AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING

WEDNESDAY, NOVEMBER 4, 2026 – 7:00 PM
COUNCIL CHAMBERS

WATCH MEETING LIVE AT
WWW.FACEBOOK.COM/CITYOFISANTI

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Comment

E. Adopt Agenda

F. Proclamations/Commendations/Certificate Award
1. Proclamation for Veterans Day - November 11, 2026

G. Approve City Council Minutes
1. October 20, 2026 - Committee of the Whole Minutes
2. October 20, 2026 - City Council Minutes

H. Announcements
1. Canvass Board Meeting - Tuesday, November 10, 2026 at 5:00 pm
2. City Hall Closed in Observance of Veterans Day *(Federal Holiday)* - Wednesday, November 11, 2026
3. Committee of the Whole Meeting - Tuesday, November 17, 2026 at 5:00 pm
4. City Council Meeting - Tuesday, November 17, 2026 at 7:00 pm
5. Parks and Recreation Board Meeting - Tuesday, November 24, 2026 at 6:00 pm
6. County Communications

I. Council Committee Reports

J. Public Hearings

K. Business Items
1. Evergreen Apartments Parking Continued Discussion
2. Woodland Park Playground Safety Audit Discussion
3. Request for Public Use of Facility for Hearing Tests Discussion
4. Resolution to Consider Approving a Request for Angled Parking Abutting First Ave NW
5. Resolution to Consider Approving the Seasonal Placement of a Handicap-Accessible Portable Restroom at Bluebird Park for Winter Months
6. Resolution to Consider Request by Delightful Acres Weddings and Events to Consider Approval of a Conditional Use Permit for 27600 Polk St NE.
7. Resolution to Consider Request by Capstone Homes for Annexation by Property Owner

Petition and Zoning Map Amendment located at PID 05.021.0102

8. Moir Park Playground Removal Quote Discussion
9. Woodland Park Child at Play Signage

L. Approve Consent Agenda

1. Payroll in the Amount of $150,435.18 and Accounts Payable in the Amount of $834,955.23
2. Approving 2027 Meeting Dates
3. Resolution to Accept Donations for Illuminate Isanti 2026
4. Resolution to Approve the Vendor Guardian for MN Paid Leave and Life Insurance for 2027

M. Other Communications

N. Closed Session

1. Closed Session for Labor Negotiation Strategies Pursuant to Minn. Stat. 13D.03

O. Adjournment

VETERANS DAY PROCLAMATION



NOVEMBER 11, 2026

WHEREAS, on November 11th each year, our nation honors the brave men and women who have served in the United States Armed Forces, recognizing their dedication, sacrifice, and unwavering commitment to protecting the freedoms and liberties we hold dear; and,

WHEREAS, Veterans Day serves as an opportunity for our community to express heartfelt gratitude to all Veterans - those who have served in times of war and peace, and those who have given selflessly to ensure the safety of our nation; and,

WHEREAS, we honor the legacy of our veterans who have served both at home and abroad, recognizing that their sacrifice has played an essential role in upholding the core values of our nation and,

WHEREAS, the City of Isanti acknowledges the tremendous sacrifices made by these individuals and their families, and appreciates the enduring spirit of service they have instilled in our community; and,

WHEREAS, it is fitting that we take time not only to remember the sacrifices of those who have served but also to reflect on the unity and resilience they have inspired within our city and our nation;

NOW, THEREFORE, I, Luke Merrill, Mayor of the City of Isanti, do hereby proclaim November 11, 2026 as Veterans Day in the City of Isanti, and encourage all residents to join in commemorating this special day, to participate in the ceremonies and observances honoring our veterans, and to express our deepest gratitude for their service and sacrifice.

Mayor Luke Merrill

AGENDA ITEM NO. G.1

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Jaden Strand, City Clerk/ Deputy HR Director
Date: November 4, 2026
Subject: October 20, 2026 - Committee of the Whole Minutes

Background:

Attached are draft minutes for consideration of approval.

Request:
Staff is requesting action on this item.

Attachment(s):
- 10-20-2026 COW Minutes

MINUTES
CITY OF ISANTI
COMMITTEE OF THE WHOLE MEETING

TUESDAY, OCTOBER 20, 2026 – 5:00 PM
COUNCIL CHAMBERS

A. Call to Order
Mayor Merrill called the meeting to order at 5:04 pm

B. Pledge of Allegiance
The Pledge of Allegiance was recited.

C. Roll Call
Members Present: Steve Lundeen, Luke Merrill, George Hemen, Nick Pedersen, Erika Zdon

Staff Present: CC/DHRD Strand, CDD Hillesheim, Interim FD Dahlheimer, AP Haas, Officer Saba

Others Present that Spoke at the Meeting: Sheryl Davidson

D. Public Comment
None

E. Business

1. Veterans Memorial Park Discussion

Quotes and design. Staff presented three quotes for flagpoles and flags at the Veterans Memorial:

- The flagpole company quoted $26,970.60 for poles and flags only.
- Northland Landscaping quoted $25,925 for poles, flags, mulch (approximately a 50' x 50' area), and installation.
- Thomas Lilyerd quoted $26,000 for poles and installation only.
- Isanti Electric estimated $3,000 to bring electricity to the site for lighting.

Staff recommended Northland because it was the lowest quote and included the most items. Northland's quote is itemized, so poles could be purchased separately from mulch and edging. A separate Northland option with pavers and flags, but without monuments, totaled roughly $49,000–$50,000.

Councilmembers agreed that the 65-foot poles in one quote were too tall for a pedestrian park, noting the vendor would not quote shorter poles. They favored a 35-foot center American flag with 25-foot surrounding poles. The Mayor suggested a bench, rather than a city flag, to recognize the City of Isanti.

Fundraising and community involvement. The Committee discussed several ideas:

- donor bricks or pavers;
- names of residents lost in war;

- business sponsorships;
- a possible "round up" partnership through Beyond the Yellow Ribbon at the liquor store.

Councilmember Zdon and others said the project would be stronger if led by a passionate community member, similar to the Play Isanti model used for pickleball and the skate park. Councilmember Lundeen suggested contacting Jim Rossberg of Beyond the Yellow Ribbon and the Honor Guard, and the Mayor noted a retired local Navy veteran from the color guard had offered to help.

Location. Sheryl Davidson asked why Eagle Park was selected and raised Unity Park as an alternative.

- Staff and several members said Eagle Park is quiet, underused, centrally located on Main Street, and will be less visually impaired once the post office relocates. Unity Park has more traffic from school activity and rodeo parking.
- Councilmember Hemen asked about the adjacent grassy lot, which staff said is privately owned.
- Councilmember Lundeen and Councilmember Zdon raised Bluebird Park as another option.
- The VFW site was discussed. Because it is private property, city funds cannot be spent there, but the City could accept donated land.

Role of the City. Councilmember Pedersen questioned why the memorial should be city-driven absent a VFW request. Other members responded that it was a prior Council goal. They said the City should show appreciation to veterans while remaining fiscally responsible, and that the City could serve as the "seed" and driving force for a community-led effort.

Direction. By consensus, staff will proceed toward purchasing the poles from Northland but will delay installation until spring, pending location and concept decisions. Councilmember Pedersen will speak with the VFW. Councilmember Lundeen will contact Jim Rossberg. Councilmember Lundeen also suggested staff check Fergus Flags as a possible pole source. The item will return at the next Committee of the Whole meeting.

2. Budget Work Session Discussion

Staff sought direction on budget work sessions before the Truth in Taxation meeting on December 1. The preliminary budget reflects approximately a 3 percent levy reduction with a relatively flat fund balance.

Staff reported that Delta Dental came in at a 1 percent increase (5 percent was budgeted). Health insurance came in at a 0 percent increase (10 percent was budgeted). Staff estimated about $64,000 in savings, with about $40,000 attributable to the General Fund.

Direction. By consensus and without objection, the Council scheduled a budget work session for November 17, immediately following the Council meeting, with a final budget to be set on December 1.

3. Skate Park Discussion

The Mayor reported that the skate park contractor absorbed an estimated $15,000–$20,000 in

material and labor overages on the bowl and has a short-term liquidity shortfall. About 30 percent of the concrete plaza work is complete, and the contractor received its 50 percent down payment.

The Mayor proposed that the City act as fiscal host for the remaining materials, up to $10,000 (estimated at $9,800). Vendors would be Knife River, Isanti Ready Mix, Cemstone, Menards, and Coremark Metals. The City would pay vendors directly, and the total would be deducted from the contractor's final payment. The City Attorney advised that a not-to-exceed amount and named vendors would be acceptable.

Direction. Staff would order and pick up materials from a list provided by the contractor. Councilmember Pedersen asked what protection the City has if the contractor leaves after concrete is ordered. The Council agreed the amendment should provide that, "success or failure," the amount comes out of the contractor's final payment. The item was to be added to the Council agenda that evening.

F. Council-Identified Goals

1. Council-Identified Goals

G. Adjournment

Motion by Councilmember Steve Lundeen, seconded by Councilmember Erika Zdon to adjourn. The meeting concluded at 5:53 pm. Motion carried: 5 - 0.

Respectfully Submitted,

Jaden Strand
City Clerk/Deputy HR Director

AGENDA ITEM NO. G.2

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Jaden Strand, City Clerk/ Deputy HR Director
Date: November 4, 2026
Subject: October 20, 2026 - City Council Minutes

Background:

Attached are draft minutes for consideration of approval.

Request:
Staff is requesting action on this item.

Attachment(s):

- 10-20-2026 City Council Minutes

MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING

TUESDAY, OCTOBER 20, 2026 – 7:00 PM
COUNCIL CHAMBERS

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WWW.FACEBOOK.COM/CITYOFISANTI

A. Call to Order
The Mayor called the City Council meeting to order at 7:04 pm.

B. Pledge of Allegiance
The Pledge of Allegiance was recited.

C. Roll Call
Members Present: Steve Lundeen, Luke Merrill, George Hemen, Erika Zdon, Nick Pedersen

Staff Present: CC/DHRD Strand, CDD Hillesheim, Interim FD Dahlheimer, AP Haas, CE Cook, PSD Becker, and Officer Saba

Others Present Who Spoke at the Meeting: Dylan Armstead (Capstone)

D. Public Comment
The Mayor opened the floor for public comment. No one spoke, and public comment was closed.

E. Adopt Agenda
The Mayor noted two additions to the agenda: the Veit & Company playground salvage agreement (Item K3), and the skate park resolution amending Resolution No. 2025-172 (Item K4). The K3 item had already been published. K4 had not yet been published.

Motion by Councilmember Nick Pedersen, seconded by Councilmember Steve Lundeen to approve with the modification listed above. Motion carried: 5 - 0.

F. Proclamations/Commendations/Certificate Award
None

G. Approve City Council Minutes
1. October 6, 2026 - City Council Meeting Minutes

Motion by Councilmember Nick Pedersen, seconded by Councilmember Steve Lundeen to approve. Motion carried: 5 - 0.

H. Announcements
The Mayor read the following announcements:
1. **Parks and Recreation Board Meeting - Tuesday, October 27, 2026 at 5:00 pm at Woodland Park *(905 Triumph Trail NE)***
2. **General Election - Tuesday, November 3, 2026 from 7:00 am - 8:00 pm**

3. **Economic Development Authority - Wednesday, November 4, 2026 at 6:30 pm**
4. **City Council Meeting - Wednesday, November 4, 2026 at 7:00 pm**
5. **Canvass Board Meeting - Tuesday, November 10, 2026 at 5:00 pm**
6. **CITY OFFICES CLOSED - Wednesday, November 11, 2026 in Observance of Veterans Day *(Federal Holiday)***
7. **County Communications**

No county representatives were present, so there were no County Communications.

The Council recessed so the Planning Commission could complete a remaining agenda item with an applicant waiting.

Motion to recess was made at 7:06 pm by Councilmember Pedersen and seconded by Councilmember Zdon. The motion carried 5-0.

Motion to resume was made to resume at 7:45 pm by Councilmember Pedersen and seconded by Councilmember Hemen. The motion carried 5-0.

I. Council Committee Reports

Councilmember Zdon reported that BMX was hosting its Spooktacular trick-or-treat event that weekend. She also reported that BMX had its best-ever turnout for recent board elections.

The Mayor reported on several items:
Art and Science Academy: He attended its monthly board meeting. The school discussed its financial difficulties and operational adjustments to balance its budget and increase enrollment. It is seeking to lease its middle school building (a likely 5- to 7-year lease) and may sell a commercial lot on Highway 65. Interested parties were encouraged to contact the school.
Upcoming meetings: He will attend the Chamber of Commerce monthly event and ISD 911 district meetings and report back at the next Council meeting
Illuminate Isanti: Volunteers from the Isanti Together group began assembling Illuminate Isanti items. The event is now volunteer-run rather than city-run, which also produces cost savings. The Mayor thanked the group.
Skate park: The skate park bowl is open. The other skate park features are still in progress.
Woodland Park and Academy Park: The new Woodland Park on the east side of town is open, with a ribbon cutting planned for the following Tuesday at 5:00 PM. Academy Park is also available on the east side of town.

Councilmember Pedersen asked whether anyone had questions or concerns about the fire district budget before he attended the fire district meeting the next day. None were raised.

J. Public Hearings

None

K. Business Items

1. Resolution to Consider Sanbrook Greens Concept Plan Review

Staff and Dylan, representing Capstone Homes, presented the Sandbrook Greens concept for the former golf course. The site is 211 acres with 123 net developable acres and

approximately 453 homes. Dylan said the concept was last reviewed in July and has since been revised. Changes included street realignments, an added neighborhood park, sidewalks, mitigation of outlots, and an emergency access plan developed with the fire chief. Three items were presented for Council support by resolution.

Road alignment (T-intersection). The City's Comprehensive Plan calls for a continuous roadway at the main access, but Capstone proposed a T-intersection.

- **Capstone's rationale.** Dylan said the T-intersection provides traffic calming and avoids wetland impacts. He added that a long straight road is less appealing to buyers.
- **Staff position.** Staff said the request originated as a clarifying question to Council and noted this is a longstanding comprehensive plan item. Staff and the fire chief recommended widening the road at the jog to 36–38 feet, with unrestricted parking on the west side.
- **Council response.** Majority of Council supported the T-intersection, citing speeding concerns on long stretches. A 4-way stop is anticipated at the internal cross-section.

Park location. The park would be about 0.71 acre on a roughly 1.5-acre parcel next to a large wetland. The location was City-preferred and was reviewed by the Park Board on August 25.

- **Mayor's concern.** The Mayor stated he will hold a "hard line" against paying market value for the parcel and wants the statute provided. Sharing the developer benefits from the park, and he wants park dedication funds retained by the City.
- **Staff and developer response.** Staff said state statute requires that park dedication fees be credited for the market value of dedicated land. Capstone's representatives said the credit applies only to future dedication fees and that a park is deducted from that obligation. They estimated about $900,000 in total dedication fees at buildout, a park cost around $300,000, and a comparable Rum River Meadows play area of 4,000 square feet serving about 300 homes.
- **Other members.** Councilmember Zdon and Councilmember Lundeen expressed concern about the park's small size relative to 453 homes. Councilmember Pedersen was comfortable with the location.
- **Park funding.** Staff confirmed the resolution addressed only the park's location, not funding.

Other topics.

- A planned future access would consolidate the Tibetan American Foundation's driveway.
- The City and developer do not own the strip connecting 10th Avenue NE, so a path could not be guaranteed.
- The Mayor requested a tree buffer along Tiger Court. Capstone said the current plan calls for one tree per rear yard, and a tree study will be done over the winter.
- Councilmember Zdon asked that mature trees be preserved wherever possible.

RESOLUTION 2026-153 PROVIDING CONCEPTUAL FEEDBACK AND PRELIMINARY CONSENSUS FOR THE PROPOSED SANBROOK GREENS DEVELOPMENT

The Mayor said his no vote shall reflect his wish for a more favorable park dedication outcome for residents concerned about growth. He said his position could change.

Motion by Councilmember George Hemen, seconded by Councilmember Steve Lundeen to approve the Tintersection road alignment, the park location, and two County Road 5 access points. Motion carried: 4 - 1, with Luke Merrill voting nay.

2. Ordinance to Consider Repealing and Replacing Chapter 87; Animals

Staff explained that the ordinance repeals and replaces the City's animal regulations in Chapter 87. The review began after a resident requested to keep quail and revealed provisions adopted over many years that needed reorganization. The Committee of the Whole reviewed it and recommended moving it forward. It was posted for the required ten days, and any changes would require reposting.

Councilmember Lundeen said he disliked the "animal unit" system and would prefer flat numbers. The Mayor raised concern that the combination examples might confuse residents. Staff pointed to the worked example in the ordinance. Members agreed the Council had already moved past that approach.

ORDINANCE NO. 848 REPEALING AND REPLACING CHAPTER 87; ANIMALS

Motion by Councilmember Steve Lundeen, seconded by Councilmember Nick Pedersen to approve. Motion carried: 5 - 0.

3. Resolution to Consider Approving a Salvage Agreement with Veit & Company, Inc. and Authorizing the Acceptance of Donated Playground Equipment

The Mayor explained that the Council had previously authorized up to $15,000 for two used playground sets. The Mayor negotiated with Veit & Company, which agreed to donate the sets at no cost, and the resolution is a standard removal and liability agreement. Removal of the equipment will be handled by Bauer Playground under a contract of about $8,600, and staff will seek a second bid.

A certified playground inspector found the equipment is structurally sound. It needs power washing and sanding, and a rubber-coated stair deck showing minor bubbling has an expected 5 to 10 years of life before recoating.

A public works employee will attend the removal and haul equipment back, which offsets the $1,500 transportation cost in the contractor's quote. One set is planned for Isanti Hills, and the Park Board will discuss placement at its next meeting. Removal is expected within roughly a month. The Mayor said Veit's contract assigns responsibility to the City, and the removal contractor has accepted risk for its work. Councilmember Pedersen suggested recoating and power washing while the equipment is disassembled.

RESOLUTION 2026-160 APPROVING A SALVAGE AGREEMENT WITH VEIT & COMPANY, INC. AND AUTHORIZING THE ACCEPTANCE OF DONATED PLAYGROUND EQUIPMENT

Motion by Councilmember Steve Lundeen, seconded by Councilmember George Hemen to

approve. Motion carried: 5 - 0.

4. Resolution to Consider Amending Resolution No. 2025-172 Authorization of Park Dedication Fund Expenditures for Phase One of the Skate Park

Staff presented the resolution authorizing up to $10,000 in park dedication funds for phase one skate park materials. Vendors named were Menards, Isanti Ready Mix, Knife River, Cemstone, and Coremark Metals. Public works is authorized to order materials within the budget limit, and amounts paid are deducted from the contractor's final payment. Councilmember Pedersen asked for confirmation that the resolution includes language that deduction applies whether or not the contractor completes the work, and staff confirmed the language.

RESOLUTION 2026-161 Amending Resolution No. 2025-172 AUTHORIZATION OF PARK DEDICATION FUND EXPENDITURES FOR PHASE ONE OF THE SKATE PARK

Motion by Councilmember Steve Lundeen, seconded by Councilmember George Hemen to approve. Motion carried: 5 - 0.

L. Approve Consent Agenda

1. Payroll in the Amount of $149,055.09 and Accounts Payable in the Amount of $488,232.98

2. Resolutions to Approve Mutual Aid Agreements for City of Braham, City of North Branch, City of Princeton, Isanti County and Cambridge Isanti Schools

RESOLUTION 2026-154 APPROVING A MUTUAL AID AGREEMENT BETWEEN THE CITY OF ISANTI AND THE CITY OF BRAHAM FOR THE SHARING OF EQUIPMENT AND PERSONNEL RESOURCES

RESOLUTION 2026-155 APPROVING A MUTUAL AID AGREEMENT BETWEEN THE CITY OF ISANTI AND THE CITY OF NORTH BRANCH FOR THE SHARING OF EQUIPMENT AND PERSONNEL RESOURCES

RESOLUTION 2026-156 APPROVING A MUTUAL AID AGREEMENT BETWEEN THE CITY OF ISANTI AND THE CITY OF PRINCETON FOR THE SHARING OF EQUIPMENT AND PERSONNEL RESOURCES

RESOLUTION 2026-157 APPROVING A MUTUAL AID AGREEMENT BETWEEN THE CITY OF ISANTI AND THE COUNTY OF ISANTI FOR THE SHARING OF EQUIPMENT AND PERSONNEL RESOURCES

RESOLUTION 2026-158 APPROVING A MUTUAL AID AGREEMENT BETWEEN THE CITY OF ISANTI AND THE CAMBRIDGE-ISANTI SCHOOL DISTRICT 911 FOR THE SHARING OF EQUIPMENT AND PERSONNEL RESOURCES

3. Resolution to Accept Additional Donations for the 2026 Illuminate Isanti Event

Councilmember Pedersen asked whether a mutual aid agreement with the City of Cambridge was in place. Staff said one exists but is on a different renewal cycle, and the City is working to make the cycles consistent. The Mayor and Councilmember Zdon thanked the donors and volunteers behind the Illuminate Isanti donations, which totaled $2,900.

RESOLUTION 2026-159 ACCEPTING ADDITIONAL DONATIONS FOR THE 2026 ILLUMINATE ISANTI EVENT

M. Other Communications

1. **September Building Report**
2. **September Code Enforcement Report**
3. **August Police Department Report**
4. **October Engineering Project Status Report**

N. Adjournment

Motion by Councilmember Steve Lundeen, seconded by Councilmember Nick Pedersen to adjourn. The meeting concluded at 8:51 pm. Motion carried: 5 - 0.

Respectfully Submitted,

Jaden Strand
City Clerk/Deputy HR Director

AGENDA ITEM NO. K.1

MEMO

To:
From:
Date: November 4, 2026
Subject: Evergreen Apartments Parking Continued Discussion

Request:

AGENDA ITEM NO. K.2

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Joshua Becker, Public Services Director
Date: November 4, 2026
Subject: Woodland Park Playground Safety Audit Discussion

Background:

While Minnesota state law does not legally mandate a safety audit to open a public park, conducting one especially for playground equipment is standard municipal practice. Performing an initial audit by a Certified Playground Safety Inspector ensures compliance with national safety standards (ASTM/CPSC) and aligns with League of Minnesota Cities Insurance Trust recommendations to protect the city against liability. Public Works has recieved a proposal for the safety audit in the amount of $1,500.00

Request:
Staff is requesting discussion on this item.

Attachment(s):
- Resolution Approving A Proposal With The Institute For Environmental Assessment, Inc. (IEA) For Playground Safety Audit Service At Woodland Park.docx
- Playground Safety Audit Proposal For Woodland Park

RESOLUTION 2026-XXX

APPROVING A PROPOSAL WITH THE INSTITUTE FOR ENVIRONMENTAL ASSESSMENT, INC. (IEA) FOR PLAYGROUND SAFETY AUDIT SERVICES AT WOODLAND PARK

WHEREAS, the City of Isanti desires to evaluate the Woodland Park Playground equipment and protective surfacing to ensure compliance with ASTM standards and CPSC guidelines; and,

WHEREAS, the Institute for Environmental Assessment, Inc. (IEA) has submitted Proposal #A190 to provide a Certified Playground Safety Inspector (CPSI) to perform the audit and deliver a prioritized compliance report for a lump-sum fee of $1,500; and,

WHEREAS, sufficient funds for this expenditure are available within the City's Park Dedication 214-45200-500; and,

WHEREAS, the City Council wishes to establish a policy requiring certified safety audits whenever Public Works constructs or assembles new park equipment or playground facilities to maintain safety compliance and reduce liability across all municipal parks;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ISANTI, MINNESOTA, that:

1. Proposal #A190 from IEA for playground safety audit services at Woodland Park is hereby approved, funded through the Park Dedication 214-45200-500.

2. The Finance Department is authorized to amend the budget accordingly.

3. The Public Services Director is authorized to execute any and all documents necessary to implement this Resolution.

4. It is hereby established as City practice that whenever the Public Services / Public Works Department constructs, installs, or assembles new park equipment or playground facilities, a certified playground safety audit shall be conducted prior to or upon project completion to verify safety compliance.

This resolution was duly adopted by the Isanti City Council this 4th day of November 2026.

_____

Attest: Mayor Luke Merrill

_____

Jaden Strand
City Clerk/ Deputy HR Director

IEA, INC.

PROPOSAL



Contact Us:

BROOKLYN PARK OFFICE
9201 W. BROADWAY, STE #600
BROOKLYN PARK, MN 55445
763-315-7900

MANKATO OFFICE
610 N. RIVERFRONT DRIVE
MANKATO, MN 56001
507-345-8818

ROCHESTER OFFICE
210 WOOD LAKE DRIVE SE
ROCHESTER, MN 55904
507-281-6664

BRAINERD OFFICE
601 NW 5TH ST, STE #4
BRAINERD, MN 56401
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MARSHALL OFFICE
1510 STADIUM DRIVE, STE #2
MARSHALL, MN 56258
800-233-9513

VIRGINIA OFFICE
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MOUNTAIN IRON, MN 55768
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www.ieasafety.com

800-233-9513

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Playground Safety Audit

for

City of Isanti

OCTOBER 21, 2026

PROPOSAL #A190

Playground Safety Audit – Woodland Park Playground

PROPOSAL PROVIDED TO:

Josh Becker
Public Services Director
City of Isanti
100 Isanti Pkwy NW
Isanti, MN 55040
Phone: 763-444-0459
E-mail: jbecker@cityofisanti.us

PROPOSAL CONTACT:

Sashya Wandmaker
Project Lead
IEA, Inc.
9201 W. Broadway, #600
Brooklyn Park, MN 55445
Phone: 763-331-9154
E-mail: Sashya.Wandmaker@ieasafety.com

PROJECT INTRODUCTION

At the request of the City of Isanti, the Institute for Environmental Assessment, Inc. (IEA) is pleased to provide this proposal to conduct a playground safety audit.

The purpose of the playground safety audit is to examine the playground equipment and protective surfacing and document compliance with American Society for Testing and Materials (ASTM) standards and Consumer Product Safety Council (CPSC) guidelines. The safety audit assists with prioritizing repair or removal of equipment and will assist in the development of a long-term strategy for playground safety.

SCOPE OF WORK

Playground Audit

A Certified Playground Safety Inspector (CPSI) will conduct one playground safety audit at the following location:

- Woodland Park Playground

IEA will develop a final report for each playground, to include:

- A prioritized list of items that are not compliant with CPSC or ASTM guidelines
- Recommendations for bringing equipment and surfacing into compliance, if necessary
- Photo documentation of compliance issues

LIMITATIONS & ASSUMPTIONS

The final reports will be based upon the condition of the playground(s) on the date of evaluation. The report may not reflect any variations in conditions that occur.

IEA will assist in compliance with applicable standards and regulations. However, actual compliance remains the responsibility of the City of Isanti.

COMPENSATION

IEA's fee associated with this project as outlined above is **$1,500**. This fee includes coordination, development, project management, and travel expenses. Monthly invoices for services conducted during the billing period will be provided until project completion (partial billing).

For project work beyond the services outlined in this proposal and/or any changes to the agreed upon scope of work, IEA will obtain approval through a client-authorized change order.

Please note there is a 3% fee for credit card payments.

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SCHEDULE

IEA's services will commence upon receipt of a signed proposal. IEA will schedule this project through Josh Becker of the City of Isanti.

We anticipate completing the project within 30 days upon receipt of authorization to proceed.

This proposal is valid for 60 days.

PROPOSAL TERMS

Terms on payment of services are net 30 days after invoicing, with interest added to unpaid balances. Please review the attached General Conditions, which are a part of this proposal, for more detail.

AUTHORIZATION TO PROCEED

We appreciate the opportunity to present this proposal for Playground Safety Audit services. Please sign this authorization to proceed and e-mail to Sashya.Wandmaker@ieasafety.com. Retain the original for your records. We will begin the project at the time we receive this written documentation to proceed.

IEA, Inc.



Sashya Wandmaker, CPPM, CPSI
Project Lead
EHS Division

***

Please proceed according to the above stated fees, terms, attached General Conditions, and this Proposal #A190 dated October 21, 2026.

Printed Name

Authorized Signature

Date

PO Number (if applicable)

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Appendix A

General Conditions

General Conditions

The word "Consultant" refers to the Institute for Environmental Assessment ("IEA"), the contracting company is referred to as the "Client". Client agrees to be bound by these General Conditions by accepting the Proposal and engaging Consultant.

The Agreement with you, the Client, is comprised of this Agreement and accompanying written proposal.

1. Scope of Work

Consultant will furnish and perform the professional services specified in Consultant's proposal (the "Proposal"). The services as set forth in the Proposal (the "Services") will be provided by Consultant's personnel at the location of the Client (the "Site") (hereinafter referred to as the "Project"). If any portion of the Proposal is inconsistent with this Agreement, the terms of this Agreement shall control:

Consultant's obligation to perform the Services shall terminate upon delivery of a final report within 45 days of Project completion.

In addition to the Proposal, Consultant and Client agree as follows:

A. Right of Access

Unless otherwise agreed in writing, Client will furnish Consultant with right-of-access to the Site and accurate information necessary to conduct the Services, as requested by Consultant.

B. Confidential & Proprietary Information

The Consultant and Client agree not to disclose to others or use any confidential or proprietary information or trade secrets of the other, which may become known to each prior to, during or after the performance of this Agreement without the prior written consent of the other. "Confidential or propriety information" and "trade secrets" shall mean any information about the other which is neither publicly known nor legally accessible to the other parties from third parties. Prior to the disclosure of any such confidential or proprietary information or trade secrets, each shall obtain the written approval of the other.

C. General

Consultant warrants that the Services it performs under this Agreement will be performed with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this Agreement and in the same or similar locality. The AIHA-certified IEA laboratory will perform PCM analysis if specified. Other field PCM analysis will be completed by laboratory-approved field technicians, generally under AAR Guidelines.

2. Payment for Services

A. Fee Schedule & Maximum Costs

The fee schedule in the Proposal specifies the amounts due to Consultant from Client for its Services performed under this Agreement.

B. Schedule of Payment

Invoices will be submitted to Client once a month for services performed during the prior month. Payment to Consultant is due upon presentation to Client, and past due after thirty (30) days of receipt of the invoice, in which case a service fee of 1.5% monthly shall be added to the invoice for such period, and for each 30 days thereafter until the invoice is paid in full, unless specifically arranged otherwise by Consultant and communicated in writing. Client reserves the right to question any item on any invoice and Consultant agrees, upon Client's request, to supply such documentation as is necessary to reasonably justify such invoice amount to Client's reasonable satisfaction; provided, however, that any such inquiry will not postpone any required payment or the service charge set forth above. Client agrees to pay Consultant any costs of collection including reasonable attorneys' fees and costs if payment for Services are not made when due.

C. Expert Fee Expenses

If Client requests Consultant to participate on behalf of Client in litigation regarding the subject matter of this Agreement, Client agrees to pay all of Consultant's expenses arising therefrom at the prevailing rate for Consultant's time plus out-of-pocket costs and expenses, including reasonable attorney fees incurred by Consultant in conjunction with the participation.

3. Indemnity & Insurance

A. Indemnity

Client agrees to defend, indemnify and hold harmless Consultant from and against any and all claims, demands, losses, suits, causes of action, damages, injuries, costs, expenses and liabilities whatsoever, including reasonable attorney fees, arising out of third party claims to the extent that such claim arises out of Consultant's performance of the Services, except to the extent Consultant, or its employees, preformed such Services in a negligent or illegal manner.

B. FORCE MAJEURE:

Consultant shall not be liable for any failure or delay resulting from fire, explosion, flood, storm, act of God, government acts, orders or regulations, civil disturbances, equipment or material shortages, supply chain delays, contingencies or other circumstances which are beyond the control of Consultant which prevent or hinder fulfillment of the contract or which make its fulfillment impracticable and in any case, Consultant shall not be liable for consequential damages or incidental damages without regard to cause.

C. Limitation of Liability

EXCEPT AS EXPRESSLY SET FORTH IN SECTION 1(C) HEREOF, CONSULTANT DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL EITHER CONSULTANT OR CLIENT BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHETHER FOR BREACH OF ANY WARRANTY, FOR BREACH OR REPUDIATION OF ANY OTHER TERM OR CONDITION OF THIS AGREEMENT, FOR NEGLIGENCE ON THE BASIS OF STRICT LIABILITY OR OTHERWISE.

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General Conditions (cont'd)

D. Insurance

(1) Consultant carries coverage and limits of liability insurance as follows:

(a) Workers Compensation with statutory limits.

(b) Employers' Liability with a minimum policy limit of $1,000,000.00.

(c) Comprehensive General Liability with the following coverage:

I. Limit $1,000,000.00 per occurrence

II. $2,000,000.00 general aggregate

III. $2,000,000.00 products completed/ operations aggregate

IV. $1,000,000.00 personal and advertising injury

V. $300,000.00 fire Damage (any one fire)

VI. $25,000.00 medical expenses (any one person)

(d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage with a minimum combined occurrence limit of $1,000,000.00

(e) Professional Liability (claims made) with the following coverage:

$1,000,000.00 per occurrence

(f) Contractor Pollution Liability (claims made):

$1,000,000.00 each occurrence

(g) Umbrella Liability. $5,000,000.00 each occurrence

(2) Client (or Owner if applicable), Subcontractors and Agents agree to provide Consultant, upon request, Certificate(s) of Insurance signed by the insurer evidencing insurance for premise liability, general liability, auto and workers comp. equal or greater than those limits carried by the Consultant.

(3) Consultant shall promptly deliver to Client (or Owner if applicable), upon request, certificate(s) of insurance signed by the insurer for the policies described in (3) (C) above, or certified copies of such insurance policies indicating the existence of such coverage. IEA must be listed as both certificate holder and insured, or additional insured on each certificate of insurance.

4. Assignment

This Agreement shall not be assigned by either party without prior written consent of the other party.

5. Independent Contractor

Consultant is an independent Contractor and shall not be considered an employee, partner or joint venturer of the Client for any purpose.

6. Restriction to hire employees of Consultant

Client agrees to refrain from hiring, contracting, or retaining the services of Consultant's employees during or within 12 months after the termination of Consultant's services. If Client hires an employee of Consultant in violation of this Section 6 without Consultant's written consent, Client shall pay Consultant a placement fee equal to twenty-five percent (25%) of such employee's annual wages.

7. Notices

Any notice under this Agreement shall be in writing and shall be deemed to be properly given when delivered to an officer of Client or the Consultant's Chief Financial Officer, as the case may be, at their addresses as set forth in the Proposal. The courts located in the State of Minnesota shall have exclusive jurisdiction in any actions commenced by Consultant or Client in connection with this Agreement, the Project or the Services.

8. Applicable Law

This Agreement shall be governed by and construed under the laws of the State of Minnesota. Parties agree to participate in pre-suit mediation prior to commencement of an action.

9. Extent of Agreement

This Agreement, together with the Proposal, represents the entire Agreement between Client and Consultant, and supersedes all prior obligations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument, dated and executed by both Client and Consultant.

10. Termination

Upon completion of the Project, Consultant will, at Client's request, deliver to Client or its designee all records, documents or materials in its possession or control of Consultant which are owned by Client. The obligations and provisions of Sections 1B, 2, 3, 5, 6 and 10 shall survive completion of the Project or termination of this Agreement.

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AGENDA ITEM NO. K.3

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Jaden Strand, City Clerk/ Deputy HR Director
Date: November 4, 2026
Subject: Request for Public Use of Facility for Hearing Tests Discussion

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Request:
Mayor Luke Merrill is requesting discussion on this item.

AGENDA ITEM NO. K.4

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Stephanie Hillesheim, Community Development Director
Date: November 4, 2026
Subject: Resolution to Consider Approving a Request for Angled Parking Abutting First Ave NW

Background:

The new owners of 104 Main Street West are putting the finishing touches on their buildout and are preparing to open The Creamery Kitchen and Taphouse. To accommodate incoming patrons and maximize downtown parking availability, the property owners have submitted a formal request to install 45-degree angled parking spaces along the First Avenue NW side of the building. Under City Code § 350-11-1.5 (Off-Street Parking), angled parking abutting the street is permitted specifically along First Avenue NW and SW, subject to final approval by the City Council.

City staff, including the Public Services Director, Community Development Director, and City Engineer, have reviewed the proposed site layout to ensure public safety, adequate sightlines, and right-of-way flow. Staff recommends approval subject to key operational conditions: all striped spaces must maintain a minimum distance of at least 30 feet from the stop sign at Main Street West, parking maneuvering must not encumber or encroach upon the adjacent public alleyway, and the property owner assumes full responsibility for initial striping costs, ongoing striping maintenance, and snow removal for the portion of spaces located on private property.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving a Request for Angled Parking Abutting First Ave NW
- Diagonal Parking Concept

RESOLUTION 2026-XXX

APPROVING A REQUEST FOR ANGLED PARKING ABUTTING FIRST AVENUE NW

WHEREAS, Zoning Code **§ 350-11-1.5 (Off-Street Parking)** provides that:

"Exception to those properties located along First Avenue NW or SW, 90-degree parking is permitted abutting the street when approved by the City Council."; and,

WHEREAS, the property owner of **104 Main Street West** has requested City Council authorization to establish 45-degree angled parking abutting the street along First Avenue NW adjacent to their property pursuant to Zoning Code § 350-11-1.5; and,

WHEREAS, City staff and the City Council have reviewed the proposed parking layout to ensure compliance with municipal standards, traffic safety, adequate sightlines, and public right-of-way clearance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, Minnesota, as follows:

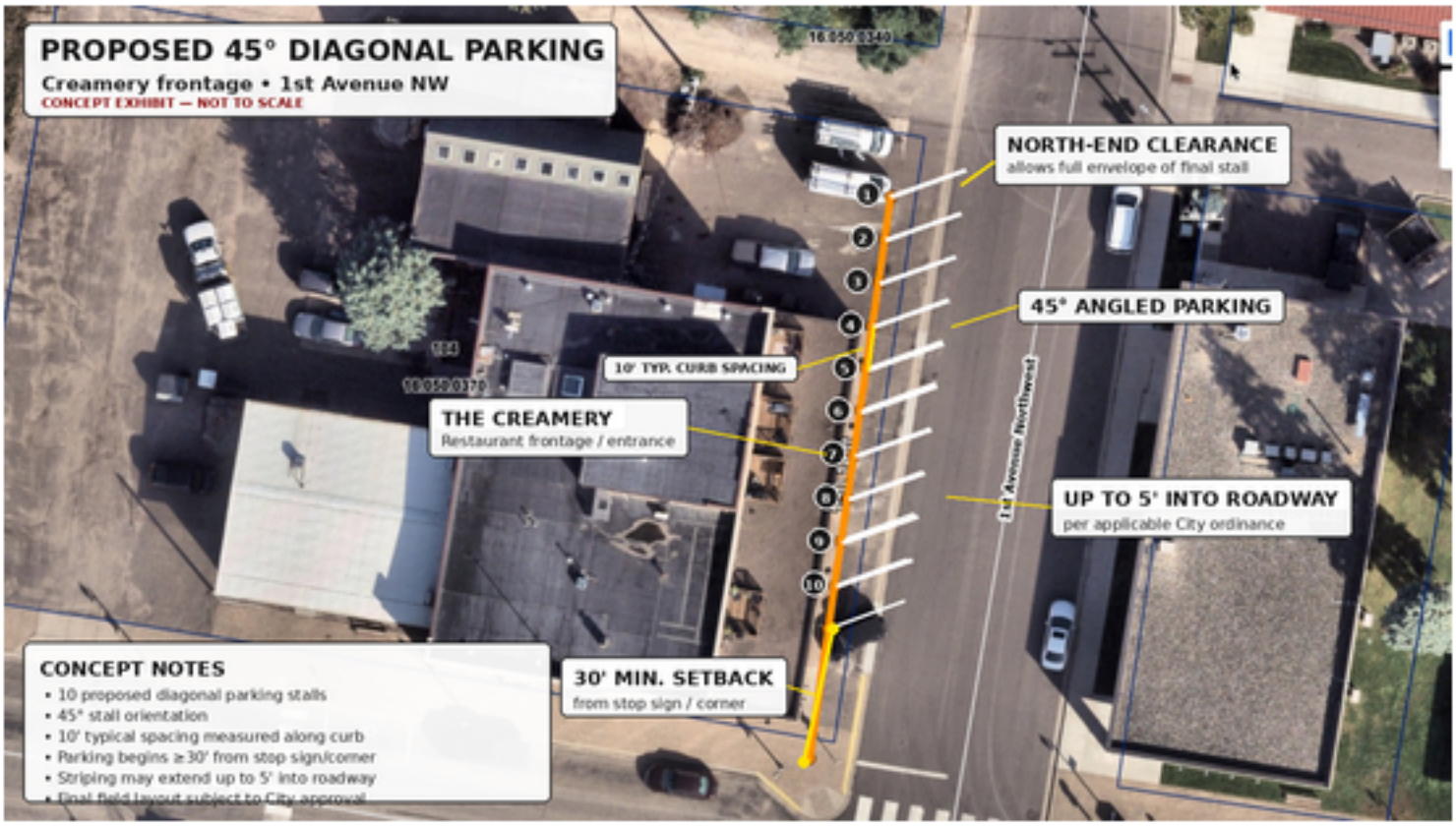
1. **Approval:** Pursuant to Zoning Code § 350-11-1.5, the City Council hereby approves the request to establish 45-degree angled parking along First Avenue NW abutting the property at **104 Main Street West**, subject to the conditions set forth herein.
2. **Conditions of Approval:**
    - **Installation and Striping:** The property owner shall be solely responsible for all costs associated with the initial installation, marking, and painting/striping of the angled parking spaces.
    - **Stop Sign Clearance:** All striped parking spaces must maintain a minimum distance of **at least thirty (30) feet** from the stop sign located at the intersection of First Avenue NW and Main Street West.
    - **Alleyway Protection:** The parking spaces and vehicle maneuvering areas shall not encumber, obstruct, or encroach upon the adjacent public alleyway in any manner.
    - **Striping Maintenance:** The property owner shall maintain all parking space striping in a clear, visible, and legible condition at their own expense.
    - **Snow Removal Maintenance:** The property owner shall remain continuously responsible for maintaining and clearing snow and ice from the portion of the parking spaces located on private property.
3. **Effective Date:** This resolution shall become effective immediately upon its passage and adoption.

Adopted by the Isanti City Council this 4th day of November, 2026.

_____
Mayor Luke Merrill

Attest:

_____
Jaden Strand
City Clerk/Deputy HR Director


PROPOSED 45° DIAGONAL PARKING
Creamery frontage • 1st Avenue NW
CONCEPT EXHIBIT — NOT TO SCALE
NORTH-END CLEARANCE
allows full envelope of final stall
45° ANGLED PARKING
10' TYP. CURB SPACING
THE CREAMERY
Restaurant frontage / entrance
1st Avenue Northwest
UP TO 5' INTO ROADWAY
per applicable City ordinance
30' MIN. SETBACK
from stop sign / corner
CONCEPT NOTES
• 10 proposed diagonal parking stalls
• 45° stall orientation
• 10' typical spacing measured along curb
• Parking begins ≥ 30' from stop sign/corner
• Striping may extend up to 5' into roadway
• Final field layout subject to City approval

AGENDA ITEM NO. K.5

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Stephanie Hillesheim, Community Development Director
Date: November 4, 2026
Subject: Resolution to Consider Approving the Seasonal Placement of a Handicap-Accessible Portable Restroom at Bluebird Park for Winter Months

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Background:

Due to the continued and year-round public utilization of Bluebird Park during the winter months, city staff was directed to evaluate options for maintaining public restroom amenities on-site. Specifically, the popular usage of the park's winter sledding hill has generated a consistent demand for accessible restroom facilities throughout the snow season. Following previous preliminary discussions by the City Council, staff brought back for clarification.

Staff recommends adding one handicap-accessible portable restroom unit from the City's current vendor, Absolute Portables, to be placed near the amphitheater and multi-use bike path for optimal access and maintenance clearing. Under the City's existing service agreement, standard monthly maintenance fees are typically $60.00 per month; however, winter servicing requires specialized anti-freeze solutions and winterization procedures, bringing the cold-weather contract rate to $90.00 per month. Funding for this monthly expense will be absorbed within the Parks Department maintenance budget.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving the Seasonal Placement of a Handicap-Accessible Portable Restroom at Bluebird Park for Winter Months

RESOLUTION 2026-XXX

APPROVING THE SEASONAL PLACEMENT OF A HANDICAP-ACCESSIBLE PORTABLE RESTROOM AT BLUEBIRD PARK FOR WINTER MONTHS

WHEREAS, Bluebird Park experiences continuous public recreational use during the winter months, particularly around the sledding hill; and,

WHEREAS, City Council previously discussed the necessity of providing adequate public restroom amenities to accommodate park visitors during the winter season; and,

WHEREAS, City Staff sought clarification and finalized pricing from the City's contracted vendor, Absolute Portables, for a handicap-accessible portable restroom unit; and,

WHEREAS, Absolute Portables can provide and service a handicap-accessible unit adjacent to the amphitheater and bike path at a winter service contract rate of $90.00 per month (reflecting seasonal servicing and maintenance adjustments from the standard $60.00 monthly rate); and,

WHEREAS, funding for the monthly seasonal service fee is available within the Parks Department operating budget.

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

1. The seasonal placement of one (1) handicap-accessible portable restroom unit at Bluebird Park near the amphitheater and bike path is hereby approved for the winter months.
2. The City Council authorizes the expenditure of $90.00 per month to Absolute Portables for the winter maintenance and servicing of the facility.
3. City Staff is authorized to take all necessary administrative steps to coordinate delivery, site placement, and seasonal servicing.

Adopted by the Isanti City Council this 4th day of November, 2026.

_____
Mayor Luke Merrill

Attest:

_____
Jaden Strand
City Clerk/Deputy HR Director

AGENDA ITEM NO. K.6

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Jared Haas, Associate Planner
Date: November 4, 2026
Subject: Resolution to Consider Request by Delightful Acres Weddings and Events to Consider Approval of a Conditional Use Permit for 27600 Polk St NE.

Background:
Delightful Acres Weddings & Events has submitted a Conditional Use Permit application to operate a restaurant at the existing event center located at 27600 Polk St NE. The property is zoned Recreational Commercial District. The Conditional Use Permit would allow the property owners to apply for a liquor license, which would enable them to provide their own bartending services for wedding and events rather than relying on mobile bartending services.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Request by Delightful Acres Weddings and Events to Consider Approval of a Conditional Use Permit for 27600 Polk St NE
- Findings of Fact and Conclusion
- Site Map

RESOLUTION 2026-XXX

APPROVING A CONDITIONAL USE PERMIT TO ALLOW A RESTAURANT USE IN THE RC RECREATIONAL COMMERCIAL DISTRICT AT 27600 POLK ST NE

WHEREAS, an application has been submitted by **Delightful Acres Weddings and Events** requesting approval of a Conditional Use Permit (CUP) to allow a restaurant use at 27600 Polk St NE; and,

WHEREAS, the subject property is zoned RC Recreational Commercial District; and,

WHEREAS, the property previously operated with mobile catered food and beverages; and,

WHEREAS, the Planning Commission held a public hearing on October 20th, 2026, to consider the CUP application, taking public testimony and evaluating the proposal against the criteria set forth in the Isanti Zoning Ordinance; and,

WHEREAS, the Planning Commission recommended approval of the requested Conditional Use Permit; and,

WHEREAS, the City Council has reviewed the application, staff report, and Planning Commission recommendations, and finds that the proposed restaurant use aligns with the goals of the Recreational Commercial District to foster commercial vitality while maintaining compatibility with surrounding properties.

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

1. The City Council hereby approves a Conditional Use Permit for Delightful Acres Weddings and Events to operate a restaurant at 27600 Polk St NE, subject to the following conditions:

   a. Compliance with all applicable state and local building, commercial health, food safety, and fire codes prior to issuance of a Certificate of Occupancy.

   b. Adherence to all standard operational, lighting, trash management, and signage standards as set forth in the Isanti Zoning Ordinance and Downtown Overlay District guidelines.

2. This Conditional Use Permit shall run with the land and remain in effect provided all conditions of approval and city code requirements are continuously satisfied.

This Resolution hereby approved by the Isanti City Council this 4th day of November 2026.

_____
Mayor Luke Merrill

Attest:

_____
Jaden Strand
City Clerk/ Deputy HR Director

FINDINGS OF FACT

CONDITIONAL USE PERMIT – 27600 Polk St NE

APPLICANT: Delightful Acres Weddings and Events

ZONING: RC - Recreational Commercial District

1. The proposed use will not be detrimental to or endanger the public health, safety, comfort, or general welfare.

- **Finding:** The property at 27600 Polk St NE has been operating successfully as a wedding and event center for several years. The Conditional Use Permit will allow the property owners to apply for a liquor license to serve their own alcohol rather than relying on mobile bartenders. Any renovations and operational plans will be required to comply fully with current state and local building, health, food safety, and fire codes prior to issuance of a Certificate of Occupancy, ensuring public health and safety are fully protected.

2. The proposed use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor significantly diminish or impair property values within the neighborhood.

- **Finding:** The property is situated within the RC – Recreational Commercial District where weddings and events are reasonable uses. Food and alcohol are already being served at the location during events, but are provided by outside vendors. Allowing the property owners to provide their own services will not impact neighboring properties.

3. The proposed use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

- **Finding:** The property is an existing, established commercial events center and the Conditional Use Permit will not obstruct or negatively impact surrounding development or future improvements in the downtown core.

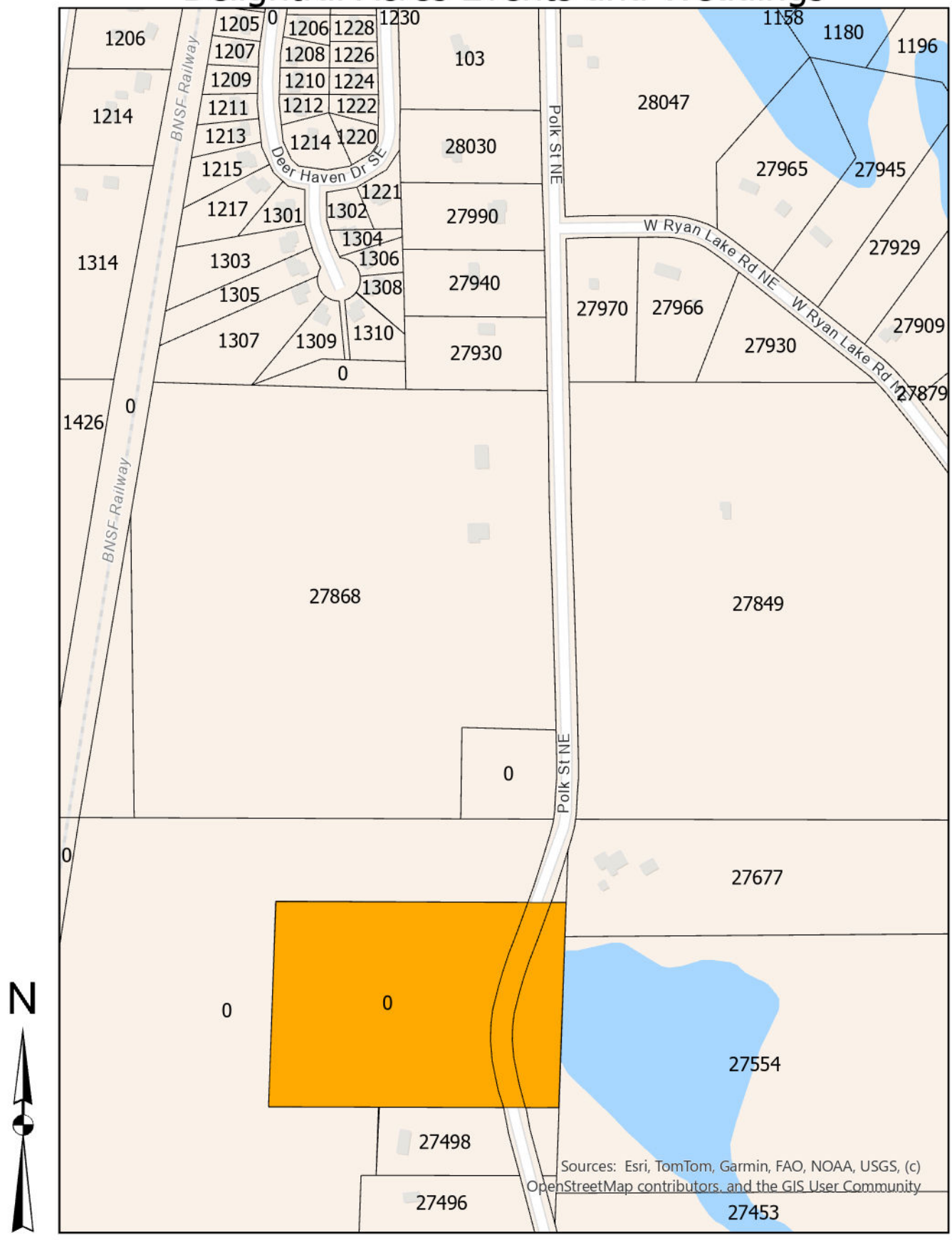
4. Adequate utilities, access roads, drainage, off-street parking, and/or other necessary facilities have been or are being provided.

- **Finding:** The Conditional Use Permit will not alter the utilities or facilities necessary for the property.

6. The proposed use shall in all other respects conform to the applicable regulations of the district in which it is located, as well as the City of Isanti Comprehensive Plan.

- **Finding:** The Conditional Use of a restaurant fulfills the goals of the City of Isanti Comprehensive Plan by fostering economic activity and supporting local business development. The proposed CUP fully conforms with current city performance and zoning standards.

Delightful Acres Events and Weddings



Scale: 1:7,078

AGENDA ITEM NO. K.7

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Jared Haas, Associate Planner
Date: November 4, 2026
Subject: Resolution to Consider Request by Capstone Homes for Annexation by Property Owner Petition and Zoning Map Amendment located at PID 05.021.0102

Background:
Request by Capstone Homes for Annexation by Property Owner Petition and Zoning Map Amendment located at PID 05.021.0102 prior for incorporation into the planned Sanbrook Greens development. The concept plan for the development was presented to the Planning Commission during the July 2026 meeting. The property will be zoned R-1 Single Family Residential.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Consider Approving Annexation and Zoning Amendment for Sanbrook Greens
- Findings of Fact and Conclusions
- Site Map

RESOLUTION 2026-XXX

APPROVING ANNEXATION AND ZONING MAP AMENDMENT FOR NEW HOPE COMMUNITY CHURCH

WHEREAS, Capstone Homes has requested approval of Annexation by Property Owner Petition for Parcel ID 05.021.0102 and,

WHEREAS, Capstone Homes has also concurrently applied for a Zoning Map Amendment to rezone the above parcel to R-1 Single Family Residential District; and,

WHEREAS, the City of Isanti Planning Commission conducted a public hearing on both the Annexation and Zoning Map Amendment on October 20, 2026; and,

WHEREAS, the City of Isanti Planning Commission recommended approval of both the Annexation and Zoning Map Amendment at its regularly scheduled meeting on October 20, 2026;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ISANTI, MINNESOTA, that it adopts the Findings of Fact and Conclusion related to the requested Annexation by Property Owner Petition and Zoning Map Amendment and **BE IT FURTHER RESOLVED** that the requested Annexation and Zoning Map Amendment be hereby approved, subject to compliance with all applicable requirements and conditions contained in the City of Isanti Zoning Ordinance.

Adopted by the Isanti City Council on this 4th day of November 2026.

_____

Attest: Mayor Luke Merrill

_____

Jaden Strand
City Clerk/Deputy HR Director

FINDINGS OF FACT AND CONCLUSION
ANNEXATION AND ZONING MAP AMENDMENT– CAPSTONE HOMES

Request

Request by Capstone Homes to annex PID 05.021.0102.

Findings of Fact

1. The applicant is requesting Annexation by Property Owner Petition and Map Amendment of the 20 acre parcel prior to platting a new development.
2. The property is currently located outside the corporate limits of the City of Isanti.
3. The property is currently located in Isanti Township, Isanti County, Minnesota.
4. The property is contiguous to the existing corporate limits of the City of Isanti.
5. The property will be subject to City of Isanti zoning regulations upon annexation.
6. The R-1 Single Family Residential District allows for the planned residential use.
7. A public hearing on the matter was scheduled before the City of Isanti Planning Commission on October 20th, 2026 at 6:00 p.m. at City Hall within the City Council Chambers.
8. Notice of the Annexation and Map Amendment application was published with the *County Star* on October 8th, 2026. Notices were sent to all property owners located within 350 feet of the aforementioned property.

Conclusions

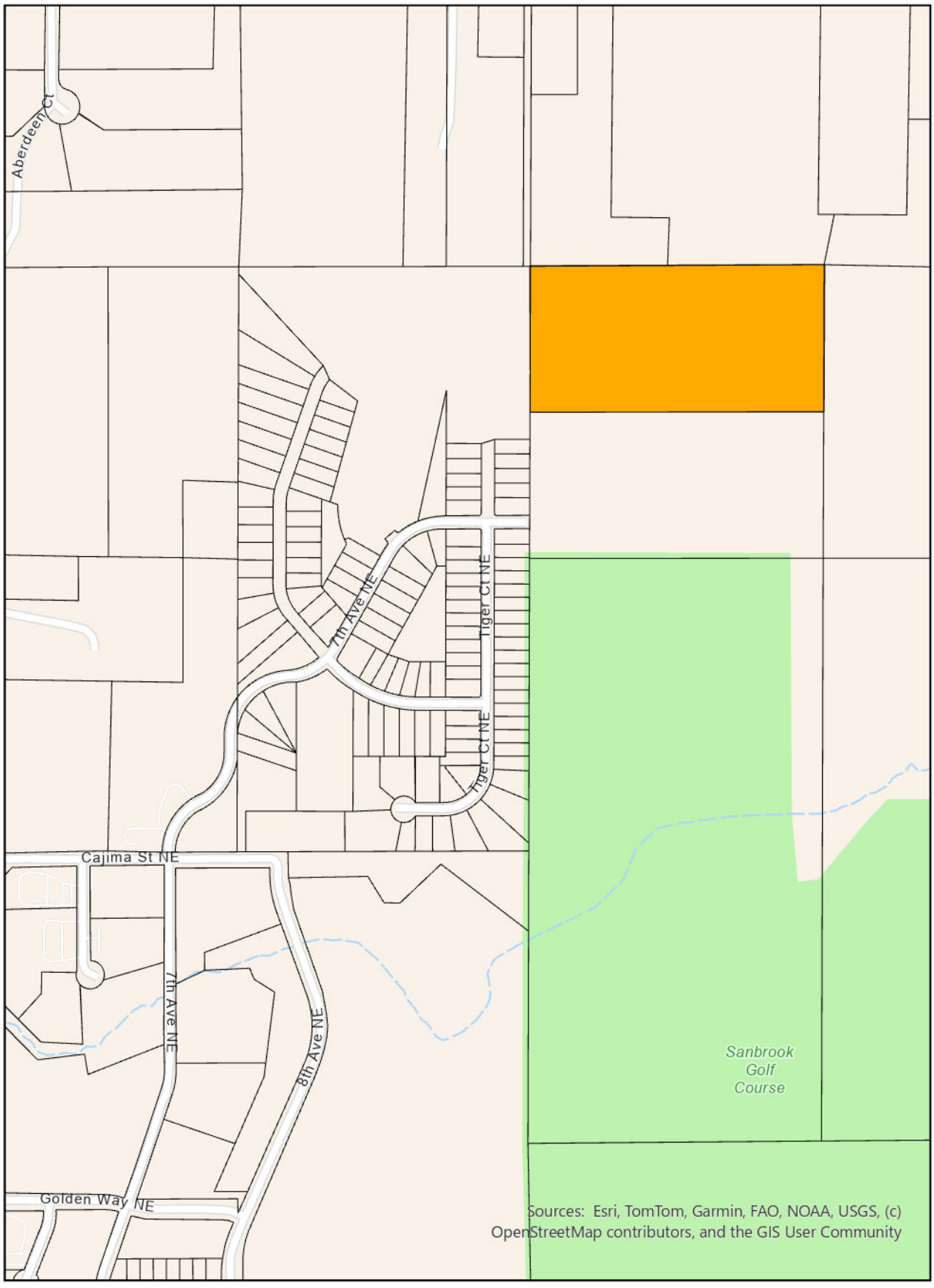
In review of the standards established in Section 6, Subdivision 1; the following conclusions have been made (*conclusions to each requirement are shown in italics):*

1. The proposed annexation is consistent with the orderly growth and development of the City of Isanti.
   The proposed annexation incorporates approximately 20 acres that are contiguous to the existing City boundaries and represents a logical extension of the City's municipal limits.
2. The proposed annexation is consistent with the City's Comprehensive Plan and long-range planning objectives.

The annexation provides the City with the ability to plan for the future land use and development of the property in conjunction with surrounding properties and existing City infrastructure.

3. The proposed annexation will facilitate the orderly provision of municipal services.
   The property can be incorporated into the City's municipal service area, with the extension or provision of municipal services occurring in accordance with City standards and development requirements.
4. The proposed annexation will not create an unreasonable or irregular municipal boundary.
   The property is contiguous with the existing City limits and constitutes a logical extension of the City's corporate boundary.
5. The proposed annexation is compatible with surrounding land uses.
   The annexation will allow future land use and development of the property to be regulated under the City's zoning and subdivision regulations and coordinated with surrounding development.

Sanbrook Greens Annexation



N

Scale: 1:11,060

AGENDA ITEM NO. K.8

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Joshua Becker, Public Services Director
Date: November 4, 2026
Subject: Moir Park Playground Removal Quote Discussion

Background:
Moir Park playground removal quotes discussion. Quotes will be presented at council meeting.

Request:
Staff is requesting action on this item.

AGENDA ITEM NO. K.9

MEMO

To:
From:
Date: November 4, 2026
Subject: Woodland Park Child at Play Signage

Request:
Mayor Luke Merrill requested discussion on this item.

AGENDA ITEM NO. L.1

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Pam Dahlheimer, Assistant Finance Director
Date: November 4, 2026
Subject: Payroll in the Amount of $150,435.18 and Accounts Payable in the Amount of $834,955.23

Background:
AP and Payroll are attached.

Request:
Staff is requesting action on this item.

Attachment(s):
- 10.23.2026 Payroll Period
- AP261002

City of Isanti

Gross Payroll	129,561.56
Social Security & Medicare	6,869.10
Public Employees Retirement	14,004.52
Total City Expense	150,435.18

Pay Date 10/23/2026

Pay Period 22 (10/4/26-10/17/26)

GL Period	Check Issue Date	Vendor Number	Payee	Check GL Account	Amount
26-Oct	10/29/2026	953	ALL AMERICAN TITLE CO LLC	601-20200	149
26-Oct	10/29/2026	2863	AMAZON CAPITAL SERVICES	609-20200	1,465.08
26-Oct	10/29/2026	2030	ARTISAN BEER COMPANY	609-20200	1,289.97
26-Oct	10/29/2026	3623	ASPHALT SURFACE TECHNOLOGIES	425-20200	251,041.08
26-Oct	10/29/2026	1141	ASSURANT EMPLOYEE BENEFITS	861-20200	675.79
26-Oct	10/29/2026	2850	BEAUDRY OIL & PROPANE INC	101-20200	5,445.70
26-Oct	10/29/2026	53	BELLBOY CORPORATION	609-20200	6,843.48
26-Oct	10/29/2026	2853	BENEFIT EXTRAS INC	609-20200	38.75
26-Oct	10/29/2026	9	BERNICKS PEPSI-COLA	609-20200	6,898.07
26-Oct	10/29/2026	368	BILLS QUALITY CLEANING	609-20200	740
26-Oct	10/29/2026	1387	BJORKLUND COMPANIES LLC	214-20200	4,018.33
26-Oct	10/29/2026	2319	BREAKTHRU BEVERAGE MN WINE & SPIRITS LLC	609-20200	11,777.36
26-Oct	10/29/2026	2487	CAPITOL BEVERAGE SALES	609-20200	1,661.20
26-Oct	10/29/2026	1815	CENTURYLINK	602-20200	398.09
26-Oct	10/29/2026	3083	CLOSING HUB	601-20200	112.46
26-Oct	10/29/2026	918	CRYSTAL SPRINGS ICE	609-20200	356.6
26-Oct	10/29/2026	8	DAHLHEIMER DISTRIBUTING CO	609-20200	67,847.42
26-Oct	10/29/2026	1941	DELTA DENTAL	861-20200	4,932.60
26-Oct	10/29/2026	2478	EAST CENTRAL ENERGY	101-20200	42.85
26-Oct	10/29/2026	1101	FIRST AMERICAN TITLE INSURANCE CO	601-20200	218.95
26-Oct	10/29/2026	1165	FIRST NATIONAL BANK OF OMAHA	602-20200	297,590.00
26-Oct	10/29/2026	3441	FLEX TITLE COMPANY	601-20200	68.66
26-Oct	10/29/2026	3764	GLOBAL RESERVE LLC	609-20200	1,720.00
26-Oct	10/29/2026	2537	GROTTE, KATIE	101-20200	671.5
26-Oct	10/29/2026	160	HAWKINS INC	602-20200	17,470.10
26-Oct	10/29/2026	162	ISANTI RENTAL INC	101-20200	30.99
26-Oct	10/29/2026	7	JOHNSON BROTHERS LIQUOR CO	609-20200	45,850.31
26-Oct	10/29/2026	2647	JOHNSON CONTROLS	101-20200	720
26-Oct	10/29/2026	3382	JTK DISTRIBUTORS	609-20200	135
26-Oct	10/29/2026	5	KAWALEK TRUCKING	609-20200	1,000.60
26-Oct	10/29/2026	3118	KLOCKOW BREWING COMPANY INC	609-20200	207
26-Oct	10/29/2026	1170	LAND TITLE INC	601-20200	167.01
26-Oct	10/29/2026	434	LITTLE FALLS MACHINE INC	101-20200	474.99
26-Oct	10/29/2026	3973	LORINSER, ROSS	601-20200	63.86
26-Oct	10/29/2026	3938	M AMUNDSON CIGAR & CANDY CO	609-20200	3,257.69
26-Oct	10/29/2026	131	MACQUEEN EQUIPMENT INC	603-20200	426.96
26-Oct	10/29/2026	3117	MAVERICK WINE LLC	609-20200	342
26-Oct	10/29/2026	17	MCDONALD DISTRIBUTING CO	609-20200	32,010.42
26-Oct	10/29/2026	616	MENARDS - CAMBRIDGE	228-20200	472.82
26-Oct	10/29/2026	2953	MIDCONTINENT COMMUNICATIONS	609-20200	545.19
26-Oct	10/29/2026	1536	MINNESOTA DEED	219-20200	833.33
26-Oct	10/29/2026	2208	MINNESOTA EQUIPMENT INC	101-20200	19.34
26-Oct	10/29/2026	3974	MORLEY, GERALDINE	601-20200	39.52
26-Oct	10/29/2026	2080	MVTL LABORATORIES INC	601-20200	523.53
26-Oct	10/29/2026	2553	O'REILLY	101-20200	35.81
26-Oct	10/29/2026	3874	OXFORD STREET MERCHANTS	609-20200	3,961.00
26-Oct	10/29/2026	3847	PANKAN, JEFF	603-20200	100
26-Oct	10/29/2026	2288	PARTNERS TITLE	601-20200	30.28
26-Oct	10/29/2026	617	PAUSTIS WINE COMPANY	609-20200	794
26-Oct	10/29/2026	44	PHILLIPS WINE & SPIRITS INC	609-20200	9,793.53
26-Oct	10/29/2026	2341	RED BULL DISTRIBUTION CO INC	609-20200	214.47
26-Oct	10/29/2026	3308	RED PINE WINERY	609-20200	639.84
26-Oct	10/29/2026	2625	RESULTS TITLE	601-20200	86.25
26-Oct	10/29/2026	3795	S & K CREATIONS	228-20200	750
26-Oct	10/29/2026	3975	SCHOOLMEESTERS, CARTER & BRITTANY	601-20200	26
26-Oct	10/29/2026	2396	SOUTHERN GLAZERS OF MN	609-20200	17,622.58
26-Oct	10/29/2026	2156	SUMMIT FIRE PROTECTION	101-20200	16
26-Oct	10/29/2026	1290	THE AMBLE GROUP	101-20200	365.59
26-Oct	10/29/2026	1503	THE AMERICAN BOTTLING COMPANY	609-20200	155.3
26-Oct	10/29/2026	626	THE WINE COMPANY	609-20200	924.75
26-Oct	10/29/2026	2251	TITLE SMART INC	601-20200	37.53
26-Oct	10/29/2026	2362	TITLE WERKS LLC	601-20200	166.61
26-Oct	10/29/2026	3969	UNCOMMON LOON BREWING CO	609-20200	563.5
26-Oct	10/29/2026	686	VERIZON WIRELESS	101-20200	1,637.24
26-Oct	10/29/2026	42	VIKING COCA-COLA BOTTLING CO	609-20200	1,405.45
26-Oct	10/29/2026	1286	VINOCOPIA INC	609-20200	2,847.14
26-Oct	10/29/2026	4	WATSON CO INC	609-20200	563.76
26-Oct	10/29/2026	2626	WW GOETSCH	602-20200	21,625.00
				AP261002 Total	834,955.23

KEY
Early Release
ACH Payment
ER & Hold - Do not mail

Dated: _____

Mayor: _____

City Council: _____

AGENDA ITEM NO. L.2

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Jaden Strand, City Clerk/ Deputy HR Director
Date: November 4, 2026
Subject: Approving 2027 Meeting Dates

Background:
Attached are the proposed 2027 meeting dates for the City Council, City Boards, and City Commissions for Council review and consideration.
Please note the following modifications to the regular meeting schedule:

- Pursuant to Minn. Stat. § 412.02, Subd. 2, municipal terms of office begin on the first Monday in January following an election. Accordingly, the first City Council and EDA meetings of 2027 will be held on Monday, January 4, 2027, to administer oaths of office to newly elected officials and conduct annual organizational business.
- The first City Council and EDA meeting in August has been rescheduled to Wednesday to accommodate Night to Unite activities.

Request:
Staff is requesting action on this item.

Attachment(s):

- 2027 CITY MEETINGS CALENDAR

City of Isanti
Minnesota
A Community for Generations

2027 City of Isanti Meeting Dates

All meetings are scheduled to take place at City Hall on Tuesdays, unless otherwise noted.

City Council

1st & 3rd Tuesdays of the month at 7 pm

January 5	January 19	February 2	February 16	March 2	March 16
April 6	April 20	May 4	May 18	June 1	June 15
July 6	July 20	August 4 (Wed.)	August 17	September 7	September 21
October 5	October 19	November 2	November 16	December 7	December 21

Committee of the Whole

3rd Tuesday of the month at 5 pm

January 19	February 16
March 16	April 20
May 18	June 15
July 20	August 17
September 21	October 19
November 16	December 21

Economic Development Authority

1st Tuesdays of the month at 6:30 pm

January 5	February 2
March 2	April 6
May 4	June 1
July 6	August 4 (Wed.)
September 7	October 5
November 2	

Planning Commission

3rd Tuesday of the month at 6 pm

January 19	February 16
March 16	April 20
May 18	June 15
July 20	August 17
September 21	October 19
November 16	December 21

Parks & Recreation Board

4th Tuesday of the month at 6 pm

January 26	February 23
March 23	April 27
May 25	June 22
July 27	August 24
September 28	October 26
November 23	No December meeting

Other meetings

At 5 pm unless noted.

- City Council Budget Work Session July 6
- City Council Budget Work Session August 4 (Wed.)

AGENDA ITEM NO. L.3

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Stephanie Hillesheim, Community Development Director
Date: November 4, 2026
Subject: Resolution to Accept Donations for Illuminate Isanti 2026

Background:
Through the generous contributions of local businesses and organizations, an additional **$1,615.00** has been raised to for the Illuminate Isanti 2026 event. This remarkable support from our community ensures that Illuminate Isanti will continue to be a vibrant and successful event for all residents to enjoy.

To date $6,865 has been raised towards the event.

Thank you again to all our donors and volunteers for their contributions.

Request:
Staff is requesting action on this item.

Attachment(s):
- Resolution to Accept Donations for Illuminate Isanti 2026

RESOLUTION 2026-XXX

ACCEPTING DONATIONS FOR ILLUMINATE ISANTI 2026

WHEREAS, the City of Isanti hosts community programs and events, including the annual Illuminate Isanti event; and,

WHEREAS, sponsorship funds were collected by Isanti Together as outlined in the 2026 Illuminate Isanti Volunteer Agreement; and,

WHEREAS, pursuant to Minnesota Statutes § 465.03, the City Council may accept donations for the benefit of the City; and,

WHEREAS, local businesses and organizations have contributed sponsorship funds for Illuminate Isanti 2026 as follows:

- Lit'l Sprouts Child Care Center: $500.00
- Plugs Garage: $100.00
- Smile Doctors LLC: $1,015.00
- **TOTAL: $1,615.00**

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

1. The City Council accepts the sponsorship donations totaling **$1,615.00** for Illuminate Isanti 2026.
2. The City Council thanks each donor for their contribution and support.
3. City staff are authorized to deposit and allocate these funds for Illuminate Isanti 2026 in accordance with the 2026 Illuminate Isanti Volunteer Agreement.

BE IT FURTHER RESOLVED, that the City Council extends its sincere appreciation to all donors and volunteers for their commitment to the community and their support of the Illuminate Isanti event.

Adopted by the Isanti City Council this 4th day of November, 2026.

_____

Attest: Mayor Luke Merrill

_____

Jaden Strand
City Clerk/Deputy HR Director

AGENDA ITEM NO. L.4

MEMO

To: **Mayor Luke Merrill and Members of City Council**
From: Katie Grotte, Human Resources Director
Date: November 4, 2026
Subject: Resolution to Approve the Vendor Guardian for MN Paid Leave and Life Insurance for 2027

Request:
Staff is seeking action on this item.

Attachment(s):
- Resolution to Approve the Vendor Guardian for MN Paid Leave and Life Insurance
- Quote Comparisons

RESOLUTION 2026-XXX

APPROVING GUARDIAN AS THE VENDOR FOR MINNESOTA PAID LEAVE AND LIFE INSURANCE

WHEREAS, the City of Isanti accepted quotes for different vendor options for Minnesota Paid Leave and Life Insurance beginning 2027; and,

WHEREAS, Sun Life is the current vendor for Minnesota Paid Leave and Life Insurance for the City of Isanti and their 2027; and,

WHEREAS, Guardian has submitted a quote to be the vendor for Minnesota Paid Leave at .87% of the standard contribution rate verses the State of Minnesota at .88%, and;

WHEREAS, Guardian will match the rates of basic life insurance coverage to Sun Life and;

WHEREAS, Guardian will also provide a FICA match and process W-2 adjustments saving almost $300 from the State of Minnesota option;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota, to hereby approve the vendor Guardian for Minnesota Paid Leave and Life Insurance:

1. Guardian will be the vendor for 2027 employee life insurance and Minnesota Paid Leave administration.
2. Staff is authorized to sign documents and implement the new vendor platforms as necessary.

This resolution was duly adopted by the Isanti City Council this 4th day of November 2026.

Attest: Mayor Luke Merrill

Jaden Strand
City Clerk/ Deputy HR Director

City of Isanti
MN Paid Family & Medical Leave Effective January 1, 2027

MN PFML	Current	Renewal	Proposal	Proposal
Carrier	Sun Life	Sun Life	Guardian	State of MN
Tax Services	Tax Reports Only	Tax Reports Only	W-2 & FICA Match	Tax Reports Only
Rate as % of Covered Payroll	0.760%	1.340%	0.870%	0.880%
Estimated Annual Premium	$20,687	$36,474	$23,681	$23,953
Premium Difference	$0	$15,787	$2,994	$3,266
Rate Guaranteed Until	12/31/2026	12/31/2027	12/31/2027	12/31/2027

Cost Sharing with Employees	Current	Renewal	Proposal	Proposal
Employee Share of Premiums @ **50% of Actual Rate***	0.380%	0.440%	0.435%	0.440%
Employer Annual Cost	$10,343	$24,497	$11,840	$11,976
Employer Annual Cost Change	N/A	**$14,154**	**$1,497**	**$1,633**
Employer Annual Cost Change %	N/A	136.84%	14.47%	15.79%

**50% of Actual Rate Up to a Max of 50% of State Rate*