

City of Litchfield - City Council

AGENDA PACKET

Tuesday, February 17, 2026 - 5:30 P.M.

AGENDA

Tuesday, February 17, 2026 - 5:30 P.M.

I. **CALL TO ORDER**

A. **ROLL CALL/DETERMINATION OF QUORUM**

B. **PLEDGE OF ALLEGIANCE**

II. **CONSENT AGENDA**

A. **MINUTES: (Packet)**

1. City Council Meeting – February 2, 2026
2. City Council Work Session – February 2, 2026

B. **FINANCIAL REPORTS: (Packet)**

1. Electronic and Wire Transfer Report

C. **CLAIMS: (Packet)**

1. Computer List of Bills

D. **OTHER PAYMENTS: (Packet)**

1. LARC Pay Requests – Resolution No. 26-2-29

E. **ORDINANCES - SECOND READINGS: None**

F. **LICENSES: (Packet)**

1. Sales on Public Property – See listing
2. Lawful Gambling Permit – Litchfield Area Mentorship Program-Kinship – Resolution No. 26-2-30

G. **OTHER ROUTINE MATTERS: (Packet)**

1. Temporary Street Closing Request – Watercade Parade
2. Temporary Street Closing Request – Watercade Art in the Park
3. Employment Offer – Resolution No. 26-2-33

H. **COMMUNICATIONS: (Packet)**

1. Planning Commission Minutes – February 9, 2026

III. **TIMED ITEMS**

IV. **ACKNOWLEDGMENT OF AUDIENCE / PRESENTATIONS**

V. COMMISSION RECOMMENDATIONS

A. PLANNING COMMISSION (Packet)

1. Variance Request – Updated Submittal - by Jeremy Lehr at 501 S. Chandler Ave.
Variance to allow for an increase in allowable square footage for an addition to an existing detached garage. Resolution No. 26-2-32

VI. COMMITTEE REPORTS

VII. LEGAL CONSIDERATION

VIII. BUSINESS

A. SWIFT AVENUE AND RIPLEY STREET IMPROVEMENT PROJECT (Packet)

1. MSAS Advance – Resolution No. 26-2-31

B. WASTEWATER UPDATE (Packet)

C. SOUTH ARMSTRONG AVENUE PROPERTY (Memo)(Packet)

D. COUNCIL MEMBER POWERS REQUEST (Packet)

IX. ADDITIONAL ITEMS

X. ANNOUNCEMENTS

- A. FIRE AND RESCUE CONTRACT HOLDERS MEETING - LETTER
(Meeting at the Fire/Rescue Hall on Wednesday, February 25, 2026 at 6:00 p.m.)

XI. ADJOURNMENT

CALL TO ORDER

CONSENT AGENDA

MINUTES

1.

I. CALL TO ORDER.

A regular meeting of the City Council of the City of Litchfield was held in the City Council Chambers at the City Hall on Monday, February 2, 2026, commencing at 5:30 p.m. Mayor Dingmann called the meeting to order.

A. ROLL CALL:

| | | |
|------------------------------|--------------------|---------|
| Mayor | Ron Dingmann | Present |
| Council Member-at-Large | Malinda Larson | Present |
| Council Member Ward I | Eric Mathwig | Present |
| Council Member Ward II | Darlene Kotelnicki | Present |
| Council Member Ward III | Betty Allen | Present |
| Council Member Ward IV | John Carlson | Present |
| Council Member Ward V | Bob Powers | Present |
| City Administrator | Dave Cziok | Present |
| Assistant City Administrator | Joyce Spreiter | Present |
| Operations Coordinator | Mario Provencher | Present |
| Operations Engineer | Mike Geers | Present |
| Police Chief | Pat Fank | Present |
| LARC Director | Owen Boerema | Present |
| City Attorney | Emily Wood | Present |
| Litchfield Rail | Brent Schacherer | Present |
| KLFD | Tim Bergstrom | Present |

B. PLEDGE OF ALLIGIANCE

II. CONSENT AGENDA -

Each item on the Consent Agenda was considered. No items were added or deleted.

A. COUNCIL MINUTES TO APPROVE:

1. City Council Minutes – January 20, 2026
2. Work Session – January 20, 2026
3. Work Session – January 26, 2026

B. FINANCIAL REPORTS TO APPROVE:

1. Electronic and Wire Transfer Report

C. CLAIMS TO AUTHORIZE FOR PAYMENT:

1. Computer List of Bills for \$6,598,257.22

- D. OTHER PAYMENTS: None.
- E. ORDINANCES – SECOND READINGS: None.
- F. LICENSES:
 - 1. Lawful Gambling Permit – Litchfield Rotary Club

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-16
LAWFUL GAMBLING PERMIT FOR
AN EXEMPT ORGANIZATION
LITCHFIELD ROTARY CLUB**

WHEREAS, an application for a lawful gambling license exemption was considered from the Litchfield Rotary Club,

NOW, THEREFORE, BE IT RESOLVED to approve the application for an Exemption from a Lawful Gambling license for Litchfield Rotary Club on April 6, 2026 at Litchfield Eagles Club, 389 CSAH 34 S., Litchfield, and to direct submittal of a copy of this resolution with their application to the State Gambling Control Division.

Adopted by the City Council this 2nd day of February, 2026.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

- 2. Lawful Gambling Permit – Songs of Summer Festival

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-17
LAWFUL GAMBLING PERMIT FOR
AN EXEMPT ORGANIZATION
SONGS OF SUMMER FESTIVAL**

WHEREAS, an application for a lawful gambling license exemption was considered from the Songs of Summer Festival,

NOW, THEREFORE, BE IT RESOLVED to approve the application for an Exemption from a Lawful Gambling license for Songs of Summer Festival on August 14, 2026 at Memorial Legion Park, 1800 Sibley Ave. S., Litchfield, and to direct submittal of a copy of this resolution with their application to the State Gambling Control Division.

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Resolution No. 26-2-17 – Cont’d.

Adopted by the City Council this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

G. OTHER ROUTINE MATTERS:

- 1. Distributed Generation Annual Tariff Filing Update –
- 2. Sales on Public Property – Pistons and Props

H. COMMUNICATIONS:

- 1. Minutes & Reports:
 - a. Heritage Preservation Commission – January 26, 2026
 - b. Litchfield Library Board – January 27, 2026

After review, it was moved by Council Member Mathwig, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-19
APPROVING CONSENT AGENDA**

WHEREAS, the Consent Agenda has been assembled and presented; and

WHEREAS, all requests to have items removed have been duly noted,

NOW, THEREFORE, BE IT RESOLVED to approve the Consent Agenda as presented except for items, if any, which were requested to be removed for individual consideration.

Adopted by the City Council this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

III. TIMED ITEMS – None.

IV. ACKNOWLEDGMENT OF AUDIENCE/PRESENTATIONS –

A. AIRPORT FLY-IN REQUEST –

Michael Niedzielski, representing Litchfield Pistons and Props, requested approval of a fly and drive-in event at the Litchfield Municipal Airport on August 9, 2026 as was approved last year.

It was moved by Council Member Kotelnicki, seconded by Council Member Powers, to approve the Litchfield Pistons and Props fly and drive-in event on August 9, 2026 and authorize staff to work with the event organizers on planning for the event with future annual requests to be processed through the consent agenda. The motion passed with 7 votes in favor and 0 against.

V. COMMISSION RECOMMENDATIONS –

A. HERITAGE PRESERVATION COMMISSION

1. Certificate of Appropriateness – by John Braun/Blind Pig Aviation, LLC at 215 N. Sibley Avenue

Council Member Kotelnicki provided the findings and recommendations of the Heritage Preservation Commission.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Mathwig, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 27-2-18
GRANT CERTIFICATE OF APPROPRIATENESS
TO JOHN BRAUN AND BLIND PIG AVIATION, LLC
FOR PROPERTY LOCATED AT 215 NORTH SIBLEY AVENUE**

WHEREAS, the Litchfield Historic Preservation Commission held a hearing on Monday, January 26, 2026, to consider a Certificate of Appropriateness Application request by John Braun, for property located at 215 North Sibley Avenue, and

WHEREAS, the Litchfield Historic Preservation Commission has recommended that this Certificate of Appropriateness Application be granted, based upon the summation of the checklist, as follows, and be referred to the City Council for final action, and

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Resolution No. 26-2-18 – Cont’d.

WHEREAS, the Certificate of Appropriateness would authorize the replacement of the four East-facing second-floor windows with double-hung windows, consistent in size and style with the building’s era. Sashes to be painted black; surrounds to be painted to match the storefront, and

WHEREAS, the Certificate of Appropriateness would allow the property to be used as it was historically or given a new use that requires minimal changes to its distinctive features, spaces, or spatial relationships, and

WHEREAS, the Certificate of Appropriateness would allow the property’s historic character to be retained and preserved, and

WHEREAS, the Certificate of Appropriateness would allow the property to be recognized as a physical record of its time, place and use, and

WHEREAS, distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved, and

WHEREAS, new additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that the request for a Certificate of Appropriateness be granted to John Braun, for property located at 215 North Sibley Avenue.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

VI. COMMITTEE REPORTS – None.

VII. LEGAL CONSIDERATIONS – None.

VIII. BUSINESS –

A. STATE HISTORIC BUILDING GRANT

City Administrator Cziok discussed development of the Construction Manager At Risk RFP for Council consideration relating to the State Historic Building Grant Program project. He talked about the criteria selection matrix process involved in work sessions held by the Council which included 3 buckets for Council to consider relating to distribution of funds which include façade square footage area, a point system, and owner contribution. Cziok explained efforts to continue to proceed with all allocation estimates and that a public hearing will need to be held.

1. Construction Manager RFP

After review, it was moved by Council Member Powers, seconded by Council Member Larson, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-20
APPROVE CONSTRUCTION MANAGER AT RISK RFP FOR
STATE HISTORIC GRANT BUILDING PROGRAM PROJECT**

WHEREAS, the City of Litchfield is the recipient of \$2,025,000 from the State of Minnesota through its bonding appropriations to assist in the downtown façade improvement program in the commercial district; and

WHEREAS, the City contracted with New History to provide consulting services relating to the Litchfield Façade Grant Program Project; and

WHEREAS, the Council approved 4594 Design as project architect for design and construction documents relating to the State Historic Building Grant Program project; and

WHEREAS, both New History and 4594 Design were involved in the grant agreement process; and

WHEREAS, the Council approved the Grant Agreement – Construction Grant with the Minnesota Historical Society for the Litchfield Façade Grant Program project, and

WHEREAS, 4594 Design recommended engaging with a construction manager for said project; and

WHEREAS, New History developed an RFP for a Construction Manager At Risk, with assistance from 4594 Design and administration, for Council consideration,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the RFP for a Construction Manager At Risk for the State Historic Building Grant Program project and authorizes posting of the RFP.

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Resolution No. 26-2-20 – Cont'd.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

2. Selection Criteria Matrix

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Mathwig, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-21
APPROVE SELECTION MATRIX FOR DISTRIBUTION OF
BONDING APPROPRIATIONS FOR THE
STATE HISTORIC BUILDING GRANT PROGRAM PROJECT**

WHEREAS, the City of Litchfield is the recipient of \$2,025,000 from the State of Minnesota through its bonding appropriations to assist in the downtown façade improvement program in the commercial district; and

WHEREAS, the Council approved 4594 Design as project architect for design and construction documents relating to the State Historic Building Grant Program project; and

WHEREAS, 4594 Design provided potential selection criteria for Council consideration for distribution of the bonding appropriations for the Litchfield Façade Grant Program project; and

WHEREAS, the Council held two work sessions regarding the selection matrix for funding distribution and other items relating to the proposed grant program; and

WHEREAS, the Council considered three main buckets relating to the funding distribution which included funding based upon the façade area, points, and owner contribution; and

WHEREAS, the Council determined that the most equitable distribution of funding would be to base it on the square footage of the façade,

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Resolution No. 26-2-21 – Cont'd.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves that 100% of the construction funds be allocated based on the front façade square footage alone relating to the distribution of bonding appropriations for the State Historic Building Grant Program project.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

B. LARC CAPITAL BUDGET UPDATE

City Administrator Cziok reported that administration continues to track the LARC project and discussed outstanding variables with estimated reserves currently at \$750,000. He reported that the City continues to work with the state to attain the \$6M in bonding appropriations. He shared that there is interest from bonds funds and contingency dollars to account for as well. Cziok discussed future needs to consider including the back road on the south side of the LARC and Civic Arena, the parking lot, Civic Arena needs, small FFE needs, capital reserves, and operation reserves.

Council Member Carlson reiterated comments from the January 20, 2026 Council meeting relating to the donation the Litchfield boys' and girls' basketball programs committed to in the amount of \$20,000 towards the addition of 8 adjustable basketball hoops to the LARC. He explained the value of additional basketball hoops and the need to add infrastructure at the time of construction since it would be more costly to add later, which resulted in the \$20,000 commitment. With excess funds left over at near completion of the LARC, he requested Council consideration of forgiving said donation. It was noted that no other group has participated financially. Council Member Powers discussed having a safety net, referring to the \$750,000 excess funds, for unknown deficits with operating LARC.

In response to addition of more adjustable basketball hoops from the January 20, 2026 Council meeting, City Administrator Cziok reported that he didn't have numbers yet. Costs for the 8 adjustable basketball hoops were estimated at \$10,000/basketball hoop. Council Members inquired as to whether the Litchfield boys' and girls' basketball programs would commit to \$20,000 for adding 4 more adjustable basketball hoops if the original commitment of \$20,000 towards the 8 adjustable basketball hoops was rejected by the Council. Council Member Carlson suggested making the purchase of 4 more adjustable basketball hoops contingent upon their commitment.

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After review, it was moved by Council Member Larson, seconded by Council Member Mathwig, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-22
REJECT \$20,000 DONATION FOR THE PURCHASE OF
ADDITIONAL BASKETBALL HOOPS FROM THE
LITCHFIELD BOYS' AND GIRLS' BASKETBALL PROGRAMS**

WHEREAS, the City constructed the Litchfield Area Recreation Facility (LARC); and

WHEREAS, there was a request for 8 additional adjustable basketball hoops for the LARC; and

WHEREAS, the City received a proposal from H21 Group in the amount of \$82,510.00 for 8 basketball hoops adjustable from the standard 10 feet down to 8 feet; and

WHEREAS, the Litchfield boys' and girls' basketball programs committed to donating \$20,000 towards additional adjustable basketball hoops to ensure infrastructure was in place while the LARC was being built; and

WHEREAS, the Council approved of said proposal for the addition of 8 more adjustable basketball hoops; and

WHEREAS, the Council accepted the \$20,000 donation from the Litchfield boys' and girls' basketball programs towards said basketball hoops; and

WHEREAS, the project is near completion and the construction budget has excess funds available,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby rejects the \$20,000 donation from the Litchfield boys' and girls' basketball programs towards said adjustable basketball hoops for the LARC.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, with the exception of Council Member Powers voting nay, whereupon the resolution was declared adopted.

February 2, 2026

After review, it was moved by Council Member Carlson, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-23
APPROVE THE ADDITION OF 4 MORE ADJUSTABLE BASKETBALL HOOPS
FOR THE LARC CONTINGENT ON \$20,000 DONATION FROM THE
LITCHFIELD BOYS' AND GIRLS' BASKETBALL PROGRAMS**

WHEREAS, the City constructed the Litchfield Area Recreation Facility (LARC); and

WHEREAS, there was a request for 4 additional adjustable basketball hoops for the LARC; and

WHEREAS, costs in the amount of \$10,000 per adjustable basketball hoops are estimated based on the previous purchase of adjustable basketball hoops; and

WHEREAS, the City would consider 4 additional adjustable basketball hoops if the Litchfield boys' and girls' basketball programs committed to donating \$20,000 towards said hoops,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the purchase of 4 additional adjustable basketball hoops for the LARC contingent upon a \$20,000 donation from the Litchfield boys' and girls' basketball programs.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

C. CITY POSITIONS

City Administrator Cziok reported that development of the City Planner job description and position included outside assistance from the City's current City Planner Hannah Rybak and Lane Braaten, Community Development Director for Waconia. He explained that the City would phase City Planner Rybak out over a period of one year to 18 months with onboarding a new full-time City Planner.

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The Office Lead position and job description were based off the previous Office Supervisor position. Upon Council inquiry about changing the title, City Administrator Cziok explained that the Office Supervisor job description included additional duties from a previous public utility position. Cziok responded to Council inquiries that internal candidates would be considered through the application process.

1. City Planner

After review, it was moved by Council Member Mathwig, seconded by Council Member Larson, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-25
APPROVE CITY PLANNER POSITION AND JOB DESCRIPTION AND
AUTHORIZE POSTING POSITION**

WHEREAS, City staff has reviewed the organizational needs; and

WHEREAS, administration reviewed the organizational needs with the Personnel Committee; and

WHEREAS, the Council held a work session on January 20, 2026 to review current vacancies included in the 2026 budget and potential non-vacant positions; and

WHEREAS, results of the discussions included development of two job descriptions, one of which is a City Planner; and

WHEREAS, a City Planner job description was developed for Council consideration,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the position of City Planner and job description and authorizes posting said position.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

2. Office Lead

After review, it was moved by Council Member Carlson, seconded by Council Member Powers, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-24
APPROVE OFFICE LEAD POSITION AND JOB DESCRIPTION AND
AUTHORIZE POSTING POSITION**

WHEREAS, City staff has reviewed the organizational needs; and

WHEREAS, administration reviewed the organizational needs with the Personnel Committee; and

WHEREAS, the Council held a work session on January 20, 2026 to review current vacancies included in the 2026 budget and potential non-vacant positions; and

WHEREAS, results of the discussions included development of two job descriptions, one of which is an Office Lead; and

WHEREAS, an Office Lead job description was developed for Council consideration,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the position of Office Lead and job description and authorizes posting said position.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

3. Building Official

City Administrator Cziok reported that the City of Paynesville building official contacted him and expressed interest in a possible partnership with the City of Litchfield. Cziok noted that the City of Litchfield had provided the service for the City of Paynesville in prior years. He shared that preliminary discussions were scheduled with City of Paynesville personnel for Wednesday, February 4, 2026. He added that rental property inspections would be discussed. No formal action was taken.

D. EQUIPMENT

1. Wastewater

City Administrator Cziok discussed quotes received for a new wastewater truck. He explained the different quotes received that included both gas and electric vehicle options, along with Chevrolet Silverado and Dodge RAM vehicle brands for consideration. He reported that the cheapest is the traditional gas truck; the EV would be cheaper based on less long-term maintenance needs, and the Dodge RAM was state contract. Cziok shared that staff has no preference. Council Members Kotelnicki and Allen shared they didn't support purchasing an electric vehicle at this time.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-26
AUTHORIZE PURCHASE OF 2026 WASTEWATER TRUCK**

WHEREAS, City staff has been evaluating equipment needs for 2025-2027, and

WHEREAS, City staff has recommended purchasing a new wastewater truck to replace a 2007 truck, and

WHEREAS, City staff has solicited quotes for said equipment, and

WHEREAS, the City received a quote from Davis Motors in the amount of \$49,885 for a 2026 Chevrolet Silverado 1500 4WD Short Crew Electric Vehicle and a quote for 2026 Chevrolet Silverado 1500 4WD Short Crew in the amount of \$43,600; and

WHEREAS, the City received a quote from North Country in the amount of \$45,847.75 for a 2026 Chevrolet Silverado 1500 4WD Short Crew Electric Vehicle through state contract bidding; and

WHEREAS, the City received a quote from Litchfield Automotive Sales, Inc. in the amount of \$44,280 for a 2026 RAM 1500 Crew Cab and a quote from Dodge of Burnsville in the amount of \$43,753 for a 2026 RAM 1500 Tradesman Crew Cab through state contract bidding,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves purchasing a new 2026 Chevrolet Silverado 1500 4WD Short Crew from Davis Motors, Inc. in the amount of \$43,600.

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Resolution No. 26-2-26 – Cont'd.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

2. Police Vehicles

City Administrator Cziok discussed the request for consideration in replacing one or several police vehicles. In addition to the purchase cost of the vehicle, it was noted that equipping costs for each vehicle range between \$35,000 to \$40,000 with impacts to the Capital Equipment Revolving fund around \$85,000 upwards to \$100,000/vehicle. Council Members indicated that they would prefer purchasing one replacement vehicle per year. City Administrator Cziok recommended purchasing 2 vehicles this year and one next year.

The Council discussed marked cars versus unmarked and requested that the two new squads be marked for more visibility in the community.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Carlson, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-27
AUTHORIZING PURCHASE OF 2 POLICE VEHICLES**

WHEREAS, the Police Chief requested consideration of replacing 4 aging Police Department Vehicles; and

WHEREAS, the City received quotes for a 2026 Durango Pursuit V8 from Litchfield Automotive Sales, Inc. in the amount of \$43,672 and from Nelson Auto Center, Fergus Falls, in the amount of \$43,394 through state contract pricing; and

WHEREAS, the City received a quote for a 2026 Tahoe Pursuit vehicle from Red Rock Chevrolet GMC in the amount of \$54,495 through state contract pricing; and

WHEREAS, additional expenses for adding necessary equipment to a police vehicle range between \$35,000 to \$40,000; and

WHEREAS, the Council discussed future budgeting of one vehicle per year; and

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Resolution No. 26-2-27 – Cont'd.

WHEREAS, the Council discussed having more marked vehicles for visibility purposes,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves purchasing two 2026 Durango Pursuit V8 vehicles from Litchfield Automotive Sales, Inc. in the amount of \$43,672 per vehicle; and

BE IT FURTHER RESOLVED that both squad cars be marked.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

E. COUNCIL MEMBER LARSON REQUEST

Council Member Larson requested the opportunity to highlight the America250 initiative. She explained the nationwide initiative to encourage volunteerism and acknowledge community service. She inquired as to whether the Council wanted to be involved with the initiative which would include visiting community service organizations to acknowledge services taking place in our community and encourage them to share their stories and log their hours to be a part of the initiative. Council Members shared support of the initiative and encouraged Council Member Larson to pursue the initiative, but not as a Council representative. No formal action was taken.

F. APPOINTMENTS TO MAKE

1. Litchfield Police Commission – One – 3 Year Term – 01/01/2026–12/31/2028
Incumbent: Jared Culbertson
Applicants: Sandy Minton, Jared Culbertson

After review, it was moved by Council Member Mathwig, seconded by Council Member Larson, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 26-1-28
POLICE CIVIL SERVICE APPOINTMENT**

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Resolution No. 26-2-28 – Cont'd.

WHEREAS, there is a 3-year term 01/01/26 to 12/31/28 on the Police Civil Service Commission, and

WHEREAS, this opening has been advertised, and

WHEREAS, two applications were received and considered,

NOW, THEREFORE, BE IT RESOLVED to reappoint Jared Culbertson to the Police Civil Service Commission for a term from 01/01/26 to 12/31/28.

Adopted by the City Council on this 2nd day of February, 2026.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

IX. ADDITIONAL ITEMS – None.

X. ANNOUNCEMENTS –

A. WORK SESSION

The City Council held a work session at 3:30 p.m. in the Council Chambers prior to the Council meeting on Monday, February, 2026 to discuss various items relating to the State Historic Building Grant Program project. No formal action was taken. Minutes of the work session are on file.

B. NEXT COUNCIL MEETING –

The next Council meeting will be held on Tuesday, February 17, 2026 due to Presidents' Holiday.

XI. ADJOURNMENT –

It was moved by Council Member Powers to adjourn the City Council meeting at 6:54 p.m. Motion Carried.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

2.

A work session of the City Council of the City of Litchfield was held in the Council Chambers of City Hall on Monday, February 2, 2026, commencing at 3:30 p.m. Mayor Dingmann opened the work session regarding the State Historic Building project.

In attendance:

| | | |
|------------------------------|--------------------|----------------------|
| Mayor | Ron Dingmann | Present |
| Council Member-at-Large | Malinda Larson | Present |
| Council Member Ward I | Eric Mathwig | Present |
| Council Member Ward II | Darlene Kotelnicki | Present |
| Council Member Ward III | Betty Allen | Present |
| Council Member Ward IV | John Carlson | Present |
| Council Member Ward V | Bob Powers | Present at 4:21 p.m. |
| City Administrator | Dave Cziok | Present |
| Assistant City Administrator | Joyce Spreiter | Present |

I. ORGANIZATIONAL NEEDS

A. Selection Matrix

Jesse Turck of 4594 Design reviewed previous work session discussions relating to the selection matrix including masonry, window/storefront glazing, whether this project will address a health or safety risk, properties with no city ordinance violations, and owner contributions. The Council discussed whether there should be credit given for money spent on past improvements. At the previous work session held on January 26, 2026 the Council discussed three buckets for the distribution of funds including Façade area/square footage, point considerations, and owner contributions. The Council favored the distribution of funds on façade square footage at said previous work session.

Further discussion revolved around owner contribution being part of the project and not penalizing someone however who couldn't afford much of a match. City Administrator Cziok said there need to be assurances in place that the City will be paid. After discussion, the Council still favored the distribution of funds be based on façade square footage.

B. Building Permit Costs

City Administrator Cziok said that the building permit costs are based on the value of the construction project. He explained that the City will have to discuss with Meeker County as to what their charges would be since they are providing building inspections on behalf of the City.

C. Owner Contributed Funds

The Council continued discussion on whether owner contributed funds should be required and the value added with owner elected improvements.

D. Construction Manager RFP

The Construction Manager At-Risk RFP developed will be considered following the work session at the Council meeting at 5:30 p.m.

E. Summary

The selection matrix for the distribution of funds relating to the State Historic Building project will be considered following the work session at the Council meeting at 5:30 p.m. No formal action was taken.

II. ADJOURNMENT –

The City Council work session adjourned at 5:14 p.m. by unanimous consent.

FINANCIAL REPORTS

ELECTRONIC AND WIRE TRANSFERS

| | | Electronic | Wires |
|-----------|--------------------|----------------|--------|
| 2/2/2025 | Month End Transfer | \$25,140.89 | |
| 2/3/2025 | 1/31/26 A/P | \$153,925.62 | |
| 2/4/2025 | 2/3/25 A/P | \$1,000,000.00 | |
| 2/4/2025 | 2/3/25 A/P | \$6,178,044.62 | |
| 2/11/2025 | 2/10/25 A/P | \$147,910.24 | |
| | | <hr/> | |
| | | \$7,505,021.37 | \$0.00 |

*KEY

A/P = Accounts Payable

P/R = Payroll

CLAIMS

Accounts Payable

Voucher Approval Document

User: Abby.Lysdal@ci.litchfield.mn.us
Printed: 02/13/2026 - 12:05PM
Date Type:
Voucher From & To:
Date From & To:
Batch: AP5 00017.02.2026



| Fund | Description | Amount |
|----------------------|--------------------------------|-------------------|
| 100 | General Fund | 37,373.29 |
| 408 | Sewer Improvements | 126,115.50 |
| 409 | Commercial St & Holcombe Ave | 50,680.00 |
| 411 | Water Treatment Facility Imp | 2,815.50 |
| 415 | Swift/Ripley St Recon Project | 54,346.50 |
| 416 | Civic Arena Improvements | 1,054.50 |
| 418 | Eastern Development | 4,392.50 |
| 425 | Airport Improvements | 1,600.00 |
| 505 | G.O. Improvement Bonds-2013A | 243.75 |
| 602 | Water Fund | 3,317.95 |
| 604 | Electric Fund | 184,285.73 |
| 611 | Civic Arena | 2,712.01 |
| 612 | LARC | 1,934.55 |
| 614 | Sewer | 38,440.85 |
| 620 | Liquor | 61.89 |
| 623 | Golf Course | 3,178.10 |
| 701 | Capital Equipment Revolving | 9,354.94 |
| 711 | Infrastructure-Street | 1,371.50 |
| 808 | Reserve for GAR Hall | 311.60 |
| 814 | Downtown/Heritage Preservation | 3,838.25 |
| Report Total: | | 527,428.91 |

Accounts Payable

Voucher Approval List

User: Abby.Lysdal@ci.litchfield.mn.us
 Printed: 02/13/2026 - 12:05PM
 Batch: AP5 00017.02.2026



| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|--------------------------------|------------------------------------------|----------------|-------------------|
| 102060 | 2/17/2026 | Amazon Capital Services | Tourniquet Soft Case | 100-4210-6240 | 118.70 |
| 102060 | 2/17/2026 | Amazon Capital Services | 2 Tourniquet Soft Cases & Release Buckle | 100-4210-6240 | 726.13 |
| 102060 | 2/17/2026 | Amazon Capital Services | Tactical Mount | 100-4210-6240 | 238.95 |
| Warrant Total: | | | | | 1,083.78 |
| 102061 | 2/17/2026 | B & G Plumbing & Heating, Inc. | Repairs to waterline in Women's Bathroom | 100-4220-6400 | 125.00 |
| 102061 | 2/17/2026 | B & G Plumbing & Heating, Inc. | Waterline for Women's Bathroom | 100-4220-6400 | 334.13 |
| Warrant Total: | | | | | 459.13 |
| 102062 | 2/17/2026 | Badger Meter | Water Meter Cell Service | 602-4961-6430 | 1,291.95 |
| Warrant Total: | | | | | 1,291.95 |
| 102063 | 2/17/2026 | Benson Laundry | Towels & Fuel | 100-4318-6220 | 33.34 |
| Warrant Total: | | | | | 33.34 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/2025 General Engineering | 100-4311-6300 | 180.00 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/2025 General Engineering | 604-4960-6300 | 4,944.23 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/2025 State Aid | 711-4944-6300 | 1,371.50 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/Civic Arena Floor Replacement | 416-4987-6300 | 1,054.50 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/Commercial St & Holcombe Ave | 409-4987-6300 | 50,680.00 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/FDA Wastewater Treatment | 408-4987-6300 | 126,115.50 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/Johnson Drive/260th Street | 418-4987-6300 | 4,392.50 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/Swift Avenuw/Ripley Street | 415-4987-6300 | 54,346.50 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/Water Treatment Facility | 411-4987-6300 | 2,815.50 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | Litchfield/2026 MS4 Inspections & Permit | 614-4945-6300 | 4,138.00 |
| 102064 | 2/17/2026 | Bolton & Menk, Inc. | T-Hangar Construction | 425-4987-6300 | 1,600.00 |
| Warrant Total: | | | | | 251,638.23 |
| 102065 | 2/17/2026 | Border States Electric Supply | Wire for Stock | 604-4961-6220 | 1,107.69 |
| 102065 | 2/17/2026 | Border States Electric Supply | Wire for Stock | 604-4961-6220 | 778.29 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|-----------------------------------|---------------------------------------------|----------------|-----------------|
| Warrant Total: | | | | | 1,885.98 |
| 102066 | 2/17/2026 | Bradley Security & Electric, LLC. | Relocate Outlet for Fire Suppression System | 100-4194-6401 | 436.24 |
| 102066 | 2/17/2026 | Bradley Security & Electric, LLC. | Repairs to pump heater | 604-4960-6300 | 398.00 |
| Warrant Total: | | | | | 834.24 |
| 102067 | 2/17/2026 | BSN Sports Inc | Net | 612-4985-6220 | 135.84 |
| Warrant Total: | | | | | 135.84 |
| 102068 | 2/17/2026 | Chamberlain Oil Company, Inc. | Oil | 100-4318-6220 | 1,499.68 |
| 102068 | 2/17/2026 | Chamberlain Oil Company, Inc. | Oil | 100-4318-6220 | 136.62 |
| 102068 | 2/17/2026 | Chamberlain Oil Company, Inc. | Oil | 100-4318-6220 | 395.01 |
| Warrant Total: | | | | | 2,031.31 |
| 102069 | 2/17/2026 | Cherryroad Media, Inc | Advertising | 620-4976-6430 | 49.00 |
| Warrant Total: | | | | | 49.00 |
| 102070 | 2/17/2026 | Cintas | Mats | 614-4947-6426 | 41.00 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 100-4522-6400 | 216.26 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 611-4985-6400 | 35.40 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 612-4985-6400 | 126.83 |
| 102070 | 2/17/2026 | Cintas | Supplies | 100-4550-6400 | 46.00 |
| 102070 | 2/17/2026 | Cintas | Mats & Towels | 614-4947-6426 | 67.30 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 100-4522-6400 | 216.26 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 611-4985-6400 | 35.40 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 612-4985-6400 | 126.83 |
| 102070 | 2/17/2026 | Cintas | Towels & Supplies | 100-4550-6400 | 16.00 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 100-4522-6400 | 216.26 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 611-4985-6400 | 35.40 |
| 102070 | 2/17/2026 | Cintas | Mats, Towels & Supplies | 612-4985-6400 | 126.83 |
| 102070 | 2/17/2026 | Cintas | Towels & Supplies | 100-4550-6400 | 46.00 |
| 102070 | 2/17/2026 | Cintas | Mats | 614-4947-6426 | 41.00 |
| Warrant Total: | | | | | 1,392.77 |
| 102071 | 2/17/2026 | Column Software PBC | State Historic Building Grant CMAR | 100-4113-6350 | 41.44 |
| Warrant Total: | | | | | 41.44 |
| 102072 | 2/17/2026 | Conway,Deuth & Schmiesing,PLLP | Preparation of 2025 1094 & 1094 Forms | 100-4926-6430 | 600.00 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|------------------------------|-----------------------------------------------------------------|----------------|-------------------|
| Warrant Total: | | | | | 600.00 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red w/winter add | 100-4312-6212 | 2,377.22 |
| 102073 | 2/17/2026 | Dooley's Petroleum | 87 Oxy | 100-4312-6212 | 1,006.07 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 19,149.97 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 19,892.31 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 20,294.45 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 19,107.81 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 7,153.17 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 17,446.78 |
| 102073 | 2/17/2026 | Dooley's Petroleum | #2 Red | 604-4960-6229 | 10,057.76 |
| Warrant Total: | | | | | 116,485.54 |
| 102074 | 2/17/2026 | Ehlers | Review Information & Discussions with bond attorney & IRS audit | 505-4801-6300 | 243.75 |
| Warrant Total: | | | | | 243.75 |
| 102075 | 2/17/2026 | Excel Overhead Door | Install new springs, bearings & cables - after hours call | 611-4985-6400 | 2,359.44 |
| Warrant Total: | | | | | 2,359.44 |
| 102076 | 2/17/2026 | Farm-Rite Equipment, Inc. | Filters & Parts | 100-4312-6220 | 1,087.31 |
| 102076 | 2/17/2026 | Farm-Rite Equipment, Inc. | Planer Bit | 100-4312-6220 | 654.08 |
| Warrant Total: | | | | | 1,741.39 |
| 102077 | 2/17/2026 | Finken's Water Centers | Water | 614-4947-6220 | 33.95 |
| 102077 | 2/17/2026 | Finken's Water Centers | Water | 604-4961-6220 | 23.70 |
| 102077 | 2/17/2026 | Finken's Water Centers | Hot & Cold Cooler Rental | 100-4312-6220 | 9.95 |
| 102077 | 2/17/2026 | Finken's Water Centers | Cooler Rental | 623-4983-6220 | 8.00 |
| 102077 | 2/17/2026 | Finken's Water Centers | Cooler Rental | 604-4961-6220 | 8.00 |
| 102077 | 2/17/2026 | Finken's Water Centers | Cooler Rental | 100-4318-6220 | 8.00 |
| 102077 | 2/17/2026 | Finken's Water Centers | Hot & Cold Cooler Rental | 614-4947-6220 | 9.50 |
| 102077 | 2/17/2026 | Finken's Water Centers | Cooler Rental | 100-4194-6223 | 5.00 |
| 102077 | 2/17/2026 | Finken's Water Centers | Hot & Cold Cooler Rental | 620-4976-6210 | 12.89 |
| Warrant Total: | | | | | 118.99 |
| 102078 | 2/17/2026 | foreUP Golf Software | Software Service 02.01.26 - 02.28.26 | 623-4983-6400 | 615.53 |
| Warrant Total: | | | | | 615.53 |
| 102079 | 2/17/2026 | Fortun Portable Welding, Inc | Material for new liner in dump truck | 100-4312-6220 | 85.00 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-------------|--------------|-------------------------------|-------------------------------------------------------------|----------------|---------------------------------|
| | | | | | Warrant Total: 85.00 |
| 102080 | 2/17/2026 | Galls LLC | ATAC 2.0 - B. Welker | 100-4210-6217 | 170.00 |
| | | | | | Warrant Total: 170.00 |
| 102081 | 2/17/2026 | Global Language Connections | Interpretation Services | 814-4752-6300 | 47.00 |
| | | | | | Warrant Total: 47.00 |
| 102082 | 2/17/2026 | Gopher State One-Call, Inc. | 53 Tickets @ \$1.35. 1 cancelled & 2026 Annual Operator Fee | 100-4926-6456 | 120.20 |
| | | | | | Warrant Total: 120.20 |
| 102083 | 2/17/2026 | Grainger, Inc. | Air Filters | 614-4947-6220 | 77.36 |
| 102083 | 2/17/2026 | Grainger, Inc. | Maintenance Supplies | 614-4947-6220 | 318.09 |
| | | | | | Warrant Total: 395.45 |
| 102084 | 2/17/2026 | H&L Mesabi | Plow Blade | 100-4314-6220 | 616.00 |
| | | | | | Warrant Total: 616.00 |
| 102085 | 2/17/2026 | Hach Company | Pump Assy | 614-4947-6220 | 1,572.00 |
| | | | | | Warrant Total: 1,572.00 |
| 102086 | 2/17/2026 | Hawkins Water Treatment Group | Chemicals | 614-4947-6216 | 2,368.00 |
| 102086 | 2/17/2026 | Hawkins Water Treatment Group | Chemicals | 614-4947-6216 | 1,256.10 |
| 102086 | 2/17/2026 | Hawkins Water Treatment Group | Chemicals | 614-4947-6216 | 10,470.15 |
| 102086 | 2/17/2026 | Hawkins Water Treatment Group | Chemicals - Water | 602-4960-6210 | 168.00 |
| | | | | | Warrant Total: 14,262.25 |
| 102087 | 2/17/2026 | Hennes Machine & Repair LLC | Repairs to Truck #43 | 100-4312-6400 | 2,955.50 |
| | | | | | Warrant Total: 2,955.50 |
| 102088 | 2/17/2026 | Heritage Landscape Supply | Chemicals | 623-4983-6220 | 2,174.13 |
| | | | | | Warrant Total: 2,174.13 |
| 102089 | 2/17/2026 | Hillyard/Hutchinson | Bathroom Supplies | 612-4985-6220 | 339.67 |
| 102089 | 2/17/2026 | Hillyard/Hutchinson | Bathroom Supplies | 612-4985-6220 | 233.40 |
| | | | | | Warrant Total: 573.07 |
| 102090 | 2/17/2026 | Ideal Service Company | Preventative Maintenance Treatment on VFDs | 614-4947-6400 | 3,015.00 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|-------------------------------------|-----------------------------------------------|----------------|------------------|
| 102090 | 2/17/2026 | Ideal Service Company | Preventative Maintenance Treatment on VFDs | 602-4960-6400 | 270.00 |
| Warrant Total: | | | | | 3,285.00 |
| 102091 | 2/17/2026 | Jack's Oil Distributing, Inc. | #2 Diesel | 604-4960-6229 | 19,208.55 |
| 102091 | 2/17/2026 | Jack's Oil Distributing, Inc. | #2 Diesel | 604-4960-6229 | 19,718.16 |
| 102091 | 2/17/2026 | Jack's Oil Distributing, Inc. | #2 Diesel | 604-4960-6229 | 19,254.80 |
| Warrant Total: | | | | | 58,181.51 |
| 102092 | 2/17/2026 | John Deere Financial | Bolts | 100-4312-6220 | 1.92 |
| 102092 | 2/17/2026 | John Deere Financial | Headlights | 100-4312-6220 | 162.34 |
| Warrant Total: | | | | | 164.26 |
| 102093 | 2/17/2026 | Johnson Controls Fire Protection LP | Alarm & Detection Monitoring 3.1.26 - 2.28.27 | 100-4194-6401 | 773.10 |
| Warrant Total: | | | | | 773.10 |
| 102094 | 2/17/2026 | Lifeloc Technologies, Inc. | Easy Tab Mouthpieces | 100-4210-6210 | 155.95 |
| Warrant Total: | | | | | 155.95 |
| 102095 | 2/17/2026 | Litchfield Building Center | Drill & Drive Set | 100-4312-6220 | 65.42 |
| 102095 | 2/17/2026 | Litchfield Building Center | Tape | 100-4312-6220 | 11.49 |
| 102095 | 2/17/2026 | Litchfield Building Center | Torx Screw | 100-4312-6220 | 65.33 |
| 102095 | 2/17/2026 | Litchfield Building Center | Torx Screw | 100-4318-6220 | 10.98 |
| Warrant Total: | | | | | 153.22 |
| 102096 | 2/17/2026 | Litchfield Chrysler Center | Repairs to 2020 Dodge Durango | 100-4210-6402 | 856.17 |
| Warrant Total: | | | | | 856.17 |
| 102097 | 2/17/2026 | Litchfield Hardware | Supplies | 612-4985-6220 | 21.96 |
| 102097 | 2/17/2026 | Litchfield Hardware | Bungee Cord | 100-4312-6220 | 31.93 |
| 102097 | 2/17/2026 | Litchfield Hardware | Tape | 100-4318-6220 | 9.99 |
| Warrant Total: | | | | | 63.88 |
| 102098 | 2/17/2026 | Marco Technologies LLC | Microsoft Azure | 100-4159-6300 | 50.88 |
| 102098 | 2/17/2026 | Marco Technologies LLC | Microsoft Office 365 Subscription | 100-4159-6300 | 954.45 |
| Warrant Total: | | | | | 1,005.33 |
| 102099 | 2/17/2026 | McMaster-Carr Supply Co. | Pump Seals | 604-4960-6220 | 201.18 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|---------------------------------|--------------------------------------------|----------------|-----------------|
| Warrant Total: | | | | | 201.18 |
| 102100 | 2/17/2026 | METCO LLC | Lights & Fire Alarm - GAR Hall | 808-4992-6300 | 311.60 |
| Warrant Total: | | | | | 311.60 |
| 102101 | 2/17/2026 | Metering & Technology Solutions | Water Meter Registers & Endpoints | 701-4934-6574 | 9,354.94 |
| Warrant Total: | | | | | 9,354.94 |
| 102102 | 2/17/2026 | Mid-American Research Chemical | Weed Killer & Penetrating Oil | 614-4947-6220 | 3,344.58 |
| Warrant Total: | | | | | 3,344.58 |
| 102103 | 2/17/2026 | Mid-Minnesota Concrete | 3Y43 Structural Concrete | 602-4961-6400 | 1,279.00 |
| Warrant Total: | | | | | 1,279.00 |
| 102104 | 2/17/2026 | Mid-Minnesota Electric, LLC | New Bath Fan at Power Plant | 604-4960-6220 | 543.00 |
| Warrant Total: | | | | | 543.00 |
| 102105 | 2/17/2026 | Miller Automotive LLC | New tires & alignment to 2015 Jeep Patriot | 612-4985-6400 | 823.19 |
| Warrant Total: | | | | | 823.19 |
| 102106 | 2/17/2026 | MN Dept Of Agriculture | 2026 Pesticide License - M. Provencher | 623-4983-6430 | 15.00 |
| 102106 | 2/17/2026 | MN Dept Of Agriculture | 2026 Pesticide License - B. Manning | 623-4983-6430 | 15.00 |
| 102106 | 2/17/2026 | MN Dept Of Agriculture | 2026 Pesticide License - H. Ruschmeyer | 623-4983-6430 | 15.00 |
| Warrant Total: | | | | | 45.00 |
| 102107 | 2/17/2026 | MN LEAP | MN-LEAP Membership - R. Hennen | 100-4210-6433 | 50.00 |
| Warrant Total: | | | | | 50.00 |
| 102108 | 2/17/2026 | Monroe Towmaster, LLC | Wear Segment Assembly | 100-4314-6220 | 2,496.00 |
| 102108 | 2/17/2026 | Monroe Towmaster, LLC | Bolts | 100-4312-6220 | 107.53 |
| Warrant Total: | | | | | 2,603.53 |
| 102109 | 2/17/2026 | MR Cutting Edge | Ice Scrapper Blade Sharpening | 611-4985-6400 | 155.00 |
| Warrant Total: | | | | | 155.00 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 477.50 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 550.32 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 99.45 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|-------------------------------------|----------------------------------------------------------------|----------------|-----------------|
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 493.80 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 234.96 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 189.56 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 94.78 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 214.56 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 645.10 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 550.32 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 477.50 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 493.80 |
| 102110 | 2/17/2026 | MVTL Laboratories, Inc. | Labs | 614-4947-6300 | 234.96 |
| Warrant Total: | | | | | 4,756.61 |
| 102111 | 2/17/2026 | New History, Inc. | Litchfield Grant Program | 814-4752-6300 | 3,791.25 |
| Warrant Total: | | | | | 3,791.25 |
| 102112 | 2/17/2026 | Northern Consulting Actuaries, Inc. | Completion of the FYE 2025I GASB 75 actuarial valuation report | 100-4158-6301 | 5,900.00 |
| Warrant Total: | | | | | 5,900.00 |
| 102113 | 2/17/2026 | Nuss Truck & Equipment | Clamps, connector & gasket | 100-4312-6220 | 1,138.13 |
| Warrant Total: | | | | | 1,138.13 |
| 102114 | 2/17/2026 | Oxygen Service Company | Tank Lease | 100-4318-6220 | 86.34 |
| Warrant Total: | | | | | 86.34 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Bushing | 623-4983-6220 | 8.04 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Supplies | 100-4312-6220 | 15.15 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Starting Fluid | 614-4947-6220 | 13.98 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Alternator | 100-4314-6220 | 359.56 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Alternator | 100-4312-6220 | -44.27 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Air Filter | 100-4312-6220 | 89.24 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Antenna | 100-4312-6220 | 32.99 |
| 102115 | 2/17/2026 | Parts City Auto Parts | O-Rings, Clamps & Pipe | 100-4312-6220 | 106.80 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Shipping Service | 100-4550-6220 | 193.10 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Radio | 100-4312-6220 | 125.96 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Plug | 100-4318-6220 | 27.98 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Fuel, Oil & Air Filters | 100-4318-6220 | 204.47 |
| 102115 | 2/17/2026 | Parts City Auto Parts | Hose & Crimps | 100-4312-6220 | 96.99 |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount | |
|-------------|--------------|---------------------------------|----------------------------------------------|----------------|-----------------------|-----------------|
| | | | | | Warrant Total: | 1,229.99 |
| 102116 | 2/17/2026 | R & R Auto & Metal Salvage | Radio Replacement for Truck #12 | 604-4961-6400 | 80.00 | |
| | | | | | Warrant Total: | 80.00 |
| 102117 | 2/17/2026 | Running's Supply, Inc. | Fuel Nozzle | 611-4985-6220 | -30.00 | |
| 102117 | 2/17/2026 | Running's Supply, Inc. | Light Bulbs & Tools | 623-4983-6220 | 152.40 | |
| 102117 | 2/17/2026 | Running's Supply, Inc. | Tools & Supplies | 611-4985-6220 | 121.37 | |
| 102117 | 2/17/2026 | Running's Supply, Inc. | Tools | 604-4961-6220 | 58.48 | |
| | | | | | Warrant Total: | 302.25 |
| 102118 | 2/17/2026 | Safety-Kleen Corp. | Part Washing Solvent | 100-4318-6220 | 374.74 | |
| | | | | | Warrant Total: | 374.74 |
| 102119 | 2/17/2026 | Scott's Auto | Repairs to 2017 Chevrolet Tahoe SSV | 100-4210-6402 | 1,741.30 | |
| | | | | | Warrant Total: | 1,741.30 |
| 102120 | 2/17/2026 | Shelertech Corporation | Sewer Back Up - Asbestos Abatement | 614-4945-6405 | 6,580.00 | |
| | | | | | Warrant Total: | 6,580.00 |
| 102121 | 2/17/2026 | Southwest Initiative Foundation | FY2026 City of Litchfield SWIF Appropriation | 100-4926-6441 | 5,500.00 | |
| | | | | | Warrant Total: | 5,500.00 |
| 102122 | 2/17/2026 | Spartan Stores, LLC | Laundry Detergent | 614-4947-6220 | 29.23 | |
| | | | | | Warrant Total: | 29.23 |
| 102123 | 2/17/2026 | Springbrook Holding Company LLC | CivicPay Transaction Fee | 604-4962-6431 | 309.00 | |
| 102123 | 2/17/2026 | Springbrook Holding Company LLC | CivicPay Transaction Fee | 602-4962-6431 | 309.00 | |
| 102123 | 2/17/2026 | Springbrook Holding Company LLC | CivicPay Transaction Fee | 614-4948-6431 | 309.00 | |
| | | | | | Warrant Total: | 927.00 |
| 102124 | 2/17/2026 | Stoney Brook Fire & Safety | 2.5" Chrome Plug/Chain | 100-4220-6220 | 209.26 | |
| | | | | | Warrant Total: | 209.26 |
| 102125 | 2/17/2026 | Thomson Reuters - West | Online Software Subscription | 100-4210-6433 | 370.71 | |
| | | | | | Warrant Total: | 370.71 |
| 102126 | 2/17/2026 | ULINE | Supplies | 100-4550-6220 | 196.46 | |

| Voucher No. | Warrant Date | Vendor | Description | Account Number | Amount |
|-----------------------|--------------|----------------------|-------------------------------|----------------|-------------------|
| Warrant Total: | | | | | 196.46 |
| 102127 | 2/17/2026 | UPS | Weekly Service Charges | 100-4157-6322 | 128.55 |
| Warrant Total: | | | | | 128.55 |
| 102128 | 2/17/2026 | USGA Club Membership | 2026 Club Membership Dues | 623-4983-6430 | 175.00 |
| Warrant Total: | | | | | 175.00 |
| 102129 | 2/17/2026 | Vision Metering LLC | EndSight Monthly Fee | 604-4961-6400 | 600.00 |
| Warrant Total: | | | | | 600.00 |
| 102130 | 2/17/2026 | Ziegler Inc. | DEF System Work to Cats 6 & 7 | 604-4960-6400 | 2,284.33 |
| 102130 | 2/17/2026 | Ziegler Inc. | DEF System Work | 604-4960-6400 | 1,666.07 |
| Warrant Total: | | | | | 3,950.40 |
| Report Total: | | | | | 527,428.91 |

OTHER PAYMENTS

CITY OF LITCHFIELD

**RESOLUTION NO. 26-2-29
AUTHORIZE PAYMENTS FOR LARC PROJECT**

WHEREAS, contracts have been awarded for the above titled item, and

WHEREAS, recommendation has been made and is on file to approve these payments,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the following payments for the LARC project totaling \$29,427.95 as attached and on file:

High Performance Coatings, Inc./Invoice No. 8 in the amount of \$20,237.18

Escape Fire Protection/Retainage in the amount of \$5,985.61

Arnquist Carpets Plus/Invoice No. 6-Final in the amount of \$3,205.16

Adopted by the City Council this 17th day of February, 2027.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

P:\26RES\26-2-29 LARC-Pay Requests

MAYOR



ICS
 Job #: S23046C-LARC Litchfield Area Recreation Center
 900 North Gilman Avenue
 Litchfield, Minnesota 55355

Commitment Invoices by Date/Status

Commitment Invoices by Date/Status

Subcontractor Invoices

| Contract Number | Company Name | Invoice # | Billing Period Start Date | Billing Period End Date | Status | Original Contract Amount | Net Change By Change Orders | Revised Contract Amount | Total Completed And Stored To Date | Retainage - Work Completed To Date | Total Earned Less Retainage | Payment Due | Balance To Finish Including Retainage | Total Completed And Stored Percent |
|-----------------|---------------------------------|-----------|---------------------------|-------------------------|----------|--------------------------|-----------------------------|-------------------------|------------------------------------|------------------------------------|-----------------------------|-------------|---------------------------------------|------------------------------------|
| SC-S23046C-008 | High Performance Coatings, Inc. | 8 | 01/01/2026 | 01/31/2026 | Approved | \$113,760.00 | \$17,304.49 | \$131,064.49 | \$131,064.49 | \$0.00 | \$131,064.49 | \$20,237.18 | \$0.00 | 100.00% |
| SC-S23046C-014 | Escape Fire Protection | RETAINAGE | 01/01/2026 | 01/31/2026 | Approved | \$108,400.00 | \$11,312.00 | \$119,712.00 | \$119,712.00 | \$0.00 | \$119,712.00 | \$5,985.61 | \$0.00 | 100.00% |
| SC-S23046C-010 | Arnquist Carpets Plus | 6-Final | 01/01/2026 | 01/31/2026 | Approved | \$59,031.95 | \$5,071.00 | \$64,102.95 | \$64,102.95 | \$0.00 | \$64,102.95 | \$3,205.16 | \$0.00 | 100.00% |

TO OWNER:
 City of Litchfield
 126 N. Marshall Avenue
 Litchfield, Minnesota 55355

PROJECT:
 Litchfield Area Recreation Center
 900 North Gilman Avenue
 Litchfield, Minnesota 55355

APPLICATION NO: 5
 INVOICE NO: RETAINAGE
 PERIOD: 01/01/26 - 01/31/26
 PROJECT NO: S23046C-LARC

FROM CONTRACTOR:
 Escape Fire Protection
 3500 Willow Lake Blvd #200
 Vandnais Heights, Minnesota 55110

CONTRACT DATE: //

**CONTRACT FOR: WS 14 - Fire Suppression
 CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

| | |
|------------------------------------------------------------------------------|---------------|
| 1. Original Contract Sum | \$ 108,400.00 |
| 2. Net change by change orders | \$ 11,312.00 |
| 3. Contract sum to date (line 1 ± 2) | \$ 119,712.00 |
| 4. Total completed and stored to date (Column G on detail sheet) | \$ 119,712.00 |
| 5. Retainage: | |
| a. 0.00% of completed work: | \$ 0.00 |
| b. 0.00% of stored material: | \$ 0.00 |
| Total retainage (Line 5a + 5b or total in column I of detail sheet) | \$ 0.00 |
| 6. Total earned less retainage (Line 4 less Line 5 Total) | \$ 119,712.00 |
| 7. Less previous certificates for payment (Line 6 from prior certificate) | \$ 113,726.39 |
| 8. Current payment due: | \$ 5,985.61 |
| 9. Balance to finish, including retainage (Line 3 less Line 6) | \$ 0.00 |

| CHANGE ORDER SUMMARY | ADDITIONS | DEDUCTIONS |
|-----------------------------------------------------|--------------|------------|
| Total changes approved in previous months by Owner: | \$ 11,312.00 | \$ 0.00 |
| Total approved this Month: | \$ 0.00 | \$ 0.00 |
| Totals: | \$ 11,312.00 | \$ 0.00 |
| Net change by change orders: | \$ 11,312.00 | |

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner, and that current payments shown herein is now due.

CONTRACTOR: Escape Fire Protection

By: *[Signature]* Date: 2/3/26

State of:

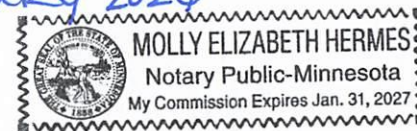
County of:

Subscribed and sworn to before

me this 3rd day of February 2026

Notary Public: *[Signature]*

My commission expires: 01/31/2027



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certifies to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 5,985.61

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

Signed by: **CONSTRUCTION MANAGER:**
 By: *[Signature]* Date: 2/4/2026
2455F9C3B1C2445...

ARCHITECT: (NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification is attached. See Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 5
 APPLICATION DATE: 01/29/2026
 PERIOD: 01/01/26 - 01/31/26
 ARCHITECTS/ENGINEERS PROJECT NO:

Contract Lines

| A | B | C | D | E | F | G | H | I | | |
|----------------|--------------------------------------------------|-----------------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | COST CODE | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 1 | 05-5.14 - Work Scope 14 - Escape Fire Protection | Design, Permit & Bonds | \$ 13,955.00 | \$ 13,955.00 | \$ 0.00 | \$ 0.00 | \$ 13,955.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 2 | 05-5.14 - Work Scope 14 - Escape Fire Protection | Materials | \$ 55,129.00 | \$ 55,129.00 | \$ 0.00 | \$ 0.00 | \$ 55,129.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 3 | 05-5.14 - Work Scope 14 - Escape Fire Protection | Installation Labor | \$ 38,232.00 | \$ 38,232.00 | \$ 0.00 | \$ 0.00 | \$ 38,232.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 4 | 05-5.14 - Work Scope 14 - Escape Fire Protection | Closeout Documents/Training | \$ 1,084.00 | \$ 1,084.00 | \$ 0.00 | \$ 0.00 | \$ 1,084.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| TOTALS: | | | \$ 108,400.00 | \$ 108,400.00 | \$ 0.00 | \$ 0.00 | \$ 108,400.00 | 100.00% | \$ 0.00 | \$ 0.00 |

Change Order Packages

| A | B | C | D | E | F | G | H | I | |
|----------------|----------------------------------------------------------------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 5.1 | CCO #001 Escape Fire 05-5.14 PR 008 Locker Room and Heat Pump Enclosure | \$ 11,312.00 | \$ 11,312.00 | \$ 0.00 | \$ 0.00 | \$ 11,312.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| TOTALS: | | \$ 11,312.00 | \$ 11,312.00 | \$ 0.00 | \$ 0.00 | \$ 11,312.00 | 100.00% | \$ 0.00 | \$ 0.00 |

Grand Totals

| A | B | C | D | E | F | G | H | I | |
|----------------------|---------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| GRAND TOTALS: | | \$ 119,712.00 | \$ 119,712.00 | \$ 0.00 | \$ 0.00 | \$ 119,712.00 | 100.00% | \$ 0.00 | \$ 0.00 |

APPLICATION AND CERTIFICATE FOR PAYMENT

DOCUMENT SUMMARY SHEET

TO OWNER:
 City of Litchfield
 126 N. Marshall Avenue
 Litchfield, Minnesota 55355

PROJECT:
 Litchfield Area Recreation Center
 900 North Gilman Avenue
 Litchfield, Minnesota 55355

APPLICATION NO: 6
 INVOICE NO:
 PERIOD: 01/01/26 - 01/31/26
 PROJECT NO: S23046C-LARC

FROM CONTRACTOR:
 Arnquist Carpets Plus
 805 1st Avenue E
 Alexandria, Minnesota 56308

CONTRACT DATE: //

CONTRACT FOR: WS 10 - Resilient & Carpet Flooring
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

| | |
|------------------------------------------------------------------------------|--------------|
| 1. Original Contract Sum | \$ 59,031.95 |
| 2. Net change by change orders | \$ 5,071.00 |
| 3. Contract sum to date (line 1 ± 2) | \$ 64,102.95 |
| 4. Total completed and stored to date (Column G on detail sheet) | \$ 64,102.95 |
| 5. Retainage: | |
| a. 0.00% of completed work: | \$ 0.00 |
| b. 0.00% of stored material: | \$ 0.00 |
| Total retainage (Line 5a + 5b or total in column I of detail sheet) | \$ 0.00 |
| 6. Total earned less retainage (Line 4 less Line 5 Total) | \$ 64,102.95 |
| 7. Less previous certificates for payment (Line 6 from prior certificate) | \$ 60,897.79 |
| 8. Current payment due: | \$ 3,205.16 |
| 9. Balance to finish, including retainage (Line 3 less Line 6) | \$ 0.00 |

| CHANGE ORDER SUMMARY | ADDITIONS | DEDUCTIONS |
|-----------------------------------------------------|-------------|------------|
| Total changes approved in previous months by Owner: | \$ 5,071.00 | \$ 0.00 |
| Total approved this Month: | \$ 0.00 | \$ 0.00 |
| Totals: | \$ 5,071.00 | \$ 0.00 |
| Net change by change orders: | \$ 5,071.00 | |

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner, and that current payments shown herein is now due.

CONTRACTOR: Arnquist Carpets Plus

By: [Signature] Date: 1/25/26
 State of MN

County of: Douglas
 Subscribed and sworn to before me this 25th day of Jan 2026

Notary Public: [Signature]
 My commission expires: 11/31/26



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certifies to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 3,205.16

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

Signed by:
 CONSTRUCTION MANAGER:
 By: Evan Johnson Date: 2/4/2026
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ARCHITECT: (NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

By: _____ Date: _____
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



CONTINUATION SHEET

DOCUMENT DETAIL SHEET

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 6
APPLICATION DATE: 01/29/2026
PERIOD: 01/01/26 - 01/31/26

ARCHITECTS/ENGINEERS PROJECT NO:

Contract Lines

| ITEM NO. | COST CODE | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
|----------------|---------------------------------------------|----------------------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| | | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 1 | 05-5.10 - Work Scope 10 - Arnquist Flooring | PP Bond | \$ 809.65 | \$ 809.65 | \$ 0.00 | \$ 0.00 | \$ 809.65 | 100.00% | \$ 0.00 | \$ 0.00 |
| 2 | 05-5.10 - Work Scope 10 - Arnquist Flooring | Closeouts - 1% | \$ 590.31 | \$ 590.31 | \$ 0.00 | \$ 0.00 | \$ 590.31 | 100.00% | \$ 0.00 | \$ 0.00 |
| 3 | 05-5.10 - Work Scope 10 - Arnquist Flooring | CPT: Material | \$ 8,494.15 | \$ 0.00 | \$ 0.00 | \$ 8,494.15 | \$ 8,494.15 | 100.00% | \$ 0.00 | \$ 0.00 |
| 4 | 05-5.10 - Work Scope 10 - Arnquist Flooring | CPT: Labor | \$ 1,786.00 | \$ 1,786.00 | \$ 0.00 | \$ 0.00 | \$ 1,786.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 5 | 05-5.10 - Work Scope 10 - Arnquist Flooring | LVT: Material | \$ 21,161.43 | \$ 0.00 | \$ 0.00 | \$ 21,161.43 | \$ 21,161.43 | 100.00% | \$ 0.00 | \$ 0.00 |
| 6 | 05-5.10 - Work Scope 10 - Arnquist Flooring | LVT: Labor | \$ 11,122.50 | \$ 11,122.50 | \$ 0.00 | \$ 0.00 | \$ 11,122.50 | 100.00% | \$ 0.00 | \$ 0.00 |
| 7 | 05-5.10 - Work Scope 10 - Arnquist Flooring | T/R, Base, Transitions: Material | \$ 8,994.41 | \$ 8,994.41 | \$ 0.00 | \$ 0.00 | \$ 8,994.41 | 100.00% | \$ 0.00 | \$ 0.00 |
| 8 | 05-5.10 - Work Scope 10 - Arnquist Flooring | T/R, Base, Transitions: Labor | \$ 6,073.50 | \$ 6,073.50 | \$ 0.00 | \$ 0.00 | \$ 6,073.50 | 100.00% | \$ 0.00 | \$ 0.00 |
| TOTALS: | | | \$ 59,031.95 | \$ 29,376.37 | \$ 0.00 | \$ 29,655.58 | \$ 59,031.95 | 100.00% | \$ 0.00 | \$ 0.00 |

Whole Change Order Packages

| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
|----------------|------------------------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 9 | CCO #001 Arnquist Carpets | | | | | | | | |
| 9.1 | 05-5.10 Aerobics Flooring Revision | \$ 3,986.00 | \$ 3,986.00 | \$ 0.00 | \$ 0.00 | \$ 3,986.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 9.2 | 05-5.10 Elevator Flooring | \$ 1,085.00 | \$ 1,085.00 | \$ 0.00 | \$ 0.00 | \$ 1,085.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| TOTALS: | | \$ 5,071.00 | \$ 5,071.00 | \$ 0.00 | \$ 0.00 | \$ 5,071.00 | 100.00% | \$ 0.00 | \$ 0.00 |

CONTINUATION SHEET

DOCUMENT DETAIL SHEET

Grand Totals

| A | B | C | D | E | F | G | H | I | |
|----------|----------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| | GRAND TOTALS: | \$ 64,102.95 | \$ 34,447.37 | \$ 0.00 | \$ 29,655.58 | \$ 64,102.95 | 100.00% | \$ 0.00 | \$ 0.00 |

DOCUMENT DETAIL SHEET- APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
 City of Litchfield
 126 N. Marshall Avenue
 Litchfield, Minnesota 55355

PROJECT:
 Litchfield Area Recreation Center
 900 North Gilman Avenue
 Litchfield, Minnesota 55355

APPLICATION NO: 8
 INVOICE NO: 8
 PERIOD: 01/01/26 - 01/31/26
 PROJECT NO: S23046C-LARC

FROM CONTRACTOR:
 High Performance Coatings, Inc.
 568 50th Street N.E.
 Buffalo, Minnesota 55313

CONTRACT DATE: //

CONTRACT FOR: WS 8 - Paint & Wall Coverings
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

| | |
|------------------------------------------------------------------------------|---------------|
| 1. Original Contract Sum | \$ 113,760.00 |
| 2. Net change by change orders | \$ 17,304.49 |
| 3. Contract sum to date (line 1 ± 2) | \$ 131,064.49 |
| 4. Total completed and stored to date (Column G on detail sheet) | \$ 131,064.49 |
| 5. Retainage: | |
| a. 0.00% of completed work: | \$ 0.00 |
| b. 0.00% of stored material: | \$ 0.00 |
| Total retainage (Line 5a + 5b or total in column I of detail sheet) | \$ 0.00 |
| 6. Total earned less retainage (Line 4 less Line 5 Total) | \$ 131,064.49 |
| 7. Less previous certificates for payment (Line 6 from prior certificate) | \$ 110,827.31 |
| 8. Current payment due: | \$ 20,237.18 |
| 9. Balance to finish, including retainage (Line 3 less Line 6) | \$ 0.00 |

| CHANGE ORDER SUMMARY | ADDITIONS | DEDUCTIONS |
|-----------------------------------------------------|--------------|---------------|
| Total changes approved in previous months by Owner: | \$ 4,834.00 | (\$1,933.67) |
| Total approved this Month: | \$ 14,404.16 | \$ 0.00 |
| Totals: | \$ 19,238.16 | (\$ 1,933.67) |
| Net change by change orders: | \$ 17,304.49 | |

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner, and that current payments shown herein is now due.

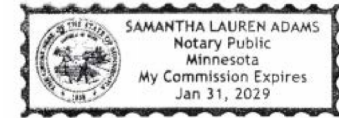
CONTRACTOR: High Performance Coatings, Inc.

By: Michael Wheeler Date: 1.28.26

State of: Minnesota
 County of: Wright

Subscribed and sworn to before me this 28th day of Jan. 2026

Notary Public: Samantha Adams
 My commission expires: 1.31.2029



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certifies to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 20,237.18

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

Signed by: **CONSTRUCTION MANAGER:**
 By: Evan Johnson Date: 2/4/2026
2455F9C3B1C2445...

ARCHITECT: (NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 8
 APPLICATION DATE: 01/25/2026
 PERIOD: 01/01/26 - 01/31/26
 ARCHITECTS/ENGINEERS PROJECT NO:

Contract Lines

| A | B | C | D | E | F | G | H | I | | |
|----------------|-----------------------------------------------------------|---------------------------------------------|-----------------|-----------------------------------|-------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | COST CODE | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 1 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | Bonding | \$ 2,850.00 | \$ 2,850.00 | \$ 0.00 | \$ 0.00 | \$ 2,850.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 2 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | Submittals | \$ 1,000.00 | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 1,000.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 3 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | 096700 - Fluid Applied Flooring - Materials | \$ 5,356.00 | \$ 5,356.00 | \$ 0.00 | \$ 0.00 | \$ 5,356.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 4 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | 096700 - Fluid Applied Flooring - Labor | \$ 9,600.00 | \$ 9,600.00 | \$ 0.00 | \$ 0.00 | \$ 9,600.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 5 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | 097200 - Wallcovering - Materials | \$ 600.00 | \$ 600.00 | \$ 0.00 | \$ 0.00 | \$ 600.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 6 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | 097200 - Wallcoverings - Labor | \$ 900.00 | \$ 900.00 | \$ 0.00 | \$ 0.00 | \$ 900.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 7 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | 099000 - Painting - Materials | \$ 27,854.00 | \$ 27,854.00 | \$ 0.00 | \$ 0.00 | \$ 27,854.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 8 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | 099000 - Painting - Labor | \$ 64,600.00 | \$ 64,600.00 | \$ 0.00 | \$ 0.00 | \$ 64,600.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 9 | 05-5.08 - Work Scope 08 - High Performance Coatings, Inc. | Closeouts | \$ 1,000.00 | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 1,000.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| TOTALS: | | | \$ 113,760.00 | \$ 113,760.00 | \$ 0.00 | \$ 0.00 | \$ 113,760.00 | 100.00% | \$ 0.00 | \$ 0.00 |

Whole Change Order Packages

| A | B | C | D | E | F | G | H | | I |
|----------------|---------------------------------------------------|-----------------|-----------------------------------|--------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 10 | CCO #001 High Performance Coatings | | | | | | | | |
| 10.1 | 05-5.08 PR 005 HM Door, Frame, Wall, Misc Updates | \$ 1,214.00 | \$ 1,214.00 | \$ 0.00 | \$ 0.00 | \$ 1,214.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 10.2 | 05-5.08 PR 006 SF Door, Frame, Wall, Misc Updates | (\$573.67) | (\$573.67) | \$ 0.00 | \$ 0.00 | (\$573.67) | 100.00% | \$ 0.00 | \$ 0.00 |
| 10.3 | 05-5.08 PR 011 Ductwork and Paint | \$ 2,925.00 | \$ 2,925.00 | \$ 0.00 | \$ 0.00 | \$ 2,925.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 11 | CCO #002 High Performance Coatings | | | | | | | | |
| 11.1 | 05-5.08 PR 028 Elevator Equipment Room | \$ 695.00 | \$ 695.00 | \$ 0.00 | \$ 0.00 | \$ 695.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 11.2 | 05-5.08 VWC outside Main Corridor Vestibule | (\$1,360.00) | (\$1,360.00) | \$ 0.00 | \$ 0.00 | (\$1,360.00) | 100.00% | \$ 0.00 | \$ 0.00 |
| 12 | CCO #003 CCO 003 - HPC Final | | | | | | | | |
| 12.1 | 05-5.08 Scoreboard Relocation | \$ 220.00 | \$ 0.00 | \$ 220.00 | \$ 0.00 | \$ 220.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 12.2 | 05-5.08 PR 042 Field House Cameras | \$ 354.00 | \$ 0.00 | \$ 354.00 | \$ 0.00 | \$ 354.00 | 100.00% | \$ 0.00 | \$ 0.00 |
| 12.3 | 05-5.08 HPC T&M | \$ 13,707.66 | \$ 0.00 | \$ 13,707.66 | \$ 0.00 | \$ 13,707.66 | 100.00% | \$ 0.00 | \$ 0.00 |
| 12.4 | 05-5.08 Water Line Damage Correction - C119 | \$ 122.50 | \$ 0.00 | \$ 122.50 | \$ 0.00 | \$ 122.50 | 100.00% | \$ 0.00 | \$ 0.00 |
| TOTALS: | | \$ 17,304.49 | \$ 2,900.33 | \$ 14,404.16 | \$ 0.00 | \$ 17,304.49 | 100.00% | \$ 0.00 | \$ 0.00 |

Grand Totals

| A | B | C | D | E | F | G | H | | I |
|----------------------|---------------------|-----------------|-----------------------------------|--------------|--------------------------------------------|--------------------------------------------|-----------|---------------------------|-----------|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | WORK COMPLETED | | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G / C) | BALANCE TO FINISH (C - G) | RETAINAGE |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| GRAND TOTALS: | | \$ 131,064.49 | \$ 116,660.33 | \$ 14,404.16 | \$ 0.00 | \$ 131,064.49 | 100.00% | \$ 0.00 | \$ 0.00 |

ORDINANCES
SECOND READINGS

LICENSES

1.

CITY OF LITCHFIELD
APPLICATION FOR LICENSE
SALES ON PUBLIC PROPERTY

Applicant/Organization Name: Watercade LLC

Address: PO Box 217 Litchfield, MN 55355

Phone #: 320-241-5649

Location of Proposed Sales: Central Park + Legion Memorial Park

Time or Times When Sales Shall Be Attempted: 9AM-3pm / 1pm - 11pm

Dates When Sales Shall Be Attempted: July 10 + 11, 2026

Brat Feed June 4, 2026 - Central Park

List contact person's name and phone number and items offered for sale:

| Contact Information | Items for Sale |
|-----------------------|-----------------------------------|
| 1. <u>Sara Miller</u> | <u>Art vendors + food vendors</u> |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |
| 6. _____ | _____ |
| 7. _____ | _____ |
| 8. _____ | _____ |
| 9. _____ | _____ |
| 10. _____ | _____ |
| 11. _____ | _____ |
| 12. _____ | _____ |

Date of Application: 1-26-2026

Fee Paid: \$15.00

Receipt #: 588757

Council Approved: _____

License #: 26-2 + 26-3


Applicant's Signature

Fees:
* \$5.00 - Single Occasion
\$25.00 - Per Season

2.

CITY OF LITCHFIELD

**RESOLUTION NO. 26-2-30
LAWFUL GAMBLING PERMIT FOR
AN EXEMPT ORGANIZATION
LITCHFIELD AREA MENTORSHIP PROGRAM- KINSHIP**

WHEREAS, an application for a lawful gambling license exemption was considered from the Litchfield Area Mentorship Program – Kinship,

NOW, THEREFORE, BE IT RESOLVED to approve the application for an Exemption from a Lawful Gambling license for Litchfield Area Mentorship Program - Kinship. on March 27, 2026 at Litchfield Eagles 3424, 389 CSAH 34 South, Litchfield, and to direct submittal of a copy of this resolution with their application to the State Gambling Control Division.

Adopted by the City Council this 17th day of February, 2026.

Attest:

ASSISTANT CITY ADMINISTRATOR

Approved:

MAYOR



Connecting Caring Adults with YOUTH through mentoring relationships

February 10, 2026

TO: City of Litchfield

FROM: Judy Hulterstrem
Director of LAMP

A handwritten signature in black ink that reads "Judy Hulterstrem".

RE: Approval of Application for Exempt Permit

The Litchfield Area Mentorship Program would appreciate your approval of the Application for Exempt Permit for HAM Bingo on March 27, 2026.

We would appreciate this being acted on at the City Council meeting on February 17, 2026

When ready, please call Judy Hulterstrem at 320.699.0169, I will be happy to stop by to pick it up.

Thank you.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

| | |
|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Organization Name: <u>Litchfield Area Mentorship Program-Kinship</u> | Previous Gambling Permit Number: <u>X-93038-22-003</u> |
| Minnesota Tax ID Number, if any: <u>9075191</u> | Federal Employer ID Number (FEIN), if any: <u>13-4365598</u> |
| Mailing Address: <u>P O Box 82</u> | |
| City: <u>Litchfield</u> | State: <u>MN</u> Zip: <u>55355</u> County: <u>Meeker</u> |
| Name of Chief Executive Officer (CEO): <u>Joanne Kotila</u> | |
| CEO Daytime Phone: <u>320-699-1616</u> | CEO Email: <u>jkotila74@gmail.com</u> (permit will be emailed to this email address unless otherwise indicated below) |
| Email permit to (if other than the CEO): _____ | |

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of **both** of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Litchfield Eagles 3424

Physical Address (do not use P.O. box): 389 CSAH 34 South

Check one:
 City: Litchfield Zip: 55355 County: Meeker
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 27, 2026

Check each type of gambling activity that your organization will conduct:

- Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> | <p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> |
| <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div> | |
| <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p> | |

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: *Joanne Kotila* Date: 2-10-2026
(Signature must be CEO's signature; designee may not sign)

Print Name: Joanne Kotila

| | |
|---------------------|-----------------------------------------|
| REQUIREMENTS | MAIL APPLICATION AND ATTACHMENTS |
|---------------------|-----------------------------------------|

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><small>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</small></p> | <p><small>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</small></p> | <p><small>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</small></p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

This form will be made available in alternative format (i.e. large print, braille) upon request.

OTHER ROUTINE MATTERS

1.

City of Litchfield
126 Marshall Avenue North
Litchfield, MN 55355

\$25.00 Fee/Day
Date: 1/28/26
Receipt #: 588757

TEMPORARY STREET CLOSING APPLICATION

Organization: Watercade

Address: Po Box 217
Litchfield, MN 55355

Closure Location: 11th Street to Depot St to Armstrong Ave to 10th St
(normal parade closures)

Closure Date(s): July 11, 2026

Time(s): 5pm - 9pm

Reason for Closure: Watercade parade

The applicant organization must provide to the City of Litchfield, a Certificate of Insurance with the limits of:

Bodily Injury: \$300,000 – Each Occurrence
\$500,000 – Aggregate

Property Damage: \$250,000 – Each Occurrence
\$500,000 – Aggregate

Bodily Injury & Property Damage (Combined): \$500,000 – Each Occurrence
\$500,000 – Aggregate

The applicant organization is responsible for the repair of barricades should they be damaged or the replacement should they be stolen.

| Department | Approved | Denied | Date | Initials |
|------------------------------|-------------------------------------|--------|--------|----------|
| Police Chief | <input checked="" type="checkbox"/> | | 2-2-26 | MP |
| Public Works | <input checked="" type="checkbox"/> | | 2-3-26 | MP |
| Assistant City Administrator | <input checked="" type="checkbox"/> | | 2-3-26 | J |

Jane Ehi
Signature

Secretary Watercade
Title

1-25-2026
Date

Comments: Route hasit changed

2.

City of Litchfield
126 Marshall Avenue North
Litchfield, MN 55355

\$25.00 Fee/Day
Date: 1/25/26
Receipt #: 508757

TEMPORARY STREET CLOSING APPLICATION

Organization: Watercade
Address: PO Box 217
Litchfield, MN 55355
Closure Location: Marshall Ave from 4th st to 3rd st
E 4th st after the electric stations to Marshall
Closure Date(s): July 10th, 2026 (night before)
Time(s): 10pm on July 9th - 5pm on July 10th
Reason for Closure: Art in the park food vendors

The applicant organization must provide to the City of Litchfield, a Certificate of Insurance with the limits of:

Bodily Injury: \$300,000 – Each Occurrence
\$500,000 – Aggregate

Property Damage: \$250,000 – Each Occurrence
\$500,000 – Aggregate

Bodily Injury & Property Damage (Combined): \$500,000 – Each Occurrence
\$500,000 – Aggregate

The applicant organization is responsible for the repair of barricades should they be damaged or the replacement should they be stolen.

| Department | Approved | Denied | Date | Initials |
|------------------------------|-------------------------------------|--------|--------|----------|
| Police Chief | <input checked="" type="checkbox"/> | | 2-2-26 | MP |
| Public Works | <input checked="" type="checkbox"/> | | 2-3-26 | MP |
| Assistant City Administrator | <input checked="" type="checkbox"/> | | 2-3-26 | JS |

Javier Eki
Signature

Secretary Watercade
Title

1-25-2026
Date

Comments: Added 4th st back on

3.

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-33
EMPLOYMENT OFFER FOR
PART-TIME POSITIONS**

WHEREAS, the City needs employees for part-time positions; and

WHEREAS, the funds to fill these positions were approved in the 2026 Budget; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Litchfield to offer 2026 part-time employment with the City of Litchfield, to the following:

| <u>Department</u> | <u>Re-Hires</u> | <u>New Hires</u> |
|-------------------|-----------------|------------------|
| <u>Liquor</u> | | Douglas Cohen |

Adopted by the City Council this 17th day of February, 2026.

Attest:

ASSISTANT CITY ADMINISTRATOR

Approved:

MAYOR

COMMUNICATIONS

MINUTES AND REPORTS

I. CALL TO ORDER

A meeting of the Planning Commission was held on Monday, February 9, 2026, commencing at 5:30 p.m. in the Council Chambers of City Hall. Chairperson Asmus called the meeting to order.

A. ROLL CALL:

| | | |
|--------------|----------------|---------|
| Chairperson | Shannon Asmus | Present |
| Commissioner | Michael Flaata | Present |
| Commissioner | Larry Dahl | Present |
| Commissioner | Ron Dingmann | Present |
| Commissioner | Jeff Woods | Present |
| Commissioner | John Mueller | Present |
| Commissioner | Gary Barnes | Absent |
| City Planner | Hannah Rybak | Present |

B. ANNOUNCEMENT OF ADDITIONAL ITEMS

II. APPROVAL OF MINUTES

It was moved by Commissioner Dahl, seconded by Commissioner Mueller, to approve the minutes of the November 10, 2025, meeting. Commissioners Asmus, Flaata, Dahl, Mueller and Woods voted aye, and Commissioner Dingmann abstained due to absence from the November 10, 2025 meeting.

Motion Carried.

III. SCHEDULED ITEMS

A. CONTINUED PUBLIC HEARING:

1. **VARIANCE REQUEST** – by Jeremy Lehr at 501 S. Chandler Ave.
Variance to allow for an increase in allowable footage for an addition to an existing detached garage.

City Planner, Hannah Rybak, provided an overview of the request. She noted that the Applicant has changed the plans, and is no longer requesting a variance for height. She reviewed the standards for granting a variance and requested that the Planning Commission review the project in the context of the criteria and make a recommendation to the City Council.

Linda Prieve, 509 S Chandler Ave., previously submitted a letter in opposition to the variances. Planner Rybak made contact with her to discuss the updated plan. Ms. Prieve expressed indifference to the amended request.

Commissioner Asmus asked for clarification on the driveway. Planner Rybak stated that there is an existing rock parking area, which should be paved as part of this project to be compliant with driveway surfacing requirements.

Commissioner Woods stated that this is what he was hoping would come back. The updated request is more reasonable. Several commissioners agreed.

Commissioner Mueller asked if paving the driveway and planting a line of shrubs would be a big deal for the Applicant. Jeremy Lehr responded no, but he doesn't know why he would need to plant a row of shrubs. He stated that he has dealt with looking at things in the neighboring yard, while his is clean. He stated that he has previously planted a shrub, which was cut down by the neighboring property owner.

Commissioner Asmus asked if the use of the garage would be storage. Mr. Lehr responded yes, it will primarily be for storage.

The commissioners discussed concerns on what a future owner might attempt to do with the larger garage, namely potential for a mechanic business. Commissioner Asmus asked how this could be prevented? Commissioner Mueller stated that they can't just guess what future owners might or might not do. Commissioner Woods stated that the extra 200-odd square feet would make it any more desirable for a business than any other garage.

Commissioner Flaata expressed concern that this would set a precedent. Planner Rybak responded that variances are considered based on the specific set of circumstances on a specific property. Granting or denying one variance doesn't automatically approve or deny the next one that comes in.

Planner Rybak pointed out that a residential property could have one 1,200 square foot attached garage, and another 1,200 square foot detached garage. The subject property has no detached garage. Mr. Lehr stated that he did explore demolishing his existing garage and adding two new garages, attached and detached, which would comply with the code. He stated that he did not think that would be best for neighborhood aesthetics, which is why he is pursuing approval of his current proposal.

Based on the findings of facts and submitted plans, Commissioner Mueller made a motion to recommend approval of the variance request by Jeremy Lehr, at 501 S. Chandler Ave., subject to the following conditions;

1. The Applicant shall obtain a building permit prior to any construction.
2. The graveled area currently leading to the area of the addition must be hard surfaced as part of this project.
3. The exterior of the garage must match or closely resemble the home when completed.
4. Construction shall adhere to the site plan submitted with this application.

This motion was seconded by Commissioner Dahl. All members present voted aye.

Motion carried.

IV. NEW BUSINESS

V. **OLD BUSINESS**

VI. **ADDITIONAL ITEMS**

A. **HPC MEETING REPORT**

Commissioner Mueller stated that he attended the most recent meeting of the HPC. Being new to the commission, he primarily listened during the meeting. He will be meeting with Councilmember Kotelnicki ahead of the next meeting for additional HPC onboarding.

VII. **SET HEARING DATES AND TIMES**

The next scheduled meeting is Monday, March 9, 2026, at 5:30 p.m.

VIII. **REVIEW OF COUNCIL ACTIONS**

IX. **ADJOURNMENT**

Commissioner Asmus adjourned the meeting at approximately 5:57 p.m.

Hannah Rybak
City Planner

TIMED ITEMS

ACKNOWLEDGEMENT OF
AUDIENCE/
PRESENTATIONS

COMMISSION
RECOMMENDATIONS

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-32
GRANT A VARIANCE TO JEREMEY LEHR, FOR
PROPERTY LOCATED AT 501 SOUTH CHANDLER AVENUE**

WHEREAS, the Planning Commission held a hearing on November 10, 2025, for a variance request, made by Jeremy Lehr, and

WHEREAS, the Litchfield Planning Commission, upon review of the findings of facts, as follows, has recommended that the variance be granted and they referred the application to the City Council for final action, and

WHEREAS, the request is for a variance for an increase of 218 SF over the allowable accessory structure size of 1,200 SF, and

WHEREAS, the property is located at 501 South Chandler Avenue, in the R-2 Residential District, and

WHEREAS, the increased size has been requested to facilitate a detached garage addition for the purpose of storage of personal property, and

WHEREAS, the variance is in harmony with the general purposes and intent of the ordinance and would prevent exterior storage of the landowner's personal property, and

WHEREAS, the variance is consistent with the residential designation of the property within the Comprehensive Plan, and

WHEREAS, the property owner's request is reasonable, given that the property contains no attached garage and no other accessory structures, and

WHEREAS, the variance will not alter the essential character of the locality, and

WHEREAS, the purpose of the request is not solely financial.

BE IT RESOLVED by the City Council of the City of Litchfield that the requested variance be granted to Jeremy Lehr at 501 South Chandler Avenue, to allow an increase of 218 SF over the allowable 1,200 SF accessory structure size, for a detached garage addition, resulting in a total footprint of 1,418 SF.

Property legally described as:

Parcel No. 27-2056000
Lot 1, and the North 30 Feet of Lot 2, Block 1, ISAACSON'S ADDITION
City of Litchfield, Meeker County, Minnesota

Adopted by the City Council this 17th day of February, 2026

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

**CITY OF LITCHFIELD
RESOLUTION NO. 26-2-32
DENYING A VARIANCE FROM JEREMEY LEHR, FOR
PROPERTY LOCATED AT 501 SOUTH CHANDLER AVENUE**

WHEREAS, the Planning Commission held a hearing on November 10, 2025, for a variance request, made by Jeremy Lehr, and

WHEREAS, the Litchfield Planning Commission, upon review of the findings of facts, as follows, has recommended that the variance be granted and they referred the application to the City Council for final action, and

WHEREAS, the request is for a variance for an increase of 218 SF over the allowable accessory structure size of 1,200 SF, and

WHEREAS, the property is located at 501 South Chandler Avenue, in the R-2 Residential District, and

WHEREAS, the increased size has been requested to facilitate a detached garage addition for the purpose of storage of personal property, and

WHEREAS, the variance is not in harmony with the general purposes and intent of the ordinance, and

WHEREAS, the property owner does not propose to use the property in a reasonable, and

WHEREAS, the variance would alter the essential character of the locality.

BE IT RESOLVED by the City Council of the City of Litchfield that the requested variance, to allow an increase of 218 SF over the allowable 1,200 SF accessory structure size, for a detached garage addition, resulting in a total footprint of 1,418 SF, be denied.

Property legally described as:

Parcel No. 27-2056000
Lot 1, and the North 30 Feet of Lot 2, Block 1, ISAACSON'S ADDITION
City of Litchfield, Meeker County, Minnesota

Adopted by the City Council this 17th day of February, 2026

Page 2

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR



CITY OF LITCHFIELD MEMORANDUM

To: Honorable Mayor and City Council Members
David Cziok, City Administrator

From: Hannah Rybak, City Planner

Date: February 12, 2026
City Council Regular Meeting February 17, 2026

Request: **Request for approval of an accessory structure size variance to facilitate a detached garage addition at the property located at 501 Chandler Ave S, PID: 27-2056000.**

GENERAL INFORMATION

Applicant/Owner: Jeremy Lehr

Location: 501 Chandler Ave S.

Existing Land Use / Zoning: Residential; zoned: R-2 Residential

Surrounding Land Use / Zoning:
North: Industrial; zoned: I-2 General Industry
East: Residential; zoned: R-2 Residential
South: Residential; zoned: R-2 Residential
West: Residential; zoned: R-2 Residential

Comprehensive Plan: The Litchfield Comprehensive Plan guides this property for low-density residential land use.

| | | |
|------------------------------------|---------------------------------|------------|
| Deadline for Agency Action: | Application Date: | 10-20-2025 |
| | 60 Days: | 12-19-2025 |
| | Extension Letter Mailed: | 11-26-2025 |
| | 120 Days: | 02-17-2026 |

CONSIDERATIONS RELATING TO THE REQUEST

- 1. Overview.** The Applicant originally submitted a request for two variances, which would allow for an addition to an existing detached garage. The addition, as originally

proposed, would have exceeded the allowable height and total allowable square footage for an accessory structure.

The original application was reviewed by the Planning Commission on November 10, 2025. After a lengthy discussion the Planning Commission asked if it would be possible for the applicant to revise his plans to fit within the height requirement, thus removing the request for a height variance from the application. The Applicant agreed to explore this option, and the Planning Commission subsequently tabled the application. The Applicant submitted revised plans showing the height of the proposed garage addition to be 17' 11 ¼", which is less than the height of the home (18' ½"). There are no changes to the proposed footprint of the structure from the first to the second plan set. The proposed addition would result in a footprint of 1,418 SF, where 1,200 SF is the maximum allowed.

Requested Variance:

1. A variance of 218 SF, to allow a 1,418 SF accessory structure, where the maximum size allowed is 1,200 SF.

Zoning Evaluation

| | R-2 Requirement | Proposed |
|-------------------------------------------|---------------------------------------------------------------|----------------------|
| Corner side setback (north) | 20 feet | ~50 feet |
| Interior side setback (south) | 3 feet | 16.5 feet |
| Rear setback | 3 feet | 40 feet |
| Setback from the home | 6 feet | 10 feet |
| Height | Single-story Not to exceed height of home – 18' ½" to peak | 1 story 17' 11 ¼" |
| Number of Accessory Structures | 2 max. | 1 |
| Accessory Structure Square Footage | 1,200 SF max. | 1,418 SF |

2. Ordinance Authority.

Litchfield City Code, Chapter 154, Section 9.5 D provides Variance approval requirements. Variances shall only be permitted when the applicant can show that all of the following criteria have been met:

1. That the variance is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
2. That there are practical difficulties in complying with the zoning ordinance. “Practical difficulties”, as used in connection with granting of a variance, means that:
 - i. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
 - ii. The plight of the landowner is due to circumstances unique to the property not created by the landowners; and
 - iii. The variance, if granted, will not alter the essential character of the locality and will not be detrimental to the public welfare or injurious to other land or improvements in the vicinity of the parcel of land
3. The purpose of the variance is not based exclusively upon a desire to increase the value or income potential of a parcel of land.

Litchfield City Code, Chapter 154, Section 10.1, B provides requirements for accessory buildings.

3. Consistency of the Request with the Standards for Granting a Variance

- I. *That the variance is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.*

The intent of the Zoning Ordinance requirements related to accessory structure size is to ensure that structures are adequately scaled to the residential area they are located in. The proposed structure is large; however, the subject parcel is approximately double the minimum size for an R-2 lot. The proposed variance does not have any impact on the residential use of the property; therefore, it is consistent with the Comprehensive Plan.

- II. *There are practical difficulties in complying with the zoning ordinance.* “Practical difficulties”, as used in connection with granting of a variance, means that:

- a) *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*

The Applicant’s desire to construct a structure large enough to store his personal property is certainly reasonable. The storing of vehicles indoors is always preferable to outdoors on residential properties. While the subject

parcel exceeds the R-2 minimum size requirement, it is not the largest parcel in the immediate area. The reduction in height to conform with the Zoning Ordinance causes the proposal to be more reasonable than the original submittal.

- b) *The plight of the landowner is due to circumstances unique to the property not created by the landowners.*

The variance for size would be necessary on any residential property, as the max size of 1,200 SF is applied across the board. This property does not appear to contain any unique circumstances, outside of number of vehicles the property owner owns, and his desire to store them indoors on his property. It should be noted that the parcel does not contain an attached garage. Residential properties may have a 1,200 SF attached garage, in addition to 1,200 SF of accessory structure square footage.

- c) *The variance, if granted, will not alter the essential character of the locality and will not be detrimental to the public welfare or injurious to other land or improvements in the vicinity of the parcel of land.*

The proposed garage would generally be larger than other structures in the area, however many other properties have multiple accessory structures and some have attached garages, in addition to their accessory structures. There is a row of evergreen trees running along the side of the property, which would screen the view of the structure from the home to the east. The property directly north is an industrial property, so there are no concerns with the visual impression from that area.

- d) *The purpose of the variance is not based exclusively upon a desire to increase the value or income potential of a parcel of land.*

The purpose of this request is to add an additional functional garage space to the property. This is not solely financial.

4. Engineering Considerations.

None.

5. Resident Comments.

The owner of 506 S Gilman Ave. (directly east of the subject property) has signed the application form indicating support of the variances.

The owner of 509 S Chandler Ave. (directly south of the subject property) contacted staff to express indifference to the project.

RECOMMENDATION

At their February 9, 2026 regular meeting, the Planning Commission voted unanimously to recommend approval of the requested variance, subject to the following conditions:

1. The Applicant shall obtain a building permit prior to any construction.
2. The graveled area currently leading to the area of the addition must be hard surfaced as part of this project.
3. The exterior of the garage must match or closely resemble the home when completed.
4. Construction shall adhere to the site plan submitted with this application.

POTENTIAL ACTION

1. Approval with Conditions: In the event of a decision for approval, the Council may refer to the draft resolution of approval, found in your packet.
2. Denial: In the event of a decision for denial, the Council may refer to the draft resolution of denial, found in your packet.

Note: The deadline for the City to take action on this application is February 17, 2026, which is the date of the City Council meeting. Typically, one resolution, reflecting the recommendation of the Planning Commission, is provided for Council consideration. Staff have provided a draft resolution for denial, to ensure that action may be taken by the deadline. If the Council overrules the recommendation of the Planning Commission, and finds for denial, it may refer to the draft resolution of denial.

ATTACHMENTS

Attachment A: Location Map

Attachment B: Application Packet

501 South Chandler Avenue

Location Map





City of Litchfield
 126 North Marshall Avenue
 Litchfield, MN 55355
 Tel (320) 693-7201 Fax (320) 693.9134
 www.ci.litchfield.mn.us

APPLICATION FOR CONSIDERATION OF REQUEST

STREET ADDRESS OF PROPERTY: 501 S. CHANDLER AVE

PARCEL ID NUMBER(S): 27-2056000

LEGAL DESCRIPTION OF PROPERTY: Lot-001 BLK-008 Isaacson's add
1/2 N 30' Lot 2 1/2 N 1/2 Vac Alley adj Lot

OWNER NAME: JEREMY LEHR

ADDRESS: 501 So CHANDLER AVE

PHONE: 320-221-0771 EMAIL: Jeremy@heartthroboxhaust.com

APPLICANT: (If different than property owner, attach Owner's information and signature to application)
 NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

- Type of Request
- | | | |
|-------------------------------------------|-------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Rezoning | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Site Plan |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Amendment to Ordinance | <input checked="" type="checkbox"/> Variance |
| <input type="checkbox"/> Vacation | <input type="checkbox"/> Interim Use Permit | <input type="checkbox"/> Lot Line Adjustment |
| <input type="checkbox"/> Tax Parcel Split | <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Planned Unit Development |

Description of Request: (Attach separate page if necessary) _____

Addition of garage 22' south attached to original
garage 40' running east to west lined up w/
west side of garage

IF POSSIBLE, OBTAIN THE SIGNATURES OF ALL ADJACENT PROPERTY OWNERS:

SUPPORT:

| SIGNATURE | ADDRESS | GIVEN | NOT GIVEN | UNDECIDED |
|-------------------|---------------------------|----------|-----------|-----------|
| <u>Dustin Day</u> | <u>506 S. Gilman Ave.</u> | <u>X</u> | | |
| | | | | |
| | | | | |

Information Provided:

- Preliminary Plat
- Grading/Drainage Plan
- Utilities Plan
- Site Plan
- Landscape Plan
- Building Elevation
- Sign Plan
- Registered Land Survey
- Narrative of Project

Jeremy John
Owner's Signature

10-5-25
Date

Jeremy John
Applicant's Signature

10-5-25
Date

Fee \$ _____

Rec # _____

Date _____

1/26/2026

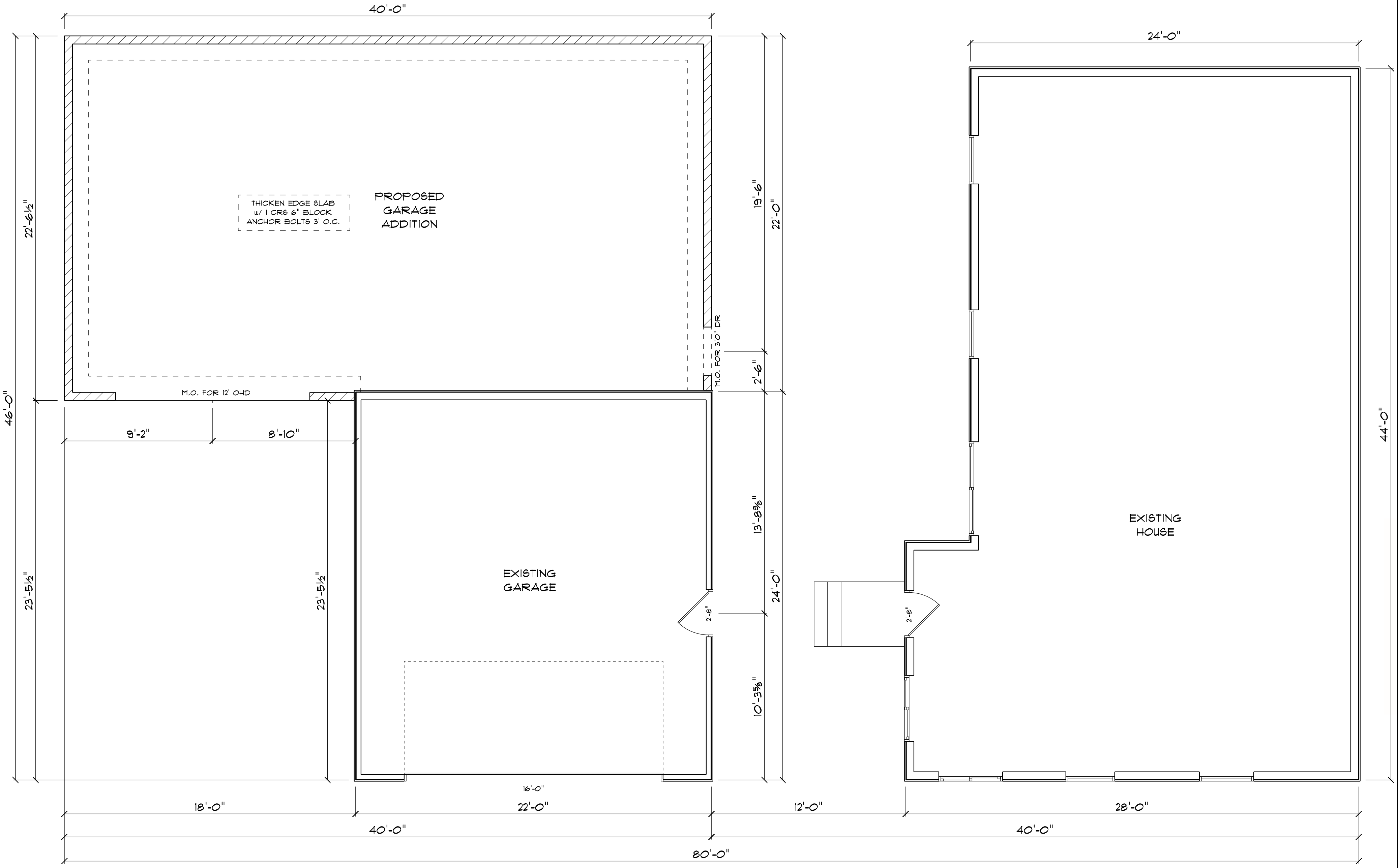
Addition for Jeremy Lehr @ 501 South Chandler Ave in the City of Litchfield.

This is an updated proposal plan from the original back in October 2025, I would like to add to my current garage which is a 24'x22' structure. Following the west side of the current garage I would go straight back south 22' and then over 40' to the east as you could see in the drawings. The update from previous is the roof line has been lowered to meet suggestions and concerns. The roofline has rotated from previous drawing to accommodate the shorter side wall height and minimize the height of the peak, so it remains to not exceed the height of the house to match appearance. The reason for this addition remains for storage.

Thank you,

A handwritten signature in cursive script that reads "Jeremy Lehr".

Jeremy Lehr

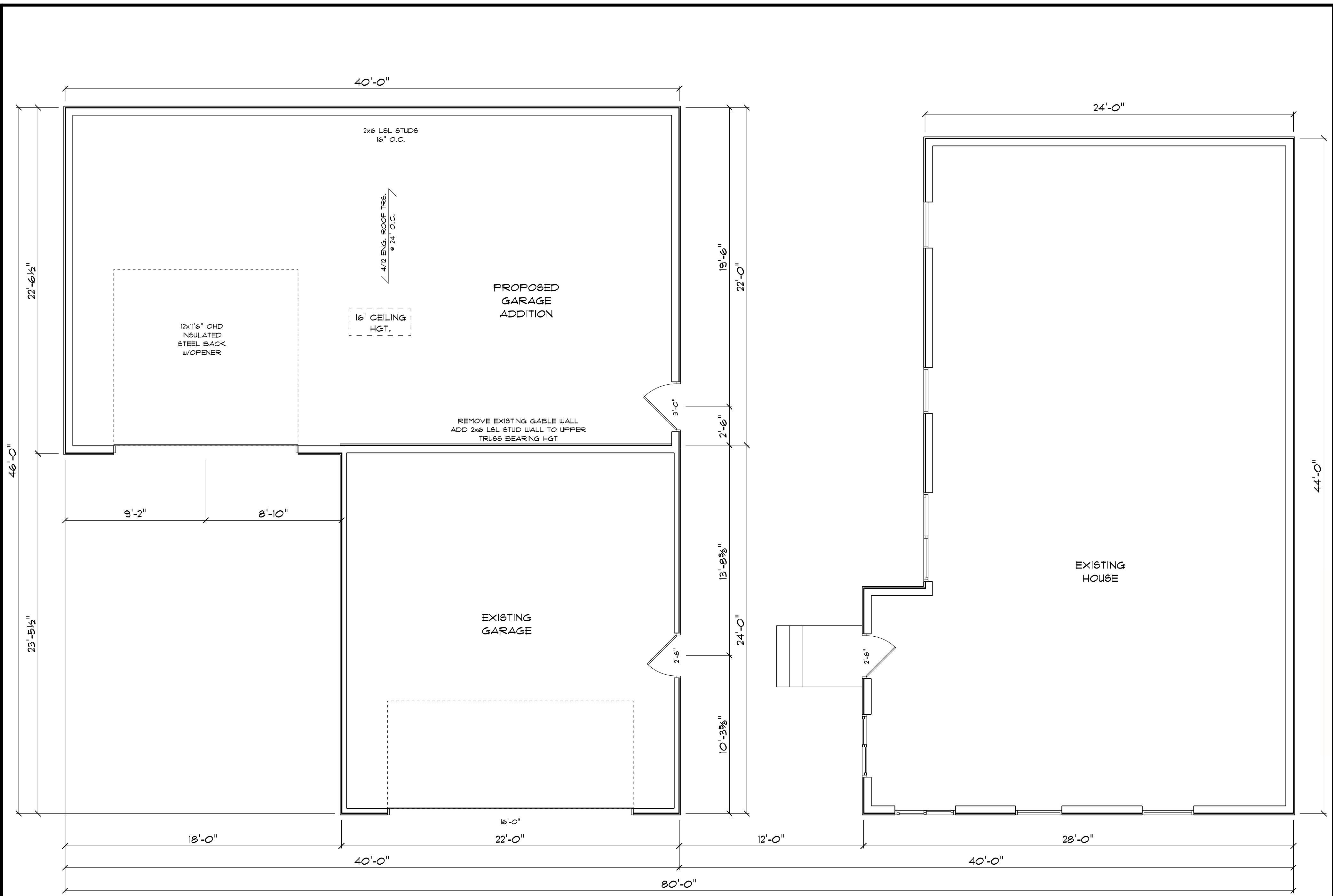


FOUNDATION
SCALE: 1/4" = 1'-0"

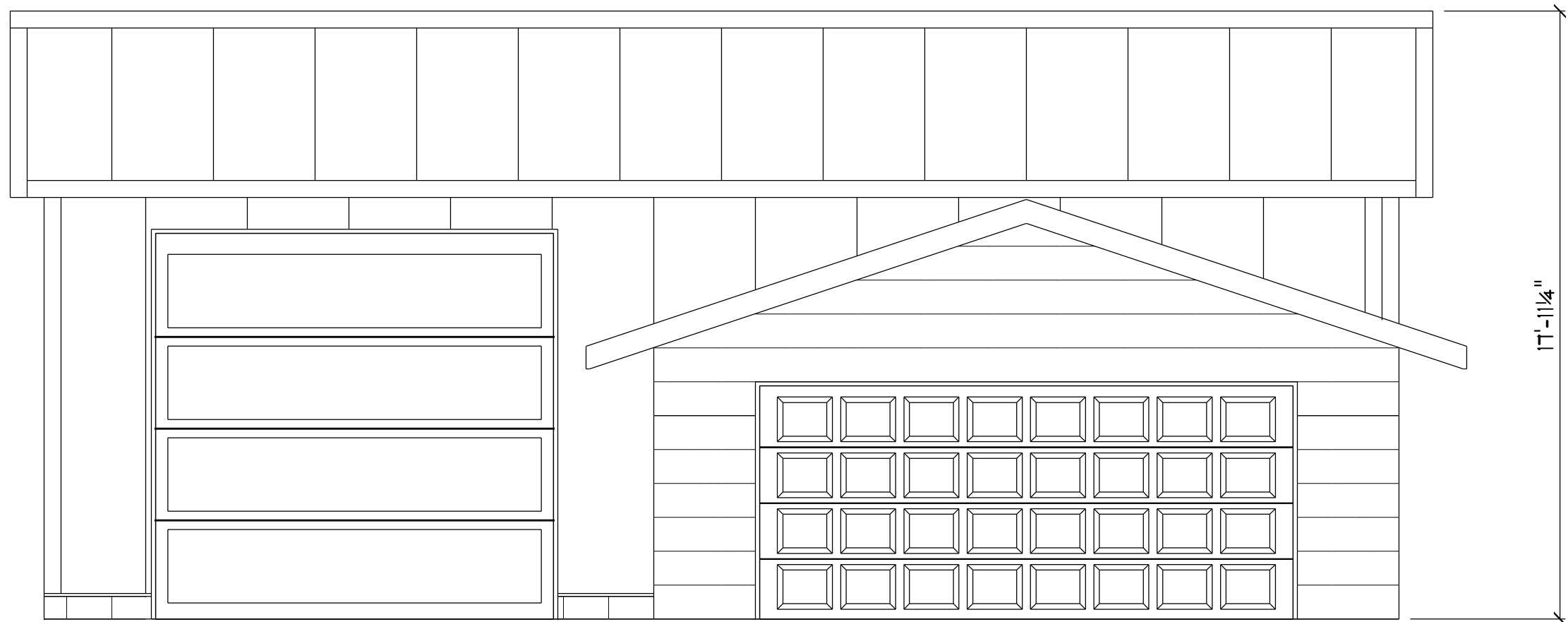


EDEN VALLEY LUMBER
183 STATE STREET
EDEN VALLEY MN 55329
PHONE: 320-453-2360
EMAIL: EVLBRENT@ARVIG.COM

SCALE: 1/4" = 1'-0"
DRAWN BY: XXX
DATE: Friday, December 5, 2025

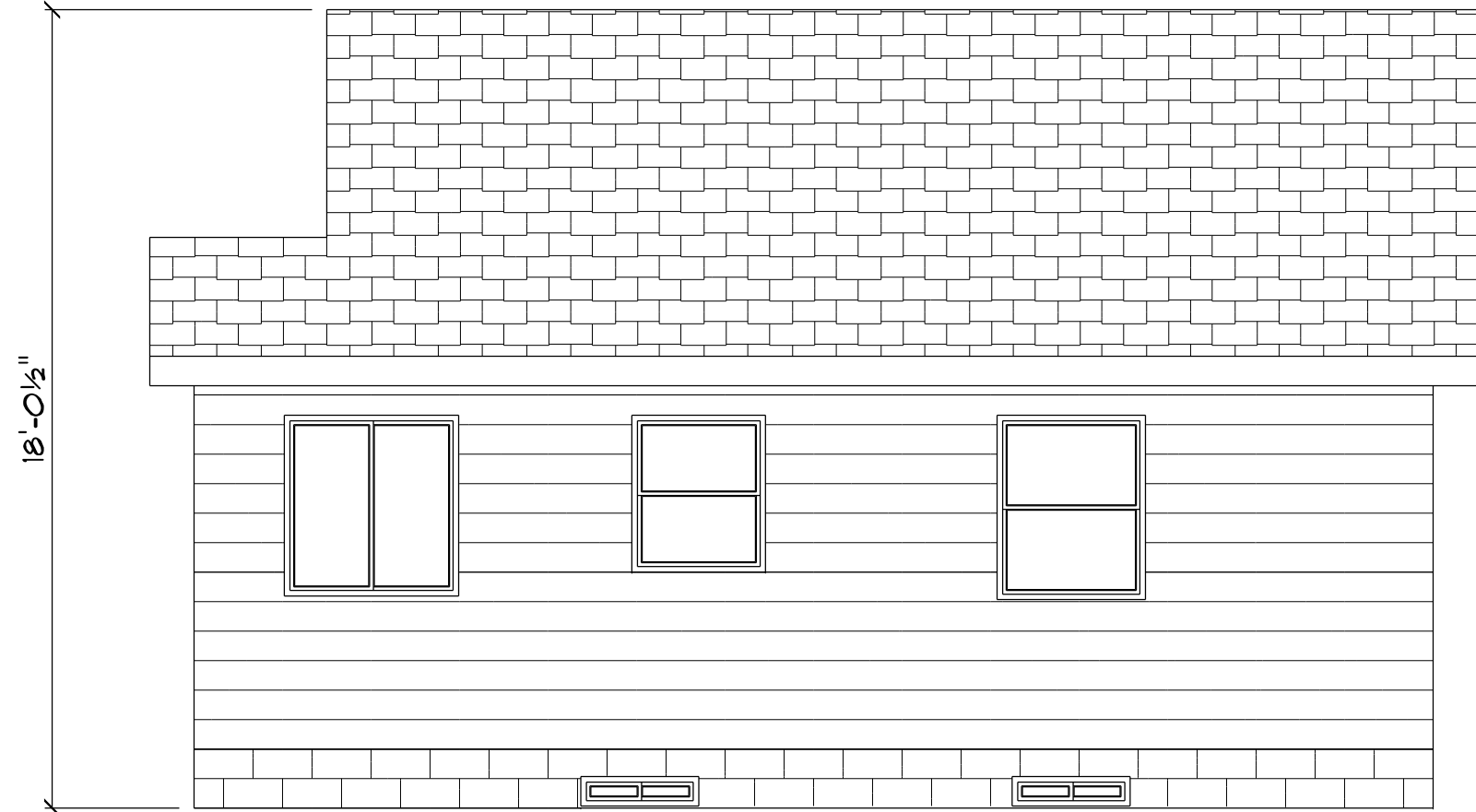


MAIN FLOOR
SCALE: 1/4" = 1'-0"



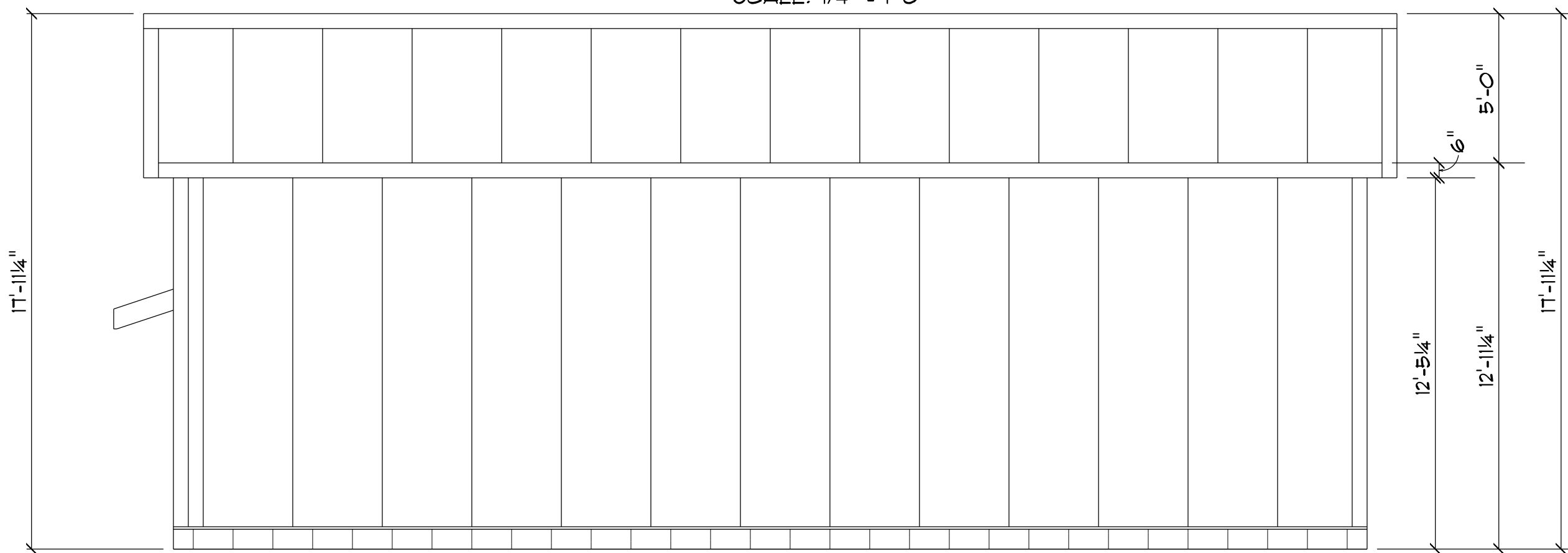
NORTH ELEV2

SCALE: 1/4" = 1'-0"



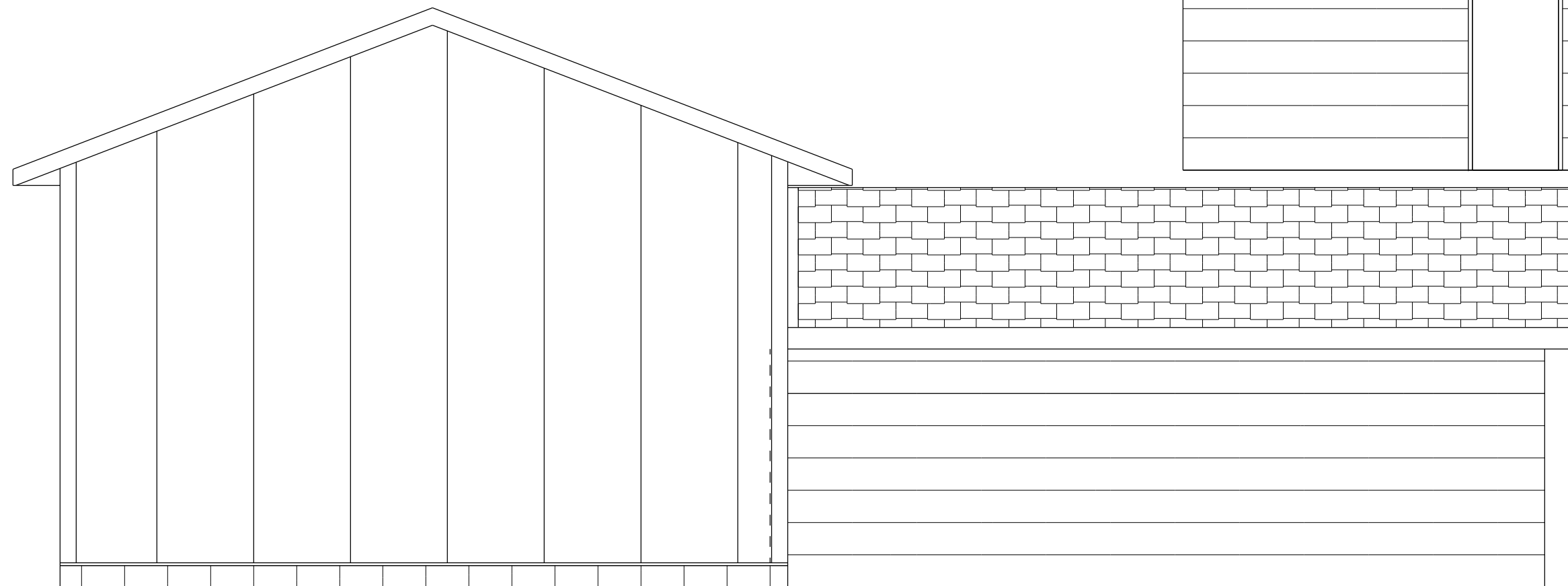
WEST ELEV2

SCALE: 1/4" = 1'-0"



SOUTH ELEV2

SCALE: 1/4" = 1'-0"



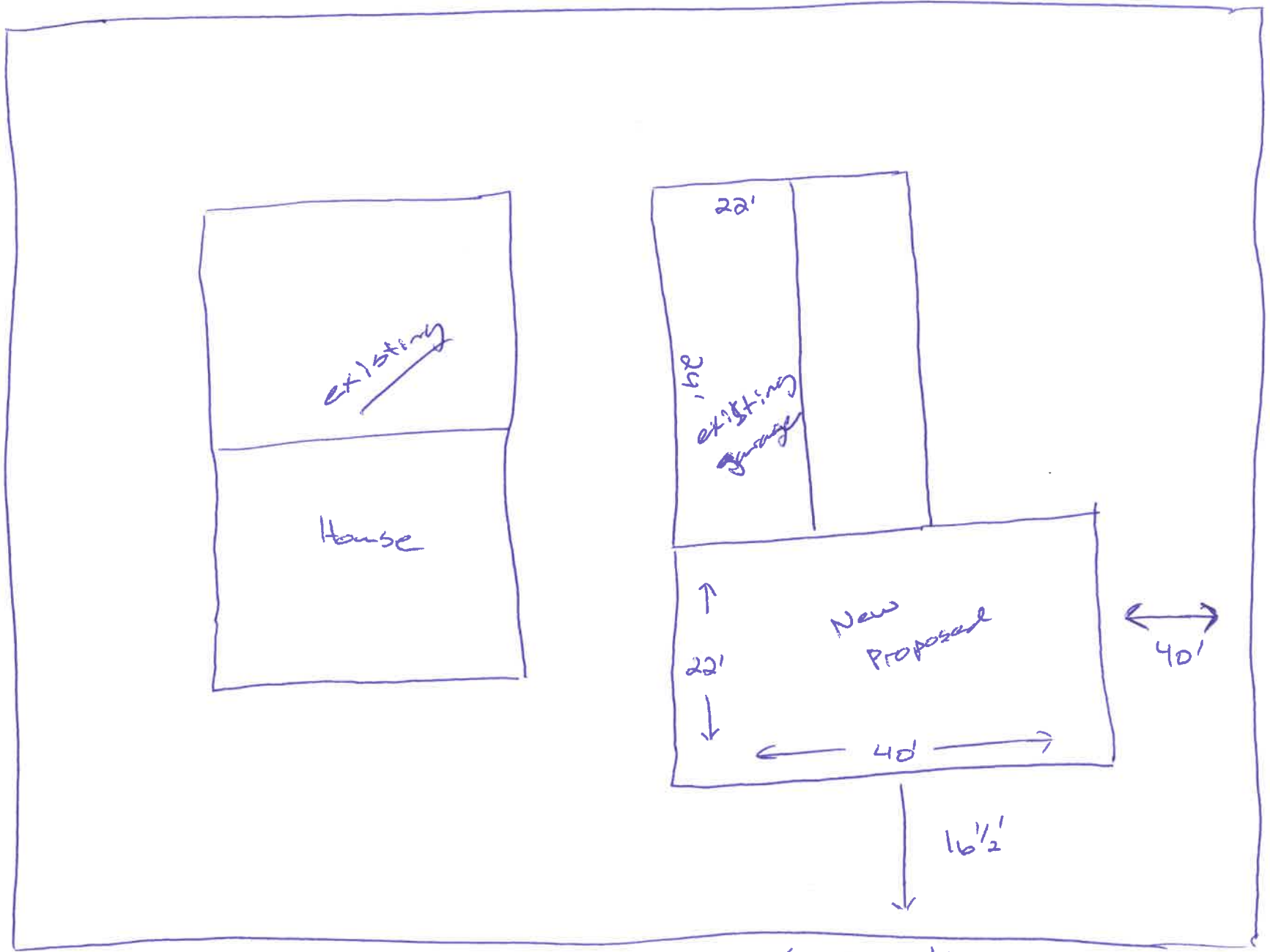
EAST ELEV2

SCALE: 1/4" = 1'-0"



← St Panel →

← Chandler Ave →



East line

South line

COMMITTEE REPORTS

LEGAL CONSIDERATIONS

BUSINESS

SWIFT AVENUE & RIPLEY STREET
IMPROVEMENT PROJECT

CITY OF LITCHFIELD

**RESOLUTION NO. 26-2-31
MUNICIPAL STATE AID STREET FUNDS ADVANCE**

WHEREAS, the Municipality of Litchfield is planning to implement Municipal State Aid Street Project(s) in 2026 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

| | | |
|---------------------------------------------------|------------------------|------------------------|
| Account Balance as of date January 31, 2026 | | \$ <u>714,580.00</u> |
| Less estimated disbursements: | | |
| Project # <u>135-010-008</u> | \$ <u>390,688.00</u> | |
| Project # <u>135-100-003</u> | \$ <u>1,373,565.00</u> | |
| Project # <u>135-105-002</u> | \$ <u>289,035.00</u> | |
| Project # _____ | \$ _____ | |
| Bond Principle (if any) | \$ _____ | |
| Project Finals (overruns-if any) | \$ _____ | |
| Other _____ | \$ _____ | |
| Total Estimated Disbursements | | \$ <u>2,053,288.00</u> |
| Advance Amount (amount in excess of acct balance) | | \$ <u>1,338,708.00</u> |

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of Litchfield in an amount up to \$1,338,708.00. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Adopted by the City Council this 17th day of February, 2026.

Attest:

ASSISTANT CITY ADMINISTRATOR

Approved:

MAYOR

WASTEWATER UPDATE

Memo to Council



Date: *February 13, 2026*

Meeting Date: *February 17, 2026*

From: *Mike Geers, Operations Engineer*

Subject: *Litchfield Wastewater Treatment Facility Sand Filter Bypass*

History/Background

The sand filters at the Litchfield Wastewater Treatment Facility were bypassed at 8:00pm on Tuesday February 10, 2026. Our final clarifiers began not settling properly on Monday February 9, 2026, due to the overload at the facility. This continued to get worse on Tuesday and ultimately led to the filters plugging up and bypass, as we could not keep the filters backwashed and clean enough to function.

The State Duty Officer and MPCA were notified that evening and have been checking in on the status of the filters and final clarifiers daily since the bypass.

SOUTH ARMSTRONG AVENUE
PROPERTY



Memo to Council

Date: *February 13, 2026*

Meeting Date: *February 17, 2026*

From: *Administrator Cziok*

Subject: *1002 S Armstrong Property*

Background/Discussion

Staff has completed background information regarding 1002 S Armstrong at the request of Ryan and Emily Bratz. This property was purchased in 2020 for \$23,783.63. Including miscellaneous labor, legal, and cleanup cost it is estimated the city has approximately \$30,000 into the property. The county market value for the property is \$45,000. No appraisal has been completed for this property, but we believe the county number to be approximately accurate given there is no immediately available city water.

On the following pages we have provided an aerial of the parcel. This aerial shows an approximate red box which staff would like to retain in order to ease snowplow operations at the end of a dead-end. Also included is a decision table that includes a number of options for the council to consider but it is by no means an exhaustive list.

Recommendation

Administration will be prepared to assist the council in making a resolution once the council determines what your interests are.

27-1463001

27-1455000

27-1452000

27-1445000

27-006

27-2230000

27-0094000

27-0096000

27-0092000

27-2231000

REC-14

27-2237000

MEADOW RD

27-0093000

27-2232000

27-2234000

27-2236000

27-2239000

27-2240000

27-2233000

27-2235000

2

≡ Sale of Property Decision Table

| Goal | Process | Action Item |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| Increase Tax Base | To realize highest increase in tax base the council will want to ensure at least one additional home will be built on property. | Council will want to consider proposals and sell only to someone constructing a new house on the parcel. |
| Recoup Investment | You could sell to Bratz after a public hearing for your reinvestment price or list parcel to other for same price. | Authorize a survey and schedule a public hearing for sale of public property. |
| Get Rid of Property | Negotiate with Bratz for sale of land. | Authorize administration to negotiate with Bratz and schedule a public hearing for sale of public property. |
| Retain for Future Opportunity | Administration doesn't believe there is enough value to attract any multifamily housing at this time. Given market changes an opportunity might arise in the future. | Motion to table request for future considerations. |

COUNCIL MEMBER POWERS
REQUEST

Subject: LARK for the month of January

Date: Tuesday, February 10, 2026 at 8:52:10 AM Central Standard Time

From: Bob Powers

To: Dave Cziok

Dave,

I would like the LARK on the agenda for the next meeting in February.

Items I would like to see.

Expenditures to include. Wages, utilities, purchased items

Income to include memberships, any rentals or usage fees for anything.

I also have questions and concerns that have come up in conversations with citizens.

Thanks,

Bob

LARC Membership Overview

The LARC has been steadily growing. Since the beginning of the year, we have seen a larger percentage of senior citizens joining, propelled by Silver Sneakers.

We currently have 607 memberships. Because some of our memberships include more than 1 individual, our number of total members is higher, at over 1300.

Our membership breakdown is as follows:

- 54 single memberships
- 74 couple memberships
- 183 family memberships
- 66 student memberships
- 16 senior memberships
- 32 senior couple memberships
- 165 Silver Sneakers Memberships

Silver Sneakers is an insurance program for senior citizens, offered primarily through Blue Cross Blue Shield. The individual gets a standard membership at no cost; the LARC gets paid per visit.

The LARC averaged 266 visitors/day in January, with a total of just under 8000 visitors for the month. This includes spectators at games, gym classes, members, and more.

Our community rooms and courts are rented frequently. In January we hosted birthday parties, company meetings, and family reunions.

Member Goals for 2026 Budget

| | 11/17/25 | Current | Budget Goal | Rates | Revenue | |
|---------------|----------|---------|-------------|----------|--------------|---------------|
| Individual | 34 | 54 | 53 | \$ 40.00 | \$ 2,120.00 | \$ 25,440.00 |
| Couple | 36 | 74 | 56 | \$ 50.00 | \$ 2,800.00 | \$ 33,600.00 |
| Family | 129 | 183 | 200 | \$ 60.00 | \$ 12,000.00 | \$ 144,000.00 |
| Single Senior | 13 | 16 | 21 | \$ 35.00 | \$ 735.00 | \$ 8,820.00 |
| Senior Couple | 28 | 32 | 44 | \$ 45.00 | \$ 1,980.00 | \$ 23,760.00 |
| Student | 33 | 66 | 52 | \$ 25.00 | \$ 1,300.00 | \$ 15,600.00 |
| | 273 | 425 | 426 | | \$ 20,935.00 | \$ 251,220.00 |

General Ledger

Summary Trial Balance



User: JohnSufka
 Printed: 02/13/2026 - 11:38AM
 Period: 01, 2026
 Include: Revenue and Expense
 Account From: 612
 Account To: 612

| Account Number | Description | Budget Amount | Beginning Balance | Debit This Period | Credit This Period | Ending Balance |
|----------------|--------------------------------|---------------|-------------------|-------------------|--------------------|----------------|
| Fund 612 | LARC | | | | | |
| REVENUE | | | | | | |
| 612-0000-5481 | Concessions/Vending | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5482 | Open Gym | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5484 | Silver Sneakers | 16,000.00 | 0.00 | 0.00 | 1,048.66 | -1,048.66 |
| 612-0000-5485 | Memberships | 228,000.00 | 0.00 | 0.00 | 21,333.50 | -21,333.50 |
| 612-0000-5486 | Individual Daily | 20,000.00 | 0.00 | 0.00 | 2,724.46 | -2,724.46 |
| 612-0000-5487 | Gymnasium Rental | 15,000.00 | 0.00 | 0.00 | 3,656.54 | -3,656.54 |
| 612-0000-5491 | Ad Signs | 50,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5494 | School Dist. 465-Facility Rent | 102,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5495 | School Dist. 465-Op Support | 53,452.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5496 | Sales Taxes | 0.00 | 0.00 | 0.00 | 1,758.12 | -1,758.12 |
| 612-0000-5651 | Interest Earnings | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5654 | Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5655 | Lease Interest Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5660 | Rent-Other Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5663 | Rent-Community Rooms | 10,000.00 | 0.00 | 0.00 | 663.24 | -663.24 |
| 612-0000-5671 | Donations-Misc. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5686 | Miscellaneous | 0.00 | 0.00 | 0.00 | 37.26 | -37.26 |
| 612-0000-5687 | Misc.-Insurance Dividends | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5787 | Cash Over And Under | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-0000-5960 | Transfer-General Fund | 53,452.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | REVENUE Totals: | 549,904.00 | 0.00 | 0.00 | 31,221.78 | -31,221.78 |
| EXPENSE | | | | | | |
| Dept 4985 | Misc.-LARC | | | | | |
| 612-4985-6101 | Wages-Full-Time-Supervisor | 83,387.00 | 0.00 | 9,235.76 | 0.00 | 9,235.76 |
| 612-4985-6102 | Wages-Full-Time-Admin Support | 56,243.00 | 0.00 | 6,108.15 | 0.00 | 6,108.15 |

| Account Number | Description | Budget Amount | Beginning Balance | Debit This Period | Credit This Period | Ending Balance |
|----------------|-------------------------------|---------------|-------------------|-------------------|--------------------|----------------|
| 612-4985-6103 | Wages-Full-Time-Maintenance | 56,243.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6106 | Wages-Full-Time-Overtime | 0.00 | 0.00 | 54.99 | 0.00 | 54.99 |
| 612-4985-6107 | Wages-Part-Time | 31,250.00 | 0.00 | 5,181.32 | 0.00 | 5,181.32 |
| 612-4985-6108 | Wages-Part-Time-Overtime | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6112 | Other Pay-Sick Leave Pay | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6115 | Holiday Payout | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6121 | Employer Contributions-Pera | 14,690.00 | 0.00 | 1,306.22 | 0.00 | 1,306.22 |
| 612-4985-6122 | Employer Contributions-Fica | 12,144.00 | 0.00 | 1,265.34 | 0.00 | 1,265.34 |
| 612-4985-6123 | Employer Contributions-Medic | 2,840.00 | 0.00 | 295.91 | 0.00 | 295.91 |
| 612-4985-6124 | Employer Contributions-HSA | 10,140.00 | 0.00 | 390.00 | 0.00 | 390.00 |
| 612-4985-6125 | Employer Contributions-PFML | 774.00 | 0.00 | 81.28 | 0.00 | 81.28 |
| 612-4985-6131 | Employer Paid Ins.-Health | 35,537.00 | 0.00 | 1,342.46 | 0.00 | 1,342.46 |
| 612-4985-6132 | Employer Paid Ins.-Dental | 3,931.00 | 0.00 | 156.19 | 0.00 | 156.19 |
| 612-4985-6133 | Employer Paid Ins.-Life | 198.00 | 0.00 | 17.00 | 0.00 | 17.00 |
| 612-4985-6134 | Employer Paid Ins.-Disability | 627.00 | 0.00 | 36.79 | 0.00 | 36.79 |
| 612-4985-6148 | Cafeteria Plan Service Chgs. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6199 | Wages-Audit Adjustment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6200 | Supplies-Office Supplies | 1,500.00 | 0.00 | 108.36 | 0.00 | 108.36 |
| 612-4985-6210 | Supplies-Operating Supplies | 32,000.00 | 0.00 | 3,658.85 | 279.08 | 3,379.77 |
| 612-4985-6212 | Supplies-Operating-Fuel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6217 | Uniform Allowance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6219 | Supplies-Operating-Conc/Pop | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6220 | Supplies-Repairs/Maintenance | 40,000.00 | 0.00 | 279.47 | 0.00 | 279.47 |
| 612-4985-6240 | Small Tools & Minor Equip. | 10,000.00 | 0.00 | 8,140.75 | 0.00 | 8,140.75 |
| 612-4985-6300 | Professional Services | 0.00 | 0.00 | 134.23 | 0.00 | 134.23 |
| 612-4985-6320 | Communication | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6322 | Communication-Postage | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6331 | Training | 6,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6340 | Advertising | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6360 | Insurance | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6380 | Utility Services - Electric | 25,000.00 | 0.00 | 3,063.99 | 0.00 | 3,063.99 |
| 612-4985-6383 | Utility Services - Gas | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6400 | Repairs And Maintenance | 42,000.00 | 0.00 | 522.99 | 0.00 | 522.99 |
| 612-4985-6410 | Rentals | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6419 | Cap Eq Rev - 2025 | 19,150.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6429 | Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6430 | Miscellaneous | 2,000.00 | 0.00 | 1,020.43 | 0.00 | 1,020.43 |
| 612-4985-6433 | Misc.-Dues & Subscriptions | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| Account Number | Description | Budget Amount | Beginning Balance | Debit This Period | Credit This Period | Ending Balance |
|----------------|-----------------------------|---------------|-------------------|-------------------|--------------------|----------------|
| 612-4985-6440 | Misc.-Contingency Funds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6441 | Misc.-Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6446 | Misc.-Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6447 | Misc.-Roller Skating | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6455 | Misc.-New Employee Costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6476 | Misc.-Vendor Sales Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6477 | Misc.-Vendor Use Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6580 | C.O.-Equip.-Other | 20,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4985-6749 | Transfer-Capital Imp. Fund | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | 612-4985 EXPENSE Totals: | 549,904.00 | 0.00 | 42,400.48 | 279.08 | 42,121.40 |
| Dept 4986 | | | | | | |
| 612-4986-6220 | Supplies-Repair/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6240 | Small Tools & Minor Equip. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6300 | Professional Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6320 | Communication | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6340 | Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6360 | Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6380 | Utility Services - Electric | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6383 | Utility Services - Gas | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6400 | Repairs And Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6430 | Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6446 | Misc.-Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6476 | Misc.-Vendor Sales Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6477 | Misc.-Vendor Use Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6521 | C.O.-Buildings | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 612-4986-6580 | C.O.-Equip.-Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | 612-4986 EXPENSE Totals: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | EXPENSE Totals: | 549,904.00 | 0.00 | 42,400.48 | 279.08 | 42,121.40 |
| | Fund 612 Totals: | 0.00 | 0.00 | 42,400.48 | 31,500.86 | 10,899.62 |
| | Report Totals: | 0.00 | 0.00 | 42,400.48 | 31,500.86 | 10,899.62 |

ADDITIONAL ITEMS

ANNOUNCEMENTS

February 3, 2026

TO: Mayor and City Council

FROM: Dave Cziok, City Administrator

RE: Informal Meeting with Township Board Member

An informal meeting with Township Board Members who hold Fire and Rescue Service Contracts with the City of Litchfield will be held **Wednesday, February 25, 2025 at 6:00 P.M. in the Fire & Rescue Hall.**

This meeting will give you a chance to discuss with them the 2026 Fire and Rescue Service Contracts or any concerns they might have. We would appreciate your attendance and your input at this meeting. The annual reports will be distributed and discussed at the meeting.

ADJOURNMENT