



CITY COUNCIL MEETING AGENDA

MONDAY, JULY 13TH, 2026 @ 6:00 PM

MAYOR:

ANDREW RUDLANG

CITY ATTORNEY:

JOE LANGEL

CITY CLERK-TREASURER:

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](https://zoom.us/join)
MEETING ID: 353 029 2895 PASSWORD: 56474
DIAL BY LOCATION: (312) 626-6799 (US CHICAGO)
WWW.CITYOFJENKINS.COM

NOTE: PRINTED MATERIALS RELATING TO AGENDA ITEMS ARE AVAILABLE FOR PUBLIC INSPECTION IN A THREE-RING BINDER 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 JUNE 23RD, 2026 MEETING
 - C. JUNE 2026 BANK RECONCILIATION
 - D. PREWRITTEN PAYROLL CHECK #'S 30584-30586, ROAD REPAIR CHECK # 30587 & EFT'S ; **\$12,799.18**
 - E. PROPOSED CHECK #'S 30588-30601- & EFT'S; **\$10,865.89** TOTAL= **\$23,665.07**

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. PROPOSED ORD. AMENDMENT O-26-51 RELATED TO "WAREHOUSING, PRIVATE"
 - B. VETERANS STREET PROJECT
 - i. SAFETY CONCERNS/ACCESS MANAGEMENT FOR MALZ PROPERTY
 - C. ROADWAY CONCERNS UPDATE
 - i. COTTAGE DRAINAGE PROPOSAL
7. NEW BUSINESS
 - A. PROPOSED ORD. AMENDMENT O-26-52 RELATED TO CAMPING AND FISH HOUSES
 - B. CITY COUNCIL CANDIDACY INFORMATION
 - C. PLANNING COMMISSIONER RESIGNATION
8. REPORTS OF OFFICERS, COMMITTEES, STAFF
 - A. MAYOR'S REPORT
 - B. CLERK'S REPORT
 - C. PARK COMMITTEE REPORT
9. MISCELLANEOUS/COMMUNICATION
10. ADJOURNMENT

JUNE 23RD, 2026
JENKINS CITY COUNCIL
MEETING MINUTES

CALL TO ORDER – PLEDGE OF ALLEGIANCE

MAYOR ANDREW RUDLANG CALLED THE MEETING TO ORDER AT 6:00 PM.

ROLL CALL

PRESENT: MAYOR ANDREW RUDLANG, COUNCIL MEMBERS FLATEGRAFF, SILTMAN, RYAN BARNETT, AND CITY CLERK-TREASURER DELOUGHERTY. COUNCIL MEMBER CARLSON WAS ABSENT.

AGENDA ADDITIONS/DELETIONS

CITY CLERK-TREASURER DELOUGHERTY AND MAYOR RUDLANG PRESENTED THE FOLLOWING MODIFICATIONS TO THE AGENDA. A DONATION FROM THE VFW WAS ADDED AS ITEM 6A (NEW BUSINESS), WITH THE PREVIOUSLY SCHEDULED CROW WING COUNTY REMITTANCE ADVICE REPORT MOVED TO 6B. DELOUGHERTY ALSO NOTED AN UPDATE TO CONSENT AGENDA ITEM 4D, WITH ADDITIONAL BILLS RECEIVED—including a BOND PAYMENT—BRINGING PROPOSED CHECKS TO NUMBERS 30579 THROUGH 30583 AND EFTs FOR A TOTAL OF \$7,745.66, RESULTING IN AN OVERALL TOTAL OF \$12,636.74. FINALLY, A REQUEST FOR ACTION FROM THE HEARTLAND CABLE COMMISSION, ACTED UPON AT A SPECIAL MEETING HELD EARLIER THAT DAY, WAS ADDED AS MISCELLANEOUS AGENDA ITEM 9A.

MOTION TO ACCEPT THE AGENDA AS PRESENTED WITH CHANGES WAS MADE BY FLATEGRAFF AND SECONDED BY BARNETT. ALL VOTED AYE.

CONSENT AGENDA

COUNCIL MEMBER FLATEGRAFF NOTED A CORRECTION TO THE MINUTES FROM THE JUNE 8TH MEETING: A REFERENCE IN THE MISCELLANEOUS SECTION TO "NORTH BAY OIL'S PRIVATE ROAD ACCESS" SHOULD BE CORRECTED TO READ "PEQUOT TOOL" MANUFACTURING'S PRIVATE ROAD ACCESS. DELOUGHERTY CONFIRMED THE CORRECTION.

MOTION TO APPROVE THE CONSENT AGENDA AS CORRECTED WAS MADE BY SILTMAN AND SECONDED BY FLATEGRAFF. ALL VOTED AYE.

OPEN FORUM

NO MEMBERS OF THE PUBLIC WERE PRESENT IN PERSON OR VIA ZOOM. OPEN FORUM WAS PASSED OVER.

NEW BUSINESS

AGENDA ADDITION DONATION FROM THE VFW

REPRESENTATIVES FROM THE VFW APPEARED BEFORE THE COUNCIL TO PRESENT A DONATION TO SUPPORT CITY PROJECTS, INCLUDING POTENTIAL PARK IMPROVEMENTS AND PARADE FLOAT ACTIVITIES. THE CHECK WAS NOTED AS BEING DIRECTED TO THE PINE RIVER AREA FOUNDATION FOR THE BENEFIT OF THE CITY OF JENKINS. DELOUGHERTY INDICATED THAT A RESOLUTION WOULD NEED TO BE PREPARED BY THE PINE RIVER AREA FOUNDATION TO FORMALLY ACCEPT THE DONATION. A PHOTOGRAPH WAS TAKEN TO COMMEMORATE THE PRESENTATION.

CROW WING COUNTY REMITTANCE ADVICE REPORT (70% FIRST HALF OF PROPERTY TAXES)

DELOUGHERTY PRESENTED THE CROW WING COUNTY REMITTANCE ADVICE REPORT FOR THE FIRST HALF OF 2026 PROPERTY TAXES. THE REPORT REFLECTED A TOTAL NET CHECK OF \$157,005.91 TO THE CITY. OF THAT AMOUNT, \$12,163.12 WAS DESIGNATED FOR BOND PAYMENTS RELATED TO SPECIAL ASSESSMENTS, WITH ONE SPECIAL ASSESSMENT HAVING BEEN PAID OFF IN FULL. THE REMAINING 30 PERCENT OF THE FIRST-HALF DISTRIBUTION IS EXPECTED APPROXIMATELY A MONTH AND A HALF LATER, WITH THE SECOND HALF TO FOLLOW TOWARD YEAR'S END. NO ACTION WAS REQUIRED; THE REPORT WAS INFORMATIONAL.

UNFINISHED BUSINESS

VETERANS STREET PROJECT

DELOUGHERTY REPORTED THAT SHE HAD REACHED OUT TO PROJECT ENGINEER THOMAS OF WIDSETH REGARDING WHETHER THE VETERANS STREET RECONSTRUCTION COULD BE COMPLETED OR AT MINIMUM PROVIDE ADEQUATE ACCESS TO THE VFW PARKING LOT PRIOR TO THE AUGUST 15TH "DAD'S DAY" EVENT. AS OF THE MEETING, THOMAS HAD NOT YET RECEIVED A RESPONSE FROM ANDERSON BROTHERS AND WAS PLANNING TO FOLLOW UP. NO PRE-CONSTRUCTION MEETING HAD BEEN SCHEDULED, WITH CONSTRUCTION EXPECTED TO BEGIN AFTER THE FOURTH OF JULY HOLIDAY.

THE COUNCIL DISCUSSED THE QUESTION OF COUNCIL MEMBER ATTENDANCE AT THE PRE-CONSTRUCTION MEETING. COUNCIL MEMBER FLATEGRAFF NOTED HE WOULD BE OUT OF STATE UNTIL JULY 8TH. THERE WAS GENERAL CONSENSUS THAT THE ROADS COMMITTEE LIAISONS SHOULD BE THE FIRST POINT OF CONTACT FOR THE PRE-CONSTRUCTION MEETING IF SCHEDULING ALLOWS, WITH OTHER COUNCIL MEMBERS AVAILABLE TO STEP IN IF NEEDED. A FORMAL SPECIAL MEETING WAS NOT DEEMED NECESSARY. DELOUGHERTY REQUESTED DIRECTION TO RECORD THE PRE-CONSTRUCTION MEETING VIA ZOOM FOR TRANSPARENCY AND RECORD-KEEPING PURPOSES, NOTING THAT PAST CONSTRUCTION MEETINGS HAD RESULTED IN DISPUTED RECOLLECTIONS. THE COUNCIL AGREED THIS WAS PRUDENT.

DISCUSSION ALSO CONTINUED ON THE MATTER OF A DRIVEWAY ACCESS ON THE MALZ PROPERTY AT THE CORNER OF VETERANS STREET AND HIGHWAY 371, WHICH ENCROACHES INTO MNDOT'S

RIGHT-OF-WAY. THE COUNCIL REVIEWED A MAP RECENTLY PROVIDED BY THOMAS AND DISCUSSED THE LIKELIHOOD THAT MNDOT'S ANTICIPATED FUTURE REALIGNMENT OF THAT INTERSECTION WOULD ULTIMATELY ELIMINATE THE ACCESS ANYWAY. COUNCIL MEMBERS EXPRESSED GENERAL CONSENSUS THAT THE DRIVEWAY APPROACH IS LIKELY WITHIN MNDOT'S RIGHT-OF-WAY RATHER THAN THE PRIVATE PROPERTY OWNER'S LAND, AND THAT THIS CONTEXT SHOULD BE COMMUNICATED TO THE PROPERTY OWNER IN ADVANCE. THE COUNCIL DIRECTED STAFF TO OBTAIN ACCURATE RIGHT-OF-WAY MAPPING AND REACH OUT TO THE PROPERTY OWNER TO INFORM THEM OF THE SITUATION BEFORE ANY CONSTRUCTION DECISIONS AFFECTING THE APPROACH ARE FINALIZED. NO FORMAL ACTION WAS TAKEN.

ACCOUNTING PROCESS EVALUATION & AUP ENGAGEMENT

DELOUGHERTY REPORTED THAT THE KICKOFF MEETING FOR THE AGREED UPON PROCEDURES (AUP) ENGAGEMENT WITH ABDO SOLUTIONS HAD TAKEN PLACE THE PRIOR WEEK, AND THAT SHE HAD BEEN WORKING TO PROVIDE ALL NECESSARY DOCUMENTATION. A HISTORICAL CITY ATTORNEY CONTRACT FROM 2014 HAD BEEN LOCATED WITH THE ASSISTANCE OF RING IN PERSON. THE ABDO TEAM WAS EXPECTED TO COMPLETE ITS WORK BY THE END OF THE CURRENT WEEK.

THE COUNCIL DISCUSSED THE PROCESS EVALUATION REPORT, WHICH DELOUGHERTY HAD DISTRIBUTED BY EMAIL FOLLOWING THE JUNE 8TH MEETING. GENERAL FEEDBACK WAS THAT THE REPORT WAS WELL-WRITTEN, THOUGH MANY OF THE RECOMMENDATIONS INVOLVE SIGNIFICANT EXPENSE AND MAY NOT BE IMMEDIATELY PRACTICAL FOR A CITY OF JENKINS' SIZE. COUNCIL MEMBERS ACKNOWLEDGED THAT SOME SUGGESTIONS—PARTICULARLY AROUND WRITTEN PROCEDURES AND CASH HANDLING—COULD BE IMPLEMENTED INTERNALLY. THE QUESTION OF WHETHER TO ENGAGE ABDO FURTHER FOR IMPLEMENTATION WAS VIEWED SKEPTICALLY GIVEN THE COST. THE COUNCIL NOTED THAT SOME RECOMMENDATIONS ASSUMED A STATUS QUO STAFFING MODEL AND THAT FUTURE DISCUSSIONS ABOUT STAFFING STRUCTURE COULD CHANGE THE LANDSCAPE OF SOME FINDINGS.

DELOUGHERTY INDICATED AN INTEREST IN PURSUING ADDITIONAL CTAS TRAINING, AND NOTED A RELEVANT FINANCE SESSION AT THE UPCOMING ANNUAL CONFERENCE. THE COUNCIL EXPRESSED BROAD SUPPORT FOR STAFF TRAINING OPPORTUNITIES.

THE COUNCIL AGREED TO SCHEDULE A FORMAL REVISIT OF THE PROCESS EVALUATION REPORT AT THE SECOND COUNCIL MEETING IN AUGUST, PRIOR TO PRELIMINARY BUDGET DISCUSSIONS, TO ASSESS WHICH RECOMMENDATIONS HAVE BEEN IMPLEMENTED AND WHAT FURTHER STEPS MAY BE WARRANTED.

ROADWAY CONCERNS UPDATE

DELOUGHERTY CONFIRMED THAT THE FORMAL BID ACCEPTANCE HAD BEEN SENT TO ANDERSON BROTHERS FOR PATCHING WORK ON LILAC STREET AND IN FRONT OF CITY HALL, AND THAT THE WORK WAS COMPLETED OVER THE PRIOR WEEKEND.

DELOUGHERTY ALSO REPORTED THAT A RESIDENT HAD ALERTED HER TO A BLOCKED CULVERT ON COUNTY ROAD 145 JUST EAST OF CEMETERY ROAD FOLLOWING A RECENT RAIN EVENT. SHE CONTACTED CROW WING COUNTY HIGHWAY DEPARTMENT'S ROB HALL, WHO DISPATCHED A CREW TO CLEAR THE DEBRIS. THE CULVERT BECAME BLOCKED AGAIN FOLLOWING A SUBSEQUENT RAIN, AND THE COUNTY HAS BEEN CONTACTED A SECOND TIME AND IS PLANNING ADDITIONAL CORRECTIVE MEASURES. THE COUNCIL THANKED THE RESIDENT FOR THE REPORT AND DIRECTED STAFF TO CONTINUE ENCOURAGING COMMUNITY MEMBERS TO NOTIFY THE CITY OF SUCH ISSUES.

THE COUNCIL ALSO DISCUSSED THE DRAINAGE ISSUES NEAR CITY HALL RELATED TO THE FRENCH DRAIN. COUNCIL MEMBER FLATEGRAFF DESCRIBED THE SITUATION ON-SITE, NOTING THAT SILT HAS BEEN WASHING INTO THE DRAIN AND COMPROMISING ITS FUNCTION. THE COUNCIL DISCUSSED OPTIONS INCLUDING HAVING A HYDROVAC TRUCK CLEAN OUT THE DRAIN AND REPACK IT WITH ROCK, ALONG WITH PROTECTIVE MEASURES SUCH AS BIODEGRADABLE SILT BARRIERS TO PREVENT RECURRENCE. STAFF WAS DIRECTED TO OBTAIN ESTIMATES FROM APPROPRIATE VENDORS FOR THE COUNCIL'S CONSIDERATION.

COMMUNITY BOOST UPDATE

DELOUGHERTY REPORTED THAT THE SOURCEWELL COMMUNITY BOOST GRANT PROJECT FOR THE CITY'S WELCOME SIGN IS NEARING COMPLETION. A CHANGE ORDER WAS APPROVED TO REFLECT A REVISED, LOWER-COST APPROACH TO SIGN REPAIR AND REPLACEMENT FOLLOWING AN ON-SITE ASSESSMENT BY COUNCIL MEMBER SILTMAN AND DEBBIE SILTMAN. THE REVISED SCOPE ALLOWS FOR ADDITIONAL ENHANCEMENTS WITHIN THE GRANT BUDGET, INCLUDING SEWER ROCK LANDSCAPING, UV-RESISTANT FAUX PLANTS FOR LOW-MAINTENANCE SEASONAL DISPLAY, AND LED LIGHT STRIPS FOR SEASONAL COLOR CHANGES. BANNERS HAVE BEEN ORDERED, AND REPAIR AND REPLACEMENT MATERIALS HAVE BEEN ORDERED FROM MENARDS AND ARE EXPECTED TO BE PICKED UP BY COUNCIL MEMBER SILTMAN. NO ACTION WAS REQUIRED; THE REPORT WAS INFORMATIONAL.

REPORTS OF OFFICERS, COMMITTEES, STAFF

MAYOR'S REPORT

MAYOR RUDLANG REPORTED THAT A POTENTIAL LAND USE MATTER HAD BEEN BROUGHT TO HIS ATTENTION DIRECTLY BY A PROPERTY OWNER. STAFF WAS CONSULTED, AND THE APPROPRIATE NEXT STEP WAS DETERMINED TO BE THE SUBMISSION OF A FORMAL APPLICATION BY THE PROPERTY OWNER, FOLLOWED BY THE STANDARD ADMINISTRATOR REVIEW AND DETERMINATION PROCESS. GIVEN THAT THE MATTER RAISES AN ORDINANCE INTERPRETATION QUESTION, STAFF IS REACHING OUT TO THE CITY ATTORNEY FOR GUIDANCE. NO ACTION WAS REQUESTED OF THE COUNCIL AT THIS TIME; THE REPORT WAS FOR INFORMATIONAL AND TRANSPARENCY PURPOSES. MAYOR RUDLANG ALSO NOTED THAT WORK ON UPDATING THE CITY'S DOT-GOV WEBSITE REMAINS IN PROGRESS AND AN UPDATE IS EXPECTED AT THE NEXT MEETING.

CLERK'S REPORT

DELOUGHERTY PROPOSED SCHEDULING A MID-YEAR FINANCE REVIEW TO BE INCORPORATED INTO THE JULY 22ND COUNCIL MEETING AGENDA. SHE NOTED THAT THE INITIATIVE FOUNDATION HAD SENT A REQUEST INVITING THE CITY TO ALLOCATE \$130 TO THE FOUNDATION IN THE 2027 BUDGET, WHICH SHE INTENDED TO PRESENT AS PART OF THAT DISCUSSION. THE COUNCIL AGREED TO INCLUDE THE MID-YEAR BUDGET REVIEW AT THE SECOND JULY MEETING.

PARKS REPORT

COUNCIL MEMBER SILTMAN REPORTED THAT THE FLAGPOLE AT VETERANS PARK HAS BEEN STABILIZED WITH 250 LBS OF CONCRETE AND RE-SET PER MANUFACTURER SPECIFICATIONS, WHICH SHOULD RESOLVE THE LEANING ISSUE. PUBLIC WORKS ALSO RELOCATED AN IRRIGATION LINE WITHIN THE PROPOSED POLLINATOR GARDEN AREA AT VETERANS PARK, WHICH IS NOW READY FOR TILLING AND PLANTING. COUNCIL MEMBER SILTMAN NOTED THAT VOLUNTEERS ARE STILL NEEDED TO WALK IN THE UPCOMING STARS AND STRIPES PARADE AND ASSIST WITH FLOAT PREPARATION. THE COUNCIL DISCUSSED USING THE PRIOR YEAR'S BANNERS ON THE FLOAT GIVEN TIME CONSTRAINTS, AND COUNCIL MEMBER SILTMAN INDICATED HE WOULD REACH OUT TO VFW REPRESENTATIVE JESSE REGARDING ANY INPUT ON FLOAT REPRESENTATION GIVEN THE VFW'S DONATION.

DISCUSSION AROSE REGARDING ADDING A CITY LOGO TO THE TOOL CAT, CITY PICKUP, AND CITY PLOW TRUCK. THE COUNCIL EXPRESSED CONSENSUS THAT THIS SHOULD BE DONE AND DIRECTED STAFF TO PURSUE OBTAINING A QUOTE. STAFF WAS DIRECTED TO FIRST EXPLORE LOCAL BUSINESSES BEFORE CONSIDERING OTHER VENDORS.

FORMAL MOTION TO RESEARCH COSTS ON CITY LOGO MADE BY FLATEGRAFF, SECONDED BY BARNETT. ALL VOTED AYE.

MISC./COMMUNICATION

AGENDA ADDITION-HEARTLAND CABLE COMMISSION

COUNCIL MEMBER FLATEGRAFF REPORTED THAT THE HEARTLAND CABLE COMMISSION HELD A SPECIAL MEETING EARLIER THAT DAY AND UNANIMOUSLY APPROVED A NEW 15-YEAR FRANCHISE AGREEMENT WITH CHARTER COMMUNICATIONS. THE ORIGINAL AGREEMENT HAD EXPIRED, AND CHARTER HAD SUBMITTED ITS OWN DRAFT, WHICH THE COMMISSION REVIEWED AND AMENDED TO THE SATISFACTION OF BOTH PARTIES. DELOUGHERTY INDICATED SHE WOULD FORWARD A COPY OF THE AGREEMENT TO ALL COUNCIL MEMBERS. COUNCIL MEMBER FLATEGRAFF NOTED THAT THE COMMISSION'S NEXT REGULAR ANNUAL MEETING IS SCHEDULED FOR JULY 20TH AND THAT HE PLANS TO ATTEND. HE PROVIDED BACKGROUND ON THE COMMISSION'S COMPOSITION AND FUNCTION, NOTING THAT IT IS FUNDED THROUGH A FEE PAID BY CABLE TV SUBSCRIBERS AND THAT IT ANNUALLY DISTRIBUTES A PORTION OF ITS FUNDS BACK TO MEMBER CITIES FOR ELIGIBLE EXPENDITURES. NO ACTION WAS REQUIRED.

THE COUNCIL ALSO DISCUSSED THE UPCOMING JENKINS VFW "DAD'S DAY" EVENT ON AUGUST 15TH. COUNCIL MEMBER SILTMAN RELAYED THAT VFW REPRESENTATIVE JESSE HAD INQUIRED WHETHER ANY COUNCIL MEMBERS OR PARKS COMMITTEE REPRESENTATIVES WOULD BE WILLING TO PARTICIPATE IN A DUNK TANK AT THE EVENT, AND HAD ALSO ASKED FOR GENERAL VOLUNTEER SUPPORT. MAYOR RUDLANG INDICATED HE HAD NO CONFLICTS ON THAT DATE AND WAS OPEN TO PARTICIPATING. THE COUNCIL EXPRESSED BROAD ENTHUSIASM FOR SUPPORTING THE EVENT AND DISCUSSED POTENTIAL FUTURE COLLABORATION BETWEEN THE CITY AND THE VFW, INCLUDING THE POSSIBILITY OF A MULTI-DAY COMMUNITY FESTIVAL INCORPORATING ACTIVITIES ON BOTH SIDES OF THE HIGHWAY. STAFF WAS DIRECTED TO STAY IN COMMUNICATION WITH THE VFW AS EVENT PLANNING PROGRESSES.

ADJOURNMENT

MOTION TO ADJOURN WAS MADE BY FLATEGRAFF AND SECONDED BY BARNETT. ALL VOTED AYE. THE MEETING WAS ADJOURNED AT APPROXIMATELY 7:30 PM.

APPROVED THIS 13TH DAY OF JULY, 2026.

ANDREW J. RUDLANG, MAYOR

ATTEST:

CASSANDRA M. DELOUGHERTY, CITY CLERK-TREASURER

For the Period : 6/1/2026 To 6/30/2026

<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	\$321,582.74	\$147,049.32	\$71,112.71	\$397,519.35	\$0.00	\$11,807.42	\$409,326.77
2023A Improvement Program Fund Account	\$153,004.59	\$18,658.28	\$5,791.50	\$165,871.37	\$0.00	\$5,791.50	\$171,662.87
Savings Account-Committed Funds	\$242,782.55	\$56.65	\$0.00	\$242,839.20	\$0.00	\$0.00	\$242,839.20
Total	\$717,369.88	✓\$165,764.25	✓\$76,904.21	✓\$806,229.92	\$0.00	✓\$17,598.92	\$823,828.84

Date

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>	
06/01/2026	Max Reyes	40044	Veterans Park Reservation June 20th 10-6	(06/02/2026) -	N	MISCELLANEOUS REVENUES	100-36200-	\$ 25.00	
								<u>\$ 25.00</u>	
06/01/2026	Steve & Mitzie McAllister	40049	Cemetery Deed w/dd'l burial right Block 6 Lot 2C	(06/02/2026) -	N	Cemetery Revenues	100-34940-	\$ 350.00	
							Cemetery Revenues	100-34940-	\$ 100.00
								<u>\$ 450.00</u>	
06/16/2026	Ruth H Satchell Estate	40050	Additional Burial Right for Block 16 Lot 1B	(06/16/2026) -	N	Cemetery Revenues	100-34940-	\$ 100.00	
								<u>\$ 100.00</u>	
06/16/2026	Jeannie Wynn	40051	***VOID\$45.00***Park/Cham ber Rental June 27 1-7pm and refundable key card deposit	(06/16/2026) -	Y	MISCELLANEOUS REVENUES	100-36200-	\$ -	
							MISCELLANEOUS REVENUES	100-36200-	\$ -
								<u>\$ -</u>	
06/16/2026	Sourcewell	40052	Third-Party Reimbursement for Abdo Process Evaluation	(06/16/2026) -	N	Contributions and Donations from Private Sources	100-36230-901	\$ 5,950.00	
								<u>\$ 5,950.00</u>	
06/16/2026	Crow Wing County State of MN	40053	finer	(06/10/2026) -	N	Court Fines	100-35101-	\$ 113.30	
								<u>\$ 113.30</u>	
06/22/2026	Crow Wing County	40054	1st half property taxes 70% settlement	(06/22/2026) -	N	Current Ad Valorem Taxes	100-31010-	\$ 139,379.01	
							Current Ad Valorem Taxes	301-31010-	\$ 12,163.12
							Principal on Special Assessments	301-31951-	\$ 6,049.79
								<u>\$ 157,591.92</u>	
06/30/2026	First National Bank	40055	Interest checking-12.93 savings 56.65	(06/30/2026) -	N	Interest Earning	100-36210-	\$ 12.93	
							Interest Earning	404-36210-	\$ 56.65

Fund Name: All Funds
Date Range: 06/01/2026 To 06/30/2026

<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>
								<u>\$ ✓ 69.58</u>
06/30/2026	PTMA	40056	interst and dividends BOND-\$445.37, MM-\$329.93, Res-\$689.15	(06/30/2026) -	N	Interest Earning	100-36210-	\$ 329.93
							Interest Earning	100-36210- \$ 689.15
							Interest Earning	301-36210- \$ 445.37
								<u>\$ ✓ 1,464.45</u>
Total for Selected Receipts								<u><u>\$ ✓ 165,764.25</u></u>

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>
06/02/2026	Payroll Period Ending 06/01/2026	30540	5/17-5/30/2026 pay period	N	Clerk	100-41425-101-	\$ 1,678.14
	Total For Check	30540					\$ ✓ 1,678.14
06/02/2026	Payroll Period Ending 06/01/2026	30541	5/17-5/30/2026 pay period	N	Public Works/Maintenance	100-43102-103-	\$ 774.48
	Total For Check	30541					\$ ✓ 774.48
06/02/2026	Payroll Period Ending 06/01/2026	30542	5/17-5/30/2026 pay period	N	Clerk	100-41425-103-	\$ 332.34
	Total For Check	30542					\$ ✓ 332.34
06/02/2026	Josalyn Rust	30543	mileage reimbursement: MMUA Safety Training-East Gull Lake, May 26th, 2026 42 miles	N	Clerk	100-41425-331-	\$ 30.45
	Total For Check	30543					\$ ✓ 30.45
06/04/2026	PERA	EFT00085284	5/17-5/30/26 pay period	N	Clerk	100-41425-115-	\$ 157.66
		EFT00085284			Payroll Administration	100-41501-121-	\$ 265.44
		EFT00085284			Public Works/Maintenance	100-43102-115-	\$ 72.38
	Total For Check	EFT00085284					\$ ✓ 495.48
06/04/2026	State of IA	EFT2759603	CSE 5/17 - 5/30/26 pay period	N	Clerk	100-41425-175-	\$ 60.00
	Total For Check	EFT2759603					\$ ✓ 60.00
06/04/2026	Internal Revenue Service	EFT4157055	May 2026 Q2 941 obligation	N	Payroll Administration	100-41501-122-	\$ 927.86
		EFT4157055				100-41501-135-	\$ 217.00
		EFT4157055				100-41501-170-	\$ 730.27
	Total For Check	EFT4157055					\$ ✓ 1,875.13
06/09/2026	TDS	30544	Phone and internet	N	General Government Buildings and Plant	100-41940-321-	\$ 178.24
	Total For Check	30544					\$ ✓ 178.24
06/09/2026	Tri-County Septic Inspection	30545	Design Review, TW Miller Norway Dr.	N	New Sewer Services	100-43254-310-	\$ 35.00
	Total For Check	30545					\$ ✓ 35.00
06/09/2026	Crow Wing Power	30546	4/8/25 to 5/8/2026 electric service	N	Street Lighting	100-43160-381-	\$ 24.00
	Total For Check	30546					\$ ✓ 24.00

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>
06/09/2026	Bjerga's Feed Store	30547	Weed and grass supplies	N	Weed Control	100-43260-225-	\$ 832.88
	Total For Check	30547					\$ ✓ 832.88
06/09/2026	Ratwik, Roszak & Maloney, P.A.	30548	4/2/26 Legal Services Review email from Katie Kostohryz regarding zoning violation	N	City/Town Attorney	100-41610-304-	\$ 21.00
	Total For Check	30548					\$ ✓ 21.00
06/09/2026	Schrupp Excavating	30549	Inv 20260298 from 5/19/26 3 hours grader (@150/hr)	N	Highways and Streets	100-43101-405-	\$ 450.00
	Total For Check	30549					\$ ✓ 450.00
06/09/2026	Elite Fence & Deck	30550	New fencing for City Park	N	Park Areas	100-45202-530-903	\$ 11,575.00
	Total For Check	30550					\$ ✓ 11,575.00
06/09/2026	Sourcewell	30551*	INV00006219 Planning & Zoning Services	N	Planning and Zoning	100-41910-311-	\$ 645.00
	Total For Check	30551					\$ ✓ 645.00
06/09/2026	Corbin Excavating, Inc	30552*	Invoice C00265 Dust Control -Magnesium Chloride 5,149 gallons @ \$1.32/gal	N	Highways and Streets	100-43101-224-	\$ 6,821.68
	Total For Check	30552					\$ ✓ 6,821.68
06/09/2026	Metro Sales	30553	Inv 3094886 Contract base 2/14-6/13 (42.75) Usage chrg (146.55) Rental chrg (333.90)	N	Clerk	100-41425-209-	\$ 523.20
	Total For Check	30553					\$ ✓ 523.20
06/09/2026	LMCIT C/O Berkley Risk Admin.	30554	6/1/26-6/1/27	N	Insurance	100-41960-361-	\$ 1,231.00
		30554				100-41960-362-	\$ 5,449.00
		30554				100-41960-363-	\$ 1,038.00
	Total For Check	30554					\$ ✓ 7,718.00
06/09/2026	Widseth Smith Nolting & Assoc., Inc	30555*	Inv.245355 (map) and 245378 Veterans Street Improvements pro eng.	N	Planning and Zoning	100-41910-303-	\$ 100.00
		30555*			Highways and Streets	100-43101-303-	\$ 7,052.50
	Total For Check	30555					\$ ✓ 7,152.50

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>
06/09/2026	MN Association of Small Cities	30556	Membership dues \$120 flat rate + \$0.50 per resident=\$258.50+120=\$378.50	N	Council/Town Board	100-41110-433-	\$ 378.50
		Total For Check	30556				<u>\$ ✓ 378.50</u>
06/09/2026	SafetyFirst Playground Maintenance	30557	Inv. 20263527 90yards NaturesPlus 100%Tamarack ASTM Compliant Playground Safety Surfacing	N	Park Areas	100-45202-224-	\$ 2,330.10
		Total For Check	30557				<u>\$ ✓ 2,330.10</u>
06/09/2026	AT & T Mobility	30558	Roger Cell Phone	N	Public Works/Maintenance	100-43102-321-	\$ 30.00
		Total For Check	30558				<u>\$ / 30.00</u>
06/09/2026	Brainerd Lakes Chamber of Commerce	30559	2026 Stars & Stripes Parade Registration Fee	N	Park Areas	100-45202-433-	\$ 50.00
		Total For Check	30559				<u>\$ / 50.00</u>
06/09/2026	Pequot Lakes Sanitation	30560	Garbage service	N	General Government Buildings and Plant	100-41940-384-	\$ 92.15
		Total For Check	30560				<u>\$ ✓ 92.15</u>
06/09/2026	Crow Wing County Land Services	30561	OrdAmndmntO-25-48 Rezone	N	Legislative Committees and Special Bodies	100-41120-351-	\$ 46.00
		Total For Check	30561				<u>\$ O/S 46.00</u>
06/09/2026	City of Pequot Lakes	30562	Invoice No: 2601 June 2026 Police Contract	N	Council/Town Board	100-41110-404-	\$ 3,605.00
		Total For Check	30562				<u>\$ / 3,605.00</u>
06/09/2026	Abdo LLP	30563	Process Evaluation Project-Thirs-Party Reimbursement	N	Clerk	100-41425-301-901	\$ 5,950.00
		Total For Check	30563				<u>\$ ✓ 5,950.00</u>
06/09/2026	Sourcewell	30564	***VOID\$46.48***Return of unused Community Impact Grant Funds	Y	General Government Buildings and Plant	100-41940-438-903	\$ -
		Total For Check	30564				<u>\$ X -</u>

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>
06/09/2026	Cassandra Delougherty	30565	mileage-Land Services Emrgcy Mgmt,Menards waterfountain filters needed before holiday wknd	N	Clerk	100-41425-331-	\$ 72.50
		Total For Check	30565				\$ ✓ 72.50
06/09/2026	People's Security	30566	Labor for Door Access Service Work Order	N	General Government Buildings and Plant	100-41940-401-	\$ 125.00
		Total For Check	30566				\$ ✓ 125.00
06/09/2026	On Systems Inc.	30567	June Inv#12925 Managed services and web hosting	N	Clerk	100-41425-209-	\$ 287.22
		Total For Check	30567				\$ ✓ 287.22
06/09/2026	MN Power	30568	Street Lights	N	Street Lighting	100-43160-381-	\$ 585.50
		Total For Check	30568				\$ ✓ 585.50
06/09/2026	MCFOA Treasurer	EFT20260601	***VOID\$50.00***Invoice Number 03332 membership fee and Cassandra	Y	Clerk	100-41425-433-	\$ -
		Total For Check	EFT20260601				\$ X -
06/09/2026	MN Power	EFT9304272-	Street Lights	N	General Government Buildings and Plant	100-41940-381-	\$ 306.40
		EFT9304272-			Street Lighting	100-43160-381-	\$ 10.52
		Total For Check	EFT9304272-				\$ ✓ 316.92
06/09/2026	Elan Financial Services	EFTC7D23CD/	newspaper & Adobe subs, PHN, fuel, deck stain, ballfield field striping paint	N	Recording and Reporting	100-41420-352-	\$ 35.87
		EFTC7D23CD/			Clerk	100-41425-433-	\$ 221.94
		EFTC7D23CD/				100-41425-438-	\$ 240.77
		EFTC7D23CD/			General Government Buildings and Plant	100-41940-212-	\$ 35.37
		EFTC7D23CD/			Public Works/Maintenance	100-43102-215-	\$ 26.01
		EFTC7D23CD/			Park Areas	100-45202-225-	\$ 44.70
		Total For Check	EFTC7D23CD/				\$ ✓ 604.66
06/16/2026	Payroll Period Ending 06/13/2026	30569	5/31-6/13/26 Pay period, health stipend, CC pay	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30569				\$ ✓ 230.87

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>
06/16/2026	Payroll Period Ending 06/13/2026	30570	5/31-6/13/26 Pay period, health stipend, CC pay	N	Council/Town Board	100-41110-106-	\$ 180.87
		Total For Check	30570				\$ <u>0/s</u> 180.87
06/16/2026	Payroll Period Ending 06/13/2026	30571	5/31-6/13/26 Pay period, health stipend, CC pay	N	Clerk	100-41425-101-	\$ 1,678.14
		Total For Check	30571				\$ <u>✓</u> 1,678.14
06/16/2026	Payroll Period Ending 06/13/2026	30572	5/31-6/13/26 Pay period, health stipend, CC pay	N	Payroll Administration	100-41501-131-	\$ 493.07
		Total For Check	30572				\$ <u>✓</u> 493.07
06/16/2026	Payroll Period Ending 06/13/2026	30573	5/31-6/13/26 Pay period, health stipend, CC pay	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30573				\$ <u>0/s</u> 230.87
06/16/2026	Payroll Period Ending 06/13/2026	30574	5/31-6/13/26 Pay period, health stipend, CC pay	N	Public Works/Maintenance	100-43102-103-	\$ 774.48
		Total For Check	30574				\$ <u>✓</u> 774.48
06/16/2026	Payroll Period Ending 06/13/2026	30575	5/31-6/13/26 Pay period, health stipend, CC pay	N	Payroll Administration	100-41501-131-	\$ 370.01
		Total For Check	30575				\$ <u>✓</u> 370.01
06/16/2026	Payroll Period Ending 06/13/2026	30576	5/31-6/13/26 Pay period, health stipend, CC pay	N	Council/Town Board	100-41110-106-	\$ 277.05
		Total For Check	30576				\$ <u>0/s</u> 277.05
06/16/2026	Payroll Period Ending 06/13/2026	30577	5/31-6/13/26 Pay period, health stipend, CC pay	N	Clerk	100-41425-103-	\$ 424.65
		Total For Check	30577				\$ <u>✓</u> 424.65
06/16/2026	Payroll Period Ending 06/13/2026	30578	5/31-6/13/26 Pay period, health stipend, CC pay	N	Council/Town Board	100-41110-106-	\$ 230.87
		Total For Check	30578				\$ <u>✓</u> 230.87
06/24/2026	Crow Wing County Land Services	30579	Resolution 26-06-342 Peterson Home Occupation Type IV CUP	N	Legislative Committees and Special Bodies	100-41120-351-	\$ 46.00
		Total For Check	30579				\$ <u>0/s</u> 46.00
06/24/2026	Crow Wing Power	30580	5/8/25 to 6/8/2026 electric service	N	Street Lighting	100-43160-381-	\$ 26.00

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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	30580				\$ ✓ 26.00
06/24/2026	TDS	30581	Phone and internet	N	General Government Buildings and Plant	100-41940-321-	\$ 180.99
		Total For Check	30581				\$ <u>0/s</u> 180.99
06/24/2026	First Independent Bank	30582	2023A Improvement Bond Interest Payment	N	Interest - Bonds	301-47210-611-	\$ 5,791.50
		Total For Check	30582				\$ <u>0/s</u> 5,791.50
06/24/2026	Sourcewell	30583*	May 2026 Zoning Administration Services	N	Planning and Zoning	100-41910-311-	\$ 360.00
		Total For Check	30583				\$ <u>0/s</u> 360.00
06/24/2026	PERA	EFT08584811	5/31-6/13/26 pay period	N	Clerk	100-41425-115-	\$ 157.66
		EFT08584811			Payroll Administration	100-41501-121-	\$ 265.44
		EFT08584811			Public Works/Maintenance	100-43102-115-	\$ 72.38
		Total For Check	EFT08584811				\$ ✓ 495.48
06/24/2026	State of IA	EFT2764679	CSE 5/31 - 6/13/26 pay period	N	Clerk	100-41425-175-	\$ 60.00
		Total For Check	EFT2764679				\$ ✓ 60.00
06/24/2026	Xcel Energy	EFT5e6f0	Natural gas service	N	General Government Buildings and Plant	100-41940-383-	\$ 49.83
		Total For Check	EFT5e6f0				\$ ✓ 49.83
06/24/2026	Elan Financial Services	EFTCA4CE644	Adobe subs, PHN, fuel, shop/office sup, fountain filters, replacement mailbox, tools, park	N	Recording and Reporting	100-41420-352-	\$ 23.46
		EFTCA4CE644			Clerk	100-41425-433-	\$ 86.45
		EFTCA4CE644				100-41425-438-	\$ 54.16
		EFTCA4CE644			General Government Buildings and Plant	100-41940-212-	\$ 111.89
		EFTCA4CE644			Highways and Streets	100-43101-438-	\$ 41.98
		EFTCA4CE644			Public Works/Maintenance	100-43102-215-	\$ 144.74
		EFTCA4CE644				100-43102-240-	\$ 81.97
		EFTCA4CE644			Park Areas	100-45202-225-	\$ 191.21
		Total For Check	EFTCA4CE644				\$ ✓ 735.86
06/30/2026	Payroll Period Ending 06/27/2026	30584	6/14-6/27/2026 pay period	N	Clerk	100-41425-101-	\$ <u>0/s</u> 1,678.14
	Total For Check	30584					\$ <u>0/s</u> 1,678.14

Fund Name: All Funds

Date Range: 06/01/2026 To 06/30/2026

<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>
06/30/2026	Payroll Period Ending 06/27/2026	30585	6/14-6/27/2026 pay period	N	Public Works/Maintenance	100-43102-103-	\$ 0/5 623.42
	Total For Check	30585					<u>\$ 0/5 623.42</u>
06/30/2026	Payroll Period Ending 06/27/2026	30586	6/14-6/27/2026 pay period	N	Clerk	100-41425-103-	\$ 0/5 917.07
	Total For Check	30586					<u>\$ 0/5 917.07</u>
06/30/2026	Anderson Brothers Construction	30587	Invoice 39048 Patching Cottage and Lilac per bid	N	Highways and Streets	100-43101-405-	\$ 0/5 5,352.97
	Total For Check	30587					<u>\$ 0/5 5,352.97</u>
Total For Selected Checks							<u><u>\$ 76,904.21</u></u>

For the month ending:

June 30, 2026

Bank account

Account #

Balance

First National Bank

Checking (NOW)

XXX769

222,999.48

Savings

XXXX989

107,753.03

4-year CD

XXXXXX423

0.00

4 M Fund

Bond

XXX201

149,946.44

Money Market

XXX101

111,087.25

Money Market - Street Reserves

XX102

232,042.64

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

493,076.33

Assigned Operational (6 months) 297,190.91

Operational Reserve 0.00

Committed Funds 377,751.37

Debt Service 131,287.64

Fund Balance Total **806,229.92**

Committed Funds Breakdown

Future Streets

345,031.90 (4M fund)

Parks and Rec

6,086.74

includes 7/25 donations

Gambling Proceeds

0.00

Heavy Equipment

26,632.73

TOTAL

377,751.37

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

O/S Checks

O/S Deposits

Ending Bal.

Check #

O/S check amt.

17,598.92

205,400.56

30485

\$141.44

107,753.03

30493

\$211.89

0.00

30494

\$594.87

0.00

30495

\$277.05

0.00

30523

\$180.87

149,946.44

30526

\$230.87

111,087.25

30529

\$277.05

232,042.64

30561

\$46.00

0.00

30570

\$180.87

0.00

30573

\$230.87

0.00

30576

\$277.05

0.00

30579

\$46.00

Totals 806,229.92

30581

\$180.99

Cash per CTAS 806,229.92

30582

\$5,791.50

30583

\$360.00

Difference 0.00

30584

\$1,678.14

30585

\$623.42

30586

\$917.07

30587

\$5,352.97

\$17,598.92

Fund Name: All Funds

Date Range: 06/25/2026 To 07/09/2026

<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>
06/30/2026	Payroll Period Ending 06/27/2026	30584	6/14-6/27/2026 pay period	N	Clerk	100-41425-101-	\$ 1,678.14
	Total For Check	30584					\$ 1,678.14
06/30/2026	Payroll Period Ending 06/27/2026	30585	6/14-6/27/2026 pay period	N	Public Works/Maintenance	100-43102-103-	\$ 623.42
	Total For Check	30585					\$ 623.42
06/30/2026	Payroll Period Ending 06/27/2026	30586	6/14-6/27/2026 pay period	N	Clerk	100-41425-103-	\$ 917.07
	Total For Check	30586					\$ 917.07
06/30/2026	Anderson Brothers Construction	30587	Invoice 39048 Patching Cottage and Lilac per bid	N	Highways and Streets	100-43101-405-	\$ 5,352.97
	Total For Check	30587					\$ 5,352.97
07/09/2026	PERA	EFT00085653	6/14-6/27/26 pay period	N	Clerk	100-41425-115-	\$ 157.66
		EFT00085653			Payroll Administration	100-41501-121-	\$ 249.57
		EFT00085653			Public Works/Maintenance	100-43102-115-	\$ 58.63
	Total For Check	EFT00085653					\$ 465.86
07/09/2026	MN Revenue	EFT00131209	2nd Quarter State Withholding 2026	N	Payroll Administration	100-41501-172-	\$ 1,259.30
	Total For Check	EFT00131209					\$ 1,259.30
07/09/2026	Dept. of Employment and Econ Dev	EFT14575461	Unemployment Insurance Quarter 2 2026 (\$2177)	N	Payroll Administration	100-41501-141-	\$ 2,177.00
			Workforce Development Assessment (\$30)				
		EFT14575461				100-41501-310-	\$ 30.00
	Total For Check	EFT14575461					\$ 2,207.00
07/09/2026	Dept. of Employment and Econ Dev	EFT170778	PAID LEAVE ONLY ACCT Paid Family and Medical Leave Quarter 2 2026	N	Payroll Administration	100-41501-136-	\$ 10.53
		EFT170778				100-41501-137-	\$ 23.79
	Total For Check	EFT170778					\$ 34.32
07/09/2026	Dept. of Employment and Econ Dev	EFT170912	Paid Family and Medical Leave Quarter 2 2026	N	Payroll Administration	100-41501-136-	\$ 60.94
		EFT170912				100-41501-137-	\$ 140.16
	Total For Check	EFT170912					\$ 201.10

Fund Name: All Funds

Date Range: 06/25/2026 To 07/09/2026

<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>
07/09/2026	State of IA	EFT2769601	CSE 6/14 - 6/27/26 pay period	N	Clerk	100-41425-175-	\$ 60.00
		Total For Check	EFT2769601				\$ 60.00
Total For Selected Checks							\$ 12,799.18

Date Range : 6/9/2026 To 7/9/2026

<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>
07/01/2026	Widseth Smith Nolting & Assoc., Inc	Inv.246226(Papenheim), 246245 (Zoning Map and 246227 Veterans Street Improvements pro eng.	2992*	\$2,537.50			
					100-43101-303-	Highways and Streets	\$2,032.50
					100-41910-303-	Planning and Zoning	\$250.00
					100-41910-303-	Planning and Zoning	\$255.00
07/01/2026	City of Pequot Lakes	Invoice No: 2614 July 2026 Police Contract	2993	\$3,605.00			
					100-41110-404-	Council/Town Board	\$3,605.00
07/01/2026	Tri-County Septic Inspection	Design Review, McCallister, TBD Pine Tree Street	2994	\$35.00			
					100-43254-310-	New Sewer Services	\$35.00
07/06/2026	On Systems Inc.	July Inv#13052 Managed services and web hosting	2995	\$287.54			
					100-41425-209-	Clerk	\$287.54
07/06/2026	Schrupp Excavating	Inv 20260679 work performed 7/2/26 Shanty/Brown corner, Shanty Culdesac, Veterans ditching	2996*	\$1,190.00			
					100-43101-405-	Highways and Streets	\$1,190.00
07/06/2026	AT & T Mobility	Roger Cell Phone	2997	\$30.00			
					100-43102-321-	Public Works/Maintenance	\$30.00
07/06/2026	Pequot Lakes Sanitation	Garbage service	2998	\$99.76			
					100-41940-384-	General Government Buildings and Plant	\$99.76
07/08/2026	CRAFCO INC	Crack seal machine rental	2999	\$625.00			
					100-43101-416-	Highways and Streets	\$625.00
07/08/2026	Brainerd Lakes Area Dvlpmnt. Corp.	1st half of 2026 government funding	3000	\$600.00			
					100-41110-433-	Council/Town Board	\$600.00

Date Range : 6/9/2026 To 7/9/2026

<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>
07/08/2026	Roman Siltman	Stars & Stripes Parade popsicles (Dollar General-\$79) ice (Northdale Oil-\$5)	3001	\$84.00			
					100-45202-810-	Park Areas	30597 \$84.00
07/08/2026	Bruce Rauma	City Hall entry steps and handicap ramp staining	3002*	\$405.00			
					100-41940-310-	General Government Buildings and Plant	30598 \$405.00
07/08/2026	Sourcewell	June 2026 Zoning Administration Services	3003*	\$450.00			
					100-41910-311-	Planning and Zoning	30599 \$450.00
07/08/2026	Schrupp Excavating	2hrs grading on June 9th, 2026 @150/hr	3004	\$300.00			
					100-43101-405-	Highways and Streets	30600 \$300.00
07/09/2026	Josalyn Rust	mileage for bank&supply run (7.2m) P&Z Agricultural Property research /checks (17m)	3005	\$17.55			
					100-41425-331-	Clerk	30601 \$17.55
07/08/2026	WEX BANK	FUEL	EFT3376907 08202	\$185.40			
					100-41940-212-	General Government Buildings and Plant	EFT \$185.40
07/08/2026	MN Power	Building and Grounds Lights (\$403.56) and street light (\$10.58)	EFT9380965- 970	\$414.14			
					100-43160-381- 100-41940-381-	Street Lighting General Government Buildings and Plant	EFT \$10.58 \$403.56

Date Range : 6/9/2026 To 7/9/2026

<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>
Total For Selected Claims				\$10,865.89			\$10,865.89

Date



AGENDA ITEM # 6A

REPORT TO CITY COUNCIL

PREPARED BY: CASSANDRA DELOUGHERTY

DATE: JULY 7TH, 2026

SUBJECT: PROPOSED ORDINANCE AMENDMENT O-26-51 AMENDING CITY CODE CHAPTER §150.038 LAND USE MATRIX RELATED TO “WAREHOUSING, PRIVATE”

REPORT: THE PLANNING COMMISSION HAS REVIEWED THE CITY’S CURRENT DEFINITIONS AND LAND-USE CLASSIFICATIONS FOR **WAREHOUSING** AND **STORAGE**. STAFF HAVE IDENTIFIED, AND COMMISSIONERS AGREE THAT THERE ARE INCONSISTENCIES BETWEEN THE DEFINITIONS AND THE LAND USE MATRIX THAT MAY LEAD TO CONFUSION DURING PROJECT REVIEW, ZONING INTERPRETATION, AND ENFORCEMENT. THE PLANNING COMMISSION HAS BEEN AUTHORIZED BY THE CITY COUNCIL TO PROPOSE AN AMENDMENT TO CLARIFY AND ALIGN THESE TERMS. THE PLANNING COMMISSION IS PROPOSING TO STRIKE “WAREHOUSING, PRIVATE” FROM THE LAND USE MATRIX, CITY CODE CHAPTER 150.038.

THE CITY’S ZONING ORDINANCE INCLUDES SEPARATE DEFINITIONS AND LAND-USE CLASSIFICATIONS FOR WAREHOUSING AND STORAGE, WHICH APPEAR IN MULTIPLE ZONING DISTRICTS. THESE USES ARE OFTEN RELATED BUT NOT IDENTICAL. OVER TIME, STAFF HAVE ENCOUNTERED SITUATIONS WHERE APPLICANTS, PROPERTY OWNERS, AND EVEN REVIEWING BODIES INTERPRET THESE TERMS DIFFERENTLY.

THESE INCONSISTENCIES CAN LEAD TO UNPREDICTABLE OUTCOMES AND DIFFICULTY APPLYING THE LAND USE MATRIX CONSISTENTLY.

THE PURPOSE OF THIS REVIEW AND PROPOSED AMENDMENT IS TO ENSURE THAT THE DEFINITIONS AND LAND-USE CLASSIFICATIONS CLEARLY REFLECT THE CITY’S INTENT AND SUPPORT CONSISTENT APPLICATION ACROSS ZONING DISTRICTS.

WAREHOUSING. The principal use is the storage of materials or equipment within an enclosed building.

WAREHOUSING, COMMERCIAL. The rental or sale of **warehousing** space.



AGENDA ITEM

§ 150.038 LAND USE MATRIX.

(A) The land use matrix shown in the following table establishes the allowable, permitted, accessory, conditional, interim, and excluded uses within the city.

(B) All uses are considered prohibited unless specifically allowed in this code, even if they are not listed specifically under excluded uses.

(C) All accessory uses require a permit, unless otherwise indicated.

Use	AG	RR	R-1	R-2	RS	P	C-1	C-2	I-1	▲
structure or facility										
Warehousing, commercial	C	E	E	E	E	E	E	C	C	
Warehousing, private	A	A	A	A	A	E	A	A	A	

Notes to table:

A - Allowed without a permit

P - Permitted

C - Conditional use

I - Interim

E - Excluded

AC - Accessory use

GENERALLY REFERS TO THE STORAGE OF GOODS, MATERIALS, OR MERCHANDISE AS PART OF A DISTRIBUTION, LOGISTICS, OR COMMERCIAL OPERATION, OFTEN INVOLVING:

- LOADING DOCKS
- TRUCK TRAFFIC
- INVENTORY MANAGEMENT
- SHIPPING AND RECEIVING ACTIVITIES

WAREHOUSING IS TYPICALLY CONSIDERED A HIGHER-INTENSITY COMMERCIAL OR LIGHT INDUSTRIAL USE.

PLANNING COMMISSION RECOMMENDATION: THE PLANNING COMMISSION HELD A PUBLIC HEARING ON THE PROPOSED ORDINANCE AMENDMENT AND HAS RECOMMENDED APPROVAL OF AMENDMENT O-26-51, STRIKING “WAREHOUSING, PRIVATE” FROM THE LAND USE MATRIX.

REQUESTED ACTION: PLEASE REVIEW THE ATTACHED ORDINANCE AMENDMENT O-26-51, AND MAKE MOTION FOR APPROVAL, DENIAL, OR TO TABLE THE AMENDMENT. IF TABLING, PLEASE PROVIDE STAFF WITH FURTHER DIRECTION.

ORDINANCE NO. O-26-51
CITY OF JENKINS
CROW WING COUNTY, 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:

SECTION 1. THE JENKINS CITY CODE OF ORDINANCES, **TITLE XV** –‘LAND USAGE’, **CHAPTER 150** – ‘LAND USE AND SUBDIVISIONS’, **SECTION 150.038** ‘LAND USE MATRIX’ IS HEREBY AMENDED TO REMOVE FROM THE EXISTING TABLE THE FOLLOWING USE:

USE	AG	RR	R-1	R-2	RS	P	C-1	C-2	I-1
WAREHOUSING, PRIVATE	A	A	A	A	A	E	A	A	A

NOTES TO TABLE:

A - ALLOWED WITHOUT A PERMIT P - PERMIT REQUIRED C - CONDITIONAL USE
I - INTERIM E - EXCLUDED AC - ACCESSORY USE

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 _____, 20__.

ANDREW J. RUDLANG, MAYOR

ATTESTED:

CASSANDRA M. DELOUGHERTY, CITY CLERK-TREASURER
ZONING ADMINISTRATOR



AGENDA ITEM # 6 B

REPORT TO CITY COUNCIL

PREPARED BY: CASSANDRA DELOUGHERTY

DATE: JULY 8TH, 2026

SUBJECT: VETERANS STREET IMPROVEMENT PROJECT

REPORT: AT THE TIME OF THIS REPORT, NO FURTHER INFORMATION HAS BEEN PROVIDED BY THE CONTRACTORS OR WIDSETH REGARDING THE VETERAN'S STREET IMPROVEMENT PROJECT SINCE THE LAST MEETING. THE CITY ENGINEER HAS ASSURED ME THAT ONCE HE RECEIVES WORD FROM THE CONTRACTORS, HE WILL REACH OUT TO THE CITY SO A PRE-CON MEETING CAN BE SET AND NOTICES CAN GO OUT TO IMPACTED PROPERTY OWNERS AND BUSINESSES.

MNDOT, WIDSETH, AND THE CITY OF JENKINS HAVE IDENTIFIED ON-GOING SAFETY CONCERNS REGARDING THE VETERANS STREET/TH371 INTERSECTION. MNDOT HAS PROPOSED ADJUSTING THE PLACEMENT OF VETERANS STREET TO ANGLE TOWARD THE SOUTH, RATHER THAN ITS CURRENT LOCATION. IN ORDER TO MAKE THIS ADJUSTMENT TO THE INTERSECTION, THE WEST DRIVEWAY ACCESS OF PID 26340667 ON VETERANS STREET WOULD NEED TO BE CLOSED.

REQUESTED ACTION: PLEASE REVIEW THE ATTACHED EMAIL REGARDING THE PROPERTY OWNERS' RESPONSE TO THE PROPOSED WEST VETERANS STREET ACCESS CLOSURE OF PID 26340667 AND DISCUSS A COURSE OF ACTION.

Cassandra Delougherty

From: Roman Siltman
Sent: Tuesday, July 7, 2026 10:31 AM
To: Cassandra Delougherty
Subject: Finders keepers approach

Talked to Scott today, he said that the front driveway still gets used as well as the back drive as well, so I guess we bring it to council Monday and see how they want to proceed for how many or where to put in approaches for that property.



AGENDA ITEM # *6C*

REPORT TO CITY COUNCIL

PREPARED BY: CASSANDRA DELOUGHERTY

DATE: JULY 6TH, 2026

SUBJECT: ROADWAY CONDITION UPDATES – LILAC STREET, SHANTY COURT, AND COTTAGE AVENUE

REPORT: ANDERSON BROTHERS COMPLETED THE APPROVED PATCHING OF COTTAGE AVENUE AND LILAC STREET.

SCHRUPP EXCAVATING COMPLETED THE SHANTY COURT CUL-DE-SAC REPAIR, INNER CORNER REPAIR AT THE START OF SHANTY COURT OFF OF BROWN BOULEVARD, AND REPAIRED THE DAMAGE CAUSED BY FOUR-WHEELERS ALONG THE SOUTHEAST PORTION OF VETERANS STREET.

COUNCILMEMBER FLATEGRAFF OFFERED TO REACH OUT TO AREA COMPANIES FOR PROPOSALS TO ADDRESS THE DRAINAGE ISSUES IN FRONT OF CITY HALL AND THE MAINTENANCE SHOP.

REQUESTED ACTION: ATTACHED IS AN ESTIMATE FROM ERIC'S EXCAVATING . PLEASE REVIEW AND APPROVE, DENY, OR TABLE. IF TABLING, PLEASE PROVIDE FURTHER DIRECTION.

Cassandra Delougherty

loci

From: Nick Dupre <usadupre@gmail.com>
Sent: Thursday, July 2, 2026 11:23 AM
To: Cassandra Delougherty
Subject: Erics excavating Vac project.

You don't often get email from usadupre@gmail.com. [Learn why this is important](#)

Hello Cassandra!

I am writing to submit a proposal for the maintenance work required at Jenkins City Hall.

The scope of work for this project will include the following:

- Complete clean-out of the manhole.
- Removal and replacement of the sewer rock inside.

The total cost for the labor and materials required for this job is \$750.

Please let me know if you would like to move forward with this proposal or if you have any questions regarding the details of the work.

Best regards,

Nick Dupre
Erics excavating
218-839-3163



AGENDA ITEM #

7A

REPORT TO CITY COUNCIL

PREPARED BY: CASSANDRA DELOUGHERTY

DATE: JULY 7TH, 2026

SUBJECT: POTENTIAL ORDINANCE AMENDMENT O-26-52 RELATED TO CAMPING AND FISH HOUSES

REPORT: THE PLANNING COMMISSION HAS REVIEWED CHAPTER 150.112 CAMPING AND RECOMMENDED THAT HABITABLE FISH HOUSES, SUCH AS ICE CASTLES, BE IDENTIFIED AS RECREATIONAL VEHICLES FOR THE PURPOSES OF OFF-ICE RECREATIONAL USE.

ATTACHED FOR YOUR REVIEW IS POTENTIAL ORDINANCE AMENDMENT O-26-52 THAT IDENTIFIES HABITABLE FISH HOUSES AND BETTER DEFINES RECREATIONAL VEHICLES.

THE PLANNING COMMISSION IS ALSO RECOMMENDING THAT THE SIZE OF FISH HOUSES BE INCREASED FROM 160 SQUARE FEET TO READ 200 SQUARE FEET.

REQUESTED ACTION: PLEASE REVIEW THE ATTACHED ORDINANCE AMENDMENT O-26-52, AND MAKE MOTION FOR APPROVAL, DENIAL, OR TO TABLE THE AMENDMENT. IF TABLING, PLEASE PROVIDE STAFF WITH FURTHER DIRECTION.

ORDINANCE NO. O-26-52
CITY OF JENKINS
COUNTY OF CROW WING, STATE OF MINNESOTA

AN ORDINANCE AMENDING TITLE XV 'LAND USAGE', CHAPTER 150 'LAND USE AND SUBDIVISIONS' SUBSECTIONS 150.005 'DEFINITIONS' AND 150.112 'CAMPING' OF THE JENKINS CODE OF ORDINANCES

THE CITY COUNCIL OF THE CITY OF JENKINS DOES ORDAIN AS FOLLOWS:

PURPOSE AND INTENT: THE PURPOSE AND INTENT OF THIS ORDINANCE IS TO AMEND THE JENKINS CODE OF ORDINANCES, TITLE XV: LAND USAGE, CHAPTER 150: LAND USE AND SUBDIVISIONS SUBSECTIONS 150.005: DEFINITIONS AND 150.112: "CAMPING" TO DEFINE AND REGULATE THE USE OF FISH HOUSES AS HABITABLE STRUCTURES FOR CAMPING.

SECTION 1. TITLE XV, CHAPTER 150, SUBSECTION 150.005 TITLED "DEFINITIONS" IS AMENDED TO INCLUDE:

FISH HOUSE. A STRUCTURE PLACED ON A LAKE DURING THE WINTER FOR USE IN FISHING. A STRUCTURE WILL ONLY BE CONSIDERED A FISH HOUSE IF IT IS **160 200** SQUARE FEET OR LESS, IS MOVEABLE, AND HAS A CURRENT LICENSE. **OFF-ICE USE THAT INCLUDES HABITATION OF THIS STRUCTURE SHALL BE CONSIDERED A RECREATIONAL VEHICLE.**

RECREATIONAL VEHICLE. VEHICLES FOR RECREATIONAL USE THAT CAN BE DRIVEN, TOWED, OR HAULED. THESE VEHICLES ARE DESIGNED TO BE TEMPORARY LIVING SPACE FOR CAMPING OR TRAVEL USE. RVs SHALL INCLUDE TRAVEL TRAILERS, CAMPER TRAILERS, TRUCK CAMPERS, SELF-PROPELLED MOTOR HOMES, **HABITABLE FISH HOUSES**, AND OTHER SIMILAR VEHICLES.

SECTION 2. TITLE XV, CHAPTER 150, SUBSECTION 150.112 TITLED "CAMPING" IS AMENDED TO INCLUDE:

§ 150.112 CAMPING.

(A) GENERAL.

(1) ALL RECREATIONAL VEHICLES MUST BE DESIGNED TO OPERATE ON STATE ROADS WITHOUT A SPECIAL PERMIT AND MUST HAVE A CURRENT LICENSE. **THESE PROVISIONS APPLY TO ALL RECREATIONAL VEHICLES, INCLUDING FISH HOUSES THAT ARE LICENSED AS SUCH.**

(2) NO CAMPING UNIT MAY BE PERMANENTLY PLACED OR SKIRTED.

(3) ALL CAMPING UNITS MUST BE ABLE TO BE MOVED READILY.

(4) CAMPING UNITS MUST MEET DWELLING SETBACK REQUIREMENTS.

(5) PRIOR TO PLACING A CAMPING UNIT, THE OCCUPANT MUST HAVE THE PERMISSION OF THE PROPERTY OWNER. THE PERMISSION MUST BE WRITTEN WHEN THE PROPERTY OWNER IS NOT AVAILABLE ONSITE.

(B) PROPERTIES WITH PRINCIPAL STRUCTURES.

(1) THERE SHALL BE A MAXIMUM OF TWO UNITS ALLOWED AT ANY ONE TIME.

(2) NO INDIVIDUAL CAMPING UNIT MAY BE PLACED FOR USE LONGER THAN 14 DAYS WITHIN ANY 60 DAYS.

(3) ONE CAMPING UNIT MAY BE ALLOWED IN OUTSIDE STORAGE. THAT UNIT MAY BE STORED YEAR ROUND.

(C) PROPERTIES WITHOUT PRINCIPAL STRUCTURES.

(1) THERE SHALL BE A MAXIMUM OF TWO UNITS ALLOWED AT ANY ONE TIME.

(2) EACH INDIVIDUAL CAMPING UNIT IS ALLOWED FOR 14 DAYS IN ANY ONE CALENDAR YEAR WITHOUT A PERMIT.

(3) A PERMIT IS REQUIRED FOR CAMPING UNITS ESTABLISHED FOR MORE THAN 14 DAYS IN ANY ONE CALENDAR YEAR. THE MAXIMUM TIME AN INDIVIDUAL UNIT CAN BE ESTABLISHED IS NINE MONTHS IN ANY ONE CALENDAR YEAR.

(4) ONE PERMIT PER PARCEL PER CALENDAR YEAR IS ALLOWED.

(5) A PERMIT FOR A CAMPING UNIT REQUIRES INSTALLATION OF A PERMANENT SEWAGE TREATMENT SYSTEM.

(D) PROPERTIES WHERE A PRINCIPAL STRUCTURE IS BEING CONSTRUCTED.

(1) CAMPING UNITS ARE ALLOWED IN CONJUNCTION WITH A LAND USE PERMIT FOR CONSTRUCTION OF A PRINCIPAL STRUCTURE.

(2) CAMPING UNITS ARE ALLOWED UP TO 12 MONTHS DURING CONSTRUCTION, WITH EXTENSION FOR AN ADDITIONAL 12 MONTHS IN CONJUNCTION WITH EXTENSION OF A ZONING PERMIT.

(ORD. PASSED 4-10-2017) PENALTY, SEE § 150.999

SECTION 3. REPEAL: THIS ORDINANCE SHALL REPEAL ALL ORDINANCES INCONSISTENT HERewith.

SECTION 4. EFFECTIVE DATE: THIS ORDINANCE AMENDMENT SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE AND PUBLICATION ACCORDING TO STATE LAW. PASSED BY THE JENKINS CITY COUNCIL OF THE CITY OF JENKINS, MINNESOTA, THIS ____ DAY OF _____ 2026.

ANDREW RUDLANG, MAYOR

ATTEST:

CASSANDRA M. DELOUGHERTY, CITY CLERK-TREASURER



AGENDA ITEM # 7B

REPORT TO CITY COUNCIL

PREPARED BY: CASSANDRA DELOUGHERTY

DATE: JULY 9, 2026

SUBJECT: CITY COUNCIL CANDIDACY INFORMATION

REPORT: CITY COUNCIL CANDIDATE FILING BEGINS JULY 14TH, 2026 THROUGH JULY 28TH, 2026 AT 5 PM. LOCAL OFFICE THAT WILL BE ON THE NOVEMBER BALLOT ARE AS FOLLOWS:

MAYOR	2-YEAR TERM
COUNCIL MEMBER	4-YEAR TERM
COUNCIL MEMBER	4-YEAR TERM

CITIES MAY ADOPT A RESOLUTION ABOUT COUNTING WRITE-IN VOTES FOR CITY OFFICES. IT MAY:

- REQUIRE A WRITE-IN CANDIDATE TO FILE A WRITTEN REQUEST FOR THEIR VOTES TO BE INDIVIDUALLY TALLIED. THIS REQUEST MUST BE FILED WITH THE FILING OFFICER FOR THAT OFFICE NO LATER THAN THE 7TH DAY BEFORE THE GENERAL ELECTION; OR
- REQUIRE THAT WRITE-IN VOTES ONLY BE INDIVIDUALLY TALLIED IF THE TOTAL NUMBER OF WRITE-IN VOTES IS EQUAL OR GREATER THAN THE FEWEST NUMBER OF NON-WRITE-IN VOTES FOR A CANDIDATE ON THE BALLOT.

IF NOTHING IS SPECIFIED BY RESOLUTION OR IN CHARTER, ALL WRITE-IN VOTES ARE INDIVIDUALLY TALLIED WITHOUT THE NEED FOR A WRITTEN REQUEST. I HAVE ATTACHED A COPY OF THE CITY'S CURRENT RESOLUTION FOR YOUR REVIEW AND CONSIDERATION FOR WRITE-INS.

COUNCIL ACTION REQUESTED: PLEASE REVIEW THE ATTACHED RESOLUTION 24-07-292 AND DETERMINE IF THE COUNCIL IS SATISFIED WITH THE CURRENT RESOLUTION IN EFFECT, OR IF AN AMENDMENT IS REQUESTED.

**CITY OF JENKINS
RESOLUTION NO. 24-07-292**

A RESOLUTION GOVERNING WRITE-IN VOTE COUNTING.

WHEREAS, Minnesota Statute § 204B.09, subd. 3 authorizes a city to adopt a resolution governing the counting of write-in votes;

WHEREAS, a city that adopts a resolution must do so before the first day of filing for office;

WHEREAS, city election officials spend considerable time and resources to count and individually record write-in votes cast, many of which are frivolous; and

WHEREAS, in order to save city time and resources, it is in the best interest of the City of Jenkins, to enforce restrictions on the counting of write-in votes consistent with the provisions of Minnesota Statute § 204B.09, subd. 3.

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

Any candidate wishing to have their write-in votes individually recorded must file a written request with the Elections Administrator no later than the seventh day before any municipal election.

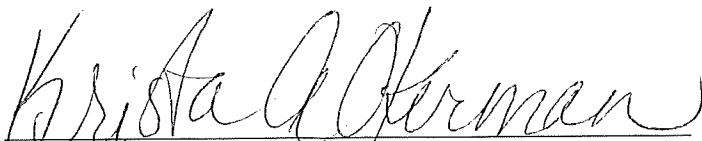
BE IT FURTHER RESOLVED, that pursuant to Minnesota Statute § 204B.09, subd. 3, this resolution shall remain in effect until a subsequent resolution on the same subject is adopted by the City of Jenkins.

Passed by the City Council of Jenkins, Minnesota this 8th day of July, 2024.



Andrew J. Rudlang, Mayor

Attested:



Krista A. Okerman, City Clerk-Treasurer



AGENDA ITEM #

7c

REPORT TO CITY COUNCIL

PREPARED BY: CASSANDRA DELOUGHERTY

DATE: JULY 9, 2026

SUBJECT: PLANNING COMMISSIONER RESIGNATION

REPORT: PLANNING COMMISSIONER VICTOR PROCIUK HAS PROVIDED WRITTEN NOTICE OF HIS RESIGNATION FROM THE PLANNING COMMISSION, WHICH WAS EFFECTIVE IMMEDIATELY.

ATTACHED IS HIS RESIGNATION EMAIL FOR PUBLIC RECORD.

COUNCIL ACTION REQUESTED: PLEASE AUTHORIZE CLERK-TREASURER/ZONING ADMINISTRATOR DELOUGHERTY TO PUBLISH AN ADVERTISEMENT SEEKING PARTIES INTERESTED IN BECOMING PLANNING COMMISSIONERS.

Cassandra Delougherty

From: Cassandra Delougherty
Sent: Monday, July 6, 2026 3:19 PM
To: Victor Prociuk
Subject: RE: Zoning Board resignation

Hi Victor,

I hope that you had a safe holiday. As I mentioned when we spoke in person, I'm sorry to learn that you are resigning from the Planning Commission but can certainly understand your reasoning.

Thank you for providing the letter below and thank you for your participation in the City of Jenkins Planning Commission.

All the best,

Cassandra Delougherty

City Clerk-Treasurer

Zoning Administrator

City of Jenkins

33861 Cottage Avenue

Jenkins, MN 56474

PH: (218) 568-4637

Website: www.cityofjenkins.com

Population 509



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NONDISCRIMINATION STATEMENT: This institution is an equal opportunity provider and employer.

From: Victor Prociuk <victor.prociuk@hotmail.com>
Sent: Friday, July 3, 2026 12:36 PM
To: Cassandra Delougherty <cassandra.delougherty@cityofjenkins.com>
Subject: Zoning Board resignation

Given my need to miss numerous meetings in the future, I am resigning my position on the Jenkins zoning board as of July 3rd 2026. It was an honor working with everyone, as well as enlightening. Thank you again for all of your help.

Victor Procink