



BECKER COUNTY BOARD OF COMMISSIONERS

Regular Meeting

Date: Tuesday, June 2, 2026 at 8:15 AM

Location: Board Room, Courthouse

or

Virtual TEAMS Meeting Option

Call-In #: 763-496-5929 - Conference I.D.: 901 510 490#

- 8:15 Call the Board Meeting to Order: Board Chair Jepson
1. Pledge of Allegiance
- 8:20 Regular Business
1. Agenda Confirmation
 2. Minutes of May 19, 2026 3
- 8:25 Consent Agenda
1. Auditor-Treasurer: Regular Claims, Auditor Warrants, and Claims over 90 Days 6
 2. Auditor Treasurer: Resolution 06-26-1E - Gambling Permit - DL Youth Hockey @ WE Fest 7
 3. Auditor-Treasurer: April 2026 Cash Comparison, Sales Tax, and Investments 8
 4. Auditor-Treasurer: Resolution 06-26-1A - Temporary Absentee Voting Location 11
 5. Human Services: Regular Claims, Public Health, and Transit
 6. Transit: Resolution 06-26-1B - Approval of Becker County Transit Revised Procurement Policy 12
 7. Transit: Resolution 06-26-1C - 2026 Vehicle Replacement Grant Application 54
 8. Land Use: NRM: Award Forestry Site Prep Contract 55
 9. Land Use: Environmental Services: Resolution 06-26-1F - Northern Pine Sanitation - Waste Haulers License 63
 10. Sheriff: We Fest Civilian Traffic Control 66
 11. Sheriff: Resolution 06-26-1G - 2026 Federal Boat & Water Patrol Grant Acceptance 67
 12. Sheriff: Resolution 06-26-1J - 2026 State of Minnesota Boat & Water Grant Acceptance 69
- 8:30 Commissioners
1. Open Forum
 2. Reports and Correspondence
 3. Appointments
 - a) Cormorant Lakes Watershed District
 - b) Planning & Zoning Board of Adjustments
- 9:00 County Administrator
1. Report
 2. Probation Supervision Fees
 - a) Probation Supervision Fees Policy 70
 - b) Resolution 06-26-2I - Probation Supervision Fees 74
 3. Per Diem for New Generation 911 Meetings
- 9:30 Land Use
1. Environmental Services

a) Resolution 06-26-1D - Amend Tip Fees - Out of County Waste 75

b) Resolution 06-26-1H - Seasonal Temporary Pay Station Clerk 77

9:40 Highway

1. 2025 Becker County Annual Report 79

9:45 Break

9:50 Planning & Zoning

1. Planning Commission Recommendations 05-27-2026 136

a) John & Jenna Berry - Request a Conditional Use Permit for a Transportation Business to include temporary storage of homes and structures

b) Steven & Sara Skadsem - Request a Conditional Use Permit to operate a Therapy and Wellness Center

c) Prairie Lake Investments LLC - Request an amendment to Recorded Document Number 715209 for a reduction from three hundred fifty thousand (350,000) to fifty thousand (50,000) total cubic yards of material extracted in the described twenty (20) acre area. The amendment will include no crushing of material. The amendment also includes the sale of existing excess topsoil from the plat of Prairie Lake Estates. Other amendments to the conditions listed in the recorded document number 715209 are subject to change or removal.

2. Zoning Ordinance Amendments 140

a) Requirements regulating wind energy, solar energy, and data centers. Requirements will include but are not limited to the location and type of permit for such land use.

b) Requirements regulating vegetation alterations within the shoreland area. Requirements will include but are not limited to permissible vegetation removal, non-permissible vegetation removal, and vegetation replacement.

c) Requirements regulating land alterations within and outside the shoreland area. Requirements will include but are not limited to permit requirements for land alterations, riprap, and stormwater management.

d) Requirements regulating Planning Commission member appointments. Revisions are related to membership and creation for members appointed each year.

e) Requirements for structure definition. Revisions include the removal of sidewalks, fences, driveways, and retaining walls. These objects do not typically meet land use setbacks.

f) Requirements for building height. Revisions include an increase for allowable building height outside of the shoreland with the addition of increased setbacks when exceeding certain heights.

Adjourn

BOARD MEETING AS POSTED

BECKER COUNTY BOARD OF COMMISSIONERS

DATE: TUESDAY, May 19, 2026 at 8:15 am

LOCATION: Board Room, Courthouse

1. Meeting was brought to order by Chair Jepson. Commissioners in attendance: Jepson, Hansen, Meyer, Vareberg and Nelson, County Administrator Carrie Smith and minute taker Peggy Martin.
2. Pledge of Allegiance.

Agenda/Minutes:

1. Agenda – Motion and second to approve the agenda with the following updates: Pull the Procurement Policy from the Administrator’s items and add two Tubing Licenses to the Auditor-Treasurer License List on the Consent Agenda (Hansen, Meyer) carried.
2. Minutes – Motion and second to approve minutes of May 5, 2026 with the requested changes (Meyer, Nelson) carried.

Consent Agenda

1. Motion and second to remove the Abatements from the Consent Agenda and to approve and accept the following Consent Agenda Items: Auditor-Treasurer: Regular Claims, Auditor Warrants and Claims over 90 Days, Resolution 05-26-2C – Tax Forfeit Land Sale, Licenses for the following: On-Sale Liquor w/Sunday Sales-New Owner – Bleachers Sports Bar & Grill – Michon Jones – Lake View Twp, Pit 611 – Gabe Line – Lake Eunice Twp, Tubing Licenses: K & K Tubing Inc – Roger Klemm - Erie Twp, Charlies Ottertail Tubing – Cathy Pihlaja – Erie Twp, Human Services: Regular Claims, Public Health, & Transit, Land Use: Resolution 05-26-2A – Recycling Market Development Grant Application, Resolution 05-26-2B – Environmental Assistance Grant to Construct a building for the Reuse Program Application (Hansen, Meyer) carried.

Commissioners:

1. Open Forum:
 - None
2. Reports and Correspondence: Reports were provided on the following meetings:
 - Commissioner Vareberg – Human Services, Safety.
 - Commissioner Jepson – Human Services.
 - Commissioner Hansen – Wannigan, MAGIC.

- Commissioner Nelson – Lakeland Mental Health, Courthouse, Land Use.
- Commissioner Meyer – Courthouse, Fair Board, DAC, LCSC, Historical Society, NW Regional Emergency Communication Board.

3. Appointments.

- Motion and second to reappoint Rick Michaelson, Laurie Olson and Chris Jasken to 3-year terms to the Pelican River Watershed District (Hansen, Meyer) carried.

Public Hearing on Behalf of the MPCA is canceled and no testimony will be heard as the applications have been withdrawn.

Planning and Zoning: presented by Kyle Vareberg.

1. Motion and second to grant a 1-year Conditional Use Permit Extension Request from Greater Than Gold Investment LLC – extension of recorded document number 705674 (Hansen, Nelson) carried.
2. Motion and second to approve the Conditional Use Permit for We Fest with the conditions of contracts with Becker County Sheriff, Becker County Highway, MnDot, Minnesota State Patrol, and Detroit Lakes Fire Department (Nelson, Meyer) carried.

County Administrator: presented by Carrie Smith.

1. Report.

- Next Gen 911 Discussion. Will be coming in the next 2-3 years.
- MN State Budget focuses: Infrastructure, taxpayer relief, healthcare stabilization and fraud prevention.
- Additional blighted properties will be reviewed.
- Work Session – May 26.

2. Motion and second to approve the Narcan Policy (Vareberg, Nelson) carried.

3. 2027 Preliminary Timeline discussion.

4. Community Correction Update.

- Feasibility of moving to Community Correction. Looked at salaries and benefits.
- Not a cost saver financially for the county.

5. Abatements: presented by Lee Brekke.

- Motion and second to approve the abatements in the amount of \$63,388 (Nelson, Meyer) carried.

Human Resources: presented by Teaira Christen.

1. Motion and second to approve the New Policy: No Children in the Workplace (Nelson, Meyer) carried.

Land Use-Environmental Services: presented by Steve Skoog.

1. Motion and second to approve the Capital Purchase Request of Landfill Fencing from Freedom Fencing in the amount of \$48,398 with a 5% change order to be approved by the Land Use Committee or Administrator (Nelson, Vareberg) carried.
2. Construction & Demo Study & Future Plans.
 - Discussion on the District 4 C&D Waste Management Plan Hub & Spoke System Feasibility Report.
 - Motion and second to not be part of a Regional Construction & Demo System as it is cost prohibited (Nelson, Vareberg) carried.

Sheriff: presented by Todd Glander.

1. Life Saving Awards presented to: Taylor Hillukka, Elizabeth Schoon, Sgt. Ryan Aho, Jacob Karasch, Deputy Blake Olson, Sgt. Andrew Bachmann, Deputy Adam Winter, Deputy Ethan Wothe, and Deputy Derek Hanson.

Being no further business, Board Chair Jepson adjourned the meeting at 10:28 am.

<u>/s/</u>	Carrie Smith	<u>/s/</u>	Erica Jepson
	Carrie Smith		Erica Jepson
	County Administrator		Board Chair



BECKER COUNTY BOARD OF COMMISSIONERS

Finance Committee Meeting

Date: Monday, June 1, 2026 at 8:30 AM

Location: 1st Floor – Board Meeting Room - Courthouse
915 Lake Avenue, Detroit Lakes, MN

County Administrator

1. Report
2. Probation Supervision Fees
 - a) Probation Supervision Fees Policy
 - b) Resolution 06-26-11 - Probation Supervision Fees
3. Per Diems for New Generation 911 Meetings

Auditor-Treasurer

1. Regular Claims, Auditor Warrants, & Over 90 Days
2. Human Services: Regular Claims, Public Health, & Transit
3. April 2026 Cash Comparison, Sales Tax, and Investments

Transit

1. Resolution 06-26-1C - 2026 Vehicle Replacement Grant Application

Land Use

1. NRM: Award Forestry Site Prep Contract
2. Environmental Services: Resolution 06-26-1D - Amend Tip Fees - Out of County Waste
3. Environmental: Resolution 06-26-1H - Seasonal Temporary Pay Station Clerk

Sheriff

1. WE Fest Civilian Traffic Control
2. Resolution 06-26-1G - Federal Boat & Water Patrol Grant Acceptance
3. Resolution 06-26-1J - 2026 Boat & Water Grant Acceptance

Information Technology

1. Jail back-up batteries quote

Adjourn

**BECKER COUNTY
CASH COMPARISON**

FUND	April 2025	April 2026	% Change	March 2026
REVENUE FUND				
REVENUE FUND	\$ 14,630,854.31	\$ 16,728,288.57	14.34%	\$ 17,318,847.46
DESIGNATED				
LAW LIBRARY	31,204.16	48,775.22	56.31%	46,669.29
ATTORNEY'S FORFEITURES	84,678.96	64,734.67	-23.55%	64,734.67
RECORDERS EQUIPMENT	(15,631.55)	32,496.27	-307.89%	27,429.23
RECORDERS ENHANCEMENT	67,239.79	34,639.79	-48.48%	27,115.79
TRANSIT	18,966.54	127,851.67	574.09%	6,428.42
TRANSIT LOCAL RESERVE	37,279.73	37,279.73	0.00%	37,279.73
2023 PUBLIC SAFETY AID	812,760.65	-	-100.00%	-
TOTAL REVENUE FUND	\$ 15,667,352.59	\$ 17,074,065.92	8.98%	\$ 17,528,504.59
SPECIAL REVENUE FUNDS				
PUBLIC SAFETY	\$ (1,506,606.08)	\$ (2,192,509.02)	45.53%	\$ (1,025,933.08)
E-911	330,459.94	440,186.58	33.20%	427,459.34
ROAD AND BRIDGE	2,203,313.52	1,011,260.29	-54.10%	1,114,549.03
HUMAN SERVICES	7,745,852.56	8,205,514.32	5.93%	9,178,814.45
RECREATION	177,670.38	219,325.96	23.45%	197,130.05
RESOURCE DEVELOPMENT	1,010,386.70	951,797.78	-5.80%	958,447.78
ENVIRONMENTAL AFFAIRS	2,185,098.80	2,894,720.96	32.48%	2,833,840.28
DEBT FUNDS	670,389.87	625,430.26	-6.71%	709,549.01
DITCH FUND	215.64	215.64	0.00%	215.64
SUNNYSIDE CARE CENTER	2,153,639.07	2,470,793.54	14.73%	2,498,324.94
NATURAL RESOURCE MGT	98,803.68	302,295.77	205.96%	308,545.62
GRAVEL RESERVE	603,235.46	255,142.64	-57.70%	229,041.32
OPIOID SETTLEMENT FUND	504,071.25	451,723.34	-10.39%	490,440.45
LOCAL ASSISTANCE & TRIBAL CONSISTENCY FUND	83,110.43	-	-100.00%	-
GENERAL - SPECIAL	1,907,254.21	1,409,485.92	-26.10%	1,400,224.92
TOTAL SPECIAL REVENUE FUNDS	\$ 18,166,895.43	\$ 17,045,383.98	-6.17%	\$ 19,320,649.75
AGENCY FUNDS				
BCCI	\$ 135,144.71	\$ 218,887.37	61.97%	\$ 218,887.37
TAXES AND PENALTIES	10,359,280.95	11,099,691.05	7.15%	1,182,682.87
CLEARING FUNDS	840,723.44	672,933.31	-19.96%	669,448.47
TOTAL AGENCY PASS THRU FUNDS	\$ 11,335,149.10	\$ 11,991,511.73	5.79%	\$ 2,071,018.71
TOTAL CASH & INVESTMENTS	\$ 45,169,397.12	\$ 46,110,961.63	2.08%	\$ 38,920,173.05

Becker County Sales & Use Tax

2014					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	606,000.00	129,165.85	735,165.85	(31,350.71)	703,815.14
2015					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	1,925,000.00	199,199.05	2,124,199.05	(26,358.15)	2,097,840.90
2016					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	1,912,893.48	209,748.19	2,122,641.67	(27,908.63)	2,094,733.04
2017					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,172,000.00	233,642.63	2,405,642.63	(29,318.97)	2,376,323.66
2018					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,281,000.00	365,457.85	2,646,457.85	(33,661.93)	2,612,795.92
2019					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,452,000.00	222,944.01	2,674,944.01	(34,367.81)	2,640,576.20
2020					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,563,000.00	279,602.16	2,842,602.16	(36,985.03)	2,805,617.13
2021					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	2,957,000.00	376,489.88	3,333,489.88	(38,856.08)	3,294,633.80
2022					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	3,230,000.00	485,045.29	3,715,045.29	(38,854.14)	3,676,191.15
2023					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	3,471,000.00	307,883.00	3,778,883.00	(38,200.43)	3,740,682.57
2024					
<u>Month</u>	<u>Receipt 1</u>	<u>Receipt 2</u>	<u>Total Receipts</u>	<u>Fees</u>	<u>Net Total</u>
	3,464,709.18	61,883.40	3,526,592.58	(19,435.57)	3,507,157.01
2025					
<u>Month</u>	<u>Receipt</u>			<u>Fees</u>	<u>Net Total</u>
November	300,638.51		300,638.51	(2,705.75)	297,932.76
December	276,634.30		276,634.30	(2,489.71)	274,144.59
January	307,544.79		307,544.79	(2,767.90)	304,776.89
February	234,737.21		234,737.21	(2,112.63)	232,624.58
March	223,127.64		223,127.64	(2,008.15)	221,119.49
April	293,314.67		293,314.67	(2,639.83)	290,674.84
May	298,221.32		298,221.32	(2,683.99)	295,537.33
June	376,771.57		376,771.57	(3,390.94)	373,380.63
July	416,827.17		416,827.17	(3,751.44)	413,075.73
August	410,556.86		410,556.86	(3,695.01)	406,861.85
September	408,175.18		408,175.18	(3,673.58)	404,501.60
October	344,912.96		344,912.96	(3,104.22)	341,808.74
	3,891,462.18	-	3,891,462.18	(35,023.15)	3,856,439.03
2026					
<u>Month</u>	<u>Receipt</u>			<u>Fees</u>	<u>Net Total</u>
November	323,913.45		323,913.45	(2,915.22)	320,998.23
December	284,894.50		284,894.50	(2,564.05)	282,330.45
January	325,240.95		325,240.95	(2,927.17)	322,313.78
February	229,571.22		229,571.22	(2,066.14)	227,505.08
March			-	-	-
April			-	-	-
May			-	-	-
June			-	-	-
July			-	-	-
August			-	-	-
September			-	-	-
October			-	-	-
	1,163,620.12	-	1,163,620.12	(10,472.58)	1,153,147.54
Grand Total	32,089,684.96	2,871,061.31	34,960,746.27	(400,793.18)	34,559,953.09

Please note effective April 2024 ONE payment of GROSS REVENUE and ADMINISTRATIVE COST is received
 EX--December 2023 Receipt 1 in the IFS (Bank/Cash Comp) January 2024 and Receipt 2 in the IFS (Bank/Cash Comp) February 2024
Bolded amounts corresponds to Monthly-Cash Comp

**Becker County
Investment Analysis
April 30, 2026**

Bank or Institution	Investment Number	Interest Rate	Yield Rate	Maturity Date	Book Value(Cost)	Fair Market Value	
American National Bank							
ANB CD	American Natl	24-03	3.950%	3.950%	10/14/26	245,000.00	245,000.00
Deerwood Bank							
CDB CD	CDBoO	09-13	3.850%	3.850%	7/18/26	500,000.00	500,000.00
CDB CD	CDBoO	13-1	3.450%	3.450%	2/15/27	425,000.00	425,000.00
Midwest bank							
MW CD	Midwest	0-39	4.000%	4.000%	5/9/26	96,000.00	96,000.00
MW CD	Midwest CDARS	10-09	3.922%	3.922%	7/2/26	1,000,000.00	1,000,000.00
State Bank of Lake Park							
SBLP CD	State Bank of LP	01-39	4.110%	4.110%	9/30/26	165,718.52	165,718.52
United Community Bank of Frazee							
UCB CD	UCBoF	23-07	3.750%	3.750%	6/7/26	203,851.82	203,851.82
Raymond James							
MK	Florida HSG Fin Corp Rev Taxable Home Mtg Bds	26-01	3.722%	3.722%	1/1/29	255,000.00	252,712.65
MKI	Florida HSG Fin Corp Rev Taxable Home Mtg Bds	26-02	3.772%	3.722%	7/1/29	300,000.00	297,033.00
MK	FFCB Federal Farm Credit Banks	26-10	3.800%	3.800%	3/16/29	245,000.00	243,199.25
MK	FFCB Federal Farm Credit Banks	26-04	3.831%	3.831%	10/21/30	532,086.20	528,954.20
MK	FHLB Federal Home Loan Bank	25-05	4.000%	4.000%	7/2/30	500,000.00	497,625.00
MK	FHLB Federal Home Loan Bank	25-06	4.080%	4.080%	7/23/29	305,000.00	304,902.40
MK	CD Corporate Amer Fam	26-05	3.850%	3.850%	8/28/28	249,000.00	248,621.52
MK	CD First Southwest Bank Alamosa Colorado	24-08	3.800%	3.800%	9/5/28	150,000.00	149,496.00
MK	CD Discover Bank Greenwood, DE	22-07	4.850%	4.850%	11/9/26	244,000.00	245,285.88
MK	CD Optum Bank Inc Draper Utah FDIC	26-08	3.700%	3.700%	3/11/30	245,000.00	241,962.00
MK	CD First St Bk of Dequeen Dequeen	23-06	4.600%	4.600%	7/7/26	100,000.00	100,139.00
MK	CD Texas Exch Bank SSB Crowley, TX	26-09	3.800%	3.800%	3/13/30	240,000.00	237,964.90
Wells Fargo Advisors (Formerly Wachovia Securities)							
WFA BOND	US Treasury Notes	22-03	2.750%	2.750%	4/30/27	324,972.65	326,650.50
WFA FHLMC	Federal Home Loan Mtg Corp	25-03	4.000%	4.000%	4/17/29	1,497,000.00	1,492,275.00
WFA CD	Goldman Sachs BK USA CD	21-07	1.000%	1.000%	8/8/26	215,000.00	213,140.25
WFA CD	UBS Bank USA CD	24-07	3.850%	3.850%	8/30/27	245,000.00	244,813.80
WFA CD	KS Bank Inc CD	25-08	3.550%	3.550%	10/31/30	245,000.00	240,004.45
WFA CD	Morgan Stanley PVT BK CD	26-03	3.900%	3.900%	1/28/31	245,000.00	243,387.90
WFA CD	Synchrony Bank CD	23-08	5.050%	5.050%	10/27/26	245,000.00	246,276.45
WFA CD	Sallie Mae Bank/Salt CD	24-09	4.050%	4.050%	11/22/27	245,000.00	245,516.95
WFA CD	American Expr National Bk CD	25-04	4.250%	4.250%	6/12/28	245,000.00	246,492.05
WFA CD	Morgan Stanley BK NA CD	25-09	3.850%	3.850%	12/10/30	245,000.00	242,895.45
WFA CD	State Bank of India CD	25-07	3.750%	3.750%	10/22/30	245,000.00	241,932.60
WFA CD	Bank of America NA CD	24-05	5.050%	5.050%	6/8/26	240,000.00	240,297.60
WFA CD	BMW BK N America CD	26-06	3.700%	3.700%	3/20/28	245,000.00	243,806.85
WFA CD	Bankfirst Norfolk CD	26-07	3.650%	3.650%	3/27/28	245,000.00	243,647.60

Total Pooled Investments - Securities

10,727,629.19 10,694,603.59

Summary of Investments by Type

	Book Value	Fair Value
CD's	5,768,570.34	5,751,251.59
CDARS	1,000,000.00	1,000,000.00
Jumbo CDs		
Local Gov Issues	0.00	0.00
Govt. Securities	555,000.00	549,745.65
Treasury	324,972.65	326,650.50
FNMA	0.00	0.00
FHLBMSUCP	0.00	0.00
FHLMC	1,497,000.00	1,492,275.00
FFCB	777,086.20	772,153.45
FHLB	805,000.00	802,527.40
Totals	10,727,629.19	10,694,603.59

Investment Summary by Fund

Revenue Fund	10,727,629.19	10,694,603.59
	10,727,629.19	10,694,603.59
Fair Market Value Adjustment		(33,025.60)

The Becker County Transit Procurement Policy was adopted 3/5/2024. The need for this update is to comply with recent FTA policy changes. Becker County did not make any other changes to its procurement policy other than those required by the FTA. See the list of changes below.

Kevin

Section Identified	Change or Update
Throughout entire document	Changed all references of 4220.1F to 4220.1G
Throughout entire document	Updated all citation reference/numbers/links (i.e. 2 CFR 200, federal clauses)
Chapter 5, Section 5.2	Changed the micro purchase threshold to \$15,000.00
Chapter 5, Section 5.3.1.1.	Changed the micro purchase threshold to \$15,000.00
Chapter 5, Section 5.3.2.1.	Changed the small purchase threshold range to \$15,000 - \$350,000
Chapter 5, Section 5.3.2.1.	For governmental agencies – Changed the small purchase threshold from \$15,000 - \$175,000
Chapter 5, Section 5.3.3.1.	Changed the formal procurement threshold from \$250,000 to \$350,000
Chapter 5, Section 5.4.1.3., paragraph C	Changed the title of the paragraph from “Unusual and Compelling Urgency” to “Exigency or Emergency”
Chapter 6, Section 6.5.2.2.	Changed title from “Violation or Breach” to “Remedies”
Chapter 5, Section 5.3.3.9. Paragraph B	Replaced “Qualifications-Based Procurement Procedures Prohibited” with “Purpose of Services” including simple changes in the paragraph.
Chapter 6, Section 6.8.1.	Changed title from “Statement of Policy” to “Recipient Responsibilities and FTA Role in Procurement Disputes”.

Section Identified	Change or Update
Chapter 5, Section 5.4.1.1	Changed “Competition Adequacy’ to “Adequate Competition” and replaced with updated language
3.4.3 Required Contract Clauses	Added Domestic Preference under Miscellaneous



Becker County Transit

PROCUREMENT POLICY

Adopted 3/24/2024

Revised 6/2/2026

Table of Contents

1. INTRODUCTION.....	5
1.1. Purpose.....	5
1.2. Third Party Contracting Capacity	5
1.3. Procurement Planning	5
1.4. Policy Review and Amendment	6
2. CODE OF ETHICS AND CONFLICT OF INTEREST POLICY	6
2.1. Purpose.....	6
2.2. Applicability	6
2.3. Gifts/Gratuities	6
2.4. Employee Conflicts of Interest.....	6
2.4.1. Conflicts of Interest.....	6
2.4.2. Discovery of Actual or Potential Conflict of Interest (Disqualification and Waiver)	7
2.4.3. Employee Disclosure Requirements	7
2.4.4. Confidential Information	8
2.5. Organizational Conflicts of Interest	8
2.6. Penalties	8
3. Becker County Transit RESPONSIBILITIES.....	9
3.1. Third-Party Contracting Capacity.....	9
3.2. Contract Administration System.....	9
3.2.1. Adequate Third-Party Contract Provisions	9
Revenue Contracts.....	9
3.2.3. Record Keeping	9
3.3. Determination of Needs	10
3.3.1. Eligibility.....	10
3.3.2. Necessity.....	10
3.4. Contractor Responsibilities.....	12
3.4.1. Debarment and Suspension.....	12
3.4.2. Lobbying Certification and Disclosure	12
3.4.3. Required Contract Clauses.....	12
3.5. Bonding.....	14
3.5.1. Thresholds	14

3.5.2.	Acceptable Sureties	14
3.6.	Preference for U.S. Property—Buy America	14
3.7.	Accessibility	15
4.	SOURCES OF ACQUISITIONS	15
4.1.	Force Account	15
4.2.	Joint Procurements	15
4.3.	State or Local Government Purchasing Schedules or Purchasing Contracts	15
4.3.1.	Definition	15
4.3.2.	Small Quantity Conditions for Rolling Stock	16
4.3.3.	Applicability of Federal Provisions	16
4.3.4.	Existing Contracts	16
5.	PROCEDURES FOR OPEN MARKET PROCUREMENTS	18
5.1.	Solicitation of Competitive Price Quotes, Bids or Proposals	18
5.2.	Solicitation Requirements and Restrictions	18
5.2.1.	Description of the Property or Services	18
5.2.2.	Evaluation Factors	19
5.2.3.	Permissible Contract Types	19
5.2.4.	Prohibitive or Restricted Contract Types	20
5.2.5.	Other Federal Requirements Affecting the Property or Services to be Acquired	20
5.2.6.	Other Federal Requirements Affecting the Bidder or Offeror and the Contractor	20
5.2.7.	Reservation of Right to Award to Other Than the Low Bidder or Offeror	20
5.2.8.	Reservation of Right to Reject All Bids or Offers	20
5.3.	Methods of Procurement	20
5.3.1.	Informal Procurements: Micro Purchases	21
5.3.2.	Informal Procurements: Small Purchases	21
5.3.3.	Formal Procurements	22
5.4.	Noncompetitive Procurements	27
5.4.1.	When Appropriate	27
5.5.	Evaluation Requirements	30
5.5.1.	General	30
5.5.2.	Options	30
5.6.	Contract Award Requirements	30
5.6.1.	Award to Other Than the Lowest Bidder or Offeror	30

5.6.2.	Affirmative Action and DBE	31
5.7.	Independent Cost Estimate and Cost and Price Analysis.....	31
5.7.1.	Independent Cost Estimate	31
5.7.2.	Cost or Price Analysis.....	31
6.	CONTRACT ADMINISTRATION REQUIREMENTS AND CONSIDERATIONS.....	32
6.1.	Becker County Transit Staff Responsibilities	32
6.2.	Administrative Restrictions on the Acquisition of Property and Services	32
6.2.1.	Legal Eligibility	32
6.2.2.	Period of Performance.....	32
6.3.	Federal Cost Principles.....	33
6.4.	Payment Provisions	33
6.4.1.	Financial Support for the Project.....	33
6.5.	Protections Against Performance Difficulties	34
6.5.1.	Changes.....	34
6.5.2.	Remedies	34
6.6.	Contents of Complete Contract Files.....	35
6.6.1.	Written Record of Procurement History.....	35
6.7.	Contract Administration and Close-Out Documents	36
6.7.1.	Contract Deliverables.....	36
6.7.2.	Contract Changes.....	36
6.7.3.	Contract Payments	36
6.7.4.	Contract Close-Out	36
6.8.	Protest Procedures	36
6.8.1.	Recipient Responsibilities and FTA Role in Procurement Disputes	36
6.8.2.	Becker County Transit Staff Responsibilities.....	37
6.8.3.	Solicitation Provision	37
6.8.4.	Requirements for Protests.....	38
6.8.5.	Protest Response	38
6.8.6.	Review of Protests by MnDOT	38

1. INTRODUCTION

1.1. Purpose

This policy establishes guidelines and minimum standards that Becker County Transit will use in the management of its third-party contracts. This manual is intended to ensure that Becker County Transit complies with Federal Transit Administration (FTA) and the Minnesota Department of Transportation's standards to ensure full and open competition and equitable treatment of all potential sources for all purchases made with funding derived from the Federal, state, and local governments. In all purchasing activities, the goal of Becker County Transit is to ensure maximum open and free competition consistent with:

- FTA Circular 4220.1G "Third Party Contracting Guidance" or latest version thereof;
- FTA Circular 4220.1G "FTA Best Practices Procurement and Lessons Learned Manual"
- 2 CFR § 200.318 – 200.327

The goal of this procurement policy is to provide an atmosphere in which all procurement transactions will be conducted in a manner providing full and open competition while preventing the use of state or federal funds for unallowable costs, as discussed in 2 C.F.R. 200 and other applicable regulations. Becker County Transit outlines the local restrictions and guidance on unallowable costs within the Financial Policy.

When Becker County Transit undertakes any purchase utilizing FTA funds, this policy shall supersede any existing purchasing policy. When any conflict exists between this policy and the existing policies of the Becker County Transit, the procedures in this policy shall prevail. If any employee of Becker County Transit determines that a conflict exists between these policies and state or local law, Becker County Transit shall contact MnDOT and communicate the conflict.

1.2. Third Party Contracting Capacity

FTA regulations (2 CFR § 200.319(c) and FTA Circular 4220.1G, Chapter III, § 3a) require Becker County Transit to have written procurement procedures. This policy is designed to meet FTA and MnDOT's requirements in this regard.

1.3. Procurement Planning

Planning is Becker County Transit first step in the procurement process. It is the process of deciding what to buy, when, and from what sources. In order to plan effectively, Becker County Transit must have the internal organizational capability with the proper checks and balances to facilitate the procurement process with the highest degree of integrity. This includes having trained, experienced contract personnel that have the authority to contractually bind the agency. Furthermore, Becker County Transit uses Federal funds in support of their procurement actions and must ensure that contract personnel are fully knowledgeable of the numerous laws and regulations that apply to funded procurements. Becker County Transit invests the time and resources to establish standards of conduct, organize effectively,

and develop short- and long-range plans will avoid last minute, emergency or ill-planned procurements, which are contrary to open, efficient and effective procurements. FTA C. 4220.1G Best Practices.

1.4. Policy Review and Amendment

Once per year the Transit Director, County Auditor Treasurer, Transit Committee, County Administrator and Human Resource Transit Director and any employees the Transit Director requests to be present, shall meet and review this policy for revisions or updates that need to be made. The Becker County Board of Commissioners will be notified of changes to this policy at their next regularly scheduled meeting and at that time, adopt any revisions or updates to the Policy.

If any changes or revisions are adopted to this policy, Becker County Transit will upload the updated policy to BlackCat with an indication of the date when the changes were made.

2. CODE OF ETHICS AND CONFLICT OF INTEREST POLICY

2.1. Purpose

Federal grant management rules (2 CFR § 200.318(c)(1)) require each recipient to maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. This policy must address:

- Personal conflicts of interest
- Gifts; and
- Violations.

2.2. Applicability

No employee, officer or agent may participate in the selection, award, or administration of a contract supported by a Federal award if they have a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. 2 C.F.R. 200.318(c)(1).

2.3. Gifts/Gratuities

No officer, employee, agent, or board member of Becker County Transit, may solicit or accept gratuities, gifts, favors, or anything of monetary value from contractors or parties to subcontracts. 2 C.F.R. 200.318(c)(1).

2.4. Employee Conflicts of Interest

2.4.1. Conflicts of Interest

It shall be a breach of ethical standards for any Becker County Transit listed employee or member to participate directly or indirectly in a procurement when the employee or member knows:

- The employee or any member of the employee’s immediate family, board member, officer, agent, his or her partner, has a financial interest pertaining to the procurement;
- A business or organization in which the employee, or any member of the employee’s immediate
- Any other person, business or organization with whom the employee or any member of employee’s immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement. 2 C.F.R. 200.318(c)(1); FTA C. 4220.1G, Chpt. III(1)(a).

2.4.2. Discovery of Actual or Potential Conflict of Interest (Disqualification and Waiver)

Regardless of the organizational structure Becker County Transit establishes for its procurement activities, a strong need for autonomy or independence of the procurement function from internal customers. It is very important that all procurement responsibilities are carried out without undue influence by the agency’s internal customers and users of the goods and services procured. While the degree of autonomy and organizational reporting relationships will vary with the size of the organization and its established policies, autonomy enables procurement personnel to give unbiased consideration to procurement principles and requirements, as well as to the schedule, budget, functional and other requirements of the internal customers. The procurement personnel must be free from undue influence or pressure in the award and administration of contracts. (See 2 C.F.R. § 200.319 *General procurement standards*; FTA Circular 4220.1G, Chapter IV, paragraph 3 – *Third Party Contracting Capacity*; and FTA *Best Practices 2.2*)

Remedies. FTA expects the recipient to analyze each planned acquisition in order to identify and evaluate potential organizational conflicts of interest as early in the acquisition process as possible, and avoid, neutralize, or mitigate potential conflicts before contract award. FTA C. 4220.1G, Chpt. VI(2)(h).

Upon discovery of an actual or potential conflict of interest, an employee participating directly or indirectly in a procurement shall:

- Promptly file a written statement of disqualification with the Transit Director; and
- Withdraw from further participation in the procurement.

The employee may, at the same time, request from the Transit Director, an advisory opinion as to what further participation, if any, the employee may have in the procurement. It shall be at the sole discretion of the Transit Director to determine if the employee may have any further participation in the procurement and, if so, the extent to which the employee may participate. Any employee who fails to comply with the provisions of this paragraph may be subject to disciplinary action.

2.4.3. Employee Disclosure Requirements

A Becker County Transit employee, who has reason to believe that they or their immediate family have an interest that may be affected by their official acts or actions as a Becker County Transit employee or by the official acts or actions of Becker County Transit, shall disclose the precise nature and value of such interest in a written disclosure statement to the Transit Director. The employee’s disclosure statement will be reviewed by the Transit Director and the Transit Director will respond to the employee in writing with an opinion as to the propriety of said interest.

In the event that the Transit Director has reason to believe that they or their immediate family has an interest that may be affected by their official acts or actions as a Becker County Transit employee or by the official acts or actions of Becker County Transit, they shall disclose the precise nature and value of such interest in a written disclosure statement to the Transit Director.

2.4.4. Confidential Information

A Becker County Transit employee may not directly or indirectly make use of, or permit others to make use of, for the purpose of furthering a private interest, confidential information acquired by virtue of their position or employment with Becker County Transit. 2 C.F.R. 200.303(e).

2.5. Organizational Conflicts of Interest

The Transit Director and technical personnel are encouraged to closely scrutinize all situations that appear to have the potential for an organizational conflict of interest.

Organizational conflicts of interest may result in bias and potentially provide an unfair competitive advantage to a potential offeror. An organizational conflict of interest occurs due to the type of work to be performed under a third-party contract, or because of other activities or relationships such as:

- A contractor who is unable, or potentially unable, to render impartial assistance or advice to the Subrecipient;
- A contractor's whose objectivity in performing contract work is or might be impaired;
- A contractor who has an unfair competitive advantage; or
- An organization that has a parent, affiliate, subsidiary or similar organizational relationship with Becker County Transit.

Bias arises when a contractor is placed in a situation where there may be an incentive to distort advice or decisions. Whenever a contract is awarded that involves the rendering of advice, the question must always be asked as to whether the potential for a conflict of interest exists for the contractor rendering the advice. Becker County Transit will utilize a "Conflict of Interest Disclosure Statement," in its solicitation when contracting for services of this nature. 2 C.F.R. 200.318(c)(2); 2 C.F.R. 200.319(b).

2.6. Penalties

For violation of any provision of this Code of Ethics or Conflict of Interest, the Becker County Transit may avail itself of every remedy in law or equity, to enact penalties to the employee, up to and including dismissal.

Employees who violate this policy shall be subject to disciplinary action. A first violation shall be reviewed by the Transit Director. and may result in a verbal reprimand, written corrective action, termination, or other action as recommended by the Transit Director. A second violation of this policy shall result in termination.

Upon the discovery of an actual or potential conflict of interest, an employee participating directly or indirectly in a procurement shall 1) promptly file a written statement of disqualification with the Transit Director and/or Human Resource Manager and 2) withdraw from further participation in the procurement. The employee may request from the Transit Director and/or Human Resource Manager an advisory opinion as to what further participation, if any, the employee may have in the procurement.

The Transit Director shall have sole discretion—considering the type of conflict of interest, the degree to which the employee may have dual interests in the procurement outcome, and the knowledge and ability of other members of the staff to handle the procurement without that employee—to determine if and to what extent the employee may participate further in the procurement.

3. Becker County Transit RESPONSIBILITIES

3.1. Third-Party Contracting Capacity

Becker County Transit must maintain adequate technical capacity to carry out its FTA and State assisted projects and comply with Federal and State rules. Becker County Transit's third party contracting capability must be adequate to undertake its procurements effectively and efficiently in compliance with applicable Federal, state, and local requirements. FTA C. 4220.1G, Chpt. 3(3).

3.2. Contract Administration System

Becker County Transit must maintain a contract administration system to ensure that it and its third-party contractors comply with the terms, conditions, and specifications of their contracts or purchase orders and applicable Federal, state and local requirements. See Section 6 of this policy for a full discussion of contract administration. FTA C. 4220.1G, Chpt. 3(3).

3.2.1. Adequate Third-Party Contract Provisions

Becker County Transit must include provisions in all of its third-party contracts that are adequate to form a sound and complete agreement. Provisions identified in the solicitation must be carried over into the contract. FTA C. 4220.1G, Chpt. 3(3)(b).

3.2.2. Revenue Contracts

Becker County Transit may enter into a revenue contract with a third-party to generate revenues in connection with a transit related activity, or to create business opportunities utilizing an FTA or State funded asset. Any such said contract opportunity will follow open and competitive selection procedures and principles outlined herein. FTA C. 4220.1G, Chpt. 2(b)(3).

3.2.3. Record Keeping

Becker County Transit must prepare and maintain adequate and readily accessible project performance and financial records, covering procurement transactions as well as other aspects of project implementation. Becker County Transit must maintain these records in the event of litigation or in other limited circumstances, until six years (in accordance with MN State Record Retention requirements) after Becker County Transit and any contractors or subcontractors have made final payment and all other pending matters are closed. Specific record keeping requirements include:

- (a) Written Record of Procurement History – Becker County Transit must maintain and make available to MnDOT and FTA written records detailing the history of each procurement. For all procurements above the micro-purchase level Becker County Transit must maintain records relating to:
 - (1) Procurement Method – Becker County Transit must provide its rationale for the method of procurement it used for each contract, including a sole source justification for any acquisition that does not qualify as competitive;

- (2) Contract Type – Becker County Transit must state the reasons for selecting the contract type it used;
- (3) Contractor Selection – Becker County Transit must state its reasons for contractor selection or rejection;
- (4) Contractor Responsibility – Becker County Transit must provide a written determination of responsibility for the successful contractor;
- (5) Cost or Price – Becker County Transit must evaluate and state its justification for the contract cost or price; and
- (6) Reasonable Documentation – Becker County Transit must retain documentation commensurate with the size and complexity of the procurement.
- (7) Vendor Verification – Becker County Transit must include verification of acceptance with a selected vendor/supplier/manufacturer through the Federal System of Award Management (SAM) for each project and associated project file.

- (b) Access to Records – Becker County Transit must provide FTA and MnDOT officials, Minnesota Department of Management and Budget, the State Auditor, or any of their representatives, access to and the right to examine and inspect all records, documents, and papers, including contracts, related to any FTA project financed with Federal assistance. 2 C.F.R. 200.334.

3.3. Determination of Needs

Becker County Transit must maintain and follow adequate procedures for determining the types and amounts of products and services it needs to acquire. Becker County Transit shall comply with the following requirements when determining the types and amounts of products and services it needs to acquire:

3.3.1. Eligibility

All products and services to be acquired with FTA or State funds must be eligible under the Federal or State law authorizing the FTA or State assistance award and any regulations thereunder. All products and services to be acquired with FTA or State funds must also be eligible for support within the scope of the underlying grant or cooperative agreement from which the FTA or State assistance to be used is derived. FTA C. 4220.1G, Chpt. IV(2).

3.3.2. Necessity

Becker County Transit shall adhere to the following standards for avoiding the purchase of duplicative and/or unnecessary products and services it does not need. FTA C. 4220.1G, Chpt. IV(1)(b).

3.3.2.1. Unnecessary Reserves

Becker County Transit shall limit the acquisition of Federally or State-assisted property, goods, and services to the amount it needs to support its operations. FTA C. 4220.1G, Chpt. IV(1)(b)(1).

3.3.2.2. Acquisition for Assignment Purposes

Becker County Transit shall contract only for its current and reasonably expected public transportation needs and shall not add quantities or options to third-party contracts solely to permit assignment to another party at a later date. These limits on assignments, however, do not preclude joint procurements

that are entered into simultaneously by two or more parties to obtain advantages unavailable for smaller procurements. FTA C. 4220.1G, Chpt. IV(1)(b)(2).

- (a) General Prohibition – Becker County Transit may contract only for its current and reasonably expected public transportation needs and may not add quantities or options to third-party contracts solely to permit assignment to another party at a later date.

- (b) Exceptions – These limits on assignments, however, do not preclude:
 - (1) Joint Procurements – Becker County Transit and one or more other FTA recipients may enter into a single procurement at the same time to obtain advantages unavailable for smaller procurements.
 - (2) Participation in MnDOT Sponsored Vehicle Procurements – Becker County Transit may enter into contracts developed by the State of Minnesota to acquire vehicles. See Section 4.3 of this policy for a full discussion of state government purchasing schedules and contracts.

- (c) Procurement Size – For every procurement, Becker County Transit shall consider whether to consolidate or break out the procurement to obtain the most economical purchase. Absent efforts to foster greater opportunities for Disadvantaged Business Enterprises (DBEs), small and minority firms and women’s business enterprises, Becker County Transit shall not split a larger procurement merely to gain the advantage of micro-purchase or small purchase procedures.

- (d) Options – Becker County Transit shall justify, as needed, all option quantities included in every solicitation and contract. An option is a unilateral right in a contract by which, for a specified time, Becker County Transit may acquire additional equipment, supplies, or services than originally procured. An option may also extend the term of the contract.

- (e) Lease Versus Purchase – Becker County Transit shall review lease versus purchase alternatives for acquiring property and shall prepare or obtain an analysis to determine the most economical alternative. If Becker County Transit chooses to lease an asset then it must prepare a written comparison of the cost of leasing the asset compared with the cost of purchasing or constructing the asset.

- (f) Lease of Rolling Stock – For rolling stock and related equipment, the Fixing America’s Surface Transportation (FAST) Act requires Becker County Transit to submit a report to MnDOT, on behalf of FTA, within three years of executing a rolling stock lease that includes: (1) An evaluation of the overall costs and benefits of leasing rolling stock; and (2) A comparison of the expected short-term and long-term maintenance costs under a lease versus maintenance costs when buying rolling stock.

- (g) Specifications – Becker County Transit's procurement specifications shall clearly describe the products or services to be procured and shall state how the proposals will be evaluated. Becker County Transit's procurement specifications shall not be exclusionary,

discriminatory, unreasonably restrictive, or otherwise in violation of Federal or Minnesota laws or regulations.

3.4. Contractor Responsibilities

Becker County Transit, in awarding contracts financed in whole or in part with FTA financial assistance, shall follow guidance in this section to evaluate contractor capabilities to perform the contract.

In addition to the Federal rules (2 CFR § 200.318(h)) that require contract awards be made only to responsible contractors, Federal law at 49 U.S.C. § 5325(j) and State Statute (174.24) (177.43 and 16C.09) limits third-party contractor awards to those contractors capable of successfully performing under the terms and conditions of the proposed contract. Before selecting a contractor for award, Becker County Transit must consider such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

3.4.1. Debarment and Suspension

Debarment and suspension regulations and guidance include the following provisions.

3.4.1.1. DOT Debarment and Suspension Regulations

U.S. Department of Transportation (DOT) regulations apply to each third-party contract at any tier of \$25,000 or more, to each third party contract at any tier for a federally required audit (irrespective of the contract amount), and to each third party contract at any tier that must be approved by an FTA official irrespective of the contract amount (2 C.F.R.1200). Becker County Transit shall apply DOT's debarment and suspension requirements to itself and each third-party contractor at every tier to the extent required by DOT's regulations that incorporate the requirements of the Office of Management and Budget (OMB), "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)" (2 C.F.R. 180).

3.4.1.2. System for Award Management

Becker County Transit will search and ensure that every offeror considered appears as a registered vendor within the results of a SAM.gov search and print the screen with the results of the search to be included in the procurement file. It is the policy of Becker County Transit to verify that the prospective third-party vendor is not listed as a debarred contractor on SAM.

3.4.2. Lobbying Certification and Disclosure

If a third-party contract will exceed \$100,000, before awarding the contract, Becker County Transit will obtain a signed lobbying certification, and if applicable, a lobbying disclosure from a prospective third party contractor (see DOT regulations, "New Restrictions on Lobbying," 49 CFR Part 20, modified as necessary by 31 U.S.C. Section 1352).

3.4.3. Required Contract Clauses

In addition to the requirements outlined above, there are various required clauses that may apply to Becker County Transit's third-party contracts, depending upon the type of procurement and the anticipated dollar value of said contract. It is the responsibility of Becker County Transit to assess each procurement and determine the applicable FTA third party terms and conditions that should be included in the solicitation and contract documents. Coordination with MnDOT on the appropriate clauses will be completed. These clauses may include:

- All FTA Assisted Third Party Contracts and Subcontracts:
 - No Federal government obligation to third-parties
 - False or fraudulent statements or claims
 - Access to records
 - Federal changes
 - Civil rights
 - Incorporation of FTA terms
 - Energy conservation
 - Safe operation of motor vehicles
 - Prohibition on certain telecommunications and video surveillance services or equipment
- Contracts Exceeding \$10,000:
 - Termination provisions
- Contracts Exceeding \$25,000:
 - Debarment and suspension
 - Notice regarding disputes, breaches, defaults, and litigation
- Contracts Exceeding \$100,000:
 - Byrd Anti-Lobbying Amendment
- Contracts Exceeding \$150,000:
 - Clean Air Act
 - Federal Water Pollution Control Act
 - Build America, Buy America (“BABA”) & Buy America (“BA”) (procurements involving iron, steel, manufactured products, and constructions materials)
- Contracts Exceeding the Simplified Acquisition Threshold:
 - Legal remedies for violation or breach
- Contracts for Construction:
 - Davis-Bacon Act
 - Copeland Anti-Kickback Act
 - Contract Work Hours and Safety Standards Act
 - Seismic safety
 - Veterans hiring preference
 - Bonding
- Contracts for Transit Operations:
 - School bus restrictions
 - Charter bus restrictions
 - Transit employee protective arrangements
 - Substance abuse requirements
- Miscellaneous:
 - Conformance with Intelligent Transportation Systems (ITS) national architecture
 - Cargo preference
 - Fly America
 - Patent rights
 - Rights in data and copyrights
 - Procurement of recovered materials
 - Domestic Preference
- Rolling Stock Certifications:

- Bus testing
- Transit Vehicle Manufacturer (TVM) compliance with DBE requirements
- Pre-Award Buy America Certification
- Pre-Award Purchaser's Requirements
- Pre-Award Federal Motor Vehicle Safety Standards (FMVSS) Certification
- Post-Delivery Buy America Certification
- Post-Delivery Purchaser's Requirements
- Post-Delivery FMVSS Certification

FTA C. 4220.1G, Matrix D; *see also* FTA Master Agreement.

3.5. Bonding

Some procurements may necessitate Becker County Transit to require the vendor to submit a bid bond, performance bond, or payment bond (typically construction projects).

3.5.1. Thresholds

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, when bonding is required, MnDOT may accept the bonding policy and requirements of the Subrecipient provided that MnDOT has made a determination that the Federal interest is adequately protected.

3.5.2. Acceptable Sureties

Federal rules for non-governmental recipients requires the non-governmental recipient to obtain construction bonds from companies holding certificates of authority as acceptable sureties under Department of the Treasury regulations, "Surety Companies Doing Business with the United States," (31 CFR Part 223). For a current list of approved sureties, see Department of the Treasury's Listing of Approved Sureties (Department Circular 570). As FTA encourages governmental recipient to require similarly acceptable sureties, it shall be the policy of Becker County Transit to accept such sureties.

3.6. Preference for U.S. Property—Buy America

Any contract exceeding \$150,000 entered into by Becker County Transit with FTA assistance requires that all iron, steel, manufactured products (including rolling stock), and construction materials used are produced or manufactured in the United States, unless FTA has granted a waiver authorized by Buy America regulations. FTA cautions that its Buy America regulations are complex and different from the Federal "Buy American Act" regulations in FAR Subparts 25.1 and 25.2. FTA C. 4220.1G, Chpt. IV.

FTA may obligate an amount for a project only if the steel, iron, manufactured goods, and construction materials used in the project are produced in the United States under the Build America, Buy America Act (BABA), Pub. L. 117-58, §§ 70901–27 incorporated under 49 U.S.C. 5323(j).

Becker County Transit will, to the great practical extent consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States of America, even when Buy America and other regulations do not apply. 2 C.F.R. § 200.322

3.7. Accessibility

Facilities to be used in public transportation service must comply with 42 U.S.C. Sections 12101 *et seq.* and DOT regulations, “Transportation Services for Individuals with Disabilities (ADA),” 49 CFR § 37; and Joint ATBCB/DOT regulations, “Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles,” 36 CFR § 1192 and 49 CFR § 38. Notably, DOT incorporated by reference the ATBCB’s “Americans with Disabilities Act Accessibility Guidelines” (ADAAG), revised July 2004, which include accessibility guidelines for buildings and facilities, and are incorporated into Appendix A to 49 CFR Part 37. DOT also added specific provisions to Appendix A modifying the ADAAG, with the result that buildings and facilities must comply with both the ADAAG and amendments thereto in Appendix A to 49 CFR Part 37.

4. SOURCES OF ACQUISITIONS

4.1. Force Account

Force account means use of Becker County Transit’s own labor forces and equipment to undertake a project (typically construction, renovation, or repair). The use of force account labor is a project management function, rather than a procurement and contract administration function, except in the general sense of the Subrecipient’s ability to perform work with its own forces rather than contracting with another entity to acquire the property or services it needs, and the cost implications of the recipient’s decision. Becker County Transit does not charge force account labor to its FTA grants. FTA C. 4220.1G, Chpt. V(1).

4.2. Joint Procurements

Becker County Transit may participate in joint procurements whereby Becker County Transit and one or more other entities agree from the outset to use a single solicitation document and enter into a single contract with a vendor for delivery of products or services. The following requirements apply to Becker County Transit’s participation in joint procurements:

- Solicitation documents may not be drafted for the purpose of accommodating the needs of other parties that may later want to participate in the benefits of the contract.
- Becker County Transit is responsible for ensuring that the joint procurement solicitation and contract complies with all Federal and State requirements and that the solicitation document and contract includes all required clauses and certifications. FTA C. 4220.1G, Chpt. V(3).

4.3. State or Local Government Purchasing Schedules or Purchasing Contracts

4.3.1. Definition

FTA uses the term “state or local government purchasing schedule” to mean an arrangement that a State or local government has established with several vendors in which those vendors agree to provide essentially an option to the State or local government, and its subordinate government entities, to acquire specific property or services in the future at established prices. These arrangements are somewhat similar to the General Services Administration’s (GSA) Cooperative Purchasing Program available for Federal Government use. (FTA C. 4220.1G Chpt I 5.cc.)

4.3.2. Small Quantity Conditions for Rolling Stock

To the extent practicable, Becker County Transit will use the innovative procurement tools authorized under section 3019 of the FAST Act. If Becker County Transit conducts a stand-alone procurement (i.e., not part of a state contract or joint/cooperative procurement) for fewer than five buses, it must prepare a written justification for not using an authorized “innovative procurement tool” pursuant to 49 USC § 5339(a)(10)(B).

4.3.3. Applicability of Federal Provisions

When obtaining property or services in this manner, Becker County Transit must ensure all Federal requirements, required clauses, and certifications (including Buy America) are properly followed and included, whether in the master intergovernmental contract or in the recipient's purchase document. While MnDOT takes all precautions to ensure that such provisions are in the original solicitation and contract documents, it is ultimately Becker County Transit's responsibility to ensure such documents and certifications are obtained. Solicitation of these vendors is conducted in the same manner as any other procurement.

If such requirements, clauses, and certifications were not included in the original purchase solicitation and contracts, Becker County Transit may request the vendor to append the required Federal clauses in the purchase order or other document that effects the Becker County Transit's procurement. When this method is used, Becker County Transit shall obtain Buy America certification before entering into the purchase order. This method cannot be used to circumvent FTA's Buy America requirements.

4.3.4. Existing Contracts

Becker County Transit may use existing contract rights as an acquisition source. An “existing contract” means a contract that, when formed, was intended to be limited to the original parties thereto. FTA C. 4220.1G, Chpt. V(8).

4.3.4.1. Permissible Actions

Within the conditions set forth below, Becker County Transit may use existing contract rights held by another recipient of FTA assistance:

- (a) Exercise of Options – Becker County Transit may use contract options held by another recipient of FTA assistance with the following limitations:
 - (1) Consistency with the Underlying Contract – Becker County Transit must ensure that the terms and conditions of the option it seeks to exercise are substantially similar to the terms and conditions of the option as stated in the original contract at the time it was awarded.
 - (2) Price – Becker County Transit may not exercise an option unless it has determined that the option price is better than prices available in the open market, or that when it intends to exercise the option, the option is more advantageous.
 - (3) Awards Treated as Sole Source Procurements – The following actions constitute sole source awards:

- i. Failure to Evaluate Options Before Awarding the Underlying Contract – If a contract has one or more options and those options were not evaluated as part of the original contract award, exercising those options after contract award will result in a sole source award.
 - ii. Negotiating a Lower Option Price – Exercising an option after Becker County Transit has negotiated a lower or higher price will also result in a sole source award unless that price can be reasonably determined from the terms of the original contract, or that price results from Federal actions that can be reliably measured.

- (b) Assignment of Contract Rights (“Piggybacking”) – If Becker County Transit finds that it has inadvertently acquired contract rights in excess of its needs, it may assign those contract rights to another MnDOT subrecipient if the original contract contains an assignability provision that permits the assignment of all or a portion of the specified deliverables under the terms originally advertised, competed, evaluated, and awarded, or contains other appropriate assignment provisions. Becker County Transit may use contractual rights through assignment from another recipient of FTA assistance after first determining the contract price remains fair and reasonable, and the contract provisions are adequate for compliance with all Federal requirements. Becker County Transit need not perform a second price analysis if a price analysis was performed for the original contract; however, Becker County Transit must determine whether the contract price or prices originally established are still fair and reasonable before using those rights. Becker County Transit shall be responsible for ensuring the contractor’s compliance with FTA’s Buy America requirements and execution of all the required pre-award and post-delivery Buy America review certifications. Before proceeding with the assignment, however, Becker County Transit shall review the original contract to be sure that the quantities the assigning recipient acquired, coupled with the quantities that Becker County Transit seeks, do not exceed the amounts available under the assigning recipient’s contract.

4.3.4.2. Impermissible Actions

Becker County Transit may not use Federal assistance to finance:

- (a) Improper Contract Expansion – A contract has been improperly expanded when it includes a larger scope, greater quantities, or options beyond the recipient’s reasonably anticipated needs. A contract has also been improperly expanded when excess capacity has been added primarily to permit assignment of those contract rights to another entity.

- (b) Cardinal Changes – A significant change in contract work that causes a major deviation from the original purpose of the work or the intended method of achievement, or causes a revision of contract work so extensive, significant, or cumulative that, in effect, the contractor is required to perform very different work from that described in the original contract, is a cardinal change or “tag-on”. A change within the scope of the contract is not a cardinal change or “tag-on”.

5. PROCEDURES FOR OPEN MARKET PROCUREMENTS

5.1. Solicitation of Competitive Price Quotes, Bids or Proposals

Compliance with the solicitation procedures described in Section 5.4 below will fulfill FTA requirements for “full and open competition.” 2 C.F.R. 200.319(a).

5.2. Solicitation Requirements and Restrictions

Every procurement solicitation that Becker County Transit issues above the micro-purchase level (currently established in Federal guidance at \$15,000), must include the following information and be advertised in a manner that ensures adequate and open competition. 2 C.F.R. 200.319(d).

5.2.1. Description of the Property or Services

The solicitation and the contract awarded thereunder must include a clear and accurate description of Becker County Transit's technical requirements for the products or services to be acquired in a manner that provides for full and open competition. 2 C.F.R. 200.319(d)(1).

5.2.1.1. Descriptive Elements

Becker County Transit will prepare descriptions of property, goods, or service in terms of functions to be performed or level of performance required, including the range of acceptable characteristics or minimum acceptable standards. Detailed product specifications should be avoided if at all possible; however, there is no prohibition against their use when appropriate. 2 C.F.R. 200.319(d)(1).

5.2.1.2. Quantities

Additional quantities or options above Becker County Transit's needs at the time of acquisition may not be added to contracts solely to allow assignment of those quantities or options at a later date. FTA C. 4220.1G, Chpt. VI(2)(d).

5.2.1.3. Brand Name or Equal

When it is impractical or uneconomical to provide a clear and accurate description of the technical requirements of the property to be acquired, a “brand name or equal” description may be used to define the performance or other salient characteristics of a specific type of property. The salient characteristics of the named brand that bidders or offerors must provide must be identified. 2 C.F.R. 200.319(b)(6).

5.2.1.4. Prohibited Practices

Solicitations with requirements that contain features that unduly restrict competition may not be used. Becker County Transit shall not:

- Impose unreasonable business requirements for bidders or offerors.
- Impose unnecessary experience requirements for bidders and offerors.
- Use prequalification procedures that conflict with the prequalification standards described in Section 5.3.

- Make a noncompetitive award to any person or firm on a retainer contract with Becker County Transit if that award is not for the property or services specified for delivery under the retainer contract.
- Impose unreasonable restrictive bonding requirements on bidders and offerors in excess of FTA and state requirements.
- Specify only a “brand name” product without allowing offers of an “equal” product, or allowing an “equal” product without listing the salient characteristics that the “equal” product must meet to be acceptable for award.
- Specify in-state or local geographical preferences or evaluating bids or proposals in light of in-state or local geographic preferences, even if those preferences are imposed by State or local laws or regulations. The only exception expressly mandated or encouraged by Federal law that may be applicable to Becker County Transit is the procurement of Architectural and Engineering (A&E) Services. Geographic location may be a selection criterion in the procurement of A&E services if an appropriate number of qualified firms are eligible to compete for the contract in view of the nature and size of the project.
- Engage in practices that result in organizational conflicts of interest. An organizational conflict of interest occurs when any of the following circumstances arise:
 - Lack of Impartiality or Impaired Objectivity – When the bidder or offeror is unable, or potentially unable, to provide impartial and objective assistance or advice to Becker County Transit due to other activities, relationships, contracts, or circumstances.
 - Unequal Access to Information – When the bidder or offeror has an unfair competitive advantage through obtaining access to nonpublic information during the performance of an earlier contract.
 - Biased Ground Rules – When during the conduct of an earlier procurement, the bidder or offeror has established the ground rules for a future procurement by developing specifications, evaluation factors, or similar documents.
- Support or acquiesce in noncompetitive pricing practices between firms or between affiliated companies.
- Take any arbitrary action in the procurement process. 2 C.F.R. 200.319.

5.2.2. Evaluation Factors.

All solicitations shall identify all factors to be used in evaluating bids or proposals. At the discretion of Transit Director, the relative order of importance and/or weights shall be communicated to prospective offerors. FTA C. 4220.1G, Chpt. VI (2)(f)

5.2.3. Permissible Contract Types

Becker County Transit shall state the type of contract that will be awarded in all solicitation documents. The following types of contracts will typically be executed with the successful vendor:

5.2.3.1. Firm Fixed Price

A firm fixed price contract includes a price that remains fixed irrespective of the contractor’s cost experience in performing the contract. A firm fixed price contract may include an economic price adjustment provision, incentives, or both.

5.2.3.2. Cost Reimbursement

A cost-reimbursement contract provides for payment of the contractor's allowable incurred costs, to the extent prescribed in the contract. Allowable costs may include incentives if the recipient believes they can prove helpful. Cost-reimbursement contracts are suitable for use only when uncertainties involved in contract performance do not permit costs to be estimated with sufficient accuracy to use any type of fixed price contract.

5.2.4. Prohibitive or Restricted Contract Types

The following contract types are prohibited or restricted:

5.2.4.1. Cost Plus Percentage of Cost

Cost plus Percentage of Cost type contracts are prohibited.

5.2.4.2. Time and Materials

Time and Materials type contracts may be used only after a written determination is made that no other contract type is suitable. In addition, the contract between Becker County Transit and the Contractor must specify a ceiling price that the Contractor may not exceed except at its own risk.

5.2.5. Other Federal Requirements Affecting the Property or Services to be Acquired

The solicitation and resulting contract must identify those Federal requirements that will affect contract scope and performance.

5.2.6. Other Federal Requirements Affecting the Bidder or Offeror and the Contractor

The solicitation and resulting contract must identify all Federal requirements that a bidder or offeror must fulfill before and during contract performance.

5.2.7. Reservation of Right to Award to Other Than the Low Bidder or Offeror

The solicitation must specifically reserve Becker County Transit right to award a contract to other than the low bidder or offeror. If the solicitation documents do not specify this right, Becker County Transit will be obligated to award the contract to the low bidder.

5.2.8. Reservation of Right to Reject All Bids or Offers

The solicitation must specifically reserve Becker County Transit's right to reject all bids or offers.

5.3. Methods of Procurement

Becker County Transit shall use competitive procedure(s) appropriate for the acquisition undertaken. The procedures used must comply with Minnesota and local law as well as with Federal requirements. Federal restrictions vary with the type of procurement method used. The following guidance is based on the requirements of 2 CFR § 200.318 – 200.326, supplemented by FTA and State policies that address the needs of FTA recipients.

5.3.1. Informal Procurements: Micro Purchases

5.3.1.1. Definition

Per 2 C.F.R. 200.320, micro-purchases are those purchases of products and services that cost \$15,000 or less (or current threshold established by Federal Acquisition Regulations (FAR)); for purposes of this policy, Becker County Transit will use \$15,000 as the threshold for relatively simple purchases as a means to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost.

5.3.1.2. Approval Authority

Micro-purchases must be approved in writing by the following Becker County Transit employee:

- Transit Director

5.3.1.3. Competition

Becker County Transit may acquire products and services valued at less than (Micro Purchase Limit) without obtaining competitive quotations. Micro-purchases should be distributed equitably among qualified suppliers.

Micro purchases are exempt from FTA’s Buy America requirements. Davis-Bacon prevailing wage requirements, however, will apply to construction contracts exceeding \$2,000, even though the recipient uses micro-purchase procurement procedures. 2 C.F.R. 200.320(a)(1)(ii).

5.3.1.4. Prohibited Divisions

The size or dollar value of procurements may not be divided or reduced merely to come within the micro purchase limit. The only allowable exception to this restriction is for the express purpose of fostering greater participation of DBEs, small and minority firms and women’s business enterprises in Becker County Transit’s Federally assisted procurements. FTA C. 4220.1G, Chpt. VI (3)(b).

5.3.1.5. Documentation

Every micro-purchase must be accompanied by a written determination that the price is fair and reasonable and a description of how that determination was made. FTA C. 4220.1G, Chpt. VI(3)(a)(3)(c).

5.3.2. Informal Procurements: Small Purchases

5.3.2.1. Definition

Minnesota law, which is applicable to Becker County Transit per Minn. Stat. 471.345, defines small purchases as those purchases of products and services, including construction services, that cost greater than \$15,000 but not more than \$175,000. For purposes of this policy, Becker County Transit will consider small purchase those that cost greater than \$15,000 but not more than \$175,000.

5.3.2.2. Approval Authority

Small purchases must be approved in writing by one of the following Becker County Transit employees:

- Transit Director
- Chief Executive Officer
- Governing Board
- Other identified per local decision

5.3.2.3. Required Competition

Price or rate quotations must be obtained from an adequate number of qualified sources. It is the responsibility of Becker County Transit to ensure that an adequate number of quotations, bids, or proposals are received. 2 C.F.R. 200.320(2)(i).

5.3.2.4. Prohibited Divisions

The size or dollar value of procurements may not be divided or reduced merely to come within the small purchase limit. The only allowable exception to this restriction is for the express purpose of fostering greater participation of DBEs, small and minority firms and women’s business enterprises in Becker County Transit’s Federally assisted procurements. FTA C. 4220.1G, Chpt. IV(3)(a)(3)(b).

5.3.2.5. Documentation

Every small purchase must be documented in the grantee’s written procurement history file. The level of documentation is stipulated in Section 6.6.1. 2 C.F.R. 200.334.

For small purchases, price quotations may be oral or written.

5.3.2.6. Special Considerations

Becker County Transit reserves the right to use formal purchase methods, even if small purchase thresholds are met, if the Transit Director believes it is in the best interests of the Becker County Transit to do so.

5.3.3. Formal Procurements

5.3.3.1. Definition

Per Minn. Stat. 471.345, formal purchases are those purchases of products and services that cost greater than the current state threshold of \$175,000. For purposes of this policy, Becker County Transit will use formal procedures for all purchases over \$175,000.

5.3.3.2. Approval Authority

Large purchases must be approved in writing by the following Becker County Transit employees or officials:

- Transit Director
- Governing Board
- Other local identified officials

No further delegation of approval authority for large purchases may be made.

5.3.3.3. Procurement Methods

There are two primary methods of procurement for large purchases of products and services:

- Sealed Bid method (IFB); and
- Competitive Proposal (RFP) method.

5.3.3.4. Required Competition

Formal bids and competitive proposals must be publicly advertised. 2 C.F.R. 200.320(b).

For formal purchases by the sealed bid method of procurement, two or more responsible bidders must be willing and able to compete effectively for the business. 2 C.F.R. 200.320(b)(1)(i)(B).

For formal purchases by the competitive proposal method of procurement, two or more offerors must be willing and able to submit an offer or proposal. 2 C.F.R. 200.320(b)(2).

5.3.3.5. Required Documentation

Every formal purchase must, at a minimum, be supported by a written independent cost estimate, formal bids or proposals, a written cost or price analysis as appropriate, a written justification and detailed rationale for contractor selection (including application of evaluation criteria) and a written determination of the responsibility of the contractor. Additional documentation requirements are dependent upon the formal procurement method that is utilized to make the purchase. 2 C.F.R. 200.320; 2 C.F.R. 200.324(a).

5.3.3.6. Procedural Methods for Sealed Bids

The sealed bid method of procurement is a formal method in which bids are publicly solicited and a firm fixed price contract is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the Invitation for Bids (IFB), is lowest in price. The IFB document contains technical specifications for the product or service to be purchased, a description of the procedures for submitting a bid, and the forms on which bids must be submitted. 2 C.F.R. 200.320(b)(1).

- (a) When Appropriate – The sealed bid method of procurement is the preferred method for acquiring products and services that, including construction services, cost greater than simplified threshold or Small Purchase threshold. The sealed bid method of procurement may also be used for small purchases if it is determined to be appropriate. The sealed bid method of procurement is appropriate if the following conditions apply:

- (1) Precise Specifications – A complete, adequate, precise, and realistic specification or purchase description is available.
- (2) Adequate Sources – Two or more responsible bidders are willing and able to compete effectively for the business.
- (3) Fixed Price Contract – The procurement generally lends itself to a firm fixed price contract.

- (4) Price Determinative – The successful bidder can be selected on the basis of price and those price-related factors listed in the solicitation including, but not limited to, transportation costs, life cycle costs, and discounts expected to be taken. Apart from responsibility determinations, contractor selection may not be determined on the basis of other factors whose costs cannot be measured at the time of award.
- (5) Discussions Unnecessary – Discussions with one or more bidders after bids have been submitted are expected to be unnecessary as award of the contract will be made based on price and price-related factors alone.
FTA C. 4220.1G, Chpt. VI(3)(c)(1)(d).

(b) Requirements for Sealed Bids – The following requirements apply to the sealed bid method of procurement:

- (1) Publicity – The Invitation for Bids must be publicly advertised.
 - i. The Transit Director shall ensure that sufficient time is allowed to prepare bids before the date of bid opening.
 - ii. Notice of bidding opportunities may be provided in other ways in addition, but not as a substitute, to a published notice. The methods may include, but not necessarily be limited to:
 - a. Direct notice, based on compiled vendor lists or from pre-qualification list, sent to prospective offerors; or
 - b. Use of advertisement by electronic means.
- (2) Adequate Sources – Bids must be solicited from an adequate number of known suppliers.
- (3) Adequate Specifications – The Invitation for Bids, including any specifications and pertinent attachments, must describe the property or services sought in sufficient detail that a prospective bidder will be able to submit a proper bid.
- (4) Sufficient Time – Bidders must be allowed sufficient time to prepare bids before the date of bid opening.
- (5) Public Opening – All bids must be publicly opened at the time and place prescribed in the Invitation for Bids.
- (6) Fixed Price Contract – A firm fixed price contract must be awarded in writing to the lowest responsive and responsible bidder unless the Invitation for Bids specifically allowed for award of a fixed price incentive contract or the inclusion of an economic price adjustment provision.
- (7) Rejection of Bids – Any or all bids may be rejected if there is a sound, documented business reason.
FTA C. 4220.1G, Chpt. IV(3)(c)(2)(e).

5.3.3.7. Competitive Proposals

The competitive proposal method of procurement is a formal method in which written proposals are publicly solicited and a contract is awarded to the responsible offeror whose proposal, taking into consideration price and other factors, is considered to be the most advantageous to Becker County Transit or that is considered to be the “best value” to Becker County Transit. The vehicle through which proposals are solicited is Request for Proposals (RFP). The RFP document contains technical specifications for the product or service to be purchased,

a description of the procedures for submitting a proposal and the forms on which proposals must be submitted, if applicable. FTA C. 4220.1G, Chpt. VI(3)(d).

(a) When Appropriate – The competitive proposal method of procurement is appropriate for the acquisition of products and services that cost greater than Small Purchase Limit when the nature of the procurement does not lend itself to sealed bidding and Becker County Transit expects that more than one source will be willing and able to submit a proposal. The competitive proposal method of procurement may also be used for small purchases if it is determined to be appropriate. The competitive proposal method of procurement may not be used for the procurement of construction services. The competitive proposal method of procurement is appropriate when any of the following circumstances are present:

- (1) Type of Specifications – The products or services to be acquired are described in a performance or functional specification, or if described in detailed technical specifications, other circumstances such as the need for discussions or the importance of basing contract award on factors other than price alone are present.
 - (2) Uncertain Number of Sources – Uncertainty about whether more than one bid will be submitted in response to an Invitation for Bids.
 - (3) Price Alone Not Determinative – Due to the nature of the procurement, contract award need not be based exclusively on price or price-related factors.
 - (4) Discussions Expected – Separate discussions with individual offerors are expected to be necessary after they have submitted their proposals.
- FTA C. 4220.1G, Chpt. VI(3)(d)(1)(d).

(b) Requirements for Competitive Proposals – The following requirements apply to the competitive proposal method of procurement:

- (1) Publicity – The Request for Proposals must be publicly advertised.
- (2) Evaluation Factors – All evaluation factors and their relative importance must be specified in the solicitation, but numerical or percentage ratings or weights need not be disclosed.
- (3) Adequate Sources – Proposals must be solicited from an adequate number of qualified sources.
- (4) Evaluation Method – A specific method must be established and used to conduct technical evaluations of the proposals received and to determine the most qualified offeror.
- (5) Price and Other Factors – An award must be made to the responsible offeror whose proposal is most advantageous to Becker County Transit or that represents the “best value” to Becker County Transit with price and other factors considered.
- (6) Best Value – Becker County Transit may award a contract to the offeror whose proposal provides the greatest value to Becker County Transit. To do so, the solicitation must inform potential offerors that the award will be made on a “best value” basis and identify what factors will form the basis for award. Becker County Transit must base its determination of which

proposal represents the “best value” on an analysis of the tradeoff of qualitative technical factors and price or cost factors.
FTA C. 4220.1G, Chpt. IV(3)(d)(2).

5.3.3.8. Two-Step Procurements

Becker County Transit may use two-step procurement procedures in both sealed bid and competitive proposal procurements, provided the opportunity for full and open competition is retained. FTA C. 4220.1G, Chpt. VI(3)(e).

Review of Technical Qualifications and Approach – The first step is a review of the prospective contractors’ technical approach to Becker County Transit's request and their technical qualifications to carry out that approach followed by the establishment of a competitive range consisting of prospective contractors that demonstrate a technically satisfactory approach and have satisfactory qualifications. FTA C. 4220.1G, Chpt. IV(3)(e)(1).

Review of Bids and Proposals Submitted by Qualified Prospective Contractors – The second step consists of soliciting and reviewing complete bids or proposals, including price, submitted by each prospective contractor determined to be qualified. Absent exceptional circumstances, bids or proposals must be solicited from at least three qualified prospective contractors. FTA C. 4220.1G, Chpt. IV(3)(e)(2).

5.3.3.9. Architectural and Engineering (A&E) Services and Other Services

FTA’s enabling legislation at 49 U.S.C. § 5325(b)(1) requires the use of the qualifications-based procurement procedures contained in the “Brooks Act,” 40 U.S.C. § 1101 through 1104, to acquire A&E services. FTA C. 4220.1G, Chpt. VI(3)(f).

(a) Qualifications-Based Procurement Procedures Required – Becker County Transit must use qualifications-based procurement procedures to acquire architectural and engineering (A&E) services as well as certain other services that are directly in support of, directly connected to, directly related to, or lead to construction, alteration, or repair of real property. In addition to A&E services, other services that must be procured by qualifications-based procurement procedures include:

- Program management;
- Construction management;
- Feasibility studies;
- Preliminary engineering;
- Design, architectural, engineering;
- Surveying, mapping; and
- Other related services.

The nature of the work to be performed and its relationship to construction, not the nature of the prospective contractor, determine whether qualifications-based procurement procedures may be used. FTA C. 4220.1G, Chpt. IV(3)(f)(1).

- (b) Purpose of Services. The use of qualifications-based procurement procedures is authorized only for those services that directly support or are directly connected or related to construction, alteration, or repair of real property. Thus, if services, such as program management, feasibility studies, or mapping, are not directly in support of, directly connected to, or directly related to, or lead to construction, alteration, or repair of real property, then the recipient must not use qualifications-based procurement procedures to select the contractor that will perform those services. FTA C. 4220.1G, Chpt. IV(3)(h)(2)(a).
- (c) Qualifications-Based Procurement Procedures – The following procedures apply to qualifications-based procurements:
- (1) Qualifications – Unlike other two-step procurement procedures in which price is an evaluation factor, an offeror’s qualifications are evaluated to determine contract award.
 - (2) Price – Price is excluded as an evaluation factor.
 - (3) Most Qualified – Price negotiations are first conducted with only the most qualified offeror.
 - (4) Next Most Qualified - Only after failing to agree on a fair and reasonable price may negotiations be conducted with the next most qualified offeror. Then, if necessary, negotiations with successive offerors in descending order may be conducted until contract award can be made to the offeror whose price the recipient believes is fair and reasonable.
FTA C. 4220.1G, Chpt. VI(3)(f)(2).

5.4. Noncompetitive Procurements

Normally, Becker County Transit must provide for full and open competition when soliciting bids or proposals. Federal regulations at 2 C.F.R. 200.320(f)(1) – (4), however, acknowledges that under certain circumstances, a recipient may conduct procurements without providing for full and open competition.

5.4.1. When Appropriate

Noncompetitive procurement procedures may only be used when the procurement is inappropriate for small purchase procedures, sealed bids, or competitive proposals, and at least one of the following circumstances are present:

5.4.1.1. Adequate Competition

If after soliciting several sources, competition is determined inadequate, a recipient may make a noncompetitive award. If a recipient receives inadequate competition in response to its solicitation, it should review its specifications to determine if they are unduly restrictive or if changes can be made to encourage submission of more bids or proposals. After the recipient determines that the specifications are not unduly restrictive and changes cannot be made to encourage greater competition, the recipient may make a noncompetitive award.

5.4.1.2. Sole Source

When Becker County Transit requires products or services available from only one responsible source, and no other products or services will satisfy its requirements, Becker County Transit

may make a sole source award. In addition, when Becker County Transit requires an existing contractor to make a change to its contract that is beyond the scope of that contract, Becker County Transit will consider the change a sole source award that must be justified. Sole source awards are only appropriate when one of the following conditions apply:

(a) Unique Capability or Availability – The products or services are available from only one source if one of the conditions described below is present:

- (1) Unique or Innovative Concept – The offeror demonstrates a unique or innovative concept or capability not available from another source. Unique or innovative concept means a new, novel, or changed concept, approach, or method that is the product of original thinking, the details of which are kept confidential or are patented or copyrighted, and is available to Becker County Transit only from one source and has not in the past been available to Becker County Transit from another source.
- (2) Patents or Restricted Data Rights – Patent or data rights restrictions preclude competition.
- (3) Substantial Duplication Costs – In the case of a follow-on contract for the continued development or production of highly specialized equipment and major components thereof, when it is likely that award to another contractor would result in substantial duplication of costs that are not expected to be recovered through competition.
- (4) Unacceptable Delay – In the case of a follow-on contract for the continued development or production of a highly specialized equipment and major components thereof, when it is likely that award to another contractor would result in unacceptable delays in fulfilling Becker County Transit's needs. FTA C. 4220.1G, Chpt. VI(3)(h)(1)(b)(4).

(b) Single Bid or Proposal – Upon receiving a single bid or proposal in response to a solicitation, Becker County Transit should determine if competition was adequate. This should include a review of the specifications for undue restrictiveness and might include a survey of potential sources that chose not to submit a bid or proposal.

- (1) Adequate Competition – Competition is adequate when the reasons for a single response were caused by conditions beyond Becker County Transit's control.
- (2) Inadequate Competition – Competition is inadequate when the reasons for a single response were caused by conditions within Becker County Transit's control. FTA C. 4220.1G, Chpt. IV(3)(i)(1)(b)(2).

(c) Exigency or Emergency – Becker County Transit may limit the number of sources from which it solicits bids or proposals when Becker County Transit has such an unusual and urgent need for the products or services that Becker County Transit would be seriously injured unless it were permitted to limit the solicitation. Becker County Transit may also limit the solicitation when the public exigency or emergency will not permit a delay resulting from competitive solicitation for the products or services. FTA C. 4220.1G, Chpt. VI(3)(h)(1)(c).

- (d) Authorized by MnDOT – Becker County Transit may request permission from MnDOT to allow it to use noncompetitive proposals for a particular procurement. FTA C. 4220.1G, Chpt. VI(3)(i)(1)(e).
- (e) When Prohibited – Less than full and open competition is not justified based on:
 - (1) Failure to Plan – Becker County Transit's lack of advance planning, resulting in limited competition, is not justification for a sole source or single bid award.
 - (2) Limited Availability of Federal Assistance – Concerns about the amount of Federal assistance available to support the procurement. FTA C. 4220.1G, Chpt. VI(3)(i)(2).
- (f) Procurement Procedures – The following requirements apply when Becker County Transit completes a procurement utilizing less than full and open competition:
 - (1) Potential Sources – Becker County Transit must solicit offers from as many potential sources as is practicable under the circumstances.
 - (2) Sole Source Justification – Becker County Transit must justify all sole source procurements in writing. Sole source procurement justifications must describe the reasons for why a sole source procurement is appropriate, state which of the authorized justifications listed in Section 5.6.1.2 are applicable, include a cost analysis and be signed by the Transit Director. If Becker County Transit decides to solicit an offer from only one source, Becker County Transit must justify its decision in writing. The written justification must include the same elements as a sole source justification except that it must state which of the authorized justifications listed in Section 5.6.1.2 are applicable to the sole source purchase.
 - (3) Cost Analysis – Becker County Transit must prepare or obtain a cost analysis verifying the proposed cost data, the projections of the data, and the evaluation of the costs and profits. A price analysis shall not be adequate to justify a sole source purchase. FTA C. 4220.1G, Chpt. VI(3)(h)(3)(c).
- (g) Exception for Procurement Activities Using Non-FTA Funds – When it is determined by the Procurement Coordinator or appropriate Transit Director to be in the best interest of Becker County Transit, noncompetitive procurement procedures may be utilized to acquire professional or other transportation-related services that do not involve the use of FTA or State financial assistance. Any such determination must be requested and authorized in writing by MnDOT.

5.5. Evaluation Requirements

The following standards shall apply to all evaluations of bids or proposals conducted by Becker County Transit.

5.5.1. General

When evaluating bids or proposals received in response to a solicitation, Becker County Transit shall consider all evaluation factors specified in the solicitation documents and shall evaluate the bids or

offers proposals only on the evaluation factors included in those solicitation documents. Becker County Transit may not modify its evaluation factors after bids or proposals have been received without re-opening the solicitation. FTA C. 4220.1G, Chpt. VI(5).

5.5.2. Options

The following standards shall apply when awarding contracts that include options:

5.5.2.1. Evaluation Required

In general, Becker County Transit must evaluate bids or offers for any option quantities or periods contained in a solicitation if it intends to exercise those options after the contract is awarded. For formal procurements, the use of a team to conduct the evaluation will be used.

5.5.2.2. Evaluation Not Required

Becker County Transit need not evaluate bids or offers for any option quantities when Becker County Transit does not intend to exercise those options after the contract is awarded or if it determines that evaluation would not otherwise be in its best interests.
FTA C. 4220.1G, Chpt. VI(5)(b).

5.6. Contract Award Requirements

The following standards shall apply to all contract award decisions made by Becker County Transit:

5.6.1. Award to Other Than the Lowest Bidder or Offeror

Becker County Transit may award a contract to other than the lowest bidder if the award furthers an objective consistent with the purposes of 49 U.S.C. Chapter 53, including improved long-term operating efficiency and lower long-term costs. Becker County Transit may also award a contract to other than the offeror whose price proposal is lowest, when stated in the evaluation factors of the solicitation. In both cases, Becker County Transit must include a statement in its solicitation document reserving the right to award the contract to other than the low bidder or offeror. FTA C. 4220.1G, Chpt. VI(6)(a).

5.6.1.1. Award Only to a Responsible Bidder or Offeror

Becker County Transit may only award contracts to responsible contractors possessing the ability, willingness, and integrity to perform successfully under the terms and conditions of the contract and who demonstrate that its proposed subcontractors also qualify as responsible. Becker County Transit must consider such matters as contractor integrity, compliance with public policy, record of past performance and financial and technical resources when making a determination of contractor responsibility. Becker County Transit must also ensure that the contractor is not listed as a debarred or suspended contractor on the System for Award Management (SAM), which is maintained by the General Services Administration (GSA), at the time of contract award. Entities that are listed as debarred or suspended contractors on SAM may not be determined to be responsible contractors by Becker County Transit. For every procurement action above the micro-purchase level, Becker County Transit must make a written determination of the responsibility of the contractor and include such determination in the applicable contract file (See Section 3.6).

To designate a prospective contractor “responsible” as required by 49 U.S.C. § 5325, Becker County Transit, at a minimum, must determine and ensure that the prospective contractor satisfies the criteria of Integrity and Ethics, Debarment and Suspension, Affirmative Action and

DBE, Public Policy, Administrative and Technical Capacity, Licensing and Taxes, Financial Resources, Production Capability, Timeliness, and Performance Record. FTA C. 4220.1G, Chpt. VI(6)(b).

5.6.1.2. Rejection of Bids and Proposals

Becker County Transit may reject all bids or proposals submitted in response to an Invitation for Bids or Request for Proposals. Becker County Transit must include a statement in its solicitation document reserving the right to reject all bids or proposals.

- (a) Extent and Limits of Contract Award – The selection of a contractor to participate in one aspect of a project does not, by itself, constitute a sole source selection of the contractor’s wholly owned affiliates to perform other work in connection with the project.
FTA C. 4220.1G, Chpt. VI(6)(h).

5.6.2. Affirmative Action and DBE

Is in compliance with the Common Grant Rules’ affirmative action and FTA’s Disadvantaged Business Enterprise requirements, including completing an ICE and Scope of Work for any federally or state funded projects over \$5,000. 2 C.F.R. 200.321.

5.7. Independent Cost Estimate and Cost and Price Analysis

5.7.1. Independent Cost Estimate

For every solicitation above the micro-purchase threshold, Becker County Transit shall make a written independent estimate of cost prior to receiving price quotes, bids or proposals. FTA C. 4220.1G, Best Practices 4.6.1.

5.7.2. Cost or Price Analysis

Becker County Transit shall perform a cost or price analysis in connection with every procurement over \$350,000, and ensure a Cost Analysis for all sole source and contract modifications. 2 C.F.R. 200.324(a); FTA C. 4220.1G, Chpt. IV(6).

5.7.2.1. Price Analysis

If Becker County Transit determines that competition was adequate, a written price analysis, rather than a cost analysis, is required to determine the reasonableness of the proposed contract price. 2 C.F.R. 200.324(a); FTA C. 4220.1G, Chpt. VI(4)(a).

5.7.2.2. Cost Analysis

Becker County Transit must perform or obtain a cost analysis when:

- (a) A price analysis will not provide sufficient information to determine the reasonableness of the contract cost.
- (b) When the offeror submits elements of the estimated cost.
- (c) When only a sole source is available, even if the procurement is a contract modification.

(d) In the event of a change order.

2 C.F.R. 200.324(a); FTA C. 4220.1G, Chpt. VI(4)(b).

6. CONTRACT ADMINISTRATION REQUIREMENTS AND CONSIDERATIONS

6.1. Becker County Transit Staff Responsibilities

Prior to execution of third party contracts, Becker County Transit shall designate a Project Manager to serve as Becker County Transit's principal contact with the contractor and as the primary administrator of the contract. The designated Project Manager for each contract shall have responsibility for directing and overseeing the work performed by the contractor; reviewing and approving deliverables and invoices from the contractor; determining percentage of contract completion for progress payments (if applicable); making recommendations on the exercise of contract options (if applicable); recommending contract changes; preparing justifications for contract changes; performing independent cost estimates and cost or price analyses for contract changes; making recommendations on approval or rejection of subcontractors; assisting with the resolution of contract disputes; making recommendations on contract termination or other contractor disciplinary actions; maintaining complete contract files; and other contract administration duties that may be necessary.

6.2. Administrative Restrictions on the Acquisition of Property and Services

The following Federal laws and regulations impose administrative requirements, many of which will affect specific third-party procurements.

6.2.1. Legal Eligibility

The property or services acquired must be eligible for support under the scope or restrictions accompanying the Federal statute or State laws authorizing the Federal and/or State assistance to be used. FTA C. 4220.1G, Chpt. VI(1)(a).

6.2.2. Period of Performance

Becker County Transit will use sound business judgment and be judicious in establishing and extending a contract's period of performance. FTA C. 4220.1G, Chpt. VI(2)(b)(3).

6.2.2.1. General Standards

The period of performance generally should not exceed the time necessary to accomplish the purpose of the contract. Becker County Transit will also consider competition, pricing, fairness, and public perception. Becker County Transit's procurement files will document its rationale for determining the performance period designated for each contract. FTA C. 4220.1G, Chpt. VI(2)(b)(3)(a).

6.2.2.2. Time Extensions

Consistent with the general tone of FTA Circular 4220.1G, contract time extensions shall be considered in light of whether they are permissible changes or impermissible cardinal changes. Once Becker County Transit awards a third-party contract, an extension of the contract term length that amounts to a cardinal change will require a sole source justification. FTA C. 4220.1G, Chpt. VI(2)(b)(3)(c).

6.2.2.3. Authority to Extend

The Transit Director has the sole authority to approve and execute contract modifications. The Transit Director for the contract shall recommend all contract time; prior to making a recommendation for a contract time extension. The Transit Director shall prepare a written justification and cost analysis for the contract time extension and shall negotiate the appropriate contract modification with the contractor.

6.3. Federal Cost Principles

Federal rules require project costs to conform to applicable Federal cost principles for allowable costs. In general, costs must be necessary and reasonable, allocable to the project, authorized or not prohibited by Federal or State law or regulation, and must comply with Federal cost principles applicable to the recipient. FTA C. 4220.1G, Chpt. VI(2)(b)(4).

OMB guidance for grants and agreements, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR § 200, applies to project costs incurred Becker County Transit.

6.4. Payment Provisions

Becker County Transit will follow the provisions of this section when using Federal or State funds to support its third party contracts. FTA C. 4220.1G, Chpt. VI(2)(b)(5).

6.4.1. Financial Support for the Project

Costs may only be incurred by Becker County Transit if MnDOT or FTA has awarded a financial assistance contract to Becker County Transit.

6.4.1.1. Progress Payments

Progress payments are payments for contract work that has not been completed. Becker County Transit may use MnDOT assistance to support progress payments provided the recipient obtains adequate security for those payments and has sufficient written documentation to substantiate the work for which payment is requested. FTA C. 4220.1G, Chpt. VI(2)(b)(5)(b).

6.4.1.2. Adequate Security for Progress Payments

Adequate security for progress payments may include taking title or obtaining a letter of credit or taking equivalent measures to protect the recipient's financial interest in the progress payment. Adequate security should reflect the practical realities of different procurement scenarios and factual circumstances. Becker County Transit should always consider the costs associated with providing security (for example, the recipient may need to acquire bonds or letters of credit in the commercial marketplace) and the impact of those costs on the contract price, as well as the consequences of incomplete performance. FTA C. 4220.1G, Chpt. VI(2)(b)(5)(b)(a).

6.4.1.3. Adequate Documentation

Sufficient documentation is required to demonstrate completion of the amount of work for which progress payments are made. FTA C. 4220.1G, Chpt. VI(2)(b)(5)(b)(b).

6.4.1.4. Percentage of Completion Method

Federal rules require that any progress payments for construction contracts be made on a percentage of completion method described therein. Becker County Transit, however, may not make progress payments for other than construction contracts based on this percentage method. FTA C. 4220.1G

6.5. Protections Against Performance Difficulties

Becker County Transit shall include provisions in its third-party contracts that will reduce potential problems that might occur during contract performance, as follows:

6.5.1. Changes

Becker County Transit shall include provisions that address changes and changed conditions in all third-party contracts except for routine supply contracts. FTA C. 4220.1G, Chpt. IV(2)(b)(9)(c).

6.5.2. Remedies

Becker County Transit shall include provisions that address remedies in its third-party contracts. Provisions related to remedies may include provisions for:

6.5.2.1. Liquidated Damages

Becker County Transit may use liquidated damages if Becker County Transit reasonably expects to suffer damages through delayed contract completion, or if weight requirements are exceeded, and the extent or amount of such damages are uncertain and would be difficult or impossible to determine. Rate and measurement standards must be calculated to reasonably reflect Becker County Transit's costs should the standards not be met and must be specified in the solicitation and contract. The assessment for damages may be established at a specific rate per day for each day beyond the contract's delivery date or performance period. A measurement other than a day or another period of time, however, may be established if that measurement is appropriate, such as weight requirements in a rolling stock purchase. The contract file must include a record of the calculation and rationale for the amount of damages established. Any liquidated damages recovered must be credited to the transit system account. FTA C. 4220.1G, Chpt. IV(2)(b)(9)(d).

6.5.2.2. Remedies

Third party contracts exceeding \$250,000 must include administrative, contractual, or legal remedies for violations or breach of the contract by the third-party contractor. FTA C. 4220.1G, Chpt. IV(b)(6)(b)(2).

6.5.2.3. Suspension of Work

Becker County Transit may include provisions pertaining to suspension of work in its third-party contracts. FTA C. 4220.1G

6.5.2.4. Termination

Termination for cause and termination for convenience provisions must be included in third party contracts exceeding \$10,000. FTA C. 4220.1G, Chpt. IV(2)(b)(9)(b).

6.6. Contents of Complete Contract Files

The following documents shall comprise the contents of a complete contract file for procurements above the micro-purchase level:

6.6.1. Written Record of Procurement History

Becker County Transit shall maintain written records detailing the history of the procurement, including records relating to:

6.6.1.1. Procurement Method

Becker County Transit must provide its rationale for the method of procurement it used for each contract, including a sole source justification for any acquisition that does not qualify as competitive. FTA C. 4220.1G, Chpt. III(3)(a)(5).

6.6.1.2. Contract Type

Becker County Transit must state the reasons for selecting the contract type it used. FTA C. 4220.1G, Chpt. III(3)(d)(1)(b).

6.6.1.3. Contractor Selection

Becker County Transit must state its reasons for contractor selection or rejection, including written justification and evaluation documents. FTA C. 4220.1G, Chpt. III(3)(d)(1)(c).

6.6.1.4. Contractor Responsibility

Becker County Transit must provide a written determination of responsibility for the successful contractor. FTA C. 4220.1G, Chpt. III(3)(d)(1)(c).

6.6.1.5. Cost or Price

Becker County Transit must evaluate and state its justification for the contract cost or price, including the independent cost estimate and cost or price analysis. FTA C. 4220.1G, Chpt. III(3)(d)(1)(d).

6.6.1.6. Reasonable Documentation

Becker County Transit must retain documentation commensurate with the size and complexity of the procurement, including documents related to solicitation, receipt, and evaluation of offers, and contract award, negotiation and execution. FTA C. 4220.1G, Chpt. III(3)(d)(2).

6.7. Contract Administration and Close-Out Documents

Becker County Transit shall maintain written records detailing the performance and close-out of the contract, including records relating to:

6.7.1. Contract Deliverables

Becker County Transit must maintain copies of all contract deliverables and records relating to approval, rejection and requested modifications of contract deliverables.

6.7.2. Contract Changes

Becker County Transit must maintain copies of all contract modifications, including documentation related to the determination of need, written justification and rationale, cost analysis, negotiation, and execution.

6.7.3. Contract Payments

Becker County Transit must retain documentation of invoices, approval of payments, requests for modifications to invoices, determination of percentage of contract completion for partial payments (if applicable), and ownership of title to partial work products.

6.7.4. Contract Close-Out

Becker County Transit must retain documentation related to contractor performance and evaluation, approval of final deliverables and payments, transfer of title to complete work products to Becker County Transit, and contract audit and final reconciliation.

6.8. Protest Procedures

See 2 C.F.R. 200.318(k); FTA C. 4220.1G, Best Practices 4.9.

6.8.1. Recipient Responsibilities and FTA Role in Procurement Disputes.

Becker County Transit is responsible for resolving all contractual and administrative issues, including protests of evaluations and contract awards, arising out of its third-party procurements using good administrative practices and sound business judgment. FTA C. 4220.1G, Chpt. III (7).

In general, MnDOT will not substitute its judgment for that of Becker County Transit unless the matter is primarily a federal concern. Nevertheless, MnDOT and FTA can become involved in Becker County Transit's administrative decisions when a Becker County Transit protest decision is appealed to MnDOT.

Becker County Transit's procedure for addressing third party procurement protests is described in Paragraph 6.9.2 below. Becker County Transit shall insert its protest procedure in all solicitation documents for products and services having an estimated value of \$100,000 or greater.

6.8.2. Becker County Transit Staff Responsibilities

The following staff responsibilities shall be assigned in all protests:

- Transit Director – Responsibilities include: ensuring that the Becker County Transit Protest Procedure is included in all solicitation documents; and providing information to and assisting the legal counsel with the resolution of protests.
- Transit Director and Governing Board – Responsibilities include reviewing all procurement protests; and advising and assisting the Subrecipient as needed with the resolution of all procurement protests.

6.8.3. Solicitation Provision

Becker County Transit shall insert the following provision in all solicitation documents:

6.8.3.1. Pre-Proposal Protests

All protests concerning solicitation specifications, criteria and/or procedures shall be submitted in writing (defined as being sent or received via letter or facsimile on official firm/agency letterhead or by electronic mail) to the Transit Director as specified below not later than ten (10) business days prior to the deadline for submission of bids/proposals.

The Transit Director may, within his or her discretion, postpone the deadline for submission of bids/proposals, but in any case, shall provide a written response to all protests not later than five (5) business days prior to the deadline for submission of bids/proposals. If the deadline for submission of bids/proposals is postponed by the Transit Director as the result of a protest the postponement will be announced through an addendum to the solicitation.

The decision by the Transit Director shall be the final agency decision on the matter but shall be subject to judicial review as set forth by FTA below.

6.8.3.2. Pre-Award Protests

With respect to protests made after the deadline for submission of bids/proposals but before contract award by Becker County Transit, protests shall be limited to those protests alleging a violation of Federal or State law, a challenge to the bids/proposals evaluation and award process, Becker County Transit's failure to have or follow its protest procedures or its failure to review a complaint or protest. Such protests shall be submitted in writing (defined as being sent or received via letter or facsimile on official firm/agency letterhead or by electronic mail) to the Transit Director as specified below not later than five (5) business days after the Recommendation for Contract Award announcement by Becker County Transit.

The Transit Director may, within his or her discretion, postpone the award of the contract, but in any case, shall provide a written response to all protests not later than three (3) business days prior to the date that Becker County Transit shall announce the contract award.

The decision by the Transit Director shall be the final agency decision on the matter but shall be subject to judicial review as set forth or review by MnDOT as specified below.

6.8.4. Requirements for Protests

All protests must be submitted to Becker County Transit in writing (defined as being sent or received via letter or facsimile on official firm/agency letterhead or by electronic mail), with sufficient documentation, evidence and legal authority to demonstrate that the Protestor is entitled to the relief requested. The protest must be certified as being true and correct to the best knowledge and information of the Protestor, and be signed by the Protestor. The protest must also include a mailing address to which a response should be sent.

Protests received after the deadlines for receipt of protests specified above are subject to denial without any requirement for review or action by Becker County Transit.

All protests must be directed in writing (defined as being sent or received via letter or facsimile on official firm/agency letterhead or by electronic mail) to the Transit Director at the address shown in the solicitation documents.

6.8.5. Protest Response

The Transit Director shall issue written responses to all protests received by the required protest response dates. All protest responses shall be transmitted by first-class U.S. Postal Service to the address indicated in the protest letter.

For convenience, Becker County Transit will also send a copy of the response to a protest to the Protester by facsimile and/or electronic mail if a facsimile number and/or electronic mail address are indicated in the protest letter. The protest response transmitted by U.S. Postal Service shall be the official Becker County Transit response to the protest and Becker County Transit will not be responsible for the failure of the Protester to receive the protest response by either facsimile or electronic mail.

6.8.6. Review of Protests by MnDOT

All protests or complaints involving contracts financed with state or Federal assistance shall be disclosed to MnDOT and will keep FTA informed about the status of any such protest or complaint. Becker County Transit shall disclose all information about any third party procurement protest to MnDOT upon request. Protesters shall exhaust all administrative remedies with Becker County Transit prior to pursuing protests with MnDOT. MnDOT limits its reviews of protests to: a grantee's failure to have or follow its protest procedures; a grantee's failure to review a complaint or protest when presented an opportunity to do so; or violations of Federal law or regulation. Appeals to MnDOT must be received within five (5) working days of the date the Protester has received actual or constructive notice of Becker County Transit final decision or within five (5) working days of the date the Protester has identified other grounds for appeal to MnDOT.

BECKER COUNTY BOARD OF COMMISSIONERS

RESOLUTION 06-26-1B

Approval of Becker County Transit Revised Procurement Policy

WHEREAS, the procurement policy establishes guidelines and minimum standards that are in line with the Federal Transit Administration (FTA) and the Minnesota Department of Transportation’s procurement requirements; and

WHEREAS, Becker County Transit will use these guidelines and standards in the management of its third-party contracts; and

NOW THEREFORE BE IT RESOLVED. That the Board of County Commissioners of Becker County, Minnesota, approves the revised Becker County Transit Procurement Policy.

Duly adopted this 2nd day of June 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carrie Smith
County Administrator

/s/ Erica Jepson
Erica Jepson
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held June, 2nd, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator

BECKER COUNTY BOARD OF COMMISSIONERS
RESOLUTION 06-26-1C
2026 Vehicle Replacement Grant Application

WHEREAS Becker County Transit desires to apply for, through the State of Minnesota Cooperative Procurement Process, a vehicle to be used in its transit system; and

WHEREAS, the vehicle cost is allocated 10% local share and 90% State/Federal share of the “contracted amount”, and

WHEREAS, Becker County Transit agrees to provide 100% of the local share necessary for expenses that exceed the approved “contract amount”, and

NOW THEREFORE BE IT RESOLVED. That the Board of County Commissioners of Becker County, Minnesota, approves the application to purchase of a new transit bus.

Duly adopted this 2nd day of June 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carrie Smith

/s/ Erica Jepson
Erica Jepson
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held June 2nd, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator



BECKER COUNTY

915 Lake Avenue • Detroit Lakes, MN 56501

218-846-7311

MEMORANDUM FOR ACTION

Date: June 2, 2026

SUBJECT: Approve 2026 Site Preparation and Release Bids

TO: Becker County Board of Commissioners

1. Discussion:

- a. Approve the sole site preparation bid received from Future Forest Inc. on approximately 45 acres of reforestation sites for **\$12,594.00** (disc trenching \$6,075 and spraying & chemical \$6,519).
- b. Additionally, NRM staff received three updated bids are looking to approve the low bid of **\$17,195.25** from Ross Hansen for release treatments on approximately 100 acres with a drone.

This is an annual budgeted expense for 2026.

2. Funding: Resource Development Fund (16)

3. Action request: Approve site prep bid from Future Forest for \$12,594.00 and release treatment bid from Ross Hansen for \$17,195.25

4. The point of contact for this memorandum is Steve Skoog/Mitch Lundeen

Distribution: Board of Commissioners, County Administrator

Becker County Natural Resources Management

Site Preparation - 2026

Sealed Bid Form - Electronic Bid Submissions will be Rejected

- The completed bid form must be received by the Becker County Natural Resources Management Department, 1771 N Tower Rd., Detroit Lakes, MN 56501, and (218) 847-0099; by 3:00 p.m. April 24, 2026
- Bids will be opened by the Natural Resources Management Department at 3:01 p.m. April 24, 2026
- Note: Please make note on the envelope that this is a TTS Power Disk Trencher / Herbicide Application Site Preparation / Herbicide Application Release Treatment Bid
- Bids will be awarded May 5, 2026 or the following County Board Meeting.
- The cost of the chemical is not to exceed fair market value. (Retail price)

Application	Dates	Estimated Acres	Bid Price / acre
1. TTS Power Disk Trencher	June 1, 2026 Through August 31, 2026	45	\$ 135
Trench & Spray		45	97
Spray		100	97
Drone Herbicide Application		100	

Application Costs

Chemical Trade Name	Approximate Volume	Unit	Cost / Unit	Total Value
Roundup Pro	22.5	gallon	60	1350
Surflan	2.5	gallon	30	75
Warden	25 16.8	gallon	105	1764
Dust	45oz	Oz	5	225
Arsonal / polaris	4.2	gallon	120	504
2. Herbicide Value				\$ 2154

Chemical Costs

3. Project Bid (1+2)		\$ 20,140 22,294
4. Performance Bond	10%	2014 2229

Commercial Pesticide Applicator's License Number: 20166884

Please check (✓) all categories that licenses is valid for:

<input checked="" type="checkbox"/> A. General ground	<input type="checkbox"/> F. Aquatic (non-commercial only)	<input type="checkbox"/> K. Ag. pest control-animal	<input type="checkbox"/> P. Pocket gopher
<input type="checkbox"/> B. General aerial	<input type="checkbox"/> G. Forest spraying	<input type="checkbox"/> L. Mosquito control	<input type="checkbox"/> Q. Wood preservatives
<input type="checkbox"/> C. Ag. herbicide	<input type="checkbox"/> H. Seed treatment	<input type="checkbox"/> M. Food processing pest control (Non-commercial only)	<input type="checkbox"/> R. Sewer root control
<input type="checkbox"/> D. Ag. fungicide - insecticide	<input type="checkbox"/> I. Shade tree pest control	<input type="checkbox"/> N. Stored grain pest control (Non-commercial only)	<input type="checkbox"/> Z. Applicator Trainer
<input type="checkbox"/> E. Turf and ornamentals	<input type="checkbox"/> J. Right-of-Way	<input type="checkbox"/> O. Grain fumigation (commercial only)	

\$9,700

\$12,594⁶ TOTAL

Summary of Site Prep 2020-2026						
Year	Acres	Bidder	\$/ acre Trench (apply)	\$/ acre Spray (apply)	Total \$ Herbicide	Total Cost
2020	115	Future Forests Inc.		\$75.00	\$2,831.00	\$15,136.00
2021	81	Future Forests Inc.		\$80.00	\$2,460.00	\$13,800.00
2022		No bidder				No Bids
2023	43.6/85.6	Future Forests Inc.	\$125.00	\$99.00	\$5,280.00	\$19,204.40
2024	63	Future Forests Inc.	\$125.00	\$95.00	\$3,960.00	\$17,820.00
2025		NO Projects	NO Projects	NO Projects	NO Projects	NO Projects
2026	45	Future Forests Inc.	\$ 135.00	\$ 97.00	\$ 2,154.00	\$ 12,594.00

* cost for chemical and rates to be applied located in bid

DISC TRENCHER

Purpose

The disc trencher is a continuous double row scarifier. The discs that do the trenching are basically an adaptation of agricultural discs. There are several makes of disc trenchers available in North America including the T.T.S., the C.F.E. and the Equisyl. The T.T.S. is commonly used in Minnesota.



Becker County Natural Resources Management

Release Treatment - 2026

Sealed Bid Form — Electronic Bid Submissions will be Rejected

- The completed bid form must be received by the Becker County Natural Resources Management Department, 1771 N Tower Rd., Detroit Lakes, MN 56501, and (218) 847-0099; by 3:00 p.m. May 26, 2026
- Bids will be opened by the Natural Resources Management Department at 3:01 p.m. May 26, 2026
- Note: Please make note on the envelope that this is a **Herbicide Application Release Treatment Bid**
- Bids will be awarded on or before June 16, 2026, or the following County Board Meeting.
- The cost of the chemical is not to exceed fair market value. (Retail price)

Application	Dates	Estimated Acres	Bid Price / acre
	June 1, 2026 Through August 31, 2026	Actual 105.78	\$ 62.50
1. Drone Herbicide Application		100	

Chemical Trade Name	Approximate Volume	Unit	Cost / Unit	Total Value
Velpar (Other Hexazinone Brands)	6 Pints/Acre	Pints	\$16.54	\$10,497.60
Surfactant		Oz		N/A
2. Herbicide Value				\$10,584.00

-Actual \$10,584, Comes in 2.5 gal jug 5

3. Project Bid (1+2)	@105.78 ac	\$17,195.25
4. Performance Bond	10%	N/A

Commercial Pesticide Applicator's License Number:	20275202, 20247630						
Please check (✓) all categories that licenses is valid for:							
<input checked="" type="checkbox"/>	A. General ground	<input checked="" type="checkbox"/>	F. Aquatic (non-comm. only)	<input type="checkbox"/>	K. Ag. pest control-animal	<input type="checkbox"/>	P. Pocket gopher
<input checked="" type="checkbox"/>	B. General aerial	<input checked="" type="checkbox"/>	G. Forest spraying	<input checked="" type="checkbox"/>	L. Mosquito control	<input type="checkbox"/>	Q. Wood preservatives
<input checked="" type="checkbox"/>	C. Ag. herbicide	<input type="checkbox"/>	H. Seed treatment	<input type="checkbox"/>	M. Food processing pest control (Non-commercial only)	<input type="checkbox"/>	R. Sewer root control
<input checked="" type="checkbox"/>	D. Ag. fungicide - insecticide	<input type="checkbox"/>	I. Shade tree pest control	<input type="checkbox"/>	N. Stored grain pest control (Non-commercial only)	<input type="checkbox"/>	Z. Applicator Trainer
<input checked="" type="checkbox"/>	E. Turf and ornamentals	<input checked="" type="checkbox"/>	J. Rights-of-Way	<input type="checkbox"/>	O. Grain fumigation (commercial only)	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	



05/22/2026

Contractor's Signature

Date

Contractor Name

Ross Hansen

Address

24921 N Melissa Dr, DL, MW 56501

Phone

(218) 849-6300

(Please Print)

I do not recommend using a surfactant for this job. Velpar does not rely on foliar penetration to work. It is soil activated and taken up through the roots.

Becker County Natural Resources Management

Release Treatment - 2026

Sealed Bid Form — Electronic Bid Submissions will be Rejected

- The completed bid form must be received by the Becker County Natural Resources Management Department, 1771 N Tower Rd., Detroit Lakes, MN 56501, and (218) 847-0099; by 3:00 p.m. May 26, 2026
- Bids will be opened by the Natural Resources Management Department at 3:01 p.m. May 26, 2026
- Note: Please make note on the envelope that this is a **Herbicide Application Release Treatment Bid**
- Bids will be awarded on or before June 16, 2026, or the following County Board Meeting.
- The cost of the chemical is not to exceed fair market value. (Retail price)

Application	Dates	Estimated Acres	Bid Price / acre
Velpar	June 1, 2026 Through August 31, 2026	100	\$ 6,800
1. Drone Herbicide Application		100	

Chemical Trade Name	Approximate Volume	Unit	Cost / Unit	Total Value
Velpar (Other Hexazinone Brands)	6 Pints/Acre	Pints	\$19.50/unit(pint)	600 pintsx19.50 11,700
Surfactant	Not recommended	Oz		
2. Herbicide Value				\$ 11,700

3. Project Bid (1+2)	\$ 18,500
4. Performance Bond 10%	1,850

Commercial Pesticide Applicator's License Number:	20277904		
Please check (✓) all categories that licenses is valid for:			
<input checked="" type="checkbox"/> A. General ground	<input type="checkbox"/> F. Aquatic (non-comm. only)	<input type="checkbox"/> K. Ag. pest control-animal	<input type="checkbox"/> P. Pocket gopher
<input checked="" type="checkbox"/> B. General aerial	<input type="checkbox"/> G. Forest spraying	<input type="checkbox"/> L. Mosquito control	<input type="checkbox"/> Q. Wood preservatives
<input checked="" type="checkbox"/> C. Ag. herbicide	<input type="checkbox"/> H. Seed treatment	<input type="checkbox"/> M. Food processing pest control (Non-commercial only)	<input type="checkbox"/> R. Sewer root control
<input type="checkbox"/> D. Ag. fungicide - insecticide	<input type="checkbox"/> I. Shade tree pest control	<input type="checkbox"/> N. Stored grain pest control (Non-commercial only)	<input type="checkbox"/> Z. Applicator Trainer
<input type="checkbox"/> E. Turf and ornamentals	<input checked="" type="checkbox"/> J. Rights-of-Way	<input type="checkbox"/> O. Grain fumigation (commercial only)	



5/26/2026

Contractor's Signature

Date

Contractor Name
Address
Phone

Ed Wikman

12623 wildwood drive, Menahga, Mn 56464
2186162046

(Please Print)

Becker County Natural Resources Management

Release Treatment - 2026

Sealed Bid Form — Electronic Bid Submissions will be Rejected

- The completed bid form must be received by the Becker County Natural Resources Management Department, 1771 N Tower Rd., Detroit Lakes, MN 56501, and (218) 847-0099; by 3:00 p.m. May 26, 2026
- Bids will be opened by the Natural Resources Management Department at 3:01 p.m. May 26, 2026
- Note: Please make note on the envelope that this is a **Herbicide Application Release Treatment Bid**
- Bids will be awarded on or before June 16, 2026, or the following County Board Meeting.
- The cost of the chemical is not to exceed fair market value. (Retail price)

Application	Dates	Estimated Acres	Bid Price / acre
	June 1, 2026 Through August 31, 2026		\$ 75
1. Drone Herbicide Application		100	

Chemical Trade Name	Approximate Volume	Unit	Cost / Unit	Total Value
Velpar (Other Hexazinone Brands)	6 Pints/Acre	Pints	18.3	10980
Surfactant		Oz		
2. Herbicide Value				\$ 10980

3. Project Bid (1+2)		\$ 18,480
4. Performance Bond	10%	1848

Commercial Pesticide Applicator's License Number:	20291284		
Please check (✓) all categories that licenses is valid for:			
<input type="checkbox"/>	A. General ground	<input type="checkbox"/>	F. Aquatic (non-comm. only)
<input checked="" type="checkbox"/>	B. General aerial	<input checked="" type="checkbox"/>	G. Forest spraying
<input checked="" type="checkbox"/>	C. Ag. herbicide	<input type="checkbox"/>	H. Seed treatment
<input checked="" type="checkbox"/>	D. Ag. fungicide - insecticide	<input type="checkbox"/>	I. Shade tree pest control
<input type="checkbox"/>	E. Turf and ornamentals	<input checked="" type="checkbox"/>	J. Rights-of-Way
<input type="checkbox"/>		<input type="checkbox"/>	K. Ag. pest control-animal
<input type="checkbox"/>		<input type="checkbox"/>	L. Mosquito control
<input type="checkbox"/>		<input type="checkbox"/>	M. Food processing pest control (Non-commercial only)
<input type="checkbox"/>		<input type="checkbox"/>	N. Stored grain pest control (Non-commercial only)
<input type="checkbox"/>		<input type="checkbox"/>	O. Grain fumigation (commercial only)
<input type="checkbox"/>		<input type="checkbox"/>	P. Pocket gopher
<input type="checkbox"/>		<input type="checkbox"/>	Q. Wood preservatives
<input type="checkbox"/>		<input type="checkbox"/>	R. Sewer root control
<input type="checkbox"/>		<input type="checkbox"/>	Z. Applicator Trainer



BECKER COUNTY

Land Use Department

915 Lake Avenue • Detroit Lakes, MN 56501
218-846-7201

MEMORANDUM FOR ACTION

Date: May 27, 2026

SUBJECT: Northern Pines Sanitation - request for a Solid Waste Haulers License

THROUGH: Environmental Services Committee

TO: Becker County Commission

1. **Reference:**
2. **Discussion:** Northern Pines Sanitation (NPS) is based in Hubbard County and offers curbside, dumpster, and roll off services. At this time NPS plans on offering roll-off service to eastern Becker County.
3. **Funding:** NA
4. **Action:** Approve Resolution 06-26-1F, awarding Solid Waste Haulers License #35 to Northern Pines Sanitation
5. The point of contact for this memorandum is Steve.Skoog@co.becker.mn.us or by phone at 846-7310.

Distribution: County Commissioners
County Administrator

State of Minnesota
County of Becker

License Number 35

BECKER COUNTY SOLID WASTE COLLECTION LICENSE

Northern Pines Sanitation has now met all the laws required by state and county to collect and transport solid waste in Becker County.

This License is granted for the term from January 1, 2026 to December 31, 2026 to conduct the business of Solid Waste Collection & Transportation to the Becker County Landfill and Transfer Station.

Steve Skoog, Administrator
Becker Co. Environmental Services

Dated: _____

Chairman, Becker County
Board of Commissioners



BECKER COUNTY SHERIFF'S OFFICE

Todd Glander • Sheriff

OFFICE: 925 Lake Avenue
Detroit Lakes, MN 56501
Phone 218-847-2661 • Fax 218-847-1604

JAIL: 1428 Stony Road
Detroit Lakes, MN 56501
Phone 218-847-2939 • Fax 218-846-2580

We Fest Civilian Traffic Control

Becker County Temporary Staffing Request Information

Coverage Period:

- Thursday Morning through Sunday Morning

Total Temporary Staff Requested:

- Hire enough staff to cover the scheduled shifts

Compensation

- Pay Rate: \$28.00 per hour
- Reimbursement: All staffing costs will be reimbursed through the WE FEST contract.

Shift Breakdown

Schedule: Thursday–Saturday, 9:00 AM – 6:00 PM

- Staff Needed: 12
- Pay Rate: \$28/hr

Schedule: Thursday–Saturday, 6:00 PM – 3:00 AM

- Staff Needed: 16
- Pay Rate: \$28/hr

Sunday, 7:00 AM – 1:00 PM (*or until all attendees have departed*)

- Staff Needed: 12
- Pay Rate: \$28/hr

Estimated Staffing Cost

Based on the current staffing plan:

- Day Shift: 12 staff × 9 hrs × 3 days × \$28/hr = \$9,072
- Evening Shift: 16 staff × 9 hrs × 3 days × \$28/hr = \$12,096
- Sunday Coverage: 12 staff × 6 hrs × \$28/hr = \$2,016

Estimated Total Cost: \$23,184

Additional Notes

- Sunday coverage may be extended depending on final attendee departure times.
- All approved staffing expenses associated with these shifts are reimbursable under the WE FEST contract.



DEPARTMENT OF NATURAL RESOURCES

**2026 STATE OF MINNESOTA
FEDERAL BOATING PATROL SUPPLEMENTAL GRANT
CONTRACT AGREEMENT
ENCUMBRANCE WORKSHEET**

Contract #: 289368

PO #: 3000298348

State Accounting Information

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2026	Source Type REIMB	Vendor Number 0000197276-001
Total Amount \$5500	Project ID R29G70CGBLA25	Billing Location R297000221	UEI U5B8JWHSKDB5	

Accounting Distribution

Fund	Fin. Dept. ID	Approp. ID	Category	Account	Activity
3000	R2937715	R297227	84101501	441302	A7CG002

Grant Begin Date May 22, 2026	Grant End Date September 7, 2026
----------------------------------	-------------------------------------

Grantee Name and Address:

Becker County Sheriff's Office
925 Lake Ave.
Detroit Lakes, MN 56501

Payment Address:
(where DNR sends the check)

Becker Co. Treasurer
915 Lake Ave.
Detroit Lakes, MN 56501

DNR

BECKER COUNTY BOARD OF COMMISSIONERS

RESOLUTION # 06-26-1G

A RESOLUTION ACCEPTING THE 2026 STATE OF MINNESOTA FEDERAL BOATING SAFETY SUPPLEMENTAL PATROL GRANT AND AUTHORIZING EXECUTION OF THE GRANT AGREEMENT

WHEREAS, the Minnesota Department of Natural Resources, Enforcement Division, has made available the 2026 Federal Boating Safety Supplemental Patrol Grant to counties for the purpose of providing additional boat and water safety patrol coverage during high-use periods; and

WHEREAS, Becker County has been awarded Five Thousand Five Hundred Dollars (\$5,500) through Federal Award Identification Number 70Z02326MO0006968; and

WHEREAS, these grant funds are intended to supplement, not replace, existing county funding for boat and water safety patrols, and may be used only for allowable reimbursement of personnel costs as outlined in the Grant Contract Agreement; and

WHEREAS, participation in this grant program will enhance boating safety enforcement and improve public safety on Becker County lakes and waterways; and

WHEREAS, Becker County is required to comply with all state and federal requirements associated with this grant, including reporting, documentation, and submission of patrol logs and a supplemental patrol work plan.

NOW, THEREFORE, BE IT RESOLVED that the Becker County Board of Commissioners hereby accepts the 2026 Federal Boating Safety Supplemental Patrol Grant in the amount of \$5,500.

BE IT FURTHER RESOLVED that the Becker County Board of Commissioners hereby authorizes Sheriff Todd Glander, or his designee, to sign and execute the Grant Contract Agreement, required certifications, and related documents on behalf of Becker County.

Duly adopted this 2nd day of June 2026, by the Becker County Board of Commissioners at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carrie Smith
County Administrator

/s/ Erica Jepsen
Erica Jepsen
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held June 2nd, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator

Supervision Fees – Becker County Probation

PURPOSE

To offset supervision-related costs through the collection of supervision fees from eligible adult clients supervised within Becker County Probation while ensuring consistency, accountability, and compliance with applicable Minnesota statutes and county procedures.

APPLICABILITY

This policy applies to all eligible adult clients supervised by Becker County Probation and Minnesota Department of Corrections (MNDOC) staff operating within Becker County supervision services.

DEFINITIONS

Cashier's Check

A check guaranteed by a financial institution and accepted as an approved form of payment for supervision fees.

Money Order

A prepaid financial instrument accepted as an approved form of payment for supervision fees.

Revenue Recapture

A legal collection process authorized through the Minnesota Department of Revenue for unpaid supervision fee balances.

Supervision Fee

A fee assessed to eligible clients under community supervision to assist in offsetting supervision-related costs.

Supervision Fee Ledger

A detailed record of supervision fee payments received and processed by Becker County Probation.

POLICY

Becker County Probation shall assess and collect supervision fees in accordance with Minnesota law and county procedures. MNDOC staff assigned to Becker County supervision operations may provide supervision fee information and payment instructions to clients; however, all payments shall be made directly to Becker County Probation.

PROCEDURES

A. Assessment Guidelines

- Eligible adult clients placed under community supervision may be assessed a supervision fee in accordance with Minnesota statutes and county procedures.
- Clients shall be informed of the supervision fee obligation, approved payment methods, payment timelines, and potential collection consequences for unpaid balances.
- Staff shall document supervision fee information within the appropriate case management system and maintain supporting documentation according to retention requirements.
- Restitution obligations ordered by the court shall remain the priority obligation before supervision fee payments when applicable.

B. Collection Guidelines

- Becker County Probation shall collect supervision fees through approved payment methods only.
- Reasonable efforts shall be made to encourage compliance with payment obligations while recognizing financial hardships and individual circumstances.
- Unpaid supervision fees may be referred for Revenue Recapture in accordance with Minnesota law and applicable timelines.

C. Payment Process

- All supervision fee payments shall be made directly to Becker County Probation.
- Approved forms of payment include cashier's checks and money orders.
- Cash and personal checks shall not be accepted.
- All money orders and cashier's checks must be made payable to Becker County Probation.
- MNDOC staff assigned within Becker County supervision operations may provide clients with payment information and instructions but shall not deposit, or process supervision fee payments directly.
- Becker County Probation staff shall maintain a Supervision Fee Ledger, record payments within the designated tracking system, and retain payment documentation within CSTS Chronos and according to county retention policy.

D. Revenue Recapture

- Unpaid supervision fee balances may be submitted to the Minnesota Department of Revenue through the Revenue Recapture Program in accordance with Minnesota law.
- Clients shall receive notice regarding the basis of the claim, the amount owed, their right to contest the claim, and applicable timelines for response.
- Documentation related to Revenue Recapture actions shall be maintained according to applicable retention requirements.

E. Waivers

- Supervision fee obligations may be reviewed for waiver consideration when a client demonstrates financial hardship, the ability to pay is limited, extenuating circumstances exist, or alternative service options are approved.
- Waiver requests shall be reviewed and approved through the designated supervisory process.
- Approved waivers shall be documented and maintained within the client record.

INTERNAL CONTROLS

- Payment records and supervision fee documentation shall be maintained in CSTS Chronos and in accordance with Becker County retention requirements.
- Designated staff shall periodically review supervision fee records to ensure compliance, accuracy, and consistency.

STATUTORY AUTHORITY

- Minn. Stat. § 244.18 – Correctional Fees; Schedule, Collection, and Use
- Minn. Stat. § 244.19 – Local Probation and Parole Agencies
- Minn. Stat. § 244.20 – Department of Corrections Felony Supervision
- Minn. Stat. § 401.01 – Community Corrections Act; Purpose and Definition
- Minn. Stat. § 401.02 – Counties or Regions; Included Correctional Services
- Minn. Stat. § 609.02 – Definitions (Misdemeanor, Gross Misdemeanor, Probation)
- Minn. Stat. § 609.135 – Stay of Imposition or Execution of Sentence; Probation Conditions

Fee schedule

Misdemeanor File: \$100/file

Gross Misdemeanor File: \$200/file

Felony File: \$300/file

Statute prohibits the agency from raising the cost of supervision fees between now and 2029 when it ends (although we don't know if that will be repealed come 2029) so those amounts should remain the same. The statute does not prohibit "reestablishing" supervision fees.

BECKER COUNTY BOARD OF COMMISSIONERS
RESOLUTION 06-26-11
Probation Supervision Fees

WHEREAS, Becker County incurs ongoing costs associated with the supervision of adult probation clients and there is a need to offset a portion of those probation supervision-related expenses through the collection of supervision fees from eligible adult clients within Becker County; and

WHEREAS, Minn. Stat. 244.18;244.19;244.20; 401.01; 401.02; 401.02; 609.02 and Minn. Stat. 609.135 authorize counties to impose probation supervision fees upon eligible clients; and

WHEREAS, the Becker County Board of Commissioners finds that adoption of a standardized Probation Supervision Policy and Fee Schedule is necessary to ensure consistent administration and collection of supervision fees;

NOW THEREFORE BE IT RESOLVED. that the Becker County Board of Commissioners hereby approves the attached Probation Supervision Policy and Fee Schedule, effective July 1, 2026.

Duly adopted this 2nd day of June, 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carrie Smith
County Administrator

/s/ Erica Jepson
Erica Jepson
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held June 2, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator



BECKER COUNTY

Land Use Department

915 Lake Avenue • Detroit Lakes, MN 56501
218-846-7201

MEMORANDUM FOR ACTION

Date: June 2, 2026

SUBJECT: Adjustments to the “2026 BECKER COUNTY SOLID WASTE FEE SCHEDULE”

THROUGH: Environmental Services Committee

TO: Becker County Board of Commissioners

1. **Reference:** 2026 SOLID WASTE FEE SCHEDULE
2. **Discussion:** The 2026 Solid Waste Fee Schedule was approved by the County Board at the October 21, 2025, Board meeting. The Environmental Services Committee recommends increasing municipal solid waste and Demolition Landfill tip fees for any waste generated from out of the county and delivered to the Becker County Solid Waste facilities be charged double the in-county fees approved by the County Board of Commissioners.

This change will increase the ‘Out-of-County’ tip fee from 1.35x to 2x the rate for In-County solid waste disposal. Currently Wadena County charges 2x and Ottertail charges 3x for out of county solid waste. Clay County does not accept Out-of-County Solid Waste

3. **Funding:** Very minor financial impact to Fund 18, the County Solid Waste Fund.
4. **Requested Action:** Recommend County Board Approval of Resolution 06-26-1D. ‘Amendment of the County Solid Waste Tip Fee Schedule’ amending the current and future Becker County Solid Waste Fee Schedules.
5. The point of contact for this memorandum is Steve.Skoog@co.becker.mn.us or by phone at 846-7310.

Distribution: County Commissioners
County Administrator

BECKER COUNTY BOARD OF COMMISSIONERS

RESOLUTION 06-26-1D

AMENDMENT OF THE COUNTY SOLID WASTE TIP FEE SCHEDULE

WHEREAS, the Becker County Board of Commissioners is mandated by the State of Minnesota to manage solid waste generated by its citizens in environmentally correct and State approved processes; and

WHEREAS, the Becker County Board of Commissioners has authority to establish and modify solid waste service and tip fees and

WHEREAS, the Board of Commissioners of Becker County hereby approve changing the annual Becker County Solid Waste Fee Schedule for solid waste brought into Becker County for disposal to double the current In-County Solid Waste Tip Fee rates for demolition and mixed municipal solid waste.

NOW THEREFORE BE IT RESOLVED. That the Board of County Commissioners of Becker County, Minnesota hereby approve the out of county tip fee changes to the current and future Becker County Solid Waste Fee Schedules.

Duly adopted this 2nd day of June 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ Carrie Smith
Carrie Smith
County Administrator

/s/ Erica Jepson
Erica Jepson
Board Chair

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held June 2nd, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator



BECKER COUNTY Land Use Department

915 Lake Avenue • Detroit Lakes, MN 56501
218-846-7201

MEMORANDUM FOR ACTION

Date: May 28, 2026

SUBJECT: Request to hire a Seasonal Worker

THROUGH: Environmental Services Committee

TO: Becker County Commission

1. **Reference:** Resolution 06-26-1H
2. **Discussion:** The Pay Station Clerk positions are in the process of being filled due to retirements of two part-time pay station clerks, there is a need to have one more clerk until the positions are filled and the new clerks are fully trained.
3. **Funding:** from Fund 18 (Solid Waste)

Cost Analysis

2026 Temp Pay Station Clerk (\$23.50/Hr)	Cost
SALARY	\$5,640.00
PERA	0
HEALTH	0
FICA	\$431.46
PFML	\$24.82
SEVERANCE	0
TOTAL	\$6,096.28

Position calculated for 30, 8 hours days

4. **Board Action Request:** Board motion approving Resolution 06-26-1H
5. The point of contact for this memorandum is Steve.Skoog@co.becker.mn.us or by phone at 846-7310.

Distribution: County Commissioners
County Administrator

**BECKER COUNTY BOARD OF COMMISSIONERS
RESOLUTION 06-26-1H**

HIRE PART TIME SEASONAL EMPLOYEE

WHEREAS, there is a need to hire a seasonal employee in the Land Use Department to work at the Solid Waste Campus as a Pay Station Clerk.

NOW THEREFORE BE IT RESOLVED. That the Board of County Commissioners of Becker County, Minnesota, approve hiring one (1) seasonal employee through the normal hiring process.

Duly adopted this 2nd day of June 2026, at Detroit Lakes, MN.

COUNTY BOARD OF COMMISSIONERS
Becker County, Minnesota

ATTEST:

/s/ <u>Carrie Smith</u> Carrie Smith County Administrator	/s/ <u>Erica Jepson</u> Erica Jepson Board Chair
-----------------------------------------------------------------	--------------------------------------------------------

State of Minnesota)
) ss
County of Becker)

I, the undersigned being the duly appointed and qualified County Administrator for the County of Becker, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of a Resolution passed, adopted, and approved by the County Board of Commissioners at a meeting held June 2nd, 2026, as recorded in the record of proceedings.

Carrie Smith
County Administrator

2025 Annual Report

Becker County Highway



Engineer: James Olson, P.E.

Construction Manager: Brian Shepard

Maintenance Superintendent: Jona Jacobson

Accountant: Angela Lefebvre



**BECKER COUNTY HIGHWAY DEPARTMENT
1771 NORTH TOWER ROAD
DETROIT LAKES, MN 56501
OFFICE: 218-847-4463**

JIM OLSON, P.E.
COUNTY ENGINEER
BRIAN SHEPARD
CONSTRUCTION MANAGER
JONA JACOBSON
MAINTENANCE SUPERINTENDENT
ANGELA LEFEBVRE
ACCOUNTANT

May 28, 2026

The Honorable Board of
County Commissioners
Becker County, Minnesota

Honorable Commissioners:

Enclosed is a report of the activities for the Becker County Highway Department year ended December 31, 2025.

The report presents, in detail, the various accounts within the Road and Bridge Fund pertaining to revenue and expenditure. Also enclosed is the approved budget of the anticipated revenue and expenditures for County State Aid Highways and County Roads for the year 2026.

This report reflects an ambitious program of ongoing highway improvement and maintenance activities for which the Highway Department is directly responsible. It also details continued cooperative assistance being provided to local government in Becker County. The dedication and cooperation of all Highway Department employees in these efforts are acknowledged with appreciation and thanks.

Respectfully submitted,

Jim Olson, P.E.
Becker County Engineer

STATE AID FOR LOCAL TRANSPORTATION
Annual Summary of Highway Information - County

Becker County Highway Department

Year Ended: 12/31/2025

	Regular	Municipal	County
Total Mileage	468.120	10.780	188.450
Construction:			
Allotment	\$4,741,821.00	\$331,728.00	
Total Cost	\$9,051,885.96	\$1,108,678.59	\$23,854.06
Maintenance:			
Allotment	\$3,161,214.00	\$221,152.00	
State Aid Bond Interest	\$0.00		
Maintenance Cost (* Includes costs below)	\$3,696,098.42	\$114,171.07	\$1,415,219.98
Total Maintenance Plus Bond Int.	\$3,696,098.42	\$114,171.07	
* Unallocated Costs:	\$202,526.97	\$4,736.45	\$85,109.86
* Adj. to Equalize Depreciation:	\$112,310.52	\$2,626.58	\$47,197.33

CERTIFICATION STATEMENT

I certify that the above information is true and correct. I also certify that the Becker County Highway Department has followed the accounting procedures as established in the State Aid Accounting Manual or an alternative method as approved by the Mn/DOT. It is understood that all records, books, documents, and accounting procedures pertaining to this information are subject to audit and examination by the Mn/DOT and the State Auditor's Office. It is also understood that the Mn/DOT reserves the right to withhold future State Aid payments if the county has not complied with the procedures and practices as approved and established.

Certified:



County Engineer

5-22-26

Date

Approved:



D.S.A.E.

5/22/26

Date

**Becker County Highway Department
Index
For the Year Ended December 31, 2025**

	Page
Summary of County Highway Information	- 1
Comments and Recommendations	- 2
Financial Statement	- 3-3a
Accounts Receivable	- 4-4a
Town Road Allotment	- 5
Inventories	- 6
Accounts Payable	- 7
Fixed Assets	- 8
Land and Buildings	- 9
Statement of Revenues and Expenditures	- 10-10b
Detailed Summary of Maintenance Costs - CSAH Regular, CSAH Municipal, and County Roads	- 11
Summary of Routine Maintenance Costs - CSAH Regular, CSAH Municipal, and County Roads	- 12
Summary of Construction Costs - CSAH Regular	- 13
Statement of Construction Costs - CSAH Regular	- 13-1 to 13-16
Summary of Construction Costs - Miscellaneous	- 14
Statement of Construction Costs - Miscellaneous	- 14-1 to 14-4
2025 Revenue & Expenditure Actual to Budget Comparison	- 15
2026 Budget	- 16

**Becker County Highway Department
Summary of Highway Information
For the Year Ended December 31, 2025**

ROAD TYPE	MILES	CONSTRUCTION	MAINTENANCE
CSAH REGULAR	468.12	\$ 9,051,885.96	\$ 3,696,098.42
CSAH MUNICIPAL	10.78	\$ 1,108,678.59	\$ 114,171.07
COUNTY ROADS	188.45	\$ 23,854.06	\$ 1,415,219.98
TOTAL	667.35	\$ 10,184,418.61	\$ 5,225,489.47

**Becker County Highway Department
A Brief of Activities, Comments and Recommendations
For the Year Ended December 31, 2025**

Brief of Activities and Comments

The following is a summary of the work accomplished by the Becker County Highway Department during the year 2025. These accomplishments are the result of the dedication and hard work of all the employees of the Becker County Highway Department. I commend each employee on a job well done.

Construction

The Department delivered another large construction program in 2025. It used funds made available through federal, state, and local funding sources including \$ 2,624,654 in SMART Tax monies generated by the ½ cent County sales tax for Transportation. The following is a listing of the major construction projects that took place during 2025:

Summary of Construction Work				
Project No	Road	Work Type	Length (mi)	Cost
<i>003-607-026</i>	<i>7</i>	<i>Shoulder Widening & Aggregate Shouldering</i>	<i>6.945</i>	<i>\$ 2,259,540.23</i>
<i>003-616-016</i>	<i>16</i>	<i>Shoulder Widening & Aggregate Shouldering</i>	<i>2.998</i>	<i>\$ 1,050,840.80</i>
<i>003-626-024</i>	<i>26</i>	<i>Reclaim, Bituminous Surfacing & Aggregate Shouldering</i>	<i>4.450</i>	<i>\$ 1,137,306.86</i>
<i>003-635-008</i>	<i>35</i>	<i>Bituminous Overlay & Aggregate Shouldering</i>	<i>10.407</i>	<i>\$ 1,157,348.22</i>
<i>003-634-021</i>	<i>34</i>	<i>Mill, Reclaim, Bituminous Surfacing & Aggregate Shouldering</i>	<i>8.861</i>	<i>\$ 1,680,548.68</i>
<i>003-607-027</i>	<i>7</i>	<i>Bituminous Mill & Overlay, ADA Improvements, Storm Sewer</i>	<i>0.795</i>	<i>\$ 1,510,842.47</i>
<i>003-680-008</i>	<i>80</i>	<i>Bituminous Mill & Overlay, ADA Improvements, Storm Sewer</i>	<i>0.217</i>	<i>\$ 627,264.06</i>
<i>003-070-018</i>	<i>Multi</i>	<i>Rural Intersection Lighting - 11 Intersections</i>		<i>\$ 195,377.70</i>
<i>003-070-021</i>	<i>26/37/44/58</i>	<i>Rumble Strips - 451,862 LIN FT</i>		<i>\$ 45,328.22</i>
<i>003-070-017</i>	<i>Multi</i>	<i>Striping - 3,060,294 LIN FT</i>		<i>\$ 345,507.38</i>
Total				\$ 10,009,904.62

Projects in italics were partially funded with SMART money

Maintenance

There are many maintenance activities performed throughout the year. The total expenditures for maintenance on CSAH regular roads were \$3,696,098.42 which breaks down to \$7,895 per mile; CSAH municipal expenditures were \$114,171.07, which breaks down to \$10,591 per mile. The total expenditure for maintenance on County roads was \$1,415,219, which breaks down to \$7,509 per mile.

The following is a summary of some of the major work items:

Summary of Maintenance Work		
Costs include Materials, Equipment & Labor	Bituminous - Chipseal	\$ 757,837.71
	Snow & Ice Control	\$ 1,087,219.03
	Surface Repairs, Smoothing & Reshaping	\$ 1,050,149.29
	Traffic Services - Installing and Maintaining Signs, Striping	\$ 521,525.79
	Brushing & Weed Control	\$ 550,399.66
Total		\$ 3,967,131.48

Equipment and Shop Services

The Shop Maintenance personnel maintain a large fleet of equipment for the Department, in addition to vehicles from Transit Services. It is very important that we continue to maintain and improve the quality and reliability of our equipment through proper fleet management and a well-thought-out capital equipment replacement plan.

Equipment Purchased - 2025	
2025 Broce Broom Sweeper	\$ 101,000.00
2025 Volvo Tandem Truck	\$ 325,110.00
Trimble R980	\$ 41,183.00
Total	\$ 467,293.00

State and Federal Grant Efforts/Opportunities

We have continued to be successful in leveraging State and Federal funds through various grant programs to supplement our construction program. Current and future grant funded projects are indicated below:

- Federal Safety Funds Rumble Strip Program - 42 miles- \$45,330 Federal HSIP Safety Funds (2025)
- Intersection Lighting Improvements – 11 locations - \$175,840 Federal HSIP Safety Funds (2025)
- 6" Edgeline Safety Striping -290 miles - \$281,885 Federal HSIP Safety Funds (2025)
- CSAH 7/80 Lake Park Street Improvements - \$500,000 Active Transportation State Funds (2025)
- CSAH 22/West Lake Drive Phase 3 Project (2026)
 - \$1.5 million of State LRIP funds
 - \$2.8 million of State MPCA Stormwater funds
 - \$406,375 of Federal STBG funds
- 6" Edgeline Safety Striping -244 miles - \$287,600 Federal HSIP Safety Funds (2027)
- 6" Edgeline Safety Striping -132 miles - \$156,100 Federal HSIP Safety Funds (2029)
- Federal Safety Funds Rumble Strip Program – 21.8 miles - \$188,675 Federal HSIP Safety Funds (2029)
- CSAH 7 Pavement Reclamation and Paving - \$1.5 million Federal STBG funds (2030)

Comments

It is the mission of the Becker County Highway Department to provide the safest highway system possible for the residents and visitors of the County through efficient and timely maintenance services and continued cost-effective construction improvements.

The work documented in this report clearly reflects the efforts the Highway Department is making to fulfill this mission to the best of our ability. The condition and safety of our roads continue to improve due to increased funding and the competitive bids received on our projects, which have allowed us to advance projects when additional monies are available. This has resulted in enhanced roadway safety improvements and a reduction in deteriorated road conditions.

The Department's proactive maintenance program continues to provide efficient and effective services that are essential to extending the life of our pavements, preserving infrastructure investments, and ensuring the responsible use of taxpayer dollars. These ongoing maintenance efforts help maximize the longevity and safety of our roadway system while minimizing the need for more costly reconstruction projects in the future.

**Becker County Highway Department
Financial Statement
For the Year Ended December 31, 2025**

ASSETS

Cash Balance as of December 31, 2025	3,001.63
Change Fund	100.00
Petty Cash	17.88
Unapportioned Nov. & Dec. Tax Collections	36,437.66
Delinquent Taxes Receivable	13,001.96

Receivable

Regular Maintenance	0.00	
Regular Construction	43,844.65	
Municipal Maintenance	14,652.67	
Municipal Construction	63,616.49	
LRIP	25,000.00	
Federal Aid	8,792.02	
Due from Townships	15,668.86	
Due from Municipalities	53,014.76	
Due from Other Counties	349.64	
Due from Other County Funds	51,984.66	
Due from Individuals	1,481.74	
Total Accounts Receivable	330,964.62	330,964.62

Allotments and Grants

State Aid Regular Maintenance	0.00	
State Aid Regular Construction	(1,444,560.51)	
State Aid Municipal Maintenance	0.00	
State Aid Municipal Construction	94,175.21	
Town Bridge	340,990.00	
LRIP Grant	1,500,000.00	
Total Allotments	490,604.70	490,604.70

Inventory	688,986.63
-----------	------------

TOTAL ASSETS

\$ 1,510,555.95

**Becker County Highway Department
Financial Statement
For the Year Ended December 31, 2025**

LIABILITIES

Vendors Payable	\$287,463.93	
Salaries Payable	\$486,254.39	
Contracts Payable	\$242,440.74	
Due to State Aid	\$3,787.97	
		\$1,019,947.03

Deferred Revenue

Regular Maintenance	-	
Regular Construction	(1,399,998.19)	
Municipal Maintenance	94,175.21	
Municipal Construction	-	
Town Bridge	340,990.00	
LRIP/Federal Aid	1,500,000.00	
Delinquent Property Tax	13,001.96	
Total Deferred Revenue	<u>548,168.98</u>	<u>548,168.98</u>

TOTAL LIABILITIES

\$ 1,568,116.01

FUND BALANCE

Designated for Cash Flows	\$ (2,246,546.69)	
Reserve for Inventory	688,986.63	
Reserve for Uncompleted Contracts	1,500,000.00	
Fund Balance (Undesignated)	<u>-</u>	<u>-</u>

TOTAL FUND BALANCE

\$ (57,560.06)

TOTAL LIABILITIES AND FUND BALANCE

\$ 1,510,555.95

**Becker County Highway Department
Accounts Receivable
For the Year Ended December 31, 2025**

	BEG Balance	Current Year Billings	Current Year Payments	Ending Balance
<u>Due from Townships</u>				
Atlanta	\$ -	\$ 1,571.98	\$ -	\$ 1,571.98
Audubon	0.00	42,338.79	42,338.79	\$ 0.00
Burlington	74.10	7,018.96	2,298.06	\$ 4,795.00
Callaway	75.10	-	75.10	\$ 0.00
Carsonville	-	653.82	653.82	\$ -
Cormorant	-	317.89	317.89	\$ -
Cuba	-	448.26	448.26	\$ -
Detroit	448.26	54,350.83	52,017.29	\$ 2,781.80
Eagleview	-	14,892.88	14,892.88	\$ -
Erie	-	2,522.74	419.94	\$ 2,102.80
Forest	-	12,179.30	12,179.30	\$ -
Green Valley	-	396.99	396.99	\$ -
Height of Land	-	405.88	405.88	\$ -
Lake Eunice	-	59,706.11	59,706.11	\$ -
Lake Park	-	1,842.54	1,842.54	\$ -
Lake View	-	107,015.66	104,570.31	\$ 2,445.35
Pine Point	-	102.63	102.63	\$ -
Riceville	-	3,397.42	3,397.42	\$ -
Richwood	-	167.89	167.89	\$ -
Round Lake	-	10,471.15	10,471.15	\$ -
Spring Creek	0.00	6,026.84	6,026.84	\$ -
Sugar Bush	-	1,665.29	1,665.29	\$ -
Walworth	-	12,184.49	10,212.56	\$ 1,971.93
White Earth	414.08	5,449.57	5,863.65	\$ -
Total Due from Townships	\$ 1,011.54	\$ 345,127.91	\$ 330,470.59	\$ 15,668.86
<u>Due from Municipalities</u>				
Audubon City	\$ 1,125.81	\$ 3,401.65	\$ 3,967.46	\$ 560.00
DL City Administration	(0.00)	432.92	369.44	\$ 63.48
DL City Fire	314.57	4,845.86	4,659.72	\$ 500.71
DL City Police	2,731.11	42,359.14	42,244.97	\$ 2,845.28
DL City Public Utilities	2,989.61	56,383.04	56,304.13	\$ 3,068.52
DL City Street	46,953.69	279,001.45	279,978.37	\$ 45,976.77
Frazer City	-	5,936.44	5,936.44	\$ -
Total Due from Municipalities	\$ 54,114.79	\$ 392,360.50	\$ 393,460.53	\$ 53,014.76
<u>Due from Other Governments</u>				
BC Soil & Water	\$ 234.30	\$ 8,297.06	\$ 8,181.72	\$ 349.64
Clay County	\$ -	\$ 1,256.99	\$ 1,256.99	\$ -
Mahnomen County	\$ -	\$ 2,125.56	\$ 2,125.56	\$ -
Ottertail County	\$ -	\$ 4,415.78	\$ 4,415.78	\$ -
SunnySide Nursing	-	217.99	217.99	\$ -
Total Due from Other Cour	\$ 234.30	\$ 16,313.38	\$ 16,198.04	\$ 349.64

**Becker County Highway Department
Accounts Receivable
For the Year Ended December 31, 2025**

	BEG Balance	Current Year Billings	Current Year Payments	Ending Balance
Due from Other County Funds				
Becker County Planning & Zoning	\$ -	\$ 2,261.47	\$ 2,241.77	\$ 19.70
Becker County Auditor-Treasurer	-	61.26	61.26	-
Becker County Assessor	851.94	778.89	1,523.37	107.46
Becker County EDA	-	18.60	18.60	-
Becker County Environmental	14,327.09	114,264.04	110,557.62	18,033.51
Becker County Human Services	834.23	5,710.55	6,149.95	394.83
Becker County Jail-STS	3,247.44	5,859.88	8,490.10	617.22
Becker County Human Resources	-	57.40	27.96	29.44
Becker County Maintenance	273.31	1,832.27	1,825.56	280.02
Becker County NRM-Parks	972.96	36,027.19	26,950.28	10,049.87
Becker County Recorder	\$ 42.08	\$ 37.34	\$ 79.42	-
Becker County Sheriff	15,327.53	113,166.26	112,457.11	16,036.68
Becker County Veterans Service	-	15.61	15.61	-
Becker County Transit	\$ 4,043.94	\$ 72,766.06	\$ 70,394.08	\$ 6,415.92
Total Due from Other County Funds	39,920.52	352,856.82	340,792.69	51,984.65
Due from Individuals				
Miscellaneous Sales	\$ 2,260.16	\$ 2,718.55	\$ 4,978.71	\$ -
Subdivision Signs	(1,664.86)			(1,664.86)
Bad Debt Accounts	3,454.50			3,454.50
Dust Control	-	60,551.89	60,859.79	(307.90)
Total Due from Individuals	\$ 4,049.80	\$ 63,270.44	\$ 65,838.50	\$ 1,481.74
Due from State Aid				
Regular Maintenance	-	3,161,214.00	3,161,214.00	-
Regular Construction	309,054.25	6,533,798.28	6,799,007.88	43,844.65
Municipal Maintenance	\$ 18,890.07	\$ 221,152.00	\$ 225,389.40	14,652.67
Municipal Construction	35,000.00	1,101,440.40	1,072,823.91	63,616.49
Federal	-	1,723,079.02	1,714,287.00	8,792.02
LRIP/AT Fund	\$ -	\$ 500,000.00	\$ 475,000.00	25,000.00
State Bond for Other Locals	0.00	172,243.30	172,243.30	-
Due from Other-Local Const.	0.00	2,385,606.18	2,385,606.18	-
Total Due from State Aid	\$ 362,944.32	\$ 15,798,533.18	\$ 16,005,571.67	\$ 155,905.83
Due from Intragovernmental				
Unapportioned Nov. & Dec. Tax Collect	31,189.70	36,437.66	31,189.70	36,437.66
Delinquent Taxes	14,109.26	13,001.96	14,109.26	13,001.96
Total Due from Intragovernmental	45,298.96	49,439.62	45,298.96	49,439.62
Total Receivables	521,246.86			327,845.10

**Becker County Highway Department
Town Road Allotment
For the Year Ended December 31, 2025**

TOWNSHIP GAS DISTRIBUTION							
85823.2100	2025 TOWN ROAD ALLOTMENT \$1,006,292.00						
Township	2023 Est. Population	Population Population	Population Population	Miles	Mileage Mileage	Mileage Mileage	Total Total
Atlanta township	107	0.00482	\$ 1,938.57	42.4400	0.03759	\$ 22,693.43	\$ 24,632.00
Audubon township	644	0.02899	\$ 11,667.68	36.9300	0.03271	\$ 19,747.13	\$ 31,414.81
Burlington township	1640	0.07382	\$ 29,712.72	42.9470	0.03803	\$ 22,964.53	\$ 52,677.26
Callaway township	305	0.01373	\$ 5,525.84	27.1700	0.02406	\$ 14,528.29	\$ 20,054.13
Carsonville township	242	0.01089	\$ 4,384.44	19.4000	0.01718	\$ 10,373.53	\$ 14,757.97
Cormorant township	1389	0.06252	\$ 25,165.23	46.9140	0.04155	\$ 25,085.76	\$ 50,250.99
Cuba township	297	0.01337	\$ 5,380.90	36.8650	0.03265	\$ 19,712.38	\$ 25,093.28
Detroit township	1948	0.08768	\$ 35,292.92	44.8130	0.03969	\$ 23,962.32	\$ 59,255.23
Eagle View township	177	0.00797	\$ 3,206.80	9.1200	0.00808	\$ 4,876.63	\$ 8,083.43
Erie township	1717	0.07728	\$ 31,107.77	37.5800	0.03328	\$ 20,094.70	\$ 51,202.47
Evergreen township	400	0.01800	\$ 7,247.01	24.0800	0.02133	\$ 12,876.01	\$ 20,123.01
Forest township	175	0.00788	\$ 3,170.56	13.1680	0.01166	\$ 7,041.17	\$ 10,211.73
Green Valley township	366	0.01647	\$ 6,631.01	35.4090	0.03136	\$ 18,933.83	\$ 25,564.84
Hamden township	218	0.00981	\$ 3,949.62	36.1800	0.03204	\$ 19,346.10	\$ 23,295.71
Height of Land township	680	0.03061	\$ 12,319.91	42.9060	0.03800	\$ 22,942.61	\$ 35,262.52
Holmesville township	561	0.02525	\$ 10,163.93	29.5960	0.02621	\$ 15,825.51	\$ 25,989.44
Lake Eunice township	1752	0.07886	\$ 31,741.88	58.1100	0.05146	\$ 31,072.46	\$ 62,814.35
Lake Park township	540	0.02431	\$ 9,783.46	29.4050	0.02604	\$ 15,723.38	\$ 25,506.84
Lake View township	1817	0.08178	\$ 32,919.52	57.1840	0.05064	\$ 30,577.31	\$ 63,496.84
Maple Grove township	476	0.02143	\$ 8,623.94	12.4260	0.01100	\$ 6,644.41	\$ 15,268.34
Osage township	895	0.04028	\$ 16,215.17	33.8550	0.02998	\$ 18,102.88	\$ 34,318.05
Pine Point township	323	0.01454	\$ 5,851.96	19.5560	0.01732	\$ 10,456.94	\$ 16,308.90
Riceville township	120	0.00540	\$ 2,174.10	28.0450	0.02484	\$ 14,996.17	\$ 17,170.27
Richwood township	647	0.02912	\$ 11,722.03	39.2300	0.03474	\$ 20,976.99	\$ 32,699.02
Round Lake township	240	0.01080	\$ 4,348.20	22.0720	0.01955	\$ 11,802.30	\$ 16,150.50
Runeberg township	652	0.02935	\$ 11,812.62	33.3860	0.02957	\$ 17,852.09	\$ 29,664.71
Savannah township	199	0.00896	\$ 3,605.39	20.3340	0.01801	\$ 10,872.96	\$ 14,478.34
Shell Lake township	302	0.01359	\$ 5,471.49	21.6030	0.01913	\$ 11,551.51	\$ 17,023.00
Silver Leaf township	511	0.02300	\$ 9,258.05	18.7700	0.01662	\$ 10,036.66	\$ 19,294.71
Spring Creek township	101	0.00455	\$ 1,829.87	30.0000	0.02657	\$ 16,041.54	\$ 17,871.41
Spruce Grove township	416	0.01872	\$ 7,536.89	34.6690	0.03070	\$ 18,538.14	\$ 26,075.02
Sugar Bush township	545	0.02453	\$ 9,874.04	21.3000	0.01886	\$ 11,389.49	\$ 21,263.54
Toad Lake township	484	0.02179	\$ 8,768.88	23.6170	0.02092	\$ 12,628.43	\$ 21,397.31
Two Inlets township	206	0.00927	\$ 3,732.21	16.1000	0.01426	\$ 8,608.96	\$ 12,341.17
Walworth township	93	0.00419	\$ 1,684.93	42.4800	0.03762	\$ 22,714.82	\$ 24,399.75
White Earth township	760	0.03421	\$ 13,769.31	23.1470	0.02050	\$ 12,377.12	\$ 26,146.43
Wolf Lake township	272	0.01224	\$ 4,927.96	18.3400	0.01624	\$ 9,806.73	\$ 14,734.69
	22,217.00		\$ 402,516.80	1,129.147		\$ 603,775.20	\$ 1,006,292.00
Population Distribution Base (40%):			\$ 402,516.80				
Mileage Distribution Base (60%):			\$ 603,775.20				
Total Base Distribution			1,006,292.00				

**Becker County Highway Department
Inventory
For the Year Ended December 31, 2025**

Motor Fuels, Fluids, Oil and Grease	31,026.30
Field Materials and Supplies	505,092.43
Aggregate Materials	152,867.90
Total Inventory and Supplies	<u>\$ 688,986.63</u>

**Becker County Highway Department
Accounts Payable
For the Year Ended December 31, 2025**

Vendor Name	Admin.	Const.	Maint.	Equipment Maint & Shop	Total Vendor
ALBRIGHT, BRETT			199.95		\$199.95
A-OX WELDING SUPPLY			24.68	32.17	\$56.85
ARVIG COMMUNICATION SYSTEMS	647.15				\$647.15
AUTO VALUE				658.22	\$658.22
AVENU	618.45				\$618.45
BEAUDRY OIL & PROPANE CO			22,228.74		\$22,228.74
BECKER CO AUDITOR-TREASURER	1,545.86	771.38	25.00	2,823.94	\$5,166.18
BECKER CO ENVIRONMENTAL SERVICE				335.03	\$335.03
CAPITAL ONE COMMERCIAL			28.90	9.37	\$38.27
CARGILL, INC			46,817.79		\$46,817.79
CENTRAL NETWORK RETAIL GROUP				263.73	\$263.73
CINTAS				251.70	\$251.70
ERNEST C. ANDERSON GRAVEL, INC			7,454.43		\$7,454.43
EVCO PETROLEUM PRODUCTS INC			700.44	919.05	\$1,619.49
FORCE AMERICA, INC				184.28	\$184.28
FRONTIER PRECISION, INC				165.00	\$165.00
GROTH GRAVEL & GRADING, LLC			5,157.75		\$5,157.75
GUSTNER CONSTRUCTION, LLC			2,432.25		\$2,432.25
HENDRICKS ROAD MAINTENANCE			4,115.25		\$4,115.25
ITASCA-MANTRAP COOP ELECTRICAL ASSN			572.00	1,507.04	\$2,079.04
JACOBSON, JONA			523.67		\$523.67
KAMCO, INC		89,904.26			\$89,904.26
L & M FLEET SUPPLY INC.				150.38	\$150.38
LAKE PARK CITY		9,565.00			\$9,565.00
LAKE PARK PUBLIC UTILITIES				906.17	\$906.17
LAKE REGION ELECTRIC COOPERATIVE			648.29		\$648.29
LAKES COMMUNITY COOPERATIVE				3,877.50	\$3,877.50
LAWSON PRODUCTS, INC.				712.40	\$712.40
M & W SERVICE CENTER				470.01	\$470.01
MARK'S ELECTRIC, INC		9,768.89			\$9,768.89
MENAHGA CONCRETE PRODUCTS, INC			3,489.15		\$3,489.15
MINNESOTA DEPT OF LABOR & INDUSTRY				25.00	\$25.00
MINNESOTA ENERGY RESOURCES				3,722.41	\$3,722.41
MOORE ENGINEERING, INC		53,441.25			\$53,441.25
M-R SIGN CO INC.			887.78		\$887.78
NAPA CENTRAL				51.96	\$51.96
NORTH CENTRAL INTERNATIONAL, LLC				(41.13)	(\$41.13)
OTTERTAIL POWER COMPANY			42.12	30.66	\$72.78
PROJECTS UNLIMITED			1,748.00		\$1,748.00
QUILL CORPORATION	133.57				\$133.57
RDO TRUCK CENTER CO.				436.80	\$436.80
REEDSBURG HARDWARE				498.15	\$498.15
SOURCE ONE SUPPLY, INC.				318.22	\$318.22
SWANSTON EQUIPMENT COMPANY				1,069.20	\$1,069.20
THELEN'S EXCAVATING INC			3,550.00		\$3,550.00
VERIZON WIRELESS	315.28				\$315.28
WILD RICE ELECTRICAL CO-OP			729.39		\$729.39
Total Accounts Payable	\$ 3,260.31	\$ 163,450.78	\$ 101,375.58	\$ 19,377.26	\$287,463.93
Salaries Payable	Admin.	Road Const.	Road Maint.	Shop Equip.	Total
Wages Payable	\$ 21,467.19	\$ 24,006.28	\$ 64,362.82	\$ 15,016.32	\$124,852.61
Vacation Payable	\$ 20,208.72	\$ 29,723.37	\$ 71,479.06	\$ 12,657.76	\$134,068.91
Sick Leave Payable	37,450.55	50,544.90	107,221.31	4,716.49	\$199,933.25
Comp Time Payable	95.46	8,583.19	17,506.74	1,214.23	\$27,399.62
Total Salaries Payable	79,221.92	112,857.74	260,569.93	33,604.80	\$486,254.39
Contracts Payable	CSAH Regular	CSAH Municipal	Other Projects	Transit SMART Project	
003-607-027	75,554.06				\$75,554.06
003-880-005	31,348.83				\$31,348.83
003-070-018			\$ 9,768.89		\$9,768.89
003-070-017 (088-070-077)			89,904.26		\$89,904.26
8T252-Heartland Trail			35,864.70		\$35,864.70
Total Contracts Payable	\$ 106,902.89	\$ -	\$ 135,537.85	\$ -	\$242,440.74

**BECKER COUNTY HIGHWAY
FIXED ASSETS
AS OF DECEMBER 31, 2025**

CONST	Code	Description	Acq Dt.	Est. Life	Original Cost	Status	Beg Bal	Capital Imprv	Equip Rental	Cost Added	Yrly Depr	Ending Bal	Adj to Equalize Depr	
	5002	1995 MAGNETIC LOCATOR	12/1/1995	1	787.64	Active	.00	.00	.00	.00	.00	.00	.00	
	5004	2014 R10 TRIMBLE SURVEY GPS	12/15/2014	20	32,822.00	Active	16,274.19	.00	2,035.00	618.39	1,641.09	14,633.10	-224.48	
	5008	2021 S7 TRIMBLE SURVEY TOTAL	2/23/2021	20	31,038.08	Active	24,959.80	.00	20.00	1,992.00	1,551.90	23,407.90	-3,523.90	
	5009	TRIMBLE R980 MODEL 50	2/26/2025	10	41,182.30	New	41,182.30	41,182.30	4,495.00	.00	7,550.09	74,814.51	-3,055.09	
	MAINT													
	0080	COMBINED STIHL QUICK CUT	10/28/1996	3	722.65	Active	.00	.00	20.00	18.86	.00	.00	1.14	
	0082	CHAINSAWS COMBINED	11/30/2002	3	2,175.07	Active	.00	.00	6,562.50	1,886.72	.00	.00	4,675.78	
	0095	HAND HELD BLOWERS	7/15/1998	3	527.85	Active	.00	.00	220.00	.00	.00	.00	220.00	
	0107	WEED EATERS-MOWERS	6/25/2003	1	1,519.90	Active	.00	.00	140.00	.00	.00	.00	140.00	
	0113	WATER PUMPS - COMBINED	9/17/1993	5	901.95	Active	.00	.00	.00	.00	.00	.00	.00	
	0141	TAMPERS - COMBINED	6/20/1991	5	4,385.25	Active	.00	.00	22.50	.00	.00	.00	22.50	
	0142	PLATE COMPACTOR	5/1/2017	0	1,795.00	Active	.00	.00	.00	.00	.00	.00	.00	
	0238	CRAFCO ROUTER	3/1/2017	10	15,624.00	Active	.00	.00	192.50	92.06	.00	.00	100.44	
	0240	1996 STOW CONCRETE SAW	4/24/1996	5	1,874.40	Active	.00	.00	.00	.00	.00	.00	.00	
	0241	BRADCO BRUSH HOG	4/8/2015	8	9,822.50	Active	.00	.00	920.00	1,885.89	.00	.00	-965.89	
	0243	SCHULTE FX ROTARY PULL	6/17/2015	8	14,944.72	Active	.00	.00	320.00	8,289.93	.00	.00	-7,969.93	
	0245	1995 WHEEL RUBBER ROLLER	8/10/2015	10	3,000.00	Active	.00	.00	4,000.00	390.57	.00	.00	3,609.43	
	0246	LEGEND GRAPPLE FORK	9/24/2018	0	2,450.00	Active	.00	.00	412.50	1,689.54	.00	.00	-1,277.04	
	0248	2020 SCHULTE RDX 117 BLOWER	2/19/2021	8	18,515.50	Active	9,450.61	.00	2,222.50	57.57	2,314.44	7,136.17	-149.51	
	0249	2021 SULLAIR 185 COMPRESSOR	3/21/2021	5	22,950.00	Active	5,355.00	.00	4,200.00	2,185.64	4,590.00	765.00	-2,575.64	
	0251	2023 SCHULTE SDX-102 BLOWER	11/7/2023	8	16,576.20	Active	.00	.00	80.00	57.57	.00	.00	22.43	
	0252	2023 ARCTIC 14' HD SNOW	1/4/2024	10	18,008.79	Active	16,207.91	.00	10.00	.00	1,800.88	14,407.03	-1,790.88	
	0253	2024 FECON MULCHING HEAD	1/16/2024	5	39,900.00	Active	31,920.00	.00	12,757.50	1,828.51	7,980.00	23,940.00	2,948.99	
	0301	PORTABLE RADIOS - COMBINED	2/14/1992	3	8,060.96	Active	.00	.00	.00	.00	.00	.00	.00	
	0530	2016 TRAILER - DCT	10/7/2015	5	5,975.00	Active	.00	.00	6,110.00	418.44	.00	.00	5,691.56	
	0534	2022 TOWMASTER T-24 TRAILER	3/24/2022	10	22,950.00	Active	16,447.50	.00	7,095.00	508.08	2,295.00	14,152.50	4,291.92	
	4050	LANDFILL EXCAVATOR	10/1/2017	0	.00	Active	.00	.00	1,170.00	.00	.00	.00	1,170.00	
	MAJOR													
	0025	2008 INTL 9200I	9/26/2014	8	49,464.50	Active	.00	.00	9,918.75	7,211.53	.00	.00	2,707.22	
	0060	1994 CASE TRACTOR LOADER	4/18/1995	10	27,589.89	Active	.00	.00	100.00	628.93	.00	.00	-528.93	
	0065	2002 NEW HOLLAND TRACTOR	7/1/2002	10	77,205.00	Active	.00	.00	10,937.50	24,518.29	.00	.00	-13,580.79	
	0066	2008 CATERPILLAR FORK LIFT	4/30/2011	7	19,558.13	Active	.00	.00	.00	2,883.18	.00	.00	-2,883.18	
	0201	2009 CULVERT JETTER	3/13/2009	8	7,378.21	Active	.00	.00	.00	376.44	.00	.00	-376.44	
	0202	2011 CULVERT JETTER	3/1/2011	8	9,080.35	Active	.00	.00	2,050.00	222.18	.00	.00	1,827.82	
	0206	2003 SHOULDERING DISC	6/13/2003	5	3,900.00	Active	.00	.00	.00	580.70	.00	.00	-580.70	
	0207	1959 SHOULDERING MACHINE	4/1/1959	10	790.00	Active	.00	.00	3,300.00	1,593.96	.00	.00	1,705.04	
	0220	2007 ETNRE FWD	7/17/2012	5	157,961.25	Active	.00	.00	9,923.75	8,349.64	.00	.00	1,574.11	
	0224	2017 CRAFCO PATCHER	8/22/2024	8	7,145.00	Active	.00	.00	8,275.00	4,198.66	.00	.00	4,076.34	
	0224	1983 ROLLER - INGERALL RAND	10/20/1983	10	13,100.00	Active	.00	.00	.00	.00	.00	.00	.00	
	0225	2022 CIMLINE M2 MELTER	1/24/2023	8	42,900.00	Active	32,175.00	.00	11,462.50	4,648.20	5,362.50	26,812.50	1,451.80	

BECKER COUNTY HIGHWAY
FIXED ASSETS
AS OF DECEMBER 31, 2025

0227	2008 INGERSOLL RAND ROLLER	8/8/2017	10	33,900.00	Active	8,757.50	.00	5,687.50	3,038.95	3,390.00	5,367.50	-741.45
0230	2012 FALCON RME PATCH	4/24/2012	10	34,342.31	Active	.00	.00	5,320.00	7,888.69	.00	.00	-2,568.69
0236	2014 CIMLINE ROUTER	3/7/2014	8	8,900.00	Active	.00	.00	245.00	.00	.00	.00	245.00
0242	RENTAL EQUIPMENT	1/1/2002	0	.00	Active	.00	.00	244.25	3,273.24	.00	.00	-3,028.99
0244	2004 ROSCO RA 2000 VELOCITY	8/5/2015	5	8,500.00	Active	.00	.00	.00	.00	.00	.00	.00
0247	SCHULTE YH 1500 MOWER	6/2/2020	8	46,028.10	Active	19,657.84	.00	20,590.00	8,965.94	5,753.51	13,904.33	5,870.55
0250	2022 RAIKO ICE BREAKER	5/27/2022	5	38,720.00	Active	18,069.33	.00	575.00	100.96	7,744.00	10,325.33	-7,269.96
0506	2007 CASE 621D WHEEL LOADER	3/15/2004	10	87,579.57	Active	.00	.00	5,242.50	3,109.13	.00	.00	2,133.37
0507	2001 JD310 BACKHOE LOADER	4/12/2002	10	39,884.25	Active	.00	.00	4,927.50	9,031.41	.00	.00	-4,103.91
0509	2014 JD 644K LOADER	5/23/2014	10	132,560.00	Active	.00	.00	7,200.00	7,016.28	.00	.00	183.72
0511	2012 ASPEN 200 XP BRUSH	2/22/2012	8	25,756.88	Active	.00	.00	19,025.00	12,735.43	.00	.00	6,289.57
0512	2017 JOHN DEERE 672G MOTOR	6/14/2017	25	237,502.00	Active	165,460.03	.00	17,500.00	7,011.89	9,500.04	155,959.99	988.07
0518	BLAKHAWK LOWBOY TRAILER	4/3/2018	5	45,637.29	Active	.00	.00	1,800.00	785.87	.00	.00	1,014.13
0523	2018 PUP TRAILER - MIDLAND	4/4/2018	5	36,706.48	Active	.00	.00	1,987.50	2,095.84	.00	.00	-108.34
0527	2013 ROAD SWEEPER	3/28/2013	10	40,426.54	Sold	.00	.00	.00	156.49	.00	.00	-156.49
0528	2019 JOHN DEERE 50G	3/13/2019	10	56,733.22	Active	23,638.85	.00	20,512.50	1,452.46	5,673.32	17,965.53	13,386.72
0529	CASE 621G WHEEL LOADER	11/13/2019	12	141,667.14	Active	89,671.54	.00	4,550.00	1,491.67	11,805.60	68,865.94	-8,747.27
0531	2011 RWAY BELLY DUMP	1/1/2017	8	24,037.00	Active	.00	.00	3,900.00	897.61	.00	.00	3,002.39
0532	2020 CASE MAXXUM 150	2/19/2021	5	140,572.90	Active	30,457.46	.00	37,066.25	8,290.15	28,114.58	2,342.88	661.52
0535	2023 JD 333G SKIDSTEER	10/25/2022	8	87,599.99	Active	62,962.49	.00	41,756.25	19,309.34	10,950.00	52,012.49	11,496.91
0536	2007 L190 NEW HOLLAND	9/30/2024	10	.00	Active	.00	.00	8,347.50	12,470.48	.00	.00	-4,122.98
0537	2025 BROCE BROOM SWEEPER	4/1/2025	10	101,000.00	New	.00	.00	17,412.50	22,647.58	.00	.00	-5,235.08
SHOP												
0101	SCRUBBER B250 R BP 2SB RIDER	4/11/2023	10	44,964.80	Active	37,095.96	.00	80.00	1,654.62	4,496.48	32,599.48	-6,071.10
0121	TIRE BALANCER/CONE SET	6/30/2006	10	4,344.73	Active	.00	.00	.00	.00	.00	.00	.00
0203	PRESSURE WASHER-STEAMER	2/10/2023	5	7,150.00	Active	4,409.17	.00	1,008.75	312.99	1,430.00	2,979.17	-734.24
0223	HE HYDRO PRESSURE WASHER	2/18/2025	5	6,865.00	New	6,865.00	.00	75.00	2,394.50	1,258.58	5,606.42	-3,578.08
0500	SHOP EQUIPMENT-COMBINED	1/1/2006	50	29,041.17	Active	.00	.00	.00	3,691.23	.00	.00	-3,691.23
SYSTEM												
5268	GASBOY CARD FUEL SYSTEM	3/8/1988	0	51,875.44	Active	.00	.00	.00	1,181.12	.00	.00	-1,181.12
5422	RADIO SYSTEM UPGRADE	7/15/2007	5	46,775.63	Active	.00	.00	.00	.00	.00	.00	.00
TANDEM												
0013	TANDEM TRUCK - 2012 INTL	8/17/2011	8	185,088.34	Sold	.00	.00	23,512.50	4,874.67	.00	.00	18,637.83
0024	TANDEM TRUCK - 2015	6/3/2014	10	176,433.00	Active	.00	.00	16,458.75	42,975.86	.00	.00	-26,517.11
0026	TANDEM TRUCK - 2016 IH 7600	7/1/2015	8	65,565.00	Active	.00	.00	40,303.75	45,927.64	.00	.00	-5,623.89
0027	TANDEM TRUCK - 2017	5/1/2016	8	110,476.00	Active	.00	.00	56,881.25	79,180.94	.00	.00	-22,299.69
0028	TANDEM TRUCK - 2018 MACK	3/16/2017	8	204,446.89	Active	4,258.85	.00	43,106.25	62,790.65	4,258.85	.00	-23,943.25
0029	TANDEM TRUCK - 2018 MACK	3/16/2017	8	238,526.89	Active	4,968.85	.00	63,958.75	54,554.13	4,968.85	.00	4,435.77
0030	TANDEM TRUCK - 2018 MACK	6/29/2018	8	219,575.11	Active	38,883.08	.00	46,122.50	87,466.55	27,446.89	11,436.19	-68,790.94
0031	TANDEM TRUCK - 2019 MACK	2/12/2019	8	222,290.68	Active	-7,887.93	.00	64,861.25	69,619.80	-3,786.21	-4,101.72	-972.34
0032	TANDEM TRUCK - 2020 MACK	7/29/2020	10	252,188.22	Active	142,906.67	.00	86,260.00	28,834.64	25,218.82	117,687.85	32,206.54
0033	TANDEM TRUCK - 2022 MACK	6/14/2021	10	251,940.00	Active	161,661.50	.00	77,211.25	37,980.52	25,194.00	136,467.50	14,036.73
0034	TANDEM TRUCK - 2023 MACK	5/17/2022	10	264,373.55	Active	193,873.19	.00	49,067.50	40,848.23	26,437.26	167,435.93	-18,217.99
0035	TANDEM TRUCK - 2024 MACK	10/31/2023	8	308,042.80	Active	259,974.39	.00	54,270.00	24,520.17	38,514.73	221,459.66	-8,764.90
0036	TANDEM TRUCK - 2025 MACK	8/19/2024	10	330,859.09	Active	317,073.29	.00	56,250.00	34,556.70	33,085.91	283,987.38	-11,392.61
0037	TANDEM TRUCK - 2025 VOLVO	6/16/2025	10	325,110.00	New	.00	.00	13,545.00	22,308.57	.00	.00	-8,763.57

**BECKER COUNTY, MINNESOTA, HIGHWAY DEPARTMENT
LAND AND BUILDINGS**

Year Ended December 31, 2025

Assumed 40 year life on all buildings:20 year life on all building improvements over \$25,000: land value not depreciated.

BUILDING DESCRIPTION	DATE* ACQUIRED	ORIGINAL COST	PURCHASE VALUE	2025 CAPITAL BETTERMENTS	ACCUMULATED DEPRECIATION 12/31/2025	ENDING ACCUMULATED VALUE
DETROIT LAKES						
SHOP 9	1987	77,618.66	77,618.66	0.00	69,856.85	7,761.81
Storage Buildings & Land - State Highway #59						
SHOP 10	1996	118,595.00	118,595.00	0.00	85,969.46	32,625.55
Coop Salt Shed owned with MN/Dot & the City of Detroit Lakes						
SHOP 12	2024	14,223,701.23	14,223,701.23	0.00	711,185.06	13,512,516.17
Public Works Facility - 1771 N Tower Road, Detroit Lakes, MN 56501						
OUT SHOPS						
SHOP 2	1958	10,711.00	10,711.00	0.00	* 10,711.00	0.00
Shop, Storage Building, & Land - Lake Park, MN						
SHOP 4	1956	47,795.95	47,795.95	0.00	47,795.95	0.00
Shop, Storage Building, & Land - Ponsford, MN						
SHOP 8	2010	116,631.47	116,631.47	0.00	43,735.85	72,895.62
Shop, Storage Building, & Land - Osage, MN						
LAND						
SHOP 2 - Lake Park Site		1,000.00	1,000.00			1,000.00
SHOP 4 - Ponsford Site		600.00	600.00			600.00
SHOP 9 - Highway 59 Site		12,988.00	12,988.00			12,988.00
NEW SHOP 12 - Public works Facility		210,205.16	210,205.16			210,205.16
ROUNA PROPERTY	1994	94,800.00	94,800.00			94,800.00
Land Only - Wetland Restoration						
KARKINEN PROPERTY	2004	20,000.00	20,000.00			20,000.00
Land Only - Gravel Pit						
VALUE OF LAND AND BUILDINGS			14,934,646.47	0.00	969,254.16	13,965,392.31

**Becker County Highway Department
Statement of Revenues Expenditures
For the Year Ended December 31, 2025**

	Total Cash Receipts	PRIOR Year receivable	Current Year receivable	Transfers/ Adjustments	Modified Accrual Balance
Revenues					
Taxes					
Property Taxes - Current	\$ 2,344,632.90	\$ 31,189.70	\$ 36,437.66	\$ -	\$ 2,349,880.86
Property Taxes - Delinquent	29,592.77	14,109.26	13,001.96	1,107.30	\$ 29,592.77
Mobile Homes - Current	4,436.27	-	-	-	\$ 4,436.27
Mobile Homes - Delinquent	1,147.88	-	-	-	\$ 1,147.88
Gravel Tax	122,398.63	-	-	-	\$ 122,398.63
Federal - In Lieu of Taxes	4,631.97	-	-	-	\$ 4,631.97
State - In Lieu of Taxes	2,690.39	-	-	-	\$ 2,690.39
Miscellaneous - In Lieu of Taxes	3,961.88	-	-	-	\$ 3,961.88
MV Credit	27,146.24	-	-	-	\$ 27,146.24
Disparity Aid	64.00	-	-	-	\$ 64.00
Property Taxes Current & Delinquent	\$ 2,540,702.93	\$ 45,298.96	\$ 49,439.62	\$ 1,107.30	\$ 2,545,950.89
Intergovernmental Revenue					
Transit Sales & Use Tax	3,856,439.03	-	-	-	3,856,439.03
State Aid - Regular Maintenance	3,161,214.00	-	-	1.28	3,161,215.28
State Aid - Regular Construction	6,799,007.88	309,054.25	43,844.65	4,466,342.90	11,000,141.18
State Aid - Municipal Maintenance	118,409.75	18,890.07	14,652.67	(1.28)	114,171.07
State Aid - Municipal Construction	1,072,823.91	35,000.00	63,616.49	7,238.19	1,108,678.59
State Grant-LRIP/AT Fund	647,243.30	-	25,000.00	-	672,243.30
Federal - DCP	1,714,287.00	-	8,792.02	0.03	1,723,079.05
Federal-NonDCP	29,644.27	-	-	-	29,644.27
Local Construction	2,385,606.18	-	-	134.32	2,385,740.50
100-Bridges & Sign Acct	6,846.00	-	-	-	6,846.00
Total Intergovernmental Revenue	\$ 19,791,521.32	\$ 362,944.32	\$ 155,905.83	\$ 4,473,715.44	\$ 24,058,198.27
Fees for Services and Materials					
Becker County - Other Funds	\$ 340,792.69	\$ 39,920.52	\$ 51,984.65	\$ -	\$ 352,856.82
Townships	330,470.59	1,011.54	15,668.86	-	\$ 345,127.91
Municipalities	393,460.53	54,114.79	53,014.76	-	\$ 392,360.50
Other Government Units	16,198.04	234.30	349.64	-	\$ 16,313.38
Individuals / Others	65,838.50	4,049.80	1,481.74	-	\$ 63,270.44
Total Fees for Services and Materials	\$ 1,146,760.35	\$ 99,330.95	\$ 122,499.65	\$ -	\$ 1,169,929.05
Miscellaneous Revenue					
Interest on Investments	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and Permits	15,500.00	-	-	-	\$ 15,500.00
Sale of Materials	79,599.01	-	-	-	\$ 79,599.01
Miscellaneous Revenue	-	-	-	-	\$ -
Total Miscellaneous Revenue	\$ 95,099.01	\$ -	\$ -	\$ -	\$ 95,099.01
Other Financing Services					
Refunds and Reimbursements	\$ 55,772.53	\$ -	\$ -	\$ -	\$ 55,772.53
Transfers In	460,000.00	-	-	-	\$ 460,000.00
Total Other Financing Services	\$ 515,772.53	\$ -	\$ -	\$ -	\$ 515,772.53
Total Revenues	\$ 24,089,856.14	\$ 507,574.23	\$ 327,845.10	\$ 4,474,822.74	\$ 28,384,949.75

**Becker County Highway Department
Statement of Revenues Expenditures
For the Year Ended December 31, 2025**

	Total Cash Disbursements	PRIOR Year Payables	Current Year Payables	Transfers/ Adjustments	Modified Accrual Balance
Expenditures					
Administration - 310					
Personal Services	\$ 411,701.74	\$ 74,422.32	\$ 79,221.92	\$ -	\$ 416,501.34
Other Services and Charges	35,656.09	-	-	-	35,656.09
Supplies	5,690.53	3,546.29	3,260.31	-	5,404.55
Capital Outlay	-	-	-	-	-
Total Administration	\$ 453,048.36	\$ 77,968.61	\$ 82,482.23	\$ -	\$ 457,561.98
Engineering and Construction - 320/321					
Personal Services	\$ 479,591.72	\$ 104,254.59	\$ 112,857.74	\$ -	\$ 488,194.87
Other Services and Charges	512,966.62	-	-	-	512,966.62
Supplies	3,111.53	2,852.50	163,450.78	-	163,709.81
Contract Payments	13,188,887.06	368,805.68	242,440.74	(165.72)	13,062,356.40
Right of Way	35,247.00	-	-	-	35,247.00
Capital Outlay	43,171.30	-	-	-	43,171.30
BSIA-Rev/Disb	450.00	-	-	-	450.00
Total Engineering and Construction	\$ 14,263,425.23	\$ 475,912.77	\$ 518,749.26	\$ (165.72)	\$ 14,306,096.00
Highway Maintenance - 330					
Personal Services	\$ 1,364,783.72	\$ 228,933.62	\$ 260,569.93	\$ -	\$ 1,396,420.03
Other Services and Charges	192,117.33	-	-	-	192,117.33
Supplies	1,958,980.11	60,908.57	101,375.58	-	1,999,447.12
Maintenance Contracts	608,505.58	-	-	-	608,505.58
Capital Outlay	-	-	-	-	-
Total Highway Maintenance	\$ 4,124,386.74	\$ 289,842.19	\$ 361,945.51	\$ -	\$ 4,196,490.06
Equipment and Shop - 340					
Personal Services	\$ 287,785.01	\$ 28,726.55	\$ 33,604.80	\$ -	\$ 292,663.26
Other Services and Charges	150,522.17	-	-	-	150,522.17
Supplies	954,314.65	49,234.81	19,377.26	-	924,457.10
Capital Outlay	451,799.21	-	-	-	451,799.21
Total Equipment and Shop	\$ 1,844,421.04	\$ 77,961.36	\$ 52,982.06	\$ -	\$ 1,819,441.74
Unallocated General Expenses					
Workmens Comp Insurance	\$ 41,200.00	\$ -	\$ -	\$ -	\$ 41,200.00
Minnesota UC Fund	-	-	-	-	-
Liability Insurance	89,755.09	-	-	-	89,755.09
Total Unallocated General Expenses	\$ 130,955.09	\$ -	\$ -	\$ -	\$ 130,955.09
Total Expenditures	\$ 20,816,236.46	\$ 921,684.93	\$ 1,016,159.06	\$ (165.72)	\$ 20,910,544.87

**Becker County Highway Department
Statement of Revenues Expenditures
For the Year Ended December 31, 2025**

<u>Year-End Cash Reconciliation - HWY</u>	
Beginning Cash 01-01-2025	\$ (3,270,618.05)
Plus Receipts	24,089,856.14
Minus Disbursements	20,816,236.46
Ending Cash 12-31-2025	\$ 3,001.63

<u>Year-End Fund Balance Reconciliation</u>	
Beginning Fund Balance 01-01-2025	(6,751,920.49)
Plus Revenues	28,384,949.75
Minus Expenditures	20,910,544.87
Adjustments	-
Ending Fund Balance 12-31-2025	\$ 722,484.39

Becker County Highway Department
 Summary of Road Maintenance
 For the Year Ended December 31, 2025

BECKER COUNTY ACCOUNT - DESCRIPTION	CSAH REGULAR		CSAH MUNICIPAL		COUNTY ROADS	
	COST	COST/MILE	COST	COST/MILE	COST	COST/MILE
11-0000 ROUTINE MAINTENANCE	2,363,406.28	5,048.72	55,419.62	5,140.97	858,745.70	4,556.89
12-0000 REPAIRS AND REPLACEMENTS	329,006.04	702.82	3,902.71	362.03	271,512.11	1,440.76
13-0000 BETTERMENTS	653,375.94	1,395.74	46,008.18	4,267.92	83,414.04	442.63
14-0000 SPECIAL WORK	35,472.67	75.78	1,477.54	137.06	69,240.94	367.42
ALLOCATED EXPENSE	3,381,260.93	7,223.06	106,808.05	9,907.98	1,282,912.79	6,807.71
UNALLOCATED EXPENSE	202,526.97	432.64	4,736.45	439.37	85,109.86	451.63
ADJ TO EQUALIZE DEPR	112,310.52	239.92	2,626.58	243.65	47,197.33	250.45
TOTAL EXPENSE	3,696,098.42	7,895.62	114,171.07	10,591.00	1,415,219.98	7,509.79
TOTAL NO. OF MILES	468.1200		10.7800		188.4500	
PRORATION PERCENT	69.270%		1.620%		29.110%	

Becker County Highway Department
 Detail of Road Maintenance
 For the Year Ended December 31, 2025

MAINTENANCE TYPE	CSAH REGULAR	CSAH REG COST/MI	CSAH MUNICIPAL	CSAH MUNI COST/MI	COUNTY ROADS	COUNTY RDS COST/MI
ROUTINE MAINTENANCE						
SMOOTHING SURFACE	MA1 137,319.59	293.34	345.09	32.01	418,577.21	2,221.16
MINOR SURFACE REPAIR	MA2 430,661.34	919.98	24,152.59	2,240.50	39,093.47	207.45
CLEANING CULVERTS AND DITCHES	MA3 45,418.26	97.02	854.50	79.27	21,690.85	115.10
BRUSH AND WEED CONTROL	MA4 398,019.11	850.25	2,970.58	275.56	149,409.97	792.84
SNOW AND ICE REMOVAL	MA5 928,599.18	1,983.68	19,516.93	1,810.48	139,102.92	738.14
TRAFFIC SERVICES	MA6 423,151.03	903.94	7,577.75	702.95	90,797.01	481.81
	2,363,406.28	5,048.72	55,419.62	5,140.77	858,745.70	4,556.89
REPAIRS AND REPLACEMENTS						
RESHAPING	MB1 11,513.88	24.60	53.14	4.93	7,296.55	38.72
RESURFACING	MB2 305,786.05	653.22	2,288.05	212.25	242,402.21	1,286.29
CULVERTS, BRIDGES, GUARD RAILS	MB3 9,453.00	20.19	1,561.52	144.85	14,132.76	74.99
WASHOUTS-SPRING THAW	MB4 432.54	.92	.00	.00	6,871.81	36.46
STORM CLEAN-UP	MB5 1,820.57	3.89	.00	.00	808.78	4.29
	329,006.04	702.82	3,902.71	362.03	271,512.11	1,440.76
BETTERMENTS						
NEW CULVERTS, RAILS, OR TILING	MC1 17,899.13	38.24	70.72	6.56	6,489.19	34.43
SEEDING AND SODDING	MC3 292.96	.63	2.78	.26	397.76	2.11
BITUMINOUS TREATMENT	MC4 635,183.85	1,356.88	45,934.68	4,261.10	76,527.09	406.09
	653,375.94	1,395.74	46,008.18	4,267.92	83,414.04	442.63
SPECIAL WORK						
ROAD TESTS	MD1 4,761.87	10.17	10.62	.99	.00	.00
SURFACE TREATMENTS	MD2 27,683.79	59.14	1,466.92	136.08	67,673.24	359.10
SPECIAL ROAD REPAIRS	MD3 2,545.01	5.44	.00	.00	1,479.70	7.85
COUNTY DITCH REPAIRS	482.00	1.03	.00	.00	88.00	.47
	35,472.67	75.78	1,477.54	137.07	69,240.94	367.42
TOTAL EXPENSE	3,381,260.93	7,223.06	106,808.05	9,907.79	1,282,912.79	6,807.70
TOTAL MILES	468.12		10.78		188.45	

Becker County Highway Department

Summary of Construction Costs

For the Year Ended 12/31/2025

County State Aid Highway System - Regular Construction

Project	Contract Payments	Engineering	ROW	Utility Relocation	Force	Other Costs	Total Costs
SAP 003-607-026	\$2,259,540.23	\$93,854.64	\$0.00	\$0.00	\$0.00	\$408.60	\$2,353,803.47
SAP 003-607-027	\$1,511,081.02	\$323,941.45	\$1,432.31	\$0.00	\$0.00	\$0.00	\$1,836,454.78
SAP 003-616-016	\$1,050,840.80	\$29,960.72	\$12,822.62	\$0.00	\$0.00	\$0.00	\$1,093,624.14
SAP 003-622-041	\$208,229.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$208,229.50
SAP 003-626-024	\$1,137,306.86	\$98,291.44	\$0.00	\$0.00	\$0.00	\$0.00	\$1,235,598.30
SAP 003-630-006	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAP 003-630-007	\$41,109.89	\$5,502.56	\$0.00	\$0.00	\$0.00	\$0.00	\$46,612.45
SAP 003-634-020	\$38,189.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,189.00
SAP 003-634-021	\$1,680,548.88	\$82,267.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,762,816.18
SAP 003-635-008	\$1,157,348.22	\$38,158.22	\$0.00	\$0.00	\$0.00	\$0.00	\$1,195,506.44
SAP 003-642-005	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAP 003-647-011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SAP 003-680-005	\$626,976.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$626,976.76
SP 003-070-018	\$195,377.70	\$39,081.31	\$0.00	\$0.00	\$0.00	\$0.00	\$234,459.01
SP 003-070-021	\$45,328.22	\$8,082.59	\$0.00	\$0.00	\$0.00	\$0.00	\$53,410.81
SP 003-622-040	\$0.00	\$0.00	\$23,828.00	\$0.00	\$0.00	\$0.00	\$23,828.00
Construction Total:	\$9,951,876.88	\$719,140.43	\$38,082.93	\$0.00	\$0.00	\$408.60	\$10,709,508.84

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-607-028 **Alternate Project:**

Percent Completed: 100.00% **Length:**

ROAD NUMBER/TWSP: 7

LOCATION: 7 MILES N OF LAKE PARK

DESCRIPTION: AGG SHOULDERING, SHOULDER WIDENING

LETTING DATE: 3 /20/2025 **AWARD DATE:** 4 /1 /2025

CONTRACTOR: DENNIS DREWES INC.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$2,259,540.23	\$2,259,540.23
Construction Engineering:	\$60,831.33	\$61,609.00	\$122,440.33
Project Engineering:	\$58,050.72	\$32,245.64	\$90,296.36
Permanent ROW:	\$1,116.58	\$0.00	\$1,116.58
Temporary ROW:	\$11,842.18	\$0.00	\$11,842.18
Utility Relocaton:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$10,755.43	\$408.60	\$11,164.03
Total Project Costs:	\$142,596.24	\$2,353,803.47	\$2,496,399.71

Funding Sources

Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$142,596.24	\$2,353,803.47	\$2,496,399.71
Total Funding:	\$142,596.24	\$2,353,803.47	\$2,496,399.71

Becker County Highway Department
Statement of Construction Costs
For the Year Ended 12/31/2025

Project: SAP 003-607-027 **Alternate Project:**
Percent Completed: 99.99% **Length:**
ROAD NUMBER/TWSP: 7
LOCATION: TH 10 TO CSAH 9
DESCRIPTION: MILL & OVERLAY
LETTING DATE: 4 /10/2025 **AWARD DATE:** 4 /15/2025
CONTRACTOR: CENTRAL SPECIALTIES

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$1,511,081.02	\$1,511,081.02
Construction Engineering:	\$33,943.70	\$31,111.94	\$65,055.64
Project Engineering:	\$168,206.52	\$292,829.51	\$461,036.03
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$4,461.92	\$1,432.31	\$5,894.23
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$206,612.14	\$1,836,454.78	\$2,043,066.92

Funding Sources			
Regular Construction:	\$0.00	\$379,134.04	\$379,134.04
Municipal Construction:	\$0.00	\$591,065.00	\$591,065.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$356,520.00	\$356,520.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$206,612.14	\$509,735.74	\$716,347.88
Total Funding:	\$206,612.14	\$1,836,454.78	\$2,043,066.92

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-616-016 **Alternate Project:**
Percent Completed: 100.00% **Length:** 13.50 MILE
ROAD NUMBER/TWSP: CSAH 16
LOCATION: CLAY COUNTY LINE TO CSAH 7
DESCRIPTION: SHOULDER WIDENING & AGGREGATE SHOULDER
LETTING DATE: 3 /20/2025 **AWARD DATE:** 4 /1 /2025
CONTRACTOR: DENNIS DREWES INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$1,050,840.80	\$1,050,840.80
Construction Engineering:	\$3,948.07	\$25,297.89	\$29,245.96
Project Engineering:	\$8,331.07	\$4,662.83	\$12,993.90
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$497.28	\$12,822.62	\$13,319.90
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$190.71	\$0.00	\$190.71
Total Project Costs:	\$12,967.13	\$1,093,624.14	\$1,106,591.27

Funding Sources			
Regular Construction:	\$0.00	\$637,797.71	\$637,797.71
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$12,967.13	\$455,826.43	\$468,793.56
Total Funding:	\$12,967.13	\$1,093,624.14	\$1,106,591.27

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-622-041 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: 22
LOCATION: AT RAILROAD CROSSING 22 & 10

DESCRIPTION:

LETTING DATE: **AWARD DATE:**
CONTRACTOR: BNSF

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$208,229.50	\$208,229.50
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$16,229.50	\$0.00	\$16,229.50
Total Project Costs:	\$16,229.50	\$208,229.50	\$224,459.00

Funding Sources

Regular Construction:	\$0.00	\$208,229.50	\$208,229.50
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$16,229.50	\$0.00	\$16,229.50
Total Funding:	\$16,229.50	\$208,229.50	\$224,459.00

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-826-024 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: 26
LOCATION: 8 MILES N OF DETROIT LAKES
 CSAH TO TO CSAH 29
DESCRIPTION: AGGREGATE SHOULDER, MILL & OVERLAY
LETTING DATE: 2 /6 /2025 **AWARD DATE:** 2 /18/2025
CONTRACTOR: R.J. ZAVORAL & SONS, INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$1,137,306.86	\$1,137,306.86
Construction Engineering:	\$5,925.09	\$95,975.27	\$101,900.36
Project Engineering:	\$4,412.11	\$2,316.17	\$6,728.28
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$2,132.18	\$0.00	\$2,132.18
Total Project Costs:	\$12,469.38	\$1,235,598.30	\$1,248,067.68

Funding Sources

Regular Construction:	\$0.00	\$1,137,306.86	\$1,137,306.86
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$12,469.38	\$98,291.44	\$110,760.82
Total Funding:	\$12,469.38	\$1,235,598.30	\$1,248,067.68

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-630-006 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP:
LOCATION: .2 MILES SE OF TH 87 TO .3 MILES SE OF TH 87
DESCRIPTION: BRIDGE
LETTING DATE: 5 /25/2023 **AWARD DATE:** 6 /6 /2023
CONTRACTOR: PCIROADS, LLC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$261,961.00	\$0.00	\$261,961.00
Construction Engineering:	\$14,251.20	\$0.00	\$14,251.20
Project Engineering:	\$26,640.70	\$0.00	\$26,640.70
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$302,852.90	\$0.00	\$302,852.90

Funding Sources

Regular Construction:	\$249,032.00	\$12,929.00	\$261,961.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$53,820.90	(\$12,929.00)	\$40,891.90
Total Funding:	\$302,852.90	\$0.00	\$302,852.90

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-630-007 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: CSAH 30
LOCATION: S. RIVER ROAD TO N JUNCTION WITH TH 87 IN THE CITY OF FRAZEE
DESCRIPTION: RECLAIMING, BIT SURFACING, URBAN RECONSTRUCTION, UTILITIES
LETTING DATE: 4 /25/2024 **AWARD DATE:** 5 /7 /2024
CONTRACTOR: RL LARSON EXCAVATING, INC.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$1,771,821.78	\$41,109.89	\$1,812,931.67
Construction Engineering:	\$9,479.56	\$5,502.56	\$14,982.12
Project Engineering:	\$340,932.49	\$0.00	\$340,932.49
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$2,122,233.83	\$46,612.45	\$2,168,846.28

Funding Sources			
Regular Construction:	\$209,908.17	\$237,532.53	\$447,440.70
Municipal Construction:	\$692,761.81	\$36,494.18	\$729,255.99
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$1,219,563.85	(\$227,414.26)	\$992,149.59
Total Funding:	\$2,122,233.83	\$46,612.45	\$2,168,846.28

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-634-020 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: CSAH 34
LOCATION: From CSAH 21 TO CSAH 143
DESCRIPTION: GRADING & BTIUMINOUS SURFACING
LETTING DATE: 10/12/2023 **AWARD DATE:** 10/17/2023
CONTRACTOR: DENNIS DREWES, INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$2,974,740.93	\$38,189.00	\$3,012,929.93
Construction Engineering:	\$223,297.08	\$0.00	\$223,297.08
Project Engineering:	\$120,837.42	\$0.00	\$120,837.42
Permanent ROW:	\$750.00	\$0.00	\$750.00
Temporary ROW:	\$4,560.00	\$0.00	\$4,560.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$20,903.33	\$0.00	\$20,903.33
Total Project Costs:	\$3,345,088.76	\$38,189.00	\$3,383,277.76

Funding Sources			
Regular Construction:	\$500,000.00	\$135,476.90	\$635,476.90
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$2,845,088.76	(\$97,287.90)	\$2,747,800.86
Total Funding:	\$3,345,088.76	\$38,189.00	\$3,383,277.76

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-634-021 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: 34
LOCATION: FROM CSAH 21 RICHWOOD TO CSAH 21 WHITE EARTH
DESCRIPTION: RECLAIM, BITUMINOUS SURFACING & AGGREGATE SHOULDERING
LETTING DATE: 2 /6 /2025 **AWARD DATE:** 2 /18/2025
CONTRACTOR: R.J. ZAVORAL & SONS, INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$1,680,548.68	\$1,680,548.68
Construction Engineering:	\$0.00	\$82,267.50	\$82,267.50
Project Engineering:	\$30,008.27	\$0.00	\$30,008.27
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$30,008.27	\$1,762,816.18	\$1,792,824.45

Funding Sources			
Regular Construction:	\$0.00	\$1,680,548.68	\$1,680,548.68
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$30,008.27	\$82,267.50	\$112,275.77
Total Funding:	\$30,008.27	\$1,762,816.18	\$1,792,824.45

Becker County Highway Department
Statement of Construction Costs
For the Year Ended 12/31/2025

Project: SAP 003-635-008 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: 35
LOCATION: CSAH 143 TO TH 113
DESCRIPTION: BITUMINOUS OVERLAY & AGGREGATE SHOULDERING
LETTING DATE: 2 /6 /2025 **AWARD DATE:** 2 /18/2025
CONTRACTOR: R.J. ZAVORAL & SON'S INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$1,157,348.22	\$1,157,348.22
Construction Engineering:	\$0.00	\$38,158.22	\$38,158.22
Project Engineering:	\$26,657.03	\$0.00	\$26,657.03
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$26,657.03	\$1,195,506.44	\$1,222,163.47

Funding Sources			
Regular Construction:	\$0.00	\$1,157,348.22	\$1,157,348.22
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$26,657.03	\$38,158.22	\$64,815.25
Total Funding:	\$26,657.03	\$1,195,506.44	\$1,222,163.47

Becker County Highway Department
Statement of Construction Costs
For the Year Ended 12/31/2025

Project: SAP 003-642-005 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: CSAH 42
LOCATION: CSAH 47 TO EASH CO LINE

DESCRIPTION:

LETTING DATE: 3 /14/2024 **AWARD DATE:** 3 /19/2024
CONTRACTOR: MARKS SAND & GRAVEL CO.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$880,336.20	\$0.00	\$880,336.20
Construction Engineering:	\$25,266.91	\$0.00	\$25,266.91
Project Engineering:	\$32,770.86	\$0.00	\$32,770.86
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$938,373.97	\$0.00	\$938,373.97

Funding Sources

Regular Construction:	\$855,567.54	\$24,768.66	\$880,336.20
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$82,806.43	(\$24,768.66)	\$58,037.77
Total Funding:	\$938,373.97	\$0.00	\$938,373.97

Becker County Highway Department
Statement of Construction Costs
For the Year Ended 12/31/2025

Project: SAP 003-647-011 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: CSAH 47
LOCATION: CSAH 40 TO TH 34

DESCRIPTION:

LETTING DATE: 3/14/2024 **AWARD DATE:** 3/19/2024
CONTRACTOR: MARKS SAND & GRAVEL CO.

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$2,021,214.11	\$0.00	\$2,021,214.11
Construction Engineering:	\$44,960.56	\$0.00	\$44,960.56
Project Engineering:	\$42,913.84	\$0.00	\$42,913.84
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$51,493.75	\$0.00	\$51,493.75
Total Project Costs:	\$2,160,582.26	\$0.00	\$2,160,582.26

Funding Sources

Regular Construction:	\$914,815.00	\$15,373.41	\$930,188.41
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$1,245,767.26	(\$15,373.41)	\$1,230,393.85
Total Funding:	\$2,160,582.26	\$0.00	\$2,160,582.26

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-680-005 **Alternate Project:**
Percent Completed: 99.99% **Length:**
ROAD NUMBER/TWSP: CSAH 80
LOCATION: LAKE PARK CITY CSAH 80
DESCRIPTION: FROM CSAH 7 TO CSAH 7
LETTING DATE: 4 /10/2025 **AWARD DATE:** 4 /15/2025
CONTRACTOR: CENTRAL SPECIALTIES

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$626,976.76	\$626,976.76
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$0.00	\$626,976.76	\$626,976.76

Funding Sources			
Regular Construction:	\$0.00	\$51,839.00	\$51,839.00
Municipal Construction:	\$0.00	\$481,119.41	\$481,119.41
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$143,480.00	\$143,480.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	(\$49,461.65)	(\$49,461.65)
Total Funding:	\$0.00	\$626,976.76	\$626,976.76

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SP 003-070-018 **Alternate Project:** HSIP 0325(293)

Percent Completed: 100.00% **Length:**

ROAD NUMBER/TWSP: INTERSECTION LIGHTING

LOCATION: CSAH 138 & CSAH 11; CSAH 138 & CSAH 22; CSAH 6 & CSAH 1; CO RD 103 & CSAH 5; TH 34 & CSAH 25; TH 34 & CSAH 39W & 39E; CSAH 37 & 26; CSAH 34 & CSAH 143; CSAH 58 & CSAH 44; CSAH 46 & CSAH 44

DESCRIPTION: RURAL INTERSECTION LIGHTING PROJECT

LETTING DATE: 5 /29/2025 **AWARD DATE:** 6 /3 /2025

CONTRACTOR: MARKS ELECTRIC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$195,377.70	\$195,377.70
Construction Engineering:	\$19,615.59	\$19,983.81	\$39,599.40
Project Engineering:	\$2,446.25	\$19,097.50	\$21,543.75
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$22,061.84	\$234,459.01	\$256,520.85

Funding Sources

Regular Construction:	\$0.00	\$17,963.85	\$17,963.85
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$175,839.93	\$175,839.93
County - Other Local:	\$22,061.84	\$40,655.23	\$62,717.07
Total Funding:	\$22,061.84	\$234,459.01	\$256,520.85

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SP 003-070-021 **Alternate Project:** HSIP 0325 (267)
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: BECKER COUNTY
LOCATION: CSAH 26, CSAH 37, CSAH 44 & CSAH 58
DESCRIPTION: MILLED RUMBLE STRIPS
LETTING DATE: 5/11/2025 **AWARD DATE:** 5/16/2025
CONTRACTOR: ALLSTATES PAVEMENT RECYCLING & STABILIZATION

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$45,328.22	\$45,328.22
Construction Engineering:	\$0.00	\$8,082.59	\$8,082.59
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$0.00	\$53,410.81	\$53,410.81

Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$45,328.22	\$45,328.22
County - Other Local:	\$0.00	\$8,082.59	\$8,082.59
Total Funding:	\$0.00	\$53,410.81	\$53,410.81

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SP 003-622-040 **Alternate Project:**
Percent Completed: 0.00% **Length:**
ROAD NUMBER/TWSP: 22
LOCATION: West Lake Drive - Legion Road to Washington Avenue
DESCRIPTION: Watermain, Storm Sewer, Grading, Agg Base, Curb & Gutter, Paving, Multi-Use Trail
LETTING DATE: 1 /22/2026 **AWARD DATE:** 3 /17/2026
CONTRACTOR: Hough Inc

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$0.00	\$0.00
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$23,828.00	\$23,828.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$0.00	\$23,828.00	\$23,828.00

Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$23,828.00	\$23,828.00
Total Funding:	\$0.00	\$23,828.00	\$23,828.00

Becker County Highway Department

Summary of Construction Costs

For the Year Ended 12/31/2025

Miscellaneous Construction

Project	Contract Payments	Engineering	ROW	Utility Relocation	Force	Other Costs	Total Costs
000-000-027	\$350,957.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350,957.93
000-008-252	\$717,294.02	\$214,684.58	\$0.00	\$0.00	\$0.00	\$0.00	\$931,978.60
SAP 003-592-002	\$172,243.30	\$10,111.24	\$0.00	\$0.00	\$0.00	\$0.00	\$182,354.54
SP 088-070-077	\$1,798,085.24	\$11,397.81	\$0.00	\$0.00	\$0.00	\$0.00	\$1,809,483.05
Construction Total:	\$3,038,580.49	\$236,193.63	\$0.00	\$0.00	\$0.00	\$0.00	\$3,274,774.12

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: 000-000-027 **Alternate Project:** DET TWP

Percent Completed: 100.00% **Length:**

ROAD NUMBER/TWSP: DETROIT TOWNSHIP

LOCATION: COZY COVE ROAD-DETROIT TWP

DESCRIPTION:

LETTING DATE: 2 /6 /2025 **AWARD DATE:** 2 /18/2025

CONTRACTOR: R.J. ZAVORAL

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$350,957.93	\$350,957.93
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$0.00	\$350,957.93	\$350,957.93

Funding Sources

Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$350,957.93	\$350,957.93
Total Funding:	\$0.00	\$350,957.93	\$350,957.93

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: 000-008-252 **Alternate Project:** 8T252
Percent Completed: 65.21% **Length:**
ROAD NUMBER/TWSP: HEARTLAND TRAIL
LOCATION: TH 10 FROM CSAH 10 TO TH 87 AT W FRAZEE CITY LIMITS

DESCRIPTION: HEARTLAND TRAIL

LETTING DATE: 1 /16/2025 **AWARD DATE:** 1 /21/2025
CONTRACTOR: HOUGH INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$717,294.02	\$717,294.02
Construction Engineering:	\$0.00	\$0.00	\$0.00
Project Engineering:	\$0.00	\$214,684.58	\$214,684.58
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$0.00	\$931,978.60	\$931,978.60

Funding Sources			
Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$0.00	\$931,978.60	\$931,978.60
Total Funding:	\$0.00	\$931,978.60	\$931,978.60

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SAP 003-592-002 **Alternate Project:**
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: E IDA LAKE LN-TWP
LOCATION: Sherbrooke Road to CSAH 5

DESCRIPTION: Milling, Bituminous Overlay & Aggregate Shouldering

LETTING DATE: 2 /6 /2025 **AWARD DATE:** 2 /18/2025
CONTRACTOR: R.J. Zavoral & Sons, Inc

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$172,243.30	\$172,243.30
Construction Engineering:	\$0.00	\$10,111.24	\$10,111.24
Project Engineering:	\$955.58	\$0.00	\$955.58
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$955.58	\$182,354.54	\$183,310.12

Funding Sources

Regular Construction:	\$0.00	\$0.00	\$0.00
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$172,243.30	\$172,243.30
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$0.00	\$0.00
County - Other Local:	\$955.58	\$10,111.24	\$11,066.82
Total Funding:	\$955.58	\$182,354.54	\$183,310.12

Becker County Highway Department

Statement of Construction Costs

For the Year Ended 12/31/2025

Project: SP 088-070-077 **Alternate Project:** HSIP 8825 (269)
Percent Completed: 100.00% **Length:**
ROAD NUMBER/TWSP: D4-COUNTIES
LOCATION: BECKER, BIG STONE, CLAY, DOUGLAS, GRANT, MAHNOMEN, POPE, STEVENS, SWIFT, TRAVERSE, WILKIN
DESCRIPTION: 6" EDGELINE STRIPING
LETTING DATE: 6 /12/2025 **AWARD DATE:** 6 /17/2025
CONTRACTOR: KAMCO, INC

Construction Costs	Prior Years	Current Year	Total
Contract Payments:	\$0.00	\$1,798,085.24	\$1,798,085.24
Construction Engineering:	\$0.00	\$11,397.81	\$11,397.81
Project Engineering:	\$0.00	\$0.00	\$0.00
Permanent ROW:	\$0.00	\$0.00	\$0.00
Temporary ROW:	\$0.00	\$0.00	\$0.00
Utility Relocation:	\$0.00	\$0.00	\$0.00
County Forces:	\$0.00	\$0.00	\$0.00
Other/Overhead Costs:	\$0.00	\$0.00	\$0.00
Total Project Costs:	\$0.00	\$1,809,483.05	\$1,809,483.05

Funding Sources

Regular Construction:	\$0.00	\$56,413.71	\$56,413.71
Municipal Construction:	\$0.00	\$0.00	\$0.00
Town Bridge:	\$0.00	\$0.00	\$0.00
Bonding:	\$0.00	\$0.00	\$0.00
Other Grants:	\$0.00	\$0.00	\$0.00
State Park:	\$0.00	\$0.00	\$0.00
County Turnback:	\$0.00	\$0.00	\$0.00
Federal:	\$0.00	\$1,501,910.87	\$1,501,910.87
County - Other Local:	\$0.00	\$251,158.47	\$251,158.47
Total Funding:	\$0.00	\$1,809,483.05	\$1,809,483.05

Becker County

REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

10 Fund
Road & Bridge Fund
310 Dept
Highway Administration

From: 01/2025 Thru: 12/2025
Percent of Year: 100%



Account Number	Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
000 Program	General Agency					
--- Expenditures ---						
10-310-000-0000-6103	Salaries & Wages - Permanent		23,762.43	310,088.51	313,346.00	99
10-310-000-0000-6153	Health Insurance-County Share		3,873.42	53,406.64	55,728.00	96
10-310-000-0000-6163	Pera-County Share		1,782.17	23,256.60	23,501.00	99
10-310-000-0000-6175	Fica-County Share		1,911.64	24,949.99	26,128.00	95
10-310-000-0000-6201	Telephone		630.56	12,449.08	10,000.00	124
10-310-000-0000-6202	Postage		.00	738.28	1,000.00	74
10-310-000-0000-6241	Conference, Training, Registration, Dues		.00	5,165.29	5,500.00	94
10-310-000-0000-6244	Advertising, Legal Notices And Subscript		.00	676.52	2,500.00	27
10-310-000-0000-6260	Professional & Technical Services		.00	0.00	1,500.00	0
10-310-000-0000-6330	Travel Expenses-Room & Board		.00	1,623.45	2,000.00	81
10-310-000-0000-6333	Meals		.00	0.00	250.00	0
10-310-000-0000-6334	Travel Expenses-Mileage		.00	152.32	400.00	38
10-310-000-0000-6340	Rental & Service Agreements		2,475.39	14,830.47	18,000.00	82
10-310-000-0000-6379	Other Misc Charges		.00	20.68	0.00	0
10-310-000-0000-6401	Office Supplies		977.89	5,690.53	3,500.00	163
10-310-000-0000-6403	Misc Supplies		.00	0.00	1,400.00	0
10-310-000-0000-6660	Equipment & Machinery		.00	0.00	1,500.00	0
000 Program	TOTALS General Agency		.00	.00	.00	0
	Revenue					
	Expend.		35,413.50	453,048.36	466,253.00	97
	Net		35,413.50	453,048.36	466,253.00	97
310 Dept	TOTALS Highway Administration		.00	.00	.00	0
	Revenue					
	Expend.		35,413.50	453,048.36	466,253.00	97
	Net		35,413.50	453,048.36	466,253.00	97

Becker County

REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

From: 01/2025 Thru: 12/2025
Percent of Year: 100%

10 Fund
Road & Bridge Fund

320 Dept
Highway Engineering/Construction

Account Number	Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
000 Program	General Agency					
10-320-000-0000-6103	Salaries & Wages - Permanent		26,745.63	341,927.28	342,472.00	100
10-320-000-0000-6105	Salaries & Wages - Part Time		.00	9,590.00	13,519.00	71
10-320-000-0000-6107	Salaries & Wages - Overtime		.00	3,671.04	7,395.00	50
10-320-000-0000-6153	Health Insurance-County Share		5,889.16	69,844.16	69,660.00	100
10-320-000-0000-6163	Pera-County Share		2,005.92	25,881.50	26,240.00	99
10-320-000-0000-6175	Fica-County Share		2,160.94	28,677.74	30,495.00	94
10-320-000-0000-6241	Conference, Training, Registration, Dues		750.00	2,990.00	3,500.00	85
10-320-000-0000-6260	Professional & Technical Services		642.83	48,986.88	120,000.00	41
10-320-000-0000-6280	Engineering		31,512.70	460,842.25	150,000.00	307
10-320-000-0000-6281	Construction		473,717.72	13,188,887.06	11,210,000.00	118
10-320-000-0000-6282	Easements		.00	35,247.00	40,000.00	88
10-320-000-0000-6330	Travel Expenses-Room & Board		.00	123.89	2,500.00	5
10-320-000-0000-6333	Meals		.00	0.00	500.00	0
10-320-000-0000-6334	Travel Expenses-Mileage		.00	0.00	800.00	0
10-320-000-0000-6379	Other Misc Charges		.00	23.60	100.00	24
10-320-000-0000-6408	Field Supplies		22.54	3,111.53	5,000.00	62
10-320-000-0000-6660	Equipment & Machinery		.00	43,171.30	50,000.00	86
000 Program	TOTALS General Agency		.00		.00	0
	Revenue		543,547.44	14,262,975.23	12,072,181.00	118
	Expend.		543,547.44	14,262,975.23	12,072,181.00	118
	Net		.00	.00	.00	0
320 Dept	TOTALS Highway Engineering/Construction		543,547.44	14,262,975.23	12,072,181.00	118
	Revenue		543,547.44	14,262,975.23	12,072,181.00	118
	Expend.		543,547.44	14,262,975.23	12,072,181.00	118
	Net		.00	.00	.00	0



Becker County



REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

From: 01/2025 Thru: 12/2025

Percent of Year: 100%

10 Fund
Road & Bridge Fund
321 Dept
Highway Construction

Account Number	Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
000 Program	General Agency					
-- Revenues --						
10-321-000-0000-5202	State Shared 100-Bridge Inspect & Sign		.00	6,846.00-	0.00	0
-- Expenditures --						
10-321-000-0000-6241	BISA-Conference, Registration & Dues		.00	450.00	0.00	0
000 Program	TOTALS General Agency					
	Revenue		.00	6,846.00-	.00	0
	Expend.		.00	450.00	.00	0
	Net		.00	6,396.00-	.00	0
321 Dept	TOTALS Highway Construction					
	Revenue		.00	6,846.00-	.00	0
	Expend.		.00	450.00	.00	0
	Net		.00	6,396.00-	.00	0

Becker County

REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

From: 01/2025 Thru: 12/2025
Percent of Year: 100%

10 Fund
Road & Bridge Fund
330 Dept
Highway Maintenance
Account Number

Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
000 Program General Agency					
10-330-000-0000-6103		79,282.07	963,063.90	952,830.00	101
Salaries & Wages - Permanent					
Salaries & Wages - Part Time		.00	12,539.29	27,039.00	46
Salaries & Wages - Overtime		.00	5,961.71	45,699.00	13
Health Insurance-County Share		20,194.98	232,367.63	243,810.00	95
Pera-County Share		5,923.77	72,634.44	74,890.00	97
Fica-County Share		6,333.56	78,073.65	87,891.00	89
Unemployment		.00	143.10	0.00	0
Conference, Training, Registration, Dues		.00	3,117.26	2,500.00	125
Utilities		1,432.66	24,498.54	11,000.00	223
Professional & Technical Services		62.35	1,089.05	1,500.00	73
Contractor Services		.00	0.00	500.00	0
Pest/Predator Control		3,400.00	8,197.00	6,000.00	137
Repairs & Maint-Roads		42,396.72	608,505.58	600,000.00	101
Repairs & Maint.-Culverts & Ditches		.00	137,127.63	120,000.00	114
Travel Expenses-Room & Board		.00	338.91	500.00	68
Taxable Meals		.00	0.00	250.00	0
Travel Expenses-Mileage		.00	0.00	150.00	0
Rental & Service Agreements		.00	16,925.10	25,000.00	68
Other Misc Charges		.00	823.84	100.00	824
Shop Supplies		780.84	3,811.47	12,000.00	32
Safety Supplies		1,020.47	4,582.61	5,000.00	92
Road Maint Supplies		58.20	7,663.86	30,000.00	26
Gravel, Aggregate, And Fill		11,054.32	281,592.33	300,000.00	94
Bituminous & Oils		.00	822,438.76	600,000.00	137
Traffic Service Supplies		3,925.25	151,272.04	170,000.00	89
Culverts		.00	66,602.96	60,000.00	111
Winter Maintenance Supplies		62,823.20	380,736.54	450,000.00	85
Dust Control Supplies		.00	240,279.54	0.00	0
000 Program TOTALS General Agency		.00		.00	0
Revenue					
Expend.		238,688.39	4,124,386.74	3,826,659.00	108
Net		238,688.39	4,124,386.74	3,826,659.00	108
330 Dept TOTALS Highway Maintenance		.00		.00	0
Revenue					
Expend.		238,688.39	4,124,386.74	3,826,659.00	108
Net		238,688.39	4,124,386.74	3,826,659.00	108

Becker County

REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

10 Fund
Road & Bridge Fund
340 Dept
Highway Equipment Maint & Shop



Account Number	Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
000 Program	General Agency					
10-340-000-0000-6103	Salaries & Wages - Permanent		16,714.80	213,409.40	214,017.00	100
10-340-000-0000-6153	Health Insurance-County Share		2,962.01	43,099.36	52,245.00	82
10-340-000-0000-6163	Pera-County Share		1,253.61	16,005.70	16,051.00	100
10-340-000-0000-6175	Fica-County Share		1,340.82	15,270.55	18,394.00	83
10-340-000-0000-6250	Utilities		7,716.07	55,459.25	35,000.00	158
10-340-000-0000-6252	Fuel Oil/Natural Gas/Etc.		3,910.86	16,618.80	43,000.00	39
10-340-000-0000-6278	Refuse Removal-Garbage		452.79	3,359.84	3,200.00	105
10-340-000-0000-6279	Janitorial & Laundry Services		1,283.20	7,297.93	0.00	0
10-340-000-0000-6306	Bldg/Grounds Maintenance		1,328.45	52,416.44	6,500.00	806
10-340-000-0000-6310	Repairs & Maintenance		1,911.00	15,369.91	10,000.00	154
10-340-000-0000-6402	Shop Supplies		4,124.89	65,569.44	85,000.00	77
10-340-000-0000-8584	Repair Parts		13,502.07	208,757.32	175,000.00	119
10-340-000-0000-8566	Gasoline & Oil		69,459.00	679,987.89	500,000.00	136
10-340-000-0000-8611	Building Improvements		.00	0.00	3,000.00	0
10-340-000-0000-8660	Equipment & Machinery		.00	451,799.21	407,500.00	111
10-340-000-0000-8690	Machinery & Equipment Improvements		.00	0.00	20,000.00	0
000 Program	TOTALS General Agency					
	Revenue		.00		.00	0
	Expend.		125,859.57	1,844,421.04	1,588,907.00	116
	Net		125,859.57	1,844,421.04	1,588,907.00	116
340 Dept	TOTALS Highway Equipment Maint & Shop					
	Revenue		.00		.00	0
	Expend.		125,859.57	1,844,421.04	1,588,907.00	116
	Net		125,859.57	1,844,421.04	1,588,907.00	116

Becker County

REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

10 Fund
Road & Bridge Fund
801 Dept
Non-Departmental

Account Number

000 Program General Agency

— Revenues —

Account Number	Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
10-801-000-0000-5001	Property Taxes-Current		44,298.55 -	2,344,632.90 -	2,409,675.00 -	97
10-801-000-0000-5004	Property Taxes-Delinquent		1,237.41 -	29,592.77 -	40,000.00 -	74
10-801-000-0000-5060	Mobile Homes-Current		92.32 -	4,436.27 -	5,000.00 -	89
10-801-000-0000-5064	Mobile Homes-Delinquent		11.54 -	1,147.88 -	850.00 -	135
10-801-000-0000-5082	Gravel Tax		.00	122,398.63 -	140,000.00 -	87
10-801-000-0000-5085	Federal- In Lieu Of Taxes		.00	4,631.97 -	8,000.00 -	58
10-801-000-0000-5086	State Payments In Lieu Of Taxes		.00	2,690.39 -	3,000.00 -	90
10-801-000-0000-5087	Misc In Lieu Of Tax Payments		.00	3,961.88 -	5,000.00 -	79
10-801-000-0000-5089	MV CREDIT		13,573.12 -	27,146.24 -	0.00	0
10-801-000-0000-5090	DISPARITY AID		32.00 -	64.00 -	0.00	0
10-801-000-0000-5101	Licenses & Permits		825.00 -	15,500.00 -	15,000.00 -	103
10-801-000-0000-5201	State Shared-Regular Construction		1,217,829.40 -	6,799,007.88 -	4,900,000.00 -	139
10-801-000-0000-5202	State Shared-Regular Maintenance		.00	3,161,214.00 -	3,130,000.00 -	101
10-801-000-0000-5203	State Shared-Municipal Construction		.00	1,072,823.91 -	910,000.00 -	118
10-801-000-0000-5204	State Shared-Municipal Maintenance		.00	118,408.75 -	225,000.00 -	53
10-801-000-0000-5225	Transit Sales & Use Tax		341,808.74 -	3,856,439.03 -	4,900,000.00 -	79
10-801-000-0000-5251	Intergovernmental Charges		167,942.40 -	1,714,832.85 -	0.00	0
10-801-000-0000-5321	State Grants		340,408.92 -	1,229,920.10 -	500,000.00 -	246
10-801-000-0000-5322	State Grants		.00	0.00	0.00	0
10-801-000-0000-5421	Federal Grants-Dep		362,259.96 -	1,714,287.00 -	0.00	0
10-801-000-0000-5422	Federal Grants-Other		29,644.27 -	29,644.27 -	0.00	0
10-801-000-0000-5501	Charges For Services		13,250.53 -	487,150.39 -	250,000.00 -	195
10-801-000-0000-5802	Misc.-Commodity & Property Sales		59,716.45 -	739,208.97 -	550,000.00 -	134
10-801-000-0000-5803	Misc. Revenue		.00	0.00	3,000.00 -	0
10-801-000-0000-5860	Refunds & Reimbursements		12,224.20 -	726,545.86 -	100,000.00 -	727
10-801-000-0000-5910	Transfers		60,000.00 -	460,000.00 -	0.00	0
— Expenditures —						
10-801-000-0000-6179	Worker's Compensation		.00	41,200.00	50,680.00	81
10-801-000-0000-6350	Insurance & Surety Bonds		.00	89,755.09	88,717.00	101
10-801-000-0000-6844	Grant Programs For Townships & Cities		331,796.76	582,676.80	0.00	0
000 Program	TOTALS General Agency	Revenue	2,665,154.81 -	24,665,686.94 -	18,094,525.00 -	136
		Expend.	331,796.76	713,631.89	139,397.00	512
		Net	2,333,358.05 -	23,952,055.05 -	17,955,128.00 -	133



Becker County

REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

10 Fund
Road & Bridge Fund
801 Dept
Non-Departmental

Page 8
From: 01/2025 Thru: 12/2025
Percent of Year: 100%

Account Number	Description	Status	12/2025 Amount	Selected Months	Budget 2025	% Of Budget
801 Dept	TOTALS Non-Departmental	Revenue	2,665,154.81 -	24,665,686.94 -	18,094,525.00 -	136
		Expend.	331,796.76	713,631.89	139,397.00	512
		Net	2,333,358.05 -	23,952,055.05 -	17,955,128.00 -	133
10 Fund	TOTALS Road & Bridge Fund	Revenue	2,665,154.81 -	24,672,532.94 -	18,094,525.00 -	136
		Expend.	1,275,305.66	21,398,913.26	18,093,397.00	118
		Net	1,389,849.15 -	3,273,619.68 -	1,128.00 -	290215
FINAL TOTALS:	109 Accounts	Revenue	2,665,154.81 -	24,672,532.94 -	18,094,525.00 -	136
		Expend.	1,275,305.66	21,398,913.26	18,093,397.00	118
		Net	1,389,849.15 -	3,273,619.68 -	1,128.00 -	290215

Becker County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

AMLEFEB
3/6/2026 12:55:25PM

10 FUND Road & Bridge Fund

BUDGET
2026

Account Number	Account Description	Revenue	Expend.	Net
310 DEPT Highway Administration				
10-310-000-0000-6103	Salaries & Wages - Permanent	344,640		
10-310-000-0000-6153	Health Insurance-County Share	56,880		
10-310-000-0000-6163	Pera-County Share	25,848		
10-310-000-0000-6173	Paid Family Medical Leave	1,516		
10-310-000-0000-6175	Fica-County Share	28,478		
10-310-000-0000-6201	Telephone	10,000		
10-310-000-0000-6202	Postage	1,000		
10-310-000-0000-6241	Conference, Training, Registration, Du	6,500		
10-310-000-0000-6244	Advertising, Legal Notices And Subscr	1,000		
10-310-000-0000-6260	Professional & Technical Services	1,500		
10-310-000-0000-6330	Travel Expenses-Room & Board	2,000		
10-310-000-0000-6333	Meals	250		
10-310-000-0000-6334	Travel Expenses-Mileage	400		
10-310-000-0000-6340	Rental & Service Agreements	18,000		
10-310-000-0000-6401	Office Supplies	3,500		
10-310-000-0000-6403	Misc Supplies	1,400		
10-310-000-0000-6660	Equipment & Machinery	1,500		
DEPT 310 Highway Administration		0	504,412	504,412
320 DEPT Highway Engineering/Construction				
10-320-000-0000-6103	Salaries & Wages - Permanent	370,578		
10-320-000-0000-6105	Salaries & Wages - Part Time	13,519		
10-320-000-0000-6107	Salaries & Wages - Overtime	7,931		
10-320-000-0000-6153	Health Insurance-County Share	71,101		
10-320-000-0000-6163	Pera-County Share	28,388		
10-320-000-0000-6173	Paid Family Medical Leave	1,665		
10-320-000-0000-6175	Fica-County Share	32,631		
10-320-000-0000-6241	Conference, Training, Registration, Du	3,500		
10-320-000-0000-6260	Professional & Technical Services	120,000		
10-320-000-0000-6280	Engineering	1,632,200		
10-320-000-0000-6281	Construction	10,891,000		
10-320-000-0000-6282	Easements	40,000		
10-320-000-0000-6330	Travel Expenses-Room & Board	2,500		
10-320-000-0000-6333	Meals	500		

Becker County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

Account Number	Account Description	BUDGET 2026
10-320-000-0000-6334	Travel Expenses-Mileage	800
10-320-000-0000-6379	Other Misc Charges	100
10-320-000-0000-6408	Field Supplies	5,000
10-320-000-0000-6660	Equipment & Machinery	3,000
DEPT 320	Highway Engineering/Construction	0
	Expend.	13,224,413
	Net	13,224,413
330	DEPT 330 Highway Maintenance	
10-330-000-0000-6103	Salaries & Wages - Permanent	1,014,145
10-330-000-0000-6105	Salaries & Wages - Part Time	27,040
10-330-000-0000-6107	Salaries & Wages - Overtime	48,724
10-330-000-0000-6153	Health Insurance-County Share	248,852
10-330-000-0000-6163	Pera-County Share	79,715
10-330-000-0000-6173	Paid Family Medical Leave	4,796
10-330-000-0000-6175	Fica-County Share	92,620
10-330-000-0000-6241	Conference, Training, Registration, Du	2,500
10-330-000-0000-6250	Utilities	11,000
10-330-000-0000-6260	Professional & Technical Services	1,500
10-330-000-0000-6267	Contractor Services	500
10-330-000-0000-6276	Pest/Predator Control	6,000
10-330-000-0000-6313	Repairs & Maint-Roads	600,000
10-330-000-0000-6314	Repairs & Maint.-Culverts & Ditches	120,000
10-330-000-0000-6330	Travel Expenses-Room & Board	500
10-330-000-0000-6333	Taxable Meals	250
10-330-000-0000-6334	Travel Expenses-Mileage	150
10-330-000-0000-6340	Rental & Service Agreements	25,000
10-330-000-0000-6379	Other Misc Charges	100
10-330-000-0000-6402	Shop Supplies	12,000
10-330-000-0000-6406	Safety Supplies	5,000
10-330-000-0000-6407	Road Maint Supplies	30,000
10-330-000-0000-6501	Gravel, Aggregate, And Fill	300,000
10-330-000-0000-6502	Bituminous & Oils	600,000
10-330-000-0000-6503	Traffic Service Supplies	180,000
10-330-000-0000-6504	Culverts	60,000
10-330-000-0000-6505	Winter Maintenance Supplies	450,000
DEPT 330	Highway Maintenance	0
	Revenue	0



Becker County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

AMLEFEB 3/6/2026 12:55:25PM

10 FUND Road & Bridge Fund

BUDGET 2026 3,920,392 Net

Account Number Account Description Expend. Net

Account Number	Account Description	Expend.	Net
340 DEPT Highway Equipment Maint & Shop			
10-340-000-0000-6103	Salaries & Wages - Permanent	228,778	
10-340-000-0000-6153	Health Insurance-County Share	53,325	
10-340-000-0000-6163	Pera-County Share	17,158	
10-340-000-0000-6173	Paid Family Medical Leave	1,007	
10-340-000-0000-6175	Fica-County Share	19,482	
10-340-000-0000-6250	Utilities	50,000	
10-340-000-0000-6252	Fuel Oil/Natural Gas/Etc.	25,000	
10-340-000-0000-6278	Refuse Removal-Garbage	3,200	
10-340-000-0000-6306	Bldg/Grounds Maintenance	10,000	
10-340-000-0000-6310	Repairs & Maintenance	10,000	
10-340-000-0000-6402	Shop Supplies	85,000	
10-340-000-0000-6564	Repair Parts	175,000	
10-340-000-0000-6566	Gasoline & Oil	500,000	
10-340-000-0000-6611	Building Improvements	3,000	
10-340-000-0000-6660	Equipment & Machinery	525,000	
10-340-000-0000-6690	Machinery & Equipment Improvements	20,000	
DEPT 340 Highway Equipment Maint & Shop	Revenue	0	
	Expend.	1,725,950	
	Net	1,725,950	
801 DEPT Non-Departmental			
10-801-000-0000-5001	Property Taxes-Current	2,809,903	
10-801-000-0000-5004	Property Taxes-Delinquent	40,000	
10-801-000-0000-5060	Mobile Homes-Current	5,000	
10-801-000-0000-5064	Mobile Homes-Delinquent	850	
10-801-000-0000-5082	Gravel Tax	140,000	
10-801-000-0000-5085	Federal- In Lieu Of Taxes	8,000	
10-801-000-0000-5086	State Payments In Lieu Of Taxes	3,000	
10-801-000-0000-5087	Misc In Lieu Of Tax Payments	5,000	
10-801-000-0000-5101	Licenses & Permits	15,000	
10-801-000-0000-5201	State Shared-Regular Construction	3,013,410	
10-801-000-0000-5202	State Shared-Regular Maintenance	3,220,000	
10-801-000-0000-5204	State Shared-Municipal Maintenance	225,000	
10-801-000-0000-5225	Transit Sales & Use Tax	3,500,000	

Becker County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

AMLEFEB 3/6/2026 12:55:25PM

10 FUND 10 Road & Bridge Fund

Account Number	Account Description	BUDGET 2026
10-801-000-0000-5321	State Grants	4,200,790 -
10-801-000-0000-5322	State Grants	6,000 -
10-801-000-0000-5421	Federal Grants-Dcp	2,200,000 -
10-801-000-0000-5501	Charges For Services	250,000 -
10-801-000-0000-5802	Misc.-Commodity & Property Sales	550,000 -
10-801-000-0000-5803	Misc. Revenue	3,000 -
10-801-000-0000-5860	Refunds & Reimbursements	100,000 -
10-801-000-0000-6179	Worker's Compensation	65,736
10-801-000-0000-6350	Insurance & Surety Bonds	90,754
DEPT 801	Non-Departmental	20,294,953 -
	Revenue	20,294,953 -
	Expend.	156,490
	Net	20,138,463 -
FUND 10	Road & Bridge Fund	20,294,953 -
	Revenue	19,531,657
	Expend.	763,296 -
	Net	18,768,361 -
Final Totals		20,294,953 -
	Revenue	19,531,657
	Expend.	763,296 -
	Net	18,768,361 -

Becker County Planning Commission
May 27th, 2026

An audio recording of the meeting is available at:
https://www.co.becker.mn.us/government/meetings/planning_zoning/planning_commission/

Members Present: Chairman Dave Blomseth, Kim Mattson, Craig Hall, Nancy Bachmann, Harvey Aho, Tom Disse, Commissioner Phil Hansen, Commissioner Erica Jepson, and Kohl Skalin, John Okeson, and Zoning Administrator Kyle Vareberg. **Members Absent:** Jeff Moritz, Tommy Ailie, Mary Seaberg,

Chairman Dave Blomseth called the Planning Commission meeting to order at 6:00 pm. Becker County Zoning Technician Nicole Bradbury recorded the minutes.

Chairman Dave Blomseth explained the protocol for the meeting and stated that the recommendations of the Planning Commission will be forwarded to the County Board of Commissioners for final action.

Okeson made a motion to open the public hearing at 6:02 pm.

Amendments:

Jeff Zeltinger asked for clarification on the land alteration portion of the of the proposed land alteration changes.

Renee Keezer, Water Resources Manager for White Earth, asked about regulations regarding data centers, the possibility of a moratorium, and suggested a public hearing for input. She also shared the importance of maintaining smaller vegetation on lots.

Public Testimony closed.

MOTION: Aho motioned to approve the amendments with the adoption of the conditions from the Department of Natural Resources. Mattson second. Roll Call; All in favor. None opposed. Motion carried.

Old Business:

1. **APPLICANT: John Berry & Jenna Berry** 53819 Co Hwy 26 Osage, MN 56570
Project Location: 53819 Co Hwy 26 Osage, MN 56570 **LEGAL LAND**

47 **DESCRIPTIONS:** Tax ID Number: **21.0152.001** Section 20 Township 140 Range
48 036; 20-140-36 PT NW1/4: COMM NE COR NW1/4, W 2637.71', S 1308.7' TO
49 POB; E 1586.38', N 1311.89', W 1554.29', S 1308.7' TO POB. **APPLICATION**
50 **AND DESCRIPTION OF PROJECT:** Request a Conditional Use Permit for a
51 transportation business to include temporary storage of homes and structures. This
52 application was tabled from the April 29th, 2026, Planning Commission Hearing.
53
54

55 Lyn Hartness shared his concerns on this becoming a dumping ground and asked if the length of
56 time structures can be there has been addressed.
57

58 Kenny and Beth Prigelmeier shared their concerns about their shared easement being used for
59 business purposes.
60

61 Nine (9) letters were received regarding this application and are on file with the Becker County
62 Zoning office and available upon request.
63

64 Testimony closed.
65

66 Findings of fact for this application are on record with the Becker County Zoning office, and a
67 copy is available upon request.
68
69

70 **MOTION: Okeson motioned to approve the application with the adoption of the**
71 **revised findings of fact and the following conditions: 1) This Conditional Use**
72 **Permit is limited to three (3) years. 2) A review of the Conditional Use Permit is**
73 **required after eighteen (18) months. 3) Temporary structures must fit within the**
74 **designated two point eight one (2.81) acre section defined at being three hundred**
75 **and fifty (350) feet by three hundred and fifty (350) feet located four hundred**
76 **and sixty (460) feet from the south property line and three hundred and twenty**
77 **(320) feet from the centerline of County Road 26. 4) Trailers being scrapped**
78 **must be removed within four (4) months. 5) Applicant has four (4) months from**
79 **date of approval to get the current structures moved into the designated area.**
80 **Disse second. Roll Call; Disse, Blomseth, Okeson, Hall, Aho, and Skalin in favor.**
81 **Bachmann and Mattson opposed. Motion carried.**
82
83

84 **New Business:**
85
86

- 87 **1. APPLICANT: Michael D Anderson** 734 Shorewood Dr Detroit Lakes, MN 56501
88 **Project Location:** 15835 US Hwy 59 Detroit Lakes, MN 56501 **LEGAL LAND**
89 **DESCRIPTION:** Tax ID Number: **19.0047.003** Section 04 Township 138 Range 041; 4-
90 138-41 PT GOVT LOTS 3-4, PT SE1/4 NW1/4: COMM CTR SEC 4, W 132' TO POB;
91 N 165', E 132', N 1906.08', W 66', N 432.69', NW 103.08', N 150.01', W 1100.2', SLY
92 AL TH 59 1095.52', E 300', NLY 786.06', E 227.28', SELY 599.44', SLY 614.87', S
93 378.12', SW 894.46', W 326.92', W 105.4', S 58.99', E 1264.98' TO POB. TRACT A-2.

94 LESS 7.06AC (PLAT). **APPLICATION AND DESCRIPTION OF PROJECT:**
95 Request a Preliminary Plat for a Common Interest Community consisting of nine (9)
96 units to be known as 59 DL STORAGE.
97

98
99 **MOTION: Okeson motioned to approve the application. Aho second. Roll**
100 **Call; All in favor. None opposed. Motion carried.**
101

- 102
103
104 **2. APPLICANT: Steven L Skadsem & Sara B Skadsem** 24942 Co Hwy 6 Detroit Lakes,
105 MN 56501 **Project Location:** 24942 Co Hwy 6 Detroit Lakes, MN 56501 **LEGAL**
106 **LAND DESCRIPTION:** Tax ID Number: **19.0051.000 & 19.0076.002** Section 04 & 05
107 Township 138 Range 041; 04-138-041 PT GOVT LOT 4 AKA PT SW1/4 NW1/4: BEG
108 W QTR COR SEC 4 TH E 200' ON S LN, N TO ST CLAIR LK, WLY AL LK TO W
109 LN SEC 4, S AL W LN TO POB & 05-138-041 PT GOVT LOT 6: COMM E QTR COR
110 SEC 5 TH W 947.32', N 446.13', NW 125.85' TO ST CLAIR LK, SLY & ELY AL LK
111 TO E LN GOVT LOT 6, S 188.17' TO POB. **APPLICATION AND DESCRIPTION**
112 **OF PROJECT:** Request a Conditional Use Permit to operate a therapy and wellness
113 center.
114

115
116 **MOTION: Okeson motioned to approve the application. Skalin second. Roll**
117 **Call; All in favor. None opposed. Motion carried.**
118

- 119
120
121 **3. APPLICANT: Prairie Lake Investments LLC** 2604 Long Lake Rd Detroit Lakes, MN
122 56501 **LEGAL LAND DESCRIPTION:** Tax ID Number: **17.0368.043** Section 31
123 Township 138 Range 042; 31-138-42 SE1/4 NE1/4 LESS N 330'. N1/2 SE1/4 LESS
124 20AC (17-368-0, -2). LESS PLAT (72.33AC). **APPLICATION AND DESCRIPTION**
125 **OF PROJECT:** Request an amendment to recorded document number 715209 for a
126 reduction from three hundred and fifty thousand (350,000) to fifty thousand (50,000) total
127 cubic yards of material extracted in the described twenty (20) acre area. The amendment
128 will include no crushing of material. The amendment also includes the sale of existing
129 excess topsoil from the plat of Prairie Lake Estates. Other amendments to the conditions
130 listed in recorded document number 715209 are subject to change or removal.
131

132
133 Mike Williams shared that he feels the berms are unnecessary and could create more of a
134 problem.
135

136 Jeff Zeltinger asked about the location of the fifty thousand (50,000) cubic yards that will be
137 removed.
138

139 Ed Clem said that the berms are unnecessary and impractical.
140

141 Testimony closed.

142

143 Findings of fact for this application are on record with the Becker County Zoning office, and a
144 copy is available upon request.

145

146

147

**MOTION: Hall motioned to approve the application based on the presented
148 findings of facts and with the removal of the requirement for berms. Skalin
149 second. Roll Call; All in favor. None opposed. Motion carried.**

150

151

152

153 Harvey Aho made a motion to approve the minutes from the April 29th, 2026, meeting. Disse
154 second. All members in favor. Motion carried.

155

156

157 **Other Business:**

158

159 **D) Tentative Date for the Next Informational Meeting: June 17th, 2026; 8:00 am; 3rd Floor**
160 Meeting Room in the Becker County Courthouse, Detroit Lakes, MN.

161

162

163 **Since there was no further business to come before the Board, Aho made a motion to**
164 **adjourn. Ailie second. All in favor. Motion carried. The meeting adjourned at 7:13 pm.**

165

166

167

168

169 _____
David Blomseth, Chairman

_____ **Kohl Skalin, Secretary**

170

171 ATTEST

172

173 _____
Kyle Vareberg, Zoning Administrator

Spring 2026 Zoning Ordinance Advisory Committee Proposed Amendments to the Becker County Zoning Ordinance.

Green = Existing language added to a section or language written by the committee.

Black = Existing language in the Department of Natural Resources model shoreland ordinance or Becker County Zoning Ordinance.

Red = Language to be removed.

Blue = Optional language in the model shoreland ordinance.

Purple = New Title and or amended title.

Data centers and Wind/Solar Energy add to table 5-1 under essential services.

Data Centers and Wind Energy are permissible outside of the shoreland district by a conditional use permit only.

Solar energy is permissible in non-shoreland or shoreland by a conditional use permit.

8.0 VEGETATION REQUIREMENTS WITHIN THE SHORELAND DISTRICT FOR SHORE AND BLUFF IMPACT ZONES.

8.1 **Purpose.** Alterations of vegetation and topography are regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, sustain water quality, and protect fish and wildlife habitat.

8.2 **Vegetation Management.**

8.21 A land alteration permit is required prior to vegetative clearing in the shore impact zone and bluff impact zone ~~and on steep slopes.~~ No clearing is allowed until a plan is submitted and approved consistent with these vegetation management provisions.

8.22 Removal or alteration of vegetation must comply with the provisions of this subsection except for:

A. Vegetation alteration necessary for the construction of structures and sewage treatment systems under validly issued permits for these facilities or approved permit under the requirements of 8.32;

B. Removal of vegetation less than 2" in diameter at 4' in height is exempt from a permit.

C. The construction of public roads and parking areas if consistent with Section 7.1 of this ordinance;

7.1 Placement and Design of Roads, Driveways, and Parking Areas. These facilities must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters. They must be constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local SWCD and comply with the following standards:

a. 7.11 Roads, driveways, and parking areas must meet public water setbacks and must not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives

exist. If no alternatives exist, they may be placed within these areas, and must be designed to minimize adverse impacts

- D. Forest management uses consistent with Section 5.3 of this ordinance;
 - a. 5.31 The harvesting of timber and associated reforestation must be conducted consistent with the applicable provisions of the Sustaining Minnesota Forest Resources: Voluntary Site-Level Forest Management Guidelines for Landowners, Loggers and Resource Managers.
 - b. 5.32 Intensive vegetation clearing for forest land conversion to another use in the shore or bluff impact zone is a conditional use subject to an erosion control and sedimentation plan developed and approved by the soil and water conservation district.

~~Section 13 Forest Management Standards The harvesting of timber and associated reforestation within shoreland areas, but outside shore impact zones, shall be conducted consistent with the provisions of the Minnesota Nonpoint Source Pollution Assessment Forestry and the provisions of Water Quality in Forest Management "Best Management Practices in Minnesota." Within shore impact zones, these activities require a conditional use permit.~~

- E. Agricultural uses consistent with 5.21 of section 5.2 in this ordinance.

5.21 Buffers.

- A. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and 50 feet from the ordinary high water level.
- A. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if ~~steep slopes~~ and shore and bluff impact zones are maintained in perennial vegetation or operated under an approved conservation plan ~~that includes alternative riparian water quality practices~~ consistent with the field office technical guides of the local soil and water conservation district or the Natural Resource Conservation Service, and as approved by the local soil and water conservation district.

~~Section 12 Agricultural Use Standards Agricultural uses in shoreland areas shall conform to the following standards. A. Steep slopes, shore, and bluff impact zones. Where general cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are allowed steep slopes and shore and bluff impact zones shall be maintained in permanent vegetation or operated under an approved conservation plan (Resource Management Systems) consistent with the field office technical guides of the Becker County Soil and Water Conservation District or the United States Soil Conservation Service, as provided by a qualified individual or agency.~~

- 8.23 Intensive vegetation clearing in the shore and bluff impact zones ~~and on steep slopes~~ is prohibited. Intensive clearing outside of these areas is allowed if consistent with the forest management standards in Section 5.3 of this ordinance.
- 8.24 Limited clearing and trimming of trees and shrubs in the shore and bluff impact zones ~~and on steep slopes~~, may be allowed to provide a view to the water from the principal dwelling and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that:
 - A. ~~Vegetation be maintained to The screening of structures, vehicles, or other facilities by at least 50% as viewed from the water, assuming summer, leaf on conditions, is not substantially reduced. If an existing view corridor does not exist, one may be created. The maximum view corridor shall be less than 50 feet or one-third of the parcel width, whichever is less, ;~~
 - B. Removal of vegetation outside of the view corridor is allowed for vegetation under 2" diameter at 4' in height.
 - B. Existing shading of water surfaces along rivers is preserved;
 - C. Cutting debris or slash shall be scattered and not mounded on the ground; and
 - D. Perennial ground cover is retained after construction or disturbance.

~~E. Picnic areas, access paths, livestock watering areas, beaches and watercraft access areas are prohibited in bluff impact zones. Access paths without a variance are prohibited.~~

F. All root systems for vegetation in shore and bluff impact zones shall remain. Stumps may be ground up to 6" below current grade or more, or removed if otherwise permitted.

8.25 Removal of trees, limbs, or branches that are dead, diseased, dying, or pose safety hazards is allowed without a permit. Any other removal must comply with 8.24.

8.26 Fertilizer and pesticide runoff into surface waters must be minimized through use of vegetation, topography or both.

~~8.27 Violations of the vegetation standards shall be subject to a Restoration Order including vegetation restoration plan and a three-year maintenance plan prepared by the land owner and approved by the zoning administrator. Near shore or highly erodible locations are to be restored with a mix of deep-rooted woody and herbaceous vegetation with high stem density, suitable for the location.~~

Violations. Violations of this section may be remedied with restoration orders, in addition to other available legal remedies. Restoration varies based on the percentage of vegetation coverage (evaluated through aerial coverage of trees and/or shrubs and on-site visual observation) in the shore and bluff impact zones. Restoration mitigation may include an erosion control and stormwater plan, a specified mix of trees, shrubs, and low ground cover of native species and understory consistent with the natural cover of shorelines in the area. Replacement ratios may be up to 2:1 as part of a restoration order, based upon applicable density and spacing recommendations. Any restoration orders, may require a 3 year maintenance plan.

8.3 Grading and Filling. (MAKE NEW SECTION FOR SHORELAND AND NONSHORELAND)

8.31 Whether a permit is required or not, all grading and filling activities must comply with the provisions of this subsection and 8.4 except for the construction of public roads, public ditches and parking areas if consistent with Section 7.1 of this ordinance.

7.1 Placement and Design of Roads, Driveways, and Parking Areas. These facilities must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters. They must be constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local SWCD and comply with the following standards:

8.32 Permit Requirements.

A. Grading, filling and excavations necessary for the construction of structures, sewage treatment systems, ~~and driveways,~~ that are part of an approved permit or subdivision process, does not require a separate grading and filling permit. However, the standards in Section 8.33 of this ordinance must be incorporated into the permit.

B. For all other work, ~~including driveways not part of another permit,~~ a grading and filling land alteration permit is required for:

- (1) the movement of more than 10 cubic yards of material ~~on steep slopes or~~ within shore or bluff impact zones; and
- (2) the movement of more than 50 cubic yards of material outside of ~~steep slopes and~~ shore and bluff impact zones.

C. Agricultural use exemption. A land alteration permit is not required for a land alteration that is part of an agricultural use provided that the land alteration follows the Best Management Practices for farming as recommended by the University of Minnesota Extension Service, the Becker County Soil and Water District, Minnesota Pollution Control Agency, or a Federal Farm Program where such stipulations are placed as a result of enrollment in a farm program.

~~D. placement of retaining walls, including boulder walls within the SIZ and BIZ provided that:~~

- ~~a. if the project includes work at or below the OHWL, the commissioner has already approved or permitted the project.~~
- ~~a. the structures are used only to correct a documented existing erosion problem and not for aesthetic reasons.~~
- ~~b. the height and length are the minimum necessary to control the erosion problem and are not higher than 4 feet or longer than 10 feet, unless the zoning administrator determines that a larger wall is necessary to correct the erosion problem; and~~
- ~~c. walls are screened by vegetation to not be visible from the waterbody.~~

A Retaining Wall Under Two Feet in Height. Retaining walls under two feet in height shall require a land alteration permit from the Becker County Zoning Office.

A Retaining Wall Between Two Feet and Four Feet in Height. Retaining walls between two feet and four feet in height shall be reviewed and approved by the Becker County Planning & Zoning Engineer. Tiered walls shall be considered one wall for height measuring purposes unless they are each separated by horizontal distance of three times the distance of the height of the lower wall. A land alteration permit is required from the Becker County Zoning Office.

A Retaining Wall Above Four Feet in Height. Retaining walls exceeding four feet in height shall require a plan created by licensed engineer or landscape architect. The plan shall be reviewed and approved by the Becker County Planning and Zoning Engineer. Tiered walls shall be considered one wall for height measuring purposes unless they are each separated by horizontal distance of three times the distance of the height of the lower wall. A land alteration permit is required from the Becker County Zoning Office.

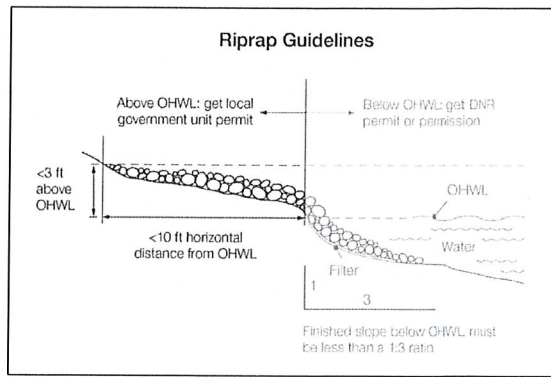
Retaining Wall Setbacks. Retaining walls shall be exempt from the setbacks of the Becker County Zoning Ordinance but shall not be placed within a road right-of-way without approval by the road authority of said right-of-way.

Retaining walls cannot increase storm water run-off to adjoining properties.

Retaining walls beyond 300' from a lake or river and retaining walls incidental to a dwelling are exempt from engineering requirements.

E. Placement of natural rock rip rap, including associated grading of the shoreline and placement of a filter blanket is permitted if:

- ~~d. if the project includes work at or below the OHWL, the DNR commissioner has already approved or permitted the project;~~
- e. the finished slope does not exceed three feet horizontal to one-foot vertical;
- f. the landward extent of the riprap is within ten feet of the ordinary high water level; and
- g. the height of the riprap above the ordinary high water level does not exceed three feet (see Figure 10).
- ~~h. A vegetative buffer, consisting of deep rooted and woody vegetation, is to be established at a distance no less than ten feet from the landward extent of the riprap.~~
- i. Figure 10. Riprap Guidelines



8.33 Grading, filling and excavation activities must meet the following standards:

- A. Grading or filling of any wetland must meet or exceed the wetland protection standards under [Minnesota Rules, Chapter 8420](#) and any other permits, reviews, or approvals by other local state, or federal agencies such as watershed districts, the DNR or US Army Corps of Engineers;
- B. Land alterations must be designed and implemented to minimize the amount of erosion and sediment from entering surface waters during and after construction consistently by:
 - (1) Limiting the amount and time of bare ground exposure;
 - (2) Using temporary ground covers such as mulches or similar materials;
 - (3) Establishing permanent, ~~deep-rooted and dense~~ vegetation cover as soon as possible;
 - (4) Using sediment traps, vegetated buffer strips or other appropriate techniques;
 - (5) Stabilizing altered areas to acceptable erosion control standards consistent with the field office technical guides of the soil and water conservation district;
 - (6) Not placing fill or excavated material in a manner that creates unstable slopes. Plans to place fill or excavated material ~~on steep slopes must be reviewed by qualified professionals for continued slope stability and~~ must not create finished slopes of 30 percent or greater within the shoreland district;
 - (7) Fill or excavated material must not be placed in bluff impact zones;
 - (8) Any alterations below the ordinary high water level of public waters must first be authorized by the commissioner under [Minnesota Statutes, Section 103G](#); and
 - (9) Alterations of topography beyond the cubic yard exemptions of 8.32 B, are only allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties

8.34 Connections to public waters. Excavations to connect boat slips, canals, lagoons, and harbors to public waters require a public waters permit and must comply with [Minnesota Rules, Chapter 6115](#).

8.4 Stormwater Management.

8.41 General Standards:

- C. When possible, existing natural drainageways, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.
- D. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized as soon as possible and appropriate facilities or methods used to retain sediment on the site.
- E. When development density, topography, soils, and vegetation are not sufficient to adequately handle stormwater runoff, constructed facilities such as settling basins, skimming devices, dikes, waterways, ponds and infiltration may be used. Preference must be given to surface drainage, vegetation, and infiltration rather than buried pipes and man-made materials and facilities.

8.42 Specific Standards:

~~F. Impervious surfaces of lots must not exceed 25 percent of the lot area.~~

G. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation district or the Minnesota Stormwater Manual, as applicable.

H. New constructed stormwater outfalls to public waters must be consistent with [Minnesota Rules, part 6115.0231](#).

Current Language to be removed or amended below as shown. Language in red will be removed and language in black will remain.

Planning Commission

A. **Creation and membership.** A Planning Commission is established. The Commission is vested with the authority as provided by this Ordinance and by Minnesota Statutes, Chapter 394 as amended. The Commission shall be composed of not more than eleven (11) members. Each Commissioner shall appoint two Becker County residents and the Board of Adjustments shall appoint one member. The Becker County Board may appoint one or more Commissioners to the Planning Commission as a liaison. A term shall be for a period of not more than four (4) years ~~with one third of the members appointed each year.~~ Each member shall be entitled to one (1) vote. No voting member of the Commission shall have received, during the two (2) years prior to appointment, any substantial portion of income from business operations involving the development of land within the county. An appointment to fill a vacancy shall be only for the unexpired portion of the term.

~~Vegetation Alterations~~

~~The removal and alteration of vegetation on lots or parcels in shoreland areas is allowed subject to the standards in this Section.~~

~~A. **Exemptions.** Vegetation alteration necessary for the construction of structures and sewage treatment systems and the construction of roads, driveways and parking areas regulated by Chapter 6, Section 9; agricultural uses as regulated by Chapter 6, Section 12; and forest management as regulated by Chapter 6, Section 13; are exempt from the vegetation alteration standards in this Section.~~

~~B. **Shore impact zone.** Removal of trees more than two inches (2") in diameter at the height of four feet (4') from the ground is not allowed within a shore impact zone except during construction pursuant to a building permit for a Water Oriented Structure. Removal of other natural vegetation within a shore impact zone is allowed only if it is done in a manner that will prevent increased erosion.~~

~~C. **Bluff impact zone and steep slopes.** Removal of natural vegetation within bluff impact zones and on steep slopes that drain toward a lake or river is not allowed.~~

~~D. **Forest land conversion.** Removal of natural vegetation for forest land conversion to another use outside the shore or bluff impact zones or steep slopes is allowable as a conditional use if forestry best management practices are followed~~

~~as established by the Minnesota Department of Natural Resources and an erosion control and sedimentation plan is developed and approved by the Becker County Soil and Water Conservation District.~~

~~E. **Creation of view area.** In shore and bluff impact zones and on steep slopes, pruning, and trimming of trees is allowed to provide a view to the water from the principal dwelling site and for access paths, provided that:~~

- ~~1. **Best management practices used.** Pruning and trimming procedures follow best management practices recommended by the Minnesota Extension Service;~~
- ~~2. **Screening.** The screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, is not substantially reduced; and~~
- ~~3. **Shading of water.** Existing shading of water surfaces is preserved.~~

~~F. **Safety hazards.** The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.~~

~~G. **Access path.** One access path is allowed from the residence to the shore provided that it is no wider than ten feet (10') and does not promote erosion or drainage to the water body. One access path may be allowed up to 10' wide with a land alteration permit. It may not promote erosion to the water body.~~

Definitions:

Structure. Anything constructed, erected or placed; which includes but is not limited to houses, garages, accessory buildings, decks, ~~driveways, sidewalks,~~ patios, ~~fences, retaining walls,~~ mobile homes, dog kennels and signs.

Land Alteration Permit

~~A. **Land alteration permit required.** Except for public roads, public ditches, or public parking areas no land alterations shall be made until a land alteration permit meeting the requirements of Chapter 8, Section 3, subsection C of this Ordinance has been obtained from the Becker County Zoning Administrator unless the changes will result in:~~

- ~~1. The movement of less than ten (10) cubic yards of material on steep slopes or within shore or bluff impact zones;~~
- ~~2. The movement of less than fifty (50) cubic yards of material in other areas.~~

~~B. **Agricultural use exemption.** A land alteration permit is not required for a land alteration that is part of an agricultural use provided that the land alteration follows the Best Management Practices for farming as recommended by the University of Minnesota Extension Service, the Becker County Soil and Water District, Minnesota Pollution Control Agency, or a Federal Farm Program where such stipulations are placed as a result of enrollment in a farm program.~~

~~C. **May be part of another permit.** A separate land alteration permit is not required if a permit has been granted for construction of a structure or sewer system unless the information required for the land alteration permit was not included in the application for the permit.~~

~~D. **Statement regarding other permits.** An application for a permit for a project that includes land alterations shall contain a statement that all required permits, reviews, or approvals by other local, state, or federal agencies such as a watershed district, the Minnesota Department of Natural Resources, or the United States Army Corps of Engineers have been obtained or applied for.~~

~~E. **Certification by professional.** The Zoning Administrator may require, and for a land alteration within the shore impact zone or a bluff impact zone shall require, an applicant to provide certification from a landscape architect or professional engineer that the requirements of this subsection and the requirements of Chapter 8, Section 3, subsection C of this Ordinance have been followed.~~

Required plan. The Zoning Administrator may require an applicant to provide any necessary plans or restoration from a landscape architect, professional engineer, or other appropriate resources.

~~A. **Land alteration standards.** Land alterations pursuant to a permit or subdivision approval issued under this Ordinance shall be subject to the following regulations:~~

~~1. **General land alteration standards.**~~

- ~~a. **Incidental to permitted or conditional use.** Land alterations shall not be allowed unless the use is incidental to a permitted or conditional use and does not adversely affect adjacent or nearby properties.~~
- ~~b. **Ground exposure and revegetation.** Any land alteration shall be accomplished in a manner that assures that the least possible amount of bare ground is exposed for the shortest time possible. Bare ground shall be covered temporarily with mulches or similar materials. A permanent vegetation cover shall be established as soon as possible after any excavation.~~
- ~~c. **Erosion control.** Soil erosion shall be minimized and efforts shall be taken to trap sediments before they reach any surface water feature. Altered areas shall be stabilized to acceptable erosion control standards consistent with the field office technical guides of the Becker Soil and Water Conservation District and the Natural Resource Conservation Service (NCRS);~~

~~2. **Shoreland areas.** Land alteration in shoreland areas shall meet the following standards in addition to the other provisions of this subsection:~~

- ~~a. **Prohibited activities.** No land alteration permit will be granted for any land alteration that will result in:
 - ~~(1) The destruction of natural vegetation except as allowed in Chapter 6, Section 7 of this Ordinance;~~
 - ~~(2) Increased shoreline erosion;~~
 - ~~(3) Increased runoff to a lake; or~~
 - ~~(4) Increased runoff to adjacent properties.~~~~
- ~~b. **DNR approval required.** Any topographical changes below the ordinary high water level of public waters shall first be authorized by the Commissioner of the Department of Natural Resources.~~
- ~~c. **Placement of material.** Fill or excavated material shall not be placed in a manner that creates an unstable slope and shall not be placed in a bluff impact zone.~~
- ~~d. **Riprap.** Natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, may be placed in a shore impact zone.~~
- ~~e. **Certification by professional.** The Zoning Administrator may require, and for a land alteration within the shore impact zone or a bluff impact zone shall require, an applicant to provide certification from a landscape architect or professional engineer that the land alteration standards of Chapter 8, Section 3, subsection C. of this Ordinance have been followed.~~

~~3. **Wetlands.** An application for a permit or subdivision approval for a project that includes any grading or filling in any type 2, 3, 4, 5, 6, 7, or 8 wetland shall contain a description of the extent the proposed activity would affect the following functional qualities of the wetland:~~

- ~~a. Sediment and pollutant trapping and retention;~~

- ~~b.— Storage of surface runoff to prevent or reduce flood damage;~~
 - ~~e.— Fish and wildlife habitat;~~
 - ~~d.— Recreational use;~~
 - ~~e.— Shoreline or bank stabilization; and~~
 - ~~f.— Noteworthiness, including special qualities such as historic significance, critical habitat for endangered plants and animals, or others.~~
- 4.— ~~Steep slopes.~~ If a project requires fill or excavated material to be placed on steep slopes the plans accompanying the application shall demonstrate that the slope will have continued slope stability and will not create finished slopes of thirty percent (30%) or greater.

Building Height

The current Becker County Zoning Ordinance limits building height to 30' average peak height or 2.5 stories. Proposal outside of the shoreland would be to increase the height to 50' for general agricultural and residential zoned districts. The amendment would include additional setback increases for buildings proposed between 30' and 50' high for all setbacks. The setback for buildings over 30' high would be the total height proposed. Example. Standard side yard setback is 10'. New building height proposed is 35'. New side yard setback is 35'. Proposal would also eliminate the story limitation and use building height only for all districts in the shoreland and non-shoreland.

***Numbers and letters used for reference are subject to change during the formatting process.**

****Titles and subsections names may change.**

*****The entirety of the Zoning Ordinance is subject to change as the amendments may affect more than one chapter or section.**



Minnesota Department of Natural Resources
Ecological and Water Resources
14583 County Highway 19
Detroit Lakes, MN 56501

5/27/26

Kyle Vareberg
Planning & Zoning Supervisor
915 Lake Ave
Detroit Lakes, MN 56501

Re: Conditional Approval of Becker County Shoreland Ordinance Amendment

Dear Kyle:

Thank you for sending your proposed shoreland ordinance amendment to the DNR for conditional approval review. I am pleased to inform you that the proposed amendment is substantially compliant with the statewide rules (MR 6120.2500 – 6120.3900) and hereby approved, provided the conditions of approval in this letter are met.

Ordinance Evaluation

We have reviewed the following sections that you propose to amend received on 4/27/26 for compliance with state shoreland rules. Our conditional approval only applies to the specific sections listed below.

- Section 8.2 Vegetation Management
- Section 8.3 Grading and Filling
- Section 8.4 Stormwater Management

Attached is the proposed amendment with my comments, color-coded as follows:

Blue Comments. These identify minor errors and omissions that are conditions of approval. These should be corrected before final adoption action is taken. *(Only use these comments if you are confident the changes will be made to the ordinance before final adoption)*

Non colored Comments. These include suggestions to improve administration or shoreland protection.

Conditions of Approval

Revised 09/26/2024

The following conditions must be met before the DNR will issue final approval:

1. Remove 8.22 B. or modify to only allow the vegetation removal in the view corridor.
2. Include steep slopes in 8.23.
3. Include steep slopes in 8.24
4. In 8.24 B change the language so as the removal of the vegetation is only allowed in the view corridor.
5. In 8.32 A. include the language “However, the standards in Section 8.33 of this ordinance must be incorporated into the permit.”
6. Include steep slopes in 8.32 B. (1).
7. Include steep slopes in 8.32 B. (2).
8. Include “on steep slopes must be reviewed by qualified professionals for continued slope stability” in 8.33 B. (6).
9. In 8.42 Specific Standards, impervious surfaces of a lot must be included or referenced to another section of the ordinance that provides the required standard.

Next Steps

Following are the steps for completing and receiving final DNR approval for your amendment:

1. Revise the amendment based on the conditions listed above under conditional approval.
2. The county board adopts the amendment revised according to the listed conditions.
3. Email the completed Ordinance Processing Checklist (attached) and the documents identified on the checklist within 10 days of county board adoption to:
 - a. Rodger.hemphill@state.mn.us
 - b. Ordinance.review.dnr@state.mn.us
4. We will review the amendment adopted by the county board for consistency with the above conditions.
5. If the adopted amendments are consistent with the, I will send you a “final approval” letter. State rules require DNR final approval of shoreland ordinances and amendments for those ordinances to be effective.

A shoreland ordinance is an important land use regulation that helps to protect surface water quality, near shore habitat, and shoreland aesthetics of Minnesota’s public waters. We appreciate your efforts to protect these resources for all present and future Minnesotans. Rodger Hemphill is available to help the county administer the ordinance and to consult with you on other water-related projects and their implementation.

Sincerely,

Erik
Anthonisen
Digitally signed by Erik
Anthonisen
Date: 2026.05.27
15:07:31 -05'00'

Erik Anthonisen
South District Manager

Attachments:

Revised 09/26/2024

Proposed Ordinance with DNR comments
Ordinance Processing Checklist

c: Rodger Hemphill, DNR Area Hydrologist
Ordinance.review.dnr@state.mn.us

Data centers and Wind/Solar Energy add to table 5-1 under essential services.

Data Centers and Wind Energy are permissible outside of the shoreland district by a conditional use permit only.

Solar energy is permissible in non-shoreland or shoreland by a conditional use permit.

8.0 VEGETATION REQUIREMENTS WITHIN THE SHORELAND DISTRICT FOR SHORE AND BLUFF IMPACT ZONES.

8.1 **Purpose.** Alterations of vegetation and topography are regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, sustain water quality, and protect fish and wildlife habitat.

8.2 **Vegetation Management.**

8.21 A land alteration permit is required prior to vegetative clearing in the shore impact zone and bluff impact zone ~~and on steep slopes.~~ No clearing is allowed until a plan is submitted and approved consistent with these vegetation management provisions.

8.22 Removal or alteration of vegetation must comply with the provisions of this subsection except for:

- A. Vegetation alteration necessary for the construction of structures and sewage treatment systems under validly issued permits for these facilities or approved permit under the requirements of 8.32;
- B. Removal of vegetation less than 2" in diameter at 4' in height is exempt from a permit.
- C. The construction of public roads and parking areas if consistent with Section 7.1 of this ordinance;

7.1 Placement and Design of Roads, Driveways, and Parking Areas. These facilities must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters. They must be constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local SWCD and comply with the following standards:

- a. 7.11 Roads, driveways, and parking areas must meet public water setbacks and must not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas, and must be designed to minimize adverse impacts
- D. Forest management uses consistent with Section 5.3 of this ordinance;
 - a. 5.31 The harvesting of timber and associated reforestation must be conducted consistent with the applicable provisions of the Sustaining Minnesota Forest Resources: Voluntary Site-Level Forest Management Guidelines for Landowners, Loggers and Resource Managers.
 - b. 5.32 Intensive vegetation clearing for forest land conversion to another use in the shore or bluff impact zone is a conditional use subject to an erosion control and sedimentation plan developed and approved by the soil and water conservation district.

~~Section 13 Forest Management Standards The harvesting of timber and associated reforestation within shoreland areas, but outside shore impact zones, shall be conducted consistent with the provisions of the Minnesota Nonpoint Source Pollution Assessment Forestry and the provisions of~~

Water Quality in Forest Management "Best Management Practices in Minnesota." Within shore impact zones, these activities require a conditional use permit.

E. Agricultural uses consistent with 5.21 of section 5.2 in this ordinance.

5.21 Buffers.

A. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and 50 feet from the ordinary high water level.

A. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and shore and bluff impact zones are maintained in perennial vegetation or operated under an approved conservation plan that includes alternative riparian water quality practices consistent with the field office technical guides of the local soil and water conservation district or the Natural Resource Conservation Service, and as approved by the local soil and water conservation district.

~~Section 12 Agricultural Use Standards Agricultural uses in shoreland areas shall conform to the following standards. A. Steep slopes, shore, and bluff impact zones. Where general cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are allowed steep slopes and shore and bluff impact zones shall be maintained in permanent vegetation or operated under an approved conservation plan (Resource Management Systems) consistent with the field office technical guides of the Becker County Soil and Water Conservation District or the United States Soil Conservation Service, as provided by a qualified individual or agency.~~

8.23 Intensive vegetation clearing in the shore and bluff impact zones and on steep slopes is prohibited. Intensive clearing outside of these areas is allowed if consistent with the forest management standards in Section 5.3 of this ordinance.

8.24 Limited clearing and trimming of trees and shrubs in the shore and bluff impact zones and on steep slopes, may be allowed to provide a view to the water from the principal dwelling and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that:

A. ~~Vegetation be maintained to The screening of structures, vehicles, or other facilities by at least 50% as viewed from the water, assuming summer, leaf on conditions, is not substantially reduced. If an existing view corridor does not exist, one may be created. The maximum view corridor shall be less than 50 feet or one-third of the parcel width, whichever is less, ;~~

B. Removal of vegetation outside of the view corridor is allowed for vegetation under 2" diameter at 4' in height.

B. Existing shading of water surfaces along rivers is preserved;

C. **Cutting debris or slash shall be scattered and not mounded on the ground; and**

D. **Perennial ground cover is retained after construction or disturbance.**

~~E. Picnic areas, access paths, livestock watering areas, beaches and watercraft access areas are prohibited in bluff impact zones. Access paths without a variance are prohibited.~~

F. All root systems for vegetation in shore and bluff impact zones shall remain. Stumps may be ground up to 6" below current grade or more, or removed if otherwise permitted.

8.25 Removal of trees, limbs, or branches that are dead, diseased, dying, or pose safety hazards is allowed without a permit. Any other removal must comply with 8.24.

8.26 Fertilizer and pesticide runoff into surface waters must be minimized through use of vegetation, topography or both.

8.27 ~~Violations of the vegetation standards shall be subject to a Restoration Order including vegetation restoration plan and a three year maintenance plan prepared by the land owner and approved by the zoning administrator. Near shore or highly erodible locations are to be restored with a mix of deep rooted woody and herbaceous vegetation with high stem density, suitable for the location.~~

Violations. Violations of this section may be remedied with restoration orders, in addition to other available legal remedies. Restoration varies based on the percentage of vegetation coverage (evaluated through aerial coverage of trees and/or shrubs and on-site visual observation) in the shore and bluff impact zones. Restoration mitigation may include an erosion control and stormwater plan, a specified mix of trees, shrubs, and low ground cover of native species and understory consistent with the natural cover of shorelines in the area. Replacement ratios may be up to 2:1 as part of a restoration order, based upon applicable density and spacing recommendations. Any restoration orders, may require a 3 year maintenance plan.

8.3 Grading and Filling. (MAKE NEW SECTION FOR SHORELAND AND NONSHORELAND)

8.31 Whether a permit is required or not, all grading and filling activities must comply with the provisions of this subsection and 8.4 except for the construction of public roads, public ditches and parking areas if consistent with Section 7.1 of this ordinance.

7.1 Placement and Design of Roads, Driveways, and Parking Areas. These facilities must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters. They must be constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local SWCD and comply with the following standards:

8.32 Permit Requirements.

- A. ~~Grading, filling and excavations necessary for the construction of structures, sewage treatment systems, and driveways, that are part of an approved permit or subdivision process, does not require a separate grading and filling permit. However, the standards in Section 8.33 of this ordinance must be incorporated into the permit.~~
- B. For all other work, ~~including driveways not part of another permit,~~ a grading and filling land alteration permit is required for:
 - (1) the movement of more than 10 cubic yards of material ~~on steep slopes or~~ within shore or bluff impact zones; and
 - (2) the movement of more than 50 cubic yards of material outside of ~~steep slopes and~~ shore and bluff impact zones.
- C. Agricultural use exemption. A land alteration permit is not required for a land alteration that is part of an agricultural use provided that the land alteration follows the Best Management Practices for farming as recommended by the University of Minnesota Extension Service, the Becker County Soil and Water District, Minnesota Pollution Control Agency, or a Federal Farm Program where such stipulations are placed as a result of enrollment in a farm program.
- ~~D. placement of retaining walls, including boulder walls within the SIZ and BIZ provided that:~~
 - ~~a. if the project includes work at or below the OHWL, the commissioner has already approved or permitted the project.~~
 - ~~a. the structures are used only to correct a documented existing erosion problem and not for aesthetic reasons.~~
 - ~~b. the height and length are the minimum necessary to control the erosion problem and are not higher than 4 feet or longer than 10 feet, unless the zoning administrator determines that a larger wall is necessary to correct the erosion problem; and~~
 - ~~c. walls are screened by vegetation to not be visible from the waterbody.~~

A Retaining Wall Under Two Feet in Height. Retaining walls under two feet in height shall require a land alteration permit from the Becker County Zoning Office.

A Retaining Wall Between Two Feet and Four Feet in Height. Retaining walls between two feet and four feet in height shall be reviewed and approved by the Becker County Planning & Zoning Engineer. Tiered walls shall be considered one wall for height measuring purposes unless they are each separated by horizontal distance of three times the distance of the height of the lower wall. A land alteration permit is required from the Becker County Zoning Office.

A Retaining Wall Above Four Feet in Height. Retaining walls exceeding four feet in height shall require a plan created by licensed engineer or landscape architect. The plan shall be reviewed and approved by the Becker County Planning and Zoning Engineer. Tiered walls shall be considered one wall for height measuring purposes unless they are each separated by horizontal distance of three times the distance of the height of the lower wall. A land alteration permit is required from the Becker County Zoning Office.

Retaining Wall Setbacks. Retaining walls shall be exempt from the setbacks of the Becker County Zoning Ordinance but shall not be placed within a road right-of-way without approval by the road authority of said right-of-way.

Retaining walls cannot increase storm water run-off to adjoining properties.

Retaining walls beyond 300' from a lake or river and retaining walls incidental to a dwelling are exempt from engineering requirements.

E. Placement of natural rock rip rap, including associated grading of the shoreline and placement of a filter blanket is permitted if:

d. **if the project includes work at or below the OHWL, the DNR commissioner has already approved or permitted the project;**

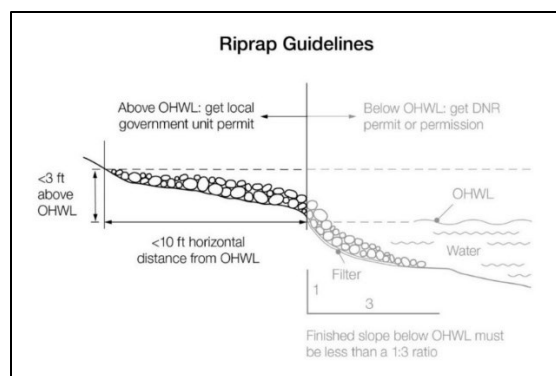
e. the finished slope does not exceed three feet horizontal to one-foot vertical;

f. the landward extent of the riprap is within ten feet of the ordinary high water level; and

g. the height of the riprap above the ordinary high water level does not exceed three feet (see Figure 10).

~~h. A vegetative buffer, consisting of deep rooted and woody vegetation, is to be established at a distance no less than ten feet from the landward extent of the riprap.~~

i. Figure 10. Riprap Guidelines



8.33 Grading, filling and excavation activities must meet the following standards:

A. Grading or filling of any wetland must meet or exceed the wetland protection standards under Minnesota Rules, Chapter 8420 and any other permits, reviews, or approvals by other local state, or federal agencies such as watershed districts, the DNR or US Army Corps of Engineers;

B. Land alterations must be designed and implemented to minimize the amount of erosion and sediment from entering surface waters during and after construction consistently by:

(1) Limiting the amount and time of bare ground exposure;

- (2) Using temporary ground covers such as mulches or similar materials;
 - (3) Establishing permanent, ~~deep-rooted and dense~~ vegetation cover as soon as possible;
 - (4) Using sediment traps, vegetated buffer strips or other appropriate techniques;
 - (5) Stabilizing altered areas to acceptable erosion control standards consistent with the field office technical guides of the soil and water conservation district;
 - (6) Not placing fill or excavated material in a manner that creates unstable slopes. Plans to place fill or excavated material ~~on steep slopes must be reviewed by qualified professionals for continued slope stability and~~ must not create finished slopes of 30 percent or greater within the shoreland district;
 - (7) Fill or excavated material must not be placed in bluff impact zones;
 - (8) Any alterations below the ordinary high water level of public waters must first be authorized by the commissioner under Minnesota Statutes, Section 103G; and
 - (9) Alterations of topography beyond the cubic yard exemptions of 8.32 B, are only allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties
- 8.34 Connections to public waters. Excavations to connect boat slips, canals, lagoons, and harbors to public waters require a public waters permit and must comply with Minnesota Rules, Chapter 6115.

8.4 Stormwater Management.

8.41 General Standards:

- C. When possible, existing natural drainageways, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.
- D. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized as soon as possible and appropriate facilities or methods used to retain sediment on the site.
- E. When development density, topography, soils, and vegetation are not sufficient to adequately handle stormwater runoff, constructed facilities such as settling basins, skimming devices, dikes, waterways, ponds and infiltration may be used. Preference must be given to surface drainage, vegetation, and infiltration rather than buried pipes and man-made materials and facilities.

8.42 Specific Standards:

- ~~F. Impervious surfaces of lots must not exceed 25 percent of the lot area.~~
- G. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation district or the Minnesota Stormwater Manual, as applicable.
- H. New constructed stormwater outfalls to public waters must be consistent with Minnesota Rules, part 6115.0231.

Current Language to be removed or amended below as shown. Language in red will be removed and language in black will remain.

- A. **Creation and membership.** A Planning Commission is established. The Commission is vested with the authority as provided by this Ordinance and by Minnesota Statutes, Chapter 394 as amended. The Commission shall be composed of not more than eleven (11) members. Each Commissioner shall appoint two Becker County residents and the Board of Adjustments shall appoint one member. The Becker County Board may appoint one or more Commissioners to the Planning Commission as a liaison. A term shall be for a period of not more than four (4) years ~~with one-third of the members appointed each year.~~ Each member shall be entitled to one (1) vote. No voting member of the Commission shall have received, during the two (2) years prior to appointment, any substantial portion of income from business operations involving the development of land within the county. An appointment to fill a vacancy shall be only for the unexpired portion of the term.

~~Vegetation Alterations~~

~~The removal and alteration of vegetation on lots or parcels in shoreland areas is allowed subject to the standards in this Section.~~

- A. ~~**Exemptions.** Vegetation alteration necessary for the construction of structures and sewage treatment systems and the construction of roads, driveways and parking areas regulated by Chapter 6, Section 9; agricultural uses as regulated by Chapter 6, Section 12; and forest management as regulated by Chapter 6, Section 13; are exempt from the vegetation alteration standards in this Section.~~
- B. ~~**Shore impact zone.** Removal of trees more than two inches (2") in diameter at the height of four feet (4') from the ground is not allowed within a shore impact zone except during construction pursuant to a building permit for a Water Oriented Structure. Removal of other natural vegetation within a shore impact zone is allowed only if it is done in a manner that will prevent increased erosion.~~
- C. ~~**Bluff impact zone and steep slopes.** Removal of natural vegetation within bluff impact zones and on steep slopes that drain toward a lake or river is not allowed.~~
- D. ~~**Forest land conversion.** Removal of natural vegetation for forest land conversion to another use outside the shore or bluff impact zones or steep slopes is allowable as a conditional use if forestry best management practices are followed as established by the Minnesota Department of Natural Resources and an erosion control and sedimentation plan is developed and approved by the Becker County Soil and Water Conservation District.~~
- E. ~~**Creation of view area.** In shore and bluff impact zones and on steep slopes, pruning, and trimming of trees is allowed to provide a view to the water from the principal dwelling site and for access paths, provided that:~~
- ~~1. **Best management practices used.** Pruning and trimming procedures follow best management practices recommended by the Minnesota Extension Service;~~
 - ~~2. **Screening.** The screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, is not substantially reduced; and~~
 - ~~3. **Shading of water.** Existing shading of water surfaces is preserved.~~
- F. ~~**Safety hazards.** The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.~~
- G. ~~**Access path.** One access path is allowed from the residence to the shore provided that it is no wider than ten feet (10') and does not promote erosion or drainage to the water body. One access path may be allowed up to 10' wide with a land alteration permit. It may not promote erosion to the water body.~~

Definitions:

Structure. Anything constructed, erected or placed; which includes but is not limited to houses, garages, accessory buildings, decks, driveways, sidewalks, patios, fences, retaining walls, mobile homes, dog kennels and signs.

Land Alteration Permit

- ~~A. **Land alteration permit required.** Except for public roads, public ditches, or public parking areas no land alterations shall be made until a land alteration permit meeting the requirements of Chapter 8, Section 3, subsection C of this Ordinance has been obtained from the Becker County Zoning Administrator unless the changes will result in:
 - 1. The movement of less than ten (10) cubic yards of material on steep slopes or within shore or bluff impact zones;
 - 2. The movement of less than fifty (50) cubic yards of material in other areas.~~
- ~~B. **Agricultural use exemption.** A land alteration permit is not required for a land alteration that is part of an agricultural use provided that the land alteration follows the Best Management Practices for farming as recommended by the University of Minnesota Extension Service, the Becker County Soil and Water District, Minnesota Pollution Control Agency, or a Federal Farm Program where such stipulations are placed as a result of enrollment in a farm program.~~
- ~~C. **May be part of another permit.** A separate land alteration permit is not required if a permit has been granted for construction of a structure or sewer system unless the information required for the land alteration permit was not included in the application for the permit.~~
- ~~D. **Statement regarding other permits.** An application for a permit for a project that includes land alterations shall contain a statement that all required permits, reviews, or approvals by other local, state, or federal agencies such as a watershed district, the Minnesota Department of Natural Resources, or the United States Army Corps of Engineers have been obtained or applied for.~~
- ~~E. **Certification by professional.** The Zoning Administrator may require, and for a land alteration within the shore impact zone or a bluff impact zone shall require, an applicant to provide certification from a landscape architect or professional engineer that the requirements of this subsection and the requirements of Chapter 8, Section 3, subsection C of this Ordinance have been followed.~~

Required plan. The Zoning Administrator may require an applicant to provide any necessary plans or restoration from a landscape architect, professional engineer, or other appropriate resources.

- ~~A. **Land alteration standards.** Land alterations pursuant to a permit or subdivision approval issued under this Ordinance shall be subject to the following regulations:
 - 1. **General land alteration standards.**
 - ~~a. **Incidental to permitted or conditional use.** Land alterations shall not be allowed unless the use is incidental to a permitted or conditional use and does not adversely affect adjacent or nearby properties.~~
 - ~~b. **Ground exposure and revegetation.** Any land alteration shall be accomplished in a manner that assures that the least possible amount of bare ground is exposed for the shortest time possible. Bare ground shall be covered temporarily with mulches or similar materials. A permanent vegetation cover shall be established as soon as possible after any excavation.~~~~

- e. ~~**Erosion control.** Soil erosion shall be minimized and efforts shall be taken to trap sediments before they reach any surface water feature. Altered areas shall be stabilized to acceptable erosion control standards consistent with the field office technical guides of the Becker Soil and Water Conservation District and the Natural Resource Conservation Service (NCRS);~~
2. ~~**Shoreland areas.** Land alteration in shoreland areas shall meet the following standards in addition to the other provisions of this subsection.~~
- a. ~~**Prohibited activities.** No land alteration permit will be granted for any land alteration that will result in:

 - (1) The destruction of natural vegetation except as allowed in Chapter 6, Section 7 of this Ordinance;
 - (2) Increased shoreline erosion;
 - (3) Increased runoff to a lake; or
 - (4) Increased runoff to adjacent properties.~~
 - b. ~~**DNR approval required.** Any topographical changes below the ordinary high water level of public waters shall first be authorized by the Commissioner of the Department of Natural Resources.~~
 - e. ~~**Placement of material.** Fill or excavated material shall not be placed in a manner that creates an unstable slope and shall not be placed in a bluff impact zone.~~
 - d. ~~**Riprap.** Natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, may be placed in a shore impact zone.~~
 - e. ~~**Certification by professional.** The Zoning Administrator may require, and for a land alteration within the shore impact zone or a bluff impact zone shall require, an applicant to provide certification from a landscape architect or professional engineer that the land alteration standards of Chapter 8, Section 3, subsection C. of this Ordinance have been followed.~~
3. ~~**Wetlands.** An application for a permit or subdivision approval for a project that includes any grading or filling in any type 2, 3, 4, 5, 6, 7, or 8 wetland shall contain a description of the extent the proposed activity would affect the following functional qualities of the wetland:~~
- a. ~~Sediment and pollutant trapping and retention;~~
 - b. ~~Storage of surface runoff to prevent or reduce flood damage;~~
 - e. ~~Fish and wildlife habitat;~~
 - d. ~~Recreational use;~~
 - e. ~~Shoreline or bank stabilization; and~~
 - f. ~~Noteworthiness, including special qualities such as historic significance, critical habitat for endangered plants and animals, or others.~~
4. ~~**Steep slopes.** If a project requires fill or excavated material to be placed on steep slopes the plans accompanying the application shall demonstrate that the slope will have continued slope stability and will not create finished slopes of thirty percent (30%) or greater.~~

Building Height

The current Becker County Zoning Ordinance limits building height to 30' average peak height or 2.5 stories. Proposal outside of the shoreland would be to increase the height to 50' for general agricultural and

residential zoned districts. The amendment would include additional setback increases for buildings proposed between 30' and 50' high for all setbacks. The setback for buildings over 30' high would be the total height proposed. Example. Standard side yard setback is 10'. New building height proposed is 35'. New side yard setback is 35'. Proposal would also eliminate the story limitation and use building height only for all districts in the shoreland and non-shoreland.

Data centers and Wind/Solar Energy add to table 5-1 under essential services.

Data Centers and Wind Energy are permissible outside of the shoreland district by a conditional use permit only.

Solar energy is permissible in non-shoreland or shoreland by a conditional use permit.

8.0 VEGETATION REQUIREMENTS WITHIN THE SHORELAND DISTRICT FOR SHORE AND BLUFF IMPACT ZONES.

8.1 **Purpose.** Alterations of vegetation and topography are regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, sustain water quality, and protect fish and wildlife habitat.

8.2 Vegetation Management.

8.2.1 A land alteration permit is required prior to vegetative clearing in the shore impact zone and bluff impact zone and on steep slopes. ~~No clearing is allowed until a plan is submitted and approved consistent with these vegetation management provisions.~~

8.2.2 Removal or alteration of vegetation must comply with the provisions of this subsection except for:

A. Vegetation alteration necessary for the construction of structures and sewage treatment systems under validly issued permits for these facilities or approved permit under the requirements of 8.32;

A. Removal of vegetation less than 2" in diameter at 4' in height is exempt from a permit.

B. The construction of public roads and parking areas if consistent with Section 7.1 of this ordinance;

7.1 Placement and Design of Roads, Driveways, and Parking Areas. These facilities must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters. They must be constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local SWCD and comply with the following standards:

a. 7.11 Roads, driveways, and parking areas must meet public water setbacks and must not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas, and must be designed to minimize adverse impacts

C. Forest management uses consistent with Section 5.3 of this ordinance;

a. 5.31 The harvesting of timber and associated reforestation must be conducted consistent with the applicable provisions of the Sustaining Minnesota Forest Resources: Voluntary Site-Level Forest Management Guidelines for Landowners, Loggers and Resource Managers.

b. 5.32 Intensive vegetation clearing for forest land conversion to another use in the shore or bluff impact zone is a conditional use subject to an erosion control and sedimentation plan developed and approved by the soil and water conservation district.

Section 13 Forest Management Standards The harvesting of timber and associated reforestation within shoreland areas, but outside shore impact zones, shall be conducted consistent with the provisions of the Minnesota Nonpoint Source Pollution Assessment Forestry and the provisions of

Commented [RH1]: This addition does not fit in this section and would conflict with section 8.24A by allowing this type of clearing with out a permit outside of the view corridor.

Commented [RH2]: I believe the inclusion of referenced sections is included for planning purposes during amendment writing. These sections should not be duplicated in the ordinance because it will cause ordinance management problems moving forward.

Water Quality in Forest Management "Best Management Practices in Minnesota." Within shore impact zones, these activities require a conditional use permit.

D. Agricultural uses consistent with 5.21 of section 5.2 in this ordinance.

5.21 Buffers.

A. The shore impact zone for parcels with permitted agricultural land uses is equal to a line parallel to and 50 feet from the ordinary high water level.

A. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and shore and bluff impact zones are maintained in perennial vegetation or operated under an approved conservation plan that includes alternative riparian water quality practices consistent with the field office technical guides of the local soil and water conservation district or the Natural Resource Conservation Service, and as approved by the local soil and water conservation district.

Section 12 Agricultural Use Standards Agricultural uses in shoreland areas shall conform to the following standards. A. Steep slopes, shore, and bluff impact zones. Where general cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are allowed steep slopes and shore and bluff impact zones shall be maintained in permanent vegetation or operated under an approved conservation plan (Resource Management Systems) consistent with the field office technical guides of the Becker County Soil and Water Conservation District or the United States Soil Conservation Service, as provided by a qualified individual or agency.

8.23 Intensive vegetation clearing in the shore and bluff impact zones and on steep slopes is prohibited. Intensive clearing outside of these areas is allowed if consistent with the forest management standards in Section 5.3 of this ordinance.

8.24 Limited clearing and trimming of trees and shrubs in the shore and bluff impact zones and on steep slopes, may be allowed to provide a view to the water from the principal dwelling and to accommodate the placement of stairways and landings, picnic areas, access paths, livestock watering areas, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that:

A. ~~Vegetation be maintained to The screening of structures, vehicles, or other facilities by at least 50% as viewed from the water, assuming summer, leaf on conditions, is not substantially reduced. If an existing view corridor does not exist, one may be created.~~ The maximum view corridor shall be less than 50 feet or one-third of the parcel width, whichever is less, ;

B. Removal of vegetation outside of the view corridor is allowed for vegetation under 2" diameter at 4' in height.

B. Existing shading of water surfaces along rivers is preserved;

C. Cutting debris or slash shall be scattered and not mounded on the ground; and

D. Perennial ground cover is retained after construction or disturbance.

E. ~~Picnic areas, access paths, livestock watering areas, beaches and watercraft access areas are prohibited in bluff impact zones. Access paths without a variance are prohibited.~~

F. ~~All root systems for vegetation in shore and bluff impact zones shall remain. Stumps may be ground up to 6" below current grade or more, or removed if otherwise permitted.~~

8.25 Removal of trees, limbs, or branches that are dead, diseased, dying, or pose safety hazards is allowed without a permit. Any other removal must comply with 8.24.

8.26 Fertilizer and pesticide runoff into surface waters must be minimized through use of vegetation, topography or both.

8.27 ~~Violations of the vegetation standards shall be subject to a Restoration Order including vegetation restoration plan and a three year maintenance plan prepared by the land owner and approved by the zoning administrator. Near shore or highly erodible locations are to be restored with a mix of deep-rooted woody and herbaceous vegetation with high stem density, suitable for the location.~~

Commented [RH3]: These sections should not be duplicated in the ordinance because it will cause ordinance management problems moving forward.

Commented [RH4]: These sections should not be duplicated in the ordinance because it will cause ordinance management problems moving forward.

Commented [RH5]: Steep slopes need to be included in order to be consistent with state rule.

Commented [RH6]: Steep slopes need to be included in order to be consistent with state rule.

Commented [RH7]: For clarification, the following language is suggested; "Vegetation be maintained to screen structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on condition. Vegetation removal shall be restricted to a view corridor than 50 feet or one-third of the parcel width, whichever is less;"

Commented [RH8]: To be consistent with the 8.24A and 8.22 B the language should read ". Removal of vegetation in the view corridor is allowed for vegetation under 2" diameter at 4' in height without a permit."

Commented [RH9]: This addition should be removed as it doesn't fit with 8.24. The way this is written it is redundant to 8.33 B. 3.

Violations. Violations of this section may be remedied with restoration orders, in addition to other available legal remedies. Restoration varies based on the percentage of vegetation coverage (evaluated through aerial coverage of trees and/or shrubs and on-site visual observation) in the shore and bluff impact zones. Restoration mitigation may include an erosion control and stormwater plan, a specified mix of trees, shrubs, and low ground cover of native species and understory consistent with the natural cover of shorelines in the area. Replacement ratios may be up to 2:1 as part of a restoration order, based upon applicable density and spacing recommendations. Any restoration orders, may require a 3 year maintenance plan.

Commented [RH10]: Suggested language change; "Violations of this section may be remedied with subject to restoration orders, in addition to other available legal remedies. Restoration orders can varies based on the percentage of vegetation coverage (evaluated through aerial coverage of trees and/or shrubs and on-site visual observation) in the shore and bluff impact zones. Restoration orders may include an erosion control and stormwater plan, a specified mix of trees, shrubs, and low ground cover of native species and understory consistent with the natural cover of shorelines in the area. Replacement ratios may be up to 2:1 as part of a restoration order, based upon applicable density and spacing recommendations. Any restoration orders, may require a 3 year maintenance plan.

8.3 Grading and Filling. (MAKE NEW SECTION FOR SHORELAND AND NONSHORELAND)

8.31 Whether a permit is required or not, all grading and filling activities must comply with the provisions of this subsection and 8.4 except for the construction of public roads, public ditches and parking areas if consistent with Section 7.1 of this ordinance.

7.1 Placement and Design of Roads, Driveways, and Parking Areas. These facilities must be designed to take advantage of natural vegetation and topography to achieve maximum screening as viewed from public waters. They must be constructed to minimize and control erosion to public waters consistent with the field office technical guides of the local SWCD and comply with the following standards:

Commented [RH11]: These sections should not be duplicated in the ordinance because it will cause ordinance management problems moving forward.

8.32 Permit Requirements.

A. Grading, filling and excavations necessary for the construction of structures, sewage treatment systems, and driveways, that are part of an approved permit or subdivision process, does not require a separate grading and filling permit. However, the standards in Section 8.33 of this ordinance must be incorporated into the permit.

Commented [RH12]: The deleted section "However, the standards in Section 8.33 of this ordinance must be incorporated into the permit." need to be included in this section because approved permit to be consistent the standards of Section 8.33.

B. For all other work, including driveways not part of another permit, a grading and filling land alteration permit is required for:

Commented [RH13]: Steep slopes need to be included in order to be consistent with state rule.

- (1) the movement of more than 10 cubic yards of material on steep slopes or within shore or bluff impact zones; and
- (2) the movement of more than 50 cubic yards of material outside of steep slopes and shore and bluff impact zones.

Commented [RH14]: Steep slopes need to be included in order to be consistent with state rule.

C. Agricultural use exemption. A land alteration permit is not required for a land alteration that is part of an agricultural use provided that the land alteration follows the Best Management Practices for farming as recommended by the University of Minnesota Extension Service, the Becker County Soil and Water District, Minnesota Pollution Control Agency, or a Federal Farm Program where such stipulations are placed as a result of enrollment in a farm program.

D. placement of retaining walls, including boulder walls within the SIZ and BIZ provided that:

- a. if the project includes work at or below the OHWL, the commissioner has already approved or permitted the project,
 - a. the structures are used only to correct a documented existing erosion problem and not for aesthetic reasons.
 - b. the height and length are the minimum necessary to control the erosion problem and are not higher than 4 feet or longer than 10 feet, unless the zoning administrator determines that a larger wall is necessary to correct the erosion problem; and
 - c. walls are screened by vegetation to not be visible from the waterbody.

Commented [RH15]: Recommend the following language " D. placement of retaining walls provided that: a. if the project includes work at or below the OHWL, the DNR commissioner has already approved or permitted the project." then include the new language below.

A Retaining Wall Under Two Feet in Height. Retaining walls under two feet in height shall require a land alteration permit from the Becker County Zoning Office.

A Retaining Wall Between Two Feet and Four Feet in Height. Retaining walls between two feet and four feet in height shall be reviewed and approved by the Becker County Planning & Zoning Engineer. Tiered walls shall be considered one wall for height measuring purposes unless they are each separated by horizontal distance of three times the distance of the height of the lower wall. A land alteration permit is required from the Becker County Zoning Office.

A Retaining Wall Above Four Feet in Height. Retaining walls exceeding four feet in height shall require a plan created by licensed engineer or landscape architect. The plan shall be reviewed and approved by the Becker County Planning and Zoning Engineer. Tiered walls shall be considered one wall for height measuring purposes unless they are each separated by horizontal distance of three times the distance of the height of the lower wall. A land alteration permit is required from the Becker County Zoning Office.

Retaining Wall Setbacks. Retaining walls shall be exempt from the setbacks of the Becker County Zoning Ordinance but shall not be placed within a road right-of-way without approval by the road authority of said right-of-way.

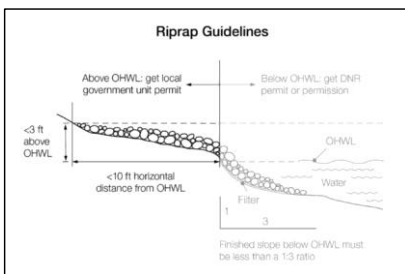
Retaining walls cannot increase storm water run-off to adjoining properties.

Retaining walls beyond 300' from a lake or river and retaining walls incidental to a dwelling are exempt from engineering requirements.

- E. Placement of natural rock rip rap, including associated grading of the shoreline and placement of a filter blanket is permitted if:

- d. if the project includes work at or below the OHWL, the **DNR commissioner** has already approved or permitted the project;
- e. the finished slope does not exceed three feet horizontal to one-foot vertical;
- f. the landward extent of the riprap is within ten feet of the ordinary high water level; and
- g. the height of the riprap above the ordinary high water level does not exceed three feet (see Figure 10).
- ~~h. A vegetative buffer, consisting of deep rooted and woody vegetation, is to be established at a distance no less than ten feet from the landward extent of the riprap.~~
- i. Figure 10. Riprap Guidelines

Commented [RH16]: Change to DNR commissioner. Commissioner is used to be consistent with rule.



8.33 Grading, filling and excavation activities must meet the following standards:

- A. Grading or filling of any wetland must meet or exceed the wetland protection standards under Minnesota Rules, Chapter 8420 and any other permits, reviews, or approvals by other local state, or federal agencies such as watershed districts, the DNR or US Army Corps of Engineers;
- B. Land alterations must be designed and implemented to minimize the amount of erosion and sediment from entering surface waters during and after construction consistently by:
 - (1) Limiting the amount and time of bare ground exposure;

- (2) Using temporary ground covers such as mulches or similar materials;
- (3) Establishing permanent, ~~deep rooted and dense~~ vegetation cover as soon as possible;
- (4) Using sediment traps, vegetated buffer strips or other appropriate techniques;
- (5) Stabilizing altered areas to acceptable erosion control standards consistent with the field office technical guides of the soil and water conservation district;
- (6) ~~Not placing fill or excavated material in a manner that creates unstable slopes. Plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and~~ must not create finished slopes of 30 percent or greater within the shoreland district;
- (7) Fill or excavated material must not be placed in bluff impact zones;
- (8) Any alterations below the ordinary high water level of public waters must first be authorized by the commissioner under Minnesota Statutes, Section 103G; and
- (9) Alterations of topography beyond the cubic yard exemptions of 8.32 B, are only allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties

Commented [RH17]: "on steep slopes must be reviewed by qualified professionals for continued slope stability" need to be included to be consistent with state rule.

8.34 Connections to public waters. Excavations to connect boat slips, canals, lagoons, and harbors to public waters require a public waters permit and must comply with Minnesota Rules, Chapter 6115.

8.4 Stormwater Management.

8.41 General Standards:

- C. When possible, existing natural drainageways, and vegetated soil surfaces must be used to convey, store, filter, and retain stormwater runoff before discharge to public waters.
- D. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized as soon as possible and appropriate facilities or methods used to retain sediment on the site.
- E. When development density, topography, soils, and vegetation are not sufficient to adequately handle stormwater runoff, constructed facilities such as settling basins, skimming devices, dikes, waterways, ponds and infiltration may be used. Preference must be given to surface drainage, vegetation, and infiltration rather than buried pipes and man-made materials and facilities.

8.42 Specific Standards:

- F. ~~Impervious surfaces of lots must not exceed 25 percent of the lot area.~~
- G. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation district or the Minnesota Stormwater Manual, as applicable.
- H. New constructed stormwater outfalls to public waters must be consistent with Minnesota Rules, part 6115.0231.

Commented [RH18]: Impervious surface needs to be included to be consistent with rule. If it is included in another section of the ordinance refer to the that section.

Current Language to be removed or amended below as shown. Language in red will be removed and language in black will remain.

Planning Commission

- A. **Creation and membership.** A Planning Commission is established. The Commission is vested with the authority as provided by this Ordinance and by Minnesota Statutes, Chapter 394 as amended. The Commission shall be composed of not more than eleven (11) members. Each Commissioner shall appoint two Becker County residents and the Board of Adjustments shall appoint one member. The Becker County Board may appoint one or more Commissioners to the Planning Commission as a liaison. A term shall be for a period of not more than four (4) years ~~with one third of the members appointed each year.~~ Each member shall be entitled to one (1) vote. No voting member of the Commission shall have received, during the two (2) years prior to appointment, any substantial portion of income from business operations involving the development of land within the county. An appointment to fill a vacancy shall be only for the unexpired portion of the term.

Vegetation Alterations

~~The removal and alteration of vegetation on lots or parcels in shoreland areas is allowed subject to the standards in this Section.~~

- A. ~~**Exemptions.** Vegetation alteration necessary for the construction of structures and sewage treatment systems and the construction of roads, driveways and parking areas regulated by Chapter 6, Section 9; agricultural uses as regulated by Chapter 6, Section 12; and forest management as regulated by Chapter 6, Section 13; are exempt from the vegetation alteration standards in this Section.~~
- B. ~~**Shore impact zone.** Removal of trees more than two inches (2") in diameter at the height of four feet (4') from the ground is not allowed within a shore impact zone except during construction pursuant to a building permit for a Water Oriented Structure. Removal of other natural vegetation within a shore impact zone is allowed only if it is done in a manner that will prevent increased erosion.~~
- C. ~~**Bluff impact zone and steep slopes.** Removal of natural vegetation within bluff impact zones and on steep slopes that drain toward a lake or river is not allowed.~~
- D. ~~**Forest land conversion.** Removal of natural vegetation for forest land conversion to another use outside the shore or bluff impact zones or steep slopes is allowable as a conditional use if forestry best management practices are followed as established by the Minnesota Department of Natural Resources and an erosion control and sedimentation plan is developed and approved by the Becker County Soil and Water Conservation District.~~
- E. ~~**Creation of view area.** In shore and bluff impact zones and on steep slopes, pruning, and trimming of trees is allowed to provide a view to the water from the principal dwelling site and for access paths, provided that:~~
1. ~~**Best management practices used.** Pruning and trimming procedures follow best management practices recommended by the Minnesota Extension Service;~~
 2. ~~**Screening.** The screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf on conditions, is not substantially reduced; and~~
 3. ~~**Shading of water.** Existing shading of water surfaces is preserved.~~
- F. ~~**Safety hazards.** The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.~~
- G. ~~**Access path.** One access path is allowed from the residence to the shore provided that it is no wider than ten feet (10') and does not promote erosion or drainage to the water body. One access path may be allowed up to 10' wide with a land alteration permit. It may not promote erosion to the water body.~~

Definitions:

Structure. Anything constructed, erected or placed; which includes but is not limited to houses, garages, accessory buildings, decks, driveways, sidewalks, patios, fences, retaining walls, mobile homes, dog kennels and signs.

Land Alteration Permit

~~A. **Land alteration permit required.** Except for public roads, public ditches, or public parking areas no land alterations shall be made until a land alteration permit meeting the requirements of Chapter 8, Section 3, subsection C of this Ordinance has been obtained from the Becker County Zoning Administrator unless the changes will result in:~~

- ~~1. The movement of less than ten (10) cubic yards of material on steep slopes or within shore or bluff impact zones;~~
- ~~2. The movement of less than fifty (50) cubic yards of material in other areas.~~

~~B. **Agricultural use exemption.** A land alteration permit is not required for a land alteration that is part of an agricultural use provided that the land alteration follows the Best Management Practices for farming as recommended by the University of Minnesota Extension Service, the Becker County Soil and Water District, Minnesota Pollution Control Agency, or a Federal Farm Program where such stipulations are placed as a result of enrollment in a farm program.~~

~~C. **May be part of another permit.** A separate land alteration permit is not required if a permit has been granted for construction of a structure or sewer system unless the information required for the land alteration permit was not included in the application for the permit.~~

~~D. **Statement regarding other permits.** An application for a permit for a project that includes land alterations shall contain a statement that all required permits, reviews, or approvals by other local, state, or federal agencies such as a watershed district, the Minnesota Department of Natural Resources, or the United States Army Corps of Engineers have been obtained or applied for.~~

~~E. **Certification by professional.** The Zoning Administrator may require, and for a land alteration within the shore impact zone or a bluff impact zone shall require, an applicant to provide certification from a landscape architect or professional engineer that the requirements of this subsection and the requirements of Chapter 8, Section 3, subsection C of this Ordinance have been followed.~~

Required plan. The Zoning Administrator may require an applicant to provide any necessary plans or restoration from a landscape architect, professional engineer, or other appropriate resources.

~~A. **Land alteration standards.** Land alterations pursuant to a permit or subdivision approval issued under this Ordinance shall be subject to the following regulations:~~

~~1. **General land alteration standards.**~~

- ~~a. **Incidental to permitted or conditional use.** Land alterations shall not be allowed unless the use is incidental to a permitted or conditional use and does not adversely affect adjacent or nearby properties.~~
- ~~b. **Ground exposure and revegetation.** Any land alteration shall be accomplished in a manner that assures that the least possible amount of bare ground is exposed for the shortest time possible. Bare ground shall be covered temporarily with mulches or similar materials. A permanent vegetation cover shall be established as soon as possible after any excavation.~~

- e. ~~**Erosion control.** Soil erosion shall be minimized and efforts shall be taken to trap sediments before they reach any surface water feature. Altered areas shall be stabilized to acceptable erosion control standards consistent with the field office technical guides of the Becker Soil and Water Conservation District and the Natural Resource Conservation Service (NCRS);~~
2. ~~**Shoreland areas.** Land alteration in shoreland areas shall meet the following standards in addition to the other provisions of this subsection.~~
- a. ~~**Prohibited activities.** No land alteration permit will be granted for any land alteration that will result in:

 - (1) The destruction of natural vegetation except as allowed in Chapter 6, Section 7 of this Ordinance;
 - (2) Increased shoreline erosion;
 - (3) Increased runoff to a lake; or
 - (4) Increased runoff to adjacent properties.~~
 - b. ~~**DNR approval required.** Any topographical changes below the ordinary high water level of public waters shall first be authorized by the Commissioner of the Department of Natural Resources.~~
 - e. ~~**Placement of material.** Fill or excavated material shall not be placed in a manner that creates an unstable slope and shall not be placed in a bluff impact zone.~~
 - d. ~~**Riprap.** Natural rock riprap, including associated grading of the shoreline and placement of a filter blanket, may be placed in a shore impact zone.~~
 - e. ~~**Certification by professional.** The Zoning Administrator may require, and for a land alteration within the shore impact zone or a bluff impact zone shall require, an applicant to provide certification from a landscape architect or professional engineer that the land alteration standards of Chapter 8, Section 3, subsection C. of this Ordinance have been followed.~~
3. ~~**Wetlands.** An application for a permit or subdivision approval for a project that includes any grading or filling in any type 2, 3, 4, 5, 6, 7, or 8 wetland shall contain a description of the extent the proposed activity would affect the following functional qualities of the wetland:~~
- a. ~~Sediment and pollutant trapping and retention;~~
 - b. ~~Storage of surface runoff to prevent or reduce flood damage;~~
 - e. ~~Fish and wildlife habitat;~~
 - d. ~~Recreational use;~~
 - e. ~~Shoreline or bank stabilization; and~~
 - f. ~~Noteworthiness, including special qualities such as historic significance, critical habitat for endangered plants and animals, or others.~~
4. ~~**Steep slopes.** If a project requires fill or excavated material to be placed on steep slopes the plans accompanying the application shall demonstrate that the slope will have continued slope stability and will not create finished slopes of thirty percent (30%) or greater.~~

Building Height

The current Becker County Zoning Ordinance limits building height to 30' average peak height or 2.5 stories. Proposal outside of the shoreland would be to increase the height to 50' for general agricultural and

residential zoned districts. The amendment would include additional setback increases for buildings proposed between 30' and 50' high for all setbacks. The setback for buildings over 30' high would be the total height proposed. Example. Standard side yard setback is 10'. New building height proposed is 35'. New side yard setback is 35'. Proposal would also eliminate the story limitation and use building height only for all districts in the shoreland and non-shoreland.