



Parks and Recreation Commission

Wednesday, January 8, 2025

6:30 PM

Elk River City Hall

Regular Meeting & Work Session Agenda

- 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. CONSIDER MINUTES

4.1 12-08-2024 Parks and Recreation Commission Special Meeting Tour Minutes

4.2 12-11-2024 Parks and Recreation Commission Meeting Minutes

5. OPEN FORUM

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

6. PRESENTATIONS, AWARDS, AND RECOGNITION

7. ACTION ITEMS

7.1 2025 Parks and Recreation Commission Meeting Calendar

8. DISCUSSION ITEMS

8.1 Specht Property Park Dedication

8.2 Community Garden - Lion John Weicht Park

9. RECREATION MANAGER UPDATE

9.1 Parks and Recreation Manager Update

10. ANNOUNCEMENTS

11. MOTION TO ADJOURN REGULAR MEETING

12. WORK SESSION

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.

12.1 Trailhead Locations - Great Northern Trail

13. 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





**Special Meeting of the Elk River
Parks and Recreation Commission
(Property Tour)
December 8, 2024**

Members Present: Chair Dave Anderson, Commissioners Melissa Fermoye, Greg Loidolt, Hal Stewart, Jill Varty, Joy Goodwin, Mike Niziolek

Members Absent:

Council Liaison: Councilmember Cory Grupa

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, Senior Administrative Assistant Dawn Larson

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the Elk River Parks and Recreation Commission was called to order at 1:00 p.m. by Chair Anderson.

2. Tour of Nystrom Property (PID 75-00128-4200)

Commissioners and staff walked the property with one of the owners, Eric Nystrom. The property is located at 19232 Proctor Rd. Elk River, MN 55330. Mr. Nystrom's family has owned the property since 1936. The current house sitting on the property was built in 1971. The family is considering selling the property due to family members no longer living on it. They are potentially looking at selling the southern portion for multi family residential. The house would be another portion sold with the land directly around it and towards the lake. The acres north of the house would be the ideal portion the family would like the City of Elk River to consider for purchase.

There is currently a trail on the west side of the county rd. according to the trail master plan. Greg Carton owns the swamp land parcel to the west of the house. The southern portion of the property goes up to the back of the townhouses. Chair Anderson said that discussion about the tour could take place at the next commission meeting.

Commissioner Loidolt left the tour after the Nystrom property tour.

3. Tour of Maher Property (PID 75-00131-2100)

Commissioners and staff walked the property with the owner, John Maher. His parents bought the property around 1975. Mr. Maher then bought the property from them in 1990. He has also been mowing the trails over at Camp Cozy for many years, even before the property officially became a park. Most of the year boats and pontoons can get from this portion of the river down to Lake Orono and back. There is lots of wildlife and he did the shoreline work with the stones in front of the cabin himself. Even when the water is at it is highest it only comes to the top of the rocks and has come to just below the cabin before.

Mr. Maher shared that he believes four people share ownership of the house next to him and own a few of the other cabins along the road. He does not see them at the house though. He believes the City of Elk River could obtain that property as well if they were interested and contacted the owners. There is not much acreage, but that property has a separate driveway.

4. Motion to Adjourn Meeting

Moved by Commissioner Fermoyle and seconded by Commissioner Goodwin to adjourn the special meeting of the Parks and Recreation Commission at 2:12pm. Motion carried 6-0.

Minutes prepared by Dawn Larson.

Dave Anderson, Chair

Tina Allard, City Clerk



**Meeting of the Elk River
Parks and Recreation Commission
Held at the Elk River City Hall
December 11, 2024**

Members Present: Chair Dave Anderson, Commissioners Greg Loidolt, Mike Niziolek, Hal Stewart, Joy Goodwin, Jill Varty

Members Absent: Melissa Fermoye

Council Liaison: Councilmember Mike Beyer

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

1. Call Meeting to Order

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

2. Pledge of Allegiance

3. Consider Agenda

Moved by Commissioner Loidolt and seconded by Commissioner Niziolek to approve the December 11, 2024, agenda. Motion carried 6-0.

4. Consider Minutes

4.1 Parks and Recreation Commission Meeting Minutes 11-13-2024

Moved by Commissioner Goodwin and seconded by Commissioner Varty to approve the November 11, 2024, Parks and Recreation Commission Minutes. Motion carried 6-0.

4.2 Parks and Recreation Commission Special Meeting Minutes 11-20-2024

Moved by Commissioner Goodwin and seconded by Commissioner Stewart to approve the November 20, 2024, Parks and Recreation Commission Special Meeting Minutes with a change of the end time to 7:57pm. Motion carried 6-0.

5. Open Forum

6. Action Items

6.1 Park Dedication for Norrgard Wooded Acres

Mr. Shelby presented his report. Chair Anderson asked if anyone has gone out and looked to see if there is room for the trail. He said that it looks like there are some topography issues regarding room for the trail.

Mr. Shelby shared that the trail does run through the right of way, and he does not believe an easement is necessary according to planning. Commissioner Niziolek asked what the right of way would be. Mr. Shelby said it would be along the west end of Jarvis. Commissioner Niziolek said it looks like precedence has been set in the development to the south and that they should maintain the same spacing of 100 feet.

Commissioner Niziolek said he is assuming it is 50 feet to the south and that they want to be consistent and maintain 50 feet in lot 1 or 2. Chair Anderson said they could ask for 30 but it could be up to 17 feet.

Mr. Shelby confirmed that it is 33 feet according to the plan. Chair Anderson asked if they should go with a 30-foot-wide easement in lieu of 50 feet from center of the roadway. Mr. Shelby said that is feedback that could be passed along to the planning department.

Mr. Shelby shared that staff are just looking for the park dedication to be cash in hand. Chair Anderson suggested that the commission make two separate motions- one for the cash and one for the easement.

Commissioner Goodwin said that it is a good idea to have clarity on it right now before the development is built out.

Moved by Commissioner Niziolek and seconded by Commissioner Loidolt to recommend that park dedication for the Norrgard Wooded Acres be paid in cash, at the applicable rate at the time of recording, for two dwelling units. Motion carried 6-0

Moved by Commissioner Niziolek and seconded by Commissioner Stewart to recommend a 30-foot-wide trail easement along the west side of Jarvis Street. Motion carried 6-0

6.2 PID 75-00128-4200

Mr. Shelby presented his report. This property has also been referred to as the Nystrom Property. Chair Anderson shared that the commissioners do not have to recommend anything by motion, they can just discuss the visit to the property this past Sunday. They got a nice tour from Eric Nystrom, discussed the wishes of the family which could include high density housing on the southern portion of the property, maintaining the existing single family and then if the City were interested in a portion of the northern portion for park related uses the family would be interested in having that happen.

Commissioner Goodwin said they have discussed long and hard about the trail head that is nonexistent currently. This property could be a strong possibility for that, and it is beautiful, near downtown and the access point is convenient. She added that it is important to consider safety when creating an access point for the Great Northern Trail head. She said this area is less busy than over by Meadowvale.

Commissioner Stewart shared his concerns that while it is wooded, rolling land the commissioners do not know if they are the only group that would be involved in the potential purchase of the property and that could change how it could be split. This could be one of the last large pieces of property close to downtown.

Commissioner Varty said that not knowing what the cost of the property is makes it hard to decide. She does not feel like a decision can be made without more information. Commissioner Loidolt said the main drive of his interest in the property was the potential to purchase the whole 20 acres. He said that now that the owner is potentially only interested in selling the city seven acres it changes what the property could be used for such as disc golf. It could be expensive if the City were to buy the whole property but without the price there is not a way to know.

Commissioner Niziolek said that he is going to talk about the bigger picture. He said that currently there is no shoulder on Proctor Rd from the Cherrywood Hills exit down to the Nystrom Property. He shared that this causes safety concerns. There is a trail connected to Proctor Rd that is not safe and he thinks that it will have to be moved so it connects to the intersection. He sees the trail as having to connect from Proctor through the Nystrom property to the driveway that connects across from the Salk entrance. He said there are also a lot of people parking on Proctor it that are attending the ball games at the fields. He said it is important to look at making this piece of property a destination trailhead for the Great Northern Trail. There are a lot of questions and possibilities but also a lot of things to look at and figure out.

Chair Anderson said that the trail master plan does show a trail plan on the east side property, west side of Proctor Rd when the property develops. That would take care of the conflict between parking on the road and bikers. It also takes care of providing a safer crossing.

Chair Anderson said it sounded like the family was interested in high density housing on the southern side of the property which would rule out a disc golf course. Topography wise it is a bulldozer job. He says it should hold interest as a trail head in our community, but he does not feel that a decision must be made this evening, especially without knowing the price. He thinks that this topic should come back at a future meeting when they have more information. Councilmember Beyer said he can appreciate what Commissioner Niziolek said as far as his concerns about the trail safety on Proctor Rd.

Councilmember Beyer watched the November meeting while he was traveling. When he went to the last council meeting, he mentioned this property and said they had questions about the price of the property that should be figured out before any action is taken and before it would be recommended to be added to the master plan. He feels acting tonight is premature without more information.

Chair Anderson asked if the commission was okay with leaving this item for more discussion. Commissioner Niziolek said that maintaining the lower part of the proposed trail plan on the lower part of the Nystrom property will be hard to maintain and keep safe if it follows the road. He thinks it should cut across from City Rd 1 to Proctor Rd going across the lower tip of the Nystrom Property and then along the road. He recommends that they include a red line loop through the lower portion of the Nystrom property that connects from City Rd 1 to Proctor. He also said that at some point they need to identify where a great northern trail head will be in Elk River and work towards that.

Chair Anderson said that would be an amendment to the master trail plan which could be done at a future meeting.

It was the consensus to wait to move on this item after future discussion.

6.3 PID 75-0013-2100

Mr. Shelby presented his report. This property has also been referred to as the Maher property.

Commissioner Loidolt shared that he has been to the property, and he sees it as a nice property, but he does not have an opinion either way.

Commissioner Niziolek said he thinks the property would be a great addition to Camp Cozy Park and that the property will continue to grow with usage over the next decade or two. He believes adding this property as an access point to the Elk River would enhance the park property. It would be great to have an Elk River access on the west side of town so you could canoe all the way down to Orono Park and back. There are several pieces of park property along that waterway. He sees it as an incredibly good potential recreation area in Elk River along our waterways.

He also had concerns about the floodplain on the property. Chair Anderson said that it has already been decided that nothing can be built there in the future.

Commissioner Varty thought the site was a terrific addition to the existing park. She said that right now the park is a personal park to the people who use it. She thinks this would increase the usage of the area.

Commissioner Stewart said he agreed with Commissioner Varty. He has never seen anyone else at the park when he has been there over the past couple of years. He said he thinks more people will use the park if this amenity was added.

Commissioner Goodwin shared that she imagines more families using this park with this addition. She said it would add a lot of benefit by connecting the park to the river. She also asked the commission what their framework for the next decade is. She asked how these proprieties fit into the legacy of parks in the future for the City of Elk River.

Chair Anderson said that this piece of property offers something that we do not have yet. He thinks this would be the best place to have a picnic by the water. This would be a quiet place to picnic, sit, kayak, or canoe. He intended to call Mr. Maher today to confirm the price, but he ran out of time. Without the answer of cost, he would be reluctant to move this forward. Mr. Stremcha stated that during the tour Mr. Maher did make a statement about \$80,000 being the price tag for this property.

Councilmember Beyer said that as a council member this is a piece of property that makes sense, and he could support it. He said they would also have to look at funding and where that would come from. He would however like to have that in a package before taking any action.

Mr. Stremcha did say that there was \$100,000 approved by the City Council in the 2025 CIP budget for the acquisition and development of the parcel. Chair Anderson said that this is one of those rare

opportunities that has come along. Chair Anderson shared that Mr. Maher mentioned at the tour that he would like the city to have the property. Chair Anderson said that they could even look at where they want the parking to be, moving it further in or out depending upon how they want to program the space.

Commissioner Goodwin asked what it meant if they were ready to move this one along. Chair Anderson explained what the current recommended motion is. Chair Anderson said he is trying to clarify where this fits into the current master plan. He said it fits in Chapter 5 and on page 60. Mr. Stremcha pointed out that it starts on page 29.

Mr. Stremcha said under number one under the area where it states “improve riverfront connectivity” a bullet could be added to identify this piece of property for meeting that goal, and it would be advantageous to add this property specifically.

Commissioner Loidolt said that the first bullet point really covers that already. Councilmember Beyer said that is how he reads it as well.

Chair Anderson said they would be recommending this property for acquisition. They could even do it now. Commissioner Loidolt said that he feels they have enough support as of tonight.

Councilmember Beyer said he is concerned about the hidden costs. He would want to see all the costs before he could stand behind it and vote for it.

Mr. Stremcha said the city should make an offer on the property and then the owner can make a counteroffer, they can negotiate. He shared that the city should make a letter of interest to reach out to the property owner and see where it goes from there.

Commissioner Niziolek suggested recommending that staff begin the process over the next month or two to produce a firm price for the property and demo of the existing building.

Mr. Stremcha said the City Council would go into a closed session after the commission recommendation and then the city would produce a letter of intent with the goal of all the costs to stay within the \$100,000 budget.

Councilmember Beyer is concerned that the current action item on the agenda is not something he supports so they would have to make a different motion if they are doing something different.

Staff and commissioners agreed that the motion could be changed to the following below.

Moved by Commissioner Loidolt and seconded by Commissioner Goodwin to approve a recommendation to the City Council to pursue PID 75-00131-2100, also known as the Maher property, for future purchase. Motion carried 6-0

7 Discussion Items

7.1 Horse Ordinance

Mr. Shelby presented his report. Chair Anderson has had several incidents with horses specifically at Woodland Trails Regional Park. Mr. Shelby shared that he did not find current ordinances in surrounding areas that fit our situation so they would be starting from nothing. Commissioner Varty said she has seen a person walk a horse down the County Rd 1 trail on a leash. Mr. Shelby said there are not any current ordinances preventing this.

Chair Anderson said he does not see creating a horse ordinance as dissimilar from the trail closing ordinance that was written in spring 2024. Chair Anderson said he did not know that we did not have an ordinance keeping horses off the trail. Commissioner Stewart said that the cities of Coon Rapids, Brooklyn Park and St. Cloud have horse ordinances.

Commissioner Goodwin asked what kind of a horse community Elk River has. Commissioner Niziolek said there are many equestrians near the Girl Scout Camp in the northeast area of Elk River.

Chair Anderson shared that over the summer there were horses on the trails scaring people because the trails are incompatible between horses and pedestrians. Chair Anderson asked if it is as simple as drafting an ordinance that says horses are not allowed in Elk River City parks or on city trails. He suggested there could be an exception for public events in the parks. Mr. Stremcha said that staff could draft it for the next meeting, but they would need to know the size and scope of what the commission wants and then at the January meeting it could be an action item.

Commissioner Loidolt said he is more afraid of dogs than horses and he is not in favor of banning horses. He said that he liked the ordinance that Commissioner Stewart read from the St. Cloud ordinance. Chair Anderson said that the horses are doing damage to the trails. Commissioner Loidolt does not like that this is a blanket ordinance and there are not enough horses using the trails to warrant that. Chair Anderson asked what the commission thinks.

Commissioner Goodwin said she is curious about what people will think if they cannot have their horses anywhere. Commissioner Varty asked if there is a way to put a horse trail next to a regular trail. Chair Anderson said no. Commissioner Niziolek said if there is excessive equestrian use on the Woodland Trails green trails it makes them unusable. He said they made the rule about no horses to stop that, and they should just designate the ordinance to be specific to the green trails to protect them. Commissioner Loidolt asked about having trails for the horses. Commissioner Niziolek said an ordinance for the green trails is something they should pursue. Commissioner Stewart asked if the current master plan has any plan to accommodate trails for horses. Commissioner Varty said she agrees with Commissioner Niziolek who said that keeping them off the green trails would be a good idea. Councilmember Beyer asked if people are trailering horses in. Commissioner Varty said she thinks there are people that live nearby that ride their horses to the park.

Commissioner Varty asked if they should let it sit and if they get a rush of complaints, they will discuss this again. The other commissioners agreed.

8. Recreation Manager Update

Mr. Shelby presented his report.

9. Announcements



Councilmember Beyer will be leaving us after this meeting. Councilmember Cory Grupa will be our next Council Liaison starting January 1st, 2024.

II. Adjourn Meeting

Moved by Commissioner Goodwin and seconded by Commissioner Niziolek to adjourn the regular meeting of the Parks and Recreation Commission at 7:55pm. Motion carried 6-0.

Minutes prepared by Dawn Larson.

Dave Anderson, Chair

Tina Allard, City Clerk



Request for Action

To
Parks and Recreation Commission

Item Number
7.1

Meeting Date
January 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
2025 Parks and Recreation Commission Meeting
Calendar

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Recommend, by motion, the Parks and Recreation Commission meet the second Wednesday of each month at 6:30 p.m. for the year 2025.

Background/Discussion

The Parks and Recreation Commission regularly meets the second Wednesday of each month. As stated in the City of Elk River Code of Ordinances, the Parks and Recreation Commission shall regularly meet each month.

Financial Impact

None

Mission/Policy/Goal

Work with citizens to achieve goals

Attachments

- I. 2025 Boards and Commissions Meetings Calendar

The Elk River Vision

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



2025

Advisory Board/Commission Meeting Calendar

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
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April						
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July						
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August						
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31						

November						
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June						
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29	30					

September						
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28	29	30				

December						
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28	29	30	31			

NOTE: ALL DATES ARE SUBJECT TO CHANGE.

	EDA (5:30 p.m.) and City Council (6:00 p.m. or after EDA mtg)
	Heritage Preservation Commission - 6:00 p.m.
	HRA (5:30 p.m.) and City Council (6:30 p.m.)
	Multipurpose Facility Commission - 6:30 p.m.
	Parks and Recreation Commission - 6:30 p.m.

	Planning Commission - 6:30 p.m.
	Utilities Commission - 3:30 p.m.
	City Council
	Utilities Commission/Parks and Recreation Commission

Holidays

Jan 1 - New Year's Day observed
 Jan 20 - Martin Luther King Jr. Day
 Feb 17 - Presidents' Day
 May 26 - Memorial Day
 June 19 - Juneteenth
 July 4 - Independence Day

Sept 1- Labor Day
 Nov 11 - Veterans Day observed
 Nov 27 - Thanksgiving
 Nov 28 - Day after Thanksgiving
 Dec 24 & 25 - Christmas holidays observed

Multipurpose Facility Commission meets at Furniture and Things Community Event Center, 1000 School St
 Unless otherwise noted, all other meetings are held at Elk River City Hall, 13065 Orono Parkway



Request for Action

To
Parks and Recreation Commission

Item Number
8.1

Meeting Date
January 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Specht Property Park Dedication

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested
Discuss park dedication for Specht property development.

Background/Discussion
The Specht property is in development with Capstone Homes. Staff requests that the commission discuss the proposed park dedication area.

Financial Impact
None

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

Attachments
I. Elk River - Specht Farm Master PUD Exhibits - FINAL

The Elk River Vision

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

SPECHT FAMILY FARM

Elk River, MN

CAPSTONE
— H O M E S —



PLANNED UNIT DEVELOPMENT

December 30th, 2024

Project Narrative

Capstone Homes is submitting for consideration a Master Plan Ordinance Amendment for the development of 250 acres of Mississippi Riverfront, into an exciting new mixed residential community. Capstone Homes is a locally owned hometown builder in the Twin Cities Metro area whose mission is to build quality homes at an exceptional value, while serving and positively impacting the community. Capstone offers modern, open concept floor plans with a huge selection of available structural and cosmetic options to fit any family's needs. We are the largest privately owned builder in the Twin Cities Area and because we are family owned and operated, we treat each home and homeowner with the utmost care, just like we would our own families.

The Specht Family Farm is located at 16330 US Highway 10, running adjacent to the Mississippi River. Nearly 1 mile of this roughly 250 acre neighborhood are home sites that are on and overlooking the Mississippi River. We have worked with city staff and the Department of Natural Resources to establish a neighborhood that protects the Wild and Scenic nature of the Mississippi river throughout the acreage site. Through multiple workshops, meetings and site walks we feel confident that the Master PUD plan submitted meets the design requirements defined in both the City of Elk River Ordinance and the State Wild and Scenic River District.

Details associated with this Neighborhood development plan are outlined in this submission for review by City Staff, Planning Commissioners, and City Council members. We look forward to meeting with the Council, Commissioners and respective boards as we share our vision for meeting the growing residential needs of Elk River.

Existing Conditions



CAPSTONE
— HOMES —

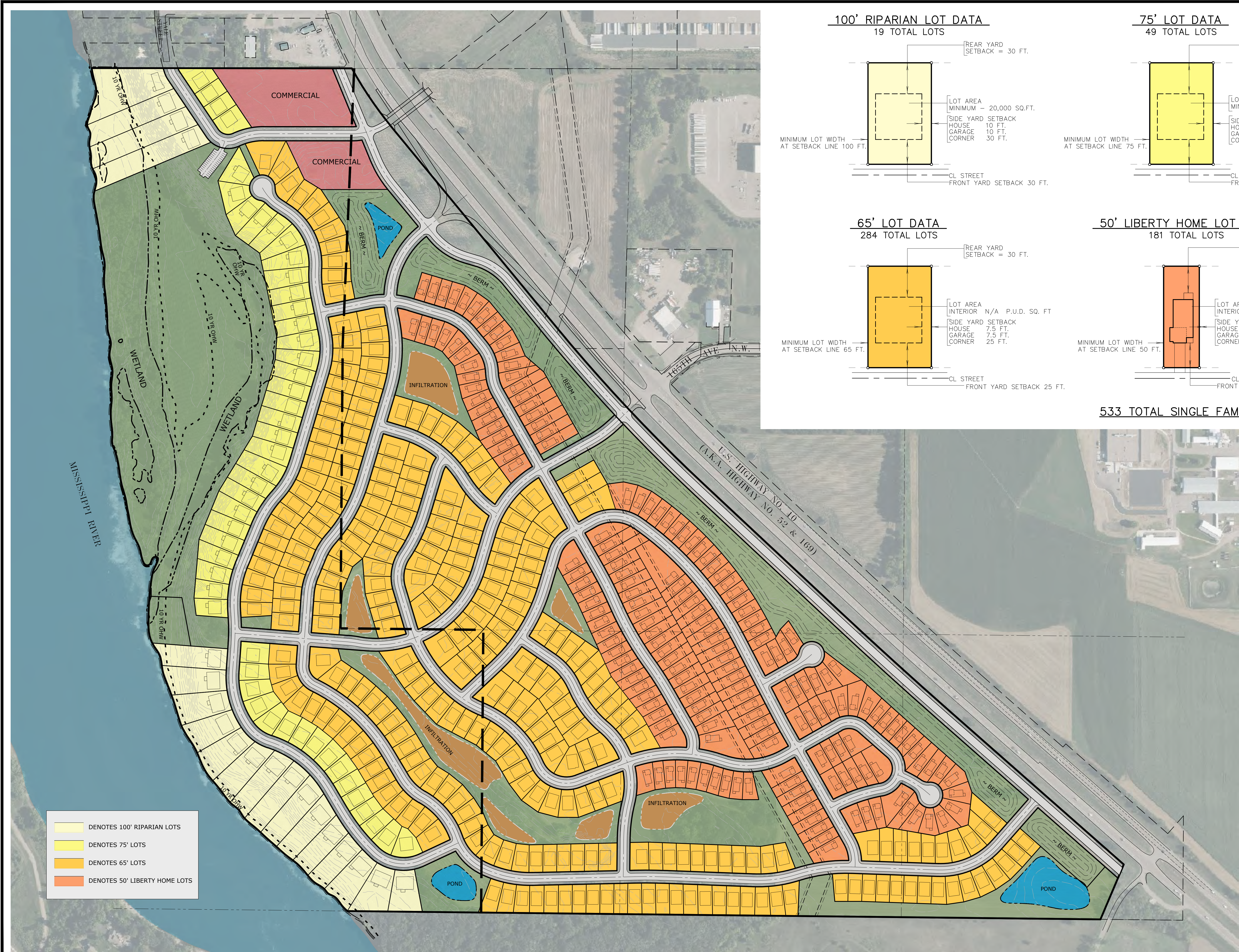
14015 Sunfish Lake Blvd NW, Ste 400
Ramsey, MN 55303

Carlson McCain
ENVIRONMENTAL • ENGINEERING • SURVEYING

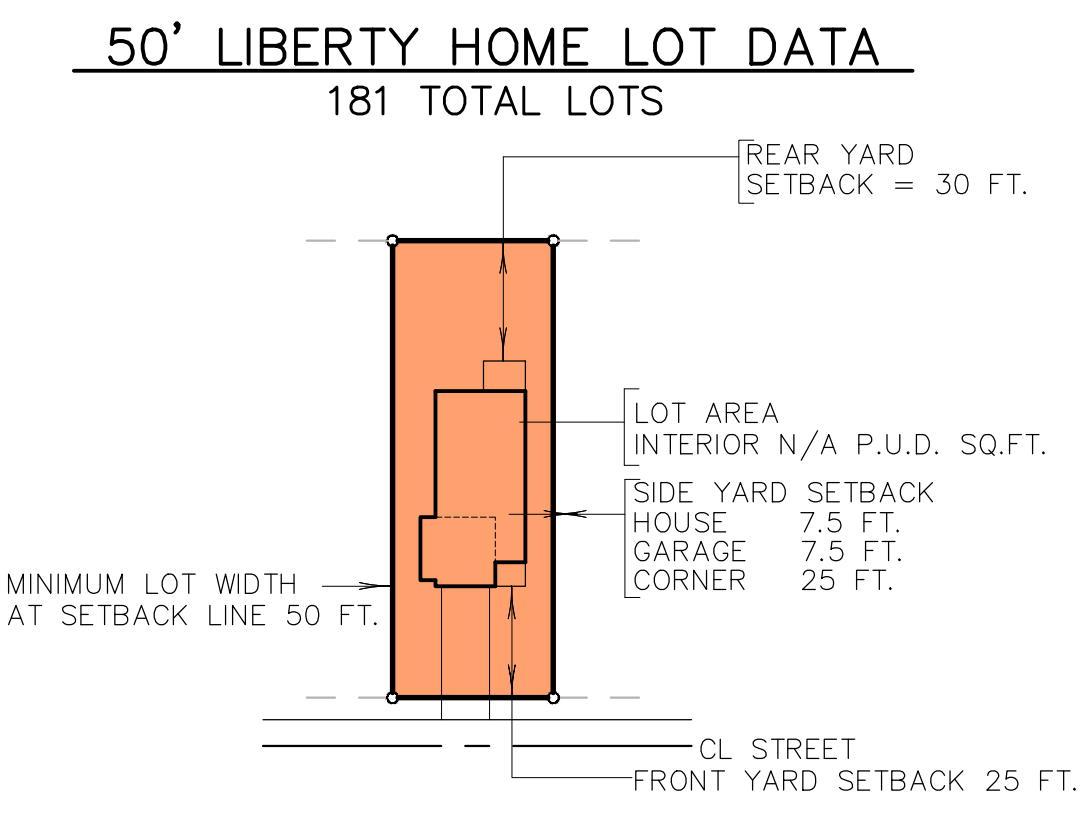
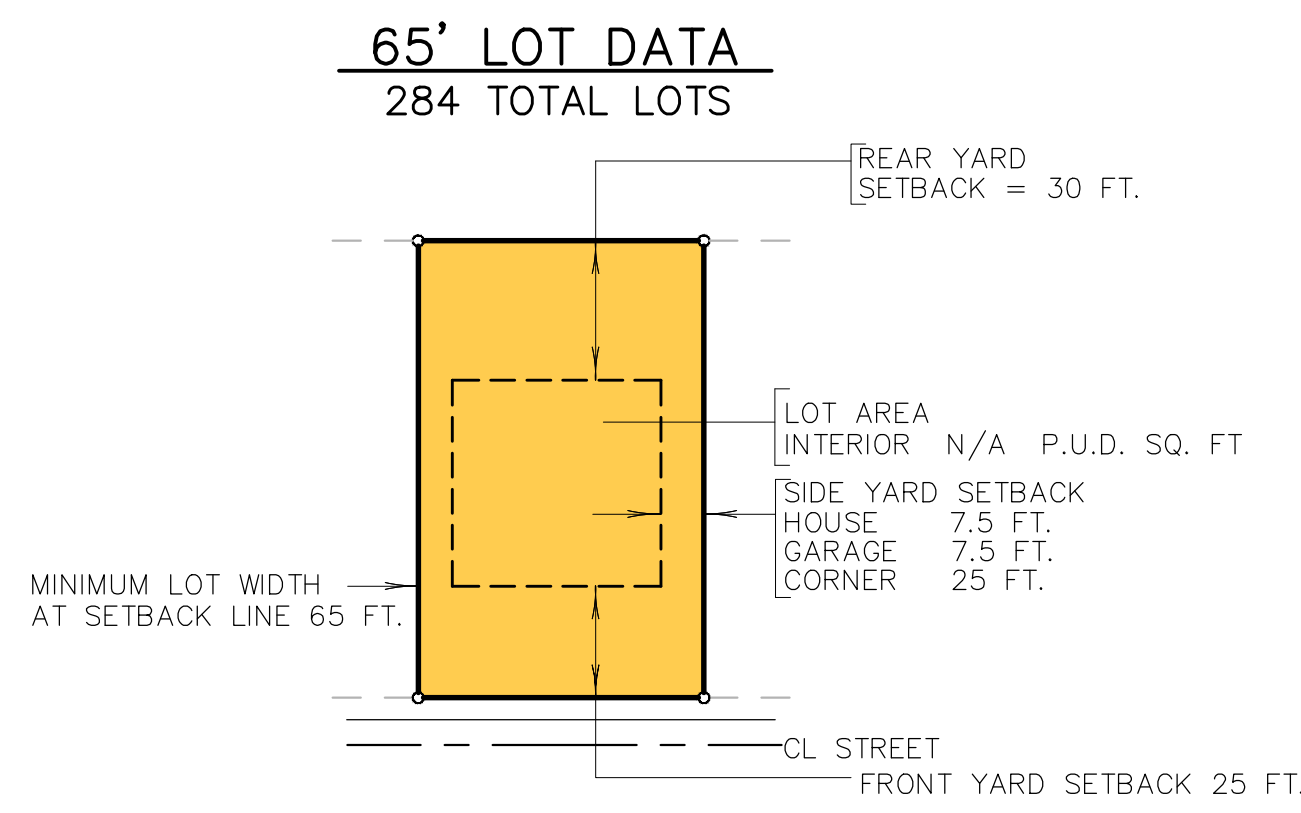
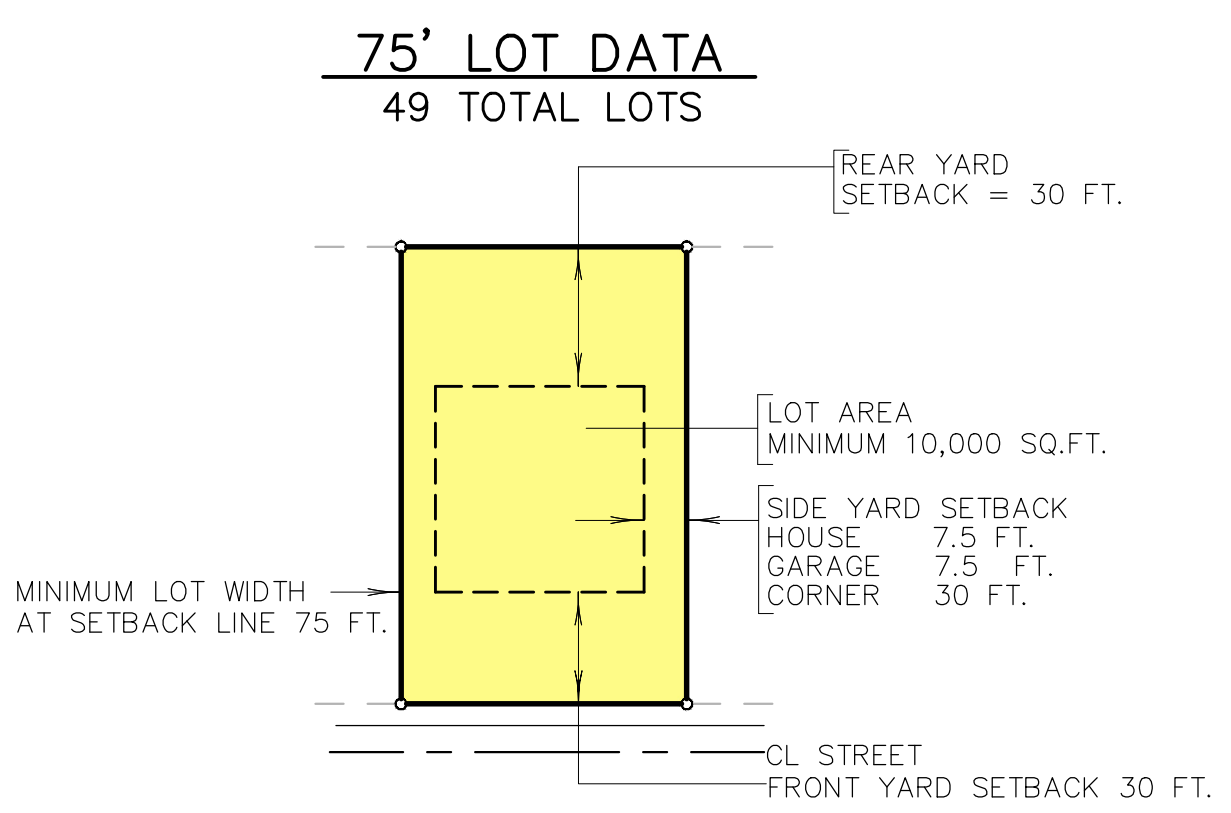
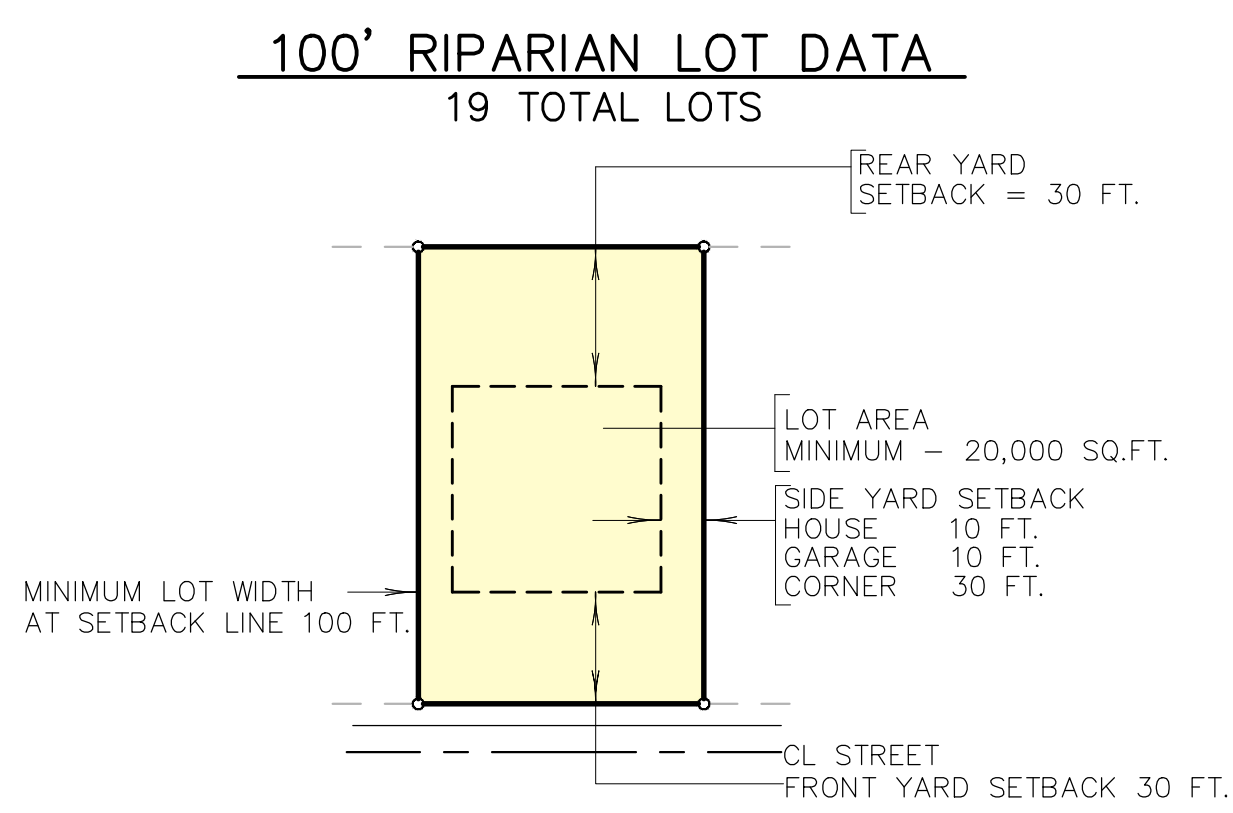
3890 Pheasant Ridge Dr. NE, Ste 100
Blaine, MN 55449

KJOLHAUG ENVIRONMENTAL
SERVICES COMPANY

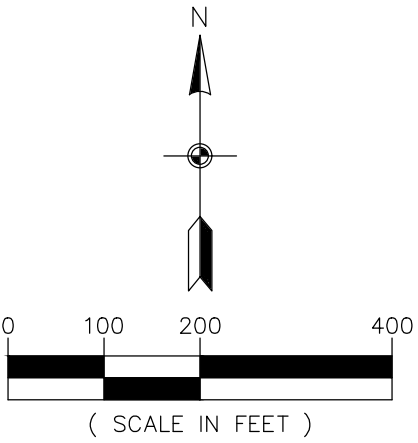
2500 Shadywood Road, Ste 130
Orono, MN 55331



- DENOTES 100' RIPARIAN LOTS
- DENOTES 75' LOTS
- DENOTES 65' LOTS
- DENOTES 50' LIBERTY HOME LOTS



533 TOTAL SINGLE FAMILY LOTS



CARLSON McCAIN
ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7500 \ FAX 763.489.7956 \ CARLSONMCCAIN.COM

LOT EXHIBIT

SPECTH FAMILY FARM
Elk River, Minnesota

CAPSTONE HOMES, INC.
14015 Sunfish Lake Boulevard, Suite 400
Ramsey, Minnesota 55303

REVISIONS

1.	12/05/24 - Revise Layout.
2.	12/13/24 - Revise Layout.
3.	
4.	
5.	
6.	

DRAWN BY: C# / RJR
ISSUE DATE: 11/22/2024
PROJECT NO: 9556

1 of 1





Mississippi River



Disc Golf Course



Pavilion



Playground



Floodplain Forest / Trails



Floating Dock

These illustrations are park opportunities showing possible amenities. Actual amenities will vary as determined by City depending on current park practices, needs and budget at the time of construction.



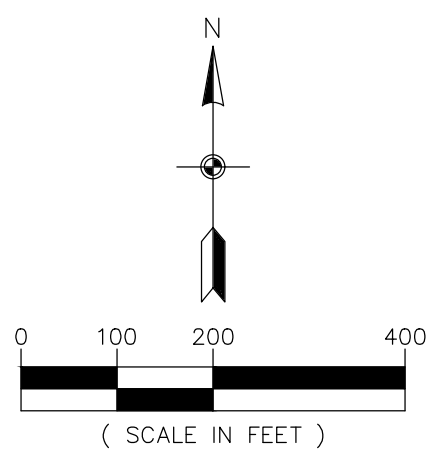
- DENOTES ROW AREAS
- DENOTES WETLAND AREAS (ABOVE OHW)
- DENOTES AREA BELOW FLOODWAY (ABOVE OHW)
- DENOTES BLUFF
- DENOTES OPEN SPACE
- DENOTES 10 YR OHW
- DENOTES FLOODWAY
- DENOTES RIPARIAN LOT

- Open Space Notes**
- Open space shown in green covers 1,791,314 square feet, which is 50.2% of the 3,566,124-square-foot Wild and Scenic River District.
 - This Open Space Plan is preliminary and subject to revision as the project advances through the approval process; this is not a final Open Space Plan.
 - This Open Space Plan is submitted to demonstrate that the project has the capacity to provide 50% open space.
 - The open space configuration may be revised during future site planning, but the project design will still provide 50% open space.
 - This Open Space Plan concentrates open space near the Mississippi River to help protect the water resource.
 - Open space does not include public street right-of-way or impervious surfaces.
 - The Shore Impact Zone (50 feet, measured from the OHW) will be at least 70% open space.

Alternative Open Space Calculation Mississippi River Wild and Scenic River District PUD						
Tier	Total Area (sq.ft.)	Minus Right-of-Way	Minus Imperv Res Lot Areas	Minus Imperv Com Lot Area	Total Open Space	% Open Space
Tier 1 (0-300 feet)	1,642,476	180,266	282,000	0	1,180,210	71.9
Tier 2 (300-600 feet)	1,143,078	193,669	498,000	46,820	404,589	35.4
Tier 3 (600-900 feet)	563,102	123,499	150,000	125,293	164,310	29.2
Tier 4 (900 feet-District Edge)	217,468	54,422	78,000	0	85,046	39.1
All Tiers Combined	3,566,124	551,856	1,008,000	172,113	1,834,155	51.4
Acres:	81.87	12.67	23.14	3.95	42.11	

- Alternative Open Space Calculation Notes**
- Residential impervious surface is calculated as an average of 6,000 square feet per residential lot.
 - Commercial lots are assumed to be 85% impervious.
 - Parts of residential and commercial lots that are not impervious are assumed to be open space.

Prepared by Rob Bouta  ECO FORESIGHT Environmental Consulting 11/22/2024



**WILD AND SCENIC RIVER DISTRICT
OPEN SPACE EXHIBIT**

SPECHT FAMILY FARM
Elk River, Minnesota

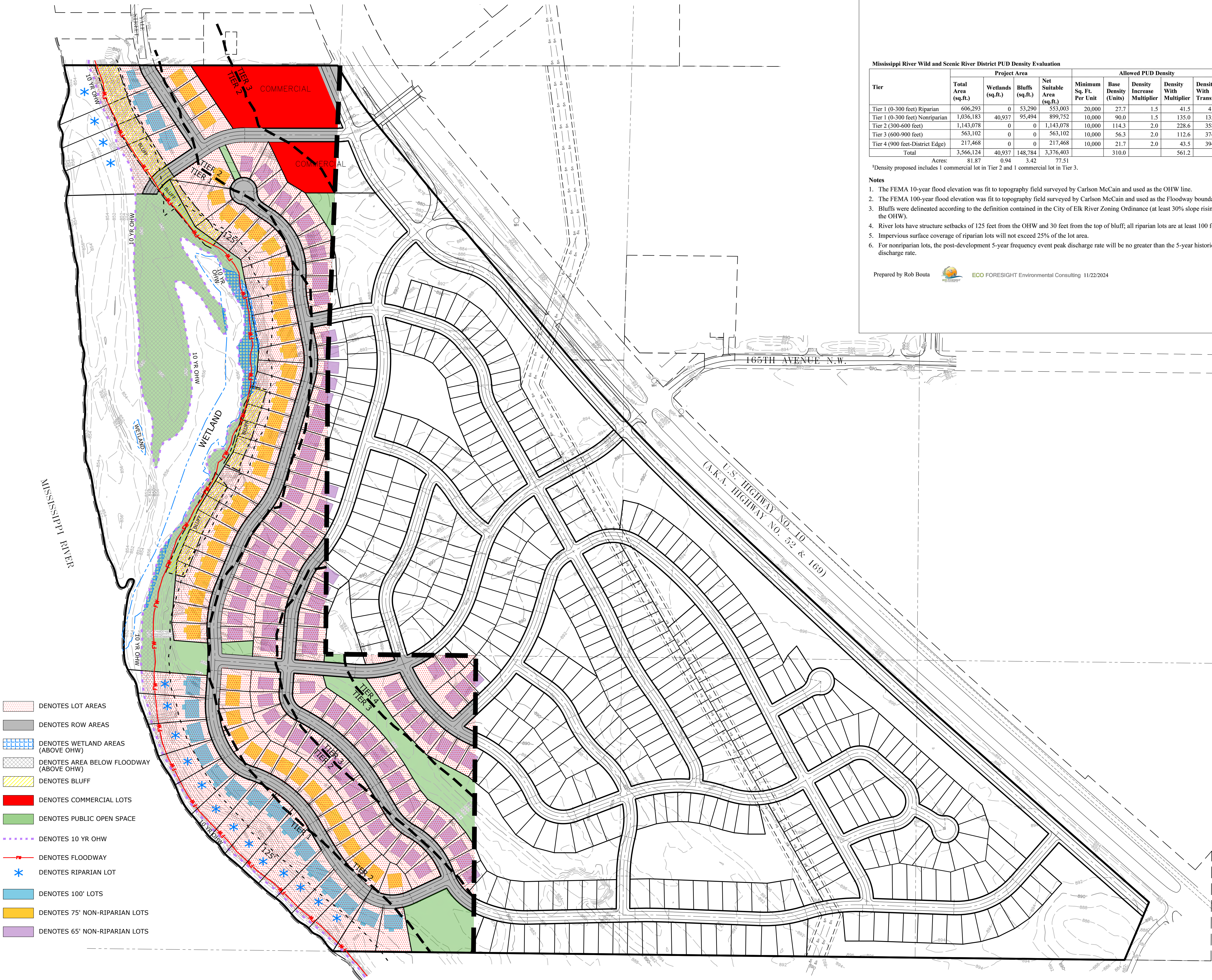
CAPSTONE HOMES, INC.
14015 Sunfish Lake Boulevard, Suite 400
Ramsey, Minnesota 55303

REVISIONS	
1.	
2.	
3.	
4.	
5.	
6.	
DRAWN BY:	CA
ISSUE DATE:	11/22/2024
PROJECT NO:	9556

1 of 1

CARLSON MCCAIN
ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.488.7500 \ FAX 763.488.7956 \ CARLSONMCCAIN.COM

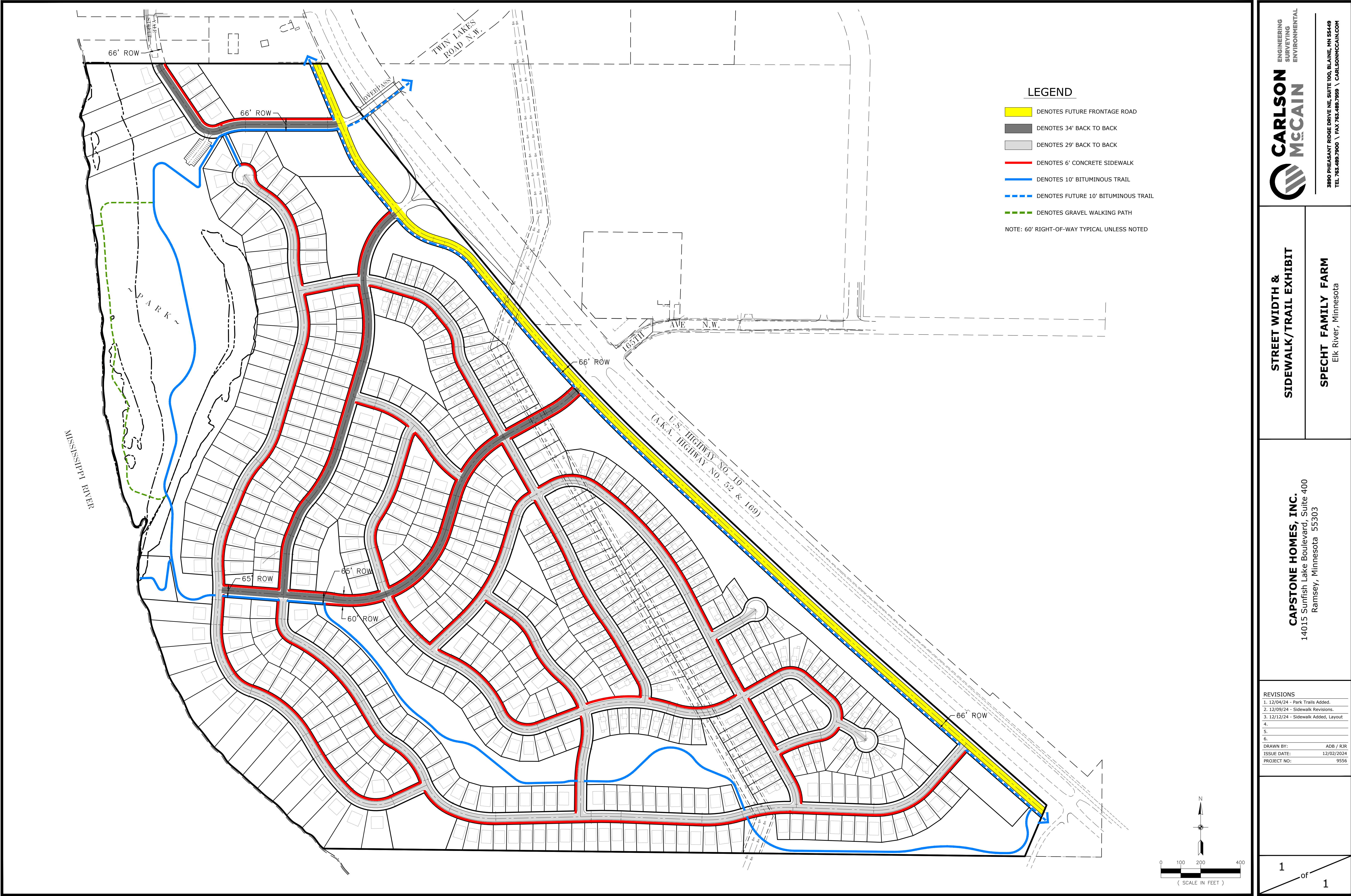


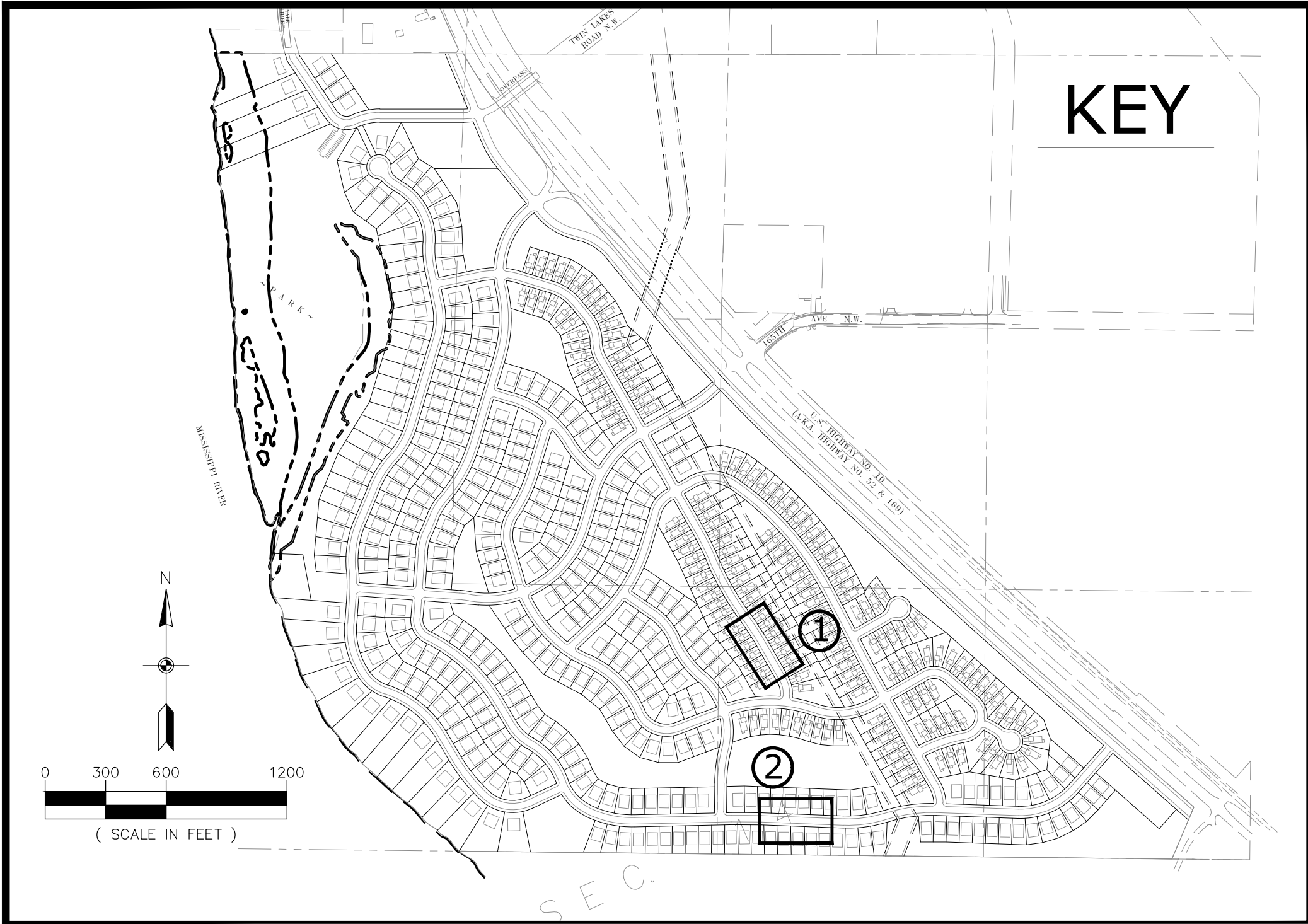
Tier	Project Area				Allowed PUD Density					Density ¹ Proposed	Unit Transfer to Next Tier
	Total Area (sq.ft.)	Wetlands (sq.ft.)	Bluffs (sq.ft.)	Net Suitable Area (sq.ft.)	Minimum Sq. Ft. Per Unit	Base Density (Units)	Density Increase Multiplier	Density With Multiplier	Density With Transfer		
Tier 1 (0-300 feet) Riparian	606,293	0	53,290	553,003	20,000	27.7	1.5	41.5	41.5	17	24.5
Tier 1 (0-300 feet) Nonriparian	1,036,183	40,937	95,494	899,752	10,000	90.0	1.5	135.0	135.0	30	105.0
Tier 2 (300-600 feet)	1,143,078	0	0	1,143,078	10,000	114.3	2.0	228.6	358.1	83	275.1
Tier 3 (600-900 feet)	563,102	0	0	563,102	10,000	56.3	2.0	112.6	374.7	25	350.7
Tier 4 (900 feet-District Edge)	217,468	0	0	217,468	10,000	21.7	2.0	43.5	394.5	13	381.5
Total	3,566,124	40,937	148,784	3,376,403		310.0		561.2		168	
Acres: 81.87 0.94 3.42 77.51											

¹Density proposed includes 1 commercial lot in Tier 2 and 1 commercial lot in Tier 3.

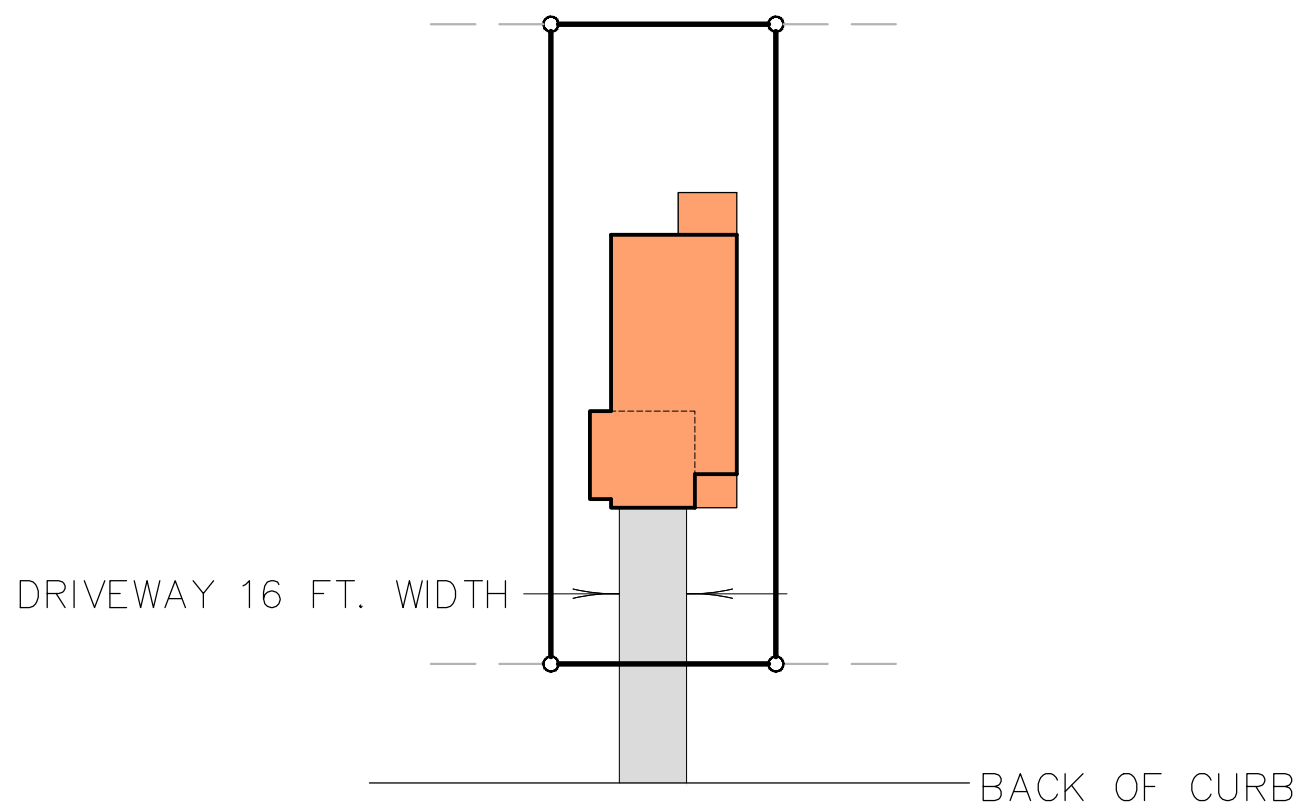
- Notes
- The FEMA 10-year flood elevation was fit to topography field surveyed by Carlson McCain and used as the OHW line.
 - The FEMA 100-year flood elevation was fit to topography field surveyed by Carlson McCain and used as the Floodway boundary.
 - Bluffs were delineated according to the definition contained in the City of Elk River Zoning Ordinance (at least 30% slope rising to at least 25 feet above the OHW).
 - River lots have structure setbacks of 125 feet from the OHW and 30 feet from the top of bluff; all riparian lots are at least 100 feet wide at the OHW.
 - Impervious surface coverage of riparian lots will not exceed 25% of the lot area.
 - For nonriparian lots, the post-development 5-year frequency event peak discharge rate will be no greater than the 5-year historic undeveloped peak discharge rate.

Prepared by Rob Bouta ECO FORESIGHT Environmental Consulting 11/22/2024



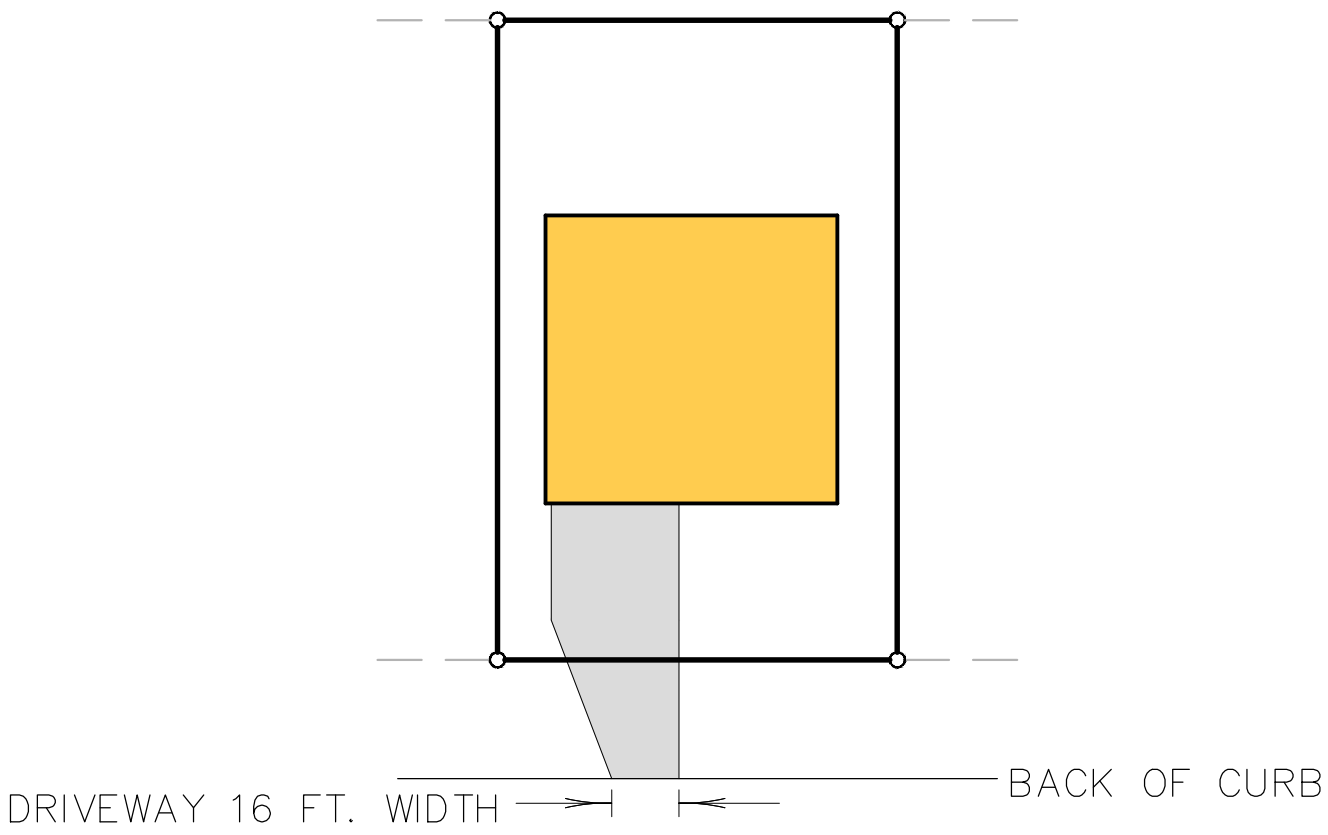


① 50' LIBERTY HOME LOT
(NOT TO SCALE)

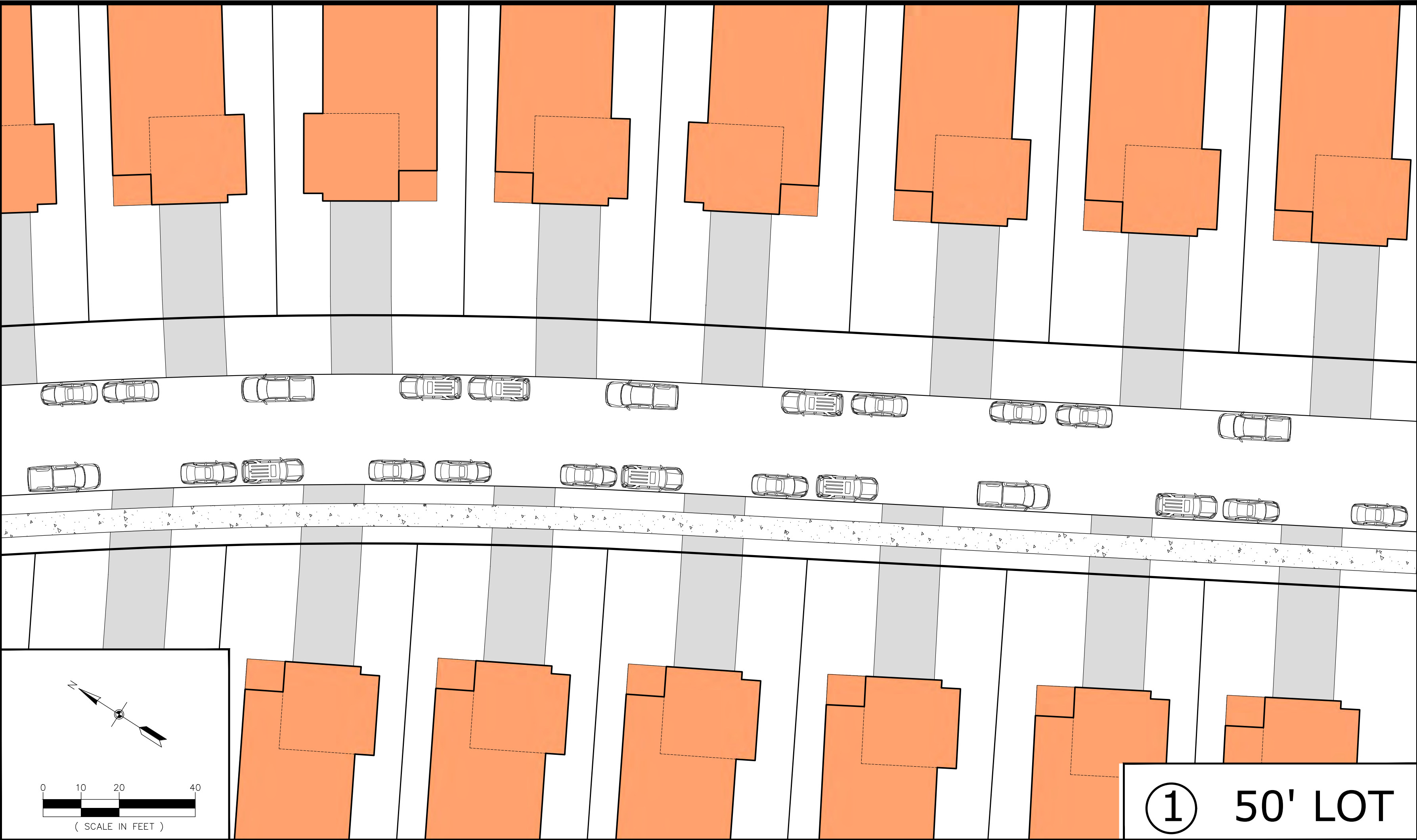


NOTE: MAXIMUM DRIVEWAY WIDTH FOR 50' LOTS IS 16' AT THE BACK OF CURB

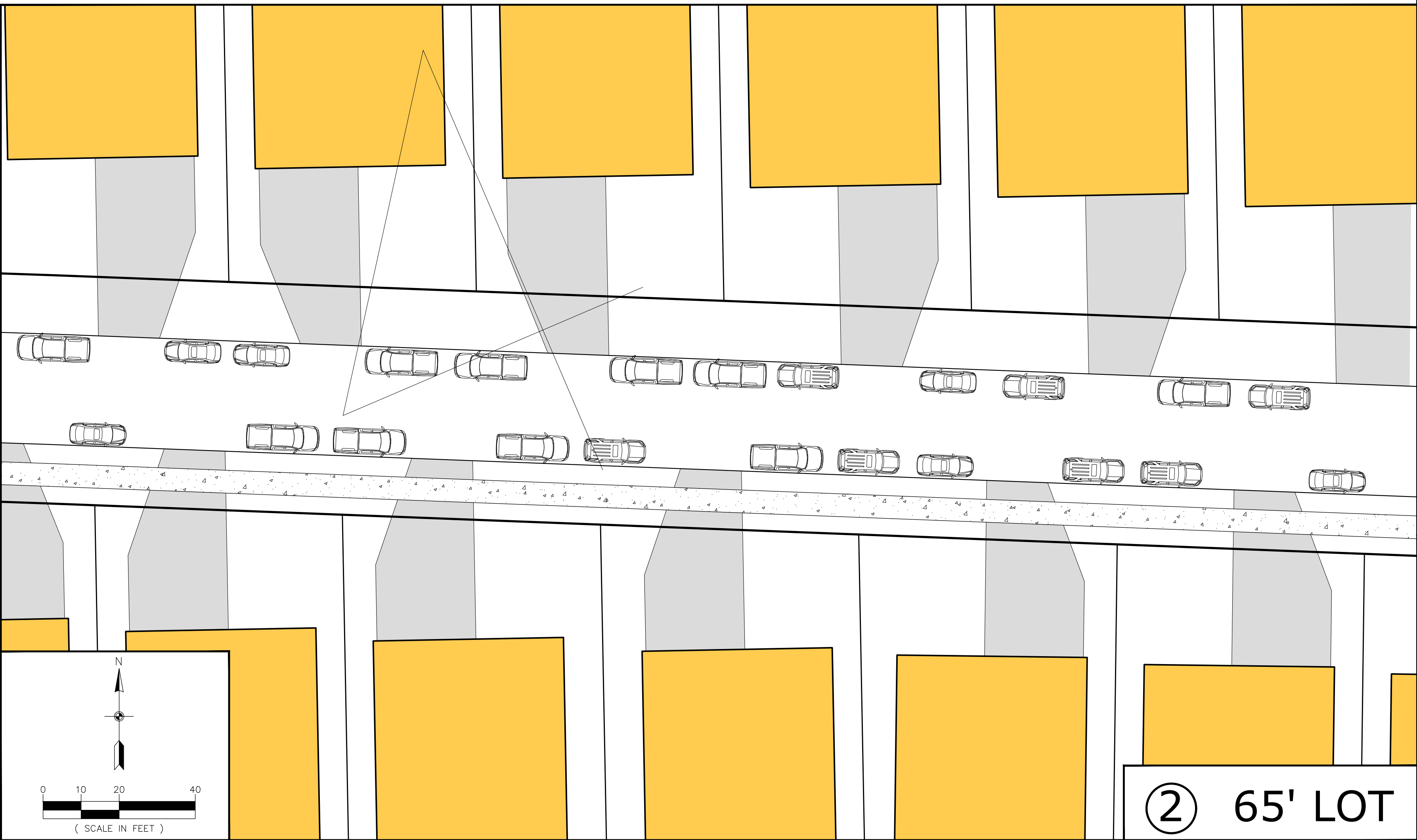
② 65' LOT
(NOT TO SCALE)



NOTE: MAXIMUM DRIVEWAY WIDTH FOR 65' LOTS (AND LARGER) IS 30' AT THE RIGHT OF WAY



① 50' LOT



② 65' LOT

ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.488.7500 \ FAX 763.488.7956 \ CARLSONMCCAIN.COM

PARKING EXHIBIT

SPECTH FAMILY FARM
Elk River, Minnesota

CAPSTONE HOMES, INC.
14015 Sunfish Lake Boulevard, Suite 400
Ramsey, Minnesota 55303

REVISIONS

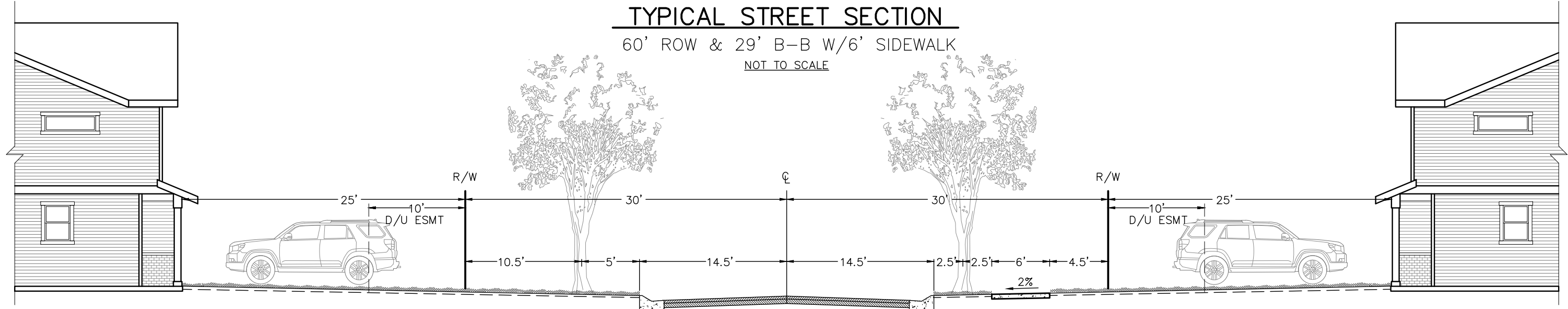
1.	12/13/24 - Add Max Dwy Width Notes
2.	
3.	
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5.	
6.	

DRAWN BY: ADB
ISSUE DATE: 12/5/2024
PROJECT NO: 9556

1 of 1

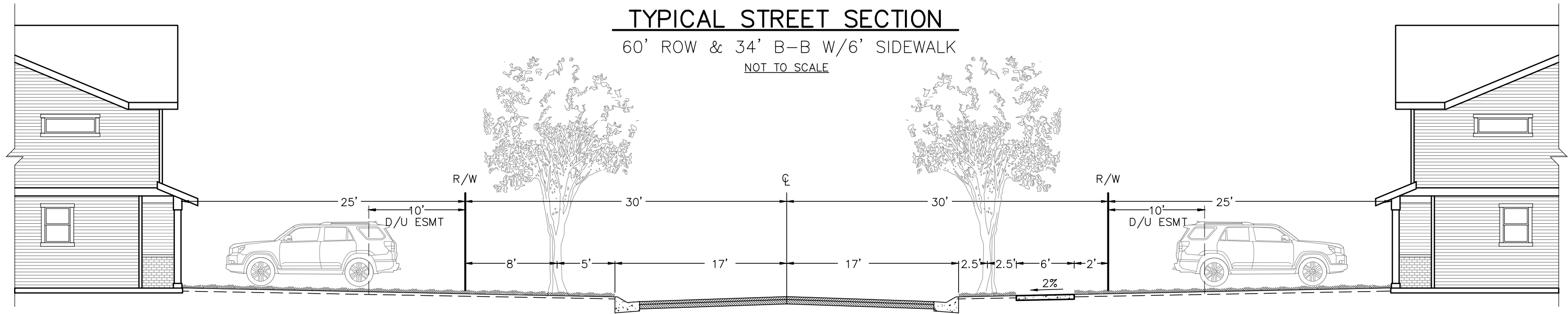
TYPICAL STREET SECTION

60' ROW & 29' B-B W/6' SIDEWALK
NOT TO SCALE



TYPICAL STREET SECTION

60' ROW & 34' B-B W/6' SIDEWALK
NOT TO SCALE



12/02/24



3300 PHEASANT RIDGE DRIVE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7900
CARLSONMCCAIN.COM

Revisions:
1.

CAPSTONE HOMES, INC.
14015 Sunfish Lake Blvd. NW, Suite 400
Ramsey, MN 55303

SPECHT FAMILY FARM
Elk River, Minnesota

TYPICAL STREET SECTIONS

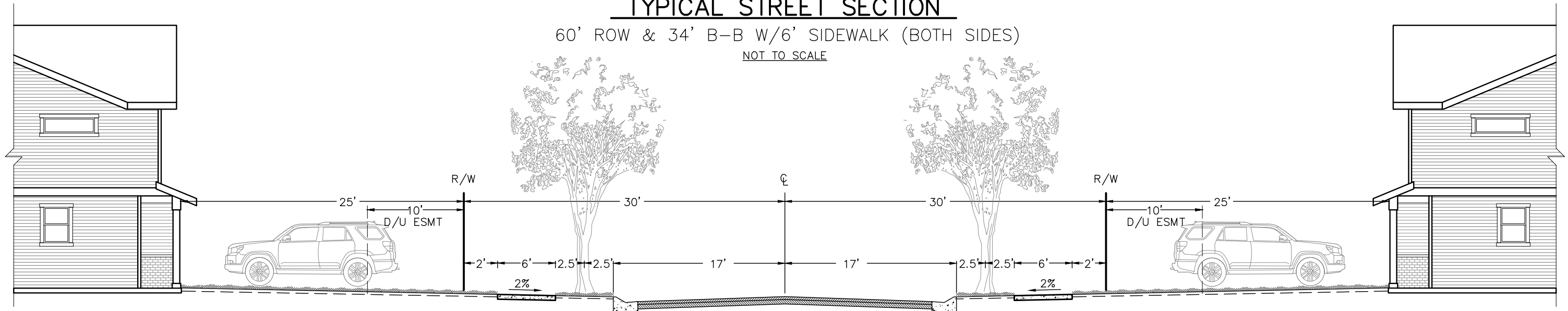
1 of 2

#9556

TYPICAL STREET SECTION

60' ROW & 34' B-B W/6' SIDEWALK (BOTH SIDES)

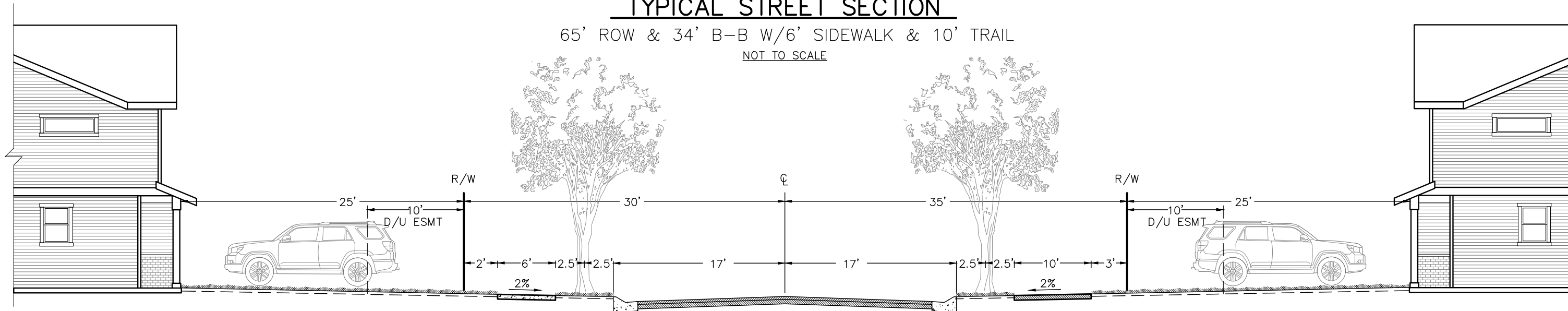
NOT TO SCALE



TYPICAL STREET SECTION

65' ROW & 34' B-B W/6' SIDEWALK & 10' TRAIL

NOT TO SCALE



12/02/24



3300 PHEASANT RIDGE DRIVE
SUITE 100
BLAINE, MN 55448
TEL 763.488.7800
FAX 763.488.7800
CARLSONMCCAIN.COM

Revisions:
1.

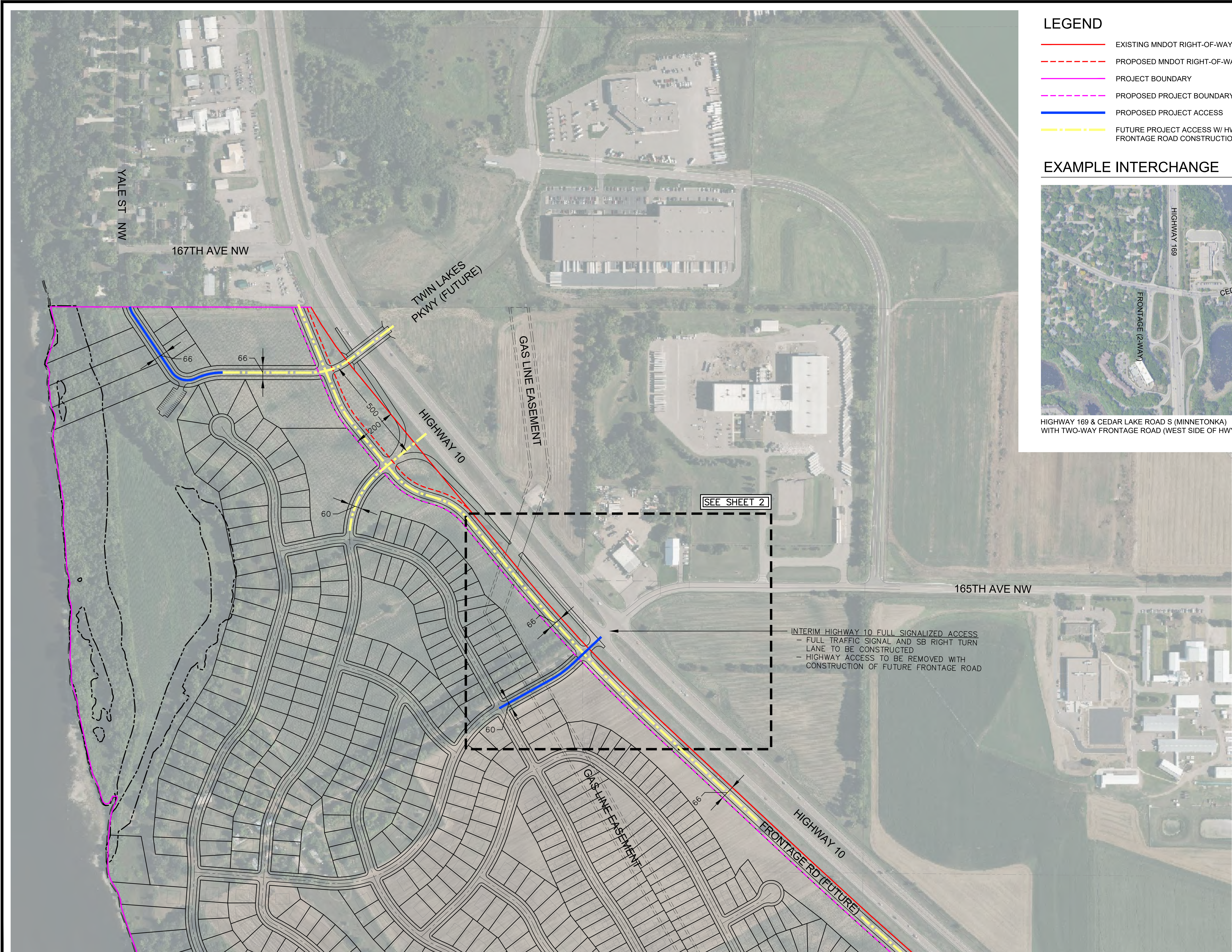
CAPSTONE HOMES, INC.
14015 Sunfish Lake Blvd. NW, Suite 400
Ramsey, MN 55303

SPECHT FAMILY FARM
Elk River, Minnesota

TYPICAL STREET SECTIONS

2
of
2

#9556



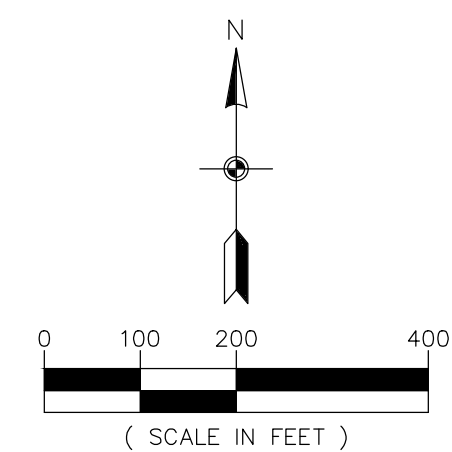
LEGEND

- EXISTING MNDOT RIGHT-OF-WAY (PROJECT BOUNDARY)
- PROPOSED MNDOT RIGHT-OF-WAY (FUTURE INTERCHANGE)
- PROJECT BOUNDARY
- PROPOSED PROJECT BOUNDARY (FRONTAGE RIGHT-OF-WAY)
- PROPOSED PROJECT ACCESS
- FUTURE PROJECT ACCESS W/ HWY 10 INTERCHANGE & FRONTAGE ROAD CONSTRUCTION (BY OTHERS)

EXAMPLE INTERCHANGE



HIGHWAY 169 & CEDAR LAKE ROAD S (MINNETONKA)
WITH TWO-WAY FRONTAGE ROAD (WEST SIDE OF HWY 169 ONLY)



CARLSON
McCain

ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.485.7500 \ FAX 763.485.7956 \ CARLSONMCCAIN.COM

HWY 10 ACCESS EXHIBIT

SPECHT FAMILY FARM
Elk River, Minnesota

CAPSTONE HOMES, INC.
14015 Sunfish Lake Boulevard, Suite 400
Ramsey, Minnesota 55303

REVISIONS	
1.	12/13/24 - Revise Layout.
2.	
3.	
4.	
5.	
6.	
DRAWN BY: RJR	
ISSUE DATE: 09/11/24	
PROJECT NO: 9556	

1 of 2



Request for Action

To
Parks and Recreation Commission

Item Number
8.2

Meeting Date
January 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Community Garden - Lion John Weicht Park

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Staff will update the commission on the status of a community garden and gather any feedback as the project develops this spring.

Background/Discussion

The city has examined the possibility of establishing a community garden in previous years at the request of numerous community members. Staff is working with Public Works and the Sherburne County Master Gardener group to implement a community garden in Lion John Weicht Park this spring. Public Works staff has identified and approved that location as most viable for this project. Plots will be available for a nominal rate.

Financial Impact

Project cost estimates are still in development based on size, scope, and funding sources for the project. Additionally, community members will pay a fee to lease garden plots.

Mission/Policy/Goal

Opportunity to live, work, and play.

Attachments

- I. Community Garden

The Elk River Vision

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



Lion John Weicht Park





Memorandum

To: Parks and Recreation Commission

From: Jeff Shelby, Parks and Recreation Manager

Date: January 8, 2025

Subject: Parks and Recreation Staff Report

This report is a monthly highlight of department activities related to recent collaborations, strategic planning, staff changes/developments, and park operations.

Events Registration

Registration opened on 1/2/25 for outdoor farmer market vendors as well as Elk Riverfest food and craft vendors. The indoor market season is going well. Community groups will now be able to reserve a space similar to the outdoor market season to gain exposure to market attendees. The young entrepreneur space is going well, and it is fun to see the creativity of what kids in our community can do. There is space for one youth at each market free of charge.

Winter Walks

The next winter walk will be Monday January 13th from 6-7 pm at Woodland Trails Regional Park.

Senior Activity Center

Our holiday music and luncheon event on Tuesday, December 17 was a success! 60 people attended and enjoyed a delicious pulled pork meal with all the fixings catered by FT Center Concessions Supervisor. Music was provided by Jenni Thyng, who put on a memorable holiday show.

Staff has been busy selling 2025 memberships. Currently 315 memberships have been sold.

The average daily attendance for December was 82 check-ins. This was our 2nd busiest month of the year. In October we averaged 83 check-ins per day.

Senior Activity Center 2024 Year End Report:

Attendance: 17,550 (16,662 in 2023)

Average Daily Attendance: 71 (68 in 2023)

Total Members: 570 (629 in 2023)

Revenue from Memberships: \$16,620 (\$16,217 in 2023)

Total Day Passes: 60 (67 in 2023)

Revenue from Day Passes: \$277.86 (\$310.25 in 2023)

Winter Sports

Winter Adult Leagues will start this month. We have nineteen (19) women's volleyball teams, which is the most we have ever had. We shifted the recreational division to the YMCA due to space and time limitations at Salk. (A great problem to have.) We have a full men's basketball league of six (6) teams and a waitlist of two teams. Lastly, co-ed volleyball has three (3) teams.

The warming house at Handke opened briefly on December 20th before warmer weather arrived. Currently, the warming houses are closed. When the weather becomes more favorable, the warming houses at Handke will be staffed Monday-Friday from 4pm-8pm and 12pm-8pm on Saturday and Sunday. Spectrum's warming house opening date is still TBD as we await skateable ice conditions. The neighborhood rinks at Mississippi Oaks and RiverPlace Park are also awaiting skateable ice conditions.

ERYHA Ice Rink

Elk River Youth Hockey Association entered into an agreement with the city to place their outdoor ice rink on the basketball court at Lion John Weicht Park. Last year, the rink was placed on the west side of the FT Center, but there was a significant slope there that provided a challenge, and they were looking to move to flatter ground. The lease agreement will provide the city with \$2500 in revenue.

Rivers Edge

Construction is complete for the winter. All of the new seating is now in place. The landscaping and staining of the concrete seating will take place in April or as weather allows.

2025 Budget

The city council did approve the city's budget for 2025, which did include the recommendations for the Parks and Recreation budget, as proposed by the commission. (See attachment)

Summer Concert Series

The city council has approved an electrical improvement for the fieldhouse at the FT Center which will allow the fieldhouse to serve as the weather back-up site for our summer concerts when needed. This will allow community members to bring their chairs with them or to bring blankets to use on the turf. Concessions would also be available if a concert is moved inside. This arrangement should allow for a more comfortable, enjoyable experience for everyone involved in case of inclement weather.

2025 through 2029
Capital Improvement Plan
 Elk River, Minnesota
Projects By Funding Source Summary

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Capital Reserve - IT								
2025 Technology Upgrades	TC-25	1	99,400					99,400
2026 Technology Upgrades	TC-26	1		70,000				70,000
2027 Technology Upgrades	TC-27	1			57,000			57,000
2028 Technology Upgrades	TC-28	1				48,000		48,000
2028 Technology Upgrades	TC-29	1					48,000	48,000
Capital Reserve - IT Total			99,400	70,000	57,000	48,000	48,000	322,400

Capital Reserve - Undesignated

Police K9	PD-05			20,000				20,000
Capital Reserve - Undesignated Total			0	20,000	0	0	0	20,000

City Development Fund

Comprehensive Update of Zoning Ordinance	Plan-25	1	150,000					150,000
City Development Fund Total			150,000	0	0	0	0	150,000

Equipment Replacement Fund

Building Safety - Vehicles	BZ-01	1				55,000	50,000	105,000
Facilities Maintenance - Vehicles	BM-01	1	35,000		150,000	80,000		265,000
Fire - Trucks	FD-02	1			100,000		110,000	210,000
Fire - Vehicles	FD-01	1	65,000	60,000			75,000	200,000
Parks - Mobile Equipment	PK-02	1	17,000	267,000	60,000	49,000		393,000
Parks - Pickup Trucks	PK-01	1	223,000	157,000			55,000	435,000
Police - CSO Vehicles	PD-03	1	130,000	60,000				190,000
Police - Patrol Squads	PD-01	1		290,000	145,000	72,500	290,000	797,500
Police - Unmarked Squads	PD-02	1	192,500	200,000	147,500	132,500		672,500
Streets - Dump Trucks	ST-02	1	315,000				325,000	640,000
Streets - Mobile Equipment	ST-03	1	124,000	185,000	285,000	490,000	389,000	1,473,000
Streets - Pickup Trucks	ST-01	1	90,000		125,000			215,000
Equipment Replacement Fund Total			1,191,500	1,219,000	1,012,500	879,000	1,294,000	5,596,000

ERMU

2025 Technology Upgrades	TC-25	1	22,600					22,600
2026 Technology Upgrades	TC-26	1		5,000				5,000
2027 Technology Upgrades	TC-27	1			3,000			3,000
2028 Technology Upgrades	TC-28	1				12,000		12,000
2028 Technology Upgrades	TC-29	1					12,000	12,000
ERMU Total			22,600	5,000	3,000	12,000	12,000	54,600

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Government Buildings								
Fire Station #2	FS-02	1	130,000					130,000
Fire Station #3	FS-03	1	22,000					22,000
Library	LB-03	1	440,000		120,000			560,000
Government Buildings Total			592,000	0	120,000	0	0	712,000

Liquor Fund

Liquor Stores	LS-01	1	400,000					400,000
Liquor Fund Total			400,000	0	0	0	0	400,000

Municipal State Aid

County Projects - Cost Share	II-20	1	1,720,000					1,720,000
Hwy 169 Frontage/Backage Road Improvements	II-01	1	750,000					750,000
Pavement Management - Streets	PM-01	1		4,000,000				4,000,000
Municipal State Aid Total			2,470,000	4,000,000	0	0	0	6,470,000

Park Dedication

County Projects - Cost Share	II-20	1	275,000					275,000
Highway 10 Mississippi River Trail	PDF 25-2	1		200,000				200,000
Hillside Park Parking Lot	PDF 25-1	1		250,000				250,000
Jackson Street Water Tower Park	PDF 25-3		25,000					25,000
Oak Knoll Athletic Complex	PDF 28-1	1				450,000		450,000
Park Dedication Total			300,000	450,000	0	450,000	0	1,200,000

Park Improvement

Basketball Courts - Deerfield/Ridgewood	PIF 25-1	1	50,000		30,000			80,000
City Parks Capital	PIF-25-29		100,000	605,000	444,000	1,265,000	926,800	3,340,800
Improvements - Kliever Lake Fields	PIF 24-2	1	50,000					50,000
Lions Park Shelters	PIF 26-2	1		300,000				300,000
Nature Play - Woodland Trails	PIF 25-2	1				75,000		75,000
Park Improvement - Miscellaneous	PIF 23-27	1	16,250	16,250	10,000			42,500
Parks & Recreation Master Plan	PIF 25-3	1	50,000	50,000				100,000
Plants and Things Recreation Complex	PIF 28-2	1	35,000	35,000	35,000	35,000	35,000	175,000
Playground/Basketball Court - Riverplace	PIF 26-1	1		185,000				185,000
Playgrounds - Country Crossing/Trott Brook	PIF 24-1	1			125,000			125,000
Playgrounds - Fresno/Mississippi Oaks	PIF 27-1	1			190,000			190,000
Rivers Edge Park Fountain	PIF 27-2	1			75,000			75,000
Park Improvement Total			301,250	1,191,250	909,000	1,375,000	961,800	4,738,300

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Pavement Management								
County Projects - Cost Share	II-20	1	750,000					750,000
Hwy 169 Frontage/Backage Road Improvements	II-01	1	750,000					750,000
Pavement Management - Parking Lots/Trails	PM-02	1	350,000	200,000	350,000			900,000
Pavement Management - Streets	PM-01	1	3,600,000	300,000	3,000,000	300,000		7,200,000
Pavement Management Total			5,450,000	500,000	3,350,000	300,000	0	9,600,000

Public Safety Aid

Flock Safety	PD-07		47,600					47,600
Patio/Furniture	PD-06		43,500					43,500
Public Safety Aid Total			91,100	0	0	0	0	91,100

Sewer Fund

CR 44 Sewer Replacement	WW-33	1	250,000					250,000
Grit Classifier Replacement	WW-30	1	150,000					150,000
Head of Plant Splitter Structure	WW-31	1		1,500,000				1,500,000
UV Building Modification	WW-32	1			1,800,000			1,800,000
Wastewater - Equipment	WW-12	1	200,000					200,000
Wastewater - Lift Station Improvements	WW-19	1	55,000	55,000	55,000	55,000		220,000
Wastewater - Urban Services Expansion	WW-23	1				11,850,000		11,850,000
Wastewater - Vehicle	WW-06	1	65,000		325,000			390,000
Sewer Fund Total			720,000	1,555,000	2,180,000	11,905,000	0	16,360,000

State Aid

Infrastructure Improvements-Misc.	II-40	1	150,000					150,000
State Aid Total			150,000	0	0	0	0	150,000

Storm Water

Pavement Management - Streets	PM-01	1	100,000					100,000
Stormwater Projects	STW-1	1	250,000	200,000	300,000	300,000	300,000	1,350,000
Storm Water Total			350,000	200,000	300,000	300,000	300,000	1,450,000

Trunk Utility Fund

Wastewater - Urban Services Expansion	WW-23	1				16,850,000		16,850,000
Trunk Utility Fund Total			0	0	0	16,850,000	0	16,850,000

Source	Project #	Priority	2025	2026	2027	2028	2029	Total
Yet To Be Determined								
Fire - Burn Building	FD-07	1		1,000,000				1,000,000
Fire - Engines/Ladders	FD-03	1	1,200,000			600,000		1,800,000
Fire Equipment	FD-25	1	109,000					109,000
Knox Box Key Secure System Update	FD-26	1		55,000				55,000
Yet To Be Determined Total			1,309,000	1,055,000	0	600,000	0	2,964,000
GRAND TOTAL			13,596,850	10,265,250	7,931,500	32,719,000	2,615,800	67,128,400



Request for Action

To
Parks and Recreation Commission

Item Number
12.1

Meeting Date
January 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Trailhead Locations - Great Northern Trail

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested
Discuss potential trailhead sites for the Great Northern Trail within Elk River.

Background/Discussion
The commission recently toured PID 75-00128-4200 also known as the Nystrom property, which spurred discussion about a potential trailhead site for the Great Northern Trail within Elk River. Other locations for a potential trailhead location have been mentioned in previous meetings. The commission is invited to discuss locations for a future trailhead site, with an eye toward all factors that would need to be considered in creating a site.

Financial Impact
Costs would be dependent upon future site location and development.

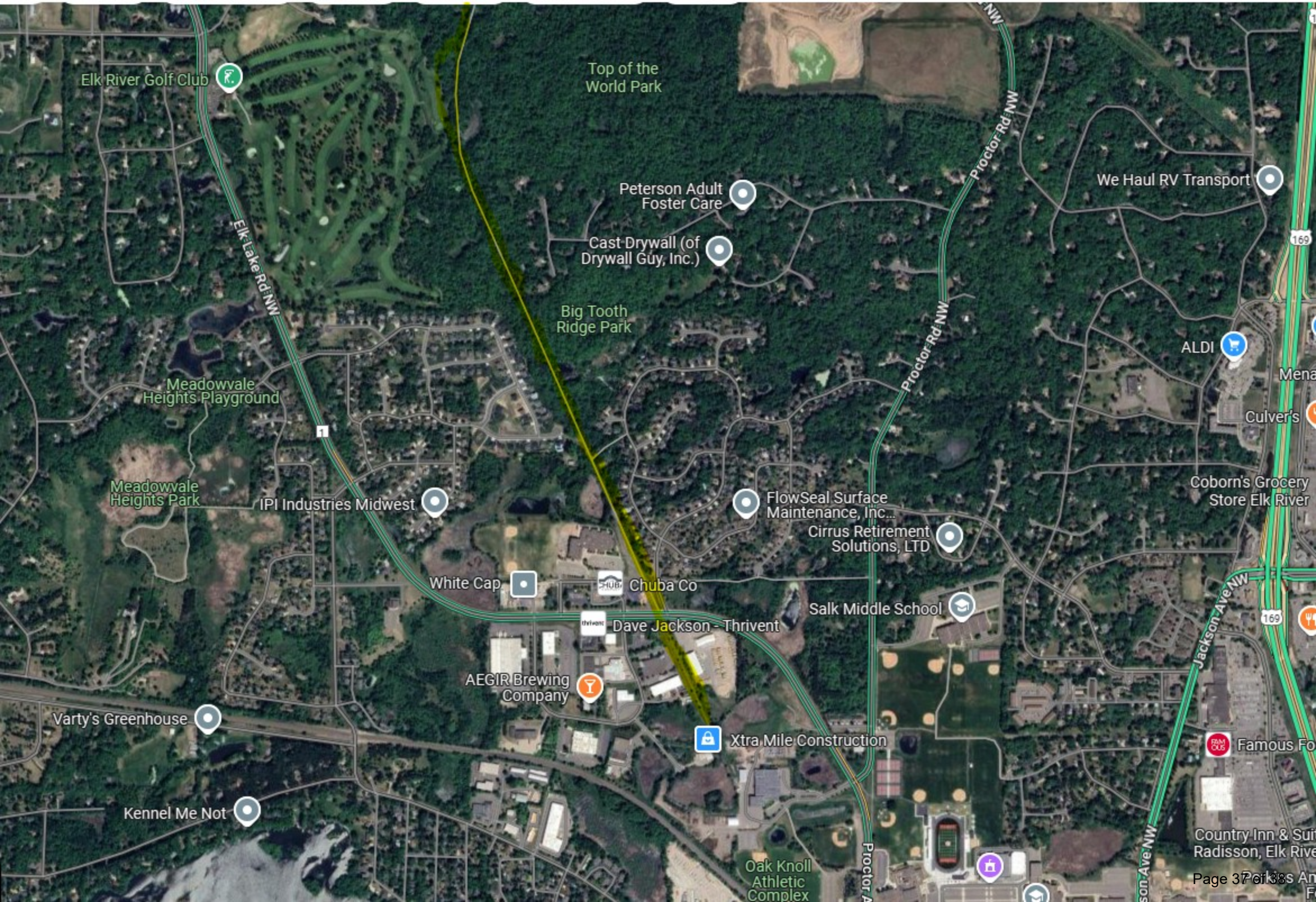
Mission/Policy/Goal
Support the growth and development of the community. Responsible for every dollar - good stewards.

Attachments
I. GNT Beginning within Elk River

The Elk River Vision

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





Elk River Golf Club

Top of the World Park

Peterson Adult Foster Care

Cast Drywall (of Drywall Guy, Inc.)

Big Tooth Ridge Park

We Haul RV Transport

ALDI

Menards

Culver's

Coborn's Grocery Store Elk River

Meadowvale Heights Playground

Meadowvale Heights Park

IPI Industries Midwest

FlowSeal Surface Maintenance, Inc...

Cirrus Retirement Solutions, LTD

White Cap

Chuba Co

Dave Jackson - Thrivent

Salk Middle School

AEGIR Brewing Company

Xtra Mile Construction

Varty's Greenhouse

Kennel Me Not

Oak Knoll Athletic Complex

Famous Dave's

Country Inn & Suites Radisson, Elk River

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Access to Great Northern Trail from Woodland Trails Park

