City of Kenyon

INFORMATION DISCLOSURE REQUEST

In Compliance with Minnesota Government Data Practices Act

A. To be Completed by Requestor

REQUESTOR NAME (LAST, FIRST, MI) kenyonminnesota.com	**DATE OF REQUEST** October 22, 2026
STREET ADDRESS Not required for public data (Minn. Stat. § 13.05, subd. 12)	**PHONE NUMBER** Email: team@kenyonminnesota.com
CITY, STATE, ZIP CODE Not required for public data (Minn. Stat. § 13.05, subd. 12)	**SIGNATURE** kenyonminnesota.com
DESCRIPTION OF THE INFORMATION REQUESTED Public data listed in our emails of October 15, 2026 (items A1–A10) and October 22, 2026 (items B1–B4); the full list is on page 2. **Electronic copies only, by email** (Minn. Stat. § 13.03, subd. 3(e)); no paper. **No charges are authorized**; the actual cost of emailing an existing electronic file is zero (§ 13.03, subd. 3(c)). **Due:** A6, A7, A9, A10, B1, B2 by October 26, 2026; all remaining items, or written denials citing the statute, by October 29, 2026.	

B. To be Completed by the City

DEPARTMENT NAME	**HANDLED BY**
INFORMATION CLASSIFIED AS ☐ Public ☐ Nonpublic ☐ Private ☐ Protected nonpublic ☐ Confidential	**ACTION** ☐ Approved ☐ Approved in part (explain below) ☐ Denied (explain below)
REMARKS OR BASIS FOR DENIAL INCLUDING STATUTE SECTION	
PHOTOCOPYING CHARGES ☐ None ☐ _____ pages × _____ = _____ ☐ Special rate: _____ (attach explanation)	**IDENTITY VERIFIED FOR PRIVATE INFORMATION** ☐ Identification: driver's license, state I.D., etc. ☐ Comparison with signature on file ☐ Personal knowledge ☐ Other: _____
AUTHORIZED SIGNATURE	**DATE**

Description of the information requested

Attachment to the City of Kenyon Information Disclosure Request · kenyonminnesota.com · team@kenyonminnesota.com · October 22, 2026

A. Request of October 15, 2026

KENYON MUNICIPAL UTILITIES AND THE INDUSTRIAL PARK

A1 Any Application for Installation of New Service and any Specification Agreement for Installation of New Service (KMU Electric Service Rules, Appendices 1A and 1B) for 551 Engel Drive (PIN 66.435.0040), including load information and one-line diagrams submitted with them.

A2 The contract or agreement sent on or about July 2, 2026 that was described at the October 13, 2026 council meeting as unsigned, with its cover email or letter.

A3 Correspondence between the City or KMU and CMPAS (Central Minnesota Municipal Power Agency/Services), including Jay Anderson, from January 1, 2026 to the present, concerning electric service to the industrial park, transformers, or a substation.

A4 Any cost estimates, quotes, studies, or engineering memos concerning a transformer or substation for KMU, from January 1, 2025 to the present.

A5 Minutes and agenda packets of the KMU Commission from January 1, 2025 to the present.

A6 The five City-KMU agreements approved in April-May 2025, including the Administrative Staff Supervision Agreement and the organizational chart.

THE LOT AT 551 ENGEL DRIVE

A7 The purchase and development agreement with Falcon Investments LLC (signed on or about March 26, 2026), any assignment of the December 9, 2025 agreement with Firebird, LLC, and the sale price.

A8 EDA minutes and agenda packets from January 1, 2026 to the present.

PERSONNEL DATA THAT IS PUBLIC UNDER MINN. STAT. § 13.43, SUBD. 2

A9 The employment agreement for City Administrator Scott Lehner approved by Resolution 2024-26, his salary and any changes to it since hire, and any vehicle or expense allowance.

A10 The terms of the separation agreement adopted by Resolution 2026-34, as public under § 13.43.

B. Request of October 22, 2026

B1 Any request for local certification the City received from the Office of Cannabis Management under Minn. Stat. § 342.13 concerning 551 Engel Drive (Block 3, Lot 1, Kenyon Business Park), or concerning Corgi Canna, Sweet Cut Grow, Firebird, LLC, or Falcon Investments LLC.

B2 Any certification, response, or other submission the City made to the Office of Cannabis Management or to Goodhue County under Kenyon City Code § 1140.05 for those businesses or that site, with the date sent and the name of the person who signed it.

B3 Correspondence between the City Administrator or the EDA Coordinator and Corgi Canna, Sweet Cut Grow, Firebird, LLC, or Falcon Investments LLC, from January 1, 2025 to the present, concerning electric service, utility capacity, or a transformer for the site.

B4 The documents behind the statement in the November 13, 2025 EDA minutes that the City of Kenyon Utilities and Public Works Department "confirmed that the anticipated utility demand will remain within the city's current capabilities," including any load estimate or capacity review.

Delivery: electronic copies only, by email to team@kenyonminnesota.com; no paper. **Charges:** none authorized. **Deadlines:** A6, A7, A9, A10, B1 and B2 by Monday, October 26, 2026; every remaining item, or a written denial citing the specific statute (§ 13.03, subd. 3(f)), by Thursday, October 29, 2026, ten business days after the first request.

Applicable law

Minnesota Government Data Practices Act, Minn. Stat. ch. 13, and the Official Records Act, Minn. Stat. §§ 15.17 and 138.17, as published by the Office of the Revisor of Statutes

1 **Public by default.** The Act "establishes a presumption that government data are public and are accessible by the public for both inspection and copying" unless federal law, a state statute, or a temporary classification provides otherwise. § 13.01, subd. 3. The Minnesota Supreme Court: "Government data are presumed to be public and available to the public for inspection and copying." *Webster v. Hennepin County*, 910 N.W.2d 420 (Minn. 2018).

2 **The records must exist and be at hand.** Every city "shall make and preserve all records necessary to a full and accurate knowledge of their official activities." § 15.17, subd. 1. Records may be disposed of only under § 138.17. The responsible authority "shall keep records containing government data in such an arrangement and condition as to make them easily accessible for convenient use." § 13.03, subd. 1.

3 **Prompt compliance.** The responsible authority "shall establish procedures … to insure that requests for government data are received and complied with in an appropriate and prompt manner." § 13.03, subd. 2(a). Copies not available at the time of the request "shall be supplied as soon as reasonably possible." § 13.03, subd. 3(c). In *Webster v. Hennepin County*, 910 N.W.2d 420 (Minn. 2018), the Minnesota Supreme Court upheld an administrative law judge's ruling that the county violated § 13.03, subd. 2(a) because its procedures did not "insure" appropriate and prompt responses to a data request.

4 **No identification or reason required.** "Government entities may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data." § 13.05, subd. 12. The requestor fields on page 1 are completed to the extent the law allows.

5 **Inspection is free.** The responsible authority "may not assess a charge or require the requesting person to pay a fee to inspect data." § 13.03, subd. 3(a).

6 **Electronic copies.** Public data kept in electronic form must be provided "in electronic form, if the government entity can reasonably make the copy." § 13.03, subd. 3(e).

7 **Charges are discretionary and capped at actual cost.** The responsible authority "may" require payment of actual costs of searching, retrieving and transmitting copies, "but may not charge for separating public from not public data." § 13.03, subd. 3(c). The actual cost of emailing an existing electronic file is zero.

8 **Denials in writing, with the statute.** Any denial must cite "the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based." § 13.03, subd. 3(f).

9 **Personnel data that are public.** Actual gross salary, terms and conditions of the employment relationship, contract fees, fringe benefits and expense reimbursement; and "the complete terms of any agreement settling any dispute arising out of an employment relationship," with specific reasons if it involves more than $10,000 of public money. § 13.43, subd. 2(a)(1) and (6).

10 **Written access policy.** The responsible authority must keep a written data access policy, updated by August 1 each year. § 13.025, subd. 2.

11 **Remedies.** An aggrieved person may bring an action in district court to compel compliance and recover costs and reasonable attorney's fees; the court may impose a civil penalty of up to $1,000. § 13.08, subd. 4. A complaint may instead be filed with the Office of Administrative Hearings, which may order production by a deadline and impose a civil penalty, § 13.085, subd. 5; a complainant who substantially prevails is presumed entitled to attorney fees, mandatory where the entity did not follow a Commissioner opinion on the matter, and the filing fee is refunded, § 13.085, subd. 6. The Commissioner of Administration issues advisory opinions on public access, § 13.072. Willful violation is a misdemeanor and just cause for suspension or dismissal of a public employee. § 13.09.