



City Council

Monday, January 5, 2026

6:30 PM

Elk River City Hall

Regular Meeting & Closed Meeting Agenda

- Regular meeting in Council Chambers
- Closed meeting in Upper Town Conference Room immediately following regular meeting

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSENT AGENDA

Considered to be routine and noncontroversial and will be approved by one motion. There will be no separate discussion of these items unless there is a request to remove the item from the consent agenda to the regular agenda.

4.1 Check Register

4.2 Designate Official Newspaper and Website for Transportation Project Notices for 2026

4.3 Designate Official Depositories and Delegate Authority for Electronic Funds Transfers

4.4 Fire Relief Association Appointments

4.5 Resolution 26-01 Appointing a Data Practices Responsible Authority and Designees

4.6 Plants and Things Playground Shade Structure

4.7 Ordinance 26-01: Regarding Process for Incomplete Licensing Applications

4.8 Resolution 26-03 General transfer from the Multipurpose Facility and Wastewater Funds to the Fleet Replacement Fund

4.9 Vehicle Acquisition and Replacement Policy

4.10 On-Sale 3.2 Liquor License and Wine License: Pickle Paradise LLC

4.11 Agreement 26-01 Meadowwoods Village Sewer Acquisition

4.12 2026 Solid Waste Collection License Renewal

4.13 Approve Subcontractor RFQ Documents

5. OPEN FORUM

An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

7. PUBLIC HEARINGS

An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.

7.1 Resolution 26-02: Easement Vacation, Allen Perkins - 13937 196th Ave NW

8. GENERAL BUSINESS

Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

8.1 Appoint Acting Mayor

8.2 Discuss Work Session Items

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

10. MOTION TO ADJOURN REGULAR MEETING

11. CLOSED MEETING - LELS #589 COLLECTIVE BARGAINING AGREEMENT

11.1 Statement to be read by the Mayor:

"The City Council will be closing the meeting pursuant to MN Statute Section 13D.03, Subdivision 1(b). The Council will discuss the city's labor negotiation strategy related to the city's negotiations with the Collective Bargaining Agreement, LELS 589."

11.2 Motion Calling Closed Meeting

11.3 Hold Closed Meeting

12. MOTION TO ADJOURN

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity





Request for Action

To
City Council

Item Number
4.1

Meeting Date
January 5, 2026

Prepared By
Amy Stangler, Accounting Clerk

Item Description
Check Register

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Jolene Richter

Action Requested
Approve, by motion, the check register for the period ending January 5, 2026.

Background/Discussion
The details for the period ending January 5, 2026, are attached to this request for action.

Total for All Funds	\$ 1,300,116.84
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Financial Impact
N/A

Mission/Policy/Goal
N/A

Attachments
1. 4.2 at1 Check Register
2. 4.2 at2 Check Register

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
ASPEN MILLS						
101						
366632	1	UNIFORMS - PATULLO	Invoice	12/09/2025	615.80	101-4-2130-4217
101						
367080	1	UNIFORMS - PATULLO	Invoice	12/16/2025	71.95	101-4-2130-4217
101						
367308	1	UNIFORMS - WILLIAMS	Invoice	12/18/2025	81.95	101-4-2130-4217
101						
367716	1	UNIFORMS - PATULLO	Invoice	12/24/2025	12.25	101-4-2130-4217
Total 10749 ASPEN MILLS:					781.95	
BRAUN INTERTEC CORP						
603						
IN1000863	1	PHASE 1 ESA	Invoice	12/12/2025	1,909.50	603-4-9112-4319
604						
IN1000863	2	PHASE 1 ESA	Invoice	12/12/2025	940.50	604-4-9410-4319
Total 12444 BRAUN INTERTEC CORP:					2,850.00	
H R A						
462						
TIF 22 - HRA 12-2025	1	TIF 22 - ADMIN	Invoice	12/16/2025	5,080.77	462-2070
Total 20791 H R A:					5,080.77	
HUBBARD ELECTRIC						
101						
20251217-8233	1	ELECTRICAL WORK AT LIONS PARK	Invoice	12/17/2025	353.65	101-4-5110-4409
101						
20251223-8258	1	ELECTRICAL SVCS - WOODLAND TR	Invoice	12/23/2025	150.00	101-4-5110-4409
Total 13803 HUBBARD ELECTRIC:					503.65	
JEFFERSON FIRE & SAFETY,						
101						
IN334965	1	FIRE GLOVES	Invoice	12/22/2025	2,100.76	101-4-2320-4219
Total 22656 JEFFERSON FIRE & SAFETY,:					2,100.76	
JOE AUDETTE						
603						
12-17-25 JA	1	CELL PHONE REIMB - APR/DEC	Invoice	12/17/2025	135.00	603-4-9112-4321
603						
12-17-25 JA	2	CELL PHONE REIMB - APR/DEC	Invoice	12/17/2025	135.00	603-4-9152-4321
Total 13911 JOE AUDETTE:					270.00	
KRIS ENGINEERING INC						
101						
42202	1	CUTTING EDGES	Invoice	12/22/2025	19,132.67	101-4-3130-4219
Total 23296 KRIS ENGINEERING INC:					19,132.67	
LANO EQUIPMENT INC						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
2-1206180	1	PARTS - SNOWBLOWER	Invoice	12/15/2025	335.00	101-4-3130-4219
602						
2-1206728	1	SPRINGS FOR KABOTA	Invoice	12/17/2025	40.76	602-4-9020-4219
602						
2-1207013	1	PARTS #561	Invoice	12/18/2025	49.33	602-4-9020-4219
602						
2-1207318	1	BPA-IDLER	Invoice	12/19/2025	273.36	602-4-9020-4219
Total 23575 LANO EQUIPMENT INC:					698.45	
MINNESOTA EQUIPMENT						
101						
P66819	1	PARTS - #754	Invoice	12/18/2025	20.88	101-4-5110-4221
Total 12620 MINNESOTA EQUIPMENT:					20.88	
MN DEPT OF HEALTH						
221						
2525 LICENSE	1	FOOD/BEV LICENSE UPGRADE	Invoice	12/19/2025	490.00	221-4-5430-4437
Total 26150 MN DEPT OF HEALTH:					490.00	
MOYER PROPERTIES						
466						
TIF - 26 SHOOT STEEL	1	TIF 26 - SHOOT STEEL INTEREST	Invoice	12/16/2025	3,186.90	466-4-7000-4611
466						
TIF - 26 SHOOT STEEL	2	TIF 26 - SHOOT STEEL PRINCIPAL	Invoice	12/16/2025	9,720.64	466-4-7000-4601
Total 15093 MOYER PROPERTIES:					12,907.54	
NCL OF WISCONSIN INC						
602						
529169	1	BUFFER SOLUTIONS	Invoice	12/11/2025	393.94	602-4-9020-4219
Total 27480 NCL OF WISCONSIN INC:					393.94	
PRINCETON ELECTRIC, INC						
101						
1-580161	1	PARTS - CHAINSAW	Invoice	12/15/2025	20.69	101-4-5110-4221
Total 30198 PRINCETON ELECTRIC, INC:					20.69	
RYAN COWLEY						
101						
12-22-25 RC	1	CONF MEAL REIMBURSEMENT - CO	Invoice	12/22/2025	63.00	101-4-2130-4331
Total 15242 RYAN COWLEY:					63.00	
SCR - CENTRAL						
221						
AW29012	1	DIAGNOSTIC OF COOLER	Invoice	12/16/2025	687.20	221-4-5430-4219
Total 31610 SCR - CENTRAL:					687.20	
TRI STATE SURPLUS CO						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
602						
44221	1	PALLET RACKING	Invoice	12/11/2025	1,470.19	602-4-9020-4219
Total 34701 TRI STATE SURPLUS CO:					1,470.19	
AERZEN USA CORPORATION						
602						
SEPI-25-007138	1	TURBO BLOWER SEAL KIT	Invoice	12/16/2025	358.86	602-4-9020-4219
602						
SEPI-25-007161	1	TURBO BLOWER FAN	Invoice	12/16/2025	794.92	602-4-9020-4219
Total 13759 AERZEN USA CORPORATION:					1,153.78	
AID ELECTRIC CORPORATION						
101						
1204478	1	REPLACE CANOPY LIGHTS/MAIN EN	Invoice	12/12/2025	726.88	101-4-3120-4401
Total 10373 AID ELECTRIC CORPORATION:					726.88	
AIRGAS USA LLC						
602						
9167668017	1	ACETYLENE	Invoice	12/17/2025	15.42	602-4-9020-4219
Total 10379 AIRGAS USA LLC:					15.42	
AM CRAFT SPIRITS SALES & MARKETING						
603						
21861	1	POP/MISC	Invoice	12/15/2025	560.00	603-4-9111-4255
603						
21861	2	FREIGHT	Invoice	12/15/2025	4.30	603-4-9111-4332
Total 52518 AM CRAFT SPIRITS SALES & MARKETING:					564.30	
AMAZON CAPITAL SERVICES						
101						
13JK-HXLT-NCJH	1	OFFICE SUPPLIES	Invoice	12/22/2025	37.87	101-4-3120-4201
101						
16MD-N4TD-7KRQ	1	MISC LEAGUE SUPPLIES	Invoice	12/17/2025	14.95	101-4-5220-4219
101						
16T3-1VRM-K7H9	1	PHONE CASE	Invoice	12/16/2025	15.86	101-4-1350-4219
221						
1KMJ-G17H-1HYY	1	CONCESSIONS - SLUSHY SYRUP	Invoice	12/15/2025	71.97	221-4-5430-4259
101						
1KN7-6DWX-197C	1	RETURN CREDIT - DRONE SUPPLIE	Invoice	12/07/2025	79.99-	101-4-2120-4219
101						
1L4K-V4FJ-1PDN	1	MISC WARMING HOUSE SUPPLIES	Invoice	12/10/2025	69.98	101-4-5220-4219
221						
1LJQ-PHMY-GV63	1	ICE MACHINE FILTERS	Invoice	12/15/2025	100.00	221-4-5430-4219
221						
1LYP-XKFH-DVDG	1	TABLE REPLACEMENT PARTS	Invoice	12/16/2025	26.58	221-4-5400-4219
101						
1M3C-JMFT-6FLH	1	OFFICE SUPPLIES	Invoice	12/22/2025	182.00	101-4-2110-4201
101						
1NKV-16R7-9714	1	SWAT SUPPLIES	Invoice	12/10/2025	104.49	101-4-2120-4219
602						
1NQ9-FMNR-99LP	1	OFFICE CHAIR	Invoice	12/18/2025	138.99	602-4-9010-4201

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
221						
1NR9-C3X6-9FDR	1	CONCESSIONS - SLUSHY SYRUP	Invoice	12/23/2025	78.49	221-4-5430-4259
221						
1P79-F1C9-CGFW	1	SUPPLIES - SIGN/VACUUM	Invoice	12/10/2025	89.98	221-4-5430-4219
221						
1P79-F1C9-CGFW	2	SUPPLIES - VACUUM	Invoice	12/10/2025	61.99	221-4-5400-4219
101						
1QG3-DHHY-DJQ9	1	SHOE COVERS	Invoice	12/12/2025	15.19	101-4-2320-4219
221						
1TG4-7NXP-GPDW	1	SLUSHIE MIX	Invoice	12/27/2025	87.96	221-4-5430-4259
221						
1TY6-GJGG-9MPH	1	SUPPLIES - GRIP TAPE	Invoice	12/12/2025	9.49	221-4-5400-4219
101						
1VGK-JXXX-6W17	1	SUPPLIES LABEL MAKER	Invoice	12/17/2025	54.99	101-4-5210-4219
221						
1VGR-Q36W-DWTY	1	SLUSHIE MIX	Invoice	12/22/2025	84.75	221-4-5430-4259
101						
1VQC-F3YM-D199	1	COFFEE	Invoice	12/15/2025	101.04	101-4-1600-4219
101						
1WWP-T4XX-67WY	1	INSPECTION SUPPLIES	Invoice	12/23/2025	25.98	101-4-2320-4219
101						
1XTC-F19D-R6K6	1	PROGRAM SUPPLIES	Invoice	12/20/2025	176.99	101-4-5510-4219
101						
1XYP-6DKD-QRGN	1	ARMOR SUPPLIES	Invoice	12/15/2025	126.00	101-4-2120-4219
603						
1YX1-YXXY-J9PY	1	SUPPLIES	Invoice	12/15/2025	174.98	603-4-9152-4219
Total 13706 AMAZON CAPITAL SERVICES:					1,770.53	
ARTISAN BEER COMPANY						
603						
3818420	1	BEER	Invoice	12/17/2025	281.50	603-4-9111-4252
603						
3818421	1	THC PRODUCTS	Invoice	12/17/2025	137.20	603-4-9111-4256
603						
3818422	1	BEER	Invoice	12/17/2025	273.80	603-4-9151-4252
603						
3818423	1	THC PRODUCTS	Invoice	12/17/2025	68.60	603-4-9151-4256
603						
439422	1	BEER CREDIT	Invoice	12/11/2025	13.84-	603-4-9151-4252
603						
439535	1	BEER CREDIT	Invoice	12/12/2025	10.02-	603-4-9111-4252
Total 12167 ARTISAN BEER COMPANY:					737.24	
BAYCOM INC						
411						
EQUIPINV_059574	1	TOUGHBOOK FZ-55	Invoice	12/23/2025	3,317.00	411-4-1350-4219
Total 11267 BAYCOM INC:					3,317.00	
BELLBOY CORP BAR SUPPLY						
603						
110656100	1	POP/MISC	Invoice	12/18/2025	100.70	603-4-9111-4255
603						
110656100	2	FREIGHT	Invoice	12/18/2025	6.49	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 11810 BELLBOY CORP BAR SUPPLY:					107.19	
BELLBOY CORPORATION						
603						
209909100	1	WINE	Invoice	12/16/2025	384.00	603-4-9111-4253
603						
209909100	2	FREIGHT	Invoice	12/16/2025	13.50	603-4-9111-4332
603						
209963800	1	LIQUOR	Invoice	12/18/2025	78.00	603-4-9111-4251
603						
209963800	2	POP/MISC	Invoice	12/18/2025	157.00	603-4-9111-4255
603						
209963800	3	FREIGHT	Invoice	12/18/2025	13.50	603-4-9111-4332
603						
300561100	1	THC PRODUCTS	Invoice	12/18/2025	234.00	603-4-9111-4256
603						
300561100	2	FREIGHT	Invoice	12/18/2025	3.30	603-4-9111-4332
Total 11800 BELLBOY CORPORATION:					883.30	
BERNICK'S						
603						
10436982	1	POP	Invoice	12/17/2025	179.60	603-4-9111-4255
603						
10436983	1	POP CREDIT	Invoice	12/17/2025	10.00-	603-4-9111-4255
603						
10436984	1	BEER	Invoice	12/17/2025	2,614.80	603-4-9111-4252
603						
10436988	1	BEER CREDIT	Invoice	12/17/2025	108.50-	603-4-9111-4252
603						
10436989	1	POP	Invoice	12/17/2025	86.76	603-4-9151-4255
603						
10436992	1	BEER	Invoice	12/17/2025	893.65	603-4-9151-4252
603						
10436994	1	BEER CREDIT	Invoice	12/17/2025	38.16-	603-4-9151-4252
603						
10439297	1	POP	Invoice	12/23/2025	86.58	603-4-9111-4255
603						
10439298	1	THC PRODUCTS	Invoice	12/23/2025	162.80	603-4-9111-4256
603						
10439299	1	BEER	Invoice	12/23/2025	1,900.90	603-4-9111-4252
603						
10439300	1	POP/MISC	Invoice	12/23/2025	36.96	603-4-9151-4255
603						
10439301	1	THC PRODUCTS	Invoice	12/23/2025	120.00	603-4-9151-4256
603						
10439302	1	BEER	Invoice	12/23/2025	419.65	603-4-9151-4252
221						
182147	1	FOUNTAIN POP	Invoice	12/17/2025	561.09	221-4-5430-4259
221						
182301	1	CUPS	Invoice	12/22/2025	92.79	221-4-5430-4219
221						
182301	2	CONCESSIONS - POP	Invoice	12/22/2025	320.01	221-4-5430-4259
221						
182391	1	CO2 TANKS-FOUNTAIN POP	Invoice	12/23/2025	229.35	221-4-5430-4259

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 11950 BERNICK'S:					7,548.28	
BERRY COFFEE COMPANY						
101						
1091114	1	COFFEE	Invoice	12/19/2025	162.81	101-4-5510-4219
Total 11959 BERRY COFFEE COMPANY:					162.81	
BLACKHAWK PEST CONTROL, LLC						
221						
52105	1	PEST CONTROL-FTCENTER	Invoice	12/22/2025	189.73	221-4-5400-4401
101						
52106	1	PEST CONTROL - PUBLIC SAFETY	Invoice	12/22/2025	130.00	101-4-2190-4401
101						
52107	1	PEST CONTROL - CITY HALL	Invoice	12/22/2025	125.00	101-4-1600-4401
101						
52108	1	PEST CONTROL-FS 1	Invoice	12/22/2025	52.50	101-4-2310-4401
211						
52109	1	PEST CONTROL-LIBRARY	Invoice	12/22/2025	82.50	211-4-5600-4401
Total 14717 BLACKHAWK PEST CONTROL, LLC:					579.73	
BOLTON & MENK, INC						
401						
382208	1	2025 STREET IMPROVEMENTS	Invoice	12/15/2025	1,127.50	401-4-8080-4303
401						
382209	1	DOWNTOWN RECONSTRUCTION	Invoice	12/15/2025	17,270.50	401-4-8220-4303
101						
382249	1	GENERAL ENGINEERING	Invoice	12/15/2025	2,444.00	101-4-3300-4303
403						
382251	1	LINE AVE CUL-DE-SAC	Invoice	12/15/2025	4,587.50	403-4-8440-4303
406						
382254	1	MEADOWWOODS VILLAGE - SEWER	Invoice	12/15/2025	5,265.75	406-4-8050-4303
225						
382257	1	MEGA LOOP TRAIL IMPROVEMENTS	Invoice	12/15/2025	19,393.50	225-4-8546-4303
406						
382259	1	ROLLING HILLS SEWER EXT	Invoice	12/15/2025	322.50	406-4-8040-4303
403						
382260	1	HWY 10 & 165TH AVE INTERSECTIO	Invoice	12/15/2025	11,560.00	403-4-8450-4303
403						
382261	1	YALE STREET EXTENSION	Invoice	12/15/2025	2,702.50	403-4-8440-4303
Total 11019 BOLTON & MENK, INC:					64,673.75	
BREAKTHRU BEVERAGE MINNESOTA						
603						
124809163	1	LIQUOR	Invoice	12/18/2025	128.77	603-4-9151-4251
603						
124809163	2	FREIGHT	Invoice	12/18/2025	.48	603-4-9151-4332
603						
124814309	1	FREIGHT	Invoice	12/18/2025	45.07	603-4-9151-4332
603						
124814309	2	LIQUOR	Invoice	12/18/2025	4,643.93	603-4-9151-4251
603						
124814310	1	FREIGHT	Invoice	12/18/2025	7.25	603-4-9151-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
124814310	2	POP/MISC	Invoice	12/18/2025	166.33	603-4-9151-4255
Total 8002 BREAKTHRU BEVERAGE MINNESOTA:					4,991.83	
603						
124809204	1	LIQUOR	Invoice	12/18/2025	410.05	603-4-9111-4251
603						
124809204	2	FREIGHT	Invoice	12/18/2025	1.44	603-4-9111-4332
603						
124813038	1	LIQUOR	Invoice	12/18/2025	100.00	603-4-9111-4251
603						
124814685	1	LIQUOR	Invoice	12/18/2025	2,108.87	603-4-9111-4251
603						
124814685	2	FREIGHT	Invoice	12/18/2025	17.87	603-4-9111-4332
Total 12893 BREAKTHRU BEVERAGE MINNESOTA:					2,638.23	
BRIAN MUCKENHIRN						
101						
13437	1	POOL PLAQUE	Invoice	12/16/2025	100.00	101-4-5510-4219
Total 52530 BRIAN MUCKENHIRN:					100.00	
C & L DISTRIBUTING CO						
603						
2221678	1	LIQUOR	Invoice	12/17/2025	453.95	603-4-9151-4251
603						
2221680	1	BEER	Invoice	12/17/2025	5,459.90	603-4-9151-4252
603						
2221680	2	THC PRODUCTS	Invoice	12/17/2025	196.00	603-4-9151-4256
603						
2222990	1	LIQUOR	Invoice	12/17/2025	467.20	603-4-9151-4251
603						
2224731	1	LIQUOR	Invoice	12/23/2025	46.40	603-4-9151-4251
603						
2224731	2	LIQUOR CREDIT	Invoice	12/23/2025	45.50-	603-4-9151-4251
603						
2224732	1	BEER	Invoice	12/23/2025	3,497.30	603-4-9151-4252
Total 8003 C & L DISTRIBUTING CO:					10,075.25	
603						
1839001544	1	BEER CREDIT	Invoice	12/23/2025	38.00-	603-4-9111-4252
603						
2220629	1	BEER	Invoice	12/15/2025	1,308.00	603-4-9111-4252
603						
2222885	1	BEER	Invoice	12/17/2025	2,304.15	603-4-9111-4252
603						
2223069	1	LIQUOR	Invoice	12/17/2025	642.25	603-4-9111-4251
603						
2223071	1	THC PRODUCTS	Invoice	12/17/2025	297.48	603-4-9111-4256
603						
2223072	1	BEER	Invoice	12/17/2025	906.70	603-4-9111-4252
603						
2224371	1	THC PRODUCTS	Invoice	12/23/2025	281.42	603-4-9111-4256

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2224378	1	LIQUOR CREDIT	Invoice	12/23/2025	12.00-	603-4-9111-4251
603						
2224379	1	LIQUOR	Invoice	12/23/2025	68.94	603-4-9111-4251
603						
2224380	1	BEER	Invoice	12/23/2025	5,327.00	603-4-9111-4252
603						
2224734	1	BEER	Invoice	12/23/2025	6,104.60	603-4-9111-4252
603						
2226173	1	BEER	Invoice	12/23/2025	6.55	603-4-9111-4252
603						
2226174	1	LIQUOR	Invoice	12/23/2025	1,836.31	603-4-9111-4251
603						
2226175	1	BEER	Invoice	12/23/2025	1,505.00	603-4-9111-4252
603						
2226175	2	POP/MISC	Invoice	12/23/2025	126.00	603-4-9111-4255
603						
2616000967	1	BEER CREDIT	Invoice	12/15/2025	82.50-	603-4-9111-4252
Total 13375 C & L DISTRIBUTING CO:					20,581.90	
CASELLE LLC						
101						
INV-14122	1	ANNUAL MAINT/SUPPORT	Invoice	12/04/2025	12,434.43	101-4-1310-4404
Total 52512 CASELLE LLC:					12,434.43	
CHARTER COMMUNICATIONS						
602						
175341701 DEC 25	1	PHONE LINE & TV CHGS-WW	Invoice	12/14/2025	165.80	602-4-9010-4321
Total 13954 CHARTER COMMUNICATIONS:					165.80	
CHENOSA SYSTEMS CORP						
101						
2025466	1	REPORTING SYSTEM UPDATES/INT	Invoice	10/29/2025	11,760.00	101-4-2310-4404
Total 12112 CHENOSA SYSTEMS CORP:					11,760.00	
CINTAS CORPORATION LOC 470						
602						
4252874189	1	UNIFORM RENTAL/CLEANING	Invoice	12/12/2025	164.33	602-4-9020-4417
603						
4252874528	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	12/12/2025	80.04	603-4-9112-4404
603						
4252880608	1	MATS, TOWELS, SCRAPER, MOPS	Invoice	12/12/2025	48.24	603-4-9152-4404
602						
4253725079	1	UNIFORM RENTAL/CLEANING	Invoice	12/19/2025	155.45	602-4-9020-4417
603						
4253725371	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	12/19/2025	80.04	603-4-9112-4404
603						
4253731843	1	MATS, TOWELS, SCRAPER, MOPS	Invoice	12/19/2025	37.57	603-4-9152-4404
603						
4254392091	1	MATS, TOWELS, SCRAPER, MOPS	Invoice	12/26/2025	29.51	603-4-9152-4404
Total 14080 CINTAS CORPORATION LOC 470:					595.18	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
COBORN'S INC						
101						
2023 001 0144 12-12-25	1	COOKIES	Invoice	12/12/2025	77.94	101-4-5510-4219
Total 14303 COBORN'S INC:					77.94	
COMMISSIONER OF TRANSPORTATION						
101						
P00020883	1	TRAFFIC SIGNAL MAINT - SCHOOL S	Invoice	12/19/2025	1,233.77	101-4-3120-4409
Total 14651 COMMISSIONER OF TRANSPORTATION:					1,233.77	
CONWAY SHIELD INC						
101						
545559	1	HELMETS	Invoice	11/23/2025	2,782.50	101-4-2320-4219
101						
546019	1	HELMET SHIELDS	Invoice	12/05/2025	480.50	101-4-2320-4219
Total 52306 CONWAY SHIELD INC:					3,263.00	
COUNTRY SIDE SERVICES						
101						
1-114374	1	CUTTINGEDGE HALF FORMS & BOL	Invoice	12/19/2025	1,767.96	101-4-3130-4219
Total 11269 COUNTRY SIDE SERVICES:					1,767.96	
CRYSTAL SPRINGS ICE						
603						
2-503332	1	ICE	Invoice	12/17/2025	54.24	603-4-9111-4255
603						
2-503332	2	FREIGHT	Invoice	12/17/2025	4.00	603-4-9111-4332
603						
2-503333	1	FREIGHT	Invoice	12/17/2025	4.00	603-4-9151-4332
603						
2-503333	2	ICE	Invoice	12/17/2025	53.11	603-4-9151-4255
Total 52407 CRYSTAL SPRINGS ICE:					115.35	
CUB FOODS						
221						
104351158004	1	CATERING/CONCESSIONS BEVERA	Invoice	12/18/2025	13.74	221-4-5430-4259
101						
81448	1	EOC SUPPLIES	Invoice	12/15/2025	28.48	101-4-2190-4219
Total 15550 CUB FOODS:					42.22	
DACOTAH PAPER CO						
221						
63545	1	TOWELS, TRAYS, CUPS/LIDS, STRA	Invoice	12/11/2025	277.72	221-4-5430-4219
221						
63674	1	TRASH LINERS, TOILET TISSUE,HAN	Invoice	12/11/2025	1,068.80	221-4-5400-4219
603						
68971	1	CLEANING SUPPLIES	Invoice	12/23/2025	95.11	603-4-9152-4219
Total 15887 DACOTAH PAPER CO:					1,441.63	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
DAHLHEIMER BEVERAGE, LLC						
603						
2648635	1	BEER	Invoice	12/15/2025	6,210.80	603-4-9151-4252
603						
2652763	1	BEER	Invoice	12/18/2025	108.00	603-4-9151-4252
603						
2652764	1	BEER	Invoice	12/18/2025	3,520.50	603-4-9151-4252
603						
2652835	1	BEER CREDIT	Invoice	12/17/2025	40.60-	603-4-9151-4252
603						
2652960	1	BEER	Invoice	12/18/2025	100.00	603-4-9151-4252
603						
2654318	1	BEER	Invoice	12/22/2025	57.60	603-4-9151-4252
603						
2654319	1	THC PRODUCTS	Invoice	12/22/2025	206.00	603-4-9151-4256
603						
2654320	1	BEER	Invoice	12/22/2025	3,748.40	603-4-9151-4252
603						
2657647	1	THC PRODUCTS	Invoice	12/26/2025	74.00	603-4-9151-4256
603						
2657648	1	POP/MISC	Invoice	12/26/2025	297.00	603-4-9151-4255
603						
2657649	1	BEER	Invoice	12/26/2025	9,905.00	603-4-9151-4252
603						
2657833	1	BEER CREDIT	Invoice	12/23/2025	3.20-	603-4-9151-4252
Total 8005 DAHLHEIMER BEVERAGE, LLC:					24,183.50	
221						
2652699	1	MISC LIQUOR	Invoice	12/18/2025	63.00	221-4-5430-4255
221						
2652699	2	BEER	Invoice	12/18/2025	169.75	221-4-5430-4252
221						
2652699	3	LIQUOR	Invoice	12/18/2025	204.00	221-4-5430-4251
221						
2657014	1	BEER	Invoice	12/24/2025	404.40	221-4-5430-4252
221						
2657014	2	LIQUOR	Invoice	12/24/2025	698.60	221-4-5430-4251
Total 15366 DAHLHEIMER BEVERAGE, LLC:					1,539.75	
603						
2646842	1	THC PRODUCTS	Invoice	12/11/2025	146.00	603-4-9111-4256
603						
2646843	1	BEER	Invoice	12/11/2025	3,208.95	603-4-9111-4252
603						
2648659	1	BEER	Invoice	12/15/2025	7,557.50	603-4-9111-4252
603						
2652627	1	THC PRODUCTS	Invoice	12/18/2025	222.00	603-4-9111-4256
603						
2652628	1	LIQUOR	Invoice	12/18/2025	10,548.00	603-4-9111-4251
603						
2652628	2	BEER	Invoice	12/18/2025	18,718.75	603-4-9111-4252
603						
2654963	1	LIQUOR	Invoice	12/22/2025	92.10	603-4-9111-4251
603						
2654963	2	POP/MISC	Invoice	12/22/2025	204.00	603-4-9111-4255

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2654963	3	BEER	Invoice	12/22/2025	16,515.88	603-4-9111-4252
603						
2655154	1	BEER CREDIT	Invoice	12/19/2025	53.20-	603-4-9111-4252
603						
2656852	1	BEER	Invoice	12/24/2025	5,453.40	603-4-9111-4252
Total 15900 DAHLHEIMER BEVERAGE, LLC:					62,613.38	
E C M PUBLISHERS INC						
101						
1078598	1	JOB AD - CITY CLERK	Invoice	12/21/2025	66.40	101-4-1210-4201
Total 17000 E C M PUBLISHERS INC:					66.40	
EHLERS & ASSOCIATES, INC						
467						
100338	1	TIF 27 SERVICES	Invoice	02/17/2025	457.50	467-4-7000-4319
467						
100587	1	TIF 27 SERVICES	Invoice	03/07/2025	305.00	467-4-7000-4319
467						
100959	1	TIF 27 SERVICES	Invoice	04/07/2025	381.25	467-4-7000-4319
467						
101635	1	TIF 27 SERVICES	Invoice	06/11/2025	228.75	467-4-7000-4319
Total 17287 EHLERS & ASSOCIATES, INC:					1,372.50	
ELK RIVER MUNICIPAL UTILITIES						
101						
12-11-25 ERMU	1	WATER/ELECTRIC/SEWER/STMWTR	Invoice	12/11/2025	2,899.65	101-4-1600-4389
101						
12-11-25 ERMU	2	ELECTRIC	Invoice	12/11/2025	64.00	101-4-2190-4389
101						
12-11-25 ERMU	3	WATER/ELECTRIC/SEWER	Invoice	12/11/2025	5,990.07	101-4-2190-4389
101						
12-11-25 ERMU	4	WATER/ELECTRIC/SEWER	Invoice	12/11/2025	729.24	101-4-2310-4389
101						
12-11-25 ERMU	5	ELECTRIC	Invoice	12/11/2025	77.20	101-4-2330-4389
101						
12-11-25 ERMU	6	ELECTRIC	Invoice	12/11/2025	57.00	101-4-3120-4389
101						
12-11-25 ERMU	7	ELECTRIC	Invoice	12/11/2025	32.36	101-4-3120-4389
101						
12-11-25 ERMU	8	WATER/ELECTRIC	Invoice	12/11/2025	1,215.85	101-4-5110-4389
101						
12-11-25 ERMU	9	ELECTRIC	Invoice	12/11/2025	258.72	101-4-5110-4389
101						
12-11-25 ERMU	10	WATER/SEWER	Invoice	12/11/2025	35.59	101-4-5110-4389
211						
12-11-25 ERMU	11	WATER/ELECTRIC/SEWER	Invoice	12/11/2025	2,501.13	211-4-5600-4389
602						
12-11-25 ERMU	12	WATER/ELECTRIC	Invoice	12/11/2025	25,426.74	602-4-9020-4389
602						
12-11-25 ERMU	13	ELECTRIC	Invoice	12/11/2025	3,798.07	602-4-9050-4389
603						
12-11-25 ERMU	14	WATER/ELECTRIC/SEWER/STMWTR	Invoice	12/11/2025	1,534.64	603-4-9152-4389

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
12-18-25 ERMU	1	ELECTRIC	Invoice	12/18/2025	64.00	101-4-2190-4389
101						
12-18-25 ERMU	2	ELECTRIC	Invoice	12/18/2025	282.93	101-4-2330-4389
101						
12-18-25 ERMU	3	WATER/ELECTRIC/SEWER/STMWTR	Invoice	12/18/2025	3,076.70	101-4-3120-4389
101						
12-18-25 ERMU	4	WATER/ELECTRIC	Invoice	12/18/2025	385.46	101-4-5110-4389
101						
12-18-25 ERMU	5	ELECTRIC	Invoice	12/18/2025	37.60	101-4-5110-4389
221						
12-18-25 ERMU	6	WATER/ELECTRIC/SEWER/STMWTR	Invoice	12/18/2025	25,153.99	221-4-5400-4389
602						
12-18-25 ERMU	7	ELECTRIC	Invoice	12/18/2025	997.73	602-4-9050-4389
Total 17700 ELK RIVER MUNICIPAL UTILITIES:					74,618.67	
101						
12-15-25	1	WATER ASSESSMENT	Invoice	12/19/2025	168.00	101-3-0000-3625
101						
12-15-25	2	ELECTRIC ASSESSMENT	Invoice	12/19/2025	1,365.28	101-3-0000-3625
462						
TIF 22 - WAC 12-2025	1	TIF 22 - WAC	Invoice	12/16/2025	566.86	462-4-7000-4440
Total 17701 ELK RIVER MUNICIPAL UTILITIES:					2,100.14	
ELK RIVER WINLECTRIC						
101						
424734 01	1	ELECTRICAL SUPPLIES	Invoice	12/16/2025	27.96	101-4-5110-4219
101						
424734 03	1	ELECTRICAL SUPPLIES	Invoice	12/18/2025	139.80	101-4-5110-4219
Total 17890 ELK RIVER WINLECTRIC:					167.76	
FACTORY MOTOR PARTS CO						
221						
128-Z19212	1	CATERING VEHICLE BATTERY	Invoice	12/10/2025	288.88	221-4-5430-4219
Total 18408 FACTORY MOTOR PARTS CO:					288.88	
FASTENAL COMPANY						
101						
MNELK144949	1	SUPPLIES - VENDING	Invoice	12/12/2025	317.32	101-4-3120-4219
101						
MNELK144949	2	SUPPLIES - VENDING	Invoice	12/12/2025	77.83	101-4-3150-4219
101						
MNELK144949	3	SUPPLIES - VENDING	Invoice	12/12/2025	170.96	101-4-5110-4219
101						
MNELK145027	1	SUPPLIES - VENDING	Invoice	12/19/2025	8.40	101-4-5110-4219
Total 18453 FASTENAL COMPANY:					574.51	
FRIENDS OF THE MISSISSIPPI						
440						
FMR2501	1	2025 SUPPORT FOR RESTORATION	Invoice	12/15/2025	6,250.00	440-4-5110-4409

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 12820 FRIENDS OF THE MISSISSIPPI:					6,250.00	
FUTURE PLUS BATTERIES						
101						
P88101171	1	BATTERY FOR GNT TUNNEL	Invoice	12/16/2025	118.95	101-4-5110-4219
Total 11835 FUTURE PLUS BATTERIES:					118.95	
GCRE - JACKSON HILLS, LLC						
465						
TIF 25 - GCRE 12-2025	1	TIF 25 - JACKSON HILLS INTEREST	Invoice	12/16/2025	8,433.76	465-4-7000-4611
465						
TIF 25 - GCRE 12-2025	2	TIF 25 - JACKSON HILLS PRINCIPAL	Invoice	12/16/2025	30,702.98	465-4-7000-4601
Total 14479 GCRE - JACKSON HILLS, LLC:					39,136.74	
GOODIN COMPANY						
101						
1556506-00	1	PLUMBING PARTS	Invoice	12/17/2025	70.46	101-4-1600-4219
Total 20113 GOODIN COMPANY:					70.46	
GRAFIX SHOPPE						
101						
168260	1	GRAPHICS-TENDER 2	Invoice	12/09/2025	617.50	101-4-2320-4404
Total 20275 GRAFIX SHOPPE:					617.50	
GRANITE CITY JOBBING CO						
603						
498296	1	POP/MISC	Invoice	12/12/2025	667.89	603-4-9111-4255
603						
498296	2	FREIGHT	Invoice	12/12/2025	5.00	603-4-9111-4332
603						
498296	3	SUPPLIES	Invoice	12/12/2025	46.60	603-4-9112-4219
603						
498297	1	FREIGHT	Invoice	12/12/2025	5.00	603-4-9151-4332
603						
498297	2	SUPPLIES	Invoice	12/12/2025	32.57	603-4-9152-4219
603						
498297	3	POP/MISC	Invoice	12/12/2025	472.30	603-4-9151-4255
603						
499525	1	POP/MISC	Invoice	12/19/2025	988.81	603-4-9111-4255
603						
499525	2	FREIGHT	Invoice	12/19/2025	5.00	603-4-9111-4332
603						
499525	3	SUPPLIES	Invoice	12/19/2025	279.05	603-4-9112-4219
603						
499527	1	FREIGHT	Invoice	12/19/2025	5.00	603-4-9151-4332
603						
499527	2	POP/MISC	Invoice	12/19/2025	460.06	603-4-9151-4255
603						
499527	3	SUPPLIES	Invoice	12/19/2025	111.34	603-4-9152-4219
603						
500430	1	FREIGHT	Invoice	12/26/2025	5.00	603-4-9151-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
500430	2	SUPPLIES	Invoice	12/26/2025	24.50	603-4-9152-4219
603						
500430	3	POP/MISC	Invoice	12/26/2025	801.98	603-4-9151-4255
Total 10654 GRANITE CITY JOBBING CO:					3,910.10	
GREATER MN PARKS & TRAILS						
101						
132	1	MEMBERSHIP DUES 2026	Invoice	11/20/2025	350.00	101-4-5210-4433
Total 20413 GREATER MN PARKS & TRAILS:					350.00	
H&B SPECIALIZED PRODUCTS INC						
221						
35449	1	FIELDHOUSE CURTAIN TRACK	Invoice	12/11/2025	432.50	221-4-5400-4530
Total 52533 H&B SPECIALIZED PRODUCTS INC:					432.50	
HAWKINS, INC.						
602						
7281948	1	CHLORINE & SULFUR DIOXIDE	Invoice	12/15/2025	120.00	602-4-9020-4219
Total 21053 HAWKINS, INC.:					120.00	
HEARTLAND BUSINESS SYSTEMS, LLC						
101						
851324-H	1	REMOTE ACCESS SOFTWARE	Invoice	12/18/2025	39.00	101-4-1350-4404
Total 14882 HEARTLAND BUSINESS SYSTEMS, LLC:					39.00	
HEARTLAND TIRE, INC.						
101						
9050864	1	TIRES #501	Invoice	12/16/2025	236.52	101-4-2410-4404
Total 14883 HEARTLAND TIRE, INC.:					236.52	
HUMERATECH						
101						
251270	1	HEAT PUMP REPAIR	Invoice	12/17/2025	306.00	101-4-2190-4401
221						
251284	1	HVAC REPAIRS	Invoice	12/18/2025	3,207.71	221-4-5400-4401
Total 11926 HUMERATECH:					3,513.71	
INK WIZARDS						
101						
12695	1	UNIFORMS - BAAS	Invoice	12/19/2025	201.22	101-4-5110-4217
Total 22250 INK WIZARDS:					201.22	
JOHNSON BROS LIQUOR						
603						
159395	1	LIQUOR CREDIT	Invoice	11/20/2025	25.20-	603-4-9151-4251
603						
161913	1	LIQUOR CREDIT	Invoice	12/11/2025	5.33-	603-4-9111-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
161914	1	WINE CREDIT	Invoice	12/11/2025	11.72-	603-4-9111-4253
603						
161915	1	WINE CREDIT	Invoice	12/11/2025	6.00-	603-4-9111-4253
603						
161916	1	WINE CREDIT	Invoice	12/11/2025	11.26-	603-4-9111-4253
603						
2932806	1	LIQUOR	Invoice	11/24/2025	8.25	603-4-9151-4251
221						
2946870	1	WINE	Invoice	12/15/2025	112.00	221-4-5430-4253
603						
2948668	1	FREIGHT	Invoice	12/17/2025	3.48	603-4-9151-4332
603						
2948668	2	LIQUOR	Invoice	12/17/2025	336.50	603-4-9151-4251
603						
2948669	1	FREIGHT	Invoice	12/17/2025	5.22	603-4-9151-4332
603						
2948669	2	WINE	Invoice	12/17/2025	147.85	603-4-9151-4253
603						
2948670	1	LIQUOR	Invoice	12/17/2025	10,472.56	603-4-9111-4251
603						
2948670	2	FREIGHT	Invoice	12/17/2025	143.09	603-4-9111-4332
603						
2948671	1	WINE	Invoice	12/17/2025	6,084.81	603-4-9111-4253
603						
2948671	2	FREIGHT	Invoice	12/17/2025	130.07	603-4-9111-4332
603						
2948672	1	POP/MISC	Invoice	12/17/2025	168.00	603-4-9111-4255
603						
2948672	2	FREIGHT	Invoice	12/17/2025	5.22	603-4-9111-4332
603						
2948673	1	LIQUOR	Invoice	12/17/2025	9,098.45	603-4-9111-4251
603						
2948673	2	FREIGHT	Invoice	12/17/2025	120.06	603-4-9111-4332
603						
2948674	1	LIQUOR	Invoice	12/17/2025	390.00	603-4-9111-4251
603						
2948674	2	FREIGHT	Invoice	12/17/2025	5.22	603-4-9111-4332
603						
2948675	1	LIQUOR	Invoice	12/17/2025	2,358.28	603-4-9151-4251
603						
2948675	2	FREIGHT	Invoice	12/17/2025	53.62	603-4-9151-4332
603						
2948676	1	FREIGHT	Invoice	12/17/2025	38.72	603-4-9151-4332
603						
2948676	2	WINE	Invoice	12/17/2025	1,651.40	603-4-9151-4253
603						
2948677	1	FREIGHT	Invoice	12/17/2025	1.74	603-4-9151-4332
603						
2948677	2	POP/MISC	Invoice	12/17/2025	16.00	603-4-9151-4255
603						
2948679	1	FREIGHT	Invoice	12/17/2025	33.06	603-4-9151-4332
603						
2948679	2	LIQUOR	Invoice	12/17/2025	3,407.02	603-4-9151-4251
Total 22775 JOHNSON BROS LIQUOR:					34,731.11	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
JUNKYARD BREWING COMPANY						
603						
8746	1	BEER	Invoice	12/09/2025	350.00	603-4-9151-4252
603						
8746	2	THC PRODUCTS	Invoice	12/09/2025	504.00	603-4-9151-4256
Total 14086 JUNKYARD BREWING COMPANY:					854.00	
JUSTIN ENDE						
101						
121825 JE	1	REIMB CELL PHONE OCT-DEC ENDE	Invoice	12/18/2025	45.00	101-4-5110-4321
Total 14664 JUSTIN ENDE:					45.00	
KODEX, INC						
101						
DGZHHLAK-0002	1	SUBPOENA FEES - 25013740	Invoice	12/26/2025	50.00	101-4-2130-4319
Total 52464 KODEX, INC:					50.00	
KYRON CHRISTOPHERSON						
101						
Dec Sound Bathing	1	SOUND BATHING INSTRUCTOR	Invoice	12/19/2025	120.00	101-4-5220-4409
Total 52369 KYRON CHRISTOPHERSON:					120.00	
LEAGUE OF MN CITIES INS TRUST						
291						
10138	1	DEDUCTIBLE - SEWER BACKUPS GL	Invoice	12/23/2025	50,000.00	291-4-7000-4361
Total 23805 LEAGUE OF MN CITIES INS TRUST:					50,000.00	
LEXIPOL LLC						
101						
INVLEX11262538	1	LAW ENF POLICY SUBSCRIPTION	Invoice	12/01/2025	13,246.91	101-4-2110-4433
Total 11920 LEXIPOL LLC:					13,246.91	
LITTLE FALLS MACHINE INC						
101						
374919	1	PARTS	Invoice	12/09/2025	1,419.46	101-4-3120-4221
101						
374990	1	PARTS CREDIT	Invoice	12/16/2025	2,339.62-	101-4-3120-4221
101						
375120	1	PARTS #246	Invoice	12/16/2025	2,156.55	101-4-3120-4221
101						
375123	1	PARTS	Invoice	12/16/2025	704.02	101-4-3130-4219
Total 24000 LITTLE FALLS MACHINE INC:					1,940.41	
MACQUEEN EQUIPMENT, LLC						
101						
P13621	1	PARTS #424	Invoice	12/16/2025	166.35	101-4-2320-4221
Total 24576 MACQUEEN EQUIPMENT, LLC:					166.35	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
MARCI WOOD						
101						
12-22-25 MW	1	REIMB CELL PHONE OCT/DEC - WO	Invoice	12/22/2025	90.00	101-4-2110-4321
Total 32951 MARCI WOOD:					90.00	
MARCO HOLDINGS LLC						
101						
INV14648353	1	CISCO DUO ADV SUBSCRIPTIONS	Invoice	12/10/2025	1,818.00	101-4-1350-4404
INV14654410	1	EATON INTELLIGENT POWERMANA	Invoice	12/11/2025	142.45	101-4-1350-4404
INV14665208	1	HP BLACK TONER	Invoice	12/13/2025	146.72	101-4-1350-4219
Total 24714 MARCO HOLDINGS LLC:					2,107.17	
MASS / MRPA						
101						
11182025	1	2026 MEMBERSHIP DUES	Invoice	11/18/2025	40.00	101-4-5510-4433
Total 24250 MASS / MRPA:					40.00	
MAVERICK BEVERAGE CO MN LLC						
603						
INV1697967	1	LIQUOR	Invoice	12/11/2025	1,464.00	603-4-9111-4251
INV1697967	2	FREIGHT	Invoice	12/11/2025	14.00	603-4-9111-4332
INV1697986	1	LIQUOR	Invoice	12/11/2025	420.00	603-4-9111-4251
INV1697986	2	WINE	Invoice	12/11/2025	135.96	603-4-9111-4253
INV1697986	3	FREIGHT	Invoice	12/11/2025	10.50	603-4-9111-4332
INV1698043	1	FREIGHT	Invoice	12/11/2025	7.00	603-4-9151-4332
INV1698043	2	WINE	Invoice	12/11/2025	271.92	603-4-9151-4253
Total 14588 MAVERICK BEVERAGE CO MN LLC:					2,323.38	
MIDWEST WASH SYSTEMS LLC						
101						
27526	1	CAR WASH SOAP	Invoice	12/17/2025	583.20	101-4-2190-4219
Total 14620 MIDWEST WASH SYSTEMS LLC:					583.20	
MN CHIEFS OF POLICE ASSN						
101						
22309	1	2026 MEMBERSHIP DUES - KUHNLY	Invoice	01/01/2026	513.00	101-4-2110-4433
22376	1	2026 MEMBERSHIP DUES-MCKERNA	Invoice	01/01/2026	225.00	101-4-2110-4433
22458	1	2026 MEMBERSHIP DUES-GACKE	Invoice	01/01/2026	225.00	101-4-2110-4433
Total 25910 MN CHIEFS OF POLICE ASSN:					963.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
MN DEPT OF MOTOR VEHICLES						
101						
60697 VIN	1	TAB RENEWAL VIN 0697 2021 TRAV	Invoice	01/01/2026	16.25	101-4-2110-4437
101						
60896 VIN	1	TAB RENEWAL 0896 2021 CHEV TRA	Invoice	01/01/2026	16.25	101-4-2110-4437
101						
97012 VIN	1	TAB RENEWAL 7012 VIN 2024 FORD	Invoice	01/01/2026	16.25	101-4-2110-4437
Total 26190 MN DEPT OF MOTOR VEHICLES:					48.75	
MN DEPT OF PUBLIC SAFETY						
221						
80227-2026	1	CATERING LICENSE 2026	Invoice	12/05/2025	300.00	221-4-5430-4437
Total 26210 MN DEPT OF PUBLIC SAFETY:					300.00	
MN POLLUTION CONTROL AGENCY						
602						
2026 EXAM - AMES	1	AMES - CLASS A EXAM 2-5-26	Invoice	01/01/2026	55.00	602-4-9010-4331
602						
9900076318	1	BIOSOLIDS TRAINING - STEVENS	Invoice	12/11/2025	150.00	602-4-9010-4331
Total 26545 MN POLLUTION CONTROL AGENCY:					205.00	
MONTICELLO SENIOR CENTER						
101						
12-17-2025 SRCTR	1	POOL TOURNAMENT DEC 17	Invoice	12/17/2025	48.00	101-4-5510-4409
Total 27070 MONTICELLO SENIOR CENTER:					48.00	
MULTI SERVICE TECHNOLOGY						
602						
12-22-25 #241906	1	SUPPLIES - WELDER/MISC	Invoice	12/22/2025	1,274.93	602-4-9020-4219
Total 15178 MULTI SERVICE TECHNOLOGY:					1,274.93	
NUSS TRUCK & EQUIPMENT						
101						
PSO262629-1	1	PARTS #227	Invoice	12/10/2025	146.77	101-4-3120-4221
Total 10561 NUSS TRUCK & EQUIPMENT:					146.77	
ODP BUSINESS SOLUTIONS, LLC						
101						
450506161001	1	OFFICE SUPPLIES	Invoice	12/09/2025	770.14	101-4-2110-4201
101						
450508798001	1	OFFICE SUPPLIES	Invoice	12/06/2025	10.43	101-4-2110-4201
Total 28650 ODP BUSINESS SOLUTIONS, LLC:					780.57	
ONLINE SOLUTIONS LLC						
101						
6309	1	CITIZENSERVE SOFTWARE	Invoice	09/29/2025	37,800.00	101-4-1510-4404
Total 13784 ONLINE SOLUTIONS LLC:					37,800.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
ORONO LAKE IMPROVEMENT DISTRICT						
101						
ERS-008-2025M	1	2025 INTERCEPT SURVEY	Invoice	12/17/2025	166.00	101-4-2440-4409
Total 14322 ORONO LAKE IMPROVEMENT DISTRICT:					166.00	
OXYGEN SERVICE CO, INC						
101						
8897420	1	WELDING SUPPLIES	Invoice	12/16/2025	320.38	101-4-3150-4219
Total 28960 OXYGEN SERVICE CO, INC:					320.38	
PAUSTIS WINE COMPANY						
603						
283586	1	WINE	Invoice	12/18/2025	928.00	603-4-9111-4253
603						
283586	2	FREIGHT	Invoice	12/18/2025	12.00	603-4-9111-4332
Total 29251 PAUSTIS WINE COMPANY:					940.00	
PEOPLES SAVINGS BANK						
462						
TIF 22 - PEOPLES 12-2	1	TIF 22 - NOTE PAYMENT	Invoice	12/16/2025	95,967.58	462-4-7000-4440
Total 29411 PEOPLES SAVINGS BANK:					95,967.58	
PERFORMANCE FOOD GROUP INC						
221						
790525	1	CONCESSIONS/CATERING FOOD	Invoice	12/06/2025	24.76	221-4-5430-4259
Total 52463 PERFORMANCE FOOD GROUP INC:					24.76	
PHILLIPS WINE & SPIRITS CO						
603						
5094096	1	LIQUOR	Invoice	12/12/2025	4,617.50	603-4-9151-4251
603						
5094096	2	FREIGHT	Invoice	12/12/2025	100.92	603-4-9151-4332
603						
5096071	1	LIQUOR	Invoice	12/17/2025	7,754.46	603-4-9111-4251
603						
5096071	2	FREIGHT	Invoice	12/17/2025	164.43	603-4-9111-4332
603						
5096072	1	WINE	Invoice	12/17/2025	4,462.35	603-4-9111-4253
603						
5096072	2	FREIGHT	Invoice	12/17/2025	170.52	603-4-9111-4332
603						
5096073	1	POP/MISC	Invoice	12/17/2025	226.58	603-4-9111-4255
603						
5096073	2	FREIGHT	Invoice	12/17/2025	3.74	603-4-9111-4332
603						
5098106	1	FREIGHT	Invoice	12/19/2025	41.76	603-4-9151-4332
603						
5098106	2	LIQUOR	Invoice	12/19/2025	1,378.44	603-4-9151-4251
603						
5098107	1	WINE	Invoice	12/19/2025	1,860.25	603-4-9151-4253
603						
5098107	2	FREIGHT	Invoice	12/19/2025	73.08	603-4-9151-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
5098108	1	FREIGHT	Invoice	12/19/2025	9.46	603-4-9151-4332
603						
5098108	2	POP/MISC	Invoice	12/19/2025	318.79	603-4-9151-4255
603						
566977	1	LIQUOR CREDIT	Invoice	12/11/2025	2.27-	603-4-9151-4251
603						
566977	2	WINE CREDIT	Invoice	12/11/2025	21.71-	603-4-9151-4253
603						
566978	1	LIQUOR CREDIT	Invoice	12/11/2025	20.52-	603-4-9151-4332
603						
566979	1	LIQUOR CREDIT	Invoice	12/11/2025	119.80-	603-4-9151-4251
603						
566979	2	FREIGHT CREDIT	Invoice	12/11/2025	1.74-	603-4-9151-4332
603						
566980	1	LIQUOR CREDIT	Invoice	12/11/2025	48.15-	603-4-9151-4251
603						
566980	2	FREIGHT CREDIT	Invoice	12/11/2025	1.74-	603-4-9151-4332
Total 29665 PHILLIPS WINE & SPIRITS CO:					20,966.35	
POMP'S TIRE SERVICE INC						
101						
2390031190	1	TIRES #80	Invoice	12/16/2025	4,793.86	101-4-3120-4221
101						
2390031893	1	TIRES/PARTS	Invoice	12/16/2025	2,249.72	101-4-3120-4221
Total 29982 POMP'S TIRE SERVICE INC:					7,043.58	
POSTMASTER						
101						
12-22-25 POSTAGE	1	BULK MAIL PERMIT 120	Invoice	12/22/2025	1,000.00	101-4-5510-4322
Total 30000 POSTMASTER:					1,000.00	
RAFTERS BREWING LLC						
603						
IN-7767	1	BEER	Invoice	12/12/2025	346.00	603-4-9111-4252
603						
IN-7867	1	BEER	Invoice	12/23/2025	357.00	603-4-9151-4252
Total 52504 RAFTERS BREWING LLC:					703.00	
RANDY & JULIE GOLDENMAN						
101						
12-9-25 TREE & POTS	1	DT CHRISTMAS TREE & POTS	Invoice	12/09/2025	1,000.00	101-4-5220-4219
Total 52531 RANDY & JULIE GOLDENMAN:					1,000.00	
SERVICE LIGHTING & ELECTRICAL SUPPLIES						
101						
INV1046048	1	LIGHT BULBS	Invoice	12/12/2025	360.82	101-4-2190-4219
Total 13973 SERVICE LIGHTING & ELECTRICAL SUPPLIES:					360.82	
SESAC						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
10875131	1	MUSIC PERFORMANCE LICENSE	Invoice	01/01/2026	1,278.00	101-4-1120-4319
Total 13497 SESAC:					1,278.00	
SHERBURNE CO AUDITOR\TREASURER						
101						
12-22-25 TAX NOTICES	1	PROPOSED TAX NOTICES	Invoice	12/22/2025	2,444.88	101-4-1110-4359
Total 32180 SHERBURNE CO AUDITOR\TREASURER:					2,444.88	
SLOAN SHERRETT						
221						
12-5-25 SS	1	REIMB ICE	Invoice	12/19/2025	12.98	221-4-5430-4219
Total 52534 SLOAN SHERRETT:					12.98	
SOUTHERN GLAZER'S WINE & SPIRITS OF MN						
603						
115859	1	LIQUOR CREDIT	Invoice	12/18/2025	720.00-	603-4-9151-4251
603						
2705376	1	LIQUOR	Invoice	12/18/2025	3,875.55	603-4-9151-4251
603						
2705376	2	FREIGHT	Invoice	12/18/2025	34.03	603-4-9151-4332
603						
2705377	1	FREIGHT	Invoice	12/18/2025	39.68	603-4-9151-4332
603						
2705377	2	WINE	Invoice	12/18/2025	1,999.97	603-4-9151-4253
603						
2705378	1	LIQUOR	Invoice	12/18/2025	720.00	603-4-9151-4251
603						
2705378	2	FREIGHT	Invoice	12/18/2025	2.56	603-4-9151-4332
603						
9675121	1	LIQUOR CREDIT	Invoice	12/12/2025	78.00-	603-4-9151-4251
603						
9675125	1	LIQUOR CREDIT	Invoice	12/12/2025	110.00-	603-4-9151-4251
Total 8000 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					5,763.79	
603						
2705374	1	WINE	Invoice	12/18/2025	3,385.47	603-4-9111-4253
603						
2705374	2	FREIGHT	Invoice	12/18/2025	50.00	603-4-9111-4332
603						
2705375	1	LIQUOR	Invoice	12/18/2025	5,280.05	603-4-9111-4251
603						
2705375	2	FREIGHT	Invoice	12/18/2025	65.78	603-4-9111-4332
603						
5133624	1	LIQUOR	Invoice	12/11/2025	530.50	603-4-9111-4251
603						
5133624	2	FREIGHT	Invoice	12/11/2025	1.68	603-4-9111-4332
603						
9675029	1	WINE CREDIT	Invoice	12/12/2025	54.00-	603-4-9111-4253
603						
9675060	1	WINE CREDIT	Invoice	12/12/2025	24.00-	603-4-9111-4253
603						
9675120	1	LIQUOR CREDIT	Invoice	12/12/2025	78.00-	603-4-9111-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
9675124	1	LIQUOR CREDIT	Invoice	12/12/2025	70.00-	603-4-9111-4251
603						
9676281	1	WINE CREDIT	Invoice	12/19/2025	45.00-	603-4-9111-4253
Total 11314 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					9,042.48	
SUMMER LAKES BEVERAGE LLC						
603						
11332	1	POP/MISC	Invoice	12/12/2025	478.50	603-4-9111-4255
Total 14779 SUMMER LAKES BEVERAGE LLC:					478.50	
SYSCO MINNESOTA INC						
221						
647315767	1	CONCESSIONS/CATERING SUPPLIE	Invoice	12/18/2025	241.45	221-4-5430-4219
221						
647315767	2	CATERING/CONCESSIONS FOOD &	Invoice	12/18/2025	864.64	221-4-5430-4259
221						
647327521	1	CONCESSIONS/CATERING SUPPLIE	Invoice	12/26/2025	106.90	221-4-5430-4219
221						
647327521	2	CATERING/CONCESSIONS FOOD &	Invoice	12/26/2025	761.69	221-4-5430-4259
Total 12551 SYSCO MINNESOTA INC:					1,974.68	
TEAM LABORATORY CHEMICAL						
602						
INV0049839	1	MEGA BUGS	Invoice	12/15/2025	1,144.50	602-4-9020-4219
Total 14016 TEAM LABORATORY CHEMICAL:					1,144.50	
THE DELTA APARTMENTS LLC						
467						
TIF 27 - DELTA PHASE	1	TIF 27 - DELTA APARTMENTS	Invoice	12/16/2025	78,700.88	467-4-7000-4601
Total 52386 THE DELTA APARTMENTS LLC:					78,700.88	
THE WINE COMPANY						
603						
330992	1	FREIGHT	Invoice	12/10/2025	18.00	603-4-9151-4332
603						
330992	2	LIQUOR	Invoice	12/10/2025	190.33	603-4-9151-4251
603						
330992	3	WINE	Invoice	12/10/2025	634.00	603-4-9151-4253
603						
331014	1	WINE	Invoice	12/12/2025	868.00	603-4-9111-4253
603						
331014	2	FREIGHT	Invoice	12/12/2025	18.00	603-4-9111-4332
Total 36423 THE WINE COMPANY:					1,728.33	
TIFCO INDUSTRIES INC						
602						
72152721	1	SUPPLIES	Invoice	12/12/2025	136.72	602-4-9020-4219
Total 13394 TIFCO INDUSTRIES INC:					136.72	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
T-MOBILE						
101						
965639928 1225	1	IPADS	Invoice	12/11/2025	67.24	101-4-1110-4321
101						
965639928 1225	2	CELL PHONE CHGS	Invoice	12/11/2025	34.65	101-4-1120-4321
101						
965639928 1225	3	CELL PHONE CHGS	Invoice	12/11/2025	109.02	101-4-1600-4321
101						
965639928 1225	4	DATA CARDS	Invoice	12/11/2025	114.80	101-4-2110-4321
101						
965639928 1225	5	IPADS	Invoice	12/11/2025	57.81	101-4-2410-4321
101						
965639928 1225	6	IPADS	Invoice	12/11/2025	19.27	101-4-2420-4321
101						
965639928 1225	7	CELL PHONE CHGS	Invoice	12/11/2025	24.79	101-4-2420-4321
101						
965639928 1225	8	CELL PHONE CHGS	Invoice	12/11/2025	74.37	101-4-3120-4321
101						
965639928 1225	9	CELL PHONE CHGS	Invoice	12/11/2025	24.79	101-4-3150-4321
101						
965639928 1225	10	IPADS	Invoice	12/11/2025	19.27	101-4-3300-4321
101						
965639928 1225	11	CELL PHONE CHGS	Invoice	12/11/2025	59.44	101-4-5110-4321
101						
965639928 1225	12	CELL PHONE CHGS	Invoice	12/11/2025	49.58	101-4-5210-4321
101						
965639928 1225	13	DATA CARDS	Invoice	12/11/2025	28.70	101-4-5210-4321
101						
965639928 1225	14	HOTSPOTS	Invoice	12/11/2025	76.67	101-4-5210-4321
101						
965639928 1225	15	CELL PHONE CHGS	Invoice	12/11/2025	24.79	101-4-5510-4321
221						
965639928 1225	16	DATA CARD	Invoice	12/11/2025	28.70	221-4-5400-4321
602						
965639928 1225	17	CELL PHONE CHGS	Invoice	12/11/2025	74.58	602-4-9010-4321
602						
965639928 1225	18	DATA CARDS	Invoice	12/11/2025	28.70	602-4-9010-4321
603						
965639928 1225	19	DATA CARDS	Invoice	12/11/2025	28.70	603-4-9152-4321
221						
965639928 1225	20	DATA CARDS	Invoice	12/11/2025	29.72	221-4-5400-4321
Total 13946 T-MOBILE:					975.59	
TRITECH SOFTWARE SYSTEMS						
101						
448622	1	ANNUAL SOFTWARE MAINT	Invoice	10/13/2025	56,928.28	101-4-2110-4404
Total 14101 TRITECH SOFTWARE SYSTEMS:					56,928.28	
UKG INC.						
101						
101100117142	1	UKG JAN-MAR, OVERAGE NOV	Invoice	12/16/2025	22,707.03	101-4-1220-4404
Total 12920 UKG INC.:					22,707.03	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
US FOODS, INC						
221						
3054786	1	SUPPLIES - STRAWS	Invoice	12/12/2025	20.49	221-4-5430-4219
221						
3054786	2	CATERING/CONCESSIONS FOOD &	Invoice	12/12/2025	1,352.32	221-4-5430-4259
221						
3137913	1	SYRUP FOR ESPRESSO	Invoice	12/15/2025	76.73	221-4-5430-4259
221						
3172226	1	CATERING/CONCESSIONS FOOD &	Invoice	12/16/2025	189.79	221-4-5430-4259
221						
3190107	1	SUPPLIES - BAGS/ALUM FOIL	Invoice	12/17/2025	76.48	221-4-5430-4219
221						
3190107	2	CATERING/CONCESSIONS FOOD &	Invoice	12/17/2025	853.59	221-4-5430-4259
221						
3296949	1	CONCESSIONS BEVERAGES	Invoice	12/20/2025	167.00	221-4-5430-4259
221						
3355712	1	CATERING/CONCESSIONS FOOD &	Invoice	12/23/2025	1,748.53	221-4-5430-4259
Total 52522 US FOODS, INC:					4,484.93	
VESTIS GROUP INC						
221						
2500863200	1	MOPS, NAPKINS, TABLECLOTHS	Invoice	12/18/2025	27.86	221-4-5430-4219
221						
2500863201	1	LOBBY RUGS	Invoice	12/18/2025	21.56	221-4-5400-4219
221						
2500869032	1	CONCESSIONS - MOPS/LINENS	Invoice	12/25/2025	27.86	221-4-5430-4219
221						
2500869034	1	LOBBY RUGS	Invoice	12/25/2025	21.56	221-4-5400-4219
Total 52462 VESTIS GROUP INC:					98.84	
VIKING COCA-COLA CO						
603						
3822973	1	POP	Invoice	12/20/2025	1,096.30	603-4-9111-4255
603						
3822979	1	POP/MISC	Invoice	12/20/2025	628.30	603-4-9151-4255
Total 35725 VIKING COCA-COLA CO:					1,724.60	
VINOCOPIA						
603						
387091-IN	1	LIQUOR	Invoice	12/17/2025	283.75	603-4-9111-4251
603						
387091-IN	2	WINE	Invoice	12/17/2025	840.00	603-4-9111-4253
603						
387091-IN	3	FREIGHT	Invoice	12/17/2025	18.00	603-4-9111-4332
603						
387094-IN	1	FREIGHT	Invoice	12/17/2025	16.00	603-4-9151-4332
603						
387094-IN	2	LIQUOR	Invoice	12/17/2025	553.00	603-4-9151-4251
603						
387094-IN	3	WINE	Invoice	12/17/2025	384.00	603-4-9151-4253
Total 35763 VINOCOPIA:					2,094.75	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
WASTE MANAGEMENT CORP SVCS						
605						
50229-1706-5	1	GARBAGE TIPPING FEES 12/1-12/15	Invoice	12/16/2025	22,496.17	605-4-9210-4384
Total 36033 WASTE MANAGEMENT CORP SVCS:					22,496.17	
WEBB & GERRITSEN MN LLC						
221						
154564	1	CONCESSIONS - CANDY	Invoice	12/12/2025	317.95	221-4-5430-4259
221						
154720	1	CONCESSIONS - CANDY	Invoice	12/19/2025	319.98	221-4-5430-4259
Total 15138 WEBB & GERRITSEN MN LLC:					637.93	
WEST METRO FIRE RESCUE DISTRICT						
101						
12182025 A.O.	1	HONOR GUARD TRNG - OLSEN	Invoice	12/18/2025	75.00	101-4-2320-4331
Total 12537 WEST METRO FIRE RESCUE DISTRICT:					75.00	
WINE MERCHANTS						
603						
7546641	1	FREIGHT	Invoice	12/17/2025	.87	603-4-9151-4332
603						
7546642	1	WINE	Invoice	12/17/2025	2,234.56	603-4-9111-4253
603						
7546642	2	FREIGHT	Invoice	12/17/2025	30.74	603-4-9111-4332
603						
7546643	1	WINE	Invoice	12/17/2025	112.00	603-4-9111-4253
603						
7546643	2	FREIGHT	Invoice	12/17/2025	1.74	603-4-9111-4332
603						
7546644	1	FREIGHT	Invoice	12/17/2025	7.25	603-4-9151-4332
603						
7546644	2	WINE	Invoice	12/17/2025	562.56	603-4-9151-4253
Total 36425 WINE MERCHANTS:					2,949.72	
YALE MECHANICAL LLC						
603						
276517	1	MAINTENANCE-WB	Invoice	12/15/2025	604.50	603-4-9152-4404
101						
276519	1	FALL MAINTENANCE	Invoice	12/15/2025	2,997.00	101-4-2190-4401
101						
280037	1	RTU REPAIRS - FS1	Invoice	12/15/2025	1,092.00	101-4-2310-4401
Total 36620 YALE MECHANICAL LLC:					4,693.50	
Total :					922,447.68	
Grand Totals:					922,447.68	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-3-0000-3625	1,533.28	.00	1,533.28
101-4-1110-4321	67.24	.00	67.24
101-4-1110-4359	2,444.88	.00	2,444.88
101-4-1120-4319	1,278.00	.00	1,278.00
101-4-1120-4321	34.65	.00	34.65
101-4-1210-4201	66.40	.00	66.40
101-4-1220-4404	22,707.03	.00	22,707.03
101-4-1310-4404	12,434.43	.00	12,434.43
101-4-1350-4219	162.58	.00	162.58
101-4-1350-4404	1,999.45	.00	1,999.45
101-4-1510-4404	37,800.00	.00	37,800.00
101-4-1600-4219	171.50	.00	171.50
101-4-1600-4321	109.02	.00	109.02
101-4-1600-4389	2,899.65	.00	2,899.65
101-4-1600-4401	125.00	.00	125.00
101-4-2110-4201	962.57	.00	962.57
101-4-2110-4321	204.80	.00	204.80
101-4-2110-4404	56,928.28	.00	56,928.28
101-4-2110-4433	14,209.91	.00	14,209.91
101-4-2110-4437	48.75	.00	48.75
101-4-2120-4219	230.49	79.99-	150.50
101-4-2130-4217	781.95	.00	781.95
101-4-2130-4319	50.00	.00	50.00
101-4-2130-4331	63.00	.00	63.00
101-4-2190-4219	972.50	.00	972.50
101-4-2190-4389	6,118.07	.00	6,118.07
101-4-2190-4401	3,433.00	.00	3,433.00
101-4-2310-4389	729.24	.00	729.24
101-4-2310-4401	1,144.50	.00	1,144.50
101-4-2310-4404	11,760.00	.00	11,760.00
101-4-2320-4219	5,404.93	.00	5,404.93
101-4-2320-4221	166.35	.00	166.35
101-4-2320-4331	75.00	.00	75.00
101-4-2320-4404	617.50	.00	617.50
101-4-2330-4389	360.13	.00	360.13
101-4-2410-4321	57.81	.00	57.81
101-4-2410-4404	236.52	.00	236.52
101-4-2420-4321	44.06	.00	44.06
101-4-2440-4409	166.00	.00	166.00
101-4-3120-4201	37.87	.00	37.87
101-4-3120-4219	317.32	.00	317.32
101-4-3120-4221	10,766.36	2,339.62-	8,426.74
101-4-3120-4321	74.37	.00	74.37
101-4-3120-4389	3,166.06	.00	3,166.06
101-4-3120-4401	726.88	.00	726.88
101-4-3120-4409	1,233.77	.00	1,233.77
101-4-3130-4219	21,939.65	.00	21,939.65
101-4-3150-4219	398.21	.00	398.21
101-4-3150-4321	24.79	.00	24.79
101-4-3300-4303	2,444.00	.00	2,444.00
101-4-3300-4321	19.27	.00	19.27
101-4-5110-4217	201.22	.00	201.22
101-4-5110-4219	466.07	.00	466.07
101-4-5110-4221	41.57	.00	41.57
101-4-5110-4321	104.44	.00	104.44
101-4-5110-4389	1,933.22	.00	1,933.22
101-4-5110-4409	503.65	.00	503.65
101-4-5210-4219	54.99	.00	54.99

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-5210-4321	154.95	.00	154.95
101-4-5210-4433	350.00	.00	350.00
101-4-5220-4219	1,084.93	.00	1,084.93
101-4-5220-4409	120.00	.00	120.00
101-4-5510-4219	517.74	.00	517.74
101-4-5510-4321	24.79	.00	24.79
101-4-5510-4322	1,000.00	.00	1,000.00
101-4-5510-4409	48.00	.00	48.00
101-4-5510-4433	40.00	.00	40.00
211-4-5600-4389	2,501.13	.00	2,501.13
211-4-5600-4401	82.50	.00	82.50
221-4-5400-4219	1,209.98	.00	1,209.98
221-4-5400-4321	58.42	.00	58.42
221-4-5400-4389	25,153.99	.00	25,153.99
221-4-5400-4401	3,397.44	.00	3,397.44
221-4-5400-4530	432.50	.00	432.50
221-4-5430-4219	2,050.59	.00	2,050.59
221-4-5430-4251	902.60	.00	902.60
221-4-5430-4252	574.15	.00	574.15
221-4-5430-4253	112.00	.00	112.00
221-4-5430-4255	63.00	.00	63.00
221-4-5430-4259	8,124.34	.00	8,124.34
221-4-5430-4437	790.00	.00	790.00
225-4-8546-4303	19,393.50	.00	19,393.50
291-4-7000-4361	50,000.00	.00	50,000.00
401-4-8080-4303	1,127.50	.00	1,127.50
401-4-8220-4303	17,270.50	.00	17,270.50
403-4-8440-4303	7,290.00	.00	7,290.00
403-4-8450-4303	11,560.00	.00	11,560.00
406-4-8040-4303	322.50	.00	322.50
406-4-8050-4303	5,265.75	.00	5,265.75
411-4-1350-4219	3,317.00	.00	3,317.00
440-4-5110-4409	6,250.00	.00	6,250.00
462-2070	5,080.77	.00	5,080.77
462-4-7000-4440	96,534.44	.00	96,534.44
465-4-7000-4601	30,702.98	.00	30,702.98
465-4-7000-4611	8,433.76	.00	8,433.76
466-4-7000-4601	9,720.64	.00	9,720.64
466-4-7000-4611	3,186.90	.00	3,186.90
467-4-7000-4319	1,372.50	.00	1,372.50
467-4-7000-4601	78,700.88	.00	78,700.88
602-4-9010-4201	138.99	.00	138.99
602-4-9010-4321	269.08	.00	269.08
602-4-9010-4331	205.00	.00	205.00
602-4-9020-4219	6,072.93	.00	6,072.93
602-4-9020-4389	25,426.74	.00	25,426.74
602-4-9020-4417	319.78	.00	319.78
602-4-9050-4389	4,795.80	.00	4,795.80
603-4-9111-4251	51,578.29	165.33-	51,412.96
603-4-9111-4252	74,059.68	292.22-	73,767.46
603-4-9111-4253	19,435.15	151.98-	19,283.17
603-4-9111-4255	5,094.20	10.00-	5,084.20
603-4-9111-4256	1,480.90	.00	1,480.90
603-4-9111-4332	1,039.19	.00	1,039.19
603-4-9112-4219	325.65	.00	325.65

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
603-4-9112-4319	1,909.50	.00	1,909.50
603-4-9112-4321	135.00	.00	135.00
603-4-9112-4404	160.08	.00	160.08
603-4-9151-4251	23,185.12	1,148.92-	22,036.20
603-4-9151-4252	34,901.60	95.80-	34,805.80
603-4-9151-4253	7,511.95	21.71-	7,490.24
603-4-9151-4255	3,337.59	.00	3,337.59
603-4-9151-4256	1,168.60	.00	1,168.60
603-4-9151-4332	558.25	24.00-	534.25
603-4-9152-4219	438.50	.00	438.50
603-4-9152-4321	163.70	.00	163.70
603-4-9152-4389	1,534.64	.00	1,534.64
603-4-9152-4404	719.82	.00	719.82
604-4-9410-4319	940.50	.00	940.50
605-4-9210-4384	22,496.17	.00	22,496.17
Grand Totals:	926,777.25	4,329.57-	922,447.68

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
12/25	802,207.95	4,329.57-	797,878.38
01/26	124,569.30	.00	124,569.30
Grand Totals:	926,777.25	4,329.57-	922,447.68

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
131411										
12/25	12/17/2025	131411	13710	A T & T	595963	101-4-2130-4319	.00	70.00	70.00	1
Total 131411:							.00	70.00		
131412										
12/25	12/17/2025	131412	10749	ASPEN MILLS	365497	101-4-2120-4217	.00	565.60	565.60	1
12/25	12/17/2025	131412	10749	ASPEN MILLS	365726	101-4-2120-4217	.00	577.05	577.05	1
12/25	12/17/2025	131412	10749	ASPEN MILLS	366743	101-4-2130-4217	.00	307.33	307.33	1
12/25	12/17/2025	131412	10749	ASPEN MILLS	366758	101-4-2320-4217	.00	146.55	146.55	1
Total 131412:							.00	1,596.53		
131413										
12/25	12/17/2025	131413	15156	AUGUSTAR FINANCIAL	7353704 - 202	101-4-1210-4108	.00	1,307.00	1,307.00	1
Total 131413:							.00	1,307.00		
131414										
12/25	12/17/2025	131414	14073	CHRONICLES IN HEALTH	2025-528	101-4-5510-4409	.00	95.00	95.00	1
Total 131414:							.00	95.00		
131415										
12/25	12/17/2025	131415	27050	CITY OF MONTICELLO	44591	101-4-2150-4409	.00	624.00	624.00	1
Total 131415:							.00	624.00		
131416										
12/25	12/17/2025	131416	36402	DAVID WILLIAMS	12152025	101-4-2130-4331	.00	63.00	63.00	1
Total 131416:							.00	63.00		
131417										
12/25	12/17/2025	131417	12854	ELK RIVER COMPOSTING INC	1431	290-4-9220-4409	.00	19,440.00	19,440.00	1
Total 131417:							.00	19,440.00		

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
131418										
12/25	12/17/2025	131418	14506	JOSIAH CHRISTENSEN	12-04-25 FM	101-4-5230-4219	.00	45.00	45.00	1
Total 131418:							.00		45.00	
131419										
12/25	12/17/2025	131419	12620	MINNESOTA EQUIPMENT	P65686	101-4-5110-4221	.00	102.48	102.48	1
12/25	12/17/2025	131419	12620	MINNESOTA EQUIPMENT	P65687	101-4-5110-4221	.00	108.41	108.41	1
Total 131419:							.00		210.89	
131420										
12/25	12/17/2025	131420	28425	NORTHLAND PETROLEUM SERVI	26197	101-4-3120-4409	.00	516.00	516.00	1
Total 131420:							.00		516.00	
131421										
12/25	12/17/2025	131421	10469	PRINCETON RENTAL INC	1-580058	101-4-5110-4219	.00	52.15	52.15	1
Total 131421:							.00		52.15	
131422										
12/25	12/17/2025	131422	13780	RUM RIVER ART CENTER INC	1235802	101-4-5510-4409	.00	300.00	300.00	1
Total 131422:							.00		300.00	
131423										
12/25	12/17/2025	131423	15062	SARA RUTTEN	12-04-25 FM	101-4-5230-4219	.00	105.00	105.00	1
Total 131423:							.00		105.00	
131424										
12/25	12/17/2025	131424	14049	TIM TREBESCH	12/17/25	101-4-2410-4217	.00	200.00	200.00	1
Total 131424:							.00		200.00	
131425										
12/25	12/17/2025	131425	10160	A - Z RESTAURANT EQUIPMENT	129822	221-4-5430-4219	.00	1,995.00	1,995.00	1
12/25	12/17/2025	131425	10160	A - Z RESTAURANT EQUIPMENT	129844	221-4-5430-4219	.00	1,004.00	1,004.00	1

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 131425:							.00		2,999.00	
131426										
12/25	12/17/2025	131426	10168	ADVANCE AUTO PARTS	631353436073	101-4-2310-4221	.00	144.99	144.99	1
12/25	12/17/2025	131426	10168	ADVANCE AUTO PARTS	631353446081	101-4-3150-4219	.00	149.40	149.40	1
Total 131426:							.00		294.39	
131427										
12/25	12/17/2025	131427	52511	AMANDA BERVEN	12-04-25 FM	101-4-5230-4219	.00	25.00	25.00	1
Total 131427:							.00		25.00	
131428										
12/25	12/17/2025	131428	12167	ARTISAN BEER COMPANY	3816902	603-4-9111-4252	.00	244.55	244.55	1
12/25	12/17/2025	131428	12167	ARTISAN BEER COMPANY	3816903	603-4-9111-4256	.00	68.60	68.60	1
12/25	12/17/2025	131428	12167	ARTISAN BEER COMPANY	3816904	603-4-9151-4252	.00	245.50	245.50	1
Total 131428:							.00		558.65	
131429										
12/25	12/17/2025	131429	11950	BERNICK'S	10434720	603-4-9111-4255	.00	91.48	91.48	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434721	603-4-9111-4256	.00	72.00	72.00	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434722	603-4-9111-4252	.00	2,715.60	2,715.60	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434723	603-4-9111-4252	.00	33.48-	33.48-	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434724	603-4-9151-4255	.00	55.44	55.44	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434725	603-4-9151-4256	.00	112.50	112.50	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434726	603-4-9151-4252	.00	1,006.85	1,006.85	1
12/25	12/17/2025	131429	11950	BERNICK'S	10434727	603-4-9151-4255	.00	26.79-	26.79-	1
Total 131429:							.00		3,993.60	
131430										
12/25	12/17/2025	131430	11959	BERRY COFFEE COMPANY	1091042	101-4-1600-4219	.00	116.86	116.86	1
12/25	12/17/2025	131430	11959	BERRY COFFEE COMPANY	1091074	101-4-3120-4219	.00	53.92	53.92	1
12/25	12/17/2025	131430	11959	BERRY COFFEE COMPANY	1091579	101-4-2190-4219	.00	152.00	152.00	1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 131430:							.00		322.78	
131431										
12/25	12/17/2025	131431	52291	BOM FOODS	12-04-25 FM	101-4-5230-4219	.00	5.00	5.00	1
Total 131431:							.00		5.00	
131432										
12/25	12/17/2025	131432	12893	BREAKTHRU BEVERAGE MINNESOTA	124698574	603-4-9111-4332	.00	4,146.06	4,146.06	1
12/25	12/17/2025	131432	12893	BREAKTHRU BEVERAGE MINNESOTA	124698575	603-4-9111-4332	.00	340.35	340.35	1
Total 131432:							.00		4,486.41	
131433										
12/25	12/17/2025	131433	8002	BREAKTHRU BEVERAGE MINNESOTA	124696774	603-4-9151-4252	.00	292.50	292.50	1
12/25	12/17/2025	131433	8002	BREAKTHRU BEVERAGE MINNESOTA	124698328	603-4-9151-4253	.00	325.80	325.80	1
12/25	12/17/2025	131433	8002	BREAKTHRU BEVERAGE MINNESOTA	124698329	603-4-9151-4251	.00	1,191.41	1,191.41	1
Total 131433:							.00		1,809.71	
131434										
12/25	12/17/2025	131434	52292	BRIDGEVIEW GARDENS	12-04-25 FM	101-4-5230-4219	.00	40.00	40.00	1
Total 131434:							.00		40.00	
131435										
12/25	12/17/2025	131435	13031	BRUCE WRY	12-04-25 FM	101-4-5230-4219	.00	115.00	115.00	1
Total 131435:							.00		115.00	
131436										
12/25	12/17/2025	131436	52348	BUREAU OF CRIMINAL APPREHENS	12112025	101-4-2110-4319	.00	32.00	32.00	1
Total 131436:							.00		32.00	
131437										
12/25	12/17/2025	131437	13845	CENTERPOINT ENERGY	14577-3 OCT	603-4-9152-4389	.00	8,619.35	8,619.35	1

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 131437:							.00		8,619.35	
131438										
12/25	12/17/2025	131438	13845	CENTERPOINT ENERGY	11504615-3 N	602-4-9050-4389	.00	31.94	31.94	1
12/25	12/17/2025	131438	13845	CENTERPOINT ENERGY	11809755-9 N	101-4-2310-4389	.00	1,404.92	1,404.92	1
12/25	12/17/2025	131438	13845	CENTERPOINT ENERGY	6781052-3 NO	211-4-5600-4389	.00	38.95	38.95	1
12/25	12/17/2025	131438	13845	CENTERPOINT ENERGY	7628405-8 NO	602-4-9050-4389	.00	838.47	838.47	1
12/25	12/17/2025	131438	13845	CENTERPOINT ENERGY	7836556-6 NO	602-4-9050-4389	.00	50.86	50.86	1
12/25	12/17/2025	131438	13845	CENTERPOINT ENERGY	9497572-9 NO	101-4-3120-4389	.00	2,252.61	2,252.61	1
Total 131438:							.00		4,617.75	
131439										
12/25	12/17/2025	131439	52517	CHAD HENNUM	12-04-25 FM	101-4-5230-4219	.00	5.00	5.00	1
Total 131439:							.00		5.00	
131440										
12/25	12/17/2025	131440	52295	CNH ARCHITECTS LTD	3656	292-4-2310-4319	.00	92,775.15	92,775.15	1
Total 131440:							.00		92,775.15	
131441										
12/25	12/17/2025	131441	52529	COURTNEY JANKE	Courtney 1211	221-4-5400-4319	.00	266.00	266.00	1
Total 131441:							.00		266.00	
131442										
12/25	12/17/2025	131442	15887	DACOTAH PAPER CO	62477	211-4-5600-4219	.00	1,901.82	1,901.82	1
Total 131442:							.00		1,901.82	
131443										
12/25	12/17/2025	131443	52384	FAIRCHILD EQUIPMENT, INC	SWO186886-1	221-4-5400-4401	.00	259.08	259.08	1
Total 131443:							.00		259.08	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
131444										
12/25	12/17/2025	131444	13257	GERTENS	7068/11	101-4-3130-4219	.00	509.60	509.60	1
Total 131444:							.00		509.60	
131445										
12/25	12/17/2025	131445	14883	HEARTLAND TIRE, INC.	9050731	101-4-2310-4221	.00	761.28	761.28	1
Total 131445:							.00		761.28	
131446										
12/25	12/17/2025	131446	22250	INK WIZARDS	12326	101-4-3150-4217	.00	157.80	157.80	1
12/25	12/17/2025	131446	22250	INK WIZARDS	12636	101-4-2410-4217	.00	160.18	160.18	1
12/25	12/17/2025	131446	22250	INK WIZARDS	12637	101-4-2410-4217	.00	115.00	115.00	1
12/25	12/17/2025	131446	22250	INK WIZARDS	12638	101-4-2410-4217	.00	302.46	302.46	1
Total 131446:							.00		735.44	
131447										
12/25	12/17/2025	131447	21985	ISD 728-COMMUNITY EDUCATION	DEC-2526-167	101-4-5220-4412	.00	141.75	141.75	1
Total 131447:							.00		141.75	
131448										
12/25	12/17/2025	131448	22000	ISTATE TRUCK INC	C244020916:0	101-4-3150-4219	.00	31.77	31.77	1
Total 131448:							.00		31.77	
131449										
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2941668	603-4-9111-4332	.00	5,274.00	5,274.00	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943449	603-4-9151-4332	.00	.15	.15	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943450	603-4-9151-4332	.00	.87	.87	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943451	603-4-9111-4332	.00	13,063.95	13,063.95	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943452	603-4-9111-4332	.00	1,993.42	1,993.42	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943453	603-4-9111-4332	.00	4,163.36	4,163.36	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943454	603-4-9151-4251	.00	9,482.47	9,482.47	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943455	603-4-9151-4332	.00	1,679.87	1,679.87	1
12/25	12/17/2025	131449	22775	JOHNSON BROS LIQUOR	2943456	603-4-9151-4251	.00	1,988.70	1,988.70	1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 131449:							.00		37,646.79	
131450										
12/25	12/17/2025	131450	52485	KARINA ANDERSON	12-04-25 FM	101-4-5230-4219	.00	5.00	5.00	1
Total 131450:							.00		5.00	
131451										
12/25	12/17/2025	131451	52525	MIKE NIZIOLEK	12-04-25 FM	101-4-5230-4219	.00	20.00	20.00	1
Total 131451:							.00		20.00	
131452										
12/25	12/17/2025	131452	26190	MN DEPT OF MOTOR VEHICLES	VIN# 1839 202	101-4-2110-4437	.00	46.25	46.25	1
Total 131452:							.00		46.25	
131453										
12/25	12/17/2025	131453	14954	OFFICE OF MNIT SERVICES	DV25110456	101-4-1350-4404	.00	202.00	202.00	1
Total 131453:							.00		202.00	
131454										
12/25	12/17/2025	131454	29665	PHILLIPS WINE & SPIRITS CO	5092125	603-4-9111-4332	.00	2,839.72	2,839.72	1
12/25	12/17/2025	131454	29665	PHILLIPS WINE & SPIRITS CO	5092126	603-4-9111-4332	.00	1,451.25	1,451.25	1
12/25	12/17/2025	131454	29665	PHILLIPS WINE & SPIRITS CO	5092127	603-4-9111-4332	.00	256.98	256.98	1
12/25	12/17/2025	131454	29665	PHILLIPS WINE & SPIRITS CO	5092128	603-4-9151-4251	.00	91.89	91.89	1
12/25	12/17/2025	131454	29665	PHILLIPS WINE & SPIRITS CO	5092129	603-4-9151-4253	.00	327.72	327.72	1
12/25	12/17/2025	131454	29665	PHILLIPS WINE & SPIRITS CO	5092130	603-4-9151-4255	.00	119.53	119.53	1
Total 131454:							.00		5,087.09	
131455										
12/25	12/17/2025	131455	52526	ROYALE LLC	12-04-25 FM	101-4-5230-4219	.00	15.00	15.00	1
Total 131455:							.00		15.00	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
131456										
12/25	12/17/2025	131456	31890	SCHINDLER ELEVATOR CORP	4626242389	603-4-9112-4404	.00	2,276.59	2,276.59	1
12/25	12/17/2025	131456	31890	SCHINDLER ELEVATOR CORP	4626242638	603-4-9112-4404	.00	704.34	704.34	1
Total 131456:							.00	2,980.93		
131457										
12/25	12/17/2025	131457	11314	SOUTHERN GLAZER'S WINE & SPIRIT	2702614	603-4-9111-4332	.00	7,335.02	7,335.02	1
12/25	12/17/2025	131457	11314	SOUTHERN GLAZER'S WINE & SPIRIT	2702615	603-4-9111-4332	.00	2,430.03	2,430.03	1
12/25	12/17/2025	131457	11314	SOUTHERN GLAZER'S WINE & SPIRIT	2702616	603-4-9111-4332	.00	3.96	3.96	1
Total 131457:							.00	9,769.01		
131458										
12/25	12/17/2025	131458	8000	SOUTHERN GLAZER'S WINE & SPIRIT	115617	603-4-9151-4253	.00	61.16-	61.16-	1
12/25	12/17/2025	131458	8000	SOUTHERN GLAZER'S WINE & SPIRIT	115618	603-4-9151-4253	.00	175.48-	175.48-	1
12/25	12/17/2025	131458	8000	SOUTHERN GLAZER'S WINE & SPIRIT	2702617	603-4-9151-4251	.00	4,657.37	4,657.37	1
12/25	12/17/2025	131458	8000	SOUTHERN GLAZER'S WINE & SPIRIT	2702618	603-4-9151-4253	.00	506.60	506.60	1
12/25	12/17/2025	131458	8000	SOUTHERN GLAZER'S WINE & SPIRIT	2702619	603-4-9151-4332	.00	1.92	1.92	1
12/25	12/17/2025	131458	8000	SOUTHERN GLAZER'S WINE & SPIRIT	2702620	603-4-9151-4332	.00	5.33	5.33	1
Total 131458:							.00	4,934.58		
131459										
12/25	12/17/2025	131459	33300	STREICHER'S	CM302720	101-4-2120-4219	.00	299.97-	299.97-	1
12/25	12/17/2025	131459	33300	STREICHER'S	CM302790	101-4-2120-4217	.00	84.99-	84.99-	1
12/25	12/17/2025	131459	33300	STREICHER'S	CM303514	101-4-2120-4217	.00	1,177.00-	1,177.00-	1
12/25	12/17/2025	131459	33300	STREICHER'S	I1798760	101-4-2120-4217	.00	2,220.98	2,220.98	1
12/25	12/17/2025	131459	33300	STREICHER'S	I1798764	101-4-2120-4217	.00	179.98	179.98	1
Total 131459:							.00	839.00		
131460										
12/25	12/17/2025	131460	52346	STREICHER'S INC	I1798762	101-4-2130-4217	.00	7.99	7.99	1
Total 131460:							.00	7.99		
131461										
12/25	12/17/2025	131461	52433	STZR HOLDINGS LLC	91689-IN	221-4-5400-4401	.00	295.75	295.75	1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
12/25	12/17/2025	131461	52433	STZR HOLDINGS LLC	91704-IN	221-4-5400-4219	.00	539.65	539.65	1
Total 131461:							.00	835.40		
131462										
12/25	12/17/2025	131462	12551	SYSCO MINNESOTA INC	647304041	221-4-5430-4259	.00	1,965.81	1,965.81	1
Total 131462:							.00	1,965.81		
131463										
12/25	12/17/2025	131463	52515	TRACEY M LARRICK	12-04-25 FM	101-4-5230-4219	.00	30.00	30.00	1
Total 131463:							.00	30.00		
131464										
12/25	12/17/2025	131464	52522	US FOODS, INC	5677037	221-4-5430-4259	.00	100.59	100.59	1
Total 131464:							.00	100.59		
131465										
12/25	12/17/2025	131465	12537	WEST METRO FIRE RESCUE DISTRIC	121025	101-4-2320-4331	.00	300.00	300.00	1
Total 131465:							.00	300.00		
131466										
12/25	12/17/2025	131466	36750	ZARNOTH BRUSH WORKS	204483-IN	101-4-3120-4221	.00	686.15	686.15	1
Total 131466:							.00	686.15		
1009064										
12/25	12/18/2025	1009064	14907	ADVANCED ENGINEERING AND	107406	602-4-9010-4303	.00	4,470.50	4,470.50	1
12/25	12/18/2025	1009064	14907	ADVANCED ENGINEERING AND	107554	602-4-9010-4303	.00	1,400.00	1,400.00	1
Total 1009064:							.00	5,870.50		
1009065										
12/25	12/18/2025	1009065	13706	AMAZON CAPITAL SERVICES	1N3Y-RL9D-J	101-4-1120-4201	.00	27.98	27.98	1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 1009065:							.00		27.98	
1009066										
12/25	12/18/2025	1009066	15332	ATT LLC	S29703	603-4-9112-4217	.00	139.50	139.50	1
Total 1009066:							.00		139.50	
1009067										
12/25	12/18/2025	1009067	11663	BEAUDRY OIL & SERVICE INC	3123881	101-4-3120-4389	.00	933.50	933.50	1
12/25	12/18/2025	1009067	11663	BEAUDRY OIL & SERVICE INC	3137764	101-4-2190-4219	.00	39.99	39.99	1
Total 1009067:							.00		973.49	
1009068										
12/25	12/18/2025	1009068	11800	BELLBOY CORPORATION	209829500	603-4-9111-4332	.00	1,531.73	1,531.73	1
12/25	12/18/2025	1009068	11800	BELLBOY CORPORATION	209829800	603-4-9111-4332	.00	181.65	181.65	1
Total 1009068:							.00		1,713.38	
1009069										
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	1839001529	603-4-9111-4252	.00	18.80-	18.80-	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	1839001530	603-4-9111-4252	.00	46.50-	46.50-	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	1839001532	603-4-9111-4252	.00	32.99	32.99	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	2219337	603-4-9111-4256	.00	477.96	477.96	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	2219338	603-4-9111-4252	.00	1,719.85	1,719.85	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	2219339	603-4-9111-4252	.00	6,415.45	6,415.45	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	2219500	603-4-9111-4252	.00	178.83-	178.83-	1
12/25	12/18/2025	1009069	13375	C & L DISTRIBUTING CO	2219501	603-4-9111-4252	.00	42.40	42.40	1
Total 1009069:							.00		8,444.52	
1009070										
12/25	12/18/2025	1009070	8003	C & L DISTRIBUTING CO	1839001528	603-4-9151-4252	.00	22.53-	22.53-	1
12/25	12/18/2025	1009070	8003	C & L DISTRIBUTING CO	2218361	603-4-9151-4252	.00	39.20-	39.20-	1
12/25	12/18/2025	1009070	8003	C & L DISTRIBUTING CO	2218362	603-4-9151-4252	.00	4,269.00	4,269.00	1
Total 1009070:							.00		4,207.27	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
1009071										
12/25	12/18/2025	1009071	13954	CHARTER COMMUNICATIONS	175341301 DE	603-4-9112-4321	.00	1,657.92	1,657.92	1
Total 1009071:							.00	1,657.92		
1009072										
12/25	12/18/2025	1009072	11269	COUNTRY SIDE SERVICES	1-110975-01	101-4-3120-4221	.00	189.28	189.28	1
Total 1009072:							.00	189.28		
1009073										
12/25	12/18/2025	1009073	15451	CROW RIVER FARM EQUIPMENT	214096	101-4-5110-4219	.00	66.15	66.15	1
Total 1009073:							.00	66.15		
1009074										
12/25	12/18/2025	1009074	15366	DAHLHEIMER BEVERAGE, LLC	2643746	221-4-5430-4252	.00	464.00	464.00	1
12/25	12/18/2025	1009074	15366	DAHLHEIMER BEVERAGE, LLC	2647049	221-4-5430-4251	.00	969.90	969.90	1
Total 1009074:							.00	1,433.90		
1009075										
12/25	12/18/2025	1009075	8005	DAHLHEIMER BEVERAGE, LLC	2646969	603-4-9151-4256	.00	74.00	74.00	1
12/25	12/18/2025	1009075	8005	DAHLHEIMER BEVERAGE, LLC	2646970	603-4-9151-4252	.00	2,213.50	2,213.50	1
Total 1009075:							.00	2,287.50		
1009076										
12/25	12/18/2025	1009076	17000	E C M PUBLISHERS INC	1076657	101-4-1510-4359	.00	129.00	129.00	1
Total 1009076:							.00	129.00		
1009077										
12/25	12/18/2025	1009077	17700	ELK RIVER MUNICIPAL UTILITIES	12-3-25 ERMU	602-4-9050-4389	.00	2,395.65	2,395.65	1
Total 1009077:							.00	2,395.65		
1009078										
12/25	12/18/2025	1009078	13020	FERRIS FAMILY FARM LLC	12-04-25 FM	101-4-5230-4219	.00	100.00	100.00	1

M = Manual Check, V = Void Check

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Total 1009078:							.00		100.00	
1009079										
12/25	12/18/2025	1009079	13119	LAKE STATE RECYCLING INC	121225	603-4-9112-4389	.00	150.00	150.00	1
Total 1009079:							.00		150.00	
1009080										
12/25	12/18/2025	1009080	15055	LEAST SERVICES/COUNSELING	1900	101-4-2110-4319	.00	180.00	180.00	1
Total 1009080:							.00		180.00	
1009081										
12/25	12/18/2025	1009081	24576	MACQUEEN EQUIPMENT, LLC	P59488	101-4-2320-4404	.00	449.07	449.07	1
Total 1009081:							.00		449.07	
1009082										
12/25	12/18/2025	1009082	32280	SHERWIN-WILLIAMS	533311459612	211-4-5600-4219	.00	65.94	65.94	1
Total 1009082:							.00		65.94	
1009083										
12/25	12/18/2025	1009083	35549	THE UPS STORE #5093	38821 12-9-25	101-4-2310-4322	.00	101.32	101.32	1
12/25	12/18/2025	1009083	35549	THE UPS STORE #5093	44777 12-11-2	602-4-9010-4322	.00	18.61	18.61	1
Total 1009083:							.00		119.93	
1009084										
12/25	12/18/2025	1009084	36033	WASTE MANAGEMENT	143969-0500-	602-4-9020-4409	.00	31,179.60	31,179.60	1
Total 1009084:							.00		31,179.60	
1009085										
12/25	12/18/2025	1009085	14002	WINEBOW	MN00175946	603-4-9111-4332	.00	3,105.00	3,105.00	1
12/25	12/18/2025	1009085	14002	WINEBOW	MN00176358	603-4-9111-4332	.00	448.00	448.00	1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 1009085:							.00		3,553.00	
1009086										
12/25	12/18/2025	1009086	13814	WRUCK SEWER & PORTABLE RENTA	I31437	101-4-5110-4415	.00	1,426.52	1,426.52	1
Total 1009086:							.00		1,426.52	
1009087										
12/25	12/23/2025	1009087	12076	CAMPBELL KNUTSON P.A.	3237G NOV 2	101-4-1400-4304	.00	11,867.07	11,867.07	1
Total 1009087:							.00		11,867.07	
1222202520										
12/25	12/22/2025	122220252	26275	MN DEPT OF REVENUE	NOV 25 FUEL	101-4-3120-4212	.00	505.30	505.30	1
Total 1222202520:							.00		505.30	
1222202521										
12/25	12/22/2025	122220252	26300	MN DEPT. OF REVENUE	NOV 25 SALE	603-4-9152-4349	.00	83,135.00	83,135.00	1
Total 1222202521:							.00		83,135.00	
Grand Totals:							.00		377,669.16	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101-2020	1,561.96	36,720.50-	35,158.54-
101-2080	836.72	.00	836.72
101-3-0000-3417	3.67	.00	3.67
101-4-1120-4201	27.98	.00	27.98
101-4-1210-4108	1,307.00	.00	1,307.00
101-4-1350-4321	190.00	.00	190.00
101-4-1350-4404	202.00	.00	202.00
101-4-1400-4304	11,867.07	.00	11,867.07

GL Account	Debit	Credit	Proof
101-4-1510-4359	129.00	.00	129.00
101-4-1600-4219	116.86	.00	116.86
101-4-1600-4321	43.96	.00	43.96
101-4-1600-4389	1,277.74	.00	1,277.74
101-4-2110-4319	212.00	.00	212.00
101-4-2110-4321	113.73	.00	113.73
101-4-2110-4437	46.25	.00	46.25
101-4-2120-4217	3,543.61	1,261.99-	2,281.62
101-4-2120-4219	.00	299.97-	299.97-
101-4-2130-4217	315.32	.00	315.32
101-4-2130-4319	70.00	.00	70.00
101-4-2130-4331	63.00	.00	63.00
101-4-2150-4409	624.00	.00	624.00
101-4-2190-4219	191.99	.00	191.99
101-4-2190-4389	778.53	.00	778.53
101-4-2310-4221	906.27	.00	906.27
101-4-2310-4321	383.89	.00	383.89
101-4-2310-4322	101.32	.00	101.32
101-4-2310-4389	1,799.80	.00	1,799.80
101-4-2320-4217	146.55	.00	146.55
101-4-2320-4331	300.00	.00	300.00
101-4-2320-4404	449.07	.00	449.07
101-4-2330-4389	177.32	.00	177.32
101-4-2410-4217	777.64	.00	777.64
101-4-3120-4212	493.71	.00	493.71
101-4-3120-4219	53.92	.00	53.92
101-4-3120-4221	875.43	.00	875.43
101-4-3120-4321	95.70	.00	95.70
101-4-3120-4389	3,186.11	.00	3,186.11
101-4-3120-4409	516.00	.00	516.00
101-4-3130-4219	509.60	.00	509.60
101-4-3150-4217	157.80	.00	157.80
101-4-3150-4219	181.17	.00	181.17
101-4-5110-4219	118.30	.00	118.30
101-4-5110-4221	210.89	.00	210.89
101-4-5110-4389	846.31	.00	846.31
101-4-5110-4415	1,426.52	.00	1,426.52
101-4-5220-4412	141.75	.00	141.75
101-4-5230-4219	510.00	.00	510.00
101-4-5510-4409	395.00	.00	395.00

GL Account	Debit	Credit	Proof
211-2020	.00	2,006.71-	2,006.71-
211-4-5600-4219	1,967.76	.00	1,967.76
211-4-5600-4389	38.95	.00	38.95
221-2020	1,995.00	22,969.76-	20,974.76-
221-2080	6,844.87	.00	6,844.87
221-4-5400-4219	539.65	.00	539.65
221-4-5400-4319	266.00	.00	266.00
221-4-5400-4321	468.82	.00	468.82
221-4-5400-4389	5,801.29	.00	5,801.29
221-4-5400-4401	554.83	.00	554.83
221-4-5430-4219	5,309.99	1,995.00-	3,314.99
221-4-5430-4251	824.40	.00	824.40
221-4-5430-4252	609.50	.00	609.50
221-4-5430-4259	1,750.41	.00	1,750.41
290-2020	.00	19,440.00-	19,440.00-
290-4-9220-4409	19,440.00	.00	19,440.00
292-2020	.00	92,775.15-	92,775.15-
292-4-2310-4319	92,775.15	.00	92,775.15
602-2020	.00	39,786.73-	39,786.73-
602-4-9010-4303	5,870.50	.00	5,870.50
602-4-9010-4322	18.61	.00	18.61
602-4-9020-4389	355.32	.00	355.32
602-4-9020-4409	31,179.60	.00	31,179.60
602-4-9050-4212	11.59	.00	11.59
602-4-9050-4389	2,351.11	.00	2,351.11
603-2020	602.77	168,130.04-	167,527.27-
603-2080	75,384.46	.00	75,384.46
603-4-9111-4251	37,871.12	.00	37,871.12
603-4-9111-4252	11,170.84	277.61-	10,893.23
603-4-9111-4253	9,754.83	.00	9,754.83
603-4-9111-4255	344.48	.00	344.48
603-4-9111-4256	618.56	.00	618.56
603-4-9111-4332	685.53	.00	685.53
603-4-9112-4217	139.50	.00	139.50
603-4-9112-4219	9.60	.00	9.60
603-4-9112-4321	40.00	.00	40.00
603-4-9112-4349	.50	.00	.50
603-4-9112-4389	330.86	.00	330.86
603-4-9112-4404	3,007.13	.00	3,007.13
603-4-9151-4251	17,224.98	.00	17,224.98

GL Account	Debit	Credit	Proof
603-4-9151-4252	8,027.35	61.73-	7,965.62
603-4-9151-4253	2,778.71	236.64-	2,542.07
603-4-9151-4255	171.49	26.79-	144.70
603-4-9151-4256	186.50	.00	186.50
603-4-9151-4332	259.89	.00	259.89
603-4-9152-4219	4.17	.00	4.17
603-4-9152-4349	.50	.00	.50
603-4-9152-4389	94.73	.00	94.73
603-4-9152-4404	24.31	.00	24.31
Grand Totals:	385,988.62	385,988.62-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



Request for Action

To
City Council

Item Number
4.2

Meeting Date
January 5, 2026

Prepared By
Tina Allard, City Clerk

Item Description
Designate Official Newspaper and Website for
Transportation Project Notices for 2026

Reviewed by
Justin Femrite
Cal Portner

Action Requested

Designate, by motion, the *Star News* as the official newspaper for the city and designate the city website (elkrivernm.gov) as the official notice and advertisement venue for transportation project bids in 2025.

Background/Discussion

MN Stat. Ch. 331A requires the city to designate an official newspaper to publish certain notices each year. This includes public hearings, advertisements for bids, and the adoption of ordinances. To be qualified as an official legal newspaper, the paper must meet certain requirements. Under the state criteria, the *Star News* is the only viable option.

In addition, MN Stat. Ch. 331A.12 allows the designation of a city's website as the official notice venue for transportation projects. Publication on the website may be used in place of any other required form of publication. To comply with state law, the city must publish any future advertisement for bids on the city's site. All notices under this section must be posted in substantially the same format and for the same period as required for publication in an official newspaper, and ensure a permanent record of publication is maintained in a form accessible to the public. The city will also continue to provide notice in commonly circulated trade publications.

Financial Impact

N/A

Mission/Policy/Goal

N/A

Attachments

None

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Request for Action

To
City Council

Item Number
4.3

Meeting Date
January 5, 2026

Prepared By
Tina Allard, City Clerk

Item Description
Designate Official Depositories and Delegate
Authority for Electronic Funds Transfers

Reviewed by
Lori Stich
Cal Portner

Action Requested

Approve, by motion, the city's official depositories for 2026 and delegate authority for electronic funds transfers to the finance manager or their designee.

- First National Bank of Elk River
- 4M Fund
- Wells Fargo
- The Bank of Elk River
- US Bank
- UBS Financial Services

Background/Discussion

State law §118A.02 requires the city to designate official depositories for the deposit of funds and delegate authority to make electronic funds transfers. The state auditor recommends this designation be completed annually.

The city utilizes The Bank of Elk River for its checking account depository. Also included in the list is a list of financial institutions the city utilizes for investments.

Financial Impact
N/A

Mission/Policy/Goal
Ethical, efficient, and responsible.

Attachments
I. MN Statute 118A.02

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118A.02 DEPOSITORIES; INVESTING; SALES, PROCEEDS, IMMUNITY.

Subdivision 1. **Designation; delegation.** (a) The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.

(b) The governing body may authorize the treasurer or chief financial officer to:

- (1) designate depositories of the funds;
- (2) make investments of funds under sections 118A.01 to 118A.06 or other applicable law; or
- (3) both designate depositories and make investments as provided in this subdivision.

Subd. 2. **Sale; proceeds; immunity, if loss.** (a) The treasurer or chief financial officer of a government entity may at any time sell obligations purchased pursuant to this section and the money received from such sale, and the interest and profits or loss on such investment shall be credited or charged, as the case may be, to the fund from which the investment was made.

(b) Neither such official nor government entity, nor any other official responsible for the custody of such funds, shall be personally liable for any loss sustained from the deposit or investment of funds in accordance with the provisions of sections 118A.04 and 118A.05.

History: 1996 c 399 art 1 s 3



Request for Action

To
City Council

Item Number
4.4

Meeting Date
January 5, 2026

Prepared By
Tina Allard, City Clerk

Item Description
Fire Relief Association Appointments

Reviewed by
Cal Portner

Action Requested

Approve, by motion, Assistant City Administrator Joe Stremcha and Mayor John Dietz to the Fire Relief Association Board with a term expiration of December 31, 2026.

Background/Discussion

Per state law, fire relief associations must have three city trustees on their board. One member must be the fire chief. The city must appoint the other two members on an annual basis. Historically, the mayor and a finance person have been the two city trustees.

Financial Impact
N/A

Mission/Policy/Goal
Ethical, efficient, and responsible.

Attachments
None

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Request for Action

To
City Council

Item Number
4.5

Meeting Date
January 5, 2026

Prepared By
Tina Allard, City Clerk

Item Description
Resolution 26-01 Appointing a Data Practices
Responsible Authority and Designees

Reviewed by
Cal Portner

Action Requested

Adopt, by motion, Resolution 26-01 Appointing a Data Practices Responsible Authority and Designees.

Background/Discussion

Cities are required to appoint an employee as the city's "responsible authority" under the Minnesota Government Data Practices Act. The responsible authority is responsible for the collection, use, and dissemination of government data. This designation is required to be adopted by resolution and must include the name of the specific individual who is appointed. With the retirement of the City Clerk, the attached resolution lists Records Coordinator Dawn Robertson as the new responsible authority. Data Practices designees are also required to be appointed by resolution. The attached resolution includes those names for various departments.

City Administrator Cal Portner remains the Data Practices Compliance Officer (DPCO), who is responsible for ensuring the city adheres to regulatory, legal, and ethical standards. The DPCO receives and responds to questions or concerns about data practices issues, such as issues accessing data that the city keeps.

Financial Impact
N/A

Mission/Policy/Goal
Appropriately govern in an ever-changing environment.

Attachments
I. Resolution

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**City of Elk River
City Council**

Resolution 26-01

**A Resolution of the City Council of the City of Elk River Appointing a
Responsible Authority and Designees**

WHEREAS, Minnesota Statutes, Chapter 13 requires the adoption of certain policies and procedures pertaining to government data practices; and

WHEREAS, the statute also requires the appointment of a data practices Responsible Authority and designee(s) to enforce the data practices policies of government agencies.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows: The city appoints Records Coordinator Dawn Robertson as the Responsible Authority and that Police Chief Dave Kuhnly, Fire Chief Mark Dickinson, Public Works Director Justin Femrite, Community Development Director Zack Carlton, Economic Development Director Brent O'Neil, Assistant City Administrator Joe Stremcha, Human Resources Manager Lauren Wipper, are hereby appointed as data practices designees over their respective departments.

Passed and adopted this 5th day of January 2026.

John J. Dietz, Mayor

ATTEST:

Jolene Richter, Deputy Clerk





Request for Action

To
City Council

Item Number
4.6

Meeting Date
January 5, 2026

Prepared By
Justin Femrite, Public Works Director/Chief Engineer

Item Description
Plants and Things Playground Shade Structure

Reviewed by
Justin Femrite
Cal Portner
Jolene Richter

Action Requested
Approve, by motion, the removal and return of the playground shade structure.

Background/Discussion

For the past two years, staff have been working on a suitable solution for the failed shade structure at the Plants and Things Athletic Complex. The structure was constructed in 2023 for \$146,319.35. During the first season of use, staff noticed the structure's poles leaning due to the wind loading on the fabric shade sails. With no suitable opportunities for a re-engineered solution to support the system, staff have negotiated a refund of 80% of the original cost from the vendors (Landscape Structures Inc. and Flagship Recreation).

A breakdown of the system costs and proposed refund is attached. Staff recommends accepting the offer and returning the system.

Staff suggests using a portion of the refund for a safety netting system or considering other safety alternatives, up to and including potentially moving the playground structure to a safer location. Alternative safety options would be presented to the Council for consideration at a future meeting.

Financial Impact

The refund of \$117,055.55 will go back into the Park Improvement Fund.

Mission/Policy/Goal

Meet Changing Needs - Agile

Attachments

- I. Elk River YAC Shade_Proposed Return-Refund

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Elk River YAC ShadeProject Contract Cost (Equip+Install)

Equipment List Price	\$101,546.10
Discount 5%)	\$ (5,077.31)
Skyways Templates (12)	\$ 2,295.00
Return	\$ 988.13
Shipping	\$ 3,530.00
Total Equipment Contract Price (LSI)	\$103,281.92

Total Installation Contract Price (Flagship)	\$ 43,037.43
---	---------------------

Total Equipment + Installation Contracts	\$146,319.35
---	---------------------

Proposed Equipment Return/Refund

Customer Equipment Return/Refund	\$117,055.55	80%
<i>*Refund to City by LSI+Flagship (Prior to 12/31/25)</i>		
<i>**Proposed refund approach includes removal of existing shade posts by Flagship Recreation</i>		
City of Elk River (Sunk Project Costs)	\$ 29,263.80	20%



Request for Action

To
City Council

Item Number
4.7

Meeting Date
January 5, 2026

Prepared By
Tina Allard, City Clerk

Item Description
Ordinance 26-01: Regarding Process for Incomplete
Licensing Applications

Reviewed by
Cal Portner

Action Requested

Adopt, by motion, Ordinance 26-01 regarding process for handling incomplete license application.

Background/Discussion

Lately, staff have received incomplete license applications. Currently, there is no process in place for how to handle incomplete applications. Generally, we can email the applicant regarding incomplete information, and they respond quickly without issue. There have been a few that have required significant staff time.

The proposed ordinance addresses a process for handling incomplete applications. Staff would continue to email the applicant. If there is no response within a few days, staff will send a formal letter detailing items missing from the application. If the applicant does not provide the needed materials within 30 days of the letter, another letter will be sent notifying the applicant that the application is rejected, and they'll need to resubmit when they have full application materials.

This formal change intends to cut down on staff follow-up and to make sure there is no assumption of license approval due to a lack of activity on the application.

Financial Impact
N/A

Mission/Policy/Goal
Ethical, efficient, and responsible.

Attachments
I. Draft Ordinance

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Ordinance 26-01

An Ordinance Amending Chapter 38, Section 31, Application of the City of Elk River, Minnesota, City Code

The City Council of the City of Elk River does hereby ordain as follows:

SECTION 1. That ~~§ 38-31~~, Application; issuance of the City of Elk River Code of Ordinances shall be amended to read as follows:

Sec. 38-31. - Application;~~issuance~~.

(a) Issuance. Unless otherwise provided in this Code, every application for a license shall be made to the city clerk on a form provided by the city clerk. It shall be accompanied by payment to the city clerk of the prescribed fee. If, after investigation, the city clerk is satisfied that all requirements of law and this Code have been met, the city clerk shall present the application to the council for action or, if the license or permit does not require council approval, the city clerk or other appropriate official, as the case may be, shall issue the license or permit.

(b) Incomplete Applications. If, upon notice to the applicant, the applicant does not complete its application within 30 days, the city clerk may administratively reject the application.

SECTION 4. That this ordinance shall take effect upon adoption and be published as provided by law.

Passed and adopted by the City Council of the City of Elk River this 5th day of January, 2026.

John J. Dietz, Mayor

ATTEST:

Jolene Richter, Deputy Clerk



Request for Action

To
City Council

Item Number
4.8

Meeting Date
January 5, 2026

Prepared By
Mitchell Litfin, Street and Park Superintendent

Item Description
Resolution 26-03 General transfer from the Multipurpose Facility and Wastewater Funds to the Fleet Replacement Fund

Reviewed by
Cal Portner
Jolene Richter

Action Requested

Transfer, by resolution 26-03, funds from Multipurpose Facility and Wastewater Funds to the Fleet Replacement Fund for payment of repurposed assets.

Background/Discussion

In 2025, two city-owned vehicles were repurposed in the fleet to serve the needs of different divisions. Instead of disposing of these assets, they were transferred to Wastewater as a replacement vehicle to house our mainline pipe camera system and to the FT Center to serve as a catering vehicle.

This action formally attributes the costs associated with the assets to the correct funds. Both vehicles have been entered into our inventory as "repurposed" assets. They will remain as such in the system, so that any future upgrade is only with repurposed assets (not new in-kind replacements).

Financial Impact

The action prescribes the transfer of \$7,700 from the Multipurpose Facility Fund and \$4,100 from the Wastewater Fund to the Fleet Replacement Fund to cover the cost of acquired assets.

Mission/Policy/Goal

Responsible for every dollar — good stewards

Attachments

I. RES 26-03

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City of Elk River City Council

Resolution 26-03

A Resolution of the City Council of the City of Elk River Authorizing a General Transfer from the Multipurpose Facility and Wastewater Funds to the Fleet Replacement Fund

WHEREAS, the City of Elk River maintains a Fleet Acquisition and Replacement Policy to manage all capital equipment assets; and

WHEREAS, the Wastewater Division has proposed to replace an existing equipment trailer with a retired police interceptor vehicle for the sanitary sewer line camera deployment platform; and

WHEREAS, the difference in replacement cost between the aging trailer asset and the retired police interceptor vehicle is \$4,100; and

WHEREAS, the Furniture and Things Community Event Center (FT Center) management wishes to expand their food catering operation and requested a retired vehicle for this purpose as a trial in 2025; and

WHEREAS, the FT Center staff requests the addition of a vehicle for ongoing catering operations use until further notice; and

WHEREAS, it has been determined that \$4,100 shall be transferred from the Wastewater Fund and \$7,700 shall be transferred from the Multipurpose Facility Fund to the Fleet Replacement Fund to account for the cost to add such vehicles; and

WHEREAS, the vehicles will be added to the fleet inventory designated as "repurposed asset" indicating that future replacement will be by way of similarly repurposed assets; and

WHEREAS, repurposed assets are not amortized for annual budget chargebacks to the Fleet Replacement Fund.



NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows: The transfer of \$7,700 from the Multipurpose Facility Fund and \$4,100 from the Wastewater Fund to the Fleet Replacement Fund

Passed and adopted this 5th day of January 2026.

John J. Dietz, Mayor

ATTEST:

Jolene Richter, Deputy Clerk





Request for Action

To
City Council

Item Number
4.9

Meeting Date
January 5, 2026

Prepared By
Mitchell Litfin, Street and Park Superintendent

Item Description
Vehicle Acquisition and Replacement Policy

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Accept, by motion, the updated Vehicle Acquisition and Replacement Policy

Background/Discussion

The city's fleet supports essential operations and requires ongoing replacement to remain safe and reliable. An updated Vehicle Acquisition and Replacement Policy will provide clear guidance on replacement cycles and procurement planning, allowing the city to better anticipate costs, control maintenance expenses, and improve long-term budget forecasting.

Financial Impact

Adoption of an updated Vehicle Acquisition and Replacement Policy will improve long-term budget planning and cost control by establishing more predictable replacement schedules and reducing unexpected maintenance expenses. While future vehicle acquisitions will require funding through the annual budget process, the policy itself has no immediate fiscal impact and is expected to support more efficient use of City resources over time.

Mission/Policy/Goal

Responsible for every dollar - good stewards

Attachments

- I. Vehicle Acquisition and Replacement Policy

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Vehicle Acquisition and Replacement Policy Manual

13065 Orono Parkway
Elk River, MN 55330
763.635.1000



ElkRiverMN.gov

Vehicle Acquisition and Replacement Policy

Purpose

The City of Elk River establishes this policy to guide in the maintenance of a fleet that supports the services provided to residents. The management of the city vehicle fleet is the responsibility of the Public Works Department as delegated to the Public Works Supervisor in collaboration with city departments.

The Public Works Supervisor is responsible for the effective planning for the purchase, replacement, and assignment of all city vehicles. Coordination of vehicle purchases, replacements, and reassignments will be done by the respective city department-designated representatives and in conformity with city policy and the vehicle and equipment replacement schedule guidelines. The purpose of this policy is to establish standard replacement schedule guidelines for vehicles of similar types and use.

The Public Works Director and Public Works Supervisor shall be responsible for managing the fleet and coordinating any changes in the replacement schedule. The city's Fleet Services staff shall provide integral information for the process including vehicle maintenance history, mechanical condition, and alternative solutions to meet service needs. The standard guidelines for our replacement schedule by vehicle type are as follows:

<i>Dept/Division</i>	<i>Vehicle</i>	<i>Type of Service</i>	<i>Repl Cycle (Yrs)</i>
Parks	¾ Ton Truck	3	10-12
	1-2 Ton Trucks	3	10-12
	Ballfield Maintenance Equip	4	10
	Heavy Duty Trailers	3	20
	Light Duty Trailers	3	20
	Sidewalk Machines	5	8-10
	Small Mowers	5	5-7
	Snowmobiles	3	10-12
	Sprayer	3	20
	Tractor Attachments	3	10-15
	Tractors	3	10-15
	Mini Skid	1	15-20
	Utility ATV	3	6-8
	Field Painter	2	10
	Wide Area Mowers	5	5-7
Streets	Air Compressor	2	15-20
	Asphalt Roller	2	7-10
	Brush Clipper	5	7-10

Streets	Cold Mill	5	15-20
	Crack-filling Kettle	5	7-10
	Forklift	3	15-20
	Heavy Trucks	5	12-15
	$\frac{3}{4}$ Ton Truck	3	10-12
	1-2 Ton Trucks	3	10-12
	Loader Mounted Blower	5	12-15
	Loaders	5	12-15
	Motor Grader	4	20-30
	Patch Trailer	5	7-10
	Skid Steer Loaders	5	12
	Sweepers	5	10
	Tandem Axle Trailer	1	20-25
	Single Axle Trailer	1	20-25
Streets	Vac Trailer	3	15-20
	Pavement Cutters	3	7-10
	Tractor	3	15-20
Arena	Ice Resurface	3	10
Cable/Admin	Cars	1	Use Repurposed
WWTP	$\frac{3}{4}$ Ton Truck	2	10-12
	1 Ton Truck	3	10-12
	Jet Truck	5	17-20
	Tractor	3	15-20
	Tool cat	2	12
	Golf Cart	1	15-20
	Toro Workman	1	15-20
Police	Police Investigation/Admin	2	7
	Police Squad Cars	5	5
	ATV/UTV	1	20
	SWAT Van	1	15-20
	CSO Trucks	2	8
	MRAP Special OPS Truck	1	25
Bldg Main	1 Ton Truck	3	10-12
	1 Ton Utility	3	10-12
	UTV	3	Use Repurposed
	Genie Lift	3	15
	GS Man Lift	2	12-15
	JLG Triple , L Trailer	1	20-25
Code Compliance	Building Safety Vehicles	1	12-15
Fire	Engine	3	25
	Tender	3	25
	ATV/UTV	1	20
	Light Duty Trailer (UTV)	1	30
	Fire Prevention Trailer (Escape)	1	30
	Live Burn Trailer	1	30

Fire	Incident Support Trailer	1	30
	Vent Prop Trailer	1	30
	Ladder	3	25
	Rescue Units	3	25
	Command Vehicles	3	10
	Fire Prevention/Support Truck	2	25
	Grass Rigs	1	20

Procedures

All vehicle purchases, replacements, and reassignments must be coordinated with the Public Works Supervisor to ensure proper tracking, budgeting, and operational alignment.

- a. The Public Works Supervisor and Department Directors/Division Managers will meet annually each June to review the Capital Improvement Plan for accuracy and note changes.
- b. Standard color options for all passenger vehicles Shall be white, blue or black for ease of repurposing and resale unless approved by the City Administrator.
- c. New vehicle additions to the fleet will be budgeted for in the respective department budget for the purchase year and added to the Capital Replacement Schedule
 - New vehicle addition replacement values are amortized over the expected vehicle service cycle.
 - The appropriate amortized vehicle replacement chargeback added to the respective budget.
- d. Vehicles meeting their service cycle may be repurposed by another department/division with a differing service need.
 - Repurposed vehicles assigned for the replacement of a previously assigned repurposed vehicle shall not be placed on an amortization schedule.
 - Repurposed vehicles requested for initial assignment shall incur an amortization schedule of no more than three years to account for the decrease in auction/resale value to the Equipment Replacement Fund.

- e. The Finance Division will coordinate all additions and revisions to the 10-year vehicle and equipment replacement plan with the Public Works Supervisor as part of the Capital Improvement planning process. The Public Works Supervisor will accumulate all requests and submit the 10-year vehicle and equipment replacement schedule, list of additions and revisions, and any other suggestions to the Finance Division. The City Administrator will have final approval to all vehicle and equipment purchases and recommendation to the City Council for approval.
- f. Repurposed assets will be maintained for a minimum of four (4) years before they are scheduled for replacement with another repurposed asset.
- g. Asset reconditioning will be utilized where available.
- h. State contracts will be the standard method for asset purchases; other procurement options may also be considered.

Vehicle Evaluation Form

Dept: _____ Emergency Equipment? Y/N

Date: _____ Vehicle #: _____ Miles/Hrs.: _____

Year: _____ Make: _____ Model: _____

	Current Score	Projected Score	Future – Other Dept. or Auction?
Age			
Usage			
Type of Service			
Condition			
Repair Costs			
Total			

Repair Costs: \$ _____

Purchase Price: \$ _____

Specialties (decals, computers, accessories, etc.) \$ _____

Projected Mileage: _____

Reliability: Very Good ☐ Good ☐ Fair ☐ Dispose/Flag File ☐

Evaluated by: _____

Point Ranges:

Under 21 points	Condition I	Very Good
21 – 25 points	Condition II	Good
25 – 30 points	Condition III	Fair
31 points and up	Condition IV	Disposal

Vehicle Evaluation Form Explained

The Vehicle Replacement Chart serves as a guide for when a vehicle/equipment is due for replacement. Fleet Services will complete the evaluation based on criteria for replacement of vehicles/equipment and will present it to the Public Works Supervisor and Public Works Director prior to final replacement/disposition. The evaluation is based on the following criteria:

- **Age**

One point for each year of chronological age, based on in-service date.

- **Usage**

Odometer- based vehicles=one point per 10,000 miles

Odometer- based small equipment=one point per 500 miles

Hour meter-based- small equipment=one point per 325 hours

Hour meter- based large truck/equipment=one point per 750 hours

- **Type of service**

Score 1-5 points based on the type/level of service the vehicle/equipment receives, i.e. (1) for administrative vehicles or light use, (3) for medium use, and (5) for patrol car or heavy use

- **Condition**

This score scale from 1-5 is based on the inspection of the body, underbody and structural members, rust, interior, condition, a review of accident and repair history, any operational problems and anticipated major repairs within the next budget year. A score of (5) would be in very poor condition with high expectations for major future expenses.

- **Repair costs**

Score 1-5 based on the total life-to-date (LTD) repair costs (excluding “non-normal” repairs) and the original purchase price of the vehicle/equipment. A (5) is scored for a vehicle/equipment whose LTD repair costs exceed the original purchase price. A score of (1) signifies LTD repair costs are 20% or less of the original purchase price: (2) for 40%, 3 for 60%, (4) for 80%.

- **Reliability:**

The vehicle or equipment will be based on unscheduled repairs and will be factored independently based on the fleet maintenance records.

Point Ranges:

Under 21 Points	Condition I	Excellent
21 to 25 Points	Condition II	Good
26 to 30 Points	Condition III	Qualifies for Replacement
31 points and above	Condition IV	Needs Immediate Consideration

Adopted by:	On (date)	Item #
	Updated Aug/SEP 2025	



Request for Action

To
City Council

Item Number
4.10

Meeting Date
January 5, 2026

Prepared By
Jolene Richter, Deputy Clerk

Item Description
On-Sale 3.2 Liquor License and Wine License: Pickle
Paradise LLC

Reviewed by
Cal Portner
Jolene Richter

Action Requested

Approve, by motion, an On-Sale 3.2% License with strong beer permission and a Wine License to Pickle Paradise LLC. License valid through June 30, 2026.

Background/Discussion

Pickle Paradise LLC requests an On-Sale 3.2% License with strong beer permission and a Wine License for their new location at 590 Freeport Street NW.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
None

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Request for Action

To
City Council

Item Number
4.11

Meeting Date
January 5, 2026

Prepared By
Justin Femrite, Public Works Director/Chief Engineer

Item Description
Agreement 26-01 Meadowwoods Village Sewer Acquisition

Reviewed by
Justin Femrite
Joseph Hale
Cal Portner
Jolene Richter

Action Requested

Approve, by motion, the Assignment and Assumption Agreement with the Meadowwoods Village Homeowners Association (HOA) and Natural System Utilities (NSU) and payment of \$220,000 for the purchase of the existing private system.

Background/Discussion

Consistent with previous approvals relating to the connection of the Meadowwoods Village development to the city-owned collection and treatment system, we have progressed with construction to the point of making the final connection to the city system.

As detailed in Resolution 25-28 approved by the Council on June 16, 2025, costs for the existing system from NSU have been included in the proposed and agreed-upon assessment amounts that will be levied on the benefiting property owners. This item includes the approval of documents and payment to complete the transaction.

The city attorney has worked with legal counsel from NSU and the HOA on the attached Assignment and Assumption Agreement and recommends approval as a necessary step in the transaction.

Financial Impact

As the agreement details, the approval of this item includes the city, on behalf of the HOA, purchasing the existing private system from NSU for \$220,000 (an amount that has been negotiated between NSU and the HOA).

Mission/Policy/Goal

Work with citizens to achieve goals

Attachments

- I. Assignment of APA (Execution Version)(10645034.2)

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ASSIGNMENT AND ASSUMPTION OF ASSET PURCHASE AGREEMENT

This Assignment and Assumption of Asset Purchase Agreement (this “Assignment”) is made as of the ____ day of January, 2026 (the “Effective Date”), by and between **MEADOWWOODS VILLAGE HOMEOWNERS ASSOCIATION**, a Minnesota non-profit corporation (“Assignor”) and **THE CITY OF ELK RIVER, MINNESOTA**, a Minnesota municipal corporation (“Assignee”).

RECITALS

WHEREAS, Assignor and NSU IM MN, LLC, a Delaware limited liability company (“Seller”), have entered into that certain Asset Purchase Agreement effective as of January ___, 2026 by and between Assignor and Seller (the “Agreement”), relating to that certain wastewater treatment system located in Elk River, Minnesota, as more particularly set forth on Schedule 1 of the Agreement (the “Property”);

WHEREAS, Assignor may assign its rights, title and obligations to Assignee under the Agreement pursuant to Section 9.6 of the Agreement; and

WHEREAS, Assignor desires to assign its right, title and interest in and to all of its obligations under the Agreement to Assignee, and Assignee desires to accept the assignment and assume all of Assignor’s obligations under the Agreement from and after the Effective Date.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Assignee and Assignor do hereby agree as follows:

1. Assignment. Assignor hereby assigns to Assignee all of Assignor’s right, title and interest in and to, and all of Assignor’s obligations under, the Agreement.
2. Acceptance and Assumption. Assignee hereby accepts the assignment made and hereby assumes all of Assignor’s obligations under the Agreement in accordance with the terms thereof. Nothing contained herein shall be deemed to release or relieve Assignor of any obligation or liability arising under the terms of the Agreement, it being the intention of the parties that Assignor and Assignee shall remain jointly and severally liable for the obligations and liabilities of the “Purchaser” under the Agreement.
3. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
4. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same Agreement. Facsimile or electronic image (e.g., pdf, docusign, and similar) of a signature shall be as binding as an original signature.

[This space intentionally left blank; signature page follows]

IN WITNESS WHEREOF, Assignee and Assignor have executed this Assignment as of the date first written above.

ASSIGNOR:

**MEADOWWOODS VILLAGE
HOMEOWNERS ASSOCIATION,**
a Minnesota non-profit corporation

By: _____
Name: _____
Title: _____

ASSIGNEE:

THE CITY OF ELK RIVER, MINNESOTA
a Minnesota municipal corporation

By: _____
Name: _____
Title: _____



Request for Action

To
City Council

Item Number
4.12

Meeting Date
January 5, 2026

Prepared By
Joseph Hale, Environmental Services and Projects
Specialist

Item Description
2026 Solid Waste Collection License Renewal

Reviewed by
Joseph Hale
Cal Portner
Jolene Richter

Action Requested
Approve, by motion, the 2026 Solid Waste Collection Licenses as submitted.

Background/Discussion
Minnesota Statute 115A.93 requires all solid waste collectors to obtain a license from any jurisdiction in which they collect mixed solid waste.

The City of Elk River issues solid waste collection licenses on an annual basis, which expire on December 31st of each year. The license fee is \$80 for the first truck, plus \$15 per additional truck. The city received a total of 12 completed applications for 2026.

Financial Impact
A total of \$1,665.00 was received from application fees.

Mission/Policy/Goal
Appropriately govern in an ever-changing environment.

Attachments
I. 2026 Solid Waste Collection License Summary

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2026 Solid Waste Collection License Applications

Hauler Name	Application Fee
ACE Solid Waste	\$110.00
Aspen Waste Systems of Minnesota	\$80.00
Gary's Trucking & More, LLC DBA Bumblebee Express Rolloff	\$110.00
Dem-Con Dumpsters	\$95.00
Jim's Mille Lacs Disposal Inc.	\$170.00
Lepage & Sons, Inc.	\$125.00
LRS Holdings, LLC.	\$125.00
Randy's Sanitation, LLC. Dba Republic Services Inc.	\$440.00
Steinbrecher Companies, Inc.	\$95.00
Veit Container Corp, dba Veit Disposal Systems	\$110.00
Walter's Recycling and Refuse	\$80.00
Nitti Rolloff Services, Inc.	\$125.00



Request for Action

To
City Council

Item Number
4.13

Meeting Date
January 5, 2026

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Approve Subcontractor RFQ Documents

Reviewed by
Cal Portner
Jolene Richter

Action Requested

Approve, by motion, soliciting qualification documentation from interested subcontractors for pre-qualification to bid on specific trade packages for the project under the Construction Manager at Risk (CM@R) delivery method for the City of Elk River.

Background/Discussion

The purpose of this RFQ is to establish a list of qualified subcontractors eligible to participate in subsequent Requests for Bids (RFBs) for construction trade work for the construction of Fire Station #1 and Northbound Liquor.

Financial Impact
None

Mission/Policy/Goal
Ethical, efficient, and responsible

Attachments

- I. Elk River Prequalification Form_Revised Draft

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Terra Construction

Subcontractor Request for Qualification

Elk River Fire Station #1 & Northbound (Liquor Store)

REQUEST FOR QUALIFICATIONS (RFQ) FOR SUBCONTRACTOR PREQUALIFICATION

Project Titles:

Elk River Fire Station #1
Northbound (Liquor Store)

Project Location:

Elk River, Minnesota

Owner:

City of Elk River

Architect:

CNH Architects: Elk River Fire Station #1
LSE Architects: Northbound (Liquor Store)

Construction Manager (CM):

Terra Construction
21025 Commerce Blvd., Suite 1000
Rogers, MN 55374

RFQ Issue Date:

Tuesday, January 13, 2026

RFQ Response Deadline:

Tuesday, February 17, 2026

Delivery of Responses:

All responses must be submitted electronically via email to **Jake Dahlheimer** with Terra Construction:
jdahlheimer@terragc.com

INTRODUCTION

Terra Construction is soliciting qualifications from interested subcontractors for prequalification to bid on specific trade packages for the project under the Construction Manager at Risk (CM@R) delivery method for the City of Elk River.

This RFQ is issued by **Terra Construction**, who has been retained by the City of Elk River as the Construction Manager (CM). The purpose of this RFQ is to establish a list of qualified subcontractors eligible to participate in subsequent Requests for Bids (RFBs) for construction trade work for each project.

PROJECT DESCRIPTIONS

General Overview – Fire Station #1

- **Project Type:** *New Ground-Up Construction*
- **Project Description:** *35,500 square foot fire station*
- **Estimated Construction Budget:** *\$20M - \$22M*
- **Anticipated Construction Start:** *Spring 2027 (Bidding to occur fall 2026)*
- **Anticipated Substantial Completion:** *Summer 2028*
- **Delivery Method:** Construction Manager at Risk

General Overview – Northbound (Liquor Store) Project Type: *New Ground-Up Construction*

- **Project Description:** *22,400 square foot liquor store*
- **Estimated Construction Budget:** *\$6.5M*
- **Anticipated Construction Start:** *Summer 2026 (Bidding to occur spring 2026)*
- **Anticipated Substantial Completion:** *Spring/Summer 2027*
- **Delivery Method:** Construction Manager at Risk

WORK SCOPES

Subcontractor work scopes are grouped by trade divisions and may be combined where appropriate without limiting participation. Each project will be bid separately.

Fire Station #1 - Work Scopes include, but not necessarily limited to the following:

Cast-In-Place Concrete, Precast Structural Concrete, Unit Masonry, Cast Stone Masonry, Structural Steel, Joist/Deck, Metal Fabrications, Cold-Formed Metal Framing, Carpentry, Interior Architectural Woodwork, Waterproofing, Insulation, Air Barriers, Metal Wall Panels, EIFS, Roofing, Sheet Metal Flashing & Trim, Fireproofing, Joint Sealants, Doors/Frames/Hardware, Four-Fold Doors, Sectional Doors, Entrances & Storefronts, Curtain Walls, Glazing, Drywall & Metal Framing, Tiling, Acoustical Ceilings, Resilient Flooring, Epoxy Floor Coatings, Carpeting, Painting, Markerboards, Signage, Equipment Screens, Folding Panel Partitions, Wall & Door Protection, Toilet Accessories, Fire Protection Cabinets, Flagpoles, Window Shades, Elevators, Fire Suppression, Plumbing, HVAC, Electrical, Temperature Controls,

Communications, Earthwork, Asphalt Pavement, Concrete Pavement, Fences & Gates, Retaining Wall, Landscaping, Irrigation, Site Utilities (Water, Sanitary, Storm)

Northbound (Liquor Store) - Work Scopes include, but not necessarily limited to the following:
Cast-In-Place Concrete, Structural Steel, Joist/Deck, Metal Fabrications, Cold-Formed Metal Framing, Carpentry, Interior Architectural Woodwork, Waterproofing, Insulation, Air Barriers, Metal Wall Panels, EIFS, Roofing, Sheet Metal Flashing & Trim, Fireproofing, Joint Sealants, Doors/Frames/Hardware, Sectional Doors, Entrances & Storefronts, Curtain Walls, Glazing, Drywall & Metal Framing, Tiling, Acoustical Ceilings, Resilient Flooring, Epoxy Floor Coatings, Carpeting, Painting, Markerboards, Signage, Equipment Screens, Wall & Door Protection, Toilet Accessories, Fire Protection Cabinets, Window Shades, Fire Suppression, Plumbing, HVAC, Electrical, Temperature Controls, Communications, Earthwork, Asphalt Pavement, Concrete Pavement, Fences & Gates, Retaining Wall, Landscaping, Irrigation, Site Utilities (Water, Sanitary, Storm)

RFQ TIMELINE

Milestone	Date
RFQ Issued	1/13/2026
Deadline for Questions	1/27/2026
Addenda Issued (if applicable)	2/3/2026
RFQ Submissions Due	2/17/2026
Evaluation Period	2/17/26 – 2/27/26
Notification of Prequalified Firms	Week of March 2 nd

RFQ INFORMATION & DOCUMENTS

The RFQ documents include:

- Preliminary Plans
- Sample subcontract agreement and general terms (Draft Watermark)
- AIA Document A133 and A201

SELECTION CRITERIA

Prequalification will be based on the following objective criteria:

- 1. Experience:**
 - Firm's experience and technical competence in similar projects.
 - Capacity and qualifications of key personnel.
- 2. Past Performance:**
 - Previous project performance, including schedule adherence, quality, safety record (EMR, OSHA logs), and compliance with state and federal laws.

3. Capability to Perform:

- Current workload and capacity to meet schedule.
- Financial stability and bonding capability.

4. Availability and Familiarity:

- Proximity to the project site and familiarity with regional requirements and conditions.

5. Compliance and Responsibility:

- Responsible Contractor Verification and Certification of Compliance (Attachment B).

Failure to submit any required form may result in disqualification.

RFQ SUBMISSION REQUIREMENTS

Each respondent shall submit:

- Completed Attachment A - Subcontractor Qualification Questionnaire (attached)
- Current letter from surety verifying bonding capacity
- Certificate of Insurance
- Completed Attachment B – Responsible Contractor Verification Form (attached)

Submissions must be received by the deadline.

EVALUATION AND PREQUALIFICATION

- The CM and the Owner, in consultation with the Architect/Engineer, will evaluate all RFQ responses.
- Only prequalified subcontractors will be eligible to submit bids during the upcoming Request for Bid (RFB) phase.
- If less than three qualified subcontractors are identified for any work scope, the CM may elect to reissue the RFQ for that work scope.

ADDITIONAL REQUIREMENTS

All subcontractors must comply with:

- Government Data Practices Act.
- Performance and payment bond obligations. All subcontractors will be required to obtain a Performance and Payment bond.
- Applicable federal, state, and local laws and codes.

QUESTIONS

All questions must be submitted in writing via email to:

Jake Dahlheimer: jdahlheimer@terragc.com

Responses to questions will be issued to all registered proposers via addendum.

DISCLAIMER

The Owner and CM reserve the right to reject any or all RFQ responses, waive irregularities, or request additional information without obligation to any respondent. Prequalification does not guarantee an award of work.

Attachments:

- Attachment A – Subcontractor Qualification Questionnaire
- Attachment B: Responsible Contractor Verification Form
- Preliminary Drawings – [Click Here](#)
- Sample Subcontract Agreement (Watermark) – [Click Here](#)
- AIA Document A133 and A201 – [Click Here](#)

Attachment A – Subcontractor Qualification Questionnaire

Section 1: General Information

Company Name: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Website: _____

Primary Contact Person: _____

Title: _____

Email: _____

Cell: _____

Trade Division(s) Applying For: _____

Minnesota Contractor Registration Number: _____

Type of Firm: ☐ Corporation ☐ Partnership ☐ Sole Proprietor ☐ LLC ☐ Joint Venture

Year Established: _____

Federal Tax ID Number: _____

Section 2: Experience and Capabilities

1. Number of Years in Business under Current Name: _____

2. Average Annual Volume in Revenue (last 3 years):

○ 2023: \$_____

○ 2024: \$_____

○ 2025: \$_____

3. Largest Single Contract Value (past 3 years): \$_____

4. Typical Project Size Range: \$_____ to \$_____

5. Geographic Area(s) of Operation: _____

Similar Project Experience

List up to five (5) recent projects most similar in scope, size, and delivery method to this project:

Project Name & Location	GC/CM	Architect	Contract Value	Completion Date	Reference Contact & Phone

Attach additional sheets as needed.

Section 3: Key Personnel

List personnel proposed to be assigned to this project.

Name	Title/Role	Years with Firm	Relevant Project Experience

Section 4: Safety Record

1. **Current Experience Modification Rate (EMR):** _____
o 2023: _____ 2024: _____ 2025: _____
2. **OSHA Recordable Incident Rate (past 3 years):** _____
3. **Has your firm received any OSHA citations in the last 3 years?**
☐ No ☐ Yes (attach explanation)
4. **Safety Program:**
☐ Written Safety Program ☐ Drug Testing Policy ☐ Site Safety Orientation Program ☐ AWAIR Program

Section 5: Legal and Compliance

1. **Has your firm or any officer been involved in any litigation or arbitration related to construction performance in the last 5 years?**
☐ No ☐ Yes (attach details)
2. **Has your firm ever failed to complete a contract?**
☐ No ☐ Yes (attach explanation)
3. **Has your firm been debarred, suspended, or otherwise declared ineligible to bid public work in any jurisdiction?**
☐ No ☐ Yes (attach explanation)
4. **Is your firm currently or previously under investigation by OSHA, the Minnesota Department of Labor, or any state/federal agency?**
☐ No ☐ Yes (attach explanation)

Section 6: Financial Information

1. **Bonding Agent Name & Contact Info:** _____
2. **Surety Company:** _____
3. **Bonding Capacity:**
 - **Single Project Limit:** \$ _____
 - **Aggregate Limit:** \$ _____
4. **Current Value of Work Under Contract:** \$ _____
5. **Bank Reference:**
Name: _____ **Contact:** _____
Phone: _____

Section 7: References

Provide at least three (3) professional references for similar projects completed within the past five years.

Company	Contact Name	Title	Phone	Email

Section 8: Pass / Fail

1) Contractor has, or anyone with a financial interest in the firm, been the subject of any criminal indictment or judgment of conviction for any business related conduct constituting a crime under state or federal law, within the past 10 years? <i>(If answered yes, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
2) Contractor has previously failed to complete a contract? <i>(If answered yes, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
3) Contractor has completed at least three (3) similar projects in the last five (5) years as described and each of these projects have a minimum square footage of 10,000 square feet. <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
4) Contractor's project manager and foreman have each been assigned to the work for at least three (3) similar projects in the last five (5) years as described. <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
5) Contractor is able to provide the necessary management, labor, material and equipment to complete this project as specified? <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
6) Contractor will provide payment and performance bonds for this project? <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
7) Contractor will provide insurance coverage for the limits outlined for this project? <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
8) Contractor has a written safety and health program called the A Workplace Accident and Injury Reduction (AWAIR) program? <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
9) Contractor has more than three (3) serious OSHA citations in the past three years? <i>(If answered yes, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
10) Contractor has more than two (3) willful OSHA citations in the past three years? <i>(If answered yes, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
11) Contractor has an Experience Modification Rate (EMR) less than 1.25 <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐
12) Contractor certifies that all answers above are accurate and truthful? <i>(If answered no, bidder fails to meet the qualifications)</i>	Yes No	☐ ☐

Submissions must include the following:

- ☐ Attachment A – Subcontractor Qualification Questionnaire
- ☐ Attach a current letter from surety verifying bonding capacity. This letter shall include single limit, total aggregate limit and the amount under contract currently bonded.
- ☐ Attach a copy of your firm's Certificate of Insurance.
- ☐ Attachment B - Responsible Contractor Verification Form

Section 9: Acknowledgments and Signature

The undersigned certifies that all information contained herein is true and accurate, and that submission of this questionnaire constitutes agreement to comply with all RFQ and prequalification requirements.

Authorized Representative Name: _____

Title: _____

Signature: _____

Date: _____

Submission Instructions

Submit this completed form and all attachments electronically to:

Jake Dahlheimer: jdahlheimer@terragc.com

by ***Tuesday, February 17, 2026***

End of Attachment A

Attachment B – Responsible Contractor Verification of Compliance

RESPONSIBLE CONTRACTOR VERIFICATION OF COMPLIANCE

Minnesota Statutes, Section [16C.285](#), subdivision 3. **Responsible Contractor, Minimum Criteria.** “Responsible Contractor” means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the minimum criteria set forth below. Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

1. The Contractor:
 - i. is in compliance with workers' compensation and unemployment insurance requirements;
 - ii. is in compliance with the Department of Revenue and the Department of Employment and Economic Development registration requirements if it has employees;
 - iii. has a valid federal tax identification number or a valid Social Security number if an individual; and
 - iv. has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative.
2. The contractor or related entity is in compliance with and, during the three-year period before submitting verification, has not violated section [177.24](#), [177.25](#), [177.41](#) to [177.44](#), [181.13](#), [181.14](#), or [181.722](#), and has not violated United States Code, [title 29, sections 201 to 219](#), or United States Code, [title 40, section 3141 to 3148](#). For purposes of this clause, a violation occurs when a contractor or related entity:
 - i. repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is “repeated” only if it involves two or more separate and distinct occurrences of underpayment during the three-year period;
 - ii. has been issued an order to comply by the commissioner of labor and industry that has become final;
 - iii. has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
 - iv. has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section [177.27](#);
 - v. has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
 - vi. has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction.

Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;*

3. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section [181.723](#) or chapter [326B](#). For purposes of this clause, a violation

occurs when a contractor or related entity has been issued a final administrative or licensing order;*

4. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section [363A.36](#) revoked or suspended based on the provisions of section [363A.36](#), with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;*
5. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification; and*
6. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor.

*Any violations, suspensions, revocations, or sanctions, as defined in clauses 2 to 5 occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.

Certification

By signing this document, I am certifying that I am an owner or officer of the contractor and am verifying under oath that:

1. **Contractor is in compliance with Minnesota Statutes, Section [16C.285](#),**

Contractor Company Name

Date

Authorized Signature of Owner or Officer

Printed Name

Title

End of Attachment B



Request for Action

To
City Council

Item Number
6.1

Meeting Date
January 5, 2026

Prepared By
Jolene Richter, Deputy Clerk

Item Description
City of Elk River Volunteer of the Month

Reviewed by
Cal Portner
Jolene Richter

Action Requested
Mayor Dietz will recognize and present a plaque to the January Volunteer of the Month Award recipient.

Background/Discussion
Mayor Dietz established the City of Elk River Volunteer of the Month Award program to recognize Elk River residents for their volunteer contributions and commitment to community service.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
None

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



Request for Action

To
City Council

Item Number
7.1

Meeting Date
January 5, 2026

Prepared By
Zack Carlton, Community Development Director

Item Description
Resolution 26-02: Easement Vacation, Allen Perkins
- 13937 196th Ave NW

Reviewed by
Cal Portner
Jolene Richter

Action Requested

Vacate, by Resolution 26-02, the existing drainage, utility, and roadway easements at 13937 196th Ave NW, subject to the condition that the resolution is recorded immediately preceding the recording of the plat of Perkins Acres.

Background/Discussion

The applicant, Allen Perkins, has petitioned the city to vacate all existing drainage, utility, and roadway easements at 13937 196th Ave NW.

The property was the subject of two variances and the plat of Perkins Acres, which was approved with Resolution 25-67 on November 17, 2025. During the plat review by Sherburne County, previously unknown easements were identified. These easements conflicted with the proposed right-of-way and should be vacated before recording the plat.

The vacation resolution will vacate all existing easements on the property, and the recording of the plat of Perkins Acres will immediately re-establish all required easements.

Financial Impact

None

Mission/Policy/Goal

Meet changing needs - agile

Attachments

1. Location Map
2. Easement Vacation Resolution
3. Plat of Perkins Acres

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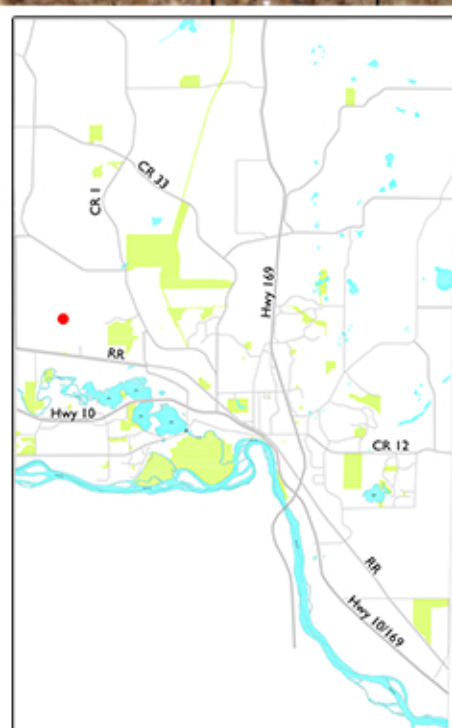


Project Location Map

Perkins

Lot Split Subdivision

Case No: P 25-24





City of Elk River City Council

Resolution 26-02

A Resolution of the City Council of the City of Elk River Granting a Petition to Vacate Drainage, Utility, and Roadway Easements

WHEREAS, pursuant to Minnesota Statutes Section 412.851, after two (2) weeks' published and posted notice of the hearing and after mailing written notice of the hearing at least ten (10) days before the hearing to each property owner affected by the proposed vacation, the Elk River City Council has conducted a hearing to consider the vacation of the easements legally described on the attached Exhibit "A" ("Easements"); and

WHEREAS, a public hearing on said petition was held on January 5, 2026, before the City Council of the City of Elk River after published and posted notice had been given, and all persons interested were given an opportunity to be heard at the public hearing; and

WHEREAS, the vacation of the Easements is appropriate as the requested areas to be vacated are no longer required, and all required easements and rights-of-way will be dedicated with the plat of Perkins Acres.

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

1. The petition to vacate the drainage, utility, and roadway easement, as described in Exhibit A, is hereby granted, based upon the following Findings of Fact:
 - A. The Council finds the easements described in Exhibit A are no longer a benefit to the public as the plat of Perkins acres will dedicate right-of-way and easements required per city standards and previous approvals.
2. Vacation of the easements described in Exhibit A shall be effective at the time of recording of the necessary documents.



Passed and adopted this 5th day of January 2026.

John J. Dietz, Mayor

ATTEST:

Jolene Richter, Deputy Clerk



Exhibit A

Document No. 148369 Vacation Description

All that part of the Utility and Public Road easement, as created and dedicated in Document Number 148369, lying over, under and across the East Half of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of Section 30, Township 33, Range 26, Sherburne County, Minnesota.

Document No. 148370 Vacation Description

All that part of the Utility and Public Road easement, as created and dedicated in Document Number 148370, lying over, under and across the East Half of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of Section 30, Township 33, Range 26, Sherburne County, Minnesota.

Document No. 154752 Vacation Description

All that part of the Utility and Public Road easement, as created and dedicated in Document Number 154752, lying over, under and across the East Half of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of Section 30, Township 33, Range 26, Sherburne County, Minnesota.

Document Nos. 155647 & 157129 Vacation Description

All that part of the Utility and Public Road easement, as created and dedicated in Document Number 155647 and re-recorded as Document Number 157129, lying over, under and across the East Half of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of Section 30, Township 33, Range 26, Sherburne County, Minnesota.



CITY OF ELK RIVER
SHERBURNE COUNTY, MN





Request for Action

To
City Council

Item Number
8.1

Meeting Date
January 5, 2026

Prepared By
Tina Allard, City Clerk

Item Description
Appoint Acting Mayor

Reviewed by
Cal Portner

Action Requested
Appoint, by motion, _____ as acting mayor for 2026.

Background/Discussion

Per state law (412.121) the City Council is required to appoint an acting mayor. The acting mayor performs the duties of mayor during the disability or absence of the mayor, or if there is a vacancy in the office.

Although all Council members are eligible for this appointment, past practice has been a rotation of Wards 4-1-3-2, which corresponds with the election terms and allows new members to gain experience before assuming the role.

Year	Ward
2022	Ward 3 - Beyer
2023	Ward 2 - Westgaard
2024	Ward 4 - Wagner
2025	Ward 1 - Grupa

Following past practice, Councilmember Beyer would be appointed acting mayor for 2026.

Financial Impact
N/A

Mission/Policy/Goal
Appropriately govern in an ever-changing environment.

Attachments
None

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity