

AGENDA
Regular Meeting of Lake Shore City Council
Monday, July 27, 2026
6:00 PM Lake Shore City Hall

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- Minutes for Regular City Council Meeting of June 22, 2026 *(Council Action: Approve or Disapprove as presented)*

REPORTS

Police/Fire Report – Chief Mike Heldt

- Incident Report
- June Fire Department Report

Mayor's Report– Andy Stewart

Clerk/Treasurer's Report – Kathy Johansen

- Financials *(Council Action: Approve or Disapprove as presented)*
- Pay Bills *(Council Action: Approve or Disapprove as presented)*

Clerk/Administrator – Laura Fussy

- Updated Liquor License – Cowboys *(Council Action: Approve or Disapprove as presented)*
- Interim Financial Report

Planning & Zoning Commission – Darcy Peterson

- Appeal of Variance - Roth *(Council Action: Affirm or Reverse the Planning Commission Decision)*
- Permit Summary & June Minutes

Wastewater/Road Committee – Wayne Anderson

- Esther Lane Water Service Repair *(Council Action: Approve or Disapprove as presented)*
- June Minutes
- Wastewater Monthly Report – Pequot Lakes

Park and Recreation Committee – Henry Cote

Building & Grounds Committee – Vern Gevik

- City Hall Feasibility Study – Widseth *(Council Action: Approve or Disapprove as presented)*
- June Minutes

Trail 77

- Change Order #3 – Gull Lake Trail Phase 4A – Anderson Brothers *(Council Action: Approve or Disapprove as presented)*
- Pay Estimate #1 – Gull Lake Trail Phase 4A – Anderson Brothers *(Council Action: Approve or Disapprove as presented)*

Personnel – Andy Stewart/Darcy Peterson

- Step Recommendation – Full-Time Officer *(Council Action: Approve or Disapprove as presented)*
- Annual Review & Pay Differential Compensation – Deputy Clerk *(Council Action: Approve or Disapprove as presented)*

City Attorney – Gammello - Pearson – Tom Pearson

City Engineer – Widseth – Alex Bitter

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS/PUBLIC FORUM

- State Primary Election Day, Tuesday, August 11, 2026 – Polls open 7:00am – 8:00pm

ADJOURNMENT

MINUTES
Regular Meeting of Lake Shore City Council
Monday, June 22, 2026
6:00 PM Lake Shore City Hall

Mayor Andy Stewart called the June 22, 2026, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Attendance: Mayor Andy Stewart; Council Members: Darcy Peterson, Henry Cote, and Vern Gevik; City Attorney Tom Pearson; City Engineer Alex Bitter; Police Chief Mike Heldt; Clerk/Administrator Laura Fussy; and Deputy Clerk Kathy Johansen were present. Absent was Member Wayne Anderson. The audience included Nancy Vogt Pine and Lakes Echo Journal. A quorum was present, and the City Council was competent to conduct business.

APPROVAL OF MINUTES

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE MAY 26, 2026, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

REPORTS

Police Report – Police Chief Mike Heldt

Incident Report – In May 2026 there were 87 incidents in the city. There were 36 traffic-related incidents and 51 were miscellaneous department activity.

Nisswa Monthly Fire Report – The May Nisswa Fire Department report was included for your review.

Police Officer Background Checks – Chief Heldt shared there are three background checks beginning for full-time and part-time police officer positions. All three candidates have been interviewed. Chief Heldt is recommending moving forward with the hiring process pending completion of their backgrounds.

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE FOR APPROVAL TO BEGIN THE HIRING PROCESS FOR THE FULL-TIME AND PART-TIME OFFICER POSITIONS PENDING BACKGROUND CHECKS. MOTION PASSED.

MN Joint Power Agreement – Chief Heldt presented the Joint Powers Agreement between the State of Minnesota and the City of Lake Shore. This agreement allows Lake Shore to use systems and tools available over the State's criminal justice data communication network. The contract is \$3,000 for a five-year contract costing the City \$600 per year. Chief Heldt is recommending approval to continue the contract for another five years.

MOTION BY VERN GEVIK AND SECONDED BY HENRY COTE TO APPROVE THE JOINT POWERS AGREEMENT CONTRACT TOTALING \$3,000 FOR A FIVE-YEAR CONTRACT. MOTION PASSED.

Mayor's Report – Mayor Andy Stewart had nothing to report.

Deputy Clerk/Treasurer's Report – Kathy Johansen

Financials – MOTION BY VERN GEVIK AND SECONDED BY HENRY COTE TO APPROVE THE MAY FINANCIALS AS PRESENTED (CLAIM NUMBERS 43489 THRU 43555 AND NON-CHECK CLAIMS LISTED ON THE ATTACHED REPORT – TOTAL \$451,358.26). MOTION PASSED.

Pay Bills – MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 43551 THRU 43618; AND CLAIMS 1723 THRU 1738 – TOTAL – \$58,084.79). MOTION PASSED.

Clerk/Administrator – Laura Fussy

Approval of Election Judges – Laura Fussy presented a recommendation for the appointment of five election judges to work the primary election on August 11, 2026.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE APPOINTMENT OF FIVE ELECTION JUDGES FOR THE PRIMARY ELECTION. MOTION PASSED.

Waiver of Tort Liability – Laura Fussy shared the Council needs to act annually on whether to waive tort liability limits.

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE TO APPROVE NOT WAIVING THE TORT LIABILITY LIMITS. MOTION PASSED.

2025 Population Estimate – Laura Fussy reviewed the 2025 Population Estimate.

Planning & Zoning Commission – Darcy Peterson turned the discussion over to Laura Fussy.

New/Updated Permit Applications – Laura Fussy explained several forms have been updated or newly created for ease in use by Lake Shore residents.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE NEW/UPDATED PERMIT APPLICATION FORMS. MOTION PASSED.

May Minutes & Permit Summary – The May Minutes and Permit Summary were provided for review.

Wastewater/Road Committee – Wayne Anderson was absent. Alex Bitter lead the discussion on Pebble Beach Road.

Pebble Beach Road Meeting/Notice – Alex Bitter shared the Pebble Beach design and grading aspects in the plan. A meeting with the residents will be tentatively held in conjunction with the Roads/Wastewater meeting on July 21st.

MOTION BY VERN GEVIK AND APPROVED BY HENRY COTE TO APPROVE SENDING OUT THE LETTER OF NOTICE FOR THE PEBBLE BEACH ROAD PROJECT INFORMATIONAL MEETING. MOTION PASSED.

County Road 107 Easement Request – Laura Fussy shared that Cass County is asking the City to donate a part of the easement in the Cass County Hwy Dept County Project ST 2026-107.

MOTION BY VERN GEVIK AND APPROVED BY HENRY COTE TO APPROVE THE EASEMENT ONCE IT HAS GONE THROUGH ALL LEGAL REVIEWS FOR THE CASS COUNTY HWY DEPT PROJECT ST 2026-107. MOTION PASSED.

Ridge Road Maintenance Update – Alex Bitter shared that a Ridge Road resident attended the meeting and asked the City to avoid Ridge Road.

Wastewater Monthly Report – Pequot Lakes – The operations report for June was included for review.

May Minutes - May 2026 minutes were included for review.

Park and Recreation Committee – Henry Cote had nothing to report.

Building and Grounds Committee – Vern Gevik shared that Widseth attended the meeting to give their opinions and options to Lake Shore in moving forward with either remodeling the current building or doing a new build.

Trail 77 - Alex Bitter reported that the retaining walls are going in.

Personnel – Andy Stewart/Darcy Peterson had nothing to report.

City Attorney – Gammello - Pearson – Tom Pearson gave a brief update on two of the Gull Lake Trail easements that are outstanding due to unforeseen circumstances. Remaining easements are completed.

City Engineer – Widseth – Alex Bitter

Capital Improvement Plan/2027 Project Update – Alex Bitter shared that the plan is being stretched out to 2032. The 2027 projects are identified and Widseth will bring a proposal next month for those projects.

Ester Lane Water Service Repair Update – Alex Bitter referenced the bills that had been reviewed but no recommendation was made. Alex indicated a decision will be made in July and will present the dollar amounts to the committee so they will know the scale of what it will cost.

Alex Bitter shared that Fritz Loven has been funded by the State. Alex stated he will contact the State to inform them that the work will be committed for 2027.

OLD BUSINESS – There was no old business.

NEW BUSINESS

Request to Hold Town Hall Meeting at City Hall – Laura Fussy received a request from Aaron Ammerman to use City Hall for a town meeting with the residents and the sheriff candidates.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE REQUEST TO USE CITY HALL FOR A TOWN HALL MEETING FOR THE SHERIFF CANDIDATES. MOTION PASSED.

ANNOUNCEMENTS/PUBLIC FORUM – None.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF JUNE 22, 2026, AT 6:32 PM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

Lake Shore Police Department
Monthly Activity Report

June 2026

54 Traffic Related Incidents:

Traffic warnings:	35
Traffic citations:	2
Underage consume:	1
ATV complaint:	1
Driving complaint:	5
Boat complaint:	2
Roadway Hazard:	8

44 Misc Calls for Service:

Alarms:	7
Poss/receive stolen prop:	1
Sudden Death:	1
Mental Health:	1
Fire/grass:	2
Medicals:	6
Property damage:	1
Domestic Dispute:	3
Found property:	2
Animal Complaint:	3
Public assist:	4
Suspicious activity:	1
Agency assist:	3
General information:	9

Total Incidents: 98

Nisswa Fire Department Report

June 2026

Training for this month included working with large diameter hose (LDH) for spraying and relaying water from one engine to another. We worked with Pequot Lakes Fire Department during one training to draft from Gull Lake and feed water to their ladder truck using LDH. Firefighters worked with pumping operations during this training as well. This training helped simulate how we would feed another departments ladder truck during a large fire/large event.

Activities for this month included our first Meat Raffle at the Nisswa American Legion. This was hosted on 6/13/2026. This was a very successful event and we look forward to volunteering for further meat raffles. We are thankful for the Nisswa Legion for letting us participate in this event. Our firefighters also volunteered for the Nisswa Safety Town program. During this event, firefighters showed 34 kids Nisswa Engine 1 and Engine 19. Safety Town students were able to spray water off of the trucks, learn fire safety (e.g. Stop, Drop and Roll, Don't Play with Matches, etc.), and learn/see our structure fire gear.

Call Breakdown:

Medical Calls	37
Structure Fire Calls/Vehicle Fire	1
Grass Fire/Brush Fire	2
Gas Leak/Odor	0
Power line down	2
Motor Vehicle Accidents	2
Carbon Monoxide/Smoke Detector	7
Rescue/Special Event	0
Cancelled en route	1
Total:	52 total

City of Nisswa: 32

Lake Edward Township: 10

Lake Shore: 10

Pelican Township: 0

Chief Bailey 218-851-2825

BANK RECONCILIATION

ACCOUNT NAME

GENERAL CHECKING MONTH ENDED

30-Jun-26

G/L ACCOUNT BALANCE (GEN)

\$1,703,647.60

CORONA VIRUS RELIEF FUND

\$95,820.61

AMERICAN NATIONAL

\$862,305.57

LSPD ADMIN FINES Added 1/31/23

\$17,773.94

AMERICAN NATIONAL MM

\$1,324,224.23

P&Z PENALTIES Added 1/31/23

\$18,900.00

AMER NATL BANK (CD)

\$749,777.30

POHL ROAD ASSESSMENTS

\$43,731.56

BALANCE PER BANK STMT

\$2,186,529.80

ROBINHOOD WAY ASSESSMENT

\$68,507.31

DEBT SERVICE 2020A

-\$377,207.57

MUNICIPAL STATE AID-STREET

\$1,612.50

PARK DEDICATION FEE Added 1/31/23

\$15,950.00

G/L CAPITAL (SEWER)

\$90,026.61

2020 STREET IMPROVEMENTS

\$0.00

GLT-DEDICATED MATCH \$ Added 1/31/23

\$295,846.52

G/L ACCOUNT BALANCE (SEWR)

\$128,824.22

AMER NATL BANK (CD)

\$24,790.76

TOTAL

\$2,878,001.36

ADD:

DEP IN TRANS

ADD:

DEPOSITS

DATE

AMOUNT

DATE

AMOUNT

DEP. AFTER

6/30/2026

6/30/2026

\$2,878,001.36

\$2,186,529.80

LESS:

DISBURSEMENTS

LESS:

ITEM

AMOUNT

\$749,777.30

◀ AM NATL (CD)

CKS AFTER

\$24,790.76

◀ AM NATL (CD)

6/30/2026

OUTSTANDING CHECKS ▶

\$83,096.50

Total

SEE BELOW

BANK BALANCE PER LEDGER

\$2,103,433.30

BANK BALANCE PER RECON.

\$2,103,433.30

CHECKS OUTSTANDING								
#	AMOUNT	#	AMOUNT	#	AMOUNT	#	AMOUNT	TOTAL
43455	\$279.33	43623	\$260.00					
43492	\$59,384.00	43624	\$73.92					
43547	\$4,200.00	43627	\$16.00					
43549	\$10,700.00	43628	\$1,762.50					
43550	\$4,200.00	43629	\$14.30					
43563	\$1,140.55	43631	\$240.06					
43603	\$125.00	43632	\$50.84					
43606	\$50.00							
43615	\$100.00							
43616	\$150.00							
43617	\$250.00							
43618	\$100.00							
		4th Col	\$ -					
		3rd Col	\$ -					
		2nd Col	\$ 2,417.62		Before	30-Jun	\$83,096.50	
		1st Col	\$80,678.88		After	30-Jun		
		Total	\$83,096.50		Total		\$ 83,096.50	\$ 83,096.50

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	\$1,075,894.72	\$703,775.84	\$76,604.93	\$1,703,065.63	\$0.00	\$82,846.50	\$1,785,912.13
Corona Virus Relief Funds	\$95,820.61	\$0.00	\$0.00	\$95,820.61	\$0.00	\$0.00	\$95,820.61
LSPD Administrative Fines	\$17,804.43	\$60.00	\$90.49	\$17,773.94	\$0.00	\$0.00	\$17,773.94
P&Z Penalties	\$18,900.00	\$0.00	\$0.00	\$18,900.00	\$0.00	\$0.00	\$18,900.00
American National CD - 1	\$749,777.30	\$0.00	\$0.00	\$749,777.30	\$0.00	\$0.00	\$749,777.30
Pohl Road Assessments	\$43,731.56	\$0.00	\$0.00	\$43,731.56	\$0.00	\$0.00	\$43,731.56
Robinhood Way Assessments	\$68,507.31	\$0.00	\$0.00	\$68,507.31	\$0.00	\$0.00	\$68,507.31
Debt Service 2020A	(\$377,207.57)	\$0.00	\$0.00	(\$377,207.57)	\$0.00	\$0.00	(\$377,207.57)
Municipal State Aid Streets - Construction	\$1,612.50	\$0.00	\$0.00	\$1,612.50	\$0.00	\$0.00	\$1,612.50
Park Dedication Fee	\$15,950.00	\$0.00	\$0.00	\$15,950.00	\$0.00	\$0.00	\$15,950.00
Sewer Capital Projects	\$85,831.11	\$4,195.50	\$0.00	\$90,026.61	\$0.00	\$0.00	\$90,026.61
Trail - Dedicated Matching Funds	\$295,846.52	\$0.00	\$0.00	\$295,846.52	\$0.00	\$0.00	\$295,846.52
Sewage Collection and Disposal	\$114,274.07	\$21,824.00	\$7,273.85	\$128,824.22	\$0.00	\$250.00	\$129,074.22
American National CD - 2	\$24,790.76	\$0.00	\$0.00	\$24,790.76	\$0.00	\$0.00	\$24,790.76
Total	\$2,231,533.32	\$729,855.34	\$83,969.27	\$2,877,419.39	\$0.00	\$83,096.50	\$2,960,515.89

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>
06/10/2026	Payroll Period Ending 06/09/2026	43556	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Council/Town Board	100-41110-101-	\$ 298.71
	Total For Check	43556					<u>\$ 298.71</u>
06/10/2026	Payroll Period Ending 06/09/2026	43557	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Council/Town Board	100-41110-101-	\$ 279.33
	Total For Check	43557					<u>\$ 279.33</u>
06/10/2026	Payroll Period Ending 06/09/2026	43558	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Council/Town Board	100-41110-101-	\$ 269.33
	Total For Check	43558					<u>\$ 269.33</u>
06/10/2026	Payroll Period Ending 06/09/2026	43559	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Housekeeping/Grounds Maint	100-41942-101-	\$ 395.21
	Total For Check	43559					<u>\$ 395.21</u>
06/10/2026	Payroll Period Ending 06/09/2026	43560	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Chief of Police	100-42111-101-	\$ 2,382.22
	Total For Check	43560					<u>\$ 2,382.22</u>
06/10/2026	Payroll Period Ending 06/09/2026	43561	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Clerk	100-41425-101-	\$ 2,383.55
	Total For Check	43561			Planning and Zoning Office Sewer Administration	100-41911-101- 602-49495-101-	\$ 64.42 \$ 128.84
	Total For Check	43561					<u>\$ 2,576.81</u>
06/10/2026	Payroll Period Ending 06/09/2026	43562	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Patrolman PT	100-42113-101-	\$ 405.67
	Total For Check	43562					<u>\$ 405.67</u>
06/10/2026	Payroll Period Ending 06/09/2026	43563	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Public Works Employee	100-43010-101-	\$ 1,140.55
	Total For Check	43563					<u>\$ 1,140.55</u>
06/10/2026	Payroll Period Ending 06/09/2026	43564	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Council/Town Board	100-41110-101-	\$ 375.72
	Total For Check	43564					<u>\$ 375.72</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>
06/10/2026	Payroll Period Ending 06/09/2026	43565	Payroll Period 5/27/26-6/9/26 PD 6/10/26	N	Mayor	100-41310-101-	\$ 467.75
		Total For Check					\$ 467.75
06/10/2026	STATE OF MINNESOTA PAYMENTS	DC61026	DC Payroll 5/27/26-6/9/26	N	City Administrator	100-41350-101-	\$ 50.00
		DC61026			Chief of Police	100-42111-101-	\$ 25.00
		Total For Check					\$ 75.00
06/10/2026	TASC CLIENT SERVICES	FS61026	EMPLOYEE FLEX CONTR PYRL 12 of 26	N	City Administrator	100-41350-101-	\$ 130.76
		FS61026			Chief of Police	100-42111-101-	\$ 130.76
		Total For Check					\$ 261.52
06/10/2026	STATE OF MINNESOTA PAYMENTS	H CSP61026	H CSP Payroll 5/27/26-6/9/26	N	City Administrator	100-41350-101-	\$ 150.00
		H CSP61026			Clerk	100-41425-101-	\$ 138.75
		H CSP61026			Planning and Zoning Office	100-41911-101-	\$ 7.50
		H CSP61026			Chief of Police	100-42111-101-	\$ 150.00
		H CSP61026			Sewer Administration	602-49495-101-	\$ 3.75
		Total For Check					\$ 450.00
06/10/2026	IRS DEPOSIT (PAYROLL)	IRS61026	Payroll Period 5/27/26-6/9/26 Pd 6/10/26	N	Council/Town Board	100-41110-101-	\$ 59.72
		IRS61026				100-41110-122-	\$ 20.15
		IRS61026				100-41110-126-	\$ 19.57
		IRS61026			Mayor	100-41310-101-	\$ 7.25
		IRS61026				100-41310-126-	\$ 7.25
		IRS61026			Clerk	100-41425-101-	\$ 668.61
		IRS61026				100-41425-122-	\$ 216.35
		IRS61026			Planning and Zoning Office	100-41425-126-	\$ 50.60
		IRS61026				100-41911-101-	\$ 18.08
		IRS61026				100-41911-122-	\$ 5.85
		IRS61026			Housekeeping/Grounds Maint	100-41911-126-	\$ 1.37
		IRS61026				100-41942-101-	\$ 32.90
		IRS61026				100-41942-122-	\$ 26.66
		IRS61026				100-41942-126-	\$ 6.24
		IRS61026			Chief of Police	100-42111-101-	\$ 228.20
		IRS61026			Patrolman PT	100-42113-101-	\$ 35.00
		IRS61026				100-42113-122-	\$ 28.37
		IRS61026				100-42113-126-	\$ 6.63
		IRS61026			Public Works Employee	100-43010-101-	\$ 242.06
		IRS61026				100-43010-122-	\$ 96.98
		IRS61026				100-43010-126-	\$ 22.68

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

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total	
06/10/2026	MN DEPT OF REVENUE (PAYROLL TAXES)	IRS61026			Miscellaneous	100-49001-101-	\$ (0.02)	
		IRS61026			Chief of Police	225-42111-126-	\$ 46.15	
		IRS61026			Sewer Administration	602-49495-101-	\$ 36.14	
		IRS61026				602-49495-122-	\$ 11.69	
		IRS61026				602-49495-126-	\$ 2.74	
		Total For Check						\$ 1,897.22
		MN61026	Payroll Period 5/27/26-6/9/26	N	Council/Town Board	100-41110-101-	\$ 25.00	
		Pd 6/10/26		Clerk	100-41425-101-	\$ 185.56		
				Planning and Zoning Office	100-41911-101-	\$ 5.02		
				Chief of Police	100-42111-101-	\$ 107.47		
06/10/2026	PUBLIC EMPLOYEES RETIREMENT ASSN	MN61026			Patrolman PT	100-42113-101-	\$ 14.81	
		MN61026			Public Works Employee	100-43010-101-	\$ 73.00	
		MN61026			Miscellaneous	100-49001-101-	\$ (0.01)	
		MN61026			Sewer Administration	602-49495-101-	\$ 10.03	
		Total For Check						\$ 420.88
		PERA61026	Payroll Period 5/27/26-6/9/26	N	Council/Town Board	100-41110-101-	\$ 36.25	
		Pd 6/10/26		Mayor	100-41310-101-	\$ 25.00		
				Clerk	100-41310-121-	\$ 25.00		
					100-41425-101-	\$ 235.84		
					100-41425-121-	\$ 272.12		
06/11/2026	A. W. RESEARCH LABORATORIES, INC.	PERA61026			Planning and Zoning Office	100-41911-101-	\$ 6.37	
		PERA61026			Chief of Police	100-41911-121-	\$ 7.35	
		PERA61026				100-42111-101-	\$ 408.70	
		PERA61026			Public Works Employee	100-42111-121-	\$ 613.06	
		PERA61026				100-43010-101-	\$ 101.67	
		PERA61026			Miscellaneous	100-43010-121-	\$ 117.31	
		PERA61026			Sewer Administration	100-49001-101-	\$ (0.01)	
		PERA61026				602-49495-101-	\$ 12.75	
		PERA61026				602-49495-121-	\$ 14.71	
		Total For Check						\$ 1,912.37
		43566	MAY 2026 INV 78822	N	Sanitary Sewer Maintenance	602-43252-302-	\$ 114.40	
		Total For Check						\$ 114.40
		43567	PCBOA MTG PUBLIC NOTICE; INV 5D738A93-0041	N	Planning and Zoning Office	100-41911-351-	\$ 46.58	

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>FA-O-P</u>	<u>Total</u>
	Total For Check	43567					\$ 46.58
06/11/2026	CASS COUNTY SHERIFFS OFFICE	43568	RADIO USAGE FEE INV 2601115	N	Communication Services	100-42151-415-	\$ 211.44
	Total For Check	43568					\$ 211.44
06/11/2026	CRAFCO, INC	43569	CRACK SEALING- BILLED RENTAL DATES: 4/24-4/25/26	N	Highways, Streets & Roadways	100-43101-310-	\$ 625.00
	Total For Check	43569					\$ 625.00
06/11/2026	CIRCLE K / HOLIDAY	43570	FUEL PD 112497028 & PW 112497064	N	Automotive Services	100-42152-212-	\$ 2,049.74
	Total For Check	43570			Public Works General	100-43001-212-	\$ 1,422.16
							\$ 3,471.90
06/11/2026	CALIBRATIONS AND CONTROLS, INC.	43571	CALIBRATION LIFT STA CR78 SEMI-ANNL INV-211127	N	Sewage Collection and Disposal	602-43250-300-	\$ 692.50
	Total For Check	43571					\$ 692.50
06/11/2026	CTC - 446126	43572	PHONES-ACCT 00018679-6 INV 21820620	N	Other General Government	100-41901-321-	\$ 275.53
	Total For Check	43572			Communication Services	100-42151-321-	\$ 40.96
							\$ 316.49
06/11/2026	CROW WING POWER	43573	POWER BILL DATE 5/14/2026	N	Street Lighting	100-43160-381-	\$ 40.48
		43573			Park Areas	100-45202-381-	\$ 40.11
		43573			Cemetery	100-49010-381-	\$ 40.73
	Total For Check	43573			Sewer Utilities - Sewer Lift Stations	602-49470-381-	\$ 322.81
							\$ 444.13
06/11/2026	FIRST IMPRESSION PRINTING	43574	2026 SPRING NEWSLETTER INV 97188	N	Other General Government	100-41901-354-	\$ 623.70
	Total For Check	43574					\$ 623.70
06/11/2026	GOPHER STATE ONE-CALL INC	43575	MAY 2026 SVC-BILLABLE TICKETS INV 6050532	N	Sanitary Sewer Maintenance	602-43252-300-	\$ 31.05
	Total For Check	43575					\$ 31.05
06/11/2026	FOGGERS PEST CONTROL	43576	PEST CONTROL MAY 2026 INV 16444	N	Other General Government	100-41901-300-	\$ 200.00
	Total For Check	43576					\$ 200.00

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06/11/2026	GAMMELLO & PEARSON, PLLC	43577	PZ/TRL/RET STMT 112044, 112045, 112046	N	Purchasing	100-41570-514-	\$ 1,405.80
		43577			Other General Government Planning and Zoning Office	100-41901-304-	\$ 1,200.00
		43577				100-41911-305-	\$ 45.00
	Total For Check	43577					\$ 2,650.80
06/11/2026	HOLDEN ELECTRIC CO. INC.	43578	TROUBLESHOOT TELEMETRY 3 LIFT STATIONS	N	Sewer Utilities - Sewer Lift Stations	602-49470-310-	\$ 821.00
	Total For Check	43578					\$ 821.00
06/11/2026	IDEAL CONSTRUCTION	43579	DELIVERING AND LEVELING CRUSHED ASPHALT INV9479	N	Purchasing	100-41570-530-	\$ 600.00
	Total For Check	43579					\$ 600.00
06/11/2026	THE LINCOLN NATIONAL LIFE INS. CO.	43580	PREMIUM PYMT ACCT	N	City Administrator	100-41350-133-	\$ 69.80
		43580	ATCLSHORE-BL-1558002		Chief of Police	100-42111-133-	\$ 85.88
	Total For Check	43580					\$ 155.68
06/11/2026	MINNESOTA POWER	43581	BILL DATE MAY 12, 2026	N	General Government Buildings and Plant	100-41940-381-	\$ 634.27
		43581	MULTIPLE ACCTS		Street Lighting	100-43160-381-	\$ 82.51
		43581			Sewer Utilities - Sewer Lift Stations	602-49470-381-	\$ 7.50
	Total For Check	43581					\$ 724.28
06/11/2026	MEDICA	43583	COVERAGE JUNE 2026 INV 949305261508	N	City Administrator	100-41350-131-	\$ 224.87
		43583			Chief of Police	100-42111-131-	\$ 224.87
	Total For Check	43583					\$ 449.74
06/11/2026	M - R SIGN CO., INC.	43584	NO PKG SIGN-POST HOLE	N	Highways, Streets & Roadways	100-43101-226-	\$ 340.86
	Total For Check	43584					\$ 340.86
06/11/2026	NORTHLAND DRILLING	43585	5HP PUMP END; PRESSURE GAUGE; 350 PRESSURE TANK	N	Cemetery	100-49010-400-	\$ 2,771.50
	Total For Check	43585					\$ 2,771.50
06/11/2026	NISSWA HARDWARE	43586	BATTERY; TRALR CPLR;OIL; BRSHS; CHAINSAW CHAIN	N	Public Works General	100-43001-213-	\$ 643.84
		43586				100-43001-221-	\$ 147.54
	Total For Check	43586					\$ 791.38

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06/11/2026	NCPERS GROUP LIFE INS.	43587	GRP LIFE INSURANCE-UNIT 571200 INV 571200062026	N	Chief of Police	100-42111-101-	\$ 16.00
	Total For Check	43587					\$ 16.00
06/11/2026	ON SYSTEMS INC	43588	MGD SVC PLAN & MICROSOFT 365 INV 12926	N	Other General Government	100-41901-415-	\$ 680.45
	Total For Check	43588					\$ 680.45
06/11/2026	PITNEY BOWES	43589	SENDPRO MAILSTATION - INV 3107897158	N	Other General Government	100-41901-415-	\$ 81.30
	Total For Check	43589					\$ 81.30
06/11/2026	PURCHASE POWER	43590	SENDPRO POSTAGE-#8000-9000-0325-854 2	N	Other General Government	100-41901-322-	\$ 257.00
	Total For Check	43590					\$ 257.00
06/11/2026	CITY OF PEQUOT LAKES	43591	MTHLY WW OPS INV2603;PBEACH & PRTVW RD INV2600	N	Sanitary Sewer Maintenance	602-43252-300-	\$ 3,969.66
	Total For Check	43591					\$ 3,969.66
06/11/2026	RARDIN EXCAVATING INC	43592	GRADE FLIPARK; GRADE/SWEEP CITY ROADS	N	Highways, Streets & Roadways	100-43101-310-	\$ 4,595.00
	Total For Check	43592					\$ 4,595.00
06/11/2026	SOURCEWELL	43593	PZ SVC APRIL 2026 INV00006220	N	Planning and Zoning	100-41910-300-	\$ 2,775.00
	Total For Check	43593					\$ 2,775.00
06/11/2026	TASC	43594	ADMIN FEE 4104-7329-2671 IN3751454	N	Other General Government	100-41901-415-	\$ 28.30
	Total For Check	43594					\$ 28.30
06/11/2026	TERI HASTINGS	43595	TRAIL WORK/CITY PZ	N	Planning and Zoning	100-41910-300-	\$ 660.00
	Total For Check	43595					\$ 660.00
06/11/2026	NISSWA POST OFFICE	43596	PERMIT TYPE/# P1 53 NEWSLTR POSTAGE-SUMMER 2026	N	Other General Government	100-41901-322-	\$ 476.37
	Total For Check	43596					\$ 476.37

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06/11/2026	US BANK EQUIPMENT FINANCE	43597	RICOH COPIER CONTRACT INV 581203577	N	Other General Government	100-41901-415-	\$ 461.55
	Total For Check	43597					\$ 461.55
06/11/2026	VERIZON WIRELESS	43598	PHONE - INV 6142490803 & 6144749716	N	Communication Services	100-42151-321-	\$ 196.82
	Total For Check	43598					\$ 196.82
06/11/2026	WASTE PARTNERS INC.	43599	TRASH REMOVAL INV 65X02998	N	General Government Buildings and Plant	100-41940-384-	\$ 117.68
	Total For Check	43599					\$ 117.68
06/11/2026	XT CREATIVE GROUP	43600	DESIGN/LYOUT SP/SUMMER 2026 NWSLTR	N	Other General Government	100-41901-354-	\$ 230.00
	Total For Check	43600					\$ 230.00
06/11/2026	XCEL ENERGY	43601	ACCT 51-6575479-0 STMT 977494709	N	General Government Buildings and Plant	100-41940-383-	\$ 97.86
	Total For Check	43601					\$ 97.86
06/11/2026	KILEY ARMITAGE	43602	MAR 2026 PARK AND REC	N	Park Committee	100-41332-318-	\$ 50.00
	Total For Check	43602					\$ 50.00
06/11/2026	KEVIN J. EGAN	43603	MAY 2026 PZ MTG	N	Boards and Commissions	100-41330-318-	\$ 125.00
	Total For Check	43603					\$ 125.00
06/11/2026	T.J. GRABER	43604	MAY & JUN 2026 PZ MTG	N	Boards and Commissions	100-41330-318-	\$ 250.00
	Total For Check	43604					\$ 250.00
06/11/2026	JIM HALVERSON	43605	APR & MAY 2026 RWW MTG	N	Sewer Committee	602-41333-318-	\$ 100.00
	Total For Check	43605					\$ 100.00
06/11/2026	TERRY HANSEN	43606	AOR 2026 RWW MTG	N	Sewer Committee	602-41333-318-	\$ 50.00
	Total For Check	43606					\$ 50.00
06/11/2026	TERI HASTINGS	43607	MAR/APR/MAY BLDG & GRDS COMMITTEE MTG	N	Boards and Commissions	100-41330-318-	\$ 150.00
	Total For Check	43607					\$ 150.00
06/11/2026	ALEX KUHN	43609	JUN 2026 PZ MTG	N	Boards and Commissions	100-41330-318-	\$ 125.00
	Total For Check	43609					\$ 125.00

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06/11/2026	TROY MAGNUSON	43610	MAY 2026 RWV MTG:MAR/APR/MAY BLDG & GRDS MTG	N	Boards and Commissions	100-41330-318-	\$ 150.00
		43610			Sewer Committee	602-41333-318-	\$ 50.00
		Total For Check				\$ 200.00	
06/11/2026	TODD PETERSON	43611	MAR 2026 BLDG & GRDS MTG	N	Boards and Commissions	100-41330-318-	\$ 50.00
		Total For Check				\$ 50.00	
06/11/2026	DAVID RIEGERT	43612	MAY/JUN 2026 PZ MTG; MAR 2026 BLDG & GRDS MTG	N	Boards and Commissions	100-41330-318-	\$ 300.00
		Total For Check				\$ 300.00	
06/11/2026	GREG SCHWANBECK	43613	MAR 2026 PARK/REC MTG	N	Park Committee	100-41332-318-	\$ 50.00
		Total For Check				\$ 50.00	
06/11/2026	PATRICK J. SMITH	43614	JUN 2026 PZ MTG	N	Boards and Commissions	100-41330-318-	\$ 125.00
		Total For Check				\$ 125.00	
06/11/2026	JUSTIN STAHNKE	43615	APR/MAY 2026 RWV MTG	N	Sewer Committee	602-41333-318-	\$ 100.00
		Total For Check				\$ 100.00	
06/11/2026	STEVEN SUNDSTROM	43616	MAR/APR/MAY BLDG & GRDS MTG	N	Boards and Commissions	100-41330-318-	\$ 150.00
		Total For Check				\$ 150.00	
06/11/2026	SEAN WELDON	43617	MAY/JUN 2026 PZ MTG	N	Boards and Commissions	100-41330-318-	\$ 250.00
		Total For Check				\$ 250.00	
06/11/2026	JAMES R. WOLL	43618	APR/MAY 2026 RWV MTG	N	Sewer Committee	602-41333-318-	\$ 100.00
		Total For Check				\$ 100.00	
06/11/2026	CHASE CARD SERVICES	CHASECC611:	MAY/JUN 2026 CC STATEMENT	N	City Administrator	100-41350-437-	\$ 50.00
		ACCT ENDING 5961			Purchasing	100-41570-549-	\$ 515.64
		CHASECC611:			Other General Government	100-41901-201-	\$ 104.60
		CHASECC611:				100-41901-201-	\$ 103.37
		CHASECC611:				100-41901-201-	\$ 13.39
		CHASECC611:				100-41901-211-	\$ 213.96
		CHASECC611:				100-41901-211-	\$ 40.79
		CHASECC611:				100-41901-221-	\$ 60.69
		CHASECC611:				100-41901-322-	\$ 16.10
		CHASECC611:				100-41901-444-	\$ 53.47

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		CHASECC611;				100-41901-444-	\$ 40.00
		CHASECC611;				100-41901-444-	\$ 40.00
		CHASECC611;				100-41901-491-	\$ 234.00
		CHASECC611;			Planning and Zoning Office	100-41911-354-	\$ 15.95
		CHASECC611;			Police	100-42101-444-	\$ 26.49
		CHASECC611;			Patrolman PT	100-42113-208-	\$ 54.14
		CHASECC611;			Public Works General	100-43001-211-	\$ 140.17
		CHASECC611;				100-43001-212-	\$ 193.58
		CHASECC611;			Highways, Streets & Roadways	100-43001-221-	\$ 47.45
		CHASECC611;				100-43101-310-	\$ 428.43
		CHASECC611;				100-43101-310-	\$ 366.67
		CHASECC611;			Park Areas	100-45202-211-	\$ 268.59
		CHASECC611;				100-45202-225-	\$ 184.76
		CHASECC611;			Cemetery	100-49010-225-	\$ 441.87
		CHASECC611;				100-49010-310-	\$ 366.67
		CHASECC611;			Sanitary Sewer Maintenance	100-49010-310-	\$ 9.66
		CHASECC611;				602-43252-310-	\$ 366.66
	Total For Check	CHASECC611;					\$ 4,397.10
06/11/2026	CIRCLE K / HOLIDAY	CIRCLEK60221	FUEL PD 111847290 & PW	N	Automotive Services	100-42152-212-	\$ 1,567.21
		CIRCLEK60221	111847169		Public Works General	100-43001-212-	\$ 1,243.02
	Total For Check	CIRCLEK60221					\$ 2,810.23
06/22/2026	COLUMN SOFTWARE PBC	43619	PCBOA MTG NOTICE;2026	N	Elections	100-41410-351-	\$ 48.45
		43619	AFFIDAVITS OF CANDIDACY		Planning and Zoning Office	100-41911-351-	\$ 58.14
	Total For Check	43619					\$ 106.59
06/22/2026	CULLIGAN	43620	RENTAL SVC INV 150X02642809	N	Other General Government	100-41901-211-	\$ 129.60
			& 150X02685907				
	Total For Check	43620					\$ 129.60
06/22/2026	CTC - 446126	43621	PHONES-ACCT 00018679-6 INV	N	Other General Government	100-41901-321-	\$ 266.26
			21844671		Communication Services	100-42151-321-	\$ 38.78
	Total For Check	43621					\$ 305.04
06/22/2026	FYLES SATELLITES INC	43622	PORTABLE RESTROOMS INV	N	Park Areas	100-45202-300-	\$ 411.50
			15703				
	Total For Check	43622					\$ 411.50

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06/22/2026	FIRST IMPRESSION PRINT & DESIGN	43623	COLOR ENVELOPES	N	Other General Government	100-41901-354-	\$ 260.00
	Total For Check	43623					<u>\$ 260.00</u>
06/22/2026	LAMS.INC	43624	INV 74441 & 74440 SIGNS	N	General Government Buildings and Plant	100-41940-310-	\$ 73.92
	Total For Check	43624					<u>\$ 73.92</u>
06/22/2026	MEDICA	43625	COVERAGE JUL 2026 INV	N	City Administrator	100-41350-131-	\$ 2,102.66
		43625	949304746000		Chief of Police	100-42111-131-	\$ 2,924.33
	Total For Check	43625					<u>\$ 5,026.99</u>
06/22/2026	MINNESOTA POWER	43626	BILL DATE JUN 2026 MULTIPLE ACCTS	N	General Government Buildings and Plant	100-41940-381-	\$ 1,035.97
		43626			Street Lighting	100-43160-381-	\$ 112.76
		43626			Sewer Utilities - Sewer Lift Stations	602-49470-381-	\$ 190.30
	Total For Check	43626					<u>\$ 1,339.03</u>
06/22/2026	NCPERS GROUP LIFE INS.	43627	GRP LIFE INSURANCE-UNIT	N	Chief of Police	100-42111-101-	\$ 16.00
	Total For Check	43627	571200 INV 571200072026				<u>\$ 16.00</u>
06/22/2026	RARDIN EXCAVATING INC	43628	GRADE FLPAK; GRADE CITY RDS; CUT TREE	N	Highways, Streets & Roadways	100-43101-310-	\$ 1,762.50
	Total For Check	43628					<u>\$ 1,762.50</u>
06/22/2026	CHARTER COMMUNICATIONS	43629	ACCT 175599201 - Inv	N	Other General Government	100-41901-321-	\$ 14.30
			175599201060126				
	Total For Check	43629					<u>\$ 14.30</u>
06/22/2026	THE LINCOLN NATIONAL LIFE INS. CO.	43630	PREMIUM PYMT ACCT	N	City Administrator	100-41350-133-	\$ 69.80
		43630	ATCLSHORE-BL-1558002		Chief of Police	100-42111-133-	\$ 85.88
	Total For Check	43630					<u>\$ 155.68</u>
06/22/2026	VERIZON WIRELESS	43631	PHONE - INV 6145009283	N	Communication Services	100-42151-321-	\$ 240.06
	Total For Check	43631					<u>\$ 240.06</u>
06/22/2026	XCEL ENERGY	43632	ACCT 51-6575479-0 STMT	N	General Government Buildings and Plant	100-41940-383-	\$ 50.84
			981731984				
	Total For Check	43632					<u>\$ 50.84</u>

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06/24/2026	Payroll Period Ending 06/23/2026	43633	Payroll Period 6/10/26-6/23/26	N	City Administrator	100-41350-101-	\$ 2,363.04
	Total For Check	43633					\$ 2,363.04
06/24/2026	Payroll Period Ending 06/23/2026	43634	Payroll Period 6/10/26-6/23/26	N	Housekeeping/Grounds Maint	100-41942-101-	\$ 220.58
	Total For Check	43634					\$ 220.58
06/24/2026	Payroll Period Ending 06/23/2026	43635	Payroll Period 6/10/26-6/23/26	N	Chief of Police	100-42111-101-	\$ 2,310.86
	Total For Check	43635					\$ 2,310.86
06/24/2026	Payroll Period Ending 06/23/2026	43636	Payroll Period 6/10/26-6/23/26	N	Clerk	100-41425-101-	\$ 1,437.65
	43636		Paid 6/24/26		Planning and Zoning Office	100-41911-101-	\$ 38.86
	43636				Sewer Administration	602-49495-101-	\$ 77.71
	Total For Check	43636					\$ 1,554.22
06/24/2026	Payroll Period Ending 06/23/2026	43637	Payroll Period 6/10/26-6/23/26	N	Patrolman PT	100-42113-101-	\$ 360.24
	Total For Check	43637					\$ 360.24
06/24/2026	Payroll Period Ending 06/23/2026	43638	Payroll Period 6/10/26-6/23/26	N	Public Works Employee	100-43010-101-	\$ 908.98
	Total For Check	43638					\$ 908.98
06/24/2026	STATE OF MINNESOTA PAYMENTS	DC062426	DC Payroll 6/10/26-6/23/26	N	City Administrator	100-41350-101-	\$ 50.00
	DC062426				Chief of Police	100-42111-101-	\$ 25.00
	Total For Check	DC062426					\$ 75.00
06/24/2026	TASC CLIENT SERVICES	FS062426	EMPLOYEE FLEX CONTR PYRL 13	N	City Administrator	100-41350-101-	\$ 130.76
	FS062426		of 26		Chief of Police	100-42111-101-	\$ 130.76
	Total For Check	FS062426					\$ 261.52
06/24/2026	STATE OF MINNESOTA PAYMENTS	HCSP062426	HCSP Payroll 6/10/26-6/23/26	N	City Administrator	100-41350-101-	\$ 150.00
	HCSP062426				Clerk	100-41425-101-	\$ 138.75
	HCSP062426				Planning and Zoning Office	100-41911-101-	\$ 3.75
	HCSP062426				Chief of Police	100-42111-101-	\$ 150.00
	HCSP062426				Sewer Administration	602-49495-101-	\$ 7.50
	Total For Check	HCSP062426					\$ 450.00

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06/24/2026	IRS DEPOSIT (PAYROLL)	IRS062426	Payroll Period 6/10/26-6/23/26 Pd 6/24/26	N	City Administrator	100-41350-101-	\$ 528.21
		IRS062426				100-41350-122-	\$ 206.70
		IRS062426				100-41350-126-	\$ 48.34
		IRS062426			Clerk	100-41425-101-	\$ 292.00
		IRS062426				100-41425-122-	\$ 121.78
		IRS062426			Planning and Zoning Office	100-41425-126-	\$ 28.48
		IRS062426				100-41911-101-	\$ 7.89
		IRS062426				100-41911-122-	\$ 3.29
		IRS062426				100-41911-126-	\$ 0.77
		IRS062426			Housekeeping/Grounds Maint	100-41942-101-	\$ 18.36
		IRS062426				100-41942-122-	\$ 14.88
		IRS062426				100-41942-126-	\$ 3.48
		IRS062426			Chief of Police	100-42111-101-	\$ 213.14
		IRS062426			Patrolman PT	100-42113-101-	\$ 30.98
		IRS062426				100-42113-122-	\$ 25.11
		IRS062426				100-42113-126-	\$ 5.87
		IRS062426			Public Works Employee	100-43010-101-	\$ 195.50
		IRS062426				100-43010-122-	\$ 77.40
		IRS062426				100-43010-126-	\$ 18.10
		IRS062426			Chief of Police	225-42111-126-	\$ 44.34
		IRS062426			Sewer Administration	602-49495-101-	\$ 15.78
		IRS062426				602-49495-122-	\$ 6.58
		IRS062426				602-49495-126-	\$ 1.54
		Total For Check				1,908.52	
06/24/2026	MN DEPT OF REVENUE (PAYROLL TAXES)	MN062426	Payroll Period 6/10/26-6/23/26 Pd 6/24/26	N	City Administrator	100-41350-101-	\$ 141.72
		MN062426			Clerk	100-41425-101-	\$ 88.57
		MN062426			Planning and Zoning Office	100-41911-101-	\$ 2.39
		MN062426			Chief of Police	100-42111-101-	\$ 100.02
		MN062426			Patrolman PT	100-42113-101-	\$ 12.00
		MN062426			Public Works Employee	100-43010-101-	\$ 57.20
		MN062426			Sewer Administration	602-49495-101-	\$ 4.79
		Total For Check				406.69	
06/24/2026	PUBLIC EMPLOYEES RETIREMENT ASSN	PERA062426	Payroll Period 6/10/26-6/23/26 Pd 6/24/26	N	City Administrator	100-41350-101-	\$ 234.95
		PERA062426				100-41350-121-	\$ 271.10
		PERA062426			Clerk	100-41425-101-	\$ 136.69
		PERA062426				100-41425-121-	\$ 157.72
		PERA062426			Planning and Zoning Office	100-41911-101-	\$ 3.69

Fund Name: All Funds

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

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
06/25/2026	ANB	PERA062426				100-41911-121-	\$ 4.26
		PERA062426			Chief of Police	100-42111-101-	\$ 393.93
		PERA062426				100-42111-121-	\$ 590.90
		PERA062426			Public Works Employee	100-43010-101-	\$ 81.14
		PERA062426			Miscellaneous	100-43010-121-	\$ 93.62
06/25/2026	ANB	PERA062426			Sewer Administration	100-49001-101-	\$ (0.01)
		PERA062426				602-49495-101-	\$ 7.39
		PERA062426				602-49495-121-	\$ 8.53
		PERA062426					\$ 1,983.91
		ANBINSF0625	INSUFFICIENT FUNDS-RET'D	N	Other General Government	100-41901-444-	\$ 5.00
06/25/2026	DELTA DENTAL	ANBINSF0625	CHECK FEE-KTB HOMES				\$ 5.00
		DELTA DEN608	INSURANCE PREMIUM JUN 2026	N	City Administrator	100-41350-131-	\$ 161.31
		DELTA DEN608			Chief of Police	100-42111-131-	\$ 161.31
		DELTA DEN608					\$ 322.62
		LMCTRST625;	ACCT 40000537-AGREEMENT PERIOD 5/31/26-5/31/27	N	Council/Town Board	100-41110-151-	\$ 55.32
06/25/2026	LMC INSURANCE TRUST	LMCTRST625;			Mayor	100-41310-151-	\$ 13.84
		LMCTRST625;			City Administrator	100-41350-151-	\$ 390.96
		LMCTRST625;			Clerk	100-41425-151-	\$ 138.89
		LMCTRST625;			Planning and Zoning Office	100-41911-151-	\$ 3.76
		LMCTRST625;			Chief of Police	100-42111-151-	\$ 6,007.05
06/25/2026	LMC INSURANCE TRUST	LMCTRST625;			Public Works Employee	100-43010-151-	\$ 612.68
		LMCTRST625;			Sewer Administration	602-49495-151-	\$ 7.50
		LMCTRST625;					\$ 7,230.00
		LMCTRST625;					\$ 83,969.27
		LMCTRST625;					\$ 83,969.27

STAFF REPORT

ITEM: Approval of Updated Liquor License – Cowboys Restaurant

FROM: Laura Fussy, Clerk/Administrator

DATE: July 21, 2026

APPROVAL:

Cowboys Restaurant has recently come under new ownership. As a result, the business is required to update its liquor license application and provide a current certificate of insurance.

The Police Chief has completed the required background investigation of the new ownership and recommends approval of the liquor license application.

Council approval is required before the City can submit the updated liquor license application and supporting documentation to the appropriate licensing authority for processing.

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
General Property Taxes (31001 through 31299)	1,808,573.00	1,028,793.36	(779,779.64)
Total Acct 310	1,808,573.00	1,028,793.36	(779,779.64)
Penalties and Interest on Special Assessments	0.00	91.42	91.42
Total Acct 319	0.00	91.42	91.42
Alcoholic Beverages	9,924.00	11,224.00	1,300.00
Total Acct 321	9,924.00	11,224.00	1,300.00
Building Permits (Excludes surcharge)	21,000.00	20,575.00	(425.00)
Animal Licenses	80.00	90.00	10.00
Variance/CUP Fees	2,000.00	4,460.00	2,460.00
Lot Splits	500.00	1,100.00	600.00
Golf Cart Permit	150.00	180.00	30.00
Handgun Permits to Purchase	0.00	0.00	0.00
Total Acct 322	23,730.00	26,405.00	2,675.00
Police Training Reimbursement	2,000.00	0.00	(2,000.00)
Police State Aid	20,000.00	0.00	(20,000.00)
Total Acct 334	22,000.00	0.00	(22,000.00)
Sourcewell or Region Five Grant Funds	0.00	9,600.00	9,600.00
Total Acct 336	0.00	9,600.00	9,600.00
Recording of Legal Instruments	230.00	0.00	(230.00)
Zoning and Subdivision Fees	0.00	100.00	100.00
Sale of Maps and Publications	10.00	0.00	(10.00)
Assessment Searches	500.00	300.00	(200.00)
Fire Number Signs/Street Signs	300.00	225.00	(75.00)
Total Acct 341	1,040.00	625.00	(415.00)
Special Police Services	0.00	0.00	0.00
Public Safety - Reimbursement	0.00	0.00	0.00
Total Acct 342	0.00	0.00	0.00
Cemetery Revenues	600.00	0.00	(600.00)
Total Acct 349	600.00	0.00	(600.00)
Court Fines	1,000.00	99.99	(900.01)
Total Acct 351	1,000.00	99.99	(900.01)
Interest Earning	16,000.00	10,300.19	(5,699.81)
Royalties	4,000.00	1,889.05	(2,110.95)
Easter Egg Hunt	1,500.00	1,900.00	400.00
Total Acct 362	21,500.00	14,089.24	(7,410.76)
Total Revenues	1,888,367.00	1,090,928.01	(797,438.99)
Other Financing Sources:			
Transfer From General Fund	0.00	200,000.00	200,000.00
Total Acct 392	0.00	200,000.00	200,000.00
Total Other Financing Sources	0.00	200,000.00	200,000.00

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Council/Town Board			
Mileage	300.00	0.00	300.00
Hotel and Meals	450.00	0.00	450.00
Wages and Salaries: Full-time Employees-Regular	18,500.00	9,084.85	9,415.15
Employer Contributions for Retirement: PERA	360.00	231.25	128.75
Contributions			
Employer Contributions for Retirement: FICA	1,147.00	139.50	1,007.50
Contributions			
Medi Emplr Contribution	268.00	132.31	135.69
Paid Family Med Leave Emplr Contribution	81.00	63.63	17.37
Worker's Compensation: Insurance Premiums	70.00	55.32	14.68
Education/Training	1,200.00	19.48	1,180.52
Total Acct 411	22,376.00	9,726.34	12,649.66
Mayor			
Wages and Salaries: Full-time Employees-Regular	5,000.00	3,050.00	1,950.00
Employer Contributions for Retirement: PERA	250.00	152.50	97.50
Contributions			
Medi Emplr Contribution	71.00	44.23	26.77
Paid Family Med Leave Emplr Contribution	22.00	0.00	22.00
Mileage	100.00	0.00	100.00
Hotel and Meals	200.00	0.00	200.00
Worker's Compensation: Insurance Premiums	18.00	13.84	4.16
Education/Training	500.00	30.00	470.00
Boards and Commissions			
Committee Meetings	9,000.00	4,745.00	4,255.00
Education/Training	750.00	19.47	730.53
Worker's Compensation: Insurance Premiums	90.00	0.00	90.00
Park Committee			
Worker's Compensation: Insurance Premiums	30.00	0.00	30.00
Committee Meetings	1,000.00	100.00	900.00
City Administrator			
Wages and Salaries: Full-time Employees-Regular	77,497.00	29,188.43	48,308.57
Employer Contributions for Retirement: PERA	5,812.00	2,049.31	3,762.69
Contributions			
Employer Contributions for Retirement: FICA	4,805.00	1,537.41	3,267.59
Contributions			
Medi Emplr Contribution	1,124.00	359.58	764.42
Paid Family Med Leave Emplr Contribution	341.00	132.50	208.50
Employer Paid Insurance: Health	19,836.00	13,070.52	6,765.48
Employer Paid Insurance: Life	930.00	415.19	514.81
Worker's Compensation: Insurance Premiums	542.00	390.96	151.04
Education/Training	400.00	128.52	271.48
Mileage	200.00	0.00	200.00
Total Acct 413	128,518.00	55,427.46	73,090.54
Elections			
Wages and Salaries: Full-time Employees-Regular	6,500.00	0.00	6,500.00
Employer Contributions for Retirement: FICA	155.00	0.00	155.00
Contributions			
Medi Emplr Contribution	36.00	0.00	36.00
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	50.00	0.00	50.00
Professional Services: Legal Fees	2,000.00	0.00	2,000.00
Mileage	350.00	0.00	350.00
Printing and Publishing	1,200.00	0.00	1,200.00
Printing and Binding: Legal Notices Publishing	500.00	48.45	451.55
Clerk			
Wages and Salaries: Full-time Employees-Regular	49,284.00	35,038.47	14,245.53

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Employer Contributions for Retirement: PERA Contributions	3,696.00	2,639.45	1,056.55
Employer Contributions for Retirement: FICA Contributions	3,056.00	2,052.99	1,003.01
Medi Emplr Contribution	715.00	480.10	234.90
Paid Family Med Leave Emplr Contribution	217.00	210.20	6.80
Worker's Compensation: Insurance Premiums	293.00	138.89	154.11
Education/Training	550.00	250.00	300.00
Employer Paid Insurance: Health	18,608.00	0.00	18,608.00
Employer Paid Insurance: Life	671.00	0.00	671.00
Mileage	200.00	0.00	200.00
Hotel and Meals	400.00	0.00	400.00
Miscellaneous: Dues and Subscriptions	50.00	0.00	50.00
Total Acct 414	88,531.00	40,858.55	47,672.45
Accounting			
Professional Services: Auditing and Accounting Services	10,300.00	10,700.00	(400.00)
Purchasing			
Eng Fees/PW	75,000.00	59,811.47	15,188.53
Trail - Phase 3	0.00	403,454.18	(403,454.18)
Capital Outlay: Improvements Other Than Buildings	450,000.00	600.00	449,400.00
Maintenance Equipment	3,000.00	515.64	2,484.36
Capital Outlay: Office Equipment and Furnishings	0.00	71.45	(71.45)
Capital Outlay: Buildings and Structures	20,000.00	0.00	20,000.00
Public Improvements	10,000.00	0.00	10,000.00
Sign Replacement	1,000.00	0.00	1,000.00
Capital Outlay: Motor Vehicles	10,000.00	0.00	10,000.00
Police Vehicle 2020	7,000.00	0.00	7,000.00
Police Vehicle 2022	7,000.00	0.00	7,000.00
Police Vehicle 2016	0.00	0.00	0.00
Police Equip Squad 2020	0.00	0.00	0.00
Police Equip Squad 2022	0.00	0.00	0.00
Clerk Computer	500.00	0.00	500.00
Zoning Computer	500.00	0.00	500.00
City Mapping	1,000.00	0.00	1,000.00
Employee Benefit Reserve	1,000.00	0.00	1,000.00
Operating Reserve	2,500.00	0.00	2,500.00
Misc Capital Outlay	500.00	0.00	500.00
Software	4,000.00	0.00	4,000.00
Trail Maintenance	4,500.00	0.00	4,500.00
Technology	2,000.00	0.00	2,000.00
Total Acct 415	609,800.00	475,152.74	134,647.26
Other General Government			
Liability Insurance for Employees: Insurance Premiums	33,000.00	0.00	33,000.00
Communications: Bulk Rate Permit	350.00	0.00	350.00
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	18,000.00	0.00	18,000.00
Education/Training	700.00	0.00	700.00
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	1,200.00	560.88	639.12
Operating Supplies	2,000.00	935.55	1,064.45
Repair and Maintenance Supplies: Equipment Parts	500.00	474.61	25.39
PROFESSIONAL SERVICES (301 through 319)	1,700.00	1,269.88	430.12
Professional Services: Legal Fees	10,500.00	12,085.25	(1,585.25)
Communications: Telephone	7,500.00	2,759.57	4,740.43
Communications: Postage	1,900.00	1,369.91	530.09
Printing and Binding: Legal Notices Publishing	1,500.00	80.92	1,419.08
Printing and Publishing	1,500.00	1,584.23	(84.23)

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Rentals: Other Equipment	12,000.00	7,745.16	4,254.84
Miscellaneous: Dues and Subscriptions	2,500.00	1,662.00	838.00
Miscellaneous	1,000.00	1,229.47	(229.47)
Miscellaneous: Donations to Civic Organizations (Bands, etc.)	3,325.00	250.00	3,075.00
Easter Egg Hunt	1,500.00	2,105.34	(605.34)
Planning and Zoning			
PROFESSIONAL SERVICES (301 through 319)	0.00	20,757.50	(20,757.50)
Wages and Salaries: Full-time Employees-Regular	0.00	0.00	0.00
Employer Contributions for Retirement: PERA Contributions	0.00	0.00	0.00
Employer Contributions for Retirement: FICA Contributions	0.00	0.00	0.00
Medi Emplr Contribution	0.00	0.00	0.00
Employer Paid Insurance: Health	0.00	0.00	0.00
Employer Paid Insurance: Life	0.00	0.00	0.00
Worker's Compensation: Insurance Premiums	0.00	0.00	0.00
Education/Training	0.00	0.00	0.00
Planning and Zoning Office			
Employer Paid Insurance: Health	503.00	0.00	503.00
Employer Paid Insurance: Life	20.00	0.00	20.00
Operating Supplies	50.00	0.00	50.00
Mileage	0.00	0.00	0.00
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	57,600.00	0.00	57,600.00
Eng Fees/P&Z	2,500.00	0.00	2,500.00
Recording Fee	460.00	0.00	460.00
City Mapping	100.00	0.00	100.00
Wages and Salaries: Full-time Employees-Regular	1,332.00	954.55	377.45
Employer Contributions for Retirement: PERA Contributions	100.00	71.33	28.67
Employer Contributions for Retirement: FICA Contributions	83.00	55.49	27.51
Medi Emplr Contribution	17.00	13.00	4.00
Paid Family Med Leave Emplr Contribution	6.00	5.68	0.32
Worker's Compensation: Insurance Premiums	16.00	3.76	12.24
Professional Services: PZ Legal	700.00	1,005.00	(305.00)
Printing and Binding: Legal Notices Publishing	500.00	391.01	108.99
Printing and Publishing	50.00	26.63	23.37
Operating Supplies: Lubricants and Additives	500.00	0.00	500.00
General Government Buildings and Plant			
Maintenance Equipment	100.00	14,985.92	(14,885.92)
Maintenance	1,000.00	635.84	364.16
Utility Services: Electric Utilities	4,500.00	3,193.16	1,306.84
Utility Services: Gas Utilities	3,000.00	2,346.72	653.28
Utility Services: Refuse Disposal	1,850.00	796.34	1,053.66
Repairs and Maintenance - Building Repairs	5,000.00	954.00	4,046.00
Operating Supplies	300.00	0.00	300.00
Repair and Maintenance Supplies: Equipment Parts	200.00	0.00	200.00
PROFESSIONAL SERVICES (301 through 319)	200.00	0.00	200.00
Miscellaneous	500.00	0.00	500.00
Housekeeping/Grounds Maint			
Wages and Salaries: Full-time Employees-Regular	1,440.00	2,837.44	(1,397.44)
Employer Contributions for Retirement: FICA Contributions	89.00	176.70	(87.70)
Medi Emplr Contribution	21.00	41.34	(20.34)
Paid Family Med Leave Emplr Contribution	6.00	20.40	(14.40)

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Total Acct 419	183,418.00	83,384.58	100,033.42
Public Safety			
Management Fees	0.00	380.00	(380.00)
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	2,000.00	1,770.00	230.00
Total Acct 420	2,000.00	2,150.00	(150.00)
Police			
Repair and Maintenance Supplies: Equipment Parts	500.00	196.00	304.00
PROFESSIONAL SERVICES (301 through 319)	2,000.00	11.11	1,988.89
Miscellaneous	250.00	26.49	223.51
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)	0.00	0.00	0.00
Operating Supplies	1,000.00	0.00	1,000.00
Printing and Publishing	50.00	0.00	50.00
Professional Services: Management Fees	100.00	0.00	100.00
Miscellaneous: Dues and Subscriptions	300.00	0.00	300.00
Police Equipment/Misc Purchases	1,000.00	0.00	1,000.00
Chief of Police			
Mileage	200.00	0.00	200.00
Hotel and Meals	600.00	0.00	600.00
Wages and Salaries: Full-time Employees-Regular	88,796.00	55,644.50	33,151.50
Employer Contributions for Retirement: PERA Contributions	15,717.00	9,172.45	6,544.55
Medi Emplr Contribution	1,288.00	599.91	688.09
Paid Family Med Leave Emplr Contribution	391.00	301.30	89.70
Employer Paid Insurance: Health	35,088.00	18,900.02	16,187.98
Employer Paid Insurance: Life	1,145.00	510.68	634.32
Worker's Compensation: Insurance Premiums	6,926.00	6,007.05	918.95
Uniforms	550.00	715.44	(165.44)
Education/Training	800.00	1,256.94	(456.94)
Patrolman FT			
Wages and Salaries: Full-time Employees-Regular	72,800.00	0.00	72,800.00
Employer Contributions for Retirement: PERA Contributions	12,886.00	0.00	12,886.00
Medi Emplr Contribution	1,056.00	0.00	1,056.00
Uniforms	550.00	0.00	550.00
Employer Paid Insurance: Health	25,000.00	0.00	25,000.00
Employer Paid Insurance: Life	924.00	0.00	924.00
Worker's Compensation: Insurance Premiums	5,678.00	0.00	5,678.00
Mileage	200.00	0.00	200.00
Hotel and Meals	300.00	0.00	300.00
Education/Training	800.00	0.00	800.00
Paid Family Med Leave Emplr Contribution	320.00	0.00	320.00
Patrolman PT			
Employer Contributions for Retirement: PERA Contributions	1,725.00	0.00	1,725.00
Worker's Compensation: Insurance Premiums	2,100.00	0.00	2,100.00
Education/Training	400.00	0.00	400.00
Wages and Salaries: Full-time Employees-Regular	23,000.00	13,530.18	9,469.82
Employer Contributions for Retirement: FICA Contributions	1,426.00	842.60	583.40
Medi Emplr Contribution	334.00	197.07	136.93
Paid Family Med Leave Emplr Contribution	101.00	85.78	15.22
Uniforms	500.00	275.41	224.59
Communication Services			
Communications: Telephone	4,000.00	1,229.40	2,770.60
Rentals: Other Equipment	500.00	211.44	288.56

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Automotive Services			
Motor Fuels	8,500.00	4,451.92	4,048.08
2016 Squad Repair/Maint	5,000.00	1,827.40	3,172.60
Repair and Maintenance Supplies: Equipment Parts	0.00	0.00	0.00
2020 Squad Repair/Maint	2,500.00	0.00	2,500.00
2022 Squad Repair/Maint	2,500.00	0.00	2,500.00
Total Acct 421	329,801.00	115,993.09	213,807.91
Fire Fighting			
Rentals: Other Equipment	120,296.00	61,792.00	58,504.00
Total Acct 422	120,296.00	61,792.00	58,504.00
Animal Control Expenditures			
PROFESSIONAL SERVICES (301 through 319)	0.00	0.00	0.00
Mileage	0.00	0.00	0.00
Total Acct 427	0.00	0.00	0.00
Public Works General			
Repair and Maintenance Supplies: Landscaping Materials	50.00	0.00	50.00
Printing and Publishing	20.00	0.00	20.00
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	100.00	0.00	100.00
Repairs and Maintenance - Contractual: Improvements Other Than Buildings	50.00	0.00	50.00
Eng Fees/PW	20,000.00	0.00	20,000.00
Miscellaneous	100.00	0.00	100.00
Wages and Salaries: Full-time Employees-Regular	0.00	0.02	(0.02)
Operating Supplies	500.00	310.61	189.39
Motor Fuels	2,400.00	3,956.01	(1,556.01)
Operating Supplies: Lubricants and Additives	1,800.00	4,978.99	(3,178.99)
Repair and Maintenance Supplies: Equipment Parts	500.00	688.78	(188.78)
Maintenance Equipment	500.00	520.51	(20.51)
PROFESSIONAL SERVICES (301 through 319)	0.00	262.80	(262.80)
Public Works Employee			
Wages and Salaries: Full-time Employees-Regular	20,000.00	16,194.64	3,805.36
Employer Contributions for Retirement: PERA Contributions	1,500.00	1,219.98	280.02
Employer Contributions for Retirement: FICA Contributions	1,240.00	1,008.53	231.47
Medi Emplr Contribution	290.00	235.86	54.14
Paid Family Med Leave Emplr Contribution	88.00	89.94	(1.94)
Worker's Compensation: Insurance Premiums	1,800.00	612.68	1,187.32
Mileage	175.00	0.00	175.00
Uniforms	150.00	0.00	150.00
Hotel and Meals	50.00	0.00	50.00
Education/Training	100.00	0.00	100.00
Total Acct 430	51,413.00	30,079.35	21,333.65
Highways, Streets & Roadways			
Repair and Maintenance Supplies: Equipment Parts	150.00	0.00	150.00
Eng Fees/PW	25,000.00	0.00	25,000.00
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	35,000.00	0.00	35,000.00
Repair and Maintenance Supplies: Sign Repair Materials	750.00	581.12	168.88
Maintenance	130,000.00	9,575.60	120,424.40
Fritz Loven Bridge			
Eng Fees/PW	0.00	8,006.50	(8,006.50)
Ice and Snow Removal			

As on 12/31/2026

General Fund

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Repair and Maintenance Supplies: Street Maintenance Materials	18,000.00	18,769.80	(769.80)
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	35,000.00	29,495.00	5,505.00
Street Lighting			
Utility Services: Electric Utilities	2,000.00	999.10	1,000.90
Total Acct 431	245,900.00	67,427.12	178,472.88
Weed Control			
Miscellaneous	500.00	0.00	500.00
Total Acct 432	500.00	0.00	500.00
Park Areas			
Operating Supplies	500.00	268.59	231.41
Repair and Maintenance Supplies: Landscaping Materials	1,500.00	560.15	939.85
PROFESSIONAL SERVICES (301 through 319)	4,500.00	1,406.50	3,093.50
Utility Services: Electric Utilities	450.00	227.48	222.52
Total Acct 452	6,950.00	2,462.72	4,487.28
Interest - Bonds			
Debt Service: Fiscal Agents' Fees	0.00	475.00	(475.00)
Total Acct 472	0.00	475.00	(475.00)
Fiscal Agent's Fees			
Debt Service: Fiscal Agents' Fees	1,325.00	850.00	475.00
Total Acct 475	1,325.00	850.00	475.00
Miscellaneous			
Wages and Salaries: Full-time Employees-Regular	0.00	(0.49)	0.49
Cemetery			
Repair and Maintenance Supplies: Landscaping Materials	1,500.00	441.87	1,058.13
Maintenance	200.00	771.33	(571.33)
Utility Services: Electric Utilities	700.00	296.44	403.56
REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	500.00	2,771.50	(2,271.50)
Operating Supplies	500.00	0.00	500.00
Capital Outlay: Improvements Other Than Buildings	300.00	0.00	300.00
Total Acct 490	3,700.00	4,280.65	(580.65)
Sewer Administration			
Wages and Salaries: Full-time Employees-Regular	0.00	26.25	(26.25)
Total Acct 494	0.00	26.25	(26.25)
Total Disbursements	1,794,528.00	950,085.85	844,442.15
Other Financing Uses:			
Transfer To Governmental Fund			
Interfund Transfers	0.00	200,000.00	(200,000.00)
Total Acct 493	0.00	200,000.00	(200,000.00)
Total Other Financing Uses	0.00	200,000.00	(200,000.00)
Beginning Cash Balance		1,779,646.63	
Total Receipts and Other Financing Sources		1,290,928.01	
Total Disbursements and Other Financing Uses		1,150,085.85	
Cash Balance as of 12/31/2026		1,920,488.79	

As on 12/31/2026

Corona Virus Relief Funds

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		95,820.61	
Total Receipts and Other Financing Sources		0.00	
Total Disbursements and Other Financing Uses		<u>0.00</u>	
Cash Balance as of 12/31/2026		95,820.61	

As on 12/31/2026

LSPD Administrative Fines

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Administrative Fines (Penalties)	1,000.00	240.00	(760.00)
Total Acct 351	<u>1,000.00</u>	<u>240.00</u>	<u>(760.00)</u>
Total Revenues	<u>1,000.00</u>	<u>240.00</u>	<u>(760.00)</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Chief of Police			
Medi Emplr Contribution	0.00	90.49	(90.49)
Total Acct 421	<u>0.00</u>	<u>90.49</u>	<u>(90.49)</u>
Total Disbursements	<u>0.00</u>	<u>90.49</u>	<u>(90.49)</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		17,624.43	
Total Receipts and Other Financing Sources		240.00	
Total Disbursements and Other Financing Uses		<u>90.49</u>	
Cash Balance as of 12/31/2026		<u>17,773.94</u>	

As on 12/31/2026

P&Z Penalties

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
P&Z Penalties	750.00	1,000.00	250.00
Total Acct 351	<u>750.00</u>	<u>1,000.00</u>	<u>250.00</u>
Total Revenues	<u>750.00</u>	<u>1,000.00</u>	<u>250.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		17,900.00	
Total Receipts and Other Financing Sources		1,000.00	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		<u>18,900.00</u>	

As on 12/31/2026

American National CD - 1

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		749,777.30	
Total Receipts and Other Financing Sources		0.00	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		<u>749,777.30</u>	

As on 12/31/2026

Pohl Road Assessments

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Special Assessments	0.00	4,001.62	4,001.62
Total Acct 319	0.00	4,001.62	4,001.62
Total Revenues	0.00	4,001.62	4,001.62
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00
Disbursements:			
Total Disbursements	0.00	0.00	0.00
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		43,731.56	
Total Receipts and Other Financing Sources		4,001.62	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		47,733.18	

As on 12/31/2026

Robinhood Way Assessments

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Special Assessments	0.00	1,480.04	1,480.04
Total Acct 319	0.00	1,480.04	1,480.04
Total Revenues	0.00	1,480.04	1,480.04
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00
Disbursements:			
Total Disbursements	0.00	0.00	0.00
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		68,507.31	
Total Receipts and Other Financing Sources		1,480.04	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		69,987.35	

As on 12/31/2026

Debt Service 2020A

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Special Assessments	0.00	8,321.34	8,321.34
Total Acct 319	0.00	8,321.34	8,321.34
Total Revenues	0.00	8,321.34	8,321.34
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00
Disbursements:			
Bond Principal			
Debt Service: Bond Principal	126,000.00	0.00	126,000.00
Total Acct 471	126,000.00	0.00	126,000.00
Interest - Bonds			
Debt Service: Bond Principal	0.00	120,000.00	(120,000.00)
Debt Service: Bond Interest	29,820.00	28,400.00	1,420.00
Total Acct 472	29,820.00	148,400.00	(118,580.00)
Total Disbursements	155,820.00	148,400.00	7,420.00
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		(244,667.17)	
Total Receipts and Other Financing Sources		8,321.34	
Total Disbursements and Other Financing Uses		148,400.00	
Cash Balance as of 12/31/2026		(384,745.83)	

As on 12/31/2026

Municipal State Aid Streets - Construction

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		1,612.50	
Total Receipts and Other Financing Sources		0.00	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		1,612.50	

As on 12/31/2026

Park Dedication Fee

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		15,950.00	
Total Receipts and Other Financing Sources		0.00	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		<u>15,950.00</u>	

As on 12/31/2026

Sewer Capital Projects

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Rate Class I	28,150.00	14,395.00	(13,755.00)
Total Acct 372	<u>28,150.00</u>	<u>14,395.00</u>	<u>(13,755.00)</u>
Total Revenues	<u>28,150.00</u>	<u>14,395.00</u>	<u>(13,755.00)</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		76,004.61	
Total Receipts and Other Financing Sources		14,395.00	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		<u>90,399.61</u>	

As on 12/31/2026

Trail - Dedicated Matching Funds

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Contributions and Donations from Private Sources	0.00	1,087.70	1,087.70
Total Acct 362	0.00	1,087.70	1,087.70
Total Revenues	0.00	1,087.70	1,087.70
Other Financing Sources:			
Total Other Financing Sources	0.00	0.00	0.00
Disbursements:			
Total Disbursements	0.00	0.00	0.00
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		294,758.82	
Total Receipts and Other Financing Sources		1,087.70	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		295,846.52	

As on 12/31/2026

Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Rate Class I	160,221.00	82,336.45	(77,884.55)
Penalties and Forfeited Discounts	0.00	422.91	422.91
Total Acct 372	<u>160,221.00</u>	<u>82,759.36</u>	<u>(77,461.64)</u>
Total Revenues	<u>160,221.00</u>	<u>82,759.36</u>	<u>(77,461.64)</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

As on 12/31/2026

Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Disbursements:			
Sewer Committee			
Committee Meetings	3,300.00	1,175.00	2,125.00
Eng Fees/Sewer	1,500.00	0.00	1,500.00
Education/Training	100.00	0.00	100.00
Total Acct 413	4,900.00	1,175.00	3,725.00
Purchasing			
Sewer Equipment	15,000.00	0.00	15,000.00
Total Acct 415	15,000.00	0.00	15,000.00
Sewage Collection and Disposal			
PROFESSIONAL SERVICES (301 through 319)	5,000.00	4,102.50	897.50
Sanitary Sewer Maintenance			
PROFESSIONAL SERVICES (301 through 319)	44,000.00	26,802.55	17,197.45
Professional Services: Lab Fees	5,000.00	1,899.70	3,100.30
Maintenance	10,000.00	902.69	9,097.31
Repair and Maintenance Supplies: Equipment Parts	700.00	0.00	700.00
Maintenance Equipment	2,000.00	0.00	2,000.00
Eng Fees/Sewer	10,000.00	0.00	10,000.00
Total Acct 432	76,700.00	33,707.44	42,992.56
Bond Principal			
Debt Service: Bond Principal	32,823.00	0.00	32,823.00
Total Acct 471	32,823.00	0.00	32,823.00
Interest - Bonds			
Debt Service: Bond Interest	2,623.00	0.00	2,623.00
Total Acct 472	2,623.00	0.00	2,623.00
Sewer Utilities - Sewer Lift Stations			
PROFESSIONAL SERVICES (301 through 319)	1,500.00	0.00	1,500.00
Repair and Maintenance Supplies: Equipment Parts	1,000.00	61.12	938.88
Maintenance	20,000.00	16,076.00	3,924.00
Communications: Telephone	2,500.00	2,030.00	470.00
Utility Services: Electric Utilities	6,000.00	3,207.78	2,792.22
Sewer Utilities - Administration and General			
Miscellaneous: Dues and Subscriptions	0.00	425.00	(425.00)
Sewer Administration			
Wages and Salaries: Full-time Employees-Regular	2,464.00	1,860.28	603.72
Employer Contributions for Retirement: PERA	185.00	142.65	42.35
Contributions			
Employer Contributions for Retirement: FICA	153.00	110.99	42.01
Contributions			
Medi Emplr Contribution	36.00	25.97	10.03
Paid Family Med Leave Emplr Contribution	0.00	11.37	(11.37)
Worker's Compensation: Insurance Premiums	17.00	7.50	9.50
PCA Permits	505.00	505.00	0.00
PROFESSIONAL SERVICES (301 through 319)	1,920.00	0.00	1,920.00
Employer Paid Insurance: Health	1,005.00	0.00	1,005.00
Employer Paid Insurance: Life	33.00	0.00	33.00
Total Acct 494	37,318.00	24,463.66	12,854.34
Total Disbursements	169,364.00	59,346.10	110,017.90
Other Financing Uses:			
Total Other Financing Uses	0.00	0.00	0.00
Beginning Cash Balance		101,024.79	
Total Receipts and Other Financing Sources		82,759.36	

As on 12/31/2026

Sewage Collection and Disposal

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Total Disbursements and Other Financing Uses		59,346.10	
Cash Balance as of 12/31/2026		124,438.05	

As on 12/31/2026

American National CD - 2

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Receipts:			
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Sources:			
Total Other Financing Sources	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Disbursements:			
Total Disbursements	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Other Financing Uses:			
Total Other Financing Uses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Beginning Cash Balance		24,790.76	
Total Receipts and Other Financing Sources		0.00	
Total Disbursements and Other Financing Uses		0.00	
Cash Balance as of 12/31/2026		24,790.76	

CITY OF LAKE SHORE

REPORT TO CITY COUNCIL
Concerning: Appeal of variance denial

PUBLIC HEARING WAS HELD ON JULY 13, 2026

Report Prepared by: Nicole Hausmann
Community Development Administrator -- Sourcewell

Date: July 27, 2026

Subject: The applicant is appealing the decision of the Planning Commission from the Public Hearing meeting held on July 13, 2026.

Action: **City Council Direction:** The City Council should review and discuss all information from the variance application and request additional information if required. City Council will need to affirm or reverse the Planning Commission's decision and cite findings of fact to support the motion.

PROPERTY INFORMATION:

PID:	90-372-0040
Acres:	+/- .87 Acres (37,709 sq. ft.)
Zoning:	Residential, Medium Density R-2 (Shoreland)
Physical Address:	7801 Lost Lake Trail
Location:	9/135/29
Septic:	Compliance Inspection 08/25/2025
Existing Impervious:	12.2
Proposed Impervious:	12.5

GIS Imagery 2024, Cass County GIS, Aerial View:



Application:

The applicant is requesting the following variances:

1. To construct a 120 square foot Water Oriented Accessory Structure
 - a. Located 12 feet on the southwest side yard, where 15 feet is required (Section 17.2).

The subject property is 37,709 sq. ft. and is zoned Residential, Medium Density R-2 (Shoreland) – Upper Gull Lake (Recreational Development).

Background Information:

The subject property features an existing legal non-conforming dwelling with an attached deck (1,088 sq. ft. & 3,688 sq. ft.). There are two existing detached garages (1,180 sq. ft.) under a Conditional Use Permit approved in 1985. The applicant has a septic system compliance inspection dated 8/25/2025, which is deemed compliant as documented and provided to the city.

The impervious surface coverage is currently 12.2% and will increase to 12.5% with this request. A stormwater management plan is not required with this request.

4. *No wetlands were delineated as a part of this survey.*

5. *Total area of subject property: 37,709± Sq. Ft.*

6. *Proposed Impervious =*

Buildings = 2,500 sf

Bituminous/Concrete = 2,105 sf

Total = 4,605± (12.2%)

Permit history:

- 7/1/1971 – Permit for detached garage
- 5/17/1976 – Permit for addition to dwelling
- 7/6/1985 - CUP for detached garage
- 7/6/1985 – Permit for storage shed
- 9/20/1985 – Permit for addition to existing detached garage

Complete Application Received:	6/08/2026
Action Deadline:	8/08/2026
15.99 Waiver:	N/A
Wetland Delineation:	N/A
Fees Collected:	\$400.00 & \$46.00 (recording)
Authorized Agent:	N/A
Reviewed by:	
• City Engineer:	Email sent 6/23/2026
• City Attorney:	N/A
Notifications:	

- DNR: Email sent 6/23/2026
 - MNDOT: N/A
 - CASS HWY: N/A
 - Neighbors within 500 ft.: Letter mailed 6/26/2026
 - Published in newspaper: 7/01/2026
-

Applicable Regulations: The following ordinance regulations apply to this request:

Definitions:

4.4 Accessory Structure: A building or other structure that is supportive, secondary and subordinate in use or size to the principal structure on the same parcel or lot which, because of the nature of its use, can reasonably be located at or greater than minimum structure setbacks. Includes all structures not considered the principal structure including, but not limited to, T.V. towers antennas, dish antennas, outdoor swimming pools, outdoor hot-tubs, detached garages, sheds, guest quarters and boathouses.

4.185 Practical Difficulties. The property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include but are not limited to, inadequate access to direct sunlight for solar energy systems.

4.237 Structure. Any building, appurtenance including decks or other facility constructed, placed or erected by man except aerial or underground utility lines such as sewer, electric, telephone, telegraph, gas lines and except walks or steps on grade not more than four (4) feet wide outside of the Shore Impact Zone, stoops not exceeding thirty (30) square feet, temporary furniture, planter, or decorative material and retaining walls consisting of wood or decorative block.

4.259 Water-oriented accessory structure or facility. A small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which, because of the relationship of its use to surface water, reasonably needs to be located closer to public waters than the normal structure setback. Examples of such structures and facilities include, watercraft and watercraft equipment storage structures, gazebos, screen houses, fish houses, pump houses, [saunas](#), [patios](#), and detached decks. Boathouses and boat storage structures given the meaning under [Minnesota Statutes, Section 103G.245](#) are not a water-oriented accessory structures.

69. Variances

69.1 Variances shall not create a use not provided for in a zoning district.

69.2 Variances shall be issued to the property and are not transferable.

69.3 Variances shall be issued to the property for structures or other specified uses only after a public hearing and approval by the Board of Adjustment. All applications for a Variance shall be submitted to the Zoning Administrator thirty (30) days ahead of the hearing date, accompanied by a certificate of survey (unless waived by the Zoning Administrator) showing the details of the proposal and an accurate legal description, along with the appropriate fee. The fee or contract owner of the property shall sign the application. The Zoning

Administrator shall notify all property owners within a minimum of five hundred feet (500) feet by regular mail and shall advertise the hearing once in the legal section of the official newspaper at least ten(10) days ahead of the public hearing. The Zoning Administrator shall send the same notice ten (10) days in advance of this hearing to the Department of Natural Resources if the proposed is in shoreland. At the applicant's option, the applicant may request a sketch plan review with no action by the Planning Commission and with no fee by giving fourteen (14) days notice thereof to the Zoning Administrator, meeting time permitted.

69.4 The applicant shall complete the Variance application approved by the City Council. The application shall contain submittal requirements, criteria for approval, procedure for consideration and City contact information. The City shall not accept applications where the applicant has past due fees or charges due to the City until the account is made current.

69.5 Variances shall be decided within the required time frame with consideration for the following:

69.5.1 The applicant establishes that there are practical difficulties, as defined in this Ordinance, in complying with the official controls, and

69.5.2 The strict interpretation of the Ordinance would be impractical because of circumstances relating to lot size, shape, topographic or other characteristics of the property not created by the land owner, and

69.5.3 The deviation from the Ordinance with any attached conditions will still be in keeping with the spirit and intent of this Ordinance and the comprehensive plan, and

69.5.4 The Variance will not create a land use not permitted in the zone, and

69.5.5 The Variance will not alter the essential character of the locality, and

69.5.6 The Variance is not for economic reasons alone, but reasonable use of the property does not exist under the Ordinance.

69.6 The Board of Adjustment may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

69.7 When costs to the City involved in processing and reviewing an application exceeds the original application fees, the applicant shall reimburse the City for any additional costs. Such expenses may include, but are not limited to, payroll, mailing costs, consultant fees and other professional services the City may need to retain in reviewing permits.

69.8 Failure by the owner to act within one (1) year on a Variance unless extended by the Board of Adjustment shall void the Variance. A second extension shall require a new public hearing. This provision shall apply to any Variance outstanding at the time of the Ordinance adoption.

69.9 Appeals from the action of the City Council shall be filed with the City within fifteen (15) days and with the District Court within thirty (30) days after Council action.

69.10 The Variance shall be filed with the County Recorder within forty-five (45) days.

17. Residential, Medium Density R-2 (Shoreline).

17.1 Purpose. To establish and maintain a district within the shoreland area that is recreational-residential in character with independent sanitary facilities that is compatible with the natural resources of lake and streams.

17.2 Lot, Use and Density Requirements (R-2).

	General Development Riparian (1st Tier Only)	Recreation Development 2nd Tier Gen. Development	Natural Environment
Lot width at ordinary high water line and building line – feet	100	150	200
Lot area, square feet	30,000	40,000	80,000
Buildable Area, square feet	15,000	20,000	40,000
Setback, City Road – feet	30	30	30
Setback, County Road – feet	50	50	50
Setback, waterfront – feet	75	100	150
Setback, top of bluff	50	50	50
Setback, side – feet	15	15	15
Setback Side accessory structure – feet	15	15	15
Setback, corner side – feet	15	15	15
Setback, side for storage sheds (<200 sq ft) - feet	5	5	5
Setback, rear-feet	20	20	20
Setback, sign, road – feet	1	1	1
Setback, unplatted cemetery – feet/minimum	50	50	50
Setback, wetland - feet	30	30	30
Patio setback, waterfront – feet/minimum	50	50	50
Patio area-square feet	<250	<250	<250
Maximum impervious coverage	20%	20%	15%
Maximum impervious coverage – lots divided by street	20% Total for both lot areas	20% Total for both lot areas	15%
Parking/driveway setback from property line – feet/minimum	10	10	10
Maximum building height – feet	25	25	25
Maximum building height, accessory structure	20	20	20
Building above highest known groundwater, lake level or flood of record – feet	3	3	3
Maximum density – square feet (duplex or guest cabin with principal structure are considered two units)	1 Unit/20,000	1 Unit/40,000	1 Unit/80,000

Minimum dwelling width – feet	24	24	24
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Accessory Structure Size – square feet, maximum, cumulative	1,200	1,200	1,200
Lot width and shoreline with guest cabin or duplex feet/minimum	180	225	300
Lot width with guest cabin or duplex – off shore line	200	225	400
Septic tank and/or pump chamber from ordinary high water mark – feet	50	75	150
Soil absorption system from ordinary high water mark – feet	75	75	150

17.3.12 Water-Oriented Accessory Structures or Facilities. Each residential lot may have one water-oriented structure or facility if it complies with the following provisions.

17.3.12.1 The structure may not occupy a combined area greater than 250 square feet. It may include the following:

17.3.12.2 A covered facility or a detached deck with a combined area no greater than 120 square feet. The covered facility may not exceed ten feet in height and decks shall not exceed eight feet above grade at any point or

17.3.12.3 An at grade patio with an area that does not exceed 250 square feet or

17.3.12.4 Any combination of facilities listed in Sections 17.3.12.2 or 17.3.12.3 provided that their combined area does not exceed 250 square feet.

17.3.12.5 The structure or facility is not in the Bluff Impact Zone;

17.3.12.6 The setback of the structure or facility from the ordinary high water line must be at least ten feet.

17.3.12.7 The structure is not a boathouse or a boat storage structure as defined under [Minnesota Statutes Section 103G.245](#);

17.3.12.8 The structure or facility must be treated to reduce visibility as viewed from the public waters and adjacent shorelands by vegetation, topography, increased setbacks or color, assuming summer, leaf-on conditions.

17.3.12.9 The roof may be used as an open-air deck with safety rails, but must not be enclosed with a roof or sidewalls or used as a storage area.

17.3.12.10 The structure or facility must not be designed or used for human habitation and must not contain water supply or sewage treatment facilities.

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 7801 Lost Lake Trail and is zoned Residential, Medium Density R-2 (Shoreland); (Upper Gull Lake - Recreational Development).
2. The subject property is +/- .87 Acres (37,709 sq. ft.).

3. The subject property contains a legal existing non-conforming dwelling.
4. The subject property slopes down to Upper Gull Lake. The proposed Water Oriented Accessory Structure would be surrounded by an existing boulder wall.
5. The proposed Water Oriented Accessory Structure will meet the lake setback, per Certificate of Survey received 06/08/2026.
6. There is a Septic Compliance Inspection on file at the city from 08/25/2025.
7. The total impervious surface for the property, including the proposed Water Oriented Accessory Structure, is 12.5%, where 20% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian RD lake.
8. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
9. A stormwater management plan is not required as the impervious surface coverage is under 20%.
10. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
11. The City Engineer has been notified of the request, and no comment has been received as of the time this staff report was drafted.
12. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

13. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, granting the variance to allow a Water-Oriented Accessory Structure that does not meet the required side yard setback of the City of Lake Shore Zoning Ordinance will put the property to use in a reasonable manner not otherwise permitted by the ordinance. The requested variance enables the applicants to construct a water-oriented accessory structure at a location that reasonably accommodates the lot's physical limitations and the shoreline configuration.
14. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the property contains unique physical circumstances, not created by the landowners, that necessitate the requested variance for a Water-Oriented Accessory Structure that does not meet the side yard setback requirements of the City of Lake Shore Zoning Ordinance. The lot's shoreline configuration and the placement of the existing boulder wall limit where a water-oriented accessory structure can reasonably be located while still maintaining functional access to the water. These constraints are inherent to the property and were not caused by the current owners. As a result, strict application of the side yard setback would prevent the placement of the structure in a location that reasonably serves its intended water-dependent purpose.
15. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, granting the variance to allow a Water-Oriented Accessory Structure that does not meet the required side yard setback of the City of Lake Shore Zoning Ordinance will be in keeping with the essential character of the locality. Water-oriented accessory structures are common along the shoreline within the area and are consistent with the established pattern of development for lakefront properties. The proposed structure, despite the reduced side yard setback, will remain consistent in scale, use, and appearance with similar structures on neighboring properties and will not alter the residential and shoreline character of the area.

16. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
 - a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
17. Has the variance request been made based on reasons other than economic considerations alone?
 - a. Yes, the variance request to allow a Water-Oriented Accessory Structure that does not meet the side yard setback requirements of the City of Lake Shore Zoning Ordinance is based on reasons other than economic considerations alone. The request is driven by the property's physical characteristics and the functional need to locate the structure in a location that reasonably accommodates shoreline access and water-dependent use.

Potential Findings for denial, for discussion with the Board of Adjustment:

18. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. No, granting the variance to allow a Water-Oriented Accessory Structure that does not meet the required side yard setback of the City of Lake Shore Zoning Ordinance will not put the property to use in a reasonable manner not otherwise permitted by the ordinance. The property may be used for reasonable residential and shoreline-related purposes, provided it complies with the applicable setback requirements. The requested variance represents a preference for a specific location or configuration rather than a necessity to enable reasonable use of the property. Strict application of the ordinance does not prevent the property from being used in a customary and functional manner consistent with the zoning district.
19. Does the property have unique circumstances that were not created by the landowner?
 - a. No, the property does not contain unique circumstances to the land that necessitate the requested variance for a Water-Oriented Accessory Structure that does not meet the side yard setback requirements of the City of Lake Shore Zoning Ordinance. The conditions affecting the property, including its shoreline configuration, are common to other properties in the area and do not constitute a unique hardship. Any limitations on the placement of the proposed structure are not due to exceptional characteristics of the land itself but rather reflect typical development constraints within the zoning district. Therefore, the need for the variance appears to arise from the landowner's preferred placement or design of the structure rather than from unique circumstances not created by the landowner.
20. If the variance is granted, will the essential character of the locality remain consistent?
 - a. No, granting the variance to allow a Water-Oriented Accessory Structure that does not meet the required side yard setback of the City of Lake Shore Zoning Ordinance will alter the essential character of the locality. The reduced side-yard setback would allow the structure to be placed closer to the adjacent property lines than is typical or permitted in the area, resulting in a pattern of development inconsistent with established spacing standards. This deviation may impact neighboring properties and diminish the orderly development and open shoreline character that the ordinance is intended to preserve. As a result, the proposed variance would not be in keeping with the existing character of the surrounding lakefront area.
21. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
 - a. No, granting the variance would not be consistent with the City of Lake Shore

Comprehensive Plan nor in harmony with the purpose and intent of the City's zoning and shoreland management ordinances. The Comprehensive Plan and zoning ordinance are intended to promote orderly development, limit nonconformities, and ensure uniform application of development standards within the R-2, Medium Density Residential District. Approval of the requested variance would allow additional deviations from established setback requirements beyond what the ordinance contemplates, thereby weakening the intent of these regulations. As proposed, the variance does not further the purposes of the Comprehensive Plan or the zoning ordinance, and therefore, this criterion is not met.

22. Has the variance request been made based on reasons other than economic considerations alone?

- a. No, the variance request to allow a Water-Oriented Accessory Structure that does not meet the side yard setback requirements of the City of Lake Shore Zoning Ordinance appears to be based primarily on economic considerations rather than practical necessity. The requested location and configuration of the structure reflect a preference that may enhance the property's value or convenience, but do not demonstrate that compliance with the setback requirements would preclude a reasonable or functional use of the property. As such, the need for variance is not shown to arise from factors beyond economic considerations alone.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered with the application submitted to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission.
2. A stormwater management plan shall be implemented upon completion of the projects if/when a land use permit is applied for and the stormwater management plan needs to be approved by the City.
3. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
4. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.

This report was prepared by Sourcewell for the City's review and consideration. The information in this report is derived from the City's official controls, which may include comprehensive plans, long-range plans, applicable ordinances, and information submitted to the City as part of application materials. Nothing in this report constitutes legal advice or engineering advice. Local government officials retain final decision-making authority.

CERTIFICATE OF SURVEY

UPPER GULL LAKE
OHW ELEV. = 1194 (NGVD 28, MN DNR)
OHW LINE

N 74°39'19" W
335±

LOT 5

OVERHEAD POWER LINE

DECKING

BUILDING

TRACK AND WINCH AREA
RETAINING WALL
PROPOSED
120 SF BUILDING
(HEIGHT = 10FT)

84.14

84.14

CONCRETE

BUILDING

BUILDING

BITUMINOUS

LOT 4

SHAFER'S UPPER GULL LAKE ADDITION

97.89

LOT 3

S 68°46'23" E
297±

108.50

LOT 2

LOT 1

LOT 6

LOT 7

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APP# 01
Date 6/8/2026
(for office use only)

**CITY OF LAKE SHORE
VARIANCE APPLICATION**

Name of Applicant GREG ROTH Phone 612-889-7407
Address 5660 WOODCREST DRIVE Email GREGDROTH@GMAIL.COM
City, State, Zip MINNEAPOLIS, MN 55424

*Email of property owner (if different than applicant) GREGDROTH@GMAIL.COM

Applicant is:

Legal Owner ☒
Contract Buyer ☐
Option Holder ☐
Agent ☐
Other ☐

Title Holder of Property:

GREG ROTH
(Name)
7801 LOST LAKE TRAIL
(Address)
LAKE SHORE, MN 56468
(City, State, Zip)

Signature of Owner, authorizing application: [Signature]
(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): _____
(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:

7801 LOST LAKE TRAIL
LAKE SHORE, MN 56468

Parcel ID No. 903 720040 Zoning District LAKE SHORE?
LOT 4, SHAPERS UPPER GULL LAKE
ADDN

Description of Proposed Project in detail:

PROPOSED PROJECT IS A 120 SQFT ACCESSORY SHED PLACED
WITHIN AN EXISTING BOULDER RETAINING WALL THAT
PREVIOUSLY CONTAINED A BOAT TRACK SYSTEM. IF NOT APPROVED, I
WILL NEED TO REMOVE A BOULDER WALL & MULTIPLE TREES.

Specify the section of the ordinance from which a variance is sought:

SECTION 17.2

Explain how you wish to vary from the applicable provisions of the ordinance: I'M SEEKING

A 3' VARIANCE - 12' VS. 15' ON THE SIDE YARD SETBACK.

A variance is a modification or variation of the provisions of the zoning code as applied to a specific piece of property. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are **practical difficulties** in complying with the zoning ordinance. Practical difficulties as used in connection with granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

- (1) In your opinion, is the variance in harmony with the purposes and intent of the ordinance?
Yes ☒ NO ☐ Why or why not?

THE VARIANCE WILL NOT IMPERE ANY NEIGHBORING PROPERTY
OR OBSTRUCT IN ANY WAY.

- (2) In your opinion, is the variance consistent with the Comprehensive Plan?
Yes ☒ No ☐ Why or why not?

BECAUSE OF THE DEVELOPMENT OF THE PROPERTY

- (3) In your opinion, does the proposal put the property to use in a **reasonable** manner?
Yes ☒ No ☐ Why or why not?

IT WILL ALLOW FOR STORAGE OF BOATING ACCESSORIES WITHOUT
BUILDING FURTHER UP THE BLUFF OR REMOVAL OF TREE'S, ETC.

- (4) What other options, either conforming or non-conforming, have been considered and why were those options not chosen?

THE PLACEMENT OF THE PROPOSED STRUCTURE WITHIN THE
EXISTING RETAINING WALL IS THE MOST REASONABLE. OTHER OPTIONS
WOULD REQUIRE REMOVAL OF EXISTING RETAINING WALLS AND/OR
TREES AND WOULD BE BUILT INTO THE BLUFF.

- (5) Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.

ZERO IMPACT IN MY OPINION, WILL NOT OBSTRUCT THE NEIGHBORS
VIEWS OF THE LAKE & IS SEPERATED BY WOODS.

(6) In your opinion, are there circumstances unique to the property?

Yes (✓) No () Why or why not?

THE EXISTING BOULDER WALLS MAKE THE LOCATION OF THE
STRUCTURE IDEAL

(7) In your opinion, will the variance maintain the essential character of the locality?

Yes (✓) No () Why or why not?

IT IS A RECREATIONAL LOCATION WITH MANY OTHER SHEDS
USED FOR STORAGE ON NEIGHBORING PROPERTIES

(8) Discuss any environmental limitations of the site or area.

NONE THAT I'M AWARE OF

(9) Please include any other comments pertinent to this request.

I HOPE THE PLANNING COMMISSION WILL TAKE INTO CONSIDERATION
THE REASONABleness OF THE REQUEST TO LIMIT TREE REMOVAL
& POTENTIAL DISTURBANCE ASSOCIATED WITH MOVING THE
PROJECT 3' TO THE NORTH.

The Board of Adjustment must make an affirmative finding on all criteria listed above to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria above have been satisfied.

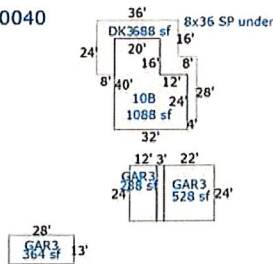








90-372-0040



Fee Owner: 103884 FALCO:
LINDA R BAKER REVOC TRUST
Taxpayer: 103885 FALCO:OTHER
BAKER, LINDA R, TRUSTEE
4827 NORTHROP DR
MINNEAPOLIS MN 55406-3659
Primary Address/911 #:
7801 LOST LAKE TRL
LAKE SHORE

DISTRICTS:

Twp/City : 90 LAKE SHORE CITY
Plat : 372 SHAFFERS UPPER GULL LAKE ALOT 4
School : 181 BRAINERD SCHOOL
Lake : 11021800 UPPER GULL4,8,9,16,17-13

LEGAL DESCRIPTION:

Sec/Twp/Rge : 9 135.0 29 Acres: .00

SALES HISTORY: -----

Buyer/Seller

Date Inst Reject Sale Adjusted

TRANSFER HISTORY: -----

Doc Date Doc Nbr To

| 2021/03/30 A A00067385 LINDA R BAKER REVOC TRUS

| 2021/06/18 A A00067385 BAKER, LINDA R

ASSESSMENT DETAILS: -----

					Acres	CAMA	Estimated	Deferred	Taxable
2025 Rcd: 1	Class: 151 Non-Comm Seasonal Residential Recreationa			Land	.69	552,000	552,000		552,000
	Hstd: 0 seasonal			Building		288,313	288,300		288,300
	MP/Seq: 90-372-0040 000			Total MKT		840,313	840,300		840,300
	Own% Rel AG% Rel NA% Dsb%								
2024 Rcd: 1	Class: 151 Non-Comm Seasonal Residential Recreationa			Land	.69	552,000	552,000		552,000
	Hstd: 0 seasonal			Building		267,588	267,600		267,600
	MP/Seq: 90-372-0040 000			Total MKT		819,588	819,600		819,600
	Own% Rel AG% Rel NA% Dsb%								
2023 Rcd: 1	Class: 151 Non-Comm Seasonal Residential Recreationa			Land	.69	732,000	732,000		732,000
	Hstd: 0 cabin			Building		271,040	271,000		271,000
	MP/Seq: 90-372-0040 000			Total MKT		1,003,040	1,003,000		1,003,000
	Own% Rel AG% Rel NA% Dsb%								

ASSESSMENT SUMMARY: -----

Year	Class	Hstd	Land Mkt	Land Dfr	Building	Total Mkt	Total Dfr	Limited Mkt	Limited Dfr	Exemptions	Taxable	New Imp
2025	151	0	552,000	0	288,300	840,300		840,300			840,300	0
2024	151	0	552,000	0	267,600	819,600		819,600			819,600	0
2023	151	0	732,000	0	271,000	1,003,000		1,003,000			1,003,000	0

CAMA LAND DETAILS: -----

Land market: 90 LAKESHORE CITY Last calc date/env: 02/24/25 B
Neighborhood: 902181 UPPER GULL-PT GL6,9; ALL GL7 S 1.00 Asmt year: 2025
COG: 103885 1 Ac/FF/SF: .69 Lake: 11021800 UPPER GULL4,8,9,16,
Wid: .00 Dth: 300.00 Avg CER:

Land/Unit Type	Units	Qlt/Acc	-Other- Comment	OV Df	Base Rate	Adj Rate	Value Asmt Cd	Acres	PTR	Value	Improvement	CER Factors
SL	UN	1.00			12000.00	12000.00	12000 1 151					
		1.00					SV					
2181	FF	100.00 2			6000.00	5400.00	540000 1 151	.69				
		100.00					OV					
Front feet:		100.00										

Mineral:

CAMA SUMMARY: -----

Schedule: 2025 Quintile date: 10/05/2023 Insp/By/Cmp: 10/05/2023 JLH R
Neighborhood: 902181 UPPER GULL-PT GL6,9; ALL GL7 S

Nbr	Typ	Subtype	Description	Wid	Len	Size	Class	Qlt	H/G	Est Value	New	Imp	Class Code
1	RES	1-3		8	36	1088		060	H	240,053	0		151
2	RES	GAR		13	28	364		3	G	12,265	0		151
3	RES	GAR		22	24	528		3	G	17,791	0		151
4	RES	GAR		12	24	288		3	G	9,704	0		151
5	OTH	LDSC				1		4		5,500	0		151
6	OTH	DRIVEWAY				1		2		3,000	0		151

Estimated land value : 552,000
 Mineral value :
 Improvement value . . : 288,313
 Total value : 840,313

CAMA IMP DETAILS: 1 RES 1-3

House/Garage: H Schedule: 2025

Construction class/Quality: 060

Actual/Effective year built: 1985

Condition:

DEPRECIATION PCT GOOD FACTORS:

Physical: RES .78

Functional incurable . . .

Economic: 90218I 1.35

Additional

Total percent good 1.05

NOTES: -----

----	Characteristics/Areas	---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New	Imp	RCNLD
010	MEASURED	Y	YES																
020	VIEWED	Y	INTERIOR																
030	COLOR	BRN	BROWN																
040	CONSTRUCTN	1	FRAME																
050	FOUNDATION	1	CONC BLOCK																
060	EXT WALLS	CED	CEDAR																
070	ROOF TYPE	1	GABLE																
080	ROOF MAT	1	ASPHLT SHG																
090	WINDOWS	1	CASE C/O																
100	FURN TYPE	1	FORCED AIR																
110	FUEL TYPE	4	NAT'RL GAS																
120	ELEC SERV	7	UNKNOWN																
130	WELL	Y	YES																
140	SEPTIC	Y	YES																
150	INT WALL	1	DRYWALL																
160	INT FLOOR	1	CPT/VINYL																
200	PATIO	3	CONC SLAB			1				1,200.00		1,200	1		1.00				1,264
240	FIREPLACE1	3	DOOR/CONV			1				6,000.00		6,000	1		1.00				6,318
250	AIR COND	Y	YES			1				2,000.00		2,000	1		1.00				2,106
260	WALKOUT	1	2 > AVERAGE			1				3,000.00		3,000	1		1.00				3,159
270	BF	3	W/PT BATH			1088				30.00		32,640	1		1.00				34,370
300	STYLE		RAM RAMBLER																
BAS	BASE AREA	060	D6			1088				152.48		165,898	1		1.00				174,691
DK	DECKING	3	W/RAIL			688				15.00		10,320	1		1.00				10,867
SP	SCRN PRCH	3	AVG QUAL	8	36	288				24.00		6,912	1		1.00				7,278

Effective BAS rate: 160.56
 Ground floor area: 1,088
 Gross floor area: 1,088

Totals: 227,970

240,053

CAMA IMP DETAILS: 2 RES GAR

House/Garage: G Schedule: 2025

Construction class/Quality: 3

Actual/Effective year built: 1985

Condition:

DEPRECIATION PCT GOOD FACTORS:

Physical: RES .78

Functional incurable . . .

Economic: 90218I 1.35

Additional

Total percent good 1.05

NOTES: -----

----	Characteristics/Areas	---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New	Imp	RCNLD
BAS	GARAGE	3	TYPICAL	13	28	364				32.00		11,648	1		1.00				12,265

Effective BAS rate: 33.70
 Ground floor area: 364
 Gross floor area: 364

Totals: 11,648

12,265

CAMA IMP DETAILS: 3 RES GAR

House/Garage: G Schedule: 2025

Construction class/Quality: 3

Actual/Effective year built: 1985

Condition:

DEPRECIATION PCT GOOD FACTORS:

Physical: RES .78

Functional incurable . . .

Economic: 90218I 1.35

Additional

Total percent good 1.05

NOTES: -----

----	Characteristics/Areas	---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New	Imp	RCNLD
BAS	GARAGE	3	TYPICAL	22	24	528				32.00		16,896	1		1.00				17,791

Effective BAS rate:	33.70	Totals:	16,896	17,791
Ground floor area:	528			
Gross floor area:	528			

CAMA IMP DETAILS: 4 RES GAR	DEPRECIATION PCT GOOD FACTORS:	NOTES: -----
House/Garage: G Schedule: 2025	Physical: RES .78	
Construction class/Quality: 3	Functional incurable . . .	
Actual/Effective year built: 1985	Economic: 90218I 1.35	
Condition:	Additional	
	Total percent good 1.05	

----	Characteristics/Areas	---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New	Imp	RCNLD
----	BAS GARAGE	3	TYPICAL	12	24	288				32.00	9,216	1			1.00				9,704

Effective BAS rate:	33.69	Totals:	9,216	9,704
Ground floor area:	288			
Gross floor area:	288			

CAMA IMP DETAILS: 5 OTH LDSC	DEPRECIATION PCT GOOD FACTORS:	NOTES: -----
House/Garage: Schedule: 2025	Physical: 1.00	
Construction class/Quality: 4	Functional incurable . . .	
Actual/Effective year built:	Economic: 90218I 1.00	
Condition:	Additional	
	Total percent good 1.00	

----	Characteristics/Areas	---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New	Imp	RCNLD
----	BAS LANDSCAPE	4	SOME		1					5,500.00	5,500	1			1.00				5,500

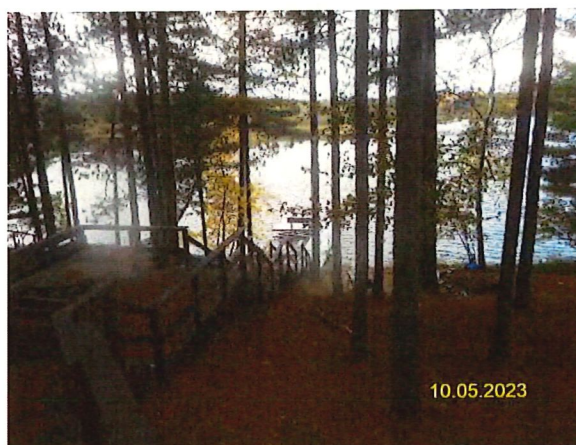
Effective BAS rate:	5,500.00	Totals:	5,500	5,500
Ground floor area:	1			
Gross floor area:	1			

CAMA IMP DETAILS: 6 OTH DRIVEWAY	DEPRECIATION PCT GOOD FACTORS:	NOTES: -----
House/Garage: Schedule: 2025	Physical: 1.00	
Construction class/Quality: 2	Functional incurable . . .	
Actual/Effective year built:	Economic: 90218I 1.00	
Condition:	Additional	
	Total percent good 1.00	

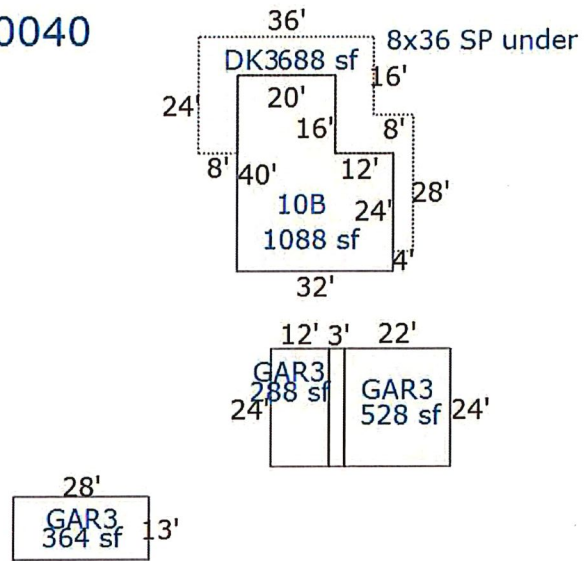
----	Characteristics/Areas	---	Wid	Len	Units	Str	Fdt	Wal	OV	Rate	RCN	Sum	PD	Curable	%Cmp	%New	New	Imp	RCNLD
----	BAS DRIVEWAY	2	AVG DRIVE		1					3,000.00	3,000	1			1.00				3,000

Effective BAS rate:	3,000.00	Totals:	3,000	3,000
Ground floor area:	1			
Gross floor area:	1			

Field check value:	Appraiser's initials:	Date of inspection:
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90-372-0040



Sketch by Apex Sketch

BASH, RYAN & BASH, PAULA
5645 GARLAND LN N
PLYMOUTH MN 55446-2410

MILLARD, RANDY G & DENISE A, TTEES
2076 DOVE HOLLOW RUN
THE VILLAGES FL 32162-2323

BERRER, JOELLYN J & DAVID J, TTEES &
BERGERSON, DEBRA A & SCOTT A, TTEES
& HUNTER, MARY & DELANEY, CYNTHIA
7787 LOST LAKE TRL
LAKE SHORE MN 56468-3001

MOORE, KIERAN C, TIMOTHY Q &
CYNTHIA M
7837 LOST LAKE TRL
LAKE SHORE MN 56468-3002

BOE, MATTHEW U & BOE, LONNIE M
306 3RD ST SW
STEWARTVILLE MN 55976-1110

MOORE, TIMOTHY & CYNTHIA
7837 LOST LAKE TRL
LAKESHORE MN 56468-3002

FISHBEIN, WILLIAM M &
MAHLING, WENDY B
10220 27TH AVE N
PLYMOUTH MN 55441-3246

PIERCE, RONALD W & PIERCE, JILL S
7771 LOST LAKE TRL
NISSWA MN 56468-3001

HEMPEL, DAVID C & SALLY A-TTEES
7821 LOST LAKE TRL
LAKE SHORE MN 56468-3002

ROTH, GREGORY D & NICOLE E
5660 WOODCREST DR
EDINA MN 55424-1654

HERRON, JESSE O & TINA A
8136 COUNTY ROAD 13
NISSWA MN 56468-2459

IMHOF, CAROLYN G, TRUSTEE
10801 THONE RD
WOODBURY MN 55129-5805

LELAND, WAYNE & MARY TRUSTEES
901 CHICKADEE DR
VENICE FL 34285-6616

LUCIOW, ANTHONY E
8360 MISSISSIPPI BLVD NW
COON RAPIDS MN 55433-5938

MERRICK, JOHN M & PAMELA J
7793 LOST LAKE TRL
LAKE SHORE MN 56468-3001

**BOARD OF ADJUSTMENT/PLANNING COMMISSION
CITY OF LAKE SHORE
LAKE SHORE CITY HALL
MINUTES
JUNE 8, 2026
9:00 AM**

Commission Members in attendance: Commission Chair PJ Smith, Dave Riegert, Sean Weldon, TJ Graber, and Alex Kuhn; Council Liaison Darcy Peterson; City Engineer Alex Bitter; and Deputy Clerk Kathy Johansen. A quorum was present, and the Commission was competent to conduct business. There were five people in the audience, including Alternate Steve Hensel, Dave Baudler, Dan Juntunen, Kari Eliassen, and Tom Spicek.

Commission Chair Smith called the meeting to order at 9:00 AM.

Approval of the May 11, 2026, Regular Meeting Minutes – MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO APPROVE THE MINUTES FOR THE MAY 11, 2026, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. MOTION PASSED.

PUBLIC HEARING –

MOTION BY TJ GRABER AND SECONDED BY DAVE RIEGERT TO OPEN THE PUBLIC HEARING AT 9:01 AM. MOTION PASSED.

Variance Application 06-26 – (5a): 2 Gulls & 3 Buoys, LLC – to construct an addition to the northwest of an existing legal non-conforming dwelling that will connect the detached accessory structure to the principal dwelling, which will not meet the side yard setback. PID #90-437-2555.

The applicant is requesting the following variance:

1. To construct an 885 square foot addition to the west of an existing legal non-conforming dwelling with a 43 square foot roof over an open-air window well, and a 254 square foot covered open-air walkway (connecting the detached accessory structure to the principal dwelling)
 - a. Located 5 feet on the northwest side (garage side) and 6 feet on the northeast side (dwelling side), where 15 feet is required (Section 17.2).
 - i. All per architectural drawings received 5/07/2026 with the application.

The subject property is 47,794 sq. ft. and is zoned Residential, Medium Density R-2 (Shoreland) – Gull Lake (General Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 8784 Interlachen Rd and is zoned Residential, Medium Density R-2 (Shoreland); (Gull Lake - General Development).
2. The subject property is 1.09 Acres (47,794 sq. ft.) total
3. The subject property contains a legal existing non-conforming dwelling.
4. The subject property contains a legal existing non-confirming guest cottage.
5. The existing accessory structure with living quarters would become part of the principal structure if a variance were approved.
6. The proposed addition would meet the lake setback and the road right-of-way setback, per architectural drawings received 5/07/2026 and the Certificate of Survey on file from 9/16/2025.
7. The applicant has provided a new septic system design to be installed with the proposed

additions. This design has been reviewed and approved by Andy Schwartz.

8. The total impervious surface for the property, including the proposed additions and existing structures provided on the site plan received 5/07/2026, is 20.93%, where 25% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian GD lake (stormwater management plan required per section 17.3.3).
9. Section 8.2 of the City of Lake Shore ordinance allows for a one-time addition to a non-conforming principal structure to be permitted without the need for a variance, provided all requirements of the section are met. This section does not allow for a structure over 2,500 square feet, which can only be approved by means of a variance from the code requirements.
10. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
11. A stormwater management plan has been submitted to the city along with the variance application.
12. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
13. The City Engineer has been notified of the request.
14. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

15. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, granting the variance will allow the property to be put to a reasonable use that is not otherwise permitted by the zoning ordinance. The property is already developed with existing structures, and its use is constrained by site-specific conditions, including lot configuration, limited buildable area, and applicable shoreland and setback requirements. These conditions restrict the use of the property in a reasonable manner in compliance with strict ordinance standards. The requested variance allows for a reasonable use of the property that is consistent with existing development on the site and the surrounding area, while still maintaining the intent of the ordinance.
16. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the property is subject to unique circumstances that were not created by the landowner. These include the property's existing lot configuration, limited buildable area, and its location within the shoreland area, which impose additional setback and development constraints beyond those affecting typical lots in the zoning district. The presence of existing development and natural features further limits the reasonable placement of structures or improvements. These conditions are inherent to the property and predate the current variance request, making them unique circumstances not created by the landowner.
17. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, granting the variance will not alter the essential character of the locality. The proposed request is consistent with the scale, placement, and pattern of existing development on the subject property and in the surrounding area. The variance allows for reasonable use of the property while maintaining compliance with other applicable zoning and shoreland standards. As proposed, the variance will not introduce a use, intensity, or visual impact that is incompatible with neighboring properties, and the overall character of the locality will remain unchanged.
18. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?

- a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
19. Has the variance request been made based on reasons other than economic considerations alone?
- a. Yes, the variance request is based on factors beyond economic considerations alone. The request is grounded in site-specific physical conditions of the property, including existing development constraints, limited buildable area, and applicable zoning and shoreland requirements, which restrict reasonable use under strict ordinance standards. These conditions necessitate consideration of a variance to allow reasonable use of the property, rather than a request made solely for financial gain or convenience.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered with the application submitted to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission.
2. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
3. Implement an erosion and sediment control plan utilizing best management practices (BMPs) before construction and dirt-moving activities. The city must approve the plan. The BMPs must remain in place until all disturbed soils are stabilized.
4. The proposed downspout gutters and stormwater retention areas, as shown on the stormwater management plan, shall be implemented upon completion of the project if/when a zoning permit is applied for and approved by the City.
5. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.
6. The guest cottage shall remain accessory to the principal use and shall not be sold or rented as a separate dwelling without further city approval.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on May 21st, and no public comments have been received on this application.

Nicole Hausmann presented Variance Application 06-26 (5a).

Dave Baudler stated that the walls would look better straightened than in the original design.

Alex Bitter stated he was comfortable with the design.

MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO APPROVE THE VARIANCE APPLICATION 06-26 FOR 2 GULLS & 3 BUOYS BASED ON THE FACTS AND FINDINGS AND CONDITIONS PROVIDED IN THE PACKET. MOTION PASSED.

Variance Application 06-26 – (5b): Juntunen, Daniel & Danae – to construct guest quarters above an existing garage, which will not meet the side yard setback and shoreline lot width requirements, less than allowed by city ordinance. PID #90-469-0306.

The applicant is requesting the following variances:

1. To construct guest quarters above an existing garage (maximum square footage allowed 700 sq. ft.)
 - a. Located 11 feet on the southeast side and 12 feet on the northeast side, where 15 feet is required (Section 17.2).
2. To allow guest quarters above an existing garage with a Lot width of 133 feet
 - i. All per Certificate of Survey received 5/08/2026, and building drawings provided with the application.

The subject property is 41,166 sq. ft. and is zoned Residential, Medium Density R-2 (Shoreland) – Gull Lake (General Development).

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 9302 Interlachen Rd and is zoned Residential, Medium Density R-2 (Shoreland); (Gull Lake - General Development).
2. The subject property is +/- .945 Acres (41,166 sq. ft.)
3. The subject property contains a legal existing non-conforming dwelling.
4. The subject property contains a legal existing non-confirming detached garage which meets the lake setback, road right-of-way setback, and the bluff setback.
5. The proposed guest quarters will meet the lake setback, road right-of-way setback, and the bluff setback per Certificate of Survey received 05/08/2026.
6. The proposed guest quarters will have a separate septic tank. This design has been reviewed and approved by Andy Schwartz.
7. The total impervious surface for the property, including the proposed guest quarters, is 23.5%, where 25% is the maximum impervious surface total for the parcel in the Residential, Medium Density R-2 (Shoreland) zone for a riparian GD lake (stormwater management plan required per section 17.3.1.5).
8. No extensive research was conducted regarding similar structures in similar locations for property within the immediate vicinity of the subject property. A review of aerial imagery obtained from GIS was utilized.
9. A stormwater management plan has been submitted to the city.
10. The DNR has been notified of the request, and no comment has been received as of the time this staff report was drafted.
11. The City Engineer has been notified of the request.
12. Notice of this variance application was published in the local newspaper & distributed to property owners within the required distance to the property (500 ft.). No comments have been received as of the drafting of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

13. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, granting the variance will allow the property to be put to a reasonable use that is not otherwise permitted by the zoning ordinance. The requested variance allows for the construction of guest quarters above an existing detached garage. Due to the property's existing conditions and layout, strict enforcement of the zoning ordinance's setback, height, and size requirements would limit the property's reasonable use. Granting the variance allows the property to be reasonably used without creating a land use not permitted by the City of Lake Shore Zoning Ordinance, consistent with the criteria for granting a variance under the City of Lake Shore Zoning Ordinance.
14. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the property is subject to unique circumstances that were not created by the landowner. These circumstances include the existing placement of the detached garage on the lot and the property's configuration, which limit compliance with the current side-yard setback for guest quarters.
15. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, granting variance will not alter the essential character of the locality. The proposed guest quarters above the existing detached garage are consistent with the residential character of the surrounding neighborhood and are similar in scale and use to other legally established residential and accessory structures in the area. The variance allows reasonable improvements to the property while maintaining established development patterns and complying with applicable performance standards, thereby preserving the essential character of the R-2, Medium Density Residential District.
16. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
 - a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth patterns that reinforce our lake-oriented and rural development brand." (pg. 5) and "Protect the quality of the lakes and environmental resources within and around the City." (pg. 4)
17. Has the variance request been made based on reasons other than economic considerations alone?
 - a. Yes, the variance request is based on factors beyond economic considerations alone. The request is driven by site-specific constraints related to the existing placement of the detached garage and applicable zoning standards that limit compliance with current setback, size, and height requirements. These conditions create practical difficulties in reasonably using the property under the zoning ordinance. The variance is not requested for financial gain but to allow for reasonable use of the property consistent with residential use in the R-2, Medium Density Residential District, as contemplated by the City of Lake Shore Zoning Ordinance.

The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered with the application submitted to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission.
2. The guest quarters shall not exceed 700 square feet per 17.3.1.6.
3. The guest quarters shall remain accessory to the principal dwelling and shall not be sold, rented, or used as a separate dwelling unit.
4. The guest quarters shall be screened from adjacent properties and public waters through vegetation, grading, color, or other methods approved by the City, assuming summer leaf-on conditions per Section 17.3.1.9.
5. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
6. The stormwater management plan shall be implemented upon completion of the project if/when a land use permit is applied for and approved by the City.
7. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on May 21st, and no public comments have been received on this application.

Nicole Hausmann presented Variance Application 06-26 –(5b).

Dan Juntunen stated their goal is to add some additional space for the kids and storage.

MOTION BY ALEX KUHN AND SECONDED BY TJ GRABER TO APPROVE VARIANCE APPLICATION 06-26 FOR DANIEL AND DANAE JUNTUNEN TO CONSTRUCT GUEST QUARTERS BASED ON THE FACTS, FINDINGS, AND CONDITIONS PROVIDED IN THE PACKET. MOTION PASSED.

MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO CLOSE THE PUBLIC HEARING AT 9:13 AM. MOTION PASSED.

NEW BUSINESS –

Johnson, James M & L G Haugen Trust – Metes & Bounds Lot Line Adjustment – PID # 90-469-0368 & 90-469-0370

The applicants propose completing a metes-and-bounds lot-line adjustment. “Tract A” would be 36,471 square feet with a buildable area of 17,166 square feet, which meets the lot size requirement for Residential, Medium Density, R-2. “Tract B” would be 44,400 square feet with a buildable area of 24,438 square feet, which also meets the lot size requirement for Residential, Medium Density, R-2. Both lots are on Gull Lake. The shoreline width will not be changing with this request. The full legal descriptions of the

proposed tracts are located on the Certificate of Survey, dated 05/14/2026, provided with the application by Paul Herkenhoff of 218 Surveying.

Staff Findings: Staff provides the following findings of fact for consideration:

1. The metes and bounds subdivision request is to adjust lot lines for subject parcels, PID 90-469-0368 & 90-469-0370.
2. The subject parcel 90-469-0368 is owned by James Johnson, who is one of the applicants for this Metes & Bounds subdivision (lot line adjustment).
3. The subject parcel 90-469-0370 is owned by L G Haugen Trust Fund, which is the other applicant for this Metes & Bounds subdivision (lot line adjustment).
4. The subject properties are both zoned Residential, Medium-Density R-2 (Shoreland). The full legal descriptions of these subject properties are detailed on the Certificate of Survey submitted with the applications.
5. Proposed "Tract A" as shown on the Certificate of Survey is 36,471 square feet with 17,166 square feet of buildable area.
6. Proposed "Tract B" as shown on the Certificate of Survey is 44,400 square feet with 21,438 square feet of buildable area.
7. The subject parcels are accessed via Rocky Point Trail.
8. There is a proposed 33-foot easement along the western side of "Tract B".
9. The shoreline lot widths of the parcels will not be changing with this request.
10. The proposed lot configurations meet the minimum buildable area requirements of the Residential, Medium-Density, R-2.
11. The properties are suitable in their natural state for the intended purpose, and this lot line adjustment would not be harmful to the health, safety, or welfare of future residents or of the community.
12. The Certificate of Survey provided with the Metes and Bounds subdivision (lot line adjustment) application was prepared by Paul Herkenhoff, LS #45875 of 218 Surveying, and was submitted to the city on 05/14/2026.
13. This lot line adjustment request is consistent with the Comprehensive Plan for the City of Lake Shore, specifically on page 5, which outlines the "Goals" objectives of the Comprehensive Plan with consideration to "Ensure new residential development/redevelopment is efficient, environmentally sensitive, and offset any increased demand for services through valuation."

Planning Commission Direction: The Planning Commission may approve, deny, or table the request if additional information is needed. If the motion is for approval or denial, findings of fact should be cited.

Recommendation: The planning commission should discuss and provide input regarding the metes & bounds subdivision (lot line adjustment) request.

If the Planning Commission wishes to approve the metes & bounds subdivision (lot line adjustment) request, the following conditions of approval are recommended:

1. The New legal descriptions for Tract A and Tract B must be recorded with Cass County within 12 months of this approval.

Nicole Hausmann presented the Metes and Bounds Lot Line Adjustment.

PJ Smith stated he viewed the lot and believes the change will improve the current configuration.

Further discussion continued regarding the size of the lots if the adjustment is approved.

MOTION BY DAVE RIEGERT AND SECONDED BY SEAN WELDON TO APPROVE THE METES AND BOUNDS LOT LINE ADJUSTMENT BASED ON THE FINDINGS OF FACT

IN THE STAFF REPORT, ALONG WITH THE CONDITION TO BE FILED WITHIN A YEAR WITH CASS COUNTY. MOTION PASSED.

Greene, Jerry & Karla – PID #90-469-0324

Background information on property:

- 617 square foot guest cabin (connected to septic system)
- 761 square foot detached garage (bathroom)
- 452 square foot detached garage (does not meet the road right-of-way setback)
- 5,954 square foot tennis court
- Total square footage for accessory structures: 7,167 square feet (without guest cabin)
- Impervious surface coverage is 27.9%

They are requesting the removal of the two detached garages and the construction of a single structure measuring 1,194 square feet, with an office/game room and bathroom. They would be removing the gazebo and potentially moving the septic system.

Planning Commission Direction: The Planning Commission will need to determine how staff should proceed with this request.

Nicole Hausmann presented the staff report for PID #90-469-0324. Nicole is requesting guidance from the commission on how to proceed with the owner's request on the city's behalf.

Further discussion between the Planning Commission and staff regarding the different structures in the request.

PJ Smith mentioned that the garage with living quarters can be an issue. The prior bathroom in the structure appears to have been designed without a permit. There are already three living structures on the property, so deciding on the structure in question is tricky.

The Planning Commission directed staff that this property must request a Conditional Use Permit for this proposal. Recommend meeting the road right-of-way setback; a variance would be required.

OLD BUSINESS – There was no old business.

REPORTS

City Engineer – Alex Bitter updated the commission on the trail progress.

Chair – Chair Smith had nothing to report.

Council Liaison – Darcy Peterson had nothing to report.

Zoning Administrator – Nicole Hausmann referenced the May permits in the packet.

PUBLIC FORUM – There was no public forum.

MOTION BY SEAN WELDON AND SECONDED BY DAVE RIEGERT TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF JUNE 8, 2026, AT 9:52 AM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

			2026 Land Use Permits								
PERMIT NUMBER	DATE RECD	DATE APPROVED	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION	FEE	Check#	Condition(s)
								A 3-story 1983 sq. ft. (5,372 sq. ft. total) new dwelling with attached garage, 522 sq. ft. deck, 720 detached garage, 120 sq. ft. W/OAS and new septic system. E911 address applied for with the City.			
4046	5/21/2026	6/3/2026	7497 Doyle Parkway	Ernst	Bob & Jane	R-2	90-340-0255	Install 20x20 beach, 2' boulders, stairway/steps, 10 cu. yds. Dirt moving in SLZ.	\$1475	2000	Conditions provided in letter
4047	6/1/2026	6/4/2026	924 Bass Lake Road 8638 Birchwood Hills Rd	Johnson	Aaron & Amanda	R-2	90-378-0090		\$150	7213	Conditions provided in letter
4048	6/2/2026	6/5/2026	8643 Birchwood Hills Rd	Reiley	Nate	R-2	90-021-4224	New fence	\$75		Must meet Section 26
4049	6/8/2026	6/10/2026	Wheeler Rd	Martin		R-2	90-021-4219	Repair shoreline from ice heave	\$75		
4050	6/9/2026	6/10/2026	1398 Little John Rd	Hinkler	Daniel	R-1	90-437-0830	SSTS upgrade	\$225		
4051	6/15/2026	6/17/2026	1398 Rocky Point Rd	Driessen	Arthur	R-1	90-472-0140	18x16 detached garage/shed	\$200	1121	Must meet Section 15 & 16
4052	6/12/2026	6/17/2026	TBD	Shedy	Patrick	RR	90-030-3305	New 5,058 sq. ft. dwelling with attached garage, patio and install a new septic system.	\$1675	110002	Must meet Section 12; SSTS shall be constructed in accordance with the approved design. Contact Andy Schwartz for SSTS inspection.
4053	6/12/2026	6/22/2026	1554 Pine Harbor Lane	Crandall	Richard	R-2	90-457-0160	Repair shoreline from ice heave	\$75		Must meet all conditions per approved BOA on 6/8/26
4054	6/22/2026	6/29/2026	8784 Interlachen Road	2 Gulls & 3 Buoys LLC		R-2	90-437-2555	885 sq. ft. addition per approved BOA 6/8/2026	\$400	4345	
4055	6/22/2026	6/29/2026	8639 Nottingham Rd	Rivard	Matthew & Jocelyn	R-2	90-437-1755	24x30 detached garage with living quarters above.	\$500		Must meet all setbacks & Section 17.
4056	6/29/2026	6/30/2026	1014 Point Narrows Rd	Kirschner	Karen	R-2	90-009-1205	Remove existing timber along shoreline and replace with light layer of riprap (DNR approved per email received).	\$75		Must meet conditions in letter
4057	6/15/2026	6/30/2026	8147 County 78	Johnson	Shea	R-2	90-437-0210	Install 2 stone steps, beach, rock retaining wall, riprap.	\$225		Must meet conditions in letter
4058	6/25/2026	6/30/2026	8936 Interlachen Rd	Peterson	Paul	R-2	90-449-0212	Addition (1,435 sq. ft.), patio (244 sq. ft.), detached garage (672 sq. ft. with living quarters above (532 sq. ft.) and a new septic system per approved variance by BOA on 3/9/26.	\$1300		Must meet conditions in letter

Alex Bitter

From: Kathy Johansen <kjohansen@cityoflakeshore.gov>
Sent: Monday, June 1, 2026 11:15 AM
To: Alex Bitter; Dave Reese
Subject: FW: New payment request from Tim Thompson Plumbing - invoice 56544

Hi guys,

Received this from Doug Haataja for your review. 😊

Kathy Johansen
Deputy Clerk
City of Lake Shore
8583 Interlachen Road
Lake Shore, MN 56468
218-963-2148 X2

Summary
Tim Thompson Invoice = \$4,488.00
Electrical Bill to date = \$982
Total = \$5,470

Temporary City Hall Hours
8:00-2:30 Mon – Thurs
8:00-12:00 Friday

From: Doug Haataja <proshield@yahoo.com>
Sent: Saturday, May 30, 2026 8:38 AM
To: Kathy Johansen <kjohansen@cityoflakeshore.gov>
Subject: Re: New payment request from Tim Thompson Plumbing - invoice 56544

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Kathy,

I was able to look at the electrical usage records for the last three years the average for 2023 and 24 in December through May was \$530 for all the months combined

This December through May came in at \$1512 total

Please let Alex and Dave at WSN know this as you review the problems that happened with our waterline in Andrea's yard

Dave was associated with the first sewer pipe repairs and then work in her yard & driveway after what happened with the sewer repair problems

Thank you,

Doug

[Sent from Yahoo Mail for iPhone](#)

On Wednesday, May 27, 2026, 9:02 AM, Doug Haataja <proshield@yahoo.com> wrote:

Water Pipe Repsir

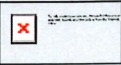
[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

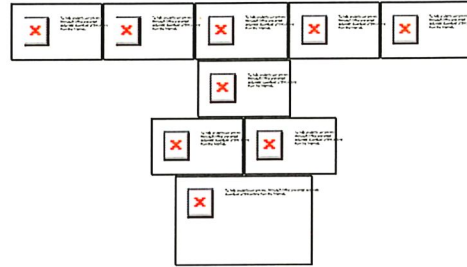
On Monday, May 11, 2026, 8:38 AM, Tim Thompson Plumbing LLC
<quickbooks@notification.intuit.com> wrote:

Your invoice is ready!

BALANCE DUE **\$4,488.00**

0% APR¹ or as low as **\$156/mo** with  [Get started](#)

View and pay



Dear Doug,

Here's your invoice! We appreciate your prompt payment.

Thanks for your business!
Tim Thompson Plumbing LLC

Bill to

Pro-Shield
Doug Haataja
1200 Esther Lane
Nisswa, MN 56425

Terms

Net 30

Repair Service Line/3/4" Galvanized Pipe Leaking

Excavating

Excavating

9 X \$160.00

Materials

Brass Fittings & Hose Clamps

\$142.00

Materials

3/4" Curb Stop

1 X \$265.00

Materials

Piping

\$44.00

Materials

6" Furnco

1 X \$27.00

Labor/Tim

Labor/Tim

10 X \$140.00

Labor/Steve

Labor/Steve

9 X \$130.00

View and pay

Tim Thompson Plumbing LLC

PO Box 427 Brainerd, MN 56401 US

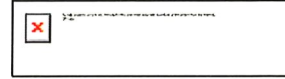
timandrae@icloud.com

www.timthompson.plumbing

If you receive an email that seems fraudulent, please check with the business owner.

1. Rates from 0-36% APR. For example, a \$1,000 purchase might cost \$90.26/mo over 12 months at 15% APR. An eligibility check, may not be available everywhere, and are provided by these lending partners: [affirm.com](#). Amount, and a down payment may be required. Estimated payment amount may exclude taxes and shipping.

due before the merchant provides all services. You may not receive a rebate of any interest that may have refunded. For licenses and disclosures, including information for New Mexico residents, see affirm.com/licenses. Affirm and its lending partners are made or arranged pursuant to a California Financing Law license. Affirm and its lending partners are subject to Fair Lending laws.



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Roads/Wastewater Committee
City of Lake Shore Minutes
June 16, 2026
6:00 PM

Committee Members in attendance: Justin Stahnke, Terry Hansen, Troy Magnuson, Jim Halverson, Jim Woll; City Council Liaison, Wayne Anderson; Widseth Engineering Representatives Aric Welch and Nick Peterson; Lake Shore Resident Lisa Whitney. A quorum was present, and the committee was competent to conduct business.

Approval of the May 19, 2026 Regular Meeting Minutes: Motion by T. Magnuson Second by J. Halverson to approve the minutes of the May 19, 2026 meeting of the Road and Wastewater Committee. Motion carried.

2026 Crack Sealing Update: Committee members learned that the crack sealing had not been completed due to the fact that Roger ran out of materials. The committee will await an update from Alex Bitter.

CR 107 Repair: Wayne Anderson shared that Cass County will be making repairs to County Road 107 and that as a part of these repairs the road will be reconfigured at two locations.

Cemetery Headstone Discussion: Wayne Anderson also shared that the irrigation system at the cemetery was not working properly and that Roger was making repairs to the system.

72nd Street Maintenance: Eric Welch indicated that a Moon Lake Township Resident had inquired about the possibility of the township assuming responsibility for maintenance of the road. The committee agreed that the city attorney should work with Alex Bitter to draft an agreement with the township whereby the costs associated with the maintenance of the road could be divided equally between the city and the township.

CIP Update: Aric Welch provided the committee with an updated CIP. Projects slated for completion in 2027 include Lost Lake Road and two sections of Dettbarn Road. Estimated costs for the projects are \$463,630. Motion by J. Woll, Second by J. Stahnke that the committee recommend that the city council include the completion of the projects in the 2027 budget. Motion carried.

Pebble Beach Road Review: Nick Peterson reviewed the details of the current plans to rework the road and provided the committee with an engineer's estimate and opinion on probable cost. The estimate was \$551,530.41. The committee agreed that another

meeting with the road residents to review the plans should be scheduled. A meeting date to coincide with the committee's July 21st meeting was selected if meeting notices could be provided to the residents this week. Mr. Welch indicated that the notices could be mailed this week.

Ester Lane Water Service Repair Invoice: The committee reviewed the invoice included in the agenda packet for the meeting. Discussion revolved around whether or not Alex Bitter had reviewed last year's weekly reports as discussed at the May meeting. The committee agreed to delay a recommendation on payment of the invoice pending a report from Mr. Bitter on the review of the reports and his recommendation on payment following the report review.

Fritz Loven Bridge Construction Inquiry: Ms. Lisa Whitney of 7801 Ridge Road inquired as to when the bridge was scheduled for replacement. The committee shared that the project had met all preconstruction criteria and that it was now in the queue for consideration for funding along with other statewide projects. The conversation then shifted to the maintenance of the road through the park. Ms. Whitley expressed concerns related to the potholes in the road and the seemingly ineffectiveness of efforts to grade the road. The committee agreed to forward the concern to city staff.

June Wastewater Operations Report: The report was reviewed and there was a question related to the June flows compared to the 2025 flows. It was noted that the reported May flows for the North System were about one-half the 2025 flows. It was agreed that the question will be posed to Andy Schwartz.

Adjournment: Motion to adjourn by T. Magnuson, seconded T. Hansen. Motion Passed.

Prepared by Jim Woll

Lake Shore Road/ Wastewater Committee



City Of Lake Shore Wastewater Operations Report - July 2026

WASTEWATER FLOWS AND LAB ANALYSIS FOR THE MONTH OF JUNE:

<u>North System</u>		<u>2025</u>	NPDES permit Limit: 17,615 GPD
Average daily:	3,647 gallons	3,923	
Maximum daily:	5,714 gallons	7,417	
Monthly total:	109,400 gallons	117,700	

<u>South System</u>		<u>2025</u>	NPDES permit Limit: 49,200 GPD
Average daily:	24,100 gallons	26,900	
Maximum daily:	31,700 gallons	36,600	
Monthly total:	722,000 gallons	806,000	

North Septic Effluent:			South Septic Effluent:			Normal Range:		
C/BOD:	240	mg/l	C/BOD:	290	mg/l	50 – 250 mg/l		
TSS:	71.0	mg/l	TSS:	70.0	mg/l	15 – 75 mg/l		
PH	6.93	SU	PH:	6.95	SU	6.5 – 7.5 SU		

OPERATIONS REPORT:

1. Lift station checks were completed every Monday and Wednesday.
2. Lift station monthly maintenance was completed on 7/15/26. (Check amp draws, clean floats, visual inspection of station wet well and surrounding area)
3. Regular monthly tank effluent sampling took place on 7/7.
4. The regular monthly DMR was submitted to MPCA on 7/1.
5. Monitoring wells around the city's drainfields were sampled on 7/1.
6. Ken and I have started doing our annual checks on the city-owned STEP stations, and Midwest Pumpworks will be in town later this month to do annual inspections on the city's larger duplex lift stations.
7. July has been a busy month for STEP station repairs. We've made repairs to pump stations on Wienzel Point Road, Point Narrows Road, and Harold Street. Repairs varied from replacing bad float switches and stuck check valves to one station that needed to be totally re-plumbed and have the pump replaced. All in all, pretty normal for this time of year when sewer system usage and flows are at their peak for the year.

Respectfully submitted by Andy Schwartz, Water/Wastewater Operations Manager, City of Pequot Lakes. Please feel free to call my cell at 320-232-5787 with any questions or concerns.

For 24 hour emergency service call 218-515-0440

May 20, 2026

WIDSETH

Andy Stewart, Lake Shore Mayor
City of Lake Shore
8583 Interlachen Road,
Lake Shore, MN 56468

Brainerd/Baxter
7804 Industrial Park Road
Baxter MN 56425

218.829.5117
Baxter@Widseth.com
Widseth.com

RE: Lake Shore City Hall Feasibility Study

To Mayor Stewart and City Council:

The City of Lake Shore is facing the challenge of how to effectively serve their residents and the general public from an aging facility. This is a consistent theme throughout our region, and we are working with other municipalities that are experiencing similar challenges. In 2016, Widseth provided you with a facility study for the city hall and designs for a new city hall. Widseth looks forward to continuing our work with you and revisit the city hall project. Widseth will provide an analysis of your existing facility and develop potential design solutions that are specific to the residents you serve, the building that you occupy, and the services you provide. As discussed during our meeting with the Building Committee on May 12, 2026, Widseth is tasked with providing professional services for the following:

1. Update the 2016 City Hall Facility Study to reflect the current conditions of the city hall building, site and associated costs.
2. Develop a schematic design to remove the existing city hall and construct a new city hall on the existing site.
3. Develop a schematic design for a new city hall on the 20-acre property on CSAH 78.

Widseth is pleased to submit this proposal for professional services to provide you with a feasibility study as it relates to your upcoming building project. The feasibility study will provide the information as listed above and with information that can be shared with the residents of Lake Shore and allow you to make an educated decision regarding your city hall. Please refer to the following scope of work.

Update 2016 City Hall Facility Study

The Widseth team, consisting of architects, civil, structural, mechanical, and electrical engineers, will tour the existing building and site. Upon completion of our on-site evaluation and analysis, the 2016 City Hall Facility Study will be updated to reflect the current conditions and associated costs. Our review of the existing building and site will encompass the following areas:

- Site access, utilities, accessibility, and the condition of impervious surfaces.
- Building envelope, including exterior walls, foundation walls, windows, doors, insulation, cladding and roof.
- Identify building code, accessibility, and life safety deficiencies.
- Structural review of the foundation, floor, and roof framing.
- Mechanical systems, including heating, ventilating and air conditioning.
- Electrical systems, including power capacity, lighting, low-voltage, security, smoke detection, and fire alarm.
- Work with staff to document how the existing building and site serve current and future needs of the community.

Schematic Design

Upon completion of the facility study, Widseth architects and engineers will prepare schematic site plans and floor plans for a new city hall. The goal for these schematic designs is to provide you with visuals and graphics that clearly represent the feasibility for both scenarios related to design, construction and project costs for a new city hall. The schematic design process will include the following:

- Programming
 - Meet with staff to confirm the following:
 - Number of staff necessary for each department to operate.
 - Space required for each department.
 - Support spaces for specific departments and that can be shared by multiple departments.
 - Space required for public meeting rooms.
- Flow Diagram
 - Identify the efficiencies that can be gained through proper placement of departments, public spaces, entrances, and other supportive spaces.
 - Illustrate how safe and secure spaces can be provided for city staff.
- Building Size
 - Building size will be established upon completion of identifying the staffing needs and flow diagram.
- Site Plan
 - Site area, utilities, parking, and access will be designed upon completion of establishing the building size, parking, and other features that will support city services.
- Comprehensive Project Cost
 - Widseth will provide a comprehensive project cost for construction costs, soft costs, FF&E (Fixtures, Furniture & Equipment), permitting, contingency and potential relocation costs if necessary.
- Project Schedule
 - Discuss potential project schedule for design, bidding and construction.

Project Schedule

Upon approval of our proposal, Widseth will provide our services within the following schedule:

Facility Study (2 Weeks)

- Site and building walkthrough.
- Update 2016 facility study.

Schematic Design (4 Weeks)

- Meet with staff to confirm the programming of the building.
- Prepare schematic designs.
- Prepare comprehensive project cost analysis for both schematic designs.

Presentations (2 Weeks)

- Present facility study and schematic designs to building committee.
- Revise and modify facility study and schematic designs per building committee review and comment.
- Present facility study and schematic designs to city council.

Widseth Fee

Widseth proposes to provide the services listed above on an hourly basis, not to exceed fee of \$22,500.00 as follows:

- Update 2016 Facility Study.....\$4,500.00
- Schematic Design.....\$18,000.00
- Total.....\$22,500.00

Widseth looks forward to the opportunity to continue working with the City of Lake Shore on this exciting project and we appreciate the opportunity to submit this proposal to you for your consideration. Please let us know if you have any questions regarding our proposal.

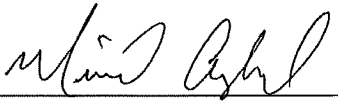
Sincerely,



Mike Angland, AIA, LEED AP
Vice President

Cc: Dave Reese, P.E., V.P.

Attachments: General Conditions, 2026 Widseth Fee Schedule

Proposed by Widseth Smith Nolting & Assoc., Inc.	
	
Michael Angland, AIA, LEED AP Vice President Widseth Smith Nolting	
Accepted by the City of Lakeshore	
The above proposal is satisfactory and WSN is authorized to do the work as specified.	
_____	_____
	Date

General Provisions of Professional Services Agreement

These General Provisions are intended to be used in conjunction with a letter-type Agreement or a Request for Services between Widseth Smith Nolling & Assoc., Inc., a Minnesota Corporation, hereinafter referred to as WIDSETH, and a CLIENT, wherein the CLIENT engages WIDSETH to provide certain Architectural, and/or Engineering services on a Project.

As used herein, the term "this Agreement" refers to (1) the WIDSETH Proposal Letter which becomes the Letter Agreement upon its acceptance by the Client, (2) these General Provisions and (3) any attached Exhibits, as if they were part of one and the same document. With respect to the order of precedence, any attached Exhibits shall govern over these General Provisions, and the Letter Agreement shall govern over any attached Exhibits and these General Provisions. These documents supersede all prior communications and constitute the entire Agreement between the parties. Amendments to this Agreement must be in writing and signed by both CLIENT and WIDSETH.

ARTICLE 1. PERIOD OF SERVICE

The term of this Agreement for the performance of services hereunder shall be as set forth in the Letter Agreement. In this regard, any lump sum or estimated maximum payment amounts set forth in the Letter Agreement have been established in anticipation of an orderly and continuous progress of the Project in accordance with the schedule set forth in the Letter Agreement or any Exhibits attached thereto. WIDSETH shall be entitled to an equitable adjustment to its fee should there be an interruption of services, or amendment to the schedule.

ARTICLE 2. SCOPE OF SERVICES

The scope of services covered by this Agreement shall be as set forth in the Letter Agreement or a Request for Services. Such scope of services shall be adequately described in order that both the CLIENT and WIDSETH have an understanding of the expected work to be performed.

If WIDSETH is of the opinion that any work they have been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, they shall notify the CLIENT of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a revision to the Letter Agreement or Request for Services and entered into by both parties.

ARTICLE 3. COMPENSATION TO WIDSETH

A. Compensation to WIDSETH for services described in this Agreement shall be on a Lump Sum basis, Percentage of Construction, and/or Hourly Rate basis as designated in the Letter Agreement and as hereinafter described.

1. A Lump Sum method of payment for WIDSETH's services shall apply to all or parts of a work scope where WIDSETH's tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The CLIENT shall make monthly payments to WIDSETH within 30 days of date of invoice based on an estimated percentage of completion of WIDSETH's services.
2. A Percentage of Construction or an Hourly Rate method of payment of WIDSETH's services shall apply to all or parts of a work scope where WIDSETH's tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be estimated with any reasonable degree of accuracy. Under an Hourly Rate method of payment, WIDSETH shall be paid for the actual hours worked on the Project by WIDSETH technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general, and administrative overhead and professional fee. In a Percentage of Construction method of payment, final compensation will be based on actual bids if the project is bid and WIDSETH's estimate to the CLIENT if the project is not bid. A rate schedule shall be furnished by WIDSETH to CLIENT upon which to base periodic payments to WIDSETH.
3. In addition to the foregoing, WIDSETH shall be reimbursed for items and services as set forth in the Letter Agreement or Fee Schedule and the following Direct Expenses when incurred in the performance of the work:
 - (a) Travel and subsistence.
 - (b) Specialized computer services or programs.
 - (c) Outside professional and technical services with cost defined as the amount billed WIDSETH.
 - (d) Identifiable reproduction and reprographic costs.
 - (e) Other expenses for items such as permit application fees, license fees, or other additional items and services whether or not specifically identified in the Letter Agreement or Fee Schedule.

4. The CLIENT shall make monthly payments to WIDSETH within 30 days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by supporting evidence as available.

WIDSETH

ARCHITECTS ■ ENGINEERS
SCIENTISTS ■ SURVEYORS

B. The CLIENT will pay the balance stated on the invoice unless CLIENT notifies WIDSETH in writing of the particular item that is alleged to be incorrect within 15 days from the date of invoice, in which case, only the disputed item will remain undue until resolved by the parties. All accounts unpaid after 30 days from the date of original invoice shall be subject to a service charge of 1 % per month, or the maximum amount authorized by law, whichever is less. WIDSETH shall be entitled to recover all reasonable costs and disbursements, including reasonable attorneys fees, incurred in connection with collecting amount owed by CLIENT. In addition, WIDSETH may, after giving seven days written notice to the CLIENT, suspend services and withhold deliverables under this Agreement until WIDSETH has been paid in full for all amounts then due for services, expenses and charges. CLIENT agrees that WIDSETH shall not be responsible for any claim for delay or other consequential damages arising from suspension of services hereunder. Upon payment in full by Client and WIDSETH's resumption of services, the time for performance of WIDSETH's services shall be equitably adjusted to account for the period of suspension and other reasonable time necessary to resume performance.

ARTICLE 4. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

Either Party has the right to terminate this Agreement upon seven days written notice. In addition, the CLIENT may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the CLIENT to WIDSETH. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated upon seven days written notice as provided above.

In the event of termination, and upon payment in full for all work performed and expenses incurred to the date of termination, documents that are identified as deliverables under the Letter Agreement whether finished or unfinished shall be made available by WIDSETH to the CLIENT pursuant to Article 5, and there shall be no further payment obligation of the CLIENT to WIDSETH under this Agreement except for payment of an amount for WIDSETH's anticipated profit on the value of the services not performed by WIDSETH and computed in accordance with the provisions of Article 3 and the Letter Agreement.

In the event of a reduction in scope of the Project work, WIDSETH shall be paid for the work performed and expenses incurred on the Project work thus reduced and for any completed and abandoned work, for which payment has not been made, computed in accordance with the provisions of Article 3 and the Letter Agreement.

ARTICLE 5. DISPOSITION OF PLANS, REPORTS AND OTHER DATA

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by WIDSETH or its consultants are Instruments of Service and shall remain the property of WIDSETH or its consultants, respectively. WIDSETH and its subconsultants retain all common law, statutory and other reserved rights, including, without limitation, copyright. WIDSETH and its subconsultants maintain the right to determine if production will be made, and allowable format for production, of any electronic media or data to CLIENT or any third-party. Upon payment in full of monies due pursuant to the Agreement, WIDSETH shall make hard copies available to the CLIENT, of all documents that are identified as deliverables under the Letter Agreement. If the documents have not been finished (including, but not limited to, completion of final quality control), then WIDSETH shall have no liability for any claims expenses or damages that may arise out of items that could have been corrected during completion/quality control. Any Instruments of Service provided are not intended or represented to be suitable for reuse by the CLIENT or others on extensions of the Project or any other project. Any modification or reuse without written verification or adaptation by WIDSETH for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to WIDSETH. CLIENT shall indemnify, defend and hold harmless WIDSETH from any and all suits or claims of third parties arising out of use of unfinished documents, or modification or reuse of finished documents, which is not specifically verified, adapted, or authorized in writing by WIDSETH. This indemnity shall survive the termination of this Agreement.

Should WIDSETH choose to deliver to CLIENT documents in electronic form, CLIENT acknowledges that differences may exist between any electronic files delivered and the printed hard-copy. Copies of documents that may be relied upon by CLIENT are limited to the printed hard-copies that are signed and/or sealed by WIDSETH. Files in electronic form are only for convenience of CLIENT. Any conclusion or information obtained or derived from such electronic documents will be at user's sole risk. CLIENT acknowledges that the useful life of some forms of electronic media may be limited because of deterioration of the media or obsolescence of the computer hardware and/or software systems. Therefore, WIDSETH makes no representation that such media will be fully usable beyond 30 days from date of delivery to CLIENT.

ARTICLE 6. CLIENT'S ACCEPTANCE BY PURCHASE ORDER OR OTHER MEANS

In lieu of or in addition to signing the acceptance blank on the Letter Agreement, the CLIENT may accept this Agreement by permitting WIDSETH to commence work on the project or by issuing a purchase order signed by a duly authorized representative. Such purchase order shall incorporate by reference the terms and conditions of this Agreement. In the event of a conflict between the terms and conditions of this Agreement and those contained in the CLIENT's purchase order, the terms and conditions of this Agreement shall govern. Notwithstanding any purchase order provisions to the contrary, no warranties, express or implied, are made by WIDSETH.

ARTICLE 7. CLIENT'S RESPONSIBILITIES

A. To permit WIDSETH to perform the services required hereunder, the CLIENT shall supply, in proper time and sequence, the following at no expense to WIDSETH:

1. Provide all program, budget, or other necessary information regarding its requirements as necessary for orderly progress of the work.
2. Designate in writing, a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret and define CLIENT's policies with respect to WIDSETH's services.
3. Furnish, as required for performance of WIDSETH's services (except to the extent provided otherwise in the Letter Agreement or any Exhibits attached hereto), data prepared by or services of others, including without limitation, core borings, probes and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in the Letter Agreement or any Exhibits attached hereto.
4. Provide access to, and make all provisions for WIDSETH to enter upon publicly or privately owned property as required to perform the work.
5. Act as liaison with other agencies or involved parties to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by WIDSETH, obtain advice of an attorney, insurance counselor or others as CLIENT deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of WIDSETH.
7. Give prompt written notice to WIDSETH whenever CLIENT observes or otherwise becomes aware of any development that affects the scope or timing of WIDSETH's services or any defect in the work of Construction Contractor(s), Consultants or WIDSETH.
8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollution in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of this Agreement, "pollution" and "pollutant" shall mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended. Waste further includes materials to be recycled, reconditioned or reclaimed.

If WIDSETH encounters, or reasonably suspects that it has encountered, asbestos or pollution in the Project, WIDSETH shall cease activity on the Project and promptly notify the CLIENT, who shall proceed as set forth above. Unless otherwise specifically provided in the Letter Agreement, the services to be provided by WIDSETH do not include identification of asbestos or pollution, and WIDSETH has no duty to identify or attempt to identify the same within the area of the Project.

With respect to the foregoing, CLIENT acknowledges and agrees that WIDSETH is not a user, handler, generator, operator, treater, storer, transporter or disposer of asbestos or pollution which may be encountered by WIDSETH on the Project. It is further understood and agreed that services WIDSETH will undertake for CLIENT may be uninsurable obligations involving the presence or potential presence of asbestos or pollution. Therefore, CLIENT agrees, except (1) such liability as may arise out of WIDSETH's sole negligence in the performance of services under this Agreement or (2) to the extent of insurance coverage available for the claim, to hold harmless, indemnify and defend WIDSETH and WIDSETH's officers, subcontractor(s), employees and agents from and against any and all claims, lawsuits, damages, liability and costs, including, but not limited to, costs of defense, arising out of or in any way connected with the presence, discharge, release, or escape of asbestos or pollution. This indemnification is intended to apply only to existing conditions and not to conditions caused or created by WIDSETH. This indemnification shall survive the termination of this Agreement.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as CLIENT may require or WIDSETH may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as CLIENT may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as CLIENT may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.

10. Provide "record" drawings and specifications for all existing physical features, structures, equipment, utilities, or facilities which are pertinent to the Project, to the extent available.

11. Provide other services, materials, or data as may be set forth in the Letter Agreement or any Exhibits attached hereto.

B. WIDSETH may use any CLIENT provided information in performing its services.

WIDSETH shall be entitled to rely on the accuracy and completeness of information furnished by the CLIENT. If WIDSETH finds that any information furnished by the CLIENT is in error or is inadequate for its purpose, WIDSETH shall endeavor to notify the CLIENT. However, WIDSETH shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by CLIENT.

ARTICLE 8. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for in the Letter Agreement or any Exhibits attached hereto are to be made on the basis of WIDSETH's experience and qualifications and represent WIDSETH's judgment as an experienced design professional. It is recognized, however, that WIDSETH does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices, and that any evaluation of any facility to be constructed, or acquired, or work to be performed on the basis of WIDSETH's cost opinions must, of necessity, be speculative until completion of construction or acquisition. Accordingly, WIDSETH does not guarantee that proposals, bids or actual costs will not substantially vary from opinions, evaluations or studies submitted by WIDSETH to CLIENT hereunder.

ARTICLE 9. CONSTRUCTION PHASE SERVICES

CLIENT acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and Contractor(s), (3) in connection with approval of shop drawings and sample submittals, and (4) as a result of and in response to WIDSETH's detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. CLIENT agrees that if WIDSETH is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, WIDSETH will not be responsible for, and CLIENT shall indemnify and hold WIDSETH, its officers, consultant(s), subcontractor(s), employees and agents harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by CLIENT or others. Nothing contained in this paragraph shall be construed to release WIDSETH, its officers, consultant(s), subcontractor(s), employees and agents from liability for failure to perform in accordance with professional standards any duty or responsibility which WIDSETH has undertaken or assumed under this Agreement.

ARTICLE 10. REVIEW OF SHOP DRAWINGS AND SUBMITTALS

WIDSETH may review and approve or take other appropriate action on the contractor's submittals or shop drawings for the limited purpose of checking for general conformance with information given and design concept expressed in the Contract Documents. Review and/or approval of submittals is not conducted for the purpose of determining accuracy and completeness of other details or for substantiating instructions for installation or performance of equipment or systems, all of which remain the exclusive responsibility of the contractor. WIDSETH's review and/or approval shall not constitute approval of safety precautions, or any construction means, methods, techniques, sequences or procedures. WIDSETH's approval of a specific item shall not indicate approval of an assembly of which the item is a component. WIDSETH's review and/or approval shall not relieve contractor for any deviations from the requirements of the contract documents nor from the responsibility for errors or omissions on items such as sizes, dimensions, quantities, colors, or locations. Contractor shall remain solely responsible for compliance with any manufacturer requirements and recommendations.

ARTICLE 11. REVIEW OF PAY APPLICATIONS

If included in the scope of services, any review or certification of any pay applications, or certificates of completion shall be based upon WIDSETH's observation of the Work and on the data comprising the contractor's application for payment, and shall indicate that to the best of WIDSETH's knowledge, information and belief, the quantity and quality of the Work is in general conformance with the Contract Documents. The issuance of a certificate for payment or substantial completion is not a representation that WIDSETH has made exhaustive or continuous inspections, reviewed construction means and methods, verified any back-up data provided by the contractor, or ascertained how or for what purpose the contractor has used money previously paid by CLIENT.

ARTICLE 12. REQUESTS FOR INFORMATION (RFI)

If included in the scope of services, WIDSETH will provide, with reasonable promptness, written responses to requests from any contractor for clarification, interpretation or information on the requirements of the Contract Documents. If Contractor's RFI's are, in WIDSETH's professional opinion, for information readily apparent from reasonable observation of field conditions or review of the Contract Documents, or are reasonably inferable therefrom, WIDSETH shall be entitled to compensation for Additional Services for WIDSETH's time in responding to such requests. CLIENT may wish to make the Contractor responsible to the CLIENT for all such charges for additional services as described in this article.

ARTICLE 13. CONSTRUCTION OBSERVATION

If included in the scope of services, WIDSETH will make site visits as specified in the scope of services in order to observe the progress of the Work completed. Such site visits and observations are not intended to be an exhaustive check or detailed inspection, but rather are to allow WIDSETH to become generally familiar with the Work. WIDSETH shall keep CLIENT informed about the progress of the Work and shall advise the CLIENT about observed deficiencies in the Work. WIDSETH shall not supervise, direct or have control over any Contractor's work, nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor. WIDSETH shall not be responsible for any acts or omissions of any Contractor and shall not be responsible for any Contractor's failure to perform the Work in accordance with the Contract Documents or any applicable laws, codes, regulations, or industry standards.

If construction observation services are not included in the scope of services, CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation, and the CLIENT waives any claims against WIDSETH that are connected with the performance of such services.

ARTICLE 14. BETTERMENT

If, due to WIDSETH's negligence, a required item or component of the Project is omitted from the construction documents, WIDSETH shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event, will WIDSETH be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

ARTICLE 15. CERTIFICATIONS, GUARANTEES AND WARRANTIES

WIDSETH shall not be required to sign any documents, no matter by who requested, that would result in WIDSETH having to certify, guarantee or warrant the existence of conditions whose existence WIDSETH cannot ascertain. CLIENT agrees not to make resolution of any dispute with WIDSETH or payment of any amount due to WIDSETH in any way contingent upon WIDSETH signing such certification.

ARTICLE 16. CONTINGENCY FUND

CLIENT and WIDSETH agree that certain increased costs and changes may be required because of possible omissions, ambiguities or inconsistencies in the plans and specifications prepared by WIDSETH, and therefore, that the final construction cost of the Project may exceed the bids, contract amount or estimated construction cost. CLIENT agrees to set aside a reserve in the amount of 5% of the Project construct costs as a contingency to be used, as required, to pay for any such increased costs and changes. CLIENT further agrees to make no claim by way of direct or third-party action against WIDSETH with respect to any increased costs within the contingency because of such changes or because of any claims made by any Contractor relating to such changes.

ARTICLE 17. INSURANCE

WIDSETH shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims against it for damages because of injury to or destruction of property including loss of use resulting therefrom.

Also, WIDSETH shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which WIDSETH is legally liable.

Certificates of insurance will be provided to the CLIENT upon request.

ARTICLE 18. ASSIGNMENT

Neither Party to this Agreement shall transfer, sublet or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may be due, without the prior written consent of the other party. Subcontracting to subconsultants, normally contemplated by WIDSETH as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

ARTICLE 19. NO THIRD-PARTY BENEFICIARIES

Nothing contained in this Agreement shall create a contractual relationship or a cause of action by a third-party against either WIDSETH or CLIENT. WIDSETH's services pursuant to this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against WIDSETH because of this Agreement.

ARTICLE 20. CORPORATE PROTECTION

It is intended by the parties to this Agreement that WIDSETH's services in connection with the Project shall not subject WIDSETH's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary, CLIENT agrees that as the CLIENT's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against WIDSETH, a Minnesota corporation, and not against any of WIDSETH's individual employees, officers or directors.

ARTICLE 21. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 22. ASSIGNMENT OF RISK

In recognition of the relative risks and benefits of the project to both the CLIENT and WIDSETH, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of WIDSETH, employees of WIDSETH and sub-consultants, to the CLIENT and to all construction contractors, subcontractors, agents and assigns on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that total aggregate liability of WIDSETH, employees of WIDSETH and sub-consultants, to all those named shall not exceed WIDSETH's total fee received for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

ARTICLE 23. NON-DISCRIMINATION

WIDSETH will comply with the provisions of applicable federal, state and local statutes, ordinances and regulations pertaining to human rights and non-discrimination.

ARTICLE 24. SEVERABILITY

Any provision or portion thereof in this Agreement which is held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding between CLIENT and WIDSETH. All limits of liability and indemnities contained in the Agreement shall survive the completion or termination of the Agreement.

ARTICLE 25. PRE-LIEN NOTICE

PURSUANT TO THE AGREEMENT WIDSETH WILL BE PERFORMING SERVICES IN CONNECTION WITH IMPROVEMENTS OF REAL PROPERTY AND MAY CONTRACT WITH SUBCONSULTANTS OR SUBCONTRACTORS AS APPROPRIATE TO FURNISH LABOR, SKILL AND/OR MATERIALS IN THE PERFORMANCE OF THE WORK. ACCORDINGLY, CLIENT IS ENTITLED UNDER MINNESOTA LAW TO THE FOLLOWING NOTICE:

- (a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR ITS CONTRIBUTIONS.**
- (b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**

WIDSETH

2026 FEE SCHEDULE

CLASSIFICATION	RATE
Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer/Project Manager	
Level I	\$145 / Hour
Level II	\$170 / Hour
Level III	\$200 / Hour
Level IV	\$205 / Hour
Level V	\$215 / Hour
Technician	
Level I	\$105 / Hour
Level II	\$125 / Hour
Level III	\$145 / Hour
Level IV	\$160 / Hour
Level V	\$175 / Hour
Computer Systems Specialist	\$180 / Hour
Senior Funding Specialist	\$150 / Hour
Marketing Specialist	\$125 / Hour
Funding Specialist	\$125 / Hour
Administrative Assistant	\$ 90 / Hour

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) <i>subject to IRS Guidelines</i>	Cost
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
ATV 4-Wheeler Rental	\$100 / Day
ATV Side by Side Rental	\$200 / Day
Waste Water Sampler	\$40 / Day
ISCO Flow Recorder	\$60 / Day
Photoionization Detection Meter	\$100 / Day
Explosimeter	\$50 / Day
Product Recovery Equipment	\$35 / Day
Survey-Grade GPS (Global Positioning System)	\$75 / Hour
Mapping GPS (Global Positioning System)	\$150 / Day
Lath & Hubs	\$150 / Day
Soil Drilling Rig	\$35 / Hour
Groundwater Sampling Equipment	\$125 / Day
Hydrographic Survey System	\$500 / Day
Subcontractors	Cost plus 10%

REPRODUCTION COSTS	
Black & White Copies: 8-1/2" x 11"	\$0.10 Each
Black & White Copies: 11" x 17"	\$0.50 Each
Black & White Copies: 24" x 36"	\$3 Each
Color Copies: 8-1/2" x 11"	\$2 Each
Color Copies: 11" x 17"	\$4 Each
Color Copies: 24" x 36"	\$12 Each
Color Plots: 42" x 48"	\$22 Each

These rates are effective for only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.

Building/Grounds Committee Meeting

City of Lake Shore

Minutes from June 16, 2026

Members Present: Troy Magnuson, Steve Sundstrom, Vern Gevik, Teri Hastings, Todd Peterson, Dave Riegert

Summary of Meeting

Meeting was called to order at 10AM

Minutes from May 12th meeting were reviewed and discussed.

Motion by Teri Hasting and 2nd by Todd Peterson to approve the minutes from May 12th, 2026.

Update on Maintenance needs at City Hall

Roger did some work on patching the main sidewalk. Rails still need to be stabilized.

Mike Heldt met with Jeff Eckes for installing motion security light at main entrance-Laura will follow-up with Mike to find out what the plans are.

Quote was received from GSD for garage and police service door replacement for \$3,050

Motion by Steve Sundstrom and 2nd by Todd Peterson to accept the quote from GSD for \$3,050 with additions for hardware and door handle if not included. Troy will update group on the additional costs of hardware. Motion approved.

Review of WSN Proposal-The group reviewed and discussed the WSN Proposal.

The group discussed the proposal and additional items that need to be followed up on.

- 1) Cost of Current needs
- 2) Cost estimate for a new city Hall designs
- 3) Individual cost estimate for updating and maintaining current building
- 4) Cost of how much the WSN Proposal is being put into remodeling vs. a new city hall.
- 5) Change wording to maintaining and updating vs. remodeling.

East Gull Lake City Hall Tour

Laura will follow-up with EGL and let the group know of good dates and times for a tour.

Next meeting will be July 14th at 10AM.

Motion by Steve Sundstrom and 2nd by Teri Hastings to adjourn at 10:51 am.

CHANGE ORDER NO.: 3

Owner: City of Lake Shore
Engineer: Widseth Smith Nolting & Associates Inc.
Contractor: Company of Brainerd, LLC
Project: Gull Lake Trail – Phase 4A
Contract Name: Gull Lake Trail – Phase 4A
Date Issued: 07-21-2026

Owner's Project No.:
Engineer's Project No.: 2025-11710
Contractor's Project No.:
Effective Date of Change Order: Council Approval

The Contract is modified as follows upon execution of this Change Order:

Description: See Attached.

Attachments: Change Order Summary

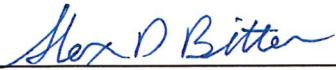
Note:

Substantial Completion Dates: (1) pertains to the Floating Boardwalk Installation, (2) pertains to the Tree Removal, (3) pertains to the remaining planned items.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 1,660,280.72	Original Contract Times: Substantial Completion (1): 4-24-26 Substantial Completion (2): 5-31-26 Substantial Completion (3): 9-11-26 Ready for final payment: 9-25-26
Increase from previously approved Change Orders: \$ 11,511	Increase from previously approved Change Orders: Substantial Completion (1): 308 Substantial Completion (2): 0 Substantial Completion (3): 0 Ready for final payment: 280
Contract Price prior to this Change Order: \$ 1,671,791.72	Contract Times prior to this Change Order: Substantial Completion (1): 2-26-27 Substantial Completion (2): 5-31-26 Substantial Completion (3): 9-11-26 Ready for final payment: 7-02-27
Increase this Change Order: \$ 234,398.44	Increase this Change Order: Substantial Completion (1): 0 Substantial Completion (2): 0 Substantial Completion (3): 264 Ready for final payment: 0
Contract Price incorporating this Change Order: \$ 1,906,190.16	Contract Times with all approved Change Orders: Substantial Completion (1): 2-26-27 Substantial Completion (2): 5-31-26 Substantial Completion (3): 6-04-27 Ready for final payment: 7-02-27

Recommended by Engineer

Accepted by Contractor

By: 
Title: Contracted Project Engineer
Date: 07-22-2026

By: 
Title: Project Manager
Date: 07/22/2026

Authorized by Owner
By: _____
Title: _____
Date: _____

CONTRACT CHANGE ORDER SUMMARY		ORDER NO. 3
CONTRACT FOR: GULL LAKE TRAIL PHASE 4A		DATE: July 21, 2026
OWNER: CITY OF LAKE SHORE		STATE: MINNESOTA
TO: ANDERSON BROTHERS CONSTRUCTION COMPANY OF BRAINERD, LLC		COUNTY: CASS

Description of Changes				DECREASE in Contract Price	INCREASE in Contract Price
Listing of Changes:					
	Quantity	Unit	Unit Cost		
1 2027 Mobilization	1	LUMP SUM	\$5,500.00		\$5,500.00
2 2"-6" Granite	174	CU YD	\$101.76		\$17,706.24
3 WWF Basket Wall	2538	SQ FT	\$46.60		\$118,270.80
4 Load Transfer Station	1444	SQ FT	\$64.35		\$92,921.40
CHANGE ORDER TOTALS:				\$0.00	\$234,398.44
NET CHANGE IN CONTRACT PRICE:					\$234,398.44

JUSTIFICATION:

- In the area of retaining walls 4 and 5, pour soils were found to 10+ feet in depth. The current retaining wall foundation in the plan is not suitable to hold the weight of the retaining walls over the in-place soils. Soil borings were completed in the wetland, but soil borings were not completed in the location of these walls. Due to the wetland boundary being outside of the road embankment toe of slope, it was assumed the wetland soils tapered out at the wetland boundary. The new retaining wall design will allow for the trail to be constructed per plan. Additionally, due to the possibility of settlement in the new wall design, it is proposed to pave this section of trail in the spring of 2027 to allow for the retaining wall to settle through a freeze/thaw cycle. This will help prevent the trail from becoming non-ADA compliant if the wall was to settle.

The amount of the Contract will be **Increased** by the sum of:

Two Hundred Thirty Four Thousand Three Hundred Ninty Eight and 44/100

Dollars(**\$234,398.44**).

The Contract Total including this and previous Change Orders will be:

One Million Nine Hundred Six Thousand One Hundred Ninety and 16/100

Dollars(**\$1,906,190.16**).



23201 Northfield Blvd • Hampton, MN 55031-9702 • Phone: 651-707-2860

Gull Lake Phase 4A
Anderson Brothers Construction

Job Address:
 Lake Shore, MN

Print Date: 7-22-2026

Wall #4 Basket Wall

Change Order ID: **0002**

Replace approximately 228 Ln Ft of SRW units with WWF baskets. Load transfer station is to be installed under proposed basket walls.

Items	Description	Qty/Unit	Unit Price	Price
Wall 4 Basket Wall	Construct WWF basket wall from STA 256.82 - 528	2,538 Sq Ft	\$42.36	\$107,509.68
-	Quantities include:			Anderson Brothers 10% mark up = \$4.24
	- 2538 Sq Ft of Basket Wall and struts			Total = 2,538 sq.ft @ \$46.60 = \$118,270.80
	- 141 Cu Yd of 2"-4" Face Rock			
	- 5306 Sq Yd of BX1100 Geogrid (Type 2 Geogrid)			
	- 4" Perf TP Pipe Drain remains unchanged			
	- Original Type 1 Geogrid quantities remain unchanged			
	- Sleeve Its remain unchanged			
Load Transfer Station	Install of load transfer Station following updated plans, from STA 300 - 528.	1,444 Sq Ft	\$58.50	\$84,474.00
-				Anderson Brothers 10% mark up = \$5.85
				Total = 1444 sq.ft @ \$64.35 = \$92,921.40

Additional Anderson Brothers Items

2027 Mobilization = \$5,500

2"-6" Granite, 174 cy @ \$101.76 = \$17,706.24

Subtotal: \$191,983.68

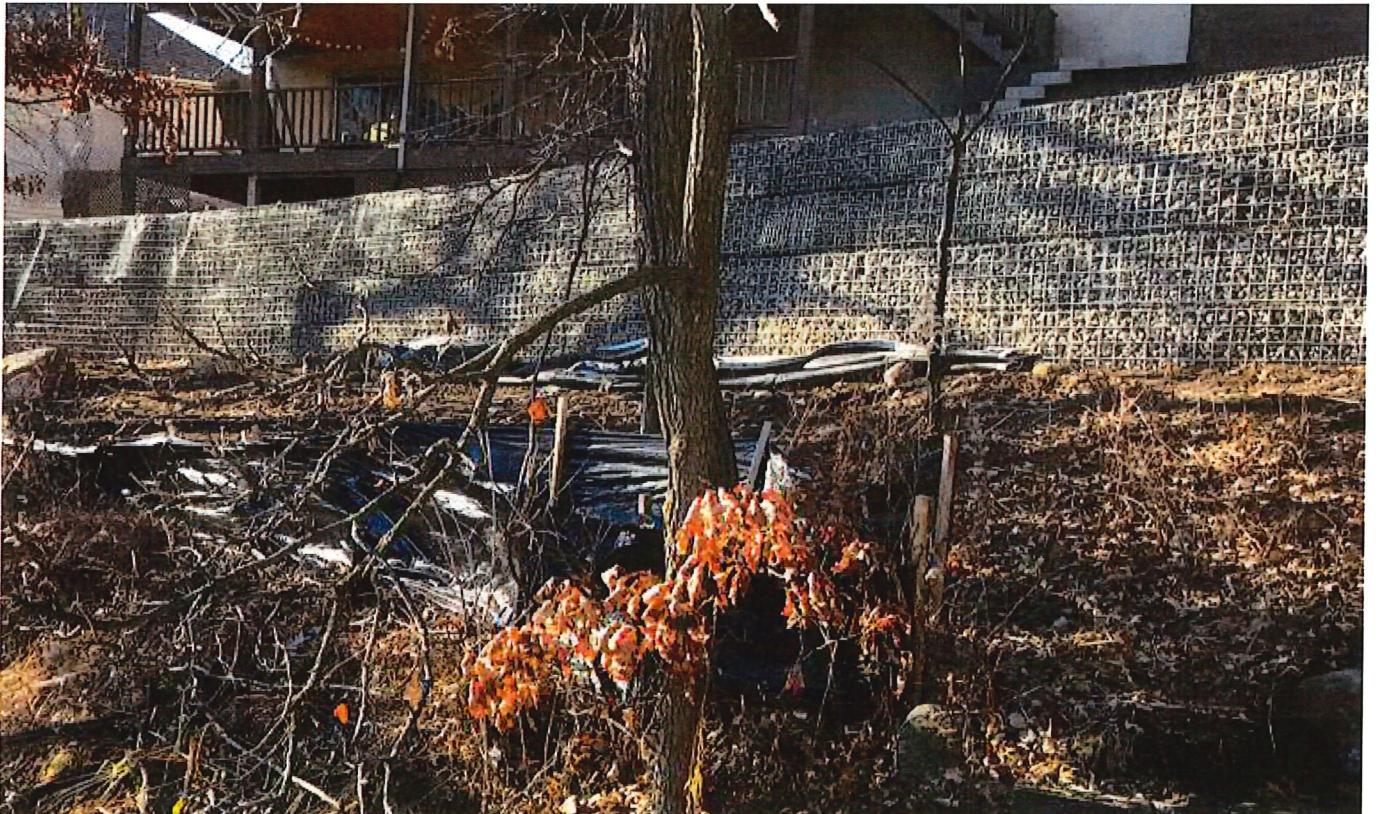
Tax: \$0.00

Total price: \$191,983.68

Anderson Brothers 10% mark up = \$19,208.52
 Total = 2,538 sq.ft @ \$46.60 = \$211,192.20



Examples of the proposed WWF Basket Wall



PARTIAL PAYMENT ESTIMATE NUMBER 1

Name of Contractor:		Anderson Brothers Construction Company of Brainerd 11325 State Highway 210 Brainerd, MN 56401			
Name of Owner:		City of Lake Shore 8583 Interlachen Road Lake Shore, Mn 56468			
Date of Completion:		Amount of Contract:		Dates of Estimate:	
Original: See Agreement		Original: \$1,660,280.72		From: Start	
Revised:		Revised: \$1,671,791.72		To: 7/10/26	

Description of Project:
GULL LAKE TRAIL, PHASE 4A

SPEC NO.	ITEM DESCRIPTION	CONTRACT ITEMS				THIS PERIOD		TOTAL TO DATE	
		QTY.	UNIT	UNIT PRICE	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
2021.501	MOBILIZATION	1	LUMP SUM	\$119,228.63	\$119,228.63	0.7	\$83,460.04	0.7	\$83,460.04
2101.502	CLEARING	4	TREE	\$577.60	\$2,310.40	4	\$2,310.40	4	\$2,310.40
2101.502	GRUBBING	4	TREE	\$346.56	\$1,386.24	4	\$1,386.24	4	\$1,386.24
2101.505	CLEARING	0.87	ACRE	\$14,085.04	\$12,253.98	1.13	\$15,916.10	1.13	\$15,916.10
2101.505	GRUBBING	0.87	ACRE	\$14,085.03	\$12,253.98	1.13	\$15,916.08	1.13	\$15,916.08
2104.502	REMOVE SIGN	1	EACH	\$110.50	\$110.50				
2104.502	REMOVE MAILBOX SUPPORT	2	EACH	\$55.25	\$110.50				
2104.502	SALVAGE SIGN	3	EACH	\$110.50	\$331.50				
2104.502	SALVAGE MAILBOX SUPPORT	1	EACH	\$110.50	\$110.50				
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	12	LIN FT	\$5.78	\$69.36				
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	355	LIN FT	\$2.31	\$820.05				
2104.503	REMOVE CURB AND GUTTER	36	LIN FT	\$41.59	\$1,497.24				
2104.504	REMOVE CONCRETE PAVEMENT	58	SQ YD	\$20.74	\$1,202.92				
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	165	SQ YD	\$13.74	\$2,267.10				
2104.504	REMOVE BITUMINOUS PAVEMENT	45	SQ YD	\$11.55	\$519.75				
2104.602	SALVAGE SIGN SPECIAL	2	EACH	\$57.76	\$115.52				
2106.507	EXCAVATION - COMMON (P)	1270	CU YD	\$19.67	\$24,980.90	400	\$7,868.00	400	\$7,868.00
2106.507	EXCAVATION - MUCK	200	CU YD	\$66.87	\$13,374.00	24	\$1,604.88	24	\$1,604.88
2106.507	SELECT GRANULAR BORROW MOD (CV) (P)	2546	CU YD	\$27.37	\$69,684.02	1118	\$30,599.66	1118	\$30,599.66
2106.507	COMMON EMBANKMENT (CV) (P)	1038	CU YD	\$29.04	\$30,143.52	300	\$8,712.00	300	\$8,712.00
2108.504	GEOTEXTILE FABRIC TYPE 1	1811	SQ YD	\$5.50	\$9,960.50	2271	\$12,490.50	2271	\$12,490.50
2108.504	GEOTEXTILE FABRIC TYPE 3	60	SQ YD	\$11.55	\$693.00				
2211.507	AGGREGATE BASE (LV) CLASS 5	200	CU YD	\$30.51	\$6,102.00				
2231.604	BITUMINOUS PATCH SPECIAL	33	SQ YD	\$77.56	\$2,559.48				
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	6	HRS	\$271.43	\$1,628.58	2	\$542.86	2	\$542.86
2302.604	BITUMINOUS DRIVEWAY REPLACEMENT (RESIDENTIAL)	472	SQ YD	\$29.24	\$13,801.28				
2411.507	STRUCTURE EXCAVATION CLASS U	981	CU YD	\$128.52	\$126,078.12	245	\$31,487.40	245	\$31,487.40
2411.604	MODULAR BLOCK RETAINING WALL	16269	SQ FT	\$38.89	\$633,868.11	4002	\$155,637.78	4002	\$155,637.78
2451.507	COARSE FILTER AGGREGATE (CV)	604	CU YD	\$90.89	\$54,897.56	151	\$13,724.39	151	\$13,724.39
2501.502	12" RC PIPE APRON	3	EACH	\$1,549.16	\$4,647.48				
2501.503	12" RC PIPE CULVERT CLASS III	129	LIN FT	\$93.66	\$12,082.14				
2502.502	4" PRECAST CONCRETE HEADWALL	18	EACH	\$770.00	\$13,860.00				
2502.503	4" TP PIPE DRAIN	180	LIN FT	\$1.85	\$297.00	45	\$74.25	45	\$74.25
2502.503	4" PERF TP PIPE DRAIN	4412	LIN FT	\$1.50	\$6,618.00	1103	\$1,654.50	1103	\$1,654.50
2506.502	2X3 CATCH BASIN	4	EACH	\$5,312.71	\$21,250.84				
2506.502	DRAINAGE STRUCTURE DESIGN H	1	EACH	\$3,816.85	\$3,816.85				
2511.507	RANDOM RIPRAP CLASS II	9	CU YD	\$79.79	\$718.11				
2521.518	6" CONCRETE WALK	945	SQ FT	\$20.11	\$19,003.95				
2521.518	2.5" BITUMINOUS WALK	33674	SQ FT	\$2.72	\$91,583.28				
2531.503	CONCRETE CURB & GUTTER DESIGN S518	1349	LIN FT	\$26.46	\$35,694.54				
2531.618	TRUNCATED DOMES	40	SQ FT	\$60.77	\$2,430.80				
2540.602	INSTALL MAIL BOX SUPPORT	3	EACH	\$143.65	\$430.95				
2540.602	MAIL BOX SUPPORT	2	EACH	\$143.65	\$287.30				
2540.603	BOARDWALK	881	LIN FT	\$167.50	\$147,587.50				
2557.603	WOOD FENCE	1697	LIN FT	\$56.72	\$96,253.84				
2563.601	TRAFFIC CONTROL	1	LUMP SUM	\$3,756.91	\$3,756.91	0.75	\$2,817.68	0.75	\$2,817.68
2564.502	INSTALL SIGN PANEL TYPE C	3	EACH	\$110.50	\$331.50				
2564.502	INSTALL SIGN PANEL SPECIAL	2	EACH	\$110.50	\$221.00				
2564.518	SIGN PANELS TYPE C	27	SQ FT	\$55.25	\$1,491.75				
2573.502	CULVERT END CONTROLS	3	EACH	\$192.50	\$577.50				
2573.502	STORM DRAIN INLET PROTECTION	6	EACH	\$192.50	\$1,155.00				
2573.503	SILT FENCE, TYPE MS	2978	LIN FT	\$3.30	\$9,827.40	1764	\$5,821.20	1764	\$5,821.20
2574.507	COMMON TOPSOIL BORROW (CV)	260	CU YD	\$73.80	\$19,188.00				
2575.504	ROLLED EROSION PREVENTION CATEGORY 25	397	SQ YD	\$3.25	\$1,290.25				
2575.505	SEEDING	2.53	ACRE	\$550.00	\$1,391.50				
2575.505	DISK ANCHORING	1.93	ACRE	\$5.50	\$10.62				
2575.608	SEED NORTHERN BOULEVARD	150	LB	\$5.89	\$883.50				
2575.608	SEED MESIC INSLOPE	52	LB	\$8.14	\$423.28				
2575.608	SEED WET DITCH	12	LB	\$88.66	\$1,063.92				
2574.508	FERTILIZER TYPE 3	759	LB	\$0.94	\$713.46				
2575.508	HYDRAULIC REINFORCED FIBER MATRIX	9867	LB	\$1.93	\$19,043.31	1000	\$1,930.00	1000	\$1,930.00
CHANGE ORDER #1									
2540.602	BOLLARD	4	EACH	\$1,325.00	\$5,300.00				
2531.503	CONCRETE CURB & GUTTER DESIGN S518	-1349	LIN FT	\$26.46	(\$35,694.54)				
2531.503	CONCRETE CURB & GUTTER DESIGN S512	1349	LIN FT	\$25.46	\$34,345.54				
CHANGE ORDER #2									
	BOARDWALK RENT	1	EACH	\$7,560.00	\$7,560.00	0.5	\$3,780.00	0.5	\$3,780.00
TOTAL:					\$1,671,791.72		\$397,733.96		\$397,733.96

	THIS PERIOD	TOTAL TO DATE
AMOUNT EARNED	\$397,733.96	\$397,733.96
AMOUNT RETAINED (10% OF AMOUNT EARNED TO DATE)	\$39,773.40	\$39,773.40
PREVIOUS PAYMENTS		
AMOUNT DUE	\$357,960.56	\$357,960.56

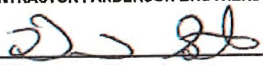
Estimated Percentage Completed:

23.8%

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous payment estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR : ANDERSON BROTHERS CONSTRUCTION COMPANY

BY: 

Date: 7/17/2026

APPROVED BY CITY OF LAKE SHORE:

BY:

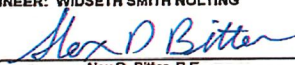
Laura Fussy, City Administrator / City Clerk

Date:

ENGINEER'S CERTIFICATION:

The undersigned endorses that to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

ENGINEER: WIDSETH SMITH NOLTING

BY: 

Alex D. Bitter, P.E.

Date: 07-17-2026

STAFF REPORT

ITEM: Step Recommendation/Vacation – Full Time Police Officer

FROM: Laura Fussy, Clerk/Administrator

DATE: July 21, 2026

APPROVAL REQUEST:

Pending the successful completion of the background investigation, Quinten Kocak will be hired as the City of Lake Shore's new full-time Police Officer.

Staff recommends hiring Mr. Kocak at Step 11 of the City's compensation plan, with an annual salary of \$72,653.07 (\$34.93 per hour).

In addition, staff recommends granting five (5) days of vacation upon hire and an additional five (5) days of vacation upon the successful completion of his six-month probationary period.

STAFF REPORT

ITEM: Annual Review Recommendation & Pay Differential Compensation

FROM: Laura Fussy, Clerk/Administrator

DATE: July 22, 2026

APPROVAL REQUEST:

The Personnel Committee recommends approving a step increase for Kathy Johansen, Deputy Clerk, from Step 4 to Step 5 following her successful annual performance review.

The Personnel Committee also recommends approving a one-time pay differential in the amount of \$2,400 for the Deputy Clerk in recognition of the additional responsibilities assumed during the three-month period in which the Clerk/Administrator was on leave. During this time, the Deputy Clerk performed the duties and responsibilities of the Clerk/Administrator in addition to her regular position.