/05/2025	On Systems Inc.	Inv#12376 Managed services and web hosting	2845	\$277.90	100-41425-209-	Clerk	\$277.90
11/05/2025	Anderson Brothers Construction	Invoice 38365 Rosewood Street Improvements Job25937	2846	\$28,181.60	100-43101-405-	Highways and Streets	\$28,181.60
11/05/2025	League of Minnesota Cities	Inv.435880(J. Goerges)MemberLearn Land Use Regulation: YourRoleIn LandUse Decision-making	2847	\$15.00	100-41110-440-	Council/Town Board	\$15.00
11/05/2025	Cassandra Delougherty	mileage reimbursement, MMUA LakeShore, Sourcewell Staples, LandServices-Brainerd	2848	\$133.00	100-41425-331-	Clerk	\$133.00
11/05/2025	Internal Revenue Service	Oct 2025 Q4 941 obligation	EFT1105968	\$2,397.60			

Date Range : 10/28/2025 To 11/6/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-41501-122-	Payroll Administration	\$1,248.26
					100-41501-135-	Payroll Administration	\$291.94
					100-41501-170-	Payroll Administration	\$857.40
11/05/2025	State of IA	CSE 10/19 - 11/01/25 pay period	EFT2671349	\$60.00			
					100-41425-175-	Clerk	\$60.00
11/05/2025	PERA	10/19- 11/01/25 pay period	EFT824025	\$422.83			
					100-41425-115-	Clerk	\$157.66
					100-43102-115-	Public Works/Maintenance	\$38.65
					100-41501-121-	Payroll Administration	\$226.52
Total For Selected Claims				\$33,657.88			\$33,657.88

Date



AGENDA ITEM # *ba*

REPORT TO CITY COUNCIL

Prepared by: Cassandra Delougherty
Date: November 6th, 2025
Subject: Land Use Matrix Amendment O-25-46

Report: The Planning Commission reviewed the Land Use Matrix and recommended the Council consider Ordinance Amendment O-25-46, addressing the zoning/land use portion of the regulation of adult-use cannabis.

Public Hearing was conducted on November 3rd with no public comment. All four commissioners present voted in favor of the recommendation for amendment.

Please see attached Land Use Matrix Amendment O-25-46.

Requested Action: Approve, deny, or table Ordinance Amendment O-25-46. If tabling, please provide Delougherty further direction.

ORDINANCE NO. O-25-46
CITY OF JENKINS
COUNTY OF CROW WING, STATE OF MINNESOTA

AN ORDINANCE AMENDING TITLE XV, "LAND USAGE,"
CHAPTER 150, "LAND USE AND SUBDIVISIONS,"
SUBSECTION 150.038 "LAND USE MATRIX"
OF THE JENKINS CITY CODE OF ORDINANCES

THE CITY COUNCIL OF THE CITY OF JENKINS DOES ORDAIN THAT (deletions are in ~~striketrough~~; additions are underlined in **red**; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as their number and title):

SECTION 1. Jenkins City Code, Title XV –Land Usage, Chapter 150 – Land Use and Subdivisions, Section 150.038 Land Use Matrix is hereby amended to insert alphabetically into the existing table the following uses, as follows:

<i>Use</i>	<i>AG</i>	<i>RR</i>	<i>R-1</i>	<i>R-2</i>	<i>RS</i>	<i>P</i>	<i>C-1</i>	<i>C-2</i>	<i>I-1</i>
<u>Cannabis Retail</u>	<u>E</u>	<u>E</u>	<u>E</u>	<u>E</u>	<u>E</u>	<u>E</u>	<u>P</u>	<u>P</u>	<u>P/AC</u>
Cannabis Cultivation	CUP	E	E	E	E	E	CUP/AC	CUP/AC	CUP
Cannabis Manufacturer	E	E	E	E	E	E	CUP/AC	CUP/AC	P
Hemp Manufacturer	E	E	E	E	E	E	CUP/AC	CUP/AC	P
<u>Cannabis</u> Wholesale	<u>CUP</u>	E	E	E	E	E	<u>CUP/AC</u>	<u>CUP/AC</u>	P
Cannabis Delivery	E	E	E	E	E	E	<u>CUP</u>	<u>CUP</u>	P
Events	P	E	E	E	E	E	P	P	P

Notes to table:

A - Allowed without a permit

P - Permit required

C - Conditional use

I - Interim

E - Excluded

AC - Accessory use

* Livestock allowed (A) on RR parcels greater than 10 acres.

** Livestock, small allowed (A) on R-1 parcels greater than 1 acre.

SECTION 2. This ordinance shall take effect following its passage and publication.

Passed by the City Council of the City of Jenkins, Minnesota, this _____ day of _____, 2025.

ATTEST:

Andrew J. Rudlang, Mayor

Cassandra M. Delougherty, City Clerk-Treasurer



AGENDA ITEM #

7a

REPORT TO CITY COUNCIL

Prepared by: Cassandra Delougherty
Date: November 6th, 2025
Subject: MnDOT ADA Project

Report: As reported last week, Delougherty met with Nate Walton, MnDOT Project Manager and Dave and Thomas, Widseth for a sketch plan review of the 2030 ADA project from Jenkins to Pine River. Attached are project meeting minutes, provided by Widseth, as well as MnDOT's current sketch plans. Widseth is in attendance this evening.

Requested Action: Please review meeting minutes and sketch plans. Share your thoughts and questions with Widseth and Delougherty.

MINUTES

Meeting Date: November 4, 2025
Attendees: Nathan Walton, Cassandra Delougherty, Dave Reese, and Thomas Rients
Organizer: Nathan Walton
Cc: Cassandra Delougherty, Dave Reese, and Thomas Rients
Location: Teams Meeting
Project Name: 371 Reclamation and Reconstruction
Project No.:
Subject: Project Overview

Brainerd/Baxter
 7804 Industrial Park Road
 Baxter MN 56425
 218.829.5117
 Baxter@Widseth.com
 Widseth.com

Agenda Topics:

371 Reclamation and Reconstruction

- Planning as a 2030 project
- \$7.8 million in project funding
- Detours will be involved
- Bridge #6506 (box culvert) replacement
- Centerline pipe replacements
- ADA compliance
 - Re-doing sidewalks on east side of HWY 371
 - Additional sidewalk at 2nd and 3rd Street
 - Additional walk north of 3rd Street to gas station
 - MnDOT pay to construct, and City of Jenkins will have to maintain
 - Connection to Paul Bunyan at Lilac Street and at Kingdom Hall of Jehovah Witness entrance. DNR responsible for pavement west. City to pay for connection outside of R/W at Lilac Street to connect to PB Trail
- Potential drainage (storm sewer) near businesses

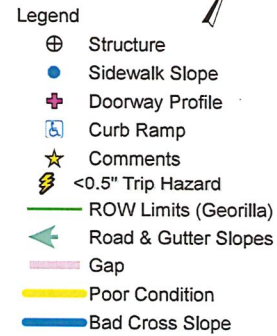
City of Jenkins will have to give municipal consent at some point.
 City of Jenkins will have to maintain storm sewer and new sidewalk.

Lighting – have not looked at this yet, but if it is addressed during this project then it would be cost shared with the city

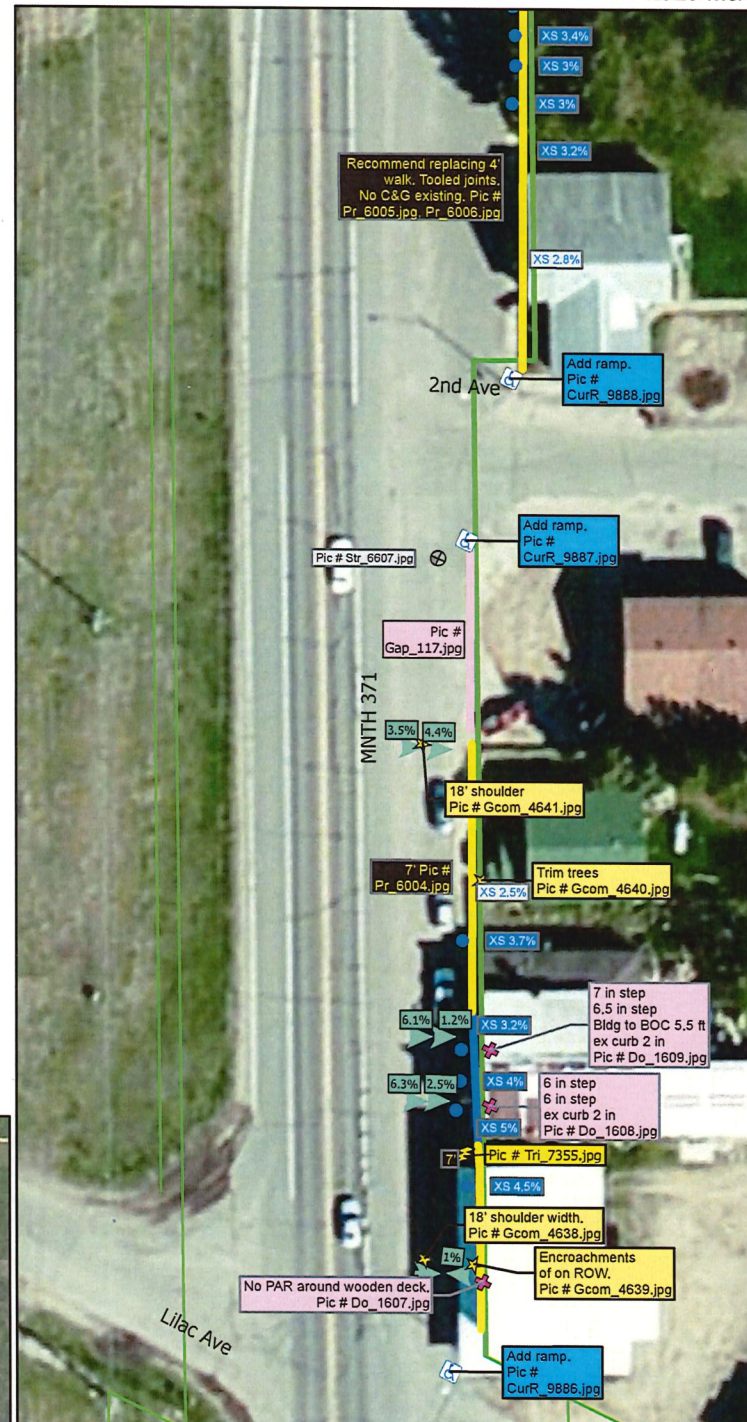
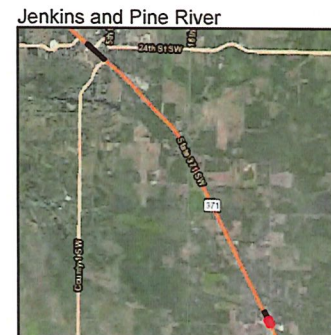
Meet again next spring with the updated layout.

SP 1116-29 Jenkins and Pine River on MN 371
FY 2029 M&O

AGENDA ITEM: 7a iii

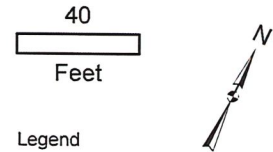


_i	Initial
HH	Hand Hole
LS	Landing Slope
PI	Push Button
MLXS	Main Line Cross Slope
RS	Running Slope
FL	Flow Line
SS	Side Street
APS	Accessible Ped. Signal
SW	Sidewalk
TH	Trunk Highway
XS	Cross Slope
XW	Crosswalk
BOC	Back of Curb
FOC	Face of Curb
SIS	Shoulder In Slope
BLVD	Boulevard



ADA SIDEWALK EVALUATION

SP 1116-29 Jenkins and Pine River on MN 371
FY 2029 M&O

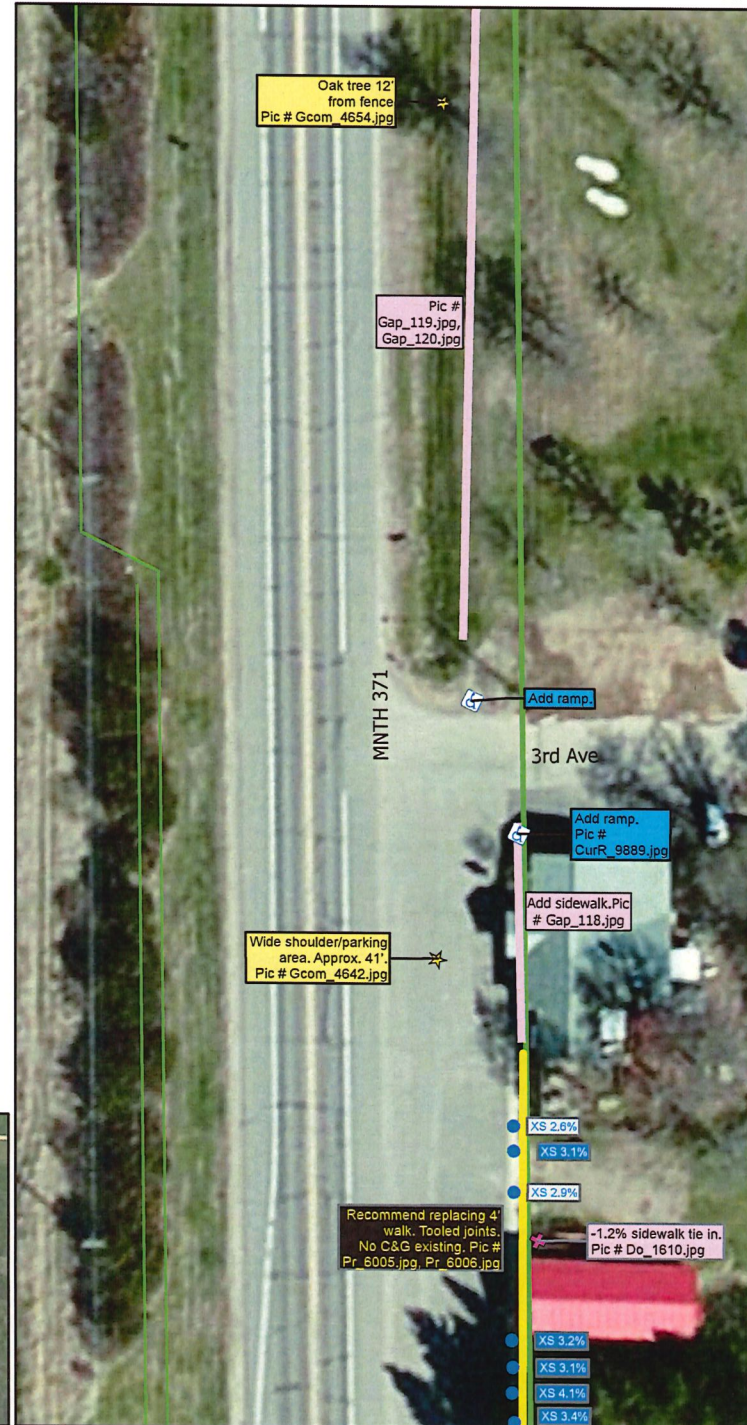


- Legend
- Sidewalk Slope
 - ✚ Doorway Profile
 - ♿ Curb Ramp
 - ★ Comments
 - ROW Limits (Georilla)
 - Gap
 - Poor Condition

Abbreviations

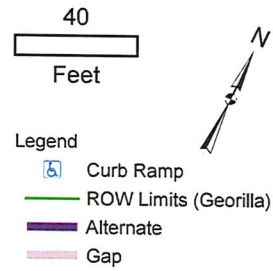
_i	Initial
HH	Hand Hole
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BLVD	Boulevard

Jenkins and Pine River



ADA SIDEWALK EVALUATION

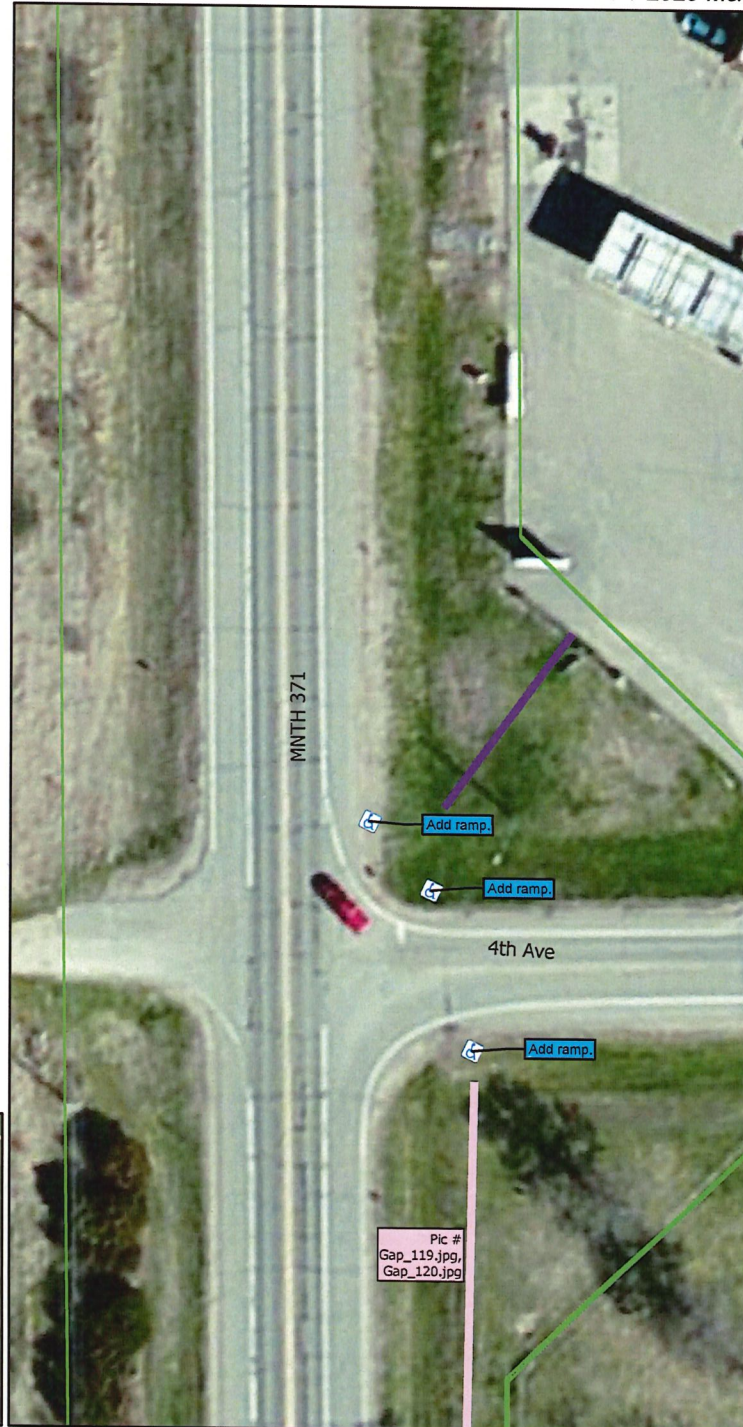
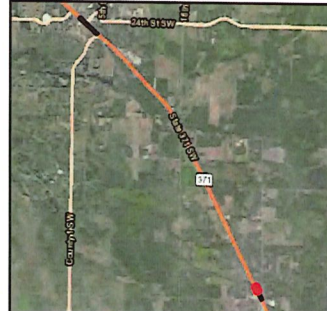
SP 1116-29 Jenkins and Pine River on MN 371
FY 2029 M&O



Abbreviations

_i	Initial
HH	Hand Hole
LS	Landing Slope
PI	Push Button
MLXS	Main Line Cross Slope
RS	Running Slope
FL	Flow Line
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APS	Accessible Ped. Signal
SW	Sidewalk
TH	Trunk Highway
XS	Cross Slope
XW	Crosswalk
BOC	Back of Curb
FOC	Face of Curb
SIS	Shoulder In Slope
BLVD	Boulevard

Jenkins and Pine River



See if property owner would be interested prepping all of his posts and steps if we were to replace all of the sidewalk in front of his building. Let him know where we plan to tie in currently with the 1' saw cut. If we replaced all of the sidewalk we would put it in at 1% and develop curb height.

Add a parallel ramp in front of the existing building steps for the recommended MN 371 crossing. This location will have less of a skew and provide a shorter crossing especially if we have a median refuge. No parking from ramp to intersection South.

Stop sign should move closer to intersection.

1" = 20'
SCALE IN FEET

MERCIAL

TREASURES-N-TIQUES

VETERANS ST

Limits.

Currently no 8' shoulder here. Is turn lane needed?

Recommend depressed corner here. Make sure our FL is lower than our sidewalk.

Approx. 43' from CL to walk. 7' from building to back of curb. Building is 50' from CL.

Recommend integral sidewalk and not adding C&G. Saw cut 1' into existing walk and tie in and pave 6' wide sidewalk 6" thick. Maintain drainage and maintain a 3" curb height. 18' shoulder existing.

45 MPH here today through Jenkins.

Recommend adding a raise median refuge for pedestrian crossing.

LILAC ST

See where the turning movements are for this intersection. As needed recommend widening MN 371 to the West.

ADA Scoping Field Walk Recommendations for SP 1116-29 on MN 371 in Jenkins & Pine River
FY 2029

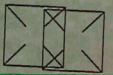
Field Walk Date: 10/1/2024

Field Walk Attendees: Todd Grugel (ADA), Joe Zilka (ADA), Heather Gardner (ADA), Luke Vehseler (PM), Michelle McCormick (Project Development), Tom Cruikshank (Planning), Sebastian Scepurek (Surveys), & Logan Nelson (ADA/WSB)

Action Items:
Verify ROW.

Accept or decline all ADA alternates in project.
Luke to have conversations with traffic about the bypass lanes. Are there going to be TWLTLs? TWLTLs would be good and provide room for pedestrian refuges, but then there would not be room for shoulders.
Talk with DNR about paving connections from our ROW to their trail since we are planning on adding connections.

Add sidewalk connection to trail. Work with DNR off ROW.



Approx. 75' from CL to power lines.

12-SEP-2024

NOTED/REVISED:

ADA Unit will fund full concrete replacement cost.

DISTRICT #: DISTRICT 3 - BAYTER, MN
PROJECT NAME: ADA Walk-dgn
PROJECT ID: BAX1371111610291
PLOT & FILENAME:

JENKINS

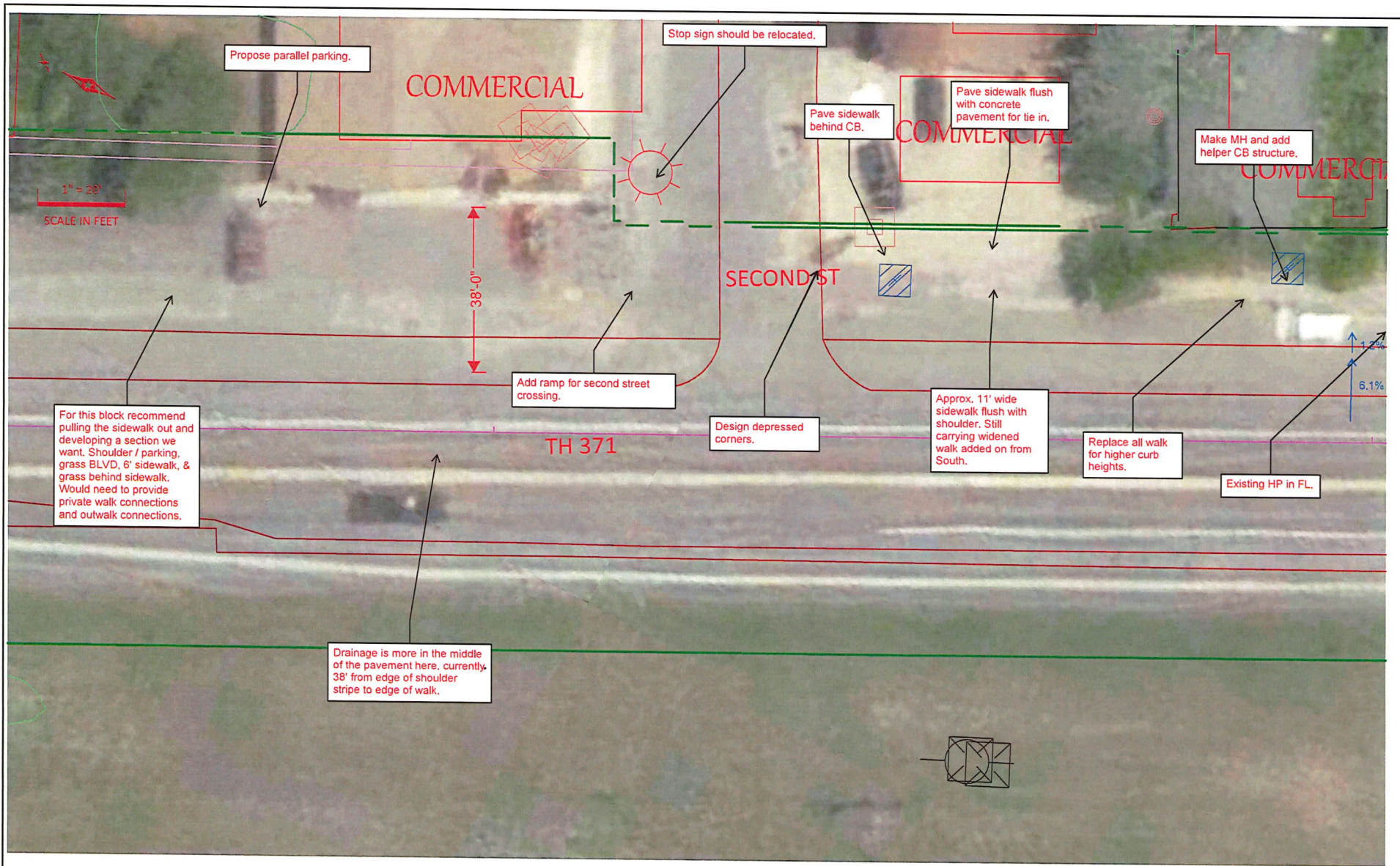
SP 1116-029

SHEET NO. 15

TOTAL SHEETS 2222

DISTRICT #3 - BAYTER, MN
 PLOT NAME: ADA Walk.dgn
 PATH & FILENAME: Projects\03_04\1371\1116\029\PreDesign\ADA_Walk.dgn

12-SEP-2024
 PLOTTED/REVISED:



JENKINS

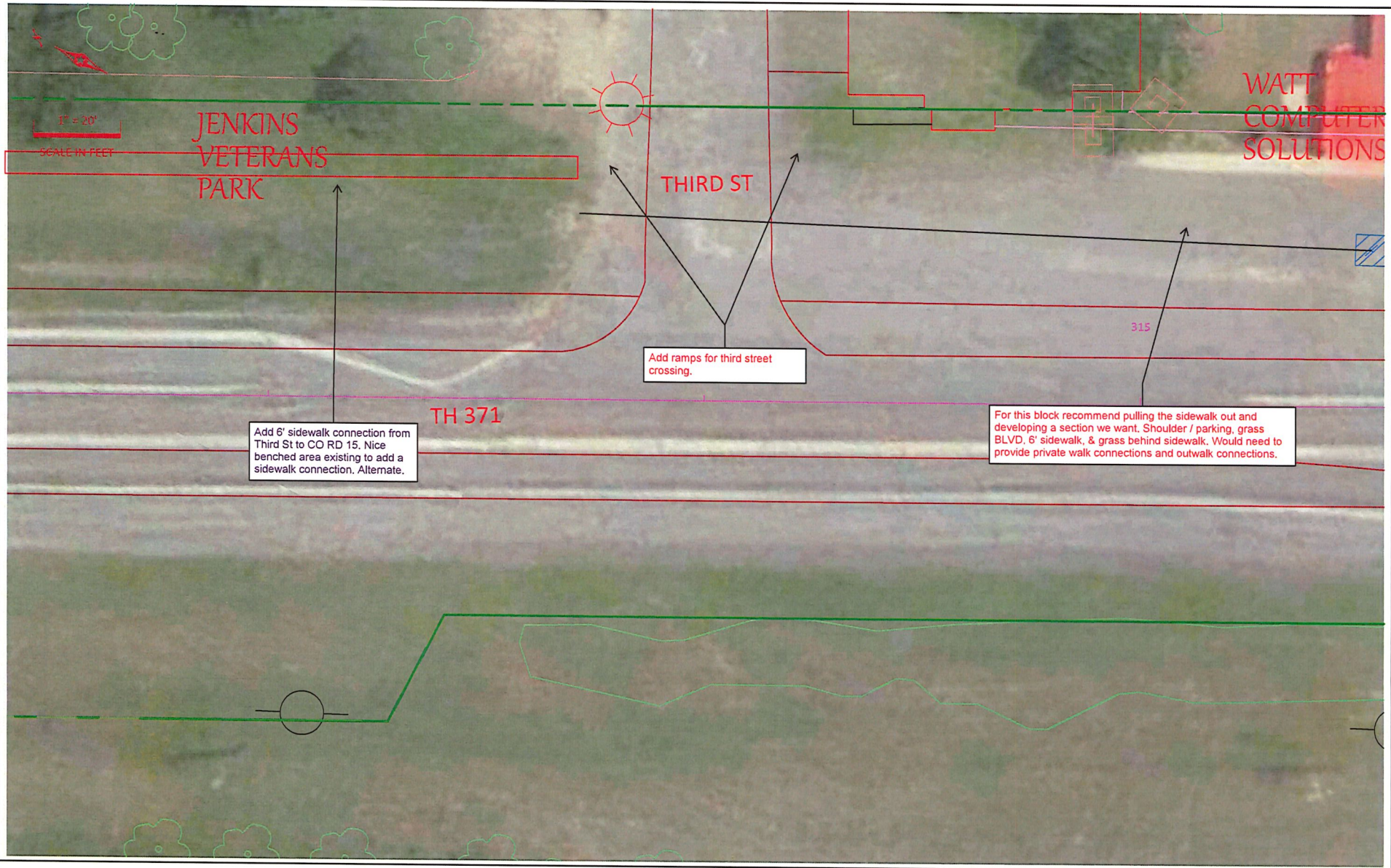
SP 1116-029

SHEET NO. 14

TOTAL SHEETS 2222

DISTRICT # DISTRICT 3 - BAXTER, MN
 PLOT NAME: ADA_Walk.dgn
 PATH & FILENAME: Projects\03_BAX\371\1116\029\PreDesign\ADA_Walk.dgn

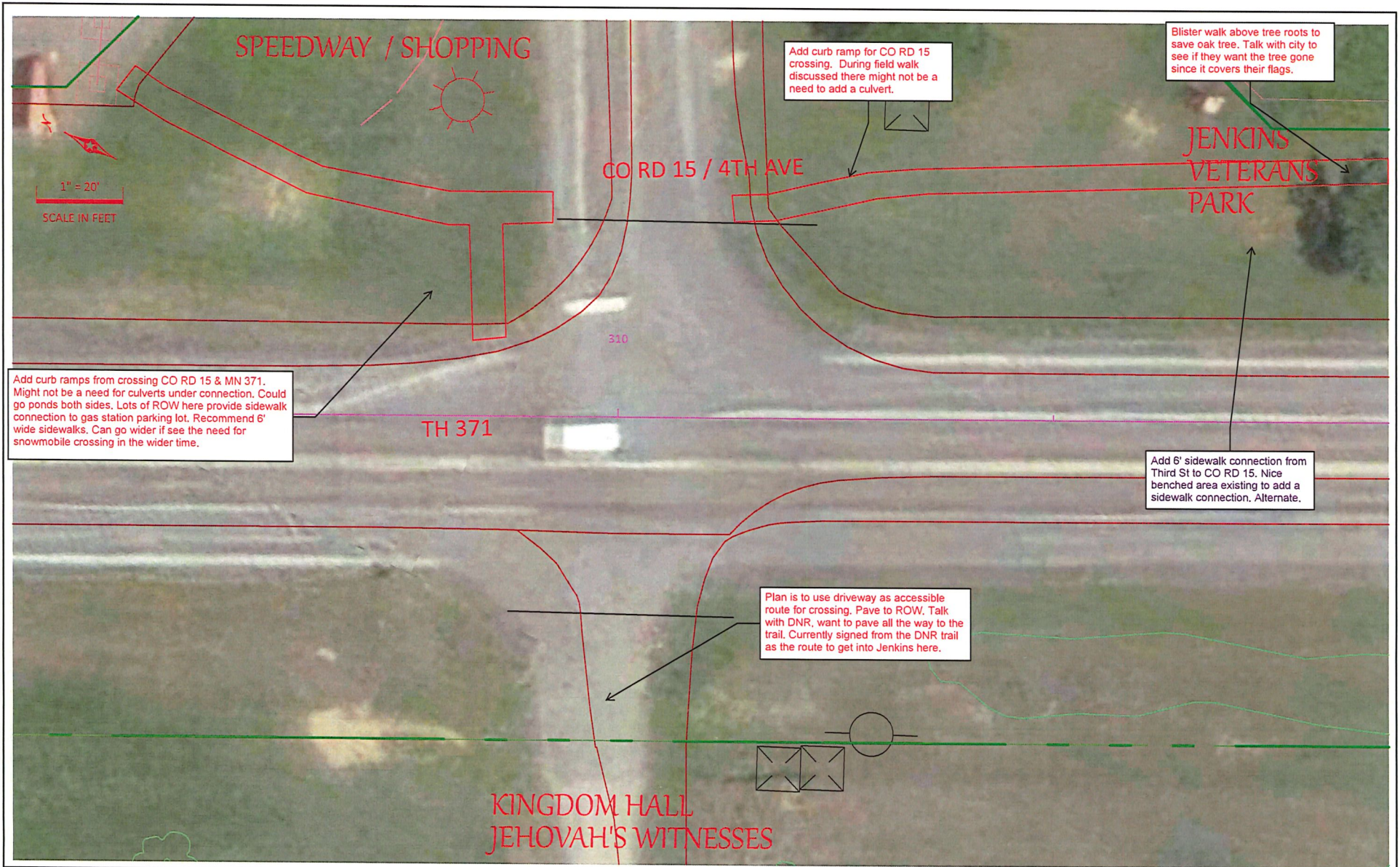
PLOTTED/REVISED: 12-SEP-2024



	JENKINS	SP 1116-029	SHEET NO. 13
		TOTAL SHEETS 2222	

DISTRICT #: DISTRICT 3 - BAXTER, MN
 PLOT NAME: ADA_Walk.dgn
 PATH & FILENAME: Projects\03_BAX\371\1116\029\PreDesign\ADA_Walk.dgn

PLOTTED/REVISED: 12-SEP-2024



JENKINS

SP 1116-029

SHEET NO. 12

TOTAL SHEETS 2222



AGENDA ITEM # 7b

REPORT TO CITY COUNCIL

Prepared by: Cassandra Delougherty
Date: November 6th, 2025
Subject: 2026 Proposed Tax Rates

Report: Please see attached information provided by Crow Wing County.

Requested Action: None. For review only.

CITY OF JENKINS
** PROPOSED RATES

CITY CALCULATIONS

04-Nov-25

CITY OF JENKINS

PAYABLE 2026

INITIAL TAX CAPACITY:	1,064,097
Less TIF Value:	0
TAXABLE TAX CAPACITY:	1,064,097

PREV TIF: 0

Population
509

LGA Relief: 23,778

PREV TAXABLE MV:	80,919,568	13.7%
PREV TC:	954,553	11.5%
PREV LEVY:	375,465	11.2%

REF MV:	84,618,200
TAX MV:	92,038,929
EST MV:	96,255,000
NEW CONST:	2,640,400

PREV RATE: 39.334%
-0.087%

TYPE	FUND NAME	TOTAL LEVY REQUEST	ADJUSTED LEVY	FISC DISP DISTRIB	FINAL LEVY	SPREAD LEVY	GENERAL RATE
10	CITY REVENUE	395,107	395,107	0	395,107	395,109.86	37.131%
370	GO IMP NOTE SERIES 2023A	22,517	22,517	0	22,517	22,516.29	2.116%
TOTAL		417,624	417,624	0	417,624	417,626.15	39.247%

REQUIRED DEBT LEVY:	\$23,245.00
Check Debt Levy	

CITY OF JENKINS

04-Nov-25 (Print Date)

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TOWNSHIP	SCHOOL & STD	NTC RATE	MV RATE	FISC DISP RATE	TOWNSHIP	SCHOOL & STD	NTC RATE	MV RATE	FISC DISP RATE	CITY	SCHOOL & STD	NTC RATE	MV RATE	FISC DISP RATE
Bay Lake	181F1HD	49.089%	0.06930%		Little Pine	182HD	54.900%	0.04341%	7.443%	Baxter	181	92.678%	0.06930%	
	181F2HD	49.479%	0.06930%		Long Lake	181	54.906%	0.06930%		Brainerd	181	100.779%	0.06930%	
	182F1HD	36.291%	0.04341%	31.377%	Maple Grove	181	50.016%	0.06930%			181RSD	76.093%	0.06930%	
	182F2HD	36.681%	0.04341%	29.830%	Mission	182	39.085%	0.04341%	30.642%	Breezy Point	186	70.203%	0.05117%	
Center	181	54.822%	0.06930%			186	43.033%	0.05117%		Crosby	182HD	98.850%	0.04341%	30.458%
	182	42.024%	0.04341%	33.141%	Nokay Lake	181	60.166%	0.06930%		Crosslake	2174	45.029%	0.05619%	
Crow Wing	181	60.027%	0.06930%			182	47.368%	0.04341%	29.769%		182	47.297%	0.04341%	37.319%
Daggett Brook	181	51.550%	0.06930%		Oak Lawn	181	54.095%	0.06930%			186	51.245%	0.05117%	
	484	49.925%	0.15435%			182	41.297%	0.04341%	8.881%	Cuyuna	182HD	75.047%	0.04341%	7.470%
Deerwood	001HD	43.467%	0.05689%		Pelican	182	35.045%	0.04341%	29.564%	Deerwood	182HD	98.257%	0.04341%	26.605%
	182HD	44.372%	0.04341%	28.636%		186	38.993%	0.05117%		Emily	182HD	59.381%	0.04341%	29.736%
Fairfield	182HD	41.679%	0.04341%	30.322%		186DET	39.869%	0.05117%		Fifty Lakes	2174HD	46.198%	0.05619%	
	186	45.627%	0.05117%		Perry Lake	182HD	36.760%	0.04341%	31.663%	Fort Ripley	181	63.780%	0.06930%	
Fort Ripley	181	54.190%	0.06930%		Platte Lake	181	51.717%	0.06930%		Garrison	181SD	118.559%	0.06930%	
Gail Lake	2174	31.505%	0.05619%			484	50.092%	0.15435%		Ironton	182HD	115.568%	0.04341%	30.049%
Garrison	181	54.151%	0.06930%		Rabbit Lake	001HD	41.996%	0.05689%	32.662%	Jenkins	186	72.728%	0.05117%	
	181SD	68.580%	0.06930%			182HD	42.901%	0.04341%		Manhattan Beach	2174	36.992%	0.05619%	
	480	44.413%	0.08212%		Roosevelt	181	49.755%	0.06930%		Nisswa	181	66.468%	0.06930%	
	480SD	58.842%	0.08212%			480	40.017%	0.08212%			186	57.618%	0.05117%	
Ideal	2174	33.314%	0.05619%		Ross Lake	001HD	38.603%	0.05689%	14.968%	Pequot Lakes	186	79.175%	0.05117%	
	186	39.530%	0.05117%			182F1	39.508%	0.04341%	13.844%	Riverton	182HD	55.632%	0.04341%	5.459%
	186DET	33.481%	0.05117%		St. Mathias	181	58.540%	0.06930%		Trommald	182HD	50.244%	0.04341%	
	Irondale	182HD	54.276%	0.04341%	10.633%		482	50.456%	0.13198%					
Jenkins	2174	32.586%	0.05619%		Timothy	2174	30.246%	0.05619%						
	186	38.802%	0.05117%		Wolford	182HD	40.840%	0.04341%	21.870%					
Lake Edward	181	46.844%	0.06930%		Unorg-Dean Lake	001HD	52.384%	0.05689%	20.861%					
	182	34.046%	0.04341%		Unorg-1st Assmt	181	50.579%	0.06930%						
	186	37.994%	0.05117%											

CROW WING COUNTY TAX RATES FOR TAXES PAYABLE IN THE YEAR 2026

*** 2026 PROPOSED TAX RATES

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COUNTY RATES:

Generally	21.630%
City of Baxter	21.630%
City of Brainerd general	21.232%
Brainerd Rural Service Dist	21.294%
City of Crosby	21.233%
City of Deerwood	21.592%
City of Ironton	21.298%

CITY RATES:

Baxter	50.347%
Brainerd Generally	57.449%
Brainerd Rural Service Dist	32.599%
Breezy Point	36.722%
Crosby	69.091%
Crosslake	17.764%
Cuyuna	44.508%
Deerwood	67.801%
Emily	28.842%
Fifty Lakes	17.927%
Fort Ripley	21.449%
Garrison	61.799%
Ironton	85.755%
Jenkins	39.247%
Manhattan Beach	9.727%
Nisswa	24.137%
Pequot Lakes	45.072%
Riverton	25.093%
Trommald	19.705%

State General Tax Rate:

Applied to Comm Ind	29.000%
Applied to Seas Rec Res/Seas Com	11.000%

SCHOOL DISTRICT RATES:

ISD 181 general	20.429%
ISD 181, in Brainerd general	20.327%
ISD 181, in Brainerd RSD	20.429%
ISD 182 general	7.631%
ISD 182, in Crosby only	7.441%
ISD 182, in Deerwood City only	7.586%
ISD 182, in Ironton only	7.237%
ISD 186	11.579%
ISD 001	6.726%
ISD 2174	5.363%
ISD 480	10.691%
ISD 482	12.345%
ISD 484	18.804%

SPECIAL TAXING DISTRICT (STD) RATES:

Region 5 (countywide)	0.079%
County HRA (applies to all ex. Brainerd, Crosby, Pequot)	0.193%
County HRA Trust Fund (countywide)	0.187%
Cuyuna Hospital Dist (HD)	1.006%
City of Brainerd HRA	1.692%
City of Pequot Lakes HRA	0.815%
Garrison-Kathio-West Mille Lacs Sewer Dist. (SD)	14.429%

Areawide Rate Iron Range Fiscal Disparities:

151.383%

Homestead Market Value Exclusion:

The exclusion is \$38,000 minus 9% of the value over \$95,000.
The exclusion is 40% for values \$95,000 and under.
For values over \$517,200 there is no exclusion.

Agricultural Credit:

Eligibility: Ag Homestead classification
First \$115,000 Ag MV 0.3%
Ag MV over \$115,000 0.1%
Maximum Ag Credit Allowed \$490
(Max Ag Credit reached at \$260,000 Ag MV)

NTC RATES

MKT VAL RATES

TOWNSHIP RATES:

Bay lake Fire Dist 1	5.752%
Bay lake Fire Dist 2	6.142%
Center	12.491%
Crow Wing	17.696%
Daggett Brook	9.219%
Deerwood	13.833%
Fairfield	11.140%
Fort Ripley	11.859%
Gail Lake	4.240%
Garrison	11.820%
Ideal	6.049%
Irondale	23.737%
Jenkins	5.321%
Lake Edward	4.513%
Little Pine	24.361%
Long Lake	12.575%
Maple Grove	7.685%
Mission	9.552%
Nokay Lake	17.835%
Oak Lawn	11.764%
Pelican	5.512%
Perry Lake	6.221%
Platte Lake	9.386%
Rabbit Lake	12.362%
Roosevelt	7.424%
Ross Lake	9.975%
St. Mathias	16.209%
Timothy	2.981%
Wolford	10.301%
Unorganized - Dean lake	22.750%
Unorganized - 1st Assmt	8.248%

COMPONENTS OF TOTAL RATES EXAMPLE:

City of Brainerd general =
21.232% + 57.449% + 20.327% + 0.079% + 1.692% = 100.779%

TOTAL RATES BY DISTRICT ON REVERSE SIDE



AGENDA ITEM # 8b

REPORT TO CITY COUNCIL

Prepared by: Cassandra Delougherty
Date: November 6th, 2025
Subject: Clerk's Report

8b i. **Equipment Trade-In vs. Accepting Sealed Bids:** The City of Jenkins received both the Community Impact and the Community Match Grants from Sourcewell this year. With the new Toolcat and Zero-Turn mower, we can sell the outdated Bobcat and mower. Simon Stricker, AAA Equipment & Rental, has offered the City \$3500 as trade-in value for the mower, to be taken off of the purchase price of the new mower.

8b ii **Reminder-Office Closed November 11th-19th:** Delougherty will have limited availability during this time but will be checking emails and voicemail, likely outside of standard business hours, but will do my best to respond in a timely manner should questions arise or residents need assistance.

Requested Action: Determine if the Council wishes to trade the outdated unit for a reduced purchase price of a new one, or advertise that we are accepting sealed bids for both the old zero-turn and bobcat? Please note, the trade-in offer of \$3500 is only available prior to purchase of new mower.