



Parks and Recreation Commission

Wednesday, May 13, 2026

6:30 PM

Elk River City Hall

Regular Meeting Agenda

- Regular meeting in Council Chambers
-

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSIDER MINUTES

4.1 04-08-2026 Parks and Recreation Commission Meeting Minutes

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 Park Passport

7. DISCUSSION ITEMS

7.1 Burr Oak Park Access Road

7.2 Kliever Pointe Basketball Court

8. ACTION ITEMS

8.1 Global Unity Fair Event

8.2 Park Dedication - Lane Estates

8.3 DERBA Chair

8.4 Wind Phone Grant Proposal

9. PARKS AND RECREATION MANAGER UPDATE

9.1 Parks and Recreation Manager Update

10. ANNOUNCEMENTS

11. 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



**Meeting of the Parks and Recreation
Commission
Held at the Elk River City Hall
Wednesday, April 8, 2026**

Members Present: Chair Stewart, Commissioners Anderson, Niziolek, Varty, Goodwin, Loidolt, and Fermoye.

Members Absent: None

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, Parks and Recreation Manager Jeff Shelby, and Senior Administrative Assistant Dawn Larson

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting of the Elk River Parks and Recreation Commission was called to order at 6:30 p.m. by Chair Stewart.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Moved by Commissioner Loidolt and seconded by Commissioner Fermoye to approve the April 8, 2026, agenda. Motion carried 7-0.

4. CONSIDER MINUTES

4.1 03-11-2026 Parks and Recreation Commission Meeting Minutes

Moved by Commissioner Goodwin and seconded by Commissioner Varty to approve the March 11, 2026, Parks and Recreation Commission minutes. Motion carried 7-0.

5. OPEN FORUM

Tim Schreder, from Ramsey, Minnesota, requested that discussion of a disc golf course at Burr Oak Park be added to a future agenda. Mr. Schreder has attended previous meetings to discuss disc golf and would like to bring it back for discussion.

Dan Schnabel, from Coon Rapids, Minnesota also spoke. He shared that he grew up in the area and has played disc golf at the Lion John Weicht Park disc golf course over the past decade. Mr. Schnabel recently walked Burr Oak Park with Mr. Schreder and would also like disc golf to be considered for a future agenda.

6. ACTION ITEMS

6.1 Hillside Park - Jump Line

Mr. Shelby presented his report. Derek Burchill, the Hillside Park Steward who lives in Ramsey, Minnesota presented his portion of the report. He pointed out it would be inexpensive to build, and the City of Elk River Parks Foreman Supervisor Josh Baas informed him he could provide dirt for the project.

Moved by Commissioner Goodwin and seconded by Commissioner Anderson to recommend the construction of a jump line at Hillside Park. Motion carried 7-0.

6.2 Hillside Park - Pump Track

Mr. Burchill continued presenting his next proposal. He shared that he would also like to put some picnic tables underneath a large tree near the location. He said he would rent a bobcat to do most of the work and Minnesota Off Road Cyclist group (MORC) will pay for the rentals of the equipment. Commissioner Anderson asked if it was special dirt. Mr. Burchill said dirt with high clay content is desirable but is not necessary and the black dirt they have been using has been holding up quite well. He said he would welcome any high clay content dirt that is available, but they wouldn't need to buy some specifically for this project.

Commissioner Fermoye asked if there is a concern about Ebikes in this area. Mr. Burchill yes, and he would like signage and education provided to the public. He thinks patrons would help enforce the rules once they are clear.

Moved by Commissioner Niziolek and seconded by Commissioner Loidolt to recommend the construction of a pump track at Hillside Park. Motion carried 7-0.

6.3 Woodland Trails Equipment Request

Dave Kallemeyn, a former commissioner and one of the Woodland Trails Regional Park volunteers, presented his report and slides. Mr. Kallemeyn shared that Commissioner Anderson and Mark Rathbun are also regular volunteer groomers. Mr. Kallemeyn pointed out that the equipment quote is for 2026, so the price would likely change for 2027. He also stated that the new piece of equipment would have to be fitted for the snowmobiles they currently have.

Commissioner Niziolek asked why this piece of equipment is special. Mr. Kallemeyn explained that it is heavier and has metal components also known as "knives" that break up the surface of the trail and turn it into a more skiable surface. Commissioner Niziolek asked if it would also be used on the winter walking trail. Mr. Kallemeyn said yes if it iced up. Mr. Kallemeyn explained that the existing equipment would be kept, and the new piece would be used during icy events. Chair Stewert asked if the equipment required any special training or maintenance. Mr. Kallemeyn said no, they would be pulled behind the snowmobiles at about the same speed and would not be used every time they groomed. Commissioner Niziolek asked where it would be shipped from. Mr. Kallemeyn said Colorado and that the shipping cost was listed in the quote. Commissioner Niziolek said that he thinks this would be a nice piece of equipment to improve the safety and use of the trails when it is icy.

Chair Stewart said that if they want to maintain the reputation the ski trails currently have, then he thinks they should move forward. Commissioner Niziolek said that he thinks he has a source of funds that could cover the shipping cost.

Chair Stewart thinks they should approve the motion as is and work out the details of shipping later once they have more details confirmed.

Moved by Commissioner Fermoye and seconded by Commissioner Goodwin to recommend that the City Council approve the purchase of a new trail grooming tool using the Park Maintenance budget in the General Fund for 2027. Motion carried 7-0.

6.4 Farmers Market Coloring Contest Vote

Mr. Shelby collected the votes from the commissioners and announced that the winner of the coloring contest was option B.

Moved by Commissioner Goodwin and seconded by Commissioner Loidolt to approve the winner of the 2026 Farmers Market Coloring Contest Option B. Motion carried 7-0.

6.5 Vikings Youth Football Camp

Mr. Shelby presented his report. He explained that these camps are held across the state. He said the program is like the Twins Clinic that parks and recreation offers each year which has been very successful. Chair Stewart asked Mr. Shelby if legal counsel has reviewed the agreement. Mr. Shelby said it is a standard contract.

Commissioner Goodwin asked if it would be registration based. Mr. Shelby said yes and would probably fill up quickly.

Moved by Commissioner Loidolt and seconded by Commissioner Fermoye to recommend that the City Council approve the facilities agreement with the Minnesota Vikings to hold a one-day youth clinic for residents. Motion carried 7-0.

6.6 GNT Trailhead and Trailside Amenities Agreement

Mr. Shelby presented his report. He said the City of Elk River's contribution is capped at

\$26,250 in the agreement. Commissioner Fermoye asked if there would be any additional fees for maintenance in the future. Mr. Shelby said that he believed that the 17.5% listed for the City of Elk River portion is the maximum. Mr. Shelby said the project group starts meeting with the design firm during the first week of May. Mr. Shelby said he could provide an update to the commission at the May meeting.

Moved by Commissioner Varty and seconded by Commissioner Anderson to recommend that the City Council approve the Joint Powers Agreement between

Sherburne County, the City of Elk River, and the City of Zimmerman for design of a trail head and amenities along the Great Northern Regional Trail. Motion carried 7-0.

6.7 Trail Rules Signs - Ebikes

Mr. Shelby presented his report. He passed around a copy of the actual size of the sign. He knows the commission had some discussion about changing the orientation of the sign to landscape but changing it would be problematic due to the location of the screws that mount the signs.

Mr. Shelby also said there was some discussion among staff about the second bullet point, stating that users must stay to the right and pass on the left, which is not in the ordinance.

He also pointed out they should be consistent with what is on the sign in terms of what is in the ordinance for enforceability. Commissioner Fermoye asked if the trail itself will still be painted as they had discussed before. Mr. Shelby said that they had spoken about doing that at the entry points of the trail and that is still the plan.

Chair Stewart said the point is valid about removing the second bullet stating "trail users must stay to the right, pass on the left" to avoid any points of misunderstanding or misinterpretation. Commissioner Anderson said he thinks the second bullet is extremely important whether it is part of the ordinance or not. He thinks it is an important piece of general etiquette and very critical to the safety of users.

Chair Stewart said that the federal government is looking at this issue because it has become a national concern. Commissioner Goodwin said she thinks the goal of the sign is to teach and encourage good trail etiquette, not really to look up the ordinance. She said they aren't going to cite people for not staying to the right or the left, but it is a safety issue.

Mr. Stremcha said that he would suggest either making the motion to amend the ordinance to include the second bullet point or change the word "must" so that it is not implied that it is enforceable. Commissioner Anderson asked if the word "shall" would be acceptable. Mr. Stremcha said it was very close to the word must. Commissioner Varty suggested using the word "encouraged."

Commissioner Goodwin asked if the sign could say "Stay to the right and pass on the left". Mr. Stremcha said that sounded okay. The Commissioners agreed to just take out the word "must." Chair Stewart said he thinks they should just change the word must and not change the ordinance. Commissioner Anderson said it would be good to have some time pass before changing the ordinance right away.

Commissioner Fermoye asked if they should take the word MUST out of bullet point one and two. Mr. Stremcha asked if the commission could give staff the ability to make changes as necessary to make sure language is consistent with the ordinance. He said that they could still make the motion as stated but with the intent that it would be amended for this reason. Commissioner Anderson pointed out that he only wanted the sign slightly amended.

Commissioner Goodwin asked if this sign was adequate for Hillside Park. She suggested that if not they could have a workshop to create one for Hillside. Mr. Burchill confirmed that this sign would not work for the mountain bike park. Commissioner Anderson suggested that Mr. Burchill work with staff to create a sign. Chair Stewart said that would probably be the best way to look at it. He said Hillside should have its own signs made with Mr. Burchill and staff collaborating on the details. Mr. Stremcha suggested that the commission create two separate motions.

Commissioner Niziolek said he wants to make sure that they keep the verbiage of “Stay to right, pass on the left” and just remove the word must. Councilmember Grupa confirmed that the discussion was primarily to remove the word “Must.” Commissioner Anderson asked that the final version be shared with the Commission before being put out.

Moved by Commissioner Goodwin and seconded by Commissioner Loidolt to recommend the installation of the trail rules signs along the Great Northern Trail. Motion carried 7-0.

Moved by Commissioner Niziolek and seconded by Commissioner Varty to recommend that a trail rules sign be developed for Hillside Park and created in collaboration with park stewards and park staff. Motion carried 7-0.

6.8 Parks and Recreation Framework Plan - Request for Proposal

Mr. Shelby presented his report. Commissioner Niziolek suggested they review the document page by page. He asked if there is a requirement for the consultant to visit the parks and which parks would be a priority. Chair Stewart summarized the requirements for the consultants that are currently listed in the RFP.

Commissioner Niziolek asked again if there is a requirement to visit the parks, specifically Woodland Trails Regional Park.

Mr. Shelby asked if Commissioner Niziolek was asking about the park inventory portion where parks are listed with their amenities. Commissioner Niziolek said he thinks the consultants need to spend time in the parks to connect with them. Commissioner Anderson agreed that it wouldn't just be for inventory but to be a part of what is going on. Commissioner Niziolek said that if the consultant doesn't spend time in Woodland Trails Regional Park and some of the other big parks viewing the amenities, the City won't get the finest product. Mr. Shelby said part of that would be covered in the level of service analysis, where the consultant would analyze what we have in terms of assets, what we have to offer to the residents, and what we are doing well, as well as opportunities to grow.

Council member Grupa asked Commissioner Niziolek if he is questioning the consultant's ability to do their job. Mr. Niziolek said he thinks the consultant should visit particular parks and not just particular events.

Mr. Shelby asked for confirmation if Commissioner Niziolek is asking for the consultant to be required to visit all the parks. Commissioners Niziolek and Anderson said they would like them to visit key/signature parks. Commissioner Niziolek said that he is just looking for signature parks. He thinks they will get a better product if they require them to spend some time in the

parks and preferably on a good day when there are users. Mr. Shelby asked if the Elk RiverFest event would be acceptable for the visit to Orono Park. Commissioner Niziolek said that would be fine for Orono Park, but they still need something for Woodland Trails.

Commissioner Goodwin asked if they should visit Trott Brook Park since they had just put a new playground in it. She said she thinks that the consultants will need to determine and highlight where there is possibility to grow and where there is opportunity to scale back and use those resources differently. She said the consultants need to get their eyes on areas that may not be involved in some of these public events but are vital to the park's system.

Mr. Shelby said he thinks that would be included in the needs and trends assessment. He said they can include specific locations in the RFP if the commissioners would like to do so.

Mr. Stremcha said that for the consultant to provide an acceptable final product, the consultant would have to include information that would meet these requirements. He doesn't think it would have to be narrowed down to signature parks because they would be included in the overall system review.

Commissioner Niziolek said he thinks that this would fall under system plan/park usage. He said to have a quality product they would expect them to do their research at these parks. Commissioner Niziolek said in recent years, when he has worked with a variety of people in these situations, he has found they don't actually walk the site that they are responsible for making recommendations for, so he would like to encourage any entity working for them to go on site and actually see what's going on versus doing it from a chair in an office.

Mr. Stremcha asked if there was a specific event at Woodland Trails that he would strongly encourage them to attend to capture that. Commissioner Niziolek said in a perfect world on Saturday in the winter with good skiing. Mr. Stremcha said there is a variety of activities listed that don't have a date determined, so they could list some of those additional activities that they could strongly encourage them to attend if possible. Commissioner Varty asked if they make a visit during the winter though, would they have to do one for all the seasons?

Commissioner Niziolek said that Woodland Trails takes on an entirely different image in the winter and the summer. He thinks to capture the essence, you have to go there both in winter and the summer on a good day when it is highly used. Mr. Stremcha said, ultimately, both of those are user engagement opportunities, so they would be articulating Woodland Trails in some way in the list of engagement opportunities with the residents.

Chair Stewart questioned if there would be enough time to do a winter visit to Woodland Trails. Mr. Stremcha said there is a 12-month turnaround date for the project. Chair Anderson said that there are 4 events listed that he would take out because the larger parks have a more significant impact. He said that he thinks they are missing the point. He said these are the events that have the largest attendance where the consultant and staff will be able to engage with the public for their feedback; It is not about the location.

Commissioner Niziolek said it will not represent all user groups equally. Commissioner Anderson said that not all user groups that use the parks will be at the community events listed. Commissioner Goodwin pointed out that there will be a lot of users at Woodland Trails during

the Entertainment in the Park event that is listed on the schedule. She agreed that speaking to the users when they are using the park proves they are engaging and using the parks.

Commissioner Varty asked if there could be a public open house at each of the signature parks. Commissioner Niziolek said that is a good idea, and that they should post signs and invite the residents to be there to talk about their park and why it is special to them. Chair Stewart questioned if there should be a mix of nature versus recreational. He said they also have a massive athletic fields master plan that they spent months talking about which should be included.

Commissioner Niziolek said they should brainstorm a list of significant parks tonight and come up with a plan of what they would recommend, getting an idea of what the user group sees as a need in the park and enjoys in the park. Commissioner Loidolt asked if Mr. Shelby needed this tonight. Mr. Shelby said yes because of the established timeline. It will go to the Council on April 20.

Commissioner Niziolek suggested Woodland Trails Regional Park and the Furniture and Things Community Event Center. Mr. Stremcha suggested they list three or four specific locations for the public open houses to solicit user feedback and incorporate that into the RFP so they have transparency with the future consultant, or they could just reiterate more of the things that are on the current RFP and staff would work with the consultant to make sure the outcomes are accomplished. He said there is wiggle room to navigate through that, and they could have more than one open house for the public to attend.

Commissioner Niziolek asked where the open houses would be. Mr. Stremcha said that they could either list them or leave it up for discretion, such as the “open houses are yet to be determined” but list what they would like to gain from them. Commissioner Anderson said right now it is written as just one open house. Commissioner Varty pointed out they could change it though. Chair Stewart suggested, for example, they should add Plants and Things Recreation Complex and some of the larger neighborhood parks like Trott Brook Farms Park.

Mr. Stremcha pointed out that they can add as many open houses as they desire, or they can leave it open for interpretation based on staff direction, where the selected firm would be expected to have up to ten site visits. But the expectation would also be that they would be billed accordingly for the consultant’s time. Chair Stewart asked if they could accept the list as is but with the ability to add additional open houses where they feel there would be a legitimate need and appropriate desire to visit. Commissioner Loidolt suggested that they change number six to public open houses, plural, with dates and times to be determined by staff. Everyone agreed that it was a good idea. Secretary Larson pointed out that more of the fine details could be worked out during the process of building the plan with the consultants once they are chosen. She also reminded the commission that they had created subcommittees to work on the individual pieces of the framework plan, so each area will be done with their input and review.

Commissioner Niziolek said he still has concerns about the results being skewed and he wants to be certain that all user groups are represented. He gave the example of hunters and fisherman that use the William H. Houlton Conservation Area. Chair Stewart suggested that they be invited to an open house that specifically invites them. Mr. Stremcha pointed out that there has to be some ownership of the user groups to attend the open houses as well, because

it is unrealistic to always be everywhere. Commissioner Anderson said if they specifically list youth baseball and youth softball, why shouldn't they list other sports?

Commissioner Niziolek said he is concerned about the silent sports such as skiing, running, and hunting getting overlooked.

Mr. Stremcha said while the other user groups and their feedback are important, the major capital improvement projects are in the two sport categories of baseball and softball. The staff are trying to implement the athletic facilities framework plan the commission has recommended, and city council has approved. Commissioner Niziolek asked if that is okay. Mr. Stremcha said that it is up to the commission to decide as a recommending body. Commissioner Anderson said those are things that matter, but those are not the only things. Mr. Stremcha said that he understands that. He said those are not the only things they are soliciting feedback on, and he is just pointing out why those two sports were listed in the engagement opportunities when others are not.

Chair Stewart pointed out that there isn't anything that says they can't use the public open house to solicit feedback during one of the cross-country events at Woodland Trails Regional Park or any other of the silent sports activities. He said they could make the public open houses whatever they would like to make them be. Secretary Larson pointed out that these are just some of the physical ways they will be doing engagement, but they may have many other tools to collect feedback, data, and information and provide engagement. When the proposals come in, that will be one of the things the commissioners on the interview committee will have a chance to review the tools the consultant will offer for engagement. Chair Stewart asked if the consultants would have to provide their fee schedule. Mr. Shelby said yes, that it would need to be included in the proposals that are submitted. Mr. Stremcha pointed out that staff would also be doing additional engagement above and beyond internally what is listed by the consultant and without the consultant present.

Commissioner Anderson suggested adding a number seven that lists Woodland Trails Regional Park. He said it is very diverse in the silent sports such as running, hiking, skiing and is heavily used. Mr. Stremcha asked if the Chair and Commission would be comfortable if, during the public open houses, staff would work with the committee who is assigned to inventory and assessment as the liaison. They would make Woodland Trails Regional Park a priority when they schedule those open houses. Chair Stewart said he would be comfortable adding a Woodland Trails open house but wouldn't go any further than that at this point because there are more details to be determined. Commissioner Niziolek said he wants to make sure that whoever is working for them is aware there is a huge silent sports community that needs to be recognized right at the beginning of the process. He doesn't feel that it is represented at this point. Commissioner Anderson said that to do something at Woodland Trails you would have to schedule it, publicize it mostly via networking, but it would be hard to get there on short notice for a great ski day. Chair Stewart asked Mr. Shelby if they would also be able to publicize it via social media. Mr. Shelby confirmed.

Mr. Shelby asked for confirmation if the commission is asking to add a seventh engagement event specifically for Woodlands.

Moved by Commissioner Loidolt and seconded by Commissioner Niziolek to recommend that the City Council approve the Parks and Recreation Framework Plan Request for Proposals (RFP) with additional changes to add item number seven

for Woodland Trails Regional Park and change number six to plural. Motion carried 7-0.

7. DISCUSSION ITEMS

7.1 Local Sales and Use Tax Amendment

Mr. Shelby presented his report. Commissioner Niziolek said he thinks they always have to be true to their constituents and to the voters and make it very clear what they are voting for, and they have to follow through with the voting results and that particular focus of the voting initiative.

Commissioner Loidolt said he is disappointed that the city council got so tunnel visioned with this sales tax when there are other big things the city is pushing the commission to get done such as the fields. He thinks the fire station is important, but he wishes there was more discussion instead of just one project on the line. He said baseball has been in the city as long as fire stations have been, yet Elk River has the worst fields around and he finds this hard to digest while understanding there is also a need for a fire station.

Chair Stewart asked if they had access to any sort of final report card showing the results of how the money was spent. He said the assumption is that the bond is being paid off early which in turn allows them to reallocate that potential revenue source to something else. Do they have something that says what the original things would be that the money would be for and where are they now?

Mr. Stremcha explained they cannot pay off the bonds early until they are callable. They have specific terms and conditions they must follow so while they may be collecting funds greater than what they had anticipated through a study they did years ago, post-COVID had changed the dynamic with the level of inflation and costs of services and food and beverage sales tax to a rate that they are collecting more sales tax than they had projected in the past.

Mr. Stremcha said in terms of the projects they had voter approval for, also known as the Active Elk River projects, they have been constructed and that project and scope is in the process of paying down its payment as the bonds allow it. When bonds become callable around 2033, they could make that early payment at that point and refinance the remaining debt. Based on the legislation and pending voter approval, the bonds that they would also be paying on would also be using the excess fund rather than paying down the debt early, years down the road. He also explained that some of the other opportunities that exist would be that if the fire station is built on property other than the existing property the future sale of that property could be used for park improvements or added into the park improvement fund as a recommendation for this body to provide additional funds for those capital improvements. He shared that it would not be a large revenue source but a step in the right direction.

He said the commission could make a recommendation to the City Council to consider sales tax expansion or modification before they go to the voters for approval. The City Council has their retreat in May and are always planning and setting long-term goals for the community in those sessions. The other option over the long term would be through community development contributing to the park dedication fund over time. They could also structure some of their debt

so as their existing projects fall off the debt levy, those bond payments could be financed through park dedication and then financed later down the road through their existing debt levy as an alternative funding source. He confirmed with the commission that they are looking to elevate this in the priority list and reaffirm the plan that was adopted, and push the council to decide on how to fund the capital improvement plan.

Commissioner Loidolt said when he got on the commission seven or eight years ago, he said that one of the first things they talked about was the baseball fields. He said that he is concerned because nothing has happened, and he feels that they need to do something or forget about it. He said he thinks at the rate they are going nothing will ever be done, and they are getting further away from the goal.

Commissioner Loidolt said he is concerned about where the kids will play ball and sports, especially with a 500-house development coming to the south of town. He pointed out that Otsego and Rogers fields are great, and Elk River is very far behind.

Commissioner Niziolek said he agrees with Commissioner Loidolt. He said they have talked about fields many times and nothing has happened.

Commissioner Anderson said it would be a good selling point for the package and diversify the audience. Commissioner Goodwin said it is such a great thing that they have been able to raise the revenue quickly. She confirmed with Mr. Stremcha that they must reach the threshold of 35 million by a certain point and they are on track to do this. She thinks there needs to be a little more care because the intended purpose of the money and what they told the community they were going to use the money for was Active Elk River and now they are saying they are going to use it for the fire station. She thinks that is inconsistent with the initial message. She also said she is concerned about the Specht property, and they don't have money to build a playground in it. She is also concerned about the baseball fields that need to be improved, playgrounds that need to be replaced and trails that need long term maintenance. She feels they need to make this town continue to have a legacy of people being able to be active and enjoy their outdoor amenities. She feels it is very much like bait and switch. She does not want to prolong something without the residents being able to say they don't want their tax money to be used for something. She said she doesn't think the council should just pick a fire station to spend the money on. She said it doesn't feel collaborative. She recommends that they talk about it before making such a big decision.

Commissioner Anderson said he agrees with Commissioner Loidolt that Elk River used to be the leaders in parks and now they are being left in the dust. Commissioner Niziolek said that so much of Active Elk River was primarily inside facilities other than the baseball fields. Commissioner Loidolt said that isn't true, they got lights at the Plants and Things Recreation Complex, Orono Lake was dredged, that it was a mix. He said that this tax proposal seems a bit disingenuous.

Commissioner Varty said that people may feel deceived like they voted for it but then the city may come with another referendum later and the people may question if the city will really use it for that or switch it up later. Commissioner Anderson said that linear recreation is one of the most popular forms and the trails need to be repaired at Woodland Trails Regional Park. He said it was very bumpy and damage was caused to the trail by the construction of the force main. Commissioner Niziolek said he has had users tell him to do something about the bumps on the trails at Woodlands as well. Commissioner Anderson said that mowing at the park feels like he

is on a bucking bronco and one of the bikers told him that riding on the Great Northern Trail is one of the worst rides he has done in the state of Minnesota. He said it should be and could be better.

Chair Stewart said going forward he is worried that they don't have a funding pathway to fund the new things that they think they should have. He is worried that they don't have the money to fund the things they already have. He said in the last year they have been talking about identifying neighborhood parks that they can no longer support because they simply don't have the money for it, how are they going to do anything else if they can't afford what they already have. He said it is a value statement and not everyone is going to feel the same way, but if people value these amenities, some things come with a cost.

Commissioner Loidolt asked what the next step would be. Mr. Stremcha said next steps are he and the City Administrator Cal Portner will be testifying before the legislature, Senate on April 9 and then the House next week for the sales tax, and then in November the voters would vote for approval of it.

Chair Stewart asked Mr. Stremcha if once the state approves the amendment is there a way to amend the ballot. Mr. Stremcha said the process would need to amend legislative approval and he doesn't know how quickly they would do that.

Mr. Stremcha said the first step would be for the council to request amendment, and then it would be our representative from our area to amend the legislation as it currently is, but the clock is ticking so they would have to act very quickly.

Commissioner Niziolek said he thinks recreation is so important to the community and he thinks it is worth a hard look at it. Commissioner Loidolt said he thinks their backs are up against a wall. Commissioner Goodwin pointed out that Mr. Stremcha is going to get the language approved the very next day after this meeting. She said that she thinks all this is a moot point. She asked Mr. Stremcha if the language was going to say that they were going to try and change the money to go towards the building of a fire station. Mr. Stremcha said confirmed.

Chair Stewart asked if there would be any money left over after the money would go for the fire station. Mr. Stremcha said no. Commissioner Niziolek said he was disappointed and would encourage the City Council to find additional sources of revenue to help them out. He said they are struggling to provide quality recreational opportunities for their community. Commissioner Anderson said they are going on 35 years for the request for additional funds for Parks and Recreation.

Councilmember Grupa said he agreed with them but questioned why it took so long for them to ask. Commissioner Anderson said that this would have been a good opportunity to ask for the money. Councilmember Grupa pointed out that there is money that Parks and Recreation receive every year from the liquor store fund. Commissioner Loidolt pointed out that money is falling behind. Commissioner Anderson said that fund only provides \$250,000 when they are looking for millions of dollars.

Commissioner Niziolek recommended that they pursue the utilization of franchise fees for parks and recreation activities. He said that would be a shift of from how the city currently uses franchise fees, but it is not out of the ordinary. Mr. Stremcha asked if Commissioner Niziolek was asking above and beyond what the city already collects in franchise fees as a separate fee.

Commissioner Niziolek asked for confirmation from Mr. Stremcha that currently the franchise fees go towards road work. Mr. Stremcha said yes. Commissioner Niziolek said he would like those fees shifted from road work to parks and recreation and that roads are funded from a different source.

Mr. Stremcha said the commission can make any recommendations for ways they could improve the flow of revenue into parks and recreation as well as the possibility of franchise fees as a possible source of revenue. They are more than entitled to do so.

Commissioner Niziolek said he would like City Council to look at ways in which they could improve the flow of revenue into parks and recreation and to look at things like franchise fees as an opportunity to do that. He said it could be any other source as well. Mr. Stremcha asked Commissioner Niziolek if he was making a motion. He said the message he is trying to send is that they are trying to do some things and they need additional funds to do them. Commissioner Loidolt pointed out that they have been receiving the same amount of money from the liquor store for 20 years and it hasn't changed and that they could get more. Commissioner Goodwin said she thinks they need to look at all of the ways they are getting money such as park dedication which is never enough to cover the cost of a playground. She said they need to start over and come up with better ideas because they are running out of money. She thinks they need to be more strategic. She wants to review how they receive funds through park improvement and park dedication. She thinks they need to look at how people are using these recreational facilities and adapt to it because they are using models that don't work anymore for a society that is completely different.

Chair Stewart said that it would be a good idea for a meeting down the road, to review where the revenue comes from, how it is generated, and how they use them to project budgets. He said they need to discuss how to find more money down the road. Councilmember Grupa pointed out what the liquor store pays for. Mr. Stremcha asked if it was possible for them to make motion during the discussion. Secretary Larson stated it is not limited by our bylaws, but the bylaws reference to follow Roberts Rules. Chair Stewart said that he thinks they should decouple this topic from the conversation they started with and start fresh with the subject of looking for ways to pursue new funding. Commissioner Goodwin pointed out that with the City Council having their retreat in May she feels it is important for them to make a motion to suggest the City Council put their minds together to come up with funding ideas for the parks they have. The commission agreed that they are not interested in pursuing changing the sales tax amendment to add a request for funding for the parks.

Commission Goodwin suggested that Commissioner Niziolek make a motion for the Council to pursue funding. Commissioner Niziolek asked Mr. Stremcha to explain more about how the franchise fees work. He doesn't necessarily want to tell the taxpayers that they are going to increase taxes to fund parks and recreation. He would like it to come from something within the city taxes that exist today. Mr. Stremcha explained how the franchise fees work in relation to how they support funding the city roads.

Commissioner Niziolek moved that the City Council explore creative financing mechanisms for parks and recreation and explore the franchise fee as one of the many resources to do that.

Secretary Larson clarified that they can't make a motion that does not pertain to this specific agenda item.

Commissioner Anderson asked Mr. Stremcha what would happen if the voters did not pass the sales tax amendment in the fall and if there could be a new one. Mr. Stremcha said yes, the process could start over with a new sales tax amendment.

The commission agreed to recommend that the City Council pursue additional funding sources for parks and recreation.

8. PARKS AND RECREATION MANAGER UPDATE

8.1 Parks and Recreation Manager Update

Mr. Shelby presented his report.

9. ANNOUNCEMENTS

Chair Stewart shared that there will be a controlled burn at Bailey Point Nature Preserve on April 10. Commissioner Anderson asked if the downed eagle's nest would be burned. Chair Stewart said it would not. Commissioner Anderson said he would be pulling it out next week.

10. MOTION TO ADJOURN

Moved by Commissioner Anderson and seconded by Commissioner Loidolt to adjourn the Parks and Recreation Commission meeting at 8:45 pm. Motion carried 7-0.



Hal Stewart, Chair



Jolene Richter, Deputy City Clerk



Request for Action

To
Parks and Recreation Commission

Item Number
6.1

Meeting Date
May 13, 2026

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Park Passport

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested
None.

Background/Discussion
Staff will present the Park Passport program for 2026.

Financial Impact
Costs for the program were accounted for in program supplies.

Mission/Policy/Goal
Opportunity to live, work, and play.

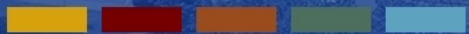
Attachments
I. Park Passport Power Point

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Park Passport Program



Creation

- Parks and Recreation staff have been researching and gathering information for this project for several years.
- Several other parks and cities have versions of park passports but not with the park passport stamp posts.
- The concept of using etching posts in gardens and parks is very popular in the United Kingdom.
- [Nature Rubbing Post | The Acorn Workshop](#)

Design

- **This is a trail blazer program for local parks here in the U. S.**
- **Parks and Recreation Manager Jeff Shelby gave the go ahead to put together a design for the program.**
- **Staff found a local company to create the etchings for the posts.**
- **Parks and Recreation staff worked with the Communications team to design the park passport.**

Collaboration

- **Parks and Recreation Staff-research, initiation, and stamp post etchings.**
- **Communications Staff-research, graphics, print, and marketing.**
- **Parks Maintenance-stamp post supplies and installation.**
- **NRE Custom Creations- created stamp post etchings**
- **Elk River Printing printed the passport books**

Logistics

- Program is geared towards children ages 12 and under but anyone can do it.
- Initial run of 150 passports.
- Passports can be picked up at the Parks and Recreation office window beginning June 1st.
- Participants can visit up to 8 parks to find park stamp posts to color and add to their passport.
- Participants can also complete three activities suggested on the passport.

Park Passport



How to Use Your Passport

1. Review the 8 parks listed in this passport book and where they are located.
2. Make a plan to visit each park and accomplish the tasks listed.
3. Be sure to find all 8 stamp posts during your visits – bring a crayon or pencil!
4. Once you've completed your park passport, visit the Parks and Recreation office to receive your official completion stamp and Junior Park Ranger sticker.



Parents/Guardians: view more details
at ElkRiverMN.gov/ParkPassport



ORONO PARK

18599 Gary Street



Explore the park!

Can you complete these 3 tasks?

Identify
where the
AED is



✓ Found it

Spot a fish
at the
Fishing Pier



✓ Saw it

Find Picnic
Shelter 3



✓ Found it

FUN FACTS

This park gets its name from Lake Orono. It's actually a dammed lake. All the water comes from the Elk River as it flows to join the Mississippi River on the other side of the Orono Dam.

TURN
THE PAGE
➡



Transfer Image

- Participants can use crayons or colored pencils to transfer the images from the stamp posts to their passport.

Stamp Locations

- **Orono Park-Fish**
- **Woodland Trails Regional Park-Frog**
- **Lion John Weicht Park-Bear**
- **Trott Brook Farms Park-Rabbit**
- **Meadowvale Heights Park-Squirrel**
- **Bailey Point Nature Preserve- Eagle**
- **River Place Park-Fox**
- **Deerfield Hill Park-Deer**

Stamp Location Photos

Lion John Weicht Park



Bailey Point Nature Preserve



Orono Park





Post Signage

- Posts will have a small sign located on the front to inform park patrons about the program.

Marketing/Promotion

- Marketing plan officially launches May 8th.
- Details about the Park Passport Program are located on our website at:
- [Park Passport | Elk River, MN - Official Website](#)
- Park passport program will be advertised through our website, social media, newsflash notices via our resident portal on website, monthly newsletter as well as flyers and sandwich boards at summer events.

CONGRATULATIONS!



You have finished your Park Passport and are now an official Elk River Junior Park Ranger.

Please bring this book to the Parks and Recreation office to get your official stamp and your Junior Park Ranger Badge.

Thank you for exploring our parks!

Finish Line

- Once their passport is completed, participants can return to the Parks and Recreation office for an official stamp and Junior Park Ranger sticker.

Room for Growth

- **Expand current program to include more parks**
- **As posts deteriorate and need to be removed or replaced, update the passport and park locations.**
- **Create an interpretive nature walk with several posts at one park such as Woodland Trails Regional Park or Camp Cozy.**
- **Explore grant opportunities as well as community partners to collaborate with.**
- **Add features such as geocaching and orienteering.**

Interpretive Trail

Interpretive Signage



Full Trail Series



Butterfly Garden





Request for Action

To
Parks and Recreation Commission

Item Number
7.1

Meeting Date
May 13, 2026

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Burr Oak Park Access Road

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

The commission will provide staff with direction to address Mr. Whiting's concerns.

Background/Discussion

Elk River resident Lee Whiting resides at 13463 Ranch Road in Elk River. His property sits just to the east of Burr Oak Park. Mr. Whiting has access concerns to his driveway and he will be present to share them.

Financial Impact

To be determined.

Mission/Policy/Goal

Work with citizens to achieve goals. Ethical, efficient, and responsible.

Attachments

1. driveway1 (1)
2. driveway2 (1)
3. Burr Oak
4. Beacon - Burr Oak

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PROPOSED



- EXISTING

My proposal today to the City (Parks and Rec) is that I would like to move my driveway from the current location to a vacated access which is right next to my current driveway.

When I originally built my home 29 years ago, Sherburne County restricted me where the driveway could be placed.

It needed to be 330' from the existing driveways on CTY RD 33, of my future driveway, and which it ended up being 5' from my west property line.

About 4-5 years later, a home was built behind my property. Which at the time restricted me access to the rear of my shed. As well as trees that were planted. His driveway was approved to be placed about 100' and about 200' from his wife's parents home. I didn't understand why it was allowed and never got a clear answer from anyone from the County when I inquired at the time the driveway built.

A few years ago I tried to keep my neighbors driveway from being placed an unreasonable distance from mine.

the city's decision has created ongoing challenges and inconveniences for me as a property owner.

I was unsuccessful from keeping his driveway from being moved next to mine.

Fast forward about a year later, Excel Energy has made matters worse. They have placed a new Highline pole about 18" from the other side of my driveway causing even more dangerous an unsafe conditions. So when the city forced the initial hardship, the Utility company has even further restricted my access to my property.

- Snow removal has been difficult. The neighbor constantly piled snow up that blocked my view of oncoming traffic
Which the speed limit is supposed to 55 MPH. But people drive by much faster.

- People have been using my driveway for access to the park when the entrance was plowed closed. When they drive off the edge of my driveway it also causes damage to the blacktop.
I even left notes on vehicles that asked them to stop using my driveway but it continued.

- People have left dead deer carcasses in the trees on my property since the development has started and hunting has been allowed.

- Because of the unsafe entrance to my driveway drivers have refused deliveries, others have thrown my packages at the end of my driveway or at the base of the mailbox, which of course is extremely dangerous for everyone.

- Trespassers have come as far as my home and then needed to turn around only to get stuck and tear up my lawn. (pic)
Just last Friday two separate vehicles flew up to my house, and before I could

approach the vehicles they fled off.

Then flew up the vacated driveway at an extremely high rate of speed. Its not the first time and probably not the last

- A week after the first snowfall my grandson was traveling too fast and slid into the pole because of traffic that was following too close.

- A few weeks later, I had to slow down to almost a stop on the icy county road to make the turn and was almost rear ended from another vehicle

Excel Energy has agreed to replace the end of my driveway from damage that they did installing new poles last fall and this spring.

This would be a good time to move the driveway to relieve the hardship incurred and the unsafe and hazardous conditions. I would also like to place a gate at the end of my driveway to stop peoples curiosity and misdirection of using my driveway that has started about 6 months ago from the new development. As well as a new fence to prevent people from trespassing.

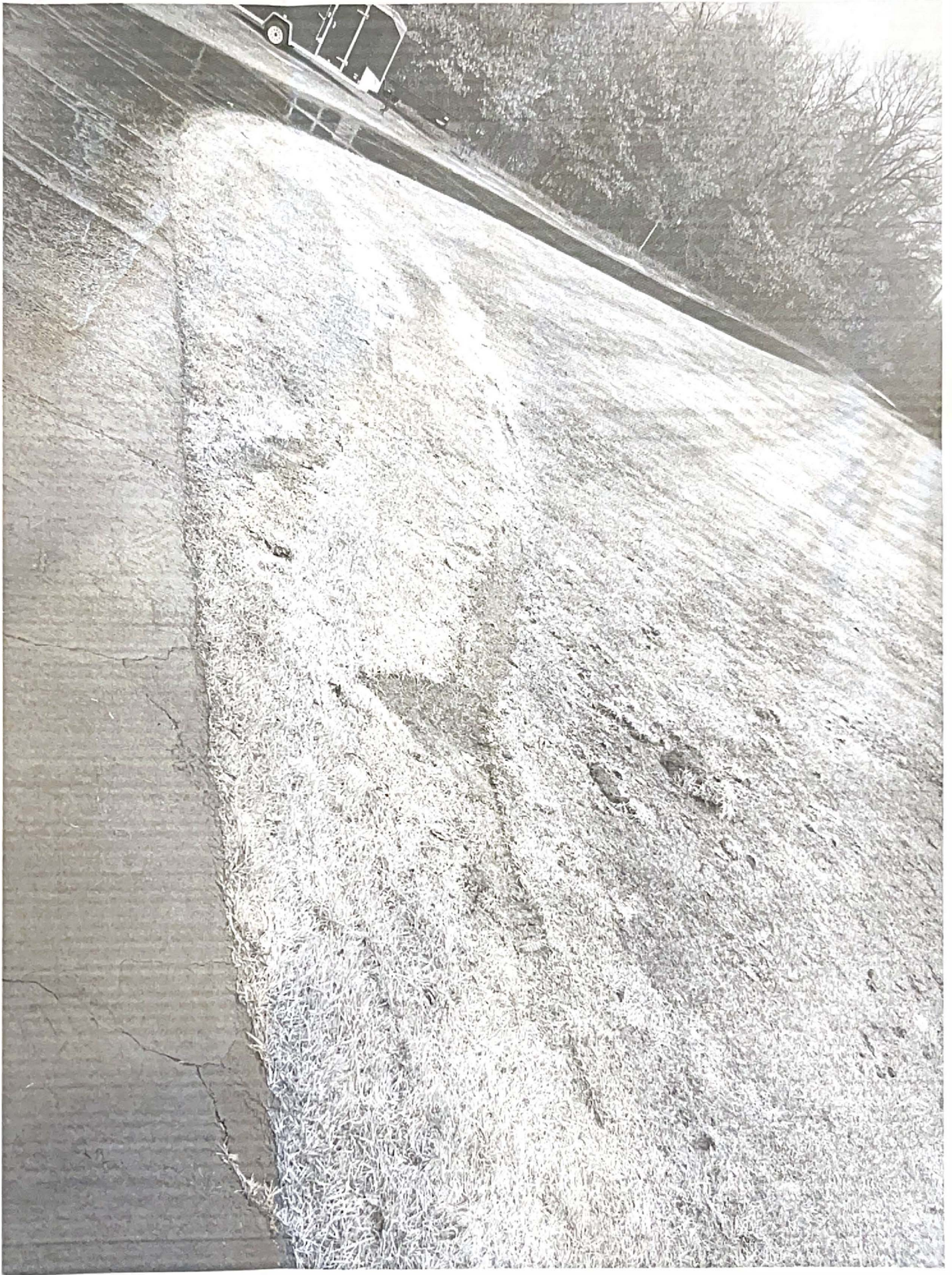
Maybe the pole is in right of way, or past the easement code?

Neighbor potentially would sell a piece? if necessary

Parks and Rec have already planned parking on the north side?

New entrance west of park?







TO: City of [City Name] Parks & Recreation Board / Sherburne County Highway
Department

FROM: [Your Name]

DATE: April 21, 2026

SUBJECT: Proposal for Access Relocation and Safety Mitigation – [Your Address]

To the Board and Planning Commission:

I am writing to formally propose a relocation of my residential driveway to the adjacent vacated access point. After 29 years at this location, a recent convergence of utility installations, increased park traffic, and hazardous road conditions has rendered my current entrance a significant public safety liability.

The Current Hardship and Safety Hazards

My current driveway placement (originally restricted by the 330' rule in 1997) has become dangerously restricted due to the following factors:

- **Utility Obstruction:** In the last year, Xcel Energy installed a high-line pole approximately 18" from my driveway edge. This has created a "pinch point" that makes entering and exiting my property hazardous, particularly in icy conditions. This was evidenced by a recent accident involving my grandson sliding into the pole.
- **Sight-Line Deficiencies:** The neighbor's driveway placement and subsequent snow-piling, combined with the new utility pole, have severely obstructed the "sight triangle" necessary to safely enter CTY RD 33, where traffic frequently exceeds the 55 MPH speed limit.
- **Public Confusion and Trespassing:** Since the new park development began, my private driveway is frequently mistaken for a park entrance. This has led to unauthorized vehicles entering my property, getting stuck, damaging the blacktop,



private driveway is frequently mistaken for a park entrance. This has led to unauthorized vehicles entering my property, getting stuck, damaging the blacktop, and creating a security risk for my family.

- **Restricted Emergency/Delivery Access:** Delivery drivers and emergency services have begun refusing access or leaving packages in the roadway due to the unsafe nature of the current turn-in.

Proposed Solution: The "Vacated Access" Relocation


I am proposing to move my driveway entrance to the existing **vacated access** immediately adjacent to my current drive. This shift would provide:

1. **Increased Buffer:** Moving away from the Xcel pole and the neighbor's snow-storage area to restore a safe sight-line.
2. **Infrastructure Efficiency:** Xcel Energy has already agreed to repair blacktop damage from their recent work. By approving this move now, the city can facilitate a permanent safety solution while a utility partner is already mobilized for construction.
3. **Security Measures:** I intend to install a gate and fencing at the new entrance. This will clearly demarcate private property, preventing park-goers from mistakenly entering my land and reducing the city's liability for accidents occurring on private property.

Request for Review

I am requesting a site visit from the Parks and Rec Department and the County Highway Engineer to review the "vacated access" and the current utility pole obstruction. I believe this relocation is a "common sense" fix that resolves a 30-year hardship while improving the overall safety of CTY RD 33.



 Burr Oak Park

Ranch Rd NW

214th Ln NW



75-00694-0070

75-00955-0

75-00955-0

75-00955-

75-00108-3204

75-00921-0110

75-00108-3102

75



Request for Action

To
Parks and Recreation Commission

Item Number
7.2

Meeting Date
May 13, 2026

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Kliever Pointe Basketball Court

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

The commission will provide staff with direction to address Mr. Ree's concerns.

Background/Discussion

Elk River resident Benjamin Ree has requested that the commission review the status of the basketball court at Kliever Pointe. He is concerned about the safety of the playing surface and the condition of the basketball hoop.

Staff has ordered a replacement hoop. The playing surface is currently scheduled for a full resurface in 2030, per the CIP.

Financial Impact

The cost of a full resurface is approximately \$30,000.

Mission/Policy/Goal

Opportunity to live, work, and play. Responsible for every dollar — good stewards.

Attachments

1. Ree Email via Public Portal
2. Ree Email to JS
3. KP Hoop 1
4. KP Hoop 2
5. KP Hoop 3
6. KP Hoop 4
7. KP Hoop 5
8. KP Hoop 6
9. KP Hoop 7

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Send Jeff Shelby an Email

TO: Jeff Shelby

First Name Benjamin

Last Name Ree

Reply Email Address benree@gmail.com

Subject Safety Hazard and Repair Request Kliever Pointe Park Basketball Court

(Section Break)

Comments Hello Elk River Parks Department,

I am reporting a safety issue at Kliever Pointe Park, 10100 176th Lane NW. The basketball court needs to be inspected and repaired.

The surface has cracks, separations, uneven areas, and slope issues that affect footing and ball bounce. The back of the court near the hoop is the worst area. When the ball hits there, it kicks off the court and rolls down the hill, making normal play difficult and unsafe for kids.

Please inspect the court and advise whether it can be repaired, resurfaced, or scheduled for replacement.

Thank you,

Benjamin Ree

Elk River Resident

Disclaimer

Information submitted is considered public data.

From: Benjamin Ree <benree@gmail.com>

Sent: Tuesday, May 5, 2026 7:27:33 AM

To: Jeff Shelby <JShelby@ElkRiverMN.gov>

Cc: Josh Baas <jbaas@elkrivernm.gov>; Recreation <Recreation@ElkRiverMN.gov>

Subject: Re: Kliever Pointe-We can look at this this afternoon

Hi Jeff,

Yes, that is fine. Please feel free to use my emails to accurately summarize the concerns.

The main issues I want clearly communicated are the large gap directly under the hoop that has caused twisted ankles, the uneven and sloped surface, the ball kicking off the back of the court and rolling down the hill, and the bent rim that still has not been fixed. All of these together make the court unsafe and not usable for the kids in the neighborhood.

I appreciate you bringing this forward to the commission and look forward to your update after the meeting.

Thank you,

















Request for Action

To
Parks and Recreation Commission

Item Number
8.1

Meeting Date
May 13, 2026

Prepared By
Karen Wingard, Farmer's Market/Event Coordinator

Item Description
Global Unity Fair Event

Reviewed by
Joe Stremcha

Action Requested

Approve, by motion, the Global Unity Fair Event at Lion John Weicht Park on Saturday, August 22, 2026, with final approval to be given by staff once details are finalized.

Background/Discussion

Matias Gonzalez will present a proposal to hold a Global Unity Fair at Lion John Weicht Park on Saturday, August 22, 2026.

Financial Impact

None.

Mission/Policy/Goal

Help, not hinder citizen quality of life.

Attachments

- I. Unity

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О

Unity

The Global Unity Fair

By: Matias Ziadie Gonzalez



**Have you ever
wondered
what it feels
like to finally
belong?**



My Background



Empathy

Respect

Unity

My vision



HOME

CONTENT

CLOSING

My mission



Dream



Dare



Do

What

Where

When

My Current Plan



What

Where

When

- Plan to hopefully take place on the Lions Weicht Park
- Will be most likely on August 22nd, from 11am-6pm.
- Setting up Date will be on August 21st, and the completion of the teardown will be either the same afternoon on the 22nd or on sunday August 23rd.
- Extra parking will be used from the Central Lutheran Church
- There will be at least 2 multicultural food trucks with their permit and license and on the Food Trucks approval list.
- There will be different booths and vendors selling food, snacks, and different cultural objects.
- There will be a stage featuring cultural dancers, singers, 1 rock band, and guest speakers.
- There will be a small kids area with games.
- There will be a generator, security, sound, portable bathrooms, trash bins, over 20 volunteers, an area to play soccer with some soccer nets, and a space to relax and connect on the pavillion.
- Hopefully more than 400 attendees.
- KARE11 will hopefully be there to make a story about the event.

Empathy

Respect

Unity

Why at this location?



Religion

Communities

Culture

Who does it benefit?



**And...Free
Pizza for the
first 50 people
that come!**



**Any
questions?**





**Thank
You!**





Request for Action

To
Parks and Recreation Commission

Item Number
8.2

Meeting Date
May 13, 2026

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Park Dedication - Lane Estates

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Recommend, by motion, park dedication for Lane Estates be paid in cash for one single family parcel, at the applicable rate at the time of recording.

Background/Discussion

The subject property is zoned Single Family Residential (R1a), which establishes a minimum lot size requirement of 2.5 acres. The applicant is proposing to develop their existing 10.15-acre parcel into two parcels. One lot will contain the existing home, and the second lot will be a new vacant buildable lot, eligible for park dedication.

As the Parks and Recreation Trail Master Plan has already established a desired trail connection in the area, staff recommends the Parks and Recreation Commission recommend that a trail easement be placed on the property. The final easement location and width will be determined by the City Council and staff.

Financial Impact

Park Dedication fees received would be deposited into the Park Dedication Fund. The projected fee amount is \$3,065.73.

Mission/Policy/Goal

Support the growth and development of the community.

Attachments

1. Final Plat
2. P 26-05 Location Map
3. Trail Plan

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LANE ESTATES

KNOW ALL PERSONS BY THESE PRESENTS: That Thomas R. Lane and Lynn M. Lane, husband and wife, owners of the following described property situated in the County of Sherburne, State of Minnesota, to wit:

The West 335 feet of the East 665 feet of the Northwest Quarter of the Northwest Quarter of Section 23, Township 33, Range 26.

Have caused the same to be surveyed and platted as LANE ESTATES and do hereby dedicate to the County of Sherburne for public use forever County State Aid Highway No. 33, as shown on this plat. Also dedicating to the County of Sherburne the right to limit access to said County Highway No. 33, as shown on this plat. Also dedicating to the public for public use forever the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said Thomas R. Lane and Lynn M. Lane, husband and wife, have hereunto set their hands this ____ day of _____, 202__.

Thomas R. Lane

Lynn M. Lane

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 202__ by Thomas R. Lane and Lynn M. Lane, husband and wife.

Notary Public, Minnesota

My commission expires _____

I hereby certify that I have surveyed and platted the land, or directly supervised the surveying and plating of the land described on this plat as LANE ESTATES; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been set; as of the date of this certification, all wet lands and water boundaries and all public ways are shown and labeled as defined in Minnesota Statutes, Section 505.01, Subd. 3.

Brian Person, Licensed Land Surveyor
Minnesota License No. 49138

STATE OF MINNESOTA
COUNTY OF ANOKA

This instrument was acknowledged before me this ____ day of _____, 202__ by Brian Person, a Licensed Land Surveyor, Minnesota License No. 49138.

Notary Public, Minnesota

My commission expires _____

Approved and accepted by the City Council of the City of Elk River, Sherburne County, Minnesota at a meeting held this ____ day of _____, 202__.

Mayor

Clerk

I hereby certify that proper evidence of title has been presented to and examined by me, and I hereby approve this plat as to form and execution this ____ day of _____, 202__.

Elk River City Attorney

Pursuant to Sherburne County Ordinance Number 006, I hereby certify that this plat has been checked and approved as to compliance with Chapter 505, Minnesota Statutes this ____ day of _____, 202__.

Sherburne County Surveyor

I hereby certify that this plat has been reviewed by the office of the County Highway Engineer.
Dated this ____ day of _____, 202__.

Sherburne County Highway Engineer

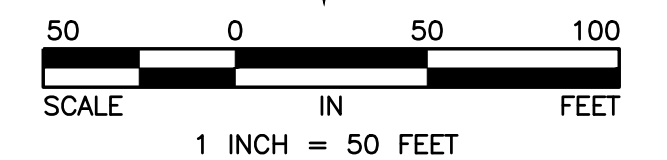
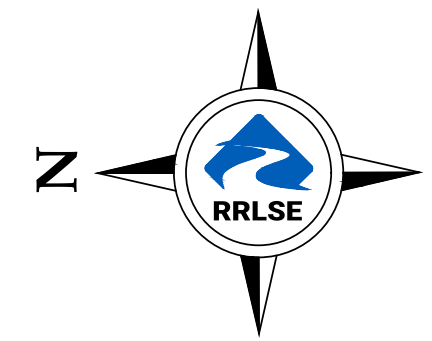
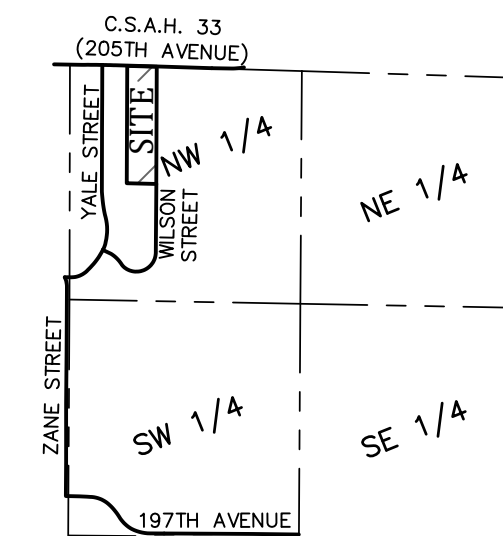
I hereby certify taxes payable in the year ____ on lands herein described are paid in full, and there are no delinquent taxes, and that transfer was entered this ____ day of _____, 202__.

Sherburne County Auditor/Treasurer

I hereby certify that this instrument was filed in the Office of the County Recorder for record on this ____ day of _____, 202__ at ____ o'clock ____ .M. and was duly recorded as Document Number _____.

Sherburne County Recorder

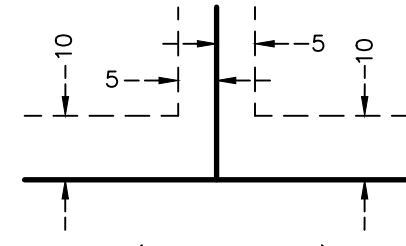
VICINITY MAP SEC.23, T.33, R.26



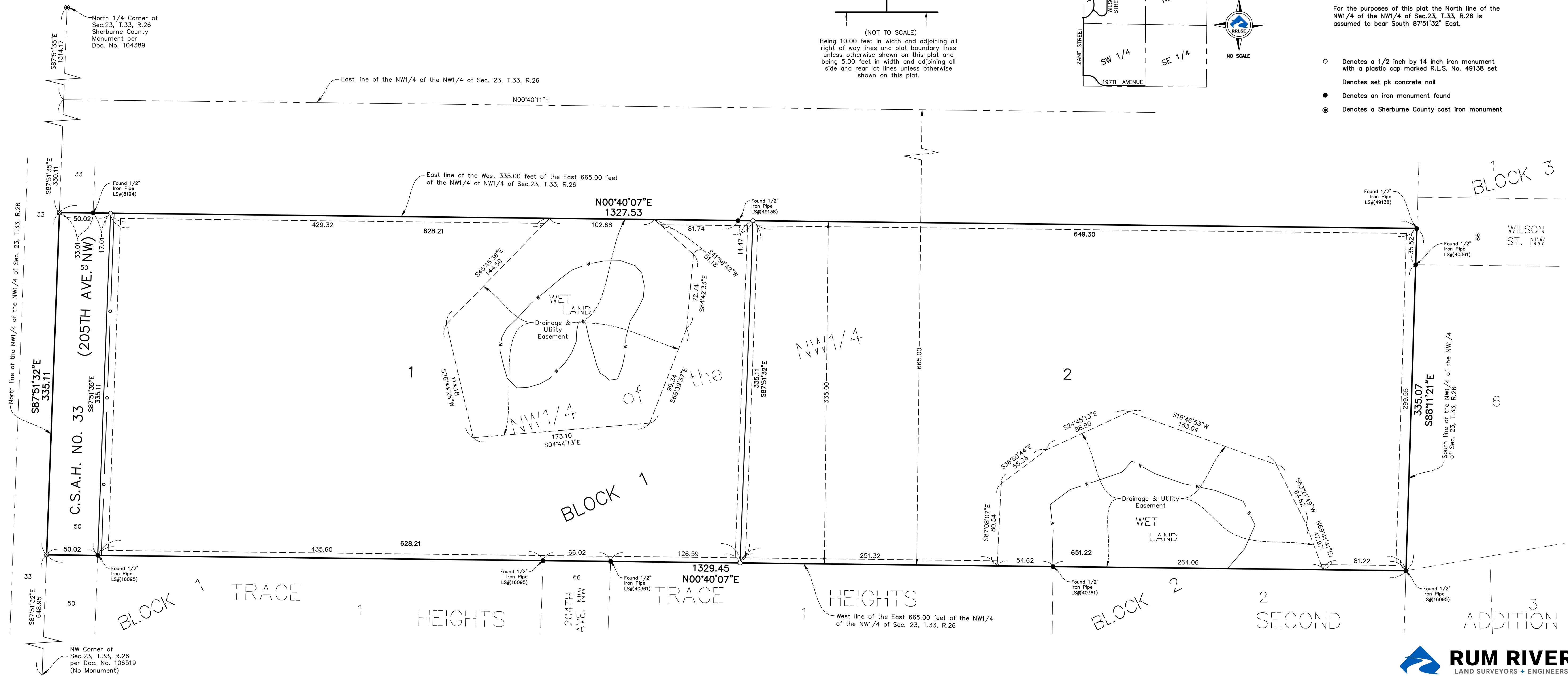
For the purposes of this plat the North line of the NW1/4 of the NW1/4 of Sec.23, T.33, R.26 is assumed to bear South 87°51'32" East.

- Denotes a 1/2 inch by 14 inch iron monument with a plastic cap marked R.L.S. No. 49138 set
- Denotes set pk concrete nail
- Denotes an iron monument found
- Denotes a Sherburne County cast iron monument

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



(NOT TO SCALE)
Being 10.00 feet in width and adjoining all right of way lines and plot boundary lines unless otherwise shown on this plat and being 5.00 feet in width and adjoining all side and rear lot lines unless otherwise shown on this plat.





Project Location Map

Hokanson

Simple Plat

Case No: P 26-05





Request for Action

To
Parks and Recreation Commission

Item Number
8.3

Meeting Date
May 13, 2026

Prepared By
Joshua Mollan, Economic Development Specialist

Item Description
DERBA Chair

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Recommend, by motion, that the City Council approve placement of DERBA's red chair at Rivers Edge Commons Park.

Background/Discussion

The Downtown Elk River Business Association (DERBA) was gifted an oversized Adirondack chair from Plants and Things in May 2024. The Elk River Housing and Redevelopment Authority (HRA) approved DERBA to place the chair on their property at 724 Main Street, the former Elk River Meats site, and has remained there since. This chair has been a local attraction, drawing visitors to take and share pictures while sitting on the chair. With the upcoming King Avenue lot reconstruction, the green space at 724 Main St will be removed, and the chair will need to be relocated.

City staff recently met with DERBA to consider alternative locations to place the chair within Downtown Elk River and identified Rivers Edge Commons as the most suitable location. This proposed site would offer a beautiful river backdrop for visitor photos, further promoting Rivers Edge Commons and Elk River as a whole. The relocation of the chair would be relocated at no cost to the city. City staff is in communication with the lawn vendor, Speedcutters, to confirm appropriate lawn care can be maintained.

If the recommendation is approved by the Parks and Recreation Commission, staff will bring this item to the May 18 City Council meeting for final consideration conditional on a written memorandum or agreement between the City and DERBA.

Financial Impact

None.

Mission/Policy/Goal

Meet changing needs - agile.

Attachments

- I. Chair at Rivers Edge Commons Concept

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**ELK
RIVER**
Discover the Charm

PLANTS AND THINGS
FURNITURE AND THINGS



Request for Action

To
Parks and Recreation Commission

Item Number
8.4

Meeting Date
May 13, 2026

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Wind Phone Grant Proposal

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Recommend, by motion, that staff pursue grant opportunities for a wind phone installation.

Background/Discussion

Staff is working on finding creative, cost-efficient ways for the community to engage with our parks. Staff will present a plan to install a wind phone via grant funding.

Financial Impact

Cost to be determined based scope of work.

Mission/Policy/Goal

Opportunity to live, work, and play.

Attachments

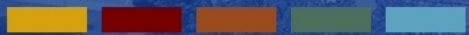
- I. Wind Phone Art Grant Power Point

The Elk River Vision

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



Wind Phone Art Grant Proposal



What is a wind phone?

- **Disconnected rotary or older land line phone.**
- **Located in a secluded natural area such as a park or arboretum.**
- **Located near a bench or in an artistic style “phone booth” type structure.**

What is a wind phone?

- People use the phone to connect with loved ones that have passed away by allowing them to say things they still feel they need to say.
- Wind phones help process grief.
- **Video:** [Olathe man builds 'wind phone' to help others cope with loss of loved ones – YouTube](#)

History of wind phones

- Wind phones began in Japan in 2010 by Itaru Sasaki.
- Article explaining more about the history of the wind phones:

<https://www.smithsonianmag.com/innovation/what-are-wind-phones-and-how-do-they-help-with-grief-180985113/>

Types of wind phones

- **“Event” wind phones that can be temporarily set up at a table or bench at event or in honor of a day of recognition i.e. Memorial Day.**
- **“Traveling” wind phones that can be set up temporarily at an art gallery, business lobby, etc.**
- **“Private” wind phones can either be in someone’s home, a park, or arboretum, on permanent display primarily in a private space.**

Types of wind phones

Event



Event Wind Phone

“Listening In” 2023
Bayfield, Wisconsin
Washburn Cultural Center
Gayle Chatfield, Artist

@mywindphone



Event

Event Wind Phone



Camp Forget-Me-Not/Camp Erin DC
Washington, DC

@mywindphone

Travel

Travel Wind Phone



Pennsylvania
Reach out to Susan at
slrmcgann@outlook.com

Types of wind phones

Private

Private

Wind
Phone

Zihuatanejo, Mexico
@mywindphone



Private

Private

Wind
Phone

Leesburg, Florida
@mywindphone



Private

Private

Wind
Phone

Tallahassee, Florida
@mywindphone



Types of wind phones

Purpose



Rochester, New York



@mywindphone

Private

Private

Wind
Phone

Berryville, Virginia
@mywindphone



@mywindphone

Purpose

This phone is for everyone who has lost a loved one.

Pick up the phone and dial their number or dial their name.

Share your memories, your news, your love or say things that were left unsaid.

The wind will know exactly where to deliver your messages.

May you hear your loved one's voice in the wind and allow nature to heal your soul.

Oxford, Iowa
@mywindphone

Project Proposal

- **Gain approval from Parks and Recreation Commission to pursue community and public interest and apply for a grant to install an artistic interactive wind phone sculpture.**
- **Create a temporary wind phone display to gather interest and support for the project at summer public events.**
- **Gather additional input and interest from local community organizations and artists groups.**

Project Proposal

- **The location for the wind phone art must be free and accessible by all per the grant requirements.**
- **The grant and phone registry sites provide step by step guidance on selecting locations and creating wind phones.**
- **Work with city staff and commission to finalize location.**
- **Create an RFP for professional Artists to submit proposals.**

Current Locations

- There are two current registries where existing wind phones can be located:
- <https://thetelephoneofthewind.com/location-directory/>
- <https://www.mywindphone.com/windphonelocations>



Current Locations

- There is only one wind phone so far in Minnesota located at The Arboretum at Gustavus Adolphus College in St. Peter. It was installed November 2024. The estimated cost was \$5,000.

Potential Locations

Woodland Trails Regional Park



Bailey Point Nature Preserve



Lion John Weicht Park



Artist & Art Selection

- **The art should invoke an experience/change/attitude, contribute to the community identity, culture, or history per the grant.**
- **Review and select artist, art proposal, and complete artist agreement.**
- **Work with staff, the artist, and community interest groups to create an installation timeline.**

Funding

- **Finalize costs associated with the project, get approval for 25% grant match and back up funding options.**
- **Apply for the Central MN Arts Board Public Art grant in Winter 2027.**
- **Identify potential collaborators or sponsors if grant denied.**

Potential Collaborators

- **Grief Support Groups**
- **Counseling Centers**
- **Sherburne County Social Services**
- **Hospitals and Clinics**
- **School District 728**
- **Service Organizations**
- **Senior Assisted Living**
- **Hospice Care**

Grant Reimbursement

- **Receive grant award notification.**
- **Provide measurable outcomes and project evaluation to the grant provider.**
- **Maintain Financial Tracking and Spreadsheets for grant reimbursement.**
- **Acknowledgement of Grant Funding.**

Promotion/Advertising

- **Signage and promotional material ideas are available on the wind phone registry site for our communications team to use as resources.**
- **Once the wind phone is installed it can be registered on the wind phone locator site.**
- **The wind phone can also be promoted via national days such as National Grief Awareness Day on August 30th.**



Memorandum

To: Parks and Recreation Commission

From: Jeff Shelby, Parks and Recreation Manager

Date: May 13, 2026

Subject: Parks and Recreation Staff Report

Senior Activity Center

It was another busy month at the Senior Activity Center. We averaged 82 daily check-ins during the month of April, and the membership count was 519 members as of May 1.

Program highlights for April included entertainment by Tom Paquin, the Foley Mansion day trip, a jewelry making class, card making class, a tour of the Elk River Police Department with Officer Garcia, and the bingo games.

Our educational presentations also received many positive comments from participants, including Nutrition for Healthy Bones, The Science of Sleep, Facebook 101, and a Helping Paws dog demonstration.

Community Events

The first Dog Days event was held yesterday. Both Chuck and Dons and Spikes are returning as sponsors and will be alternating attending each month. The events will run through October on the second Tuesday of the month.

The last indoor market of the season was held on May 7. We had over 46 unique vendors during the season. The outdoor market season kicks off on June 11. We are looking forward to a great season.

The annual city-wide garage sale will be held May 14-16. We have partnered again with City of Ramsey.

Sports/Programs

Flag Football has been very successful thus far and we have received a great deal of positive feedback on the program. Adult softball has also been off to a good start. We are happy to have The Overlook providing concessions once again for the teams.

We are fully staffed for our summer programs. We are extremely lucky to have Taylor Ryan back for another summer to run all our camps. Our summer camps are completely full with waiting lists. Our other summer programs that require registration only have a few spots remaining. We are on track for another successful summer of programs and they all begin June 8.

Fields

We have just completed two annual tournaments over the past several weekends. Icebreaker and Swing into Spring once again had over 2,000 people each weekend enjoying our wonderful amenities at the athletic complexes. We have another tournament this weekend before taking a break for Memorial Day weekend. Tournaments will continue throughout the summer.

Bradford Park

Several members of the commission inquired as to the status of the development at Bradford Park. Planning has indicated that the roads around the area marked for park dedication should be completed later this summer, so September would be the right time to begin discussing the park development at that location.

Summer Programs

Below is the link to our summer program guide. A flyer is also included that highlights our main events for the season.

<https://online.pubhtml5.com/uifv/vbcx/>

Free

SUMMER EVENTS

for the whole family



Cops and Bobbers

This summer event allows kids to meet and fish with Elk River police officers, all while building trust and better relationships. Supplies and equipment will be provided. Officers will be available to engage and assist with fishing. All skills are welcome!

Orono Park Fishing Pier | Tuesday, June 23 | 2:00-5:00 p.m. | All ages



Bike Rodeo

The Bike Rodeo brings children and police officers together for a hands-on bicycle safety experience. Riders will practice helmet fitting, proper signaling, braking techniques, and safe street navigation through interactive stations.

No registration necessary. Bring your own bike.

Lion John Weicht Park Pavilion | Tuesday, July 7 | 4:00-7:00 p.m. | All ages

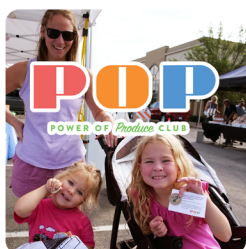


Elk RiverFest | Kids Shows & Activities

Elk RiverFest offers something for everyone! This year, enjoy a variety of free family-friendly activities, including balloon animals, bubbles, Home Depot building kits, inflatables, mini golf, NW Metro Robotics, a petting zoo, and a sandcastle contest.

From 10:00 a.m. to 4:00 p.m., there will be free kids' shows featuring reptiles from around the world, live music from Riffin' Griffin, the Greg the Great magic show, a steel drum band, and kids' crafts.

Orono Park | Saturday, July 25 | 10:00 a.m.-4:00 p.m. | All ages



Power of Produce Club

Free produce for kids! Kids can join the POP Club to receive a free \$2 token each week. Tokens can be spent on purchasing fruits or vegetables at the Elk River Farmers Market.

**Downtown Elk River | Thursdays | July 16-August 27
3:00-7:00 p.m. | Ages 3-12**

For a complete list of programs and registration visit:
ElkRiverMN.gov/CommunityEvents

FLIP OVER
FOR MORE



Free

SUMMER EVENTS

for the whole family



NEW Park Passport

Our new Park Passport is the perfect summer activity that takes you on an adventure while exploring local parks. This is a free, self-guided activity designed to help kids and families explore parks across the community.

Find out more details and see the list of parks at ElkRiverMN.gov/ParkPassport

**Pick up your free passport at the Elk River Parks and Recreation Office
13065 Orono Prkwy NW | All ages | STARTS JUNE 1, 2026**



Entertainment in the Park

Join us for free family entertainment every Thursday morning! Bring a blanket or chairs and enjoy the shows all summer long! The performances vary and include hula hooping, family-friendly musical acts, a hands-on lizard show, and much more. Each show lasts for 45 minutes and takes place near the pavilion.

June 11 | Hula Hooper Show

June 18 | Will Hale and the Tadpole Parade

June 25 | Leapin' Lizards

July 9 | Conductor Jack

July 16 | Wendy's Wiggle Jiggle Jam!

July 23 | Kid Power with Rachael

July 30 | The Bazillions

August 6 | The Jolly Pops

**Woodland Trails Regional Park Pavilion | Thursdays
10:30-11:15 a.m. | All ages**



Orono Evenings in the Park

Summer evenings on the lake in Minnesota are pure magic, which is why we are excited to announce our three-part summer series, Orono Evenings in the Park! Join us once a month on a Tuesday evening for special entertainment. Sponsored by the First Bank of Elk River.

June 16 | Popsicles with Public Safety | 5:00-7:00 p.m.

July 21 | Torchlight Theatre & Food Trucks | 6:30-9:30 p.m.

August 18 | Live Music by MoeDell and Company & Food Trucks | 6:30-8:00 p.m.

Orono Park | Shelter 2 | All ages



Park-a-Palooza

Join us at Park-a-Palooza, the ultimate pop-up program of outdoor fun! This FREE event offers games, chalk, and/or crafts. This is designed to offer additional entertainment for park visitors already coming to enjoy the many park amenities at Orono Park.

Orono Park | Mondays | June 15-August 10 | 2:00-3:30 p.m. | Ages 3-13

For a complete list of programs and registration visit:
ElkRiverMN.gov/CommunityEvents

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