

Monday, August 17, 2026, 7:00 PM
Howard Lake City Hall - 625 8th Ave.

AGENDA

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Approval of Agenda**
Any additions, deletions, modifications to the agenda will be done at this time.
- D. Citizen Input**
- E. Consent Agenda**
 - a. Consider Accepting all Reports & Payment of Claims.
 - b. Consider approving the Minutes from the Howard Lake Special City Council Meeting on August 3, 2026.
- F. Presentations, Public Hearings & Related Approvals**
- G. New Business**
 - a. Consider Traffic Calming Efforts on Imhoff Avenue.
 - b. Consider Resolution 26-17 Approving Various Fund Transfers.
 - c. Consider Resolution 26-18 Terminating Development Agreement
 - d. Consider Resolution 26-19 Terminating Development Agreement.
 - e. Consider Resolutions Modifying Utility Rates.
- H. Old Business**
- I. Administrator's Report**
- J. Department Reports**
- K. Council/Committee Report**
- L. Adjourn**

The City Council will adjourn to a Workshop following the regular meeting.

CITY OF HOWARD LAKE

CLAIMS & DONATIONS APPROVED

DATE - August 17, 2026

GENERAL FUND	CHECKS: 66160-66239	\$836,398.48
PAYROLL	27839-27845, 505151-505210	\$70,677.43
ELECTRONIC	2262-2269	\$40,439.34
TOTAL		\$947,515.25

AMBULANCE CLMS	CHECKS: 6336-6345	\$6,966.65
ELECTRONIC		
TOTAL		\$6,966.65

INTERNAL REVENUE SERVICE	07/21/26	\$9,806.92
MN DEPT OF REVENUE	07/21/26	\$2,025.95
PERA	07/21/26	\$8,615.37
LEAP-WEX	07/21/26	\$1,175.06
INTERNAL REVENUE SERVICE	08/07/26	\$10,912.32
MN DEPT OF REVENUE	08/07/26	\$2,069.15
PERA	08/07/26	\$4,659.51
LEAP-WEX	08/07/26	\$1,175.06
HUGGETT, NOEL LEE	07/24/26	\$225.79
BONNICK, STEVEN	07/24/26	\$384.48
DICKENS, CHRISTENA M	08/07/26	\$304.75
DRUSCH, JACOB D	08/07/26	\$138.52
HUGGETT, NOEL LEE	08/07/26	\$116.32
BONNICK, STEVEN	08/07/26	\$338.70
CHRISTENSEN, THOMAS	08/07/26	\$118.33
4815 EXCELSIOR LLC	07/22/26	\$150.00 THC Products
CAPITOL BEVERAGE SALES	07/22/26	\$5,182.01 Credits on beer
COURI, & RUPPE, P.L.L.P.	07/22/26	\$1,500.00 General Legal Fees June 2026
CR ELECTRIC	07/22/26	\$1,650.25 Repairs to conduit at Marathon station
DAHLHEIMER BEVERAGE GREEN ISLE	07/22/26	\$6,150.10 Credit on Twisted Tea Light
DEITER, CHASE	07/22/26	\$102.95 Mileage reimbursement
EARL F ANDERSON, INC	07/22/26	\$246.90 Signage for compost site
EARTHLINK INC	07/22/26	\$25.34 Email for fire/ambulance
EZ DOCK & LIFT LLC	07/22/26	\$238.00 Dock Installation
GB LAND LLC	07/22/26	\$36,253.23 Terner Trails Phase 2 TIF 1st half pay 2026
JOE'S SPORT SHOP	07/22/26	\$1,073.21 Slip #16932 Fuel for PW
JOHNS COLLISION LLC	07/22/26	\$777.21 Repairs on 2016 Tahoe for PD
MENARDS-BUFFALO	07/22/26	\$45.52 Posts for signage at compost site
MN RURAL WATER ASSN	07/22/26	\$930.05 Membership for Sept 2026-Aug 2027
NCPERS GROUP LIFE INS	07/22/26	\$48.00 Premiums for Aug 2026
PAUMEN COMPUTER SERVICES, LLC	07/22/26	\$1,775.00 Scheduled Tech Support and Support Tickets
THE LODGE OF HOWARD LAKE, LLC	07/22/26	\$11,203.82 The Lodge TIF Agreement 1st half pay 2026
XCEL ENERGY	07/22/26	\$170.63 Account 51-0014748109-1 HL Library
ZITZLOFF AUTO REPAIR	07/22/26	\$528.00 Tires and mount for the PW Lawnmower
ZITZLOFF SNOW PLOWING LLC &	07/22/26	\$170.00 Irrigation start up and repair
CUSTOMIZED FIRE RESCUE TRNG	07/22/26	\$1,835.00 NFPA 180 Hour Course
DSC COMMUNICATIONS	07/22/26	\$509.00 Repairs on radio for fire truck
MES SERVICE COMPANY LLC	07/22/26	\$143.82 Jumbo lock x2
MN FIRE SERVICE CERT BOARD	07/22/26	\$784.75 C. Dickens Firefighter certification
SCHUELKE, ANDREW	07/22/26	\$1,515.11 Reimbursement for mileage for training classes
MADDEN GALANTER HANSEN	07/24/26	\$0.00 Reissued as Check #66186
MADDEN GALANTER HANSEN	07/24/26	\$164.50 Was Ck#66185
ADVANCED POWER SERVICES, INC	07/30/26	\$540.00 HS Lift Station Battery Replacement & Service Call
AMAZON CAPITAL SERVICES	07/30/26	\$268.60 Trash Bags-City Hall
ARTISAN BEER COMPANY	07/30/26	\$427.28 Credit on Products
BELLBOY CORPORATION	07/30/26	\$1,658.44 Margarita Salt
CAPITOL BEVERAGE SALES	07/30/26	\$6,152.50 Credit on beer

CENTERPOINT ENERGY	07/30/26	\$259.51 Acct # 8000016347-9 817 7th Street
CENTURYLINK	07/30/26	\$682.12 Elevator City Hall
DAHLHEIMER BEVERAGE GREEN ISLE	07/30/26	\$9,711.84 Surly Furious
EZ DOCK & LIFT LLC	07/30/26	\$1,376.25 Bumpers for the dock and install
GREYSTONE CONSTRUCTION COMPANY	07/30/26	\$14,854.14 New cover for salt shed
IUOE LOCAL 49 FRINGE BENEFIT F	07/30/26	\$200.00 September HRA Premiums
IUOE LOCAL 49 FRINGE BENEFIT F	07/30/26	\$6,700.00 September Insurance Premiums
JOHNSON BROTHERS LIQUOR CO.	07/30/26	\$4,720.08 Credit on BuzzBallz
LATOUE CONSTRUCTION, INC	07/30/26	\$607,580.87 Pay App #10 Street Project
MEDIAUSA	07/30/26	\$395.00 Advertising for South Shore Event Center
NELSON ELECTRIC MOTOR REPAIR	07/30/26	\$525.00 Repairs on lift #2
PAUSTIS WINE COMPANY	07/30/26	\$132.00 Winehaven Wines
PHILLIPS WINE & SPIRITS	07/30/26	\$1,106.76 Black Cherry Syrup
THE HOME CITY ICE COMPANY	07/30/26	\$334.20 Ice for HLWS
TIMMYS PUB CLUB, LLC	07/30/26	\$40.00 Tap and Line Cleaning SSEC
T-MOBILE	07/30/26	\$357.46 Acct #973663744 - August Billing
VALUE REFRIGERATION	07/30/26	\$560.00 Repairs on ice box in store
VERIZON	07/30/26	\$120.03 Acct #342365904-00001
VINOCOPIA, INC	07/30/26	\$327.50 Misc Liquor
VISA	07/30/26	\$3,674.53 PD Business Cards
ABDO LLP	08/05/26	\$5,942.80
BREAKTHRU BEVERAGE	08/05/26	\$997.32 Monaco cocktails
C & C EMBROIDERY	08/05/26	\$394.00 Apparel-Administrator
CAPITOL BEVERAGE SALES	08/05/26	\$1,266.92 Misc Beer
CENTERPOINT ENERGY	08/05/26	\$173.84 Acct #5961454-5 625 8th Ave
DAHLHEIMER BEVERAGE GREEN ISLE	08/05/26	\$8,595.95 N/A Products
EARL F ANDERSON, INC	08/05/26	\$96.75 Slow Down Children Sign
GRAHAM MOVING	08/05/26	\$1,835.00 Packing Materials at Treatment Plant
NICK HAGGENMILLER	08/05/26	\$365.00 August Cell Allowance
HAWKINS, INC	08/05/26	\$3,637.83 Chemicals and freight for water testing
HERALD JOURNAL PUBLISHING	08/05/26	\$269.50 HJ PH July 15
IUOE LOCAL 49 FRINGE BENEFIT F	08/05/26	\$64.00 July Monthly Dues
JOE'S SPORT SHOP	08/05/26	\$1,778.17 Slip #16936 Fuel for PW
KOOSMAN, ANDREW	08/05/26	\$65.00 Monthly Cell Phone Allowance-August
MYRA LAWAY	08/05/26	\$65.00 Monthly Cell Allowance-August
LEAGUE OF MN CITIES INS TRUST	08/05/26	\$4,602.00 Workers Comp Coverage Premium
JARED MERGES	08/05/26	\$65.00 Monthly Cell Allowance-August
METRO WEST INSPECTION SER INC	08/05/26	\$541.64 Finalized Permits July 2026
MIDWEST MACHINERY CO	08/05/26	\$2,960.54 Chains for PW
MUMFORD SANITATION	08/05/26	\$12,491.07 COMPOST LEASE
NORTH FORK CUSTOM MEATS LLC	08/05/26	\$209.65 Hamburger for 2026 National Night Out
JIM OTTENSTROER	08/05/26	\$65.00 Cell Allowance-August
CLAYTON PRESTIDGE	08/05/26	\$65.00 Cell Allowance-August
REMER, TANYA	08/05/26	\$165.00 Monthly Phone Stipend-August
ERIC STOLL	08/05/26	\$65.00 Monthly Phone Stipend-August
THEISEN, MEAGAN	08/05/26	\$215.00 Cell Allowance-August
WASTEWATER COMMISSION	08/05/26	\$53,129.99 June usage Total City Discharge

WRIGHT COUNTY FINANCE DEPARTME	08/05/26	\$400.00 TIF setup 1-25 Greens of Howard Lake
EASTMAN, KELLY L	07/24/26	\$64.51
HAGGENMILLER, NICHOLAS A	07/24/26	\$4,652.28
KOOSMAN, ANDREW	07/24/26	\$1,634.52
MERGES, JARED M	07/24/26	\$2,617.23
REMER, TANYA M	07/24/26	\$2,014.27
THEISEN, MEAGAN	07/24/26	\$2,620.32
ZANDER, SHARI	07/24/26	\$436.00
DEITER, CHASE	07/24/26	\$31.40
OTTENSTROER, JAMES D	07/24/26	\$1,958.85
PRESTIDGE, CLAYTON P	07/24/26	\$1,637.17
DAHL, LORI	07/24/26	\$110.00
HORSTMANN, REBECCA A	07/24/26	\$180.43
JENSEN, LUCAS	07/24/26	\$342.11
LAWAY, MYRA	07/24/26	\$2,585.60
MILLER, EDWARD M	07/24/26	\$291.17
SOTHAN, LAURIN B	07/24/26	\$492.64
VIRNALA, TASIA, R	07/24/26	\$484.19
CHAFFINS, GORDON	07/24/26	\$118.33
HARTNECK, SEAN M.	07/24/26	\$253.96
JOHNSON, JACOB D	07/24/26	\$2,470.83
SZCZEPANIK, DARIUSZ J	07/24/26	\$2,837.17
THOMPSON, DAVID G	07/24/26	\$3,205.96
EASTMAN, KELLY L	08/07/26	\$121.43
HAGGENMILLER, NICHOLAS A	08/07/26	\$4,652.28
HAKALA, CURTIS L	08/07/26	\$292.04
KOOSMAN, ANDREW	08/07/26	\$1,669.34
MERGES, JARED M	08/07/26	\$2,617.23
REMER, TANYA M	08/07/26	\$2,042.09
THEISEN, MEAGAN	08/07/26	\$2,620.32
ZANDER, SHARI	08/07/26	\$686.12
OTTENSTROER, JAMES D	08/07/26	\$1,853.86
PRESTIDGE, CLAYTON P	08/07/26	\$1,637.17
BALDWIN, ALIC	08/07/26	\$235.49
BRAVINDER, SETH Z	08/07/26	\$55.41
DRUSCH, ZACHARY R.	08/07/26	\$415.57
ELMER, DANIEL J	08/07/26	\$110.82
HOLMQUIST, JORDAN R	08/07/26	\$27.70
KING, ELLIOTT	08/07/26	\$443.28
KITTOCK, BRIAN	08/07/26	\$249.34
KITTOCK, NICOLE D	08/07/26	\$128.52
LOEBERTMANN, AMANDA G	08/07/26	\$609.51
LOEBERTMANN, CRAIG	08/07/26	\$498.69
MAGES, ALEX	08/07/26	\$138.52
PETERSON, DAVID T	08/07/26	\$387.87
SCHUELKE, ANDREW L	08/07/26	\$831.15
STOLL, ERIC	08/07/26	\$304.75

STUEVEN, MARK J	08/07/26	\$83.11
WIECH, KYLE	08/07/26	\$27.70
DAHL, LORI	08/07/26	\$269.96
HORSTMANN, REBECCA A	08/07/26	\$280.71
JENSEN, LUCAS	08/07/26	\$385.95
LAWAY, MYRA	08/07/26	\$2,603.77
MILLER, EDWARD M	08/07/26	\$267.02
SOTHAN, LAURIN B	08/07/26	\$287.38
VIRNALA, TASIA, R	08/07/26	\$491.02
CHAFFINS, GORDON	08/07/26	\$1,180.13
JOHNSON, JACOB D	08/07/26	\$2,461.33
PREUSSE, MITCHELL D	08/07/26	\$1,001.89
SZCZEPANIK, DARIUSZ J	08/07/26	\$2,837.17
THOMPSON, DAVID G	08/07/26	\$3,205.96
		\$947,515.25

ALLINA HEALTH EMS	07/22/26	\$600.00 E. Hambor service 4.20.26
CITY OF HOWARD LAKE	07/22/26	\$4,530.00 June 2026 Ambulance Pay
CM2 SUPPLY	07/22/26	\$87.14 Medical Supplies
JOE'S SPORT SHOP	07/22/26	\$499.82 Fuel for Amb
KEAVENY PHARMACY	07/22/26	\$56.20 Account #33675
RIDGEVIEW MEDICAL CENTER	07/22/26	\$800.00 S. Cloose Ambulance Assist 5.17.26 -Acct 890003687
STRATEGIC BILLING ENTERPRISE	07/22/26	\$101.85 Amb Billing Fees May 2026
T-MOBILE	07/30/26	\$49.19 Hot spot for fire/ambulance
VISA	07/30/26	\$210.25 Fuel for Amb
VISA	07/30/26	\$32.20 Adobe Subscription
		\$6,966.65

CITY COUNCIL
MEETING MINUTES
CITY OF
HOWARD LAKE
— Est. 1878 —
AUGUST 3, 2026

Call to Order

Mayor Zimmerman called the meeting to order at 6:00 pm.

Pledge of Allegiance

Roll Call

Councilmembers Gilbert, Kutz, Deiter, Munson, and Mayor Zimmerman

Approval of Agenda

Council Member Kutz moved to approve the agenda as presented. The motion was seconded by Council Member Deiter and unanimously.

Citizen Input

None.

Consent Agenda

Mayor Zimmerman reviewed the items on the consent agenda.

Council Member Deiter moved to moved to approve the consent agenda. The motion was seconded by Council Member Gilbert and unanimously.

- a. **Consider approving Council Minutes from the July 20, 2026 Meeting.**
- b. **Consider Appointing Election Judges for 2026 Primary Election.**
- c. **Consider Resolution 26-13 Approving the Decertification of TIF 1-10.**

Presentations, Public Hearings & Related Approvals

- a. **Public Hearing PUD & Preliminary and Final Plat for Lake Golf Estates.**

Mayor Zimmerman closed the regular meeting and opened the public hearing at 6:05

Sparks reviewed the staff report, highlighting the PUD, Preliminary and Final Plat for Lake Golf Estates.

Council Member Munson arrived at 6:10 pm.

Mayor Zimmerman asked for clarification on the specifics of the TIF agreement.

Council Member Deiter asked for clarification on the original plat and the plat being

reviewed tonight.

Nathan Gunn addressed the Council and shared how they determine how many houses they need to make the development worth completing.

Christine Bowels - 5384 Imhoff Ave SW - asked for clarification on lot size, storm water management and price point. She expressed the need for more starter homes in Howard Lake.

The developers shared that they would be .18-.27 acre lots and the price points will range from \$300,000 - \$350,000.

Jesse Petit - 1020 Fairway Blvd. - He still has concerns about the water run off. His mom has always had a water issue in her basement. He thinks this is going to cause a larger water issue. He agrees with the need for more houses, but disappointed in the size of these lots. Traffic is going to be a bigger issue than it already is.

Randy Marschel - 1001 Fairway Blvd - asked if the city utilities can handle the additional homes. Also, shares traffic concerns and street improvements.

Mayor Zimmerman closed the public hearing at 7:06 pm.

New Business

- a. **Consider Various Approvals Related to Lake Golf Estates.**
 - 1. Consider Approving Resolution 26-14 Approving a Preliminary Plat for Lake Golf Estates Third Addition.**
 - 2. Consider Approving Ordinance 26-02 Establishing a PUD, Planned Unit Development District for Lake Golf Estates Third Addition.**
 - 3. Consider Approving Resolution 26-15 Approving a Final Plat for Lake Golf Estates Third Addition.**
 - 4. Consider Motion Approving Development/TIF Agreement.**
 1. Council Member Kutz moved to approve Resolution 26-14 - Approving a Preliminary Plat for Lake Golf Estates Third Addition. The motion was seconded by Council Member Deiter adding that drainage, traffic, and garbage concerns are met, and passed unanimously.
 2. Council Member Deiter moved to approve Ordinance 26-02 Establishing a PUD, Planned Unit Development District for Lake Golf Estates Third Addition. The motion was seconded by Council Member Gilbert and passed unanimously.
 3. Council Member Kutz moved to approve Resolution 26-15 Approving a Final Plat for Lake Golf Estates Third Addition. The motion was seconded by Council Member Gilbert and passed unanimously.
 4. Council Member Gilbert moved to approve the Development/TIF Agreement. The

motion was seconded by Council Member Deiter and passed unanimously.

b. Consider Resolution 26-16 Approving Modified Pay Application Process for WTP Project.

Haggenmiller reviewed the staff report and the process for approving the pay applications for the water treatment plant project.

Council Member Kutz moved to approve Resolution 26-16 Approving Modified Pay Application Process for WTP Project. The motion was seconded by Council Member Gilbert and Passed unanimously.

c. Consider Approving Construction Quotes for Public Works Facility.

Haggenmiller reviewed the staff report and shared the needs of making updates to the temporary space for public works.

Council Member Deiter moved to approve the construction quotes for public works facility from Ram. The motion was seconded by Council Member Munson and Passed unanimously.

Old Business

None.

Administrator's Report

None.

Department Reports

None.

Council/Committee Report

None.

Adjourn

Council Member Kutz moved to move to adjourn the meeting at 7:15 pm. . The motion was seconded by Council Member Gilbert and Passed unanimously.

Attest - City Administrator/Clerk

Mayor



HOWARD LAKE CITY COUNCIL MEETING

July 15, 2026

AGENDA ITEM: Consider Traffic Calming on Imhoff Avenue

SECTION: New Business

FROM: Megan Theisen, Assistant City Administrator

BACKGROUND: The City continues to receive complaints regarding vehicles traveling at excessive speeds on Imhoff Avenue SW. There is disagreement to whether or not there's an issue as well as how to resolve the matter. Police have done recent speed reads in the area and the fastest vehicle was measured at 35 mph, in the 30 mph zone. The speed sign has also been placed on Imhoff in the past and the PD has placed it on the road once again. While speeding concerns are not unique to this roadway and are received in other areas throughout the community, staff has been considering potential traffic-calming measures that could help encourage motorists to reduce their speeds.

One of the most common requests from residents is the installation of speed bumps. However, speed bumps are generally not a practical option for City streets in Minnesota due to winter snow removal operations. Permanent speed bumps can interfere with plowing and have the potential to damage snow removal equipment.

Another traffic-calming method is the use of pavement striping to visually narrow travel lanes. Narrower-appearing lanes can encourage drivers to reduce their speed by creating a more defined and constrained driving area. Staff requested a quote from Sir-Lines-A-Lot for striping Imhoff Avenue SW. The quote includes:

- **Base Bid – \$3,500**
 - Mobilization: \$1,500
 - 4,000 linear feet of 4-inch solid yellow paint: \$2,000
- **Optional White Line Striping – \$1,200 (We do not believe the road is wide enough to have fog lines)**
 - 8,000 linear feet of 4-inch solid white paint
- **Total with Base Bid and Optional Striping – \$4,700**

The quantities included in the quote are estimates, with final quantities to be invoiced based on actual work completed.

The City Council is asked to review the proposed striping and determine whether it would like to utilize pavement markings as a traffic-calming measure on Imhoff Avenue SW.

Options for consideration include:

1. Take no action and leave Imhoff Avenue SW in its current configuration.
2. Move forward with striping Imhoff Avenue SW, including determining whether to proceed with only the \$3,500 base bid.
3. Direct staff to investigate additional traffic-calming options for Imhoff Avenue SW and bring alternatives back to the City Council for future consideration.

FINANCIAL: The \$3,500 would exceed the amount remaining in the R&M Streets fund for 2026. We could consider splitting this amount between R&M Streets and the Street Materials fund to cover the total amount if we wish to move forward with this quote.

LEGAL: The City has received verbal threats of litigation on this issue. While parties pursue legal remedies, the city does not have inherent liability on this matter.

STRATEGIC PLAN: Strategic Initiative: Ensure a Safe and Healthy Community

COUNCIL ACTION REQUESTED: Review and discuss options to help reduce speeds on Imhoff Ave.

ATTACHMENTS: Quote from Sir-Lines-Alot



Sir Lines-A-Lot is an Equal Opportunity Employer

7175 Cahill Road - Edina, MN 55439
Phone: (952)-913-8382 Email: sales@linesalot.com
www.linesalot.com

PROPOSAL

To: City Of Howard Lake Address: 625 8th Ave Howard Lake, MN 55349	Contact: Phone: Email:
Project Name: City Of Howard Lake - Imhoff Ave SW Project Location: City Of Howard Lake, MN	Bid Number: H26-1009 Bid Date: 7/31/2026

Item #	Item Description	Estimated	Unit	Unit Price	Total Price
A. Base Bid					
1	MOBILIZATION	1.00	LS	\$1,500.00	\$1,500.00
2	4" SOLID LINE YELLOW PAINT	4,000.00	LF	\$0.50	\$2,000.00
Total Price for above A. Base Bid Items:					\$3,500.00
B. Optional					
3	4" SOLID LINE WHITE PAINT	8,000.00	LF	\$0.15	\$1,200.00
Total Price for above B. Optional Items:					\$1,200.00

Notes:

- 1. This quote includes **ONE** mobilization to complete the entire project. Additional, if requested, are **\$950.00** each.
- 2. Does not include any, brooming, late season markings, parking stall/trail striping, pavement marking removals, On-the-job training, or TERO taxes/fees.
- 3. Bond fee not included. If required, add 1.5% to total quote price.
- 4. No retainage.
- 5. Prices do NOT include paying Federal or State wages to our employees.
- 6. Quantities listed above are estimates only. Final quantities will be invoiced.
- 7. This quote is valid for up to 30 Days after Bid Date. Must receive signed quote or contract within this timeframe.
- ** For scheduling contact: Josh Thompson 763-360-5365 or josh.thompson@linesalot.com

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Sir-Lines-A-Lot Authorized Signature: _____ Estimator: Dean Erickson 763-296-0144 dean.erickson@linesalot.com
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HOWARD LAKE CITY COUNCIL MEETING

AUGUST 17, 2026

AGENDA ITEM: Consider Resolution 26-17 Approving One-Time Transfer for TIF Cash Balance

SECTION: New Business

FROM: Nick Haggenmiller, City Administrator

BACKGROUND: The City periodically reviews the financial position and cash balances of its Tax Increment Financing (TIF) funds to ensure available resources are allocated in accordance with their intended purpose. Following a review of the City's TIF funds, staff identified the need to align cash and fund balance allocations between TIF #21 - Terning Trails 2 (484) and the Terning Trails 2 Fund (543). The proposed transfer is a one-time adjustment intended to better reflect the allocation of available resources within the affected funds.

FINANCIAL: A one-time transfer of \$98,623.42 from TIF #21 - Terning Trails 2 (484) to Terning Trails 2 Fund (543). The transfer does not impact the City's overall financial position.

LEGAL: Council approval of the resolution authorizes the one-time fund transfer.

STRATEGIC PLAN: Deliver High Quality, Reliable Infrastructure and Public Services - Maintain fiscally-responsible City management & operations.

COUNCIL ACTION REQUESTED: Approve Resolution No. 26-17 approving a one-time transfer of \$98,623.42 from TIF #21 - Terning Trails 2 (484) to Terning Trails 2 Fund (543).

ATTACHMENTS:

1. Resolution 26-17 Approving Fund Transfers

City of Howard Lake

Resolution No. 26-17

Resolution approving one-time transfer for TIF cash balance.

WHEREAS, The City periodically reviews the financial position and cash balances of its Tax Increment Financing (TIF) funds to ensure that available resources are allocated in accordance with their intended purpose; and

WHEREAS, Following a review of the City's TIF funds, staff identified the need to align cash and fund balance allocations among certain TIF funds; and

WHEREAS, The proposed transfer will better reflect the intended allocation of available resources within the affected TIF funds; and

WHEREAS, The transfer is a one-time adjustment and does not impact the overall financial position of the City;

NOW, THEREFORE, BE IT RESOLVED that the Howard Lake City Council hereby approves the following:

- A one-time transfer from the TIF #21 – Terning Trails 2 (484) and to Terning Trails 2 Fund (543) in the amount of \$98,623.42;

Adopted by the City Council of the City of Howard Lake, Wright County, Minnesota, this 17th day of August, 2026.

Attest: _____
City Clerk

Mayor



HOWARD LAKE CITY COUNCIL MEETING

August 17, 2026

AGENDA ITEM: Consider Resolution 26-18 Terminating Development Agreement

SECTION: New Business

FROM: Nick Haggenmiller, City Administrator

BACKGROUND: The city owns **Lot 1, Block 2, Terning Trails Plat 4**. The property remains subject to two previously recorded subdivision development agreements.

The first agreement was entered into on December 30, 2004, between the City and Suburban Land Company and was recorded as Document No. 943420 with the Wright County Recorder. The second agreement was entered into on August 28, 2007, between the City and Terning Trails, LLC and was recorded as Document No. 1065100.

The properties originally subject to these agreements were subsequently replatted and are now included within Lot 1, Block 2, Terning Trails Plat 4. Because the City has acquired Lot 1, the attached resolution terminates the 2004 and 2007 development agreements as they apply to this property despite the fact that intended developments failed to come to fruition.

Approval will remove the existing development agreement encumbrances from the City-owned property and clarify the status of the property for future use or disposition. In this case, the property is under contract with Community Asset Development Group dba Prairie Pond LLC for the construction of a 20 unit apartment complex.

FINANCIAL: There is no direct financial consequence to the adoption of this resolution.

LEGAL: The City attorney drafted the resolution at the request of the lender associated with the apartment development.

COUNCIL ACTION REQUESTED: Motion to approve Resolution 26-18, terminating the 2004 and 2007 Subdivision Development Contracts as they apply to Lot 1, Block 2, Terning Trails Plat 4.

ATTACHMENTS:

1. Resolution 26-18 Terminating Development Agreement

**CITY OF HOWARD LAKE
RESOLUTION 26-18**

**RESOLUTION TERMINATING SUBDIVISION DEVELOPMENT
CONTRACT APPLICABLE TO LOT 1, BLOCK 2, TERNING TRAILS PLAT 4**

WHEREAS, on December 30, 2004, the City of Howard Lake ("City") entered into a Subdivision Development Contract with Suburban Land Company, which agreement was recorded as document number 943420 at the Wright County Recorder's Office ("2004 Development Agreement"); and

WHEREAS, on August 28, 2007 the City of Howard Lake ("City") entered into a Subdivision Development Contract with Terning Trails, LLC ("Developer"), which agreement was recorded as document number 1065100 at the Wright County Recorder's Office ("2007 Development Agreement"); and

WHEREAS, the 2004 Development Agreement applied to properties in the plat of Terning Trails, which were eventually replatted into Lot 1, Block 2, Terning Trails Plat 4 ("Lot 1") and

WHEREAS, the 2007 Development Agreement applied to properties platted in Terning Trails Plat 2, which were eventually replatted into Lot 1; and

WHEREAS, the City has acquired Lot 1; and

WHEREAS, the City now desires to release the 2004 Development Agreement and the 2007 Development Agreement as it applies to Lot 1.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOWARD LAKE, MINNESOTA:

1. The 2004 Development Agreement is hereby terminated in its entirety as it applies to Lot 1.
2. The 2007 Development Agreement is hereby terminated in its entirety as it applies to Lot 1.

PASSED AND ADOPTED this 17th day of August, 2026.

Peter Zimmerman, Mayor

ATTEST:

Nick Haggenmiller, City Clerk



HOWARD LAKE CITY COUNCIL MEETING

August 17, 2026

AGENDA ITEM: Consider Resolution 26-19 Terminating Subdivision Development Contracts Applicable to Outlot B, Terning Trails Plat 3

SECTION: New Business

FROM: Nick Haggenmiller, City Administrator

BACKGROUND: The City entered into a Subdivision Development Contract with Suburban Land Company on December 30, 2004, recorded as document number 943420, and a Subdivision Development Contract with Terning Trails, LLC on August 28, 2007, recorded as document number 1065100. Properties subject to both agreements were subsequently replatted into Outlot B, Terning Trails Plat 3. A number of lots owned by the developer were forfeited to the State of Minnesota for non-payment of taxes, and the City has since acquired Outlot B. The proposed resolution terminates the 2004 and 2007 Development Agreements in their entirety as they apply to Outlot B.

The proposed resolution addresses different parcels than that of the proposed apartment. However, in discovery of the remaining development agreement, we have determined that the agreements remain in place for other parcels and we are simply cleaning up in avoidance of future similar issues.

FINANCIAL: No direct financial impact is identified in the resolution.

LEGAL: The City Attorney drafted the resolution.

STRATEGIC PLAN:

Develop a Livable Community for All

➔ Provide Diverse Housing Stock for all Ages and Income Levels

COUNCIL ACTION REQUESTED: Approve Resolution 26-17 terminating the 2004 and 2007 Subdivision Development Contracts as they apply to Outlot B, Terning Trails Plat 3.

ATTACHMENTS:

1. Resolution 26-17 Terminating Subdivision Development Contract

**CITY OF HOWARD LAKE
RESOLUTION 26-19**

**RESOLUTION TERMINATING SUBDIVISION DEVELOPMENT
CONTRACT APPLICABLE TO OUTLOT B, TERNING TRAILS PLAT 3**

WHEREAS, on December 30, 2004, the City of Howard Lake ("City") entered into a Subdivision Development Contract with Suburban Land Company, which agreement was recorded as document number 943420 at the Wright County Recorder's Office ("2004 Development Agreement"); and

WHEREAS, on August 28, 2007 the City of Howard Lake ("City") entered into a Subdivision Development Contract with Terning Trails, LLC ("Developer"), which agreement was recorded as document number 1065100 at the Wright County Recorder's Office ("2007 Development Agreement"); and

WHEREAS, the 2004 Development Agreement applied to properties in the plat of Terning Trails, which were eventually replatted into Outlot B, Terning Trails Plat 3 ("Outlot B"); and

WHEREAS, the 2007 Development Agreement applied to properties platted in Terning Trails Plat 2, which were eventually replatted into Outlot B, Terning Trails Plat 3 ("Outlot B"); and an

WHEREAS, a number of the lots owned by the Developer were forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, the City has acquired Outlot B; and

WHEREAS, the City now desires to release the 2004 Development Agreement and the 2007 Development Agreement as it applies to Outlot B.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOWARD LAKE, MINNESOTA:

1. The 2004 Development Agreement is hereby terminated in its entirety as it applies to Outlot B.
2. The 2007 Development Agreement is hereby terminated in its entirety as it applies to Outlot B.

PASSED AND ADOPTED this 17th day of August, 2026.

Peter Zimmerman, Mayor

ATTEST:

Nick Haggenmiller, City Clerk



HOWARD LAKE CITY COUNCIL MEETING

August 17, 2026

AGENDA ITEM: Consider Resolutions Modifying Utility Rates

SECTION: New Business

FROM: Nick Haggemiller, City Administrator

BACKGROUND: To close on financing with the Public Facilities Authority (PFA) for the water treatment plant, the City must demonstrate that anticipated water utility revenues will be sufficient to support the proposed debt service. Total project costs, including construction, legal, engineering, and project administration, are approximately \$21 million.

The following information was also presented in the July 20, 2026 City Council agenda.

The total construction estimate is \$21,395,000. To date, the City has expended approximately \$1 million on the project. Once the project proceeds, the City anticipates reimbursing itself for eligible project costs through the financing package. Bids have been solicited for the project.

FINANCING

The City is financing the facility through several governmental financing sources, primarily through the Public Facilities Authority. This structure combines various state and federal loans and grants into a single funding package. In February 2024, the City received a Letter of Conditions outlining the proposed funding mechanism for Phases 1-3. The water treatment plant funding package included:

Rural Development Loan	\$4,289,000
Public Facilities Authority	
Clean Water State Revolving Loan Fund (SRF)	\$17,874,000
Emerging Contaminants Grant	\$5,000,000
USDA Supplemental Grant (Pending)	\$2,000,000
Rural Development Grant	\$578,000
TOTAL	\$25,741,000***

RATE IMPACTS

The City will need to construct a new water treatment plant and water tower, as well as recondition the existing water tower, within the next five years. Under the current funding scenario, water rates must increase to adequately support debt service and required reserves. Currently, one Equivalent Dwelling Unit (EDU) pays \$45 per month. Based on the engineer's estimate and previous funding allocations, preliminary projections indicated a rate of approximately \$115 per month upon completion of the new water treatment plant, new water tower, new well, and rehabilitation of the existing tower.

Based on the final financing calculations, rates will need to be modified to \$86 per month to fully fund debt service and reserves required by the PFA.

PREVIOUS RATE ESTIMATES

At the time of bid award, staff had received updated information from the City's funding specialists at Bolton & Menk and David Drown Associates indicating that the project would have relatively minimal rate impacts. That projection was subsequently determined to be inaccurate because it relied on revenue from a year with unusually high industrial water usage. In addition, USDA had previously committed an additional \$2 million to the project but has since withdrawn those funds.

WORST-CASE SCENARIO

Several factors indicate that the rates presented here may represent a worst-case scenario. First, Representative Emmer's Office has notified the City that the project is included in his federal appropriation request, with anticipated funding of approximately \$1 million to \$1.5 million. The project budget also includes approximately \$1.6 million in contingency funds that the City hopes will not need to be expended. Finally, for purposes of PFA funding approval, the City must demonstrate balanced budgets for each enterprise fund (water and sewer). In practice, the City may have additional flexibility. The sewer fund has consistently generated surpluses that could potentially be used for eligible water-related expenses. Staff and consultants are currently reviewing this option.

FINANCIAL: The attached resolutions presents two potential implementation schedules for the required rate increases: a three-year schedule and a five-year schedule. The five-year option is intended to lessen the immediate impact on residents and the business community. At the time of this report, the City has submitted a request to the Public Facilities Authority to allow the five-year implementation schedule. Rates would be adjusted in December to take effect January 1, 2027.

LEGAL: To submit the final application to the PFA, the City Council must adopt the attached resolution.

STRATEGIC PLAN:

- Deliver High-Quality, Reliable Infrastructure and Public Services
-

COUNCIL ACTION REQUESTED: Motion to approve the resolution 26-20 modifying utility rates.

ATTACHMENTS:

1. Resolution 26-20 Modifying Utility Rates in 2027 (3 year)
2. Resolution 26-21 Modifying Utility Rates in 2027 (5 year)

CITY OF HOWARD LAKE
Water Treatment Plant Project
PFA Financial Obligation Resolution Selection

Purpose of this Cover Page

This cover page is intended to clarify the City's preferred resolution selection and the contingency associated with PFA review of the proposed cash flows. The attached packet includes two resolution options for the Water Treatment Plant Project financial obligation requirements funded by the Minnesota Public Facilities Authority.

Resolution Options	Contingency / Requested Action
Resolution No. 26-20: 3-year debt service phase-in resolution	If the 5-year cash flows are denied, use the 3-year phase-in resolution, contingent upon PFA Fiscal Group approval.
Resolution No. 26-21: 5-year debt service phase-in resolution	Use this resolution if the PFA approves the 5-year debt service phase-in cash flows.

Requested Council Direction

- The City would like to proceed with Resolution No. 26-21, the **5-year** debt service phase-in resolution as the preferred option, contingent on PFA approval of the related cash flows.
- If the PFA does not approve Resolution No. 26-21, the **5-year** phase-in cash flows, the City would like to proceed with Resolution No. 26-20, the **3-year** debt service phase-in resolution instead, contingent on PFA Fiscal Group approval.

Attached Resolution Options

- Resolution No. 26-20: 30-year loan term at 2.842% with a 3-year debt service phase-in.
- Resolution No. 26-21: 30-year loan term at 2.842% with a 5-year debt service phase-in.

CITY OF HOWARD LAKE

RESOLUTION NO. 26-20

**RESOLUTION COMMITTING TO CERTAIN FINANCIAL OBLIGATIONS FOR THE WATER SYSTEM AS
PART OF FEDERAL AND STATE FUNDING FOR THE WATER TREATMENT PLANT PROJECT**

WHEREAS, the City of Howard Lake (the “City”) has submitted an application to the Minnesota Public Facilities Authority (the “PFA”) for a Water Treatment Plant Project (the “Project”); and

WHEREAS, PFA has committed to supporting the Project subject to certain financial commitments from the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOWARD LAKE
that;

1. The City will annually review the revenues and expenditures of the Water System and ensure that revenues are sufficient to pay for system expenses, including debt service and operations/maintenance.
2. The City will increase user fee revenues by 30.00% in 2027.
3. The City will increase user fee revenues by 25.00% in 2028.
4. The City will increase user fee revenues by 23.00% in 2029.
5. The City will increase user fee revenues by 1.00% annually in 2030+.
6. In the event net revenues are not sufficient in covering Water System expenses, the City will utilize any or all the following actions;
 - a. Additional increases to the Water Base Rate and per Thousand Gallons Rate; and/or
 - b. Cash Reserves from the Water Fund.

ADOPTED by the City Council of the City of Howard Lake this 17th day of August, 2026.

Pete Zimmerman, Mayor

Attest:

Nicholas Haggenmiller, City Administrator-Clerk

Attached:

Loan Term 30 years, 2.842% Rate, 3-year Debt Service Phase In

CITY OF HOWARD LAKE

RESOLUTION NO. 26-21

**RESOLUTION COMMITTING TO CERTAIN FINANCIAL OBLIGATIONS FOR THE WATER SYSTEM AS
PART OF FEDERAL AND STATE FUNDING FOR THE WATER TREATMENT PLANT PROJECT**

WHEREAS, the City of Howard Lake (the “City”) has submitted an application to the Minnesota Public Facilities Authority (the “PFA”) for a Water Treatment Plant Project (the “Project”); and

WHEREAS, PFA has committed to supporting the Project subject to certain financial commitments from the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOWARD LAKE
that;

1. The City will annually review the revenues and expenditures of the Water System and ensure that revenues are sufficient to pay for system expenses, including debt service and operations/maintenance.
2. The City will increase user fee revenues by 25.00% in 2027.
3. The City will increase user fee revenues by 20.00% in 2028.
4. The City will increase user fee revenues by 15.00% in 2029.
5. The City will increase user fee revenues by 12.75% in 2030.
6. The City will increase user fee revenues by 7.50% in 2031.
7. The City will increase user fee revenues by 1.00% annually in 2032+.
8. In the event net revenues are not sufficient in covering Water System expenses, the City will utilize any or all the following actions;
 - a. Additional increases to the Water Base Rate and per Thousand Gallons Rate; and/or
 - b. Cash Reserves from the Water Fund.

ADOPTED by the City Council of the City of Howard Lake this 17th day of August, 2026.

Pete Zimmerman, Mayor

Attest:

Nicholas Haggenmiller, City Administrator-Clerk

Attached:

Loan Term 30 years, 2.842% Rate, 5-year Debt Service Phase In