

City of East Bethel  
City Council Agenda  
City Council Regular Meeting  
Date: January 12, 2026 at 7:00 p.m.



This City Council meeting may be monitored live via the following means:  
Cable Channel 10, MidcoTV Channel 77, or the City of East Bethel YouTube channel  
([www.youtube.com/channel/UC8\\_7ShcME-XG14pN5JrmBGg/live](http://www.youtube.com/channel/UC8_7ShcME-XG14pN5JrmBGg/live))

**7:00 PM**

- 1.0 Call to Order
- 2.0 Pledge of Allegiance
- 3.0 Adopt Agenda
- 4.0 Presentations and Public Hearings
- 5.0 Public Forum
- 6.0 Consent Agenda (p. 3-4)  
*Any item on the consent agenda may be removed for consideration by request of any Council Member and put on the regular agenda for discussion and consideration*
  - A. Approve Bill List (p. 5-22)
  - B. Minutes: December 22, 2025 City Council Work Meeting (p. 23-24)
  - C. Minutes: December 22, 2025 City Council Meeting (p. 25-30)
  - D. Res. 2026-01, Designate Official Newspaper (p. 31)
  - E. Res. 2026-02, Designate Official Depositories for City Funds (p. 32)
  - F. Res. 2026-03, Designate Check Signatories (p. 33)
  - G. Approve Advertisement for Seasonal Snow Plow Operator
  - H. Approve Hire of Seasonal Snow Plow Operator
  - I. Res. 2025-82, Volunteer Firefighter Annual Pension Level Increase (p. 34)
- 7.0 New Business - Commission, Association and Task Force Reports
  - A. Planning Commission
    1. PUD Concept Plan Review: "Cedarwood Estates", a manufactured home park expansion located at 18164 Highway 65 NE (PIDs #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005) (p. 35-64)
  - B. Economic Development Authority
  - C. Park Commission
- 8.0 Department Reports
  - A. Community Development
  - B. Engineer
  - C. City Attorney
  - D. Finance
  - E. Public Works
  - F. Fire Department

- G. City Administrator
  - 1. Commission Liaison and Committee Appointments (p. 65-67)

**9.0 Other**

- A. Staff Report
- B. Council Reports
- C. Other

**10.0 Adjourn**

**City of East Bethel  
City Council Meeting  
Agenda Item Information**



**Date:** January 12, 2026

**Agenda Item Number:** Item 6.0

**Requested Action:** Consider approving the Consent Agenda as presented

**Background Information:**

Item A – Approve Bills

Item B – Minutes: December 22, 2025 City Council Work Meeting

Minutes from the December 22, 2025 City Council work meeting are attached for your review.

Item C – Minutes: December 22, 2025 City Council Meeting

Minutes from the December 22, 2025 City Council meeting are attached for your review.

Item D – Resolution 2026-01, Designation of Official Newspaper

The Anoka County UnionHerald and the Isanti/Chisago County Star have requested designation as the official newspaper for the City for 2026. The Anoka County UnionHerald is a locally owned news source, published every Friday. Public/legal notices are published and viewable free online. The rate for legal notices is \$11.25 per column inch.

The Isanti-Chisago County Star is also a local news source, and is published on Thursdays. Public/legal notices are also published online at no additional charge, and free to all viewers. The rate for legal notices remains unchanged from 2025, and is \$3.35 per column inch.

Staff recommends that Council consider Resolution 2026-01, designating an official newspaper for 2026.

Item E – Resolution 2026-02, Establishing Bank Depositories

Resolution 2026-02 identifies official depositories for City funds. These agencies or institutions are the approved depositories for City funds to include checking, money market or investments.

Item F – Resolution 2026-03, Check Signatory Approval

This resolution provides for the City Administrator and Mayor to be the official check signers for the City.

Item G – Approve Advertisement for Seasonal Snowplow Operator

The Public Works Department is without one full-time snowplow operator due to an unforeseen extended absence. Staff is seeking authorization to post an advertisement for seasonal snowplow operators (2). The positions would be on-call and only used for snow and ice control events. The snowplow operators would assist in the plowing of parking lots and cul-de-sacs allowing for a quicker response time for road clearing after snow events. Funding for these positions would be provided from the Streets Fund at a rate of \$25/hour.

Item H – Approve Hire of Seasonal Snow Plow Operator

Dan Dobbs is a retired East Bethel Public Works employee with a vast amount of experience snow plowing. Staff recommends hiring Mr. Dobbs as a seasonal on-call snow plow driver at a rate of \$25/hour with no benefits.

Item I – Resolution 2025-82, Increasing Annual Firefighter Benefit Level

This resolution formalizes the increase to coverage in the Statewide Volunteer Firefighter Plan administered by PERA at a \$8,400 pension level per year of service, which was approved by City Council at the December 22, 2025 City Council meeting.

**Fiscal Impact:** Items requiring expenditures have approved 2026 Budget funds to cover their costs.

**Recommendation(s):** Staff recommends approval of the Consent Agenda as presented.

**City Council Action:**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote Yes: \_\_\_\_\_

Vote No: \_\_\_\_\_



**City of East Bethel**  
**January 12, 2026**  
**Payment Summary**

Payments for Council Approval						
Bills to be approved for payment						\$261,903.79
Electronic Payroll Payments						\$29,035.80
Payroll City Staff - December 30, 2025						\$47,765.43
Total to be Approved for Payment						\$338,705.02
Dept Descr	Object Descr	Invoice	Check Name	Fund	Dept	Amount
Arena Operations	Bldg/Facility Repair Supplies	10985	Hose Pros, Inc.	615	49851	\$151.43
Arena Operations	Bldg/Facility Repair Supplies	10991	Hose Pros, Inc.	615	49851	\$137.94
Arena Operations	Bldg/Facility Repair Supplies	4464455	Imperial Dade	615	49851	\$122.73
Arena Operations	Bldgs/Facilities Repair/Maint	315853257	Trane U.S. Inc.	615	49851	\$1,587.50
Arena Operations	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	615	49851	\$44.90
Arena Operations	Electric Utilities	12 2025	Connexus Energy	615	49851	\$4,290.33
Arena Operations	General Operating Supplies	1100474	Ham Lake Hardware	615	49851	\$17.94
Arena Operations	Information Systems	B251215J	Anoka County Treasury Dept	615	49851	\$75.00
Arena Operations	Information Systems	3200	Metro-Inet	615	49851	\$404.70
Arena Operations	Refuse Removal	12744533T067	Ace Solid Waste, Inc.	615	49851	\$371.22
Arena Operations	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	615	49851	\$1,177.59
Building Inspection	Disability   Life Insurance	556727873503	THE HARTFORD	101	42410	\$84.52
Building Inspection	Information Systems	3200	Metro-Inet	101	42410	\$1,229.63
Building Inspection	Motor Fuels	27325239	Mansfield Oil Company	101	42410	\$197.99
Building Inspection	Refund from Escrow	010826	JOHNSON, MIKE	101		\$5,200.00
Building Inspection	Telephone	01 2026	T MOBILE	101	42410	\$30.03
Building Inspection	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	42410	\$1,371.86
City Administration	Disability   Life Insurance	556727873503	THE HARTFORD	101	41320	\$84.52
City Administration	Information Systems	B251215J	Anoka County Treasury Dept	101	41320	\$75.00
City Administration	Information Systems	3200	Metro-Inet	101	41320	\$1,313.26
City Administration	Office Equipment Rental	572305233	US Bank Equipment Finance	101	41320	\$465.93
City Administration	Professional Services Fees	31636	TimeSaver Off Site Secretarial	101	41320	\$172.00
City Administration	Professional Services Fees	31637	TimeSaver Off Site Secretarial	101	41320	\$172.00
City Administration	Professional Services Fees	31638	TimeSaver Off Site Secretarial	101	41320	\$212.50
City Administration	Small Tools and Minor Equip		Carrie Frost	101	41320	\$32.42
City Administration	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	41320	\$642.09
Finance	Auditing and Acct g Services	516263	Abdo LLP	101	41520	\$7,000.00
Finance	Disability   Life Insurance	556727873503	THE HARTFORD	101	41520	\$84.52
Finance	Information Systems	3200	Metro-Inet	101	41520	\$1,229.63
Finance	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	41520	\$774.47
Finane	Sales Tax Remittance	12 2025	Minnesota Revenue	101		\$310.00
Fire Department	Bldgs/Facilities Repair/Maint	669087572	Air Mechanical	101	42210	\$32,750.00
Fire Department	Bldgs/Facilities Repair/Maint	670358594	Air Mechanical	101	42210	\$4,731.00
Fire Department	Bldgs/Facilities Repair/Maint	2745	Bill's Quality Cleaning	101	42210	\$168.00
Fire Department	Bldgs/Facilities Repair/Maint	2749	Bill's Quality Cleaning	101	42210	\$53.00
Fire Department	Bldgs/Facilities Repair/Maint	2754	Bill's Quality Cleaning	101	42210	\$168.00
Fire Department	Bldgs/Facilities Repair/Maint	2755	Bill's Quality Cleaning	101	42210	\$53.00
Fire Department	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	101	42210	\$22.00
Fire Department	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	101	42210	\$5.50
Fire Department	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	101	42210	\$27.50
Fire Department	Clothing & Personal Equipment	INV-53568	Alex Air Apparatus 2 Inc	101	42210	\$6,845.00
Fire Department	Clothing & Personal Equipment	367284	Aspen Mills, Inc.	101	42210	\$121.99
Fire Department	Disability   Life Insurance	556727873503	THE HARTFORD	101	42210	\$56.34
Fire Department	Dues and Subscriptions	422	Anoka Cty Fire Prot Council	101	42210	\$900.00
Fire Department	Electric Utilities	12 2025	Connexus Energy	101	42210	\$122.32
Fire Department	Electric Utilities	12 2025	Connexus Energy	101	42210	\$561.30
Fire Department	Electric Utilities	12 2025	Connexus Energy	101	42210	\$108.90
Fire Department	Electric Utilities	12 2025	Connexus Energy	101	42210	\$8.07
Fire Department	General Operating Supplies	1099925	Ham Lake Hardware	101	42210	\$9.98
Fire Department	General Operating Supplies	95726	Menards Blaine	101	42210	\$82.83
Fire Department	Information Systems	B251215J	Anoka County Treasury Dept	101	42210	\$75.00



**City of East Bethel**  
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Fire Department	Information Systems	3200	Metro-Inet	101	42210	\$2,826.54
Fire Department	Motor Fuels	27325239	Mansfield Oil Company	101	42210	\$315.00
Fire Department	Motor Fuels	27325253	Mansfield Oil Company	101	42210	\$278.55
Fire Department	Motor Vehicles Parts	13864	Kirvida Fire, Inc.	101	42210	\$2,898.50
Fire Department	Motor Vehicles Parts	1539-397621	O'Reilly Auto Stores Inc.	101	42210	\$228.51
Fire Department	Professional Services Fees	10183286	Plunkett's Pest Control	101	42210	\$475.32
Fire Department	Refuse Removal	12744533T067	Ace Solid Waste, Inc.	101	42210	\$49.42
Fire Department	Refuse Removal	12744533T067	Ace Solid Waste, Inc.	101	42210	\$119.70
Fire Department	Safety Supplies	1225-878	Advanced First Aid	101	42210	\$644.00
Fire Department	Small Tools and Minor Equip	9748554913	Grainger	101	42210	(\$91.57)
Fire Department	Small Tools and Minor Equip	IN334570	Jefferson Fire Safety	101	42210	\$340.00
Fire Department	Small Tools and Minor Equip	PB002370	Jefferson Fire Safety	101	42210	\$2,418.25
Fire Department	Small Tools and Minor Equip	p59993	MacQueen	101	42210	\$7,444.50
Fire Department	Small Tools and Minor Equip	p81235	MN Equipment	101	42210	\$3,343.98
Fire Department	Telephone	13864340215134	Midcontinent Communications	101	42210	\$96.14
Fire Department	Telephone	01 2026	T MOBILE	101	42210	\$50.52
Fire Department	Telephone	01 2026	T MOBILE	101	42210	\$44.55
Fire Department	Telephone	6131327566	Verizon	101	42210	\$560.14
Fire Department	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	42210	\$22,341.74
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	134081	Aker Doors, Inc.	101	41940	\$84.14
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	71036	Menards - Forest Lake	101	41940	\$120.97
General Govt Buildings/Plant	Bldg/Facility Repair Supplies	10324608	Plunkett's Pest Control	101	41940	\$169.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2743	Bill's Quality Cleaning	101	41940	\$380.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2750	Bill's Quality Cleaning	101	41940	\$168.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2752	Bill's Quality Cleaning	101	41940	\$380.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2756	Bill's Quality Cleaning	101	41940	\$168.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	2241 221 92225	Patton Heating and Air	101	41940	\$495.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	10183286	Plunkett's Pest Control	101	41940	\$235.50
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	60773	Robert B. Hill Company	101	41940	\$18.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	101	41940	\$22.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	101	41940	\$11.00
General Govt Buildings/Plant	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	101	41940	\$46.40
General Govt Buildings/Plant	Electric Utilities	12 2025	Connexus Energy	101	41940	\$19.50
General Govt Buildings/Plant	Electric Utilities	12 2025	Connexus Energy	101	41940	\$114.97
General Govt Buildings/Plant	Electric Utilities	12 2025	Connexus Energy	101	41940	\$799.97
General Govt Buildings/Plant	General Operating Supplies	5311534907	CINTAS	101	41940	\$122.29
General Govt Buildings/Plant	General Operating Supplies	9755814556	Grainger	101	41940	\$144.92
General Govt Buildings/Plant	General Operating Supplies	72041	Menards - Forest Lake	101	41940	\$26.76
General Govt Buildings/Plant	Refuse Removal	12744533T067	Ace Solid Waste, Inc.	101	41940	\$122.16
Mayor/City Council	Dues and Subscriptions	2026	LEAGUE OF MINNESOTA CITIES	101	41110	\$30.00
Mayor/City Council	Dues and Subscriptions	441226	League of MN Cities	101	41110	\$13,737.00
Mayor/City Council	Professional Services Fees	359266	CivicPlus	101	41110	\$2,047.25
Mayor/City Council	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	41110	\$65.33
Park Maintenance	Clothing & Personal Equipment	4253881357	Cintas Corporation	101	43201	\$36.89
Park Maintenance	Clothing & Personal Equipment	4254547813	Cintas Corporation	101	43201	\$30.89
Park Maintenance	Clothing & Personal Equipment	4255401181	Cintas Corporation	101	43201	\$30.89
Park Maintenance	Commissions and Boards	2025	Denise Lachinski	101	43201	\$200.00
Park Maintenance	Conferences/Meetings	81388540988	Nate Ayshford	101	43201	\$240.00
Park Maintenance	Disability   Life Insurance	556727873503	THE HARTFORD	101	43201	\$112.69
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$38.15
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$30.21
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$38.15
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$17.68
Park Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43201	\$15.50
Park Maintenance	General Operating Supplies	9751352791	Grainger	101	43201	\$256.96
Park Maintenance	Information Systems	3200	Metro-Inet	101	43201	\$25.09
Park Maintenance	Motor Fuels	27325239	Mansfield Oil Company	101	43201	\$270.00
Park Maintenance	Motor Fuels	27325253	Mansfield Oil Company	101	43201	\$535.67
Park Maintenance	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	43201	\$11,532.75
Planning and Zoning	Commissions and Boards	2025	DOWNIE, BRIAN	101	41910	\$280.00



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Planning and Zoning	Commissions and Boards	2025	Glenn Terry	101	41910	\$320.00
Planning and Zoning	Commissions and Boards	2025	Kory Jorgensen	101	41910	\$320.00
Planning and Zoning	Commissions and Boards	2025	PAGNAC, KRISTINA	101	41910	\$200.00
Planning and Zoning	Commissions and Boards	2025	Sharon Johnson	101	41910	\$360.00
Planning and Zoning	Commissions and Boards	2025	Tanner Balfany	101	41910	\$120.00
Planning and Zoning	Commissions and Boards	2025	TIAH, GERALD	101	41910	\$40.00
Planning and Zoning	Filing Fees	25-55242	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Filing Fees	25-55242	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Filing Fees	25-55242	Anoka County Property Tax	101	41910	\$46.00
Planning and Zoning	Information Systems	3200	Metro-Inet	101	41910	\$819.76
Planning and Zoning	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	41910	\$593.10
Police	Professional Services Fees	46245	Animal Humane Society	101	42110	\$1,315.00
Recycling Operations	Bldg/Facility Repair Supplies	71304	Menards - Forest Lake	226	43235	\$64.91
Recycling Operations	Electric Utilities	12 2025	Connexus Energy	226	43235	\$79.51
Recycling Operations	Professional Services Fees	01 2026	Cedar East Bethel Lions	226	43235	\$419.72
Recycling Operations	Professional Services Fees	01 2026	Cedar East Bethel Lions	226	43235	\$1,300.00
Recycling Operations	Professional Services Fees	3930	Evergreen Recycling	226	43235	\$643.75
Recycling Operations	Refuse Removal	12744533T067	Ace Solid Waste, Inc.	226	43235	\$794.80
Sewer Operations	Electric Utilities	12 2025	Connexus Energy	602	49451	\$301.18
Sewer Operations	Electric Utilities	12 2025	Connexus Energy	602	49451	\$77.06
Sewer Operations	Professional Services Fees	12 2025	Metropolitan Council Env Svcs	602		(\$31.85)
Sewer Operations	Professional Services Fees	12 2025	Metropolitan Council Env Svcs	602		\$3,185.00
Sewer Operations	Professional Services Fees	0001199344	Metropolitan Council Env Svcs	602	49451	\$6,909.56
Sewer Operations	Software Licensing	3168	Metro-Inet	602	49451	\$216.00
Street Capital Projects	Sign/Striping Repair Materials	H25-0362-05p002	Sir Lines-A-Lot	406	40600	\$16,277.00
Street Maintenance	Bldgs/Facilities Repair/Maint	4253881357	Cintas Corporation	101	43220	\$10.06
Street Maintenance	Bldgs/Facilities Repair/Maint	4254547813	Cintas Corporation	101	43220	\$8.43
Street Maintenance	Bldgs/Facilities Repair/Maint	4255401181	Cintas Corporation	101	43220	\$8.43
Street Maintenance	Cleaning Supplies	1539-395638	O'Reilly Auto Stores Inc.	101	43220	\$29.94
Street Maintenance	Clothing & Personal Equipment	4253881357	Cintas Corporation	101	43220	\$36.90
Street Maintenance	Clothing & Personal Equipment	4254547813	Cintas Corporation	101	43220	\$30.89
Street Maintenance	Clothing & Personal Equipment	4255401181	Cintas Corporation	101	43220	\$30.89
Street Maintenance	Disability   Life Insurance	556727873503	THE HARTFORD	101	43220	\$140.86
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$74.60
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$112.06
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$625.53
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$90.03
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$32.97
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$43.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$41.22
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$12.20
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$31.76
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$107.84
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$489.26
Street Maintenance	Electric Utilities	12 2025	Connexus Energy	101	43220	\$5.40
Street Maintenance	Information Systems	3200	Metro-Inet	101	43220	\$811.39
Street Maintenance	Motor Fuels	27325239	Mansfield Oil Company	101	43220	\$117.00
Street Maintenance	Motor Fuels	27325253	Mansfield Oil Company	101	43220	\$1,328.46
Street Maintenance	Motor Vehicles	1004454-1	SAXON FLEET SERVICES	701	43220	\$43,485.38



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Street Maintenance	Motor Vehicles Parts	130880823	Fleet Pride	101	43220	\$93.99
Street Maintenance	Motor Vehicles Parts	1539-392698	O'Reilly Auto Stores Inc.	101	43220	\$99.75
Street Maintenance	Motor Vehicles Parts	1539-393821	O'Reilly Auto Stores Inc.	101	43220	(\$22.00)
Street Maintenance	Motor Vehicles Parts	093P46211	Transwest Trucks St Michael	101	43220	\$21.38
Street Maintenance	Professional Services Fees	5120360	Gopher State One-Call	101	43220	\$6.75
Street Maintenance	Refuse Removal	12744533T067	Ace Solid Waste, Inc.	101	43220	\$635.70
Street Maintenance	Safety Supplies	5311534907	CINTAS	101	43220	\$129.19
Street Maintenance	Shop Supplies	189148	Metro Products, LLC	101	43220	\$57.41
Street Maintenance	Small Tools and Minor Equip	4de2fbc6	TreviPay	101	43220	\$499.00
Street Maintenance	Street Maint Materials	1588052	Compass Minerals	101	43220	\$10,871.31
Street Maintenance	Telephone	01 2026	T MOBILE	101	43220	\$30.03
Street Maintenance	Worker s Comp Insurance Prem	2026	League of MN Cities Ins Trust	101	43220	\$10,582.07
TIF 1-2	Professional Services Fees	100962	EHLERS	436	43600	\$325.00
TIF 1-4	Professional Services Fees	100998	EHLERS	438	43800	\$81.25
Water Utility Operations	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	601	49401	\$5.50
Water Utility Operations	Bldgs/Facilities Repair/Maint	35032700064	Wright-Hennepin Coop Electric	601	49401	\$42.95
Water Utility Operations	Electric Utilities	12 2025	Connexus Energy	601	49401	\$111.39
Water Utility Operations	Electric Utilities	12 2025	Connexus Energy	601	49401	\$187.84
Water Utility Operations	Electric Utilities	12 2025	Connexus Energy	601	49401	\$1,510.44
Water Utility Operations	Professional Services Fees	642	Superior Control Systems	601	49401	\$640.40
Water Utility Operations	Refund of Overpayment	1067 241st	BDM Construction	601		\$147.14
Water Utility Operations	Telephone	01 2026	T MOBILE	601	49401	\$41.85
						<b>\$261,903.79</b>



**City of East Bethel**  
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**Payment Summary**

Electronic Payroll Payments		
Payroll	PERA	\$10,129.18
Payroll	Federal Withholding	\$6,492.23
Payroll	Medicare Withholding	\$1,923.20
Payroll	FICA Tax Withholding	\$7,281.48
Payroll	State Withholding	\$3,209.71
Payroll	MSRS/H.S.A./HCSP	\$0.00
		<b>\$29,035.80</b>



**CITY OF EAST BETHEL**

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**Payments**

**Current Period: January 2026**

**Payments Batch 20260112PAY**

\$261,903.79

Refer	<u>0 ABDO LLP</u>		-		
Cash Payment	E 101-41520-301	Auditing and Acct g Serv	Audit Services for Year Ended Dec 31, 2025		\$7,000.00
Invoice	516263	12/31/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$7,000.00
Refer	<u>0 ACE SOLID WASTE</u>		-		
Cash Payment	E 101-41940-385	Refuse Removal	City Hall Service		\$122.16
Invoice	12744533T067	1/1/2026			
Cash Payment	E 615-49851-385	Refuse Removal	Arena Service		\$371.22
Invoice	12744533T067	1/1/2026			
Cash Payment	E 101-43220-385	Refuse Removal	Public Works Service		\$635.70
Invoice	12744533T067	1/1/2026			
Cash Payment	E 101-42210-385	Refuse Removal	Fire Station Service		\$119.70
Invoice	12744533T067	1/1/2026			
Cash Payment	E 226-43235-385	Refuse Removal	Recycling Service		\$794.80
Invoice	12744533T067	1/1/2026			
Cash Payment	E 101-42210-385	Refuse Removal	Fire Station 3 Service		\$49.42
Invoice	12744533T067	1/1/2026			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$2,093.00
Refer	<u>0 ADVANCED FIRST AID</u>		-		
Cash Payment	E 101-42210-217	Safety Supplies	Lifepak 1000 LiMnO2 Battery		\$644.00
Invoice	1225-878	12/19/2025			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$644.00
Refer	<u>0 Air Mechanical</u>		-		
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	3 Roof Top Unit (HVAC) for Station #1		\$32,750.00
Invoice	669087572	12/18/2025			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$32,750.00
Refer	<u>0 Air Mechanical</u>		-		
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	Electrical wiring for new rooftop units on Station #1		\$4,731.00
Invoice	670358594	1/7/2026			
Transaction Date	1/9/2026	First Bank & Trust	10100	<b>Total</b>	\$4,731.00
Refer	<u>0 Aker Doors, Inc.</u>		-		
Cash Payment	E 101-41940-223	Bldg/Facility Repair Sup	Springs		\$84.14
Invoice	134081	12/31/2025			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$84.14
Refer	<u>0 ALEX AIR APPARATUS</u>		-		
Cash Payment	E 101-42210-214	Clothing & Personal Equ	2 New Sets of turnout gear for FF Downie & Howard		\$6,845.00
Invoice	INV-53568	12/23/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$6,845.00
Refer	<u>0 ANIMAL HUMANE SOCIETY</u>		-		
Cash Payment	E 101-42110-307	Professional Services F	Animal Control Services		\$1,315.00
Invoice	46245	1/8/2026			
Transaction Date	1/8/2026	First Bank & Trust	10100	<b>Total</b>	\$1,315.00
Refer	<u>0 ANOKA CNTY FIRE PROT COUNCI</u>		-		
Cash Payment	E 101-42210-433	Dues and Subscriptions	Annual Membership Dues		\$900.00
Invoice	422	1/1/2026			



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**Payments**

**Current Period: January 2026**

Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$900.00
Refer	0 ANOKA COUNTY PROPERTY TAX				
Cash Payment	E 101-41910-423	Filing Fees	Doc# 2455319.002, RESO 25-74, VAR 19511		\$46.00
Invoice	25-55242	12/16/2025			
Cash Payment	E 101-41910-423	Filing Fees	Doc# 2455319.003, RESO 25-76, CUP 5D		\$46.00
Invoice	25-55242	12/16/2025			
Cash Payment	E 101-41910-423	Filing Fees	Doc# 2455319.004, RESO 25-77, AMBA Site Plan		\$46.00
Invoice	25-55242	12/16/2025			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$138.00
Refer	0 ANOKA COUNTY TREASURY DEPT				
Cash Payment	E 101-41320-309	Information Systems	Broadband Services		\$75.00
Invoice	B251215J	12/16/2025			
Cash Payment	E 101-42210-309	Information Systems	Broadband Services		\$75.00
Invoice	B251215J	12/16/2025			
Cash Payment	E 615-49851-309	Information Systems	Broadband Services		\$75.00
Invoice	B251215J	12/16/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$225.00
Refer	0 ASPEN MILLS, INC.				
Cash Payment	E 101-42210-214	Clothing & Personal Equ	J Krey; Pant, Belt		\$121.99
Invoice	367284	12/18/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$121.99
Refer	0 AYSHFORD, NATE				
Cash Payment	E 101-43201-434	Conferences/Meetings	Shade Tree Short Course Training		\$240.00
Invoice	81388540988	12/31/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$240.00
Refer	0 BALFANY, TANNER				
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission		\$120.00
Invoice	2025	12/29/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$120.00
Refer	0 BDM Construction				
Cash Payment	R 601-37100	Water Sales (Residential)	Refund of Overpayment at closing; 1067 241st Ln NE		\$147.14
Invoice	1067 241st	12/26/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$147.14
Refer	0 BILLS QUALITY CLEANING				
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	City Hall Facility Cleaning; October		\$380.00
Invoice	2743	12/30/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	Fire Sta #1 Facility Cleaning; October		\$168.00
Invoice	2745	12/30/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	Senior Ctr Facility Cleaning; October		\$168.00
Invoice	2750	12/30/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	Fire Sta #3 Cleaning; October		\$53.00
Invoice	2749	12/30/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	City Hall Facility Cleaning; November		\$380.00
Invoice	2752	12/30/2025			
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	Fire Sta #1 Facility Cleaning; November		\$168.00
Invoice	2754	12/30/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	Senior Ctr Facility Cleaning; November		\$168.00
Invoice	2756	12/30/2025	City Council Packet, page 11		



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Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	Fire Sta #3 Cleaning; November		\$53.00
Invoice	2755	12/30/2025			
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$1,538.00
Refer	0 Cedar East Bethel Lions				
Cash Payment	E 226-43235-307	Professional Services F	Recycling		\$1,300.00
Invoice	01 2026	1/5/2026			
Cash Payment	E 226-43235-307	Professional Services F	Monthly Drop off Saturday		\$419.72
Invoice	01 2026	1/5/2026			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$1,719.72
Refer	0 CINTAS				
Cash Payment	E 101-43220-217	Safety Supplies	Medical Cabinet		\$129.19
Invoice	5311534907	1/7/2026			
Cash Payment	E 101-41940-219	General Operating Supp	Medical Cabinet		\$122.29
Invoice	5311534907	1/7/2026			
Transaction Date	1/9/2026		First Bank & Trust	10100	<b>Total</b> \$251.48
Refer	0 CINTAS CORPORATION				
Cash Payment	E 101-43220-403	Bldgs/Facilities Repair/	Rugs/Mats		\$8.43
Invoice	4254547813	12/29/2025			
Cash Payment	E 101-43201-214	Clothing & Personal Equ	Uniforms/Parks		\$30.89
Invoice	4254547813	12/29/2025			
Cash Payment	E 101-43220-214	Clothing & Personal Equ	Uniforms/Streets		\$30.89
Invoice	4254547813	12/29/2025			
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$70.21
Refer	0 CINTAS CORPORATION				
Cash Payment	E 101-43220-403	Bldgs/Facilities Repair/	Rugs/Mats		\$8.43
Invoice	4255401181	1/6/2026			
Cash Payment	E 101-43201-214	Clothing & Personal Equ	Uniforms/Parks		\$30.89
Invoice	4255401181	1/6/2026			
Cash Payment	E 101-43220-214	Clothing & Personal Equ	Uniforms/Streets		\$30.89
Invoice	4255401181	1/6/2026			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$70.21
Refer	0 CINTAS CORPORATION				
Cash Payment	E 101-43220-403	Bldgs/Facilities Repair/	Rugs/Mats		\$10.06
Invoice	4253881357	12/22/2025			
Cash Payment	E 101-43201-214	Clothing & Personal Equ	Uniforms/Parks		\$36.89
Invoice	4253881357	12/22/2025			
Cash Payment	E 101-43220-214	Clothing & Personal Equ	Uniforms/Streets		\$36.90
Invoice	4253881357	12/22/2025			
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$83.85
Refer	0 CIVICPLUS				
Cash Payment	E 101-41110-307	Professional Services F	Online Code Hosting Renewal, Full Service Supplementation Subscription		\$2,047.25
Invoice	359266	1/1/2026			
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$2,047.25
Refer	0 COMPASS MINERALS				
Cash Payment	E 101-43220-224	Street Maint Materials	100 Tons; Bulk Road Salt		\$10,871.31
Invoice	1588052	12/18/2025			
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$10,871.31
Refer	0 Connexus Energy				



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Cash Payment Invoice 12 2025	E 101-42210-381	Electric Utilities	401974-222524	Fire Sta Str Lgt	\$8.07
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-222621	22/65 St Lght	\$12.20
		12/22/2025			
Cash Payment Invoice 12 2025	E 601-49401-381	Electric Utilities	401974-230019	Minard Bldg Util	\$187.84
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-41940-381	Electric Utilities	401974-230319	City Hall	\$799.97
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43201-381	Electric Utilities	401974-230320	Booster E, Light	\$30.21
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43201-381	Electric Utilities	401974-230397	CLB Park	\$15.50
		12/22/2025			
Cash Payment Invoice 12 2025	E 226-43235-381	Electric Utilities	401974-230522	Recycle Ctr	\$79.51
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-41940-381	Electric Utilities	401974-230643	Comm Sign	\$114.97
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-246698	Coopers Signal	\$107.84
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-246934	Sims/Cooper Ligh	\$90.03
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43201-381	Electric Utilities	401974-261384	Booster West	\$38.15
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-42210-381	Electric Utilities	401974-264419	CLB Fire Sta	\$108.90
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-272473	Maint Utilities	\$489.26
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-42210-381	Electric Utilities	401974-272473	Fire Sta 2	\$122.32
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43201-381	Electric Utilities	401974-275286	Booster E.Warmin	\$17.68
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-279400	Whisp Asp Str Lg	\$112.06
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286312	Siren1, 187th Ln	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286343	Siren 6, EBB	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286345	Siren 8,Polk St	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286347	Siren 9, 209th	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286348	Siren 10 Buchana	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286349	Siren 11, 241st	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286350	Siren 5, Kissel	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-286353	Siren 15,Durant	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-287542	Siren 2,185th LN	\$5.40
		12/22/2025			
Cash Payment Invoice 12 2025	E 101-43220-381	Electric Utilities	401974-287543,	Siren 3, Viking	\$5.40
		12/22/2025			



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Cash Payment	E 101-43220-381	Electric Utilities	401974-287544 Siren 4 Wild Ric	\$5.40
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-287545 Siren 7,Klondike	\$5.40
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-287546,Siren 13 EBB	\$5.40
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-287547 Siren 14 212th	\$5.40
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-42210-381	Electric Utilities	401974-288966 Fire Station	\$561.30
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-291146 Street Lights	\$625.53
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43201-381	Electric Utilities	401974-293644 JA Warm House	\$38.15
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43201-381	Electric Utilities	401974-301095-HH Park Irrigati	\$15.50
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43201-381	Electric Utilities	401974-301101 Whisp Oaks Well	\$15.50
Invoice 12 2025		12/22/2025		
Cash Payment	E 601-49401-381	Electric Utilities	401974-301384 Well #2	\$111.39
Invoice 12 2025		12/22/2025		
Cash Payment	E 601-49401-381	Electric Utilities	401974-302975 Water TrtmtPlant	\$1,510.44
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-303718 65/221st Light	\$74.60
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-41940-381	Electric Utilities	401974-303831 City Hall Sign	\$19.50
Invoice 12 2025		12/22/2025		
Cash Payment	E 602-49451-381	Electric Utilities	401974-304178 Lift Station #2	\$301.18
Invoice 12 2025		12/22/2025		
Cash Payment	E 602-49451-381	Electric Utilities	401974-305488 Lift Station #1	\$77.06
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-312639 19463 Hwy 65 RCI	\$31.76
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-312640 19135 Hwy 65 RCI	\$32.97
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-312641 19300 Hwy 65 RCI	\$41.22
Invoice 12 2025		12/22/2025		
Cash Payment	E 101-43220-381	Electric Utilities	401974-312642 19275 Hwy 65 RCI	\$43.40
Invoice 12 2025		12/22/2025		
Cash Payment	E 615-49851-381	Electric Utilities	437768-230360 Arena Utilities	\$4,290.33
Invoice 12 2025		12/22/2025		
Transaction Date	1/5/2026		First Bank & Trust 10100	<b>Total</b> \$10,199.94
Refer	0 DOWNIE, BRIAN			-
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission	\$280.00
Invoice 2025		12/29/2025		
Transaction Date	1/5/2026		First Bank & Trust 10100	<b>Total</b> \$280.00
Refer	0 EHLERS			-
Cash Payment	E 438-43800-307	Professional Services F	TIF 1-4 Review of annual compliance and send correspondence	\$81.25
Invoice 100998		4/7/2025		
Transaction Date	1/5/2026		First Bank & Trust 10100	<b>Total</b> \$81.25
Refer	0 EHLERS			-



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**Payments**

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Cash Payment	E 436-43600-307	Professional Services F	TIF 1-2; Review of income compliance for EB Apartments		\$325.00
Invoice	100962			4/7/2025	
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$325.00
Refer	0 <u>Evergreen Recycling</u>				
Cash Payment	E 226-43235-307	Professional Services F	Recycling Charges		\$643.75
Invoice	3930			1/5/2026	
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$643.75
Refer	0 <u>FLEET PRIDE</u>				
Cash Payment	E 101-43220-221	Motor Vehicles Parts	Truck #45; Air Valve		\$93.99
Invoice	130880823			12/12/2025	
Transaction Date	1/9/2026		First Bank & Trust	10100	<b>Total</b> \$93.99
Refer	0 <u>FROST, CARRIE</u>				
Cash Payment	E 101-41320-231	Small Tools and Minor E	2 Power Supply adapters for cameras in Council Chambers		\$32.42
Invoice				1/7/2026	
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$32.42
Refer	0 <u>GOPHER STATE ONE CALL</u>				
Cash Payment	E 101-43220-307	Professional Services F	One Call Locate Service		\$6.75
Invoice	5120360			12/31/2025	
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$6.75
Refer	0 <u>GRAINGER</u>				
Cash Payment	E 101-43201-219	General Operating Supp	Pet Waste Bags		\$256.96
Invoice	9751352791			12/22/2025	
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$256.96
Refer	0 <u>GRAINGER</u>				
Cash Payment	E 101-42210-231	Small Tools and Minor E	Credit 9745850843; Water Hose		-\$91.57
Invoice	9748554913			12/18/2025	
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> -\$91.57
Refer	0 <u>GRAINGER</u>				
Cash Payment	E 101-41940-219	General Operating Supp	First Aid Kits		\$144.92
Invoice	9755814556			12/30/2025	
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$144.92
Refer	0 <u>HAM LAKE HARDWARE</u>				
Cash Payment	E 101-42210-219	General Operating Supp	Masking Tape		\$9.98
Invoice	1099925			12/18/2025	
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$9.98
Refer	0 <u>HAM LAKE HARDWARE</u>				
Cash Payment	E 615-49851-219	General Operating Supp	Rope Clips		\$17.94
Invoice	1100474			12/23/2025	
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$17.94
Refer	0 <u>HOSE PROS INC.</u>				
Cash Payment	E 615-49851-223	Bldg/Facility Repair Sup	Hose-Air/Water		\$151.43
Invoice	10985			12/19/2025	
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$151.43
Refer	0 <u>HOSE PROS INC.</u>				
Cash Payment	E 615-49851-223	Bldg/Facility Repair Sup	Swivels, Frontier Red 300 PSIs		\$137.94
Invoice	10991		City Council Packet, page 15	12/19/2025	



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Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$137.94
Refer	0 <u>Imperial Dade</u>				
Cash Payment	E 615-49851-223	Bldg/Facility Repair Sup	Hose Drain		\$122.73
Invoice	4464455	12/26/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$122.73
Refer	0 <u>JEFFERSON FIRE SAFETY</u>				
Cash Payment	E 101-42210-231	Small Tools and Minor E	Threaded Holders, Spring Holders		\$340.00
Invoice	IN334570	12/11/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$340.00
Refer	0 <u>JEFFERSON FIRE SAFETY</u>				
Cash Payment	E 101-42210-231	Small Tools and Minor E	Streamlight Survivor Flashlights		\$2,418.25
Invoice	PB002370	12/31/2025			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$2,418.25
Refer	0 <u>JOHNSON, MIKE</u>				
Cash Payment	G 101-24500	Escrow	Driveway Escrow Release; 22663 Bataan St NE		\$5,200.00
Invoice	010826	1/8/2026			
Transaction Date	1/8/2026	First Bank & Trust	10100	<b>Total</b>	\$5,200.00
Refer	0 <u>JOHNSON, SHARON</u>				
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission		\$360.00
Invoice	2025	12/23/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$360.00
Refer	0 <u>JORGENSEN, KORY</u>				
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission		\$320.00
Invoice	2025	12/29/2025			
Transaction Date	1/5/2026	First Bank & Trust	10100	<b>Total</b>	\$320.00
Refer	0 <u>KIRVIDA FIRE, INC.</u>				
Cash Payment	E 101-42210-221	Motor Vehicles Parts	Repairs for Tanker 11		\$2,898.50
Invoice	13864	12/15/2025			
Transaction Date	1/6/2026	First Bank & Trust	10100	<b>Total</b>	\$2,898.50
Refer	0 <u>LACHINSKI, DENISE</u>				
Cash Payment	E 101-43201-107	Commissions and Board	Service to Park Commission		\$200.00
Invoice	2025	1/2/2026			
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$200.00
Refer	0 <u>League of Minn Cities Ins</u>				
Cash Payment	E 101-41110-151	Worker s Comp Insuran	Workers Compensation Insurance		\$65.33
Invoice	2026	1/8/2026			
Cash Payment	E 101-41320-151	Worker s Comp Insuran	Workers Compensation Insurance		\$642.09
Invoice	2026	1/8/2026			
Cash Payment	E 101-41520-151	Worker s Comp Insuran	Workers Compensation Insurance		\$774.47
Invoice	2026	1/8/2026			
Cash Payment	E 101-41910-151	Worker s Comp Insuran	Workers Compensation Insurance		\$593.10
Invoice	2026	1/8/2026			
Cash Payment	E 101-42210-151	Worker s Comp Insuran	Workers Compensation Insurance		\$22,341.74
Invoice	2026	1/8/2026			
Cash Payment	E 101-42410-151	Worker s Comp Insuran	Workers Compensation Insurance		\$1,371.86
Invoice	2026	1/8/2026			
Cash Payment	E 101-43220-151	Worker s Comp Insuran	Workers Compensation Insurance		\$10,582.07
Invoice	2026	1/8/2026			



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Cash Payment Invoice 2026	E 101-43201-151	Worker s Comp Insuran	Workers Compensation Insurance		\$11,532.75
		1/8/2026			
Cash Payment Invoice 2026	E 615-49851-151	Worker s Comp Insuran	Workers Compensation Insurance		\$1,177.59
		1/8/2026			
Transaction Date	1/8/2026		First Bank & Trust	10100	<b>Total</b> \$49,081.00
Refer	0 LEAGUE OF MINNESOTA CITIES				
Cash Payment Invoice 441226	E 101-41110-433	Dues and Subscriptions	Membership Dues 2026		\$13,737.00
		1/1/2026			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$13,737.00
Refer	0 MACQUEEN				
Cash Payment Invoice p59993	E 101-42210-231	Small Tools and Minor E	7 New MSA Altair 4XR - 4 Gas Monitors		\$7,444.50
		12/23/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$7,444.50
Refer	0 MANSFIELD OIL COMPANY				
Cash Payment Invoice 27325239	E 101-42210-212	Motor Fuels	Fire Unleaded Fuel		\$315.00
		12/22/2025			
Cash Payment Invoice 27325239	E 101-43201-212	Motor Fuels	Park Unleaded Fuel		\$270.00
		12/22/2025			
Cash Payment Invoice 27325239	E 101-43220-212	Motor Fuels	Street Unleaded Fuel		\$117.00
		12/22/2025			
Cash Payment Invoice 27325239	E 101-42410-212	Motor Fuels	Building Dept Unleaded Fuel		\$197.99
		12/22/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$899.99
Refer	0 MANSFIELD OIL COMPANY				
Cash Payment Invoice 27325253	E 101-42210-212	Motor Fuels	Fire Diesel Fuel		\$278.55
		12/22/2025			
Cash Payment Invoice 27325253	E 101-43201-212	Motor Fuels	Park Diesel Fuel		\$535.67
		12/22/2025			
Cash Payment Invoice 27325253	E 101-43220-212	Motor Fuels	Street Diesel Fuel		\$1,328.46
		12/22/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$2,142.68
Refer	0 MENARDS BLAINE				
Cash Payment Invoice 95726	E 101-42210-219	General Operating Supp	Heater, Water		\$82.83
		12/30/2025			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$82.83
Refer	0 MENARDS FOREST LAKE				
Cash Payment Invoice 71304	E 226-43235-223	Bldg/Facility Repair Sup	Paint, Paint Roller Cover		\$64.91
		12/23/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$64.91
Refer	0 MENARDS FOREST LAKE				
Cash Payment Invoice 71036	E 101-41940-223	Bldg/Facility Repair Sup	Bulbs		\$120.97
		12/19/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$120.97
Refer	0 MENARDS FOREST LAKE				
Cash Payment Invoice 72041	E 101-41940-219	General Operating Supp	Hand Sanitizers		\$26.76
		1/7/2026			
Transaction Date	1/9/2026		First Bank & Trust	10100	<b>Total</b> \$26.76
Refer	0 METRO INET				



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Cash Payment	E 602-49451-421	Software Licensing	Netcloud Subscription		\$216.00
Invoice 3168		12/30/2025			
Transaction Date	1/6/2026		First Bank & Trust 10100	<b>Total</b>	\$216.00
Refer	0 METRO INET				
Cash Payment	E 101-41320-309	Information Systems	Computer and Network Support		\$1,313.26
Invoice 3200		1/1/2026			
Cash Payment	E 101-41520-309	Information Systems	Computer and Network Support		\$1,229.63
Invoice 3200		1/1/2026			
Cash Payment	E 101-41910-309	Information Systems	Computer and Network Support		\$819.76
Invoice 3200		1/1/2026			
Cash Payment	E 101-42410-309	Information Systems	Computer and Network Support		\$1,229.63
Invoice 3200		1/1/2026			
Cash Payment	E 101-43220-309	Information Systems	Computer and Network Support		\$811.39
Invoice 3200		1/1/2026			
Cash Payment	E 101-43201-309	Information Systems	Computer and Network Support		\$25.09
Invoice 3200		1/1/2026			
Cash Payment	E 101-42210-309	Information Systems	Computer and Network Support		\$2,826.54
Invoice 3200		1/1/2026			
Cash Payment	E 615-49851-309	Information Systems	Computer and Network Support		\$404.70
Invoice 3200		1/1/2026			
Transaction Date	1/7/2026		First Bank & Trust 10100	<b>Total</b>	\$8,660.00
Refer	0 METRO PRODUCTS, LLC				
Cash Payment	E 101-43220-215	Shop Supplies	Shop Supplies		\$57.41
Invoice 189148		11/12/2025			
Transaction Date	1/7/2026		First Bank & Trust 10100	<b>Total</b>	\$57.41
Refer	0 METROPOLITAN COUNCIL ENV SV				
Cash Payment	E 602-49451-307	Professional Services F	Wastewater Treatment Services		\$6,909.56
Invoice 0001199344		1/5/2026			
Transaction Date	1/7/2026		First Bank & Trust 10100	<b>Total</b>	\$6,909.56
Refer	0 METROPOLITAN COUNCIL SAC				
Cash Payment	G 602-20820	Due to MCEs-SAC Fees	MCEs SAC Charges		\$3,185.00
Invoice 12 2025		1/1/2026			
Cash Payment	R 602-34407	Sewer Availability Charge	MCEs SAC Charges		-\$31.85
Invoice 12 2025		1/1/2026			
Transaction Date	1/6/2026		First Bank & Trust 10100	<b>Total</b>	\$3,153.15
Refer	0 MIDCONTINENT COMMUNICATION				
Cash Payment	E 101-42210-321	Telephone	132997001-Fire Dept.		\$96.14
Invoice 13864340215134		12/20/2025			
Transaction Date	1/6/2026		First Bank & Trust 10100	<b>Total</b>	\$96.14
Refer	0 MN EQUIPMENT				
Cash Payment	E 101-42210-231	Small Tools and Minor E	Stihl TS 500i - 14 in Saws		\$3,343.98
Invoice p81235		12/31/2025			
Transaction Date	1/7/2026		First Bank & Trust 10100	<b>Total</b>	\$3,343.98
Refer	0 MN MAYORS ASSOCIATION				
Cash Payment	E 101-41110-433	Dues and Subscriptions	2026 Annual Dues; A. Anderson		\$30.00
Invoice 2026		1/5/2026			
Transaction Date	1/6/2026		First Bank & Trust 10100	<b>Total</b>	\$30.00
Refer	0 MN REVENUE				

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**Payments**

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Cash Payment	G 101-20400	Sales Tax Payable	Sales Tax Remittance		\$310.00
Invoice	12 2025	1/5/2026			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$310.00
Refer	0 O REILLY				
Cash Payment	E 101-43220-211	Cleaning Supplies	Glass Cleaner		\$29.94
Invoice	1539-395638	12/23/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$29.94
Refer	0 O REILLY				
Cash Payment	E 101-43220-221	Motor Vehicles Parts	Core Return		-\$22.00
Invoice	1539-393821	12/14/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> -\$22.00
Refer	0 O REILLY				
Cash Payment	E 101-43220-221	Motor Vehicles Parts	Truck #38; U-Joint		\$99.75
Invoice	1539-392698	12/9/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$99.75
Refer	0 O REILLY				
Cash Payment	E 101-42210-221	Motor Vehicles Parts	Duty 1; Tail Lamp		\$228.51
Invoice	1539-397621	1/5/2026			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$228.51
Refer	0 PAGNAC, KRISTINA				
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission		\$200.00
Invoice	2025	12/26/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$200.00
Refer	0 PATTON HEATING AND AIR				
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	Service Call		\$495.00
Invoice	2241 221 92225	9/8/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$495.00
Refer	0 PLUNKETTS PEST CONTROL				
Cash Payment	E 101-41940-223	Bldg/Facility Repair Sup	Pest Control City Hall		\$169.00
Invoice	10324608	1/1/2026			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$169.00
Refer	0 PLUNKETTS PEST CONTROL				
Cash Payment	E 101-42210-307	Professional Services F	Pest Control Fire Stations		\$475.32
Invoice	10183286	10/1/2025			
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	Pest Control City Hall		\$235.50
Invoice	10183286	10/1/2025			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$710.82
Refer	0 Robert B. Hill Company				
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	Softener Rental		\$18.00
Invoice	60773	1/1/2026			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$18.00
Refer	0 SAXON FLEET SERVICES				
Cash Payment	E 701-43220-550	Motor Vehicles	2026 Chevrolet Silverado		\$43,485.38
Invoice	1004454-1	12/23/2025			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$43,485.38
Refer	0 SIR LINES A LOT				



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**Payments**

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Cash Payment	E 406-40600-226	Sign/Striping Repair Mat	Street Line Markings		\$16,277.00
Invoice	H25-0362-05p002	12/19/2025			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$16,277.00
Refer	0 SUPERIOR CONTROL SYSTEMS				
Cash Payment	E 601-49401-307	Professional Services F	Repairs to SCADA system		\$640.40
Invoice	642	12/21/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$640.40
Refer	0 T MOBILE				
Cash Payment	E 101-42210-321	Telephone	Fire Dept Phone-Ben		\$50.52
Invoice	01 2026	12/21/2025			
Cash Payment	E 101-42410-321	Telephone	Acct #993254762 Steve		\$30.03
Invoice	01 2026	12/21/2025			
Cash Payment	E 101-42210-321	Telephone	Fire Dept Phone-Jeff		\$44.55
Invoice	01 2026	12/21/2025			
Cash Payment	E 101-43220-321	Telephone	Acct #993254762 Jer		\$30.03
Invoice	01 2026	12/21/2025			
Cash Payment	E 601-49401-321	Telephone	Mobile Internet- Water Department		\$41.85
Invoice	01 2026	12/21/2025			
Transaction Date	1/7/2026		First Bank & Trust	10100	<b>Total</b> \$196.98
Refer	0 TERRY, GLENN				
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission		\$320.00
Invoice	2025	12/23/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$320.00
Refer	0 THE HARTFORD				
Cash Payment	E 101-41320-135	Disability   Life Insuranc	January 2026 Short & Long Term Disability Premiums		\$84.52
Invoice	556727873503	1/1/2026			
Cash Payment	E 101-41520-135	Disability   Life Insuranc	January 2026 Short & Long Term Disability Premiums		\$84.52
Invoice	556727873503	1/1/2026			
Cash Payment	E 101-42410-135	Disability   Life Insuranc	January 2026 Short & Long Term Disability Premiums		\$84.52
Invoice	556727873503	1/1/2026			
Cash Payment	E 101-43220-135	Disability   Life Insuranc	January 2026 Short & Long Term Disability Premiums		\$140.86
Invoice	556727873503	1/1/2026			
Cash Payment	E 101-43201-135	Disability   Life Insuranc	January 2026 Short & Long Term Disability Premiums		\$112.69
Invoice	556727873503	1/1/2026			
Cash Payment	E 101-42210-135	Disability   Life Insuranc	January 2026 Short & Long Term Disability Premiums		\$56.34
Invoice	556727873503	1/1/2026			
Transaction Date	1/5/2026		First Bank & Trust	10100	<b>Total</b> \$563.45
Refer	0 TIAH, GERALD				
Cash Payment	E 101-41910-107	Commissions and Board	Service to Planning Commission		\$40.00
Invoice	2025	12/23/2025			
Transaction Date	1/6/2026		First Bank & Trust	10100	<b>Total</b> \$40.00
Refer	0 TIMESAVER				
Cash Payment	E 101-41320-307	Professional Services F	12/22/25 Council Work Meeting Minute Transcription		\$172.00
Invoice	31636	12/30/2025			



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**Payments**

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Cash Payment	E 101-41320-307	Professional Services F	12/22/25 Council Meeting Minute Transcription		\$172.00
Invoice 31637			12/30/2025		
Cash Payment	E 101-41320-307	Professional Services F	12/08/25 Council Meeting Minute Transcription		\$212.50
Invoice 31638			12/30/2025		
Transaction Date	1/6/2026	First Bank & Trust	10100	<b>Total</b>	\$556.50
Refer	0 TRANE U.S. INC.				
Cash Payment	E 615-49851-403	Bldgs/Facilities Repair/	Qtly Arena Scheduled Maint		\$1,587.50
Invoice 315853257			1/5/2026		
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$1,587.50
Refer	0 TRANSWEST TRUCKS ST MICHAEL				
Cash Payment	E 101-43220-221	Motor Vehicles Parts	Cap Windshield Washer		\$21.38
Invoice 093P46211			1/7/2026		
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$21.38
Refer	0 TreviPay				
Cash Payment	E 101-43220-231	Small Tools and Minor E	Torque Impact Wrench with Friction Ring Grease Gun Combo Kit		\$499.00
Invoice 4de2fbc6			12/15/2025		
Transaction Date	1/6/2026	First Bank & Trust	10100	<b>Total</b>	\$499.00
Refer	0 US BANK EQUIPMENT FINANCE				
Cash Payment	E 101-41320-413	Office Equipment Rental	Copier Contract E173M811164		\$465.93
Invoice 572305233			1/1/2026		
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$465.93
Refer	0 VERIZON				
Cash Payment	E 101-42210-321	Telephone	542341734-00001Fire Dept		\$560.14
Invoice 6131327566			12/18/2025		
Transaction Date	1/6/2026	First Bank & Trust	10100	<b>Total</b>	\$560.14
Refer	0 WRIGHT HENNEPIN				
Cash Payment	E 601-49401-403	Bldgs/Facilities Repair/	15016813716.Minard Bldg		\$42.95
Invoice 35032700064			12/30/2025		
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	150-1691-9318-City Hall		\$46.40
Invoice 35032700064			12/30/2025		
Cash Payment	E 615-49851-403	Bldgs/Facilities Repair/	15016814169-Arena		\$44.90
Invoice 35032700064			12/30/2025		
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	150-1699-8855-Station #2		\$5.50
Invoice 35032700064			12/30/2025		
Cash Payment	E 601-49401-403	Bldgs/Facilities Repair/	150-1699-8854-Whispering Aspen		\$5.50
Invoice 35032700064			12/30/2025		
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	150-1699-8853-Station #2		\$22.00
Invoice 35032700064			12/30/2025		
Cash Payment	E 101-42210-403	Bldgs/Facilities Repair/	150-1699-8850-Station #1		\$27.50
Invoice 35032700064			12/30/2025		
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	150-1699-5194-Senior Center		\$11.00
Invoice 35032700064			12/30/2025		
Cash Payment	E 101-41940-403	Bldgs/Facilities Repair/	150-1699-8857-City Hall		\$22.00
Invoice 35032700064			12/30/2025		
Transaction Date	1/7/2026	First Bank & Trust	10100	<b>Total</b>	\$227.75



Payments

Current Period: January 2026

Fund Summary

	10100 First Bank & Trust	
101 General		\$176,706.73
226 Recycling		\$3,302.69
406 Street Capital - City		\$16,277.00
436 TIF District 1-2		\$325.00
438 TIF District 1-4		\$81.25
601 Water		\$2,687.51
602 Sewer		\$10,656.95
615 Arena		\$8,381.28
701 Equipment Replacement		\$43,485.38
		<u>\$261,903.79</u>

Pre-Written Checks	\$310.00
Checks to be Generated by the Computer	\$261,593.79
Total	<u>\$261,903.79</u>

# DRAFT MINUTES: NOT YET APPROVED

## EAST BETHEL CITY COUNCIL WORK MEETING

December 22, 2025

The East Bethel City Council met on December 22, 2025, at 6:00 p.m. for the regular City Council Work meeting at City Hall.

MEMBERS PRESENT:           Ardie Anderson           Suzanne Erkel           Brian Mundle  
  Tim Miller                 Jim Smith

ALSO PRESENT:               Matt Look, City Administrator

### 1.0 – Pension Increase Discussion

Firefighter Troy Lachinski presented an update on the overview of the Fire Pension, pension plan goals, experienced firefighter retention, Relief Association revenue sources in 2025, Relief Association outflows, State and City contributions, history of results, EBFRA 2025 Special Fund Performance scenarios, annual rate of return, investment options, and community outreach.

Lachinski stated that they are requesting a \$400 increase per year of service, making the new benefit \$8,400 per year of service.

Erkel clarified that this increase is coming from the investment, not taxpayers. Lachinski noted that it is correct.

Erkel also asked if \$187,000 is what comes in annually, or if it accumulate to that total. Lachinski noted that it is the rate or return throughout the entire year.

Mundle asked if they have a consensus to vote on this at tonight's meeting. Look noted that it is already on the consent agenda to be voted on.

### 2.0 – Prime Advertising and Design

Look noted that they had a councilmember raise a concern regarding the quality and timeliness of the newsletter, and they have looked into what it takes to produce a newsletter. Look stated that it has been pushed to the back burner with staff turnover and shared responsibilities.

Look presented what Prime Advertising and Design does, and noted that the City would send them the content, and then they would take care of designing, printing, and sending it to the post office.

Look noted that their services' cost would add about a \$10,000 increase over the entire year. Look noted that the last newsletter that was designed and handled in-house cost \$3,444.

Erkel stated that she thinks it is a great idea and would add a level of professionalism.

Mundle asked if the new newsletters would be in color. Look noted that he would have to check how much of the newsletter would be color vs. black and white, but thinks they could have a say in what is/is not in color.

Miller stated that they have gotten away from producing an in-depth newsletter, and it is important that they keep residents informed with what is going on in the City.

Smith noted that the last newsletter they sent out was not like the ones they have done in the past, so he is in favor of going with this company. Smith stated that it is important that they get one out at least 4 times a year.

1 Mundle asked Look if he could find out some answers about potential advertisers and color printing,  
2 and bring the answers back to the next meeting.

### 3 3.0 – Garbage Haulers Discussion

4 Look noted that a resident asked if they could look into what Ham Lake does for garbage haulers in  
5 their city.

6 Look presented the contract for the Ham Lake Haulers and noted that they could have a similar  
7 scenario. Look noted that their contract seems to cover everything of concern.

8 Look stated that they would need to send out an RFP.

9 Look noted that some residents may want to have the flexibility to choose their own provider.

10 Anderson noted that the pricing is based on the size of the container, and he thinks that residents  
11 would be satisfied if they end up having to pay less than they do now.

12 Mundle asked what two companies came together for Ham Lake. Look noted that it was Ace and  
13 Waste Management.

14 Mundle stated that he could envision having two suppliers, but he would like to keep one of them  
15 local to support small businesses.

16 Miller stated that these trucks can do some damage to roads, to help with long-term maintenance  
17 savings.

18 Smith stated that he thinks they should send out an RFP every two years to ensure they are getting  
19 the most cost savings.

20 Erkel stated that she is not for this, because she does not think it is the government's place to get into  
21 garbage.

22 Mundle noted that he can understand how it can cause trouble down the road because residents  
23 have expressed dislike towards certain garbage companies in the past. Mundle asked how much it  
24 would cost to go out for an RFP.

25 Look noted that they can go out for a Request for Quote (RFQ) rather than an RFP to save some  
26 money.

27 Anderson asked if this would require an ordinance if they decided to go with something like what  
28 Ham Lake has. Look noted that he thinks it would just be a contract, not an ordinance, but he can  
29 check into that.

### 30 4.0 – Adjourn

31 Work Meeting adjourned at 6:44 p.m.

32 Submitted by:

33 Lilian Rokosz

34 *TimeSaver Off Site Secretarial, Inc.*

35

# DRAFT MINUTES: NOT YET APPROVED

## EAST BETHEL CITY COUNCIL MEETING

December 22, 2025

The East Bethel City Council met on December 22, 2025, at 7:00 p.m. for the regular City Council meeting at City Hall.

MEMBERS PRESENT:           Ardie Anderson           Suzanne Erkel           Brian Mundle  
  Tim Miller                 Jim Smith

ALSO PRESENT:               Matt Look, City Administrator  
  Jacob Saufley, City Attorney  
  Jeff Cielocha, Fire Chief

### 1.0 Call to Order

The December 22, 2025, City Council meeting was called to order by Mayor Anderson at 7:00 p.m.

### 2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

### 3.0 Adopt Agenda

Mundle stated I'll make a motion to adopt tonight's agenda. Erkel stated I'll second. Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

### 4.0 Presentations and Public Hearings

#### 4.0 A Anoka County Sheriff's Report

Lieutenant Derek Peters presented the November 2025 Sheriff's Report, stating the Sheriff's Department responded to 404 calls for service, including 4 assaults, 4 thefts, 38 arrests, 117 traffic stops, 17 citations, and discussed a few of the notable calls from November.

Peters reminded residents to stay safe on the roads this holiday season.

**Informational; no action required.**

#### 4.0 B Fire Department Monthly Report

Fire Chief Cielocha presented the Fire Department report and noted that they responded to 78 calls since the last time he gave an update, and discussed a notable call from the month.

Cielocha stated that they have seen an uptick in mutual aid requests for other fire departments, notably Andover and Nowthen.

Cielocha stated that the floors are still an ongoing project, but are completed at Stations 2 and 3, and Station 1 should be finished up soon.

Cielocha stated that the Santa Parade was a success, and they gathered 891 pounds of food for NACE.

Mundle asked if there had been any word on ice thickness/safety. Cielocha noted that he has not heard any update, but thickness should always be checked before going out onto the lakes.

Smith asked how the duty crew is working out. Cielocha noted that the staffing is not working out as they wanted it to, but they just do not have enough people during the day.

1 **Informational; no action required.**

2 **4.0 C Public Hearing: Ordinance 2025-09, Trail Dedication Fee**

3 Look stated that Sec. 66-165 of the City Code guides the installation of sidewalks and trails in new  
4 developments.

5 Look noted that at the November 24, 2025, City Council Work Meeting, the City Council also  
6 recommended the ordinance change, along with the trail dedication fee in lieu of trail construction of  
7 \$1,500 per unit.

8 Anderson opened the public hearing at 7:12 p.m.

9 Joe Reiter, 19207 Staple Street, stated that this dedication fee has been a long time in the works, and  
10 he is happy to finally see a trail dedication fee and thinks it is an awesome opportunity.

11 Anderson closed the public hearing at 7:14 p.m.

12 Erkel noted that the cash in lieu of trail construction fee does not seem to be enough, and wants to  
13 make sure it is a fair amount to cover the cost of the trails.

14 Look noted that \$1,500 is not going to get much in terms of a trail. Look stated that he thinks it is  
15 advantageous to replicate what other cities are charging for this.

16 Erkel stated that she is concerned that developers will just do the cash in lieu rather than putting in  
17 the trail, and she thinks that there needs to be something added that requires trails to be put in  
18 based on a certain size development.

19 Look stated that from a staff standpoint, they should have an idea of what the plans are and what  
20 makes sense.

21 Look stated that the Council does have some control over the approval of the final plat.

22 **Miller stated I'll make a motion to adopt Ordinance 2025-09, amending Chapter 66, Article VI,**  
23 **Section 66-165 of the East Bethel Code of Ordinances regulating sidewalks and trails in the City of**  
24 **East Bethel. Anderson stated I'll second.** Anderson asked any discussion? To the motion, all in favor  
25 say aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes**  
26 **unanimously.**

27 **5.0 Public Forum**

28 Joe Reiter, 19207 Staple Street, thanked the East Bethel City Council and City staff for the actions  
29 taken in 2025 and how they listened to the desires of the residents and how they live. Mr. Reiter also  
30 thanked them for the work done on the budgets and public safety staffing.

31 **6.0 Consent Agenda**

32 ~~Item A: Approve Bill List~~

33 Item B: Approve Bill List: 2026 Invoices with checks processed 1/2/26

34 ~~Item C: Approve Meeting Minutes, December 8, 2025 City Council Meeting~~

35 ~~Item D: Resolution 2025-79, 2026 Fee Schedule Adoption~~

36 ~~Item E: Recording Secretary Contract Addendum~~

37 Item F: 2026 MNPEA Labor Agreement Amendment

38 Item G: Resolution 2025-80, Setting 2026 LBAE Meeting Dates

39 ~~Item H: Declaration of Vacancy and Authorization to Accept Applications for Planning Commission~~

40 Item I: Resolution 2025-81, Setting Meeting Date for Canvassing 2026 General Election Results

41 Item J: 2026 East Bethel Fire Department Administrative Policies

1 Item K: Appointment of Station Captains and Senior Firefighter Duty Officers

2 ~~Item L: Paid-on-Call Pension Raise~~

3 Erkel requested to pull Items C, D, E, and H. Miller requested to pull Item A. Anderson requested to  
4 pull Item L.

5 **Mundle stated I'll make a motion to approve the Consent Agenda as amended. Erkel stated I'll**  
6 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson  
7 asked any opposed? That motion passes. **Motion passes unanimously.**

#### 8 **6.0 A Approve Bill List**

9 Miller asked what the \$422 they are paying for a person to check for water leaks is about. Look stated  
10 that he is unsure, but he will get that information.

11 Miller asked about the 24-25 vehicles that need registration tabs. Look stated that he can clarify that  
12 with Ayshford.

13 Miller asked what the \$5,000 for water meters is for. Look stated that they buy the water meters in  
14 bulk, then charge them back to the developers.

15 Miller asked how they could spend \$947 on trash bags and paper towels. Look stated he will have to  
16 get the details on that number.

17 Miller asked about the carbide blade inserts and plow cutting edges. Look noted that they buy those  
18 every year.

19 Miller also asked about the V plow. Look stated that they purchased a used V plow for the Bobcat,  
20 because sometimes the snow blower does not cut it.

21 **Miller stated I'll make a motion to approve Item A of the Consent Agenda. Erkel stated I'll second.**  
22 Anderson asked any discussion?

23 Smith asked when they decided to remove the itemized list with explanations from the Bill List. Look  
24 stated that the prior way was equally as complicated, so they tried to summarize it in the current  
25 format to make it easier to read.

26 To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes.  
27 **Motion passes unanimously.**

#### 28 **6.0 C Approve Meeting Minutes, December 8, 2025 City Council Meeting**

29 Erkel noted that she was absent from this meeting and will be abstaining.

30 **Mundle stated I'll make a motion to approve Item C of the Consent Agenda. Miller stated I'll**  
31 **second.** Anderson asked any discussion?

32 Anderson noted that there is a missing last name for the Capstone Manager on page 41 and a missing  
33 address for Bruce Lawrence on page 37 of the packet. Look noted that he will add those missing  
34 items.

35 **Mundle stated I'll amend my motion to approve Item C of the Consent Agenda and include the**  
36 **changes noted by Mayor Anderson. Miller stated I'll second.** Anderson asked any discussion? To  
37 the motion, all in favor say aye. **Mundle, Anderson, Miller, Smith - Aye.** Anderson asked any  
38 opposed? **Erkel - Abstain.** That motion passes. **Motion passes.**

#### 39 **6.0 D Resolution 2025-79, 2026 Fee Schedule Adoption**

40 Erkel asked about the fees for the cannabis issues and stated that everyone should pay \$500, and  
41 wondered why some of the fees are different for similar stuff.

1 Look stated that he thinks the fees are established by the State, but he can double-check on that.

2 Erkel asked about the price variety in the price/1,000 gallons. Look noted that the fees are based on  
3 usage and what it costs to operate their system.

4 **Erkel stated I'll make a motion to approve Item D of the Consent Agenda. Mundle stated I'll**  
5 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson  
6 asked any opposed? That motion passes. **Motion passes unanimously.**

7 **6.0 E Recording Secretary Contract Addendum**

8 Erkel asked if they had checked with other companies that do this and see how much other people  
9 are charging. Look stated that he is assuming they chose the lowest, most responsible provider at the  
10 point they went with this company.

11 **Erkel stated I'll make a motion to approve Item E of the Consent Agenda. Smith stated I'll second.**  
12 Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson asked any  
13 opposed? That motion passes. **Motion passes unanimously.**

14 **6.0 H Declaration of Vacancy and Authorization to Accept Applications for Planning Commission**

15 Erkel thanked Tanner Balfany for his service on the Planning Commission.

16 **Erkel stated I'll make a motion to approve Item H of the Consent Agenda. Mundle stated I'll**  
17 **second.** Anderson asked any discussion?

18 Smith asked if they had filled this position at the last meeting. Mundle clarified that the spot they  
19 filled in the last meeting was for another vacancy, not Tanner's. Mundle also thanked Tanner for all  
20 his work.

21 To the motion, all in favor say aye. **All in favor.** Anderson asked any opposed? That motion passes.  
22 **Motion passes unanimously.**

23 **6.0 L Paid-on-Call Pension Raise**

24 Anderson clarified that they decided in the work session that it will be a \$400 increase.

25 **Anderson stated I'll make a motion to approve Item L of the Consent Agenda. Mundle stated I'll**  
26 **second.** Anderson asked any discussion? To the motion, all in favor say aye. **All in favor.** Anderson  
27 asked any opposed? That motion passes. **Motion passes unanimously.**

28 **7.0 New Business. Commission, Association, and Task Force Reports**

29 **7.0 A Planning Commission**

30 None.

31 **7.0 B Economic Development Authority**

32 None.

33 **7.0 C Park Commission**

34 None.

35 **8.0 Department Reports**

36 **8.0 A Community Development**

37 None.

38 **8.0 B Engineer Report**

39 None.

40 **8.0 C City Attorney**

1 None.

2 **8.0 D Finance**

3 None.

4 **8.0 E Public Works**

5 None.

6 **8.0 F Fire Department**

7 None.

8 **8.0 G City Administrator Report**

9 None.

10 **9.0 – Other Items**

11 **9.0 A Staff Report**

12 Look stated that they have done all the employee evaluations for the year, and they have been filed  
13 away.

14 Look noted that they have received the appraisal and the Phase 1 analysis for the Sims Road  
15 property, and there were no surprises there.

16 Look stated that there is a closing for the Sims property in February 2026 or earlier.

17 Look noted that they had a court hearing this morning, and the courts decided to stay their decision  
18 today in lieu of another pending court case, so there is no impact or decision on this yet.

19 Look thanked the Council for the hard work they have done this year.

20 **9.0 B Council Reports**

21 Erkel asked why there is a change for the City allowing the planting of a real tree for the annual  
22 Christmas Tree lighting, because she offered to provide one in the past, and it was refused.

23 Look stated that there was a tree out in front of the City Hall that was removed, so now there is  
24 enough room to plant a tree.

25 Erkel asked about the cleaning contract with the community center and if they will do an RFP because  
26 the current company is not doing a great job. Look stated that they do not pay a whole lot for what  
27 cleaning is done now, so they could increase the contract if they are looking for more work.

28 Erkel noted that there will be a chili cook-off at the Seniors meeting on the third Thursday in January.

29 Miller expressed his gratitude to the residents of East Bethel, the City staff, Public Works crew, first  
30 responders, and administrative teams for all the hard work and sacrifices made. Miller recognized  
31 their local volunteers, Boards, Commissions, and community partners who give their time and energy  
32 to support East Bethel.

33 **9.0 C Closed Session**

34 **9.0 C.1 City Administrator Performance Review M.S. § 13D.05(3)(a)**

35 Anderson stated that the Council previously met during the December 8, 2025, City Council meeting  
36 in closed session to conduct the annual performance evaluation of City Administrator Matt Look. The  
37 Council decided to continue this evaluation for one cycle until tonight's meeting.

38 **Mundle stated I'll make a motion to go into Closed Session at 7:59 p.m. for the purposes that the**  
39 **Mayor indicated. Smith stated I'll second.** Anderson asked any discussion? All in favor say aye? **All**  
40 **in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

1           *(Council moved into Closed Session.)*

2           *(Council reconvenes Open Session.)*

3           Anderson noted that during the closed session, the Council stated that it has been satisfied with the  
4           City Administrator's performance and is looking forward to 2026.

5           **Mundle stated I'll make a motion to amend the agenda to include the City Administrator's**  
6           **contract. Miller stated I'll second.** Anderson asked any discussion? All in favor say aye? **All in favor.**  
7           Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

8           **Erkel stated I'll make a motion to approve the contract for the City Administrator for 2026. Miller**  
9           **stated I'll second.** Anderson asked any discussion? All in favor say aye? **All in favor.** Anderson  
10          asked any opposed? That motion passes. **Motion passes unanimously.**

11   **10.0 Adjourn**

12          **Mundle stated I'll make a motion to adjourn. Erkel stated I'll second.** To the motion, all in favor say  
13          aye. **All in favor.** Anderson asked any opposed? That motion passes. **Motion passes unanimously.**

14          Meeting adjourned at 8:38 p.m.

15   Submitted by:

16   Lilian Rokosz

17   *TimeSaver Off Site Secretarial, Inc.*

**CITY OF EAST BETHEL  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-01**

**RESOLUTION DESIGNATING THE \_\_\_\_\_  
AS THE OFFICIAL NEWSPAPER FOR 2026**

**WHEREAS**, State Statute requires that the city publish its official notices in a newspaper that has general distribution throughout the City; and

**WHEREAS**, Minnesota State Statute requires the City to designate an official newspaper where legal notices will be published; and

**WHEREAS**, State Statute requires that the official newspaper have a publication at least weekly; and

**WHEREAS**, the \_\_\_\_\_ has requested designation as the official newspaper for the city as it meets the publication and circulation requirements.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** the City Council hereby designates the

\_\_\_\_\_ as the official newspaper for the city for 2026.

Adopted this 12<sup>th</sup> day of January 2026 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

\_\_\_\_\_  
Ardie Anderson, Mayor

ATTEST:

\_\_\_\_\_  
Matt Look, City Administrator

**CITY OF EAST BETHEL  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-02**

**RESOLUTION DESIGNATING OFFICIAL BANK DEPOSITORIES FOR 2026**

**WHEREAS**, by State Statute the City must select an official depository, by resolution, for city funds;

**WHEREAS**, this must be done within 30 days of the start of the city's fiscal year;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** the following entities are designated official depositories for the City of East Bethel for 2026.

- First Bank and Trust
- 4M Fund

Adopted this 12<sup>th</sup> day of January 2026 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

\_\_\_\_\_  
Ardie Anderson, Mayor

ATTEST:

\_\_\_\_\_  
Matt Look, City Administrator

**CITY OF EAST BETHEL  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-03**

**RESOLUTION DESIGNATING CHECK SIGNATORY APPROVAL**

**WHEREAS**, the City of East Bethel must approve those City officials designated to sign checks for the City's First Bank and Trust Checking Account;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT:** the following persons are designated official signatories for the City of East Bethel's First Bank and Trust Checking Account:

**Mayor:** Arden Anderson  
**City Administrator:** Matt Look

Adopted this 12<sup>th</sup> day of January, 2026 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Ardie Anderson, Mayor

ATTEST:

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Matt Look, City Administrator

**CITY OF EAST BETHEL  
EAST BETHEL, MINNESOTA**

**RESOLUTION NO. 2025-82**

**INCREASING THE CITY OF EAST BETHEL FIREFIGHTERS  
ANNUAL BENEFIT LEVEL**

**WHEREAS**, the City joined the Statewide Volunteer Firefighter Plan administered by the Public Employees Retirement Association (PERA) in 2023; and

**WHEREAS**, the City highly values the contributions of City Fire Department members to the safety and well being of our community and wishes to safeguard their pension investments in a prudent manner; and

**WHEREAS**, the City requested and obtained a cost analysis of increasing the benefit level for firefighters who are vested in the SVF Plan from PERA not more than 120 days ago; and

**WHEREAS**, the existing service pension level for the City Fire Department is currently at the \$8,000 pension level per year of service pursuant to current relief association bylaws; and

**WHEREAS**, the City understands that Minnesota statutes do not have provisions for a decrease in benefit levels; and

**WHEREAS**, the City would like to increase the annual pension level per year of service to \$8,400 starting January 1, 2026.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST  
BETHEL, MINNESOTA THAT:**

- 1) The City hereby approves coverage in the Statewide Volunteer Firefighter Plan administered by PERA at a \$8,400 pension level per year of service, effective January 1, 2026; and
- 2) The City Clerk/Administrator and Mayor are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

Adopted this 22<sup>nd</sup> day of December 2025 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

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Ardie Anderson, Mayor

ATTEST:

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Matt Look, City Administrator

**City of East Bethel  
City Council Meeting  
Agenda Item Information**



**Meeting Date:** January 12, 2026

**Agenda Item Number:** 7.A.1

**Agenda Item:** A PUD Concept Plan Review for "Cedarwood Estates", a manufactured home park expansion located at 18164 Highway 65 NE (PIDs #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005) (City File 25-035)

**Request:** Informally advise the developer on any adjustments to the plan prior to the submission of a Preliminary and Final PUD/Plat applications.

**Review Deadline:** March 10, 2026

**Background/Context:**

The City received an application from Continental Communities for a PUD Concept Plan Review of "Cedarwood Estates" (formerly Village Green Mobile Home Park) located at 18164 Highway 65 NE. The PUD concept is to establish new standards to bring the existing park into compliance and allow for expansion of the park to add 33 new homes on the north. The area proposed to be part of the PUD includes five parcels. A Concept Plan Review allows the public, the Planning Commission, and the City Council to provide feedback on development plans.

The land at PID 32-33-23-34-0001 is included in the expansion area. There is currently a structure and parking lot on the site. It is not clear what function that building serves. Staff reached out to the applicant to understand the function of that building and to understand where the park management office is today and where it would be in the proposed plan.

The property identified in the application is guided Medium Density Residential and zoned R-2 – Single Family & Townhome Residential.

- *This does not include the other parcel owned by the community where the septic system is located to the northwest (PID 32-33-23-32-0001). That property is guided Light Industrial and zoned B-3 – Highway Commercial. That property is not contiguous to the park but should be incorporated into the PUD plan.*

The property to the north is guided Mixed Use and zoned B-3 – Highway Commercial. The properties to the south are located in Ham Lake and are residential with a commercial site located at the intersection of 181<sup>st</sup> and Highway 65. The properties to the east are located across Highway 65 and are guided Commercial and zoned B-3. The properties to the west are guided Future Growth Area and zoned R-1 – Single Family Residential.

Previously, the applicant applied for variances to replace two existing manufactured homes (on lots 17 and 125).

The existing park was permitted by the Village of East Bethel in 1969. The City adopted Chapter 38 regulating manufactured home parks in 1987 and made the manufactured home park a legal non-conformity. Legal, non-



*Figure 1-Anoka County Aerial*

conformities are allowed to continue but may not expand and if homes are replaced with new homes they can only do so in compliance with ordinance requirements. Removal of an existing home eliminates the legal, non-conforming protections. As a result, it is very difficult for homes to be replaced without variances.

**Planning Commission Review:**

The Planning Commission held a public hearing on this item on December 23, 2025. During the public hearing, the applicant provided additional clarity and feedback on the concept and report. The Planning Commission felt that additional information was needed to make a formal recommendation, but they did provide feedback to the applicant.

The applicant clarified that they were trying to gauge what level of support they may have with a full application and plan and were looking for feedback, not necessarily a recommendation.

The Planning Commission discussed whether this should be a PUD or a code amendment to Chapter 38. Staff noted that the recommended course of action is a PUD due to the complexity of this situation and the desire to focus on this site without impacting the other existing manufactured home park in East Bethel.

The Planning Commission saw some main items that need to be addressed:

- The lack of new park space and removal of existing park space. The Commissioners agreed that the site should provide 15% park space as required by Chapter 38.
- The timing of connection to City water and sewer. The applicant needs to show the existing connection and the off-site systems on the plan. They support abandoning the septic system and connecting to the City system, but a phased connection plan needs more discussion.
- Standards for road width to allow safe access with on street parking and creating a turnaround for fire access and safety on the new road in the NW portion of the site.
- Lack of options in housing sizes with only one small type being proposed, including no double-wide options. The Commissioners were skeptical that larger homes would not be proposed as they have recently seen that request.
- What benefits is the City receiving in exchange for the PUD flexibility? They would like to see a clearer outline of the PUD flexibility requested and the PUD benefits.
- They want to have more detail on the existing conditions and how the request would affect those homes.
- Some support for more affordable housing.

**Analysis:**

The City has a relatively high level of discretion in approving or denying a PUD Concept Plan application. The City's discretion in approving or denying a concept plan is based on whether or not the proposed plan meets the development standards outlined in the City Code and Comprehensive Plan. If it meets these standards, the Planning Commission may recommend approval of the Concept Plan with conditions necessary to satisfy City regulation. The concept plan comments are advisory only.

When reviewing this PUD concept plan, the City should evaluate the site against the current development standards found in the City Code and then what flexibilities are being requested with the PUD. As this is for a manufactured home park, Chapter 38 (Manufactured Homes And Manufactured Home Parks) of the City Code would apply.

Currently the site is zoned R-2 and this does not allow manufactured home parks. Section 38-20, Subd. E of the City Code states that only properties zoned B-1 – Limited Business may operate or maintain a manufactured home park. The City has two existing manufactured home parks. Neither park is located in the B-1 zoning

district. The applicant is requesting to be rezoned to a PUD based on the R-2 zoning currently in place. However, all standards for within the manufactured home park are in Chapter 38, not the Zoning chapter.

*Development Standards*

The applicant is proposing the PUD in order to establish new standards for the park. If approved, these would apply to the 33 new homes and the 178 existing sites, most of which are occupied. The applicant’s narrative states that “The original setbacks were: 10 feet from 181st Avenue NE, 10 feet from the rear of the Property, and 20 feet between manufactured homes. Over the last 50 years, a variety of ordinances and expectations were applied to the existing homesites. Continental seeks to outline a clear path forward for future use, replacement of existing homes, and expansion of the Park.”

The table below shows some of the standards required with the existing R-2 zoning district, the standards proposed by the applicant as part of the PUD, and what we believe is the existing condition in the park:

	<b>R-2 Standards</b>	<b>Proposed / Requested</b>	<b>Existing*</b>
Front Setback (min.)	30 feet	20 feet	Varies
Side Setback (min.)	10 feet	7 – 13 feet	Varies
Rear Setback (min.)	25 feet	10 feet	10 feet
Setback Between Structures (min.)	20 feet	20 feet	15 – 20 feet
Setback from Highway 65 (min.)	100 feet	50 feet	Varies, <10 feet
Lot Coverage (max.)	50%	≈30-35%	Varies, around 30-35%

The table below shows the standards required by Chapter 38, the standards proposed by the applicant as part of the PUD, and what we believe is the existing condition in the park:

	<b>Chapter 38 Standards</b>	<b>Proposed / Requested</b>	<b>Existing*</b>
Size, Single Lot (min.)	7,800 sq. ft. 60 feet wide (70 feet on corners) 130 feet depth	3,816 sq. ft. 26 feet wide 106 feet depth	Not enough information provided
Size, Double Lot (min.)	11,700 sq. ft. 90 feet wide 130 feet depth	None shown	Not enough information provided
Front Setback (min.)	30 feet from curb face	20 feet	Varies
Rear Setback (min.)	20 feet	10 feet	10 feet
Side Setback (min.)	15 feet	7 – 13 feet	Varies
Distance Between Homes (min.)	30 feet	20 feet	15 – 20 feet
Dwelling/Structure Coverage (max.)	25%	≈30-35%	Varies, around 30-35%
Open Space, Overall (min.)	15%	None shown	Large park area on north side (% is unknown)
Perimeter Park** Setback (min.)	80 feet	<80 feet	0 feet (Roads are in ROW or within 5 ft. of property line)
Concrete Patio (min.)	300 sq. ft. (Separate from parking)	Shed site is shown as 75 sq. ft.	Sites are provided; size varies

	Chapter 38 Standards	Proposed / Requested	Existing*
Sidewalks (min.)	36 inches wide on both sides of streets	Not shown	Provided
Off-street Parking Area (min.)	Two stalls per home 440 sq. ft. with setbacks of 5 feet from lot line and manufactured home	Unclear 360 sq. ft. with no setback on home side	Varies, many existing sites do not comply
Guest Parking (Off-street) (min.)	1 per 2 lots	None mentioned or provided	On-street, informal
Overload Parking (Off-street) (min.)	7,500 sq. ft. for every 50 home lots or major fraction of (Must be screened with a fence and "dense" shrubbery"	None found	None found
Internal Private Street Width (min.)	40 feet	28.7 – 40 feet	28.7 – 40 feet

*\*This information is based on a visual survey as the applicant has not yet provided information about the existing conditions.*

*\*\*Section 38-26 Subd. 3 (3): Setbacks and buffer zones. There shall be a minimum setback of 80 feet between the park outside boundary line and any use within the manufactured home park; such setback area shall be landscaped and screened by a fence and/or screen plantings of sufficient size and density to permit complete privacy for the residents of both the manufactured home park and adjacent properties. In cases where the park abuts industrial or commercial zoned property or a major highway, the city may require a six-foot-high masonry wall circumscribing the entire boundaries within the above mentioned setback, except for main entrance to park, to permit greater privacy, security and safety for the residents of the park.*

The applicant has provided a survey from 2021 and we have overlaid the expansion area over the aerial for reference. The applicant's plan shows 76-foot by 16-foot homes. These are single-wide homes. Our research shows that a modern manufactured home range from 14-18 feet wide for single wide and 20-36 feet wide for double wide. The five individual parcels include multiple structures. Typically, manufactured home parks have "unit lots" that are either owned or leased by residents. Page 6 of the applicant's narrative states "individuals will own, rather than rent, new manufactured home sites," and we have requested more information about these unit lots but have not received that information as of the date of this report. The size of the unit lots are important because once lots are established, larger modern homes would likely not fit on the unit lots as proposed.

The PUD concept and narrative has requested PUD flexibility for a couple of the above items as part of the concept application; however, the PUD would need to address all incompatibilities that would require flexibility. Based on the information provided, it is unclear the total scope of the requested flexibility, but it likely includes lot size, setbacks, parking, open space, the park buffer and internal street width. If the intention is to codify what exists today to eliminate existing legal, non-conformities, the applicant will need to provide the additional information necessary to evaluate the request against the standards found in the City Code and in the table above.

For example, on-street parking (on the private streets) is happening today as many existing lots do not have the required amount of space for parking off-street. While on-street parking not explicitly prohibited, the manufactured home park chapter only states that all parking is provided as "off-street" therefore not "on-street." The new lots would all have 36-foot-long driveways to allow parking on the lots as required, but the existing conditions are not addressed in this proposal. The applicant should provide information and an exhibit showing how parking will be accommodated for the entire park. If the City were to adopt a new PUD for the park, the existing sites should be brought into compliance with the new standards.

The PUD standards in Section 56 of the City Code state that the following standards should be used for determining if a PUD is allowed:

*The development standards for a PUD shall be guided by the underlying zoning district and established with PUD approval with the exception of the following standards:*

*A. Minimum area for a PUD. The minimum total area required for a PUD shall be three acres of contiguous upland (excluding wetlands). Tracts of land less than three acres may qualify only if the applicant can show that the minimum lot area requirement should be waived because a PUD is in the public interest and that one or both of the following conditions exist:*

*1) Unusual physical features of the property itself or of the surrounding neighborhood are such that development under the standard provisions of the normal district would not be appropriate in order to conserve a physical or terrain feature of importance to the neighborhood or community.*

*2) The property is adjacent to or across the street from property that has been developed under the provisions of this section and will contribute to the amenities of the neighborhood.*

The land is over 3 acres and does not need to meet requirements 1 and 2 above.

*B. Commercial and industrial sites. All commercial and/or industrial sites shall at a minimum have two principal buildings or two principal uses on site to qualify as a PUD. All commercial and/or industrial sites that have two or more principal buildings must be processed as a PUD.*

N/A – This development is not a commercial or industrial site.

*C. Open space. A primary function for a PUD is to encourage development that preserves and enhances the natural characteristics and valuable natural resources of a site and not force intense developments that use all portions of a given site to arrive at the maximum intensity or density allowed. In evaluating each individual proposal, the recognition of this objective will be a basic consideration in granting approval or denial. All open space shall be labeled as such and as to its intent or designed functions.*

The concept plan only shows the areas slated for expansion in area where open space and a small playground exists today. The applicant does not indicate how or where open space will be enhanced or protected. As discussed earlier, the manufactured home park would be required to provide at least 15% open space for recreation and the northwestern expansion area is removing what appears to be the only park or green space for the manufactured home park.

This requirement is found in Section 38-24 Subd. 2:

*Parks and recreation. A minimum of 15 percent of the total manufactured home park area shall be devoted to park and recreation according to the following standards: One total lot for every 15 lots or less on one side of a street, furnished with playground equipment; one or more general park areas with tennis courts, shuffleboard, badminton or horseshoe courts or other similar features and games for the entire park. Any cooking shelters, barbecue pits or outdoor fireplaces planned for the park shall be located in the general park areas and be so designed so as to eliminate or minimize fire hazards and smoke. All areas required for park setback areas shall not be utilized nor computed as park and recreational areas.*

The applicant has indicated that they will provide enhanced landscaping that is above what the City Code requires at the time of a full application. However, enhanced landscaping does not replace the

minimum open space requirements that Chapter 38 requires for manufactured home parks. Staff recommends that park space be provided to meet the needs of residents.

*D. Relationship to adjacent areas. The design of a PUD shall take into account the relationship of the site to the surrounding areas. The perimeter of the PUD shall be so designed to minimize any undesirable impact of the development on adjacent properties and, conversely, to minimize any undesirable impact of adjacent land use and development characteristics on the PUD.*

The property abuts Highway 65 to the east, a commercial outlot to the north, large lot single family and agriculture to the west, and commercial to the south. The PUD must address the transition to adjacent properties for both the existing park and the proposed expansion area.

Manufactured home parks require buffering and screening from all surrounding properties. The applicant is requesting setback flexibility and has indicated enhanced landscaping will be provided. However, no details have been provided on this, and the property as shown would need PUD flexibility for both transitions/buffers and setbacks.

The City also needs to consider the eight standards for approving a PUD found in Section 56 Subd. 6 at the time of the full application, and these standards are provided below for reference:

*A. The consistency of the proposed PUD with the city's comprehensive plan;*

*B. The proposed uses compliance with the standards and criteria of the zoning ordinance and subdivision regulations;*

*C. The extent to which the proposed PUD is designed to form a desirable and unified environment within its own boundaries in terms of relationship of structures, patterns of circulation, visual character, and sufficiency of drainage and utilities;*

*D. The extent to which the proposed uses will be compatible with present and planned uses in the surrounding area;*

*E. The impact of the proposed uses on the health, safety, and general welfare of the occupants of the surrounding area;*

*F. The burden or impact created by the PUD on parks, schools, streets, and other public facilities and utilities;*

*G. The sufficiency of each phase of the PUD to ensure its construction and operation is feasible without dependence upon any subsequent phase;*

*G. [H.] The impact of the PUD on environmental quality, property values, scenic views, and preservation of significant natural resources and amenities of the surrounding area; and*

*H. [I.] That any exceptions to city ordinances, policies, or regulations are justified by the design or development of the proposed use.*

The current concept also shows a single pad size for a 76-foot by 16-foot manufactured home. This is a standard budget home size; however, the current park has multiple doublewide homes today and there is no mention of these in the narrative or expansion area. This is concerning as the narrative implies this expansion is due to the inability to replace or upgrade current homes as much as it is to supply new ones in the park

expansion. More information is needed to show the different sizes allowed and proposed in the park as part of the PUD. Replacing older homes with modern homes benefits the residents, the park owner, and the City, and increases the quality, safety and value of the homes. The application should provide additional information about how this would be accomplished.

The requested setbacks are less than that required by City Code but exceed what is required by Minnesota State Statutes regarding mobile/manufactured homes. The following is found in Chapter 4630 from the Minnesota Department of Health:

*4630.0400 MOBILE HOME AND RECREATIONAL CAMPING VEHICLE SPACING.*

*No mobile home shall be parked closer than three feet to the side lot lines of a mobile home park if the abutting property is improved property or closer than ten feet to a public street or alley. Each individual mobile home site shall abut or face on a driveway or clear unoccupied space of not less than 16 feet in width, which space shall have unobstructed access to a public highway or alley. There shall be an open space of at least ten feet between the sides of adjacent mobile homes including their attachments, and at least three feet between mobile homes when parked end to end. The space between mobile homes may be used for parking of motor vehicles or other property provided such vehicle or other property be parked at least ten feet from the nearest adjacent mobile home position.*

The City Engineer, Fire Chief, and building inspector have all reviewed the concept plan and provided informal comments regarding the setbacks. The fire department noted some concern regarding the safety of the manufactured home parks with reduced setbacks and lack of sprinkler systems but noted that nothing in the fire code prohibits the proposed setbacks. The Fire Department noted that NFPA 5000 allows manufactured homes with 10 feet of separation if they have a one hour fire resistant rating for exterior walls closer than 10 feet (which manufactured homes are unlikely to meet). The Fire Chief did confirm there are hydrants located on site.

The setbacks would apply to all structures in the lot including attached decks and sheds. The current plans for the new lots would not allow any expansion to manufactured homes and would limit the ability to place a deck on the home. The concrete pads are usually used for the sheds, and these would not fit as shown given the size and location of the pads on the plans. The new PUD and plat would need to ensure that all existing shed and accessory structures fall within the proposed setbacks or make adjustments to them. Many of the existing homes have sheds and decks that do not comply with either the existing or proposed standards. Staff recommends that the applicant revise the plans to ensure compliance.

Utilities

The property is in the Metropolitan Urban Service Area (MUSA) where municipal sanitary sewer and water is planned to be provided. The site is currently served by well and septic. Connecting the park to municipal sanitary sewer and water could be considered one significant benefit of the PUD. The expansion of the park could be approved with the condition that they be connected to city water and sanitary sewer.

The applicant has requested a phased plan for connection to municipal services. The City could consider a phased approach such as requiring the expansion area to be connected to municipal sewer and water but allowing the developer to phase service to the existing park and abandon the existing septic system over a period of time. Staff would recommend establishing a deadline for full compliance and requiring a financial guarantee to ensure compliance.

The applicant must provide more information about the existing wastewater treatment facility and the plan for decommissioning. The applicant must provide information about the ownership of the existing wastewater system and the expected lifespan.

### Access

There are existing private streets and structures in the MnDOT right-of-way. As part of any PUD, staff would recommend that those encroachments be eliminated to the extent possible. While the street encroachments may not be able to be eliminated, the structures should be moved out of the right-of-way. The applicant has not addressed those issues or provided any solutions. If the plan were to proceed, staff recommends that the applicant contact MnDOT to formal street encroachments and work with the City to develop a plan to eliminate structures from the right-of-way.

Additionally, the new road to the north does not loop back around or connect and will need to either provide a cul-de-sac or connect to the street on the southside as found elsewhere on the park. This was discussed with the Planning Commission and will be added as a condition of the approval.

### Preliminary Plat

The north area shown on the concept was platted as an outlot with the T&G First Addition and then subdivided and added to the manufactured home park land by metes and bounds with the Sauter District PUD Plat in 2021. That land remains an unbuildable outlot until platted, therefore, a plat will be required prior to expansion. Staff recommends that the entire park (5 parcels) be platted as single lot and as part of the subdivision the individual unit lots should be defined. This would clarify the non-conformities and would make future improvements easier to evaluate for compliance.

The narrative also indicated that residents own their individual lots. The stated intent of this PUD would be to allow for replacement of aging manufactured homes and the ability to place new ones within the expanded areas adjacent to the site. Additional information about the unit lots and ownership of the unit lots and structures is needed to fully evaluate the proposal.

A master plan for the entire site will be required to demonstrate compliance with the proposed PUD standards and identify sites that will continue to be non-conforming. and to better understand ownership and maintenance of the site. This would need to include the wastewater treatment and well lot to the northwest (PID # 32-33-23-32-0001) and a phased plan for the development and possible connection to municipal sanitary sewer and water as discussed in the provided narrative.

Finally, the applicant will also need to provide more details on the existing site for wetlands and stormwater as required for a PUD plan.

### **Next Steps:**

The PUD requires a rezoning to PUD and the expansion of the manufactured home park will require a new conditional use permit (CUP). The following are the next steps:

1. Rezoning to PUD, PUD Preliminary Plan and Preliminary Plat
2. PUD Final Plan and Final Plat

### **Summary:**

The PUD Concept plan is seeking to codify the existing nonconformities of the manufactured home park and expand these within the site. The applicant is requesting the following:

1. A PUD to allow for reduced dimensional standards within the manufactured home park including:
  - a. 10 feet from 181st Avenue NE (and all private street)
  - b. 10 feet from the rear of the Property (staff interprets this to mean rear of the lots)
  - c. 20 feet between manufactured homes

2. The applicant has not directly requested with the concept but will need additional flexibility from items found in Chapter 38 that includes but is not limited to:
  - a. Lot coverage and sizes
  - b. Parking locations and areas
  - c. Buffering and full exterior site setbacks
  - d. Street width
  - e. Open space/recreation requirements
  - f. Other PUD flexibility may be required for the plan

The PUD is the best option to request a change in standards for this park. Alternatively, the applicant could request to rezone the property from R-2 to B-1 and follow the standards in Chapter 38 of the City Code or request a zoning text amendment to allow manufactured home parks in the R-2 zoning district and modify the standards in for manufactured homes; however, this would apply to both manufactured parks in the City. The PUD allows the City to create a new PUD zoning for this site only.

The PUD is intended to allow the applicant to expand the park to add 33 new homes, allow replacement of existing homes and allow improvement of the site. However, more information is required from the applicant to fully evaluate the request.

Staff notes that we receive requests from individuals to add decks and accessible ramps to existing homes or to replace an existing home with a new home, and each request requires a variance. There would be value to establishing a new set of standards for this park, which is under new ownership, to allow improvement to be made without variances. A new PUD could be a tool to allow these improvements; however, additional information is required.

The request to allow 20 feet between homes where 30 feet is currently required is probably the most significant request. Staff notes that the proposal exceeds State requirements and is consistent with the 20-foot separation required in other cities, including Corcoran, Blaine, Apple Valley and others.

#### **Planning Commission Recommendation:**

The Planning Commission did not make a formal recommendation due to the lack of information received and the complicated nature of the application. The City Council can choose to adopt a formal resolution to either approve or deny the concept plan, both of which have been provided, or choose instead to give informal comment and not provide a formal resolution on the application.

#### **A) Provide informal comment only**

Based on the applicant's submission, the contents of this report, Staff recommendation, public testimony and other evidence available to the City Council, the City Council will not act on the request for a concept plan approval for a PUD Concept Plan for "Cedarwood Estates", a manufactured home park expansion located at 18164 Highway 65 NE (PIDs #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005). Instead, the City Council will give feedback and address these specific items:

1. Does the City Council support expansion of the manufactured home park?
2. Is the open/recreation space requirement (15%) flexible?
3. Is the City Council interested in the applicant pursuing a Code amendment rather than a PUD?
4. Does the City Council want to see more variety in home pad sizes?

5. Does the Council support a phase approach to abandoning the shared well and septic and connecting to the City infrastructure? What is the timeline that would be acceptable?

**B) Recommend approval**

Based on the applicant's submission, the contents of this report, public testimony and other evidence available to the City Council, the City Council could move to approve the RESOLUTION provided to approve the request for a concept plan for a PUD Concept Plan for "Cedarwood Estates", a manufactured home park expansion located at 18164 Highway 65 NE (PIDs #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005). The City Council may apply additional conditions to the concept plan approval.

**C) Recommend denial**

Based on the applicant's submission, the contents of this report, public testimony and other evidence available to the City Council, the City Council could move to approve the RESOLUTION provided to deny the request for a concept plan for a PUD Concept Plan for "Cedarwood Estates", a manufactured home park expansion located at 18164 Highway 65 NE (PIDs #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005). The City Council may apply additional conditions to the concept plan denial.

**Attachments:**

1. Draft Resolution 2026-04 Approving the Concept Plan
2. Draft Resolution 2026-04 Denying the Concept Plan
3. Concept Plan over Aerial Exhibit
4. Concept Plan dated November 25, 2025
5. Applicant Narrative dated October 24, 2025
6. Unit location map received on December 22, 2025
7. 2021 Survey
8. Future Land Use Map
9. Zoning Map

**City Council Action:**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote Yes: \_\_\_\_\_

Vote No: \_\_\_\_\_

**CITY OF EAST BETHEL  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-04**

**A RESOLUTION APPROVING THE PLANNED UNIT DEVELOPMENT CONCEPT PLAN OF “CEDARWOOD ESTATES” LOCATED AT PIDS #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005**

**WHEREAS**, the subject property is legally described in **Exhibit A**; and,

**WHEREAS**, Continental Communities applied for a Planned Unit Development (PUD) Concept Plan Review of a concept plan for “Cedarwood Estates”; and

**WHEREAS**, the East Bethel Planning Commission has reviewed the concept plan and provided comments; and

**WHEREAS**, the proposed PUD meets the standards that would allow a PUD in the City of East Bethel; and

**WHEREAS**, the concept plan complies with the development standards outlined in the City Code where PUD flexibility is not requested; and

**WHEREAS**, the subdivision concept plan review constitutes a PUD concept plan review; and

**WHEREAS**, pursuant to published and mailed notice thereof, the Planning Commission has conducted a public hearing on said concept plan at the December 23, 2025 meeting; and

**WHEREAS**, as a result of such public hearing and review, the Planning Commission provided comments but no formal recommendation of the concept plan to the City Council.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of East Bethel hereby approves the subdivision and PUD concept plan of “Cedarwood Estates”, subject to the feedback and comments from the Planning Commission and City Council.

Adopted this 12<sup>th</sup> day of January, 2026 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

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Ardie Anderson, Mayor

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Matt Look, City Administrator

**EXHIBIT A**  
**LEGAL DESCRIPTION**

*Insert Legal Description*

**CITY OF EAST BETHEL  
COUNTY OF ANOKA  
STATE OF MINNESOTA**

**RESOLUTION NO. 2026-04**

**A RESOLUTION DENYING THE PLANNED UNIT DEVELOPMENT CONCEPT PLAN OF “CEDARWOOD ESTATES” LOCATED AT PIDS #32-33-23-31-0003, #32-33-23-34-0001, #32-33-23-34-0002, #32-33-23-34-0003 and #32-33-23-34-0005**

**WHEREAS**, the subject property is legally described in **Exhibit A**; and,

**WHEREAS**, Continental Communities applied for a Planned Unit Development (PUD) Concept Plan Review of a concept plan for “Cedarwood Estates”; and

**WHEREAS**, the East Bethel Planning Commission has reviewed the concept plan and provided comments; and

**WHEREAS**, the proposed PUD does not meet the standards that would allow a PUD in the City of East Bethel; and

**WHEREAS**, the concept plan does not comply with the development standards outlined in the City Code; and

**WHEREAS**, the PUD request does not provide enough information to justify a PUD for this area; and

**WHEREAS**, pursuant to published and mailed notice thereof, the Planning Commission has conducted a public hearing on said concept plan at the December 23, 2025 meeting; and

**WHEREAS**, as a result of such public hearing and review, the Planning Commission provided comments but no formal recommendation of the concept plan to the City Council.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of East Bethel hereby denies the concept plan of “Cedarwood Estates”. The applicant may modify the plans to either comply with the standards in Chapter 38 of the City Code or request a text amendment to comply.

Adopted this 12<sup>th</sup> day of January, 2026 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL

ATTEST

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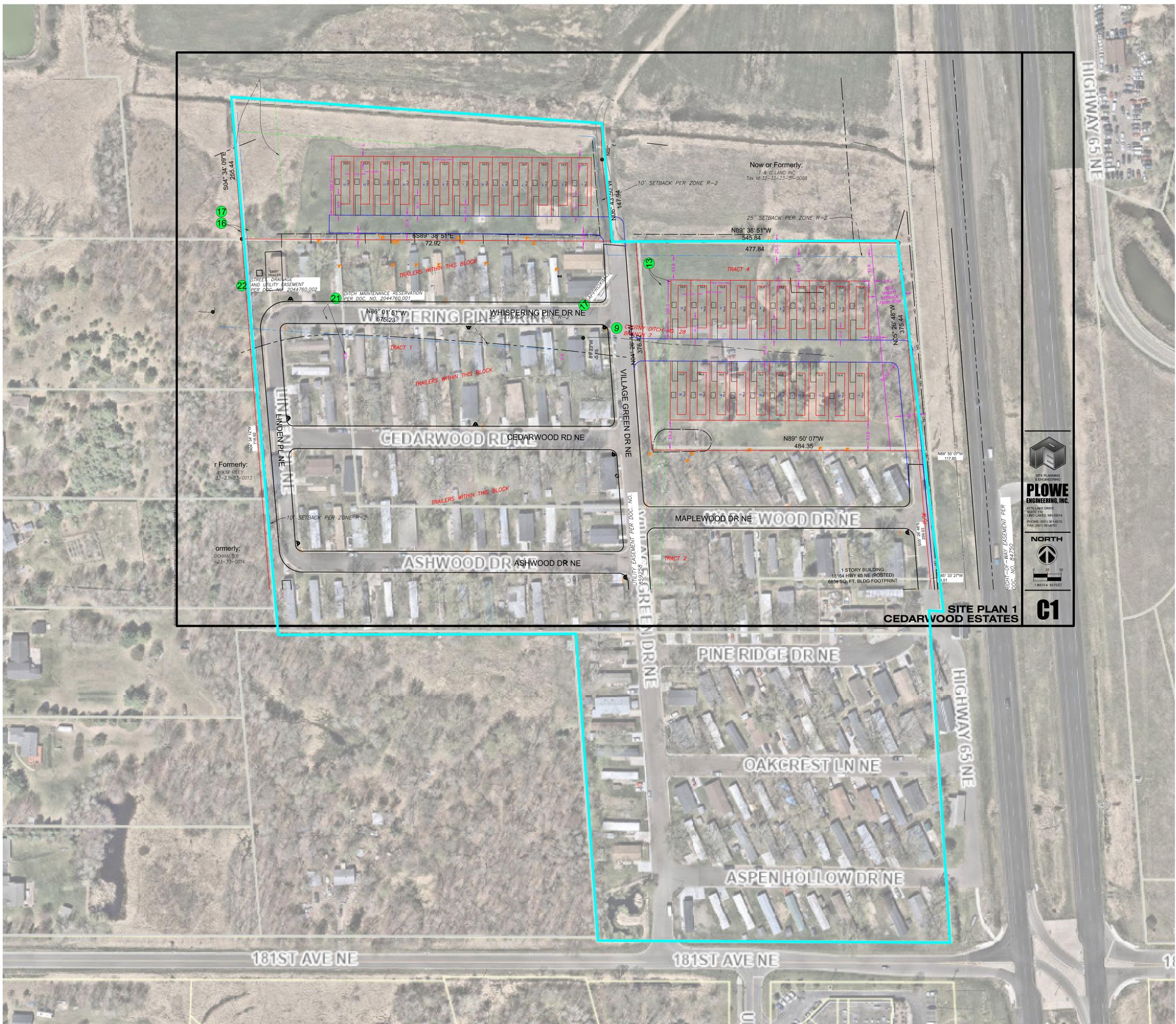
Ardie Anderson, Mayor

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Matt Look, City Administrator

**EXHIBIT A**  
**LEGAL DESCRIPTION**

*Insert Legal Description*



**SITE PLAN 1  
 CEDARWOOD ESTATES**

**PLOWE ENGINEERING, INC.**  
 6776 LAKELAND DRIVE  
 SUITE 1000  
 WILSONVILLE, OR 97154  
 PHONE: (503) 261-5420  
 FAX: (503) 261-5421

**NORTH**

1" = 60 FEET

**C1**

RIGHT-OF-WAY EASEMENT PER DOC. NO. 84750



October 24, 2025

Kendra Lindahl  
City Planner  
City of East Bethel  
2241 221st Avenue NE  
East Bethel, MN 55011

**VIA EMAIL**

Kendra Lindahl [klindahl@landform.net](mailto:klindahl@landform.net)

Re: Cedarwood Estates Manufactured Home Community – PUD Concept Plan Review

Dear Ms. Lindahl:

Thank you for your time and ongoing engagement with regard to this matter. As you know our firm represents Continental Communities, a leading operator of manufactured home communities. Continental Communities proposes a reimagined vision for Cedarwood Estates Manufactured Home Community located at 18164 Highway 65 North East, East Bethel, MN 55011 (the “Property”) that adds new and improved manufactured homes to meet a high demand for affordable, stable housing (the “Project”). The Project is designed to address critical housing needs by providing affordable, diverse, and sustainable living options. This letter serves as a formal request for concept plan review. Enclosed with this letter is the proposed Site Plan for review.

## **I. Background and Project Overview**

Cedarwood Estates Manufactured Home Community (formerly Village Green Mobile Home Park) (the “Community”) has been in operation since 1969. The Community was initially approved under a Special Use Permit (“SUP”) in 1970, which allowed for the development of 170 units. In 1971, an additional 222 units were approved under Phase II of the project. These approvals have historically guided the use and operation of the Park.

Continental Communities acquired the Park and now proposes a Planned Unit Development (“PUD”) for greater zoning flexibility and variation from conventional ordinance standards in exchange for high quality manufactured home development designed to meet a sustainable housing need. Continental desires to add 33 new, high-quality manufactured home sites on the Property while memorializing existing lots with original setbacks applicable to the Property.<sup>1</sup> The Project supports a demonstrated demand for affordable, stable housing in the City and provide direct public benefits, including:

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<sup>1</sup> The original setbacks were: 10 feet from 181st Avenue NE, 10 feet from the rear of the Property, and 20 feet between manufactured homes. Over the last 50 years, a variety of ordinances and expectations were applied to the existing homesites. Continental seeks to outline a clear path forward for future use, replacement of existing homes, and expansion of the Park.

- **Affordable Housing:** The Project will increase the availability of affordable housing options catering to a diverse demographic, including young families, retirees, and individuals seeking cost-effective living solutions. The proposed expansion will offer less-expensive options for homeownership compared to traditional site-built homes.
- **Quality and Standards:** The new manufactured homes that will occupy the expanded areas will be built to high standards in compliance with the Housing and Urban Development Code, ensuring safety, durability and energy efficiency.
- **Community Diversity:** By offering an expanded affordable housing option, the Project will foster a more inclusive community that aligns with the diversification of the City's population.

The Metropolitan Council has identified that more than 14,000 households live in the region's manufactured home parks, which exist as an important source of unsubsidized affordable housing. With such parks mainly located in suburban areas, park residents capitalize on access to high quality schools, job opportunities, and regional parks. While the City is primarily rural in nature, there are suburban features that Cedarwood Estates residents can capitalize on, such as access to high quality schools in the Forest Lake and St. Francis school districts, solid job opportunities in close proximity, and nearby parks that provide access to open spaces. Perhaps most important of all, manufactured home parks offer homeownership opportunities to families for whom ownership is otherwise difficult or not possible. No new manufactured home parks have opened since 1991 and 12 parks have closed in that same timeframe—undermining regional equity by disconnecting households living below the area median income from ownership opportunities in suburban and edge communities.

Continental Communities is committed to reinvesting in Cedarwood Estates to ensure that it remains a high-quality, sustainable community for years to come. The proposed concept plan contemplates replacing aging existing homes with modern, safe, and energy-efficient units, allowing current residents to remain in the community while improving their quality of life. At the same time, the plan allows for a modest and reasonable expansion of the park footprint to accommodate additional affordable housing. This reinvestment-first approach ensures that existing residents benefit directly, while also advancing the City's and Metropolitan Council's housing goals by preserving affordability and creating new opportunities for households in need.

## I. Zoning Context

The current zoning designation of the Property is R-2 and B-3, which does not permit manufactured home parks as either a permitted or conditional use. The Property is a legally nonconforming use. At the same time, the Property is guided as medium density residential in the City's 2040 Comprehensive Plan (the "Plan"), which supports the existing site density and aligns with the City's policy goals of providing affordable housing. The Plan emphasizes the importance of providing a variety of high-quality, affordable housing options to meet the needs of residents at all income levels. It outlines several goals and strategies to achieve this vision, including promoting housing affordability for households living at 51-80% Area Median Income (AMI) and encouraging a diverse housing stock.

The City of East Bethel ("City") is an attractive area for residential growth, as noted by the Plan. The Project will contribute to residential growth while allowing the City to maintain its non-urbanized character. Through the PUD process, Continental Communities proposes a Project

that delivers a higher-quality outcome than what could be achieved through standard zoning. The Project enables medium density residential development with improved manufactured homes on a scale that complements the existing district and surrounding uses while meeting modern residential needs. As described herein, the application both meets the purpose and intent of the PUD ordinance and process as well as the specific requirements for PUD approval.

**II. The Application meets the development standards set forth in Section 56 of the PUD ordinance.**

Section 56-5 of the PUD ordinance provides that development standards are generally guided by the underlying zoning district and established with PUD approval. However, there are specific PUD development standards outlined in Section 56 that the Project satisfies. Section 56-4(A) requires that a PUD be established on no less than three acres of contiguous upland. The Property vastly exceeds the minimum area requirement at 57.45 acres of contiguous upland. Since the Project will be residential, not commercial or industrial, the commercial and industrial site requirement in Section 56-4(B) is not applicable.

As noted in City Code section 56-4(C), a primary function for a PUD is to encourage development that preserves and enhances natural characteristics and open spaces. As evidenced by the enclosed Site Plan, the Project proposes expansion that is in line with the Plan's medium density guidance for the area, while also maintaining open spaces. The Project does not involve maximizing density allowed on the site—the proposal is for reasonable expansion to meet an affordable housing demand. Lastly, the Property is located on the southern edge of the City's limits along 181st Avenue NE. There is an adjacent commercial strip mall supporting a variety of products and services, including food, travel, insurance, and legal located across 181st Avenue NE that is located in the Ham Lake city limits. The Property is also adjacent to vacant, wooded land that forms a natural barrier on the west end. The Property is bounded by Highway 65 on its east end, with vacant land occupying space across Highway 65. Thus, the Property is not surrounded by many established, intensive uses and the proposed PUD perimeter accounts for the commercial use across 181st Ave NE.

Landscaping within and along the Project will exceed code standards during all seasons. Full landscape plans will be provided and developed in concert with the final development plans, but the development team is supportive of expanded landscaping areas to improve the aesthetics of the Property.

**III. The Application complies with the purpose and intent of the PUD ordinance and meets the decision criteria outlined in Section 65-2 of the Zoning Ordinance.**

The City's PUD ordinance identifies the "provision of a variety of housing types in accordance with the city's housing goals" as a public benefit to the surrounding neighborhood and the City as a whole that is intended to be derived from approval of a PUD. The Project achieves that public benefit by providing expanding affordable housing options that align with the city's affordable housing goals.

**A. The Project is consistent with the Comprehensive Plan.**

The Plan guides the Property as medium density residential. The Plan describes such land use as follows:

Within this category, the predominant housing types will be townhomes and lower density multifamily housing. Single family detached homes may be considered where conditions favor this style of development. It is expected that some housing under this land use category will meet the housing affordability needs of families, couples, seniors and other residents who choose to live in this community and either cannot or would not prefer to live in single family homes. This land use promotes housing affordability for households living at 51-80% AMI. Secondary public, cultural, and institutional uses that support the neighborhood are encouraged.

Within the medium density residential designation, the City permits townhomes and multifamily housing with densities between 4.0 and 12.0 units per acre. The proposed Site Plan is thus consistent with the density required by the Plan. Moreover, the medium density residential designation specifically prioritizes housing affordability for households living at 51-80% Area Medium Income (“AMI”). The additional home sites proposed in the Site Plan would primarily serve such households.

The Property is within the City’s 2030 Metropolitan Urban Service Areas designation. Property within the City’s 2030 MUSA may be subdivided at densities allowed by the corresponding land use category, but will be required to connect to utilities by 2030 as a condition of subdivision, unless the City provides for development flexibility or an exception applies. Continental Communities is committed to discussing and finalizing a development agreement that addresses the expansion of public utilities and services. We believe pursuing a phased approach to public utility connection would be beneficial by lessening the impact of connection on the affordability of additional units, while also ensuring future activation of public utility capability on a defined timeline. As stated above, Continental Communities is dedicated to exploring an agreeable solution.

Lastly, the Plan identifies the following existing housing needs: (1) homes in the City, compared to other Anoka County communities, are less affordable to homebuyers and renters; (2) 15% of the City’s households are cost-burdened;<sup>2</sup> (3) the housing stock in the City is aging; and (4) the City’s population is becoming older and more diverse. The Project will serve all of the above needs by providing new, expanded and affordable manufactured homes that will be attractive to a diverse population.

*B. The Project complies with standards and criteria of the zoning ordinance and subdivision regulations*

The goal of this concept plan PUD is to establish new parameters for existing and future homesites within the Park with modified setbacks to accommodate existing lots as well as future lots as more fully described in Section III I of this narrative. Both the R-2 and B-3 zoning districts are consistent with more intense uses as currently present on the Property. The use of the PUD District here allows for the ongoing use of the Park subject to clear conditions of approval and limited expansion.

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<sup>2</sup> Cost-burdened households are households where housing costs account for over 30% of household income.

C. The Project is designed to form a desirable and unified environment in terms of relationship of structures, patterns of circulation, visual character, and sufficiency of drainage and utilities

The Project includes the addition of 33 new manufactured home sites, 20 of which are located on the Highway 65 side of the Property and which meet the Minnesota Department of Transportation minimum required setback from the public right of way. 13 of the manufactured home sites will be located on the northwest end of the Property. All 33 additional manufactured home sites are designed to blend in to the existing sites to create a desirable and unified environment. Access to the additional sites will be provided by expanding and connecting streets located within the development. For example, Maplewood Dr. NE will connect to a new frontage street that will run alongside Highway 65. Village Green Dr. NE will connect to a new street that provides access to 10 of the additional sites located on Tract 4 and another new street that will provide access to the 13 proposed sites located on the north end of the Property. The infrastructure improvements proposed to connect the new sites will improve circulation and visual character within the Property.

D. The Project is compatible with present and planned uses in the surrounding area

The perimeter properties are compatible with the proposed PUD. To the north is vacant land zoned as R-2 – Single Family & Townhome, with property lying further north zoned as B-3 – Highway Business. The land lying north of the Property is guided as mixed district in the future, which remains compatible with the medium density residential use of the Property. To the east, the site borders Highway 65, a major public right of way running through the City. However, there are no planned access points along Highway 65, as the Property will continue to be accessed via 181st Avenue NE. Immediately to the west is wooded, vacant land that is guided as medium density residential, and further west, low/medium density residential in the future. There are single family housing uses further west along 181st Avenue NE, which the Project is also compatible with.

In sum, the immediate land surrounding the Property is designated for residential use in the future, with land located further north guided as mixed district. Thus, the Project, which will expand affordable housing in an area designated as medium density residential, is compatible with existing uses and planned uses in the surrounding area. Bringing more residents to the area will also positively impact planned highway business uses both northwest and east (across Highway 65) of the Property.

E. The Project will not negatively impact the health, safety, and general welfare of the occupants of the surrounding area

The proposed PUD will have no negative impact on the surrounding area. The Property is located on the southern edge of the City's limits along 181st Avenue NE. There is an adjacent commercial strip mall supporting a variety of products and services, including food, travel, insurance, and legal located across 181st Avenue NE that is located in the Ham Lake city limits outside of the City's zoning authority. The Property is also adjacent to vacant, wooded land that forms a natural barrier on the west end. The Property is bounded by Highway 65 on its east end, with vacant land occupying space across Highway 65 and directly north of the Property. Thus, the Property is not surrounded by many established uses and the proposed PUD perimeter mostly butts up against

vacant land or public right-of-way (i.e., Highway 65 and 181st Avenue NE). There will be no discernible negative impact on surrounding areas.

*F. The Project will not burden nearby parks, schools, streets, and other public facilities and utilities*

There is no evidence that the Project will have an undue or adverse impact on parks, schools, streets and utilities. Without expansion, the Property has 358 parking spaces to serve 178 home sites which meets City Code parking requirements of 2 spaces per manufactured home. The Project contemplates adding 33 additional homes sites, which would necessitate a total need of 66 additional parking spaces to serve those sites. The Site Plan accounts for 66 additional parking spaces to serve the expanded sites. Parking is accommodated on the Property.

The site has access to public right-of-way at 181st Ave NE. and there is a pedestrian walkway at the corner of 181st AVE NE and Highway 65 that connects to the site. 181st Ave NE does not see heavy traffic, and the proposed PUD is designed to have minimal impacts on congestion as the expanded sites will be served by additional streets and proper circulation within the Property. Education in the City is provided by the Forest Lake Area and St. Francis school districts, neither of which are located within the immediate vicinity of the Property but within reasonable distance for transportation purposes.

*G. The Project will be appropriately phased to ensure construction and operation is feasible without depending on any subsequent phase*

The development team commits to working with the City and its staff to mitigate construction impacts to surrounding areas. The fact that there are not many established uses within the City's zoning jurisdiction located in the immediate vicinity should vastly mitigate construction impacts on surrounding areas. Instead, construction of additional sites will mostly affect only the Property itself. The Project will be constructed in one phase, but the development team commits to phase connection to public utilities over time.

*H. The Project will not negatively impact environmental quality, property values, scenic views, and preservation of significant natural resources and amenities of surrounding areas*

There is no reason to believe creating 33 new homes sites on the Property will negatively impact environmental quality. Stormwater management will be addressed in later development plans to account for additional bituminous surface added by the Project. The Project will preserve natural areas westerly adjacent and will otherwise have no environmental impact.

There are single family residential uses westward of the Property, but there is no evidence that property values have been negatively affected by the Community's existence for over five decades. There is similarly no evidence that expansion at the Community would depreciate home values for nearby landowners. Multiple studies have shown that residential properties adjacent to manufactured home communities appreciate at similar rates to comparable non-adjacent properties.<sup>3</sup> Lastly, individuals will own, rather than rent, new manufactured home sites will

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<sup>3</sup> In a 1993 study conducted by the University of Michigan's College of Architecture and Planning adjacent residential property values showed substantial rates of appreciation similar to the appreciation of comparable non-adjacent properties in all cases reviewed. Another study

contributes to property appreciation. The Project proposes expansion on land already owned by Continental Communities, and thus, there will be no impact on natural resources or amenities in the surrounding area.

*I. Exceptions to City ordinance setbacks are justified by the public benefits of the Project*

We are seeking approval of the original setbacks the Property has historically complied with. This would result in exceptions to current required setbacks, but the public benefit of expanded affordable housing options, with new more desirable homes, within a sustainable manufactured home park justifies the deviation. Deviation from required setbacks in this case is part of the zoning flexibility of PUDs in the first place, since the PUD will allow improvements and expansion at the Community that conventional zoning otherwise would not.

The proposed setbacks for the Property as part of the PUD are as follows:

- 10 feet from 181st Avenue NE
- 10 feet from the rear of the Property
- 20 feet between manufactured homes

Most importantly, the reality is that neither Continental Communities nor current homeowners are able to purchase new manufactured homes that fit within the existing lot sizes while meeting current setback requirements. The setbacks now observed on the Property are consistent with state manufactured housing standards and have long governed Cedarwood Estates as a legal, nonconforming use. These reduced setbacks—while different from current City Code—have historically allowed the community to operate efficiently and without issue. Preserving them is crucial to the Project’s success. By memorializing existing lots with these reduced setbacks, the City enables continued reinvestment in homes, maximizes the number of affordable units that can be retained on site, and avoids unnecessary displacement. Concentrating housing in this manner also preserves surrounding open space and advances broader environmental conservation goals.

#### **IV. Conclusion**

Continental Communities’ proposed PUD is consistent with the 2040 Plan, zoning ordinance and the purpose and intent of the PUD ordinance. The use of the PUD framework enables strategic reinvestment in a critical affordable housing location in a way that would not be achievable under conventional zoning. It introduces expanded affordable housing options with little to no impact on surrounding areas. The Project supports a defined City goal to provide diverse, affordable housing options for residents.

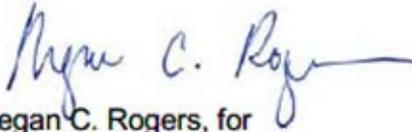
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completed in 1997 by the East Carolina University Department of Planned similarly concluded that the presence of manufactured home communities had no impact on the property values of adjacent site-built residential properties. For more information, please see <https://www.mhet.com/pdf/MHIUnderstandingMH2015.pdf>

We respectfully request review and feedback of the enclosed Site Plan and the Project proposal overall.

Please do not hesitate to contact me with any questions or if additional information is required.

Sincerely,



Megan C. Rogers, for  
Larkin Hoffman

Direct Dial: (952) 896-3395

Direct Fax: (952) 842-1847

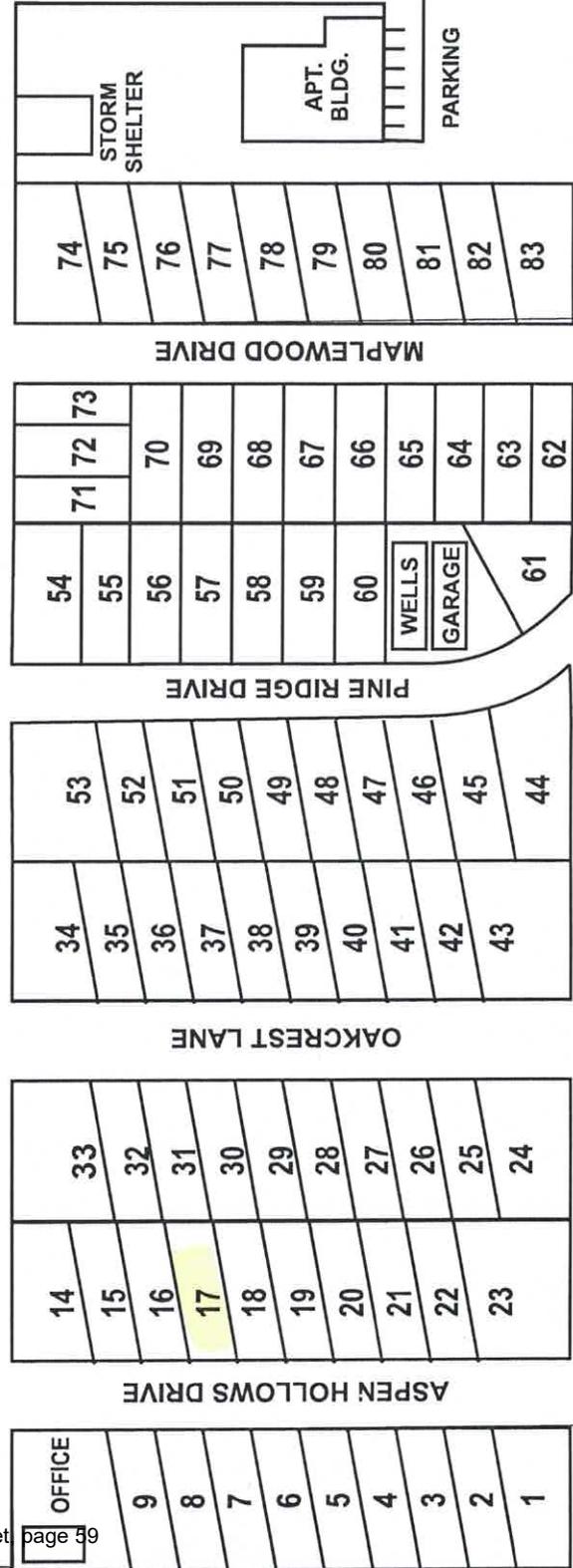
Email: [mrogers@larkinhoffman.com](mailto:mrogers@larkinhoffman.com)

4931-5050-9670, v. 4

**CEDARWOOD ESTATES**  
 18164 Highway 65 NE  
 Cedar, MN 55011  
 (763) 434-7020

154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197																																		
													ASHWOOD DRIVE													CEDARWOOD ROAD													WHISPERING PINE DRIVE													RECREATION FIELD													WWT PLANT												
													141	140	139	138	137	136	135	134	133	132	131	130	129	128	127	126	LINDEN PLACE		125	99	98			111	110	109	108	107	106	105	104	103	102	101	100	99	98			86	85	84	PLAYGROUND																						

VILLAGE GREEN DRIVE



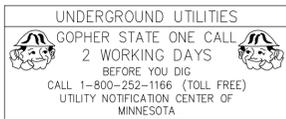
**ITEMS CORRESPONDING TO SCHEDULE B-II**

- 9. Subject to County Ditch No. 28, Branch 3, Lateral 2, and County Ditch No. 28, Branch 7. (PLOTTED AND SHOWN HEREON)
- 10. Unrecorded United Power Association Cooperative Association Easement as shown on the Anoka County Half Section Map. (PLOTTED AND SHOWN HEREON)
- 11. Subject to 181st Avenue N.E. as laid out and traveled and as shown on available maps. (PLOTTED AND SHOWN HEREON)
- 12. Easement for highway purposes, together with any incidental rights, in favor of the State of Minnesota, as contained in the Final Certificate dated June 12, 1933, recorded June 14, 1933, in Book 140, Page 446, as Document No. 84750. (PLOTTED AND SHOWN HEREON)
- 13. Easement for communications systems purposes, together with any incidental rights, in favor of Northwestern Bell Telephone Company, as contained in the Easement dated July 25, 1950, recorded August 16, 1950, in Book 241 of Miscellaneous Records, Page 462, as Document No. 135962. Defined by Definition of Easement dated May 23, 1989, recorded August 4, 1989, as Document No. 859258. (PLOTTED AND SHOWN HEREON)
- 14. Easement for highway purposes, together with any incidental rights, in favor of the State of Minnesota, as contained in the Final Certificate dated May 14, 1962, recorded September 4, 1962, in Book 563, Page 541, as Document No. 238177. (PLOTTED AND SHOWN HEREON)
- 15. Reservation of minerals and mineral rights to the State of Minnesota to the Northwest 1/4 of the Southwest 1/4 of Section 32, Township 33, Range 23, as reserved in Warranty Deed dated February 11, 1976, recorded February 18, 1976, as Document No. 441036. (NO PLOTTABLE INFORMATION)
- 16. Easement for sanitary sewer line purposes, for the benefit of the subject property, as contained in the Easement Agreement dated August 11, 1977, recorded August 19, 1977, as Document No. 476057. (PLOTTED AND SHOWN HEREON)
- 17. Terms and provisions of easements for roadway and sanitary sewer purposes, for the benefit of the subject property, as contained in the Deeds recorded February 18, 1976 as Document No. 441036 and February 2, 1983 as Document No. 606519 as clarified by Agreement for Relocation of Roadway Easement (explicitly excluding the license) recorded June 29, 2020 as Document No. 2267649.001. (PLOTTED AND SHOWN HEREON)
- 18. Easement for public street, utility and drainage purposes, together with any incidental rights, in favor of the City of East Bethel, a Minnesota municipal corporation, as contained in the Quit Claim Deed dated November 14, 1991, recorded June 14, 1999, as Document No. 1435520. (PLOTTED AND SHOWN HEREON)
- 19. Manufactured Home Park Notice Village Green North recorded January 28, 2005, as Document No. 1972572.018. Affidavit regarding the above notice dated August 6, 2009, recorded August 10, 2009, as Document No. 2009418.001. (NOT SURVEY RELATED)
- 20. Easement for sanitary sewer purposes, together with any incidental rights, in favor of the Metropolitan Council, a Minnesota public corporation and political subdivision, as contained in the Easement dated June 30, 2011, recorded October 24, 2011, as Document No. 2025137.007. Consent to Allow Encroachment onto Sanitary Sewer Easement dated March 9, 2018, recorded March 16, 2018, as Document No. 2195023.001. (NOT PLOTTED, EASEMENT FALLS NORTH OF SUBJECT PROPERTY)
- 21. Subject to a reservation as contained in the Quit Claim Deed dated November 26, 2012, recorded December 4, 2012, as Document No. 2044760.001. (PLOTTED AND SHOWN HEREON)
- 22. Easement for street, drainage and utility purposes, together with any incidental rights, in favor of the City of East Bethel, a Minnesota municipal corporation, as contained in the Quit Claim Deed dated November 26, 2012, recorded December 4, 2012, as Document No. 2044760.002. (PLOTTED AND SHOWN HEREON)

**MISCELLANEOUS NOTES**

- 1. PER TABLE A ITEM 2, 18164 AND 18232 HIGHWAY 65 NE, EAST BETHEL, MN 55011, WAS DISCLOSED IN DOCUMENTS PROVIDED AND OBSERVED AS POSTED AT THE TIME OF THE SURVEY.
- 2. PER TABLE A ITEM 4, PROPERTY CONTAINS 56.36 ACRES, MORE OR LESS (2,454,935 SQ. FT.) OF GROSS LAND AREA.
- 3. PER TABLE A ITEM 9, BASED OFF OF FIELD SURVEY THERE ARE AN ESTIMATED 80 OFF STREET PARKING SPACES WITHIN SUBJECT PROPERTY.
- 4. PER TABLE A ITEM 16, NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
- 5. PER TABLE A ITEM 17, WE ARE NOT AWARE OF ANY CHANGES IN STREET RIGHT-OF-WAY PRESENTLY OR PROPOSED.
- 6. PER THE FIELD SURVEY THERE ARE CURRENTLY 139 MOBILE HOMES ON PADS, AND 35 OPEN MOBILE HOME PADS
- 7. PROPERTY HAS PHYSICAL ACCESS TO AND FROM 181ST AVE NE, A DULY DEDICATED PUBLIC RIGHT-OF-WAY.
- 8. BASED ON OBSERVED EVIDENCE ONLY, THE SITE DOES NOT CONTAIN ANY CEMETERIES OR BURIAL GROUNDS.
- 9. ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE ANOKA COUNTY COORDINATE SYSTEM NAD83 2011 ADJUSTMENT.
- 10. ADJOINING OWNERSHIP INFORMATION SHOWN HEREON WAS OBTAINED FROM THE ANOKA COUNTY WEBSITE. OWNERSHIP INFORMATION IS SUBJECT TO REVISION UPON RECEIPT OF A TITLE SEARCH BY A TITLE INSURANCE COMPANY.
- 11. ALL STATEMENTS WITHIN THE CERTIFICATION, AND OTHER REFERENCES LOCATED ELSEWHERE HEREON, RELATED TO, UTILITIES, IMPROVEMENTS, STRUCTURES, BUILDINGS, PARTY WALLS, PARKING, EASEMENTS, SERVITUDES, AND SIGNIFICANT OBSERVATIONS, ARE BASED SOLELY ON ABOVE GROUND, VISIBLE EVIDENCE, UNLESS ANOTHER SOURCE OF INFORMATION IS SPECIFICALLY REFERENCED HEREON.
- 12. THE RECORD DESCRIPTIONS OF THE SUBJECT PROPERTY FORM A MATHEMATICALLY CLOSED FIGURE WITH NO GAPS, OR GORES.

**UTILITY NOTES**



THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE ONLY AND ARE SHOWN BASED ON FIELD LOCATION OF VISIBLE FIXTURES IN COMBINATION WITH AVAILABLE DATA PROVIDED BY VARIOUS SOURCES. IT IS BELIEVED THAT THEY ARE ESSENTIALLY CORRECT, BUT THEIR ACCURACY OR COMPLETENESS IS NOT GUARANTEED. THEREFORE THE CONTRACTOR IS URGED TO PROCEED WITH CAUTION. FOLLOW THE PROCEDURE FOR CONTACTING THE UTILITY PROTECTION SERVICE PRIOR TO COMMENCING CONSTRUCTION, AND FIELD VERIFY FOR ACCURACY. LOCATION AND CONDITIONS. OTHER UNDERGROUND UTILITIES OF WHICH WE ARE UNAWARE MAY EXIST. PLEASE VERIFY ALL UTILITIES CRITICAL TO CONSTRUCTION OR DESIGN.

**LEGEND OF SYMBOLS & ABBREVIATIONS**

POWER POLE	TRAFFIC SIGNAL BOX	SANITARY MANHOLE
LIGHT POLE	SIGNAL LIGHT POLE	CLEAN OUT
GUY WIRE	SIGNAL LIGHT	GAS MANHOLE
ELECTRIC MANHOLE	VAULT	GAS VALVE
ELECTRIC METER	SIGN (AS NOTED)	GAS METER
ELECTRIC VAULT	TOWER	HANDICAPPED PARKING
TRANSFORMER	MONITORING WELL	MITERED END SECTION
AIR CONDITIONER UNIT	FLAG POLE	MANHOLE (UNKNOWN)
TELEPHONE MANHOLE	WATER VALVE	BENCHMARK
TELEPHONE PEDESTAL	FIRE HYDRANT	RECORD
CABLE BOX	SIAMESE FIRE HYDRANT	MEASURED
STORM DRAIN MANHOLE	WATER MANHOLE	CALCULATED
STORM DRAIN INLET	BACKFLOW PREVENTER	PLAT
STORM PIPE	WATER METER	PG PAGE
FOUND IRON (AS NOTED)	WELL HEAD	O.R. OFFICIAL RECORDS
SET 5/8" IRON ROD & CAP #57070, UNLESS OTHERWISE NOTED	POINT OF ACCESS	P.B. PLAT BOOK
OH	OVERHEAD WIRES	

**AS-SURVEYED DESCRIPTION**

AS-SURVEYED DESCRIPTIONS FOR INFORMATIONAL PURPOSES ONLY:

**TRACT 2:**  
That part of the SE1/4-SW1/4, Section 32, Township 33, Range 23 described as follows:  
Commencing at the Southeast corner of said SE1/4-SW1/4; thence on an assumed bearing of North 89 degrees 50 minutes 07 seconds West along the South line of said SE1/4-SW1/4 a distance of 131.41 feet to the Point of Beginning of the land hereinafter described; thence continuing along last said line North 89 degrees 50 minutes 07 seconds West, 726.00 feet; thence North 04 degrees 26 minutes 14 seconds West, 600.00 feet; thence North 89 degrees 50 minutes 07 seconds West, 540.92 feet to the West line of said SE1/4-SW1/4; thence North 04 degrees 34 minutes 12 seconds West along last said line, 718.92 feet to the North line of said SE1/4-SW1/4; thence South 89 degrees 38 minutes 51 seconds East along last said line, 716.65 feet; thence South 04 degrees 26 minutes 14 seconds West, 376.42 feet; thence South 89 degrees 50 minutes 07 seconds East, 484.35 to the Westerly Right of Way line of State Trunk Highway No. 65; thence South 05 degrees 26 minutes 48 seconds East along last said line, 299.03 feet; thence South 85 degrees 33 minutes 27 seconds West along last said line, 18.01 feet; thence South 04 degrees 26 minutes 33 seconds East along last said line, 487.74 feet; thence Southerly along a tangential curve concave to the East having a length of 152.17 feet, radius of 11205.81 feet, and central angle of 00 degrees 46 minutes 41 seconds to the Point of Beginning.

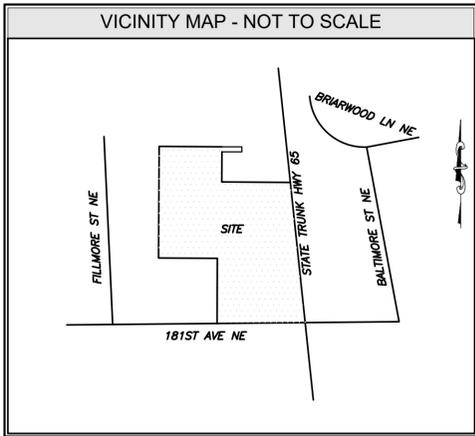
**TRACT 3:**  
That part of the NW1/4-SW1/4, Section 32, Township 33, Range 23 described as follows:  
Beginning at the Southwest corner of said NW1/4-SW1/4; thence on an assumed bearing of North 04 degrees 42 minutes 02 seconds West along the West line of said NW1/4-SW1/4 a distance of 1013.68 feet; thence South 89 degrees 27 minutes 38 seconds East, 1057.76 feet; thence South 04 degrees 34 minutes 09 seconds East, 712.92 feet; thence South 89 degrees 38 minutes 51 seconds East, 58.00 feet; thence South 04 degrees 34 minutes 09 seconds East, 297.10 feet to the South line of said NW1/4-SW1/4; thence North 89 degrees 38 minutes 51 seconds West along last said line a distance of 1113.13 feet to the Point of Beginning.

**TRACT 4:**  
That part of the SE1/4-SW1/4, Section 32, Township 33, Range 23 described as follows:  
Commencing at the Southeast corner of said SE1/4-SW1/4; thence on an assumed bearing of North 04 degrees 26 minutes 14 seconds West along the East line of said SE1/4-SW1/4 a distance of 940.00 feet; thence North 89 degrees 50 minutes 07 seconds West, 117.65 feet to the Westerly Right of Way line of State Trunk Highway No. 65 and also being the Point of Beginning; thence North 89 degrees 50 minutes 07 seconds West 484.35 feet; thence North 04 degrees 26 minutes 14 seconds West, 376.42 feet to the North line of said SE1/4-SW1/4; thence South 89 degrees 38 minutes 51 seconds East along last said line a distance of 477.84 feet to said Westerly Right of way; thence South 05 degrees 26 minutes 48 seconds East along said Right of Way, 375.44 feet to the Point of Beginning

SEE SHEET 2 OF 2 FOR DRAWING

**SIGNIFICANT OBSERVATIONS**

- A** SHED CROSSES PROPERTY LINE
- B** BUILDINGS AND SHEDS CROSS OVER R-2 ZONE SETBACK LINES



**ZONING INFORMATION**

Source of Information: ARMADA ANALYTICS			
Prepared For: CAPITAL ONE, N.A. AND FREDDIE MAC			
Address: 18164 HIGHWAY 65 NORTHEAST, EAST BETHEL, MN 55011			
JOB NO.: 245563		DATED: OCTOBER 7, 2021	
Zoning District(s): R-2, SINGLE-FAMILY AND TOWNHOUSE RESIDENTIAL; B-3 HIGHWAY COMMERCIAL			
<b>Building Setback Requirements</b>			
	Required	Required	Notes
Front	30'	40'	
Interior Side	10'	10'	
Rear	25'	60'	
<b>Parking Tabulation</b>			
	Observed	Required	Notes
Regular Spaces	N/A	356	See Zoning Report for Parking Formula
Handicapped Spaces	N/A	N/A	
Total Parking Spaces	N/A	356	
<b>Height Restrictions</b>			
	Observed	Max. Allowed	Notes
Maximum Height	20' (2 Stories)	30' (3 Stories)	
<b>Bulk Restrictions</b>			
	Required	Required	Notes
Building Coverage (max.)	50%	80%	

**FLOOD NOTE**

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE X & ZONE A OF THE FLOOD INSURANCE RATE MAP, NUMBER 27003C0215E, EFFECTIVE ON 12/16/2015. PROPERTY IS PARTIALLY IN A SPECIAL FLOOD HAZARD AREA. AS SHOWN ON THE FEMA WEBSITE (HTTP://MSC.FEMA.GOV). NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE. AND A FLOOD ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

**PROJECT REVISION RECORD**

DATE	DESCRIPTION	DATE	DESCRIPTION
09/30/2021	FIRST DRAFT	10/28/2021	CLIENT COMMENTS
10/05/2021	NETWORK COMMENTS	11/01/2021	CLIENT COMMENTS
10/06/2021	CLIENT COMMENTS	11/05/2021	CLIENT COMMENTS
10/11/2021	REVISED TITLE	11/10/2021	CLIENT COMMENTS
10/13/2021	CERT PARTIES		
FIELD WORK: 09/28/2021	DRAFTED: 09/30/2021	CHECKED BY: KJK	FB & PG:

**LEGAL**

THIS SURVEY WAS PREPARED FOR THE PURPOSE OF THIS REAL ESTATE TRANSACTION ONLY AND NO FURTHER PARTIES OTHER THAN THOSE CERTIFIED ABOVE SHALL RELY ON IT FOR ANY OTHER PURPOSE OR TRANSACTION

**RECORD DESCRIPTION**

Real property in the City of Cedar, County of Anoka, State of Minnesota, described as follows:

**Tract 1:**  
That part of Outlot A, T & G FIRST ADDITION, Anoka County, Minnesota described as commencing at the Southeast corner of said Outlot A; thence North 89 degrees 38 minutes 51 seconds West, assumed bearing, along the South line of said Outlot A a distance of 545.94 feet to the point of beginning; thence North 05 degrees 43 minutes 50 seconds West 147.04 feet; thence North 02 degrees 01 minutes 23 seconds West 65.15 feet; thence North 86 degrees 01 minutes 51 seconds West 675.23 feet to the West line of the Northeast Quarter of the Southwest Quarter of Section 32, Township 33, Range 23, Anoka County, Minnesota; thence South 04 degrees 34 minutes 09 seconds East along said West line 255.44 feet to said South line of Outlot A; thence South 89 degrees 38 minutes 51 seconds East along said South line 672.92 feet to the point of beginning.

**Tract 2:**  
That part of the Southeast Quarter of the Southwest Quarter of said Section 32, Township 33, Range 23, described as follows:  
Beginning at the Southeast corner of the Southeast Quarter of the Southwest Quarter of said Section 32; thence Westerly along the South line of said Section to a point which is 50 feet West of the East line of said Southwest Quarter of the Southwest Quarter as measured at right angles thereto; thence continue Westerly on said South line a distance of 726 feet; thence North and parallel to the East line of said Southeast Quarter of the Southwest Quarter a distance of 600 feet; thence West and parallel to the South line of said Southeast Quarter of the Southwest Quarter to the West line of said Southeast Quarter of the Southwest Quarter; thence North on said West line to the Northwest corner of said Southeast Quarter of the Southwest Quarter; thence East on the North line of said Southeast Quarter of the Southwest Quarter to a point which is 602 feet West of the East line of said Southeast Quarter of the Southwest Quarter as measured parallel to the South line of said Southeast Quarter of the Southwest Quarter; thence Southerly on a line parallel to the East line of said Southeast Quarter of the Southwest Quarter and to a point which is 940 feet North of the South line of said Southeast Quarter of the Southwest Quarter as measured parallel to the East line of said Southeast Quarter of the Southwest Quarter; thence East and parallel to the South line of said Southeast Quarter of the Southwest Quarter and to the East line thereof; thence South on the East line of said Southeast Quarter of the Southwest Quarter to the point of beginning. Except part located within the right-of-way of State Trunk highway No. 65.

**Tract 3:**  
The Northwest Quarter of the Southwest Quarter of Section 32, Township 33, Range 23, except the North 308.64 feet of the Northwest Quarter of the Southwest Quarter of Section 32, Township 33, Range 23 in Anoka County, Minnesota, and except all of the East 263 feet of said Northwest Quarter of the Southwest Quarter except the North 308.64 feet thereof except from said exception the West 57.79 feet of the East 263 feet of the South 296 feet of said Northwest Quarter of the Southwest Quarter.

**Tract 4:**  
That part of the Southeast Quarter of the Southwest Quarter, Section 32, Township 33, Range 23, Anoka County, Minnesota, described as follows:  
Beginning at a point on the East line of the said Southeast Quarter of the Southwest Quarter 940 feet North of the Southeast corner thereof; thence West parallel with the South line of said Southeast Quarter of the Southwest Quarter a distance of 602 feet; thence North on a line parallel with the East line of said Southeast Quarter of the Southwest Quarter to the North line of said Southeast Quarter of the Southwest Quarter; thence East on said North line to the said East line; thence South along said East line to the point of beginning; except that part which lies Easterly of a line run parallel with and distant 225 feet Westerly of the following described line:  
Beginning at a point on the South line of said Section 32, distant 125.1 feet East of the South quarter corner thereof; thence run Northerly at an angle of 84 degrees 16 minutes with said South Section line (when measured from West to North) for 1500 feet and there terminating.

**Tract 5:**  
Non-exclusive roadway access and sanitary sewer easements as granted, limited and defined in Deeds recorded February 18, 1976 as Document No. 441036 and February 2, 1983 as Document No. 606519 as clarified by Agreement for Relocation of Roadway Easement (explicitly excluding the license) recorded June 29, 2020 as Document No. 2267649.001.

(Abstract property)

**Tract 5:**  
Non-exclusive roadway access and sanitary sewer easements as granted, limited and defined in Deeds recorded February 18, 1976 as Document No. 441036 and February 2, 1983 as Document No. 606519 as clarified by Agreement for Relocation of Roadway Easement (explicitly excluding the license) recorded June 29, 2020 as Document No. 2267649.001.

THE LANDS SURVEYED, SHOWN AND DESCRIBED HEREON ARE THE SAME LANDS AS DESCRIBED IN THE TITLE COMMITMENT PROVIDED BY FIRST AMERICAN TITLE INSURANCE COMPANY, FILE NO. NCS-1083697-CH2, DATED AUGUST 20, 2021.

**ALTA/NSPS LAND TITLE SURVEY**

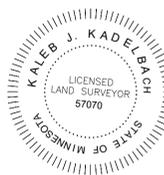
for  
**Village Green North**  
NV5 Project No. 202104933-001  
18164 Highway 65 Northeast, East Bethel, MN

**BASED UPON TITLE COMMITMENT NO. NCS-1083697-CH2 OF FIRST AMERICAN TITLE INSURANCE COMPANY BEARING AN EFFECTIVE DATE OF 08/20/21**

**Surveyor's Certification**

To: Village Green MHC LLC, First American Title Insurance Company, Capital One, National Association; Federal Home Loan Mortgage Corporation and its successors and/or assigns; Continental Acquisition Corporation, an Illinois corporation; and Bock & Clark Corporation, an NV5 Company.

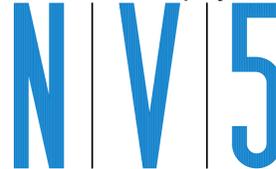
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6a, 6b, 7a, 7b1, 7c, 8, 9, 13, 14, 16, 17, and 19 of Table A thereof. The field work was completed on 9/28/2021



*Kaleb J. Kadelbach*  
11/16/2021  
DATE  
KALEB KADELBACH  
REGISTRATION NO. 57070  
IN THE STATE OF MINNESOTA  
DATE OF FIELD SURVEY: SEPTEMBER 28, 2021  
DATE OF LAST REVISION: NOVEMBER 10, 2021  
NV5 NETWORK PROJECT NO. 202104933-001 RRF

SHEET 1 OF 3

**Bock & Clark Corporation**  
an NV5 Company



**Transaction Services 1-800-SURVEYS (787-8397)**  
3550 W. Market Street, Suite 200, Akron, Ohio 44333

www.BockandClark.com mayhelpyou@bockandclark.com www.NV5.com

**SURVEY • ZONING • ENVIRONMENTAL • ASSESSMENT**



Now or Formerly:  
T & G LAND INC  
Tax: 16-32-33-23-31-0008

Now or Formerly:  
KEVIN WESTERLUND  
Tax: 16-32-33-23-34-0006

Now or Formerly:  
JAMES & MARCIA RASMUSSEN  
Tax: 16-32-33-23-33-0012

Now or Formerly:  
DITCH MAINTENANCE RESERVATION  
PER DOC. NO. 2044760.001

Now or Formerly:  
CAMERON HOCHHALTER  
Tax: 16-32-33-23-35-0014

Now or Formerly:  
GARY & MANOJ CHILSTROM  
Tax: 16-32-33-23-35-0015

Now or Formerly:  
STREET, DRAINAGE AND UTILITY  
EASEMENT PER DOC. NO. 2044760.002

Now or Formerly:  
JAMES & MARCIA RASMUSSEN  
Tax: 16-32-33-23-33-0012

Now or Formerly:  
D. 476057

Now or Formerly:  
COUNTRY DITCH NO. 28  
BRANCH

Now or Formerly:  
T & G LAND INC  
Tax: 16-32-33-23-31-0008

Now or Formerly:  
JAMES & MARCIA RASMUSSEN  
Tax: 16-32-33-23-33-0012

Now or Formerly:  
SE CORNER OUTLOT A  
P.O.B. TRACT 1

Now or Formerly:  
CAMERON HOCHHALTER  
Tax: 16-32-33-23-35-0014

Now or Formerly:  
D. 476057

Now or Formerly:  
2 STORY BUILDING  
1,825 SQ. FT. BLDG FOOTPRINT

Now or Formerly:  
CAMERON HOCHHALTER  
Tax: 16-32-33-23-35-0014

Now or Formerly:  
D. 476057

Now or Formerly:  
1 STORY BUILDING  
1,130 SQ. FT. BLDG FOOTPRINT

Now or Formerly:  
CAMERON HOCHHALTER  
Tax: 16-32-33-23-35-0014

Now or Formerly:  
D. 476057

Now or Formerly:  
1 STORY BUILDING  
1,816 HWY 65 NE (POSTED)  
685 SQ. FT. BLDG FOOTPRINT

Now or Formerly:  
CAMERON HOCHHALTER  
Tax: 16-32-33-23-35-0014

Now or Formerly:  
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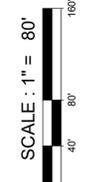
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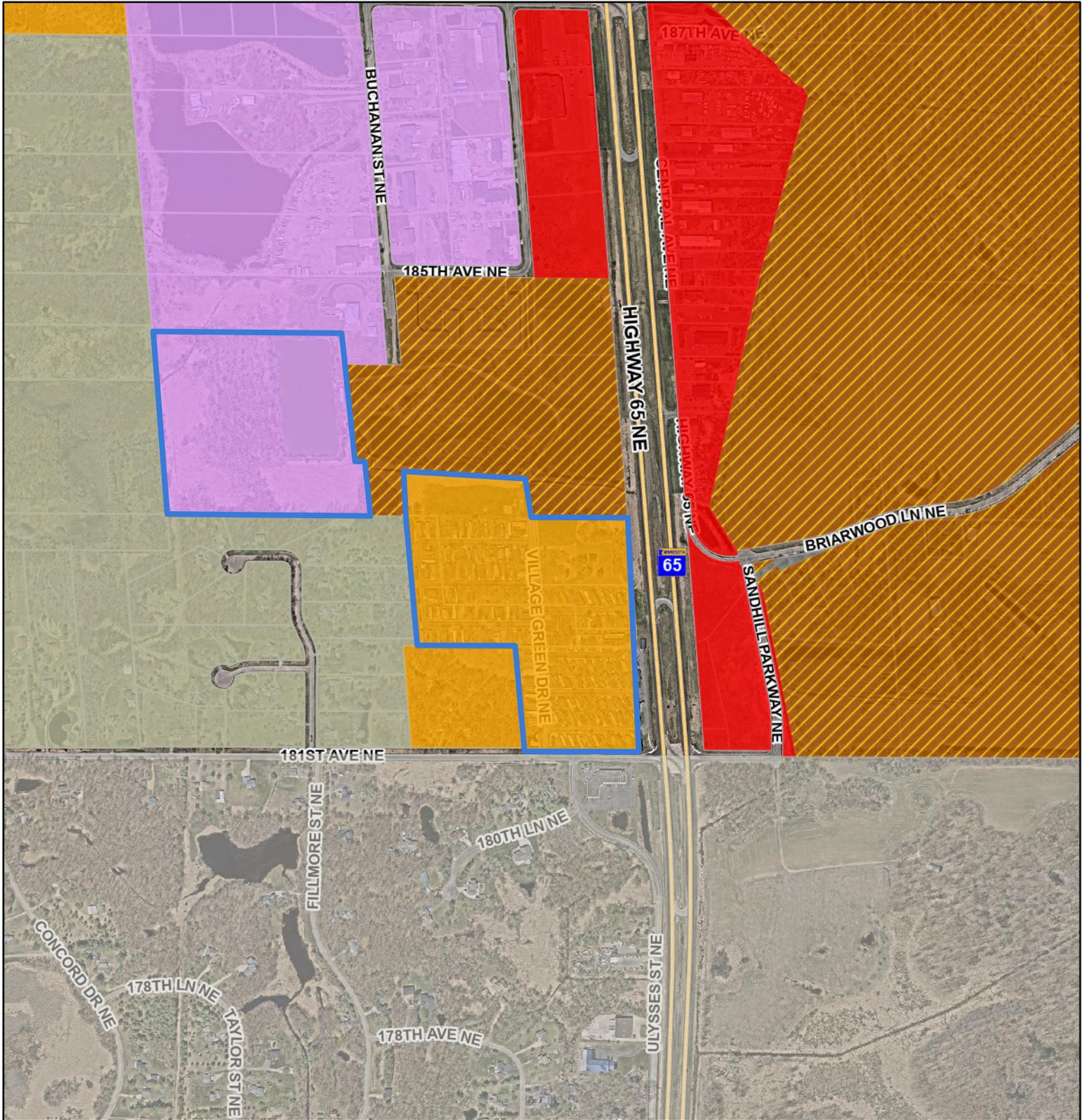
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www.BockandClark.com maywehelpyou@bockandclark.com www.NV5.com

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# Future Land Use- Cedarwood Concept



## Landuse

### Future Land Use

- AGRICULTURAL
- RURAL RESIDENTIAL
- COON LAKE
- LOW DENSITY RES
- HIGH DENSITY RES

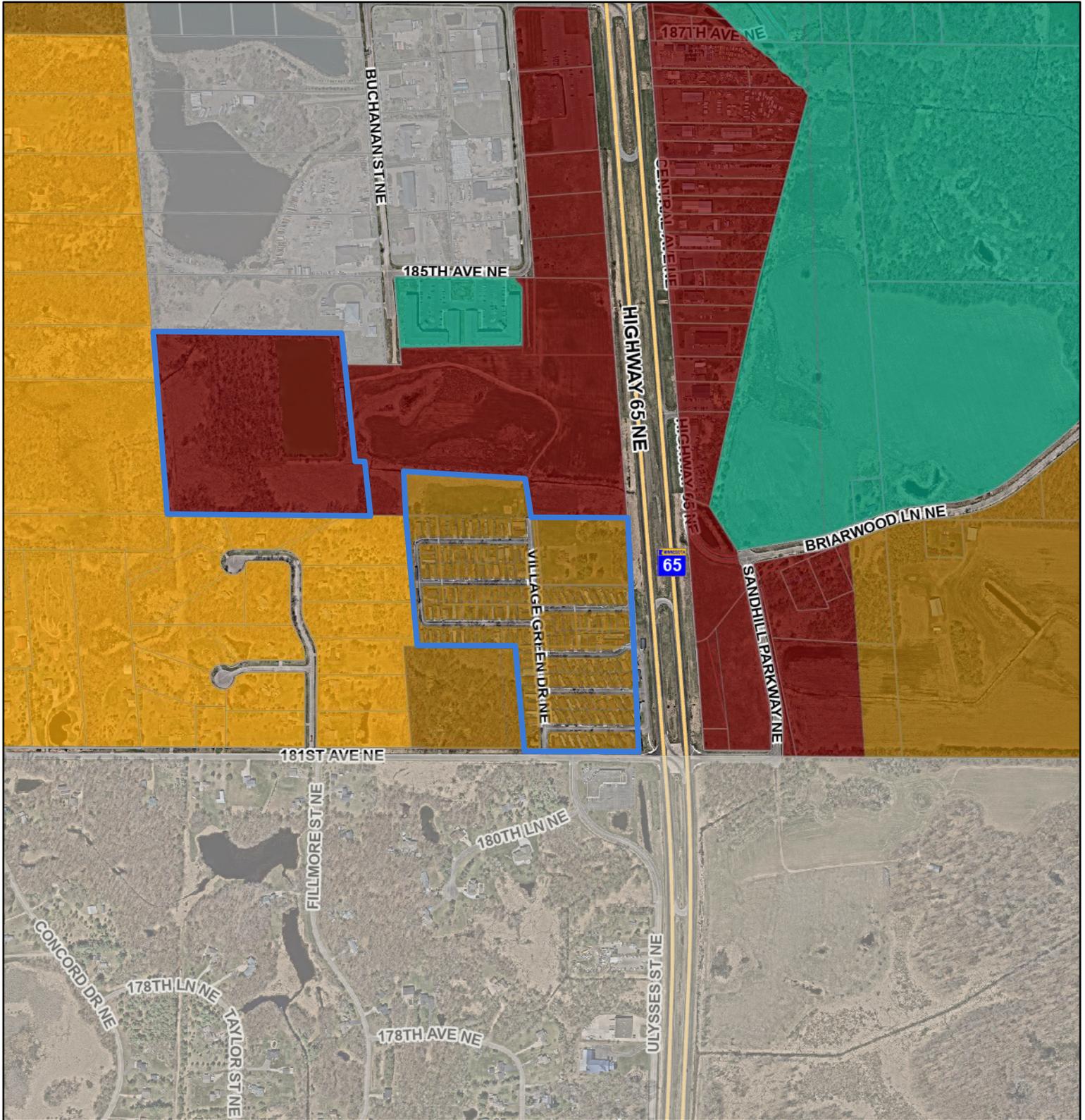
- MEDIUM DENSITY RES
- MIXED USE
- FUTURE GROWTH AREA
- LIGHT INDUSTRIAL
- MED INDUSTRIAL
- LIMITED BUSINESS
- COMMERCIAL

- PARK/NAT. AREA
- PUBLIC
- ROW
- Parcels
- City Mask

1 inch equals 1,054 feet



# Zoning- Cedarwood Concept



## Current Zoning

 A - Agriculture	 CL - Coon Lake
 B-1 - Limited Business	 Public/Institutional
 B-2 - Central Business	 Park/Open Space
 B-3 - Highway Commercial	 Natural Area
 I - Light Industrial	 ROW
 MXU - Mixed Use	 Water
 RR - Rural Residential	 City Mask
 R-1 - Single Family Residential	 R-2 - Single Family & Townhome Residential

1 inch equals 1,054 feet



City of East Bethel  
City Council Meeting  
Agenda Item Information



Date: January 12, 2026

Agenda Item Number: 8.0 G.1

Agenda Item: 2026 Commission/Committee/Liaison Assignments

**Background Information:**

Assignments of City Councilpersons to Commissions, Committees, Authorities, WMO's and other public advisory boards as liaisons or members are recommended by the mayor and confirmed by the City Council. The following are the Commission, Authority, Committee and appointed positions recommended by Mayor Anderson for consideration:

**Acting Mayor:** The Acting Mayor performs the duties of the mayor in his absence. Councilmember Miller is recommended for appointment to this position for 2026.

**Commission Assignments:** The Planning and Parks Commissions have a Council Member assigned as a liaison non-voting member. The purpose is to provide a direct link and communication between the Council and Commissions and historical perspective to issues and items affecting those Commissions. Councilmember Miller is recommended for appointment as the Council Liaison to the Parks Commission for 2026. The Parks Commission meets on the second Tuesday of the month or as needed.

Councilmember Erkel is recommended for appointment as the Council Liaison to the Planning Commission for 2026. The Planning Commission meets on the fourth Tuesday of the month or as needed.

**Fire Department:** Councilmember Smith is recommended for appointment as the Council Liaison to the Fire Department for 2026. The Fire Department has training sessions and staff meetings every Monday unless otherwise noticed.

**Police Department:** A Council Member is assigned as the Liaison to the Anoka County Sheriff's Department. Councilmember Smith is recommended for this liaison position. Meetings are scheduled as needed.

**Sunrise River and Upper Rum River Water Management Organizations (WMO's):** The City is statutorily required to participate in the watershed management organizations (WMO's) to review, develop and approve water management plans and budgets for the basin area. The city belongs to both the Upper Rum River WMO and the Sunrise River WMO. The city appoints a Council Member and a citizen member to each WMO. The WMO's meet bi-monthly with notices provided in advance of the meeting with agenda materials.

Councilmember Mundle is recommended for the 2026 appointment as the Council representative to the SRWMO and Councilmember Miller is recommended as the Council representative on the URRWMO.

Leon Mager is recommended for reappointment as the citizen member to the SRWMO.

Radja Lohse is recommended for reappointment as the citizen member to the URRWMO.

**Finance Committee:** This committee meets as necessary to provide recommendations for budget development or other City financial matters. Two Council Members are appointed to this Committee.

Mayor Anderson and Councilmember Miller are recommended for the 2026 appointees to this Committee.

**Booster Day Committee:** This committee meets monthly, and consists of members of service organizations and citizen volunteers. The committee feels that only one councilperson is needed for the liaison but welcomes the attendance of any other Council member. Councilmember Mundle is recommended for the 2026 appointment to the Booster Day Committee.

**Anoka County-Blaine Airport Advisory Commission:** The City is a member of the Anoka County-Blaine Airport Advisory Commission. Membership on the Commission enables the City to keep abreast of developments at the airport as they relate to economic development through access to general aviation facilities. The Commission is advisory only and there are no dues or costs to the City to belong. This Commission meets on a bi-annual schedule. Councilmember Erkel is recommended for the Council Member 2026 reappointment. In addition to the liaison selection, Councilperson Mundle is recommended as an alternate to this group.

**North TH 65 Highway Coalition:** The City of East Bethel joined a Coalition of Cities, Counties and Townships along Trunk Highway 65 from Blaine to and including Kanabec County in September 2006 to support and lobby for transportation improvements within this corridor. The Coalition meets bi-monthly at the Isanti County Government Center in Cambridge. Per the by-laws of the Coalition, a non-elected official can be appointed to the Coalition Board.

It is recommended that Councilmember Mundle and the City Administrator be appointed to the North TH 65 Highway Coalition for 2026.

**Personnel Committee:** The City created a personnel committee on March 22, 2021 to review matters relating to policies and practices, compensation and benefits, labor relations and collective bargaining, employee relations, staffing and organizational structure, and advise the Council on these issues. Mayor Anderson and Councilmember Smith are recommended for the 2026 appointments to this committee.

**Nexus Community Advisory Board:** The City of East Bethel supported the relocation of Nexus Family Healing and has expressed interest in appointing a representative to a community advisory board. Councilmember Smith is recommended for the 2026 appointment, with Councilmember Miller as an alternate.

**Attachment(s):**

Attachment 1 – Proposed 2026 Commission/Committee/Liaison list

**Fiscal Impact:** Council members/Staff receive no additional compensation for liaison or committee appointments.

**Recommendation(s):** Mayor Anderson has recommended the appointments as listed in Attachment 1 and as described above and requests approval from Council for these assignments.

**2026 Commission/Committee Proposed Assignments**

<b>Commission/Committee</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Acting Mayor	Harrington	Mundle	Miller	Miller	Miller
Park Commission	McLaurin	Miller	Miller	Miller	Miller
Planning Commission	Mundle	Lewis	Smith	Mundle	Erkel
Sunrise River WMO	Harrington	Harrington	Mundle/Miller	Mundle	Mundle
				Miller (alt)	Miller (alt)
Upper Rum River WMO	Harrington	Miller	Miller	Miller	Miller
Fire Department Liaison	Harrington	Smith	Smith	Smith	Smith
Police Liaison	Voss	Smith	DeRoche	Smith	Smith
Booster Day Committee	Erkel	Harrington	Miller	Mundle	Mundle
Finance Committee (2)	Voss	Harrington	Lewis	Miller	Miller
	McLaurin	Lewis	DeRoche	Erkel	Anderson
Anoka County-Blaine Airport Comm	Erkel/DuCharme	Lewis/Erkel	Mundle/Erkel	Erkel	Erkel
				Mundle (alt)	Mundle (alt)
TH 65 Coalition (2)	Mundle	Mundle	Mundle	Mundle	Mundle
	Davis	Davis	Look	Look	Look
Personnel Committee (2)	Voss	Harrington	Lewis	Anderson	Anderson
	Erkel	Lewis	DeRoche	Smith	Smith
Nexus			Smith	Smith	Smith
			Miller Alt	Miller (alt)	Miller (alt)
East Bethel Seniors				Erkel	Erkel
<b>Citizen Appointments</b>					
Upper Rum River WMO	Radja Lohse	Radja Lohse	Radja Lohse	Radja Lohse	Radja Lohse
Sunrise River WMO	Leon Mager	Leon Mager	Leon Mager	Leon Mager	Leon Mager