



City Council

Regular Meeting & Work Session Agenda

Monday, August 5, 2024
6:30 PM
Elk River City Hall

- Regular meeting in Council Chambers
 - Work Session 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 July 15, 2024, Regular Meeting Minutes

4.2 July 29, 2024, Special Meeting Minutes

4.3 Check Register

4.4 Use Agreement 24-22: ETC with ISD #728

4.5 Resolution 24-42 Authorizing Transfer from the Liquor Fund to the Park Improvement Fund

4.6 On-Sale Intoxicating and Sunday Liquor Licenses: City of Elk River - Furniture and Things
Community Event Center

4.7 Severance Pay Policy

4.8 Hire Police Officer

4.9 Hire Accountant

4.10 Agreement and Resolution 24-43 Appointing Bond Trust Services Corporation as Fiscal Agent

4.11 Resolution 24-44 Discontinuing Library Board

4.12 Resolution 24-45: Finding of Fact Denying a Sign Area Variance, Holiday Station Store

4.13 Purchase of Rescue Equipment

4.14 Rescue Gear Personal Floatation Devices

4.15 Hire Park Maintenance Worker

4.16 Hire Community Event Center Assistant Manager

4.17 Accept Bids and Award Contract for Mega Loop Trail Project

4.18 Resolution 24-46 Accepting Donation from Zimmerman Livonia Fire Relief Association

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

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 24-47 Spectrum High School Conduit Bonds

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 Planning Commission Appointment

8.2 Rivers Edge Commons Park Improvements

8.3 Plants and Things Recreation Complex Welcome Plaza

8.4 Discuss Work Session Items

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

10. MOTION TO ADJOURN REGULAR MEETING

11. WORK SESSION – UPPER TOWN CONFERENCE ROOM

Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

11.1 Interim Use Permit: Residential Occupation, Jason Bye

11.2 FT Center 2025 Ice, Turf, and Room Rental Rates

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





**Meeting of the City Council
Held at the Elk River City Hall
Monday, July 15, 2024**

Members Present: Mayor John Dietz, Councilmember Jennifer Wagner, Councilmember Mike Beyer, Councilmember Matt Westgaard, Councilmember Cory Grupa

Members Absent: None.

Staff Present: City Administrator Cal Portner, City Attorney Jared Shepherd, Interim Police Chief Darren McKernan, Police Captain Joe Gacke, Senior Planner Chris Leeseberg, Business Services Director/Assistant City Administrator Joe Stremcha, Community Development Director Zack Carlton, Administrative Assistant Laura Estby, and Records Specialist Katie Porath

**Multipurpose Facility
Advisory Commission
Present:** Jacob Kotzian, Mike Westgaard, and Kara Walker

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:04 PM.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Mayor Dietz called for a moment of silence for the teenager in critical condition and two teenagers killed in an accident as well as the father who drowned this past week.

Mayor Dietz asked to remove Items 4.7 and 4.8 from the agenda.

Mayor Dietz questioned Item 4.12 if there was a way to get the \$150,000 discount for paying up front. Mr. Portner responded he believed they would get the discount by committing now.

Moved by Councilmember Westgaard and seconded by Councilmember Beyer to approve the agenda, as amended. Motion Carried 5-0.

4. CONSENT AGENDA

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

- 4.1 July 1, 2024, Closed Meeting Minutes
- 4.2 July 1, 2024, Regular Meeting Minutes
- 4.3 Check Register
- 4.4 Resolution 24-37: Great Northern Regional Trail Legacy Grant
- 4.5 Proclamation: Volunteer Appreciation Day
- 4.6 2024 Gravel Mining Licenses
- 4.9 Resolution 24-39 authorizing the execution of the Agency Agreement 24-19 with MnDOT for Mega Loop Project.
- 4.10 Resolution 24-40: IJJA Discretionary Grant Assistance Terms and Conditions
- 4.11 Hire Concessions Supervisor
- 4.12 Fire Department Engine 2 Replacement Agreement 24-20
- 4.13 Resolution 24-41 Amending the Development Agreement and Note for Tax Increment District No. 26 (Shoot Steel) Agreement 24-21

Items removed from Consent Agenda:

- 4.7 Resolution 24-38: Findings of Fact Denying IUP Request for a Residential Occupation at 10208 209th Ave NW, Jason Bye

Mayor Dietz suggested delaying this item to a Work Session where they could compare this finding of fact point by point with the one for the neighbor up the street. Councilmember Westgaard asked if the item would need to be returned to the Planning Commission. City Attorney Shepherd said it would not.

Moved by Councilmember Grupa and seconded by Councilmember Beyer to table, by motion, Resolution 24-38 making Findings of Fact denying an Interim Use Permit application submitted by Jason Bye to the August 5, 2024 worksession. Motion Carried 5-0.

4.8 City of Elk River Towing Agreement 24-18

Interim Police Chief McKernan reviewed the process of receiving and awarding points to bids. One of the conditions of the contract stated the towing company must have a location in Elk River. James Trantina of Burda's Towing disputed this condition stating they could build a facility after they won the contract. Staff felt that the Request for Proposal submitted by Burda's Towing did not meet the specifications of the proposal and would require a leap of faith that the company could meet the requirements.

Moved by Councilmember Westgaard and seconded by Councilmember Grupa to approve, by motion, a Towing Agreement 24-18 between the City of Elk River and Collins Brothers Towing. Motion Carried 5-0.

Mayor Dietz asked Interim Police Chief McKernan to contact Burda's Towing and discuss the Council's decision.

5. OPEN FORUM

Deana McLean, chair of the Downtown Elk River Business Association (DERBA), informed the council that they have been awarded the "Minnesota Retailers Champions Retail Community Year Award" by the Minnesota Retailers Association.

Attorney Mitch Anderson of Rinke Noonan, representing Jason Bye, stated Mr. Bye is willing to work with the Council on additional conditions including preventing semi-trucks from coming onto the property, and hopes the Council will not deny the requested Interim Use Permit (IUP) without further review.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

Mayor Dietz presented the July Volunteer of the Month award to Jeanne Swenson. He highlighted the following:

- Sunday school teacher at First Baptist Church
- Has logged more than 800 hours at Foster Grandparent at Otsego Elementary
- Volunteered at Handke Elementary in the past, helping with school carnival and book fair
- Helped chaperon a student trip to Wolf Ridge Conservation Camp
- Was a fundraiser for choir trips and banquets
- Has been a Catholic Charities volunteer since October 2022

6.2 Commission Interviews

The Council interviewed applicant Dornan Bland for the Heritage Preservation and Multipurpose Facility Advisory Commission openings. He stated he does not have a preference which committee he is appointed to. The Council will make a decision at the August 5, 2024 city council meeting.

7. PUBLIC HEARINGS

7.1 Variance: Freestanding Sign Size, 18823 Freeport St. NW - Holiday Gas Station

The staff report was presented.

Mayor Dietz opened the public hearing. There being no one to speak to this matter, Mayor Dietz closed the public hearing.

Councilmember Westgaard confirmed that the variance was only for the sign area, the height was approved. Mr. Leeseberg stated that was correct.

Moved by Councilmember Westgaard and seconded by Councilmember Wagner to direct staff, by motion, to prepare a resolution making Findings of Fact denying the sign size (area) variance for the following reasons:

1. The general purpose and intent of the ordinance is not met.
2. Installing a sign that exceeds the commercial zoning district limits by ~180% is not reasonable.
3. The interchange at Highway 169 and School Street is not a unique circumstance requiring a sign larger than the 150 square feet that is currently permitted.
4. A sign that is 276 square feet would be the largest and tallest sign in the area and would alter the essential character of the area.

Motion Carried 5-0.

7.2 Conditional Use Permit: Changeable Copy (Digital) Sign, 18823 Freeport St. NW - Holiday Gas Station

The staff report was presented.

Mayor Dietz opened the public hearing. There being no one to speak to this matter, Mayor Dietz closed the public hearing.

Moved by Councilmember Beyer and seconded by Councilmember Grupa to approve, by motion, the Conditional Use Permit with the following conditions:

1. The changeable copy sign shall not exceed 132 square feet.
2. The applicant must apply for and receive approval for all required permits before any construction may begin.
3. The signs shall be compliant with the standards set forth in Sec. 30-864 (e) or any variances related to signage on this property.

Motion Carried 5-0.

7.3 Zone Change: C-3 (Highway Commercial) to R-3 (Townhome/Multi-Family Residential), 75-00128-

3101 - City of Elk River Ordinance 24-17

The staff report was presented.

Mayor Dietz opened the public hearing. There being no one to speak to this matter, Mayor Dietz closed the public hearing.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to adopt, by motion, Ordinance 24-17 to rezone certain property from Highway Commercial (C3) to Townhouse/Multiple Family Residential (R3) as the rezoning is consistent with the City of Elk River Land Use Plan adopted as part of the City of Elk River Comprehensive Plan. Motion Carried 5-0.

8. GENERAL BUSINESS

8.1 2025 Benefit Level for Elk River Fire Relief Association

The staff report was presented.

Mayor Dietz stated the goal of the fund is to stay at 100% and not have extra money. Any excess is given back to the fire fighters.

Moved by Mayor Dietz and seconded by Councilmember Westgaard to approve, by motion, an increase for the Elk River Fire Relief Association (ERFRA) benefit level to \$9,735 per year of service effective January 1, 2025. Motion Carried 5-0.

8.2 Downtown Plan: Select Council Representative

The staff report was presented.

Mr. Carlton stated staff had selected a consultant and was forming a committee. Councilmember Wagner asked if she should serve as a Council representative to the committee or as a DERBA representative and if there was a conflict of interest. City Attorney Shepherd stated there was not a conflict of interest.

The Council expressed consensus for Councilmember Wagner to serve on the steering committee for the 2024 Downtown Small Area Plan as a Council representative.

Moved by Councilmember Westgaard and seconded by Councilmember Beyer to select Jennifer Wagner to serve as council member representative on the steering committee for the 2024 Downtown Small Area Plan. Motion Carried 5-0.

Councilmember Wagner gave an update that the Beautification and Public Art Committee was at Rivers Edge Commons Park to discuss the new public art. While there, Ryan Hardin suggested the city look into getting a life preserver or emergency button to install near the dock.

9. MOTION TO ADJOURN REGULAR MEETING

Moved by Councilmember Beyer and seconded by Councilmember Westgaard to adjourn the meeting of City Council. Motion Carried 5-0.

The regular meeting adjourned at 6:48 p.m. Mayor Dietz called the work session to order at 6:53 p.m.

10. WORK SESSION – UPPER TOWN CONFERENCE ROOM

10.1 Multipurpose Facility Commission Purpose and Authority

The Council discussed potential conflict of interest of the Multipurpose Facility Advisory Commission with City Attorney Shepherd.

Mr. Portner reviewed that the Multipurpose Facility Advisory Commission was comprised of representatives from various user groups including turf, ice, and senior center.

The Council would prefer to maintain the current structure of the commission. However, they agreed that City Attorney Shepherd should look into some “creative solutions” on how to structure the commission without causing conflict of interest such as an annual Council and Multipurpose Facility Advisory Commission joint meeting to begin fee discussions.

Commissioner Mike Westgaard stated that the Multipurpose Facility Advisory Commission is open to the idea of having set fees instead of individual contract negotiations. He requested that fee discussions start in April of each year because of the structure of the youth hockey season.

Commissioner Jacob Kotzian asked the Council if, before setting the rates at their next meeting, they could have discussions with the impacted user groups. He also requested that the commission be provided with utilization rates for the field house.

The Council asked to continue the discussion on rates to their August 5, 2024 meeting and invited the Multipurpose Facility Advisory Commission to attend.

12. CLOSED MEETING - 13690 186TH AVE NW

Pursuant to due call and notice thereof, the closed meeting was called to order at 8:03 PM.

Council Present: Mayor John Dietz, Councilmembers Cory Grupa, Matt Westgaard, Mike Beyer, and Jennifer Wagner

Staff Present: Community Development Director Zack Carlton, City Administrator Cal Portner, and Records Specialist Katie Porath

Others Present: City Attorney Jared Shepherd, Attorney Jack Brooksbank (Campbell Knutson)

12.1 Statement to be read by the Mayor:

"The City Council will be closing the meeting pursuant to MN Statute Section 13D.05, Subdivision

3(b) for a confidential attorney-client privileged discussion regarding potential code enforcement litigation against the property owner of 13690 186th Ave NW."

12.2 Motion Calling Closed Meeting

Moved by Councilmember Wagner and seconded by Councilmember Beyer to call the closed meeting to order. Motion Carried 5-0.

12.3 Hold Closed Meeting

The mayor stated the City Council will be holding a closed meeting pursuant to MN Statute Section 13D.05, Subdivision 3(b) for a confidential attorney-client privileged discussion regarding potential code enforcement litigation against the property owner of 13690 186th Ave NW.

The Closed Meeting adjourned at 8:21 PM. The Council returned to the regular meeting.

11. MOTION TO ADJOURN

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

The meeting adjourned at 8:21 PM

Minutes prepared by Katie Porath.

13. INFORMATION

13.1 Financial Report - June

13.2 Investment Report - 2nd Quarter 2024



John J. Dietz, Mayor



Tina Allard, City Clerk



**Special Meeting of the City Council
Held at the Elk River City Hall
Monday, July 29, 2024**

Members Present: Mayor John Dietz, Councilmember Jennifer Wagner, Councilmember Mike Beyer, Councilmember Matt Westgaard, Councilmember Cory Grupa

Members Absent: None

Staff Present: City Administrator Cal Portner, Assistant City Administrator Joe Stremcha, Human Resources Representative Lauren Wipper, IT Manager Seth Calvin, Interim Police Chief Darren McKernan, Police Captain Joe Gacke, Public Works Director Justin Femrite, Facilities Maintenance Superintendent Gary Lore, Street and Park Superintendent Tim Sevcik, Engineer I Ryan Sandhoefner, Wastewater Treatment Chief Operator Matt Stevens, Finance Manager Lori Stich, Liquor Operations Manager Joe Audette, Liquor Store Managers Brenda Gustafson and Megan Knopik, City Clerk Tina Allard

I. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 4:30 PM.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. 2025 BUDGET

3.1 2025 Budget

Mr. Stremcha presented the staff report. Various staff presented their budgets to the City Council.

Police

Mayor Dietz asked about incentives for retaining police reserves and requested staff to review the matter.

Stormwater

Mayor Dietz noted there is \$2 million in the fund, but the staff is proposing to spend about \$250,000 in 2025. He questioned the program requirements and if the city should be completing more projects. He has no issues with completing more projects if it's what is needed or required. Mr. Femrite stated a rate study hasn't been completed for this item, noting it's a newer program with the goal of focusing on state law compliance. He stated a review of the fees should be completed if we see a trend. Mayor Dietz suggested a review of this program.

Liquor

Councilmember Westgaard expressed concerns about diminished signage capacity for the Northbound Liquor Store if it is relocated onto Coborn's property. Mayor Dietz asked staff to discuss with the economic development division, moving the progress of activity for the sale of the northbound store site because decisions need to be made on whether to repair the building.

Councilmember Wagner questioned the reduction in transfers out of the liquor fund from \$1 million to \$750,000. Mr. Portner noted the money may be needed in the future to offset the cost of the bonds for the relocating or rebuilding of the northbound store site.

Finance

The Council had a discussion on credit card fees and consolidation of credit card companies.

4. **MOTION TO ADJOURN**

Moved by Councilmember Beyer and seconded by Councilmember Grupa to adjourn the meeting of City Council. Motion Carried 5-0.

The meeting adjourned at 6:18 p.m.

Minutes prepared by Tina Allard.

John J. Dietz, Mayor

Tina Allard, City Clerk



Request for Action

To
City Council

Item Number
4.3

Meeting Date
August 5, 2024

Prepared By
Amy Stangler, Accounting Clerk

Item Description
Check Register

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the check register for the period ending August 5, 2024.

Background/Discussion
Shown below is a listing of the disbursements for the various funds for the period ending August 5, 2024. The details of these disbursements are attached to this request for action.

General	\$ 175,450.38
Special Revenue, Debt Service & Capital	522,472.88
Projects	
Enterprise	531,409.57
Escrows	22,639.16
Total for All Funds	\$ 1,251,971.99

Financial Impact
N/A

Mission/Policy/Goal
N/A

Attachments
I. Check Register

The Elk River Vision

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

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AID ELECTRIC CORPORATION	ELECTRICAL REPAIRS	GENERAL FUND	Public safety building	1,053.04
	ELECTRICAL REPAIRS	GENERAL FUND	Public safety building	514.35
	ELECTRICAL REPAIRS	GENERAL FUND	Public safety building	<u>503.43</u>
			TOTAL:	2,070.82
ALLINA HEALTH SYSTEM	FIRST RESPONDER TRAINING	GENERAL FUND	Fire Operations	<u>1,875.00</u>
			TOTAL:	1,875.00
AMAZON CAPITAL SERVICES	SUPPLIES-SOC REIMB	GENERAL FUND	General Fund	6.99
	SUPPLIES	GENERAL FUND	City Council	110.97
	SUPPLIES	GENERAL FUND	City Council	118.65
	SUPPLIES	GENERAL FUND	Communications	0.66
	SUPPLIES	GENERAL FUND	Administrative Service	2.63
	SUPPLIES	GENERAL FUND	Administrative Service	25.96
	SUPPLIES	GENERAL FUND	Human Resources	0.66
	SUPPLIES-WELLRIGHT GRANT	GENERAL FUND	Human Resources	66.57
	SUPPLIES	GENERAL FUND	Finance	0.66
	SUPPLIES	GENERAL FUND	Information Technology	321.63
	SUPPLIES	GENERAL FUND	Information Technology	57.93
	SUPPLIES	GENERAL FUND	Information Technology	83.07
	SUPPLIES	GENERAL FUND	Information Technology	111.17
	SUPPLIES	GENERAL FUND	Community Development	1.18
	SUPPLIES	GENERAL FUND	Planning	1.31
	SUPPLIES	GENERAL FUND	Building Maintenance	90.48
	SUPPLIES	GENERAL FUND	Police Administration	115.94
	SUPPLIES	GENERAL FUND	Patrol	22.31
	SUPPLIES	GENERAL FUND	Building Safety	1.18
	SUPPLIES	GENERAL FUND	Environmental	1.18
	SUPPLIES	GENERAL FUND	Engineering	1.31
	SUPPLIES	GENERAL FUND	Parks & Rec Admin	1.58
	SUPPLIES	GENERAL FUND	Parks & Rec Admin	8.34
	SUPPLIES	GENERAL FUND	Economic Development	0.78
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	63.81
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	26.30
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	276.74
	SUPPLIES	LANDFILL	General	203.02
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	107.82
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	29.28
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	53.52
	SUPPLIES	LIQUOR	Northbound-Operations	72.35
	SUPPLIES	GARBAGE	Organics	<u>90.09</u>
			TOTAL:	2,076.07
THE AMERICAN BOTTLING CO	POP/MISC	LIQUOR	Northbound-Cost of Sal	<u>255.48</u>
			TOTAL:	255.48
ARTISAN BEER COMPANY	BEER	LIQUOR	Northbound-Cost of Sal	435.30
	BEER	LIQUOR	Northbound-Cost of Sal	60.00
	BEER	LIQUOR	Northbound-Cost of Sal	329.20
	BEER CREDIT	LIQUOR	Northbound-Cost of Sal	134.60-
	BEER	LIQUOR	Westbound-Cost of Sale	244.50
	BEER	LIQUOR	Westbound-Cost of Sale	239.95
	BEER	LIQUOR	Westbound-Cost of Sale	221.55
	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	<u>80.00-</u>
			TOTAL:	1,315.90

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ARVIG ENTERPRISES	BROADBAND ACCESS GRANT PRG	FEDERAL COVID FUND	Information Technology	<u>31,690.32</u>
			TOTAL:	31,690.32
ASPEN MILLS	UNIFORMS-REGAN	GENERAL FUND	Police Support Service	180.32
	UNIFORMS-LIBOR	GENERAL FUND	Fire Administration	180.45
	UNIFORMS-HELLAND	GENERAL FUND	Fire Operations	<u>638.80</u>
			TOTAL:	999.57
AT-SCENE LLC	SUBSCRIPTIONS & TECH SUPPO	GENERAL FUND	Police Administration	<u>5,250.00</u>
			TOTAL:	5,250.00
JOE AUDETTE	REIMB PHONE APR/JUN, LODGI LIQUOR		Northbound-Operations	283.74
	REIMB PHONE APR/JUN, LODGI LIQUOR		Northbound-Operations	45.00
	REIMB PHONE APR/JUN, LODGI LIQUOR		Westbound-Operations	283.74
	REIMB PHONE APR/JUN, LODGI LIQUOR		Westbound-Operations	<u>45.00</u>
			TOTAL:	657.48
B & B HOFFMAN SOD FARMS	SOD	GENERAL FUND	Parks Dept	<u>69.60</u>
			TOTAL:	69.60
BARNUM COMPANIES, INC	GATE REPAIRS	GENERAL FUND	Public safety building	<u>295.00</u>
			TOTAL:	295.00
BEAUDRY OIL CO	WASHER FLUID	GENERAL FUND	Patrol	125.95
	DEGREASER	GENERAL FUND	Equipment Services	532.75
	UNLEADED FUEL-WOODLAND TRL	GENERAL FUND	Parks Dept	<u>357.29</u>
			TOTAL:	1,015.99
BECKER POLICE DEPT	ENF GRANT TZD - APR/JUN	GENERAL FUND	Patrol	<u>2,629.73</u>
			TOTAL:	2,629.73
BELLBOY CORP BAR SUPPLY	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	103.90
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>6.50</u>
			TOTAL:	110.40
BELLBOY CORPORATION	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	78.00-
	WINE	LIQUOR	Northbound-Cost of Sal	2,161.50
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	784.00
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	10.73
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	2,112.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	49.50
	WINE/FREIGHT CREDIT	LIQUOR	Westbound-Cost of Sale	96.00-
	WINE/FREIGHT CREDIT	LIQUOR	Westbound-Cost of Sale	<u>1.65-</u>
			TOTAL:	4,942.08
BENCO EQUIPMENT	PARTS	GENERAL FUND	Equipment Services	<u>259.78</u>
			TOTAL:	259.78
BERNICK'S	POP/MISC	LIQUOR	Northbound-Cost of Sal	225.03
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	162.00
	BEER	LIQUOR	Northbound-Cost of Sal	2,782.65
	BEER CREDIT	LIQUOR	Northbound-Cost of Sal	11.28-
	POP/MISC	LIQUOR	Northbound-Cost of Sal	221.46
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	357.00
	BEER	LIQUOR	Northbound-Cost of Sal	3,245.60
	POP/MISC	LIQUOR	Northbound-Cost of Sal	123.31

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	202.00
	BEER	LIQUOR	Northbound-Cost of Sal	2,803.05
	BEER	LIQUOR	Northbound-Cost of Sal	185.00
	POP/MISC	LIQUOR	Westbound-Cost of Sale	47.85
	BEER	LIQUOR	Westbound-Cost of Sale	1,489.30
	POP/MISC	LIQUOR	Westbound-Cost of Sale	84.48
	BEER	LIQUOR	Westbound-Cost of Sale	1,862.10
	POP/MISC	LIQUOR	Westbound-Cost of Sale	49.55
	THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	86.00
	BEER	LIQUOR	Westbound-Cost of Sale	2,200.00
	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	<u>175.20-</u>
			TOTAL:	15,939.90
BIG LAKE POLICE DEPT	ENF GRANT TZD - APR/JUN	GENERAL FUND	Patrol	<u>1,008.69</u>
			TOTAL:	1,008.69
DEAN BITNER	PERMIT REFUND 75-588-0145	GENERAL FUND	General Fund	<u>200.00</u>
			TOTAL:	200.00
BLACKHAWK PEST CONTROL, LLC	PEST CONTROL-PW	GENERAL FUND	Street Maintenance	110.00
	PEST CONTROL-FTCENTER	MULTIPURPOSE FACIL	Multipurpose Facility	<u>125.00</u>
			TOTAL:	235.00
BLAINE LOCK & SAFE, INC	LOCK REPAIRS/REKEY	GENERAL FUND	Public safety building	<u>254.50</u>
			TOTAL:	254.50
BOLTON & MENK, INC	MEGA LOOP TRAIL IMPROVEMEN	PARK DEDICATION FU	Mega Loop Trail Imprv	12,057.50
	2023 STREET IMPROVEMENTS	PAVEMENT MANAGEMEN	Street Improvements	2,588.50
	LINE AVE CUL-DE-SAC	STREET IMPROVEMENT	Hwy 169 Frontage/Backa	15,822.50
	ROLLING HILLS SEWER EXT	TRUNK UTILITIES	Rolling Hills Sewer	<u>11,985.75</u>
			TOTAL:	42,454.25
BREMICK LLC	BEER	LIQUOR	Westbound-Cost of Sale	<u>290.00</u>
			TOTAL:	290.00
BOURGET IMPORTS LLC	LIQUOR/WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	340.00
	LIQUOR/WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	336.00
	LIQUOR/WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>22.50</u>
			TOTAL:	698.50
BREAKTHRU BEVERAGE MINNESOTA	WINE	LIQUOR	Northbound-Cost of Sal	304.00
	POP/MISC	LIQUOR	Northbound-Cost of Sal	267.84
	LIQUOR	LIQUOR	Northbound-Cost of Sal	833.95
	LIQUOR	LIQUOR	Northbound-Cost of Sal	5,176.60
	BEER	LIQUOR	Northbound-Cost of Sal	484.50
	POP/MISC	LIQUOR	Northbound-Cost of Sal	236.20
	LIQUOR	LIQUOR	Northbound-Cost of Sal	5,607.58
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	90.00-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	0.67-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	1.33-
	POP/MISC CREDIT	LIQUOR	Northbound-Cost of Sal	26.05-
	WINE CREDIT	LIQUOR	Northbound-Cost of Sal	8.68-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	12.75-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	12.75-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	81.00-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	246.95-

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	LIQUOR	LIQUOR	Westbound-Cost of Sale	918.06
	POP/MISC	LIQUOR	Westbound-Cost of Sale	144.01
	LIQUOR	LIQUOR	Westbound-Cost of Sale	2,156.50
	WINE	LIQUOR	Westbound-Cost of Sale	960.00
	POP/MISC	LIQUOR	Westbound-Cost of Sale	30.11
	LIQUOR	LIQUOR	Westbound-Cost of Sale	<u>1,333.75</u>
			TOTAL:	17,972.92
BRENTESON COMPANIES, INC	REPAIR CURB STOP & EXT LIN	GENERAL FUND	Parks Dept	<u>7,300.00</u>
			TOTAL:	7,300.00
CULLEN BROWN	ENTERTAINMENT-FARMERS MKT	GENERAL FUND	Farmers Market	<u>175.00</u>
			TOTAL:	175.00
C & L DISTRIBUTING CO	BEER CREDIT	LIQUOR	Northbound-Cost of Sal	426.30-
	BEER	LIQUOR	Northbound-Cost of Sal	8,035.15
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	345.00
	LIQUOR/WINE	LIQUOR	Northbound-Cost of Sal	770.00
	LIQUOR/WINE	LIQUOR	Northbound-Cost of Sal	197.40
	BEER	LIQUOR	Northbound-Cost of Sal	8,840.10
	WINE	LIQUOR	Northbound-Cost of Sal	197.40
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	1,245.00
	BEER	LIQUOR	Northbound-Cost of Sal	4,740.45
	POP/MISC	LIQUOR	Northbound-Cost of Sal	44.00
	BEER	LIQUOR	Northbound-Cost of Sal	5,441.95
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	105.25
	LIQUOR	LIQUOR	Northbound-Cost of Sal	307.50
	BEER	LIQUOR	Northbound-Cost of Sal	7,183.25
	BEER CREDIT	LIQUOR	Northbound-Cost of Sal	<u>23.09-</u>
			TOTAL:	37,003.06
C & L DISTRIBUTING CO	WINE	LIQUOR	Westbound-Cost of Sale	411.00
	BEER/POP/MISC	LIQUOR	Westbound-Cost of Sale	8,085.80
	BEER/POP/MISC	LIQUOR	Westbound-Cost of Sale	70.00
	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	263.55-
	LIQUOR	LIQUOR	Westbound-Cost of Sale	1,412.50
	BEER	LIQUOR	Westbound-Cost of Sale	8,032.20
	WINE/LIQUOR	LIQUOR	Westbound-Cost of Sale	225.60
	WINE/LIQUOR	LIQUOR	Westbound-Cost of Sale	15.00-
	BEER/THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	6,367.30
	BEER/THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	345.00
	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	7.56-
	THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	<u>900.00</u>
			TOTAL:	25,563.29
SETH CALVIN	REIMB TRAVEL EXP 6/22-6/27	GENERAL FUND	Information Technology	862.56
	REIMB TRAVEL EXP 6/22-6/27	GENERAL FUND	Information Technology	174.59
	REIMB TRAVEL EXP 6/22-6/27	GENERAL FUND	Information Technology	<u>178.00</u>
			TOTAL:	1,215.15
CAMPBELL KNUTSON P.A.	JUN LEGAL SVCS	GENERAL FUND	Legal	8,802.19
	JUN LEGAL SVCS	DEVELOPER ESCROW	NON-DEPARTMENTAL	<u>1,278.00</u>
			TOTAL:	10,080.19
CENTERPOINT ENERGY	NATURAL GAS	GENERAL FUND	Fire Administration	271.30
	NATURAL GAS	GENERAL FUND	Street Maintenance	255.84

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	NATURAL GAS	LIBRARY	Library	22.77
	NATURAL GAS	WASTEWATER TREATME	Lift Stations	31.13
	NATURAL GAS	WASTEWATER TREATME	Lift Stations	124.10
	NATURAL GAS	WASTEWATER TREATME	Lift Stations	<u>38.52</u>
			TOTAL:	743.66
CENTRAL TURF & IRRIGATION SUPPLY INC.	SUPPLIES	GENERAL FUND	Parks Dept	<u>24.40</u>
			TOTAL:	24.40
CHARTER COMMUNICATIONS	PHONE LINE CHGS - WW	WASTEWATER TREATME	WWTS Administration	<u>135.26</u>
			TOTAL:	135.26
CHRONICLES IN HEALTH	CLASS-HEALTHY EATING FOR 1	GENERAL FUND	Sr Citizen Programs	<u>50.00</u>
			TOTAL:	50.00
CINTAS CORPORATION LOC 470	UNIFORMS RENTAL/CLEANING	WASTEWATER TREATME	WWTS Plant	134.23
	UNIFORMS RENTAL/CLEANING	WASTEWATER TREATME	WWTS Plant	123.20
	UNIFORMS RENTAL/CLEANING	WASTEWATER TREATME	WWTS Plant	134.23
	MATS, TOWELS, SCRAPERS, MO LIQUOR		Northbound-Operations	51.50
	MATS, TOWELS, SCRAPERS, MO LIQUOR		Northbound-Operations	51.50
	MATS, TOWELS, SCRAPERS, MO LIQUOR		Northbound-Operations	33.70
	MATS, TOWELS, SCRAPERS, MO LIQUOR		Northbound-Operations	51.50
	MATS, TOWELS, SCRAPERS, MO LIQUOR		Westbound-Operations	46.18
	MATS, TOWELS, SCRAPERS, MO LIQUOR		Westbound-Operations	46.18
	MATS, TOWELS, SCRAPERS, M LIQUOR		Westbound-Operations	<u>46.18</u>
			TOTAL:	718.40
CLAREY'S SAFETY EQUIP	NON-WIRELESS MONITOR	GENERAL FUND	Fire Operations	<u>1,139.03</u>
			TOTAL:	1,139.03
CLIMB THEATRE, INC	COUNTRY MOUSE ADV PROG 8/9	LIBRARY	Library	<u>650.00</u>
			TOTAL:	650.00
COMMISSIONER OF TRANSPORTATION	TRAFFIC SIGNAL MAINT	GENERAL FUND	Street Maintenance	<u>391.71</u>
			TOTAL:	391.71
CONTINENTAL RESEARCH CORP	SUPPLIES	WASTEWATER TREATME	WWTS Plant	177.00
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	<u>350.00</u>
			TOTAL:	527.00
AMANDA SABOURIN	INSTRUCTOR FEE-PAINTING 7/	GENERAL FUND	Sr Citizen Programs	<u>175.00</u>
			TOTAL:	175.00
CUB FOODS	SUPPLIES	GENERAL FUND	Sr Citizen Programs	<u>24.53</u>
			TOTAL:	24.53
DACOTAH PAPER CO	SUPPLIES	GENERAL FUND	Public safety building	134.88
	SUPPLIES	GENERAL FUND	Parks Dept	1,392.35
	SUPPLIES	GENERAL FUND	Parks Dept	148.24
	SUPPLIES	GENERAL FUND	Parks Dept	103.50
	SUPPLIES	LIBRARY	Library	301.48
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	250.95
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	64.44
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	500.16
	SUPPLIES	LIQUOR	Northbound-Operations	<u>865.33</u>
			TOTAL:	3,761.33

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DAHLHEIMER BEVERAGE, LLC	BEER	LIQUOR	Northbound-Cost of Sal	4,509.45
	POP/MISC/BEER	LIQUOR	Northbound-Cost of Sal	204.00
	POP/MISC/BEER	LIQUOR	Northbound-Cost of Sal	19,745.00
	BEER	LIQUOR	Northbound-Cost of Sal	2,973.12
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	80.00
	BEER	LIQUOR	Northbound-Cost of Sal	19,484.85
	BEER	LIQUOR	Northbound-Cost of Sal	11,424.55
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	1,030.00
	LIQUOR	LIQUOR	Northbound-Cost of Sal	<u>1,954.00</u>
	TOTAL:			61,404.97
DAHLHEIMER BEVERAGE, LLC	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	9.00-
	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	90.80-
	LIQUOR/BEER	LIQUOR	Westbound-Cost of Sale	4,123.40
	LIQUOR/BEER	LIQUOR	Westbound-Cost of Sale	404.00
	THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	160.00
	BEER/LIQUOR	LIQUOR	Westbound-Cost of Sale	3,584.28
	BEER/LIQUOR	LIQUOR	Westbound-Cost of Sale	1,315.00
	BEER/LIQUOR	LIQUOR	Westbound-Cost of Sale	9,090.10
	BEER/LIQUOR	LIQUOR	Westbound-Cost of Sale	553.10
	BEER CREDIT	LIQUOR	Westbound-Cost of Sale	118.80-
	BEER	LIQUOR	Westbound-Cost of Sale	86.40
	BEER	LIQUOR	Westbound-Cost of Sale	1,781.80
	BEER/LIQUOR	LIQUOR	Westbound-Cost of Sale	11,397.00
	BEER/LIQUOR	LIQUOR	Westbound-Cost of Sale	2,516.00
	BEER	LIQUOR	Westbound-Cost of Sale	108.00
	BEER	LIQUOR	Westbound-Cost of Sale	6,714.45
	LIQUOR	LIQUOR	Westbound-Cost of Sale	<u>2,710.30</u>
	TOTAL:			44,325.23
DAKOTA SUPPLY GROUP	SUPPLIES	GENERAL FUND	Parks Dept	<u>624.18</u>
	TOTAL:			624.18
DIAMOND VOGEL	TRAFFIC MARKING PAINT	GENERAL FUND	Street Maintenance	<u>1,020.00</u>
	TOTAL:			1,020.00
E C M PUBLISHERS INC	ENVELOPES	GENERAL FUND	City Council	1.85
	ORDINANCE NO 24-16	GENERAL FUND	City Council	361.20
	ELK RIVERFEST ADV	GENERAL FUND	City Council	310.00
	ENVELOPES	GENERAL FUND	Communications	1.85
	ENVELOPES	GENERAL FUND	Administrative Service	37.00
	ENVELOPES	GENERAL FUND	Human Resources	12.95
	NOTICE OF PUBLIC ACCURACY	GENERAL FUND	Elections	43.00
	ENVELOPES	GENERAL FUND	Community Development	9.25
	ENVELOPES - PLANNING	GENERAL FUND	Planning	273.00
	NOTICE OF PH, COLLINS BROS	GENERAL FUND	Planning	120.40
	NOTICE OF PH, TOUCHETTE	GENERAL FUND	Planning	111.80
	NOTICE OF PH, HARVEST CHUR	GENERAL FUND	Planning	103.20
	NOTICE OF PH, HARVEST CHUR	GENERAL FUND	Planning	111.80
	NOTICE OF PH, HERITAGE MLW	GENERAL FUND	Planning	103.20
	ENVELOPES	GENERAL FUND	Planning	22.20
	ORDINANCE NO 24-17	GENERAL FUND	Planning	120.40
	ENVELOPES	GENERAL FUND	Building Safety	22.20
	ENVELOPES	GENERAL FUND	Code Enforcement	37.00
	ENVELOPES	GENERAL FUND	Environmental	5.55
	ENVELOPES	GENERAL FUND	Street Maintenance	1.85

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ENVELOPES	GENERAL FUND	Engineering	3.70
	ENVELOPES	GENERAL FUND	Parks & Rec Admin	18.50
	ENVELOPES	GENERAL FUND	Sr Citizen Programs	9.25
	ENVELOPES	MULTIPURPOSE FACIL	Multipurpose Facility	1.85
	EMPLOYMENT ADV-WASTEWATER	WASTEWATER TREATME	WWTS Plant	61.40
	ADVERTISING	LIQUOR	Northbound-Operations	190.00
	ADVERTISING	LIQUOR	Northbound-Operations	170.00
	BUSINESS CARDS-MEGAN K	LIQUOR	Northbound-Operations	33.00
	ADVERTISING	LIQUOR	Westbound-Operations	190.00
	ADVERTISING	LIQUOR	Westbound-Operations	<u>170.00</u>
			TOTAL:	2,657.40
KATY ECKSTROM	DAMAGE DEPOSIT REFUND-TR B	GENERAL FUND	General Fund	<u>100.00</u>
			TOTAL:	100.00
EHRLERS & ASSOCIATES	TIF REPORTING	TIF #23 PREF POWDE	General	<u>3,176.25</u>
			TOTAL:	3,176.25
ELK RIVER MUNICIPAL UTILITIES	ELEC/WATER ASSESSMENTS	GENERAL FUND	General Fund	2,063.19
	ELEC/WATER ASSESSMENTS	GENERAL FUND	General Fund	4,889.72
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Building Maintenance	5,807.98
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Public safety building	7,023.95
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Public safety building	64.29
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Public safety building	64.43
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Fire Administration	1,009.77
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Emergency Management	77.85
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Emergency Management	352.49
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Street Maintenance	57.00
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Street Maintenance	32.57
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Street Maintenance	4,280.23
	EMERALD ASH BORER FLYER	GENERAL FUND	Street Maintenance	806.72
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Parks Dept	5,532.59
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Parks Dept	664.33
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Parks Dept	1,417.88
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Parks Dept	4,147.32
	WATER/ELECTRIC/SWR/STMWTR	GENERAL FUND	Parks Dept	33.98
	WATER/ELECTRIC/SWR/STMWTR	LIBRARY	Library	2,349.73
	WATER/ELECTRIC/SWR/STMWTR	MULTIPURPOSE FACIL	Multipurpose Facility	29,324.00
	TIF 22 - WAC INTEREST	TIF #22 DOWNTOWN R	General	558.65
	BILLING SVCS - JUN	WASTEWATER TREATME	WWTS Administration	583.32
	WATER/ELECTRIC/SWR/STMWTR	WASTEWATER TREATME	WWTS Plant	22,021.16
	WATER/ELECTRIC/SWR/STMWTR	WASTEWATER TREATME	Lift Stations	3,375.75
	WATER/ELECTRIC/SWR/STMWTR	WASTEWATER TREATME	Lift Stations	986.52
	WATER/ELECTRIC/SWR/STMWTR	LIQUOR	Westbound-Operations	2,626.86
	BILLING SVCS - JUN	GARBAGE	Garbage	2,230.57
	BILLING SVCS - JUN	STORM WATER	Storm Water	<u>860.25</u>
			TOTAL:	103,243.10
ELK RIVER WINLECTRIC	SUPPLIES	GENERAL FUND	Building Maintenance	<u>21.50</u>
			TOTAL:	21.50
NOTHING BUT HEMP	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	<u>444.00</u>
			TOTAL:	444.00
EMPIRE ENDEAVORS LLC	FARMERS MKT ENT 8/15/24	GENERAL FUND	Farmers Market	<u>150.00</u>
			TOTAL:	150.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GREGORY ARMSTRONG	RIVERFRONT CONCERT 8-1-24	GENERAL FUND	Recreation Programs	<u>6,000.00</u>
			TOTAL:	6,000.00
FACTORY MOTOR PARTS CO	PARTS	GENERAL FUND	Patrol	201.00
	PARTS	GENERAL FUND	Patrol	<u>31.82</u>
			TOTAL:	232.82
FASTENAL COMPANY	SUPPLIES	GENERAL FUND	Parks Dept	389.79
	SUPPLIES	GENERAL FUND	Parks Dept	252.36
	SUPPLIES	GENERAL FUND	Parks Dept	<u>25.43</u>
			TOTAL:	667.58
KIRI A FAUL	EMPLOYMENT EVALUATION	GENERAL FUND	Police Administration	<u>200.00</u>
			TOTAL:	200.00
DANIELLE FAULHABER	TRANSCRIPTION SVCS	GENERAL FUND	Police Support Service	<u>1,180.46</u>
			TOTAL:	1,180.46
MARY FERGUSON	DAMAGE DEPOSIT REFUND TR B	GENERAL FUND	General Fund	<u>100.00</u>
			TOTAL:	100.00
SUZANNE FISCHER	REIMB CELL PHONE APR/JUN	GENERAL FUND	Environmental	<u>90.00</u>
			TOTAL:	90.00
FLAGSHIP RECREATION LLC	SUPPLIES	GENERAL FUND	Parks Dept	329.00
	SUPPLIES	GENERAL FUND	Parks Dept	950.00
	SUPPLIES	GENERAL FUND	Parks Dept	<u>1,449.00</u>
			TOTAL:	2,728.00
FLEETPRIDE	PARTS	GENERAL FUND	Equipment Services	40.36
	SUPPLIES	GENERAL FUND	Equipment Services	<u>47.92</u>
			TOTAL:	88.28
STEPHEN J POREDA	ENTERTAINMENT IN PARK	GENERAL FUND	Recreation Programs	<u>1,550.00</u>
			TOTAL:	1,550.00
TWIN CITY GARAGE DOOR-GARAGE DR STORE	GATE REPAIRS	GENERAL FUND	Street Maintenance	<u>2,224.00</u>
			TOTAL:	2,224.00
MGCRE - JACKSON HILLS, LLC	TIF 25 - JACKSON HILLS PYM	TIF 25 JACKSON HIL	TIF 25 JACKSON HILLS	10,400.11
	TIF 25 - JACKSON HILLS PYM	TIF 25 JACKSON HIL	TIF 25 JACKSON HILLS	<u>24,049.26</u>
			TOTAL:	34,449.37
GEARED UP APPAREL	SWEATSHIRTS-HONOR GUARD	GENERAL FUND	Patrol	435.00
	SUPPLIES	GENERAL FUND	Police Support Service	<u>202.40</u>
			TOTAL:	637.40
GILL ASSOCIATES IDENTIFICATION SYSTEMS	KEY TAGS	GENERAL FUND	Sr Citizen Programs	<u>472.00</u>
			TOTAL:	472.00
TAMARA GLENZ	DAMAGE DEPOSIT REFUND	GENERAL FUND	General Fund	<u>250.00</u>
			TOTAL:	250.00
GLOBAL RESERVE LLC	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	896.00
	THC PRODUCTS	LIQUOR	Northbound-Cost of Sal	712.00
	THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	896.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	THC PRODUCTS	LIQUOR	Westbound-Cost of Sale	<u>445.00</u>
			TOTAL:	2,949.00
GOODIN COMPANY	SUPPLIES	GENERAL FUND	Parks Dept	<u>700.93</u>
			TOTAL:	700.93
GRAINGER	SUPPLIES	GENERAL FUND	Building Maintenance	48.27
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	<u>296.29</u>
			TOTAL:	344.56
GRANITE CITY JOBBING CO	POP/MISC CREDIT	LIQUOR	Northbound-Cost of Sal	44.12-
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Cost of Sal	710.18
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Cost of Sal	60.00
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Cost of Sal	5.00
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Cost of Sal	965.98
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Cost of Sal	108.00
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Cost of Sal	5.00
	THC PRODUCTS CREDIT	LIQUOR	Northbound-Cost of Sal	60.00-
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Northbound-Cost of Sal	1,184.43
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Northbound-Cost of Sal	72.00
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Northbound-Cost of Sal	5.00
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Operations	48.31
	POP/MISC/THC/SUPLS/FREIGHT	LIQUOR	Northbound-Operations	70.74
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Northbound-Operations	175.07
	POP/MISC/THC/FREIGHT	LIQUOR	Westbound-Cost of Sale	451.74
	POP/MISC/THC/FREIGHT	LIQUOR	Westbound-Cost of Sale	96.00
	POP/MISC/THC/FREIGHT	LIQUOR	Westbound-Cost of Sale	5.00
	POP/MISC/THC/SUPPLIES	LIQUOR	Westbound-Cost of Sale	947.54
	POP/MISC/THC/SUPPLIES	LIQUOR	Westbound-Cost of Sale	144.00
	THC PRODUCTS CREDIT	LIQUOR	Westbound-Cost of Sale	96.00-
	THC PRODUCTS CREDIT	LIQUOR	Westbound-Cost of Sale	60.00-
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Westbound-Cost of Sale	721.80
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Westbound-Cost of Sale	70.00
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Westbound-Cost of Sale	5.00
	POP/MISC/THC/SUPPLIES	LIQUOR	Westbound-Operations	23.36
	POP/MISC/THC/SUPPLIES/FREI	LIQUOR	Westbound-Operations	<u>176.31</u>
			TOTAL:	5,790.34
GRIMCO, INC	SIGN SUPPLIES	GENERAL FUND	Communications	<u>101.28</u>
			TOTAL:	101.28
ALLTREES, LLC	PROF SVC, CAMERA & 5 YR LI	GENERAL FUND	Information Technology	<u>4,655.20</u>
			TOTAL:	4,655.20
H R A	TIF 22 - ADMIN	TIF #22 DOWNTOWN R	NON-DEPARTMENTAL	<u>4,568.81</u>
			TOTAL:	4,568.81
LORRAINE OWINGS	FACE PAINTING 7/27/24 BAL	GENERAL FUND	City Council	<u>300.00</u>
			TOTAL:	300.00
HAWKINS, INC.	SUPPLIES	WASTEWATER TREATME	WWTS Plant	<u>30.00</u>
			TOTAL:	30.00
HOME DEPOT CREDIT SERVICES	SUPPLIES	GENERAL FUND	Parks Dept	199.00
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	<u>163.88</u>
			TOTAL:	362.88

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
HUBBARD ELECTRIC	ELECTRICAL SVCS CREDIT	GENERAL FUND	Parks Dept	218.75-
	ELECTRICAL SVC-CROSSWALK L	GENERAL FUND	Parks Dept	812.50
	ELECTRICAL SVCS-RIVERS EDG	GENERAL FUND	Recreation Programs	<u>1,536.64</u>
			TOTAL:	2,130.39
HUMERATECH	ALARM REPAIRS	GENERAL FUND	Building Maintenance	292.00
	SENSOR REPAIRS	LIBRARY	Library	292.00
	COMPRESSOR REPAIRS	MULTIPURPOSE FACIL	Multipurpose Facility	1,266.88
	ALARM REPAIRS	MULTIPURPOSE FACIL	Multipurpose Facility	367.00
	BURNER CONTROL/PREPURGE TI	MULTIPURPOSE FACIL	Multipurpose Facility	<u>2,774.92</u>
			TOTAL:	4,992.80
ISD 728-COMMUNITY EDUCATION	TRACK CAMP RENTAL	GENERAL FUND	Recreation Programs	218.50
	ADVERTISING - FALL BROCHUR	MULTIPURPOSE FACIL	Multipurpose Facility	<u>735.00</u>
			TOTAL:	953.50
ISTATE TRUCK INC	PARTS	GENERAL FUND	Equipment Services	<u>78.08</u>
			TOTAL:	78.08
IT'S ALL ABOUT THE SHOWS, INC.	RIVERFRONT CONCERT-ARCH AL	GENERAL FUND	Recreation Programs	<u>6,000.00</u>
			TOTAL:	6,000.00
JOHNSON BROS LIQUOR	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	14.17-
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	6,647.20
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	74.83
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	4,150.79
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	72.26
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	2,264.00
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	55.04
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	119.95
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	5.16
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	2,452.62
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	57.93
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	408.34
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	10.90
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,936.00
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	29.24
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	2,543.00
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	63.95
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,985.20
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	49.88
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	80.00
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	3.44
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	2,109.88
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	24.08
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	12.75-
	WINE CREDIT	LIQUOR	Northbound-Cost of Sal	11.15-
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	234.00
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	3.44
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	316.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	10.32
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	40.00
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	1.72
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	1,473.42
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	36.98
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	40.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	1.72
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	1,764.50
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	49.90
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	1,916.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	39.99
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	167.00
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	3.44
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	1,170.00
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	20.64
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	380.61
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	5.16
	FREIGHT	LIQUOR	Westbound-Cost of Sale	1.72
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	468.66
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	10.75
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	450.50
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	17.20
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	3,042.68
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	32.69
	LIQUOR CREDIT	LIQUOR	Westbound-Cost of Sale	4.30-
	LIQUOR CREDIT	LIQUOR	Westbound-Cost of Sale	56.68-
	LIQUOR CREDIT	LIQUOR	Westbound-Cost of Sale	9.40-
	WINE CREDIT	LIQUOR	Westbound-Cost of Sale	4.50-
	LIQUOR/FREIGHT CREDIT	LIQUOR	Westbound-Cost of Sale	450.00-
	LIQUOR/FREIGHT CREDIT	LIQUOR	Westbound-Cost of Sale	<u>5.16-</u>
			TOTAL:	36,274.62
LYNDON D JOHNSON	THE AGATE MAN-ROCK PROG	LIBRARY	Library	<u>375.00</u>
			TOTAL:	375.00
JUNKYARD BREWING COMPANY LLC	BEER	LIQUOR	Westbound-Cost of Sale	<u>226.00</u>
			TOTAL:	226.00
KIRVIDA FIRE INC	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	550.23
	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	563.43
	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	550.23
	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	563.43
	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	563.43
	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	523.83
	ANNUAL PUMP TEST & MAINT	GENERAL FUND	Fire Operations	<u>523.83</u>
			TOTAL:	3,838.41
RACHAEL KROOG	ENTERTAINMENT IN PARK - 8/	GENERAL FUND	Recreation Programs	<u>500.00</u>
			TOTAL:	500.00
LAKE STATE RECYCLING INC	CARDBOARD RECYCLING	LIQUOR	Westbound-Operations	<u>150.00</u>
			TOTAL:	150.00
LANGUAGE LINE SERVICES	INTERPRETATION SVCS	GENERAL FUND	Police Administration	<u>15.40</u>
			TOTAL:	15.40
LAW ENFORCEMENT TARGETS INC	SUPPLIES	GENERAL FUND	Patrol	<u>671.11</u>
			TOTAL:	671.11
LEAGUE OF MN CITIES INS TRUST	INSURANCE ALLOCATION	MULTIPURPOSE FACIL	Arena concessions	4,795.00
	CLAIM #LMC GL 370297	INSURANCE RESERVE	General	<u>1,346.00</u>
			TOTAL:	6,141.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
STEVEN M WICKELGREN	RETAINER FEE	GENERAL FUND	Police Administration	<u>180.00</u>
			TOTAL:	180.00
M C F O A	CERTIFICATION-JOLENE RICHT	GENERAL FUND	Administrative Service	<u>50.00</u>
			TOTAL:	50.00
M M B A	2024-2025 MMBA ANNUAL DUES	LIQUOR	Northbound-Operations	2,850.00
	2024-2025 MMBA ANNUAL DUES	LIQUOR	Westbound-Operations	<u>2,850.00</u>
			TOTAL:	5,700.00
M R P A	MRPA CONF - W ELLINGWORTH	GENERAL FUND	Parks & Rec Admin	420.00
	MRPA CONF - JEFF SHELBY	GENERAL FUND	Parks & Rec Admin	<u>420.00</u>
			TOTAL:	840.00
MARCO HOLDINGS LLC	MICROSOFT SUBSCRIPTION	GENERAL FUND	Information Technology	4,556.50
	CISCO SMARTNET SERVICE	GENERAL FUND	Information Technology	<u>10,754.95</u>
			TOTAL:	15,311.45
MARTIES INC	SUPPLIES	GENERAL FUND	Street Maintenance	93.40
	SUPPLIES	GENERAL FUND	Parks Dept	196.74
	SUPPLIES	GENERAL FUND	Parks Dept	93.40
	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	<u>92.97</u>
			TOTAL:	476.51
MARTIN MARIETTA MATERIALS	SUPPLIES	GENERAL FUND	Street Maintenance	<u>300.00</u>
			TOTAL:	300.00
MENARDS - ELK RIVER	SUPPLIES/PARTS	GENERAL FUND	Building Maintenance	280.21
	SUPPLIES/PARTS	GENERAL FUND	Fire Administration	22.44
	SUPPLIES/PARTS	GENERAL FUND	Fire Operations	260.27
	SUPPLIES/PARTS	GENERAL FUND	Street Maintenance	392.22
	SUPPLIES/PARTS	GENERAL FUND	Parks Dept	266.61
	SUPPLIES/PARTS	GENERAL FUND	Parks Dept	77.92
	SUPPLIES/PARTS	GENERAL FUND	Parks & Rec Admin	14.00
	SUPPLIES/PARTS	GENERAL FUND	Recreation Programs	9.98
	SUPPLIES/PARTS	MULTIPURPOSE FACIL	Multipurpose Facility	1,162.43
	SUPPLIES/PARTS	WASTEWATER TREATME	WWTS Plant	373.77
	SUPPLIES/PARTS	LIQUOR	Northbound-Operations	<u>56.93</u>
			TOTAL:	2,916.78
MERRICK INC	PLASTIC PICKUP	LANDFILL	General	<u>204.00</u>
			TOTAL:	204.00
MIDWAY FORD	PARTS	GENERAL FUND	Patrol	<u>119.55</u>
			TOTAL:	119.55
SECURITY & FIRE PARTNERS INC	HEAT DETECTOR REPAIRS	WASTEWATER TREATME	WWTS Plant	<u>777.58</u>
			TOTAL:	777.58
MINNESOTA UI	2ND QTR UNEMPLOYMENT	GENERAL FUND	Building Maintenance	395.00
	2ND QTR UNEMPLOYMENT	GENERAL FUND	Fire Administration	183.18
	2ND QTR UNEMPLOYMENT	MULTIPURPOSE FACIL	Multipurpose Facility	1,672.00
	2ND QTR UNEMPLOYMENT	WASTEWATER TREATME	WWTS Administration	4,752.00
	2ND QTR UNEMPLOYMENT	LIQUOR	Westbound-Operations	<u>40.72</u>
			TOTAL:	7,042.90

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MINNESOTA AMATEUR SOFTBALL	TOURNEY SANCTION FEE-ER FE	GENERAL FUND	City Council	<u>80.00</u>
			TOTAL:	80.00
MN COUNTY ATTORNEYS ASSOC	FORMS	GENERAL FUND	Police Administration	<u>55.00</u>
			TOTAL:	55.00
MN DEPT OF PUBLIC SAFETY	TAGS - DANGEROUS DOG	GENERAL FUND	Administrative Service	9.00
	SIGNS - DANGEROUS DOG	GENERAL FUND	Administrative Service	22.16
	LIQUOR LICENSE-FT CENTER	MULTIPURPOSE FACIL	Arena concessions	<u>20.00</u>
			TOTAL:	51.16
MN DEPT OF REVENUE	JUN PETROLEUM TAX	GENERAL FUND	Street Maintenance	257.27
	JUN PETROLEUM TAX	WASTEWATER TREATME	Lift Stations	<u>38.56</u>
			TOTAL:	295.83
MN DEPT. OF REVENUE	JUN SALES & USE TAX	GENERAL FUND	NON-DEPARTMENTAL	481.77
	JUN SALES & USE TAX	GENERAL FUND	General Fund	8.97
	JUN SALES & USE TAX	MULTIPURPOSE FACIL	NON-DEPARTMENTAL	1,016.24
	JUN SALES & USE TAX	LIQUOR	NON-DEPARTMENTAL	49,372.43
	JUN SALES & USE TAX	LIQUOR	NON-DEPARTMENTAL	29,182.56
	JUN SALES & USE TAX	LIQUOR	Northbound-Operations	13.80
	JUN SALES & USE TAX	LIQUOR	Northbound-Operations	13.62
	JUN SALES & USE TAX	LIQUOR	Westbound-Operations	4.10
	JUN SALES & USE TAX	LIQUOR	Westbound-Operations	<u>12.51</u>
			TOTAL:	80,106.00
MORRELL TRUCKING	TAX REBATE-MORRELL TRUCKIN	DEVELOPMENT FUND	Economic Development	<u>4,297.03</u>
			TOTAL:	4,297.03
MOYER PROPERTIES	TIF 26 - SHOOT STEEL PYMT	TIF #26 SHOOT STEE	TIF 26 SHOOT STEEL	3,729.92
	TIF 26 - SHOOT STEEL PYMT	TIF #26 SHOOT STEE	TIF 26 SHOOT STEEL	<u>8,723.23</u>
			TOTAL:	12,453.15
MN VALLEY TESTING LAB INC	WATER TESTING	WASTEWATER TREATME	WWTS Plant	457.00
	WATER TESTING	WASTEWATER TREATME	WWTS Plant	<u>457.00</u>
			TOTAL:	914.00
GARNET NOVOTNY	REFUND ESCROW CR 22-06	DEVELOPER ESCROW	NON-DEPARTMENTAL	<u>318.75</u>
			TOTAL:	318.75
JAMES OELKE	PETTING ZOO - ELK RIVERFES	GENERAL FUND	City Council	<u>600.00</u>
			TOTAL:	600.00
OFFICE OF MNIT SERVICES	INTERNET (WAN) SVCS	GENERAL FUND	Information Technology	<u>191.00</u>
			TOTAL:	191.00
OMANN BROS INC	AC FINES MIX	GENERAL FUND	Street Maintenance	406.80
	AC FINES MIX	GENERAL FUND	Street Maintenance	135.00
	AC FINES MIX	GENERAL FUND	Street Maintenance	91.80
	AC FINES MIX	GENERAL FUND	Street Maintenance	540.00
	AC FINES MIX	GENERAL FUND	Street Maintenance	540.00
	AC FINES MIX	GENERAL FUND	Street Maintenance	993.60
	AC FINES MIX	GENERAL FUND	Street Maintenance	540.90
	AC FINES MIX	GENERAL FUND	Street Maintenance	225.90
	AC FINES MIX	GENERAL FUND	Street Maintenance	<u>720.90</u>
			TOTAL:	4,194.90

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
OXOGEN SERVICE CO, INC	PROPANE	GENERAL FUND	Equipment Services	<u>128.05</u>
			TOTAL:	128.05
PAUSTIS WINE COMPANY	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	347.00
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	10.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	490.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>10.50</u>
			TOTAL:	857.50
PEOPLES SAVINGS BANK	TIF 22 - NOTE PAYMENT	TIF #22 DOWNTOWN R General		<u>86,248.85</u>
			TOTAL:	86,248.85
BRIAN PETERSON	FARMERS MKT ENT 08/08/24	GENERAL FUND	Farmers Market	<u>150.00</u>
			TOTAL:	150.00
PHILLIPS WINE & SPIRITS CO	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	6.79-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	26.13-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	21.33-
	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	5.48-
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	3,229.01
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	46.44
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	328.40
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	6.88
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,237.22
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	44.72
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	426.65
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	18.92
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,677.05
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	22.36
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,293.45
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	37.84
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	116.05
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	3.44
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	2,621.36
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	43.86
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	783.25
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	30.96
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	243.20
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	5.16
	LIQUOR CREDIT	LIQUOR	Westbound-Cost of Sale	14.81-
	POP/MISC CREDIT	LIQUOR	Westbound-Cost of Sale	13.36-
	POP/MISC CREDIT	LIQUOR	Westbound-Cost of Sale	48.00-
	WINE/FREIGHT CREDIT	LIQUOR	Westbound-Cost of Sale	176.00-
	WINE/FREIGHT CREDIT	LIQUOR	Westbound-Cost of Sale	3.44-
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	309.80
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	13.76
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	2,914.34
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	58.49
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	64.00
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	5.16
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	305.75
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	6.89
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	198.40
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	6.88
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	485.74
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	10.32

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	440.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	17.20
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	88.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	1.72
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	290.05
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	13.76
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	969.50
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	10.32
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	256.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>3.44</u>
			TOTAL:	18,370.40
ELK RIVER PIZZA MAN	SAFETY CAMP SUPPLIES	GENERAL FUND	Recreation Programs	<u>465.50</u>
			TOTAL:	465.50
PLUNKETT'S PEST CONTROL	PEST CONTROL	LIQUOR	Northbound-Operations	108.04
	PEST CONTROL	LIQUOR	Westbound-Operations	<u>108.04</u>
			TOTAL:	216.08
CAL PORTNER	REIMB CELL PHONE APR/JUN	GENERAL FUND	Administrative Service	<u>90.00</u>
			TOTAL:	90.00
PRINCETON RENTAL INC	PROPANE TANK	GENERAL FUND	Street Maintenance	25.15
	SUPPLIES	GENERAL FUND	Parks Dept	<u>1,303.16</u>
			TOTAL:	1,328.31
PVS TECHNOLOGIES INC	FERRIC CHLORIDE SOLUTION	WASTEWATER TREATME	WWTS Plant	<u>9,787.76</u>
			TOTAL:	9,787.76
QUALITY FLOW SYSTEMS INC	WEAR RING	WASTEWATER TREATME	WWTS Plant	1,115.81
	UPGRADES AT ROYAL OAKS LS	WASTEWATER TREATME	Lift Stations	4,360.00
	INSTALL FLOAT CNTRLR-DAM L	WASTEWATER TREATME	Lift Stations	<u>875.00</u>
			TOTAL:	6,350.81
R & R SPECIALTIES OF WISC. INC	SUPPLIES	MULTIPURPOSE FACIL	Multipurpose Facility	<u>1,768.00</u>
			TOTAL:	1,768.00
RALPHIE'S MINNOCO	FUEL 5/30/24 - FIRE	GENERAL FUND	Fire Operations	<u>7.73</u>
			TOTAL:	7.73
RAN PROPERTIES LLC	TAX REBATE - RAN PROP	DEVELOPMENT FUND	Economic Development	<u>15,537.87</u>
			TOTAL:	15,537.87
JULIE RISK	DAMAGE DEPOSIT REFUND-TR B	GENERAL FUND	General Fund	<u>100.00</u>
			TOTAL:	100.00
RUM RIVER TREE FARM\NURSERY	DOGWOOD & CHOKEBERRY TREES	GENERAL FUND	Parks Dept	<u>774.15</u>
			TOTAL:	774.15
S R F CONSULTING GROUP INC	PROF SVCS - SS4A GRANT	CAPITAL OUTLAY RES	Emergency Management	<u>4,197.80</u>
			TOTAL:	4,197.80
SBH PROPERTIES LLC	TAX REBATE - APEX	DEVELOPMENT FUND	Economic Development	<u>7,367.88</u>
			TOTAL:	7,367.88
SHAMROCK GROUP INC	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	11.16

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	4.00
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	490.72
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	4.00
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	96.75
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	4.00
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	106.02
	ICE/FREIGHT	LIQUOR	Northbound-Cost of Sal	4.00
	ICE/FREIGHT	LIQUOR	Westbound-Cost of Sale	268.04
	ICE/FREIGHT	LIQUOR	Westbound-Cost of Sale	4.00
	ICE/FREIGHT	LIQUOR	Westbound-Cost of Sale	334.94
	ICE/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>4.00</u>
			TOTAL:	1,331.63
SHERBURNE CO SHERIFF'S OFFICE	ENF GRANT T2D - APR/JUN	GENERAL FUND	Patrol	<u>5,326.62</u>
			TOTAL:	5,326.62
SHERWIN-WILLIAMS	SUPPLIES	GENERAL FUND	Street Maintenance	51.93
	SUPPLIES	LIBRARY	Library	<u>107.98</u>
			TOTAL:	159.91
SOUTHERN GLAZER'S WINE & SPIRITS-MN	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	2,472.07
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	17.50
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,047.36
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	23.44
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	3,742.36
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	32.92
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	74.00
	POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	2.50
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	1,409.19
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	28.75
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	3,057.39
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	32.24
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	854.40
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	13.75
	FREIGHT	LIQUOR	Northbound-Cost of Sal	6.25
	WINE CREDIT	LIQUOR	Northbound-Cost of Sal	25.22-
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	2,544.94
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	28.16
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	37.00
	POP/MISC/FREIGHT	LIQUOR	Westbound-Cost of Sale	1.28
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	975.02
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	21.65
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	1,801.85
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	17.92
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	824.99
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	18.24
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	3,019.60
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	35.84
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	648.96
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	12.80
	WINE CREDIT	LIQUOR	Westbound-Cost of Sale	<u>96.00-</u>
			TOTAL:	22,681.15
SPEEDCUTTERS OUTDOOR MAINT LLC	MOWING & FERTILIZER SVCS-J	GENERAL FUND	Building Maintenance	597.06
	MOWING & FERTILIZER SVCS	GENERAL FUND	Building Maintenance	261.48
	MOWING & FERTILIZER SVCS	GENERAL FUND	Building Maintenance	606.56

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	MOWING & FERTILIZER SVCS-J GENERAL FUND		Public safety building	768.00
	MOWING & FERTILIZER SVCS GENERAL FUND		Public safety building	777.50
	MOWING & FERTILIZER SVCS-J GENERAL FUND		Fire Administration	251.98
	MOWING & FERTILIZER SVCS-J GENERAL FUND		Fire Administration	766.48
	MOWING & FERTILIZER SVCS GENERAL FUND		Fire Administration	970.97
	MOWING & FERTILIZER SVCS-J GENERAL FUND		Parks Dept	1,872.88
	MOWING & FERTILIZER SVCS GENERAL FUND		Parks Dept	1,825.40
	MOWING & FERTILIZER SVCS-J LIBRARY		Library	661.69
	MOWING & FERTILIZER SVCS LIBRARY		Library	671.18
	MOWING & FERTILIZER SVCS-J LIQUOR		Northbound-Operations	573.36
	MOWING & FERTILIZER SVCS-J LIQUOR		Northbound-Operations	573.36
	MOWING & FERTILIZER SVCS-J LIQUOR		Westbound-Operations	562.45
	MOWING & FERTILIZER SVCS-J LIQUOR		Westbound-Operations	<u>562.45</u>
			TOTAL:	12,302.80
SPIKE'S	SUPPLIES	GENERAL FUND	Parks Dept	<u>457.84</u>
			TOTAL:	457.84
SPORTTECH, INC	TAX REBATE - ENVISION	DEVELOPMENT FUND	Economic Development	<u>15,992.64</u>
			TOTAL:	15,992.64
STAPLES BUSINESS ADVANTAGE	SUPPLIES	GENERAL FUND	Communications	21.48
	SUPPLIES	GENERAL FUND	Administrative Service	63.44
	SUPPLIES	GENERAL FUND	Human Resources	31.72
	SUPPLIES	GENERAL FUND	Finance	62.62
	SUPPLIES	GENERAL FUND	Community Development	9.52
	SUPPLIES	GENERAL FUND	Planning	47.58
	SUPPLIES	GENERAL FUND	Building Safety	47.58
	SUPPLIES	GENERAL FUND	Environmental	6.34
	SUPPLIES	GENERAL FUND	Engineering	15.86
	SUPPLIES	GENERAL FUND	Parks & Rec Admin	31.72
	SUPPLIES	GENERAL FUND	Economic Development	<u>15.88</u>
			TOTAL:	353.74
STEP SAVER INC	BULK SALT	GENERAL FUND	Public safety building	<u>186.00</u>
			TOTAL:	186.00
STREICHER'S	UNIFORMS-MCKERNAN	GENERAL FUND	Police Administration	55.99
	UNIFORMS-BIRDSALL	GENERAL FUND	Investigations	<u>72.98</u>
			TOTAL:	128.97
SUMMER LAKES BEVERAGE LLC	POP/MISC	LIQUOR	Northbound-Cost of Sal	<u>577.50</u>
			TOTAL:	577.50
SUNBELT RENTALS INC	CONCRETE PLANER RENTAL	GENERAL FUND	Street Maintenance	<u>319.10</u>
			TOTAL:	319.10
SYSTEM CENTER DUDES	INTUNE ASSESSMENT	GENERAL FUND	Information Technology	<u>1,999.00</u>
			TOTAL:	1,999.00
T-MOBILE	WIRELESS SVCS	GENERAL FUND	City Council	67.24
	WIRELESS SVCS	GENERAL FUND	Communications	34.51
	WIRELESS SVCS	GENERAL FUND	Building Maintenance	108.46
	WIRELESS SVCS	GENERAL FUND	Police Administration	114.80
	WIRELESS SVCS	GENERAL FUND	Building Safety	57.81
	WIRELESS SVCS	GENERAL FUND	Code Enforcement	24.65

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	WIRELESS SVCS	GENERAL FUND	Code Enforcement	19.27
	WIRELESS SVCS	GENERAL FUND	Street Maintenance	73.95
	WIRELESS SVCS	GENERAL FUND	Equipment Services	24.65
	WIRELESS SVCS	GENERAL FUND	Engineering	19.27
	WIRELESS SVCS	GENERAL FUND	Parks Dept	59.16
	WIRELESS SVCS	GENERAL FUND	Parks & Rec Admin	49.30
	WIRELESS SVCS	GENERAL FUND	Parks & Rec Admin	28.70
	WIRELESS SVCS	GENERAL FUND	Parks & Rec Admin	76.67
	WIRELESS SVCS	GENERAL FUND	Sr Citizen Programs	24.65
	WIRELESS SVCS	MULTIPURPOSE FACIL	Multipurpose Facility	49.30
	WIRELESS SVCS	WASTEWATER TREATME	WWTS Administration	73.95
	WIRELESS SVCS	WASTEWATER TREATME	WWTS Administration	28.70
	WIRELESS SVCS	LIQUOR	Westbound-Operations	<u>25.83</u>
			TOTAL:	960.87
TACTICAL ADVANTAGE, LLC	SUPPLIES	GENERAL FUND	Patrol	<u>505.50</u>
			TOTAL:	505.50
TEAM LABORATORY CHEMICAL LLC	SUPPLIES	WASTEWATER TREATME	Lift Stations	<u>1,413.00</u>
			TOTAL:	1,413.00
BRANDON STRAW	PROTECTIVE CASES	GENERAL FUND	Patrol	<u>441.45</u>
			TOTAL:	441.45
VERONICA TOKPAH	PAVILION REFUND - LIONS PA	GENERAL FUND	General Fund	<u>407.21</u>
			TOTAL:	407.21
TRUCK GEAR USA	PARTS - AIRLIFT LIFT #123	GENERAL FUND	Street Maintenance	<u>480.00</u>
			TOTAL:	480.00
TWENTY4SEVEN FIRE & SEC CORP	SMOKE DETECTOR REPAIRS	GENERAL FUND	Public safety building	<u>430.00</u>
			TOTAL:	430.00
U S BANK - WIRE TRANSFERS	GEN OBLIGATION BONDS AUG 2 2020A GO CIP BONDS	General		102,361.25
	GEN OBLIGATION BONDS AUG 2 2021A GO CIP BONDS	General		56,677.50
	GEN OBLIGATION BONDS AUG 2 2020B (2010/2012)	General		46,472.50
	GEN OBLIGATION BONDS AUG 2 WASTEWATER TREATME	WWTS Administration		<u>39,817.50</u>
			TOTAL:	245,328.75
UNITED LABORATORIES	SUPPLIES	WASTEWATER TREATME	WWTS Plant	609.57
	SUPPLIES	WASTEWATER TREATME	WWTS Plant	<u>366.12</u>
			TOTAL:	975.69
US AUTOFORCE	PARTS	GENERAL FUND	Parks Dept	<u>254.76</u>
			TOTAL:	254.76
VESSCO, INC.	SUPPLIES	WASTEWATER TREATME	WWTS Plant	<u>327.42</u>
			TOTAL:	327.42
VIKING COCA-COLA CO	POP/MISC	LIQUOR	Northbound-Cost of Sal	917.05
	POP/MISC	LIQUOR	Northbound-Cost of Sal	775.15
	POP/MISC	LIQUOR	Westbound-Cost of Sale	<u>834.40</u>
			TOTAL:	2,526.60
VINOCOPIA	LIQUOR CREDIT	LIQUOR	Northbound-Cost of Sal	82.67-
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	165.33

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	2.50
	WINE/POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	144.00
	WINE/POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	456.00
	WINE/POP/MISC/FREIGHT	LIQUOR	Northbound-Cost of Sal	24.00
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	266.25
	LIQUOR/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>2.50</u>
			TOTAL:	977.91
WASTE MANAGEMENT	JUN GARGAGE TIPPING FEES	GARBAGE	Garbage	13,168.02
	JUL GARBAGE TIPPING FEES	GARBAGE	Garbage	<u>22,329.50</u>
			TOTAL:	35,497.52
WATER LABORATORIES	WATER TESTING - JUNE	LANDFILL	General	<u>767.20</u>
			TOTAL:	767.20
WESTPHAL CONSTRUCTION CO INC	REFUND ESCROW P23-13	DEVELOPER ESCROW	NON-DEPARTMENTAL	<u>21,042.41</u>
			TOTAL:	21,042.41
WHITE CAP, LP	PARTS	GENERAL FUND	Street Maintenance	<u>856.99</u>
			TOTAL:	856.99
THE WINE COMPANY	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	804.00
	WINE/FREIGHT	LIQUOR	Northbound-Cost of Sal	<u>18.70</u>
			TOTAL:	822.70
WINE MERCHANTS	BEER/FREIGHT	LIQUOR	Northbound-Cost of Sal	432.00
	BEER/FREIGHT	LIQUOR	Northbound-Cost of Sal	5.16
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	722.90
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	6.88
	FREIGHT	LIQUOR	Westbound-Cost of Sale	0.43
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	400.00
	WINE/FREIGHT	LIQUOR	Westbound-Cost of Sale	<u>8.60</u>
			TOTAL:	1,575.97
LAUREN WIPPER	REIMB CELL PHONE APR/JUN	GENERAL FUND	Human Resources	<u>90.00</u>
			TOTAL:	90.00
JOHN SAWATZKE	SOUND & LIGHTING 7/27/24	GENERAL FUND	City Council	<u>1,825.00</u>
			TOTAL:	1,825.00
WRS CO LLC	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	216.00
	LIQUOR/FREIGHT	LIQUOR	Northbound-Cost of Sal	<u>2.50</u>
			TOTAL:	218.50
WRUCK SEWER & PORTABLE RENTAL	PORTABLE RENTALS-ELK RIVER	GENERAL FUND	City Council	1,470.00
	PORTABLE RENTALS-JUN	GENERAL FUND	Parks Dept	<u>2,580.92</u>
			TOTAL:	4,050.92
ANDREW ZABEE	REIMB PHONE CASE	GENERAL FUND	Patrol	59.99
	REIMB PHONE CASE	GENERAL FUND	Patrol	<u>93.32</u>
			TOTAL:	153.31
ZIEGLER INC	SUPPLIES	GENERAL FUND	Street Maintenance	<u>2,573.29</u>
			TOTAL:	2,573.29

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
-----------------	-------------	------	------------	--------

===== FUND TOTALS =====

101	GENERAL FUND	175,450.38		
211	LIBRARY	5,431.83		
219	FEDERAL COVID FUND	31,690.32		
221	MULTIPURPOSE FACILITY	46,016.71		
225	PARK DEDICATION FUND	12,057.50		
228	LANDFILL	1,174.22		
245	DEVELOPMENT FUND	43,195.42		
290	CAPITAL OUTLAY RESERVE	4,197.80		
291	INSURANCE RESERVE	1,346.00		
301	2020A GO CIP BONDS	102,361.25		
302	2021A GO CIP BONDS	56,677.50		
333	2020B (2010/2012) REF BND	46,472.50		
401	PAVEMENT MANAGEMENT	2,588.50		
403	STREET IMPROVEMENT	15,822.50		
406	TRUNK UTILITIES	11,985.75		
462	TIF #22 DOWNTOWN REDEVL	91,376.31		
463	TIF #23 PREF POWDER	3,176.25		
465	TIF 25 JACKSON HILLS	34,449.37		
466	TIF #26 SHOOT STEEL	12,453.15		
602	WASTEWATER TREATMENT SYS	94,923.63		
603	LIQUOR	397,807.51		
605	GARBAGE	37,818.18		
607	STORM WATER	860.25		
821	DEVELOPER ESCROW	22,639.16		

GRAND TOTAL: 1,251,971.99

TOTAL PAGES: 20

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF ELK RIVER
VENDOR: All
CLASSIFICATION: All
BANK CODE: Include: AP
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 7/17/2024 THRU 8/06/2024
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Vendor Sort
DESCRIPTION: Item
GL ACCTS: NO
REPORT TITLE: ELK RIVER CITY COUNCIL REPORT
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO



Request for Action

To
City Council

Item Number
4.4

Meeting Date
August 5, 2024

Prepared By
Cal Portner, City Administrator

Item Description
Use Agreement 24-22: ETC with ISD #728

Reviewed by
Cal Portner
Joe Stremcha
Mark Dickinson
Darren McKernan
Tina Allard

Action Requested

Approve, by motion, Agreement 24-22 with ISD #728 for the city to use the district's ETC facility for public safety training.

Background/Discussion

ISD #728 has moved its educational training from the ETC Facility to other school buildings throughout the district. They intend to eventually demolish the building and repurpose the property.

The Parks and Recreation Commission has directed an Oak Knoll Master Plan to include the potential use of this property and the Ivan Sand School adjacent, which was tentatively scheduled for closure in 2026.

Before demolition, the fire and police departments would like to use the building for training purposes. The training will not be destructive so there is no need for an asbestos inspection at this time.

Financial Impact
N/A

Mission/Policy/Goal
Meet changing needs - Agile

Attachments
I. Agreement

The Elk River Vision

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

Facility Use Agreement

This Facility Use Agreement ("Agreement") is made and entered into by and between Independent School District 728, hereinafter referred to as "ISD 728", and The City of Elk River, hereinafter referred to as "the City", collectively referred to as the "Parties".

Purpose of Agreement

ISD 728 agrees to permit the City to use the Educational Technology Center (ETC) Building owned by ISD 728, and the City agrees to use said facilities, subject to the terms and conditions of this Agreement.

Facilities

The facilities subject to this Agreement are located at 1230 School Street NW Elk River, MN 55330, and are further described in Exhibit A attached hereto and incorporated herein by reference.

Permitted Use

The City desires to use the ETC Building for Fire and Law Enforcement training space. The parties agree that any use outside of this purpose would require the prior approval from ISD 728.

Term

This Agreement shall commence on September 1, 2024 and shall continue until August 31, 2025, unless earlier terminated by either Party in accordance with the terms herein.

Costs

Utilities: At its earliest convenience but no sooner than August 31, 2024, ISD 728 will disconnect all utilities for the building.

Keys: The City will be responsible for rekeying the facility and will provide a copy of the key to ISD 728 on or about September 30, 2024.

Insurance: The City shall maintain property & liability insurance coverage to cover bodily injury and property damage.

Indemnification

The City agrees to indemnify, defend, and hold harmless ISD 728, its officers, agents, and employees from and against any and all claims, liabilities, damages, losses, costs, and expenses, including reasonable attorneys' fees, arising out of or related to the City's use of the facilities.

Compliance with Laws

The City and ISD 728 agree to comply with all applicable laws, rules, regulations, and ordinances in connection with its use of the facilities. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota, without regard to its conflicts of law principles.

Termination

Either Party may terminate this Agreement upon written notice to the other Party at any time.

Entire Agreement

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to such subject matter.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first above written.

Signatures

The City of Elk River

By:

Name: _____

Title: _____

Date: _____

Independent School District 728

By:

Name: _____

Title: _____

Date: _____

By:

Name: _____

Title: _____

Date: _____

Exhibit A: Description of Facilities

The Educational Technology Center (ETC) building is located at 1230 School Street NW Elk River, MN 55330.





Request for Action

To
City Council

Item Number
4.5

Meeting Date
August 5, 2024

Prepared By
Lori Stich, Finance Manager

Item Description
Resolution 24-42 Authorizing Transfer from the
Liquor Fund to the Park Improvement Fund

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 24-42 authorizing transfer from the Municipal Liquor Fund to the Park Improvement Fund.

Background/Discussion

The Park Improvement Funding Policy allows for the transfer from the Municipal Liquor Fund of up to 45% of operating income less budgeted transfer or \$250,000, whichever is greater.

The goal is to provide long-term funding source stability and allow for the planning of replacement and maintenance of city park assets.

Based on the funding policy, the amount of the transfer from the Municipal Liquor Fund to the Park Improvement Fund will be \$250,000.

Financial Impact

The 2024 transfer amount of \$250,000 is budgeted for in the Municipal Liquor Fund.

Mission/Policy/Goal

To responsibly grow and develop a sustainable and prosperous community.

Attachments

- I. Resolution - PIF transfer 2024

The Elk River Vision

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





**City of Elk River
City Council**

Resolution 24-42

**A Resolution of the City Council of the City of Elk River Authorizing a
Transfer from the Liquor Fund to the Park Improvement Fund**

WHEREAS, The City Council approved the establishing of the Park Improvement Funding Policy on June 2, 2008 and revised the policy on June 21, 2021.

WHEREAS, The City Council has reviewed the request and determined it to be a sound financial practice.

WHEREAS, It has been determined that \$250,000 should be transferred out of the Liquor fund to provide funding for the Park Improvement fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows: The transfer of \$250,000 from the Liquor fund to the Park Improvement fund.

Passed and adopted this 5th day of August 2024.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk





Request for Action

To
City Council

Item Number
4.6

Meeting Date
August 5, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
On-Sale Intoxicating and Sunday Liquor Licenses:
City of Elk River - Furniture and Things Community
Event Center

Reviewed by
Cal Portner
Tina Allard

Action Requested

Approve, by motion, On-Sale Intoxicating and Sunday Liquor Licenses to the City of Elk River - Furniture and Things Community Event Center, valid through June 30, 2025.

Background/Discussion

The Furniture and Things Community Event Center requests On-Sale Intoxicating and Sunday Liquor Licenses located at 1000 School Street NW.

Financial Impact

The facility will provide catering for small groups with the expectation of increased facility use, revenue growth, and improved customer service.

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
4.7

Meeting Date
August 5, 2024

Prepared By
Lauren Whipper, Human Resources Manager

Item Description
Severance Pay Policy

Reviewed by
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the updated Severance Pay Policy retroactive to August 7, 2023.

Background/Discussion

On August 7, 2023, the City Council approved a number of policies from the city's Personnel Policy Manual. One of these was an update to our Severance Pay policy. We reduced the payout on the shorter years of service and increased the payout on the longer years of service with anything paying out over 50% of the maximum requiring PERA Retirement.

In reviewing this policy as resignations have occurred, it has become apparent that the PERA retirement language was added in error. This update removes the retirement requirement and requires only eligibility to retire under PERA.

Financial Impact

Financial impact for this change will be accounted for in the budget process.

Mission/Policy/Goal

The Elk River Mission.

Attachments

- I. Severance Pay Policy Update

The Elk River Vision

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



Severance Pay

An employee resigning employment may be eligible for a cash payment for a portion of unused sick leave. For the purpose of this section, sick leave is the combination of an employee's sick leave bank and Earned Sick and Safe Time (ESST) bank. Accrual for the year of payment shall be based on 3.6924 or 2.4616 hours per pay period, whichever is applicable to employee. To receive a severance payout, the following conditions shall be met:

- The employee must earn sick leave per the Sick Leave policy below; and
- The employee must leave in good standing, not terminated by the city; and
- S/he must provide proper notice of resignation as stated above with city administrator discretion; and
- S/he must execute a release of claims.

Payment shall be based on the consecutive years of leave-eligible service completed by the employee with the City of River and his/her accrued sick leave balance. Payment shall be at the rate of pay when the resignation is submitted.

For Employees hired before August 8, 2023, and completing two (2) years of consecutive service, the severance payment is calculated at fifty percent (50%) of the accumulated sick leave balance up to a maximum paid of four hundred eighty (480) hours.

Employees hired August 8, 2023, or later, and completing five (5) years of consecutive service, will receive a payout as outlined below:

- 5-9 consecutive years of service 40% of up to 960 hours
- 10 or more consecutive years of service 50% of up to 960 hours

An employee eligible for Severance Pay as noted above and eligible for PERA benefits will receive payout as outlined below.

- 15-19 consecutive years of service 60% of up to 960 hours
- 20-24 consecutive years of service 65% of up to 960 hours
- 25-29 consecutive years of service 70% of up to 960 hours
- 30-32 consecutive years of service 75% of up to 960 hours
- 33 or more consecutive years of service 80% of up to 960 hours

Accumulated leave in excess of nine hundred sixty (960) hours is not eligible for a severance payment. Sick leave shall continue to accumulate in excess of nine hundred sixty (960) hours to be used in accordance with the Family Medical Leave Act.

Due to unforeseen circumstances and in his/her sole discretion, the city administrator may grant exceptions to provide partial payout prior to five (5) years of service.



Request for Action

To
City Council

Item Number
4.8

Meeting Date
August 5, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Police Officer

Reviewed by
Darren McKernan
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the hiring of Elizabeth Norberg to the position of police officer effective September 4, 2024.

Background/Discussion

Chief Nierenhausen's retirement left us with a vacant licensed police position and we expect another retirement by the end of this year. We have been recruiting police officer candidates on an ongoing basis and interviewed Elizabeth Norberg in March before she was finished with her law enforcement schooling. We started her background then and completed the medical and psychological testing after she finished school. We would like to hire Elizabeth Norberg to fill our vacancy.

In addition to being a recent law enforcement graduate, Ms. Norberg worked in loss prevention at Fleet Farm. She has also worked seasonally as a laborer at a resort and in sales at Kohl's.

Ms. Norberg will start at pay step 2 of the LELS Local 231 contract. All pay and benefits will be consistent with city policy and union contract.

Financial Impact

This is a budgeted position.

Mission/Policy/Goal

The 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
4.9

Meeting Date
August 5, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Accountant

Reviewed by
Lori Stich
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the hiring of Jill Knutson to the position of accountant effective August 26, 2024.

Background/Discussion

We went to market to fill our recently vacated accountant position. We received 44 applications and interviewed five candidates. Following second interviews and background and reference checks, we recommend Jill Knutson for the position.

Ms. Knutson holds a Bachelor's degree in Accounting and has her CPA. She has worked as a government auditor for the past four years, working her way up to senior government audit associate for Abdo. She has been leading the team that handles the audit for Elk River Municipal Utilities.

Ms. Knutson will start earning a salary of \$85,000 on an annual basis. On August 26, 2025, she will be eligible for a pay increase, based on satisfactory performance, to step B of pay grade 7E. All other pay and benefits will be consistent with city policy.

Financial Impact

This is a budgeted position.

Mission/Policy/Goal

The 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
4.10

Meeting Date
August 5, 2024

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

Item Description
Agreement and Resolution 24-43 Appointing Bond
Trust Services Corporation as Fiscal Agent

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 24-__ appointing Bond Trust Services Corporation as fiscal agent in connection with certain outstanding obligations.

Approve, by motion, the agreement with Bond Trust Services Corporation as the authorized Paying Agent for certain outstanding obligations.

Background/Discussion

Ehlers was recently appointed as the city's Financial Advisor. It is recommended that the city utilize Bond Trust Services Corporation (BTSC) as the Paying Agent for city bonds. The City uses US Bank and the transition will reduce points of contact and reduce transaction fees. The effective date is August 15, 2024, to allow for sufficient time for US bank and BTSC to coordinate the transfer after the August 1, 2024, payments.

Financial Impact

Reduced transaction fees from \$500 (US Bank) to \$450 (BTSC).

Mission/Policy/Goal

Responsible for every dollar - good stewards.

Attachments

1. Resolution Appointing BTSC - City of Elk River (August 5, 2024)
2. BTSC Agreement - City of Elk River (August 5, 2024)

The Elk River Vision

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



CITY OF ELK RIVER, MINNESOTA

RESOLUTION NO. 24-43 APPOINTING BOND TRUST SERVICES CORPORATION AS FISCAL AGENT IN CONNECTION WITH CERTAIN OUTSTANDING OBLIGATIONS

WHEREAS, the City of ELK RIVER (the “CITY”) has outstanding certain debt obligations described below (collectively, the “Obligations”);

- I. \$32,715,000 General Obligation Sales Tax Revenue Bonds, Series 2019A
- II. \$9,435,000 General Obligation Capital Improvement Plan Bonds, Series 2020A
- III. \$5,340,000 General Obligation Capital Improvement Refunding Bonds, Series 2020B
- IV. \$7,200,000 Taxable General Obligation Sewer Revenue Refunding Bonds, Series 2020C
- V. \$4,805,000 General Obligation Capital Improvement Plan and Equipment Bonds, Series 2021A

WHEREAS, the Obligations were issued in book-entry-only form registered in the name of CEDE & CO. as nominee of The Depository Trust Company, New York, New York (“DTC”), and DTC acts as securities depository for the Obligations;

WHEREAS, the CITY Council deems it to be necessary, desirable and in the best interest of the CITY to appoint a new bank or trust company to serve as fiscal agent and to perform the duties of registrar, paying agent, transfer agent, authenticating agent and fiscal agent (the “Fiscal Agent”) for such Obligations; and

WHEREAS, U.S. Bank Trust Company, a national banking association, is currently acting as Fiscal Agent for the Obligations and deems it to be necessary, desirable and in the best interest of the CITY to appoint Bond Trust Services Corporation as successor Fiscal Agent for the Obligations.

NOW, THEREFORE, the CITY Council of the ELK RIVER, MN, does resolve that:

Section 1. Appointment of Fiscal Agent. The principal of and interest on the Obligations shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the CITY’s Fiscal Agent (“BTSC”), pursuant to the provisions of Section Sec. 475.553, Minnesota Statutes, to be effective immediately upon adoption and approval as of the date of this resolution and upon compliance with all requirements to appoint a successor Fiscal Agent under the documents relating to the Obligations.

Section 2. Fiscal Agency Agreement. The Fiscal Agency Agreement between the CITY and BTSC shall be substantially in the forms attached hereto as Exhibit A and is hereby approved, and the CITY shall pay such fees and expenses of BTSC set forth in the Fiscal Agency Agreement. The CITY “Mayor” is hereby authorized to execute the Fiscal Agency Agreement.

Section 3. Notice of Appointment of Fiscal Agent. The officers of the CITY are authorized and directed to work with the CITY's financial advisor and dissemination agent, Ehlers & Associates, Inc., to provide notice of the appointment of the BTSC to DTC and to issue a material event notice regarding the appointment of the BTSC in accordance with the terms of the CITY continuing disclosure obligations with respect to the Obligations under Rule 15c2-12 of the Securities and Exchange Commission.

Adopted and recorded this _____ Day of _____, 20____

[John Dietz, Mayor]

Attest:

[Tina Allard, City Clerk]

[SEAL]

AGREEMENT RELATING TO PAYING AGENCY, REGISTRAR, AND TRANSFER AGENCY

THIS AGREEMENT, entered into on August 15, 2024, by and between the City of Elk River, Minnesota (the “Issuer”) and **BOND TRUST SERVICES CORPORATION**, a wholly owned subsidiary of Ehlers & Associates, Inc. (the “Agent”), a corporation duly organized and existing as a limited purpose trust company under the laws of the State of Minnesota, Section 48A.03.

WHEREAS, the Issuer has by Resolution (the "Bond Resolution"), authorized the issuance of the following (the “Bonds”);

- \$32,715,000 General Obligation Sales Tax Revenue Bonds, Series 2019A
- \$9,435,000 General Obligation Capital Improvement Plan Bonds, Series 2020A
- \$5,340,000 General Obligation Capital Improvement Refunding Bonds, Series 2020B
- \$7,200,000 Taxable General Obligation Sewer Revenue Refunding Bonds, Series 2020C
- \$4,805,000 General Obligation Capital Improvement Plan and Equipment Bonds, Series 2021A

WHEREAS, the Issuer has designated the Agent as the paying agent, registrar and transfer agent for the Bonds;

WHEREAS, the Agent has agreed to serve in such capacities for and on behalf of the Issuer and has full power and authority to perform and serve in such capacities for the Bonds;

NOW THEREFORE, the Issuer and the Agent, each in consideration of the representations, covenants and agreements of the other as set forth herein, mutually represent, covenant and agree as follows:

Section 1. Agent’s Duties.

- 1.1 Registrar. The Agent shall keep at its principal corporate trust office in Roseville, Minnesota a Bond Register in which the Agent, in its capacity as registrar, shall provide for the registration of ownership of the bonds and the registration of transfers and exchanges of the Bonds entitled to be registered, transferred or exchanged pursuant to the terms of the Bonds Resolution and the Bonds.

- 1.2. Transfer of Bonds. Upon surrender to the Agent for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Agent duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, together with a guarantee of the signature satisfactory to the Agent, the Agent shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Agent may, however, close the books for registration of any transfer after the 15th day of the month preceding each interest payment date and until such interest payment date.
- 1.3. Exchange of Bonds. Whenever any Bonds are surrendered to the Agent for exchange, the Agent shall authenticate and deliver the Bonds which, under the Bond Resolution, the owner making the exchange is entitled to receive.
- 1.4. Cancellation. All Bonds or coupons surrendered upon any transfer or exchange and unissued inventory at maturity shall be marked paid and canceled by the Agent and destroyed pursuant to Minnesota statutes, Section 475.553, subd. 2, unless otherwise directed by the Issuer.
- 1.5. Improper or Unauthorized Transfer. When any Bond is presented to the Agent for transfer, the Agent may refuse to transfer the same until it is satisfied that the endorsement on such Bond or written instrument of transfer is valid and genuine and the requested transfer is legally authorized. The Agent shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.
- 1.6. Persons Deemed Owners. The Agent shall treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Bond and for all other purposes, and all such payments so made to any such registered owner or upon his order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.
- 1.7. Taxes, Fees and Charges. For every transfer or exchange of Bonds the Agent may impose upon the owner thereof a charge sufficient to pay or reimburse the Agent for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.
- 1.8. Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Agent shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Agent in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing by the owner with the Agent of evidence satisfactory to it that such Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Agent of an appropriate bond of indemnity in form, substance and amount as may be required by law and as is satisfactory to the Agent, in which bond the Issuer and the Agent shall be named as obligees. All Bonds so surrendered to the Agent shall be canceled by

it and evidence of such cancellation shall be given to the Issuer. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment, provided that the owner shall first provide the Agent with a bond of indemnity as set forth above.

1.9. Records, Statements, Payment of Interest and Principal. The Agent shall:

- (a) keep true and accurate accounts of the outstanding principal balance of the Bonds;
- (b) not less than thirty (30) days before the due date of any principal of or interest on the Bonds, send a statement to the Issuer of the amount which will be required to pay the principal of and interest on the Bonds on such date;
- (c) pay such of the interest on the Bonds as is due on each stated interest payment date, with the funds received from the Issuer, by check or draft mailed, no later than the interest payment date, to the registered owners of the Bonds as of the close of business on the 15th day (whether or not a business day) of the preceding month, at their addresses as they appear on the Bond Register;
- (d) pay such of the principal of the Bonds as is due on the stated payment dates, with the funds received from the Issuer, upon presentation of the Bonds for payment;
- (e) if Agent fails to make timely payment, the Agent will pay all charges from depositories for untimely payments;
- (f) forthwith upon presentation and payment of the Bonds cancel the same and retain and dispose of the same in the manner set forth in Section 1.4 hereof; and

The Agent shall not be required to pay interest on any funds of the Issuer for any period during which such funds are held by the Agent awaiting the interest payment date or the presentation of the Bonds for payment. Any funds remaining in the possession of the Agent for payment of the Bonds three (3) years after the date for the payment thereof has expired shall, subject to any applicable escheat law, be returned to the Issuer upon demand.

1.10. Reliance on Documents. The Agent may conclusively rely, as to the truth of the statements and correctness of the opinions expressed therein, on certificates, opinions or other documents furnished to the Agent by or on behalf of the Issuer. The Agent shall not be liable for any error or judgment made in good faith by or on behalf of Agent in the performance of the duties of Agent herein.

1.11. Delivery of Records to Issuer; Retention. The Agent may, from time to time at its discretion, deliver to the Issuer, for safekeeping or disposition by the Issuer in accordance with law, such records accumulated in the performance of its duties as it may deem expedient, and the Issuer assumes all responsibility for any failure thereafter to produce any paper, record or document so returned, if and when required.

Section 2. Issuer's Duties.

2.1 Provision of the Executed Bonds. The Issuer shall provide the Agent with such executed Bonds as are required to issue the Bonds in exchange for or upon transfer of outstanding Bonds.

2.2 Provision of Funds to pay Principal and Interest. The Issuer may pay the Agent for the interest and principal due by check, however, the check must be received by the Agent for deposit no later

than *five business days* before the debt service payment date in order for the bondholder payments to be released on the payment date. Check payments received from the Issuer after the deadline will result in bondholder payments being released after a *three business day* clearance. If the Issuer pays by wire, the wire should be sent to the Agent *one business day* prior to the debt service payment date.

OR The Issuer has agreed to participate in the **Minnesota City Credit Enhancement Program** for this issue, and has committed to comply with all requirements of this program. By state law, participation in the program requires that an amount sufficient for each payment be paid to the paying agent at least **three business days** prior to the payment date. In order to ensure clearance of the funds within the required time, check payments must be received by the Agent for deposit at least *five business days* before the payment date. If the Issuer pays by wire, the wire must be sent to the Agent at least *three business days* before the payment date.

2.3 Payment of Fees and Charges of Agent. The Issuer shall pay to the Agent reasonable fees and charges for services performed hereunder in accordance with the Agent's fee schedule attached hereto as Schedule A for the first two years of the Agreement and thereafter according to Agent's then current fee schedule in effect at the time of the service. The fees and charges of said Agent shall in no event become a charge against the funds remitted by the Issuer for payment of principal and interest on the Bonds.

2.4 Payment of Reimbursable Charges Incurred by Agent. The Issuer agrees to reimburse Agent, upon Agent's request, for all reasonable expenses, disbursements and advances incurred or made by the Agent in accordance with any of the provisions of the Agreement (including the reasonable compensation and the expenses and disbursements of its agents and counsel)

2.5 Failure to Provide Funds. If available funds needed for payment do not reach the Agent by any interest payment date, payment of items may be refused and the Issuer may be charged for reasonable expenses incurred and extra service performed in accordance with the Agent's fee schedule in effect at the time of the payment date. The Issuer shall pay all charges or penalties from depositories if they fail to make timely payments provided, however, that the Agent agrees to abide by the depository requirement for same day wire transfer of funds for debt service payment.

2.6 Indemnification. The Issuer shall indemnify and hold the Agent harmless from and against any loss, cost, charge, expense, judgment or liability that it may incur in the exercise of its powers and duties hereunder and which is not due to its negligence or default.

Section 3. Termination.

This agreement will terminate upon the later of the date of final payment of the principal and interest on the Bonds to the holders thereof or the date on which any remaining funds held by the Agent are remitted to the Issuer. Either party may terminate this agreement by written notice mailed to the other party at least thirty (30) days prior to termination date, upon which event the Agent shall return all cash and Bonds in its possession to the Issuer or its order and shall deliver the Bond Register to the Issuer or its order and the Issuer shall pay any accrued and unpaid fees and service charges to the Agent. In the event that such termination is by the Issuer, Issuer shall pay a termination fee as set forth by the Agent at the time of termination. No termination fee will be charged to the Issuer if the

termination is due to the failure by the Agent to provide the services outlined in this Agreement. No early termination hereunder shall be effective until a successor Paying Agent/Registrar has been appointed by the Issuer and notice of the appointment of the successor has been given to the holder of Bonds.

IN WITNESS WHEREOF, the Issuer and the Agent have caused this agreement to be executed in their respective names by their duly authorized representatives, in two counterparts, each of which shall be deemed an original.

City of Elk River, Minnesota
13065 Orono Parkway
Elk River, MN 55330-0490

By: _____
Printed Name: John Dietz
Printed Title: Mayor

BOND TRUST SERVICES CORPORATION

3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113

By: 
Nha Nguyen
Paying Agent Administrator

REGISTRAR AND PAYING AGENT FEE SCHEDULE FOR BOOK-ENTRY ONLY TRANSACTION

I. Initial Fee: \$450.00

The initial fee payable at closing covers:

- 1) Review of final bond documents;
- 2) Communication with Municipal Advisor and Bond Counsel;
- 3) Coordination of delivery of Bond(s) for closing; and
- 4) Set up of necessary accounts and records.

II. Annual Administration Fee: \$475.00

The annual fee, payable in advance, covers:

- 1) Invoicing and collection of scheduled debt service payments;
- 2) Documentation and wiring of scheduled debt service payments;
- 3) Handling all correspondence and communications with The Depository Trust Company;
- 4) Maintenance of Issuer's account;
- 5) Destruction of Bond(s);
- 6) Processing of optional redemption notices; and
- 7) Audit verification letters.

III. Additional Services:

- 1) Processing of Mandatory Sinking Fund Notices - \$100 per notice

Fees for services other than those listed above not contemplated at the time of issuance will be charged based on the type of service performed, expenses incurred, time involved, and responsibility assumed.

The above fees may be subject to periodic review and/or adjustment.



Request for Action

To
City Council

Item Number
4.11

Meeting Date
August 5, 2024

Prepared By
Cal Portner, City Administrator

Item Description
Resolution 24-44 Discontinuing Library Board

Reviewed by
Tina Allard

Action Requested

Approve, by motion, the July 23, 2024, Elk River Library Board meeting minutes.
Adopt, by motion, Resolution 24-44 to discontinue and disband the Elk River Library Board.

Background/Discussion

The Elk River Library Board is tasked with overseeing the physical library facility and grounds and promoting the best possible use of library resources, including the meeting room. The board played a significant role in the discovery and planning of a new library in 2005.

With the transition to a new facility, there have been fewer requests for capital improvements. In 2011, the city established a Capital Improvement Plan to identify all capital replacement needs for city properties over a 20-year period. With the plan in place, nearly all building/grounds improvements were scheduled with funding sources established by city staff.

At their July 23, 2024, meeting, the Library Board discussed their intended purpose/mission and voted unanimously to discontinue and disband the board. They indicated there were other ways members could better support the library, such as joining the Friends of the Library or volunteering on their own.

Due to this action, the Library Board will not meet again. The City Council should approve their final meeting minutes for the official public record. The minutes have been reviewed by the Board Chair.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission - Efficiency

Attachments

1. July 23, 2024, Library Board Minutes
2. 2024 Resolution Disbanding the Elk River Public Library Board

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 Elk River Library Board
Held at the Elk River Library Community Room
Tuesday July 23, 2024**

Members Present: Chair Sara Soukup, Commissioners Michelle Hegarty, Carole Boelter, Kelly Voss, Isaac Blaske

Members Absent:

Council Liaison: Mayor Dietz

Staff Present: GRRL Patron Services Supervisor Jeannette Burkhardt, Library Services Coordinator Margot Barry, Parks and Recreation Manager Jeff Shelby, Mayor John Dietz, Recording Secretary Dawn Larson

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the Elk River Library Board was called to order at 5:31 p.m. by Chair Soukup.

2. Consider Agenda

Moved by Commissioner Boelter and seconded by Commissioner Hegarty to approve the July 23, 2024, agenda. Motion carried 5-0.

3. Consent Agenda

Moved by Commissioner Hegarty and seconded by Commissioner Boelter to approve the minutes with the removal of the word costumes on page 2 paragraph 7:

3.1 April 23, 2024, minutes

3.2 April, May, June 2024 Revenue and Expense Summaries

Motion carried 5-0.

4. Open Forum

No one appeared for Open Forum.

5. General Business

5.1 Remove Financial Reports from Meeting packets

It had been a discussion item in previous meetings, but the board had never voted to remove them. Commissioner Boelter said that she is comfortable removing the reports since Ms. Barry is on top of it and if there was anything that the board needed to know Ms. Barry could inform them. Commissioner Blaske shared that he does not feel that reviewing the reports aligns with the current purpose and responsibilities of the library board.

Moved by Commissioner Blaske and seconded by Commissioner Hegarty to remove the financial reports from all meeting packets moving forward. Motion carried 5-0.

5.2 Future of Library Board

Commissioner Blaske shared that he feels that during the time that he has been on the board Ms. Barry has been doing an excellent job working with the City to manage the library on her own. He does not feel that the library board is doing much regarding its purpose any longer. During the year that he was in the Chair position he only attended Elk Riverfest and that was the only event in that year that he is aware that any board members attended a library event.

He proposes that the library board disband.

Commissioner Boelter said that she believes the board and library have a great relationship with the City right now, but she is hesitant about the future since that has not always been the case. She asked Mayor Dietz if there is any specific reason as to why there is a library board.

Mayor Dietz said originally the boards job was to help make decisions regarding the building and the grounds. Programming was the responsibility of the Great River Regional Library. The Librarian's cannot wait three months for a recommendation from the board to make most decisions.

Mayor Dietz also shared that he recently learned that there are not many libraries in the system that have a board. The Friends of the Library needs support so Mayor Dietz suggested that the board could all potentially join up with them. He does not think the City Council would have issues with the board disbanding. The decision is up to the library board members, and he does not want to waste anyone's time if there is not enough for the board to discuss or do. They could always serve on another board or commission with the City of Elk River as well.

Ms. Boelter shared that until the board redid their bylaws a couple of years ago, they used to spend a lot of time talking about the flower gardens, weeding, chair colors, upholstery, and flooring etc. It was a lot of time spent talking about the physical aspects of the library. Then when they met with Mr. Portner, the City of Elk River City Administrator they reexamined their purpose and decided that their focus was more like the Friends of the Library. If the focus is now to support the library and that is the purpose of the Friends of the Library, then they do not necessarily need two groups doing the same thing. She said that if the library board does not exist, she would spend her time with the Friends of the Library.

Commissioner Blaske asked what the librarians think. Ms. Burkhardt said she did not work with any boards as an LSC, but she currently supervises three libraries with boards including Elk River. The ones that she is aware of that exist were grandfathered in. From what she knew most library boards disbanded after they completed the purpose for which they were created. She said that the boards still in existence are questioning their purpose as far as whether they are they are a building inspection and advisory board, or more of an advocacy one.

Ms. Barry said that whatever happens she just wants to be valuable to the board members. She said she provides the same information in her report to both the Friends of the Library and the board. She said there

is a lot of potential in the Friends group for more members. She said that whichever way that the choose to go they can continue to advocate for the library.

Commissioner Blaske said he is fine with this, but he wanted to see what the library board members feel about this decision and take the time to discuss it so they can present an idea to both the city and the library on what they would recommend. Commissioner Hegarty pointed out that there is a place for them to land and that they are not needed anymore to be a buffer between the library and the city. Commissioner Voss said she is here for the experience and has never been on a board before, she is fine disbanding, and she is comfortable going to the Friends of the Library.

Ms. Barry said that the friends meet every other month but not in the summer, and the next one is in September. She can get the schedule to Secretary Larson to send out to the board members. Commissioner Hegarty said she would be more inclined to join the Friends of the Library since they are more active.

Mayor Dietz asked if the Friends of the Library group was affiliated with the city.

Ms. Barry said they are not; they are an independent nonprofit that exists to support the Elk River library. Commissioner Blaske asked what the process would be to get the board back if it was needed. Mayor Dietz said that it would not take much, just a council decision and then applicants and appointments by the Mayor. The library presents updates twice a year to the City Council so if there were reasons to create a board the council would know.

Mr. Shelby was introduced by Mayor Dietz as the new Parks and Recreation Manager. Mayor Dietz said Mr. Shelby will be working with Ms. Barry to make sure the proper city staff will assist her.

Commissioner Blaske said that he does want to make a note that the GRRL team is a great partner to the City of Elk River and that together they provide an excellent service to the community and with that said the board has served its purpose.

Mayor Deitz will check on the process to disband with the City Administrator, but he believes it must be sent to the City Council for approval.

Moved by Commissioner Blaske and seconded by Commissioner Boelter that the library board be disbanded at the end of July 2024, and that this partnership continue to work together. Motion carried 5-0.

Mayor Dietz encouraged the board members to check into the other potential board positions and listed some options.

Chair Soukup asked what to do with the next agenda items.

Commissioner Blaske asked if the board should skip the walk through or move to a future meeting if the board wanted to continue.

5.3 Indoor Building Walk Through

Secretary Larson said the walk through could be whatever the board would like it to be and does not necessarily have to be a checklist walkthrough like prior meetings. It could be more of a relaxed tour. The agenda title is vague enough for them to decide what to do with it.



Mayor Dietz asked for an update on the flooring and shelving. During winter and spring, the library shifted a lot of the shelving and there became visible areas of the floor where discoloration occurred. Ms. Barry said that the flooring is planned on being replaced due to the floor pushing up and discoloration. They are planning to do the floors and shelves at the same time in the future, so they got estimates which resulted in broad numbers. Ms. Barry gave some of the updates from her report as well as some updates to the changes in media usage they are seeing within the library system. This may affect the shelving needs in the future so the shelving they purchase needs to be flexible as far as how it is used. They have found that shorter shelves can provide more light within the building. They also must be careful of too soft of flooring with the heavy sharp-edged flooring. It would be wise to replace the shelving first and flooring second.

Moved by Commissioner Hegarty and seconded by Commissioner Boelter to move the indoor walk through to the end of the meeting and to modify it to a tour by Ms. Barry. Motion carried 5-0.

During the library tour Ms. Barry just expanded on updates and changes within the layout of the library.

5.3 Patron Services Supervisor Report

Mrs. Burkhardt presented her report. Mayor Deitz asked about the money that was gifted last year. Ms. Burkhardt said that the only money that has been spent so far was for the Read to Grow program. Ms. Barry must provide a proposal and have it approved to spend money from this fund. There is no specific amount of money to be spent per year, but it must be spent within Elk River.

5.4 Library Services Coordinator Report

Ms. Barry presented her report after the walk-through discussion and before the PSSR.

Commissioner Hegarty shared that she and Ms. Barry attended the Safety Camp event through Parks and Recreation, and she was amazed at what the kids did not know about the opportunities at the library.

5.5 Assistant City Administrator Joe Stremcha Report

Mr. Stremcha was not in attendance, so Mr. Shelby introduced himself as the new Parks and Recreation Manager. He is transitioning from his old position at the Furniture and Things Community Event Center to the new position and will be splitting his time between the departments until September 1.

5.6 City Council Update Mayor John Dietz

Mayor Dietz commended Ms. Barry for doing an excellent job and having a good working relationship with the City of Elk River. Mayor Dietz will carry the board disbanding to the Council and City Administrator Cal Portner and find out what needs to be done. He said that the City Council is incredibly pleased with the relationship between the library and the City staff.

6. Announcements



7. Motion to Adjourn

Moved by Chair Soukup and seconded by Commissioner Blaske to adjourn the meeting of the Elk River Library Board. Motion carried 5-0.

The meeting adjourned at 6:45p.m.

Minutes prepared by Dawn Larson.

John J. Dietz, Mayor

Tina Allard, City Clerk





City of Elk River City Council

Resolution 24-44

A Resolution of the City Council of the City of Elk River Disbanding the Elk River Library Board.

WHEREAS, The Elk River Public Library Board was established to oversee the physical facility, outside grounds and to promote the best possible use of library resources; and

WHEREAS, in 2005, the Library Board played a key role in the review and planning for a newly constructed library; and

WHEREAS, the Board annually reviewed the Library Budget and made recommendations for capital improvements and supplementary materials and equipment; and

WHEREAS, at the July 2024 Regular Meeting of the Elk River Library Board, the board unanimously voted to recommend the disbanding of the Library Board citing the Board had served its purpose and library and city staff have well positioned the library to serve the needs of the community; and

WHEREAS, Library Board Members felt they could better support the library by other means including as members of the Friends of the Library or volunteering directly.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows: that the Elk River Public Library Board discontinue their service by disbanding the board.

Passed and adopted this 5th day of August 2024.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk





Request for Action

To
City Council

Item Number
4.12

Meeting Date
August 5, 2024

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Resolution 24-45: Finding of Fact Denying a Sign
Area Variance, Holiday Station Store

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 24-45 making Findings of Fact denying a Variance application regarding sign size, submitted by Karen Dodge of Municipal Resolutions, on behalf of the Holiday Station Store at 18823 Freeport St NW.

Background/Discussion

At the July 15, 2024, Regular City Council meeting, the Council reviewed an application for a Variance (V 24-08) to exceed the allowed square footage of signage in the C3 Highway District at 18823 Freeport St. NW, Elk River, MN. After considering the request and receiving public comments, the Council directed staff to prepare a resolution making Findings of Fact denying the application based on the standards outlined in Sec. 30-635. The findings are attached for review.

If the Council has questions or disagrees with the findings, the item can be pulled from consent and discussed further.

Financial Impact
None

Mission/Policy/Goal
Reflect the culture of citizens and what is important.

Attachments

1. Resolution 24-45
2. City Council Staff Report 7-15-2024

The Elk River Vision

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





City of Elk River City Council

Resolution 24-45

A Resolution of the City Council of the City of Elk River Denying the Variance Request to exceed the allowed square footage of signage at 18823 Freeport St. NW

WHEREAS, Karen Dodge of Municipal Resolutions on behalf of Holiday Station Store, (“Applicant”), has applied (“Application”) for a Variance (Case No. V 24-08) to exceed the allowed square footage of signage in the C3 Highway District at 18823 Freeport St. NW, Elk River, MN (“Property”); and

WHEREAS, the record in this matter shall include all of the materials submitted to the Board of Adjustments and City Council in connection with the Variance Application; including the staff reports and all attachments thereto, all other written materials submitted to the Board of Adjustments and City Council, and all staff presentations and other testimony taken at the public meetings considering the Application for the Variance, all of which is incorporated in and made a part of the findings of fact and this resolution; and

WHEREAS, the Board of Adjustments held a public hearing on June 25, 2024, to receive testimony and evidence from city staff, the Applicant and any other persons regarding the Application; and

WHEREAS, the Board of Adjustments denied the Application as the request does not satisfy standards one, three, four, and five required for issuance of a variance.

WHEREAS, the Application was automatically appealed to the City Council, who held a public hearing on July 15, 2024, to receive testimony and evidence from city staff, the Applicant and any other persons regarding whether the Application should be approved; and

WHEREAS, the Applicant and all others wishing to speak were given the opportunity to present testimony to the Board of Adjustments and City Council; and

WHEREAS, the City Council, at the conclusion of its July 15, 2024, public hearing on the Applicant’s Application, directed staff to prepare a resolution making findings of fact denying the Application as the request does not satisfy standards one, three, four, and five required for issuance of a variance.

NOW, THEREFORE, the City Council of the City of Elk River makes the following:



FINDINGS

1. The Property is zoned C3 (Highway Commercial) where freestanding signs are allowed according to the standards outlined in City Code § 30-871.
2. City Code § 30-871(c) outlines the standards for one freestanding sign, not to exceed 150 square feet with a maximum height of 30 feet.
3. The Applicant submitted a Variance application, Case No. V 24-08. The Application was deemed complete and scheduled for review by the Board of Adjustments and City Council.
4. The Application requests a variance to exceed the allowed square footage of signage in the C3 Highway District.
5. Variances must comply with the standards as outlined in § 30-635.
6. City Code § 30-635 provides for analysis and findings required to be the grant of a variance. The Application and proposed sign do not meet all required findings in City Code § 30-635(b)(1)-(2) and (c)(1)-(3) as provided below:

City Code § 30-635(b):

(1) The variance is in harmony with the general purpose and intent of the ordinance.

The purpose and intent of the sign ordinance is to balance the advertising needs of the business community against adverse effects on the public. The maximum sign size for commercial districts (C3) is 150 square feet. The Applicant requested total signage of 276 square feet. A sign that exceeds the maximum sign area by approximately 184% disrupts the visual harmony of the area, and creates an imbalance in the aesthetics and functionality intended. Accordingly, the requests total sign area is not in harmony with the general purpose and intent of the ordinance.

(2) The variance is consistent with the City of Elk River comprehensive plan.

The property is guided as Highway Business where commercial businesses with signage are expected. The proposal is consistent with the comprehensive plan.

City Code § 30-635(c):

(1) The petitioner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;

Signage that exceeds the sign area limits by approximately 184% is unreasonable. Significant deviations from the established regulations disrupt the visual harmony of the area and create an imbalance in the aesthetics and functionality intended.



- (2) **The plight of the petitioner is due to circumstances unique to the property not a consequence of the petition's own action or inaction; and**

The recent reconstruction of the interchange at Highway 169 and School Street is a unique circumstance for the property. A freestanding sign meeting the 150 square-foot size limit is still visible from Highway 169, and while the circumstance is unique, the request does not satisfy other standards for issuance of a variance at the requested size, including Section 30-635(b)(1) and Section 30-635 (C)(1)&(3).

- (3) **The variance, if granted, will not alter the essential character of the locality.**

If approved, the proposed 276 square-foot sign would be the largest, by square footage, freestanding sign in the locale and would alter the essential character of the locality.

7. Taking into consideration all the testimony and evidence received, including statements from the applicant, staff reports, and the findings of the Board of Adjustments, the City Council finds that the Applicant's proposal goes beyond the intent of the ordinance and would alter the essential character of the locale. The Applicant has not established that they met the requirements for a variance. The variance would not be in the public interest.

DECISION

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RIVER, MINNESOTA, based upon the information received and the above Findings, the City Council of the City of Elk River hereby denies the Variance Application V 24-08 to exceed the allowed square footage of signage in the C3 Highway District at 18823 Freeport St. NW, Elk River, MN

Passed and adopted this 5th day of August 2024.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk





Request for Action

To
City Council

Item Number
7.1

Meeting Date
July 15, 2024

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Variance: Freestanding Sign Size, 18823 Freeport St.
NW - Holiday Gas Station

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested

Direct staff, by motion, to prepare a resolution making Findings of Fact denying the sign size (area) variance for the following reasons:

1. The general purpose and intent of the ordinance is not met.
2. Installing a sign that exceeds the commercial zoning district limits by ~180% is not reasonable.
3. The interchange at Highway 169 and School Street is not a unique circumstance requiring a sign larger than the 150 square feet that is currently permitted.
4. A sign that is 276 square feet would be the largest and tallest sign in the area and would alter the essential character of the area.

Background/Discussion

The property is zoned Highway Commercial (C3) which limits the size of freestanding signs to 150 sq.ft. The applicant has requested a variance to exceed the permitted sign size of signage by 126 sq.ft. (144 sq.ft. main sign, 132 sq.ft. gas pricing, 276 sq.ft. total). During the construction of the interchange at Highway 169 and School Street, the existing freestanding sign on the property was removed and has not yet been replaced.

During their June 25, 2024, meeting, the Board of Adjustments (BOA) denied the variance for an increase in sign size and as a result, the request was automatically appealed to the City Council for consideration. The BOA did approve the request for an increase in signage height to 50' above the adjacent grade of Highway 169.

The Board noted that they had discussed increasing sign heights during the recent sign ordinance amendment discussion, but did not support an increase to the allowed sign area. They did not believe the request satisfied the ordinance requirements.

Variances may be granted when the petitioner establishes that the variance satisfies all five of the criteria described below. The variance is:

- I. Is in harmony with the general purpose and intent of the ordinance, and
The Elk River Vision

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



The purpose and intent of the sign ordinance is to balance the advertising needs of the business community against adverse effects on the public. The maximum sign size for commercial districts (C3) is 150 square feet. Exceeding the maximum sign area by ~184% is not in harmony with the general purpose and intent of the ordinance.

2. Is consistent with the City of Elk River Comprehensive Plan.

The property is guided as Highway Business where commercial businesses with signage are expected. The proposal is consistent with the comprehensive plan.

Variances may be granted when the petitioner establishes that there are practical difficulties in complying with the zoning ordinance. Practical difficulties mean that:

3. The petitioner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;

Signage that exceeds the sign area limits by ~184% is unreasonable. Significant deviations from the established regulations can disrupt the visual harmony of the area, potentially creating an imbalance in the aesthetics and functionality intended.

4. The plight of the petitioner is due to circumstances unique to the property, not a consequence of the petition's own action or inaction; and

The recent reconstruction of the interchange at Highway 169 and School Street is a unique circumstance for the property. A freestanding sign meeting the 150 square-foot size limit is still visible from Highway 169, and while the plight is unique, the request does not satisfy other standards for issuance of a variance at the requested size and height.

5. The variance, if granted, will not alter the essential character of the locality.

If approved, the proposed 276 square-foot sign would be the largest, by square footage, freestanding sign in the area and would alter the essential character of the locality.

Financial Impact

None

Mission/Policy/Goal

Ethical, efficient, and responsible.

Attachments

I. Board of Adjustments Staff Report dated 6-25-2024



Request for Action

To
Board of Adjustments

Item Number
5.1

Meeting Date
June 25, 2024

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Variance: Freestanding Sign Size (Height and Area),
18823 Freeport St. NW - Holiday Gas Station

Reviewed by
Zack Carlton

Action Requested

Deny, by motion, the sign size variance for the following reasons:

1. The general purpose and intent of the ordinance is not met.
2. Installing a sign that exceeds the commercial zoning district limits by 80% and taller than the recently established sign height ordinance is not reasonable.
3. The interchange at Highway 169 and School Street is not a unique circumstance to the property as a 150 square foot sign would still be visible.
4. A sign that is 276 square feet would be the largest and tallest sign in the area and would alter the essential character of the area.

Background/Discussion

The property is zoned Highway Commercial (C3) which limits the height of freestanding signs to 40 feet above the adjacent highway and the size of freestanding signs to 150 sq.ft. The applicant is requesting a variance to exceed the allowed height and size of signage by 126 sq.ft. (144 sq.ft. main sign, 132 sq.ft. gas pricing, 276 sq.ft. total). During construction of the interchange at Highway 169 and School Street, the existing freestanding sign on the property was removed and has not yet been replaced.

The applicant completed a "flag test" to evaluate the proposed sign height and area. This information is attached.

During the recent sign ordinance amendment discussions, the commission endorsed a minor increase in the allowed heights for signs but were not supportive of an increase in sign sizes during those discussions. The approved amendment limits sign heights to 40 feet above the adjacent highway grade.

Variances may be granted when the petitioner establishes that the variance satisfies all five of the criteria described below. The variance is:

1. Is in harmony with the general purpose and intent of the ordinance, and
The purpose and intent of the sign ordinance is to balance the advertising needs of the business community against adverse effects on the public. The maximum sign size for commercial districts (C3) is 150 square feet and 40 feet

The Elk River Vision

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



tall. Exceeding the maximum sign area by ~184% and exceeding the recently adopted height limit is not in harmony with the general purpose and intent of the ordinance.

2. Is consistent with the City of Elk River comprehensive plan.

The property is guided as Highway Business where commercial businesses with signage are expected. The proposal is consistent with the comprehensive plan.

Variances may be granted when the petitioner establishes that there are practical difficulties in complying with the zoning ordinance. Practical difficulties means that:

3. The petitioner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;

Signage that exceeds the sign size limits by 80% and the height standard by 12 feet is unreasonable. Significant deviations from the established regulations can disrupt the visual harmony of the area, potentially creating an imbalance in the aesthetics and functionality intended.

4. The plight of the petitioner is due to circumstances unique to the property not a consequence of the petition's own action or inaction; and

The recent reconstruction of the interchange at Highway 169 and School Street is a unique circumstance to the property. A freestanding sign meeting the 150 square foot size limit is still visible from Highway 169, and while plight is unique, the request does not satisfy other standards for issuance of a variance at the requested size and height.

5. The variance, if granted, will not alter the essential character of the locality.

If approved, the proposed 276 square foot sign would be the largest, by square footage, freestanding sign in the area and would alter the essential character of the locality. While nearby signs are at or near 50 feet tall, the combination of height and sign area would not fit the character of the immediate area or the Highway 169 corridor through Elk River.

Financial Impact

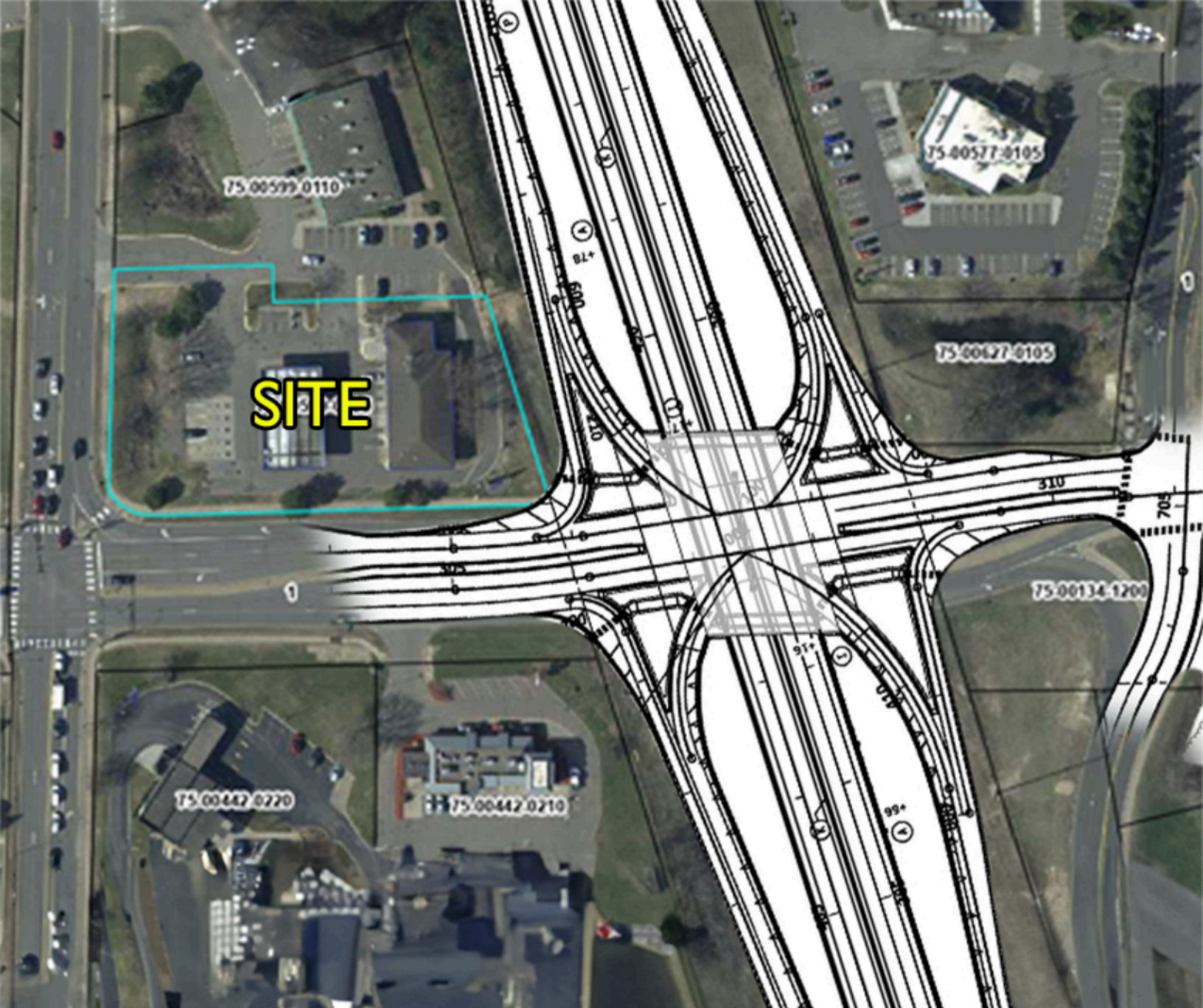
None

Mission/Policy/Goal

Ethical, efficient, and responsible.

Attachments

1. Location Map
2. Narrative
3. Sign Plans
4. Case Study



Project Location Map

Holiday Gas Station

Variance &
Conditional Use Permit

Case No: V 24-08 & CU 24-09



V 24-08 Narrative

Following the removal of Holiday's former monument sign and the construction of the School St NW bridge over HWY 169, the southbound off ramp is encroaching onto Holiday's property. The only place left to install a new sign on Holiday's property with visibility from HWY 169 is at the southwest corner of their property. The combined height of the finished bridge including its railing is 24'-5" above the grade of HWY 169. Per sign code allowances, the top side of the sign cabinet can only be 5'-7" higher than the bridge and the offramp railing. The sign must be taller to make sure both the Holiday sign cabinet and their price signs are visible to both southbound and northbound commuters, prior to reaching their respective off ramps for School St NW.

A variance may be granted by the board only if it finds that:

The variance is in harmony with the general purpose and intent of the ordinance

The new sign is in harmony with the purpose of the sign ordinance because it enhances communication.

The variance is consistent with the City of Elk River Comprehensive Plan (discuss with city staff in needed)

Variances may be granted when the petitioner establishes that there are practical difficulties in complying with the zoning ordinance. Practical difficulties means that:

The petitioner proposes to use the property in a reasonable manner not permitted by the zoning ordinance

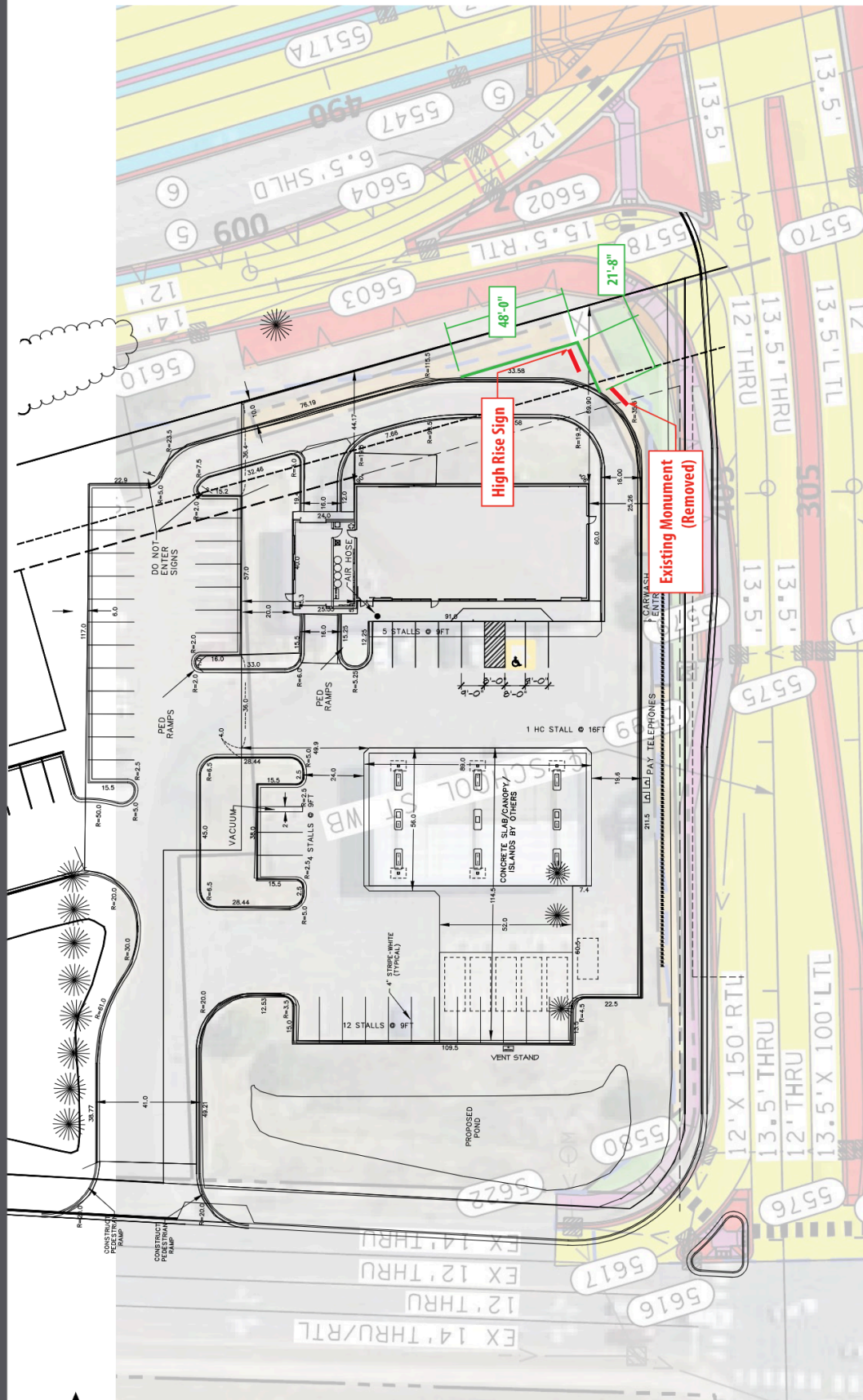
Provide gas and facilities

The plight of the petitioner is due to circumstances unique to the property not a consequence of the petition's own action or inaction; and

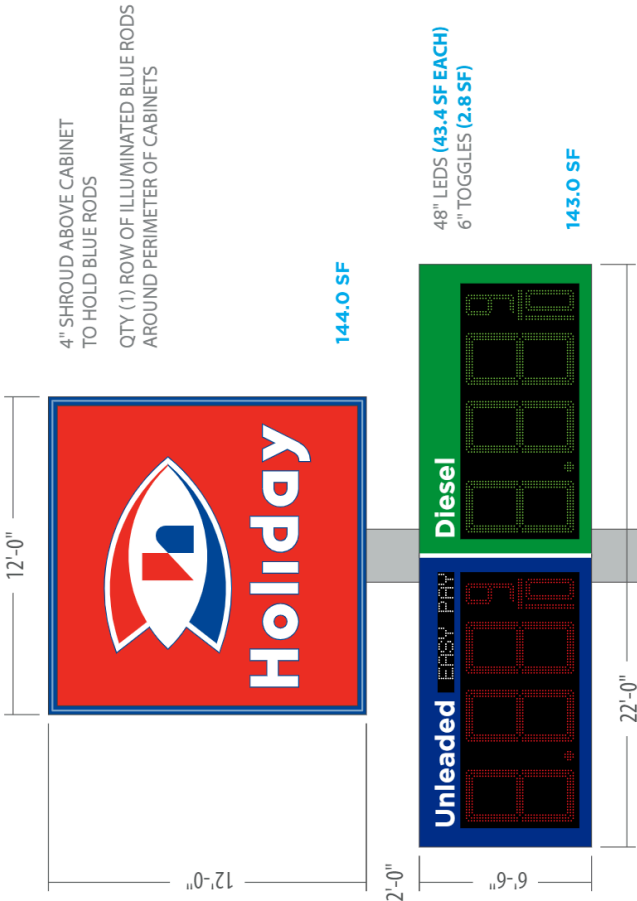
Reconstruction

The variance, if granted, will not alter the essential character of the locality

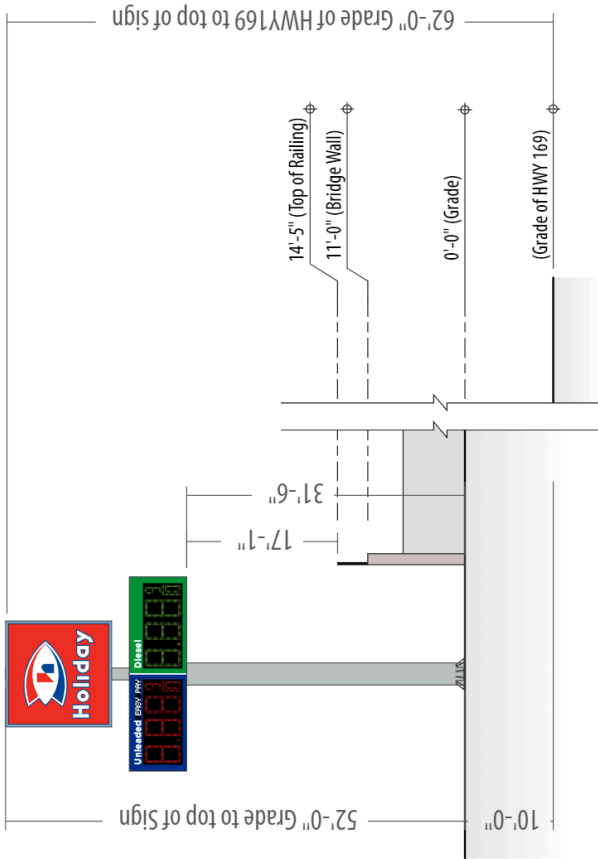
Correct



DIESEL PRICER ALWAYS
TOWARDS ROAD

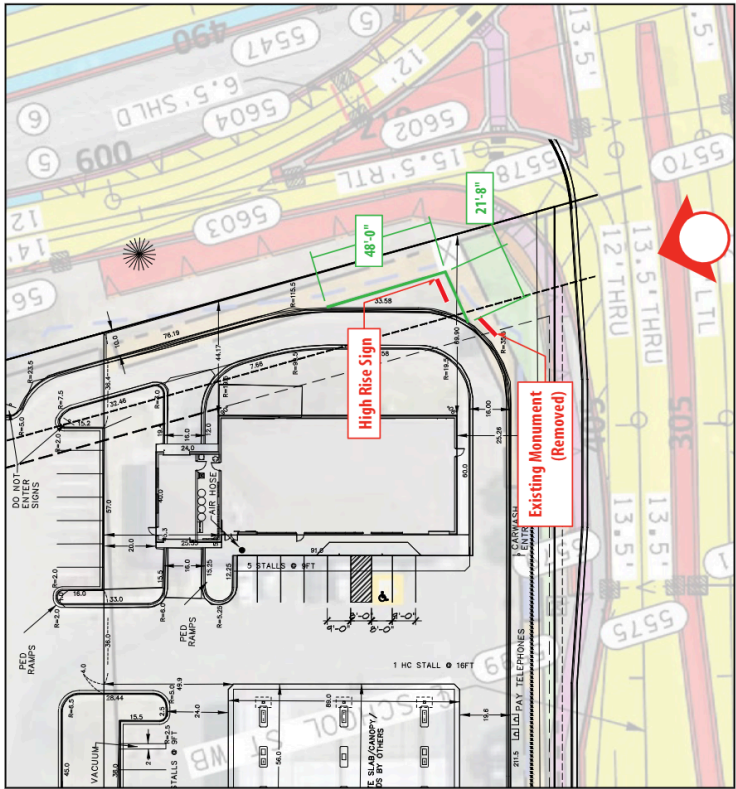
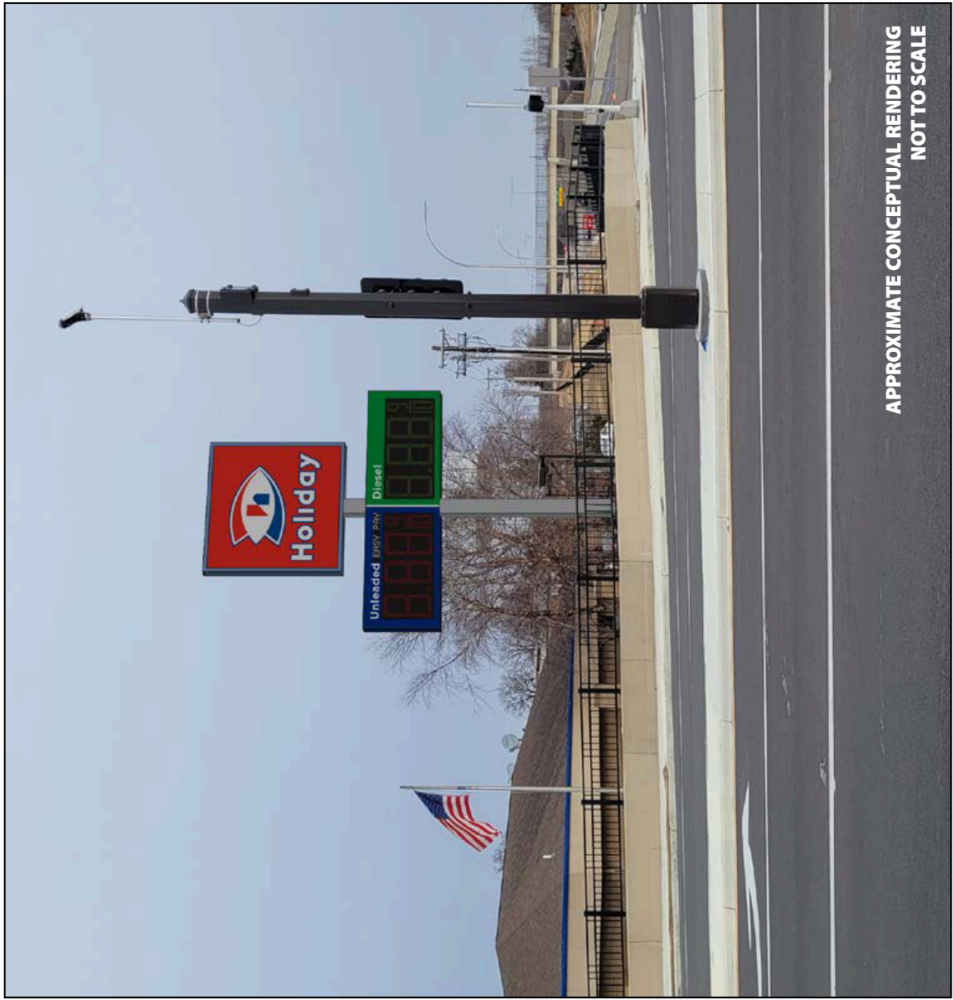


PROPOSED HIGH RISE
287.0 SF



CORPORATE
IDENTIFICATION
SOLUTIONS

CUSTOMER	LOCATION	DRAWN BY	REVISION	CORPORATE ID SOLUTIONS	CUSTOMER ACCEPTANCE
HOLIDAY STORES	ELK RIVER, MN	MH	04	5563 N ELSTON AVE. CHICAGO, IL 60630 P: 773-763-9600 F: 773-763-9606 CORPORATEIDSOLUTIONS.COM	THIS DRAWING IS THE PROPERTY OF CORPORATE IDENTIFICATION SOLUTIONS, INC. CHICAGO, IL, AND CONTAINS PROPRIETARY AND CONFIDENTIAL INFORMATION. IT IS TO BE USED ONLY FOR THE PROJECT AND LOCATION SPECIFICALLY IDENTIFIED HEREON. NO PART OF THIS DRAWING MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE PRIOR WRITTEN CONSENT OF CORPORATE IDENTIFICATION SOLUTIONS, INC.
SITE NUMBER 0313	ACCOUNT REP BEN DEHAYES	DATE 05/28/24	SCALE NTS		



CORPORATE
IDENTIFICATION
SOLUTIONS

CUSTOMER
HOLIDAY STORES
SITE NUMBER
0313

LOCATION
ELK RIVER, MN
ACCOUNT REP
BEN DEHAYES

REVISION
REVISED
SCALE
NTS

CORPORATE ID SOLUTIONS
5563 N ELSTON AVE.
CHICAGO, IL 60630
P: 773-763-9600 | F: 773-763-9606
CORPORATEIDSOLUTIONS.COM

CUSTOMER ACCEPTANCE
THIS DRAWING IS THE PROPERTY OF CORPORATE IDENTIFICATION SOLUTIONS, INC. CHICAGO, IL, AND CONTAINS PROPRIETARY AND CONFIDENTIAL INFORMATION. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. NO PART OR PORTION OF THIS DRAWING OR INFORMATION HEREON MAY BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE PRIOR WRITTEN CONSENT OF CORPORATE IDENTIFICATION SOLUTIONS, INC.

SIGNATURE _____ DATE Page 13 of 31

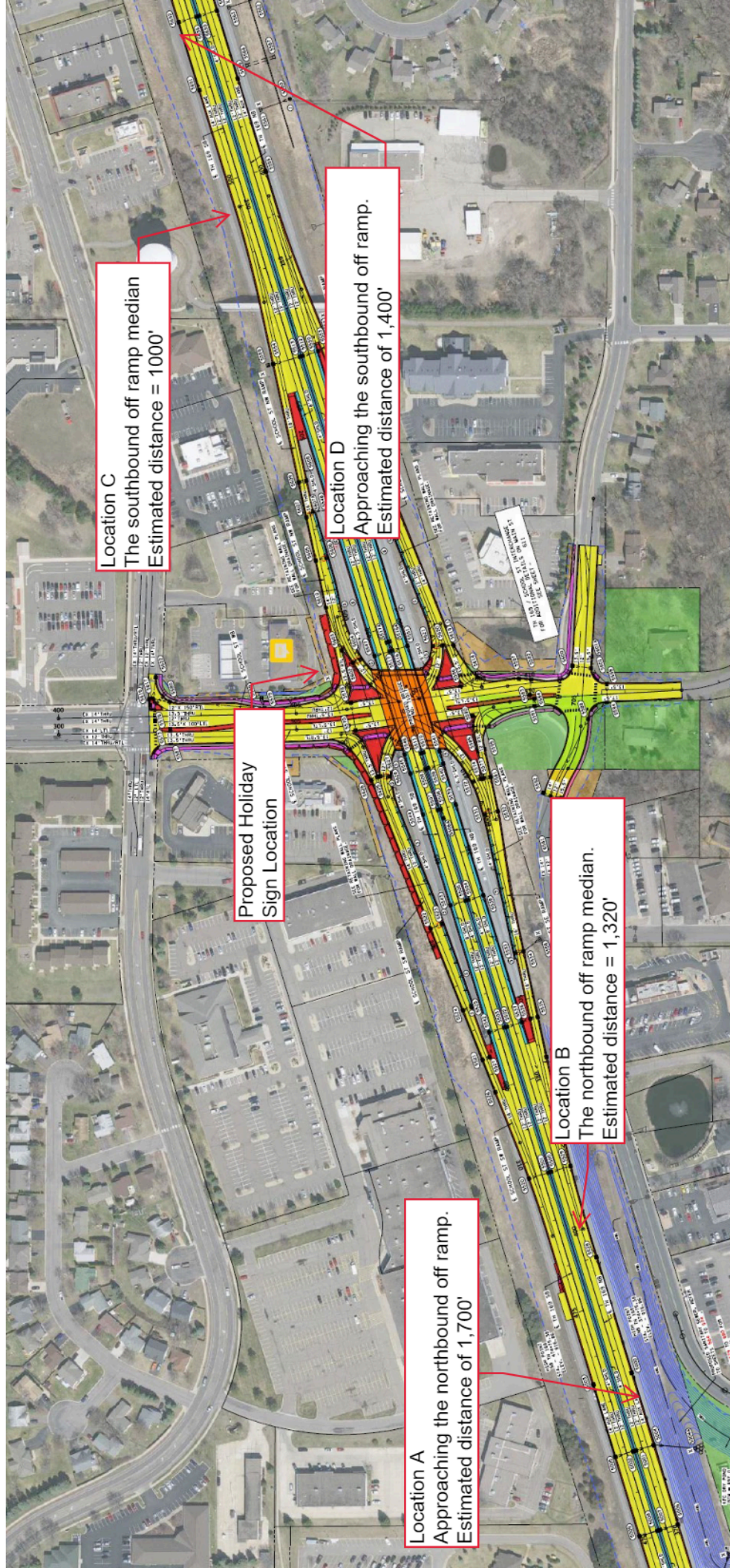
Holiday Station Store – 18823 Freeport St NW

Sign Height and Sign Area Variance Case Study

Prepared by James Clements with Corporate Identification Solutions on 5/28/24.

Case Study for the Proposed High Rise Sign Height and Sign Area

In preparation for our current variance application, we executed a “Flag Test” starting at 9:00 AM on Monday, May 20th, 2024. This included JDI Signs & Graphics suspending scaled banners representing the proposed high-rise sign cabinet and price cabinet while (2) representatives from Holiday Stationstores LLC-Northern Tier Division of Circle K executed drive byes to test the visibility and the line of site for the proposed sign at (3) different heights. Please review Exhibits 1, 2 & 3. Our primary test locations were for potential customers approaching the HWY 169 offramps for School St NW.



Location C
The southbound off ramp median
Estimated distance = 1,000'

Location D
Approaching the southbound off ramp.
Estimated distance of 1,400'

Proposed Holiday
Sign Location

Location B
The northbound off ramp median.
Estimated distance = 1,320'

Location A
Approaching the northbound off ramp.
Estimated distance of 1,700'

Exhibit 1 - Sign Height of 37'

The sign height tested above grade for the proposed sign location was 37'.

The sign height above the grade of HWY 169 was 47'.

Northbound Photos (37') – Please note that the existing laneways have are currently shifted due to active construction.

Photo 1 of 3



Photo 2 of 3



Photo 3 of 3



Southbound Photos (37')

Photo 1 of 3



Photo 2 of 3



Photo 3 of 3



Flag Test Results for a 37' High Sign

The line of site is partial obstructed from northbound commuters.

Southbound commuters cannot see the sign until after they have exited HWY 619.

Holiday's Conclusion – A 37' (H) sign was not acceptable from any vantage point.

Exhibit 2 - Sign Height of 47' – *This is the same height as the existing Burger King High Rise Sign.*

The sign height tested above grade for the proposed sign location was 47'.

The sign height above the grade of HWY 169 was 57'.

Northbound Photos – *Please note that the existing laneways have are currently shifted due to active construction.*

Photo 1 of 2



Photo 2 of 2



Southbound Photos (47')

Photo 1 of 3



Photo 2 of 3



Photo 3 of 3



Flag Test Results for a 47' High Sign

The sign height is acceptable for northbound commuters.

Southbound commuters cannot see the sign until after they have exited HWY 169.

Holiday's Conclusion – A 47' (H) sign was not acceptable for southbound HWY 169.

Exhibit 3 - Sign Height of 52'

The sign height tested above grade for the proposed sign location was 52'.

The sign height above the grade of HWY 169 was 62'.

Northbound Photos – *Please note that the existing laneways have are currently shifted due to active construction.*

Photo 1 of 2



Photo 2 of 2



Southbound Photos (52')

Photo 1 of 3



Photo 2 of 3



Photo 3 of 3



Flag Test Results for a 52' High Sign

The sign height is acceptable for both northbound and southbound commuters.

Holiday's Conclusion – The proposed 52' (H) is an acceptable height for all HWY 169 commuters.



Request for Action

To
City Council

Item Number
4.13

Meeting Date
August 5, 2024

Prepared By
Darren McKernan, Police Captain

Item Description
Purchase of Rescue Equipment

Reviewed by
Darren McKernan
Cal Portner
Tina Allard

Action Requested

Approve, by motion the purchase of water rescue equipment from the allocated Public Safety Aid funds.

Background/Discussion

On May 20, 2024, the Council and public safety departments discussed the one-time public safety aid allocated to the City of Elk River. The City of Elk River received \$1,145,601 which was to be split between the police and fire departments. The Council requested they be advised of purchases made using this fund.

The ARM-LOC slides onto the victim's forearm and the rescue responder or the victim pulls the yellow lanyard that deploys and locks the device into place, eliminating the need for the victim to grasp a rope. It can also help float the victim when the victim pulls the device close to his or her chest. It can be deployed in seconds and re-deployed over and over again. ARM-LOC is an easy-to-use, life-saving device that will give police, fire and rescue responders an extra arm to save people trapped by various water disasters.

Financial Impact

All department squads will be outfitted with this device. \$7,375.00

Mission/Policy/Goal

The ARM-LOC rescue device has the potential to save numerous lives in the City of Elk River by enabling police and rescue personnel to execute water rescues with greater efficiency and safety. This innovative tool facilitates the swift and secure retrieval of individuals in perilous situations, flooding rivers, lakes, and ice rescues. By equipping first responders with a reliable and easy-to-use device like the ARM-LOC, the likelihood of successful rescue missions increases, ensuring that those in danger have the best possible chance of survival. In essence, the ARM-LOC serves as a life-saving asset for the community, enabling Elk River to maintain its commitment to fostering a safe environment for all residents and visitors.

Attachments

- I. Arm-Loc

The Elk River Vision

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





Water Rescue Innovations, Inc.
120 Summit St
Duluth, MN 55803-4400 USA
+12183495903
orders.armloc@gmail.com

INVOICE

BILL TO
Darren McKernan

INVOICE # 1292
DATE 07/23/2024
DUE DATE 07/23/2024
TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
ARM-LOC Kit ARM-LOC Water Rescue Device	17	425.00	7,225.00T
Shipping and Handling Shipping and Handling Fee	1	150.00	150.00

Thank you for your continued support of our American made Rescue device! Attached is the W-9

SUBTOTAL	7,375.00
TAX (0)	0.00
TOTAL	7,375.00
BALANCE DUE	\$7,375.00



Request for Action

To
City Council

Item Number
4.14

Meeting Date
August 5, 2024

Prepared By
Darren McKernan, Police Captain

Item Description
Rescue Gear Personal Floatation Devices

Reviewed by
Darren McKernan
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the purchase of personal floatation devices with the Public Safety Aid funds.

Background/Discussion

On May 20, 2024, the Council and public safety departments discussed the one-time Public Safety Aid allocated to the City of Elk River. The city received \$1,145,601, which was to be split between the police and fire departments. The Council requested they be advised of purchases made using this fund.

Given the recent water emergency and drowning incident in the City of Elk River, it is crucial to prioritize the safety of our police officers by providing them with personal floatation devices (PFDs). The risks associated with swift water rescues and emergencies cannot be overstated, and the proper equipment is essential for ensuring the well-being of both officers and the individuals they are trying to save. By investing in PFDs, we can better assist those in need and ensure that our officers are prepared to face the challenges of their jobs with the utmost care and professionalism.

Financial Impact

The cost is \$7,104.99, which will be paid for through the Public Safety Aid funds received from the State of Minnesota.

Mission/Policy/Goal

Elk River Mission

Attachments

I. Rescue Gear

The Elk River Vision

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





RESCUEGEAR

1-800-321-8022 - 5909 BURNET RD. AUSTIN, TX 78757 - RESCUEGEAR.COM

Bill to:

Elk River Police Department
Darren McKernan
13007 Orono Parkway
Elk River MN 55330
dmmckernan@elkrivernm.gov

Ship To:

Elk River Police Department
13077 Orono Parkway
Elk River MN 55330
dmmckernan@elkrivernm.gov

Contact:

Phone:

Estimate # Q19094

Date:
7/24/2024

Expiration Date:
8/23/2024

Sales Rep:
Jamie Lofton

jamie@rescuegear.com

Email:

Memo:

Item	Item Description	Vendor	QTY	Orig \$	Disc %	Price	Ext P\$
40014.02.103	NRS Big Water Guide PFD, Safety Yellow, L/XXL	NRS	37	\$144.95	15%	\$123.21	\$4,558.77
47303.03.101	NRS Co-Pilot Knife, , Safety Yellow	NRS	37	\$44.95	15%	\$38.21	\$1,413.77
3964.1	C-Strobe H2O, LED Water activated - carded	ACR Electronics	37	\$27.77	20.78%	\$22.00	\$814.00
45301.01.103	Fox 40 Safety Whistle, , Neon Yellow	NRS	37	\$7.50	22%	\$5.85	\$216.45

Subtotal: \$7,002.99

Tax: \$0.00

Freight: \$102.00

Order Total: \$7,104.99



Request for Action

To
City Council

Item Number
4.15

Meeting Date
August 5, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Park Maintenance Worker

Reviewed by
Tim Sevcik
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the hiring of Tim Sundem to the position of park maintenance worker effective August 26, 2024.

Background/Discussion

We went to market to fill a vacant park maintenance worker position. We received 78 applications and offered interviews to 17 candidates. Following second interviews, background, and reference checks, we recommend Tim Sundem for the position.

Mr. Sundem was a member of the Army National Guard for 13 years. During that time, he also worked in security and production fields and led a Sentence to Serve crew for the City of Edina forestry department and the City of Blaine parks department.

Mr. Sundem will start at step A of the IUOE Local 49 pay plan. All pay and benefits will be consistent with union contract and city policy.

Financial Impact

This is a budgeted position.

Mission/Policy/Goal

The 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
4.16

Meeting Date
August 5, 2024

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Hire Community Event Center Assistant Manager

Reviewed by
Joe Stremcha
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the hiring of Jennifer Katke to the position of assistant manager effective August 26, 2024.

Background/Discussion

We went to market to fill the assistant manager position for the Furniture and Things Community Event Center. We received 45 applications and offered interviews to six candidates. Following second interviews, references, and background checks, we recommend Jennifer Katke for the position.

Ms. Katke holds a Bachelor's degree in Marketing with a minor in Hospitality and Resort Management and a Master's degree in Hospitality and Resort Management. She grew up in Minnesota, but her career took her to Pennsylvania as a guest services manager for DoubleTree Resort by Hilton, a general manager for Hampton Inn & Suites, and then became a regional general manager for Hampton Inn & Suites. She is excited about returning to Minnesota.

Ms. Katke will start at step A of pay grade 8E. All pay and benefits will be consistent with city policy.

Financial Impact

This is a budgeted position.

Mission/Policy/Goal

Opportunity to live, work, and play.

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
4.17

Meeting Date
August 5, 2024

Prepared By
Ryan Sandhoefner, Engineering Project Manager

Item Description
Accept Bids and Award Contract for Mega Loop Trail Project

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the low bid and authorize the execution of a contract with Veit & Company, Inc. for the construction of the Mega Loop Trail Project.

Background/Discussion

Staff advertised for, and received bids for the construction of the Mega Loop Trail Project. The proposed project will complete two trail gap segments in the eastern portion of Elk River along Twin Lakes Road (CSAH 13) and Cleveland (CR 40). There were a total of 10 bids received ranging from \$779,719.90 to \$1,432,588.40.

The low bid was submitted by Veit & Company, Inc.

Financial Impact

On April 7, 2022, the Central Minnesota Area Transportation Partnership (ATP-3) selected this project to receive \$830,332 in federal funds via the Transportation Alternatives Program Application. To qualify for the funds the city is required to provide a 20% match towards all eligible project costs. Our match is for \$155,943.98 of the construction costs. The cost of the design work is ineligible for grant dollars or our matching funds and will be funded with Park Dedication Funds.

Mission/Policy/Goal

Opportunity to live, work, and play

Attachments

- I. Bid Results

The Elk River Vision

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



Elk River, City of
Mega Loop Trail Improvements
OR1.129679 (#9158387)
Owner: Elk River MN, City of
Solicitor: Bolton & Menk, Inc.
06/28/2024 11:00 AM CDT

Sec Line Item	Item Code	Item Description	UoM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
					Veit & Company, Inc.		Rachel Contracting, LLC		J.R. Ferche, Inc.		JL Theis, Inc.	
BASE BID						\$779,719.90		\$819,808.88		\$976,395.80		\$1,001,018.83
1	2021.501	MOBILIZATION	L S	1	\$66,300.00	\$66,300.00	\$91,800.00	\$91,800.00	\$83,100.00	\$83,100.00	\$88,777.00	\$88,777.00
2	2101.502	GRUBBING	EA	15	\$339.00	\$5,085.00	\$113.00	\$1,695.00	\$400.00	\$6,000.00	\$624.00	\$9,360.00
3	2104.502	SALVAGE SIGN	EA	19	\$51.00	\$969.00	\$50.90	\$967.10	\$50.00	\$950.00	\$55.00	\$1,045.00
4	2104.502	SALVAGE CONCRETE APRON	EA	4	\$281.00	\$1,124.00	\$140.00	\$560.00	\$850.00	\$3,400.00	\$600.00	\$2,400.00
5	2104.503	REMOVE CURB & GUTTER	L F	37	\$30.25	\$1,119.25	\$11.00	\$407.00	\$20.00	\$740.00	\$20.00	\$740.00
6	2104.503	REMOVE PIPE CULVERTS	L F	227	\$22.25	\$5,050.75	\$16.40	\$3,722.80	\$30.00	\$6,810.00	\$30.00	\$6,810.00
7	2104.504	REMOVE CONCRETE PAVEMENT	S Y	46	\$27.75	\$1,276.50	\$7.40	\$340.40	\$25.00	\$1,150.00	\$36.00	\$1,656.00
8	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	229	\$8.00	\$1,832.00	\$4.00	\$916.00	\$20.00	\$4,580.00	\$27.00	\$6,183.00
9	2104.603	REMOVE CONCRETE PIPE	L F	20	\$63.50	\$1,270.00	\$21.00	\$420.00	\$45.00	\$900.00	\$30.00	\$600.00
10	2106.507	COMMON EMBANKMENT (CV)	CY	2699	\$24.00	\$64,776.00	\$24.55	\$66,260.45	\$37.00	\$99,863.00	\$50.00	\$134,950.00
11	2106.507	EXCAVATION - COMMON (EV)	CY	2025	\$7.97	\$16,139.25	\$3.00	\$6,075.00	\$25.00	\$50,625.00	\$50.00	\$101,250.00
12	2106.507	STABILIZING AGGREGATE (CV)	CY	204	\$71.50	\$14,586.00	\$51.30	\$10,465.20	\$50.00	\$10,200.00	\$89.00	\$18,156.00
13	2106.607	SUBGRADE EXCAVATION (EV)	CY	204	\$2.30	\$469.20	\$21.40	\$4,365.60	\$26.00	\$5,304.00	\$50.00	\$10,200.00
14	2106.607	EXCAVATION SPECIAL (6" TOPSOIL STRIP)(EV)	CY	4267	\$7.90	\$33,709.30	\$8.84	\$37,720.28	\$10.20	\$43,523.40	\$5.00	\$21,335.00
15	2118.507	AGGREGATE SURFACING CLASS 2 (CV)	CY	42	\$139.00	\$5,838.00	\$117.00	\$4,914.00	\$65.00	\$2,730.00	\$112.00	\$4,704.00
16	2118.609	AGGREGATE SURFACING SPECIAL (CV)	TON	206	\$61.00	\$12,566.00	\$54.00	\$11,124.00	\$92.00	\$18,952.00	\$90.00	\$18,540.00
17	2211.507	AGGREGATE BASE CLASS 5 (CV)	CY	1884	\$40.50	\$76,302.00	\$45.50	\$85,722.00	\$44.00	\$82,896.00	\$55.21	\$104,015.64
18	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	1783	\$97.50	\$173,842.50	\$98.60	\$175,803.80	\$99.50	\$177,408.50	\$95.17	\$169,688.11
19	2411.618	MODULAR BLOCK RETAINING WALL	S F	540	\$55.50	\$29,970.00	\$89.90	\$48,546.00	\$110.00	\$59,400.00	\$40.00	\$21,600.00
20	2501.502	INSTALL CONCRETE APRON	EA	4	\$202.00	\$808.00	\$1,105.00	\$4,420.00	\$950.00	\$3,800.00	\$600.00	\$2,400.00
21	2501.602	12" RC PIPE APRON (WITH TRASH GUARD)	EA	4	\$2,450.00	\$9,800.00	\$2,078.00	\$8,312.00	\$2,400.00	\$9,600.00	\$2,200.00	\$8,800.00
22	2501.602	15" RC PIPE APRON (WITH TRASH GUARD)	EA	4	\$2,660.00	\$10,640.00	\$2,269.00	\$9,076.00	\$2,600.00	\$10,400.00	\$2,450.00	\$9,800.00
23	2503.503	12" RC PIPE SEWER DES 3006 CL V	L F	132	\$65.50	\$8,646.00	\$94.00	\$12,408.00	\$125.00	\$16,500.00	\$66.00	\$8,712.00
24	2503.503	15" RC PIPE SEWER DES 3006 CL V	L F	163	\$78.50	\$12,795.50	\$90.00	\$14,670.00	\$135.00	\$22,005.00	\$70.00	\$11,410.00
25	2503.503	18" RC PIPE SEWER DES 3006 CL V	L F	10	\$269.00	\$2,690.00	\$140.25	\$1,402.50	\$139.00	\$1,390.00	\$88.00	\$880.00
26	2503.503	54" RC PIPE SEWER DES 3006 CL V	L F	24	\$548.00	\$13,152.00	\$488.00	\$11,712.00	\$665.00	\$15,960.00	\$890.00	\$21,360.00
27	2503.602	CONNECT TO EXISTING STORM SEWER	EA	4	\$808.00	\$3,232.00	\$795.00	\$3,180.00	\$2,500.00	\$10,000.00	\$1,600.00	\$6,400.00
28	2506.503	CONST DRAINAGE STRUCTURE DESIGN H	L F	6	\$942.00	\$5,652.00	\$950.00	\$5,700.00	\$725.00	\$4,350.00	\$900.00	\$5,400.00
29	2506.602	ADJUST DRAINAGE STRUCTURE	EA	3	\$2,390.00	\$7,170.00	\$742.50	\$2,227.50	\$475.00	\$1,425.00	\$2,000.00	\$6,000.00
30	2511.507	RANDOM RIPRAP CLASS III	CY	516	\$104.00	\$53,664.00	\$127.60	\$65,841.60	\$145.00	\$74,820.00	\$110.00	\$56,760.00
31	2521.518	6" CONCRETE WALK	S F	835	\$32.25	\$26,928.75	\$19.50	\$16,282.50	\$27.00	\$22,545.00	\$22.00	\$18,370.00
32	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	181	\$59.50	\$10,769.50	\$62.25	\$11,267.25	\$82.00	\$14,842.00	\$43.00	\$7,783.00
33	2531.618	TRUNCATED DOMES	S F	159	\$88.50	\$14,071.50	\$64.00	\$10,176.00	\$65.00	\$10,335.00	\$56.00	\$8,904.00
34	2540.602	RELOCATE MAIL BOX	EA	2	\$339.00	\$678.00	\$280.00	\$560.00	\$250.00	\$500.00	\$400.00	\$800.00
35	2540.602	MAILBOX SUPPORT	EA	2	\$169.00	\$338.00	\$536.00	\$1,072.00	\$330.00	\$660.00	\$400.00	\$800.00
36	2563.601	TRAFFIC CONTROL	L S	1	\$8,980.00	\$8,980.00	\$8,994.00	\$8,994.00	\$12,000.00	\$12,000.00	\$11,450.00	\$11,450.00
37	2564.602	INSTALL SIGN	EA	19	\$254.00	\$4,826.00	\$255.00	\$4,845.00	\$300.00	\$5,700.00	\$240.00	\$4,560.00
38	2572.51	PRUNE TREES	H R	3	\$452.00	\$1,356.00	\$1,660.00	\$4,980.00	\$120.00	\$360.00	\$155.00	\$465.00
39	2573.502	STORM DRAIN INLET PROTECTION	EA	5	\$222.00	\$1,110.00	\$294.00	\$1,470.00	\$250.00	\$1,250.00	\$198.00	\$990.00
40	2573.503	SILT FENCE, TYPE MS	L F	10428	\$2.70	\$28,155.60	\$2.60	\$27,112.80	\$2.50	\$26,070.00	\$3.00	\$31,284.00
41	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	300	\$3.00	\$900.00	\$2.95	\$885.00	\$6.00	\$1,800.00	\$4.00	\$1,200.00
42	2574.505	SOIL BED PREPARATION	ACRE	4.7	\$576.00	\$2,707.20	\$577.00	\$2,711.90	\$345.00	\$1,621.50	\$100.00	\$470.00
43	2574.508	FERTILIZER TYPE 3	L B	1645	\$1.40	\$2,303.00	\$1.40	\$2,303.00	\$1.10	\$1,809.50	\$1.00	\$1,645.00
44	2575.504	ROLLED EROSION PREVENTION, CAT 25	S Y	5096	\$2.10	\$10,701.60	\$2.15	\$10,956.40	\$3.00	\$15,288.00	\$3.00	\$15,288.00
45	2575.505	SEEDING	ACRE	4.7	\$350.00	\$1,645.00	\$350.00	\$1,645.00	\$510.00	\$2,397.00	\$800.00	\$3,760.00
46	2575.508	HYDRAULIC BONDED FIBER MATRIX	L B	10518	\$1.50	\$15,777.00	\$1.50	\$15,777.00	\$2.05	\$21,561.90	\$2.02	\$21,246.36
47	2575.508	SEED MIXTURE 25-151	L B	900	\$4.60	\$4,140.00	\$4.60	\$4,140.00	\$5.30	\$4,770.00	\$7.00	\$6,300.00
48	2575.608	SEED MIXTURE 32-242A	L B	9	\$56.50	\$508.50	\$56.60	\$509.40	\$36.00	\$324.00	\$33.00	\$297.00
49	2582.503	24" SOLID LINE MULTI-COMPONENT	L F	52	\$12.50	\$650.00	\$12.45	\$647.40	\$15.00	\$780.00	\$18.11	\$941.72
50	2582.518	CROSSWALK MULTI-COMPONENT	S F	300	\$9.00	\$2,700.00	\$9.00	\$2,700.00	\$10.00	\$3,000.00	\$15.11	\$4,533.00
Base Bid Total:						\$779,719.90		\$819,808.88		\$976,395.80		\$1,001,018.83

Sunram Construction, Inc.		New Look Contracting, Inc.		Park Construction Company		Meyer Contracting Inc.		U.S. SiteWork, Inc.		Urban Companies	
Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	\$1,010,379.00		\$1,035,748.25		\$1,056,652.96		\$1,087,097.57		\$1,094,163.50		\$1,432,588.40
\$77,915.15	\$77,915.15	\$45,000.00	\$45,000.00	\$116,100.00	\$116,100.00	\$55,747.12	\$55,747.12	\$105,000.00	\$105,000.00	\$73,500.00	\$73,500.00
\$110.00	\$1,650.00	\$160.00	\$2,400.00	\$308.00	\$4,620.00	\$300.00	\$4,500.00	\$156.00	\$2,340.00	\$150.00	\$2,250.00
\$50.00	\$950.00	\$50.00	\$950.00	\$41.00	\$779.00	\$40.00	\$760.00	\$50.50	\$959.50	\$50.00	\$950.00
\$850.00	\$3,400.00	\$925.00	\$3,700.00	\$416.00	\$1,664.00	\$233.94	\$935.76	\$279.00	\$1,116.00	\$500.00	\$2,000.00
\$12.00	\$444.00	\$24.50	\$906.50	\$18.60	\$688.20	\$11.68	\$432.16	\$35.50	\$1,313.50	\$15.00	\$555.00
\$21.50	\$4,880.50	\$21.75	\$4,937.25	\$17.50	\$3,972.50	\$18.72	\$4,249.44	\$49.00	\$11,123.00	\$30.00	\$6,810.00
\$35.00	\$1,610.00	\$42.50	\$1,955.00	\$26.40	\$1,214.40	\$8.36	\$384.56	\$30.00	\$1,380.00	\$15.00	\$690.00
\$7.00	\$1,603.00	\$24.75	\$5,667.75	\$10.40	\$2,381.60	\$6.50	\$1,488.50	\$15.50	\$3,549.50	\$15.00	\$3,435.00
\$36.50	\$730.00	\$49.50	\$990.00	\$68.90	\$1,378.00	\$39.30	\$786.00	\$65.50	\$1,310.00	\$50.00	\$1,000.00
\$49.25	\$132,925.75	\$42.50	\$114,707.50	\$42.30	\$114,167.70	\$24.31	\$65,612.69	\$33.00	\$89,067.00	\$28.00	\$75,572.00
\$24.00	\$48,600.00	\$28.00	\$56,700.00	\$14.10	\$28,552.50	\$109.24	\$221,211.00	\$16.50	\$33,412.50	\$75.00	\$151,875.00
\$93.00	\$18,972.00	\$88.00	\$17,952.00	\$50.10	\$10,220.40	\$45.86	\$9,355.44	\$92.00	\$18,768.00	\$50.00	\$10,200.00
\$21.00	\$4,284.00	\$25.25	\$5,151.00	\$20.80	\$4,243.20	\$20.20	\$4,120.80	\$23.00	\$4,692.00	\$25.00	\$5,100.00
\$19.75	\$84,273.25	\$25.50	\$108,808.50	\$32.70	\$139,530.90	\$20.80	\$88,753.60	\$32.50	\$138,677.50	\$85.00	\$362,695.00
\$165.00	\$6,930.00	\$158.00	\$6,636.00	\$114.00	\$4,788.00	\$72.95	\$3,063.90	\$105.00	\$4,410.00	\$50.00	\$2,100.00
\$74.00	\$15,244.00	\$83.50	\$17,201.00	\$89.30	\$18,395.80	\$72.46	\$14,926.76	\$69.50	\$14,317.00	\$85.00	\$17,510.00
\$60.50	\$113,982.00	\$51.00	\$96,084.00	\$56.90	\$107,199.60	\$59.61	\$112,305.24	\$76.00	\$143,184.00	\$50.00	\$94,200.00
\$91.00	\$162,253.00	\$98.00	\$174,734.00	\$93.20	\$166,175.60	\$86.51	\$154,247.33	\$111.00	\$197,913.00	\$100.00	\$178,300.00
\$42.50	\$22,950.00	\$58.50	\$31,590.00	\$67.40	\$36,396.00	\$57.40	\$30,996.00	\$68.50	\$36,990.00	\$55.00	\$29,700.00
\$2,465.00	\$9,860.00	\$1,975.00	\$7,900.00	\$416.00	\$1,664.00	\$1,431.84	\$5,727.36	\$262.00	\$1,048.00	\$1,250.00	\$5,000.00
\$2,865.00	\$11,460.00	\$2,540.00	\$10,160.00	\$1,920.00	\$7,680.00	\$2,420.04	\$9,680.16	\$1,825.00	\$7,300.00	\$2,500.00	\$10,000.00
\$2,950.00	\$11,800.00	\$2,760.00	\$11,040.00	\$2,130.00	\$8,520.00	\$2,663.53	\$10,654.12	\$2,030.00	\$8,120.00	\$3,000.00	\$12,000.00
\$116.00	\$15,312.00	\$95.00	\$12,540.00	\$61.60	\$8,131.20	\$101.56	\$13,405.92	\$102.00	\$13,464.00	\$100.00	\$13,200.00
\$120.00	\$19,560.00	\$101.50	\$16,544.50	\$67.80	\$11,051.40	\$112.51	\$18,339.13	\$95.00	\$15,485.00	\$110.00	\$17,930.00
\$172.00	\$1,720.00	\$135.00	\$1,350.00	\$120.00	\$1,200.00	\$246.00	\$2,460.00	\$140.00	\$1,400.00	\$125.00	\$1,250.00
\$636.00	\$15,264.00	\$775.00	\$18,600.00	\$504.00	\$12,096.00	\$759.97	\$18,239.28	\$620.00	\$14,880.00	\$1,000.00	\$24,000.00
\$3,640.00	\$14,560.00	\$2,500.00	\$10,000.00	\$693.00	\$2,772.00	\$2,453.84	\$9,815.36	\$1,380.00	\$5,520.00	\$2,500.00	\$10,000.00
\$1,485.00	\$8,910.00	\$1,400.00	\$8,400.00	\$749.00	\$4,494.00	\$1,347.75	\$8,086.50	\$906.00	\$5,436.00	\$2,000.00	\$12,000.00
\$550.00	\$1,650.00	\$4,850.00	\$14,550.00	\$1,120.00	\$3,360.00	\$2,712.44	\$8,137.32	\$1,145.00	\$3,435.00	\$2,000.00	\$6,000.00
\$115.00	\$59,340.00	\$114.00	\$58,824.00	\$148.00	\$76,368.00	\$162.82	\$84,015.12	\$129.00	\$66,564.00	\$120.00	\$61,920.00
\$29.50	\$24,632.50	\$35.00	\$29,225.00	\$11.40	\$9,519.00	\$22.71	\$18,962.85	\$25.50	\$21,292.50	\$25.50	\$21,292.50
\$80.00	\$14,480.00	\$64.50	\$11,674.50	\$78.60	\$14,226.60	\$71.59	\$12,957.79	\$90.50	\$16,380.50	\$87.00	\$15,747.00
\$57.75	\$9,182.25	\$100.00	\$15,900.00	\$154.00	\$24,486.00	\$55.00	\$8,745.00	\$62.00	\$9,858.00	\$63.50	\$10,096.50
\$250.00	\$500.00	\$300.00	\$600.00	\$256.00	\$512.00	\$250.00	\$500.00	\$323.00	\$646.00	\$500.00	\$1,000.00
\$250.00	\$500.00	\$170.00	\$340.00	\$256.00	\$512.00	\$250.00	\$500.00	\$1,845.00	\$3,690.00	\$500.00	\$1,000.00
\$15,000.00	\$15,000.00	\$8,500.00	\$8,500.00	\$7,690.00	\$7,690.00	\$7,500.00	\$7,500.00	\$8,965.00	\$8,965.00	\$20,000.00	\$20,000.00
\$260.00	\$4,940.00	\$230.00	\$4,370.00	\$205.00	\$3,895.00	\$200.00	\$3,800.00	\$254.00	\$4,826.00	\$300.00	\$5,700.00
\$1,615.00	\$4,845.00	\$2,295.00	\$6,885.00	\$410.00	\$1,230.00	\$400.00	\$1,200.00	\$2,285.00	\$6,855.00	\$1,500.00	\$4,500.00
\$150.00	\$750.00	\$230.00	\$1,150.00	\$198.00	\$990.00	\$256.99	\$1,284.95	\$302.00	\$1,510.00	\$400.00	\$2,000.00
\$2.00	\$20,856.00	\$3.75	\$39,105.00	\$3.20	\$33,369.60	\$3.04	\$31,701.12	\$2.20	\$22,941.60	\$5.00	\$52,140.00
\$4.00	\$1,200.00	\$5.25	\$1,575.00	\$5.15	\$1,545.00	\$4.16	\$1,248.00	\$2.50	\$750.00	\$7.00	\$2,100.00
\$525.00	\$2,467.50	\$640.00	\$3,008.00	\$10.30	\$48.41	\$510.00	\$2,397.00	\$601.00	\$2,824.70	\$2,000.00	\$9,400.00
\$1.00	\$1,645.00	\$1.25	\$2,056.25	\$1.05	\$1,727.25	\$1.21	\$1,990.45	\$1.40	\$2,303.00	\$3.00	\$4,935.00
\$2.00	\$10,192.00	\$2.50	\$12,740.00	\$3.15	\$16,052.40	\$1.89	\$9,631.44	\$2.20	\$11,211.20	\$3.00	\$15,288.00
\$525.00	\$2,467.50	\$640.00	\$3,008.00	\$923.00	\$4,338.10	\$310.00	\$1,457.00	\$365.00	\$1,715.50	\$10,000.00	\$47,000.00
\$1.70	\$17,880.60	\$2.00	\$21,036.00	\$2.40	\$25,243.20	\$1.30	\$13,673.40	\$1.50	\$15,777.00	\$1.50	\$15,777.00
\$2.55	\$2,295.00	\$3.00	\$2,700.00	\$8.45	\$7,605.00	\$4.10	\$3,690.00	\$4.80	\$4,320.00	\$10.00	\$9,000.00
\$21.00	\$189.00	\$25.50	\$229.50	\$90.20	\$811.80	\$50.00	\$450.00	\$59.00	\$531.00	\$50.00	\$450.00
\$12.00	\$624.00	\$21.00	\$1,092.00	\$11.30	\$587.60	\$11.00	\$572.00	\$21.00	\$1,092.00	\$12.70	\$660.40
\$9.00	\$2,700.00	\$15.25	\$4,575.00	\$8.20	\$2,460.00	\$8.00	\$2,400.00	\$15.00	\$4,500.00	\$9.20	\$2,760.00
	\$1,010,379.00		\$1,035,748.25		\$1,056,652.96		\$1,087,097.57		\$1,094,163.50		\$1,432,588.40



Request for Action

To
City Council

Item Number
4.18

Meeting Date
August 5, 2024

Prepared By
Mark Dickinson, Fire Chief

Item Description
Resolution 24-46 Accepting Donation from
Zimmerman Livonia Fire Relief Association

Reviewed by
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 24-46 accepting the donation from the Zimmerman Livonia Fire Relief Association to the Elk River Fire Department,

Background/Discussion

The Elk River Fire Department received a monetary donation of \$2,500.00 from the Zimmerman Livonia Fire Relief Association to be used towards the purchase of fire equipment.

Financial Impact
\$2,500.00

Mission/Policy/Goal
Elk River Vision

Attachments
I. Resolution

The Elk River Vision

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



**City of Elk River
City Council**

Resolution 24-46

**A Resolution of the City Council of the City of Elk River Acknowledging
Contributions**

WHEREAS, the City of Elk River is grateful to all civic groups, organizations, and individuals for their contributions to the community; and

WHEREAS, the City of Elk River received a \$2500.00 donation from the Zimmerman Livonia Fire Relief Association with the intent it be used by the Elk River Fire Department for Fire Equipment.

NOW, THEREFORE, BE IT RESOLVED by the City Council, by at least four-fifths vote, to acknowledge the support and commend Zimmerman Livonia Fire Relief Association for their donation.

The motion for adoption of the foregoing resolution was introduced by Councilmember _____ and duly seconded by Councilmember _____, and upon vote being taken thereon, the following voted in favor thereof: _____ and the following against: _____, whereupon said resolution was declared duly passed and adopted.

The following members were present: _____
and the following absent: _____

Passed and adopted this _____ day of _____ 2024.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk





Request for Action

To
City Council

Item Number
7.1

Meeting Date
August 5, 2024

Prepared By
Cal Portner, City Administrator

Item Description
Resolution 24-47 Spectrum High School Conduit Bonds

Reviewed by
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 24-47 consenting to and approving the issuance by the City of Bethel of its Charter School Lease Revenue Obligations and taking other actions with respect thereto.

Background/Discussion

Spectrum High School is planning an addition and upgrades to their school facilities located at 17823 and 17796 Industrial Circle NW in Elk River. They plan to issue conduit bonds to fund the project. They propose to issue tax-exempt charter school lease revenue bonds through the City of Bethel, MN.

Because the facilities are located within Elk River, Spectrum needs host approval for the issuance. The City of Elk River has provided host approval for two previous bond issuances. During the previous approval processes, the city requested a Payment in Lieu of Fees (PILOF) as they were purchasing a property that would be taken off the tax roles. For this action, they are building on existing property, so there is no property tax impact to request a PILOF.

Financial Impact

There is no financial or other impact on the City of Elk River.

Mission/Policy/Goal

Elk River Mission Statement

Attachments

1. Spectrum School Resolution
2. Letter Regarding Host Approval

The Elk River Vision

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



CITY OF ELK RIVER, MINNESOTA

RESOLUTION NO. 24-47

**RESOLUTION CONSENTING TO AND APPROVING THE
ISSUANCE BY THE CITY OF BETHEL OF ITS CHARTER
SCHOOL LEASE REVENUE OBLIGATIONS AND TAKING
OTHER ACTIONS WITH RESPECT THERETO**

WHEREAS, the City of Elk River, Minnesota (the “City”) is a statutory city and political subdivision duly organized and existing under the laws of the State of Minnesota; and

WHEREAS, pursuant to Minnesota Statutes, Sections 469.152 through 469.1655, as amended (the “Act”), the City is authorized to carry out the public purposes described in the Act by providing for the issuance of revenue bonds to provide funds to finance revenue producing enterprises, whether or not operated for profit; and

WHEREAS, Minnesota Statutes, Section 471.656, as amended, authorizes a municipality to issue obligations to finance the acquisition or improvement of property located outside of the corporate boundaries of such municipality if the governing body of the city in which the property is located consents by resolution to the issuance of such obligations; and

WHEREAS, Spectrum Building Company (the “Company”), a Minnesota nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), has requested that the City of Bethel, Minnesota (the “City of Bethel”) issue its revenue bonds, in one or more series, as taxable or tax-exempt obligations (the “Bonds”), in a principal amount not to exceed \$10,000,000, and loan the proceeds thereof to the Company to: (i) finance the acquisition, construction, renovation, improvement, and equipping of its existing public charter school campus located at 17823 and 17796 Industrial Circle NW in the City, including but not limited to an approximately 45,000 square foot addition to its existing facility and renovation of and improvements to the existing facility for use as a public charter school for students in grades 6-12 (the “Project”); (ii) finance capitalized interest during the construction of the Project, if necessary; (iii) fund any required reserves; and (iv) pay costs of issuance of the Bonds; and

WHEREAS, the Project will be owned by the Company and leased to and operated by Spectrum High School, a Minnesota nonprofit corporation and public charter school (the “School”), pursuant to a lease agreement; and

WHEREAS, Section 147(f) of the Code and regulations promulgated thereunder require that prior to the issuance of the Bonds, the City Council of the City (the “City Council”) consent to the issuance of the Bonds by the City of Bethel after conducting a public hearing thereon preceded by publication of a notice of public hearing (in the form required by Section 147(f) of the Code and applicable regulations) in a newspaper of general circulation within the City at least seven (7) days prior to the public hearing date; and

WHEREAS, a notice of public hearing was published at least seven (7) days before the regularly scheduled meeting of the City Council on the date hereof in the *Star News*, the official newspaper of and a newspaper of general circulation in the City, with respect to the required public hearing under Section 147(f) of the Code; and

WHEREAS, on the date hereof, the City Council conducted a public hearing at which a reasonable opportunity was provided for interested individuals to express their views, both orally and in writing, on the following: (i) consent to the issuance of the Bonds by the City of Bethel pursuant to the requirements of Section 147(f) of the Code and the regulations promulgated thereunder; and (ii) approval of the issuance of the Bonds by the City of Bethel to finance the Project; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELK RIVER, MINNESOTA, AS FOLLOWS:

1. The City Council finds that it is in the best interest of the City to approve the issuance of the Bonds by the City of Bethel to finance the Project and hereby consents to the issuance of the Bonds by the City of Bethel for the purposes set forth above in an aggregate principal amount not to exceed \$10,000,000.

2. The Bonds are to be issued by the City of Bethel pursuant to the Act. The Bonds will constitute special, limited obligations of the City of Bethel secured solely by revenues derived from the operation of the Project and other security provided by the Company and the School, including but not limited to a mortgage on the land and buildings comprising the Project. The Bonds will not constitute a general or moral obligation of the City or the City of Bethel and will not be secured by any taxing powers of the City or the City of Bethel.

3. The Mayor and the City Administrator are hereby authorized and directed to execute and deliver any documents deemed necessary to fulfill the intentions of this resolution.

4. The Mayor and City Administrator and other officers, employees, and agents of the City are hereby authorized and directed to prepare and furnish to bond counsel and the original purchaser of the Bonds certified copies of all proceedings and records of the City relating to the approval of the issuance of the Bonds, including a certification of this resolution.

5. The Company will, upon demand, reimburse the City for costs paid or incurred by the City in connection with this resolution.

6. This resolution shall be in full force and effect from and after its passage.

Approved by the City Council of the City of Elk River, Minnesota this 5th day of August, 2024.

Mayor

ATTEST:

City Clerk



150 South Fifth Street, Suite 700
Minneapolis, MN 55402
(612) 337-9300 telephone
(612) 337-9310 fax
www.kennedy-graven.com
Affirmative Action, Equal Opportunity Employer

GINA A. FIORINI

Attorney at Law

Direct Dial (612) 337-9210

Email: gfiolini@kennedy-graven.com

July 30, 2024

Cal Portner, City Administrator
City of Elk River
13065 Orono Parkway
Elk River, MN 55330

Re: Resolution providing host approval for a charter school project located in the City of Elk River

Dear Mr. Portner,

Spectrum Building Company (the “Borrower” or “Company”), a Minnesota nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), is proposing to assist Spectrum High School, a Minnesota nonprofit corporation, an organization described in Section 501(c)(3) of the Code, and a public charter school (the “School”), in financing the acquisition, construction, renovation, improvement, and equipping of its existing public charter school campus (the “Original Facility”) located at 17823 and 17796 Industrial Circle NW in the City of Elk River, Minnesota (the “City”), including but not limited to an approximately 45,000 square foot addition to its existing facility and renovation of and improvements to the existing facility for use as a public charter school for students in grades 6-12 (the “Project”). The Project will be owned by the Borrower and leased to and operated by the School.

To finance the Project, the Borrower and the School have requested that the City of Bethel, Minnesota (the “City of Bethel”) issue one or more series of taxable or tax-exempt charter school lease revenue bonds (the “Series 2024 Bonds”) in the approximate principal amount not to exceed \$10,000,000 and loan the proceeds thereof to the Borrower. In 2017, the City of Bethel issued its Charter School Lease Revenue Bonds (Spectrum High School Project), Series 2017A and Taxable Series 2017B (collectively, the “Series 2017 Bonds”) to: (i) refund certain obligations previously issued by Anoka County, Minnesota, and thereby refinance the Original Facility and another facility owned by the Borrower and leased to and operated by the School located at 11044 Industrial Circle NW in the City, and (ii) finance the acquisition of certain land located in the City for use by the School and the renovation of and addition to the Original Facility. The Series 2024 Bonds will be issued as additional bonds on a parity basis with the Series 2017 Bonds under the documents relating to the Series 2017 Bonds.

In order for the City of Bethel to issue the Series 2024 Bonds, the City must hold a public hearing and grant “host approval” for the issuance of the Series 2024 Bonds under Minnesota Statutes, Sections 469.152 through 469.1655, as amended, Minnesota Statutes, Section 471.656, as amended, and Section 147(f) the Code and related Treasury Regulations. Enclosed is a resolution for consideration by the City Council on August 5, 2024, following the public hearing, which will provide host approval for the Project and the issuance of the Series 2024 Bonds by the City of Bethel.

The Bonds will be issued as conduit revenue obligations of the City of Bethel secured solely by the revenues derived from the loan or other revenue agreements executed by the Borrower and from other security provided by the Borrower. The Bonds will not constitute a general or moral obligation of the City, will not be secured by or payable from any property or assets of the City, and will not be secured by any taxing power of the City. The Bonds will not be subject to any debt limitation imposed on the City and the issuance of the Bonds will not have any adverse impact on the credit rating of the City, even in the event that the Borrower or the School encounters financial difficulties with respect to the Project.

The issuance of the Bonds by the City of Bethel will not negatively affect the issuance of any general obligation bonds by the City or their designation as bank qualified for purposes of Section 265(b)(3) of the Code.

I will attend the City Council meeting on August 5, 2024, and can answer any questions that may arise during the meeting.

Sincerely,

Gina Fiorini



Request for Action

To
City Council

Item Number
8.1

Meeting Date
August 5, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Planning Commission Appointment

Reviewed by
Cal Portner
Tina Allard

Action Requested

Appoint, by motion, Dornan Bland to the Planning Commission for a term from 9/1/24 to 2/28/27.

Background/Discussion

There is one vacancy on the Planning Commission.

Interviews were conducted at the July 15, 2024, Council Meeting. Mr. Bland originally applied to the Multipurpose Facility Advisory Commission and the Heritage Preservation Commission, however, a vacancy on the Planning Commission opened in the meantime. Staff inquired if the candidate was interested in filling the new vacancy on the Planning Commission, in which Mr. Bland was interested.

Financial Impact
NA

Mission/Policy/Goal
Elk River Mission

Attachments
I. Commission Applications

The Elk River Vision

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

From: noreply@civicplus.com
To: [Jolene Richter](#)
Subject: Online Form Submittal: Board and Commission Application Form
Date: Thursday, June 27, 2024 1:46:14 PM

Board and Commission Application Form

Residency Information

Residency Requirements

Must be an Elk River resident for the following

- Economic Development Authority (EDA)
- Heritage Preservation Commission
- Housing and Redevelopment Authority (HRA)
- Planning Commission
- Utilities Commission

Must be a Sherburne County resident for the following:

- Library Board

Residency does not matter for the following:

- EDA Beautification and Public Art Committee
- EDA Together Elk River Committee
- Energy City Commission
- Joint Finance Committee
- Multipurpose Facility Advisory Commission
- Parks and Recreation Commission

Select the Commission applying for Heritage Preservation Commission

First Name Dornan

Last Name Bland

Address1 19541 York St NW

City Elk River

State MN

Zip	55330
Home Phone Number	<i>Field not completed.</i>
Cell Phone Number	██████████
Email Address	████████████████████
Public Contact Information	Cell Phone Number
Employer	Xcel Energy
Occupation	Material Operations Supervisor
Why are you interested in serving on a city commission?	Contributing to the community.
What skills, training, and experience would you bring to the commission for which you seek appointment?	Business management.
Conflict of Interest	No
If yes, explain:	<i>Field not completed.</i>
How did you hear about this vacancy?	Word of Mouth
Electronic Signature Agreement	Agree
Electronic Signature	Dornan H Bland

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Jolene Richter](#)
Subject: Online Form Submittal: Board and Commission Application Form
Date: Thursday, June 27, 2024 1:49:21 PM

Board and Commission Application Form

Residency Information

Residency Requirements

Must be an Elk River resident for the following

- Economic Development Authority (EDA)
- Heritage Preservation Commission
- Housing and Redevelopment Authority (HRA)
- Planning Commission
- Utilities Commission

Must be a Sherburne County resident for the following:

- Library Board

Residency does not matter for the following:

- EDA Beautification and Public Art Committee
- EDA Together Elk River Committee
- Energy City Commission
- Joint Finance Committee
- Multipurpose Facility Advisory Commission
- Parks and Recreation Commission

Select the Commission applying for Multipurpose Facility Advisory Commission

First Name Dornan

Last Name Bland

Address1 19541 York St NW

City Elk River

State MN

Zip	55330
Home Phone Number	<i>Field not completed.</i>
Cell Phone Number	██████████
Email Address	████████████████████
Public Contact Information	Cell Phone Number
Employer	Xcel Energy
Occupation	Material Operations Supervisor
Why are you interested in serving on a city commission?	Serving the community.
What skills, training, and experience would you bring to the commission for which you seek appointment?	Business management.
Conflict of Interest	No
If yes, explain:	<i>Field not completed.</i>
How did you hear about this vacancy?	Word of Mouth
Electronic Signature Agreement	Agree
Electronic Signature	Dornan H Bland

Email not displaying correctly? [View it in your browser.](#)



Request for Action

To
City Council

Item Number
8.2

Meeting Date
August 5, 2024

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

Item Description
Rivers Edge Commons Park Improvements

Reviewed by
Cal Portner
Tina Allard

Action Requested

Authorize, by motion, staff to solicit bids for improvements at Rivers Edge Commons Park as presented with project awards considered at the City Council Regular Meeting on September 3, 2024.

Background/Discussion

Rivers Edge Commons Park was constructed in 2007 and later expanded in 2017. Most of the limestone seating has significant deterioration due to erosion. The City Council considered replacement alternatives during their Work Session on March 4, 2024. Staff were directed to develop plans with HGKi to construct new concrete seating. Feedback related to the improvements was collected from the Parks and Recreation Commission during their meeting on July 10, 2024. HKGi President Paul Paige will present these construction plans.

Financial Impact

The funding source for this project has not been decided upon. A potential funding source is the GRE Fund with a current balance of roughly \$832,000.

Mission/Policy/Goal

Opportunity to live, work, and play.

Attachments

1. Rivers Edge Renovation Illustrative
2. Rivers Edge Renovations

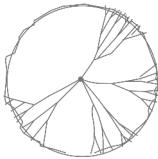
The Elk River Vision

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



SITE LEGEND

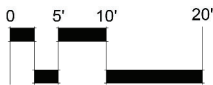
- BLOCK UNIT - FREESTANDING
- BLOCK UNIT - FRONT FACE ONLY
- BLOCK UNIT - CORNER FACE
- RESTORE CONCRETE PAVEMENT
- RESTORE / NEW PAVERS.
- RESTORE PLANTING BED & IRRIGATION IMPACTED
- RESTORE SOD, TOPSOIL & IRRIGATION IMPACTED
- NEW SHRUB



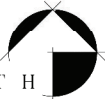
EXISTING TREE - PROTECT



EXISTING PLANTING BED



NORTH



BASE BID WORK LIMITS
REMOVE APPROX. 588LF
STONE AND ADD 700LF OF
LARGE BLOCK SEAT WALLS

ALTERNATE 1 :
REMOVE STONE

ALTERNATE 1 : ADDITIONAL
REPLACEMENT OF STONE WITH
BLOCK SEAT WALL

RESTORE PAVERS, SOD AND
PLANTING BEDS AS NEEDED

ALT 2 : CONDUIT RUN
FOR EMERGENCY
CALL



EXAMPLE OF PROPOSED BLOCK WALL

Date	Description/Revision	By
7.31.24	REVIEW SET	

HKGI Project No.: 024-031
Designed by: AJB
Drawn by: AJB
Checked By: PP

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Paul Paige, PLA

23594
Registration No.

XX.XX.24
Date

HKGI
800 WASHINGTON AVE N. #103
MINNEAPOLIS, MN 55401
www.hkgi.com

Client:

 **City of Elk River**
Parks and Recreation
Department

Project:

RIVERS EDGE RENOVATIONS
701 MAIN STREET NW
CITY OF ELK RIVER, MN 55330

Sheet Title:

ILLUSTRATIVE PLAN

SHEET
L0.0
PLAN

SHEETS

CITY OF ELK RIVER

RIVERS EDGE RENOVATIONS

2024

SHEET KEY

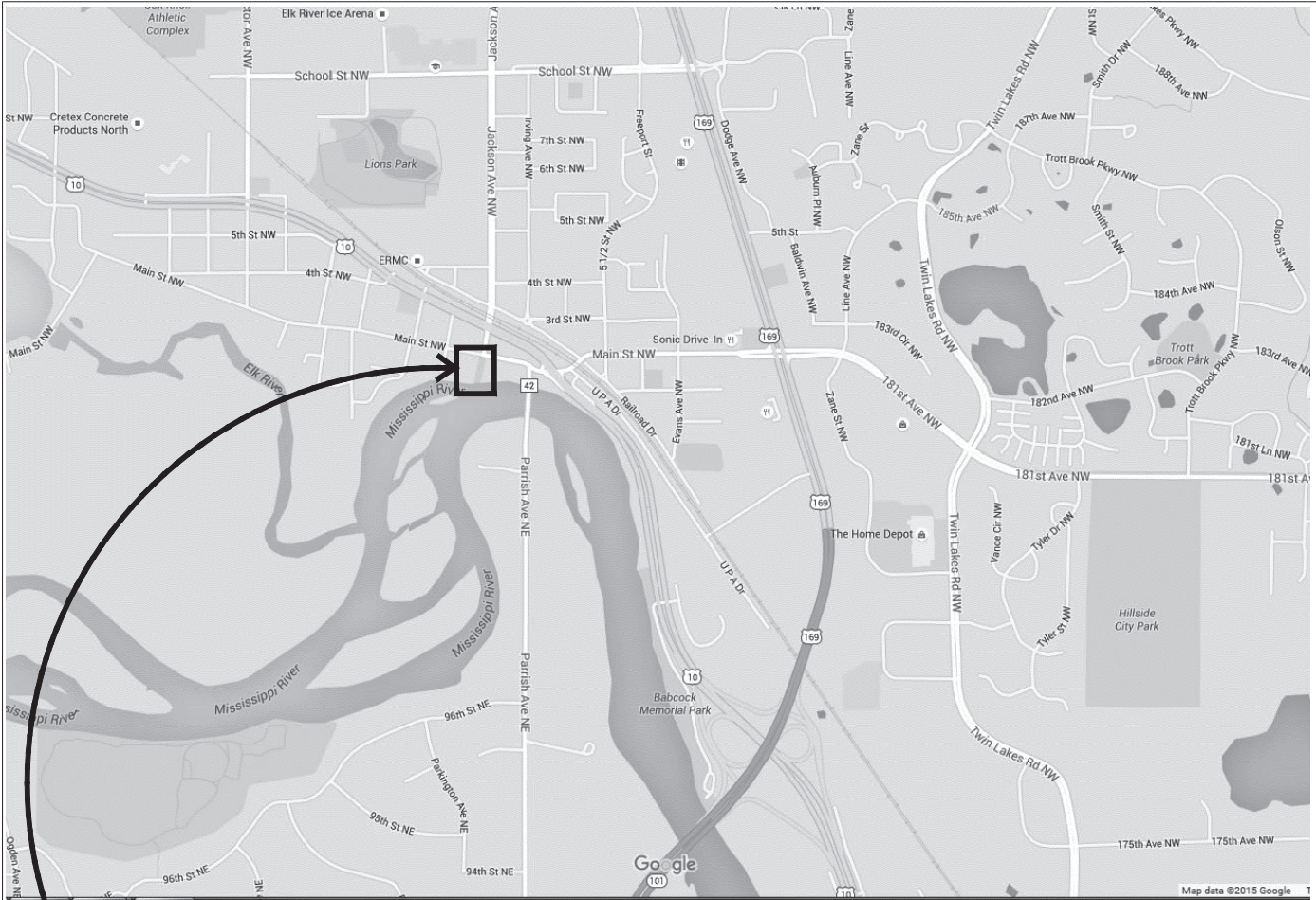
L1.1 TITLE SHEET

L2.1 REMOVALS/SITE PREP

L3.1 SITE LAYOUT
L3.2 SITE GRADING

L4.1 PLANTING PLAN

L5.1 DETAILS
L5.2 DETAILS



PROJECT LOCATION

GENERAL NOTES

1. CONTRACTOR SHALL INSPECT THE SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.
2. CONTRACTOR SHALL CONTACT GOPHER STATE ONE (811) FOR LOCATION OF UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE IF DAMAGED DURING CONSTRUCTION AT NO ADDITIONAL COST TO THE OWNER.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR HIRING A PRIVATE UTILITY LOCATOR TO COMPLETE THE PRIVATE UTILITY LOCATIONS.
4. CONTRACTOR SHALL ASSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK AND/OR MATERIALS SUPPLIED.
5. CONTRACTOR IS RESPONSIBLE FOR ALL PERMITS NEEDED RELATING TO THE NATURE AND SCOPE OF WORK.
6. CONTRACTOR TO BE RESPONSIBLE FOR COORDINATING CONSTRUCTION STAKING WITH CITY ENGINEER.
7. OWNER WILL BE RESPONSIBLE FOR SPECIAL INSPECTION AND MATERIAL TESTING.
8. CONTRACTOR SHALL COORDINATE ALL PHASES OF CONSTRUCTION AND RESTORATION WITH OTHER CONTRACTORS WORKING ON SITE.
9. CONTRACTOR TO BE RESPONSIBLE FOR SECURING CONSTRUCTION SITE.
10. A PEDESTRIAN DETOUR ROUTE SHALL BE DESIGNATED IF NEEDED FOR DURATION OF CLOSURE.
11. TREES TO REMAIN IN CONSTRUCTION AREA SHALL BE PROTECTED .
12. LIMITS OF WORK SHOWN ON PLAN ARE ONLY APPROXIMATE AND MAY BE ADJUSTED IN FIELD BY LANDSCAPE ARCHITECT. WORK OUTSIDE OF THESE LIMITS WILL BE DONE AT CONTRACTOR'S EXPENSE UNLESS DIRECTED BY LANDSCAPE ARCHITECT OR OWNER IN WRITING.
13. CONTRACTOR SHALL PREPARE AND SUBMIT AS-BUILT DRAWING(S) OF SITE IMPROVEMENTS UPON COMPLETION OF CONSTRUCTION INSTALLATION AND PRIOR TO FINAL PROJECT ACCEPTANCE.
14. REPAIR/REPLACE PAVEMENT, CURBING OR TURF DAMAGED BY CONSTRUCTION OPERATIONS IS INCIDENTAL. ALL CURB AND GUTTER SHOULD BE REPLACED TO CITY STANDARDS FOLLOWING CITY PAVEMENT AND CURB STANDARD SECTIONS, DETAILS, AND SPECIFICATIONS.

OWNER:
City of Elk River
Contact: TBD
Parks and Recreation Director
13065 Orono Parkway,
Elk River, MN 55330
Phone: 763-635-1150

LANDSCAPE ARCHITECT
HKGI, Inc
Contact: Amy Bower, PLA
123 N 3rd Street, Suite 100
Minneapolis, MN 55401
Phone: 612-703-2358

Date	Description/Revision	By	HKGI Project No.: 024-031	I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.
7.31.24	REVIEW SET		Designed by: AJB	
			Drawn by: AJB	
			Checked By: PP	
			23594 Registration No.	07.31.24 Date



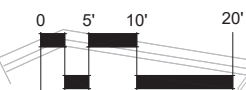
Client:

 **City of Elk River**
Parks and Recreation
Department

Project:	RIVERS EDGE RENOVATIONS 701 MAIN STREET NW CITY OF ELK RIVER, MN 55330	SHEET
Sheet Title:	TITLE SHEET	T1.1
		SHEETS

	EXISTING STONE		EXISTING CONCRETE PAVEMENT
	EXISTING STONE		EXISTING PAVERS
	EXISTING ORNAMENTAL RAILING		EXISTING PLANTING BED
	EXISTING SS LED HAND RAIL		EXISTING SOD
	EXISTING DECORATIVE AREA LIGHT		

- EXISTING STONE - REMOVAL
- CONCRETE REMOVAL
- PAVER RESTORATION
- EOROSION CONTROL
- CONSTRUCTION FENCING/BARRIERS



N O R T H

- EXISTING CONDITIONS AND STAIR ELEVATIONS BASED ON CONSTRUCTION DRAWINGS AND AN AS-BUILT SURVEY WAS NOT COMPLETED.
- FENCING, STAGING, SITE ACCESS AND EROSION CONTROL PLAN TO BE REVIEWED WITH OWNER PRIOR TO INSTALLATION.
- STONE TO BE REMOVED WILL BE REVIEWED AND MARKED IN FIELD
- OWNER MAY ELECT TO RE-USE SOME STONE, AND HAVE CONTRACTOR REMOVE REMAINING STONE FROM SITE.

Date	Description/Revision	By	HKGI Project No.: 024-031	I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.	 800 WASHINGTON AVE N. #103 MINNEAPOLIS, MN 55401 www.hkgi.com
7.31.24	REVIEW SET		Designed by: AJB		
			Drawn by: AJB		
			Checked By: PP	23594 Registration No. 07.31.24 Date	



City of Elk River
Parks and Recreation
Department

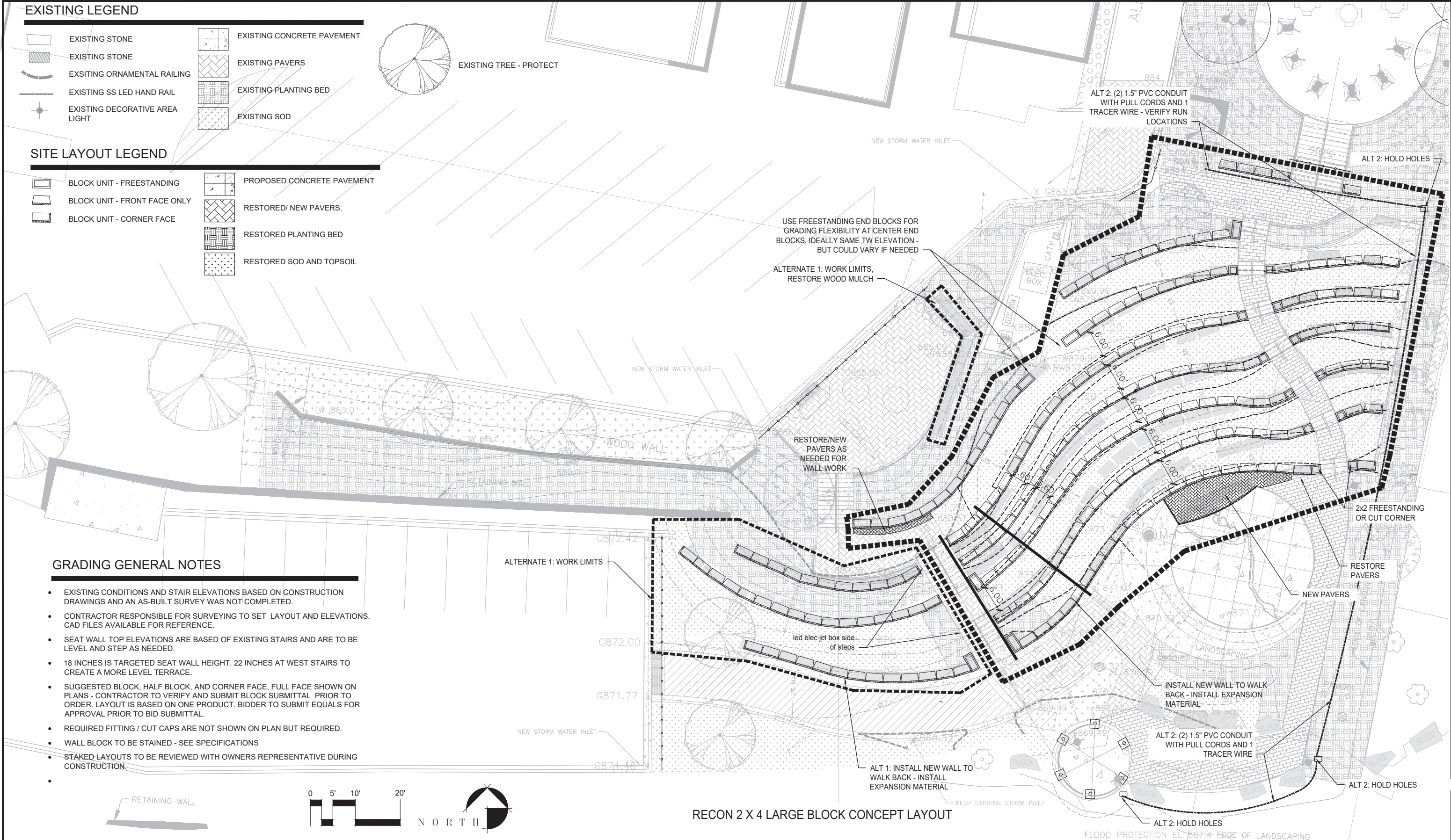
Sheet Title:

RIVERS EDGE RENOVATIONS
701 MAIN STREET NW
CITY OF ELK RIVER, MN 55330

REMOVALS / SITE PREP

2.1

SHEETS_



EXISTING LEGEND

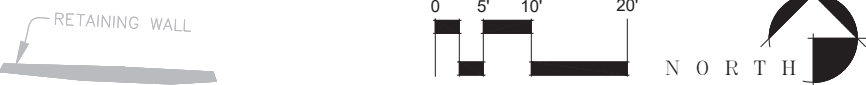
- EXISTING STONE
- EXISTING STONE
- EXISTING ORNAMENTAL RAILING
- EXISTING SS LED HAND RAIL
- EXISTING DECORATIVE AREA LIGHT
- EXISTING CONCRETE PAVEMENT
- EXISTING PAVERS
- EXISTING PLANTING BED
- EXISTING SOD
- EXISTING TREE - PROTECT

SITE LAYOUT LEGEND

- BLOCK UNIT - FREESTANDING
- BLOCK UNIT - FRONT FACE ONLY
- BLOCK UNIT - CORNER FACE
- PROPOSED CONCRETE PAVEMENT
- RESTORED/ NEW PAVERS,
- RESTORED PLANTING BED
- RESTORED SOD AND TOPSOIL

GRADING GENERAL NOTES

- EXISTING CONDITIONS AND STAIR ELEVATIONS BASED ON CONSTRUCTION DRAWINGS AND AN AS-BUILT SURVEY WAS NOT COMPLETED.
- CONTRACTOR RESPONSIBLE FOR SURVEYING TO SET LAYOUT AND ELEVATIONS. CAD FILES AVAILABLE FOR REFERENCE.
- SEAT WALL TOP ELEVATIONS ARE BASED OF EXISTING STAIRS AND ARE TO BE LEVEL AND STEP AS NEEDED.
- 18 INCHES IS TARGETED SEAT WALL HEIGHT. 22 INCHES AT WEST STAIRS TO CREATE A MORE LEVEL TERRACE.
- SUGGESTED BLOCK, HALF BLOCK, AND CORNER FACE. FULL FACE SHOWN ON PLANS - CONTRACTOR TO VERIFY AND SUBMIT BLOCK SUBMITTAL PRIOR TO ORDER. LAYOUT IS BASED ON ONE PRODUCT. BIDDER TO SUBMIT EQUALS FOR APPROVAL PRIOR TO BID SUBMITTAL.
- REQUIRED FITTING / CUT CAPS ARE NOT SHOWN ON PLAN BUT REQUIRED.
- WALL BLOCK TO BE STAINED - SEE SPECIFICATIONS
- STAKED LAYOUTS TO BE REVIEWED WITH OWNERS REPRESENTATIVE DURING CONSTRUCTION.



RECON 2 X 4 LARGE BLOCK CONCEPT LAYOUT

Date	Description/Revision	By	HKGI Project No.: 024-031	I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota. Paul Paige, PLA 23594 Registration No. 07.31.24 Date HKGI 800 WASHINGTON AVE N. #103 MINNEAPOLIS, MN 55401 www.hkgi.com City of Elk River City of Elk River Parks and Recreation Department Client: Project: RIVERS EDGE RENOVATIONS 701 MAIN STREET NW CITY OF ELK RIVER, MN 55330 SHEET									
7.31.24	REVIEW SET		Designed by: AJB										L3.1
			Drawn by: AJB										
			Checked By: PP										

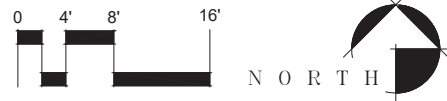
Sheet Title:

LAYOUT

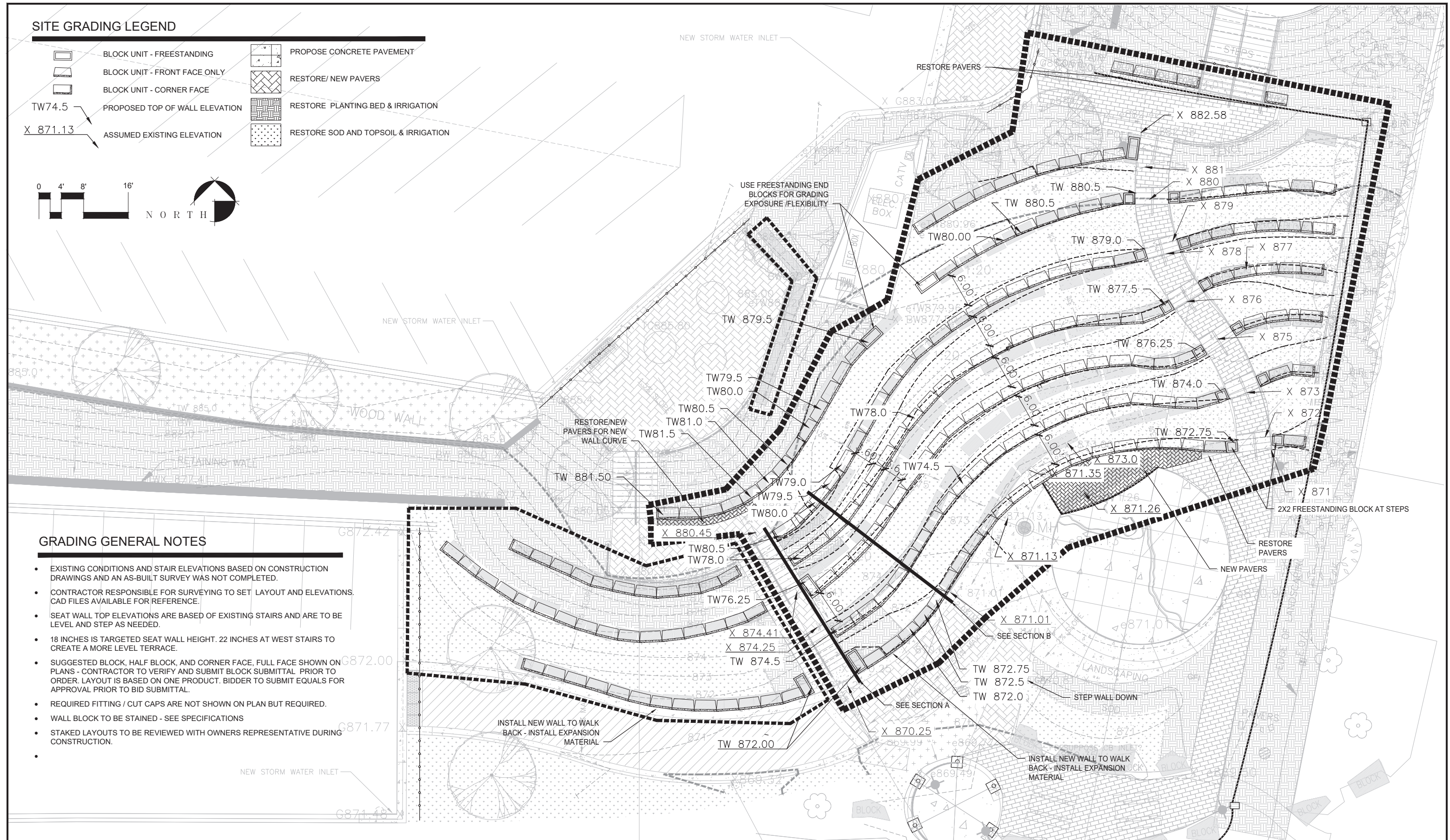
Page 116 of 116

SHEETS

	BLOCK UNIT - FREESTANDING		PROPOSE CONCRETE PAVEMENT
	BLOCK UNIT - FRONT FACE ONLY		RESTORE/ NEW PAVERS
	BLOCK UNIT - CORNER FACE		RESTORE PLANTING BED & IRRIGATION
TW74.5 X 871.13	PROPOSED TOP OF WALL ELEVATION ASSUMED EXISTING ELEVATION	 	RESTORE SOD AND TOPSOIL & IRRIGATION



- EXISTING CONDITIONS AND STAIR ELEVATIONS BASED ON CONSTRUCTION DRAWINGS AND AN AS-BUILT SURVEY WAS NOT COMPLETED.
- CONTRACTOR RESPONSIBLE FOR SURVEYING TO SET LAYOUT AND ELEVATIONS. CAD FILES AVAILABLE FOR REFERENCE.
- SEAT WALL TOP ELEVATIONS ARE BASED ON EXISTING STAIRS AND ARE TO BE LEVEL AND STEP AS NEEDED.
- 18 INCHES IS TARGETED SEAT WALL HEIGHT. 22 INCHES AT WEST STAIRS TO CREATE A MORE LEVEL TERRACE.
- SUGGESTED BLOCK, HALF BLOCK, AND CORNER FACE, FULL FACE SHOWN ON PLANS - CONTRACTOR TO VERIFY AND SUBMIT BLOCK SUBMITTAL PRIOR TO ORDER. LAYOUT IS BASED ON ONE PRODUCT. BIDDER TO SUBMIT EQUALS FOR APPROVAL PRIOR TO BID SUBMITTAL.
- REQUIRED FITTING / CUT CAPS ARE NOT SHOWN ON PLAN BUT REQUIRED.
- WALL BLOCK TO BE STAINED - SEE SPECIFICATIONS
- STAKED LAYOUTS TO BE REVIEWED WITH OWNERS REPRESENTATIVE DURING CONSTRUCTION.



Date	Description/Revision	By	HKGI Project No.: 024-031 Designed by: AJB Drawn by: AJB Checked By: PP		I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.  800 WASHINGTON AVE N. #103 MINNEAPOLIS, MN 55401 www.hkgi.com Client:  City of Elk River Parks and Recreation Department	Project: RIVERS EDGE RENOVATIONS 701 MAIN STREET NW CITY OF ELK RIVER, MN 55330 Sheet Title: GRADING DETAILS	SHEET L3.2 SHEETS
7.31.24	REVIEW SET		Paul Paige, PLA 23594 07.31.24 Registration No. Date				

SITE GRADING LEGEND

- BLOCK UNIT - FREESTANDING

BLOCK UNIT - FRONT FACE ONLY

BLOCK UNIT - CORNER FACE

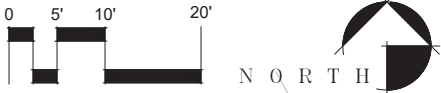
RESTORE CONCRETE PAVEMENT

RESTORE / NEW PAVERS,

RESTORE PLANTING BED &
IRRIGATION IMPACTED

RESTORE SOD ,TOPSOIL &
IRRIGATION IMPACTED

NEW SHRUB
- EXISTING TREE - PROTECT
- EXISTING PLANTING BED



GENERAL PLANTING AND IRRIGATION NOTES

- EXISTING CONDITIONS AND STAIR ELEVATIONS BASED ON CONSTRUCTION DRAWINGS AND AN AS-BUILT SURVEY WAS NOT COMPLETED.
- CONTRACTOR RESPONSIBLE FOR SITE REVIEW PRIOR TO BIDDING TO UNDERSTAND AND ESTIMATE RESTORATION COSTS FOR THEIR BID.
- PLAN SHOWS ASSUMED PLANTING BEDS THAT WILL BE DISTURBED AND NEED RESTORATION. CONTRACTOR RESPONSIBLE FOR RENOVATING ANY IMPACTED AREAS.
- EXISTING IRRIGATION PLAN IS SHOW IN PROJECT MANUAL. CONTRACTOR TO REPLACE ANY IMPACTED IRRIGATION DUE TO CONSTRUCTION WITH EQUAL OR BETTER IRRIGATION.
- CONTRACTOR TO REPLACE TOPSOIL AFTER FINAL GRADING AT 6 INCHES FOR SOD AREAS AND 12 INCHES FOR PLANTING BEDS.
- PLANTING BEDS SHALL RECEIVE PLANTS AS INDICATED ON PLANS AND 4 INCHES OF HARD WOOD SHREDDED WOOD MULCH.

RETAINING WALL

ALT: (45) GRO-LOW SUMAC SHRUB - NO 2 CONT.

ALT: RESTORE PLANTING BEDS IMPACTED
- SHRUBS, TOPSOIL, IRRIGATION AND
WOOD MULCH

ALT: RESTORE TURF IMPACTED:
TOPSOIL, SOD AND IRRIGATION

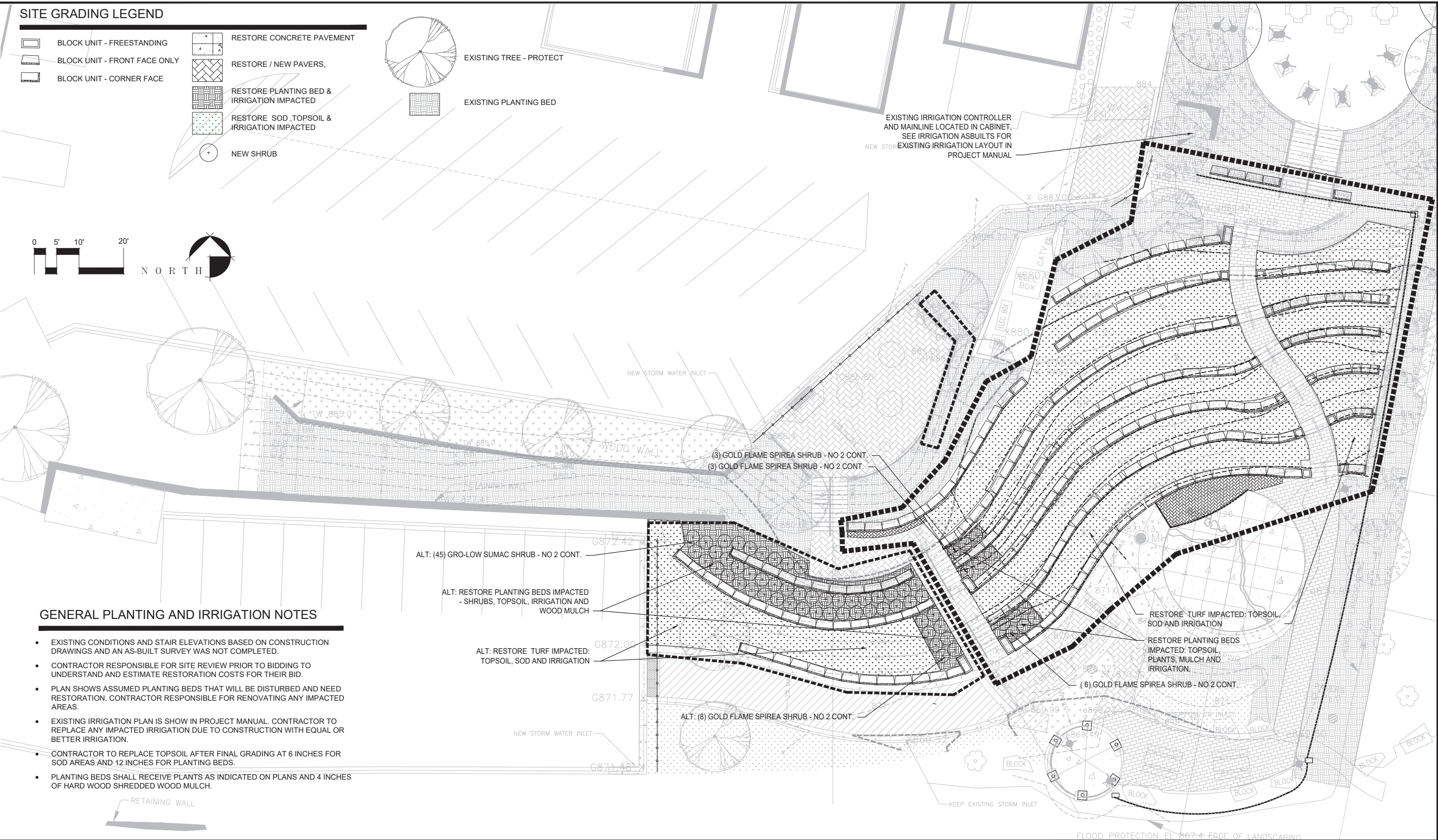
ALT: (8) GOLD FLAME SPIREA SHRUB - NO 2 CONT.

EXISTING IRRIGATION CONTROLLER
AND MAINLINE LOCATED IN CABINET.
SEE IRRIGATION ASBULTS FOR
EXISTING IRRIGATION LAYOUT IN
PROJECT MANUAL

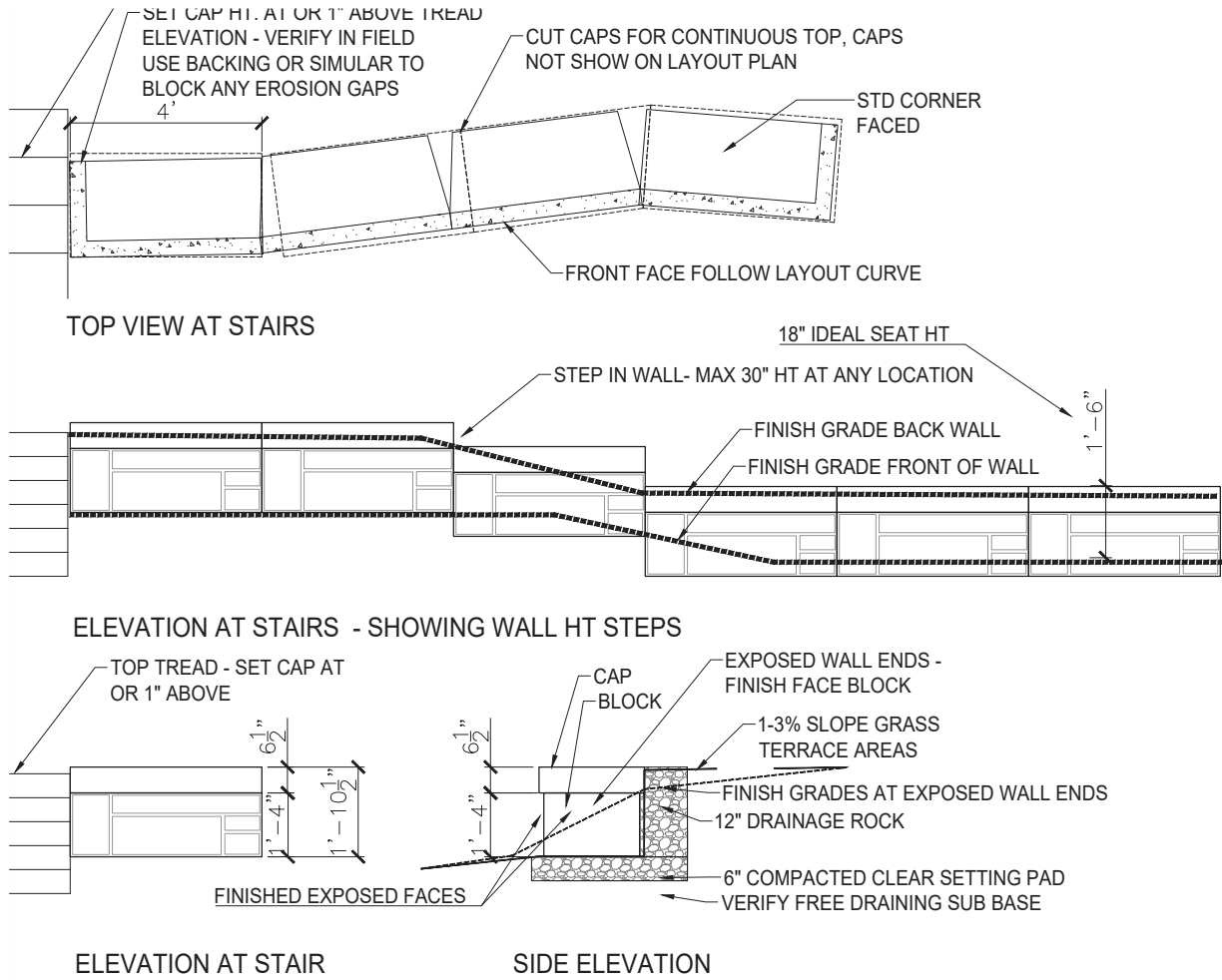
RESTORE TURF IMPACTED: TOPSOIL,
SOD AND IRRIGATION

RESTORE PLANTING BEDS
IMPACTED: TOPSOIL,
PLANTS, MULCH AND
IRRIGATION.

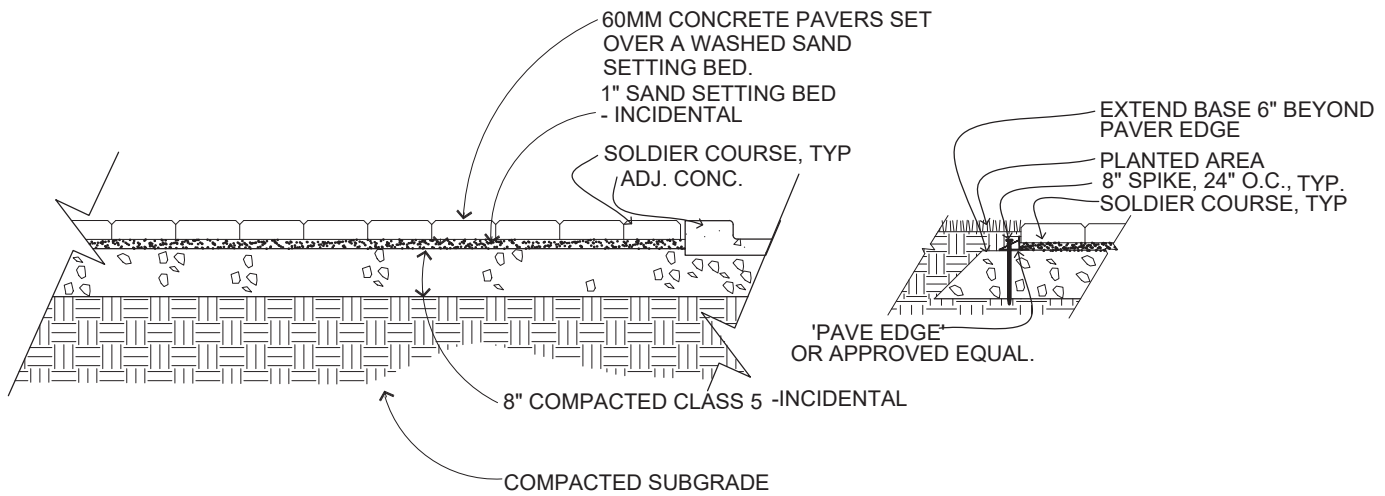
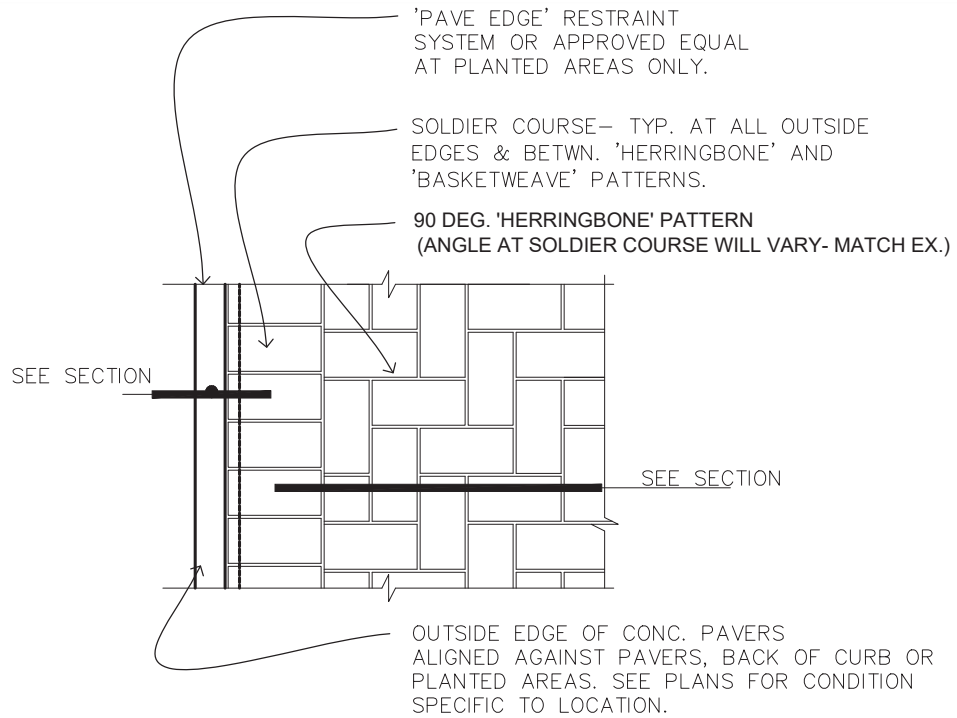
(6) GOLD FLAME SPIREA SHRUB - NO 2 CONT.



Date		Description/Revision	By	HKGI Project No.: 024-031		I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.		Client:		Project:		SHEET	
7.31.24		REVIEW SET		Designed by: AJB		 800 WASHINGTON AVE N. #103 MINNEAPOLIS, MN 55401 www.hkgi.com City of Elk River Parks and Recreation Department		 City of Elk River Parks and Recreation Department		RIVERS EDGE RENOVATIONS 701 MAIN STREET NW CITY OF ELK RIVER, MN 55330		SHEET	
1 8FT STAIR, CURB, PED RAMP		9.28.16		Sheet Title:						L4.1			
				PLANTING PLAN						SHEETS			
				Drawn by: AJB		Paul Paige, PLA							
				Checked By: PP		23594 07.31.24 Registration No. Date							

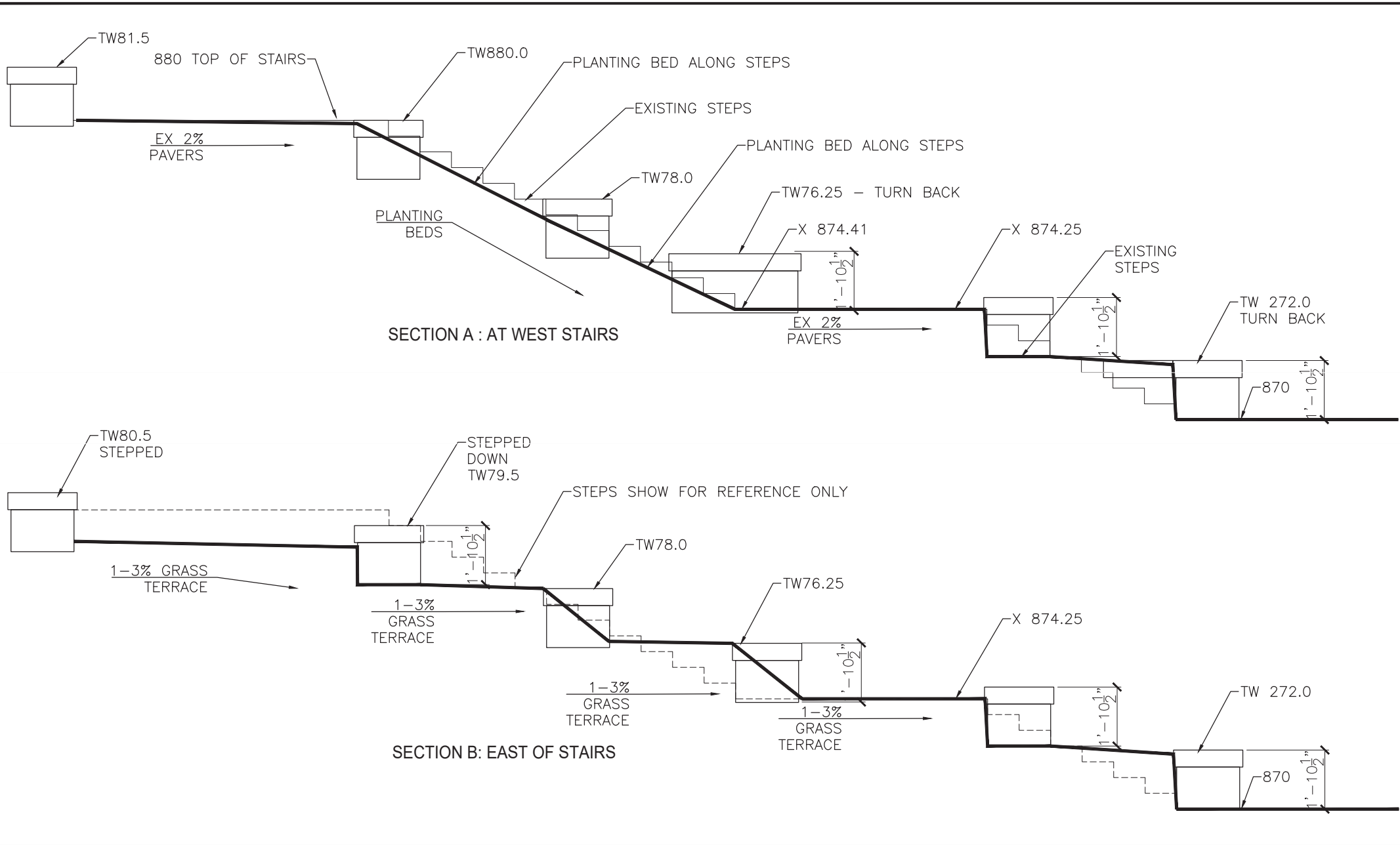


1 GRAVITY BLOCK DETAILS
L5.1



2 PAVER RESTORATION DETAIL
L5.1

Date	Description/Revision	By	HKGi Project No.: 024-031		I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota. HKGi 800 WASHINGTON AVE N. #103 MINNEAPOLIS, MN 55401 www.hkgi.com	Client: City of Elk River City of Elk River Parks and Recreation Department	Project: RIVERS EDGE RENOVATIONS 701 MAIN STREET NW CITY OF ELK RIVER, MN 55330	SHEET L5.1 SHEETS
7.31.24	REVIEW SET		Designed by: AJB					
			Drawn by: AJB					
			Checked By: PP					
			Paul Paige, PLA 23594 07.31.24 Registration No. Date					



2
L5.1

GRAVITY BLOCK SECTIONS

Date	Description/Revision	By	HKGI Project No.: 024-031	I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.	Client:	Project:	RIVERS EDGE RENOVATIONS 701 MAIN STREET NW CITY OF ELK RIVER, MN 55330	SHEET
7.31.24	REVIEW SET		Designed by: AJB		 City of Elk River Parks and Recreation Department	Sheet Title:	LARGE BLOCK SECTIONS	L5.2
			Drawn by: AJB	Paul Paige, PLA				SHEETS
			Checked By: PP	23594 Registration No.		07.31.24 Date		



Request for Action

To
City Council

Item Number
8.3

Meeting Date
August 5, 2024

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

Item Description
Plants and Things Recreation Complex Welcome
Plaza

Reviewed by
Lori Stich
Cal Portner
Tina Allard

Action Requested

Approve, by motion, authorization for staff to solicit bids for this project as presented with project awards considered at the City Council Regular Meeting on September 3, 2024.

Background/Discussion

The city sponsorship agreement with Plants and Things USA details a welcome plaza to be constructed utilizing the money collected (\$350,000 over 10-years). The Parks and Recreation Commission provided feedback on the design considerations during their Work Session on June 12, 2024. Steve Hickman was contacted and shown the conceptual images to solicit feedback from the sponsor.

Financial Impact

Subject to change based on the bidding process.

Mission/Policy/Goal

Opportunity to live, work, and play.

Attachments

1. Illustrative ADA Route
2. Plan Sheets

The Elk River Vision

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





I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Signature _____

Paul Paige, PLA

Registration No. 2395

Date 07.30.202

Client: _____

CITY OF
ELK RIVER,
MINNESOTA

Project: **ELK RIVER
RECREATION COMPLEX
9950 165th Avenue**

Sheet Title: **PLANTING PLAN**

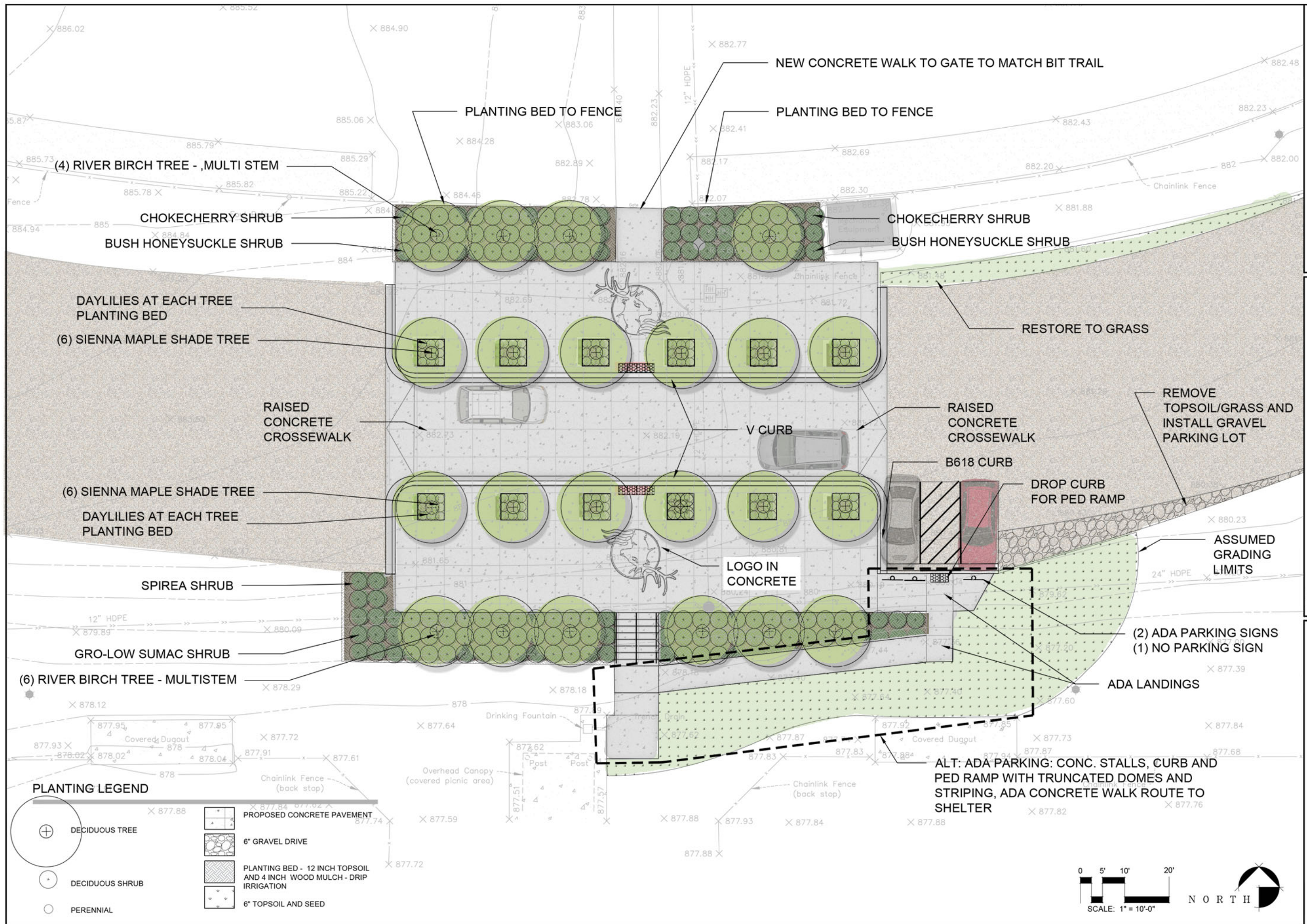
[illegible]

Drawn by: _____

Checked By: _____ K

Sheet Number:

ILLUST



GENERAL NOTES

1. CONTRACTOR SHALL INSPECT THE SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.
2. CONTRACTOR SHALL CONTACT GOPHER STATE ONE (811) FOR LOCATION OF UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE IF DAMAGED DURING CONSTRUCTION AT NO ADDITIONAL COST TO THE OWNER.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR HIRING A PRIVATE UTILITY LOCATOR TO COMPLETE THE PRIVATE UTILITY LOCATIONS.
4. CONTRACTOR SHALL ASSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK AND/OR MATERIALS SUPPLIED.
5. CONTRACTOR IS RESPONSIBLE FOR ALL PERMITS NEEDED RELATING TO THE NATURE AND SCOPE OF WORK.
6. CONTRACTOR TO BE RESPONSIBLE FOR COORDINATING CONSTRUCTION STAKING WITH CITY ENGINEER.
7. OWNER WILL BE RESPONSIBLE FOR SPECIAL INSPECTION AND MATERIAL TESTING.
8. CONTRACTOR SHALL COORDINATE ALL PHASES OF CONSTRUCTION AND RESTORATION WITH OTHER CONTRACTORS WORKING ON SITE.
9. CONTRACTOR TO BE RESPONSIBLE FOR SECURING CONSTRUCTION SITE.
10. A PEDESTRIAN DETOUR ROUTE SHALL BE DESIGNATED IF NEEDED FOR DURATION OF CLOSURE.
11. TREES TO REMAIN IN CONSTRUCTION AREA SHALL BE PROTECTED.
12. LIMITS OF WORK SHOWN ON PLAN ARE ONLY APPROXIMATE AND MAY BE ADJUSTED IN FIELD BY LANDSCAPE ARCHITECT. WORK OUTSIDE OF THESE LIMITS WILL BE DONE AT CONTRACTOR'S EXPENSE UNLESS DIRECTED BY LANDSCAPE ARCHITECT OR OWNER IN WRITING.
13. CONTRACTOR SHALL PREPARE AND SUBMIT AS-BUILT DRAWING(S) OF SITE IMPROVEMENTS UPON COMPLETION OF CONSTRUCTION INSTALLATION AND PRIOR TO FINAL PROJECT ACCEPTANCE.
14. REPAIR/REPLACE PAVEMENT, CURBING OR TURF DAMAGED BY CONSTRUCTION OPERATIONS IS INCIDENTAL. ALL CURB AND GUTTER SHOULD BE REPLACED TO CITY STANDARDS FOLLOWING CITY PAVEMENT AND CURB STANDARD SECTIONS, DETAILS, AND SPECIFICATIONS.

LOCATION MAP 

ELK RIVER RECREATION COMPLEX WELCOME PLAZA PROJECT

SHEET INDEX

- T100 TITLE SHEET
L101 EXISTING CONDITIONS/REMOVALS
L201 LAYOUT PLAN
L301 PLANTING PLAN
L401 SITE DETAILS



I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Signature _____

Paul Paige, PLA

Registration No. 23954

Date 07.30.2024

Client: _____

CITY OF
ELK RIVER,
MINNESOTA

ELK RIVER
RECREATION COMPLEX
9950 165th Avenue
TITLE SHEET

Project:

[illegible]

Project Number: 023-001

Drawn by: J.BH

Checked By: _____ KC

Sheet Number:

T100



I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Signature _____

Paul Paige, PLA

Registration No. 2395

Date 07.30.202

Client: _____

CITY OF
ELK RIVER,
MINNESOTA

Project: _____
Sheet Title: _____[illegible]

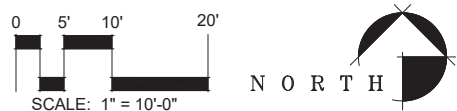
Project Number: 002 00

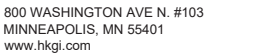
Drawn by: _____

Checked By: _____

Sheet Number:

L101





I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Signature _____

Paul Paige, PLA

Registration No. 2395

Date 07.30.202

Client: _____

CITY OF
ELK RIVER,
MINNESOTA

ELK RIVER RECREATION COMPLEX 9950 165th Avenue

LAYOUT

Project: _____
Sheet Title: _____[illegible]

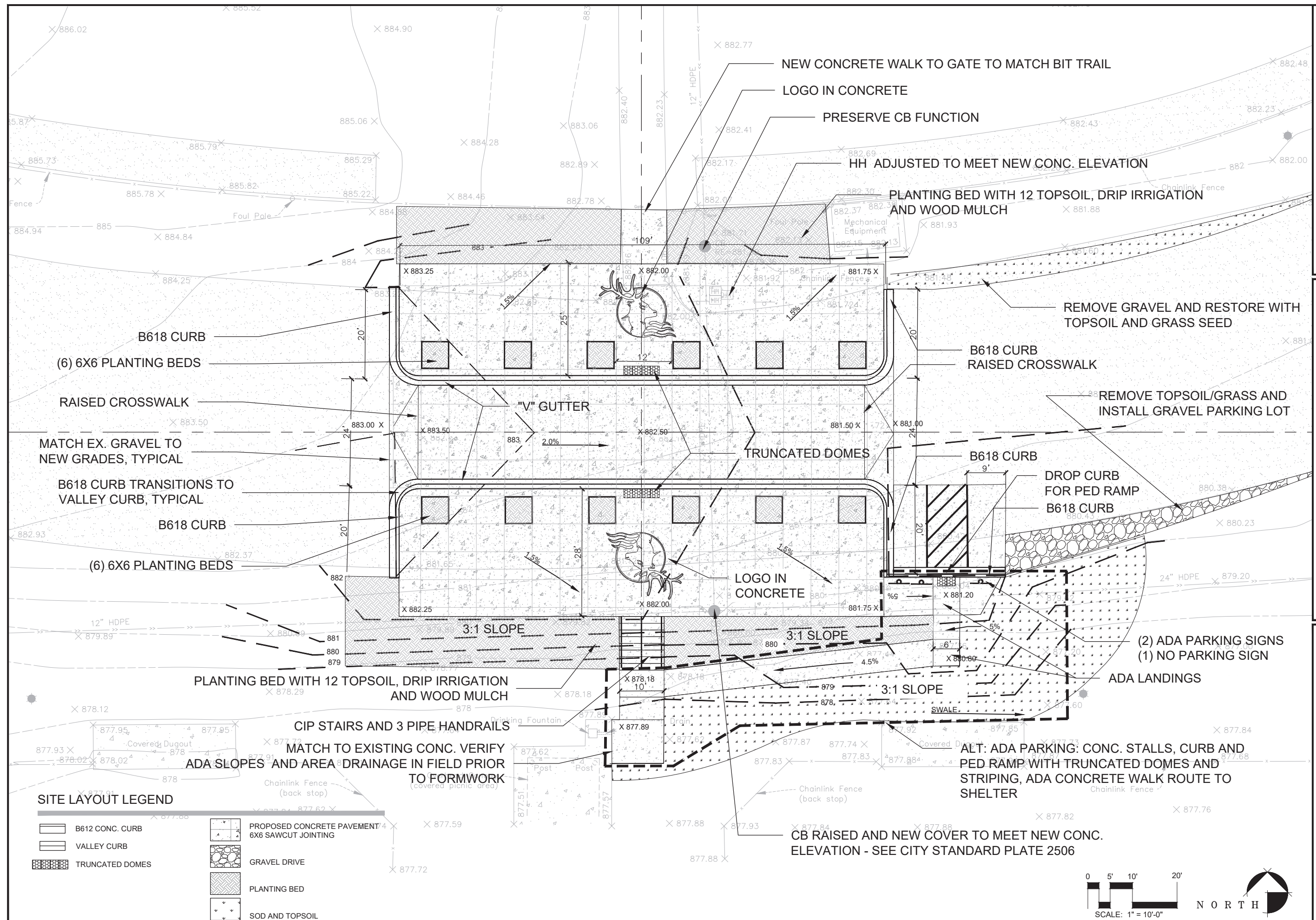
Project Number:

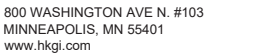
Drawn by: _____

Checked By: _____

Sheet Number:

L201





I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Signature _____

Paul Paige, PLA

Registration No. 2395

Date 07.30.202

Client: _____

CITY OF
ELK RIVER,
MINNESOTA

Project: _____
Sheet Title: _____[illegible]

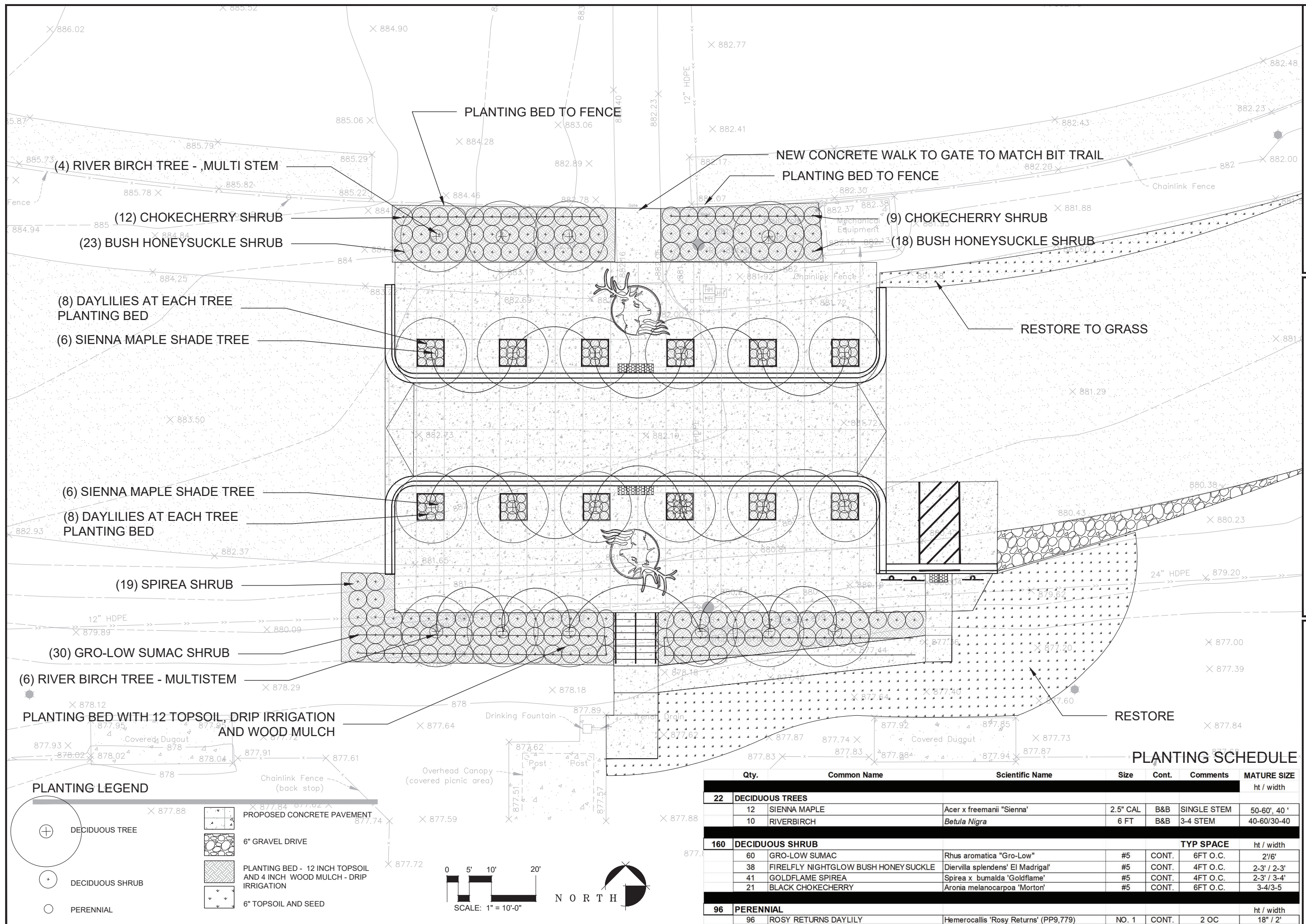
Project Number:

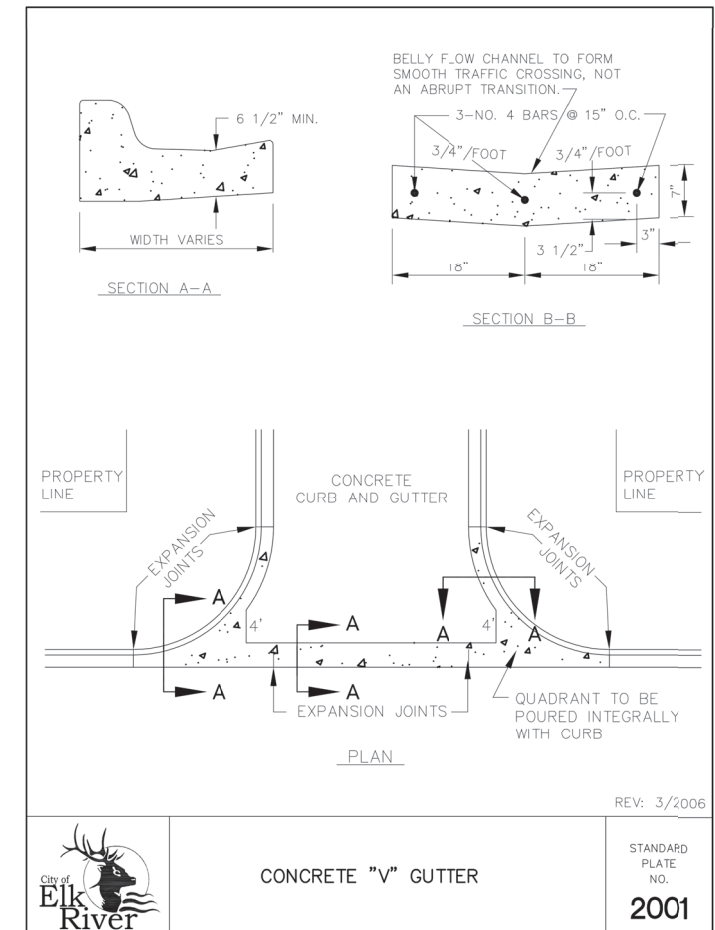
Drawn by: _____

Checked By: _____

Sheet Number:

L301







Request for Action

To
City Council

Item Number
8.4

Meeting Date
August 5, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Discuss Work Session Items

Reviewed by
Cal Portner
Tina Allard

Action Requested

Review work session items listed below and identify future work session topics.

Background/Discussion

Work sessions will be added to the end of regular meetings on the first and third Mondays as needed. At the first Council meeting of each month, staff will present a list of future work session topics for Council review.

Proposed work session topics are as follows:

- Fire Station #1 Facility Funding
- Public Safety grant expenditure update
- Review of zoning north of 197th Ave and gravel mining area following Highway 169 construction
- Council Chambers Security (October 21, 2024)

Financial Impact
N/A

Mission/Policy/Goal

Responsibly grow, meet changing needs (agile), and ethical, efficient, and responsible.

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
9.1

Meeting Date
August 5, 2024

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Council Liaison Updates

Reviewed by
Cal Portner
Tina Allard

Action Requested
Councilmembers to provide liaison updates.

Background/Discussion

The Mayor and Councilmembers serve as liaisons to multiple committees and commissions. The first meeting of the month provides an opportunity for the Council to provide updates on the work of those committees and commissions.

- **Energy City Commission** – CM Grupa
- **Multipurpose Facility Commission** – CM Wagner
- **Heritage Preservation Commission** – CM Grupa
- **Library Board** – Mayor Dietz
- **Parks and Recreation Commission** – CM Beyer
- **Planning Commission** – CM Westgaard
- **Utilities Commission** – CM Westgaard
- **Region 7W** – Mayor Dietz

Other Committees, Commissions, etc.

Financial Impact
None

Mission/Policy/Goal
The City Mission and Vision Statements

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
11.1

Meeting Date
August 5, 2024

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Interim Use Permit: Residential Occupation, Jason
Bye

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested

Further discussion on the IUP (24-01) about previous approvals, specifically IUP (IU 23-01).

Provide staff direction on how the Council wishes to proceed with their decision regarding the Interim Use Permit.

Two Council members will be absent from the August 19, 2024, meeting. The Council should direct which meeting they would prefer to act on this item. The Council has a Special Meeting scheduled for August 12, 2024, and a Regular Meeting on August 19, 2024. The two absent Council members may have an option to attend the August 19 meeting remotely via Microsoft Teams. Given the significant discussion on this item, staff would like to ensure a full Council for the final vote. The applicant may also provide a written extension to the review period, allowing the discussion to occur on September 3, 2024.

Background/Discussion

At the July 15, 2024, City Council meeting, staff provided Resolution 24-38 on the Consent agenda, making Findings of Fact denying the Interim Use Permit (IU 24-01). This application, submitted by Jason Bye, pertained to a residential occupation involving on-site outdoor storage and the use of an accessory building at 10208 209th Ave NW.

The Council removed the item from the Consent Agenda for further discussion and directed staff to bring it back for the August 5, 2024, Work Session. During the Work Session, the Council can discuss the application along with the previously reviewed and approved IUP (IU 23-01) from earlier in the year.

The public hearing for this application has been closed, and the Planning Commission does not need to further review. The mayor will decide whether to hear from the applicant or the applicant's legal counsel or allow public comments.

Financial Impact

None

The Elk River Vision

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



Mission/Policy/Goal

Opportunity to live, work, and play.

Attachments

1. Letter from Scott Rothmeyer
2. Neighborhood Signatures of Support with Map

Dear Mayor Dietz and City Council, thank you for taking the time to read this e-mail, I would like to bring attention to a few points regarding Mr. Bye's IUP

1. It appears that Mr. Bye is being portrayed as somebody who "does whatever they want and asks for forgiveness later." As his business partner I have worked with him and city planning, particularly Chris Leesburg on the construction of his pole building with the intent to use it for personal and business use. Mr. Leesburg had informed us early in the process that Mr. Bye would need to go through the conditional use permit process. The only reason it was not pursued sooner was for budgeting issues requiring septic, water and a bathroom to be added to the building. When Mr. Bye was requested by the city to pursue the CUP he immediately did so. What was thought would be a simple process turned into a yearlong endeavor with him receiving a cease-and-desist order. This came with great hardship to Mr. Bye and his business activities. He put tremendous effort into meeting the demands to be compliant with the directive of the city. I believe he has demonstrated his willingness to work with the city.
2. There is tremendous support in the neighborhood for Mr. Bye's IUP to be approved. I've spoken to 13 different property owners in the neighborhood. 11 of 13 signed statements of support. ***Please see attachment.*** Nearly all those 11 made comments that they were unhappy about how Mr. Bye has been treated. Many were particularly frustrated with one neighbor that campaigned against Mr. Bye. This person spread false information about semi-trucks on residential streets and poisoning well water. No one I spoke to have a single complaint of any disturbance, or about the actions of Mr. Bye.
3. The intended use of the property is typical of properties in the area of this size. He is using less than 1 acre of his 13 acres and all his activity will occur within a fenced in area or the pole building. He will also not be adding any traffic to residential streets. Close to 80% of regular business hours will have no activity at the property.
4. Denying this IUP will create a hardship not only for Mr. Bye but for the employees of this company and people of this community. Denial likely will Require Mr. Bye and the business to find a location outside of the Elk River community.

 = In Support



I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Car H. Van

Address 20575 Quincy St NW EK

Phone Number 612-701-8677

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Irene Kostroba

Address 20573 Quincey St. NW E.R.

Phone Number 763-441-4457

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Jillian + Brandon Ringer

Address 10087 209th Ave NW ELK RIVER MN

Phone Number 763 438 8195

Jason + Brandon

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Brooks Turner

Address 10137 209th Ave NW, Elk River, MN 55330

Phone Number 763-439-5909

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Scott Nelson 

Address 10039 209th Ave NW

Phone Number 612-940-9540

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Dennis Moore

Address 10213 209th

Phone Number 763.441-8860

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Donald Frascetta

Address 20894 Haven ST NW Elk River MN 55330

Phone Number 763-486-2181

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Susan Bergstrom-Franks Bergstrom

Address 10303-209th Ave NW

Phone Number 320-232-0040

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Shavonne Bierch

Address 21882 Hoover St NW Elk River MN 55330

Phone Number 763-228-9101

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Ben Bangasser

Address 20898 Haver St NW Elk River MN

Phone Number 612-849-2740

I'm a neighbor of Jason and Nikki Bye at 10208 209th Ave, NW I live in a close vicinity and can observe their property from my home and in my travels to and from my house. I'm aware that they have operated a business at this property and are seeking an interim use permit to continue. I support the planning commission's proposal to approve the permit based on the 18 conditions.

Name Martini + Caran Montz

Address 20541 Swin Lakes Rd. NW.

Phone Number 763-441-2864



Request for Action

To
City Council

Item Number
11.2

Meeting Date
August 5, 2024

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

Item Description
FT Center 2025 Ice, Turf, and Room Rental Rates

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Discuss rates for the FT Center that will be implemented on January 1, 2025.

Background/Discussion
City Council provided staff with feedback on June 17 and July 1 that will help with considering rates at the FT Center. Staff conducted additional research and will present information to assist in setting rates that will take effect on January 1, 2025.

Financial Impact
Rental rates have a direct impact on the anticipated revenues within the annual FT Center budget.

Mission/Policy/Goal
Responsible for every dollar - good stewards.

Attachments
1. FT Center 2025 Rental Rates Discussion (as of July 31, 2024)

The Elk River Vision

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

FT Center 2025 Rates Discussion

**Ice, Turf, and Room Rentals
As of 7/31/24**

ICE

Current

USER	6a.m. - 10a.m.	2p.m.- 4:30p.m.	4:30p.m.- 11:30p.m.	Prime	Non-Prime
Standard				\$250	\$195
Elk River High School		\$245			
ERFSC				\$220	\$175
ERYHA				\$230	\$180
MN Squatch	\$145		\$245		\$195
Two Brothers Hockey	\$130	\$220		\$245	\$185
Average	\$138	\$233	\$245	\$236	\$186

Comparison List as of 7/31/24

ICE

Arena	Prime Rate	Non-Prime	School Hours	Comments
Delano	\$285	\$260	N/A	"During the school day we'd use the non-prime rate. If this was going to be a long term, or multiple hour/day type situation, I might flex a little because of the block of time. We're organized differently than most, we're our own non-profit, so we don't receive any public funds from the school or the city so our rates are generally little higher as we don't have any subsidies or tax levy revenue."
Lakeville	\$270	\$200	\$170	
Braemar	\$269	\$206	\$206	
Plymouth	\$265	\$220	\$190	
Burnsville	\$260	\$230	\$125	
Bloomington	\$258	\$187	\$175	
Apple Valley	\$255	\$185	\$185	
Andover	\$250	\$185	\$185	
Minnetonka	\$250	\$225	\$195	
Buffalo	\$240	\$185	\$185	
Fogerty Arena (Blaine)	\$240	\$200	\$100	"It truly depends upon the customer and their situation. For example, our Jr team pays \$100 an hour during the day, because they are consistently skating 5 days a week for 1.5 to 2 hours a day. Otherwise, we charge all users purchasing an hour or two during the day Monday to Friday from 6 am to 3 pm our non-prime rate of \$200 an hour."
Rogers	\$235	\$185	\$185	
Anoka	\$215	\$140	\$97.50	
Princeton	\$220	\$185	\$185	"Contract w/school 7a-5:40p so typically no ice to sell. But would be \$185-\$205 for contracted users or \$220 for non contracted."
Coon Rapids	\$248	\$190	\$145	"This coming September through March our non-prime rate (weekdays before 3pm and after 10pm everyday) will be \$190/hr. Prime rate will be \$248/hr. Blue Ox weekday rate, before 3pm will be \$145/hr. This discount is explained in their contract and is due to their non-prime usage volume."
AVERAGE	\$251	\$199	\$166	

ICE

USPHL North Conference Rates	Rink	Practice Ice
Isanti Outlaws	Isanti Ice Arena	N/A
Steele County Blades	Four Seasons Ice Center	\$185
Northwest Express (formerly MN Moose)	Spooner Civic Center	N/A
Wisconsin Rapids Riverkings	Southwood County Rec Center	\$135
Minnesota Mullets	Augsberg University Arena	Outlier
Dells Ducks	Poppy Waterman Arena	\$150
Minnesota Blue Ox	Coon Rapids Ice Center	\$140
Hudson Havoc	Hudson Sports and Civic Center	\$87.50
Average		\$140

ICE

	Upper Extreme	Upper Quartile	Median	Lower Quartile	Lower Extreme	Average
Prime	\$285	\$265	\$250	\$240	\$215	\$251
Non- Prime	\$260	\$220	\$190	\$185	\$140	\$199
School Hours	\$206	\$186	\$185	\$140	\$98	\$166
USPHL Comps Practice	\$185	\$168	\$140	\$111	\$88	\$140

ICE

SCENARIO A

USER GROUPS	2023 FYE Revenue	2024-2025 Estimated Revenue Based on 2023 Hours Sold						
		Prime Rate	Non-Prime/School Hour Rate	Prime cost	Non-Prime cost	Total cost	Difference	Percent change
ERYHA	\$427,733	\$255	\$200	\$448,170	\$20,434	\$468,604	\$40,871	9.56%
Two Brothers	\$88,700	\$255	\$185	\$16,830	\$81,585	\$98,415	\$9,715	10.95%
Figure Skating Club	\$67,837	\$255	\$200	\$44,396	\$33,750	\$78,146	\$10,308	15.20%
ERHS Practice	\$57,800	\$255	\$200	\$60,690	\$2,500	\$63,190	\$5,390	9.33%
Squatch	\$39,528	\$255	\$145	\$19,125	\$22,057	\$41,182	\$1,655	4.19%
Other	\$81,165	\$255	\$200	\$46,252	\$47,550	\$93,802	\$12,637	15.57%
Total	\$762,763	N/A	N/A	\$635,463	\$207,876	\$843,338.95	\$80,576.34	10.56%

SCENARIO B

USER GROUPS	2023 FYE Revenue	2024-2025 Estimated Revenue Based on 2023 Hours Sold						
		Prime Rate	Non-Prime/School Hour Rate	Prime cost	Non-Prime cost	Total cost	Difference	Percent change
ERYHA	\$427,733	\$260	\$205	\$456,958	\$20,945	\$477,903	\$50,170	11.73%
Two Brothers	\$88,700	\$260	\$190	\$17,160	\$83,790	\$100,950	\$12,250	13.81%
Figure Skating Club	\$67,837	\$260	\$205	\$45,266	\$34,594	\$79,860	\$12,023	17.72%
ERHS Practice	\$57,800	\$260	\$205	\$61,880	\$2,563	\$64,443	\$6,643	11.49%
Squatch	\$39,528	\$260	\$140	\$19,500	\$21,297	\$40,797	\$1,269	3.21%
Other	\$81,165	\$260	\$205	\$47,159	\$48,739	\$95,898	\$14,733	18.15%
Total	\$762,763	N/A	N/A	\$647,923	\$211,927	\$859,849.25	\$97,086.64	12.73%

5

TURF

Facility	Prime Rate	Non-Prime	School Hours	Summer Rate	Comments
Adrenaline Ramsey	\$190	160	110	110	No partial turf rentals. Three 80x170 fields. In season is October - April. Prime hours Mon- Fri 5p-10p Sat and Sun 8a-8p. Non-prime Mon - Fri 3p-5p Saturday and Sunday 8p-10p. Off season rate is for all hours (May - Sept)
Andover	\$130	\$100	\$100		Can also rent turf and dry land @ \$150/hour and Turf and track @ 187.50/hour. Turf in second week March - April. Non-prime is 7a-2p M-F
Hopkins/SLP	\$95				2024 Turf season is March - Mid May. 2025 season will be Feb 28-May 3.
Brooklyn Park Dome Half	\$190	\$125			Prime Mon-Fri 5:30-9:30 Saturday 8a-7p Sunday 8a-9p Holidays 10-5:30p Non-prime Mon - Fri 9:30p-11:30p Saturday 6a-8a or 7p-11p Sunday 6a-8a or 9p-11p. School uses during school day.
Plymouth	\$220	\$113	\$113		Open November - Mid April. Rates are for half field (45 x 60 yards) average between resident and non-resident rates. Prime hours defined as Mon - Fri 5p-10p Sat, Sun, Holidays 7a-10p
Braemar Field	\$231		\$82		Half turf is closest to size of our field. November - April dome. Prime M-F 3p-9p Sat-Sun 7a-9p. 6a-7a Sat/Sun and 9p-11p M-Sun is \$206/hour
Blaine Sports Center - Sports Hall	\$160	\$160			1/3 of sports hall rate
TCO Sports Garden (CCCU fieldhouse) per field	\$175	\$97	\$97	\$55	3 fields total Prime Oct 16-April 30 Mon- Fri 4p-9p 7a-9p weekends and holidays. Summer rates May 1 - October 15 7a-10 7 days week. Fire sale are open hours during the current week in prime season.
AVERAGE	\$174	\$126	\$100	\$83	

ROOMS

Current

ROOM	Capacity	Resident	Non-Resident	Average
Party Room 1 (W)	55	\$50	\$58	\$54
Party Room 2 (E)	55	\$50	\$58	\$54
Meeting Room 1 (N)	62	\$60	\$69	\$65
Meeting Room 2 (S)	62	\$60	\$69	\$65

Comparison List

Facility	Capacity	Hourly Rate
Andover Community Center- Mike Knight Full	40	\$55
Shorewood Community Center- Activity Room full	40	\$38
Plymouth Community Center - Multipurpose Rooms ea	40	\$72.50
Plymouth Community Center Aspen/Birch/Cedar	46	\$72.50
Blaine City Hall Community Room	55	\$100
Blaine - Mary Ann Young Center Maple AB	60	\$107
Average	47	\$74

ROOMS

Current

ROOM	Capacity	Resident	Non-Resident	Average
Flex Space	91	\$100	\$115	\$108
Upper Lobby	150	Varies	Varies	N/A

Comparison List

Facility	Capacity	Hourly Rate
Maple Grove Community Center - Senior Center	80	\$68
Blaine- Mary Ann Young Center Tom Ryan A	100	\$112
Blaine- Mary Ann Young Center Tom Ryan B	100	\$112.00
Plymouth Community Center - Multipurpose Rooms all	136	\$72.50
Shorewood Community Center - Banquet Room	160	\$52
Plymouth Community Center Black Box	180	\$143
Average	126	\$93