



**Meeting of the City Council  
Held at the Elk River City Hall  
Monday, April 20, 2026**

**Members Present:** Mayor John Dietz, Councilmember Cory Grupa, Councilmember J. Brian Calva, Councilmember Mike Beyer, Councilmember Jennifer Wagner

**Members Absent:** None

**Staff Present:** City Attorney Jared Shepherd, Economic Development Director Brent O'Neil, Senior Planner Chris Leeseberg, Business Services Director/Assistant City Administrator Joe Stremcha, Community Development Director Zack Carlton, Fire Chief Mark Dickinson, Engineering Project Manager Ryan Sandhoefner, City Clerk Justin Dunford, and Records Specialist Dawn Robertson.

**1. CALL MEETING TO ORDER**

Pursuant to due call and notice thereof, the meeting was called to order at 6:03 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. CONSIDER AGENDA**

**Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the agenda. Motion carried 5-0.**

**4. CONSENT AGENDA**

**Moved by Councilmember Calva and seconded by Councilmember Grupa to approve the following consent items as outlined in their respective staff reports. Motion carried 5-0.**

Councilmember Beyer abstained from voting on item 4.5. It was voted on separately.

4.1 April 6, 2026, Regular Meeting Minutes

4.2 April 7, 2026, Board of Appeal & Equalization Meeting Minutes

4.3 Check Register

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4.4 Consumption and Display Licenses: Pinewood Golf Club & Aegir Brewing Company

4.5 Resolution 26-26: Premises Permit for Elk River-Rogers VFW Post 5518

**Moved by Councilmember Grupa and seconded by Councilmember Calva to approve, by motion, Resolution 26-26: Premises Permit for Elk River-Rogers VFW Post 5518. Motion carried 4-0. Councilmember Beyer abstained.**

4.6 Council Retreat Date Change

4.7 Resolution 26-27 Amending the 2026 Compensation Plan for Non-Organized Employees

4.8 Ordinance 26-10 Amending Chapter 26 - Health and Sanitation, to Regulate Cannabis and Hemp Retail Business Registration

4.9 FT Center Policies and Procedures Update

4.10 Separation Agreement

4.11 GNT Trailhead and Trailside Amenities Agreement 26-14

4.12 Vikings Youth Football Camp Agreement 26-15

4.13 Elk River Northbound Liquor Store & Fire Station #1 - Subcontractor Qualifications

4.14 Purchase Agreements 26-16, 26-17 and Resolution 26-32 with Coborns

5. OPEN FORUM

**Lee Whiting, 13463 Ranch Rd NW**, shared pictures of his property, where his current driveway is located, and where the power line posts are. Mr. Whiting is seeking to purchase land from the city to be able to move his driveway further away from the posts. Mr. Stremcha stated that city staff and Mr. Whiting will meet to discuss further action.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

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Mayor Dietz presented the Elk River Volunteer of the Month award to Dan and Heather Johnson. He highlighted the following:

**Dan**

- Clears trails and ponds for the Walk-A-Thon at Meadowvale Elementary School
- Volunteers for needy families at Great River Faith in Action
- Active in the men's group and serves at Central Lutheran Church
- Helps maintain the ski trails at Woodland Trails Regional Park.

**Heather**

- PTO chair at Meadowvale Elementary,
- Active in planning and fundraising events at the school,
- Member of the planning committee for Great River Faith in Action Fundraising Gala
- The welcome chair at Central Lutheran Church,
- And organizes Tanzanian student sponsorships.

6.2 Introduce New Staff

The Council welcomed various staff to the city.

7. PUBLIC HEARINGS

7.1 Conditional Use Permit: Habitat for Humanity build site, ISD 728 - 900 School St NW

Mr. Carlton informed the Council that the city, Habitat for Humanity, and school staff are working together to refine the application received for a new-construction house that will be built onsite at the school, transferred offsite, and eventually lived in. The Planning Commission will have a meeting in May and will be ready for Council action in June.

**Moved by Councilmember Beyer and seconded by Councilmember Wagner to open the public hearing, receive comments, and continue the hearing to June 1, 2026. Motion carried 5-0.**

7.2 Resolution 26-28: Land Use Amendment, Sherburne County - PID 75-00844-0020

The staff report was presented. Mr. Carlton stated that Sherburne County is requesting a Land Use Amendment to keep it consistent with the zoning of the property.

**Moved by Councilmember Wagner and seconded by Councilmember Beyer to adopt Resolution 26-28 amending the land use guidance for PID 75-00844-0020 from Mixed Residential to Business Park. Motion carried 5-0.**

7.3 Resolution 26-29: Plat of Heinen Estates, April Heinen - 21446 Brook Rd NW

**Moved by Councilmember Grupa and seconded by Councilmember Calva to adopt Resolution 26-29 approving the Plat of Heinen Estates, subject to the following conditions:**

- 1. Park Dedication Fee shall be paid for one new single-family parcel, at the applicable rate at the time of recording.**
- 2. An Access Permit from Sherburne County Public Works will be required to establish driveway locations.**
- 3. If PID 75-00111-3310 is determined to be under the applicant's ownership, the plat will need to be updated and include the parcel as an outlot in the proposed plat.**

**Motion carried 5-0.**

7.4 Resolution 26-30 - Adoption of Tax Increment District 30 and Project Plan

The staff report was presented. Mr. O'Neil introduced Jason Arsvold, an advisor with Ehlers. He described the CDI expansion project and the TIF plan to the Council.

**Moved by Councilmember Beyer and seconded by Councilmember Wagner to approve Resolution 26-30, creating Tax Increment District 30 and adopting the TIF 30 project plan. Motion carried 5-0.**

7.5 TIF 30 Agreement and Business Subsidy

**Moved by Councilmember Wagner and seconded by Councilmember Beyer to following comments at the public hearing, continue, by motion, the public hearing to the regular City Council meeting on May 4, 2026. Motion carried 5-0.**

## 8. GENERAL BUSINESS

8.1 Resolution 26-31: Recognize the 1983 State of Minnesota flag as the official flag to be displayed on city-owned property.

**Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve Resolution 26-31 recognizing the 1983 State of Minnesota flag as the official flag to be displayed on city-owned property. Motion carried 5-0.**

8.2 Northbound Advertisement for Bid

The staff report was presented. Mr. Stremcha stated he wanted to share a significant consideration before the city goes to bid: if the previously designed lease space available were removed and the

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building shifted to the west, the topography challenges wouldn't be as significant. Mr. Stremcha and Quin Scott from LSE Architects described to the Council the redesign cost and the potential savings of building Northbound Liquor without the lease space.

**Moved by Councilmember Wagner and seconded by Councilmember Calva for LSE and Staff to prepare bid documents for only the Northbound Liquor by removing the 5,000 sq ft leased space area (Fmr. Cannabound) and positioning the store further to the west. Motion carried 5-0.**

### 8.3 Additional Service Agreement 26-12 with CNH Architect Group

Chief Dickinson introduced Quin Hudson from CNH architect group. Mr. Hudson explained the cost increase per the Council's request.

**Moved by Councilmember Grupa and seconded by Councilmember Calva to approve the additional service Agreement 26-12 with CNH Architect Group for Fire Station I. Motion carried 5-0.**

### 8.4 FT Center and Downtown Parking Lot Improvements

**Moved by Councilmember Grupa and seconded by Councilmember Calva to approve the low bid and authorize the execution of a contract with Custom Builders Inc. at a cost of \$1,133,485.25 for the construction of the 2026 Parking Lot Improvements. Motion carried 5-0.**

The Council is not in favor of spending the \$55,000; the city will not get the money back if there are delays in the project, and it is not completed by June 10th.

**Moved by Councilmember Calva and seconded by Councilmember Grupa to approve to reject the add Alternate I for early completion of the King Avenue parking lot on or before June 10, 2026, at an additional cost of \$55,000. Motion carried 5-0.**

**Moved by Councilmember Beyer and seconded by Councilmember Wagner to approve the construction of the FT Center city-owned property improvements as designed. Motion carried 5-0.**

### 8.5 Park and Recreation Framework Plan RFP

Mr. Stremcha shared the request for proposals with the Council.

**Moved by Councilmember Grupa and seconded by Councilmember Calva to approve the Parks and Recreation Framework Plan Request for Proposals (RFP). Motion carried 5-0.**

### 8.6 Letter To Governor Walz

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Mayor Dietz handed out a copy of the Cross Lake Mayor's letter to Governor Walz regarding the Paid Family Medical Leave Act and the strain it is having on small business owners in this state. The Council read the letter and unanimously agreed that Mayor Dietz should also sign the letter.

9. MOTION TO ADJOURN REGULAR MEETING

**Moved by Councilmember Beyer and seconded by Councilmember Wagner to adjourn the meeting of the City Council. Motion carried 5-0.**

The meeting adjourned at 7:11 p.m.

10. WORK SESSION

Mayor Dietz called the work session to order at 7:15 p.m.

10.1 Concept Review: Aggregate Mining, Steven Karst - 21975 Brook Rd NW

Mr. Leesberg shared an aerial view map of the property. The homeowners are seeking feedback from the Council regarding the proposed mineral extraction operation. The Council had several comments and considerations for homeowners, such as nearby neighbors, traffic, possible environmental studies, and business hours. The Council is in consensus that the homeowners can move forward with adding a mineral extraction overlay district.

10.2 FT Center - Facility Improvements

Mr. Stremcha showed pictures of the facilities at the FT center and improvements happening at "The Yard." Staff highlighted the need for more bathrooms and ADA restrooms in the field house space. Ms. Harstad shared a list of events that have been booked at the field house and other opportunities the field house has the potential to host.

The Council agrees that bathrooms are a necessity to maximize the space.

Mr. Stremcha would also like the Council to consider the limitations of the locker rooms. There are opportunities to renovate existing locker rooms to add more showers. It was noted that there could be some more tournaments if there were more showers.

The Council directed staff to get separate bids for the bathrooms and showers.

11. MOTION TO ADJOURN

**Moved by Councilmember Calva and seconded by Councilmember Grupa to adjourn the meeting of the City Council. Motion carried 5-0.**

The meeting adjourned at 7:53 p.m.

Minutes prepared by Dawn Robertson.

## 12. INFORMATION

### 12.1 March Financial Reports



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John J. Dietz, Mayor



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Justin Dunford, City Clerk