City Council

Regular Meeting
&
Work Session
Agenda

Monday, March 17, 2025
6:00 PM or immediately following
the EDA meeting
(whichever is later)
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 March 3, 2025, Minutes

   4.2 Check Register

   4.3 Library Floor Proposal

   4.4 Termination of Employment

   4.5 Athletic Facilities Framework Plan

   4.6 Collective Bargaining Agreement 25-02 - Law Enforcement Labor Services (LELS) #589

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 Conditional Use Permit: Outdoor Storage of Vehicles and Equipment, PID 75-00013-4405, Northstar Trucking & RV Parking LLC

   7.2 Conditional Use Permit: Outdoor Storage, 12777 Meadowvale Rd. NW, Elk River WinLEctric

   7.3 Preliminary Plat, Resolution 25-09 for Final Plat, and Ordinance Amendment 25-02 to Establish a PUD: The Villas at Fillmore Third Addition, PID 75-00931-0030, Riverside Development

7.4 Ordinance Amendment 25-03: Sign Standards and Codification of the PUD, Elk River Crossing Planned Unit Development, Tractor Supply.
Resolution 25-10 for summary publication of the ordinance.

7.5 Land Use Amendment, Zone Change, and Ordinance Amendment: Specht Family Farm Development (PUD), 16330 US Highway 10, Capstone Homes

7.6 Resolution 25-11: Easement Vacation for 13566 185th Ave NW, Kwik Trip

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.

9. MOTION TO ADJOURN REGULAR MEETING

10. 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.

10.1 Specht Farm Development Proposal: Captsone Homes

10.2 Overlook Chef Job Description

10.3 Council/Staff Annual Retreat Discussion Items

11. MOTION TO ADJOURN

Meeting of the City Council
Held at the Elk River City Hall
Monday, March 3, 2025

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

Members Absent: None

Staff Present: City Administrator Cal Portner, Public Works Director/Chief Engineer Justin Femrite, Fire Chief Mark Dickinson, Police Chief David Kuhnly, Economic Development Director Brent O'Neil, Community Development Director Zack Carlton, Business Services Director/Assistant City Administrator Joe Stremcha, Community Event Center Manager Katie Harstad, Environmental Services and Projects Specialist Joe Hale, Public Works Supervisor Mitch Litfin, Officer Allison Libor, Officer Elizabeth Norberg, Officer Nic Albert, Fire Captain Joseph Evenson, and Records Specialist Katie Porath.

1. CALL MEETING TO ORDER
Pursuant to due call and notice thereof, the meeting was called to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

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

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

4.1 February 18, 2025 Minutes

4.2 Check Register

4.3 Hire Custodian

4.4 Resolution 25-08: Updated Final Plat of Bradford Park Second Addition

DRAFT

4.5 Update to Park Steward Policy

5. OPEN FORUM

No one appeared for Open Forum.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 Oath of Office: Police Officers

Councilmember Wagner and Councilmember Beyer administered the oath of office to Officers Allison Libor and Elizabeth Norberg.

6.2 Citizen Award for Action Taken During River Rescue

Councilmember Calva presented Citizen Awards to Riley Deitrich and Ragen McKernan.

6.3 Recognition of First Responders

Chief Kuhnly stated Officer Albert was awarded the Medal of Valor, Medal of Courage, and Chief's Award due to his work on the drug taskforce and the event that took place in Glendorado Township on October 12, 2023.

Councilmembers provided a standing ovation for Officer Albert and Councilmember Grupa thanked him for his sevice.

6.4 Retirement Recognition: Proclaim Joseph Evenson Day

Mayor Dietz presented a plaque and declared March 5, 2025, as Joseph Evenson Day in the City of Elk River.

6.5 Introduction of New Employees

Mr. Femrite introduced new employees Joe Hale and Mitch Litfin.

7. PUBLIC HEARINGS

There were no public hearings.

8. GENERAL BUSINESS

8.1 Safety Action Plan

Fire Chief Mark Dickinson introduced Molly Stewart, SRF Consulting Group, who gave an update on the Safety Action Plan.

Ms. Stewart stated the goal of the plan was zero fatal or serious injury accidents by 2035.

DRAFT

Councilmember Calva asked for more information on the changes proposed for School Street. Ms. Stewart stated potential changes include a road diet (reducing four lanes to two and adding a center turn lane), shortening the crosswalk distance, or adding more crosswalk markings. Fire Chief Dickinson added that some of the proposed improvements build off each other.

Councilmember Beyer asked if Fire Chief Dickinson had already applied for available grants. He responded that he had been waiting for the study to be completed.

Councilmember Beyer confirmed that the city engineering department had been involved in reviewing the proposed changes. Ms. Stewart stated she had met with Justin Femrite as well as the Sherburne County engineer.

Councilmember Grupa asked about proposed changes 1 and 5 and if they were the same. Ms. Stewart responded they were two different segments of Jackson Avenue. Councilmember Wagner asked if there was any way to combat distracted driving. Ms. Stewart stated that most accidents are tagged if they are caused by impairment or distraction which helps determine if education or engineering may help the problems in that area.

Councilmember Beyer asked why the study did not look at Hwy 10 heading toward Ramsey as he felt it was one of the most dangerous in the city. Ms. Stewart stated a study of that area was completed a couple of years ago.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the Safety Action Plan in accordance with the federal Safe Streets For All Program. Motion carried 5-0.

8.2 Discuss Work Session Items

Mayor Dietz asked if a discussion of Fire Station #1 would happen in April. Mr. Portner stated it would be a topic of the council retreat on April 28, 2025.

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

The Councilmembers provided updates as outlined in the respective advisory board's minutes.

10. MOTION TO ADJOURN REGULAR MEETING

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

The meeting adjourned at 7:35 p.m.

Mayor Dietz called the work session to order at 7:39 p.m.

11. WORK SESSION

DRAFT

11.1 Oakwater Ridge Subdivision: Capstone Proposal for Specht Farm

Mr. Carlton presented the staff report. Parks and Recreation Commissioner Dave Anderson, Steve Bona, and Matt Barker of Capstone Homes were in attendance.

Mr. Bona discussed the options for park dedication, including giving the city a portion in cash. He stated the development could create a private park or extend some of the lots toward the river.

Mr. Anderson was concerned about the loss of trail if the lot lines got extended. Councilmember Wagner stated that residents could use the sidewalk if the trail connection goes away. Mr. Anderson stated that people would likely ride their bikes in the street due to the number of driveway crossings.

Mr. Carlton stated that the current ordinance uses a percentage to calculate park dedication which equates to 24%. Capstone said that the statewide standard is 10%. Mr. Bona stated if Capstone needed to find land to equal 24% for park dedication, they could not make the development profitable.

Mr. Anderson stated, at the last Parks and Recreation meeting, the Commission agreed to deviate from the ordinance and recommended a compromise of 15% park dedication. He stated the percentage should be determined by the Council, not the Commission.

Mr. Bona stated that the development had to set aside 26 acres for a berm and 6 acres for a gas line easement. Mayor Dietz reminded him that the creation of the berm was Capstone's choice and not the Council's requirement. Mr. Bona stated that sound-proofing may be required by other entities if not the city.

Mr. Carlton addressed the Capstone request to have 50-foot-wide lots. Mr. Bona stated that their other developments with similar products had 40-foot-wide lots.

Councilmember Beyer stated that he had viewed a Capstone development in St. Michael. Mr. Bona stated the majority of the lots in that development were 40-feet-wide. Councilmember Beyer said that they looked nice, but was concerned about setting a precedent in Elk River by lowering the lot width requirement.

Mayor Dietz was not in favor of the smaller lot sizes. Councilmember Calva did not have a problem with the 50-foot-wide lots.

Capstone will be bringing their revised presentation to the Parks and Recreation Commission meeting on March 12, the March 17 City Council meeting, the March 25 Planning Commission meeting, and the April 7 City Council meeting.

11.2 Athletic Facilities Framework Plan

Mr. Stremcha reviewed the Athletic Facilities Framework Plan.

Mayor Dietz asked where the funds would come from. Mr. Stremcha responded that this meeting was an introduction to the plan and discussions of financing would come at a later date. Some options were park dedication, sales tax, or a referendum.

DRAFT

Councilmember Calva confirmed that Items 2 and 4 on the map shown may never be part of the plan as they are contingent on what happens with Ivan Sand Community Middle/High School. He asked which had come first, the discussion to move the school or the desire for a ballfield? Mr. Portner gave a brief background on the history of the field and school and stated the city approached the school.

Mayor Dietz added that he had a conversation with the ISD 278 superintendent, who stated that Oak Knoll was a top priority as well as improving Hale's Field. The mayor felt that the city should be part of the discussion as there is no sense updating one field without improving all of them.

Mayor Dietz stated that the Dave Anderson Complex (Item 6 on the map shown) should be low on the priority list as it is unknown what will happen to the County Fairgrounds property.

Councilmember Wagner asked if an economic impact study could be performed to determine the economic impact of athletic field improvements and relocation.

Mayor Dietz agreed that it made sense to combine similar sports fields in one area and would improve the user experience for tournaments, youth organizations, and parents.

Mr. Anderson stated that the Parks and Recreation Commission had concerns with calling this plan a "master plan" but renaming it as a "framework" helped. Key components of the Commission's concerns include cost as well as the future of Ivan Sand school.

The Council reiterated that this plan would take 15–20 years to implement and would be done in stages.

Katie Harstad was in attendance and the Council commended her on her work for the recent section tournaments.

11.3 Multi-Purpose Facility Advisory Commission Powers and Duties

Mr. Stremcha presented the staff report.

Ms. Harstad stated that she has begun having check-in meetings with each user group after their season or tournament to change and adapt to customer feedback.

The Council discussed that the current Multipurpose Facility Advisory Commission is comprised of users who have a conflict of interest.

Councilmember Wagner stated that in the first two years of the Commission, while she was a liaison, there were decisions to be made and the Commission was kept busy. They had poor communication with staff and the time between meetings was too long for urgent issues. At times the Commission just "rubber-stamped" decisions already made by staff. She stated that the current Commission seems to be running more smoothly.

Councilmember Calva asked Ms. Harstad's opinion. Ms. Harstad stated she gets more value out of one-on-one meetings with user groups than the Multipurpose Facility Advisory Commission meetings. She stated that preparing for meetings is a lengthy process.

DRAFT

Councilmember Beyer added that he is the current liaison to the Multipurpose Facility Advisory Commission and some of the decisions the commission is asked to make should be decided by staff. Since the commission no longer handles rates, what else is there for the commission to do?

Mr. Portner outlined the origins of the history of the buildings and the Commission.

Councilmember Wagner stated that the process of passing the Active Elk River plan cost her some relationships and not seeing an immediate success was hard. She believes the Furniture and Things Community Event Center and Multipurpose Facility Advisory Commission are now on the right track.

The Council decided to ask the Commission for their opinion during their annual combined meeting with the City Council on April 7, 2025.

The Council requested that Ms. Harstad make a regular report to the council in person or as part of the packet on what is happening at the Furniture and Things Community Event Center.

Councilmember Grupa asked Ms. Harstad if there was anything the commission could help her with. Ms. Harstad stated that her focus is on making the user's experience positive. She suggested maybe there is a place for the commission but in a different format.

Mayor Dietz added that the worst thing is to put people on a commission and waste their time.

11.4 Discuss Potential Commuter Rail Closure

Mr. Portner asked the Council if they would like him to draft a letter regarding the potential closure of the commuter rail. The Council stated they would be in favor of converting to bus transit and asked Mr. Portner to create a letter on their behalf. Mayor Dietz confirmed that the city would have no financial liability with the closure of the rail line.

12. MOTION TO ADJOURN WORK SESSION

Moved by Councilmember Calva and seconded by Councilmember Beyer to adjourn the work session. Motion carried 5-0.

The meeting adjourned at 9:30 p.m.

13. CLOSED MEETING - PID 75-00134-2200 AND 75-00134-2301

Council Present: Mayor John Dietz, Councilmembers Cory Grupa, J. Brian Calva, Mike Beyer, and Jennifer Wagner

Staff Present: Economic Development Director Brent O'Neil, Fire Chief Mark Dickinson, Deputy Chief of Training and Logistics Casey Neumann, Assistant Fire Chief of Operations Joe Libor, Jr, Assistant City Administrator/Business Services Director Joe Stremcha, City Administrator Cal Portner, and Records Specialist Katie Porath

Others Present: Brooke Jacobson and Quinn Hutson from CNH Architects

DRAFT

Mayor Dietz read the following statement:

13.1 Statement to be read by the Mayor:

"The City Council will be holding a closed meeting per MN Statute 13D.05, subd. 3(c)(5) to develop or consider offers relating to the possible purchase of real property at:

809 Jackson Ave NW - PID 75-00134-2200
425 Jackson Ave NW - PID 75-00134-2301

13.2 Motion Calling Closed Meeting

Mayor Dietz called the closed meeting to order at 9:36 p.m.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to open the closed meeting. Motion carried 5-0.

13.3 Hold Closed Meeting

13.4 Motion to Adjourn Closed Meeting

Moved by Councilmember Beyer and seconded by Councilmember Wagner to adjourn the closed meeting. Motion carried 5-0.

The meeting adjourned at 10:16 p.m.

14. CLOSED MEETING - POLICE CLERICAL AND TECHNICAL UNION, LELS 589

Council Present: Mayor John Dietz, Councilmembers Cory Grupa, J. Brian Calva, Mike Beyer, and Jennifer Wagner

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, City Administrator Cal Portner, and Records Specialist Katie Porath

Mayor Dietz read the following statement:

14.1 Statement to be read by the Mayor:

"The City Council will be closing the meeting pursuant to MN Statute Section 13D.03, subd. 1(b). The Council will discuss the city's labor negotiation strategy related to the city's negotiations with the Police Clerical and Technical Union, LELS 589."

14.2 Motion Calling Closed Meeting

Mayor Dietz called the closed meeting to order at 10:16 p.m.

DRAFT

Moved by Councilmember Grupa and seconded by Councilmember Calva to open the closed meeting. Motion carried 5-0.

14.3 Hold Closed Meeting

14.4 Motion to Adjourn Closed Meeting

Moved by Councilmember Wagner and seconded by Councilmember Beyer to adjourn the closed meeting. Motion carried 5-0.

The meeting adjourned at 10:41 p.m.

15. CLOSED MEETING - PUBLIC WORKS UNION, IUOE LOCAL 49

Council Present: Mayor John Dietz, Councilmembers Cory Grupa, J. Brian Calva, Mike Beyer, and Jennifer Wagner

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, City Administrator Cal Portner, and Records Specialist Katie Porath

Mayor Dietz read the following statement:

15.1 Statement to be read by the Mayor:

"The City Council will be closing the meeting pursuant to MN Statute Section 13D.03, subd. 1(b). The Council will discuss the city's labor negotiation strategy related to the city's negotiations with the Public Works Union, IUOE Local 49."

15.2 Motion Calling Closed Meeting

Mayor Dietz called the closed meeting to order at 10:42 p.m.

Moved by Councilmember Calva and seconded by Councilmember Grupa to open the closed meeting. Motion carried 5-0.

15.3 Hold Closed Meeting

15.4 Motion to Adjourn Closed Meeting

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

The meeting adjourned at 11:02 p.m.

Minutes prepared by Katie Porath.

DRAFT

John J. Dietz, Mayor

Tina Allard, City Clerk

DRAFT

Request for Action

To
City Council

Item Number
4.2

Meeting Date
March 17, 2025

Prepared By
Amy Stangler, Accounting Clerk

Item Description
Check Register

Reviewed by
Lori Stich
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the check register for the period ending March 17, 2025.

Background/Discussion
The details for the period ending March 17, 2025, are attached to this request for action.

Total for All Funds	$966,347.49

Financial Impact
N/A

Mission/Policy/Goal
N/A

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

Report Criteria:
Invoice Detail.GL account (3 Characters) = {<>} "920"
Invoice Detail.GL account (3 Characters) = {<>} "910"
Invoice Detail.Created by = {<>} "jdengerud"
Vendor.Vendor number = {<>} 15199

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
A T & T MOBILITY						
101						
X03032025	1	FIRSTNET WIRELESS SVCS-FIRE	Invoice	02/25/2025	631.89	101-4-2310-4321
101						
X03032025	2	FIRSTNET WIRELESS SVCS-IT	Invoice	02/25/2025	99.86	101-4-1350-4321
101						
X03032025	3	FIRSTNET WIRELESS SVCS-BLD MT	Invoice	02/25/2025	127.99	101-4-1600-4321
602						
X03032025	4	FIRSTNET WIRELESS SVCS-WW	Invoice	02/25/2025	44.88	602-4-9010-4321
101						
X03032025	5	FIRSTNET WIRELESS SVCS-POLICE	Invoice	02/25/2025	2,964.04	101-4-2110-4321
101						
X03032025	6	FIRSTNET WIRELESS SVCS-ADMIN	Invoice	02/25/2025	38.23	101-4-1210-4321
Total 10138 A T & T MOBILITY:					3,906.89	
AIRGAS USA LLC						
101						
9500895416	1	OXYGEN	Invoice	03/01/2025	153.13	101-4-2120-4219
Total 10379 AIRGAS USA LLC:					153.13	
ARTISAN BEER COMPANY						
603						
3749277	1	BEER	Invoice	02/26/2025	652.50	603-4-9151-4252
603						
3750619	1	BEER	Invoice	03/05/2025	92.25	603-4-9151-4252
Total 12167 ARTISAN BEER COMPANY:					744.75	
FLEXIBLE PIPE TOOL CO						
602						
31081	1	MANHOLE PROTECTION RING	Invoice	03/07/2025	300.00	602-4-9020-4219
Total 19150 FLEXIBLE PIPE TOOL CO:					300.00	
LANO EQUIPMENT INC						
101						
2-1137322	1	PARTS	Invoice	02/28/2025	1,224.44	101-4-5110-4221
Total 23575 LANO EQUIPMENT INC:					1,224.44	
METRO PRODUCTS INC.						
101						
185043	1	SUPPLIES	Invoice	02/26/2025	53.51	101-4-5110-4219
101						
185043	2	SUPPLIES	Invoice	02/26/2025	53.52	101-4-3150-4219
101						
185043	3	SUPPLIES	Invoice	02/26/2025	53.52	101-4-3120-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 25198 METRO PRODUCTS INC.:					160.55	
MN COUNTY ATTORNEYS ASSOC						
101						
200012640	1	OFFICE SUPPLIES	Invoice	02/28/2025	55.00	101-4-2110-4201
Total 26010 MN COUNTY ATTORNEYS ASSOC:					55.00	
N C S I						
221						
54910	1	BACKGROUND CHECKS-FTCEC STA	Invoice	03/01/2025	37.00	221-4-5400-4409
221						
54910	2	BACKGROUND CHECKS-BREAKAWA	Invoice	03/01/2025	906.50	221-4-5410-4409
Total 27519 N C S I:					943.50	
OLSEN CHAIN & CABLE INC						
101						
725664	1	ARC FLASH HARNESS/SAFETY STR	Invoice	03/04/2025	1,309.80	101-4-3120-4219
Total 13762 OLSEN CHAIN & CABLE INC:					1,309.80	
PACE ANALYTICAL SERVICES						
602						
25122494	1	BIOSOLIDS TESTING	Invoice	03/11/2025	1,393.80	602-4-9020-4319
Total 29050 PACE ANALYTICAL SERVICES:					1,393.80	
RDO EQUIPMENT CO						
101						
P0204214	1	WINCH LINE	Invoice	02/28/2025	381.22	101-4-5110-4221
Total 30678 RDO EQUIPMENT CO:					381.22	
REGION 5AA						
221						
100	1	TICKETS - SECTION 5AA GAMES	Invoice	02/27/2025	44,730.00	221-3-0000-3465
Total 15224 REGION 5AA:					44,730.00	
REGION 8AA						
221						
100	1	TICKETS - FINAL 5A	Invoice	02/26/2025	13,270.00	221-3-0000-3465
Total 30931 REGION 8AA:					13,270.00	
STEP SAVER INC						
101						
182041	1	BULK SALT - PS	Invoice	02/27/2025	141.00	101-4-2190-4219
Total 13048 STEP SAVER INC:					141.00	
TIM TREBESCH						
101						
Mar 2025 T.T.	1	REIMB MILEAGE-TREBESCH	Invoice	03/11/2025	62.30	101-4-2410-4331

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 14049 TIM TREBESCH:					62.30	
WAL-MART COMMUNITY CARD						
602						
3-7-25	1	SUPPLIES	Invoice	03/07/2025	85.48	602-4-9020-4219
221						
3-7-25	2	SUPPLIES-CONC-FTCENTER	Invoice	03/07/2025	20.37	221-4-5430-4219
221						
3-7-25	3	RESALE ITEMS-CONC-FTCENTER	Invoice	03/07/2025	110.79	221-4-5430-4259
101						
3-7-25	4	SUPPLIES	Invoice	03/07/2025	19.53	101-4-5510-4219
101						
3-7-25	5	SUPPLIES	Invoice	03/07/2025	139.19	101-4-5510-4219
Total 35945 WAL-MART COMMUNITY CARD:					375.36	
WINDSTREAM						
101						
030525	1	PHONE LINE CHGS-FIRE	Invoice	03/12/2025	131.00	101-4-2310-4321
101						
030525	2	PHONE LINE CHGS-FIRE INSP	Invoice	03/12/2025	51.78	101-4-2320-4321
Total 11102 WINDSTREAM:					182.78	
WINE MERCHANTS						
603						
7509529	1	WINE	Invoice	02/26/2025	132.30	603-4-9151-4253
603						
7509529	2	FREIGHT	Invoice	02/26/2025	1.72	603-4-9151-4332
603						
7509530	1	WINE	Invoice	02/26/2025	896.50	603-4-9151-4253
603						
7509530	2	FREIGHT	Invoice	02/26/2025	15.77	603-4-9151-4332
603						
7510303	1	WINE	Invoice	03/05/2025	480.00	603-4-9111-4253
603						
7510303	2	FREIGHT	Invoice	03/05/2025	8.60	603-4-9111-4332
Total 36425 WINE MERCHANTS:					1,534.89	
ABSOLUTE SOFTWARE, INC.						
101						
INV01672376	1	NETMOTION-ABSOLUTE SOFTWARE	Invoice	03/04/2025	4,785.00	101-4-1350-4404
Total 15221 ABSOLUTE SOFTWARE, INC.:					4,785.00	
ALLINA HEALTH SYSTEM						
101						
CI00063380	1	AED	Invoice	02/28/2025	2,100.00	101-4-1600-4219
Total 10406 ALLINA HEALTH SYSTEM:					2,100.00	
AMAZON CAPITAL SERVICES						
603						
11RY-J97F-H4G3	1	SUPPLIES	Invoice	03/07/2025	7.99	603-4-9112-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
221						
13ML-NRT4-1T4K	1	OFFICE SUPPLIES	Invoice	03/10/2025	66.33	221-4-5400-4219
221						
13ML-NRT4-1T4K	2	CONCESSIONS - SLUSHY MIX	Invoice	03/10/2025	77.60	221-4-5430-4259
101						
14W1-Q94K-HJ94	1	SUPPLIES	Invoice	03/07/2025	59.99	101-4-2320-4219
101						
16MV-XWKC-CFG9	1	PHONE CASES/SCREEN PROTECTO	Invoice	03/10/2025	35.63	101-4-1350-4219
101						
1C36-GXND-3136	1	SUPPLIES-PHONE CASE	Invoice	03/04/2025	33.57	101-4-5110-4219
101						
1FVN-NVKK-KMQM	1	SUPPLIES	Invoice	02/27/2025	37.88	101-4-2310-4201
221						
1GLD-1J73-F3JR	1	CAMERA SUPPLIES	Invoice	02/21/2025	18.96	221-4-5400-4219
221						
1HQ7-GHFP-JCVM	1	AV SUPPLIES	Invoice	02/27/2025	55.58	221-4-5400-4219
101						
1JHP-THMD-CJC3	1	HEADSET	Invoice	02/24/2025	189.95	101-4-1350-4219
221						
1NJW-KFPQ-4FKM	1	CONCESSIONS SUPPLIES-CUPS	Invoice	02/26/2025	87.96	221-4-5430-4219
221						
1NJW-KFPQ-4FKM	2	CONCESSIONS - SLUSHY MIX	Invoice	02/26/2025	77.60	221-4-5430-4259
101						
1QT3-XGPL-Q37N	1	MEDICAL BAG SUPPLIES	Invoice	02/28/2025	8.99	101-4-2120-4219
221						
1R1J-MXF7-7963	1	CURTAINS	Invoice	03/10/2025	357.09	221-4-5400-4219
101						
1RPX-FMDV-7FWV	1	COFFEE	Invoice	02/26/2025	102.32	101-4-1600-4219
605						
1THL-4VN3-DTRM	1	ORGANICS CONTAINERS	Invoice	03/03/2025	28.99	605-4-9230-4219
221						
1YYQ-X1VM-RGXH	1	CURTAINS	Invoice	02/28/2025	120.88	221-4-5400-4219
Total 13706 AMAZON CAPITAL SERVICES:					1,367.31	
ARVIG ENTERPRISES						
290						
013125 - #2	1	BORDER TO BORDER GRANT	Invoice	03/03/2025	4,296.34	290-4-1350-4409
Total 12866 ARVIG ENTERPRISES:					4,296.34	
ATT LLC						
603						
S28633	1	UNIFORMS - S CALVERT	Invoice	02/28/2025	221.85	603-4-9112-4217
603						
S28648	1	UNIFORMS - KLUNTZ	Invoice	02/28/2025	209.50	603-4-9152-4217
603						
S28648	2	UNIFORMS - SANDERS	Invoice	02/28/2025	59.70	603-4-9152-4217
Total 15332 ATT LLC:					491.05	
B & D PLBG, HTG & AIR CON						
602						
6196009	1	REPLACE INDUCER FAN	Invoice	03/12/2025	1,967.00	602-4-9020-4404
Total 10950 B & D PLBG, HTG & AIR CON:					1,967.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
BARRINGTON OAKS VET HOSP						
101						
413015	1	DUKE VET BILL	Invoice	02/25/2025	249.25	101-4-2120-4219
Total 11450 BARRINGTON OAKS VET HOSP:					249.25	
BERNICK'S						
603						
10325470	1	POP/MISC	Invoice	02/26/2025	201.08	603-4-9151-4255
603						
10325471	1	THC PRODUCTS	Invoice	02/26/2025	99.00	603-4-9151-4256
603						
10325472	1	BEER	Invoice	02/26/2025	3,592.00	603-4-9151-4252
603						
10328596	1	THC PRODUCTS	Invoice	03/05/2025	276.00	603-4-9111-4256
603						
10328597	1	BEER	Invoice	03/05/2025	887.10	603-4-9111-4252
221						
I68589	1	SUPPLIES - CUPS/LIDS	Invoice	02/27/2025	226.03	221-4-5430-4219
221						
I69145	1	CONCESSIONS SUPPLIES - CUPS	Invoice	03/10/2025	92.79	221-4-5430-4219
221						
I69145	2	POP/COFFEE	Invoice	03/10/2025	321.48	221-4-5430-4259
Total 11950 BERNICK'S:					5,695.48	
BERRY COFFEE COMPANY						
101						
1047932	1	COFFEE	Invoice	03/05/2025	245.00	101-4-5510-4219
101						
1048465	1	COFFEE	Invoice	03/03/2025	129.85	101-4-3120-4219
101						
1048467	1	COFFEE SUPPLIES	Invoice	03/03/2025	9.51	101-4-1600-4219
101						
1048468	1	COFFEE	Invoice	03/03/2025	347.70	101-4-2190-4219
Total 11959 BERRY COFFEE COMPANY:					732.06	
BOLTON & MENK, INC						
401						
356726	1	2025 STREET IMPROVEMENTS	Invoice	02/21/2025	15,161.50	401-4-8080-4303
406						
356727	1	MEADOWWOODS VILLAGE - SEWER	Invoice	02/21/2025	19,517.50	406-4-8050-4303
225						
356728	1	MEGA LOOP TRAIL IMPROVMENTS	Invoice	02/21/2025	11,475.00	225-4-8546-4303
403						
356729	1	YALE STREET EXTENSION	Invoice	02/21/2025	8,705.00	403-4-8440-4303
Total 11019 BOLTON & MENK, INC:					54,859.00	
BREAKTHRU BEVERAGE MINNESOTA						
603						
120245675	1	WINE	Invoice	02/27/2025	656.00	603-4-9151-4253
603						
120245676	1	LIQUOR	Invoice	02/27/2025	2,545.22	603-4-9151-4251
603						
120359179	1	LIQUOR	Invoice	03/06/2025	1,053.00	603-4-9151-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
120359181	1	WINE	Invoice	03/06/2025	96.00	603-4-9151-4253
603						
120359182	1	WINE	Invoice	03/06/2025	360.00	603-4-9151-4253
Total 8002 BREAKTHRU BEVERAGE MINNESOTA:					4,710.22	
603						
120245778	1	LIQUOR	Invoice	02/27/2025	5,622.72	603-4-9111-4251
603						
120245780	1	WINE	Invoice	02/27/2025	104.00	603-4-9111-4253
603						
120359270	1	WINE	Invoice	03/06/2025	96.00	603-4-9111-4253
603						
120359271	1	POP/MISC	Invoice	03/06/2025	176.10	603-4-9111-4255
603						
120359272	1	LIQUOR	Invoice	03/06/2025	9,371.11	603-4-9111-4251
603						
120359273	1	LIQUOR	Invoice	03/06/2025	420.00	603-4-9111-4251
603						
120359440	1	LIQUOR	Invoice	03/06/2025	102.00	603-4-9111-4251
603						
413328758	1	LIQUOR CREDIT	Invoice	03/10/2025	37.50-	603-4-9111-4251
Total 12893 BREAKTHRU BEVERAGE MINNESOTA:					15,854.43	
C & L DISTRIBUTING CO						
603						
1839001213	1	LIQUOR CREDIT	Invoice	01/18/2025	7.48-	603-4-9151-4251
603						
1839001240	1	BEER CREDIT	Invoice	02/26/2025	218.38-	603-4-9151-4252
603						
1839001246	1	BEER CREDIT	Invoice	03/05/2025	268.13-	603-4-9151-4252
603						
2062278	1	LIQUOR	Invoice	02/26/2025	1,481.54	603-4-9151-4251
603						
2062281	1	BEER	Invoice	02/26/2025	8,297.00	603-4-9151-4252
603						
2065885	1	LIQUOR	Invoice	03/05/2025	46.40	603-4-9151-4251
603						
2065886	1	BEER	Invoice	03/05/2025	8,016.55	603-4-9151-4252
603						
2065886	2	THC PROCUCTS	Invoice	03/05/2025	75.00	603-4-9151-4256
603						
2065886	3	POP/MISC	Invoice	03/05/2025	57.50	603-4-9151-4255
Total 8003 C & L DISTRIBUTING CO:					17,480.00	
603						
1839001242	1	BEER CREDIT	Invoice	02/26/2025	140.00-	603-4-9111-4252
603						
1839001247	1	BEER CREDIT	Invoice	03/05/2025	90.97-	603-4-9111-4252
603						
2064879	1	BEER	Invoice	03/03/2025	7,571.05	603-4-9111-4252
603						
2067138	1	LIQUOR	Invoice	03/05/2025	411.00	603-4-9111-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2067138	2	WINE	Invoice	03/05/2025	543.06	603-4-9111-4253
603						
2067139	1	BEER	Invoice	03/05/2025	4,247.25	603-4-9111-4252
603						
2068318	1	BEER	Invoice	03/10/2025	2,309.70	603-4-9111-4252
603						
2616000656	1	BEER CREDIT	Invoice	03/03/2025	10.60-	603-4-9111-4252
603						
2616000663	1	BEER CREDIT	Invoice	03/10/2025	30.20-	603-4-9111-4252
603						
3004000111	1	BEER CREDIT	Invoice	12/09/2024	65.39-	603-4-9111-4252
Total 13375 C & L DISTRIBUTING CO:					14,744.90	
CHENOSA SYSTEMS CORP						
101						
2025176	1	PROPHOENIX ANNUAL MAINT	Invoice	02/28/2025	2,522.87	101-4-2310-4404
Total 12112 CHENOSA SYSTEMS CORP:					2,522.87	
CINTAS CORPORATION LOC 470						
603						
4222738000	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	02/28/2025	79.60	603-4-9112-4404
603						
4222738161	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	02/28/2025	38.23	603-4-9152-4404
602						
4223136867	1	UNIFORM RENTAL/CLEANING	Invoice	03/07/2025	156.52	602-4-9020-4417
603						
4223405197	1	MAPS, TOWELS, SCRAPERS, MOPS	Invoice	03/07/2025	70.49	603-4-9112-4404
603						
4223405441	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	03/07/2025	38.23	603-4-9152-4404
Total 14080 CINTAS CORPORATION LOC 470:					383.07	
CIVIC SYSTEMS LLC						
290						
CVC24708	1	SECOND HALF SETUP/LICENSES	Invoice	02/28/2025	42,950.00	290-4-1350-4560
Total 52270 CIVIC SYSTEMS LLC:					42,950.00	
COBORN'S INC						
101						
03-04-2025	1	SUPPLIES - BARNES RETIREMENT	Invoice	03/04/2025	175.48	101-4-1600-4219
Total 14303 COBORN'S INC:					175.48	
COLLINS BROTHERS TOWING						
294						
118179	1	TOWING SVCS 25003607	Invoice	03/01/2025	100.00	294-4-2210-4440
Total 14425 COLLINS BROTHERS TOWING:					100.00	
CORNERSTONE AUTO						
101						
15495215	1	PARTS #626	Invoice	03/11/2025	71.91	101-4-2120-4221

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
16452593/1	1	OUTSIDE EQUIPMENT REPAIR/LABO	Invoice	03/06/2025	135.00	101-4-2120-4404
Total 11047 CORNERSTONE AUTO:					206.91	
DACOTAH PAPER CO						
221						
74845	1	DISHWASHER DETERGENT	Invoice	02/27/2025	133.99	221-4-5430-4219
101						
76854	1	TOILET TISSUE	Invoice	03/04/2025	364.85	101-4-2310-4219
221						
76855	1	CONCESSIONS SUPPLIES-CUPS/LID	Invoice	03/04/2025	204.67	221-4-5430-4219
603						
78144	1	VACUUM BAGS	Invoice	03/06/2025	92.22	603-4-9112-4219
221						
78255	1	CONCESSIONS SUPPLIES-CUPS/LID	Invoice	03/06/2025	122.84	221-4-5430-4219
Total 15887 DACOTAH PAPER CO:					918.57	
DAHLHEIMER BEVERAGE, LLC						
603						
2380340	1	BEER CREDIT	Invoice	01/17/2025	200.40-	603-4-9151-4252
603						
2408839	1	THC PRODUCTS	Invoice	02/27/2025	134.00	603-4-9151-4256
603						
2408840	1	POP/MISC	Invoice	02/27/2025	88.95	603-4-9151-4255
603						
2408840	2	BEER	Invoice	02/27/2025	5.60	603-4-9151-4252
603						
2408841	1	BEER	Invoice	02/27/2025	2,013.27	603-4-9151-4252
603						
2409828	1	BEER CREDIT	Invoice	02/26/2025	154.80-	603-4-9151-4252
603						
2411377	1	BEER	Invoice	03/03/2025	7,982.40	603-4-9151-4252
603						
2411571	1	POP/MISC	Invoice	03/03/2025	39.00	603-4-9151-4255
603						
2411667	1	BEER CREDIT	Invoice	02/28/2025	172.40-	603-4-9151-4252
603						
2414413	1	LIQUOR CREDIT	Invoice	03/05/2025	96.00-	603-4-9151-4251
603						
2415143	1	LIQUOR	Invoice	03/06/2025	52.60	603-4-9151-4251
603						
2415144	1	BEER	Invoice	03/06/2025	4,118.45	603-4-9151-4252
603						
2416587	1	BEER	Invoice	03/10/2025	30.00	603-4-9151-4252
603						
2416865	1	BEER	Invoice	03/10/2025	3,118.60	603-4-9151-4252
603						
2418416	1	LIQUOR CREDIT	Invoice	03/10/2025	273.00-	603-4-9151-4251
603						
2418420	1	BEER CREDIT	Invoice	03/10/2025	53.35-	603-4-9151-4252
603						
976-00156	1	BEER CREDIT	Invoice	01/30/2025	30.00-	603-4-9151-4252
603						
976-00161	1	BEER CREDIT	Invoice	03/10/2025	30.00-	603-4-9151-4252

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 8005 DAHLHEIMER BEVERAGE, LLC:					16,572.92	
221						
2409793	1	LIQUOR	Invoice	02/27/2025	202.20	221-4-5430-4251
221						
2409793	2	BEER	Invoice	02/27/2025	901.10	221-4-5430-4252
221						
2416247	1	BEER	Invoice	03/07/2025	696.00	221-4-5430-4252
Total 15366 DAHLHEIMER BEVERAGE, LLC:					1,799.30	
603						
2405876 CREDIT	1	BEER CREDIT	Invoice	02/24/2025	30.00-	603-4-9111-4252
603						
2409089	1	BEER	Invoice	02/27/2025	8,274.10	603-4-9111-4252
603						
2409826	1	BEER CREDIT	Invoice	02/26/2025	130.70-	603-4-9111-4252
603						
2411245	1	THC PRODUCTS	Invoice	03/03/2025	166.00	603-4-9111-4256
603						
2411246	1	BEER	Invoice	03/03/2025	20,363.40	603-4-9111-4252
603						
2415206	1	THC PRODUCTS	Invoice	03/06/2025	178.00	603-4-9111-4256
603						
2415207	1	BEER	Invoice	03/06/2025	9,152.60	603-4-9111-4252
603						
2417295	1	BEER	Invoice	03/10/2025	26.80	603-4-9111-4252
603						
2417296	1	THC PRODUCTS	Invoice	03/10/2025	328.00	603-4-9111-4256
Total 15900 DAHLHEIMER BEVERAGE, LLC:					38,328.20	
DANGEROUS MAN BREWING CO LLC						
603						
IN-7115	1	BEER	Invoice	03/05/2025	306.00	603-4-9111-4252
Total 52264 DANGEROUS MAN BREWING CO LLC:					306.00	
DANIELLE FAULHABER						
101						
91	1	TRANSCRIPTION SERVICES - FEB	Invoice	03/01/2025	439.92	101-4-2150-4409
Total 13642 DANIELLE FAULHABER:					439.92	
DEANO'S COLLISION SPEC IN						
291						
67199	1	REPAIR SQUAD 608	Invoice	02/24/2025	10,962.81	291-4-7000-4404
Total 16050 DEANO'S COLLISION SPEC IN:					10,962.81	
DOLPHIN CAR WASH INC						
101						
1243-R-0048	1	VEHICLE WASHING	Invoice	03/08/2025	150.00	101-4-2320-4404
Total 16625 DOLPHIN CAR WASH INC:					150.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
ELECTRICAL PRODUCTION SERVICES						
221						
23287	1	FIBER SPLICING	Invoice	03/12/2025	370.00	221-4-5400-4319
Total 15367 ELECTRICAL PRODUCTION SERVICES:					370.00	
ELK RIVER MUNICIPAL UTILITIES						
603						
2-26-2025	1	WATER/ELECTRIC	Invoice	02/26/2025	1,872.53	603-4-9112-4389
101						
2-26-2025	2	WATER/ELECTRIC	Invoice	02/26/2025	523.21	101-4-5110-4389
602						
2-26-2025	3	ELECTRIC	Invoice	02/26/2025	666.09	602-4-9050-4389
101						
2-26-2025	4	ELECTRIC	Invoice	02/26/2025	169.08	101-4-2330-4389
101						
2-26-2025	5	ELECTRIC	Invoice	02/26/2025	1,078.89	101-4-2310-4389
101						
3-5-25	1	WATER/ELECTRIC	Invoice	03/05/2025	696.48	101-4-5110-4389
602						
3-5-25	2	ELECTRIC	Invoice	03/05/2025	1,498.77	602-4-9050-4389
101						
3-5-25	3	ELECTRIC	Invoice	03/05/2025	136.13	101-4-2330-4389
101						
3-5-25	4	ELECTRIC	Invoice	03/05/2025	64.50	101-4-2190-4389
101						
3-5-25	5	ELECTRIC	Invoice	03/05/2025	32.00	101-4-5110-4389
Total 17700 ELK RIVER MUNICIPAL UTILITIES:					6,737.68	
602						
2330	1	BILLING SVCS - FEB 25	Invoice	02/28/2025	592.50	602-4-9010-4319
605						
2330	2	BILLING SVCS - FEB 25	Invoice	02/28/2025	2,469.63	605-4-9210-4319
607						
2330	3	BILLING SVCS - FEB 25	Invoice	02/28/2025	870.45	607-4-9310-4319
Total 17701 ELK RIVER MUNICIPAL UTILITIES:					3,932.58	
FASTENAL COMPANY						
101						
MNELK141114	1	SUPPLIES - VENDING	Invoice	03/07/2025	327.42	101-4-3120-4219
Total 18453 FASTENAL COMPANY:					327.42	
FLUID INTERIORS, LLC						
101						
95340	1	DESK CHAIRS	Invoice	02/28/2025	630.00	101-4-3120-4219
Total 15280 FLUID INTERIORS, LLC:					630.00	
FORTRES GRAND CORP						
101						
52693	1	FORTRES SOFTWARE LICENSE MAI	Invoice	02/26/2025	267.76	101-4-1350-4404
101						
52693	2	CCC SOFTWARE LICENSE MAINT	Invoice	02/26/2025	155.30	101-4-1350-4404

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 12172 FORTRES GRAND CORP:					423.06	
GESTALT ENGINEERING LLC						
228						
1283	1	LANDFILL ASSIST - FEB	Invoice	03/01/2025	105.00	228-4-7000-4319
Total 14099 GESTALT ENGINEERING LLC:					105.00	
GOPHER STATE ONE-CALL INC						
602						
5020375	1	LOCATION CALLS	Invoice	02/28/2025	128.25	602-4-9020-4404
Total 20150 GOPHER STATE ONE-CALL INC:					128.25	
GRAINGER						
101						
9426689064	1	SUPPLIES	Invoice	03/04/2025	386.56	101-4-1600-4219
Total 20300 GRAINGER:					386.56	
GRANITE CITY JOBBING CO						
603						
441993	1	POP/MISC	Invoice	02/28/2025	894.89	603-4-9111-4255
603						
441993	2	THC PRODUCTS	Invoice	02/28/2025	90.00	603-4-9111-4256
603						
441993	3	SUPPLIES	Invoice	02/28/2025	90.14	603-4-9112-4219
603						
441993	4	FREIGHT	Invoice	02/28/2025	5.00	603-4-9111-4332
603						
441994	1	POP/MISC	Invoice	02/28/2025	432.72	603-4-9151-4255
603						
441994	2	SUPPLIES	Invoice	02/28/2025	71.66	603-4-9152-4219
603						
441994	3	FREIGHT	Invoice	02/28/2025	5.00	603-4-9151-4332
603						
442159	1	SUPPLIES CREDIT	Invoice	02/28/2025	5.19-	603-4-9112-4219
603						
443307	1	POP/MISC	Invoice	03/07/2025	1,021.66	603-4-9111-4255
603						
443307	2	FREIGHT	Invoice	03/07/2025	5.00	603-4-9111-4332
603						
443307	3	SUPPLIES	Invoice	03/07/2025	32.57	603-4-9112-4219
603						
443309	1	POP/MISC	Invoice	03/07/2025	666.47	603-4-9151-4255
603						
443309	2	SUPPLIES	Invoice	03/07/2025	19.84	603-4-9152-4219
603						
443309	3	FREIGHT	Invoice	03/07/2025	5.00	603-4-9151-4332
Total 10654 GRANITE CITY JOBBING CO:					3,334.76	
GRIMCO, INC						
101						
33717308-04	1	SIGN MATERIALS	Invoice	02/27/2025	72.65	101-4-1120-4226

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 14770 GRIMCO, INC:					72.65	
HAWKINS & BAUMGARTNER, P.A.						
101						
3/7/25	1	MAR PROSECUTION SVCS	Invoice	03/07/2025	16,654.53	101-4-1400-4304
Total 21048 HAWKINS & BAUMGARTNER, P.A.:					16,654.53	
HOME DEPOT CREDIT SERVICES						
602						
5510870	1	SUPPLIES	Invoice	02/25/2025	44.91	602-4-9020-4219
Total 21600 HOME DEPOT CREDIT SERVICES:					44.91	
HORIZON CHEMICAL LLC						
101						
INV96547	1	PUMP & FILTER CARTRIDGES	Invoice	03/06/2025	695.08	101-4-5110-4219
Total 15355 HORIZON CHEMICAL LLC:					695.08	
ISD 728-COMMUNITY EDUCATION						
101						
2425-2477 FEB	1	GYM RENTAL - FEB VOLLEYBALL	Invoice	03/05/2025	240.00	101-4-5220-4412
Total 21985 ISD 728-COMMUNITY EDUCATION:					240.00	
ISTATE TRUCK INC						
101						
C244012011: 01	1	PARTS #004	Invoice	03/03/2025	149.62	101-4-3150-4221
Total 22000 ISTATE TRUCK INC:					149.62	
JARED NIXON						
101						
1276	1	SEARCH WARRANT TRAINING	Invoice	03/06/2025	540.00	101-4-2130-4331
Total 52351 JARED NIXON:					540.00	
JENNIFER KATKE						
221						
3-4-25 JK	1	CONCESSIONS - WATER	Invoice	03/06/2025	77.28	221-4-5430-4259
221						
3-4-25 JK	2	MILEAGE	Invoice	03/06/2025	98.00	221-4-5400-4331
Total 52246 JENNIFER KATKE:					175.28	
JOHNSON BROS LIQUOR						
603						
112928	1	LIQUOR CREDIT	Invoice	10/24/2024	490.00-	603-4-9111-4251
603						
112928	2	FREIGHT CREDIT	Invoice	10/24/2024	8.60-	603-4-9111-4332
603						
125898	1	LIQUOR CREDIT	Invoice	02/20/2025	14.61-	603-4-9111-4251
603						
126679	1	WINE CREDIT	Invoice	02/27/2025	6.64-	603-4-9111-4253

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
126973	1	LIQUOR CREDIT	Invoice	03/03/2025	21.30-	603-4-9151-4251
603						
126974	1	LIQUOR CREDIT	Invoice	03/03/2025	28.40-	603-4-9151-4251
603						
2735826	1	WINE	Invoice	02/26/2025	200.00	603-4-9151-4253
603						
2735826	2	FREIGHT	Invoice	02/26/2025	2.15	603-4-9151-4332
603						
2735828	1	LIQUOR	Invoice	02/26/2025	1,835.50	603-4-9151-4251
603						
2735828	2	FREIGHT	Invoice	02/26/2025	51.60	603-4-9151-4332
603						
2735829	1	WINE	Invoice	02/26/2025	4,050.30	603-4-9151-4253
603						
2735829	2	FREIGHT	Invoice	02/26/2025	109.07	603-4-9151-4332
603						
2735830	1	LIQUOR	Invoice	02/26/2025	4,113.56	603-4-9151-4251
603						
2735830	2	FREIGHT	Invoice	02/26/2025	32.68	603-4-9151-4332
603						
2740290	1	LIQUOR	Invoice	03/05/2025	6,704.00	603-4-9111-4251
603						
2740290	2	FREIGHT	Invoice	03/05/2025	122.98	603-4-9111-4332
603						
2740291	1	WINE	Invoice	03/05/2025	1,516.00	603-4-9111-4253
603						
2740291	2	FREIGHT	Invoice	03/05/2025	29.24	603-4-9111-4332
603						
2740292	1	WINE	Invoice	03/05/2025	240.00	603-4-9151-4253
603						
2740292	2	FREIGHT	Invoice	03/05/2025	5.16	603-4-9151-4332
603						
2740293	1	LIQUOR	Invoice	03/05/2025	32,376.10	603-4-9111-4251
603						
2740293	2	FREIGHT	Invoice	03/05/2025	237.36	603-4-9111-4332
603						
2740294	1	LIQUOR	Invoice	03/05/2025	1,029.00	603-4-9151-4251
603						
2740294	2	FREIGHT	Invoice	03/05/2025	8.60	603-4-9151-4332
603						
2740295	1	LIQUOR	Invoice	03/05/2025	120.00	603-4-9151-4251
603						
2740295	2	FREIGHT	Invoice	03/05/2025	2.29	603-4-9151-4332
603						
2740296	1	WINE	Invoice	03/05/2025	932.00	603-4-9151-4253
603						
2740296	2	FREIGHT	Invoice	03/05/2025	17.77	603-4-9151-4332
603						
2740297	1	POP/MISC	Invoice	03/05/2025	378.00	603-4-9151-4255
603						
2740297	2	FREIGHT	Invoice	03/05/2025	5.58	603-4-9151-4332
603						
2740298	1	LIQUOR	Invoice	03/05/2025	6,070.84	603-4-9151-4251
603						
2740298	2	FREIGHT	Invoice	03/05/2025	46.44	603-4-9151-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2742475	1	LIQUOR	Invoice	03/07/2025	225.00	603-4-9111-4251
603						
2742475	2	FREIGHT	Invoice	03/07/2025	5.16	603-4-9111-4332
603						
2742476	1	LIQUOR	Invoice	03/07/2025	744.16	603-4-9111-4251
603						
2742476	2	FREIGHT	Invoice	03/07/2025	22.36	603-4-9111-4332
603						
2742477	1	WINE	Invoice	03/07/2025	432.00	603-4-9111-4253
603						
2742477	2	FREIGHT	Invoice	03/07/2025	5.16	603-4-9111-4332
603						
2742478	1	LIQUOR	Invoice	03/07/2025	225.00	603-4-9151-4251
603						
2742478	2	FREIGHT	Invoice	03/07/2025	5.16	603-4-9151-4332
Total 22775 JOHNSON BROS LIQUOR:					61,330.67	
KAREN WINGARD						
101						
3-11-2025 KW	1	REIMB MILEAGE 3/5-3/7 WINGARD	Invoice	03/11/2025	163.66	101-4-5210-4331
Total 36448 KAREN WINGARD:					163.66	
KRISS PREMIUM PRODUCTS, INC						
221						
193405	1	WATER TREATMENT CHEMICALS	Invoice	03/04/2025	268.00	221-4-5400-4219
Total 23297 KRISS PREMIUM PRODUCTS, INC:					268.00	
LANGUAGE LINE SERVICES						
101						
11537642	1	INTERPRETATION SVCS	Invoice	02/28/2025	94.23	101-4-2110-4319
Total 23555 LANGUAGE LINE SERVICES:					94.23	
LEAGUE OF MN CITIES INS TRUST						
101						
3-04-2025 WC	1	WC INS - APR/JUN 25	Invoice	03/04/2025	15.00	101-4-1110-4109
101						
3-04-2025 WC	2	WC INS - APR/JUN 25	Invoice	03/04/2025	272.00	101-4-1120-4109
101						
3-04-2025 WC	3	WC INS - APR/JUN 25	Invoice	03/04/2025	555.00	101-4-1210-4109
101						
3-04-2025 WC	4	WC INS - APR/JUN 25	Invoice	03/04/2025	254.00	101-4-1220-4109
101						
3-04-2025 WC	5	WC INS - APR/JUN 25	Invoice	03/04/2025	536.00	101-4-1310-4109
101						
3-04-2025 WC	6	WC INS - APR/JUN 25	Invoice	03/04/2025	339.00	101-4-1350-4109
101						
3-04-2025 WC	7	WC INS - APR/JUN 25	Invoice	03/04/2025	373.00	101-4-1510-4109
101						
3-04-2025 WC	8	WC INS - APR/JUN 25	Invoice	03/04/2025	7,037.00	101-4-1600-4109
101						
3-04-2025 WC	9	WC INS - APR/JUN 25	Invoice	03/04/2025	53,874.00	101-4-2110-4109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
3-04-2025 WC	10	WC INS - APR/JUN 25	Invoice	03/04/2025	6,867.00	101-4-2310-4109
101						
3-04-2025 WC	11	WC INS - APR/JUN 25	Invoice	03/04/2025	8,815.00	101-4-2320-4109
101						
3-04-2025 WC	12	WC INS - APR/JUN 25	Invoice	03/04/2025	569.00	101-4-2410-4109
101						
3-04-2025 WC	13	WC INS - APR/JUN 25	Invoice	03/04/2025	121.00	101-4-2420-4109
101						
3-04-2025 WC	14	WC INS - APR/JUN 25	Invoice	03/04/2025	182.00	101-4-2440-4109
101						
3-04-2025 WC	15	WC INS - APR/JUN 25	Invoice	03/04/2025	8,103.00	101-4-3120-4109
101						
3-04-2025 WC	16	WC INS - APR/JUN 25	Invoice	03/04/2025	2,103.00	101-4-3130-4109
101						
3-04-2025 WC	17	WC INS - APR/JUN 25	Invoice	03/04/2025	1,646.00	101-4-3150-4109
101						
3-04-2025 WC	18	WC INS - APR/JUN 25	Invoice	03/04/2025	328.00	101-4-3300-4109
101						
3-04-2025 WC	19	WC INS - APR/JUN 25	Invoice	03/04/2025	8,870.00	101-4-5110-4109
101						
3-04-2025 WC	20	WC INS - APR/JUN 25	Invoice	03/04/2025	816.00	101-4-5210-4109
101						
3-04-2025 WC	21	WC INS - APR/JUN 25	Invoice	03/04/2025	130.00	101-4-5510-4109
221						
3-04-2025 WC	22	WC INS - APR/JUN 25	Invoice	03/04/2025	2,582.00	221-4-5400-4109
602						
3-04-2025 WC	23	WC INS - APR/JUN 25	Invoice	03/04/2025	4,395.00	602-4-9010-4109
603						
3-04-2025 WC	24	WC INS - APR/JUN 25	Invoice	03/04/2025	2,789.00	603-4-9112-4109
603						
3-04-2025 WC	25	WC INS - APR/JUN 25	Invoice	03/04/2025	2,162.00	603-4-9152-4109
101						
3-04-2025 WC	26	WC INS - APR/JUN 25 HRA	Invoice	03/04/2025	87.00	101-4-6210-4109
101						
3-04-2025 WC	27	WC INS - APR/JUN 25 EDA	Invoice	03/04/2025	133.00	101-4-6210-4109
101						
3-04-25 INS	1	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	17,744.00	101-4-1110-4361
101						
3-04-25 INS	2	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	32.00	101-4-1210-4361
101						
3-04-25 INS	3	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	37.00	101-4-1350-4331
101						
3-04-25 INS	4	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	106.00	101-4-2410-4361
101						
3-04-25 INS	5	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	37.00	101-4-2420-4361
101						
3-04-25 INS	6	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	32.00	101-4-1510-4361
101						
3-04-25 INS	7	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	2,596.00	101-4-1600-4361
291						
3-04-25 INS	8	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	926.00	291-4-7000-4361
101						
3-04-25 INS	9	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	21,086.00	101-4-2110-4361
101						
3-04-25 INS	10	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	5,158.00	101-4-2190-4361

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
3-04-25 INS	11	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	3,981.00	101-4-2310-4361
291						
3-04-25 INS	12	PROP/CASUALTY INS - APR-JUN 25 F	Invoice	03/04/2025	93.00	291-4-7000-4361
101						
3-04-25 INS	13	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	5,263.00	101-4-3120-4361
101						
3-04-25 INS	14	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	37.00	101-4-3300-4361
101						
3-04-25 INS	15	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	7,639.00	101-4-5110-4361
101						
3-04-25 INS	16	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	1,248.00	101-4-5210-4361
211						
3-04-25 INS	17	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	1,696.00	211-4-5600-4361
221						
3-04-25 INS	18	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	7,280.00	221-4-5400-4361
602						
3-04-25 INS	19	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	9,483.00	602-4-9020-4361
603						
3-04-25 INS	20	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	2,677.00	603-4-9112-4361
603						
3-04-25 INS	21	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	1,764.00	603-4-9152-4361
291						
3-04-25 INS	22	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	3,254.00	291-4-7000-4361
101						
3-04-25 INS	23	PROP/CASUALTY INS - APR-JUN 25	Invoice	03/04/2025	27.00	101-4-6210-4361
Total 23805 LEAGUE OF MN CITIES INS TRUST:					206,149.00	
LEAH IVERSON						
221						
83205548	1	DAMAGE DEPOSIT REFUND	Invoice	02/25/2025	100.00	221-3-0000-3475
Total 52347 LEAH IVERSON:					100.00	
LOCALITY MEDIA, INC						
101						
4043	1	SOFTWARE SUBSCRIPTION	Invoice	03/15/2025	960.00	101-4-2310-4404
Total 52345 LOCALITY MEDIA, INC:					960.00	
LORETTA SIMONET						
101						
31925	1	ENTERTAINMENT 3/19/25	Invoice	02/19/2025	200.00	101-4-5510-4409
Total 52341 LORETTA SIMONET:					200.00	
MACQUEEN EQUIPMENT, LLC						
101						
P44509	1	SUPPLIES	Invoice	02/26/2025	3,500.00	101-4-2320-4219
101						
W06803	1	PARTS - FIRE	Invoice	02/26/2025	1,240.00	101-4-2320-4221
101						
W06808	1	SERVICE/REPAIR - 2005 PIERCE	Invoice	02/26/2025	268.12	101-4-2320-4404
Total 24576 MACQUEEN EQUIPMENT, LLC:					5,008.12	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
MARCO HOLDINGS LLC						
101						
INV13609560	1	CISCO DUO ADV SUBSCRIPTION	Invoice	03/07/2025	2,016.00	101-4-1350-4404
Total 24714 MARCO HOLDINGS LLC:					2,016.00	
MARK PISTULKA						
101						
1	1	REIMB LODGING & MEALS-SPTC SE	Invoice	02/27/2025	210.20	101-4-2410-4331
Total 13997 MARK PISTULKA:					210.20	
MARTIES INC						
101						
228	1	SUPPLIES - GRASS SEED	Invoice	03/03/2025	93.40	101-4-3120-4219
Total 15079 MARTIES INC:					93.40	
MAVERICK BEVERAGE CO MN LLC						
603						
INV1522261	1	WINE	Invoice	02/27/2025	252.00	603-4-9151-4253
603						
INV1522261	2	FREIGHT	Invoice	02/27/2025	6.00	603-4-9151-4332
603						
INV1522264	1	LIQUOR	Invoice	02/27/2025	440.02	603-4-9111-4251
603						
INV1522264	2	WINE	Invoice	02/27/2025	252.00	603-4-9111-4253
603						
INV1522264	3	FREIGHT	Invoice	02/27/2025	12.00	603-4-9111-4332
603						
INV1531168	1	WINE	Invoice	03/06/2025	547.92	603-4-9151-4253
603						
INV1531168	2	FREIGHT	Invoice	03/06/2025	12.00	603-4-9151-4332
603						
INV1531174	1	WINE	Invoice	03/06/2025	811.98	603-4-9111-4253
603						
INV1531174	2	FREIGHT	Invoice	03/06/2025	15.00	603-4-9111-4332
Total 14588 MAVERICK BEVERAGE CO MN LLC:					2,348.92	
MENARDS - ELK RIVER						
101						
022825	1	SUPPLIES	Invoice	02/28/2025	1,386.77	101-4-5220-4219
101						
022825	2	SUPPLIES	Invoice	02/28/2025	725.58	101-4-5110-4219
221						
022825	3	SUPPLIES	Invoice	02/28/2025	351.42	221-4-5400-4219
602						
022825	4	SUPPLIES	Invoice	02/28/2025	332.52	602-4-9050-4219
602						
022825	5	SUPPLIES	Invoice	02/28/2025	244.84	602-4-9020-4219
101						
022825	6	SUPPLIES	Invoice	02/28/2025	229.43	101-4-1600-4219
101						
022825	7	SUPPLIES	Invoice	02/28/2025	123.80	101-4-2190-4219
603						
022825	8	SUPPLIES	Invoice	02/28/2025	120.10	603-4-9112-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
022825	9	SUPPLIES	Invoice	02/28/2025	48.63	101-4-2310-4219
101						
022825	10	SUPPLIES	Invoice	02/28/2025	46.49	101-4-3120-4219
101						
022825	11	SUPPLIES	Invoice	02/28/2025	39.35	101-4-2120-4219
211						
022825	12	SUPPLIES	Invoice	02/28/2025	6.48	211-4-5600-4219
Total 25145 MENARDS - ELK RIVER:					3,655.41	
MHSRC/RANGE						
101						
337900-11556	1	TRAINING - SPARZA/KOSHIOL	Invoice	03/03/2025	610.00	101-4-2330-4331
Total 26394 MHSRC/RANGE:					610.00	
MN DEPT OF LABOR & INDUSTRY						
101						
Feb 2025	1	BP SURCHARGE - FEBRUARY141045	Invoice	03/05/2025	2,642.93	101-3-0000-3233
Total 26180 MN DEPT OF LABOR & INDUSTRY:					2,642.93	
MN DEPT OF MOTOR VEHICLES						
410						
178299 - 2025 ACADIA	1	2025 ACADIA - DETECTIVE SQUAD	Invoice	03/10/2025	2,874.38	410-4-2110-4560
410						
205955 - TAHOE	1	2025 TAHOE - ADMIN TAHOE	Invoice	03/10/2025	3,685.35	410-4-2110-4560
Total 26190 MN DEPT OF MOTOR VEHICLES:					6,559.73	
MNCPA						
101						
391583	1	MNCPA - MEMBERSHIP/KNUTSON	Invoice	01/09/2025	360.00	101-4-1310-4433
Total 26024 MNCPA:					360.00	
MR CUTTING EDGE						
221						
7257	1	ICE BLADE SHARPENING	Invoice	02/28/2025	73.00	221-4-5400-4401
Total 13984 MR CUTTING EDGE:					73.00	
NEMECEK GROUP, LLC						
221						
INV-36908	1	REPLACE GLASS BRANDING DECAL	Invoice	02/26/2025	2,129.84	221-4-5400-4219
Total 14463 NEMECEK GROUP, LLC:					2,129.84	
NOTHING BUT HEMP						
603						
3102	1	THC PRODUCTS	Invoice	02/27/2025	375.00	603-4-9151-4256
Total 15262 NOTHING BUT HEMP:					375.00	
NUSS TRUCK & EQUIPMENT						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
PSO184662-1	1	PARTS #247	Invoice	03/04/2025	180.41	101-4-3120-4221
101						
PSO184893-1	1	PARTS #247	Invoice	03/05/2025	111.90	101-4-3120-4221
Total 10561 NUSS TRUCK & EQUIPMENT:					292.31	
OXYGEN SERVICE CO, INC						
101						
3611749	1	SHOP SUPPLIES	Invoice	02/28/2025	170.15	101-4-3150-4219
Total 28960 OXYGEN SERVICE CO, INC:					170.15	
PAUSTIS WINE COMPANY						
603						
259770	1	WINE	Invoice	02/27/2025	866.00	603-4-9151-4253
603						
259770	2	FREIGHT	Invoice	02/27/2025	22.50	603-4-9151-4332
603						
259771	1	WINE	Invoice	02/27/2025	1,493.00	603-4-9111-4253
603						
259771	2	FREIGHT	Invoice	02/27/2025	33.00	603-4-9111-4332
603						
260306	1	WINE	Invoice	03/06/2025	95.00	603-4-9151-4253
603						
260306	2	FREIGHT	Invoice	03/06/2025	4.00	603-4-9151-4332
Total 29251 PAUSTIS WINE COMPANY:					2,513.50	
PERFECTION PLUS, INC.						
101						
315860	1	CLEANING SVCS - TROTT BARN	Invoice	03/01/2025	60.00	101-4-5210-4401
211						
315861	1	MONTHLY CONTRACT CLEANING - P	Invoice	03/01/2025	2,490.00	211-4-5600-4405
Total 12651 PERFECTION PLUS, INC.:					2,550.00	
PHILLIPS WINE & SPIRITS CO						
603						
6877849 CREDIT	1	WINE CREDIT	Invoice	11/08/2024	380.97-	603-4-9111-4253
603						
6877849 CREDIT	2	FREIGHT CREDIT	Invoice	11/08/2024	10.32-	603-4-9111-4332
603						
6934887	1	LIQUOR	Invoice	02/26/2025	1,618.00	603-4-9151-4251
603						
6934887	2	FREIGHT	Invoice	02/26/2025	15.48	603-4-9151-4332
603						
6936505	1	LIQUOR	Invoice	02/28/2025	4,678.66	603-4-9111-4251
603						
6936505	2	FREIGHT	Invoice	02/28/2025	66.22	603-4-9111-4332
603						
6936506	1	WINE	Invoice	02/28/2025	1,449.70	603-4-9111-4253
603						
6936506	2	FREIGHT	Invoice	02/28/2025	56.76	603-4-9111-4332
603						
6936507	1	POP/MISC	Invoice	02/28/2025	288.00	603-4-9111-4255

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
6936507	2	FREIGHT	Invoice	02/28/2025	4.58	603-4-9111-4332
603						
6936508	1	THC PRODUCTS	Invoice	02/28/2025	189.00	603-4-9111-4256
603						
6936509	1	LIQUOR	Invoice	02/28/2025	743.85	603-4-9151-4251
603						
6936509	2	FREIGHT	Invoice	02/28/2025	6.88	603-4-9151-4332
603						
6936510	1	WINE	Invoice	02/28/2025	3,811.00	603-4-9151-4253
603						
6936510	2	FREIGHT	Invoice	02/28/2025	163.40	603-4-9151-4332
603						
6936511	1	FREIGHT	Invoice	02/28/2025	.86	603-4-9151-4332
603						
6936512	1	THC PRODUCTS	Invoice	02/28/2025	168.00	603-4-9151-4256
603						
6938253	1	LIQUOR	Invoice	03/05/2025	1,149.35	603-4-9111-4251
603						
6938253	2	FREIGHT	Invoice	03/05/2025	20.64	603-4-9111-4332
603						
6938254	1	WINE	Invoice	03/05/2025	108.00	603-4-9111-4253
603						
6938254	2	FREIGHT	Invoice	03/05/2025	5.16	603-4-9111-4332
603						
6940175	1	WINE	Invoice	03/07/2025	182.00	603-4-9151-4253
603						
6940175	2	FREIGHT	Invoice	03/07/2025	4.30	603-4-9151-4332
603						
6940176	1	LIQUOR	Invoice	03/07/2025	933.02	603-4-9151-4251
603						
6940176	2	FREIGHT	Invoice	03/07/2025	13.76	603-4-9151-4332
603						
6940177	1	WINE	Invoice	03/07/2025	1,254.75	603-4-9151-4253
603						
6940177	2	FREIGHT	Invoice	03/07/2025	36.12	603-4-9151-4332
603						
6940178	1	POP/MISC	Invoice	03/07/2025	35.00	603-4-9151-4255
603						
6940178	2	FREIGHT	Invoice	03/07/2025	.50	603-4-9151-4332
Total 29665 PHILLIPS WINE & SPIRITS CO:					16,611.70	
PROFESSIONAL KARATE STUDIOS						
221						
83236600	1	DAMAGE DEPOSIT REFUND	Invoice	02/26/2025	100.00	221-3-0000-3475
Total 30255 PROFESSIONAL KARATE STUDIOS:					100.00	
PRO-TEC DESIGN, INC						
101						
118035	1	SERVER REPAIRS	Invoice	02/28/2025	152.50	101-4-1350-4319
Total 30229 PRO-TEC DESIGN, INC:					152.50	
QUALITY FLOW SYSTEMS INC						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
602						
48520	1	PUMP REPAIRS-HWY 10 LS/HWY169	Invoice	02/28/2025	9,248.00	602-4-9050-4404
Total 30500 QUALITY FLOW SYSTEMS INC:					9,248.00	
RED BULL DISTRIBUTION COM						
603						
5015466471	1	POP/MISC	Invoice	02/26/2025	381.69	603-4-9151-4255
Total 12944 RED BULL DISTRIBUTION COM:					381.69	
RINK-TEC INTERNATIONAL INC						
221						
6130	1	REPLACE PRESSURE TRANSDUCER	Invoice	02/28/2025	968.47	221-4-5400-4401
Total 14686 RINK-TEC INTERNATIONAL INC:					968.47	
SHAMROCK GROUP INC						
603						
3124370	1	ICE	Invoice	03/03/2025	140.12	603-4-9111-4255
603						
3124370	2	FREIGHT	Invoice	03/03/2025	4.00	603-4-9111-4332
603						
3124382	1	ICE	Invoice	03/03/2025	107.96	603-4-9151-4255
603						
3124382	2	FREIGHT	Invoice	03/03/2025	4.00	603-4-9151-4332
603						
3126140	1	ICE	Invoice	03/10/2025	31.44	603-4-9111-4255
603						
3126140	2	FREIGHT	Invoice	03/10/2025	4.00	603-4-9111-4332
Total 12909 SHAMROCK GROUP INC:					291.52	
SHANNON GILBERTSON						
101						
23382736495	1	PLAQUE - JOE EVENSON	Invoice	02/27/2025	94.59	101-4-1110-4440
Total 14724 SHANNON GILBERTSON:					94.59	
SNAP-ON INDUSTRIAL						
101						
ARV/63983166	1	TOOLS	Invoice	02/26/2025	116.10	101-4-3150-4219
Total 32650 SNAP-ON INDUSTRIAL:					116.10	
SOUTHERN GLAZER'S WINE & SPIRITS OF MN						
603						
2594170	1	LIQUOR	Invoice	02/27/2025	2,546.90	603-4-9151-4251
603						
2594170	2	FREIGHT	Invoice	02/27/2025	33.28	603-4-9151-4332
603						
2594171	1	WINE	Invoice	02/27/2025	892.56	603-4-9151-4253
603						
2594171	2	FREIGHT	Invoice	02/27/2025	19.42	603-4-9151-4332
603						
2596742	1	LIQUOR	Invoice	03/06/2025	2,661.26	603-4-9151-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2596742	2	FREIGHT	Invoice	03/06/2025	21.76	603-4-9151-4332
603						
2596743	1	WINE	Invoice	03/06/2025	971.20	603-4-9151-4253
603						
2596743	2	FREIGHT	Invoice	03/06/2025	25.60	603-4-9151-4332
603						
2596744	1	FREIGHT	Invoice	03/06/2025	2.56	603-4-9151-4332
Total 8000 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					7,174.54	
603						
2594168	1	LIQUOR	Invoice	02/27/2025	18,219.53	603-4-9111-4251
603						
2594168	2	FREIGHT	Invoice	02/27/2025	249.17	603-4-9111-4332
603						
2594169	1	WINE	Invoice	02/27/2025	3,471.50	603-4-9111-4253
603						
2594169	2	FREIGHT	Invoice	02/27/2025	61.87	603-4-9111-4332
603						
2596739	1	LIQUOR	Invoice	03/06/2025	8,614.92	603-4-9111-4251
603						
2596739	2	FREIGHT	Invoice	03/06/2025	82.48	603-4-9111-4332
603						
2596740	1	POP/MISC	Invoice	03/06/2025	92.50	603-4-9111-4255
603						
2596740	2	FREIGHT	Invoice	03/06/2025	6.25	603-4-9111-4332
603						
2596741	1	WINE	Invoice	03/06/2025	1,035.94	603-4-9111-4253
603						
2596741	2	FREIGHT	Invoice	03/06/2025	17.50	603-4-9111-4332
603						
5122739	1	LIQUOR	Invoice	03/06/2025	261.50	603-4-9111-4251
603						
5122739	2	FREIGHT	Invoice	03/06/2025	1.46	603-4-9111-4332
603						
9628448	1	WINE CREDIT	Invoice	02/21/2025	208.00-	603-4-9111-4253
603						
9629319	1	LIQUOR CREDIT	Invoice	02/27/2025	208.25-	603-4-9111-4251
603						
9629424	1	FREIGHT CREDIT	Invoice	02/27/2025	1.25-	603-4-9111-4332
Total 11314 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					31,697.12	
STAPLES BUSINESS ADVANTAGE						
101						
7004307808	1	SUPPLIES	Invoice	02/28/2025	12.11	101-4-1120-4201
101						
7004307808	2	SUPPLIES	Invoice	02/28/2025	48.44	101-4-1210-4201
101						
7004307808	3	SUPPLIES	Invoice	02/28/2025	24.22	101-4-1220-4201
101						
7004307808	4	SUPPLIES	Invoice	02/28/2025	24.22	101-4-1310-4201
101						
7004307808	5	SUPPLIES	Invoice	02/28/2025	7.27	101-4-1500-4201
101						
7004307808	6	SUPPLIES	Invoice	02/28/2025	36.33	101-4-1510-4201

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
7004307808	7	SUPPLIES	Invoice	02/28/2025	36.33	101-4-2410-4201
101						
7004307808	8	SUPPLIES	Invoice	02/28/2025	4.84	101-4-2440-4219
101						
7004307808	9	SUPPLIES	Invoice	02/28/2025	12.11	101-4-3300-4201
101						
7004307808	10	SUPPLIES	Invoice	02/28/2025	24.23	101-4-5210-4219
101						
7004307808	11	SUPPLIES	Invoice	02/28/2025	12.11	101-4-6210-4440
Total 33059 STAPLES BUSINESS ADVANTAGE:					242.21	
STEPHANIE SCHUELKE						
221						
83541530	1	DAMAGE DEPOSIT REFUND - FT CE	Invoice	03/04/2025	100.00	221-3-0000-3475
Total 52350 STEPHANIE SCHUELKE:					100.00	
STREICHER'S						
101						
I1749441	1	UNIFORMS - EDLUND	Invoice	03/04/2025	27.98	101-4-2120-4217
101						
I1749450	1	SWAT UNIFORMS	Invoice	03/04/2025	155.00	101-4-2120-4219
Total 33300 STREICHER'S:					182.98	
STREICHER'S INC						
101						
I1748865	1	UNIFORMS - GACKE	Invoice	02/28/2025	189.99	101-4-2110-4217
101						
I1749360	1	UNIFORMS - BIRDSALL	Invoice	03/04/2025	83.98	101-4-2130-4217
Total 52346 STREICHER'S INC:					273.97	
SUMMER LAKES BEVERAGE LLC						
603						
9128	1	POP/MISC	Invoice	03/01/2025	1,039.50	603-4-9111-4255
Total 14779 SUMMER LAKES BEVERAGE LLC:					1,039.50	
SUSAN D COLLINS						
101						
03062025	1	INSTRUCTOR FEE 3/27/25	Invoice	03/06/2025	192.00	101-4-5510-4409
Total 15209 SUSAN D COLLINS:					192.00	
SYSCO MINNESOTA INC						
221						
547771465	1	CONCESSIONS FOOD/BEVERAGES	Invoice	03/03/2025	1,524.87	221-4-5430-4259
221						
547772537	1	CONCESSIONS SUPPLIES	Invoice	03/03/2025	280.19	221-4-5430-4219
221						
547772537	2	CONCESSIONS FOOD/BEVERAGES	Invoice	03/03/2025	1,462.39	221-4-5430-4259
221						
547776871	1	CONCESSIONS SUPPLIES/FUEL SU	Invoice	03/06/2025	61.45	221-4-5430-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
221						
547776871	2	CONCESSIONS FOOD	Invoice	03/06/2025	572.12	221-4-5430-4259
Total 12551 SYSCO MINNESOTA INC:					3,901.02	
THE CTK GROUP, LLC						
101						
4062	1	TRAINING - ASWEGAN	Invoice	03/07/2025	500.00	101-4-2130-4331
Total 52352 THE CTK GROUP, LLC:					500.00	
THE WINE COMPANY						
603						
293655	1	LIQUOR	Invoice	02/28/2025	420.00	603-4-9151-4251
603						
293655	2	WINE	Invoice	02/28/2025	92.00	603-4-9151-4253
603						
293655	3	FREIGHT	Invoice	02/28/2025	15.00	603-4-9151-4332
Total 36423 THE WINE COMPANY:					527.00	
TIFCO INDUSTRIES INC						
602						
72069352	1	SUPPLIES	Invoice	03/11/2025	295.45	602-4-9020-4219
Total 13394 TIFCO INDUSTRIES INC:					295.45	
TKDA						
602						
2025000860	1	UPLAND SANITARY SEWER DESIGN	Invoice	03/03/2025	2,887.47	602-4-9070-4319
Total 11555 TKDA:					2,887.47	
TOWMASTER						
101						
475645	1	PARTS #246	Invoice	02/28/2025	149.12	101-4-3120-4221
Total 10237 TOWMASTER:					149.12	
TRANSUNION RISK & ALTERNATIVE						
101						
556261-202502-1	1	ONLINE INVESTIGATIVE SVCS	Invoice	03/01/2025	236.00	101-4-2130-4433
Total 12665 TRANSUNION RISK & ALTERNATIVE:					236.00	
VIKING COCA-COLA CO						
603						
3619582	1	POP/MISC	Invoice	02/28/2025	476.90	603-4-9111-4255
603						
3634642	1	POP/MISC	Invoice	03/07/2025	788.80	603-4-9151-4255
Total 35725 VIKING COCA-COLA CO:					1,265.70	
VINOCOPIA						
603						
368932-IN	1	LIQUOR	Invoice	02/26/2025	479.00	603-4-9151-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
368932-IN	2	WINE	Invoice	02/26/2025	840.00	603-4-9151-4253
603						
368932-IN	3	FREIGHT	Invoice	02/26/2025	18.00	603-4-9151-4332
603						
368934-IN	1	LIQUOR	Invoice	02/26/2025	897.00	603-4-9111-4251
603						
368934-IN	2	FREIGHT	Invoice	02/26/2025	30.00	603-4-9111-4332
603						
368934-IN	3	POP/MISC	Invoice	02/26/2025	324.00	603-4-9111-4255
603						
369126-IN	1	LIQUOR	Invoice	02/28/2025	406.00	603-4-9151-4251
603						
369126-IN	2	FREIGHT	Invoice	02/28/2025	5.00	603-4-9151-4332
Total 35763 VINOCOPIA:					2,999.00	
VISUAL COMPUTER SOLUTIONS						
101						
21958	1	ANNUAL SUPPORT/UPGRADE	Invoice	03/01/2025	1,322.81	101-4-1310-4404
101						
21958	2	ANNUAL SUPPORT/UPGRADE-HOST	Invoice	03/01/2025	1,058.44	101-4-1350-4404
Total 12013 VISUAL COMPUTER SOLUTIONS:					2,381.25	
WASTE MANAGEMENT						
602						
9969657-0500-6	1	BIO SOLIDS HAULING-FEB 25	Invoice	03/03/2025	23,010.30	602-4-9020-4409
Total 36033 WASTE MANAGEMENT:					23,010.30	
WEBB & GERRITSEN MN LLC						
221						
148192	1	CANDY	Invoice	02/27/2025	425.95	221-4-5430-4259
221						
148307	1	CANDY	Invoice	03/07/2025	448.76	221-4-5430-4259
Total 15138 WEBB & GERRITSEN MN LLC:					874.71	
WELLINGTON SECURITY SYSTEMS						
603						
211195	1	FIRE INSPECTION & TEST	Invoice	03/01/2025	265.37	603-4-9112-4404
603						
211512	1	BURGLARY MONITORING/TESTING	Invoice	03/01/2025	243.85	603-4-9112-4404
Total 36198 WELLINGTON SECURITY SYSTEMS:					509.22	
WINEBOW						
603						
MN00162402	1	WINE	Invoice	02/28/2025	744.00	603-4-9151-4253
603						
MN00162402	2	FREIGHT	Invoice	02/28/2025	12.00	603-4-9151-4332
603						
MN00162403	1	WINE	Invoice	02/28/2025	588.00	603-4-9111-4253
603						
MN00162403	2	FREIGHT	Invoice	02/28/2025	12.00	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 14002 WINEBOW:					1,356.00	
WSB & ASSOCIATES INC						
101						
R-027067-000 - 1	1	JAN 2025 WCA SERVICES	Invoice	02/28/2025	5,258.25	101-4-2440-4409
Total 11334 WSB & ASSOCIATES INC:					5,258.25	
YALE MECHANICAL LLC						
101						
263813	1	REPAIR MATERIALS	Invoice	02/28/2025	390.50	101-4-1600-4219
Total 36620 YALE MECHANICAL LLC:					390.50	
Total :					767,246.83	
Grand Totals:					767,246.83	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-3-0000-3233	2,642.93	.00	2,642.93
101-4-1110-4109	15.00	.00	15.00
101-4-1110-4361	17,744.00	.00	17,744.00
101-4-1110-4440	94.59	.00	94.59
101-4-1120-4109	272.00	.00	272.00
101-4-1120-4201	12.11	.00	12.11
101-4-1120-4226	72.65	.00	72.65
101-4-1210-4109	555.00	.00	555.00
101-4-1210-4201	48.44	.00	48.44
101-4-1210-4321	38.23	.00	38.23
101-4-1210-4361	32.00	.00	32.00
101-4-1220-4109	254.00	.00	254.00
101-4-1220-4201	24.22	.00	24.22
101-4-1310-4109	536.00	.00	536.00
101-4-1310-4201	24.22	.00	24.22
101-4-1310-4404	1,322.81	.00	1,322.81
101-4-1310-4433	360.00	.00	360.00
101-4-1350-4109	339.00	.00	339.00
101-4-1350-4219	225.58	.00	225.58
101-4-1350-4319	152.50	.00	152.50
101-4-1350-4321	99.86	.00	99.86
101-4-1350-4331	37.00	.00	37.00
101-4-1350-4404	8,282.50	.00	8,282.50
101-4-1400-4304	16,654.53	.00	16,654.53
101-4-1500-4201	7.27	.00	7.27
101-4-1510-4109	373.00	.00	373.00
101-4-1510-4201	36.33	.00	36.33
101-4-1510-4361	32.00	.00	32.00
101-4-1600-4109	7,037.00	.00	7,037.00
101-4-1600-4219	3,393.80	.00	3,393.80
101-4-1600-4321	127.99	.00	127.99

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-1600-4361	2,596.00	.00	2,596.00
101-4-2110-4109	53,874.00	.00	53,874.00
101-4-2110-4201	55.00	.00	55.00
101-4-2110-4217	189.99	.00	189.99
101-4-2110-4319	94.23	.00	94.23
101-4-2110-4321	2,964.04	.00	2,964.04
101-4-2110-4361	21,086.00	.00	21,086.00
101-4-2120-4217	27.98	.00	27.98
101-4-2120-4219	605.72	.00	605.72
101-4-2120-4221	71.91	.00	71.91
101-4-2120-4404	135.00	.00	135.00
101-4-2130-4217	83.98	.00	83.98
101-4-2130-4331	1,040.00	.00	1,040.00
101-4-2130-4433	236.00	.00	236.00
101-4-2150-4409	439.92	.00	439.92
101-4-2190-4219	612.50	.00	612.50
101-4-2190-4361	5,158.00	.00	5,158.00
101-4-2190-4389	64.50	.00	64.50
101-4-2310-4109	6,867.00	.00	6,867.00
101-4-2310-4201	37.88	.00	37.88
101-4-2310-4219	413.48	.00	413.48
101-4-2310-4321	762.89	.00	762.89
101-4-2310-4361	3,981.00	.00	3,981.00
101-4-2310-4389	1,078.89	.00	1,078.89
101-4-2310-4404	3,482.87	.00	3,482.87
101-4-2320-4109	8,815.00	.00	8,815.00
101-4-2320-4219	3,559.99	.00	3,559.99
101-4-2320-4221	1,240.00	.00	1,240.00
101-4-2320-4321	51.78	.00	51.78
101-4-2320-4404	418.12	.00	418.12
101-4-2330-4331	610.00	.00	610.00
101-4-2330-4389	305.21	.00	305.21
101-4-2410-4109	569.00	.00	569.00
101-4-2410-4201	36.33	.00	36.33
101-4-2410-4331	272.50	.00	272.50
101-4-2410-4361	106.00	.00	106.00
101-4-2420-4109	121.00	.00	121.00
101-4-2420-4361	37.00	.00	37.00
101-4-2440-4109	182.00	.00	182.00
101-4-2440-4219	4.84	.00	4.84
101-4-2440-4409	5,258.25	.00	5,258.25
101-4-3120-4109	8,103.00	.00	8,103.00
101-4-3120-4219	2,590.48	.00	2,590.48
101-4-3120-4221	441.43	.00	441.43
101-4-3120-4361	5,263.00	.00	5,263.00
101-4-3130-4109	2,103.00	.00	2,103.00
101-4-3150-4109	1,646.00	.00	1,646.00
101-4-3150-4219	339.77	.00	339.77
101-4-3150-4221	149.62	.00	149.62
101-4-3300-4109	328.00	.00	328.00
101-4-3300-4201	12.11	.00	12.11
101-4-3300-4361	37.00	.00	37.00
101-4-5110-4109	8,870.00	.00	8,870.00
101-4-5110-4219	1,507.74	.00	1,507.74
101-4-5110-4221	1,605.66	.00	1,605.66

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-5110-4361	7,639.00	.00	7,639.00
101-4-5110-4389	1,251.69	.00	1,251.69
101-4-5210-4109	816.00	.00	816.00
101-4-5210-4219	24.23	.00	24.23
101-4-5210-4331	163.66	.00	163.66
101-4-5210-4361	1,248.00	.00	1,248.00
101-4-5210-4401	60.00	.00	60.00
101-4-5220-4219	1,386.77	.00	1,386.77
101-4-5220-4412	240.00	.00	240.00
101-4-5510-4109	130.00	.00	130.00
101-4-5510-4219	403.72	.00	403.72
101-4-5510-4409	392.00	.00	392.00
101-4-6210-4109	220.00	.00	220.00
101-4-6210-4361	27.00	.00	27.00
101-4-6210-4440	12.11	.00	12.11
211-4-5600-4219	6.48	.00	6.48
211-4-5600-4361	1,696.00	.00	1,696.00
211-4-5600-4405	2,490.00	.00	2,490.00
221-3-0000-3465	58,000.00	.00	58,000.00
221-3-0000-3475	300.00	.00	300.00
221-4-5400-4109	2,582.00	.00	2,582.00
221-4-5400-4219	3,368.10	.00	3,368.10
221-4-5400-4319	370.00	.00	370.00
221-4-5400-4331	98.00	.00	98.00
221-4-5400-4361	7,280.00	.00	7,280.00
221-4-5400-4401	1,041.47	.00	1,041.47
221-4-5400-4409	37.00	.00	37.00
221-4-5410-4409	906.50	.00	906.50
221-4-5430-4219	1,230.29	.00	1,230.29
221-4-5430-4251	202.20	.00	202.20
221-4-5430-4252	1,597.10	.00	1,597.10
221-4-5430-4259	5,098.84	.00	5,098.84
225-4-8546-4303	11,475.00	.00	11,475.00
228-4-7000-4319	105.00	.00	105.00
290-4-1350-4409	4,296.34	.00	4,296.34
290-4-1350-4560	42,950.00	.00	42,950.00
291-4-7000-4361	4,273.00	.00	4,273.00
291-4-7000-4404	10,962.81	.00	10,962.81
294-4-2210-4440	100.00	.00	100.00
401-4-8080-4303	15,161.50	.00	15,161.50
403-4-8440-4303	8,705.00	.00	8,705.00
406-4-8050-4303	19,517.50	.00	19,517.50
410-4-2110-4560	6,559.73	.00	6,559.73
602-4-9010-4109	4,395.00	.00	4,395.00
602-4-9010-4319	592.50	.00	592.50
602-4-9010-4321	44.88	.00	44.88
602-4-9020-4219	970.68	.00	970.68
602-4-9020-4319	1,393.80	.00	1,393.80
602-4-9020-4361	9,483.00	.00	9,483.00
602-4-9020-4404	2,095.25	.00	2,095.25
602-4-9020-4409	23,010.30	.00	23,010.30
602-4-9020-4417	156.52	.00	156.52
602-4-9050-4219	332.52	.00	332.52
602-4-9050-4389	2,164.86	.00	2,164.86
602-4-9050-4404	9,248.00	.00	9,248.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
602-4-9070-4319	2,887.47	.00	2,887.47
603-4-9111-4251	90,237.07	750.36-	89,486.71
603-4-9111-4252	53,138.00	497.86-	52,640.14
603-4-9111-4253	12,381.18	595.61-	11,785.57
603-4-9111-4255	4,485.11	.00	4,485.11
603-4-9111-4256	1,227.00	.00	1,227.00
603-4-9111-4332	1,122.95	20.17-	1,102.78
603-4-9112-4109	2,789.00	.00	2,789.00
603-4-9112-4217	221.85	.00	221.85
603-4-9112-4219	343.02	5.19-	337.83
603-4-9112-4361	2,677.00	.00	2,677.00
603-4-9112-4389	1,872.53	.00	1,872.53
603-4-9112-4404	659.31	.00	659.31
603-4-9151-4251	28,380.69	426.18-	27,954.51
603-4-9151-4252	37,918.62	1,127.46-	36,791.16
603-4-9151-4253	18,111.53	.00	18,111.53
603-4-9151-4255	3,177.17	.00	3,177.17
603-4-9151-4256	851.00	.00	851.00
603-4-9151-4332	756.41	.00	756.41
603-4-9152-4109	2,162.00	.00	2,162.00
603-4-9152-4217	269.20	.00	269.20
603-4-9152-4219	91.50	.00	91.50
603-4-9152-4361	1,764.00	.00	1,764.00
603-4-9152-4404	76.46	.00	76.46
605-4-9210-4319	2,469.63	.00	2,469.63
605-4-9230-4219	28.99	.00	28.99
607-4-9310-4319	870.45	.00	870.45
Grand Totals:	770,669.66	3,422.83-	767,246.83

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
00/00	770,669.66	3,422.83-	767,246.83
Grand Totals:	770,669.66	3,422.83-	767,246.83

Report Criteria:
Invoice Detail.GL account (3 Characters) = {<>} "920"
Invoice Detail.GL account (3 Characters) = {<>} "910"
Invoice Detail.Created by = {<>} "jdengerud"
Vendor.Vendor number = {<>} 15199

Report Criteria:
Detail report type printed
Check Detail.Created by = "astangler"

Name	Vendor Number	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
A T & T MOBILITY	10138.	X02282025	IPAD	1	02/20/2025	37.98	37.98	129460	03/12/2025
		X02282025	TRAIL CAMERA 1	2	02/20/2025	22.97	22.97	129460	03/12/2025
		X02282025	TRAIL CAMERA 2	3	02/20/2025	22.97	22.97	129460	03/12/2025
Total 10138:						83.92	83.92		
ANDREW ZABEE	36670.	2-7-25	REIMB UNIF ALLOWANC	1	02/14/2025	300.00	300.00	129461	03/12/2025
Total 36670:						300.00	300.00		
ANOKA ARENA	12669.	Spring 25 BA	SPRING 2025 BREAKAWA	1	02/26/2025	3,825.00	3,825.00	129462	03/12/2025
Total 12669:						3,825.00	3,825.00		
JON CHRISTIE	12248.	2-21-25 JC	REIM UNIF/GEAR CHRIST	1	02/24/2025	300.00	300.00	129463	03/12/2025
Total 12248:						300.00	300.00		
MONTICELLO ARENA	27051.	Sp 25 BA Ice	SPRING 2025 BREAKAWA	1	02/26/2025	4,275.00	4,275.00	129464	03/12/2025
Total 27051:						4,275.00	4,275.00		
O'REILLY AUTOMOTIVE,	28937.	022825	EQUIPMENT PARTS	1	02/28/2025	555.76	555.76	129465	03/12/2025
		022825	OPERATING SUPPLIES	2	02/28/2025	401.75	401.75	129465	03/12/2025
		022825	EQUIPMENT PARTS	3	02/28/2025	110.96	110.96	129465	03/12/2025
		022825	EQUIPMENT PARTS	4	02/28/2025	77.75	77.75	129465	03/12/2025
		022825	EQUIPMENT PARTS	5	02/28/2025	52.37	52.37	129465	03/12/2025
		022825	EQUIPMENT PARTS	6	02/28/2025	9.94	9.94	129465	03/12/2025
		022825	OPERATING SUPPLIES	7	02/28/2025	4.41	4.41	129465	03/12/2025
		022825	OPERATING SUPPLIES	8	02/28/2025	4.41	4.41	129465	03/12/2025
		022825	TRAVEL, CONFERENCES	9	02/28/2025	95.00-	95.00-	129465	03/12/2025
Total 28937:						1,122.35	1,122.35		
PRINCETON RENTAL IN	10469.	1-105975	EQUIPMENT REPAIRS	1	01/24/2025	685.05	685.05	129466	03/12/2025
Total 10469:						685.05	685.05		
ROGERS ACTIVITY CEN	31250.	Sp25 BA Ice	SPRING 2025 BREAKAWA	1	02/26/2025	5,400.00	5,400.00	129467	03/12/2025
Total 31250:						5,400.00	5,400.00		
TYLER TECHNOLOGIES,	34992.	25-495932	ERP PRO READ ONLY AC	1	01/31/2025	6,875.00	6,875.00	129468	03/12/2025
Total 34992:						6,875.00	6,875.00		
ZACK CARLTON	12467.	1	FLIGHT FOR NATIONAL P	1	03/05/2025	411.97	411.97	129469	03/12/2025
Total 12467:						411.97	411.97		
ADVANCED ENGINEERIN	14907.	100703	NE SEWER/WATER SUB	1	02/11/2025	1,824.50	1,824.50	1007750	03/13/2025

Name	Vendor Number	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 14907:						1,824.50	1,824.50		
ALLINA HEALTH SYSTEM	10406.	CI00053978	3RD QTR 2024 - EDUCATI	1	07/31/2024	931.00	931.00	129470	03/12/2025
		CI00057221	EMT CLASS	1	09/30/2024	8,800.00	8,800.00	129470	03/12/2025
		CI00058695	4TH QTR - EDUCATION/M	1	10/31/2024	931.00	931.00	129470	03/12/2025
Total 10406:						10,662.00	10,662.00		
AMAZON CAPITAL SERVI	13706.	1LYQ-FMQP-	RINK CURTAINS	1	02/10/2025	109.50	109.50	1007751	03/13/2025
Total 13706:						109.50	109.50		
AMERICAN TEST CENTE	10487.	2242301	ANNUAL SAFETY INSP-#	1	11/22/2024	1,795.00	1,795.00	129471	03/12/2025
Total 10487:						1,795.00	1,795.00		
BEAUDRY OIL CO	11663.0	2839175	PROPANE - COLD STORA	1	01/15/2025	999.65	999.65	1007752	03/13/2025
		2883429	PROPANE - COLD STORA	1	02/19/2025	1,291.49	1,291.49	1007752	03/13/2025
Total 11663:						2,291.14	2,291.14		
BECKER ARENA PRODU	11700.0	615002	FIX ZAMBONI GATE	1	01/09/2025	560.00	560.00	1007753	03/13/2025
Total 11700:						560.00	560.00		
BOLTON & MENK, INC	11019.0	356007	2024 DOWNTOWN AREA	1	01/31/2025	8,437.00	8,437.00	1007754	03/13/2025
Total 11019:						8,437.00	8,437.00		
CENTERPOINT ENERGY	13845.	11504615-3	NATURAL GAS - WW	1	03/07/2025	20.85	20.85	129472	03/12/2025
		11809755-9	NATURAL GAS - FS #3	1	03/06/2025	2,277.75	2,277.75	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	1	02/26/2025	200.99	200.99	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	2	02/26/2025	3,920.98	3,920.98	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	3	02/26/2025	909.00	909.00	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	4	02/26/2025	2,031.40	2,031.40	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	5	02/26/2025	4,304.23	4,304.23	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	6	02/26/2025	11,837.14	11,837.14	129472	03/12/2025
		14577-3 JAN	NATURAL GAS	7	02/26/2025	1,081.57	1,081.57	129472	03/12/2025
		6781052-3 F	NATURAL GAS	1	03/07/2025	48.15	48.15	129472	03/12/2025
		7628405-8 F	NATURAL GAS	1	03/06/2025	1,759.06	1,759.06	129472	03/12/2025
		7836556-6 F	NATURAL GAS	1	03/06/2025	57.17	57.17	129472	03/12/2025
		9497572-9	NATURAL GAS	1	03/06/2025	5,198.37	5,198.37	129472	03/12/2025
Total 13845:						33,646.66	33,646.66		
CORNERSTONE AUTO	11047.0	16450138/1	SQUAD 602 REPAIR	1	01/29/2025	157.95	157.95	129473	03/12/2025
Total 11047:						157.95	157.95		
CROW RIVER FARM EQU	15451.	211919	SUPPLIES	1	02/05/2025	396.86	396.86	1007755	03/13/2025
		211947	SUPPLIES	1	02/10/2025	84.77	84.77	1007755	03/13/2025
Total 15451:						481.63	481.63		
CUB FOODS	15550.	1043080000	CONCESSIONS FOOD	1	02/07/2025	11.36	11.36	129474	03/12/2025
		10435111034	CONCESSIONS FOOD	1	02/28/2025	51.90	51.90	129474	03/12/2025

Name	Vendor Number	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 15550:						63.26	63.26		
CULLIGAN	15573.	101X396964	DEIONIZATION STANDBY	1	02/28/2025	41.00	41.00	129475	03/12/2025
		101X397345	DEIONIZATION STANDBY	1	02/28/2025	20.50	20.50	129475	03/12/2025
Total 15573:						61.50	61.50		
DIAMOND METAL PRODU	52349.	165176	RANGE SUPPLIES	1	02/10/2025	230.00	230.00	129476	03/12/2025
		165177	RANGE SUPPLIES	1	02/10/2025	170.00	170.00	129476	03/12/2025
		165178	RANGE SUPPLIES	1	02/10/2025	100.00	100.00	129476	03/12/2025
Total 52349:						500.00	500.00		
DONNA'S DAUGHTERS	52316.	103	COLDSTONE ICE CREAM	1	02/19/2025	312.00	312.00	129477	03/12/2025
Total 52316:						312.00	312.00		
FLEETPRIDE	11711.0	121918570	PARTS #419	1	12/05/2024	41.19	41.19	129478	03/12/2025
		123450961	PARTS #247	1	02/12/2025	36.08	36.08	129478	03/12/2025
		123780153	PARTS - GRAPPLE	1	02/26/2025	49.66	49.66	129478	03/12/2025
Total 11711:						126.93	126.93		
JON A POJAR	52263.	106	BEVERAGE SALES-JAN	1	01/31/2025	302.00	302.00	129479	03/12/2025
		107	BEVERAGE SALES - FEB	1	02/28/2025	553.00	553.00	129479	03/12/2025
Total 52263:						855.00	855.00		
KENNEDY & GRAVEN CH	23007.	01-31-25 HE	LEGAL SERVICES - HERI	1	01/30/2025	538.00	538.00	129480	03/12/2025
		01-31-25 TIF	LEGAL SERVICES - BRIG	1	01/31/2025	478.00	478.00	129480	03/12/2025
Total 23007:						1,016.00	1,016.00		
LEAGUE OF MN CITIES	23810.	420043	2025 MCMA ANNUAL CO	1	01/06/2025	525.00	525.00	129481	03/12/2025
Total 23810:						525.00	525.00		
MICHAEL WELSH	14420.	2-20-25	REIMB UNIF ALLOW-M W	1	02/26/2025	300.00	300.00	129482	03/12/2025
Total 14420:						300.00	300.00		
MN DEPT OF LABOR & IN	26180.	ABR0349461	BOILER/PRESSURE VES	1	02/22/2025	30.00	30.00	129483	03/12/2025
Total 26180:						30.00	30.00		
MN DEPT OF MOTOR VE	26190.	2024 FORD	2024 FORD EDGE 97012 -	1	02/11/2025	2,588.74	2,588.74	129484	03/12/2025
Total 26190:						2,588.74	2,588.74		
OXYGEN SERVICE CO, I	28960.	1023727	5 YEAR LEASE RENEWA	1	02/04/2025	484.00	484.00	129485	03/12/2025
Total 28960:						484.00	484.00		
REPUBLIC SERVICES #8	10407.	899-0047084	FEB COMM GARBAGE S	1	02/28/2025	163.23	163.23	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	2	02/28/2025	171.73	171.73	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	3	02/28/2025	1,057.03	1,057.03	129486	03/12/2025

Name	Vendor Number	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
		899-0047084	FEB COMM GARBAGE S	4	02/28/2025	89.06	89.06	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	5	02/28/2025	89.06	89.06	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	6	02/28/2025	191.95	191.95	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	7	02/28/2025	155.62	155.62	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	8	02/28/2025	98.72	98.72	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	9	02/28/2025	98.72	98.72	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	10	02/28/2025	874.98	874.98	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	11	02/28/2025	288.25	288.25	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	12	02/28/2025	490.05	490.05	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	13	02/28/2025	64.47	64.47	129486	03/12/2025
		899-0047084	FEB COMM GARBAGE S	14	02/28/2025	691.00	691.00	129486	03/12/2025
		899-0047089	FEB GARBAGE SVC - RIV	1	02/28/2025	395.61	395.61	129486	03/12/2025
		899-0047097	RESIDENTIAL GARBAGE	1	02/28/2025	99,974.58	99,974.58	129486	03/12/2025
Total 10407:						104,894.06	104,894.06		
SHERBURNE CO SHERIF	32240.	031025 - TZ	ENF GRANT TZD - 1ST Q	1	03/10/2025	1,138.13	1,138.13	129487	03/12/2025
Total 32240:						1,138.13	1,138.13		
STATE OF MINNESOTA	33148.	2025-4	2025 DECALS - 15	1	03/10/2025	30.00	30.00	129488	03/12/2025
Total 33148:						30.00	30.00		
SUPERIOR CAPITAL HOL	15211.0	2502641	REPAIRS #235	1	02/28/2025	181.00	181.00	1007756	03/13/2025
Total 15211:						181.00	181.00		
SYSCO MINNESOTA INC	12551.	547762956	CONCESSIONS SUPPLIE	1	02/27/2025	30.05	30.05	129489	03/12/2025
		547762956	CONCESSIONS FOOD/BE	2	02/27/2025	1,737.17	1,737.17	129489	03/12/2025
		547763818	CONCESSIONS FOOD/BE	1	02/28/2025	744.26	744.26	129489	03/12/2025
		547765005	CONCESSIONS CREDIT	1	02/28/2025	12.11-	12.11-	129489	03/12/2025
Total 12551:						2,499.37	2,499.37		
THE AMERICAN BOTTLIN	10415.	4847903117	POP	1	02/24/2025	252.00	252.00	129490	03/12/2025
Total 10415:						252.00	252.00		
Grand Totals:						199,100.66	199,100.66		

Report Criteria:
Detail report type printed
Check Detail.Created by = "astangler"

Request for Action

To
City Council

Item Number
4.3

Meeting Date
March 17, 2025

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

Item Description
Library Floor Proposal

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the revised quote from Hiller Commercial Floors per state contract 241173 C-432 (5).

Background/Discussion
The replacement of the library flooring is included in the 2025 Capital Improvement Plan. This quote has been updated with new contract rates to provide the city with a $44,418.40 savings for the project.

Financial Impact
The cost of new flooring is $145,990.

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

Attachments
1. Proposal

HILLER COMMERCIAL FLOORS

HILLER
Commercial Floors

2909 South Broadway
Rochester, MN 55904
P: 888-724-1766
F: 507-288-8877

Flooring Proposal for the City of Elk River
Library
Per State contract 241173 C-432(5)

		Linoleum Sheet
Marmoleum	13,500 sf @ $9.60/sf installed includes take-up	$ 129,600.00
Welding 2,040 lf @ $5.40/ft		$ 11,016.00
Reducer 33' @ $10.00/ft		$ 330.00
Floor fill allowance 12 bags @ $170.00/each		$ 2,040.00
Move and reset office furniture 20 hr allowance $125.00		$ 2,500.00
Lift workstations 3 @ $168.00		$ 504.00
		$ 145,990.00

Submitted By:

Dave Bahr LH

Dave Bahr
Hiller Commercial Floors
February 28, 2025
DB/lh

Request for Action

To
City Council

Item Number
4.4

Meeting Date
March 17, 2025

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

Item Description
Termination of Employment

Reviewed by
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the termination of Christopher Gierke from employment with the City of Elk River.

Background/Discussion
Christopher Gierke is employed as a part-time Zamboni/Maintenance Worker at the Furniture and Things Community Event Center.

Despited coaching and counseling, he has failed to meet expectations. Staff recommends the City Council terminate Christopher Gierke's employment with the city.

Financial Impact
None

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

Attachments
None

Request for Action

To
City Council

Item Number
4.5

Meeting Date
March 17, 2025

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

Item Description
Athletic Facilities Framework Plan

Reviewed by
Jeff Shelby
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the Athletic Facilities Framework Plan as presented.

Background/Discussion
The Athletic Facilities Framework Plan was recommended by the Parks and Recreation Commission on February 12, 2025. Staff presented the plan to the City Council on March 3. The plan is designed as a framework that will guide staff in planning future land use for these athletic complexes. The facility layouts and priorities are conceptual. Projects may shift in priority based on external factors, such as ISD #728 timelines for funding improvements to Hales Field. Funding sources for these improvements will be discussed in greater detail over the coming months.

Financial Impact
Cost estimates are included in the plan.

Mission/Policy/Goal
Opportunity to live, work, and play. Responsibly grow. Responsible for every dollar - good stewards.

Attachments
1. Athletic Facilities Framework Plan (February 2025)

ATHLETIC FIELDS FRAMEWORK PLAN

City of Elk River, Minnesota

February 2025



CONTENTS

WHAT IS A FRAMEWORK PLAN 1

ATHLETIC FIELDS STUDY FINDINGS 1

OVERVIEW OF CONCEPTS 2

OAK KNOLL ATHLETIC COMPLEX CONCEPT 3

DAVE ANDERSON ATHLETIC COMPLEX CONCEPT 4

PLANTS AND THINGS RECREATION COMPLEX CONCEPT 5-6

PROJECT PHASES AND ESTIMATES 7-8



WHAT IS A FRAMEWORK PLAN?

The Elk River Athletic Facilities Framework Plan includes an examination of the major outdoor field facilities in the City. Recent improvements at Lion John Weicht Park with 2 softball fields serve the high school and to some extent the youth softball programs in Elk River, so this facility was included in field analysis, but is not expected to change and was not part of the design efforts. This project looked at:

- Dave Anderson Athletic Complex
- Oak Knoll Athletic Complex (including school district property)
- Plants and Things Recreation Complex
  (including an expansion area to the south of the built area)

The framework plan developed concepts for these facilities to a "schematic" level. Schematic design allows for:

- Testing of ideas
- Assigning program
  (how will the facility will be used?)
- Site fit testing
  (can the fields and related support facilities like parking fit on the site?)
- Planning level cost estimating
  (how much money do we need to allocate to realize this vision?)

Schematic design is early in the process, so what is built may ultimately shift somewhat from the framework plan. There are still some variables that have not been resolved that could change what can or should be done at the sites. In the case of this plan, this could include questions of property ownership, larger than expected wetlands identified by a future delineation, changing costs and/or funding opportunities, changes to adjacent land uses, or unanticipated shifts in population growth.

What this plan allows the City to do is start moving forward with a funding strategy, knowing how much these improvements will cost. It also helps the City plan for where to invest time, money, and resources into existing facilities. For example, based on these designs, it would not be wise for the City to invest in new buildings at DAAC, but it may make sense to continue investments to the baseball area at PTRC.

As the City gets closer to building out these facilities, additional design work will be needed to fine tune layout adjustments and resolve some of the details.

GUIDANCE AND GOALS FOR THE FRAMEWORK PLAN

In order to develop the Framework Plan, goals were identified and guidelines were provided. The goals of this project included:

- Accommodate and identify locations for as many of the anticipated fields needed, based on the 2022 Athletic Fields Study
- Group alike facilities
  -Give each sport a "home" facility
  -Better facilitate tournaments
- Improve the quality of the facilities
- Improve facilities for maintenance and recreation programming

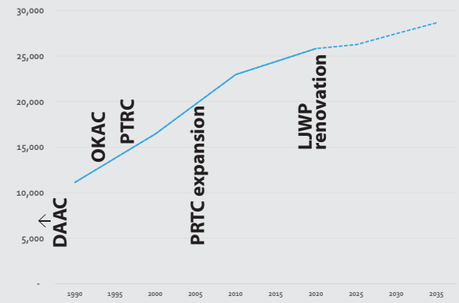
Additional guidance on what the Framework Plan should consider was also provided:

- Layout plans on existing City property (and some school district property at OKAC)
- The long term plans for adjacent land uses by DAAC are unclear and we may not always be able to rely on the currently available parking. Reduce the level of intensive investment at this facility.
- The City has ownership of land south of the wetland complex at PTRC and this land is anticipated to be a part of PTRC. Utilize this land for additional field development. The boundaries of this land have shifted since 2018 planning efforts.

FINDINGS FROM THE ATHLETIC FIELDS STUDY

In 2022, the City of Elk River completed a field utilization study. The City has been growing and user expectations around fields have changed. The last major expansion of field space happened in 2005 with the expansion of PTRC. At that time, the City was approximately 19,700 people. Since then the population has grown to 27,393 (ESRI). Growth is continuing, and at a more rapid pace than anticipated.

Population Growth and Field Development in Elk River



Sources: US Census, Elk River Comprehensive Plan, ESRI

The field study looked at multiple variables when developing recommendations for additions to the system. These included:

- Population ratios relative to the last time fields were added (2005)
- Comparisons (City only and including schools) with other peer cities
- Participation trends in different sports
- User Feedback

The study recommended the following additions:

- + 4 rectangle fields (football, soccer, lacrosse)
  The framework plan adds 3 rectangle fields, and increases flexibility for programming
- + 3-4 60' ballfields with 200-225' fences
  The framework plan adds 1 60' baseball field to the system and 2 60' softball fields
- + 1-2 75' ballfields
  The framework plan makes 1 90' field functional for 75' and improves another for dedicated baseball
- + 1-2 90' ballfields
  The framework plan does not add any 90' baseball fields, but the addition of turf at Hales would increase capacity and one practice field was added at the HS during renovations

As noted, the framework plan does not fully address all of the demand, but does improve numbers and function.

OVERVIEW OF CONCEPTS

OAK KNOLL ATHLETIC COMPLEX –

1 Full size baseball stadium, 1 dedicated field for intermediate age baseball, 2 dedicated youth baseball fields



Oak Knoll will become a baseball specific complex where players of all ages and abilities can interact and learn from each other. Hale's Field will be adjusted and improved. It is envisioned as a marquee, town ball level stadium. If turfed, this would add capacity to the amount of use the 90' field could take, as well as be an option for younger players (60' and 75' basepaths can be laid out on a larger turf field). Youth fields will be dedicated baseball fields with grass infields. There will also be an intermediate baseball field for 70/75' basepaths that is appropriately sized for this age group. Elk River will also be home to a miracle field, closing a regional gap between St. Cloud, Minnetonka, and Blaine.

DAVE ANDERSON ATHLETIC COMPLEX –

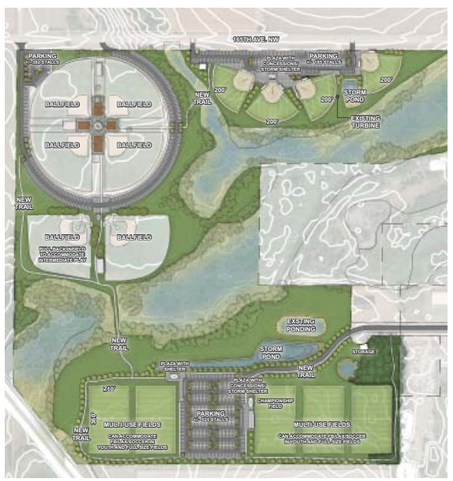
1 full sized rectangle field, 2 revitalized softball fields



Plans for Dave Anderson Athletic Complex envision a shift away from the aging softball complex to a more functional expansion of Orono Park. Retaining two softball fields will help alleviate safety concerns with the current pinwheel layout and seating down the foul lines. A large green space can accommodate a full sized soccer field, but will can also be programmed with a multitude of smaller youth fields. It will also open up improved operations for the City's recreation programming, add parking, and create a less "fenced in" feel to this side of the City's park and government campus.

PLANTS AND THINGS RECREATION COMPLEX –

5 new rectangle fields (Football, Lacrosse, Soccer), 4 youth sized softball fields, retain current diamonds (2 full size, 4 flex BB/SB)



Plants and Things Recreation Complex will grow, while enhancing its role as a key destination for youth athletics in Elk River and beyond. 5 rectangle fields with new support facilities will better accommodate football, lacrosse, and soccer games and tournaments. The layout of 4 new softball fields creates a "right size" set of fields for youth fastpitch softball instead of oversized fields designed for adult, slow pitch. The baseball fields in the northwest remain, but are enhanced through site improvements for support facilities. This layout also better facilitates tournament play, allowing for 5 full sized soccer/football/lacrosse fields or many younger fields to be active at the same time. Likewise, the facility could now host a little league baseball or softball tournament with 8 fields going at once.

TOURNAMENT CAPACITY

One benefit to the Framework Plan is an increase in tournament capacity at most facilities. The table below considers the number of fields at any one location that could host tournaments for different sports.

Sport	Existing	Proposed	Notes
Youth Baseball (60')	4	8	DAAC or PTRC today, PTRC Proposed
Intermediate Baseball (75')	4	5	DAAC or PTRC today, PTRC Proposed
Full Sized Baseball (90')	2	2	PTAC for both, ISD adds capacity if OKAC
Fast Pitch Softball	4	8	DAAC or PTRC today, PTRC Proposed
Slow Pitch Softball	4	4	DAAC or PTRC today, PTRC Proposed
Rectangle Fields (FB/Lacrosse/Soccer)	2	5	OKAC today, PTRC Proposed

TIMING (SEE PAGES 7-8)

There should be minor investment in safety netting at DAAC. The timeline on removal of these fields is far enough out that investment in netting would be justified.

1 - Three Rectangle fields at PTRC
(Allows for removal of existing PTRC and OKAC fields)

2 - Hale's Field at OKAC
(Can shift depending on School District and City timing)

3 - Softball Fields at PTRC
(Allows for removal of DAAC fields and add grass at OKAC)

4 - Baseball Complex at OKAC
(Keep DAAC fields for baseball capacity while under construction)

5 - Upgrades to Baseball area and two rectanglie fields at PTRC

6 - Removal of Softball Fields at DAAC







NEXT STEPS

The next steps to continue this project will include:

- Wetland delineation – needs to be within 5 years of planned improvements
- Final design
- Secure Funding
- Joint Powers Funding and Use Agreement with the School District
- Construction Documentation, Bidding, and Construction
- Ongoing Maintenance



OAK KNOLL ATHLETIC COMPLEX



- Anticipates the removal/relocation of Ivan Sand and the Education Technology Center
- Reconfigures access to Proctor Road and School Street, and creates a connection between the two entries
- New, re-oriented full size (90' basepath) ballfield with grandstand seating
- Adds miracle field and inclusive playground
- Plaza to support the premier field, inclusive play area, and miracle field
- Creation of two dedicated youth (60' basepath) baseball fields with grass infields
- Creation of a dedicated intermediate (70-80' basepaths) baseball field with grass infield
- Centralized, elevated plaza with shelter to support the youth and intermediate field
- New parking to support expanded ballfield program
- Sound wall to mitigate train noise

DAVE ANDERSON ATHLETIC COMPLEX

- Removes 2 softball fields and replaces them with open field space that can accommodate up to a full sized rectangle field or multiple youth sized fields
- Improves safety considerations by reducing the number of softball fields and having play occur behind spectators
- Installation of drain tile in the outfields to reduce flooding/ponding that is occurring today
- Addition of a centralized plaza and shelter to support recreational field use
- Creation of new parking to support field programming, as well as Orono Park
- Retains flexibility for potential long term change with adjacent land uses

PLANTS AND THINGS RECREATION COMPLEX

- » Creates showcase opportunities for Plants and Things at plaza areas in each of the three areas
- » Relocates softball from DAAC and creates a 4 field dedicated complex with youth sized fields
- » Softball tournaments could incorporate the existing pinwheel for an 8 field schedule
- » Parking to accommodate extensive field use
- » Creates a new rectangle field destination that can accommodate football, lacrosse, and soccer with up to 5 full sized fields or many youth sized layouts
- » Each sport area would have concessions/ restroom/storm shelter
- » Existing ballfields would have parking paved
- » The smaller 90' field would have infield grass pulled back to accommodate intermediate play
- » New trails incorporated into the park
- » Berming for train noise mitigation in southwest

PLANTS AND THINGS RECREATION COMPLEX



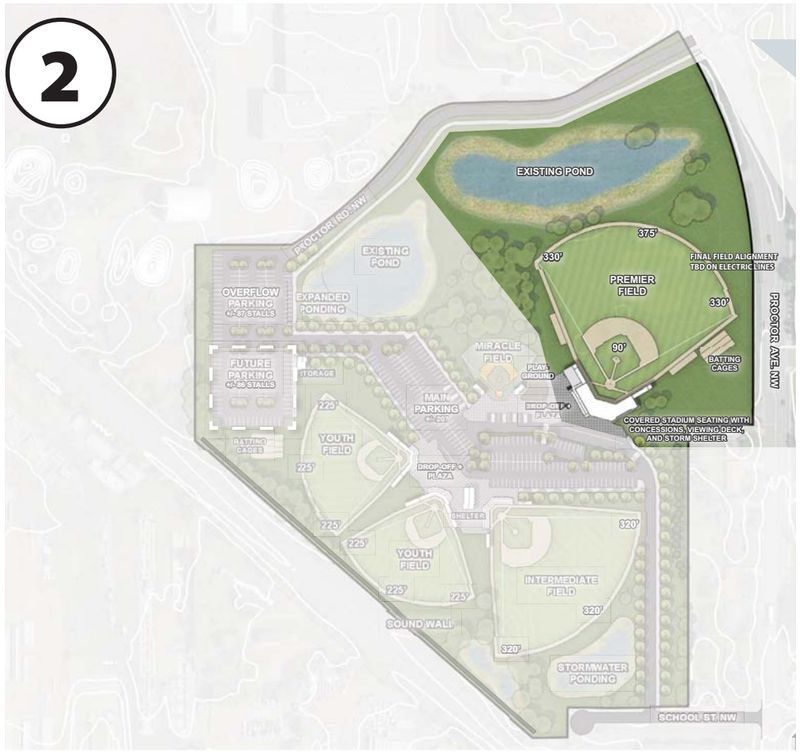
PROJECT PHASES AND ESTIMATES

These pages outline the anticipated phases discussed on page 2. All costs are planning level to help the City budget based on observed contractor pricing on similar projects. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors. Costs reflect current (2025) pricing and may shift in the future.



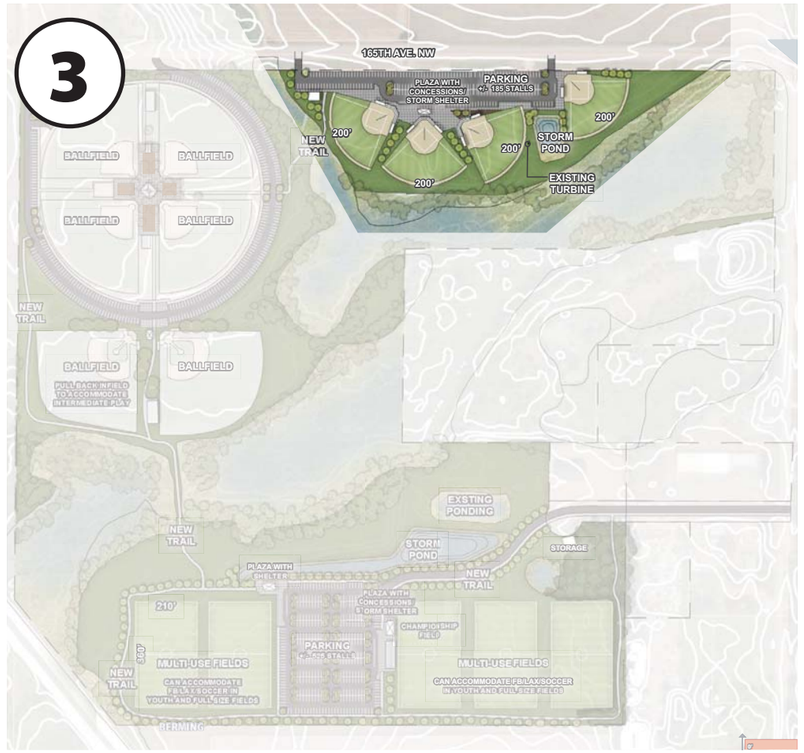
Rectangle Fields Phase 1 Project Cost: $10,455,000

Fields:	$1,165,000
Parking and Roads:	$2,850,000
Trails and Plazas:	$1,245,000
Other Costs:	$2,015,000
Soft Costs:	$1,090,000
25% Contingency:	$2,090,000



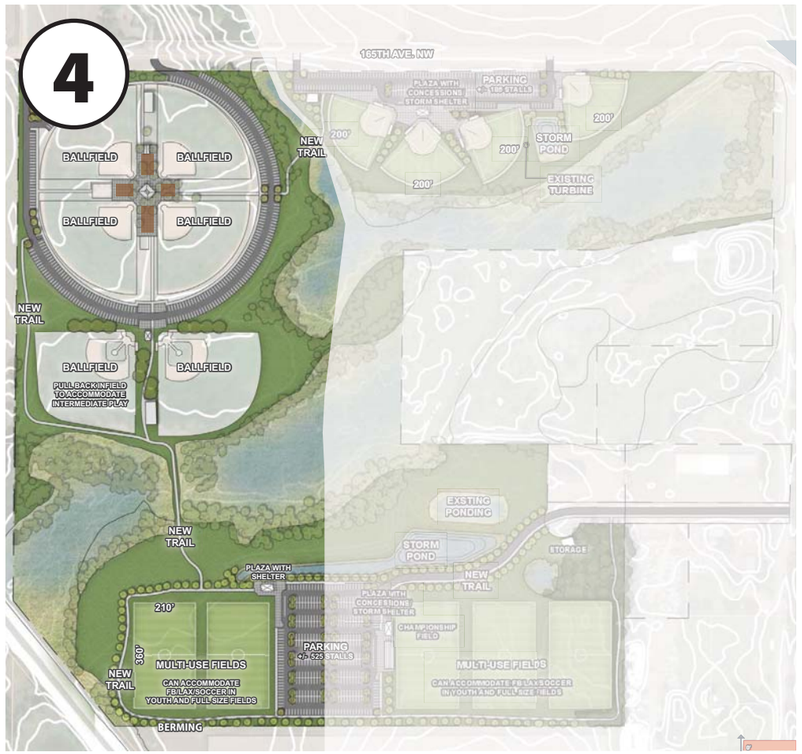
Project Cost: $5,550,000

Premier Field *includes turf option*:	$3,125,000
Trails and plazas:	$365,000
Other costs:	$525,000
Soft Costs:	$610,000
20% Contingency:	$925,000



Softball Area Project Cost: $8,785,000

Fields:	$1,750,000
Parking and Roads:	$1,660,000
Trails and Plazas:	$1,265,000
Other Costs:	$1,440,000
Soft Costs:	$915,000
25% Contingency:	$1,755,000



Northwest Area Project Cost: $3,800,000

Parking and Roads:	$1,650,000
Trails and Plazas:	$1,030,000
Other Costs:	$325,000
Soft Costs:	$300,000
15% Contingency:	$495,000

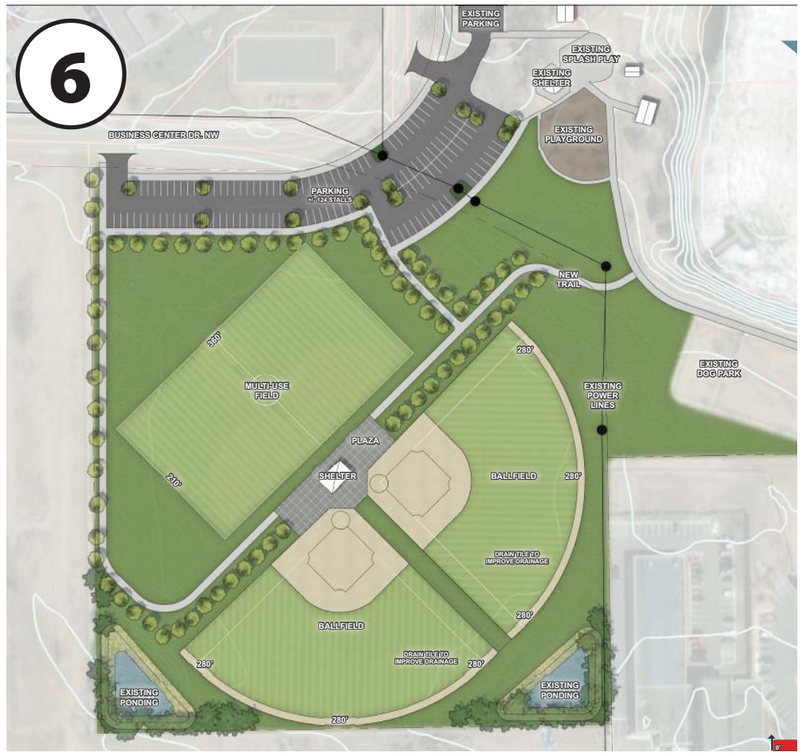
Rectangle Fields Phase 2 Project Cost: $5,095,000

Fields:	$775,000
Parking and Roads:	$1,095,000
Trails and Plazas:	$830,000
Other Costs:	$845,000
Soft Costs:	$530,000
25% Contingency:	$1,020,000



Project Cost: $13,385,000

Miracle Field and playground:	$1,070,000
Other fields:	$1,410,000
Parking and roads:	$3,800,000
Trails and plazas:	$845,000
Other costs *(including sound wall allowance)*:	$2,560,000
Soft Costs:	$1,450,000
20% Contingency:	$2,250,000



Project Cost: $1,985,000

Parking and Roads:	$760,000
Plaza and Trails:	$645,000
Other:	$235,000
Soft Costs:	$165,000
10% Contingency:	$180,000

Request for Action

To
City Council

Item Number
4.6

Meeting Date
March 17, 2025

Prepared By
Cal Portner, City Administrator

Item Description
Collective Bargaining Agreement 25-02 - Law Enforcement Labor Services (LELS) #589

Reviewed by
Lauren Wipper
Tina Allard

Action Requested
Approve Collective Bargaining Agreement 25-02 with Law Enforcement Labor Services (LELS) #589 Police Department Clerical/Technical Employees.

Background/Discussion
The non-sworn, non-supervisory police department staff voted to organize into a collective bargaining unit. Following a successful petition through the Minnesota Bureau of Mediation Services, they selected Law Enforcement Labor Services to represent them in representative matters. The new union includes seven employees with the following job titles: Receptionist/Secretary, Records Clerk, Senior Administrative Assistant, CSO II/Evidence Technician, and Investigative Analyst.

LELS provided city staff with a draft contract in early January. After review and just three meetings, both sides agreed to a final agreement. The initial agreement is for one year. Both sides agreed to the short term due to potential actions of the state legislature and in the interest in getting the core agreement complete without delaying 2025 pay and benefits. The contract largely follows the city personnel policy manual and the current compensation plan approved by the Council each December.

Financial Impact
The employees and benefits included are within the approved 2025 city budget. The annual COLA includes a 1% market adjustment to maintain the City Council's desires for wages to be within the average of our 12 peer cities.

Mission/Policy/Goal
Elk River Mission

Attachments
1. Union Contract Signed by Robin and Darian 3.11.25

MASTER LABOR AGREEMENT

BETWEEN

THE CITY OF ELK RIVER

AND

LAW ENFORCEMENT LABOR SERVICES, INC.

(LOCAL 589)

Effective January 1, 2025, through December 31, 2025

Table of Contents

ARTICLE 1. PURPOSE OF INTENT 1

ARTICLE 2. RECOGNITION 1

ARTICLE 3. DEFINITIONS 1

ARTICLE 4. EMPLOYER AUTHORITY 2

ARTICLE 5. EMPLOYER SECURITY 3

ARTICLE 6. UNION SECURITY 3

ARTICLE 7. EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE 3

ARTICLE 8. SAVINGS CLAUSE 5

ARTICLE 9. SENIORITY 5

ARTICLE 10. DISCIPLINE 5

ARTICLE 11. WORK SCHEDULES 6

ARTICLE 12. OVERTIME 6

ARTICLE 13. INSURANCE 7

ARTICLE 14. UNIFORMS 7

ARTICLE 15. SICK LEAVE 7

ARTICLE 16. BEREAVEMENT LEAVE 7

ARTICLE 17. SEVERANCE 7

ARTICLE 18. VACATION 8

ARTICLE 19. HOLIDAYS 9

ARTICLE 20. ON CALL 9

ARTICLE 21. COMPENSATORY TIME PROVISIONS 10

ARTICLE 22. WAGES 10

ARTICLE 23. POST EMPLOYMENT HEALTH CARE SAVINGS PLAN 10

ARTICLE 24. WAIVER 10

ARTICLE 25. DURATION 11

Appendix A 12

ARTICLE 1. PURPOSE OF INTENT

This Agreement is entered into as of January 1, 2025, between the City of Elk River, hereinafter called the Employer, and the Law Enforcement Labor Services, Inc., Local 589 (LELS), hereinafter called the Union. It is the intent and purpose of this Agreement to:

1.1 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application; and,

1.2 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

ARTICLE 2. RECOGNITION

2.1 The Employer recognizes the Union as the exclusive representative, under Minnesota Statutes 179A.03, Subdivision 8, for all regular full time police personnel in the following job classification:

All clerical and technical employees of the Elk River Police Department, Elk River, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding Temporary Community Service Officer 1, supervisory employees, and confidential employees within the meaning of Minn. Stat. 179A.03, subd. 17 and 4, and all other employees.

2.2 In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3. DEFINITIONS

3.1 UNION: Law Enforcement Labor Services, Inc. (LELS) Local No. 589.

3.2 UNION MEMBER: A member of the Law Enforcement Labor Services, Inc., (Local No. 589).

3.3 EMPLOYEE: A member of the exclusively recognized bargaining unit.

3.4 DEPARTMENT: The City of Elk River Police Department

3.5 EMPLOYER: The City of Elk River, Minnesota

3.6 CHIEF: The Police Chief for the City of Elk River, Minnesota Police Department

3.7 UNION STEWARD: Employee elected or appointed by the Law Enforcement Labor Services, Inc., (Local No. 589).

3.8 OVERTIME: Work performed by a non-exempt Employee at the express authorization of the Employer in excess of 40 hours per week.

3.9 SCHEDULED SHIFT: A consecutive work period including Rest Breaks and an unpaid Lunch Break.

3.10 REST BREAKS: Periods during the Scheduled Shift during which the Employee remains on continual duty and is responsible for assigned duties.

3.11 LUNCH BREAK: An unpaid period during the Scheduled Shift during which the Employee is not responsible for assigned duties.

3.12 STRIKE: Concerted action in failing to report for duty, the willful absence from one's position, the stoppage of work, slowdown, or abstinence as a whole or in part from the full, faithful, and proper performance of the duties of employment for the purposes of including, influencing, or coercing a

change in the conditions or compensation of the rights, privileges, or obligations of employment.

3.13 COMPENSATORY TIME: A non-exempt Employee's time off a regularly Scheduled Shift with pay in lieu of Overtime pay, taken with prior approval of the Employer.

3.14 PROBATIONARY PERIOD: That period from date of hire until an Employee, with successful performance, is certified as a regular full time Employee as per the following:

a. New Hire: Six (6) months from date of hire.
b. Promotion: Six (6) months from the date of promotion.

ARTICLE 4. EMPLOYER AUTHORITY

The Employer has and will continue to retain, whether exercised or not, the sole and unrestricted right to operate and manage its affairs in all respects and to perform any inherent managerial function not specifically limited by the express provisions of this Agreement.

The rights of the Employer, through its management official, shall include but not be limited to the following:

1) The right to operate and manage all manpower and facilities and equipment,
2) to set and amend budgets,
3) to establish and modify the organizational structure,
4) to determine the purpose or mission of the organization in each of its departments or units,
5) to establish functions and programs,
6) to introduce new or improved methods of work and to determine the utilization of technology, to exercise control and discretion over the organization and the efficiency, economy, and productivity of operations,
7) to set standards for work services to the public,
8) to change or eliminate the existing work schedules, to assign work, overtime, leave time, and schedule working hours,
9) to hire, examine, classify, promote, train, transfer, assign and schedule Employees in positions with the Employer,
10) to suspend, demote, discharge or take other disciplinary action against the Employees for just cause,
11) to increase, reduce, change, modify or alter the composition and size of the work force,
12) to lay off Employees,
13) to reallocate positions to higher or lower classifications,
14) to determine locations, methods, means and numbers of personnel by which operations are to be conducted,
15) to establish, modify, combine or abolish job classifications,
16) to determine whether goods and services are to be provided or purchased, and
17) to direct the Employees.

Any term or condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

Nothing in the agreement shall prohibit or restrict the right of the Employer from subcontracting work performed by employees covered by this agreement.

ARTICLE 5. EMPLOYER SECURITY

5.1 The union, its officers or agents, and the Employees covered by this agreement, agree that during the life of this agreement it will not cause, encourage, participate in or support any slowdown, other interruption of or interference with the normal functions of the employer.

5.2 If any employee violates this article, the union shall immediately notify any such employee in writing to cease and desist from such action and shall instruct them to immediately return to their normal duties. Any or all employees who violate any of the provisions of this article may be discharged or otherwise disciplined.

5.3 The employer's failure to exercise any right, prerogative, or function hereby reserved to it, or the employer's exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the employer's right to exercise such right, prerogative, or function or preclude it from exercising the same in some other way not in conflict with the express provisions of this agreement.

ARTICLE 6. UNION SECURITY

6.1 The Employer shall deduct from the wages of Employees who authorize such a deduction, in writing, an amount necessary to cover monthly Union dues. Such monies shall be remitted directly to Law Enforcement Labor Services, Inc. monthly.

6.2 The Union may designate Employees from the bargaining unit to act as a Union Steward and an alternate. The Union shall inform the Employer, in writing, of such choice and changes in the position of Steward and/or alternate.

6.3 The Employer shall make space available on the employee's bulletin board for posting Union notice(s) and announcement(s).

6.4 Law Enforcement Labor Services, Inc. shall indemnify the Employer for any successful employee claim for unauthorized employer deduction made by relying on Law Enforcement Labor Services, Inc.'s submission of membership authorizations or certification or regarding the employee's authorization for the dues deduction or for any successful employee claim for unauthorized employer deductions by relying on information from Law Enforcement Labor Services, Inc regarding changing or canceling dues deductions.

6.5 The Union shall request access to the premises of the Employer at reasonable times and subject to mutually agreed upon reasonable rules to investigate grievances and for other reasonable purposes.

ARTICLE 7. EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.

7.1 Union Stewards: The Employer will recognize Union Stewards designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union shall notify the Employer, in writing, of the names of such Union Stewards and of their successors when so designated as provided by Section 6.2 of this Agreement.

7.2 Processing of Grievance: It is recognized and accepted by the Union and the Employer that the processing of grievance, as hereinafter provided, is limited by the job duties and responsibilities of

the Employees and shall, therefore, be accomplished during normal working hours only when consistent with such Employee duties and responsibilities. The aggrieved Employee and a Union Steward shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours provided that the Employee and the Union Steward have notified and received the prior approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.

7.3 Procedure: Grievances, as defined by this article shall be resolved in conformance with the following procedure:

Step 1. An Employee claiming a violation concerning the interpretation or application of this Agreement shall, within fourteen (14) calendar days from the alleged occurrence, present in writing the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested to the Employee's supervisor and Chief. The Employer shall answer the Employee and the Union, in writing within ten (10) calendar days after receipt. A grievance not resolved in Step 1 shall be appealed to Step 2 within ten (10) calendar days after the Employer Step 1 response.

Step 2. If appealed, the written grievance shall be presented by the Union to the city administrator. The city administrator and the Union shall schedule an in-person meeting to include necessary participants within ten (10) calendar days after receipt of such Step 2 grievance. The City and Union shall make every effort for timeliness. The city administrator shall respond, in writing, to the Union within five (5) calendar days after the meeting. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the city administrator's final Step 2 answer.

Step 3. A grievance unresolved in Step 2 and appealed to Step 3 by the Union may be submitted to the Minnesota Bureau of Mediation Services for mediation or to arbitration within ten (10) calendar days following the final Step 2 answer. If the grievance is submitted to mediation and is not resolved, it may be appealed to arbitration within ten (10) calendar days following mediation. The Union shall request a list of arbitrators to be submitted to the parties by the Bureau of Mediation Services.

7.4 Arbitrator's Authority:

a. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union and shall have no authority to decide on any other issue not so submitted.

b. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

c. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the

proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally. If a record is requested, the arbitrator shall receive a copy at no cost.

7.5 Waiver: If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled based on the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievances as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Union in each step.

7.6 Choice of Remedy: If, because of the Employer's response in Step 2, the grievance remains unresolved and if the grievance involves the suspension, demotion, or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 3 of this Article or to another procedure such as Veterans Preference. If appealed to any procedure other than Step 3 of this Article, the grievance shall not be subject to the arbitration procedure provided in Step 3 of this Article. The aggrieved employee shall indicate in writing which procedure is to be used - Step 3 of this Article or an alternative procedure - and shall sign a statement to the effect that the choice of an alternate procedure precludes the employee from making an appeal through Step 3 of this Article.

ARTICLE 8. SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota, and the City of Elk River, Minnesota. In the event any provisions of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time limits provided, such provision shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE 9. SENIORITY

Seniority shall be determined by the regular full time Employee's length of continuous employment with the Police Department and posted in an appropriate location. Seniority rosters may be maintained by the Employer or designee based on time in grade and time within specific classifications.

9.1 During the Probationary Period, a newly hired or rehired Employee may be discharged at the sole discretion of the Employer. During the Probationary Period, a promoted or reassigned regular full time Employee may be replaced in the Employee's previous position at the sole discretion of the Employer.

9.2 A reduction of the workforce will be accomplished based on seniority. Regular full time Employees shall be recalled from layoff based on seniority. A qualified, as determined by Employer, regular full time Employee on layoff shall have an opportunity to return to work within two (2) years of the time of their layoff before any new Employee is hired.

ARTICLE 10. DISCIPLINE

The Employer retains the sole discretion to determine what behavior warrants disciplinary action and which action will be imposed.

10.1 The Employer will discipline Employees for just cause only. Discipline will be in one or more of the

following forms:

a. oral reprimand;
b. written reprimand;
c. suspension;
d. demotion; or,
e. discharge.

10.2 Suspensions, demotions, and discharges will be in written form.

10.3 Written reprimands, notices of suspension, notices of demotion, and notices of discharge which are to become part of an Employee's personnel file shall be read and acknowledged by the signature of the Employee. Employees and the Union will receive a copy of such reprimands and/or notices.

10.4 Employees may examine their own individual personnel files in accordance with the Minnesota Government Practices Act.

10.5 Employees will not be questioned concerning an employment investigation for disciplinary action unless the Employee has been given a reasonable opportunity to have a Union Steward present at such questioning.

10.6 Grievances relating to this Article shall be initiated by the Union in Step 3 of the grievance procedure under Article 7.

ARTICLE 11. WORK SCHEDULES

The normal work year for regular non-exempt or exempt full time Employees is two thousand and eighty (2080) hours, to be accounted for by each Employee through:

a. hours worked on assigned shifts;
b. holidays;
c. assigned training; or,
d. authorized leave time.

11.1 Nothing contained in this, or any other Article shall be interpreted to be a guarantee of the minimum or maximum number of hours the Employer may assign Employees.

11.2 Employees shall not take their Rest Break or Lunch Break during the during the first or last hour of their shift.

11.3 Summer work schedules are set solely at the discretion of the Chief.

ARTICLE 12. OVERTIME

Non-exempt Employees will be compensated at one and one-half (1½) times the Employee's regular rate of pay for hours worked in excess of 40 hours per week.

12.1 Paid holidays, bereavement leave, vacation, compensatory time, sick leave, and ESST when used consistent with Employer sick leave, shall be the only non-workdays with compensation considered for purposes of computing overtime compensation.

12.2 Changes of shifts do not qualify an Employee for Overtime under this Article.

12.3 Overtime will be distributed as equally as practicable.

12.4 Overtime refused by Employees will, for record purposes under Article 12.3, be considered as unpaid

Overtime worked.

12.5 For the purpose of computing Overtime compensation, overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.

12.6 Overtime will be calculated to the nearest fifteen (15) minutes.

12.7 Employees have the obligation to work Overtime or call backs as requested by the Employer unless unusual circumstances prevent the employee from so working. The minimum call back will be two hours.

ARTICLE 13. INSURANCE

The Employer shall provide the same health insurance and other insurance benefits available to non-union employees. Employees shall receive the same insurance contributions and benefits as the City's non-union employees.

ARTICLE 14. UNIFORMS

The CSO II/Evidence Technicians and Investigative Analyst shall be credited with an annual uniform allowance account to be used on a voucher system basis. All items charged to the Employer must receive prior approval of the Chief. The amount charged shall not exceed the outstanding balance in the Employee's uniform allowance account.

The annual uniform allowance amount will be as follows:

CSOII/Evidence Technician - $700 per year.
Investigative Analyst - $250 per year.

ARTICLE 15. SICK LEAVE

The Union shall be eligible to accrue and use Sick Leave consistent with the city Personnel Policy Manual. In the event the City desires to change Sick Leave in the Personnel Policy Manual, the City and Union shall open the contract for this lone provision.

ARTICLE 16. BEREAVEMENT LEAVE

The Union shall be eligible for Bereavement Leave consistent with the city Personnel Policy Manual. In the event the City desires to change Bereavement Leave in the Personnel Policy Manual, the City and Union shall open the contract for this lone provision.

ARTICLE 17. SEVERANCE

An employee resigning employment may be eligible for a cash payment for a portion of unused sick leave. To receive a severance payout, the following conditions shall be met:

- The employee must earn sick leave per the Sick Leave policy above; 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.

17.1 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.

17.2 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.

17.3 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

17.4 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

17.5 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.

17.6 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.

ARTICLE 18. VACATION

Vacation leave is accrued based on consecutive years of leave-eligible service. To determine Employee's vacation accrual rate, years of service will include all continuous time the employee has worked for the City in a position that is eligible for paid leave (including authorized unpaid leave). Employees who are rehired after terminating city employment will not receive credit for their prior service unless specifically negotiated at the time of hire.

18.1 Leave-eligible Employees hired before December 31, 2020, may carry more than 240 hours of vacation leave during a year but may not carry more than 240 hours forward to the next calendar year.

18.2 Employees hired after January 1, 2021, shall accrue 120 working hours per year at the start of eligible employment through the completion of their ninth (9th) year. They may carry more than 120 hours of vacation leave during a year but may not carry more than 120 hours forward to the next calendar year.

18.3 Employees with fewer than eight (8) years of service as of January 1, 2021, who elected to reduce their annual carryover rate in return for the reduced annual accrual may carry more than their annual accrual amount of vacation leave during a year but may not carry more than their annual accrual amount forward to the next calendar year. For this policy, annual accrual amount is defined as the Accrual Rate hours listed below that reflect the Length of Service of the employee at the end of the calendar year.

18.4 Employees accrue vacation leave at the following rates except for the 2021 and later hires and eligible employees who have requested an acknowledged the new accrual and carryover rate:

Length of Service	**Accrual Rate**
From start of employment through completion of the 5th year	88 working hours per year
Beginning of the 6th year through completion of the 7th year	112 working hours per year
Beginning of the 8th year through completion of the 9th year	120 working hours per year
Beginning of the 10th year through completion of the 11th year	128 working hours per year

Beginning of the 12th year through completion of the 13th year	136 working hours per year
Beginning of the 14th year through completion of the 15th year	144 working hours per year
Beginning of the 16th year through completion of the 17th year	152 working hours per year
Beginning of the 18th year	160 working hours per year
Beginning of the 19th year	168 working hours per year
Beginning of the 20th year	176 working hours per year
Beginning of the 21st year	184 working hours per year
Beginning of the 22nd year through completion of the 24th year	192 working hours per year
Beginning of the 25th year and thereafter	200 working hours per year

18.5 Vacation leave requires supervisor approval. Employees may not use vacation leave during their Probationary Period unless authorized by the city administrator. Employees taking more than two (2) consecutive weeks of vacation, or a combination of vacation and compensatory time must obtain prior approval from the city administrator. The city will make every effort to grant vacation time as requested but reserves the right to deny or approve vacation schedules.

18.6 40/40/40 Vacation Payout Option
Employee may request a one-time per year payout for forty (40) hours of accumulated vacation after taking at least forty (40) hours of vacation leave provided that after the reduction of the eighty (80) hours the Employee retains a minimum vacation balance of at least forty (40) hours. The irrevocable election to take the 40/40/40 option must be made by the end of the calendar year prior to taking the vacation. The vacation payout will occur following a valid written request by the employee indicating the above criteria have been met or the second pay day in November of each year, whichever comes first.

ARTICLE 19. HOLIDAYS

Regular, full-time employees are eligible to receive eight (8) hours paid time off for each of the following holidays.

New Year's Day	Labor Day
Martin Luther King Day	Veteran's Day
President's Day	Thanksgiving Day
Memorial Day	The day after Thanksgiving
Juneteenth	Christmas Eve Day
Independence Day	Christmas Day

19.1 For employees working a Monday through Friday workweek, holidays occurring on Saturday will be observed the preceding Friday and holidays occurring on Sunday will be observed on the following Monday.

19.2 When a holiday falls during an employee's vacation or sick leave, the employee will not be charged with vacation or sick leave for the holiday hours; the hours will be considered holiday leave.

19.3 Employees called in to work on the actual holidays listed above shall receive one and one-half the employee's regular rate of pay in addition to the holiday pay.

ARTICLE 20. ON CALL

Records Clerks and Secretary/Receptionists assigned on-call duty on Sundays or Holidays that precede the start of the work week shall receive one hour of compensatory time for that day only. Only one employee may be on-call on any given Sunday or Holiday.

ARTICLE 21. COMPENSATORY TIME PROVISIONS

Regular full time non-exempt Employees may be allowed to accumulate either Overtime worked at the rate provided for in Article 12 or, with prior approval from Employer, Compensatory Time at the rate of one and one-half (1½) times the excess hours worked up to a maximum rolling balance of 40 hours. Employees may use Compensatory Time off duty with pay, subject to prior approval of the Employer.

The City Administrator may approve Compensatory Time to be cashed out during a regular pay period at other times during the year due to unforeseen, extenuating circumstances.

ARTICLE 22. WAGES

Employees shall be paid wages as found in Appendix A.

22.1 Effective 01-01-2025, Employees shall receive a 4% general wage increase and a 1% market adjustment.

22.2 Employees not currently at the maximum shall move to the next step in the pay scale on their anniversary date in their current position upon successful performance.

ARTICLE 23. POST EMPLOYMENT HEALTH CARE SAVINGS PLAN

Effective following the signing of this contract, Employees shall contribute to the Post Employment Health Care Savings Plan in the following manner:

Beginning of employment through 5 years	2% of Employee's hourly base wage
Years 6 through 10	2.5% of Employee's hourly base wage
Years 11 through 15	3% of Employee's hourly wage
Years 16 through 20	3.5% of Employee's hourly wage
Years 21 and beyond	4% of Employee's hourly base wage

23.1 Employees will place 100% of their sick leave severance, as paid per item 17, into their Post Employment Health Care Savings Plan unless the Employee has opted out of the program which is approved due to a qualified exemption rule. Should an Employee choose this opt-out provision, it will be paid to the Employee as severance.

23.2 Upon the death of an Employee, contributions can no longer be made to the HCSP. Any payments owed but not yet paid into the HCSP will be paid out as regular income in accordance with state and federal law.

ARTICLE 24. WAIVER

Any and all prior agreements, resolutions, policies, rules, and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this Agreement, are hereby superseded. The parties mutually acknowledge that during the negotiations that resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this Agreement for the stipulated duration of this Agreement. The Employer and the Union, each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment not specifically referred to or covered by this Agreement, even though such terms and/or conditions may have been within the knowledge or contemplation of either or both of the parties at the time this contract was negotiated or executed.

ARTICLE 25. DURATION

This Agreement shall be effective as of January 1, 2025, and shall remain in full force and effect until December 31, 2025.

In WITNESS WHEREOF, the parties hereto have executed this Agreement on this ____ day of _____, 2025.

FOR THE CITY OF ELK RIVER

John Dietz, Mayor

Tina Allard, City Clerk

FOR LAW ENFORCEMENT LABOR SERVICES, INC. LOCAL 589

3-11-2025

Robin Roeser, Business Agent

3/11/2025

Darian Poser, Union Steward

Appendix A

Wages Effective 1-1-2025 **4% COLA and 1% Market Adjustment**	MIN	B	C	D	MAX
Investigative Analyst	$87,365	$91,220	$95,073	$98,928	$102,782
Senior Administrative Assistant	$30.47	$32.38	$34.28	$36.18	$38.09
Records Clerk	$28.59	$30.66	$32.74	$34.82	$36.89
CSOII/Evidence Technician					
Secretary/Receptionist	$23.66	$25.63	$27.59	$29.57	$31.54

Request for Action

To
City Council

Item Number
7.1

Meeting Date
March 17, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Conditional Use Permit: Outdoor Storage of Vehicles and Equipment, PID 75-00013-4405, Northstar Trucking & RV Parking LLC

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested
Approve the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

1. Outdoor storage shall be allowed for only the following vehicles:
    a. Properly licensed, registered, and operable;
    b. Semi-trucks, semi-trailers, and other delivery trucks;
    c. Motor vehicles;
    d. Recreational vehicles, campers, motor homes, and fifth-wheel trailers;
    e. Trailers;
    f. Boats;
    g. Light and heavy equipment;
    h. Enclosed shipping containers; and
    i. Cars and trucks.
2. Vehicle Wrecking Yards and Salvage Yards, as defined by the City of Ramsey, and Salvage Yards, as defined by the City of Elk River shall not be permitted.
3. Outdoor storage of products, equipment, materials, supplies, debris, or any vehicles not properly licensed, registered, or operable, is not permitted, except for snow removal equipment and supplies for the site in conformance with the applicable municipality's regulations.
4. If any violations of condition #3 are documented more than once in a calendar year, in either jurisdiction, the Conditional Use Permit will be brought to the City Council for direction on revocation.
5. Motor vehicle, trailer, and boat sales is prohibited.
6. Car dealer overflow parking is prohibited.
7. Approvals from the City of Ramsey shall be recorded and copies provided.
8. Schedule a site visit with the Building Official and Fire Marshal to review and complete any required code updates by **November 1, 2025**.
9. All driving and parking areas shall be paved with an approved surface (bituminous, Class 5, or concrete) by **November 1, 2025**.
10. Stripe the parking lot as shown on the city site plan dated March 17, 2025, by **November 1, 2025.**
11. Drive lanes need to maintain a minimum of 24-foot width throughout the site.

12. All driving areas and outdoor storage/parking areas shall be bound by B612 concrete curb and gutter by **November 1, 2025**.
13. A reinforced concrete strip, a minimum of one (1) foot wide and centered on the property line, must be installed and maintained along the city/county border to clarify any relevant jurisdictional issues by **November 1, 2025**.
14. Site lighting shall comply with Section 30-937 by **November 1, 2025**.
15. Update submitted plans as needed to demonstrate compliance with state and local stormwater management requirements across both parcels/jurisdictions by **November 1, 2025.**
16. Submit documentation showing compliance with all Minnesota Pollution Control standards by **November 1, 2025**.
17. A 6-foot-tall, 100% opaque privacy fence shall be installed along the north property lines by **November 1, 2025**.
18. A temporary guard shack no larger than 200 sq.ft. shall be allowed in Elk River, until **November 1, 2025**. The location shall be approved by city staff.
19. This Conditional Use Permit (CU 24-21) must be recorded by **November 1, 2025**, or the operation on the property must cease.
20. A 200 sq.ft. guard shack/office shall be allowed in Elk River, and will require all necessary commercial building permits and meet the required setbacks.
21. There shall be no repair or maintenance of any vehicles, trailers, or boats on the site.
22. The idling of a truck tractor or other business equipment in excess of 15 minutes is prohibited from April 16 through October 31, and idling in excess of 30 minutes is prohibited from November 1 through April 15.
23. In the event a gate is installed, access to the property must include key boxes for both Elk River and Ramsey Fire Departments.
24. In the event either parcel is owned separately, or one municipality revokes their approval, each parcel will need to conform to each jurisdiction's ordinance and codes individually, including, but not limited to, stormwater ponds, setbacks, screening, curbing, and landscaping.
25. An amendment to this Conditional Use Permit will be required for future expansions/additions not shown on the city site plan dated March 17, 2025.
26. Conditional Use Permit, case number CU 23-16, shall become void.

Background/Discussion
The subject parcel was granted a Conditional Use Permit (CUP) in 2023 but has yet to be recorded. The property owner has applied for a new CUP to facilitate a joint operation of their current use on two parcels, one in Elk River and the other in Ramsey. The business has been, and continues to operate, on both parcels.

Through the CUP, a master plan can be reviewed and approved to accommodate their use while having a uniform set of uses, rules, regulations, and site amenities that work for both municipalities and conform to each city's Comprehensive Plans.

Planning Commission
Aside from the applicant's representative, no one spoke during the public hearing. The representative expressed a preference for a temporary guard shack larger than the 5' x 5' structure recommended by staff, instead proposing a 10' x 20' structure to accommodate both a guard shack and office space. The commission agreed that allowing a temporary structure until November 1, 2025, was reasonable, giving the applicant time to consider a permanent solution.

The commission did discuss at their January 28, 2025, meeting whether or not to require the lot to be paved with asphalt to be consistent with Ramsey's side, but they did not make a recommendation either way at their

February 25, 2025, meeting.

As this CUP review pertains to an existing business, staff sought the commission's input on an appropriate timeline for completing all required conditions. They recommended that all conditions be completed by November 1, 2025.

Ramsey March 11, 2025, City Council Meeting
The Ramsey City Council questioned their staff if certain vehicles such as those with hazardous waste or full garbage trucks would be stored on site. They asked if there was adequate distance from the entrance to the railroad tracks for semi truck movement. They approved the project by a 4 to 3 vote, with those opposed indicating the previous and ongoing code violations likely would continue.

Financial Impact
All costs associated with processing this application are the responsibility of the applicant.

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

Attachments
1. PC Staff Report 02-25-2025
2. CU 24-21 Recording Document
3. Handout
4. 7.1 Northstar Trucking 3-17-2025

Request for Action

To
Planning Commission

Item Number
4.1

Meeting Date
February 25, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Conditional Use Permit Amendment: Outdoor Storage of Semis (tractor and/or trailer), motor vehicles, recreational vehicles, trailers, boats, light and heavy equipment, and vehicle storage, and shipping containers, PID 75-00013-4405, Northstar Trucking & RV Parking LLC

Reviewed by
Zack Carlton

Action Requested
Recommend, by motion, approval of the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

1. Schedule a site visit with the Building Official and Fire Marshal to review and complete any required code updates.
2. The outdoor storage shall be allowed for only the following vehicles:
    a. Properly licensed, registered, and operable.
    b. Semi-trucks, semi-trailers, and other delivery trucks;
    c. Recreational vehicles, campers, motorhomes, and fifth-wheel trailers;
    d. Boats;
    e. Enclosed shipping containers; and
    f. Cars and trucks.
3. Vehicle Wrecking Yards and Salvage Yards, as defined by the City of Ramsey, and Salvage Yards, as defined by the City of Elk River shall not be permitted.
4. Outdoor storage of any products, equipment, materials, supplies, or debris is not permitted, except for snow removal equipment and supplies for the site in conformance with the applicable municipality's regulations.
5. Motor vehicle, trailer, and boat sales is prohibited.
6. Car dealer overflow parking is prohibited.
7. All driving and parking areas shall be paved with an approved surface (bituminous, Class 5, or concrete).
8. Drive lanes need to maintain a minimum 24-foot width throughout the site.
9. All driving areas and outdoor storage/parking areas shall be bounded by B612 concrete curb and gutter.
10. The B612 concrete curb and gutter shall be installed on the east side of the fence along Jarvis Street and 10 feet from the remaining property lines.
11. Site lighting shall comply with Section 30-937.

12. There shall be no repair or maintenance of any vehicles, trailers, or boats on the site.
13. The idling of a truck tractor or other business equipment in excess of 15 minutes is prohibited from April 16 through October 31, and idling in excess of 30 minutes is prohibited from November 1 through April 15.
14. A guard shack no larger than 25 sq.ft. shall be allowed near the entrance gate. Location to be approved by city staff.
15. In the event a gate is installed, access to the property must include key boxes for both Elk River and Ramsey Fire Departments.
16. A reinforced concrete strip, a minimum one (1) foot wide and centered on the property line, must be maintained along the city/county border in order to clarify any relevant jurisdictional issues.
17. In the event either parcel is owned separately, or one municipality revokes their approval, each parcel will need to conform to each jurisdiction's ordinance and codes individually, including, but not limited to, stormwater ponds, setbacks, screening, curbing, and landscaping.
18. Update submitted plans as needed to demonstrate compliance with state and local stormwater management requirements across both parcels/jurisdictions.
19. Submit documentation showing compliance with all Minnesota Pollution Control standards.
20. An amendment to this Conditional Use Permit will be required for future expansions/additions not shown on the city site plan dated February 25, 2025.
21. Conditional Use Permit, case number CU 23-16, shall become void.
22. Approvals from the city of Ramsey shall be recorded and copies provided.
23. Conditions #1, 7, 9, 10, 11, 16, 18, and 19 shall be completed by .
24. A 6-foot tall, 100% opaque privacy fence shall be installed along the north property lines.

Background/Discussion

The subject parcel was granted a Conditional Use Permit (CUP) in 2023 but has yet to be recorded. The property owner has applied for a new CUP to facilitate a joint operation of their current use on two parcels, one in Elk River and the other in Ramsey. The business has been, and continues to operate, on both parcels and staff have not received any complaints as it relates to their Elk River operation.

Through the CUP, a master plan can be reviewed and approved to accommodate their use while having a uniform set of uses, rules, regulations, and site amenities that work for both municipalities and conforms to each city's Comprehensive Plans.

The property is 3.83 acres in size and is zoned I-3 General Industrial, where bus, motor vehicle, and implement storage require a Conditional Use Permit . NorthStar Truck & RV Parking LLC is seeking the CUP to provide outdoor storage of Semis (tractor and/or trailer), motor vehicles, recreational vehicles, trailers, boats, light and heavy equipment, and vehicle storage, and shipping containers.

The subject parcel is part of a larger parcel divided between two cities with approximately 6.75 acres of additional land in Ramsey.

The site is currently fenced, but no security gate has been installed, and clients have 24-hour access to the property. The owner will be the sole employee working on-site. The applicant asked about the possibility of installing a temporary guard shack, such as a job site trailer, to house hardware in a heated structure for operating a security gate. Staff expressed concerns about the size of such a structure and the potential for it to be used as a sleeping area. Therefore, staff recommends that the guard shack be limited to a maximum size of 25 square feet and be positioned near the entrance gate.

<u>Parking</u>

The applicant stated in their narrative that 80 storage stalls are available, and the surface consists of Class 5 material. The submitted site plan shows how they plan to park vehicles on site. Drive lanes need to maintain a minimum 24-foot width throughout the site.

The closest regulation in the ordinance is self-storage facilities stating one parking stall for each 400 square feet of office space or four stalls, whichever is greater. As there is no office on site, four stalls should be provided.

Section 30-901 states all driving areas and parking areas shall be bounded by B612 concrete curb and gutter, but the city council can grant an exemption where installing concrete curb and gutter presents a hardship due to the uniqueness of the business or other conditions. An exemption was not granted by the council for the first CUP request.

Fencing
There is existing decorative fencing along the railroad tracks and Jarvis Street. The applicant is also proposing a six (6) foot tall wooden privacy fence along the northern property line on the Ramsey side.

Landscaping
The number of trees the ordinance requires is 32; 16 overstory, 8 ornamental, and 8 coniferous. This is determined by taking the perimeter of the property (1,300 feet) divided by 40. Staff are only using the property lines facing Elk River, as the use does encroach across the property line into Ramsey. The ordinance does allow for credit of existing trees.

Lighting
The applicant is proposing site lights, which are shown on the site plan. Portions of Section 30-937: Lighting, state: "All sources of artificial lights shall be so fixed, directed, designed or sized that the minimum subtotal of their illumination will not increase the level of illumination on any nearby residential property by more than 0.1 footcandle in or within 25 feet of a dwelling or by more than 0.5 footcandle on any part of the property. Glare, whether direct or reflected, as different from general illumination, shall not be visible from beyond the limits of the immediate site from which it originates." Site lighting shall comply with Section 30-937.

Applicable Regulations
In approving a Conditional Use Permit, the city council may impose such specific conditions with regard to the development or operation of the proposed use as it considers necessary to satisfy the seven standards set forth in Section 30-654 and the requirements contained in this article and to promote compatibility with and minimize any potentially adverse effects upon adjacent properties, the neighborhood or the city.

The issuance of a Conditional Use Permit can be ordered only if the use at the proposed location:

1. *Will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.*

The site currently operates in a similar fashion and will not detrimentally affect the use and enjoyment of the properties in the immediate vicinity. However, the addition of motor vehicles and the associated potentially toxic chemicals will require additional oversight from the MPCA, Sherburne County, and the city.

To ensure any concerns for public health and groundwater contamination are addressed, staff have included conditions requiring compliance with all state and local standards related to stormwater management. Additionally, to minimize visibility from surrounding properties, potentially impacting the use and enjoyment of those parcels, staff recommends the existing fencing along the railroad tracks and Jarvis Street have opaque screening incorporated into it. It is understood that semi-trailers and taller box vehicles will still be visible.

2. *Will be consistent with the comprehensive plan.*

The property is guided as Industrial and the Industrial Use category includes both heavy and light industrial businesses such as manufacturing, warehousing, and excavation. These uses are primarily located off of Highway 169, Highway 10, and the BNSF Railroad which provide easy access for the transferring of goods throughout the region.

Staff do not see a need to impose specific conditions to satisfy this standard.

3. *Will not impede the normal and orderly development and improvement of surrounding vacant property.*

The surrounding area is developed. The use will not impede the normal and orderly development and improvement of surrounding vacant property.

Staff do not see a need to impose specific conditions to satisfy this standard.

4. *Will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.*

The property will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

While the stormwater holding pond is in Ramsey, staff continues to work with Ramsey to ensure stormwater compliance across both parcels.

5. *Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.*

If dust can be controlled, the proposed storage use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust, or vibrations.

To prevent dust becoming a problem, dust control measures shall be utilized in the fenced yard area.

6. *Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.*

The site is an open, relatively flat area, and already used for the outdoor storage of materials. The use will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

Staff do not see a need to impose specific conditions to satisfy this standard.

7. *Will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.*

Staff included conditions requiring compliance with state, county, and city ordinances related to salvage yards.

Included conditions address compliance with this standard.

If denial of such a permit should occur, it shall accompany recommendations or determinations by findings or a report stating how the proposed use does not comply with the standards set forth in Section 30-654.

Ramsey Planning Commission
The Ramsey Planning Commission reviewed this at their regular meeting on January 23, 2025. To ensure both municipalities are reviewing the same information, please refer to the site exhibits in the attached Ramsey Planning Commission memo dated January 23, 2025.

Elk River staff attended the meeting, where the Ramsey Planning Commission expressed appreciation for the collaborative efforts between both cities in addressing the unique application. During the presentation, Ramsey staff shared an image of damaged vehicles and other materials currently on-site, and the commission concurred that such items should not be permitted. Aside from the applicant, no one spoke during the public hearing, and the Ramsey Planning Commission unanimously recommended approval of the request.

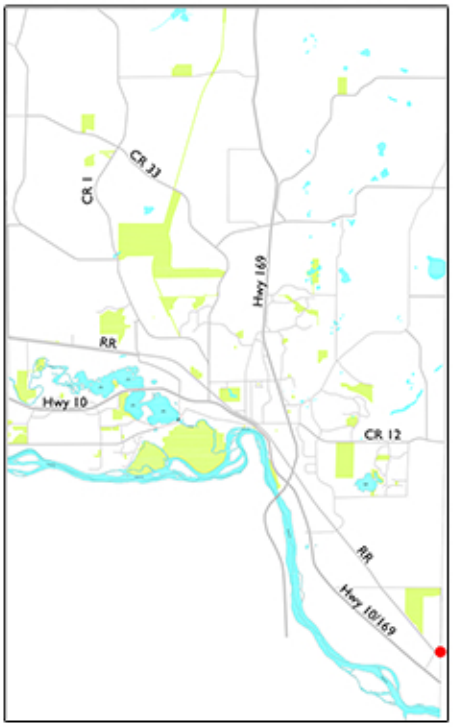
Elk River Planning Commission (1-28-205)
The commission reviewed the proposal and discussed the paving of the site, repair of vehicles, and construction of a building. As the applicant brought the desire for vehicle repair and a building to the commission meeting, the commission did not want to make a recommendation until more concrete information was before them and the applicant requested their item be postponed until February 25, 2025..

Financial Impact
None

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

Attachments
1. Location Map
2. Site Aerials
3. City Plan 2-25-2025
4. Ramsey Memo dated 1-23-2025





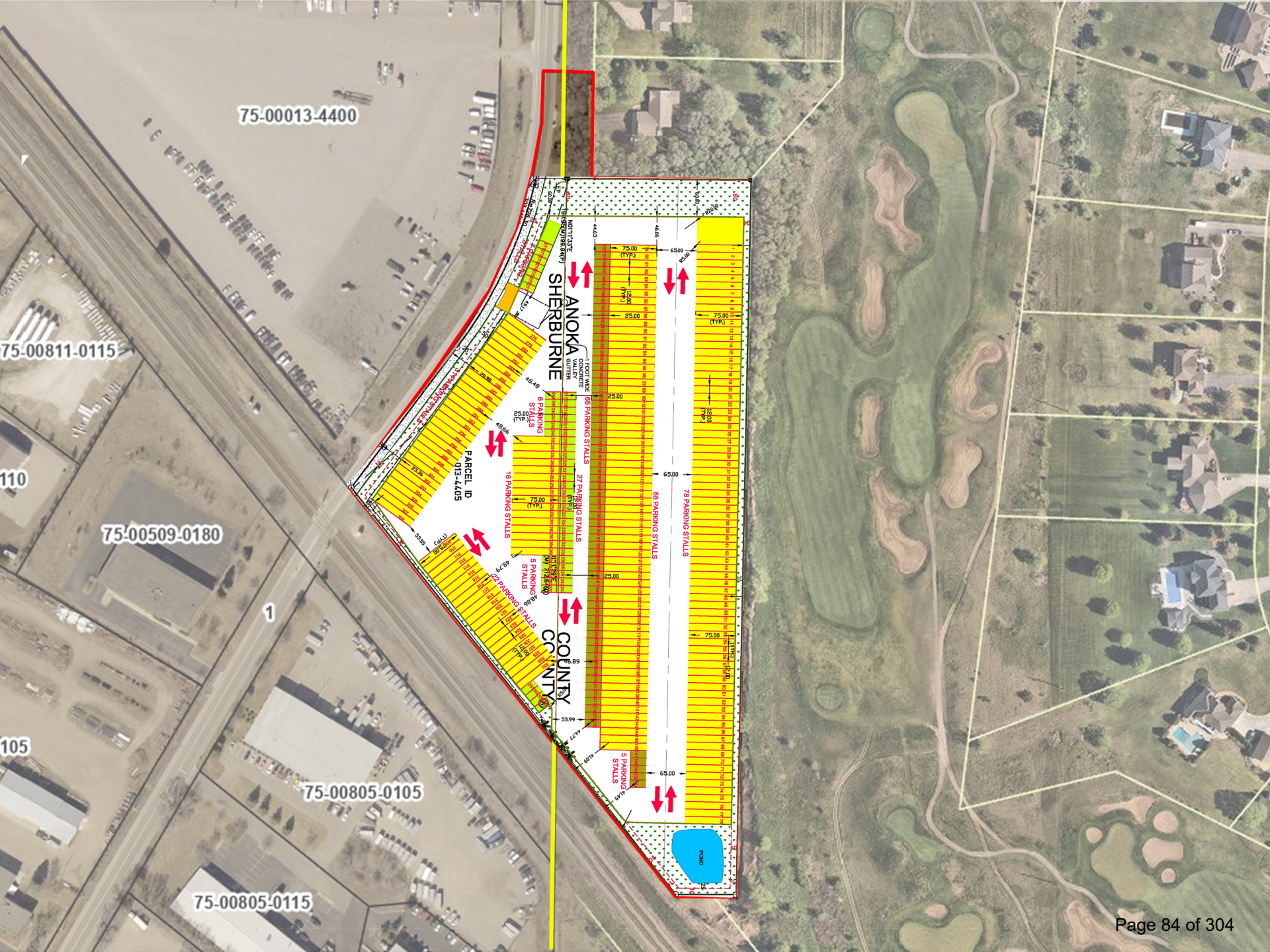
Project Location Map

Northstar Trucking

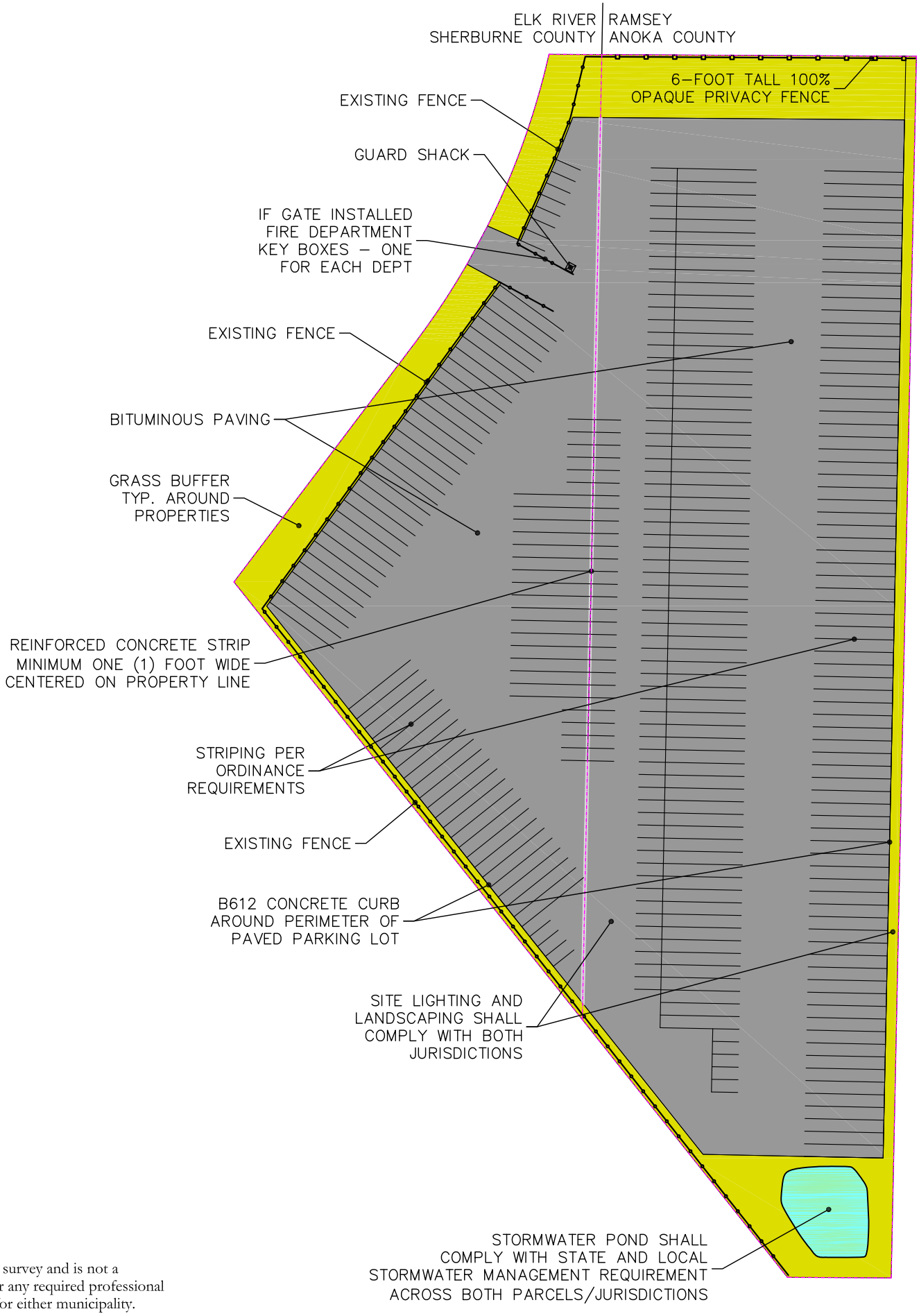
Zone Change
Conditional Use Permit

Case No: ZC 24-05, CU 24-21


75-00013-4400
75-00811-0115
110
75-00509-0180
1
105
75-00805-0105
75-00805-0115


75-00013-4400
75-00811-0115
75-00509-0180
75-00805-0105
75-00805-0115
ANOKA
SHERBURNE
COUNTY
PARCEL ID
013-4405
65 PARKING STALLS
69 PARKING STALLS
78 PARKING STALLS
27 PARKING STALLS
16 PARKING STALLS
6 PARKING STALLS
5 PARKING STALLS
22 PARKING STALLS
POND

City Site Plan - February 25, 2025



This is not a survey and is not a substitute for any required professional documents for either municipality.

Regular Planning Commission

Meeting Date: 01/23/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Information

Title:

PUBLIC HEARING: Northstar Truck & RV Parking - Rezoning and Site Plan Review - 15861 Jarvis St. NW

Purpose/Background:

Site Location

The site is located along the east side of Jarvis Street, immediately north of the BNSF railroad. The property is split with the western portion located in Elk River and Sherburne County and the eastern portion in Ramsey and Anoka County. The east side is adjacent to the Links at Northfork golf course with single-family residential to the north. Access to the site is on the Elk River side of the property.

Property Use and Zoning

The applicant's business is leasing out spaces for semi-tuck parking and RV parking. Many of his clients are independent truckers who cannot store their trucks at home. Generally, a client drives his or her personal vehicle to the site, parks, and then takes the truck out for work. At the end of the route, the truck driver returns, parks the truck, gets into the personal vehicle, and goes home. Several trucks are also owned by area businesses as overflow parking for their sites. There are no buildings on the site. Parking for recreational vehicles (RVs) and boats would also be allowed, though parking of these vehicles will likely be for longer periods or seasonally.

This type of use would be considered somewhere between a storage yard and a parking lot. Ramsey City Code does not have a category to accurately describe this business use. Elk River does have a zoning district that allows for this type of use. Ramsey staff were not comfortable bringing forward modifications to the existing I-1 Light Industrial district as that has implications for other I-1 properties. Instead, both cities' staff are proposing a joint solution to rezone the property in both communities to the same Planned Unit Development (PUD) to accommodate this use while having a uniform set of rules. A PUD offers custom-tailored regulations for unique sites that cannot otherwise be achieved by standard zoning while conforming to the Comprehensive Plan (which is guided Business Park).

It should be noted that the business is currently operating without the necessary approvals. Staff has been working with the applicant on a path to bring the property into compliance with both Ramsey and Elk River Zoning and Maintenance Codes. Use of the property started over a year ago and was discovered via a code enforcement complaint. There are several damaged and inoperable vehicles on the site, some piles of debris, miscellaneous storage, all of which are not allowed by either City's Codes. Additionally, there are several vehicles that are being stored on the site that are owned by car dealers and salvagers. The applicant has been cleaning up the property, including working with the Fire Department by burning the old farmhouse and outbuildings.

Site Plan

The site plan shows a large bituminous-paved parking lot across the site. Along the city/county border, a concrete stripe will be set so that anything requiring a jurisdictional designation (i.e., prosecution of a vehicle theft) can be clearly determined. The parking lot will have concrete curb and gutter to direct storm water to management basins and infiltration trenches.

The parking lot is enclosed by an existing decorative extruded aluminum fence with a screening mesh along the Jarvis Street and BNSF sides. The plans propose a six-foot privacy fence along the property line with the residential property to the north. No fence is shown along the golf course side of the property nor is there a gate to

the site, so the site is not considered secure. Should the applicant add a gate, the Fire Departments for both communities will require a lock box for their access.

Grading and Drainage

The site is generally flat. The applicant is proposing to lightly grade the site for drainage with storm water collecting in a basin at the south end of the site or a storm water trench along the southeastern portion of the site. Storm water management of this site is reviewed by the Lower Rum River WMO. Additional refinement of the grading and drainage plans are needed before submittal to the WMO.

Off the eastern property line on Links at Northfork property is a large berm. The applicant has reached out to golf course management to add trees to this berm for additional screening and to fulfill the landscaping requirements of the site. Some of the plans indicate modifying the berm and adding a retaining wall. Golf course management has indicated that they will consent to the landscaping, but not the grading and wall. Additional modifications to the grading plan along the eastern property line are likely necessary, but would not substantially impact the site design.

Landscaping and Screening

From the EPB's January 15, 2025, meeting, it was noted that the submittal does include a Landscape Plan for the project. While there is a request to rezone the Subject Property to a PUD, which has no specific standards, the proposed use is most similar to that of an industrial use, and therefore, the minimum required plantings are to be determined using the canopy cover formula. As submitted, the Landscape Plan needs to be revised to include at least another 27,370 square feet of canopy cover. If, for example, the Applicant were to add a species such as American Elm, Bur Oak, and/or White Oak, this could be accomplished with as few as seven (7) additional trees. All the plantings along the eastern boundary are shown to be on the adjacent golf course property (on top of the existing berm). Staff has informed the Applicant that they need to provide the city with a copy of the written authorization from the adjacent property owner for the plantings to be on the golf course property.

The Landscape Plan does include a sixty (60) foot wide bufferyard along the northern property boundary, which abuts an existing residential property. Within the bufferyard, the Applicant is proposing a combination of deciduous overstory trees (Red Maple), evergreen trees (Green Giant Arborvitae), and a six (6) foot tall wooden privacy fence. Typically, a bufferyard would need to be landscaped with an additional thirty percent (30%) of the required plantings. However, the inclusion of the privacy fence reduces the amount of required plantings in the bufferyard by fifty percent (50%). Thus, an additional 6,320 square feet of canopy cover is needed and again, depending on the species chosen, could be accomplished with as few as two (2) additional trees.

City Code does provide standards for parking lot landscaping (one tree for every ten parking stalls). However, neither Ramsey nor Elk River Staff consider this to be a typical parking lot. This, in essence, simply serves as a storage area for larger vehicles. The landscape requirements for parking lots are intended to ensure there is some shade available for customers and/or employees (they are parking for shorter periods of time) and to create some visual relief. The users of this site will be parking their vehicle and essentially storing it on the Subject Property for longer periods of time. Additionally, it is worth noting that the plantings along the eastern boundary are directly adjacent to the easternmost row of stalls and thus, will provide some shade for those areas.

Lighting

The applicant has provided a draft lighting plan. The plan shows areas where additional lighting is possible with the addition of freestanding light poles. The northern portion of the site is limited to a 20-foot mounting height (due to the adjacent residential use) with the majority of the site having a 30-foot height. Given the nature of the use, larger and wider drive aisle and deeper parking spaces for the trucks and trailers make pole placement challenging. With some modification, all of the parking areas should be able to meet Ramsey's 1.0 fc parking lot requirement. Many areas of the large drive aisles will be dimmer due to longer distances from light poles, but should be able to achieve the 0.5 fc exterior storage area requirement.

Notification:

Staff mailed public hearing notices to property owners within 350 feet of the side on the Anoka County side. Elk River staff sent notices in their community. A Ramsey "proposed development" sign was placed on the property along Jarvis Street. A public hearing notice was published in the January 17 Anoka Union Herald Newspaper.

Time Frame/Observations/Alternatives:

Alternatives to Consider:

1. Recommend to the City Council approval of the PUD Ordinance and Site Plan Review Resolution as presented by staff.
2. Recommend to the City Council approval with any modifications that the Planning Commission sees appropriate.
3. Recommend to the City Council denial of the proposal and resume Code Enforcement actions.

Funding Source:

All costs associated with processing this application are the responsibility of the applicant.

Recommendation:

Staff recommends approval of the PUD and associated site plan, contingent upon staff's review comments.

Outcome/Action:

Motion to recommend approval of the Planned Unit Development and Site Plan Review to the City Council.

Attachments

Location Map
Narrative
Plans
Draft Lighting Plan
Photos (2025-01-14)
Draft Ordinance #25-04
Draft Resolution #25-028

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	01/16/2025 03:54 PM
Form Started By: Todd Larson		Started On: 01/13/2025 01:06 PM
Final Approval Date: 01/16/2025		

Northstar Truck &RV Parking LLC

18-32-25-33-0002

15861 Jarvis St Ramsey, MN 55303

Zoning Amendment/ Site Plan Review



Print Date: September 16, 2024

ZC 24-03 Narrative

NorthStar Truck & RV Parking LLC is seeking a PUD to provide outdoor storage for semi-trucks, trailers, recreational vehicles, buses, boats, containers, container chassis, heavy equipment, light equipment and personal vehicles.

The subject parcel is part of a larger parcel divided between two cities with approximately 6.75 acres of additional land in Ramsey. The city review will only be for the 3.83 portion located in the city limits.

The site is fenced with a gate that will be accessible via a code, providing clients with 24-hour access to the site. The owner will be the only employee working on the property.

Parking

80 storage stalls are available, and the surface currently consists of Class 5 material but will be covered with asphalt in the near future.

Fencing

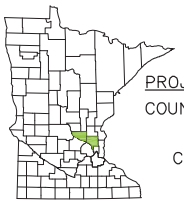
There is existing decorative fencing along the railroad tracks and Jarvis Street.

There will be no building on the Elk River property.

NORTHSTAR TRUCK AND RV PARKING

15861 JARVIS ST. NW, RAMSEY, MN 55330 - ANOKA COUNTY
PID 75-013-4405 SHERBURNE COUNTY

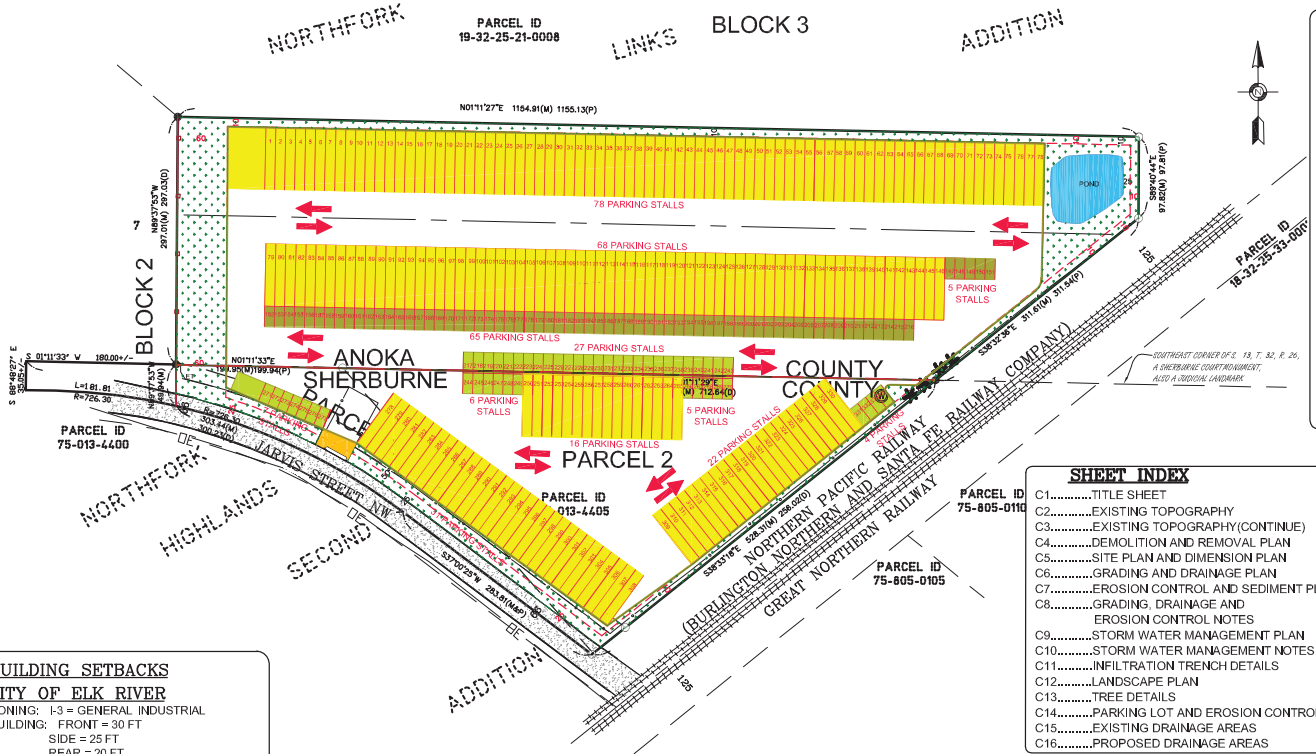
CIVIL DESIGN PLANS FOR:
PROPOSED CONSTRUCTION PARKING LOT,
SITE, EROSION,GRADING, DRAINAGE PLANS, STORM WATER MANAGEMENT,



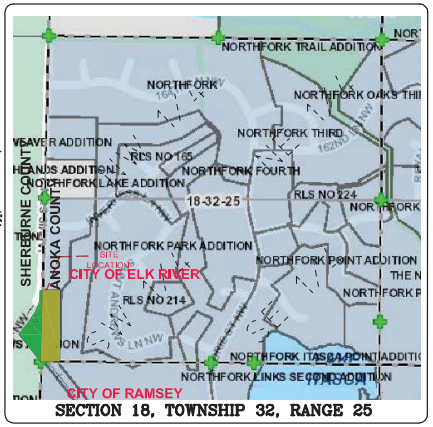
PROJECT LOCATION
COUNTIES: ANOKA & SHERBURNE
CITY: ELK RIVER & RAMSEY

Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651-454-0002
MN. Toll Free 1-800-252-1166

0 150 300
SCALE IN FEET



VICINITY MAP



SECTION 18, TOWNSHIP 32, RANGE 25

CONTACTS

OWNER
NIKOLAY BABKIN
NORTHSTAR TRUCK
AND RV PARKING LLC
(763) 913-6874
northstarparkingmn@gmail.com

GENERAL CONTRACTOR
NIKOLAY BABKIN
NORTHSTAR TRUCK
AND RV PARKING LLC
(763) 913-6874
9961 TROY LANE NORTH
MAPLE GROVE, MN 55311
northstarparkingmn@gmail.com

PLANNING MANANGER
CITY OF RAMSEY
TODD LARSON
7550 SUNWOOD DR. NW.,
RAMSEY, MN 55303
(763) 433-9821
tlarson@ci.ramsey.mn.us

SENIOR PLANNER
CITY OF RAMSEY
CHRIS ANDERSON
7550 SUNWOOD DRIVE NW
RAMSEY, MN 55303
(763) 433-9817
canderson@cityoframsey.com

PLANNING DEPARTMENT
CITY OF ELK RIVER
ZACK CARLTON
COMMUNITY DEVELOPMENT
DIRECTOR
13065 ORONO PARKWAY
ELK RIVER, MN 55330
(763) 635-1035

PUBLIC WORKS DIRECTOR
/CHIEF ENGINEER
CITY OF ELK RIVER
JUSTIN FEMRITE
13065 ORONO PARKWAY
ELK RIVER, MN 55330
(763) 635-1000

SENIOR PLANNER
CITY OF ELK RIVER
CHRIS LEESEBERG
13065 ORONO PARKWAY
ELK RIVER, MN 55330
(763) 635-1033
cleeseberg@elkrivermn.gov

ENGINEER / SURVEYOR
VLADIMIR SIVRIVER
ENGINEERING DESIGN &
SURVEYING, INC.
6480 WAYZATA BLVD.
MINNEAPOLIS, MN 55426
PHONE (763) 545-2800
FAX (763) 545-2801
info@edsmn.com

BUILDING SETBACKS CITY OF ELK RIVER

ZONING: I-3 = GENERAL INDUSTRIAL
BUILDING: FRONT = 30 FT
SIDE = 25 FT
REAR = 20 FT
PARKING: FRONT = 25 FT (STREET)
SIDE = 10 FT
REAR = 10 FT
PROPOSED ZONING: PUD= PLANNED UNIT DEVELOPMENT

BUILDING SETBACKS CITY OF RAMSEY

ZONING: I-1 = LIGHT INDUSTRIAL DISTRICT
BUILDING: FRONT = 35 FT
SIDE = 25 FT
REAR = 25 FT
PARKING: NORTH SIDE = 35 FT,
LANDSCAPE BUFFER = 60 FT
FRONT = N/A
REAR = N/A
PROPOSED ZONING: PUD= PLANNED UNIT DEVELOPMENT

PROJECT BENCHMARK

ELEVATION = 891.26 (NAVD 88)
MNDOT DISK "RUSTIC".

PROPOSED PARKING

TRUCK PARKING STALLS	75X12	217
REGULAR PARKING STALLS	25X12	119
TOTAL PARKING STALLS		334

NOTES

1. PUD ZONING REQUIRES ALL VEHICLES / TRAILERS BE OPERABLE AND CURRENTLY LICENSED.
2. FIRE WILL REQUIRE A GATE KEY SWITCH FROM THE KNOX COMPANY (HTTPS://WWW.KNOXBOX.COM/PRODUCTS) THAT WILL ALLOW THE FIRE DEPARTMENT TO ACCESS PROPERTY IN THE CASE OF AN EMERGENCY. MSFC 506.1 WHERE REQUIRED. WHERE ACCESS TO OR WITHIN A STRUCTURE OR AN AREA IS UNDULY DIFFICULT BECAUSE OF SECURED OPENINGS OR WHERE IMMEDIATE ACCESS IS NECESSARY FOR LIFE-SAVING OR FIRE-FIGHTING PURPOSES, THE FIRE CODE OFFICIAL IS AUTHORIZED TO REQUIRE A KEY BOX TO BE INSTALLED IN AN APPROVED LOCATION. THE KEY BOX SHALL BE OF AN APPROVED TYPE AND SHALL CONTAIN KEYS TO GAIN NECESSARY ACCESS AS REQUIRED BY THE FIRE CODE OFFICIAL.

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE AND CURB
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS BUFFER
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED TRAFFIC FLOW
- DENOTES PROPOSED POND
- DENOTES PROPOSED 6 FT HEIGHT OPAQUE FENCE

SHEET INDEX

C1.....TITLE SHEET
C2.....EXISTING TOPOGRAPHY
C3.....EXISTING TOPOGRAPHY(CONTINUE)
C4.....DEMOLITION AND REMOVAL PLAN
C5.....SITE PLAN AND DIMENSION PLAN
C6.....GRADING AND DRAINAGE PLAN
C7.....EROSION CONTROL AND SEDIMENT PLAN
C8.....GRADING, DRAINAGE AND EROSION CONTROL NOTES
C9.....STORM WATER MANAGEMENT PLAN
C10.....STORM WATER MANAGEMENT NOTES
C11.....INFILTRATION TRENCH DETAILS
C12.....LANDSCAPE PLAN
C13.....TREE DETAILS
C14.....PARKING LOT AND EROSION CONTROL DETAILS
C15.....EXISTING DRAINAGE AREAS
C16.....PROPOSED DRAINAGE AREAS

LEGEND

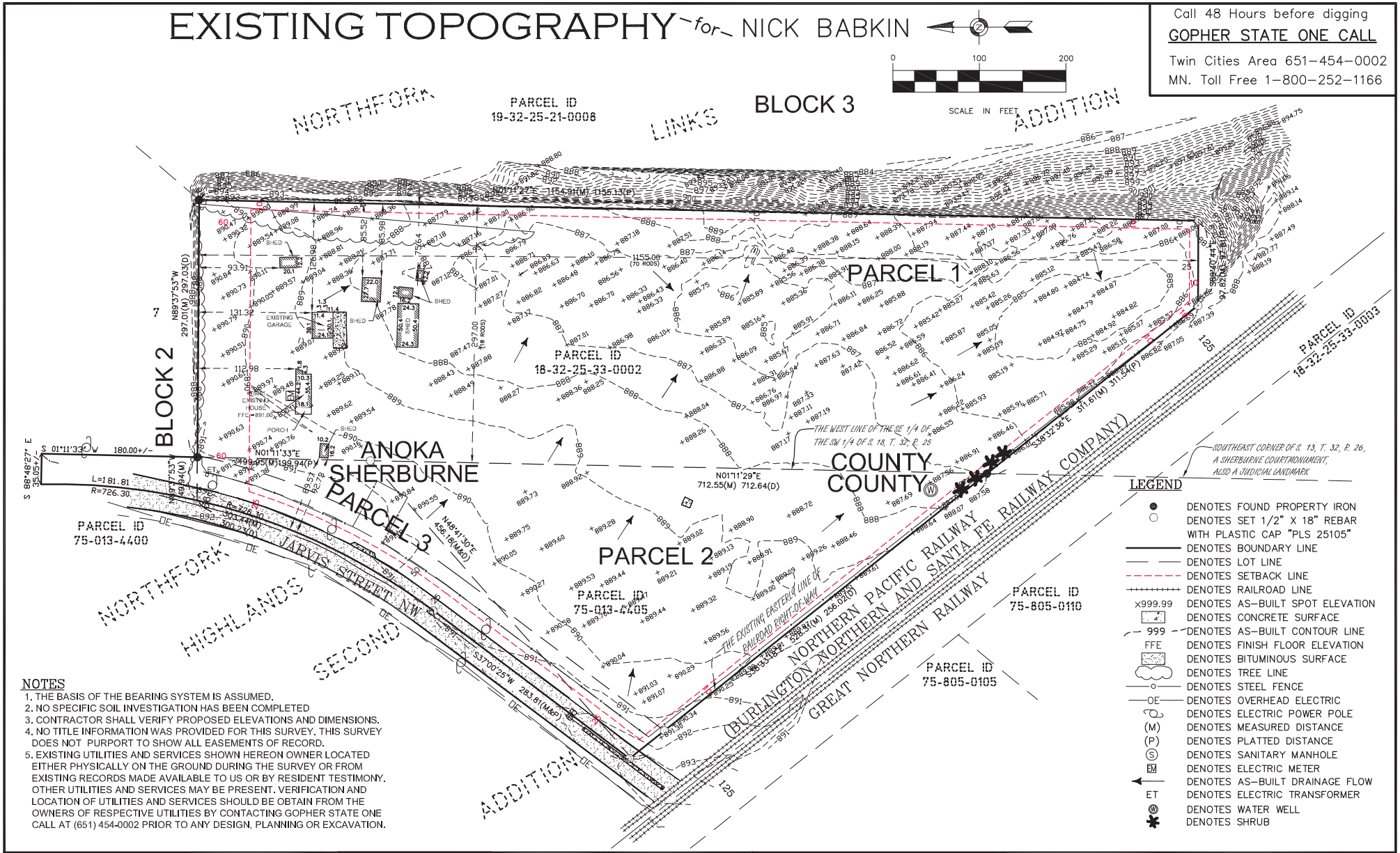
- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- x999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER
- (W) DENOTES WATER WELL
- DENOTES SHRUB

ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Vlad Sivriver
VLADIMIR SIVRIVER P.E.. NO. 25105 DATED: 12/31/2024

TITLE SHEET	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C1

EXISTING TOPOGRAPHY for NICK BABKIN



Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651–454–0002
MN. Toll Free 1–800–252–1166

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- ×999.99 DENOTES AS–BUILT SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES AS–BUILT CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- Ⓢ DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES AS–BUILT DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER
- Ⓦ DENOTES WATER WELL
- DENOTES SHRUB

NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED.
2. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED
3. CONTRACTOR SHALL VERIFY PROPOSED ELEVATIONS AND DIMENSIONS.
4. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
5. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver
VLADIMIR SIVRIVER L.S. NO. 25105
DATED: 12/13/2024

JOB NAME: NICK BABKIN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23–146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS–15	CHECKED BY: VS	SHEET NO. C2

EXISTING TOPOGRAPHY (CONTINUE)

Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651-454-0002
MN. Toll Free 1-800-252-1166

EXIBIT A

LEGAL DESCRIPTION OF LAND

Parcel I:
That part or the South 70 rods or the West 18 rods or the Southwest Quarter of the Southwest Quarter of Section 18, Township 32, Range 25, Anoka County, Minnesota, lying North of the railroad right-of-way).
(Real Estate ID. No. 18-32-25-33-0002)

AND

Parcel 2:
That part of the Southeast Quarter or the Southeast Quarter of Section 13, Township 32, Range 26, Sherburne County, Minnesota, described as follows:

Beginning on the East line or said Section, 2.56 chains North or the Southeast corner thereof and at a point where said line is crossed by the Easterly line of the right-of-way of the St. Paul, Minneapolis & Manitoba Railway Company; thence North on section line 11.39 chains to center of road from State Road to Quarter post in said section line; thence South 47-1/2 degrees West to said Easterly line of said right-or-way; thence South 30 degrees East along said right-of-way to beginning.
(Real Estate ID No. 75-011-2300)

EXISTING HARDCOVER

EXISTING HOUSE	880 SQ. FT.
EXISTING GARAGE	729 SQ. FT.
EXISTING SHEDS	2,542 SQ. FT.
EXISTING CONCRETE SURFACE	1,223 SQ. FT.
EXISTING BITUMINOUS SURFACE	7,839 SQ. FT.
TOTAL IMPERVIOUS AREA	13,213 SQ. FT.
TOTAL LOT AREA	480,470 SQ. FT.
EXISTING HARDCOVER	2.8 %

REFERENCE BENCHMARK

ELEVATION = 891.26 (NAVD 88) MNDOT DISK "RUSTIC".

BUILDING SETBACKS CITY OF RAMSEY

ZONING: I-1 = LIGHT INDUSTRIAL DISTRICT
BUILDING: FRONT = 35 FT
SIDE = 25 FT
REAR = 25 FT
PARKING: NORTH SIDE = 40 FT.
FRONT = N/A
REAR = N/A

EXIBIT B

E-3 EMPLOYMENT (BUSINESS PARK) PROPERTY

That part of South 1,155.00 feet of West 297.00 feet of the Southwest Quarter of the Southwest Quarter of Section 18, Township 32, Range 25, lying North of Railroad Right-of-Way, Excluding Road, Subject to Easement of Record, Anoka County, Minnesota, according to the recorded plat thereof.

BUILDING SETBACKS CITY OF ELK RIVER

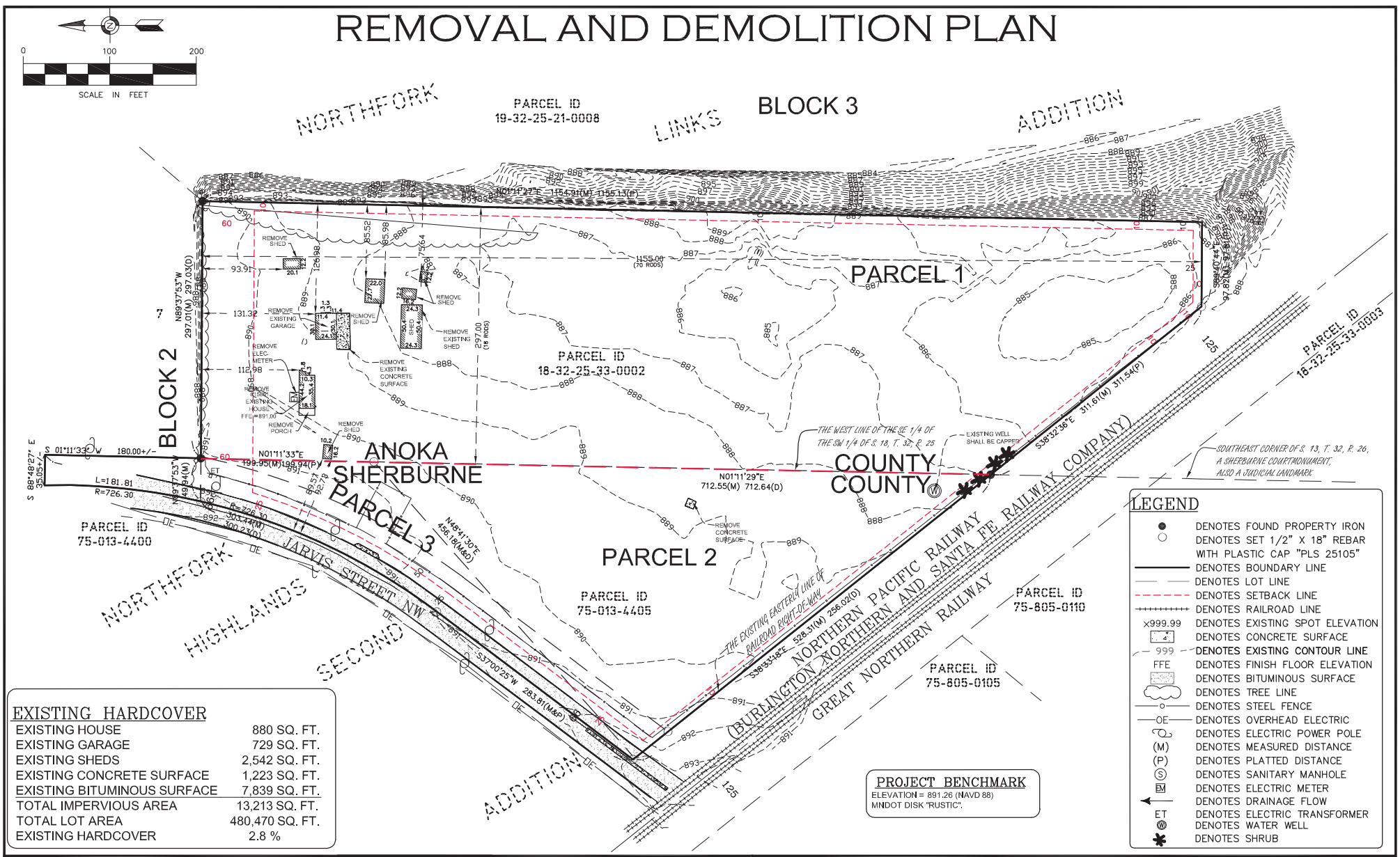
ZONING: I-3 = GENERAL INDUSTRIAL
BUILDING: FRONT = 30 FT
SIDE = 25 FT
REAR = 20 FT
PARKING: FRONT = 25 FT (STREET)
SIDE = 10 FT
REAR = 10 FT

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
Vlad Sivriver DATED: 12/13/2024
VLADIMIR SIVRIVER L.S. NO. 25105

JOB NAME: NICK BABKIN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146	
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C3	Δ

REMOVAL AND DEMOLITION PLAN



EXISTING HARDCOVER

EXISTING HOUSE	880 SQ. FT.
EXISTING GARAGE	729 SQ. FT.
EXISTING SHEDS	2,542 SQ. FT.
EXISTING CONCRETE SURFACE	1,223 SQ. FT.
EXISTING BITUMINOUS SURFACE	7,839 SQ. FT.
TOTAL IMPERVIOUS AREA	13,213 SQ. FT.
TOTAL LOT AREA	480,470 SQ. FT.
EXISTING HARDCOVER	2.8 %

PROJECT BENCHMARK

ELEVATION = 891.26 (NAVD 88)
MNDOT DISK "RUSTIC".

ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

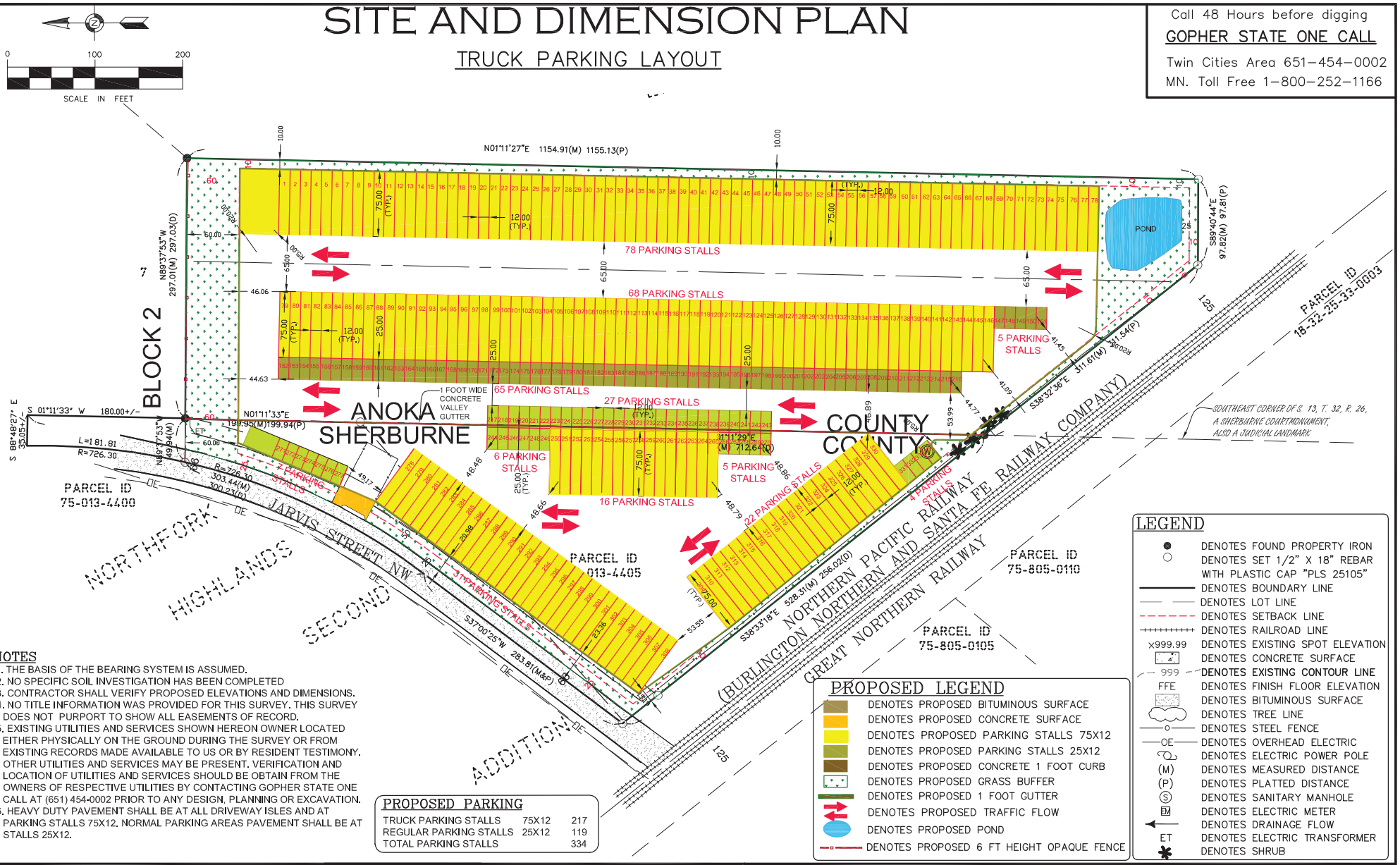
Vlad Sivriver
VLADIMIR SIVRIVER P.E., NO. 25105
DATED: 12/31/2024

REMOVAL AND DEMOLITION PLAN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C4

SITE AND DIMENSION PLAN

TRUCK PARKING LAYOUT

Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651–454–0002
MN. Toll Free 1–800–252–1166



NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED.
2. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED
3. CONTRACTOR SHALL VERIFY PROPOSED ELEVATIONS AND DIMENSIONS.
4. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
5. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.
6. HEAVY DUTY PAVEMENT SHALL BE AT ALL DRIVEWAY ISLES AND AT PARKING STALLS 75X12. NORMAL PARKING AREAS PAVEMENT SHALL BE AT STALLS 25X12.

PROPOSED PARKING

TRUCK PARKING STALLS	75X12	217
REGULAR PARKING STALLS	25X12	119
TOTAL PARKING STALLS		334

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS BUFFER
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED TRAFFIC FLOW
- DENOTES PROPOSED POND
- DENOTES PROPOSED 6 FT HEIGHT OPAQUE FENCE

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- x999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER
- DENOTES SHRUB

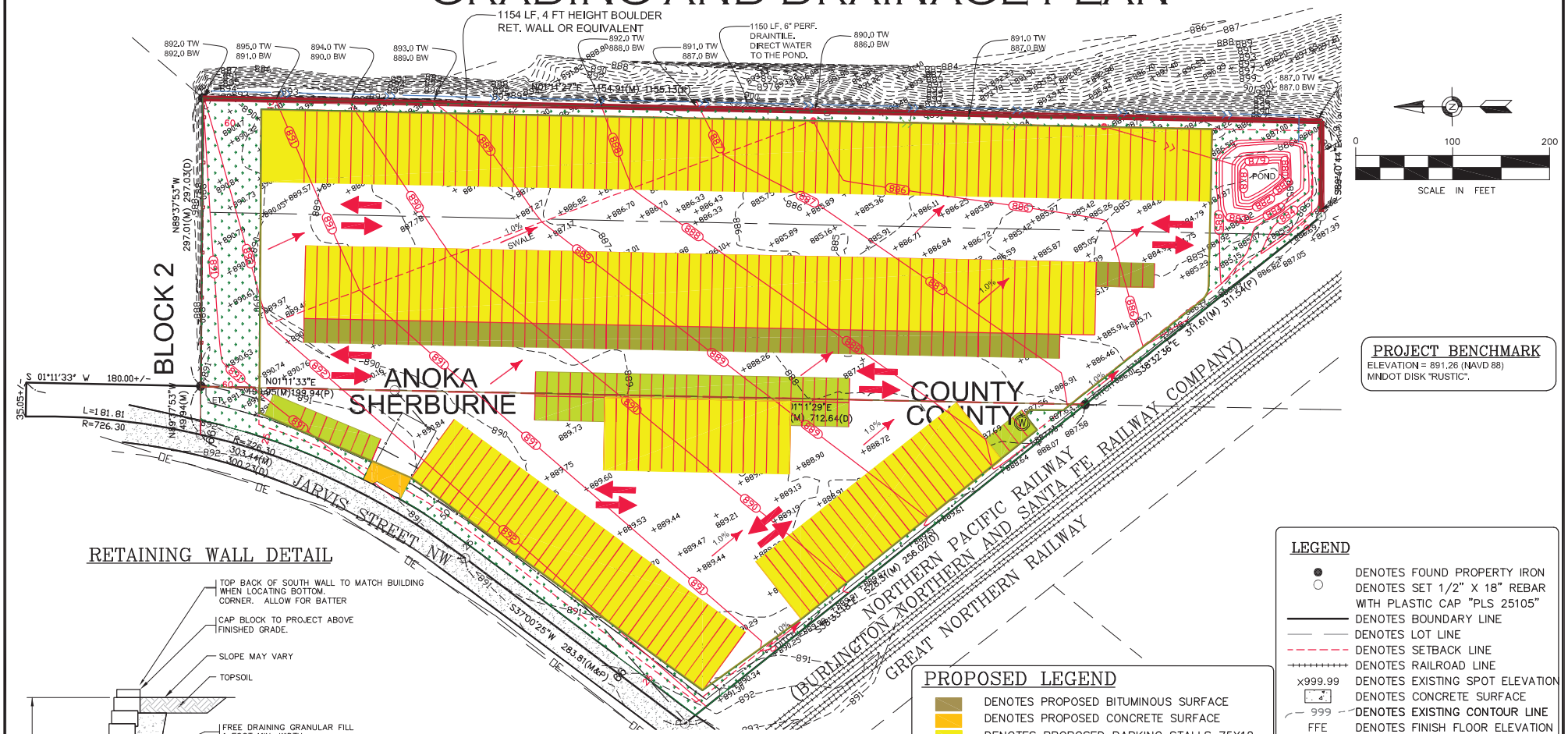
EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver
VLADIMIR SIVRIVER P.E., NO. 25105 DATED: 12/31/2024

SITE AND DIMENSION PLAN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23–146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS–15	CHECKED BY: VS	SHEET NO. C5

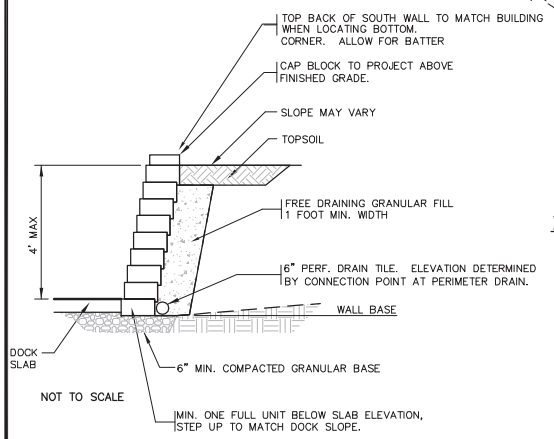
GRADING AND DRAINAGE PLAN



PROJECT BENCHMARK

ELEVATION = 891.26 (NAVD 88)
MNDOT DISK "RUSTIC".

RETAINING WALL DETAIL



NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED.
2. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED
3. CONTRACTOR SHALL VERIFY PROPOSED ELEVATIONS AND DIMENSIONS.
4. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
5. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS BUFFER
- 999 DENOTES PROPOSED CONTOUR
- ×999.99 DENOTES PROPOSED GRADING SPOT ELEVATION
- DENOTES PROPOSED RETAINING WALL
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED TRAFFIC FLOW
- DENOTES PROPOSED DRAINAGE FLOW
- DENOTES PROPOSED 6 FT HEIGHT OPAQUE FENCE

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- ×999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

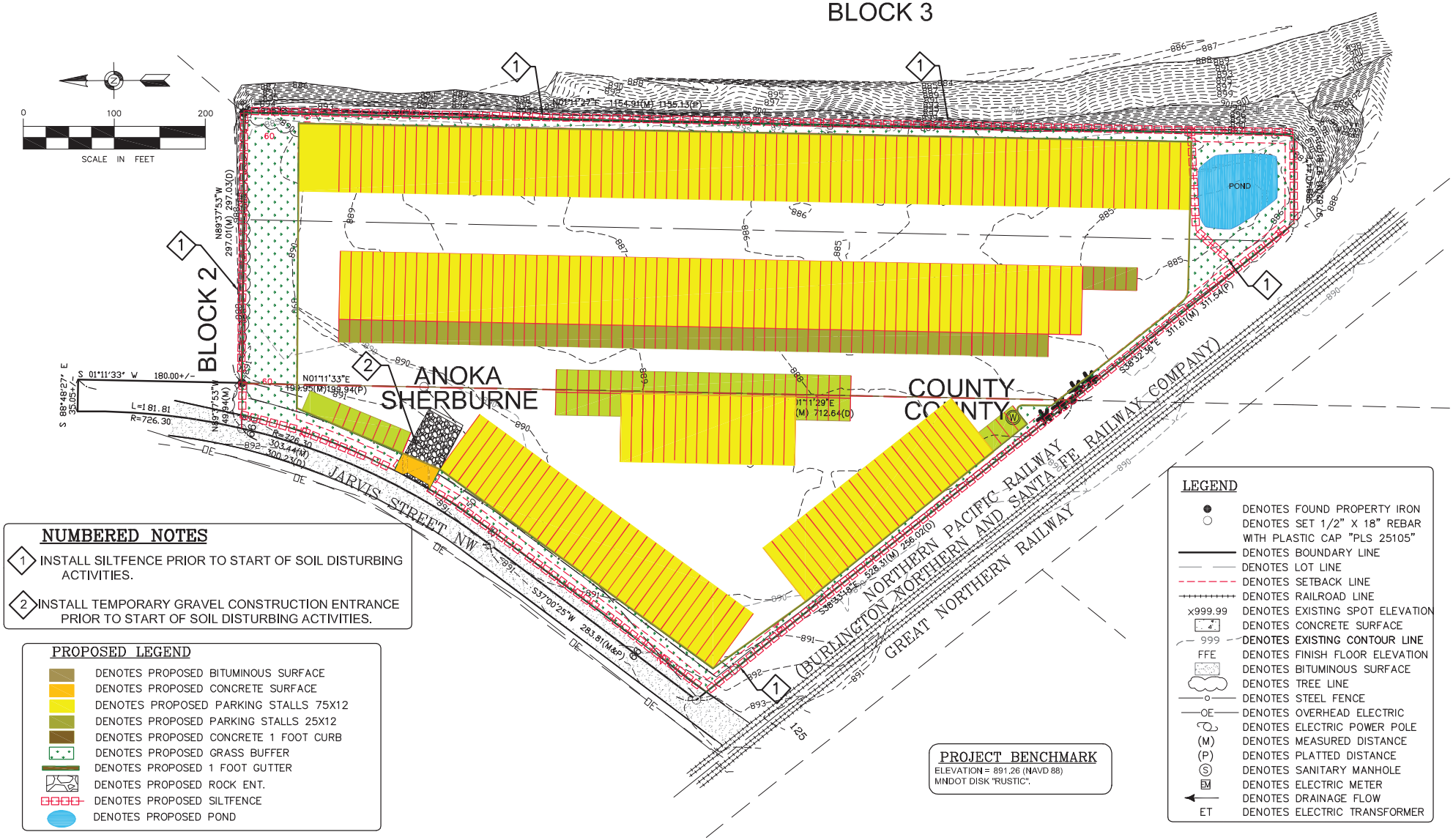
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver
VLADIMIR SIVRIVER P.E.. NO. 25105 DATED: 12/31/2024

GRADING AND DRAINAGE PLAN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C6

EROSION CONTROL AND SEDIMENT PLAN

BLOCK 3



NUMBERED NOTES

1. INSTALL SILTFENCE PRIOR TO START OF SOIL DISTURBING ACTIVITIES.
2. INSTALL TEMPORARY GRAVEL CONSTRUCTION ENTRANCE PRIOR TO START OF SOIL DISTURBING ACTIVITIES.

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS BUFFER
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED ROCK ENT.
- DENOTES PROPOSED SILTFENCE
- DENOTES PROPOSED POND

PROJECT BENCHMARK

ELEVATION = 891.26 (NAVD 88)
MNDOT DISK "RUSTIC".

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- x999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver DATED: 12/31/2024

VLADIMIR SIVRIVER P.E., NO. 25105

EROSION CONTROL AND SEDIMENT PLAN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C7

GRADING, DRAINAGE AND EROSION CONTROL NOTES

GRADING NOTES

1. CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO START OF SITE GRADING. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS.
2. SUITABLE GRADING MATERIAL SHALL CONSIST OF ALL SOIL ENCOUNTERED ON THE SITE WITH EXCEPTION OF TOPSOIL DEBRIS. ORGANIC MATERIAL AND OTHER UNSTABLE MATERIAL. STOCKPILE TOPSOIL AND GRANULAR FILL AT LOCATIONS DIRECTED BY CONTRACTOR.
3. SUBGRADE EXCAVATION SHALL BE BACKFILLED IMMEDIATELY AFTER EXCAVATION TO HELP OFFSET ANY STABILITY PROBLEMS DUE TO WATER SEEPAGE OR STEEP SLOPES. WHEN PLACING NEW SURFACE MATERIAL ADJACENT TO EXISTING PAVEMENT, THE EXCAVATION SHALL BE BACKFILLED PROMPTLY TO AVOID UNDERMINING OF THE EXISTING PAVEMENT.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
5. GRADES SHOWN ARE FINISHED GRADES, CONTRACTOR SHALL ROUGH GRADE TO SUBGRADE ELEVATION.
6. ALL EXCESS MATERIAL, BITUMINOUS SURFACING, CONCRETE ITEMS, ANY ABANDONED UTILITY ITEMS, AND OTHER UNSTABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OFF THE CONSTRUCTION SITE.
8. COMPLETION OF SITE GRADING OPERATIONS SHALL RESULT IN ALL AREAS BEING GRADED TO 'PLAN SUBGRADE ELEVATION'. THE PARKING LOT AND DRIVEWAY AREAS SHALL BE DETERMINED BY REFERRING TO THE SITE PLAN AND PAVEMENT SECTION DETAILS FOR LOCATION AND LIMITS OF BITUMINOUS PAVEMENT SECTIONS.
9. THE MINIMUM GRADED SLOPE FROM EDGE OF BUILDING SHALL BE 6 INCHES IN 10 FEET.
10. FINISHED GROUND AND SOD ELEVATION ADJACENT TO BUILDING SHALL BE 6" BELOW FLOOR ELEVATION. SLOPE GROUND AWAY FROM BUILDING A MINIMUM OF 6" IN 10 FEET BEYOND 10 FEET REFER TO PLAN GRADES.
11. CONTRACTOR IS RESPONSIBLE FOR GRADING AND SLOPING THE FINISHED GROUND SURFACE TO PROVIDE SMOOTH & UNIFORM SLOPES, WHICH PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AND PREVENT PONDING IN LOWER AREAS. CONTACT ENGINEER IF FIELD ADJUSTMENTS TO GRADING PLANS ARE REQUIRED.
12. CONTRACTOR SHALL REMOVE ONLY THOSE TREES MARKED IN THE FIELD VERIFY WITH ENGINEER PRIOR TO REMOVAL.
13. ALL GRADING SHALL BE ACCORDING TO MnDOT 2105.
14. EXISTING CURB CUTS SHALL BE REMOVED AND REPLACED WITH CURB AND GUTTER PER CITY STANDARD DETAILS (AND SPECIFICATIONS) .

GRADING, TURF ESTABLISHMENT & EROSION CONTROL SPECIFICATIONS

TURF ESTABLISHMENT

ALL TURF ESTABLISHMENT SHALL BE ACCORDING TO MnDOT 2575 AND SHALL TAKE PLACE WITHIN 14 DAYS OF THE COMPLETED GRADING OPERATION.

TOPSOIL

CONTRACTOR SHALL STRIP, STOCKPILE AND RE-SPREAD SUFFICIENT TOPSOIL TO PROVIDE A MINIMUM 4 INCH DEPTH (COMPACTED) TO ALL DISTURBED AREAS, TO BE SODDED OR SEEDED. (FOR TOPSOIL REQUIREMENTS SEE DETAIL ERO-6 ON SHEET C14.)

SOD

SOD SHALL BE ACCORDING TO MnDOT 3878.

SEEDING

AREAS IN BUFFERS AND ADJACENT TO OR IN WET AREAS MnDOT SEED MIX 33-261 (STORMWATER POND) AT 35 LBS PER ACRE.
DRY AREAS MnDOT SEED MIX 35-221 (DRY PRAIRIE GENERAL) AT 40 LBS PER ACRE.

MAINTENANCE SHALL BE IN ACCORDANCE TO THE MnDOT SEEDING MANUAL.

MULCHING

APPLY UNIFORM COVERING OF EROSION CONTROL BLANKET SUCH IS RAMY TURF FUTERRA.

FERTILIZER

TYPE 20-0-10 AT 400# PER ACRE.

GRADING

ALL GRADING SHALL BE ACCORDING TO MnDOT 2105.

SEDIMENT & EROSION CONTROL NOTES

1. CONTRACTOR IS RESPONSIBLE FOR THE CLEANLINESS OF THE SITE AND THE MAINTENANCE OF THE EROSION AND SEDIMENT CONTROLS.

2. THE STREET WILL BE SWEPT CLEAN BEFORE THE END OF EACH DAY OF ACTIVE CONSTRUCTION, WHEN SEDIMENT IS TRACKED INTO THE STREET.

3. AREAS WITH SLOPES GREATER THAN 3 TO 1 AND AREAS NEXT TO WETLANDS/WATERBODIES GRADED OR EXPOSED DURING CONSTRUCTION SHALL BE PROTECTED WITH TEMPORARY VEGETATION, MULCHING, OR OTHER MEANS AS SOON AS PRACTICAL.

4. ALL EXPOSED SOIL AREAS WILL BE STABILIZED AS SOON AS PRACTICAL. UNWORKED SOILS THAT REMAIN EXPOSED AND NOT IN USE FOR LONGER THAN 7 DAYS WILL BE COVERED WITH TEMPORARY SEED (GRASS, OATS, OR WHEAT).

5. NO CONCRETE WASHOUT SHALL OCCUR ON SITE UNLESS IT IS DONE WITH AN APPROVED MINNESOTA POLLUTION CONTROL AGENCY (MPCA) DEVICE OR STANDARD.

6. STOCKPILES SHALL BE SURROUNDED WITH ADEQUATE PERIMETER CONTROL TO PREVENT SEDIMENTATION AND EROSION.

7. INLET PROTECTION FOR ALL STORM SEWER INLETS DOWNSTREAM OF THE SITE WITHIN ONE BLOCK OR AS DIRECTED BY THE CITY.

8. SITE SHALL BE KEPT CLEAN AT ALL TIMES AND REFUSE PROPERLY CONTROLLED.

9. TEMPORARY PUMPING SHALL NOT BE PERMITTED WITHOUT THE USE OF AN APPROVED MINNESOTA POLLUTION CONTROL AGENCY (MPCA) DEVICE OR STANDARD.

10. SOIL COMPACTION SHALL BE MINIMIZED; AREAS OF COMPACTED SOIL WILL BE REMOVED OR LOOSENED VIA TILLING TO A DEPTH OF NO LESS THAN 6-INCHES.

11. THE CONTRACTOR SHALL INSPECT ON A WEEKLY BASIS AND AFTER ANY RAINFALL GREATER THAN 1" ALL EROSION CONTROL DEVICES AND MAKE ANY REPAIRS IMMEDIATELY. AN INSPECTION LOG SHALL BE KEPT ON SITE DETAILING THESE INSPECTIONS AND REPAIRS PERFORMED.

GENERAL NOTES

1. SEE SWMP NOTES ON SHEET C10 FOR FURTHER SWMP REQUIREMENTS, IN CASE OF CONFLICT BETWEEN THIS PLAN AND SWMP NOTES, THE SWMP NOTES SHALL OVERRULE.
2. ALL EROSION CONTROL MEASURES MUST BE INSTALLED AT THE INITIAL STAGES OF CONSTRUCTION AND MAINTAINED UNTIL ALL AREAS ALTERED HAVE BEEN RESTORED.
3. ALL REAR YARD AREAS OF LOTS AT SETBACK LINE ARE TO BE MULCHED AND SEEDED WITHIN 7 DAYS OF GRADING BY GRADING CONTRACTOR. ALL AREAS BETWEEN THE CURB AND SETBACK LINE ARE TO BE MULCHED AND SEEDED WITHIN 7 DAYS OF PRIVATE UTILITY INSTALLATION BY THE UTILITY CONTRACTOR.
4. STREET SWEEPING MUST BE UNDERTAKEN ON AN AS-NEEDED BASIS.
5. PERFORM SEEDING FOR FINAL STABILIZATION OF DISTURBED AREA AS FOLLOWS:
   a. REPLACE TOPSOIL TO PROVIDE A UNIFORM THICKNESS. LOOSEN TOPSOIL TO MINIMUM DEPTH OF 3".
   b. APPLY COMMERCIAL GRADE SLOW RELEASE FERTILIZER PER 1,000 SQUARE FEET.
   c. INCORPORATE FERTILIZER INTO SOIL BY USE OF HARROW OR OTHER MEANS TO PLACE FERTILIZER BELOW GROUND LEVEL.

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

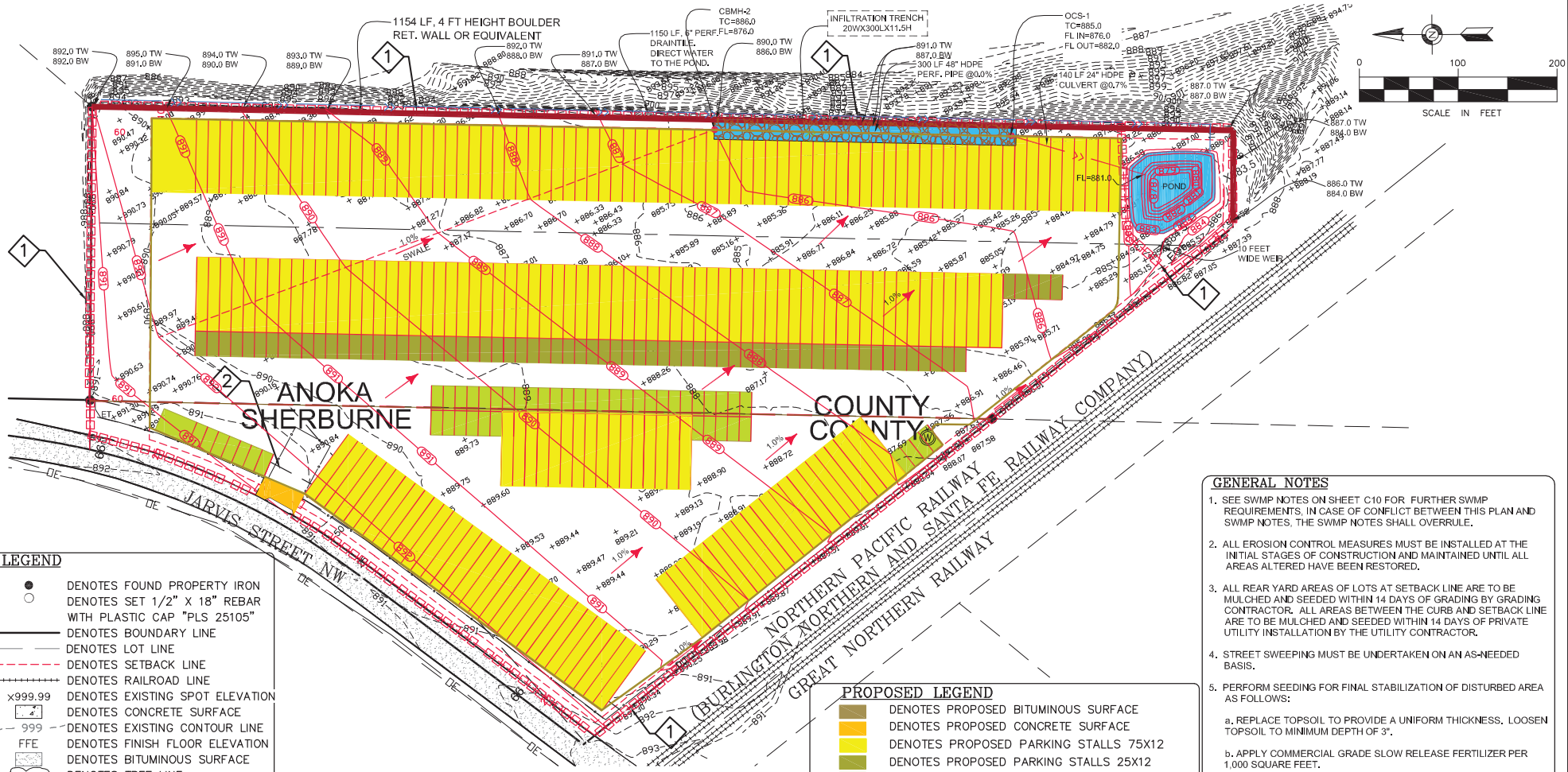
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver DATED: 12/31/2024

VLADIMIR SIVRIVER P.E.. NO. 25105

GRADING, DRAINAGE AND EROSION CONTROL NOTES	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146	
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C8	

STORMWATER MANAGEMENT PLAN



LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- x999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER

NUMBERED NOTES

1. INSTALL SILTFENCE PRIOR TO START OF SOIL DISTURBING ACTIVITIES.
2. INSTALL TEMPORARY GRAVEL CONSTRUCTION ENTRANCE PRIOR TO START OF SOIL DISTURBING ACTIVITIES.

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED ROCK ENT.
- DENOTES PROPOSED SILTFENCE
- (999) DENOTES PROPOSED CONTOUR
- x999.99 DENOTES GRADING SPOT ELEVATION
- DENOTES PROPOSED RETAINING WALL
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED INFILTRATION TRENCH
- DENOTES PROPOSED POND
- DENOTES PROPOSED DRAINAGE FLOW

GENERAL NOTES

1. SEE SWMP NOTES ON SHEET C10 FOR FURTHER SWMP REQUIREMENTS, IN CASE OF CONFLICT BETWEEN THIS PLAN AND SWMP NOTES, THE SWMP NOTES SHALL OVERRULE.
2. ALL EROSION CONTROL MEASURES MUST BE INSTALLED AT THE INITIAL STAGES OF CONSTRUCTION AND MAINTAINED UNTIL ALL AREAS ALTERED HAVE BEEN RESTORED.
3. ALL REAR YARD AREAS OF LOTS AT SETBACK LINE ARE TO BE MULCHED AND SEEDED WITHIN 14 DAYS OF GRADING BY GRADING CONTRACTOR. ALL AREAS BETWEEN THE CURB AND SETBACK LINE ARE TO BE MULCHED AND SEEDED WITHIN 14 DAYS OF PRIVATE UTILITY INSTALLATION BY THE UTILITY CONTRACTOR.
4. STREET SWEEPING MUST BE UNDERTAKEN ON AN AS-NEEDED BASIS.
5. PERFORM SEEDING FOR FINAL STABILIZATION OF DISTURBED AREA AS FOLLOWS:
   a. REPLACE TOPSOIL TO PROVIDE A UNIFORM THICKNESS. LOOSEN TOPSOIL TO MINIMUM DEPTH OF 3".
   b. APPLY COMMERCIAL GRADE SLOW RELEASE FERTILIZER PER 1,000 SQUARE FEET.
   c. INCORPORATE FERTILIZER INTO SOIL BY USE OF HARROW OR OTHER MEANS TO PLACE FERTILIZER BELOW GROUND LEVEL.
   d. APPLY Mn/DOT SEED MIXTURE 190 AT RATE OF 100 POUNDS PER ACRE WITH BRILLION TYPE SEEDER OR OTHER MEANS TO COVER SEED WITH $\frac{1}{4}$" TO $\frac{3}{4}$" OF SOIL.
   e. APPLY UNIFORM COVERING OF EROSION CONTROL BLANKET SUCH IS RAMY TURF FUTERRA.
   f. ANCHOR MULCH TO DEPTH OF 2" TO 3" WITH DISC ANCHOR OR OTHER MEANS IMMEDIATELY AFTER SEEDING.

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver

VLADIMIR SIVRIVER P.E., NO. 25105 DATED: 12/31/2024

STORMWATER MANAGEMENT PLAN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C9

STORMWATER MANAGAMENT NOTES

Storm Water Management Plan
The work described to implement the following Storm Water Management Plan (SWMP) shall be considered part of the Contract Documents and shall be performed by the Contractor. The work to install and maintain the Best Management Practices (BMP's) to prevent erosion and provide sediment control shall be in accordance with Permit No. MN R10000F and shall include, but are not necessarily be limited to, the requirements contained herein.

1. Construction Activity Information

Project Name: PARKING LOT CONSTRUCTION
Project Address/Location: Section-Township-Range = 18-032-25 AND 75-013-4405
City/Township: City of ELK RIVER State: MN Zip Code: 55330
County Parcel ID Number(s): 11-029-22-24-0029
All cities where construction will occur: City of ELK RIVER
All townships where construction will occur: Not Applicable
All counties where construction will occur: SHERBURNE COUNTY
Project Size (number of acres to be disturbed): 11.03
Project Type: _Residential X Commercial/Industrial
_ Road Construction _ Other (describe)

Cumulative Impervious Surface:
Existing area of impervious surface to nearest quarter acre: 0.25
Post construction area of impervious surface to nearest quarter acre: 10.75
Receiving Waters:

Name of Water Body	Type	Appendix A Special Water?
Mississippi and Crow River		Yes

4, 600 ft (0.87 mi.) from intersection of Mississippi and Crow River to the subject property.

Dates of Construction
Estimated Construction Start Date: APRIL, 2025
Estimated Completion Date: NOVEMBER, 2025

Contact Information
Owner of Project Site: NICK BABKIN
Business/Firm Name: NORTHSTAR TRUCK & RV PARKING LLC
Federal Tax ID Number: available as needed
State -Tax ID Number: available as needed
Contact Person: NICK BABKIN
Title: OWNER
Name: NICK BABKIN
Phone: 763-913-6874
Mailing Address: 15861 JARVIS STREET NW.
City: ELK RIVER
State: MN Zip Code: 55330

Contractor (Party who will oversee implementation of the SWMP. May be same party as Owner above): NICK BABKIN
Business/Firm Name: NORTHSTAR TRUCK & RV PARKING LLC
Federal Tax 10 Number- available as needed
State Tax ID Number- available as needed
Contact Person: NICK BABKIN
Title: Owner
Name: NICK BABKIN
Phone: 763-913-6874
Mailing Address: 9961 TROY LANE NORTH
City: MAPLE GROVE
State: MN Zip Code: 55311

General Construction Project Information

Description of the construction activity (what will be built, general time/ins., etc.).

PARKING LOT CONSTRUCTION. The construction activities will include grading operations for the construction of surface drainage and utilities. Roof drain sewer construction, exposed soil stabilization, and bituminous paving will follow grading operations.

2. General Site Information

Description of the location and type of all temporary and permanent erosion prevention and sediment control BMP's to be used, including the timing for installation and procedures used to establish additional temporary BMP 's as necessary.

Contractor shall install and maintain the temporary and permanent erosion prevention and sediment control BMP's as shown on the accompanying drawing and as described herein. The timing shall be in accordance with the Construction Activity Sequence below and in accordance with sound and proactive construction scheduling and practices.

Accompanying this SWMP is a site plan that includes the following features:

* Existing and proposed grades, including dividing lines and direction of flow for all pre- and post-construction stormwater runoff drainage areas located within the project limits.
* Locations of impervious surfaces and soil types.
* Locations of areas not to be disturbed.
* Method(s) to be used for final stabilization of al exposed soil areas.

Description of stormwater mitigation measures required as the result of an environmental, archaeological, or other required local, state, or federal review of the project:

Not applicable to this project.

Description of the type and locations of BMP's appropriate for this site and sufficient to comply with all applicable requirements of the TMDL implementation plan and identification of the receiving water and of the areas of project site discharging to an impaired water that has an approved TMDL Implementation plan that contains requirements for construction Stormwater discharges:

Not applicable to this project.

Selection of Permanent Stormwater Management System

Will the project create a new cumulative impervious surface greater than or equal to one acre? _ Yes _ No X

If yes, a water quality volume of 1/2 Inch of runoff from this area must be treated before leaving the site or entering surface waters (1 Inch of runoff from this area if discharging to special waters).

Method(s) to be used to treat runoff from the new impervious surfaces created by the project:

__ Wet sedimentation basin _X_ Infiltration/Filtration basin/POND EXISTING

__ Regional ponds __ Combination of practices

Description of treatment method(s) to be used, including design information for each method:

Existing pond will be used to collect water fromo the roof.

Description of why it is not feasible to meet the treatment requirement for water quality volume. This can include proximity to bedrock or road projects where the lack of right-of-way precludes the installation of any permanent stormwater management practices. Description of what other treatment, such as grassed swales, smaller ponds, or grit chambers, will be implemented to treat runoff prior to discharge to surface waters:

Not Applicable

Description of how a proposed alternative method to treat runoff from new impervious surfaces will achieve approximately 80% removal of total suspended solids on an annual average basis:

Not Applicable

3. Erosion Prevention Practices

Description of construction phasing, vegetative buffer strips, horizontal slope grading, and other construction practices to be used to minimize erosion:

Stage the soil disturbing activities to minimize the amount of disturbed soil prior to stabilization. Disturbed areas will be considered stabilized when covered with materials such as anchored mulch, staked sod, riprap, wood fiber blanket, or other materials that prevent erosion from occurring. Grass seeding alone will not be considered stabilization.

Disturb only those areas where proposed contours and elevations are shown to differ from the existing and where removals and other operations are noted. Special areas of the project site that are not to be disturbed by construction activity are noted on the plan.

Description of temporary erosion protection or permanent cover to be used for exposed positive slopes within 200 lineal feet of a surface water (stream, lake, pond, marsh, wetland, reservoir spring, river, storm water basin, storm water drainage system, waterways, water courses, and irrigation systems whether surface water is natural or artificial, public or private with maximum time an exposed soil area can remain exposed when the area is not actively being worked:

Provide year round stabilization to the above mentioned areas in accordance with the following table:

Steepness of slope (H:V)	Maximum Exposure Duration When Area Is Not Actively Worked
Greater than 3:1	7 Days
3:1 through 10:1	14 Days
Less than 10:1	21 Days

Description of practices to be used to stabilize the normal wetted perimeter of drainage or diversion ditches within 200 lineal feet of the property edge or point of discharge to a surface water within 24 hours of connecting the ditch to the surface water:

Install seed, fertilizer, and disc-anchored mulch or temporary wood fiber blanket in ditches and swales within 24 hours of connecting the ditch or swale to the surface water where shown on the plan in accordance with the details.

Description of other erosion prevention practices to be used:

Install the specified energy dissipation method, such as riprap and geotextile fabric, at pipe outlets within 24 hours of installation. Permanently seed disturbed areas prior to end of seeding dates specified by MnDOT.

Inspections send weekly and ½" rainfall event Inspections records to City Inspector.

4. Sediment Control Practices

Description of sediment control practices to be used to minimize sediments from entering surface waters, including curb and gutter systems and storm drain inlets:

Permanent sediment control practices to be used on this project consist of sedimentation basins. Temporary sediment control practices to be used are silt fence, culvert inlet protection, storm sewer inlet protection, stone pad exits, ditch checks, and, if necessary, street sweeping.

5. Dewatering and Basin Draining

If the project includes dewatering or basin draining, describe the BMP's to be used to prevent the discharge from adversely affecting the receiving waters and downstream landowners.

N/A

6. Additional BMP's for Special Waters and Discharges to Wetlands

This project does not discharge stormwater directly to a Special Water. This project does not discharge stormwater directly to wetlands, exept roof drain 6" PVC.

7. Construction Activity Sequence

In addition to performing and sequencing the tasks associated with implementing this SWMP as described herein and shown on the plan, the Contractor shall perform construction activities in accordance with the following sequence:

(1) Install silt fence along property line of project site where shown on plan and when property line is down gradient and within 100 feet of areas to have disturbed soil and where property line is within 20 feet of soil disturbing and other construction activities.
(2) Install silt fence along edge of wetlands and at other locations shown on the plan.
(3) Install stone exit pads where shown on plan and at other locations where vehicles and equipment will leave the site onto paved and gravel surfaces.
(4) Construct storm water ponds and related piping and control structures as shown on the project plans. Install and maintain temporary erosion prevention measures as shown on the plan.
(5) Install silt fence along bottom of storm water pond inslopes and where shown on the plan.
(6) Install trunk sanitary sewer.
(7) Complete earthwork activities. Install and maintain sediment control measures such as ditch checks and stormwater inlet protection.
(8) Complete utility construction. Install and maintain sediment control measures such as inlet protection as work proceeds.
(9) Remove silt deposits from site, remove silt deposits from stormwater basins.
(10) Provide soil stabilization to disturbed areas by preparing topsoil, seeding, fertilizing, mulching, anchoring mulch in accordance with plans and specifications.
(11)Remove perimeter silt fence, other silt fence, check dams, and other sediment control measures upon achieving final stabilization and Owner submits the Notice of Termination.

8. Inspections and Maintenance

Description of procedures to be taken to routinely inspect the construction site:

Contractor shall inspect erosion prevention and sediment control BMP's to ensure integrity and effectiveness. Repair, replace, or supplement non-functional BMP's to provide continually functional BMP's. Contractor shall inspect the entire construction site a minimum of once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. Inspections shall include stabilized areas, erosion prevention and sediment control BMP's, and infiltration areas. Specific tasks associated with the inspection and maintenance of the BMP's include the following:

* Maintain and retain at the construction site written records of the inspections and maintenance performed. Records of each inspection and maintenance activity shall include: Date and time of inspection/maintenance activity; Name of person(s) Performing the activity; Finding of Inspection; Recommended corrective actions; Corrective actions taken; and Date and amount of rainfall events greater than 0.5 inches in 24 hours.
* Repair, replace, or supplement silt fences that become nonfunctional or accumulate sediment to the level of 1/3 the silt fence height or more within 24 hours of discovery or as soon as conditions allow access.
* Drain temporary and permanent sediment basins and remove sediment when the volume of sediment collected reaches 1/2 the permanent storage volume within 72 hours of discovery or as soon as conditions allow access.
* Inspect surface waters, drainage ditches, and stormwater conveyance systems for evidence of sediment deposited by erosion. Remove deltas and deposited sediment and restabilize areas where sediment removal results in exposed soil within seven (7) days of discovery unless precluded by legal, regulatory, or physical constraints. Removal and stabilization shall be completed within seven (7) days of obtaining access. The NPDES/SDS permit holder is responsible for contacting the local, regional, state, and federal authorities and receiving the applicable permits prior to performing this work.
* Inspect construction site vehicle exit locations for evidence of sediment being tracked off-site onto paved surfaces. Remove tracked sediment from off-site paved surfaces within 24 hours of discovery.
* Inspect perimeter of construction site. Remove off-site accumulations of sediment in a manner and at a frequency to minimize off-site impacts.

9. Pollution Prevention Management Measures

Contractor shall implement the following pollution prevention management measures on the site:

* Solid Waste: Collect and properly dispose of sediment, asphalt and concrete millings, floating debris, paper, plastic, fabrics, construction and demolition debris, and other wastes in accordance with MPCA disposal requirements.
* Hazardous Materials: Property store, provide required secondary containment, and dispose of oil products, fuels, paint products, and other hazardous substances to prevent spills, leaks, and other discharges in accordance with MPCA regulations. Provide restricted access storage areas to prevent unauthorized access and vandalism.
* Equipment Washing: Restrict external washing of trucks and other construction equipment to a defined area of site. Contain runoff and properly dispose of waste. Engine degreasing is prohibited on the property.
* Spill prevention: Park construction equipment and store potentially hazardous materials in a designated area located as far as practicable from potential environmentally sensitive areas. Construct impoundment dike and take other measures required to contain spilled material. Remove and dispose of contaminated soil, vegetation, and other materials and perform other mitigation measures as required in accordance with MPCA regulations.
* Sanitary and Septic Waste: Provide and maintain temporary facilities in accordance with MPCA and Minnesota Department of Health regulations.

10. Final Stabilization

Contractor shall achieve final stabilization of the construction site by achieving the following:

* Soil disturbing activities have been completed and soils are stabilized by a uniform perennial vegetative cover with a density of 70 percent over the entire pervious surface area or other equivalent means to prevent soil failure under erosive conditions.
* Temporary synthetic and structural erosion prevention and sediment control BMP's are removed.
* Sediment is removed from permanent sedimentation basins to return basins to the design capacity, removed from stormwater conveyance systems, and is stabilized or removed from the site.

11. Notice of Termination

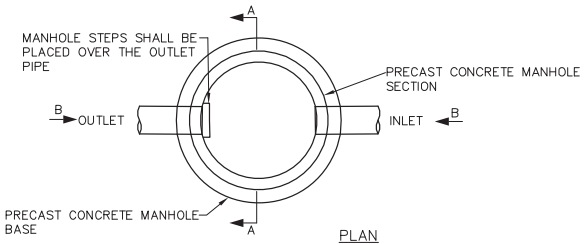
Contractor shall notify Owner immediately upon achieving Final Stabilization. Owner must submit the Notice of Termination within 30 days after Final Stabilization or within 30 days of another owner assuming control according to Part II.B.5. over all areas of the site that have not undergone Final Stabilization.

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

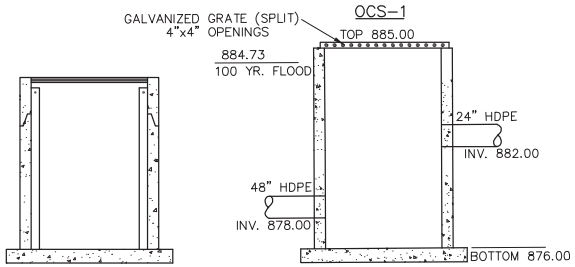
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Vlad Sivriver DATED: 12/31/2024
VLADIMIR SIVRIVER P.E.. NO. 25105

STORMWATER MANAGAMENT NOTES	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C10

INFILTRATION TRENCH DETAILS

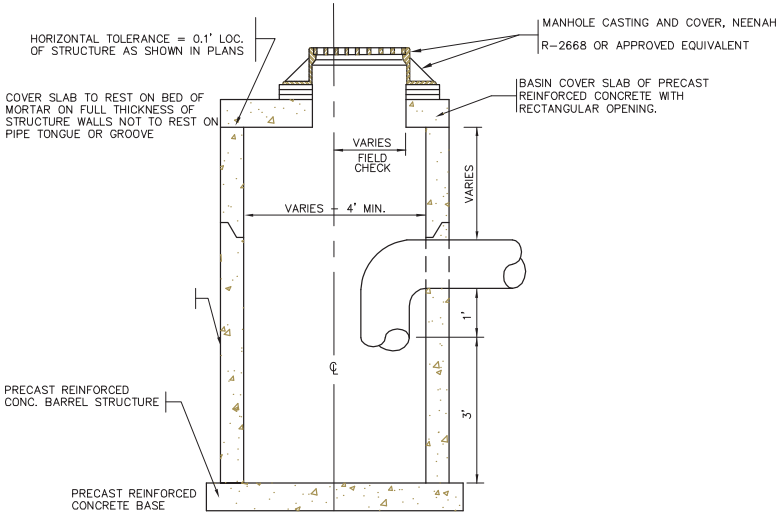


PLAN



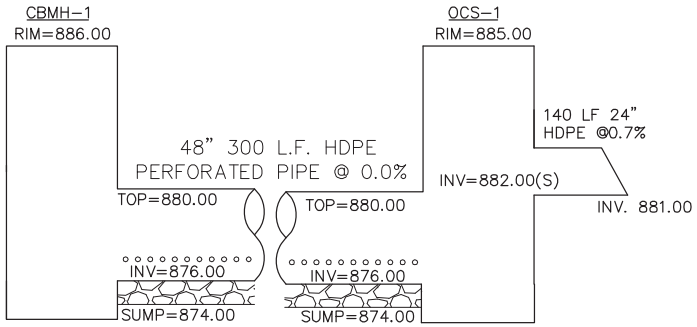
SECTION A–A SECTION B–B

1 C8 OUTLET CONTROL STRUCTURE
NOT TO SCALE



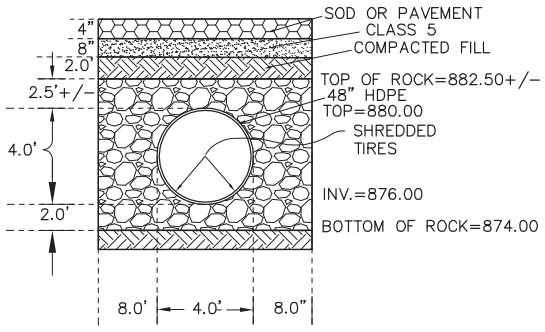
SECTIONAL VIEW

2 C8 SUMP CATCH BASIN
NOT TO SCALE



NOT TO SCALE

3 C8 INFILTRATION TRENCH PROFILE
NOT TO SCALE



NOT TO SCALE

4 C8 INFILTRATION TRENCH DETAIL

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

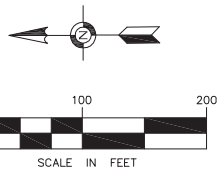
Vlad Sivriver DATED: 12/31/2024

VLADIMIR SIVRIVER P.E., NO. 25105

INFILTRATION TRENCH DETAILS	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146	
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C11	

LANDSCAPE PLAN





PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS (SHALL BE SEEDED)
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED POND

PROPOSED LEGEND TREES, BUSHES, SHRUBS

DENOTES GREEN GIANT ARBORVITAE TREE	– 19
DENOTES MEDORA JUNIPER THUJA	– 46
DENOTES BRANDON ARBORVITAE SHRUBS	– 8
DENOTES SMOOTH HYDRANGEA BUSHES	– 6
DENOTES RIVER BIRCH	– 10
DENOTES RED MAPLE	– 16
% DECIDUOUS	30%

BUFFERYARDS (CITY OF RAMSEY)

BUFFERYARDS HELP TO ACHIEVE SCREENING BETWEEN DIFFERING USES WITH VARIED INTENSITIES AND IMPACTS THAT ARE NOT ALWAYS COMPLEMENTARY WHEN ADJACENT TO ONE ANOTHER. WHEN A BUFFERYARD IS REQUIRED, THE YARD SPACE AND PLANTING REQUIREMENTS ARE NOT TO BE REDUCED FOR OTHER PURPOSES SUCH AS FUTURE PARKING AND DRIVEWAYS. BUILDING EXPANSIONS, OR OTHER ACTIVITIES THAT ARE NOT IN KEEPING WITH THE PURPOSES OF BUFFERING AND SCREENING.

1. BUFFERYARDS ARE INTENDED TO PROVIDE ADDITIONAL SCREENING OF BUSINESSES THAT ARE ADJACENT TO RESIDENTIAL AREAS. THE FOLLOWING TABLE DETAILS THE WIDTH OF THE BUFFERYARD ALONG THE COMMON ADJACENT PROPERTY LINE. AN ADDITIONAL INCREASE OF LANDSCAPE PLANTINGS IS REQUIRED IN THE BUFFERYARD. THE TABLE BELOW OUTLINES THE MINIMUM REQUIRED ADDITIONAL PLANTINGS, EXPRESSED AS A PERCENTAGE OF THE TOTAL REQUIRED SITE LANDSCAPING (THE PERCENTAGE IS APPLIED TO THE TOTAL NUMBER OF TREES AND SHRUBS FOR THE PROPOSED DEVELOPMENT).

2. AS AN ALTERNATIVE METHOD FOR SCREENING WITHIN THE BUFFERYARD, FENCES THAT ARE 100 PERCENT OPAQUE MAY BE USED TO MITIGATE THE IMPACTS OF BUSINESSES THAT ARE ADJACENT TO RESIDENTIAL AREAS. WHEN A FENCE IS USED FOR SCREENING PURPOSES, THE BUFFERYARD PLANTING REQUIREMENTS MAY BE REDUCED BY 50 PERCENT FROM THE STATED MINIMUM REQUIREMENT.

PLANTING REQUIREMENTS (CITY OF RAMSEY)

PLANTING TYPE	REQUIREMENTS	LF/NO. STALLS	QUANTITY
TREES (NORTH)	ONE TREE PER 50 LINEAL FEET OF SITE PERIMETER	297	6
TREES (EAST)	ONE TREE PER 50 LINEAL FEET OF SITE PERIMETER	1155	23
SHRUB (NORTH)	ONE SHRUB PER 30 LINEAL FEET OF SITE PERIMETER	297	10
SHRUB (EAST)	ONE SHRUB PER 30 LINEAL FEET OF SITE PERIMETER	1155	38
TREES	ONE TREE PER EVERY 10 PARKING SPACES	243	25
TREES TOTAL			54
SHRUB TOTAL			48
SHRUB /TREE TOTAL			102

PARKING LOT LANDSCAPING REQUIREMENTS (CITY OF RAMSEY)

ALL PARKING LOTS ARE REQUIRED TO PROVIDE INTERNAL AND/OR ADJACENT OVERSTORY TREE PLANTINGS IN AN EFFORT TO SHADE PARKING SURFACES AND PROVIDE VISUAL RELIEF. THE PLANTING SCHEDULE IS ESTABLISHED TO PROVIDE AN ACCEPTABLE NUMBER OF PLANTINGS THAT MAY BE PLANTED IN REGULAR SYMMETRICAL PATTERNS OR IRREGULAR CLUSTERS OR GROUPINGS. PLANTINGS ARE REQUIRED AT THE FOLLOWING MINIMUM SCHEDULE AND ARE CREDITED TOWARD THE MINIMUM PLANTING REQUIREMENTS FOR THE DISTRICT:

1.ONE TREE PER EVERY TEN PARKING SPACES.

2.EVERY OVERSTORY TREE PLANTING SHALL BE PROVIDED WITH A PLANTING AREA OF AT LEAST 162 SQUARE FEET (EQUIVALENT OF A NINE FOOT BY 18 FOOT PARKING STALL).

3.ACCEPTABLE GROUND COVER MATERIALS INCLUDE SOD, MULCH, AND OTHER NATURAL GROUND COVER. LANDSCAPING ROCK AND PLASTIC UNDERLAYMENT IS PROHIBITED IN PLANTING ISLANDS.

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

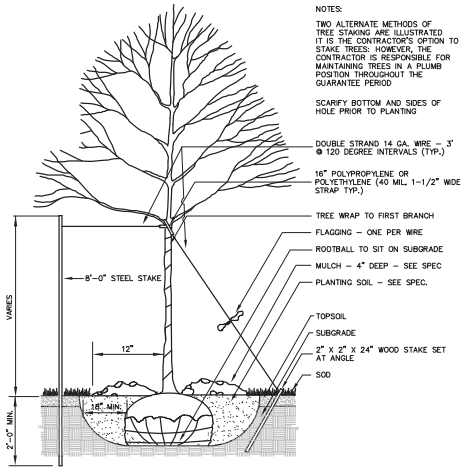
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver DATED: 12/31/2024

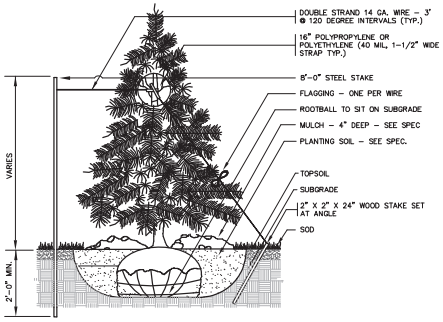
VLADIMIR SIVRIVER P.E.. NO. 25105

LANDSCAPE PLAN	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23–146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS–15	CHECKED BY: VS	SHEET NO. C12

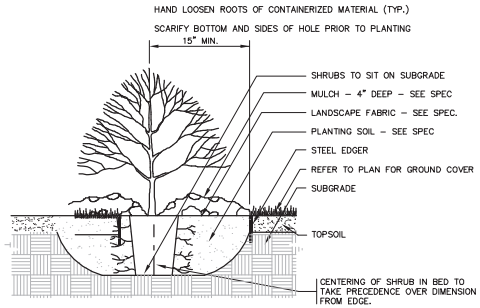
TREE DETAILS



DECIDUOUS TREE
NOT TO SCALE

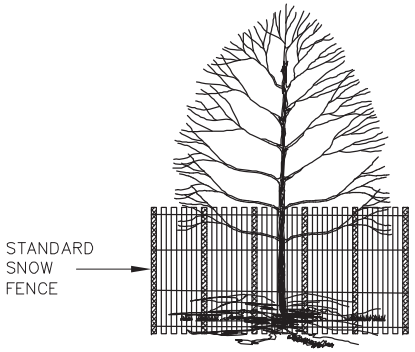


CONIFEROUS TREE
NOT TO SCALE

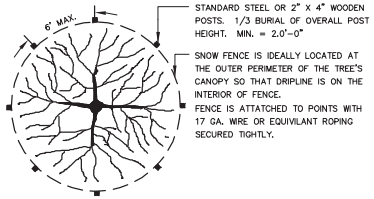


SHRUB WITH STEEL EDGER
NOT TO SCALE

NOTES:
CONIFER TO HAVE SHREDDED HARDWOOD MULCH UNLESS NOTED OTHERWISE. NO MULCH TO BE IN CONTACT WITH TRUNK.
SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.
TWO ALTERNATE METHODS OF TREE STAKING ARE ILLUSTRATED, IT IS THE CONTRACTOR'S OPTION TO STAKE TREES; HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.



TREE FENCING
NOT TO SCALE



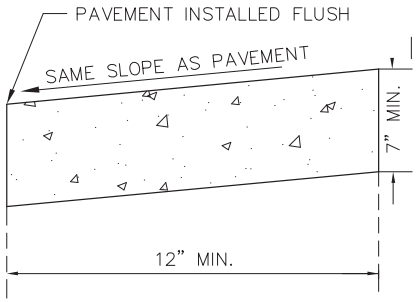
PLAN
NO SCALE

ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
Vlad Sivriver DATED: 12/31/2024
VLADIMIR SIVRIVER P.E.. NO. 25105

TREE DETAILS	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146	
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C13	

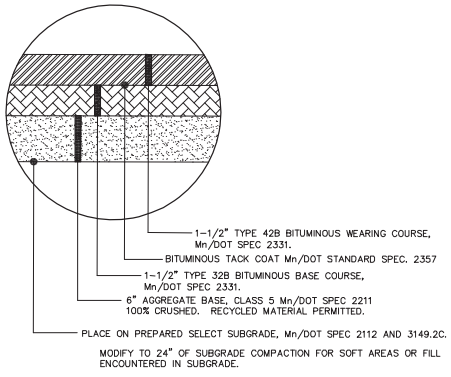
PARKING LOT AND EROSION CONTROL DETAILS



NOT TO SCALE

CONCRETE GUTTER

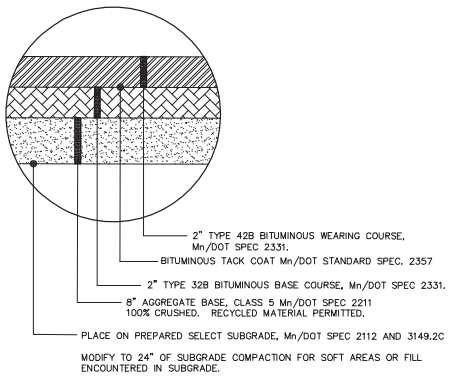
DETAIL DRAWING EDS-1



NOT TO SCALE

TYPICAL SECTION FOR NORMAL TRAFFIC AND PARKING AREAS

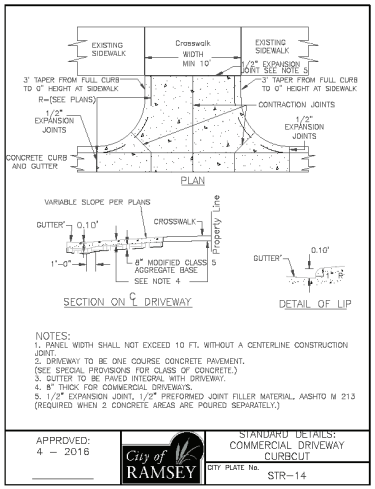
DETAIL DRAWING EDS-2



NOT TO SCALE

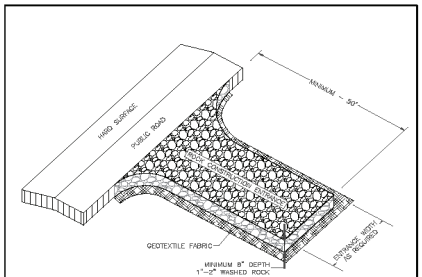
TYPICAL SECTION FOR HEAVY DUTY TRAFFIC AREAS

DETAIL DRAWING EDS-3



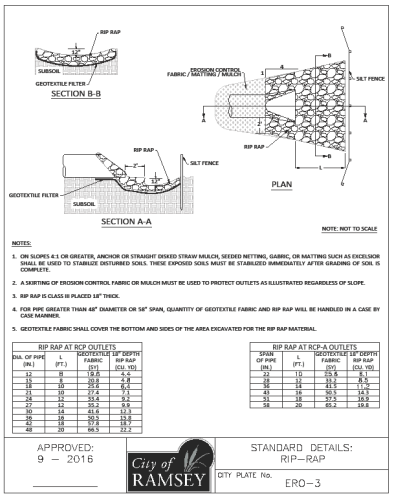
TYPICAL COMMERCIAL DRIVEWAY CURBCUT

DETAIL DRAWING STR-14



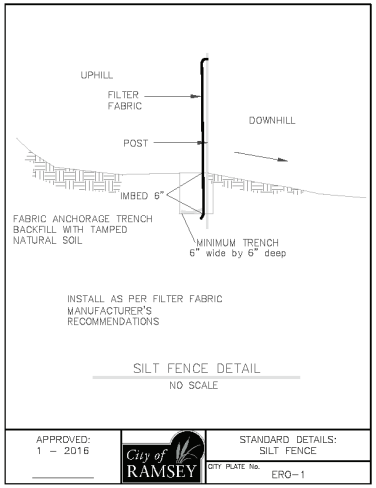
ROCK CONSTRUCTION ENTRANCE

DETAIL DRAWING ERO-5



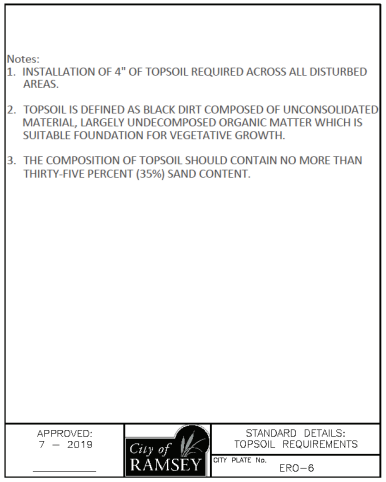
RIP–RAP

DETAIL DRAWING ERO-3



SILT FENCE

DETAIL DRAWING ERO-1



TOPSOIL REQUIREMENTS

DETAIL DRAWING STR-14

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

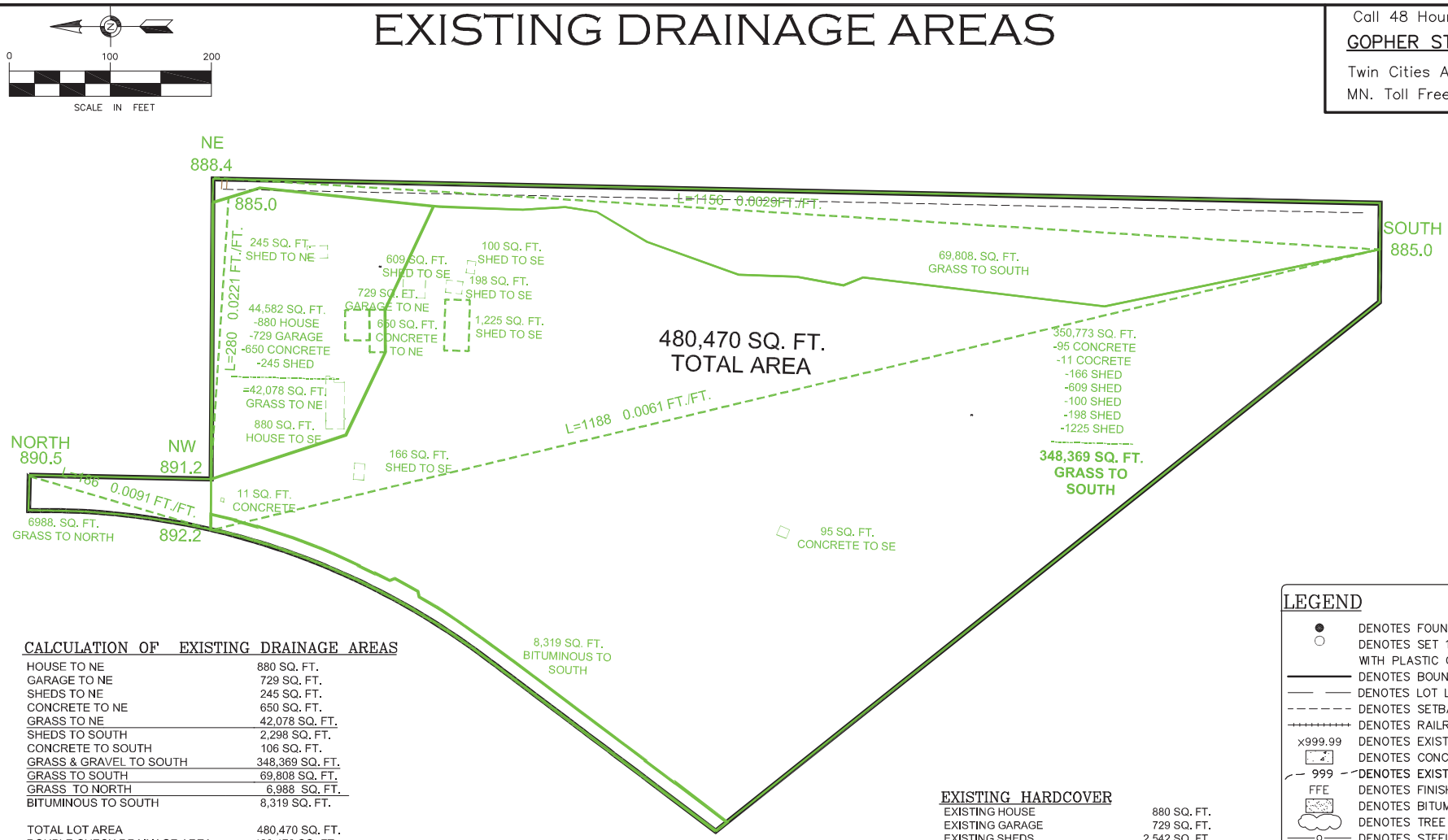
Vlad Sivriver

VLADIMIR SIVRIVER P.E.. NO. 25105 DATED: 12/31/2024

PARKING LOT AND EROSION CONTROL DETAILS	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23–146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS–15	CHECKED BY: VS	SHEET NO. C14

EXISTING DRAINAGE AREAS

Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651–454–0002
MN. Toll Free 1–800–252–1166



CALCULATION OF EXISTING DRAINAGE AREAS

HOUSE TO NE	880 SQ. FT.
GARAGE TO NE	729 SQ. FT.
SHEDS TO NE	245 SQ. FT.
CONCRETE TO NE	650 SQ. FT.
GRASS TO NE	42,078 SQ. FT.
SHEDS TO SOUTH	2,298 SQ. FT.
CONCRETE TO SOUTH	106 SQ. FT.
GRASS & GRAVEL TO SOUTH	348,369 SQ. FT.
GRASS TO SOUTH	69,808 SQ. FT.
GRASS TO NORTH	6,988 SQ. FT.
BITUMINOUS TO SOUTH	8,319 SQ. FT.
TOTAL LOT AREA	480,470 SQ. FT.
DOUBLE CHECK DRAINAGE AREA	480,470 SQ FT

EXISTING HARDCOVER

EXISTING HOUSE	880 SQ. FT.
EXISTING GARAGE	729 SQ. FT.
EXISTING SHEDS	2,542 SQ. FT.
EXISTING CONCRETE SURFACE	1,223 SQ. FT.
EXISTING BITUMINOUS SURFACE	7,839 SQ. FT.
TOTAL IMPERVIOUS AREA	13,213 SQ. FT.
TOTAL LOT AREA	480,470 SQ. FT.
EXISTING HARDCOVER	2.8 %

PROJECT BENCHMARK

ELEVATION = 891.26 (NAVD 88)
MNDOT DISK "RUSTIC".

LEGEND

●	DENOTES FOUND PROPERTY IRON
○	DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
———	DENOTES BOUNDARY LINE
— —	DENOTES LOT LINE
- - - - - -	DENOTES SETBACK LINE
+++++++++++	DENOTES RAILROAD LINE
×999.99	DENOTES EXISTING SPOT ELEVATION
	DENOTES CONCRETE SURFACE
999	DENOTES EXISTING CONTOUR LINE
FFE	DENOTES FINISH FLOOR ELEVATION
	DENOTES BITUMINOUS SURFACE
	DENOTES TREE LINE
—o—	DENOTES STEEL FENCE
—OE—	DENOTES OVERHEAD ELECTRIC
	DENOTES ELECTRIC POWER POLE
(M)	DENOTES MEASURED DISTANCE
(P)	DENOTES PLATTED DISTANCE
Ⓢ	DENOTES SANITARY MANHOLE
EM	DENOTES ELECTRIC METER
←———	DENOTES DRAINAGE FLOW
ET	DENOTES ELECTRIC TRANSFORMER

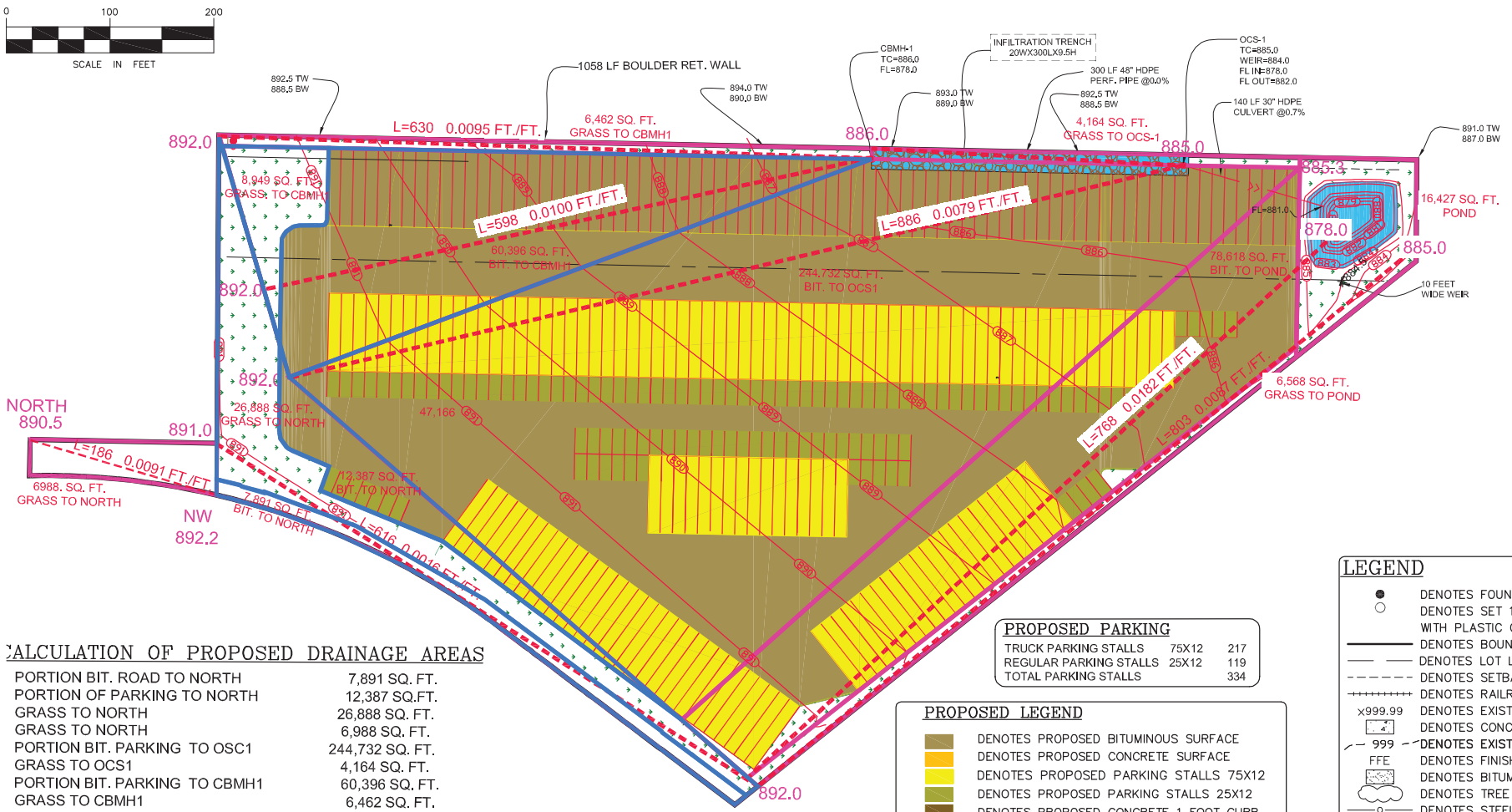
EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver
VLADIMIR SIVRIVER P.E., NO. 25105
DATED: 12/13/2024

EXISTING DRAINAGE AREAS	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23–146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS–15	CHECKED BY: VS	SHEET NO. C15

PROPOSED DRAINAGE AREAS



CALCULATION OF PROPOSED DRAINAGE AREAS

PORTION BIT. ROAD TO NORTH	7,891 SQ. FT.
PORTION OF PARKING TO NORTH	12,387 SQ.FT.
GRASS TO NORTH	26,888 SQ. FT.
GRASS TO NORTH	6,988 SQ. FT.
PORTION BIT. PARKING TO OSC1	244,732 SQ. FT.
GRASS TO OCS1	4,164 SQ. FT.
PORTION BIT. PARKING TO CBMH1	60,396 SQ. FT.
GRASS TO CBMH1	6,462 SQ. FT.
GRASS TO CBMH1	8,949 SQ. FT.
PORTION BIT. PARKING TO POND	78,618 SQ. FT.
GRASS TO POND	6,568 SQ. FT.
POND	16,427 SQ. FT.
DRAINAGE AREA	480,470 SQ. FT.
TOTAL LOT AREA	480,470 SQ. FT.

PROPOSED PARKING

TRUCK PARKING STALLS	75X12	217
REGULAR PARKING STALLS	25X12	119
TOTAL PARKING STALLS		334

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS BUFFER
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED TRAFFIC FLOW
- DENOTES PROPOSED RETAINING WALL
- DENOTES PROPOSED POND
- 999 DENOTES PROPOSED CONTOUR
- ×999.99 DENOTES PROPOSED GRADING SPOT ELEVATION

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- ×999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- Ⓢ DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER

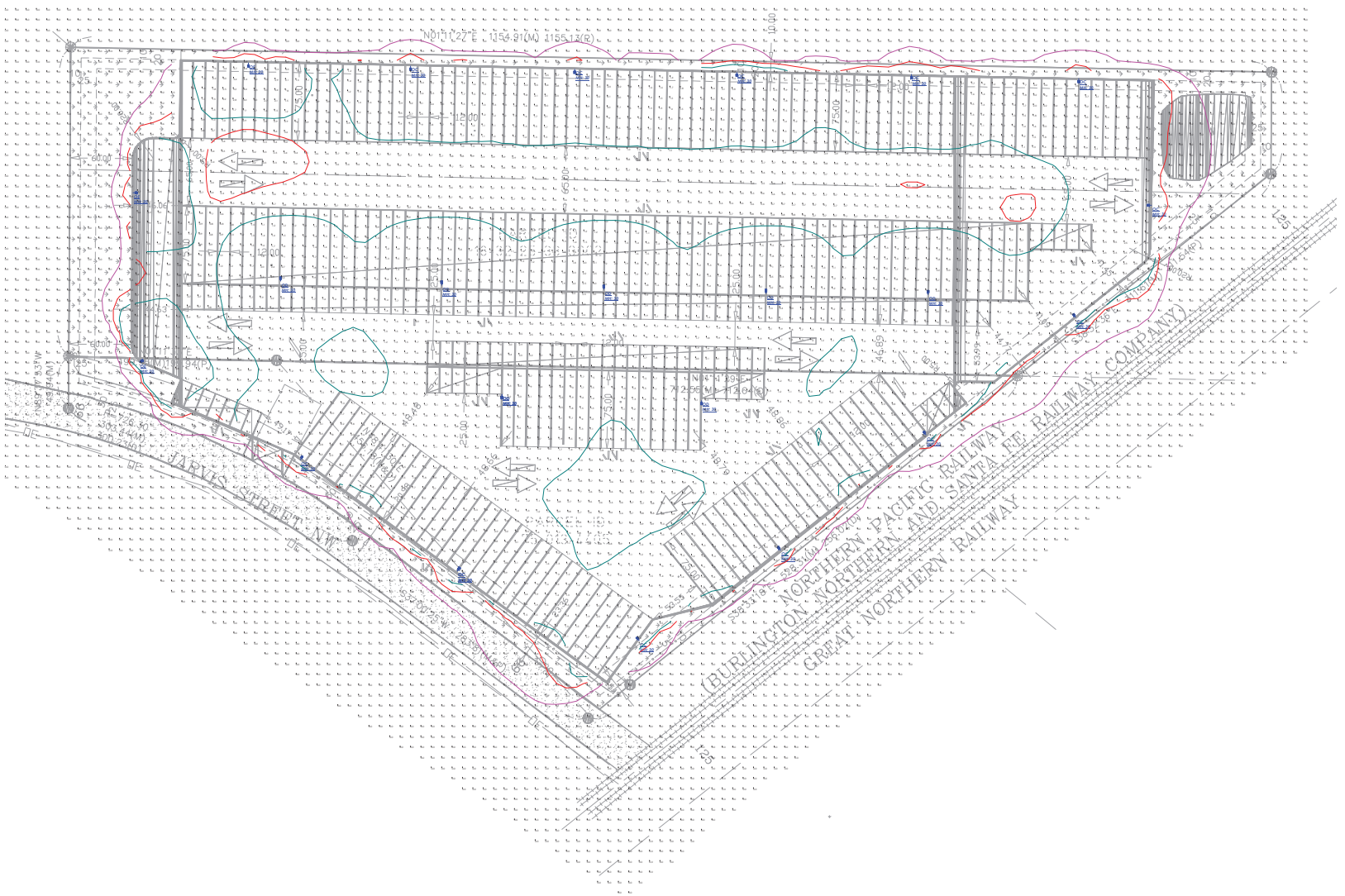
EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver

VLADIMIR SIVRIVER P.E., NO. 25105 DATED: 12/13/2024

PROPOSED DRAINAGE AREAS	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15861 JARVIS STREET NORTHWEST RAMSEY, MN 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C16



Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
PARKING	Illuminance	Fc	1.62	8.3	0.2	8.10	41.50
SITE	Illuminance	Fc	0.07	3.8	0.0	N.A.	N.A.

Luminaire Schedule								
Symbol	Qty	Label	Manufacturer	Description	Arrangement	Lum. Lumens	Lum. Watts	LLF
	13	OC	COOPER LIGHTING SOLUTIONS - LUMARK (FORMERLY EATON)	PRV-XL-PA4B-740-U-T4W-HSS (28' POLE WITH 2' BASE)	Single	28286	303	0.900
	8	OD	COOPER LIGHTING SOLUTIONS - LUMARK (FORMERLY EATON)	PRV-XL-PA4B-740-U-5WQ (30' POLE WITH 2' BASE)	Single	40868	303	0.900
	3	OE	COOPER LIGHTING SOLUTIONS - LUMARK (FORMERLY EATON)	PRV-XL-PA3A-740-U-T4W-HSS (18' POLE WITH 2' BASE)	Single	17617	172	0.900

1. Standard Reflectance of 80/50/20 unless noted otherwise
2. Not a Construction Document, for Design purposes only
3. Standard indoor calc points @ 30" A.F.F. unless noted otherwise
4. Standard outdoor calc points @ Grade unless noted otherwise
5. Egress calc points @ 0" A.F.F.
6. Mlazgar Associates assumes no responsibility for installed light levels due to field conditions, etc.

MLAZGAR ASSOCIATES
16350 W. GLENDALE DR.
NEW BERLIN, WI 53151
(p) 414.643.1915
(f) 920-943-8088
www.mlazgar.com

#	Date	Comments
Revisions		

RLMA Project #: 164682
Drawn By: EP
Date: 12/13/2024
Scale: 1" = 40'

PHOTOMETRIC SITE PLAN

NORTHSTAR PARKING
ELK RIVER, MN

Northstar Truck & RV Parking

Staff photos taken January 14, 2025



Photo 1. The site is behind the fence. Residential property is wooded.



Photo 2. The entryway off Jarvis St.



Photo 3. Looking northward from the entryway highlighting the fence.



Photo 4. Inside looking east at the berm on the Links at Northfork property.



Photo 5. Looking southeast at the berm.



Phot 6. Trailers and miscellaneous items.



Photo 7. Looking southeast with the railroad on the right.



Photo 8. The middle of the site with trucks, cars, and junk vehicles.



Photo 9. Looking north at the adjacent residential property

.

City of Elk River Ordinance _____
City of Ramsey Ordinance #25-04

The Cities of Ramsey and Elk River hereby ordain:

WHEREAS, Northstar Truck and RV Parking LLC owns land in the cities of Ramsey and Elk River described as:

Parcel 1 (Ramsey):
That part of the South 1155 feet of the West 297 feet of the Southwest Quarter of the Southwest Quarter of Section 18, Township 32, Range 25, Anoka County, Minnesota, lying North of the railroad right-of-way, excluding road, subject to easement of record.

Parcel 2 (Elk River):
That part of the Southeast Quarter of the Southeast Quarter of Section 13, Township 32, Range 26, Sherburne County, Minnesota, described as follows:
Beginning on the East line or said Section, 2.56 chains North or the Southeast corner thereof and at a point where said line is crossed by the Easterly line of the right-of-way of the St. Paul, Minneapolis & Manitoba Railway Company; thence North on section line 11.39 chains to center of road from State Road to Quarter post in said section line; thence South 47-1/2 degrees West to said Easterly line of said right-or-way; thence South 30 degrees East along said right-of-way to beginning.

Collectively, "Subject Properties;" and

WHEREAS, the Subject Properties cross the municipal and county borders; and

WHEREAS, the Subject Properties are guided Industrial in the Elk River 2040 Comprehensive Plan and Business Park in the Ramsey 2040 Comprehensive Plan;

WHEREAS, the property owner's business is consistent with each city's Comprehensive Plans, yet inconsistent with the current zoning classifications; and

WHEREAS, both Cities agree that it is in the best interest to have common and consistent land use regulations for the Subject Properties; and

WHEREAS, both Cities jointly adopt this ordinance in conformance with each City's Charter and other municipal regulations.

Section 1. Authority.

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey and the City Charter of the City of Elk River.

Section 2. Zoning Map Amendment.

Pursuant to Article VII – Planned Unit Developments of Ramsey City Code and Section 30-1564 of Elk River City Code, the Subject Properties are hereby rezoned from I-1 Light Industrial (Ramsey) and I3 General Industrial (Elk River) to PUD Planned Unit Development:

Section 3. Uses within the Planned Unit Development

3.1 The use of the property shall only be in conformance with uses described within this PUD.

3.2 Use of the property is a business use for parking of the following:

a. Semi-trucks, semi-trailers, and other delivery trucks;
b. Recreational vehicles, campers, motorhomes, and fifth-wheel trailers;
c. Boats; and
d. Personal vehicles related to a vehicle in a., b., or c. above.

3.3 The use of this property may not be used for any vehicles owned by a business holding a state dealer's license or any inoperable or unlicensed vehicle,

3.4 Outdoor storage of any products, equipment, materials, supplies, or debris is not permitted, except for snow removal equipment and supplies for the site in conformance with the applicable municipality's regulations.

Section 4. Site Development Standards

4.1 The site plan, grading and drainage plans, and landscape plan shall conform to the plan set dated ____ as prepared by Engineering Design & Surveying (EDS) and approved by each municipality's City Engineer for construction.

4.2 All subsequent modifications to the site improvements must be in conformance with each municipality's regulations.

Section 5. Site Performance Standards

5.1 All vehicles must be properly licensed.

5.2 In the event a gate is installed, access to the property must include key boxes for both Elk River and Ramsey Fire Departments.

5.3 A concrete stripe must be maintained along the city/county border in order to clarify any relevant jurisdictional issues.

Section 6. Memorialization.

Ramsey City Code Section 106-739 is amended to add "Northstar Truck and RV Parking" and this ordinance number to the list of approved Planned Units of Record.

Section 7. Summary

The following official summary of Ordinance #25-04 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance:

"Ordinance #25-04 rezones property from I-1 within the City of Ramsey and I3 within the City of Elk River to PUD and sets forth standards on the uses and site improvements thereon. The property is addressed 15861 Jarvis St. NW with Anoka County Parcel ID of 18-32-25-33-0002 and Sherburne County Parcel ID of 75-00013-4405."

PASSED by the City Council of the City of Ramsey, Minnesota, the ___ day of February, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

PASSED by the City Council of the City of Elk River, Minnesota, the ___ day of February, 2025.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #25-028

A RESOLUTION APPROVING A SITE PLAN REVIEW FOR NORTHSTAR TRUCK AND RV PARKING AT 15861 JARVIS STREET NORTHWEST

WHEREAS, The City of Ramsey received an application from Northstar Truck and RV Parking (the "**Applicant**") requesting a Planned Unit Development with a Site Plan Review approval on the property legally described as follows:

> *That part of the South 1155 feet of the West 297 feet of the Southwest Quarter of the Southwest Quarter of Section 18, Township 32, Range 25, Anoka County, Minnesota, lying North of the railroad right-of-way, excluding road, subject to easement of record.*
>
> (the "**Subject Property**").

WHEREAS, the **Subject Property** is zoned PUD, Planned Unit Development, which is a specialized zoning designation, and guided for business park uses in the 2040 Comprehensive Plan; and

WHEREAS, all principal uses within the PUD zoning district require a formal Site Plan Review from Planning Commission and City Council; and

WHEREAS, the **Applicant** appeared before the Planning Commission for a public hearing on January 23, 2025, that said public hearing was properly advertised; and

WHEREAS, the Planning Commission reviewed the Site Plan at their regular meeting on January 23, 2025, and recommended _____; and

WHEREAS, the City Council reviewed the request at their meeting on February 11, 2025.

NOW THEREFORE, BE IT RESOLVED BY THIS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

That the Ramsey City Council hereby grants approval of the Site Plan for Northstar Truck and RV Parking on the **Subject Property** in accordance with relevant City Codes, subject to the following conditions:

1. Final legal form approved by the City Attorney.

2. That the **Applicant** enters into a Development Agreement with the City and provide the necessary sureties guaranteeing the work will be done according to plan and in a timely manner.

3. That the **Applicant** shall update plans based on Staff comments as noted in ProjectDox.

4. That the **Applicant** shall secure all other necessary permits from other applicable agencies, including the City of Elk River and the Lower Rum River WMO, and provide a copy of said permits to the City.

5. If a gate is to be added from the Jarvis Street NW entrance, fire department lock boxes for both the Ramsey and Elk River Fire Departments are required.

6. Landscaping on the adjacent golf course property must receive written permission.

7. All site improvements must be made according to plans dated ____ prepared by EDS and approved by the City Engineer.

8. All site improvements noted on said plans must be completed within one year of the date of approval of this resolution.

9. This Site Plan Review resolution is contingent upon rezoning of the Subject Property from I-1 to PUD.

CITY OF ELK RIVER
SHERBURNE COUNTY

CONDITIONAL USE PERMIT
Case No. CU 24-21

Permit. Subject to the terms and conditions set forth herein, the City of Elk River hereby grants a Conditional Use Permit ("Permit") requested by **Nikolay Babkin of Northstar Truck & RV Parking LLC** for the following use:

Conditional Use Permit allowing Outdoor Vehicle Storage at 15861 Jarvis St. NW, Elk River

Property. The Permit is for the following described property ("Subject Property") in the City of Elk River, Sherburne County, Minnesota:

That part of the Southeast Quarter of the Southeast Quarter of Section 13, Township 32, Range 26, Sherburne County, Minnesota, described as follows:
Beginning on the East line of said Section, 2.56 chains North of the Southeast comer thereof and at a point where said line is crossed by the Easterly line of the right-of-way of the St. Paul, Minneapolis & Manitoba Railway Company; thence North on section line 11.39 chains to center of road from State Road to Quarter post in said section line; thence South 47-1/2 degrees West to said Easterly line of said right-of-way; thence South 30 degrees East along said right-of-way to beginning.
(Real Estate ID No. 75-013-4405)

Owner. Owner of the Subject Property at time of the approval of the Permit:

Northstar Truck & RV Parking, LLC, owner

Conditions. The Permit is issued subject to the following conditions:

1. The outdoor storage shall be allowed for only the following vehicles:
    a. Properly licensed, registered, and operable;
    b. Semi-trucks, semi-trailers, and other delivery trucks;
    c. Motor vehicles;
    d. Recreational vehicles, campers, motorhomes, and fifth-wheel trailers;
    e. Trailers;
    f. Boats;

DRAFT

g. Light and heavy equipment;
h. Enclosed shipping containers; and
i. Cars and trucks.

2. Vehicle Wrecking Yards and Salvage Yards, as defined by the City of Ramsey, and Salvage Yards, as defined by the City of Elk River shall not be permitted.
3. Outdoor storage of products, equipment, materials, supplies, debris, or any vehicles not properly licensed, registered, or operable, is not permitted, except for snow removal equipment and supplies for the site in conformance with the applicable municipality's regulations.
4. If any violations to condition #3 are documented more than once in a calendar year, in either jurisdiction, the Conditional Use Permit will be brought to the City Council for direction on revocation.
5. Motor vehicle, trailer, and boat sales is prohibited.
6. Car dealer overflow parking is prohibited.
7. Approvals from the city of Ramsey shall be recorded and copies provided.
8. Schedule a site visit with the Building Official and Fire Marshal to review and complete any required code updates by **November 1, 2025**.
9. All driving and parking areas shall be paved with an approved surface (bituminous, Class 5, or concrete) by **November 1, 2025**.
10. Stripe the parking lot as shown on the city site plan dated March 17, 2025, by **November 1, 2025.**
11. Drive lanes need to maintain a minimum 24-foot width throughout the site.
12. All driving areas and outdoor storage/parking areas shall be bound by B612 concrete curb and gutter by **November 1, 2025**.
13. A reinforced concrete strip, a minimum one (1) foot wide and centered on the property line, must be installed and maintained along the city/county border in order to clarify any relevant jurisdictional issues by **November 1, 2025**.
14. Site lighting shall comply with Section 30-937 by **November 1, 2025**.
15. Update submitted plans as needed to demonstrate compliance with state and local stormwater management requirements across both parcels/jurisdictions by **November 1, 2025.**
16. Submit documentation showing compliance with all Minnesota Pollution Control standards by **November 1, 2025**.
17. A 6-foot tall, 100% opaque privacy fence shall be installed along the north property lines **November 1, 2025**.
18. A temporary guard shack no larger than 200 sq.ft. shall be allowed, in Elk River, until **November 1, 2025**. The location shall be approved by city staff.
19. This Conditional Use Permit (CU 24-21) must be recorded by **November 1, 2025**, or the operation on the property must cease.
20. A 200 sq.ft. guard shack/office shall be allowed, in Elk River, and will require all necessary commercial building permits and meet required setbacks.

DRAFT

21. There shall be no repair or maintenance of any vehicles, trailers, or boats on the site.
22. The idling of a truck tractor or other business equipment in excess of 15 minutes is prohibited from April 16 through October 31, and idling in excess of 30 minutes is prohibited from November 1 through April 15.
23. In the event a gate is installed, access to the property must include key boxes for both Elk River and Ramsey Fire Departments.
24. In the event either parcel is owned separately, or one municipality revokes their approval, each parcel will need to conform to each jurisdiction's ordinance and codes individually, including, but not limited to, stormwater ponds, setbacks, screening, curbing, and landscaping.
25. An amendment to this Conditional Use Permit will be required for future expansions/additions not shown on the city site plan dated March 17, 2025.
26. Conditional Use Permit, case number CU 23-16, shall become void.

Termination of Permit. The Permit shall remain in effect only for so long as the conditions set for the herein are complied with. The City may revoke the Permit following a public hearing for violation of the terms and/or conditions set forth in the Permit.

Lapse. If within two (2) years of the issuance of the Permit the proposed work described in a conditional use permit has not been substantially completed, the permit shall expire and become void, except that the council may, following recommendation of the planning commission, extend the permit for an additional period determined by the council on the receipt of a request for a permit extension prior to its expiration. A conditional use permit authorizes only the use specified in the permit and shall expire if, for any reason, the authorized use ceases for more than six (6) months.

Criminal Penalty. Both the owner and any occupant of the Subject Property are responsible for compliance with the permit. Violation of the terms of the Permit is a criminal misdemeanor.

Recording. The Permit shall be recorded against the title to Subject Property.

Dated: _____, 2025.

CITY OF ELK RIVER

By: _____
Mayor John J. Dietz

By: _____
City Clerk Tina Allard

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of _____,

DRAFT

2025, by John J. Dietz and Tina Allard, respectively, the Mayor and City Clerk of the City of Elk River, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by the City Council.

_____
Notary Public

DRAFTED BY:
City of Elk River
13065 Orono Parkway NW
Elk River, MN 55330
Phone: 763-635-1032

DRAFT

Handout
CC Mtg 3/18/25
Item 7.1

1. Outdoor storage shall be allowed for only the following vehicles:
    a. Properly licensed, registered, and operable;
    b. Semi-trucks, semi-trailers, and other delivery trucks;
    c. Motor vehicles;
    d. Recreational vehicles, campers, motor homes, and fifth-wheel trailers;
    e. Trailers;
    f. Boats;
    g. Light and heavy equipment;
    h. Enclosed shipping containers; and
    i. Cars and trucks.
2. Vehicle Wrecking Yards and Salvage Yards, as defined by the City of Ramsey, and Salvage Yards, as defined by the City of Elk River shall not be permitted.
3. Outdoor storage of products, equipment, materials, supplies, debris, or any vehicles not properly licensed, registered, or operable, is not permitted, except for snow removal equipment and supplies for the site in conformance with the applicable municipality's regulations.
4. If any violations of condition #3 are documented more than once in a calendar year, in either jurisdiction, the Conditional Use Permit will be brought to the City Council for direction on revocation.
5. Motor vehicle, trailer, and boat sales is prohibited.
6. Car dealer overflow parking is prohibited.
7. Approvals from the City of Ramsey, PUD Ordinance, Site Plan Review Resolution, and Development Agreement, shall be recorded and copies provided.
8. Schedule a site visit with the Building Official and Fire Marshal to review and complete any required code updates by **November 1, 2025**.
9. All driving and parking areas shall be paved with an approved surface (bituminous, Class 5, or concrete) by **November 1, 2025**.
10. Stripe the parking lot as shown on the city site plan dated March 17, 2025, by **November 1, 2025.**
11. Drive lanes need to maintain a minimum of 24-foot width throughout the site.

12. All driving areas and outdoor storage/parking areas shall be bound by B612 concrete curb and gutter by **November 1, 2025.**

13. A reinforced concrete strip, a minimum of one (1) foot wide and centered on the property line, must be installed and maintained along the city/county border to clarify any relevant jurisdictional issues by **November 1, 2025**.

14. Site lighting shall comply with Section 30-937 by **November 1, 2025.**

15. Update submitted plans as needed to demonstrate compliance with state and local stormwater management requirements across both parcels/jurisdictions by **November 1, 2025.**

16. Submit documentation showing compliance with all Minnesota Pollution Control standards by **November 1, 2025**.

17. A 6-foot-tall, 100% opaque privacy fence shall be installed along the north property lines by **November 1, 2025**.

18. A temporary guard shack no larger than 200 sq.ft. shall be allowed in Elk River, until **November 1, 2025**. The location shall be approved by city staff.

19. This Conditional Use Permit (CU 24-21) must be recorded by **November 1, 2025**, or the operation on the property must cease.

20. A 200 sq.ft. guard shack/office shall be allowed in Elk River, and will require all necessary commercial building permits and meet the required setbacks.

21. There shall be no repair or maintenance of any vehicles, trailers, or boats on the site.

22. The idling of a truck tractor or other business equipment in excess of 15 minutes is prohibited from April 16 through October 31, and idling in excess of 30 minutes is prohibited from November 1 through April 15.

23. In the event a gate is installed, access to the property must include key boxes for both Elk River and Ramsey Fire Departments.

24. In the event either parcel is owned separately, or one municipality revokes their approval, each parcel will need to conform to each jurisdiction's ordinance and codes individually, including, but not limited to, stormwater ponds, setbacks, screening, curbing, and landscaping.

25. An amendment to this Conditional Use Permit will be required for future expansions/additions not shown on the city site plan dated March 17, 2025.

26. Conditional Use Permit, case number CU 23-16, shall become void.

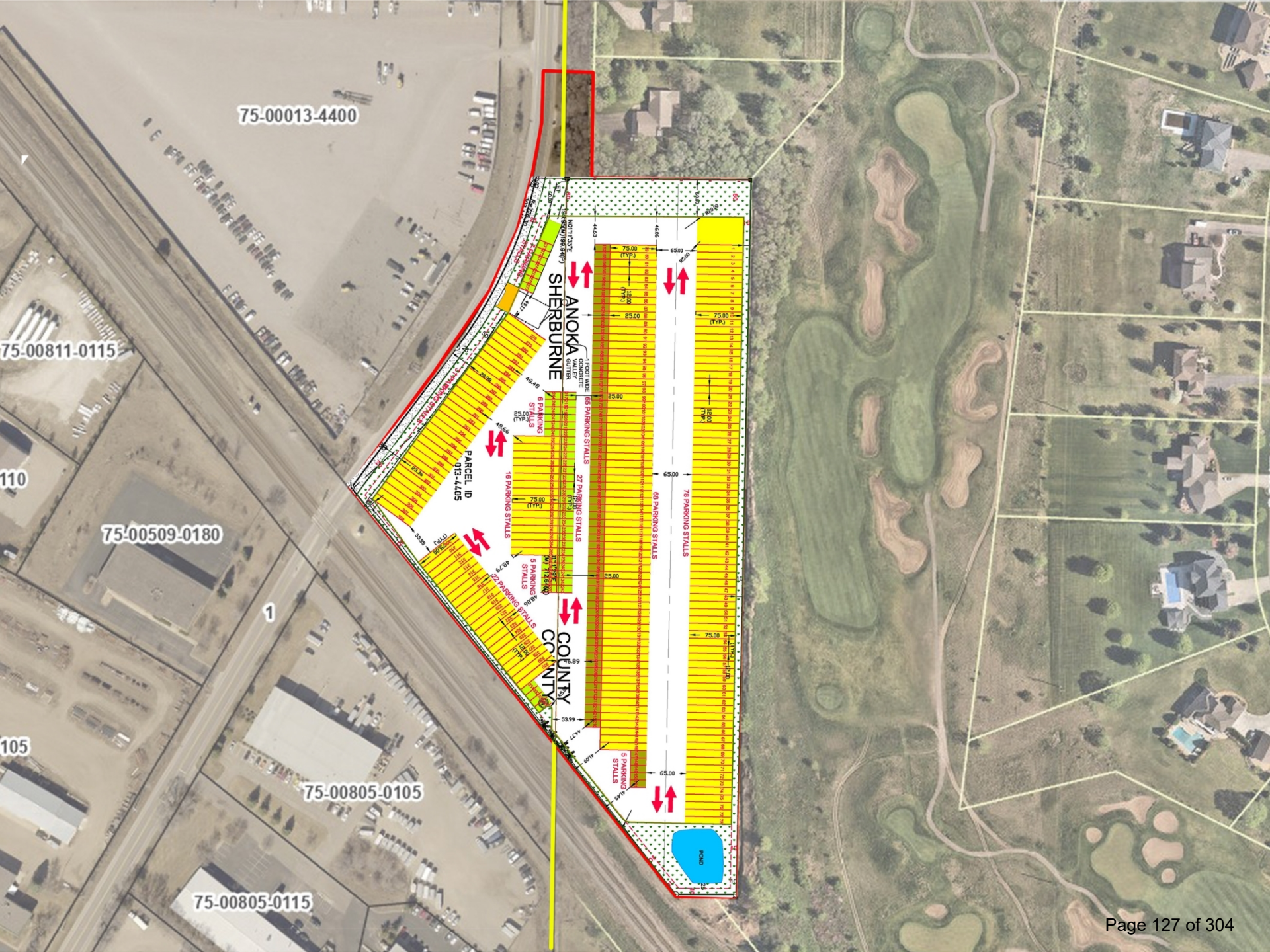
Northstar Trucking
Zone Change
Conditional Use Permit

Background - CUP

- CUP granted in 2023
  - Curb and fence requirement
- Continue to operate on both parcels
  - Both municipalities are reviewing

Background

- Reviewing Outdoor Storage of:
  - Properly licensed, registered, and operable;
  - Semi-trucks, semi-trailers, and other delivery trucks;
  - Motor vehicles;
  - Recreational vehicles, campers, motor homes, and fifth-wheel trailers;
  - Trailers;
  - Boats;
  - Light and heavy equipment;
  - Enclosed shipping containers; and
  - Cars and trucks

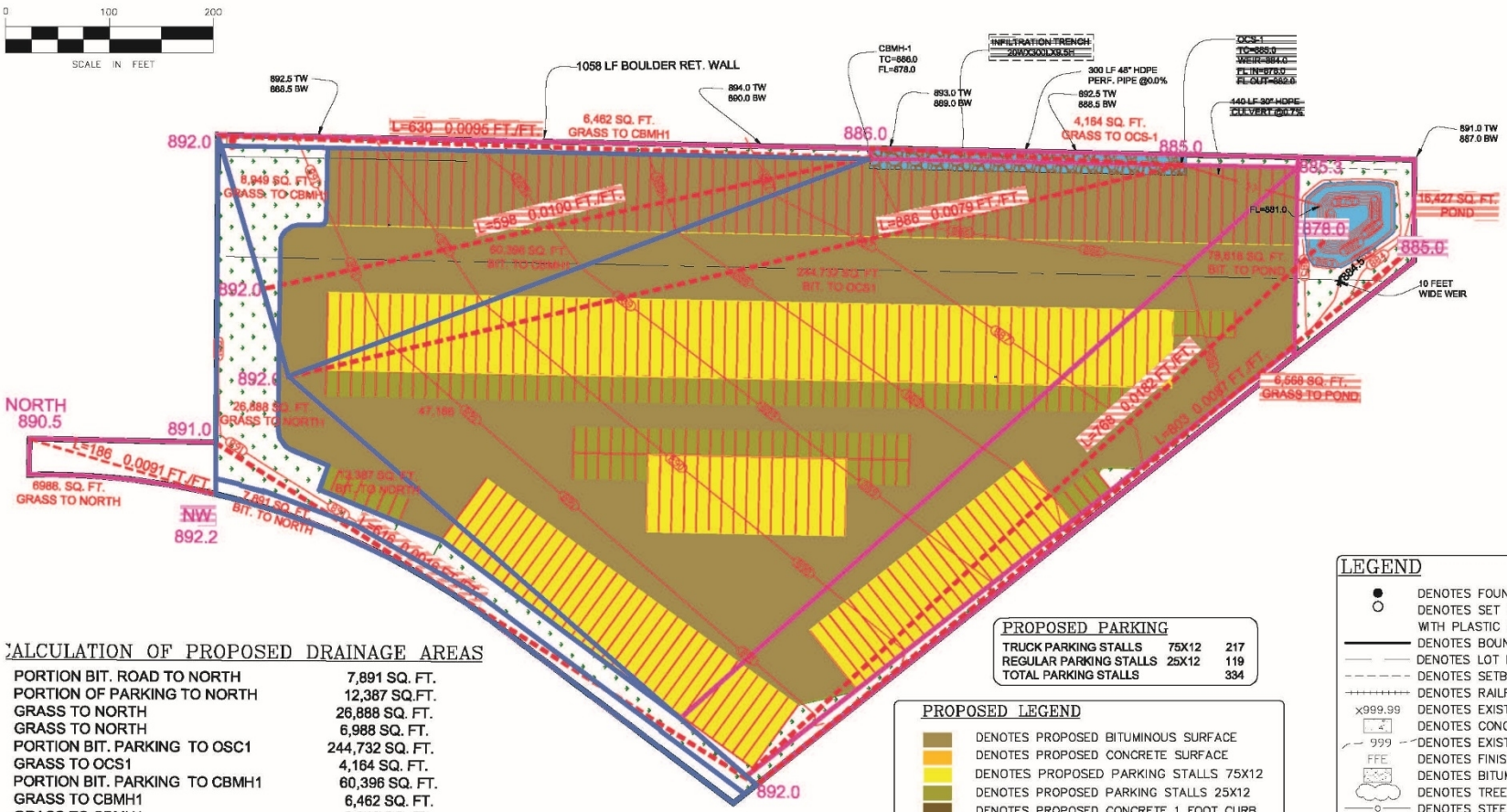

75-00013-4400
75-00811-0115
75-00509-0180
75-00805-0105
75-00805-0115
ANOKA
SHERBURNE
COUNTY
PARCEL ID
013-4405
65 PARKING STALLS
69 PARKING STALLS
78 PARKING STALLS
27 PARKING STALLS
16 PARKING STALLS
6 PARKING STALLS
5 PARKING STALLS
22 PARKING STALLS
POND

Background

- Not Being Reviewed - the outdoor storage and/or of the following damaged items:
  - Semis (tractor and/or trailer)
  - Motor vehicles
  - Recreational vehicles
  - Trailers
  - Boats
  - Light and heavy equipment
- Dumpsters

- Future amendment required

PROPOSED DRAINAGE AREAS



CALCULATION OF PROPOSED DRAINAGE AREAS

PORTION BIT. ROAD TO NORTH	7,891 SQ. FT.
PORTION OF PARKING TO NORTH	12,387 SQ.FT.
GRASS TO NORTH	26,888 SQ. FT.
GRASS TO NORTH	6,988 SQ. FT.
PORTION BIT. PARKING TO OSC1	244,732 SQ. FT.
GRASS TO OCS1	4,164 SQ. FT.
PORTION BIT. PARKING TO CBMH1	60,396 SQ. FT.
GRASS TO CBMH1	6,462 SQ. FT.
GRASS TO CBMH1	8,949 SQ. FT.
PORTION BIT. PARKING TO POND	78,618 SQ. FT.
GRASS TO POND	6,568 SQ. FT.
POND	16,427 SQ. FT.
DRAINAGE AREA	480,470 SQ. FT.
TOTAL LOT AREA	480,470 SQ. FT.

PROPOSED PARKING

TRUCK PARKING STALLS	75X12	217
REGULAR PARKING STALLS	25X12	119
TOTAL PARKING STALLS		334

PROPOSED LEGEND

- DENOTES PROPOSED BITUMINOUS SURFACE
- DENOTES PROPOSED CONCRETE SURFACE
- DENOTES PROPOSED PARKING STALLS 75X12
- DENOTES PROPOSED PARKING STALLS 25X12
- DENOTES PROPOSED CONCRETE 1 FOOT CURB
- DENOTES PROPOSED GRASS BUFFER
- DENOTES PROPOSED 1 FOOT GUTTER
- DENOTES PROPOSED TRAFFIC FLOW
- DENOTES PROPOSED RETAINING WALL
- DENOTES PROPOSED POND
- DENOTES PROPOSED CONTOUR
- ×999.99 DENOTES PROPOSED GRADING SPOT ELEVATION

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- DENOTES RAILROAD LINE
- ×999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES TREE LINE
- DENOTES STEEL FENCE
- OE DENOTES OVERHEAD ELECTRIC
- DENOTES ELECTRIC POWER POLE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- EM DENOTES ELECTRIC METER
- DENOTES DRAINAGE FLOW
- ET DENOTES ELECTRIC TRANSFORMER

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

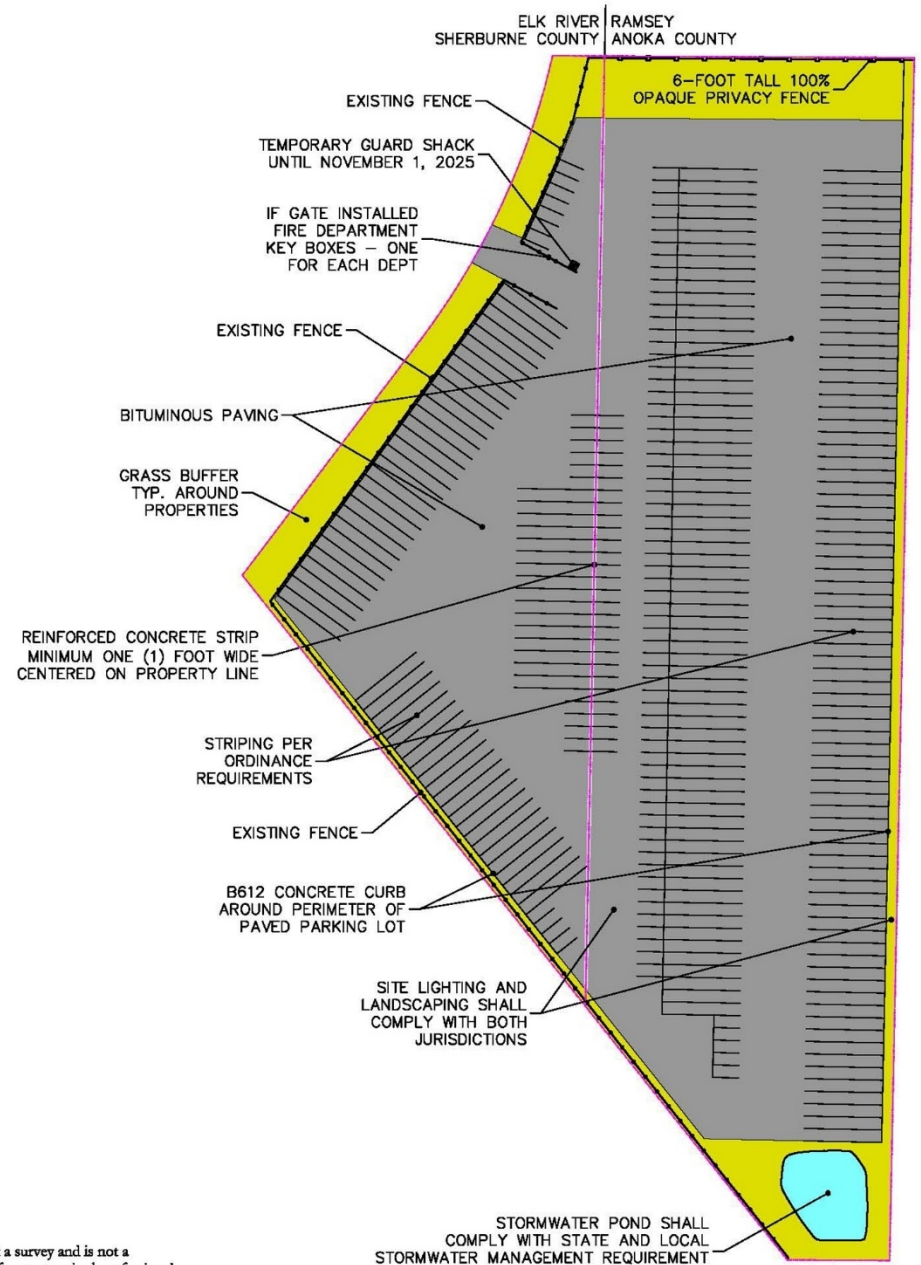
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vlad Sivriver DATED: 12/13/2024

VLADIMIR SIVRIVER P.E. NO. 25105

PROPOSED DRAINAGE AREAS	FIELD WORK DATE: 09/26/2023	DRAWN BY: IS	PROJECT NO.: 23-146
LOCATION: 15851 JARVIS STREET NORTHWEST RAMSEY, MN. 55330	FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C16

City Site Plan - March 17, 2025



This is not a survey and is not a substitute for any required professional documents for either municipality.




LPI


53'
CHEVROLET








53'

Planning Commission

- Discussion on guard shack 5x5
  - Concerns with structure becoming a sleeping place
- Applicant would like to have a 10’x20’ guard/office structure
- Commission agreed a temporary structure is reasonable
  - November 1, 2025

Planning Commission

- City often reviews CUP's for businesses already operating
- PC recommend all the required conditions be completed by **November 1, 2025**

- The PC unanimously recommend approval of the request

Expectations

- To ensure the city's expectations are clear, staff emailed the applicant earlier
- Noting if all conditions are not completed by Nov. 1, 2025:
  - CUP will be void and operations will be required to cease

Ramsey Council Meeting

- Questioned if certain vehicles (hazardous waste or full garbage trucks) would be on site
- Adequate distance from the entrance to the RR tracks?
  - Semi truck movement
- PUD ordinance received a 4 to 3 vote
  - Those opposed indicating the previous and ongoing code violations likely would continue
  - PUD ordinance requires two council meetings

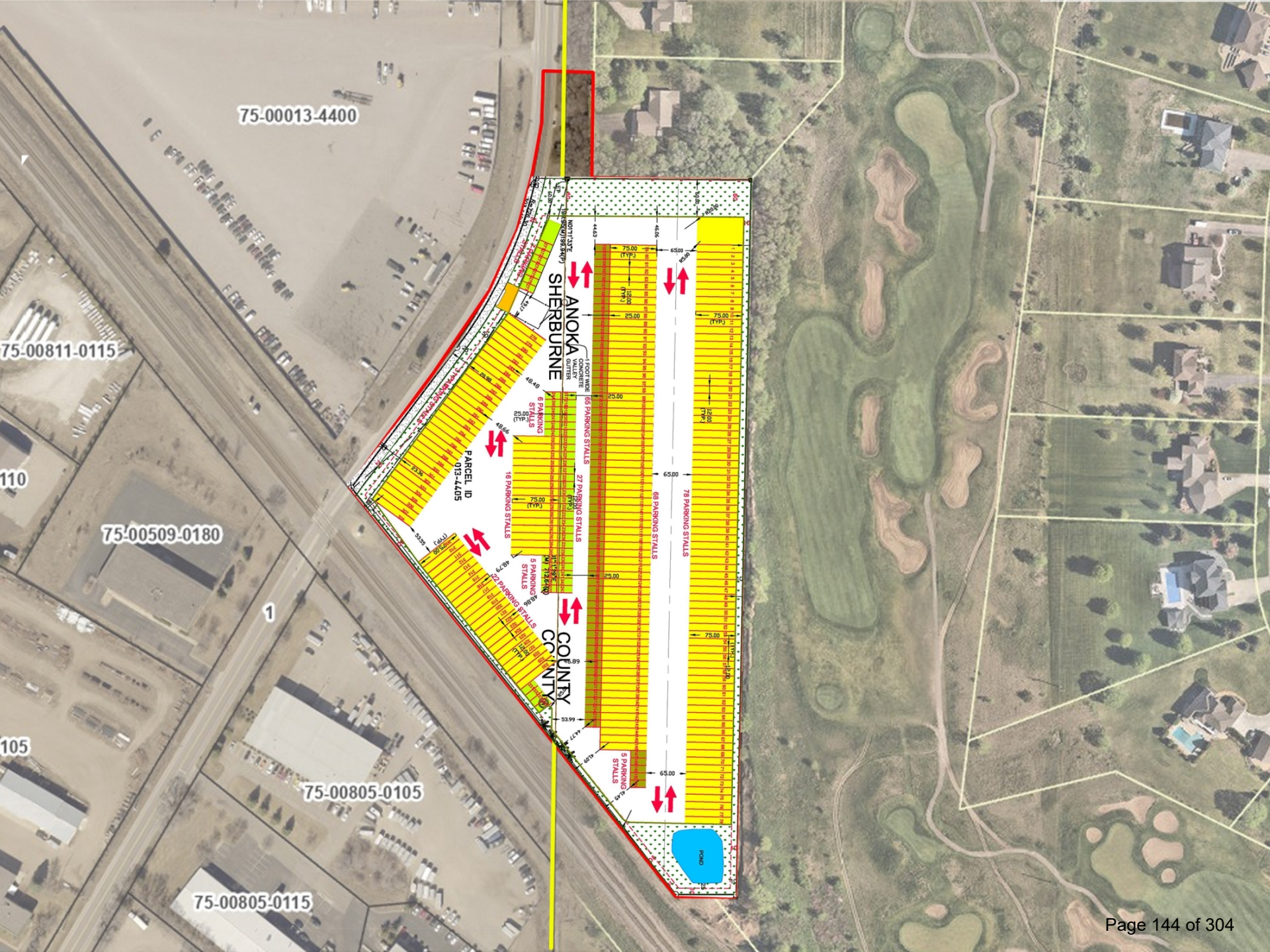
Action Requested

- Approve the CUP with the 26 conditions outlined in the memo

- #7 updated to reflect Ramsey's approvals
- Deadline for everything is **November 1, 2025**

Meetings

- March 17 Elk River CC
- March 25 Ramsey CC


75-00013-4400
75-00811-0115
110
75-00509-0180
1
105
75-00805-0105
75-00805-0115
ANOKA
SHERBURNE
COUNTY
PARCEL ID
013-4405
65 PARKING STALLS
69 PARKING STALLS
78 PARKING STALLS
27 PARKING STALLS
16 PARKING STALLS
6 PARKING STALLS
5 PARKING STALLS
22 PARKING STALLS
5 PARKING STALLS
1 FOOT WIDE CONCRETE GUTTER
POND

Background

Request for Action

To
City Council

Item Number
7.2

Meeting Date
March 17, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Conditional Use Permit: Outdoor Storage, 12777 Meadowvale Rd. NW, Elk River WinLEctric

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested
Approve, by motion, an amendment to Conditional Use Permit (CU 22-11) extending the conditions deadline until July 1, 2025, with the following conditions:

1. The property shall comply with Section 30-807 regarding outdoor storage.
2. All outdoor storage must occur within fenced in areas.
3. All temporary outdoor storage structures shall be removed from the property by **July 1, 2025**.
4. All areas utilized for outdoor storage be completely screened from view from all public rights-of-way by **July 1, 2025**.
5. No product can be stored higher than the top of the fence.
6. The parking lot shall be striped by **July 1, 2025.**
7. An amendment to this Conditional Use Permit will be required for any future changes.

Background/Discussion
The subject parcel was granted a Conditional Use Permit (CUP) in 2022, which has yet to be recorded. One of the conditions required the removal of three temporary outdoor storage structures from the property within two years of City Council approval of the CUP (by July 18, 2024). One of these structures was removed. The applicant has indicated a continued need for these structures while securing nearby indoor storage and is requesting an extension for their removal until July 1, 2025.

Additionally, another condition of approval with the original CUP stipulated that all outdoor storage must occur within fenced areas. Currently, the area behind the building continues to be used for outdoor storage. If this area is to remain in use for outdoor storage, it must be screened to comply with Section 30-807, which mandates that outdoor storage areas be completely screened from view from all public rights-of-way.

Planning Commission
During the public hearing, no one spoke for or against the request and staff has not received any comments since the commission meeting.

The Planning Commission had no questions or concerns about the request and recommended the CUP (CU 22-11) conditions deadline be extended to July 1, 2025, and also added a condition that all areas utilized for outdoor storage be completely screened from view from all public rights-of-way.

Financial Impact
None

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

Attachments
1. CU 24-22 Location Map
2. CU 22-11 CC Action Letter
3. Section 30-807
4. CU 24-22 Recording Document
5. 7.2 WinLectric 3-17-2025





Project Location Map

WinLectric

Conditional Use Permit

Case No: CU 24-22

City of Elk River
13065 Orono Parkway
Elk River, MN 55330

August 8, 2022

Troy Tramm
12777 Meadowvale Road
Elk River, MN 55330

Via email: Tetamm@winlectric.com

Wholesalers Property CO LLC – Ward Allen
3110 Kettering Blvd
Kettering, OH 45439

RE: City Council Action for Case No. CU 22-11

To Whom it May Concern:

On July 18, 2022, the City Council reviewed your application for a Conditional Use Permit to allow outdoor storage at 12777 Meadowvale Road, and approved the request with the following conditions:

1. The property shall comply with Section 30-807.
2. Fencing, as outlined in Section 30-807, shall be installed in the location as shown on the site plan dated July 18, 2022.
3. The fence shall be installed by June 1, 2023.
4. The parking lot shall be striped by September 1, 2022.
5. All outdoor storage must occur in fenced in areas or within the three temporary structures.
6. No product can be stored on top of the three temporary structures or higher than the top of the fence.
7. The temporary structure located in the northwest corner shall be relocated next to the other two temporary storage structures by September 1, 2022.
8. The three temporary outdoor storage structures shall be removed from the property two years after City Council approval of the CUP (July 18, 2024).
9. An amendment to this Conditional Use Permit will be required for any changes to the site plan dated July 18, 2022.

If you have any questions regarding the meeting or the conditions listed above, please let me know. Once the above conditions have been met, the permit will be recorded at Sherburne County and a copy sent to you.

Sincerely,

Chris Leeseberg, Senior Planner
Ph: 763.635.1033
cleeseberg@ElkRiverMN.gov

Sec. 30-807. Outdoor storage.

(a) *Definitions*. The definitions in section 30-1 are applicable in this section.

(b) *Purpose*. It is the intent of this section to establish regulations which allow the outdoor storage materials within the city in a clean and safe manner. Outdoor storage areas must be approved by the city in accordance with the standards outlined in this chapter.

(c) *Standards*.

(1) Outdoor storage shall not exceed 50 percent of the parcel area.

(2) Approved outdoor storage areas must be paved with an approved surface in accordance with section 30-900(a).

(3) Outdoor storage areas shall maintain the front yard setback established for the district where the use is located. The side and rear yard setback shall be ten feet.

(4) Outdoor storage areas shall not be located in designated parking areas or areas striped for parking.

(5) Outdoor storage areas shall be completely screened from view within all public rights-of-way and commercial or residentially zoned parcels. This requirement shall include gates constructed of the same screening material that can be closed when not in use.

a. Screening must provide a visual barrier. Any such barrier shall reduce visibility in a manner that restricts vision of the object being screened, but is not required to totally block the vision of any such object.

b. Screening shall consist of one of the two following methods.

1. A screening fence of at least six feet and constructed of one or more of the following materials:

(i) Wood;

(ii) Factory finished metal or vinyl panels;

(iii) Chain link with vinyl slats. The slats must be maintained at all times and must be replaced within 30 days at the request of the city.

2. An earthen berm of at least three feet in height with a mixed hedge of evergreen and deciduous plant materials.

(i) Plant materials must include a variety of shrubs, ornamental trees, and overstory/evergreen trees. Shrubs must be at least three feet tall at the time of installation and the plan must be approved by city staff.

(ii) Earthen berms shall not have a slope of more than three feet horizontal to one foot vertical or be located within any street right-of-way unless otherwise approved by the city engineer.

(6) Outdoor storage areas abutting an adjacent industrial zoned parcel are not required to be screened.

a. Where screening is not required, barrier style curb B612 shall be installed to define the limits of the approved outdoor storage area.

(Ord. No. 16-26, § 2, 11-21-2016)

CITY OF ELK RIVER
SHERBURNE COUNTY

CONDITIONAL USE PERMIT
Case No. CU 24-22

Permit. Subject to the terms and conditions set forth herein, the City of Elk River hereby grants a Conditional Use Permit ("Permit") requested by Troy Tamm of Elk River Winlectric for the following use:

Conditional Use Permit allowing outdoor storage at 12777 Meadowvale Road NW

Property. The Permit is for the following described property ("Subject Property") in the City of Elk River, Sherburne County, Minnesota:

Lot 9, Block 1, McChesney Industrial Park, Sherburne County, Minnesota

Owner. Owner of the Subject Property at time of the approval of the Permit:

Wholesalers Property CO LLC, owner

Conditions. The Permit is issued subject to the following conditions:

1. The property shall comply with Section 30-807 regarding outdoor storage.
2. All outdoor storage must occur within fenced in areas.
3. All temporary outdoor storage structures shall be removed from the property by **July 1, 2025**.
4. All areas utilized for outdoor storage be completely screened from view from all public rights-of-way by **July 1, 2025**.
5. No product can be stored higher than the top of the fence.
6. The parking lot shall be striped by **July 1, 2025**
7. An amendment to this Conditional Use Permit will be required for any changes to the site plan dated May 17, 2025.

Termination of Permit. The Permit shall remain in effect only for so long as the conditions set for the herein are complied with. The City may revoke the Permit following a public hearing for violation of the terms and/or conditions set forth in the Permit.

Lapse. If within two (2) years of the issuance of the Permit the proposed work described in a conditional use permit has not been substantially completed, the permit shall expire and become void, except that the council may, following recommendation of the planning commission, extend the permit for an additional period determined by the council on the receipt of a request for a permit extension prior to its expiration. A conditional use permit authorizes only the use specified in the permit and shall expire if, for any reason, the authorized use ceases for more than six (6) months.

Criminal Penalty. Both the owner and any occupant of the Subject Property are responsible for compliance with the permit. Violation of the terms of the Permit is a criminal misdemeanor.

Recording. The Permit shall be recorded against the title to Subject Property.

Dated: _____, 2025.

CITY OF ELK RIVER

By: _____
Mayor John J. Dietz

By: _____
City Clerk Tina Allard

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this ___ day of _____, 2025, by John J. Dietz and Tina Allard, respectively, the Mayor and City Clerk of the City of Elk River, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by the City Council.

_____
Notary Public

DRAFTED BY:
City of Elk River
13065 Orono Parkway NW
Elk River, MN 55330
Phone: 763-635-1032

Winlectric
Conditional Use Permit


York Street
75-00433-0170
SITE
75-00433-0190
44
Meadowvale Road

Background

- Zoned I1 – Light Industrial
- Outdoor Storage = CUP
- CUP approved July 2022
  - Temp storage was to be removed by July 2024
  - Not recorded yet

- Asking for an extension – July 1, 2025


ELK RIVER
Winlectric
COMPANY
www.ElkRiverWinlectric.com
763-241-1617
WHOLESALE ELECTRICAL SUPPLIES
Lighting • Switchgear • Devices
NOT A
TURN AROUND
FOR
LARGE TRUCKS
BACK IN ONLY

Planning Commission

- No one spoke
- PC no concerns
- Recommend extension to July 1, 2025
  - Outdoor storage screened from public ROW

Action Requested

- Approve, by motion, an amendment to CUP (CU 22-11)
- Extending the conditions deadline until July 1, 2025


Temp Storage
Relocated
100'
Fenced
Outdoor Storage
Fenced
Outdoor Storage
10'
Parking
Area

Request for Action

To
City Council

Item Number
7.3

Meeting Date
March 17, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Preliminary Plat, Resolution 25-09 for Final Plat, and Ordinance Amendment 25-02 to Establish a PUD: The Villas at Fillmore Third Addition, PID 75-00931-0030, Riverside Development

Reviewed by
Cal Portner
Tina Allard

Action Requested
Adopt Ordinance Amendment 25-02 codifying and updating the PUD for The Villas at Fillmore, subject to City Council's approval of the Preliminary and Final Plat for The Villas at Fillmore Third Addition.

Approve the preliminary plat for The Villas at Fillmore Third Addition, with the following conditions:
1. Council approval of the ordinance amendment approving the PUD changes.
2. A Water Availability Charge for each lot must be paid before connection to the municipal water system.
3. A tee will need to be installed for each connection to the existing HDPE water main; tapping HDPE pipe will not be permitted.
4. Compliance with the City of Elk River Engineering Design Standards is mandatory for all planning and construction activities.
5. The development agreement must include reimbursement for the water main extension that was installed along Fillmore Street in 2022 and paid for by ERMU in the amount of $44,590.
6. The sanitary sewer will be privately owned/maintained.
7. The storm pipe will be privately owned/maintained as it captures only storm water from the private street.
8. Extend sewer and water stubs to easement line.
9. All retaining walls will be privately owned and maintained by the property owners or HOA. This must be noted in the plans.
10. The developer will need to install one to two pipe crossings under the private road. ERMU will provide the pipe and location of crossings when ready.
11. Electrical service for the lift station is considered commercial. The developer will need to provide a secondary electric service.

Adopt Resolution 25-09 approving the final plat of The Villas at Fillmore Third Addition, with the following conditions:
1. Council approval of a Development Agreement outlining the responsibilities of the developer.
2. Water Availability Charge shall be paid in the amount required by the city when the final plat is released for recording (currently $390/plumbing unit).
3. A Letter of Credit shall be provided to the city in the amount of 100% of the costs of the public improvements.

4. Upon completion of all improvements and acceptance by the city, a security or warranty in a form acceptable to the public works director must be secured.
5. The Development Plan shall be approved by the public works director prior to the issuance of building permits.
6. Staff approval of all site, civil, and landscaping plans.
7. Park dedication shall be paid for six low-density parcels at the rate applicable at the time of recording.
8. Any item or condition found that indicates the site is likely to yield information important to pre-history or history shall be reported to the city immediately. Further, the city reserves the right to stop work authorized in its approval until the site is appropriately investigated and work is authorized.

Background/Discussion
The applicant is proposing to complete the final phase of The Villas at Fillmore. This phase includes six single-family lots located on a private drive. The site has limited development potential due to existing wetlands, storm water features, sanitary sewer limitations, and a large overhead powerline. These factors contributed to the developers' decision to construct the project on a private street.

Site Plan
The project includes one private cul-de-sac providing access to all six parcels, which are generally 60-feet wide. Parking is provided on the driveway and with six parking stalls perpendicular to the private street. The homes will be a minimum of 10-feet apart and maintenance will be addressed by an HOA.

Public Utilities
All six homes will be connected to city sewer and water. However, the sewer service requires a private lift station to convey the effluent to the city's system. The city will not maintain this lift station, and the development will connect to the public system near the intersection of 177th Ave and Fillmore Street.

The water main is located beneath the trail on the west side of Fillmore Street and the developer will need to make two connections to provide the required loop of service. The water main providing service to this phase was installed by the developer with the first phase of this subdivision, but ERMU reimbursed the developer as the extension was for a looped service at the time. ERMU has requested reimbursement for this cost as the extension is now providing service for this phase. These types of utility services are generally installed at the developer's expense. The condition noting the reimbursement cost has been updated since the Planning Commission review and is based on ERMU's recommendation.

Park and Recreation Commission
The Commission reviewed the project on March 12, 2025, and recommended park dedication be paid for six low-density residential parcels. The developer had installed the trail along Fillmore with their first and second additions. The trail was installed by the developer, but the city funded the trail through park dedication funds.

Planning Commission
The Planning Commission held a public hearing on February 25, 2025, to review the ordinance amendment and the preliminary plat. Two residents spoke during the public hearing. The first, a resident east of the project area, inquired whether the existing ingress/egress easements he has along the north property line will be impacted. This easement was granted in 1984 and is noted on the final plat as an easement that will remain in place. The second resident asked several questions specific to the proposed setback from natural features and distance from existing homes. The proposed project meets the required setbacks, but staff noted to the Planning Commission that as the project is being reviewed as a PUD, they could require increased setbacks.

The applicant also spoke and noted that this phase will have the same HOA and builder as the first two additions.

The Planning Commission unanimously recommended approval of the ordinance amendment and preliminary plat with the conditions noted in the memo.

Financial Impact
None

Mission/Policy/Goal
Opportunity to live, work, and play.
Support the growth and development of the community.

Attachments
1. Planning Commission Memo dated 02-25-2025
2. Ordinance Amendment - Villas at Fillmore PUD
3. Final Plat
4. Final Plat Resolution for The Villas at Fillmore Third
5. Council Presentation

Request for Action

To
Planning Commission

Item Number
4.3

Meeting Date
February 25, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Preliminary Plat and Ordinance Amendment (PUD): The Villas at Fillmore Third Addition, PID 75-00931-0030, Riverside Development

Reviewed by
Chris Leeseberg

Action Requested
Recommend, by motion, approval of an ordinance amendment codifying and updating the PUD for The Villas at Fillmore.

Recommend, by motion, approval of the preliminary plat for The Villas at Fillmore Third Addition, with the following Conditions:

1. Council approval of the ordinance amendment approving the PUD changes.
2. A Water Availability Charge for each lot must be paid before connection to the municipal water system.
3. A tee will need to be installed for each connection to the existing HDPE water main; tapping HDPE pipe will not be permitted.
4. Compliance with the City of Elk River Engineering Design Standards is mandatory for all planning and construction activities.
5. The development agreement must include a prorated cost share for the water main extension that was installed along Fillmore Street in 2022 and was paid for by ERMU in the amount of $32,725.
6. The sanitary sewer will be privately owned/maintained.
7. The storm pipe will be privately owned/maintained as it captures only storm water from the private street.
8. Extend sewer and water stubs to easement line.
9. All retaining walls will be privately owned and maintained by the property owners or HOA, this must be noted on the plans.
10. The developer will need to install one to two pipe crossings under the private road. ERMU will provide the pipe and location of crossings when ready.
11. Electrical service for the lift station is considered commercial. The developer will need to provide a secondary electric service.

Background/Discussion
The applicant is proposing to complete the final phase of The Villas at Fillmore. This phase includes six single-family lots located on a private drive. The site has limited development potential due to existing wetlands, storm water features, sanitary sewer limitations, and a large overhead powerline. These factors contributed to the developers decision to construct the project with a private street.

Site Plan
The project includes one private cul-de-sac providing access to all six parcels, which are generally 60-feet wide. Parking is provided on the driveway and with six parking stalls perpendicular to the private street. The homes will be a minimum of 10-feet apart and maintenance will be addressed with an HOA.

Public Utilities
All six homes will be connected to city sewer and water. However, the sewer service requires a private lift station to convey the effluent to the city's system. The city will not maintain this lift station, and the development will connect to the public system near the intersection of 177th Ave and Fillmore Street.

The water main is located beneath the trail on the west side of Fillmore Street and the developer will need to make two connections to provide the required loop of service. The water main providing service to this phase was installed by the developer with the first phase of this subdivision, but ERMU reimbursed the developer as the extension was for a looped service at the time. ERMU has requested reimbursement for this cost as the extension is now providing service for this phase. These types of utility services are generally installed at the developer's expense.

Ordinance Amendment
The proposed ordinance amendment will take the place of a PUD agreement. The standards of the previous PUD agreement will be codified into city ordinances, providing more clarity and transparency for the public. The only changes proposed are for the inclusion of the third phase and memorializing the private street and utility items.

Preliminary Plat
City ordinance section 30-375 outlines the required findings for approval of a Preliminary Plat.

1. The proposed subdivision is consistent with the zoning regulations (article VI of this chapter) and conforms in all respects with all requirements of this Code, including the zoning regulations and this article.
The property was rezoned to Planned Unit Development with the first phases of this subdivison. With the PUD designation, the development will follow their own development standards, as approved in the ordinance amendment for the PUD

2. The proposed subdivision is consistent with all applicable general and specialized city, county, and regional plans, including, but not limited to, the city's comprehensive development plan.
As the property was rezoned to PUD and is guided for residential uses by the Comprehensive Plan, the subdivision is consistent with all applicable plans.

3. The physical characteristics of the site, including but not limited to topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and drainage are suitable for the type and density of development and uses contemplated.
The physical characteristics of the site are suitable for the type and density of development and uses contemplated.

4. The proposed subdivision makes adequate provision for water supply, storm drainage, sewage transportation, erosion control and all other services, facilities and improvements otherwise required in this article.
The subdivision will include infrastructure to meet city requirements. The sanitary service and required lift station will be privately owned and maintained, but will become public after making the connection to existing services. The water service also requires reimbursement for previous work paid for by ERMU, but that now serves the current development phase. Finally, additional permits required to comply with erosion control standards are required and will be secured prior to building permit issuance. These concerns have been included as conditions of approval.

5. The proposed subdivision will not cause substantial environmental damage.
Although there will be site grading, the subdivision will not cause substantial environmental damage.

6. The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.
The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.

7. The proposed subdivision will not have an undue and adverse impact on the reasonable development of neighboring land.
The only undeveloped property is one similarity size and shaped directly to the west of the subject parcel. The proposed subdivision will not impact reasonable development of neighboring land.

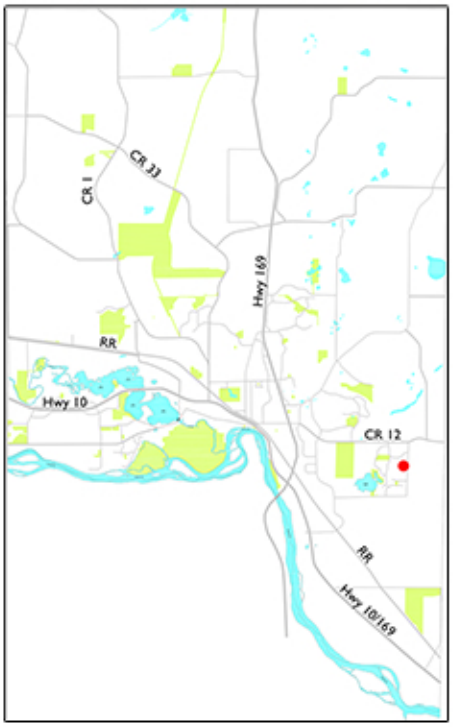
8. The proposed subdivision is not premature. A subdivision is premature if any of the following exists:
a. Lack of adequate stormwater drainage.
b. Lack of adequate roads.
c. Lack of adequate sanitary sewer systems.
d. Lack of adequate off-site public improvements or support systems.
The subdivision is not premature as the above conditions have been provided for.

Financial Impact
None

Mission/Policy/Goal
Support the growth and development of the community.
Responsibly grow.
Opportunity to live, work, and play.

Attachments
1. Location Map
2. Preliminary Plat
3. Civil Plans



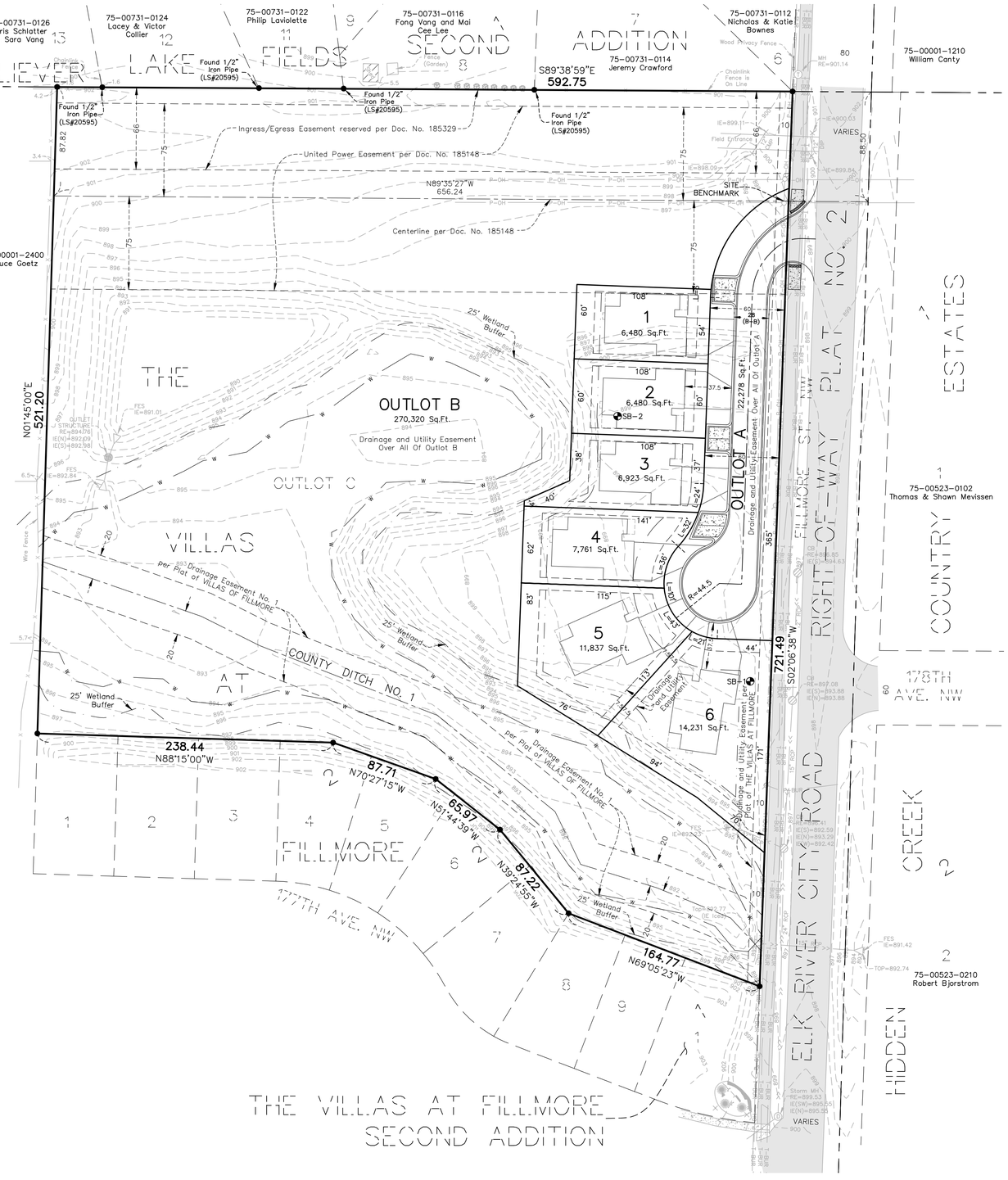


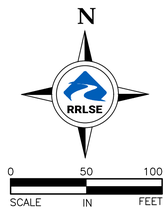
Project Location Map

Riverside Development

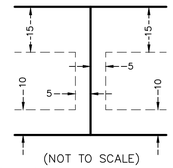
Preliminary Plat
Final Plat
Ordinance Amendment

Case No: P 25-01, P 25-02, & OA 25-01





DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



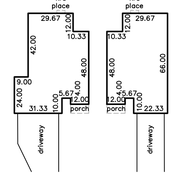
(NOT TO SCALE)

Being 10.00 feet in width and adjoining all right of way lines unless otherwise shown on this plat and being 5.00 feet in width and adjoining all side lot lines unless otherwise shown on this plat and being 15.00 feet in width and adjoining all rear lot lines unless otherwise shown on this plat.

LEGEND

- ● = DENOTES FOUND 1/2" X 14" IRON PIPE WITH PLASTIC CAP MARKED "RLS 49138" UNLESS OTHERWISE NOTED
- 980 = DENOTES EXISTING CONTOUR (1 FOOT INTERVAL)
- = DENOTES BUILDING SETBACK LINE
- = DENOTES 25' WETLAND BUFFER
- W = DENOTES EDGE OF DELINEATED WETLAND PER PLAT OF THE VILLAS AT FILLMORE
- SB1 = DENOTES SOIL BORING BY OTHERS
- = DENOTES SANITARY SEWER LINE
- = DENOTES CATCHBASIN
- = DENOTES FES
- = DENOTES STORM SEWER LINE
- = DENOTES UTILITY POLE
- P-OH = DENOTES OVERHEAD UTILITY LINES
- T-BUR = DENOTES BURIED TELECOMMUNICATIONS
- = DENOTES TELECOMMUNICATIONS MANHOLE
- = DENOTES SIGN
- = DENOTES DECIDUOUS TREE (DIAMETER)
- = DENOTES CONIFEROUS TREE (DIAMETER)
- = SHRUB
- = BITUMINOUS SURFACE
- = CONCRETE SURFACE

TYPICAL HOUSE



DESCRIPTION OF PROPERTY TO BE PLATTED:
(PID NO. 75-00931-0030)

Outlot C, THE VILLAS AT FILLMORE, Sherburne County, Minnesota.

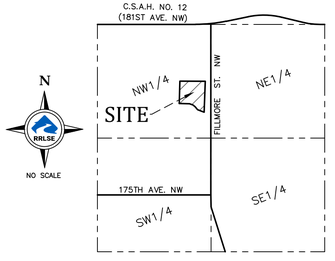
NOTES:

1. The professional surveyor has made no investigation or independent search for easements of record, encumbrance, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
2. The underground utilities shown are depicted per observed evidence. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. Prior to any excavation, contact Gopher State One Call for an on-site location (651-454-0002). The subsurface utility information on this survey is utility quality level D. This quality level was determined according to the guidelines of CI/ASCE 38-2, entitled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data.
3. Project Benchmark: MnDOT Monument No. POWER MNDT AZ MK.
   Elevation = 902.23 feet (NGVD 1929)

   Site Benchmark: Railroad Spike in East Face of Power Pole on the West side of Fillmore Street NW, 400 feet North of the intersection with 178th Ave. NW.
   Elevation = 899.85 feet (NGVD 1929)

Municipality:	City of Elk River
Existing Zoning:	R1c - Single Family Residential
Proposed Zoning:	Planned Unit Development
Road Mileage:	300 LF or 0.06 Miles (Private)
Proposed Utilities:	Sewer: Municipal Water: Municipal
Street Lighting:	As Required
Plat Area:	Total Area: 346,310 Sq.Ft. = 7.950 Acres Proposed ROW: 0 Sq.Ft. = 0.00 Acres Park Area: 0 Sq.Ft. = 0.00 Acres
Proposed Building Setbacks:	Front yard: 37.5 feet (From Street Curb) Side yard: 25 feet (Street) Rear yard: 20 feet Side yard: 5 feet (Interior)
Lot Summary:	6 - Single Family Residential Lots 2 - Outlots
Owner/Subdivider:	Riverside Development Company of Princeton 19230 Evans St. NW Suite 115 Elk River, MN 55330 Marly Glines - (218) 360-4188
Surveyor:	Rum River Land Surveyors & Engineers PO Box 1044 3601 Thurston Ave. Princeton, MN 55371 Anoka, MN 55303 (763) 389-4476 (763) 427-5860 brian@raa-inc.com

VICINITY MAP
SEC.1, T.32, R.26



DATE	REVISION

Jan 22, 2025 - 3:19pm
K:\cad_surv\Land Desktop 2008\P-2135.36 VILLAS 3rd\dwg\P-2135.36 PRE PLAT.dwg

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Land Surveyor under the laws of the State of Minnesota.

Brian Person, PLS
Date 01/21/2025 Lic. No. 49138

DESIGNED BY: SMM	
DRAWN BY: JJ	DATE: 01/21/2025
CHECKED BY: BP	FILE NO. P-2135.36

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O - 763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE 3RD ADDITION

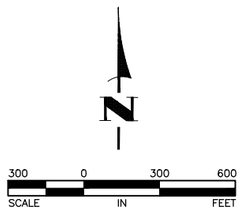
PRELIMINARY PLAT
FOR
RIVERSIDE DEVELOPMENT COMPANY OF PRINCETON
SHERBURNE COUNTY, MINNESOTA

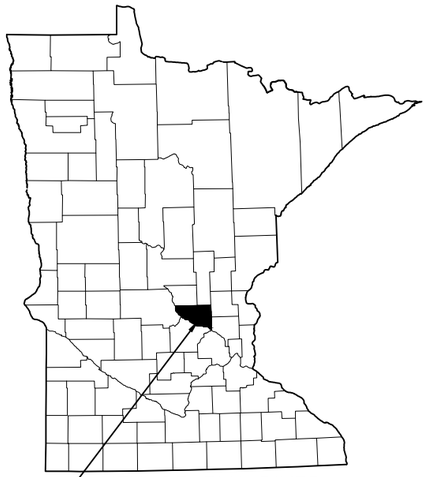
SHEET 1 OF 1 SHEETS

THE VILLAS AT FILLMORE THIRD ADDITION

CITY OF ELK RIVER, MINNESOTA







THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

Jan 24, 2025 - 11:08am
K:\Projects\P-2135.36 ENGINEERING\PLAN DWG\P-2135.36_TITLE.dwg

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL APPLY.

THE 2023 EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD SPECIFICATIONS SHALL APPLY.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

ALL REQUIREMENTS OF THE PROJECT MANUAL FOR THE THE VILLAS AT FILLMORE THIRD ADDITION PROJECT.

SHEET INDEX

THIS PLAN CONTAINS 20 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	CONSTRUCTION NOTES AND PROJECT LEGEND
3–6	DETAILS
7	TYPICAL LOT SECTIONS, SOIL NOTES, AND DETAILS
8	EXISTING CONDITIONS AND REMOVALS PLAN
9	GRADING AND EROSION CONTROL PLAN
10	WATERMAIN AND SANITARY SEWER PLAN
11	STREET AND STORM SEWER PLAN
12	RESTORATION PLAN
13	PEDESTRIAN RAMP CONSTRUCTION PLAN
14	FORCEMAIN CONSTRUCTION PLAN
15–20	MNDOT PEDESTRIAN RAMP DETAILS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER

23461 LIC. NO.

DATE 1/23/25

DATE	REVISION

SHEET 1 OF 20 SHEETS

P-2135.36

GENERAL CONSTRUCTION NOTES:

1. SAWCUT AND MILL WHEN PLACING NEW PAVEMENT ADJACENT TO INPLACE PAVEMENT AND AT TERMINI OF CONSTRUCTION TO ENSURE A UNIFORM JOINT.
2. BITUMINOUS AND CONCRETE ITEMS DISTURBED BY CONSTRUCTION SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF IN ACCORDANCE WITH MN/DOT SPEC. 2104.
3. USE TACK COAT BETWEEN ALL BITUMINOUS MIXTURES. THE BITUMINOUS TACK COAT MATERIAL SHALL BE APPLIED AT A UNIFORM RATE OF 0.05 GAL/SY TO 0.07 GAL/SY BETWEEN BITUMINOUS LAYERS. THE APPLICATION RATES ARE FOR UNDILUTED EMULSIONS.
4. PERFORMANCE GRADED (PG) ASPHALT BINDER PG 58H-34, SPEC. 3151, SHALL BE USED FOR ALL BITUMINOUS MIXES ON THIS PROJECT. SPECIFIC PG GRADES ARE SHOWN AT THE END OF THE MIX DESIGNATION NUMBER SHOWN ON THE TYPICAL SECTION.
5. THE BITUMINOUS MIXTURES SHALL MEET THE REQUIREMENTS OF SPECIFICATIONS 2360 AND 3139.
6. CONTRACTOR SHALL SCHEDULE CONSTRUCTION IN COOPERATION WITH UTILITY RELOCATIONS IF ANY ARE NECESSARY. INSTALLATION OF NEW CONDUITS WILL BE REQUIRED. THE UTILITY COMPANY WILL FURNISH THE CONDUIT AND CONTRACTOR SHALL INSTALL THEM. THIS WORK SHALL BE INCIDENTAL.
7. ALL STORM SEWER SHALL BE REINFORCED CONCRETE PIPE UNLESS OTHERWISE NOTED.
8. HYDRANTS SHALL MEET THE REQUIREMENTS OF CSP 3401.
9. PIPE BEDDING SHALL BE PER CSP 3406.
10. SUBGRADE PREPARATION FOR ALL TRAILS AND WALKS SHALL BE INCIDENTAL.
11. CONCRETE CURB AND GUTTER THROUGH THE CATCH BASINS WILL BE PAID AS ITEM 2531 CONCRETE CURB AND GUTTER DESIGN SURMOUNTABLE.
12. CONCRETE CURB AND GUTTER SHALL BE THE 28" SURMOUNTABLE DESIGN SHOWN IN CSP 2000.
13. EXTRA DEPTH WATERMAIN IS REQUIRED AS INDICATED ON THE PLANS. THIS WORK SHALL BE INCIDENTAL.
14. THE BITUMINOUS WEARING COURSE SHALL NOT BE PLACED UNTIL THE YEAR 2026.
15. CONCRETE MAT SHALL BE CABLE CONCRETE CC35 MANUFACTURED BY IECS, INC. OR APPROVED EQUAL.

GENERAL EROSION CONTROL NOTES:

1. PRIOR TO ANY CONSTRUCTION ACTIVITIES THE CONTRACTOR SHALL ACQUIRE THE NECESSARY MPCA-NPDES STORMWATER PERMIT.
2. THE CONTRACTOR SHALL INSTALL EROSION AND SEDIMENT CONTROL FACILITIES (BMP'S) PRIOR TO GRADING AND REMOVAL ACTIVITIES. BMP'S SHALL BE MAINTAINED FOR THE DURATION OF CONSTRUCTION ACTIVITIES AND POTENTIAL FOR EROSION HAS PASSED.
3. THE CONTRACTOR SHALL SCHEDULE THEIR OPERATIONS TO MINIMIZE THE AMOUNT OF DISTURBED AREA AT ANY GIVEN TIME.
4. BMP'S SHALL BE INSPECTED DAILY BY THE CONTRACTOR AND DOCUMENTED IN THE SWPPP INSPECTION LOG. SWPPP SHALL BE PROVIDED TO THE CITY.
5. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROPERLY DISPOSED OF BY THE CONTRACTOR WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION IS APPROVED BY THE ENGINEER AND THE CITY OF ELK RIVER. THIS WORK SHALL BE INCIDENTAL.
6. THE CONTRACTOR SHALL FILE NOTICE OF TERMINATION (NOT) WITH THE MPCA WHEN FINAL STABILIZATION IS APPROVED BY THE ENGINEER.
7. SILT FENCE & BLANKET SHALL BE INSTALLED BEHIND THE CURB DURING CONSTRUCTION BEFORE CLASS 5 AGGREGATE BASE IS CONSTRUCTED.
8. ALL TEMPORARY SOIL STABILIZATION AND SEEDING NECESSARY TO MEET THE REQUIREMENTS OF THE PROJECT MANUAL, MPCA NPDES CONSTRUCTION PERMIT AND MN/DOT STANDARD SPECIFICATION SHALL BE INCIDENTAL.
9. THE CONTRACTOR SHALL POST THE SWPPP ON SITE. THE METHOD OF POSTING SHALL BE APPROVED BY THE ENGINEER.
10. ALL DEWATERING REQUIRED TO COMPLETE THE CONSTRUCTION SHALL BE INCIDENTAL.

CITY STANDARD PLATES

PLATE NO.	DESCRIPTION	SHEET NUMBER
2000	SURMOUNTABLE AND B618 CONCRETE CURB AND GUTTER	3
2001	CONCRETE "V" GUTTER	3
2005	CATCH BASIN FRAME PLACEMENT SURMOUNTABLE CURB AND GUTTER	3
2009	STANDARD SILT FENCE	3
2015	ROCK CONSTRUCTION ENTRANCE BUILDING PERMIT	3
2500	SHALLOW CATCH BASIN	3
2503	CONCRETE PIPE JOINT TIES	4
2504	TRASH GUARD	4
2507	STANDARD INLET CASTING	4
2511	CATCH BASIN INLET PROTECTION	4
2513	CONCRETE EROSION MAT OUTLET INSTALLATION DETAIL	4
3400	TYPICAL WATER LAYOUT	4
3401	PACER HYDRANT DETAIL	4
3402	HYDRANT RESTRAINT DETAIL	4
3403	TYPICAL SERVICE DETAIL	5
3404	WATERMAIN CROSSING	5
3406	CLASS B PIPE BEDDING	5
3408	TRACER WIRE DETAIL	5
3409	TRACER WIRE LAYOUT DETAIL	5
4000	STANDARD MANHOLE	5
4007	TYPICAL HOUSE SERVICE	5

LEGEND

- FO-BUR — BURIED FIBER OPTIC CABLE
- T-BUR — BURIED TELEPHONE CABLE
- G — GAS MAIN
- P-BUR — BURIED ELECTRIC CABLE
- P-OH — OVERHEAD ELECTRIC CABLE
- UTILITY PEDESTAL
- POWER POLE
- GUY WIRE
- LIGHT POLE
- SIGNAL POLE
- STORM SEWER
- STORM SEWER MANHOLE
- CATCH BASIN
- FES
- WATERMAIN
- WATERMAIN MANHOLE
- HYDRANT
- GATE/BUTTERFLY VALVE
- WATER SERVICE
- SANITARY SEWER
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- SEWER SERVICE
- TRUNCATED DOMES
- CONCRETE CURB & GUTTER
- PROPOSED BITUMINOUS PAVEMENT
- EXISTING BITUMINOUS PAVEMENT
- CONCRETE PAVEMENT
- SIGN
- MAILBOX
- DETAIL NUMBER
- SHEET NUMBER
- SAWCUT BITUMINOUS OR CONCRETE
- W — DELINEATED WETLAND
- EXISTING TREELINE
- DOUBLE SILT FENCE
- SILT FENCE
- INLET PROTECTION DEVICE
- DRAINAGE ARROW
- CONSTRUCTION ENTRANCE
- 900 — EXISTING CONTOUR
- 900 — PROPOSED CONTOUR
- PROJECT PROPERTY LINE
- SURROUNDING PROPERTY LINE
- RIGHT OF WAY LINE
- EASEMENT LINE
- BUILDING SETBACK LINE
- SB1 — SOIL BORING
- CONIFEROUS TREE
- DECIDUOUS TREE
- CSP — CITY STANDARD PLATE

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

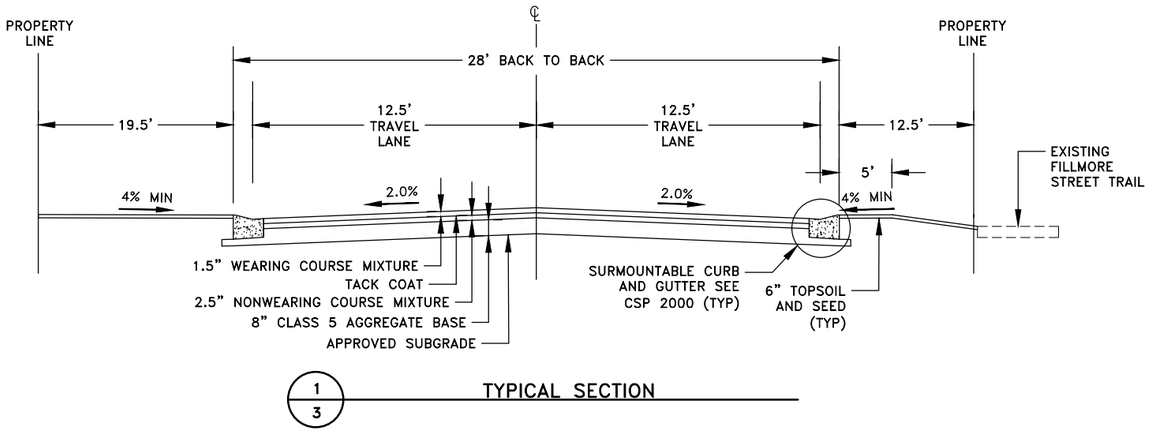
CONSTRUCTION NOTES AND PROJECT LEGEND

CITY OF ELK RIVER, MINNESOTA

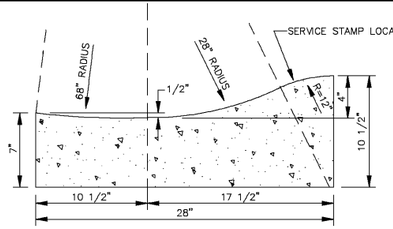
SHEET 2 OF 20 SHEETS

P-2135.36

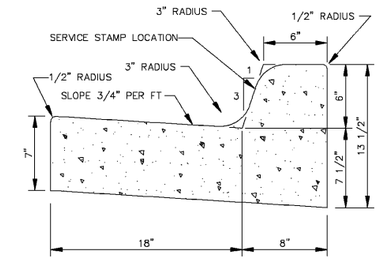
Jan 24, 2025 - 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_DETAILS.dwg



1/3 TYPICAL SECTION



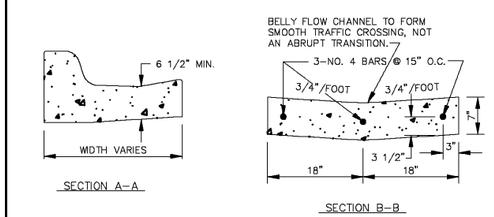
28" SURMOUNTABLE CONCRETE CURB AND GUTTER

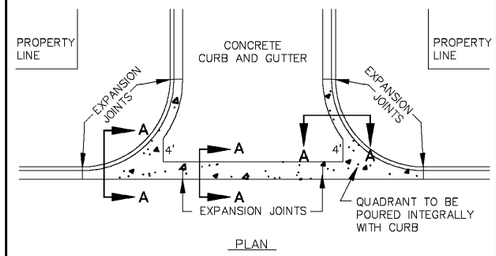


B618 CONCRETE CURB AND GUTTER

REV: 3/2006

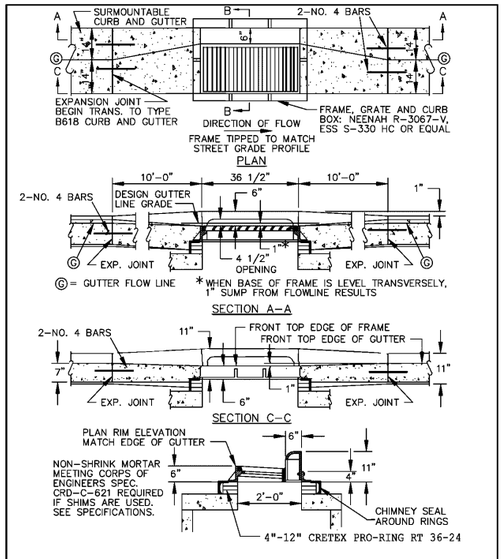
City of Elk River | SURMOUNTABLE AND B618 CONCRETE CURB AND GUTTER | STANDARD PLATE NO. 2000





REV: 3/2006

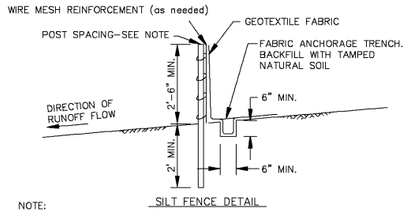
City of Elk River | CONCRETE "V" GUTTER | STANDARD PLATE NO. 2001



SECTION B-B

REV: 2/2023

City of Elk River | CATCH BASIN FRAME PLACEMENT SURMOUNTABLE CURB AND GUTTER | STANDARD PLATE NO. 2005

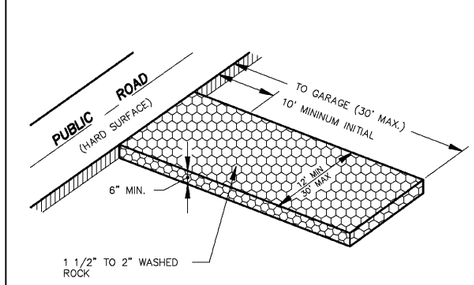


SILT FENCE DETAIL

NOTE:
1. SILT FENCES CONSTRUCTED WITH SUPPORT FENCES, POSTS SHALL BE SPACED AT 10' OR LESS, AND DRIVEN AT LEAST 2' INTO THE GROUND.
2. SILT FENCES CONSTRUCTED WITHOUT SUPPORT FENCES, POST SHALL BE SPACED AT 4' OR LESS, AND DRIVEN AT LEAST 3' INTO THE GROUND.

REV: 7/2007

City of Elk River | STANDARD SILT FENCE | STANDARD PLATE NO. 2009

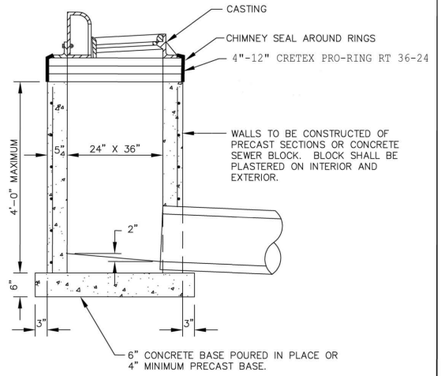


NOTE:

ROCK ENTRANCE NEEDS TO BE INPLACE (MIN 10' IN LENGTH) WITH ENOUGH MATERIAL ON HAND AT SITE TO COMPLETE TO GARAGE AFTER BACKFILL IN ORDER TO PASS INITIAL INSPECTION.

REV: 7/2007

City of Elk River | ROCK CONSTRUCTION ENTRANCE BUILDING PERMIT | STANDARD PLATE NO. 2015



NOTE:

REINFORCING SHALL CONSIST OF A SINGLE LINE OF STEEL WIRE FABRIC HAVING AN AREA OF NOT LESS THAN 0.17 SQ. IN. PER FOOT OF HEIGHT.

REV: 2/2023

City of Elk River | SHALLOW CATCH BASIN | STANDARD PLATE NO. 2500

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

DETAILS

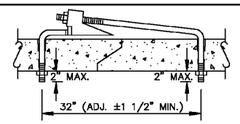
CITY OF ELK RIVER, MINNESOTA

SHEET 3 OF 20 SHEETS

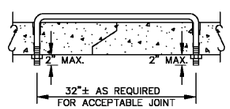
P-2135.36

Jan 24, 2025 - 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_DETAILS.dwg

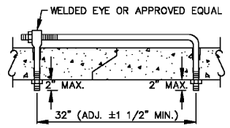
PIPE SIZE	THREAD DIAMETER
12 15 18 21 24 27	5/8" ROLLED THREADS (SEE NOTE 4)
30 33 36 42 48 54 60 66	3/4" CUT OR ROLLED
72 78 84 90 96 102 108 120 132	1" CUT OR ROLLED



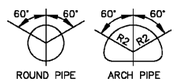
CANOPY TIE

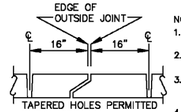


U BOLT TIE



EYE BOLT TIE





PLACEMENT OF HOLES

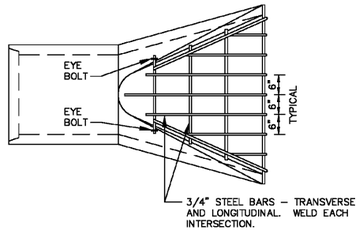
NOTE:
1. HOLES SHALL BE CAST-IN OR DRILLED 16" FROM OUTSIDE EDGE OF JOINT.
2. NUTS AND WASHERS ARE NOT REQUIRED ON INSIDE OF PIPE WITH 27" DIAMETER OR LESS.
3. TIES ARE NOT REQUIRED FOR BELL PIPE 24" AND SMALLER. ON OTHER SIZES, TIE MAY BE INSERTED FROM INSIDE.
4. CUT THREADS MAY BE USED IF WASHER AND NUT ARE USED.
5. PIPE SIZES LISTED ARE INSIDE DIAMETER OF ROUND PIPE OR EQUIVALENT DIAMETER OF PIPE ARCH.

REV: 3/2006

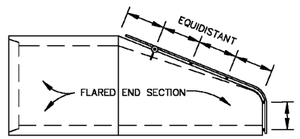
City of Elk River

CONCRETE PIPE JOINT TIES

STANDARD PLATE NO. 2503



PLAN



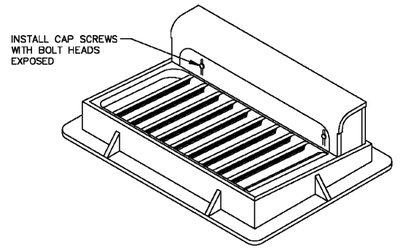
ELEVATION

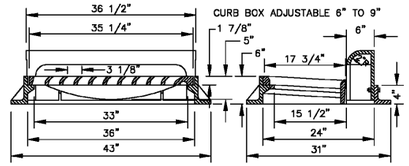
REV: 3/2006

City of Elk River

TRASH GUARD

STANDARD PLATE NO. 2504





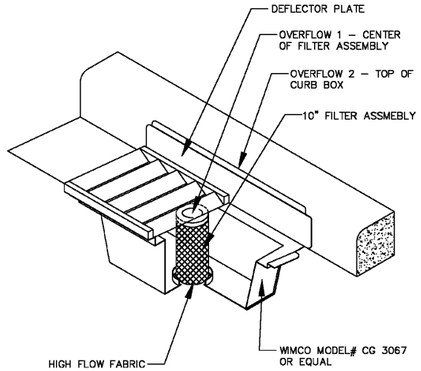
CASTINGS SHALL BE NEENAH R-3067-V OR EQUAL

REV: 3/2006

City of Elk River

STANDARD INLET CASTING

STANDARD PLATE NO. 2507

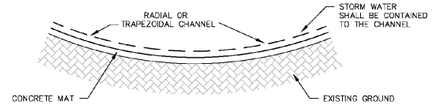


REV: 3/2006

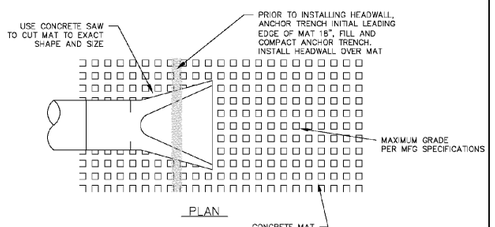
City of Elk River

CATCH BASIN INLET PROTECTION

STANDARD PLATE NO. 2511



CROSS SECTIONAL VIEW



PLAN

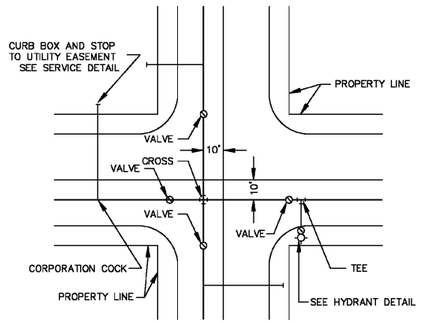
CONSTRUCTION NOTES:
1. GRADE OUTFALL AREA SO THAT WATER WILL FLOW DOWN THE CENTER OF THE CHANNEL AND BE CONTAINED TO THE CHANNEL. ALL SUBGRADE SURFACES PREPARED FOR PLACEMENT OF MATS SHALL BE SMOOTH AND FREE OF ALL ROCKS, STICKS, ROOTS, OTHER PROTRUSIONS, OR DEBRIS OF ANY KIND. THE PREPARED SURFACE SHALL PROVIDE A FIRM UNYIELDING FOUNDATION FOR THE MATS WITH NO SHARP OR ABRUPT BREAKS IN THE GRADE.
2. APPLY SEED DIRECTLY TO THE PREPARED SOIL PRIOR TO CONCRETE MAT INSTALLATION. USE SEED PER PROJECT SPECIFICATIONS.
3. PRIOR TO INSTALLING HEADWALL, ANCHOR TRENCH INITIAL LEADING EDGE OF MAT 18", FILL AND COMPACT ANCHOR TRENCH. INSTALL HEADWALL OVER MAT.
4. INSTALL CONCRETE MAT ROLLS. AVAILABLE WIDTHS ARE 5.5', 8', 10', 12', & 16' AVAILABLE IN CUSTOM LENGTHS. A CONCRETE SAW SHALL BE USED TO CUT THE MAT TO EXACT SIZE AND SHAPE.
5. APPLICATIONS WHERE OUTFALLS FLOW INTO RETENTION PONDS, EXTEND CONCRETE MAT A MINIMUM OF 3' BELOW LOW WATER ELEVATION.

REV: 2/2017

City of Elk River

CONCRETE EROSION MAT OUTLET INSTALLATION DETAIL

STANDARD PLATE NO. 2513



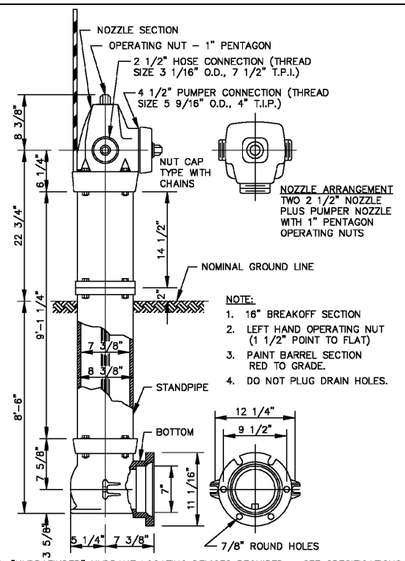
VALVES ON ALL MAINS LEAVING INTERSECTIONS

REV: 2/2017

City of Elk River

TYPICAL WATER LAYOUT

STANDARD PLATE NO. 3400



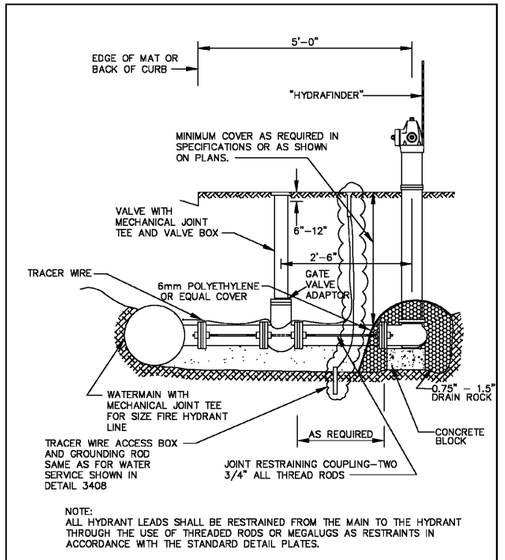
NOTE: "HYDRAFINDER" HYDRANT LOCATING DEVICES REQUIRED – SEE SPECIFICATIONS.

REV: 3/2006

City of Elk River

PACER HYDRANT DETAIL

STANDARD PLATE NO. 3401



NOTE:
ALL HYDRANT LEADS SHALL BE RESTRAINED FROM THE MAIN TO THE HYDRANT THROUGH THE USE OF THREADED RODS OR MEGALUGS AS RESTRAINTS IN ACCORDANCE WITH THE STANDARD DETAIL PLATES.

REV: 2/2017

City of Elk River

HYDRANT RESTRAINT DETAIL

STANDARD PLATE NO. 3402

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

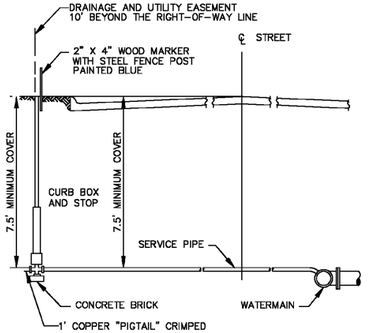
DETAILS

CITY OF ELK RIVER, MINNESOTA

SHEET 4 OF 20 SHEETS

P-2135.36

Jan 24, 2025 – 11:08am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_DETAILS.dwg

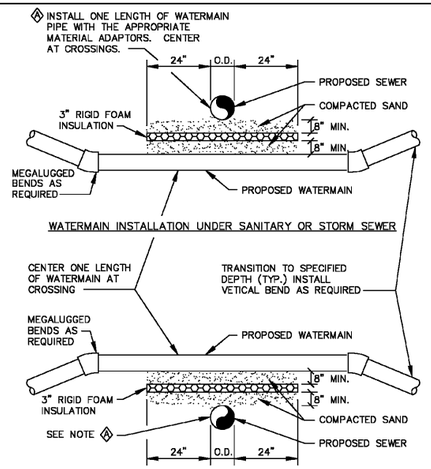


PLAN

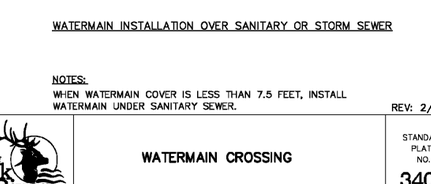
NOTE: TRACER WIRE NOT SHOWN. INSTALL PER PLATES 3408 & 3409

REV: 2/2017

TYPICAL SERVICE DETAIL — STANDARD PLATE NO. 3403



WATERMAIN INSTALLATION UNDER SANITARY OR STORM SEWER

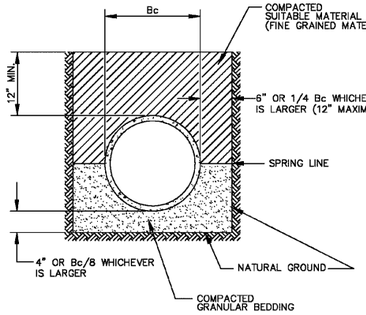


WATERMAIN INSTALLATION OVER SANITARY OR STORM SEWER

NOTES:
WHEN WATERMAIN COVER IS LESS THAN 7.5 FEET, INSTALL WATERMAIN UNDER SANITARY SEWER.

REV: 2/2017

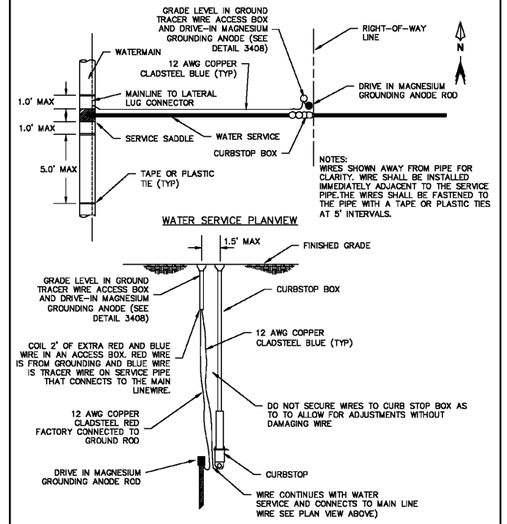
WATERMAIN CROSSING — STANDARD PLATE NO. 3404



NOTE: ALL COSTS OF EXCAVATION BELOW GRADE AND PLACEMENT OF GRANULAR BEDDING SHALL BE INCLUDED IN THE BID PRICES FOR PIPE ITEMS.

REV: 3/2006

CLASS B PIPE BEDDING — STANDARD PLATE NO. 3406

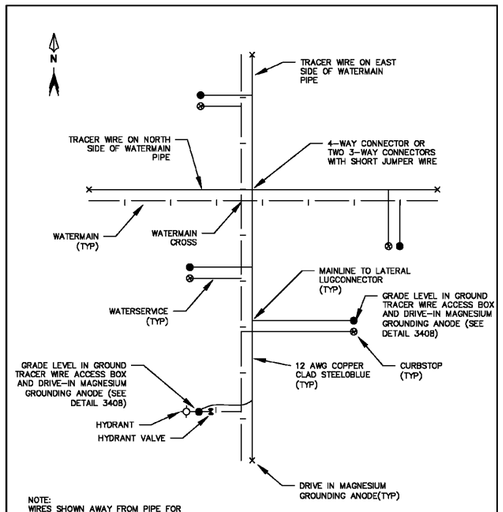


WATER SERVICE PLANVIEW

WATER SERVICE SECTION VIEW

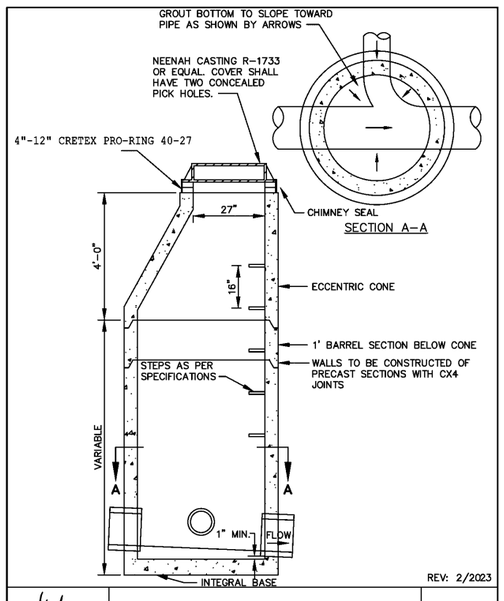
REV: 2/2017

TRACER WIRE DETAIL — STANDARD PLATE NO. 3408



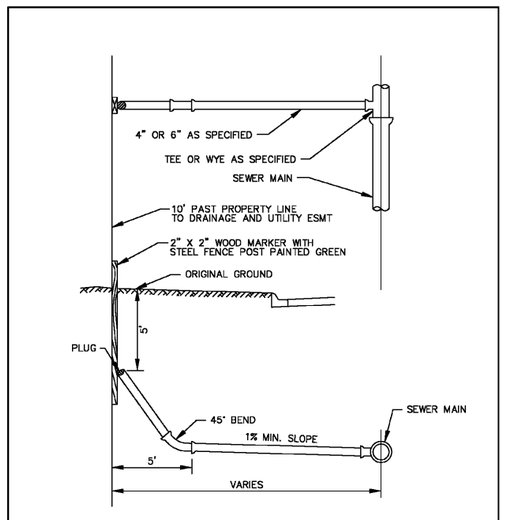
REV: 2/2017

TRACER WIRE LAYOUT DETAIL — STANDARD PLATE NO. 3409



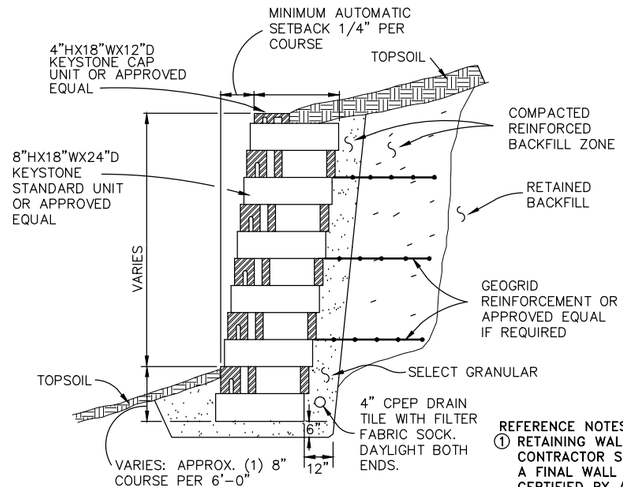
REV: 2/2023

STANDARD MANHOLE — STANDARD PLATE NO. 4000



REV: 2/2017

TYPICAL HOUSE SERVICE — STANDARD PLATE NO. 4007



REFERENCE NOTES:
① RETAINING WALL CONTRACTOR SHALL SUBMIT A FINAL WALL DESIGN CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER.

1/5 **TYPICAL RETAINING WALL SECTION ①**
NO SCALE

STANDARD MANHOLE — STANDARD PLATE NO. 4000

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

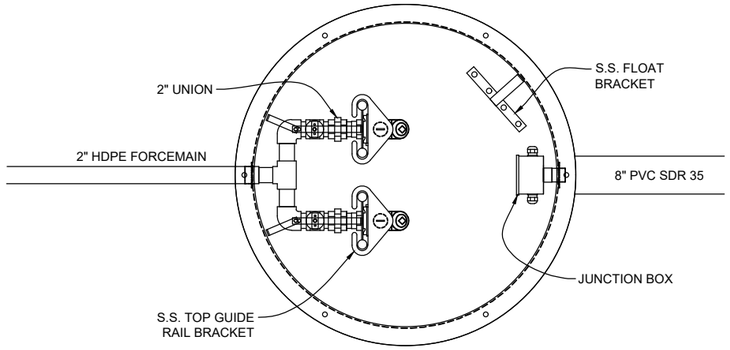
DETAILS

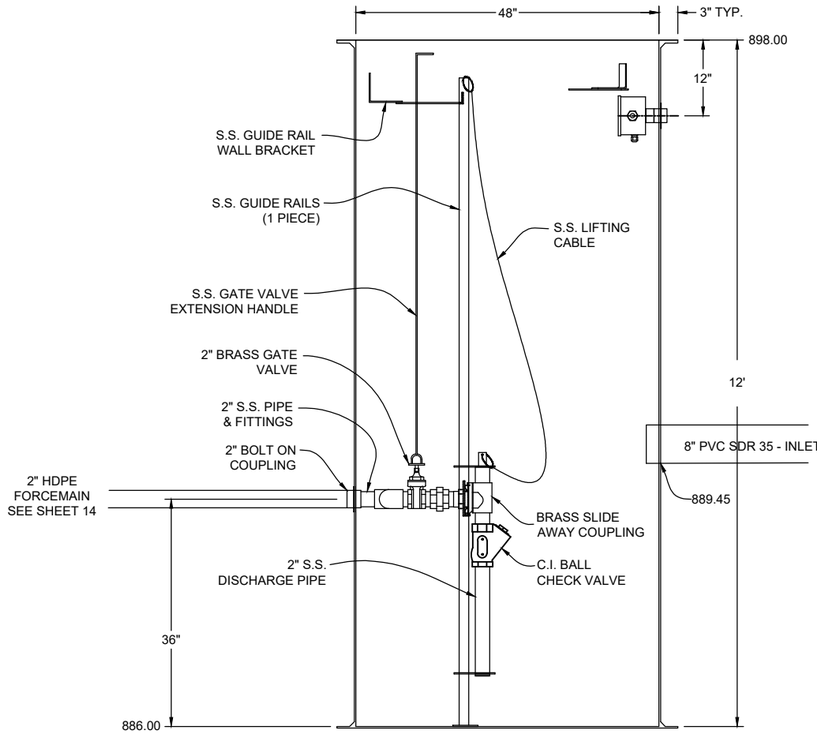
CITY OF ELK RIVER, MINNESOTA

SHEET 5 OF 20 SHEETS

P-2135.36

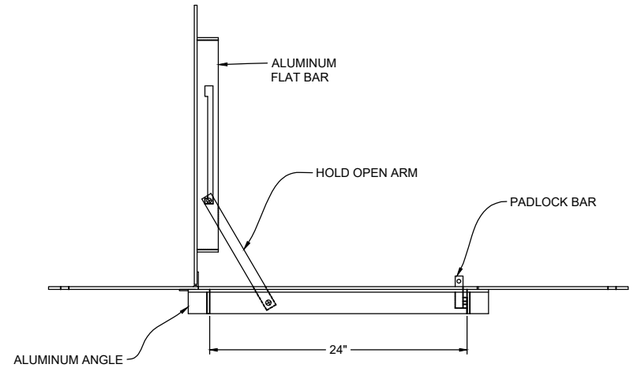
Jan 24, 2025 - 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_DETAILS.dwg

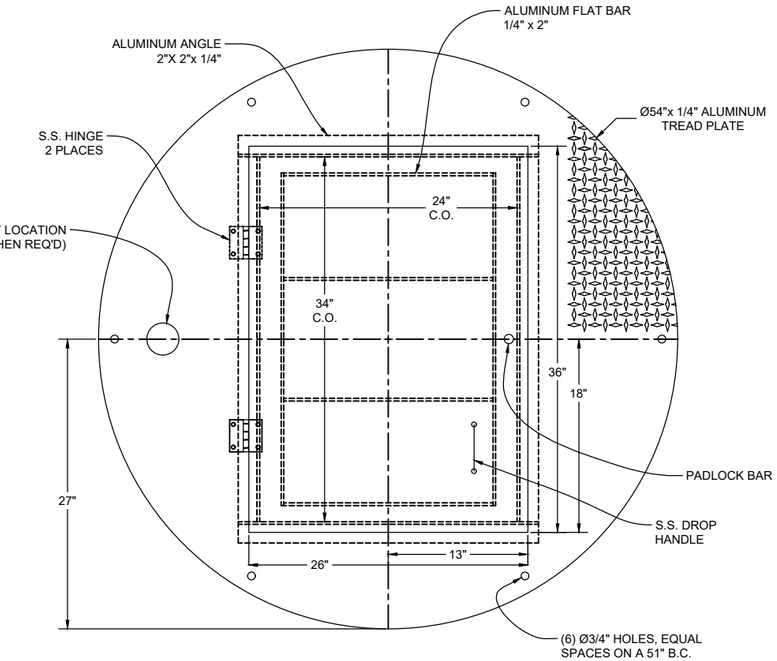




STEELE PLASTICS, LLC
1280 Sturgis Road
Conway, AR 72034
(501) 327-5122 Fax (501) 327-0807

TITLE	
PROJECT	JOB NO.
	P.O. NO.
CUSTOMER	DWG. NO.





-300 PSF LOAD RATING

STEELE PLASTICS, LLC
1280 Sturgis Road
Conway, AR 72034
(501) 327-5122 Fax (501) 327-0807

TITLE	
PROJECT	JOB NO.
	P.O. NO.
CUSTOMER	DWG. NO.

GENERAL NOTES:
1. SEE SHEET 10 FOR SANITARY SEWER PLAN

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

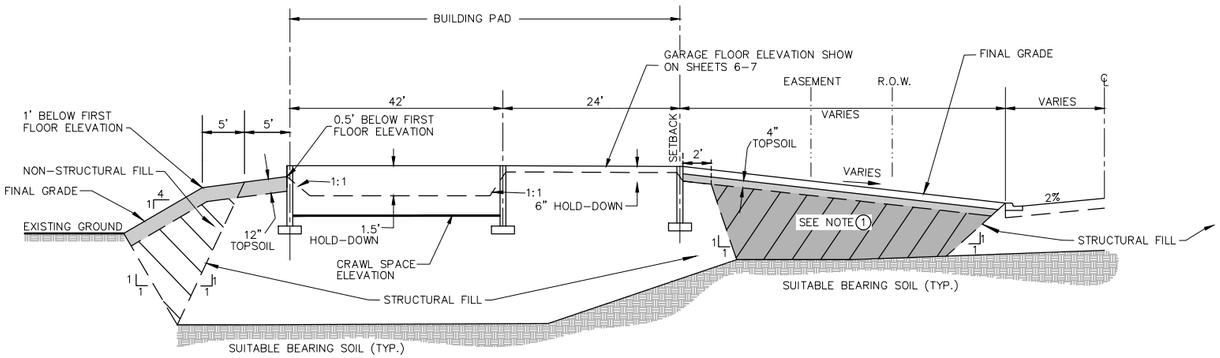
DETAILS

CITY OF ELK RIVER, MINNESOTA

SHEET 6 OF 20 SHEETS

P-2135.36

Jan 24, 2025 - 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWGS\P-2135.36_DETAILS.dwg



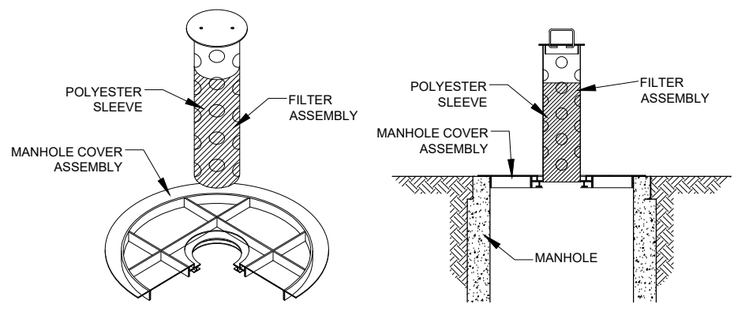
1/7 TYPICAL LOT SECTION

GENERAL SOIL NOTES:

1. STRIP AND REUSE ALL INPLACE TOPSOIL IN AREAS TO BE DISTURBED BY CONSTRUCTION.
2. STREET AND LOT FILL SHALL BE CONSTRUCTED WITH STRUCTURAL FILL. ALL STRUCTURAL FILL SHALL BE CONSTRUCTED UNDER THE DIRECTION OF A GEOTECHNICAL ENGINEER. STRUCTURAL FILL FOR THIS PROJECT IS DEFINED IN THE GEOTECHNICAL REPORT. CONTRACTOR SHALL ONLY USE SOIL CLASSIFIED AS SP OR SP-SM IN THE ROAD CORE.
3. THE FINAL GRADES SHOWN ASSUME A 15 PERCENT SOIL COMPACTION FACTOR ON THE TOTAL FILL. IF THE ACTUAL COMPACTION FACTOR IS GREATER OR LESS THAN 15 PERCENT, THE CONTRACTOR SHALL WORK WITH THE ENGINEER DURING THE GRADING OPERATION TO ADJUST THE FINAL GRADES AS NECESSARY TO BALANCE THE EARTHWORK. ADJUSTMENT TO FUTURE LOT GRADES AND STREETS WILL BE MADE AS NECESSARY.
4. THE CONTRACTOR SHALL STRIP AND TEMPORARILY STOCKPILE ALL EXISTING TOPSOIL FOR REUSE. SALVAGING TOPSOIL SHALL BE PAID PER ITEM 2106 SALVAGE TOPSOIL. PLACING SALVAGED TOPSOIL OVER THE DISTURBED AREAS AS SHOWN AND PLACING FILL IN OTHER AREAS SHALL BE INCIDENTAL.
5. SHEET 9 SHOWS THE FINAL GRADING PLAN AFTER THE HOME CONSTRUCTION IS COMPLETE. THESE GRADES REPRESENT THE SURFACE LABELED AS THE FINAL GRADE ON THE TYPICAL LOT SECTION ON SHEET 7. IN GENERAL THIS PROJECT INCLUDES GRADING THE SITE TO THE HOLD-DOWN GRADES THROUGH THE BUILDING PADS AS SHOW ON THE TYPICAL LOT SECTIONS ON SHEET 7 AND GRADING TO THE FINAL GRADES OUTSIDE THE BUILDING PADS, UNLESS OTHERWISE NOTED, AS SHOWN ON THE TYPICAL LOT SECTIONS ON SHEET 7. NOT ALL THE LOTS FOLLOW THE TYPICAL SECTION.

REFERENCE NOTES:

① ONSITE SILTY/SANDY TOPSOIL WITH LESS THAN 5% ORGANICS CAN BE USED AS FILL IN THESE AREAS.



2/7 STORM DRAIN INLET PROTECTION

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

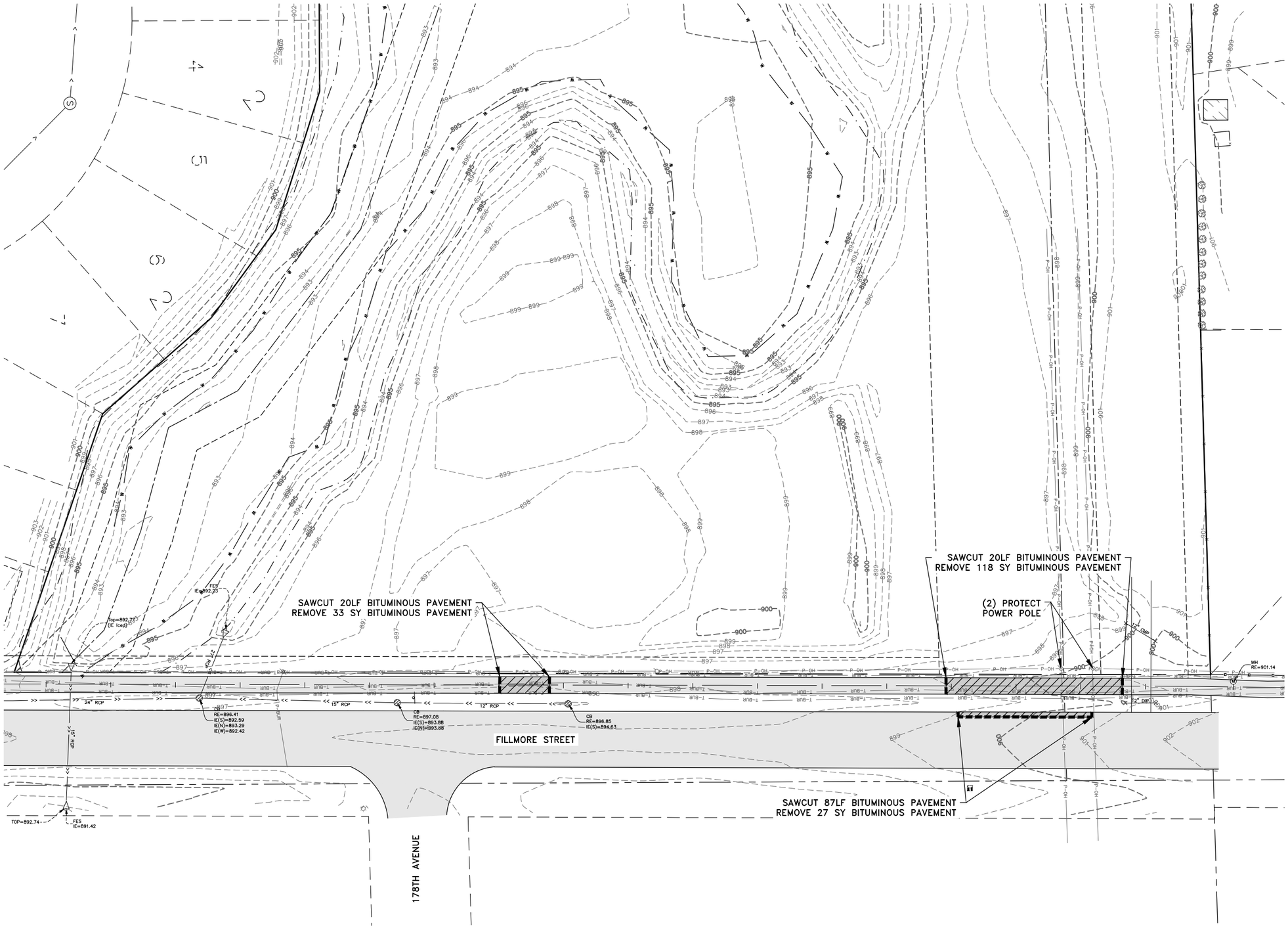
TYPICAL LOT SECTIONS, SOIL NOTES, AND DETAILS

CITY OF ELK RIVER, MINNESOTA

SHEET 7 OF 20 SHEETS

P-2135.36

Jan 24, 2025 - 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_DETAILS.dwg



DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
0-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

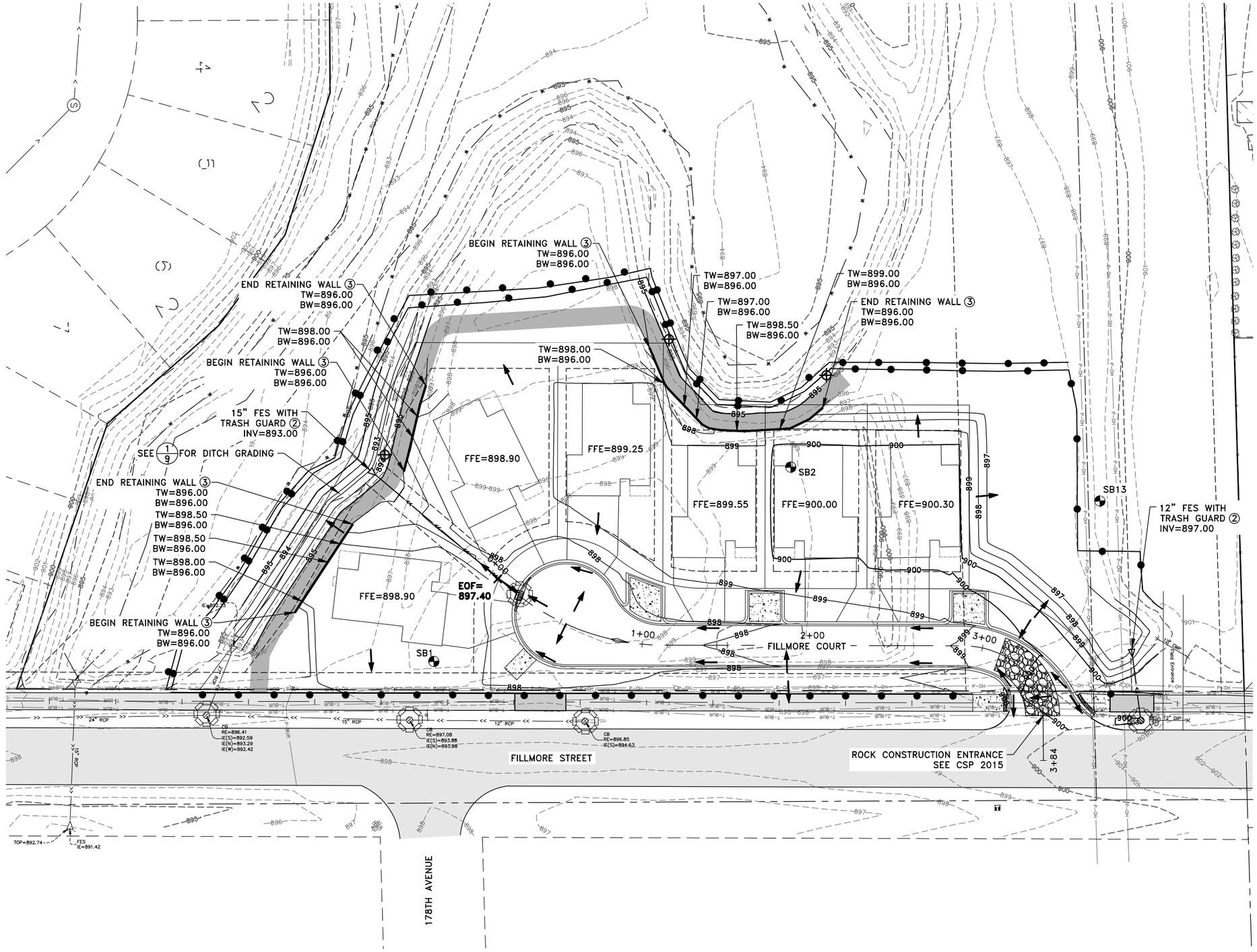
EXISTING CONDITIONS AND REMOVALS PLAN

CITY OF ELK RIVER, MINNESOTA

SHEET 8 OF 20 SHEETS

P-2135.36

Jan 24, 2025 - 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_EX COND.dwg



LEGEND

- SILT FENCE SEE CSP 2009
- DOUBLE SILT FENCE SEE CSP 2009
- INLET PROTECTION SEE CSP 2511 AND 2/7
- EOF= 902.0 EMERGENCY OVERFLOW
- 902.0 SPOT ELEVATION
- DRAINAGE DIRECTION ARROW
- FFE=900.00 PROPOSED FINISHED FLOOR ELEVATION
- WETLAND BUFFER SIGN (3 TOTAL) ①
- CONSTRUCT 10' WIDE MAINTENANCE ROAD SEE 1/9

GENERAL NOTES:

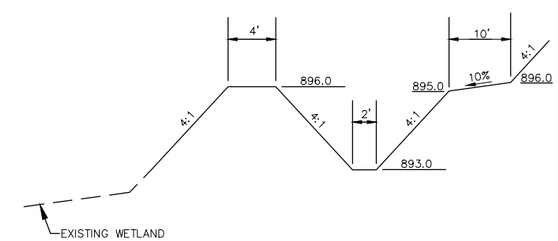
1. SEE SHEET 2 FOR INDEX OF CITY STANDARD PLATES (CSP).
2. SEE SHEET 7 FOR SOIL NOTES AND LOT SECTIONS.

REFERENCE NOTES:

① WETLAND BUFFER SIGN AND INSTALLATION KIT SHALL BE PURCHASED FROM THE CITY OF ELK RIVER. THE CURRENT COST IS $15 PER SIGN.

② SEE CSP 2504 FOR TRASH GUARD CONSTRUCTION. A CONCRETE EROSION MAP SHALL BE CONSTRUCTED WITH THE FES. SEE CSP 2513 FOR CONSTRUCTION DETAILS.

③ SEE 1/5 FOR RETAINING WALL CONSTRUCTION.



1/9 MAINTENANCE ROAD

30 0 30 60
SCALE IN FEET

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

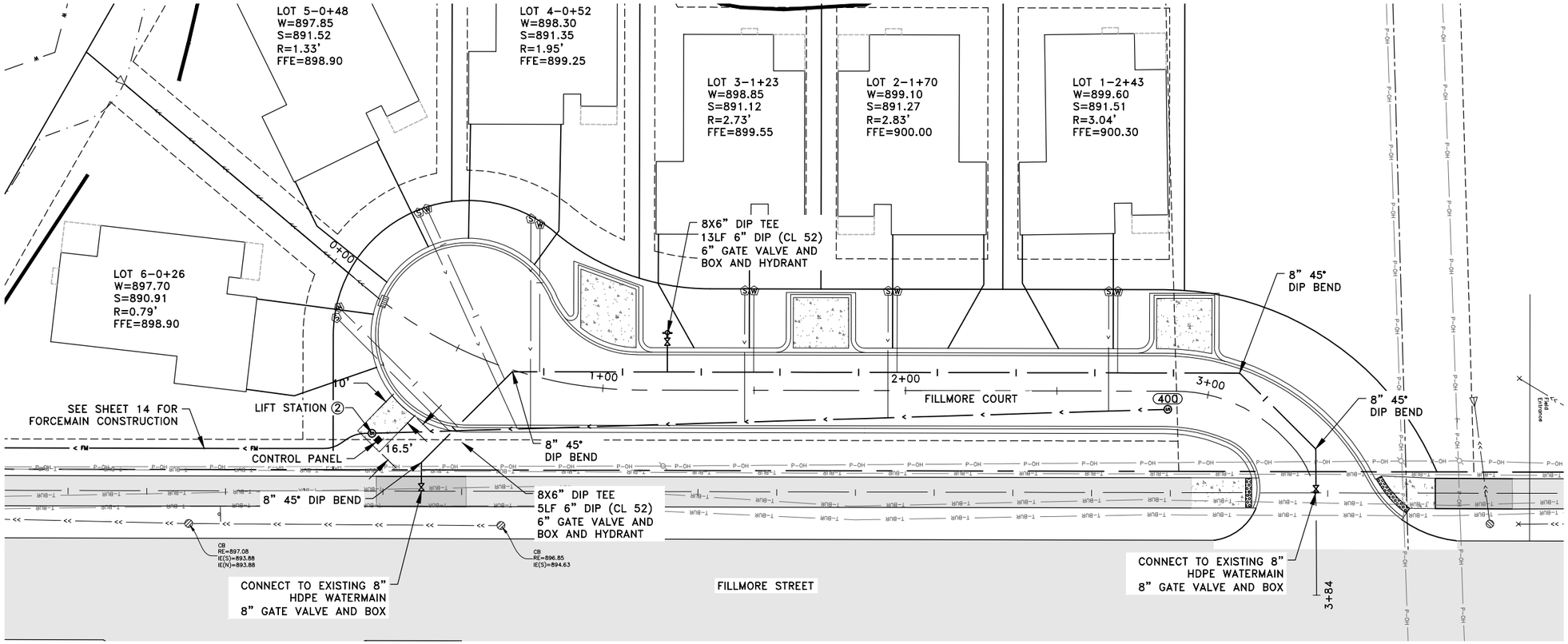
GRADING AND EROSION CONTROL PLAN

CITY OF ELK RIVER, MINNESOTA

SHEET 9 OF 20 SHEETS

P-2135.36

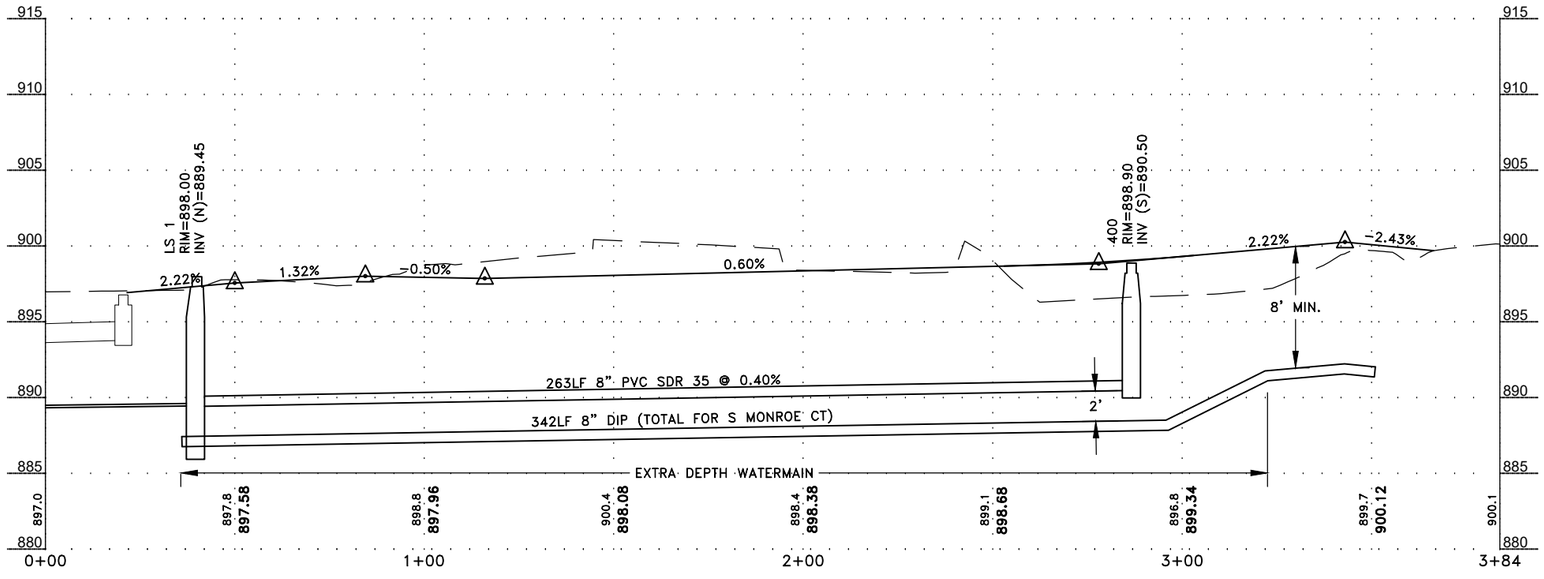
Jan 24, 2025 – 11:09am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_GRADING.dwg



LEGEND

—— I ——	WATERMAIN
—— > ——	SANITARY SEWER
——>>——	STORM SEWER
Ⓢ	SANITARY MANHOLE ①
	HYDRANT AND VALVE ③
Ⓢ	SANITARY SEWER SERVICE ④
Ⓦ	WATER SERVICE ⑤
LOT 1–0+96	PROPERTY LOT NUMBER AND WYE LOCATION FROM DOWNSTREAM MANHOLE
W=899.55	TOP OF CURB STOP ELEVATION
S=891.51	INVERT ELEVATION OF SEWER SERVICE AT END OF SERVICE LINE (NOT INCLUDING RISER)
R=3.04'	RISER LENGTH FOR SANITARY SEWER SERVICE

20 0 20 40
SCALE IN FEET



GENERAL NOTES:
1. WATERMAIN AND SANITARY SEWER SHALL BE BEDDED PER CSP 3406.
2. SEE SHEET 2 FOR INDEX OF CITY STANDARD PLATES (CSP).
3. ALL WATERMAIN TRUNK, WATER SERVICES, AND HYDRANTS WILL REQUIRE TRACER WIRE. SEE CSP 3402, 3408, AND 3409 FOR ADDITIONAL INFORMATION.

REFERENCE NOTES:
① CONSTRUCT MANHOLE PER CSP 4000.
② SEE SHEET 6 FOR LIFT STATION DETAILS.
③ CONSTRUCT HYDRANT PER CSP 3401 AND 3402.
④ CONSTRUCT SANITARY SEWER SERVICE PER CSP 4007.
⑤ CONSTRUCT WATER SERVICE PER CSP 3403.

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

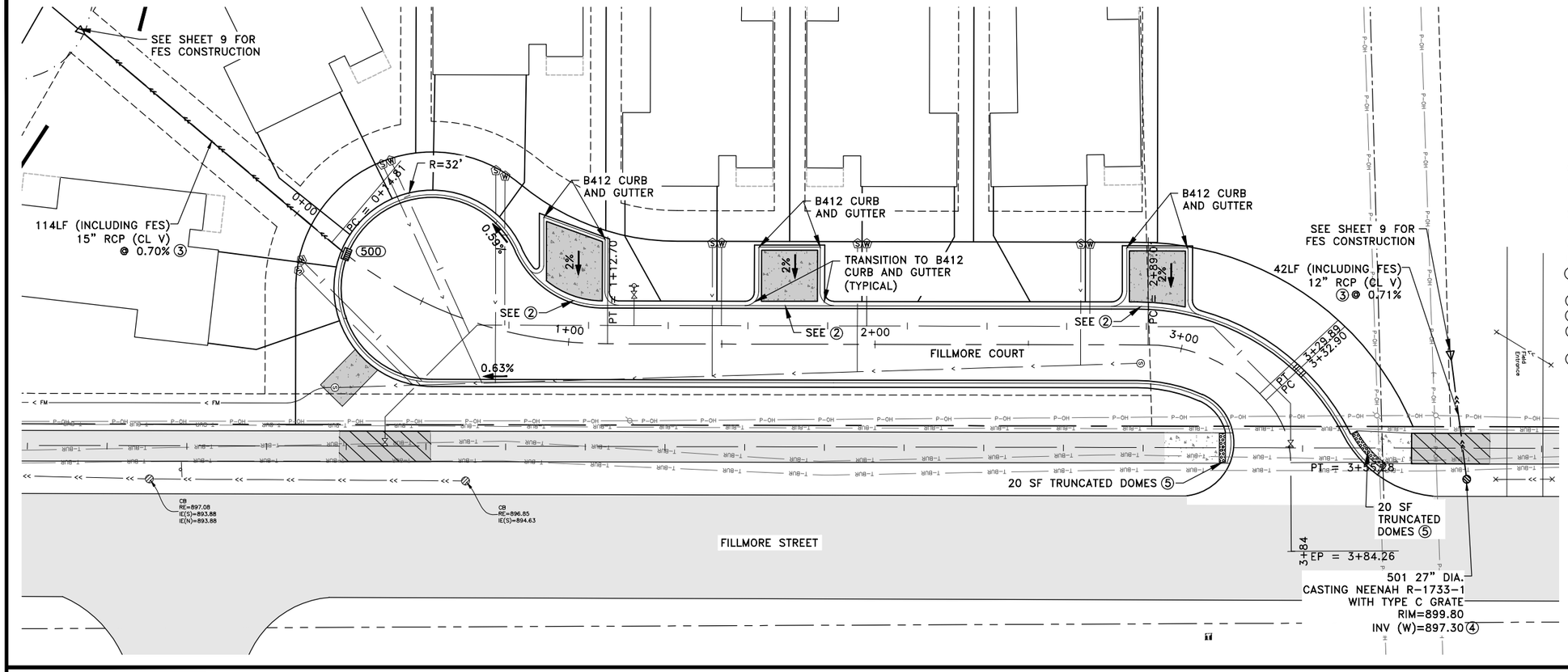
THE VILLAS AT FILLMORE THIRD ADDITION

WATERMAIN AND SANITARY SEWER PLAN
FILLMORE COURT
CITY OF ELK RIVER, MINNESOTA

SHEET 10 OF 20 SHEETS

P–2135.36

Jan 24, 2025 – 11:10am
K:\PRIVATE\P–2135.36\ENGINEERING\PLAN DWG\P–2135.36_WAT AND SAN.dwg



LEGEND

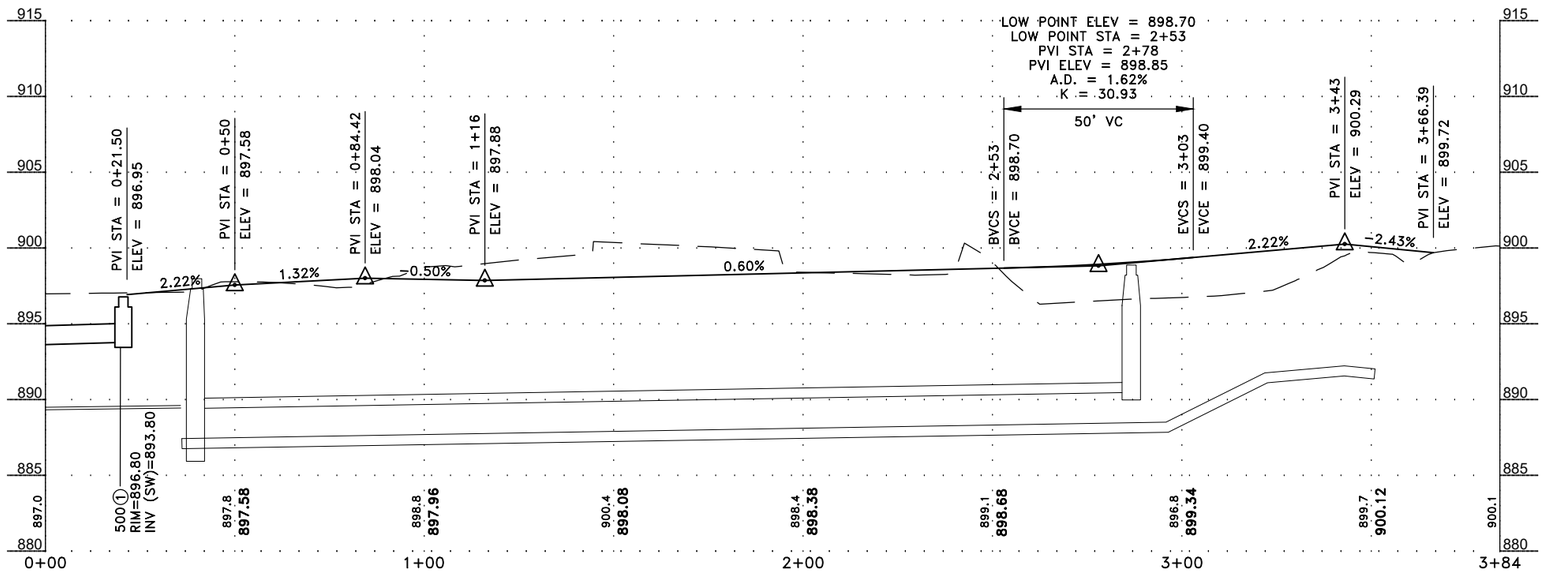
- BITUMINOUS TRAIL PATCH SEE 1/11
- 6" CONCRETE PAVEMENT SEE 2/11
- 6" CONCRETE WALK SEE 3/11
- EXISTING BITUMINOUS PAVEMENT

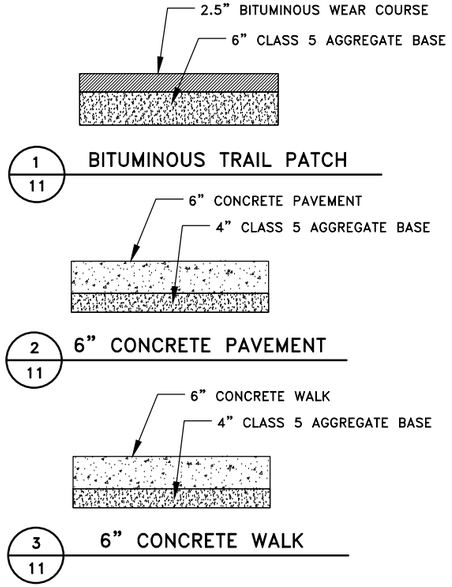
GENERAL NOTES:

1. SEE 1/3 AND CSP 2000 FOR STREET AND CURB CONSTRUCTION.
2. CATCH BASIN FRAMES IN SURMOUNTABLE CURB SHALL BE PLACED PER CSP 2005.
3. SEE SHEET 2 FOR INDEX OF CITY STANDARD PLATES (CSP).

REFERENCE NOTES:

① CONSTRUCT STRUCTURE PER CSP 2500. CASTING WILL BE PER CSP 2507.
② CONSTRUCT VALLEY GUTTER PER CSP 2001.
③ ALL PIPE JOINTS SHALL BE TIED PER CSP 2503.
④ CONSTRUCT STRUCTURE PER MNDOT STANDARD PLATE 4006L DESIGN H.
⑤ SHEETS 13 AND 15–20 FOR PEDESTRIAN CURB RAMP DETAILS.





DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

STREET AND STORM SEWER PLAN

FILLMORE COURT
CITY OF ELK RIVER, MINNESOTA

SHEET 11 OF 20 SHEETS

P-2135.36

Jan 24, 2025 – 11:10am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_STREET AND STRM.dwg

LEGEND

SEED SOUTHERN BOULEVARD (160 POUNDS/ACRE)
TYPE 1 FERTILIZER (300 POUNDS/ACRE)
MULCH TYPE 1 – DISK ANCHOR (2 TONS/ACRE)

SEED SOUTHERN (160 POUNDS/ACRE)
TYPE 1 FERTILIZER (300 POUNDS/ACRE)
ROLLED EROSION PREVENTION CATEGORY 25

FILLMORE COURT

FILLMORE STREET

30 0 30 60
SCALE IN FEET

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS ✦ ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

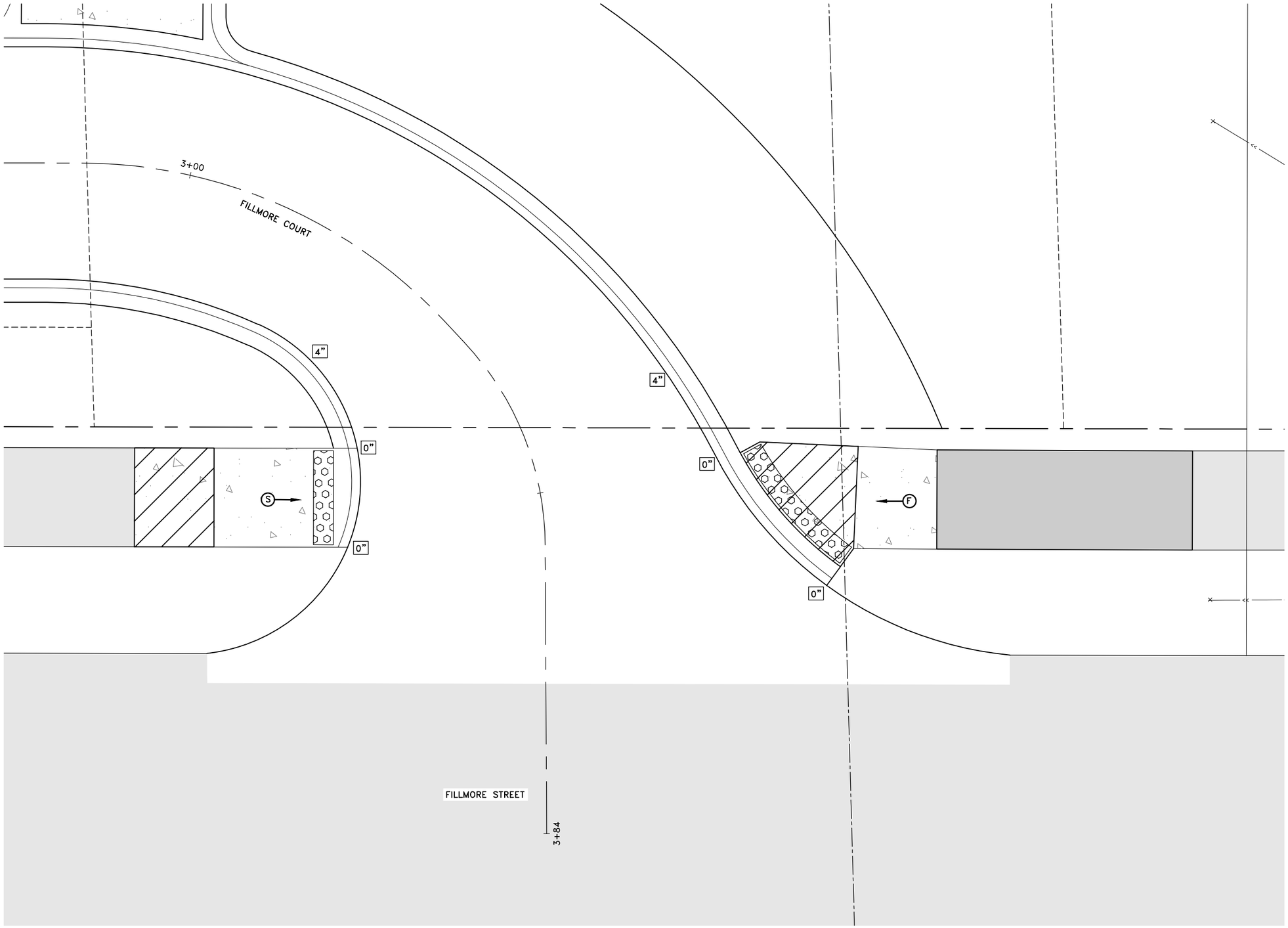
THE VILLAS AT FILLMORE THIRD ADDITION

RESTORATION PLAN

CITY OF ELK RIVER, MINNESOTA

SHEET 12 OF 20 SHEETS

Jan 24, 2025 – 11:10am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_RESTORATION.dwg



LEGEND

LANDING AREA – 4'X4' MIN. DIMENSIONS. MAX. 2.0% CROSS SLOPE IN ALL DIRECTIONS.

(S) INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE BETWEEN 5.0% MIN. AND 8.3% MAX. IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

[X"] CURB HEIGHT

GENERAL NOTES:

1. SEE SHEETS 15–20 FOR PEDESTRIAN CURB RAMP DETAILS.

5 0 5 10
SCALE IN FEET

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

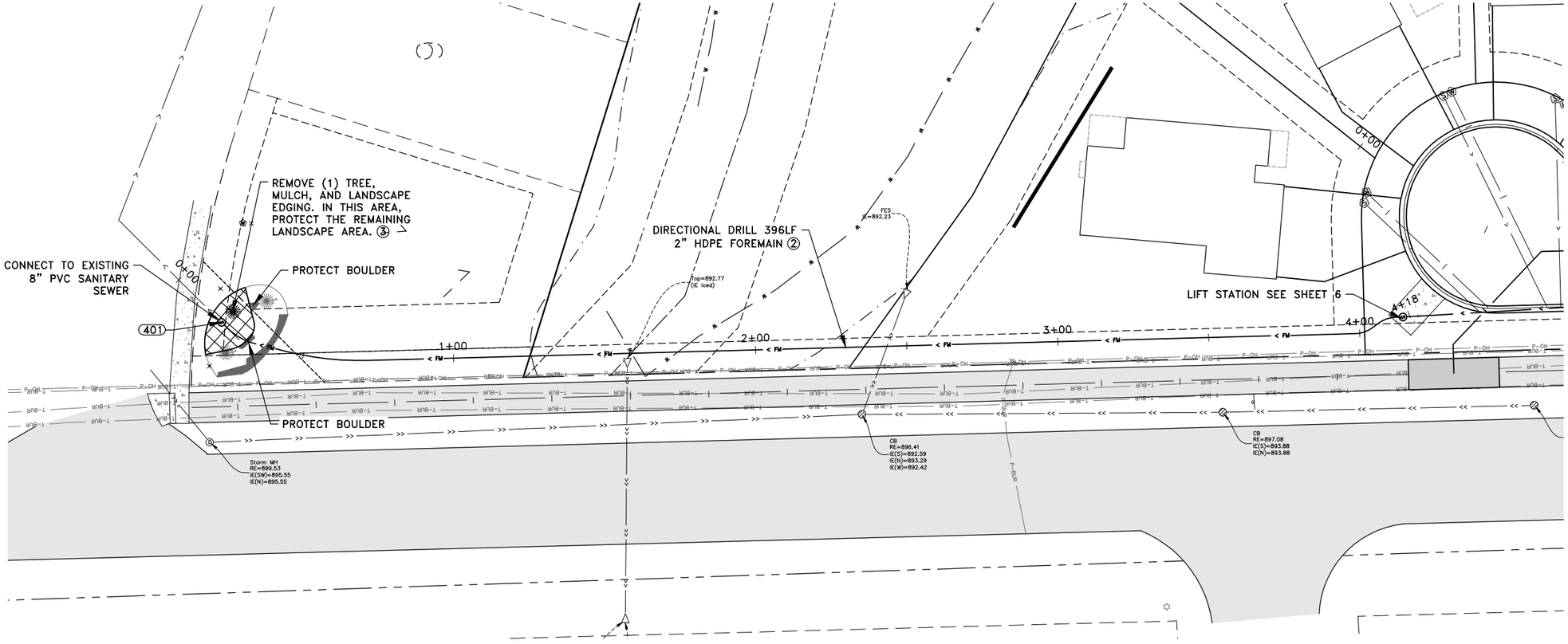
PEDESTRIAN RAMP CONSTRUCTION PLAN

CITY OF ELK RIVER, MINNESOTA

SHEET 13 OF 20 SHEETS

P–2135.36

Jan 24, 2025 – 11:10am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_PED RAMP DESIGN.dwg



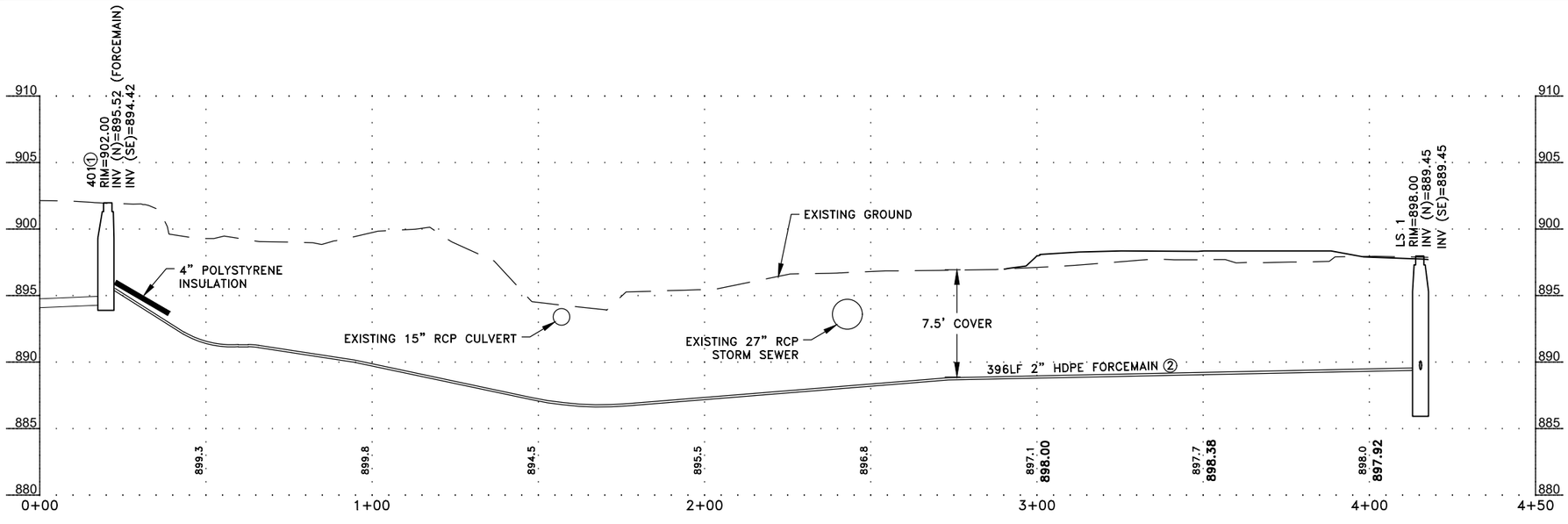
REFERENCE NOTES:

① CONSTRUCT MANHOLE PER CSP 4000.

② MATERIAL OF FORCEMAIN PIPE SHALL BE HDPE, ANSI DR 11.0, 200 PSI, IPS(IN).

③ ALL GREEN SPACE THAT IS DISTURBED IN THIS AREA DURING CONSTRUCTION SHALL BE RESTORED WITH 4" OF TOPSOIL, SEED SOUTHERN BOULEVARD, TYPE 1 FERTILIZER, AND MULCH TYPE 1. SEE SHEET 12 FOR RATE APPLICATIONS.

SCALE: 20 0 20 40 FEET



DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

CRAIG J. JOCHUM, P.E.
Date 1/23/25 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SGJ
CHECKED BY: TAE

RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O-763.389.4476 RRLSE.com

THE VILLAS AT FILLMORE THIRD ADDITION

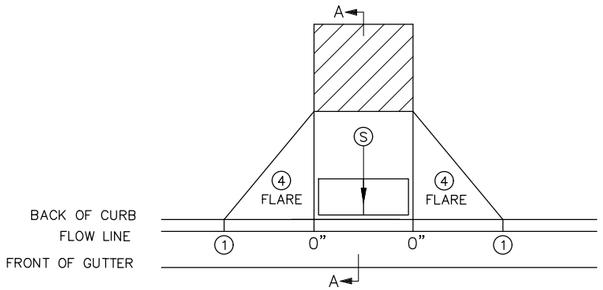
FOREMAIN CONSTRUCTION PLAN

CITY OF ELK RIVER, MINNESOTA

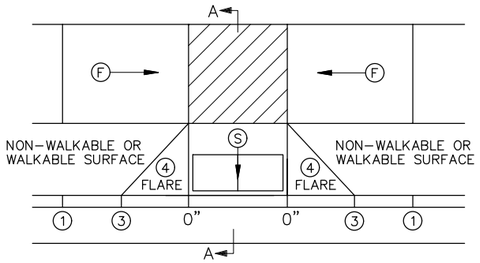
SHEET 14 OF 20 SHEETS

P-2135.36

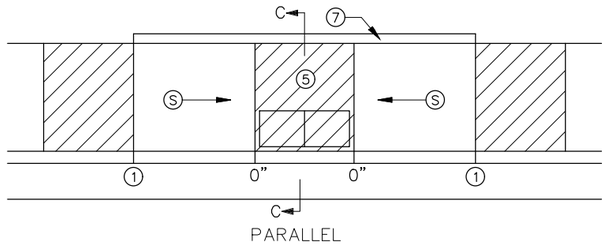
Jan 24, 2025 - 11:10am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_FORCEMAIN.dwg



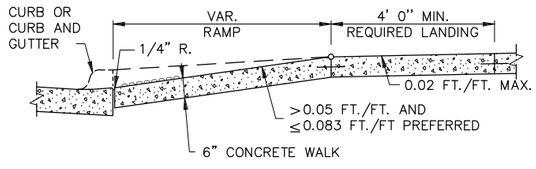
PERPENDICULAR



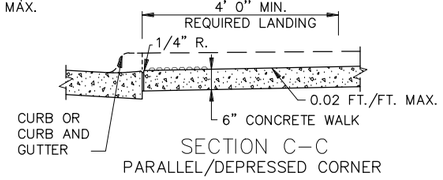
TIERED PERPENDICULAR



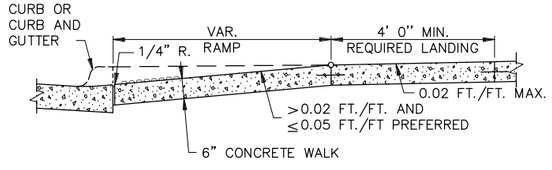
PARALLEL



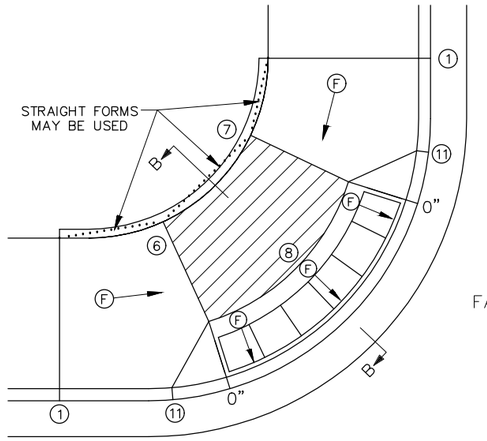
SECTION A–A
PERPENDICULAR/TIERED/DIAGONAL



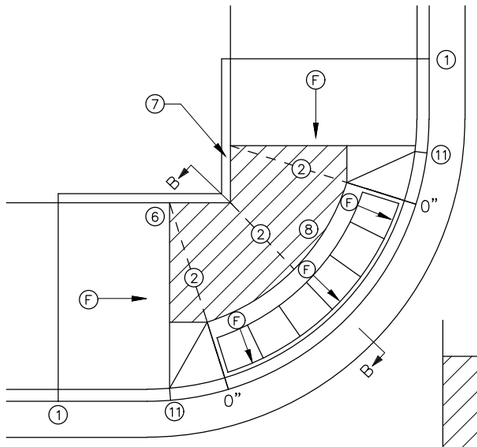
SECTION C–C
PARALLEL/DEPRESSED CORNER



SECTION B–B
FAN

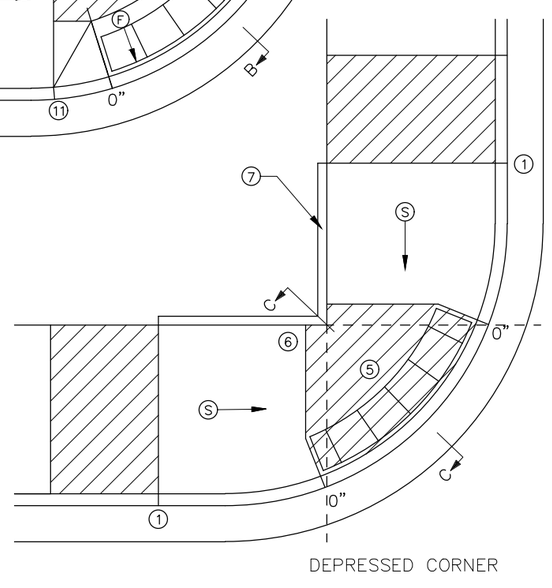


FAN (10)

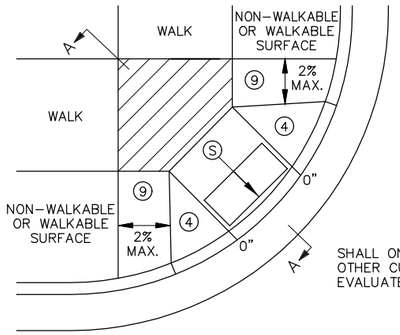


MODIFIED FAN (10)

USED WHEN RIGHT–OF–WAY
IS CONSTRAINED



DEPRESSED CORNER



DIAGONAL

SHALL ONLY BE USED AFTER ALL OTHER CURB RAMP TYPES HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL, THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH. (EXCEPT AS STATED IN (6) BELOW.

TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 OF 6 FOR ALL SEPARATELY POURED INITIAL LANDINGS.

WHEN SIDEWALK IS AT BACK OF CURB, TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

MAINTAIN POSITIVE BOULEVARD DRAINAGE TO TOP OF CURB.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED–USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" – 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 3" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.

(1) MATCH FULL HEIGHT CURB.

(2) 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.

(3) 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.

(4) SEE SHEET 4 OF 6, TYPICAL SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS.

(5) DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.

(6) THE GRADE BREAK SHALL BE PERPENDICULAR TO THE BACK OF WALK. THIS WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL. (TYPICAL FOR ALL)

(7) WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS LESS THAN 5% RUNNING SLOPE SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.

(8) A 7' MIN TOP RADIUS GRADE BREAK IS REQUIRED TO BE CONSTRUCTIBLE.

(9) PAVE FULL WALK WIDTH.

(10) "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.

(11) INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8–10% TO A MINIMUM 3" CURB HEIGHT. REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

(S) INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA – 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

REVISION:

APPROVED: 11–04–2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5–297.250 | 1 OF 6

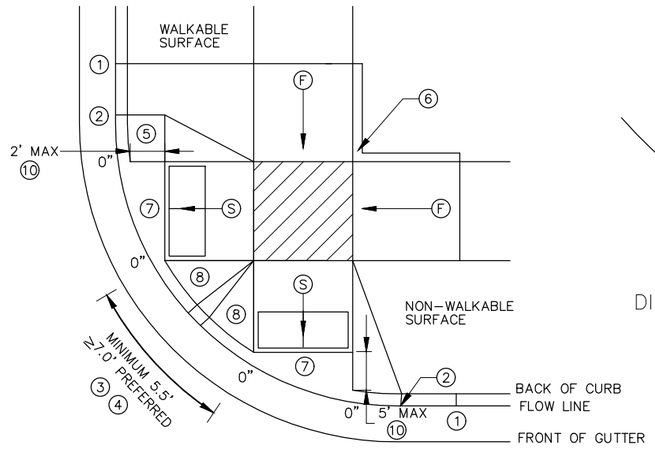
APPROVED: 11–04–2021
REVISED:

THOMAS STYRBICKI
STATE DESIGN ENGINEER

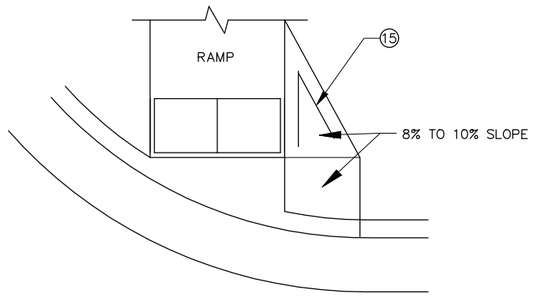
PEDESTRIAN CURB RAMP DETAILS

SHEET NO. 15 OF 20 SHEETS

Jan 24, 2025 – 11:10am
K:\PRIVATE\P–2135.36\ENGINEERING\PLAN DWG\P–2135.36_MNDOT PED RAMP DETAILS.dwg

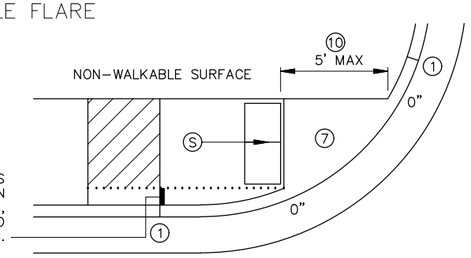


COMBINED DIRECTIONAL

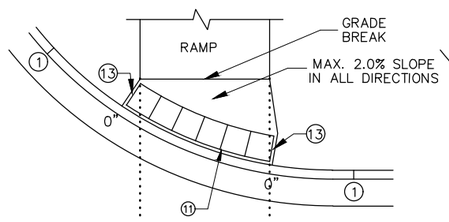


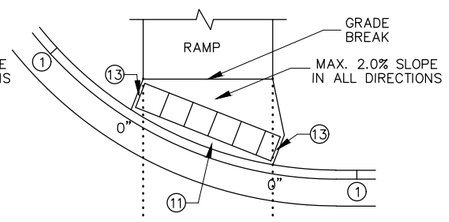
DIRECTIONAL RAMP WALKABLE FLARE

IF NON-CONCRETE BLVD. IS CONSTRUCTED AND IS LESS THAN 2' IN WIDTH AT TOP OF CURB TRANSITION, PAVE CONCRETE RAMP WIDTH TO ADJACENT BACK OF CURB.



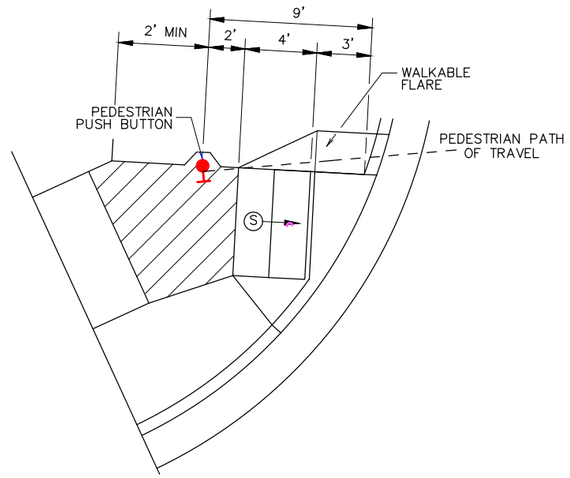
STANDARD ONE-WAY DIRECTIONAL ⑨





DETECTABLE WARNING PLACEMENT WHEN SETBACK CRITERIA IS EXCEEDED ⑫

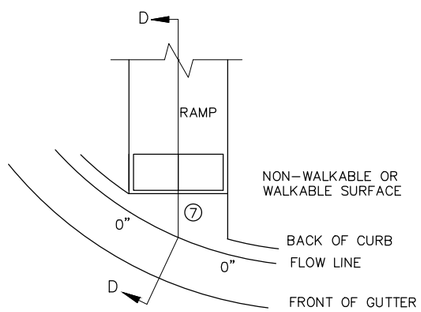
ONE-WAY DIRECTIONAL WITH DETECTABLE WARNING AT BACK OF CURB

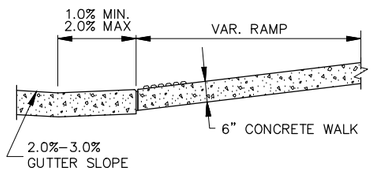


SEMI-DIRECTIONAL RAMP ③④⑨

3' DOME SETBACK, 4' LONG RAMP AND PUSH BUTTON 9' FROM THE BACK OF CURB

PRIMARILY USED FOR APS APPLICATIONS WHERE THE PAR DOES NOT CONTINUE PAST THE PUSH BUTTON (DEAD-END SIDEWALK)





SECTION D-D

CURB FOR DIRECTIONAL RAMPS ⑭

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE, ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOP GRADE BREAK OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH.

TO ENSURE INITIAL RAMPS AND INITIAL LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS SHALL BE CAST SEPARATELY. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 AND THE ADA SPECIAL PROVISION (PROSECUTION OF WORK).

TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

WHEN THE BOULEVARD IS 4' WIDE OR LESS, THE TOP OF CURB TAPER SHALL MATCH THE RAMP SLOPES TO REDUCE NEGATIVE BOULEVARD SLOPES FROM THE TOP BACK OF CURB TO THE PAR.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" – 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB. SEE NOTES ⑩ & ⑪ FOR INFORMATION REGARDING RECTANGULAR DETECTABLE WARNING PLACEMENT.

① MATCH FULL CURB HEIGHT.

② 3" HIGH CURB WHEN USING A 3' LONG RAMP
4" HIGH CURB WHEN USING A 4' LONG RAMP.

③ 3" MINIMUM CURB HEIGHT (5.5' MIN. DISTANCE REQUIRED BETWEEN DOMES)
4" PREFERRED (7' MIN. DISTANCE REQUIRED BETWEEN DOMES).

④ THE "BUMP" IN BETWEEN THE RAMPS SHOULD NOT BE IN THE PATH OF TRAVEL FOR COMBINED DIRECTIONAL RAMPS. IF THIS OCCURS MODIFY THE RAMP LOCATION OR SWITCH RAMP TO A FAN/DEPRESSED CORNER.

⑤ WHEN USING CONCRETE PAVED FLARES ON THE OUTSIDE OF DIRECTIONAL RAMPS, AND ADJACENT TO A WALKABLE SURFACE, DIRECTIONAL RAMP FLARES SHALL BE USED. SEE THE DETAIL ON THIS SHEET.

⑥ GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.

⑦ MAX. 2.0% SLOPE IN ALL DIRECTIONS IN FRONT OF GRADE BREAK AND DRAIN TO FLOW LINE. SHALL BE CONSTRUCTED INTEGRAL WITH CURB AND GUTTER.

⑧ 8% TO 10% WALKABLE FLARE.

⑨ PLACE DOMES AT THE BACK OF CURB WHEN ALLOWABLE SETBACK CRITERIA IS EXCEEDED.

⑩ FRONT EDGE OF DETECTABLE WARNING SHALL BE SET BACK 2' MAXIMUM WHEN ADJACENT TO WALKABLE SURFACE, AND 5' MAXIMUM WHEN ADJACENT TO NON-WALKABLE SURFACE WITH ONE CORNER SET 3" FROM BACK OF CURB. A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

⑪ RECTANGULAR DETECTABLE WARNINGS MAY BE SETBACK UP TO 9" FROM THE BACK OF CURB WITH CORNERS SET 3" FROM BACK OF CURB. IF 9" SETBACK IS EXCEEDED USE RADIAL DETECTABLE WARNINGS.

⑫ FOR DIRECTIONAL RAMPS WITH THE DETECTABLE WARNINGS PLACED AT THE BACK OF CURB, THE DETECTABLE WARNINGS SHALL COVER THE ENTIRE WIDTH OF THE WALK/PATH. THIS ENSURES A DETECTABLE EDGE AND HELPS ELIMINATE THE CURB TAPER OBSTRUCTING THE PATH OF PEDESTRIAN TRAVEL.

⑬ THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE BACK OF CURB. MAINTAIN 3" BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.

⑭ TO BE USED FOR ALL DIRECTIONAL RAMPS, EXCEPT WHERE DOMES ARE PLACED ALONG THE BACK OF CURB.

⑮ PLACE 2 NO. 4 BARS 4 INCHES FROM SIDE OF FORMS WITH A MINIMUM 2 INCHES OF CONCRETE COVER ALONG EACH SIDE OF FLARE (INCIDENTAL).

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

(S) INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA – 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

REVISION:

APPROVED: 11-04-2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

THOMAS STYRBICKI
STATE DESIGN ENGINEER

STANDARD PLAN 5-297.250 | 2 OF 6

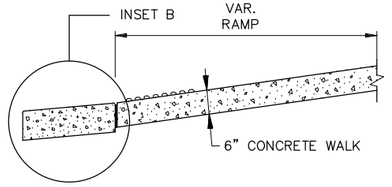
APPROVED: 11-04-2021
REVISED:

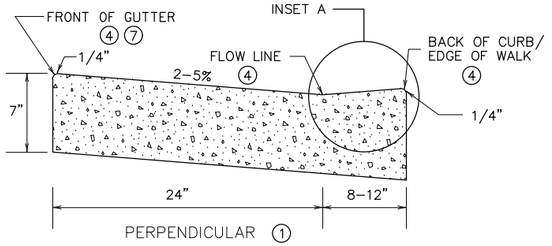
SP VALUE

PEDESTRIAN CURB RAMP DETAILS

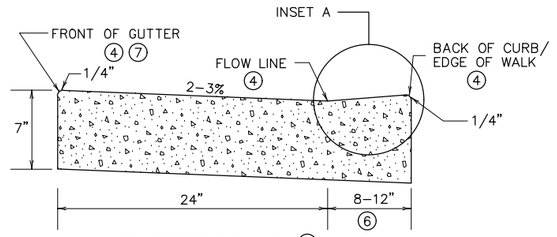
SHEET NO. 16 OF 20 SHEETS

Jan 24, 2025 - 11:10am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_MNDOT PED RAMP DETAILS.dwg

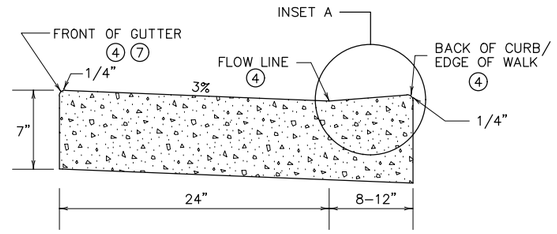




PERPENDICULAR ①

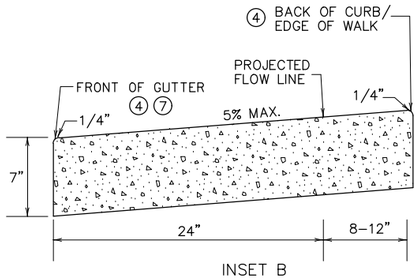


NON PERPENDICULAR ②



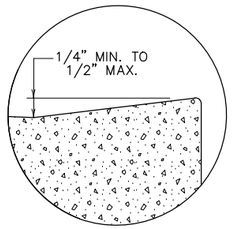
FOR CURB MACHINE PLACEMENT AROUND RADIUS ③
(REGARDLESS OF RAMP TYPE)

PEDESTRIAN ACCESS ROUTE CURB & GUTTER DETAIL

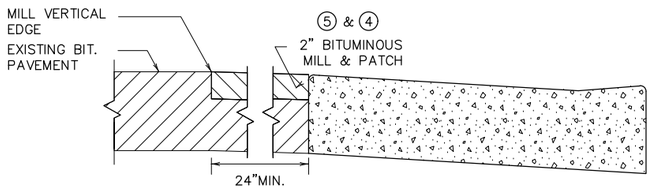


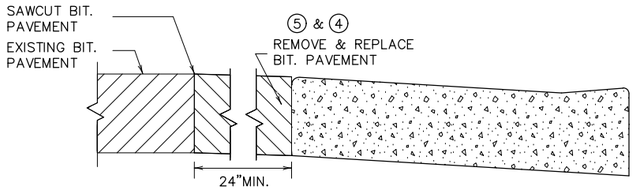
INSET B

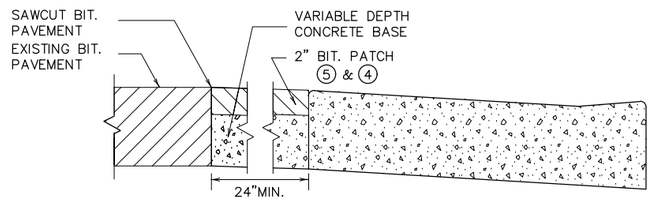
OUTFLOW GUTTER ⑧



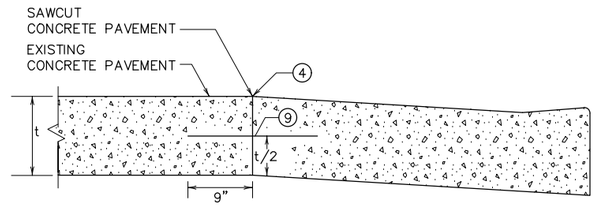
INSET A





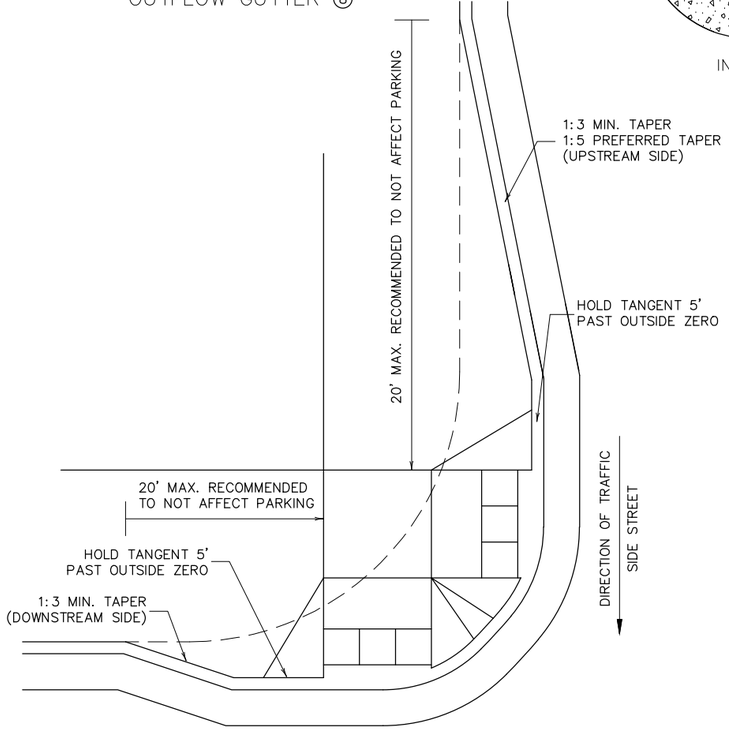


ONLY ALLOWED PER ENGINEER'S APPROVAL

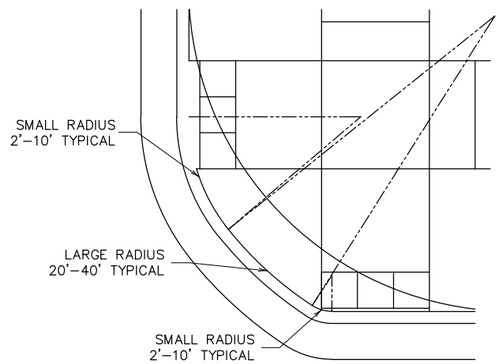


PAVEMENT TREATMENT OPTIONS IN FRONT OF CURB & GUTTER

FOR USE ON CURB RAMP RETROFITS



ADA CURB EXTENSION WITH COMPOUND RADIUS (BUMP OUT) ⑪



COMBINED DIRECTIONAL ⑩
(COMPOUND RADIUS)

NOTES:

POSITIVE FLOW LINE DRAINAGE SHALL BE MAINTAINED THROUGH THE PEDESTRIAN ACCESS ROUTE (PAR) AT A 2% MAXIMUM.

NO PONDING SHALL BE PRESENT IN THE PAR.

ANY VERTICAL LIP THAT OCCURS AT THE FLOW LINE SHALL NOT BE GREATER THAN 1/4 INCH.

① FOR USE AT CURB CUTS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: PERPENDICULAR, TIERED PERPENDICULAR, PARALLEL, AND DIAGONAL RAMPS.

② FOR USE AT CURB RAMPS WHERE THE PEDESTRIAN'S PATH OF TRAVEL IS ASSUMED NON PERPENDICULAR TO THE GUTTER FLOW LINE. RAMP TYPES INCLUDE: FANS & DEPRESSED CORNERS.

③ BEGIN GUTTER SLOPE TRANSITION 10' OUTSIDE OF ALL CURB RAMPS.

④ THERE SHALL BE NO VERTICAL DISCONTINUITIES GREATER THAN 1/4".

⑤ ELEVATION CHANGE TAKES PLACE FROM THE EXISTING TO NEW FRONT OF GUTTER. PATCH IS USED TO MATCH THE NEW GUTTER FACE INTO THE EXISTING ROADWAY.

⑥ VARIABLE WIDTH FOR DIRECTIONAL CURB APPLICATIONS. SEE SHEET 2 FOR DIRECTIONAL CURB SLOPE REQUIREMENTS.

⑦ TOP FRONT OF GUTTER SHALL BE CONSTRUCTED FLUSH WITH PROPOSED ADJACENT PAVEMENT ELEVATION. TOP 1.5" OF THE GUTTER FACE MUST BE A FORMED EDGE. PAR GUTTER SHALL NOT BE OVERLAID.

⑧ SHOULD BE USED AT VERTICALLY CONSTRAINED AREAS WHEN AT A DRAINAGE HIGH POINT OR SUPER ELEVATED ROADWAY SEGMENTS.

⑨ DRILL AND GROUT NO. 4 EPOXY–COATED 18" LONG TIE BARS AT 30" CENTER TO CENTER INTO EXISTING CONCRETE PAVEMENT 1' MINIMUM FROM ALL JOINTS.

⑩ HELPS PROVIDE TWO SEPARATE RAMPS, REDUCES THE DOME SETBACK LENGTH AND MINIMIZES DIRECTIONAL CURB. THIS RADIUS DESIGN CLOSELY FOLLOWS THE TURNING VEHICLE PATH WHILE OPTIMIZING CURB RAMP LENGTH.

⑪ CURB EXTENSIONS SHOULD BE USED IN VERTICALLY CONSTRAINED AREAS, USUALLY IN DOWNTOWN ROADWAY SEGMENTS WHERE ON–STREET PARKING IS AVAILABLE. CURB EXTENSIONS SHOULD BE CONSIDERED FOR APS INTERSECTIONS WHERE SPACE IS LIMITED.
PUSH BUTTONS MUST MEET APS CRITERIA AS DESCRIBED IN THE PUSH BUTTON LOCATION DETAIL SHEET.

REVISION:

APPROVED: 11–04–2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5–297.250 | 3 OF 6

APPROVED: 11–04–2021
REVISED:

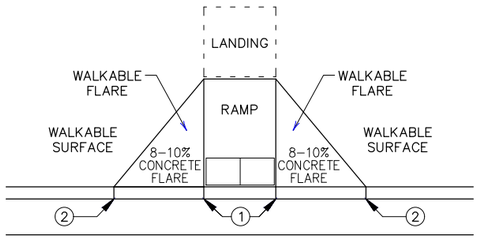
THOMAS STYRBICKI
STATE DESIGN ENGINEER

SP VALUE

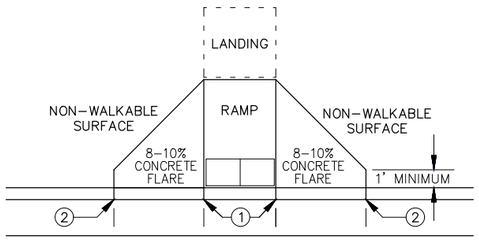
PEDESTRIAN CURB RAMP DETAILS

SHEET NO. 17 OF 20 SHEETS

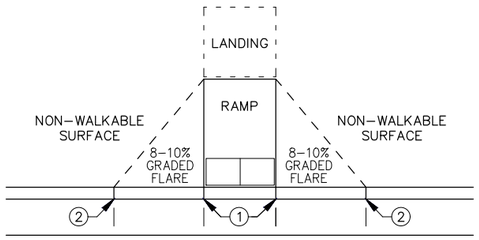
Jan 24, 2025 – 11:10am
K:\PRIVATE\P–2135.36\ENGINEERING\PLAN DWG\P–2135.36_MNDOT PED RAMP DETAILS.dwg



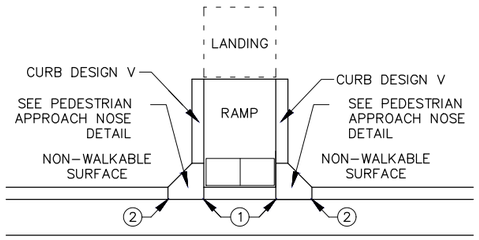
PAVED FLARES
ADJACENT TO WALKABLE SURFACE



PAVED FLARES
ADJACENT TO NON–WALKABLE SURFACE

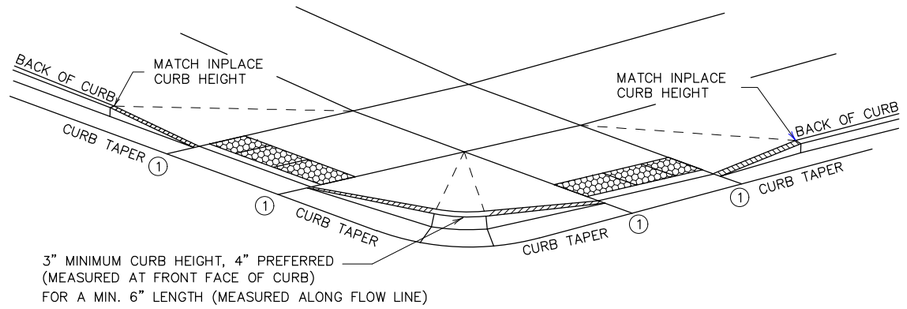


GRADED FLARES

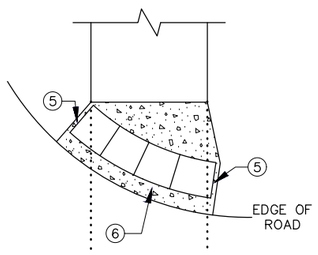


RETURNED CURB ④

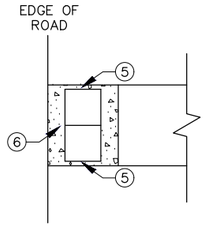
TYPICAL SIDE TREATMENT OPTIONS ③ ⑩



DETECTABLE EDGE WITH ⑦
CURB AND GUTTER

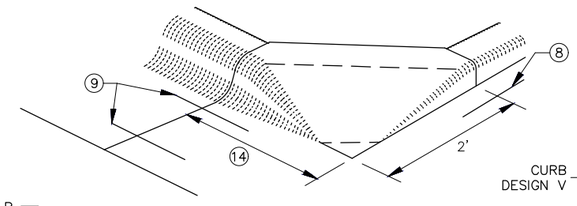


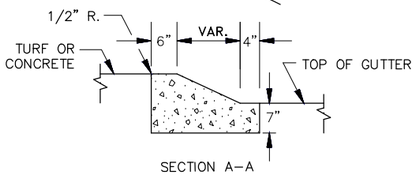
RADIAL DETECTABLE WARNING



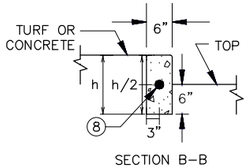
RECTANGULAR DETECTABLE WARNING

DETECTABLE EDGE WITHOUT CURB AND GUTTER

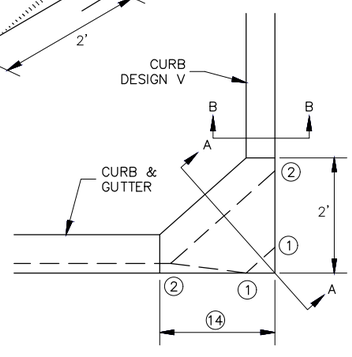




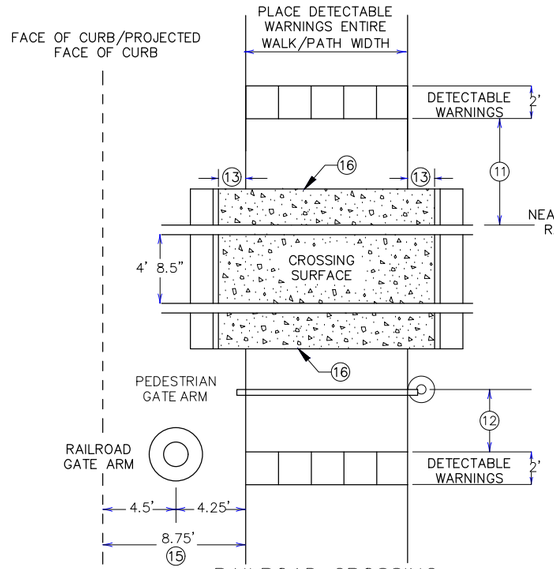
SECTION A–A



SECTION B–B



PEDESTRIAN APPROACH
NOSE DETAIL
(FOR RETURNED CURB
SIDE TREATMENT)



RAILROAD CROSSING
PLAN VIEW

NOTES:

INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8–10% TO A MINIMUM 3 INCH CURB HEIGHT. INCREASE CURB TAPER LENGTH AT LESS THAN 8% OR REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

SEE STANDARD PLATE 7038 AND THIS SHEET FOR ADDITIONAL DETAILS ON DETECTABLE WARNING.

A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

CONCRETE FLARE LENGTHS ADJACENT TO NON–WALKABLE SURFACES SHOULD BE LESS THAN 8' LONG MEASURED ALONG THE RAMPS FROM THE BACK OF CURB.

① 0" CURB HEIGHT. SEE INSET A ON SHEET 3 OF 6.

② FULL CURB HEIGHT.

③ SIDE TREATMENTS ARE APPLICABLE TO ALL RAMP TYPES AND SHOULD BE IMPLEMENTED AS NEEDED AS FIELD CONDITIONS DICTATE. THE ENGINEER SHALL DETERMINE THE RAMP SIDE TREATMENTS BASED ON MAINTENANCE OF BOTH ROADWAY AND SIDEWALK, ADJACENT PROPERTY CONSIDERATIONS, AND MITIGATING CONSTRUCTION IMPACTS.

④ TYPICALLY USED FOR MEDIANS AND ISLANDS.

⑤ WHEN NO CONCRETE FLARES ARE PROPOSED, THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE EDGE OF ROADWAY. MAINTAIN 3" MAX. BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.

⑥ IF NO CURB AND GUTTER IS PLACED IN RURAL SECTIONS, DETECTABLE WARNINGS SHALL BE PLACED 1' FROM THE EDGE OF BITUMINOUS ROADWAY AND/OR BITUMINOUS SHARED–USE PATH TO PROVIDE VISUAL CONTRAST.

⑦ ALL CONSTRUCTED CURBS MUST HAVE A CONTINUOUS DETECTABLE EDGE FOR THE VISUALLY IMPAIRED. THIS DETECTABLE EDGE REQUIRES DETECTABLE WARNINGS WHEREVER THERE IS ZERO–INCH HIGH CURB. CURB TAPERS ARE CONSIDERED A DETECTABLE EDGE WHEN THE TAPER STARTS WITHIN 3" OF THE EDGE OF THE DETECTABLE WARNINGS AND UNIFORMLY RISES TO A 3–INCH MINIMUM CURB HEIGHT. ANY CURB NOT PART OF A CURB TAPER AND LESS THAN 3 INCHES IN HEIGHT IS NOT CONSIDERED A DETECTABLE EDGE AND THEREFORE IS NOT COMPLIANT WITH ACCESSIBILITY STANDARDS.

⑧ DRILL AND GROUT 1 – NO. 4 12" LONG REINFORCEMENT BAR (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE V CURB.

⑨ DRILL AND GROUT 2 – NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE CURB AND GUTTER.

⑩ SIDE TREATMENT EXAMPLES SHOWN ARE WHEN THE INITIAL LANDING IS APPROXIMATELY LEVEL WITH THE FULL HEIGHT CURB (I.E. 6' LONG RAMP FOR 6" HIGH CURB). WHEN THE INITIAL LANDING IS MORE THAN 1" BELOW FULL HEIGHT CURB REFER TO SHEETS 1 & 2 TO MODIFY THE CURB HEIGHT TAPERS AND MAINTAIN POSITIVE BOULEVARD DRAINAGE. CONSTRUCT THESE TAPER AT 0"–3" AT 8–10%, THEN LESS THAN 5% FROM 3" CURB TO FULL CURB HEIGHT.

⑪ NEAREST EDGE OF DETECTABLE WARNING SURFACES SHALL BE PLACED 12' MINIMUM TO 15' MAXIMUM FROM THE NEAREST RAIL. FOR SKEWED RAILWAYS IN NO INSTANCE SHALL THE DETECTABLE WARNING BE CLOSER THAN 12' MEASURED PERPENDICULAR TO THE NEAREST RAIL.

⑫ WHEN PEDESTRIAN GATES ARE PROVIDED, DETECTABLE WARNING SURFACES SHALL BE PLACED ON THE SIDE OF THE GATES OPPOSITE THE RAIL, 2' FORM THE APPROACHING SIDE OF THE GATE ARM. THIS CRITERIA GOVERNS OVER NOTE ⑪.

⑬ CROSSING SURFACE SHALL EXTEND 2' MINIMUM PAST THE OUTSIDE EDGE OF WALK OR SHARED–USE PATH.

⑭ 3' FOR MEDIANS AND SPLITTER ISLANDS. NOSE CAN BE REDUCED TO 2' ON FREE RIGHT ISLANDS.

⑮ SIDEWALK TO BE PLACED 8.75' MIN. FROM THE FACE OF CURB/PROJECTED FACE OF CURB. THIS ENSURES MIN. CLEARANCE BETWEEN THE SIDEWALK AND GATE ARM COUNTERWEIGHT SUPPORTS.

⑯ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A–E. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

REVISION:

APPROVED: 11–04–2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5–297.250 | 4 OF 6

APPROVED: 11–04–2021
REVISED:

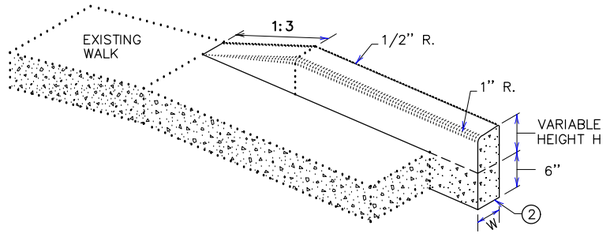
THOMAS STYRBICKI
STATE DESIGN ENGINEER

SP VALUE

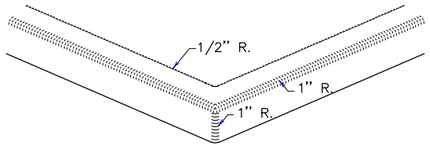
PEDESTRIAN CURB RAMP DETAILS

SHEET NO. 18 OF 20 SHEETS

Jan 24, 2025 – 11:10am
K:\PRIVATE\P–2135.36\ENGINEERING\PLAN DWG\P–2135.36_MNDOT PED RAMP DETAILS.dwg

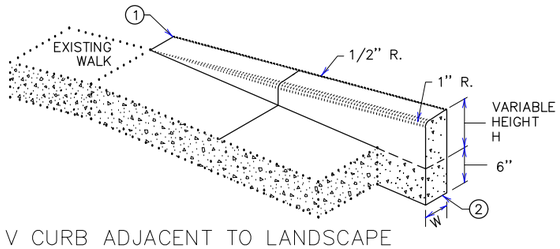


V CURB ADJACENT TO LANDSCAPE
CURB WITHIN SIDEWALK LIMITS

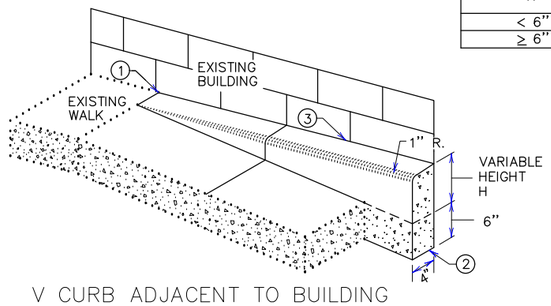


V CURB INTERSECTION

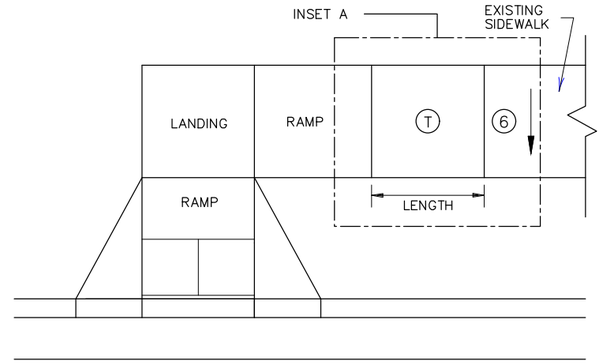
CONCRETE CURB DESIGN V	
CURB HEIGHT H	CURB WIDTH W
< 6"	4"
≥ 6"	6"



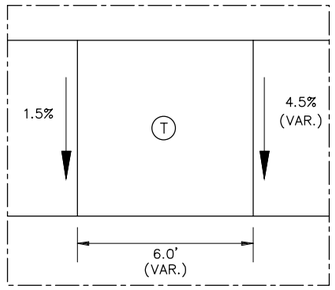
V CURB ADJACENT TO LANDSCAPE
CURB OUTSIDE SIDEWALK LIMITS



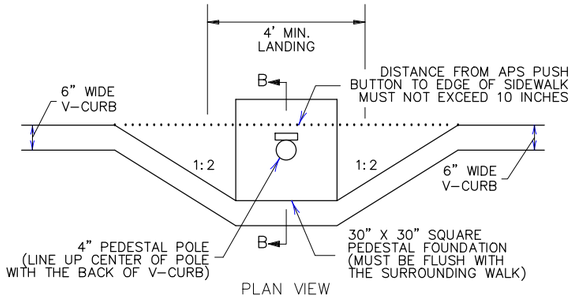
V CURB ADJACENT TO BUILDING OR BARRIER



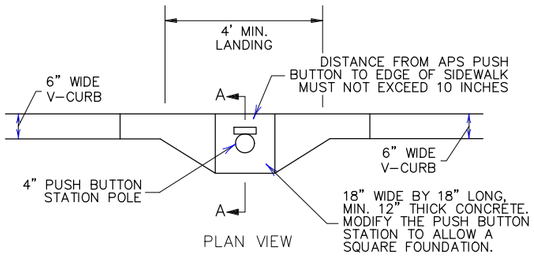
TRANSITION PANEL ④⑤



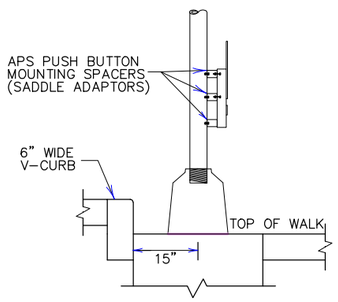
INSET A



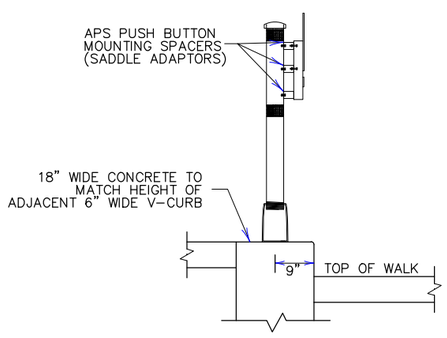
PLAN VIEW



PLAN VIEW



SECTION B–B



SECTION A–A

SIGNAL PEDESTAL & PUSH BUTTON (V–CURB)

PUSH BUTTON STATION (V–CURB)

NOTES:

A WALKABLE FLARE IS AN 8–10% CONCRETE FLARE THAT IS REQUIRED WHEN THE FLARE IS ADJACENT TO A WALKABLE SURFACE, OR WHEN THE PEDESTRIAN PATH OF TRAVEL OF A PUSH BUTTON TRAVERSES THE FLARE.

ALL V CURB CONTRACTION JOINTS SHALL MATCH CONCRETE WALK JOINTS.

WHERE RIGHT–OF–WAY ALLOWS, USE OF V CURB SHOULD BE MINIMIZED. GRADING ADJACENT TURF OR SLOPING ADJACENT PAVEMENT IS PREFERRED.

V CURB SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS.

V CURB NEXT TO BUILDING SHALL BE A 4" WIDTH AND SHALL MATCH PREVIOUS TOP OF SIDEWALK ELEVATIONS.

① END TAPERS AT TRANSITION SECTION SHALL MATCH INPLACE SIDEWALK GRADES.

② ALL V CURB SHALL MATCH BOTTOM OF ADJACENT WALK.

③ CONSTRUCT USING APPROVED EXPANSION MATERIAL PER MNDOT TYPE A–E EXPANSION. LEAVE A MINIMUM 1/2" TOP GAP AND SEAL WITH MNDOT APPROVED SILICONE PER MNDOT SPEC 3722.

④ THE MAX. RATE OF CROSS SLOPE TRANSITIONING IS 1' LINEAR FOOT OF SIDEWALK PER HALF PERCENT CROSS SLOPE. WHEN PAR WIDTH IS GREATER THAN 6' OR THE RUNNING SLOPE IS GREATER THAN 5%, DOUBLE THE CALCULATED TRANSITION LENGTH.

⑤ TRANSITION PANELS ARE TO ONLY BE USED AFTER THE RAMP, OR IF NEEDED, LANDING ARE AT THE FULL CURB HEIGHT (TYPICAL SECTION).

⑥ EXISTING CROSS SLOPE GREATER THAN 2.0%.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

Ⓢ INDICATES PEDESTRIAN RAMP – SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA – 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

Ⓣ TRANSITION PANEL(S) – TO BE USED FOR TRANSITIONING THE CROSS–SLOPE OF A RAMP TO THE EXISTING WALK CROSS–SLOPE. RATE OF TRANSITION SHOULD BE 0.5% PER 1 LINEAR FOOT OF WALK. SEE THIS SHEET FOR ADDITIONAL INFORMATION.

REVISION:

APPROVED: 11–04–2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

STANDARD PLAN 5–297.250 | 5 OF 6

APPROVED: 11–04–2021
REVISED:

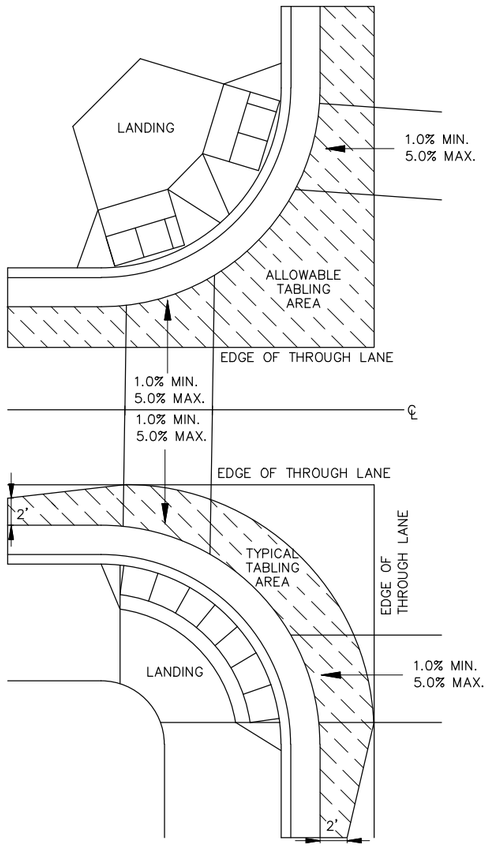
THOMAS STYRBICKI
STATE DESIGN ENGINEER

SP VALUE

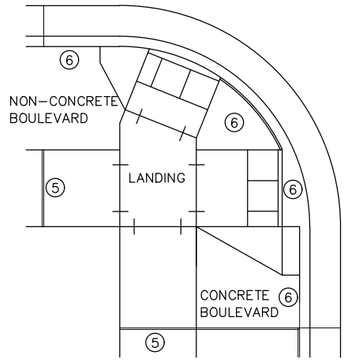
PEDESTRIAN CURB RAMP DETAILS

SHEET NO. 19 OF 20 SHEETS

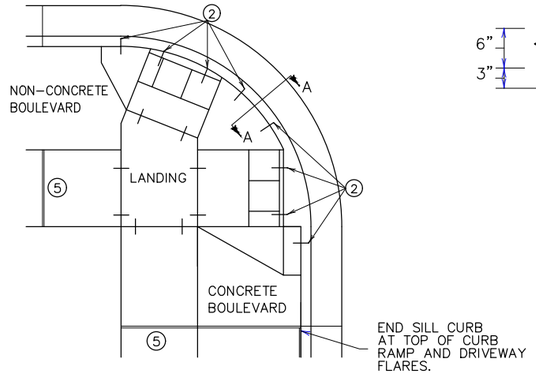
Jan 24, 2025 – 11:10am
K:\PRIVATE\P-2135.36\ENGINEERING\PLAN DWG\P-2135.36_MNDOT PED RAMP DETAILS.dwg



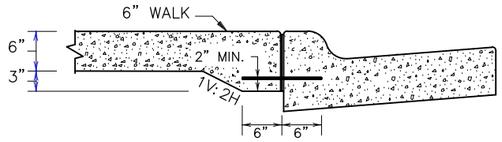
CURB LINE AND ROAD CROSSING ADJUSTMENTS



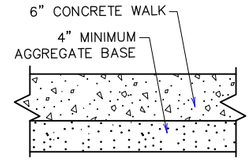
EXPANSION MATERIAL PLACEMENT
FOR CONCRETE ROADWAYS



CURB LINE REINFORCEMENT ④
PLACEMENT ON BITUMINOUS ROADWAYS



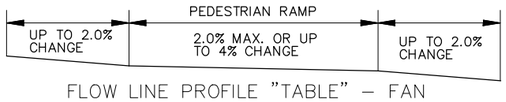
SECTION VIEW A–A
THICKENED SECTION
THROUGH CURB RAMP FLARES



TYPICAL SIDEWALK SECTION
WITHIN INTERSECTION CORNER



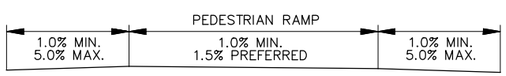
FLOW LINE PROFILE "TABLE" – TWIN PERPENDICULARS



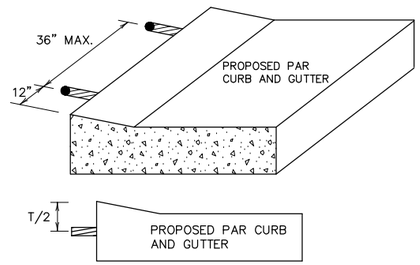
FLOW LINE PROFILE "TABLE" – FAN



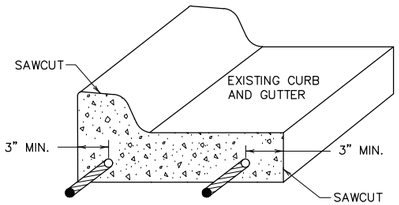
FLOW LINE PROFILE RAISE – TWIN PERPENDICULARS



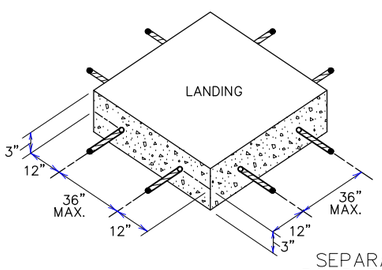
FLOW LINE PROFILE RAISE – FAN

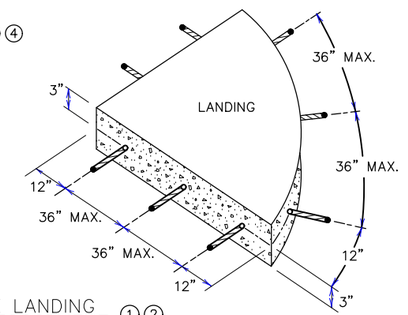


CURB RAMP REINFORCEMENT DETAILS ②④



CURB AND GUTTER
REINFORCEMENT ③





SEPARATE LANDING
POUR REINFORCEMENT ①②

GENERAL NOTES:

"TABLING" OF CROSSWALKS MEANS MAINTAINING LESS THAN 2% CROSS SLOPE WITHIN A CROSSWALK, IS REQUIRED WHEN A ROADWAY IS IN A STOP OR YIELD CONDITION AND THE PROJECT SCOPE ALLOWS.

RECONSTRUCTION PROJECTS: ON FULL PAVEMENT REPLACEMENT PROJECTS "TABLING" OF ENTIRE CROSSWALK SHALL OCCUR WHEN FEASIBLE.

MILL & OVERLAY PROJECTS: "TABLING" OF FLOW LINES, IN FRONT OF THE PEDESTRIAN RAMP, IS REQUIRED WHEN THE EXISTING FLOW LINE IS GREATER THAN 2%. WARPING OF THE BITUMINOUS PAVEMENT CAN NOT EXTEND INTO THE THROUGH LANE. TABLE THE FLOW LINE TO 2% OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA;

1) 1.0% MIN. CROSS–SLOPE OF THE ROAD
2) 5.0% MAX. CROSS–SLOPE OF THE ROAD
3) "TABLE" FLOW LINE UP TO 4% CHANGE FROM EXISTING SLOPE IN FRONT OF PEDESTRIAN RAMP
4) UP TO 2% CHANGE IN FLOW LINE FROM EXISTING SLOPE BEYOND THE PEDESTRIAN CURB RAMP

STAND–ALONE ADA RETROFITS: FOLLOW MILL & OVERLAY CRITERIA ABOVE HOWEVER ALL PAVEMENT WARPING IS DONE WITH BITUMINOUS PATCHING ON BITUMINOUS ROADWAYS AND FULL–DEPTH APRON REPLACEMENT ON CONCRETE ROADWAYS.

RAISING OF CURB LINES SHOULD OCCUR IN VERTICALLY CONSTRAINED AREAS. RAISE THE CURB LINES ENOUGH TO ALLOW COMPLIANT RAMPS OR AS MUCH AS POSSIBLE WHILE ADHERING TO THE FOLLOWING CRITERIA;

1) 1.0% MIN. AND 5.0% MAXIMUM CROSS–SLOPE OF THE ROAD
2) 1.0% MIN. FLOW LINE (ON EITHER SIDE OF PEDESTRIAN RAMP) TO MAINTAIN POSITIVE DRAINAGE
3) 5.0% RECOMMENDED MAX. FLOW LINE
4) LONGITUDINAL THROUGH LANE ROADWAY TAPERS SHOULD BE 1" VERTICAL PER 15' HORIZONTAL

NOTES:

① TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON THIS SHEET FOR ALL SEPARATELY POURED INITIAL LANDINGS.

② DRILL AND GROUT NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) AT 36" MAXIMUM CENTER TO CENTER MINIMUM 12" SPACING FROM CONSTRUCTION JOINTS. BARS TO BE ADJUSTED TO MATCH RAMP GRADE. BARS TO BE PAID BY EACH.

③ DRILL AND GROUT 2 – NO. 4 X 12" LONG (6" EMBEDDED) REINFORCEMENT BARS (EPOXY COATED). REINFORCEMENT REQUIRED FOR ALL CONSTRUCTION JOINTS. BARS TO BE PAID BY EACH.

④ THIS CURB LINE REINFORCEMENT DETAIL SHALL BE USED ON BITUMINOUS ROADWAYS. FOR CONCRETE ROADWAYS, SEE NOTE 6.

⑤ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A–E. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

⑥ USE AN APPROVED TYPE F (1/4 INCH THICK) SEPARATION MATERIAL. SEPARATION MATERIAL SHALL MATCH FULL HEIGHT DIMENSION OF ADJACENT CONCRETE.

REVISION:

APPROVED: 11–04–2021
JEFFREY PERKINS
OPERATIONS DIVISION

MINNESOTA DEPARTMENT OF TRANSPORTATION

THOMAS STYRBICKI
STATE DESIGN ENGINEER

STANDARD PLAN 5–297.250 | 6 OF 6

APPROVED: 11–04–2021
REVISED:

SP VALUE

PEDESTRIAN CURB RAMP DETAILS

SHEET NO. 20 OF 20 SHEETS

Jan 24, 2025 – 11:10am
K:\PRIVATE\P–2135.36\ENGINEERING\PLAN DWG\P–2135.36_MNDOT PED RAMP DETAILS.dwg

~~Strikethroughs~~ to be removed
Underlines to be added

Ordinance 25 - ___

An Ordinance Amending Chapter, 30, Division 9, Other Nonoverlay Districts, of the City of Elk River, Minnesota, City Code

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

SECTION 1. That **Chapter 30, Division 9, Subdivision III. Approved Planned Unit Development Districts** of the City of Elk River Code of Ordinances shall be amended to add the following Section:

Subdivision III. Approved Planned Unit Development Districts

Section 30-1602. – Villas on Fillmore PUD

(a) Legal Description. The following described property located within the City of Elk River, Sherburne County, Minnesota is hereby zoned PUD, Planned Unit Development:

The East Half of the Southeast Quarter of the Northwest Quarter of Section 1, Township 32, Range 26, according to the United States Government Survey thereof and situate in Sherburne County, Minnesota.

Excepting therefrom:

That part which lies within the following described perpetual easement for street and utility purposes:

That part of the Northwest Quarter and the Northeast Quarter of the Southwest Quarter of Section 1, Township 32, Range 26, Sherburne County, Minnesota, which lies East of the following described line:

Beginning at a point on the North line of said Northwest Quarter distant 55.26 feet West of the Northeast corner of said Northwest Quarter, as measured along said North line, to a point on the South line of said Northeast Quarter of the Southwest Quarter distant 80.01 feet West of the Southeast corner of said Northeast Quarter of the Southwest Quarter as measured along said South line and there terminating.

AND

Outlot C, THE VILLAS AT FILLMORE, Sherburne County, Minnesota.

(b) PUD Development Standards. The property shall be subject to the following standards.

(1) Uses

a. Permitted Uses

1. Residential, single family.
2. Model homes in compliance with section 30-800;
3. Public parks, playgrounds and open space;
4. State licensed residential facilities or a housing with services establishment registered under chapter 144D serving six or fewer persons, a licensed day care facility serving 12 or fewer persons, and a group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children shall be considered a permitted single family residential use of property for the purposes of zoning, except that a residential facility whose primary purpose is to treat juveniles who have violated criminal statutes relating to sex offenses or have been adjudicated delinquent on the basis of conduct in violation of criminal statutes relating to sex offenses shall not be considered a permitted use.

b. Accessory Uses

a. Accessory dwelling units
b. Residential occupations.
c. Structures, accessory.
d. Signs (as permitted in section 30-851 et seq.).

c. Conditional Uses

a. Kennels, private

(2) Lot Size

a. The PUD permits lot sizes as follows:

Lot Type	Minimum Lot Width	Minimum Dwelling Width	Minimum Lot Depth	Typical Lot Area
Residential Lot	52’ – 0”	40' - 0"	113' - 0"	5,870 SF

(3) Setbacks

1. Primary Structures

Front Setback	25' - 0"
Side Setback	5' - 0"
Rear Setback	20' - 0"
Corner Front Setback	25' - 0"

b. Accessory Structures

Front Setback	25' - 0"
Side Setback	5' - 0"
Rear Setback	5' - 0"
Corner Front Setback	25' - 0"

1. Accessory structures shall be limited to two-detached structures.
2. Garage space (combined attached and detached) shall be limited to 1,000 SF.
3. All other setbacks shall be consistent with the relevant section of the city code.

(4) Additional Development Standards:

a. Driveways width is limited to 18' – 0" as measured at the front property line or the entire distance between the curb and sidewalk.

b. Driveways must be setback 5'-0" from side property lines.

c. Facades shall consist of at least two materials (brick, siding, stone, shakes, or other materials approved by the city)

d. Internal monotony code

1. No more than two adjacent homes will have the same roof/facade style.
2. Façade materials or colors will not repeat between adjacent homes. Significant variation in materials and/or colors is encouraged.

e. Each home must have a minimum of five shrubs along the front foundation, and two trees in the front yard.

f. Common areas shall be under the ownership and control of the property owners' association, which shall be responsible for the maintenance, and repair of the common areas.

g. The area identification sign (monument sign) must meet all standards outlined in city ordinance.

1. A box drawn around the lettering on the sign shall not exceed 16 square feet

(5) Any standard not specifically described within this section shall remain consistent with the City of Elk River Code of Ordinances.

(c) Development Plans. The PUD shall be developed in accordance with the following plans, as amended from time to time, on file at city hall.

Plan A – Preliminary Plat of The Villas on Fillmore as approved by the Elk River City Council on July 18, 2022, and subject to all conditions of approval.

Plan B – Street and Utility Construction Plans prepared by Rum River Land Surveyors and Engineers and dated January 23, 2023.

Plan C – The Preliminary Plat of The Villas on Fillmore Third Addition as approved by the Elk River City Council on March 17, 2025, and subject to all conditions of approval.

Plan D – Street and Utility Construction Plans for the Third Addition prepared by Rum River Land Surveyors and Engineers and dated January 23, 2025.

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

Passed and adopted by the City Council of the City of Elk River this 17th day of March, 2025.

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

THE VILLAS AT FILLMORE THIRD ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Riverside Development Company of Princeton, a Minnesota Corporation, fee owner of the following described property situated in the County of Sherburne, State of Minnesota, to wit:

Outlot C, THE VILLAS AT FILLMORE, Sherburne County, Minnesota.

Has caused the same to be surveyed and platted as THE VILLAS AT FILLMORE THIRD ADDITION and does hereby dedicate to the public for public use forever the public way as shown on this plat. Also dedicating to the public for public use forever the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said Riverside Development Company of Princeton has caused these presents to be signed by its proper officer this _____ day of _____ , 202___ .

RIVERSIDE DEVELOPMENT COMPANY OF PRINCETON

_____ Its _____
(Signature) (Title)

_____
(Print Name)

STATE OF MINNESOTA

COUNTY OF _____

The forgoing instrument was acknowledged before me this _____ day of _____ , 202___ by _____ , _____ of Riverside Development Company of Princeton, a Minnesota Corporation, on behalf of the Corporation.

_____
Notary Public, Minnesota
My commission expires _____

I hereby certify that I have surveyed and platted the land, or directly supervised the surveying and platting of the land described on this plat as THE VILLAS AT FILLMORE THIRD ADDITION; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within 1 year; as of the date of this certification, all wet lands and water boundaries and all public ways are shown and labeled as defined in Minnesota Statutes, Section 505.01, Subd. 3.

_____
Brian Person, Licensed Land Surveyor
Minnesota License No. 49138

STATE OF MINNESOTA
COUNTY OF ANOKA

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

_____
Notary Public, Minnesota

My commission expires _____

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

_____
Mayor

_____
Clerk

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

_____
Sherburne County Surveyor

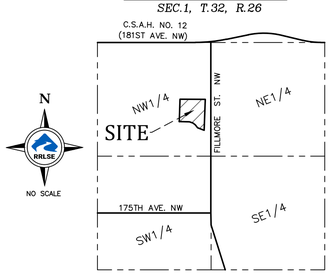
I hereby certify taxes payable in the year _____ on lands herein described are paid in full, and there are no delinquent taxes, and that transfer was entered this _____ day of _____ , 202___ .

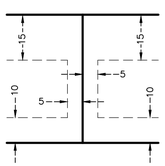
_____
Sherburne County Auditor/Treasurer

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

_____
Sherburne County Recorder

VICINITY MAP
SEC.1, T.32, R.26





Being 10.00 feet in width and adjoining all right of way lines unless otherwise shown on this plat and being 5.00 feet in width and adjoining all side lot lines unless otherwise shown on this plat and being 15.00 feet in width and adjoining all rear lot lines unless otherwise shown on this plat.

N

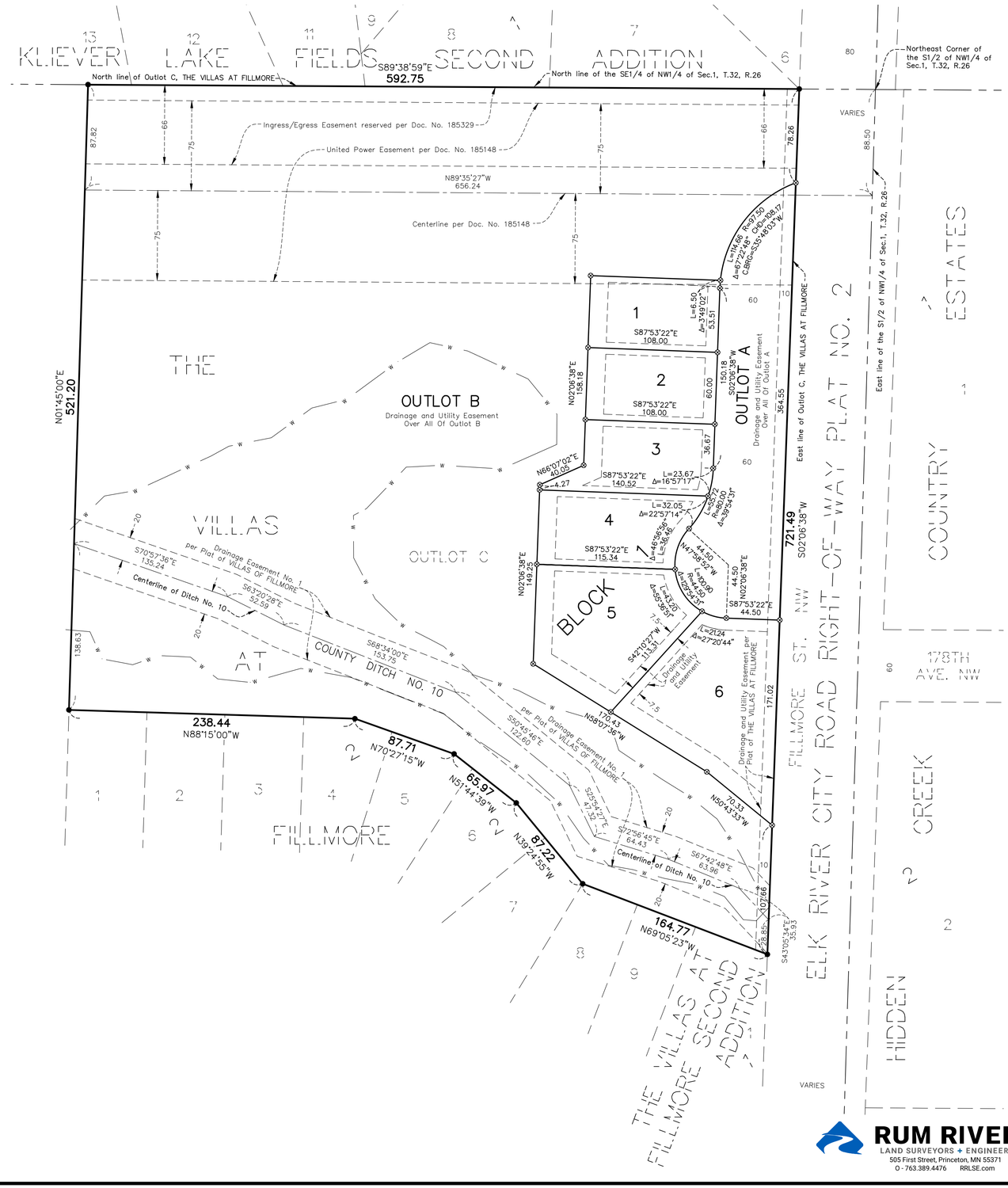
SCALE 50 0 50 100 FEET
1 INCH = 50 FEET

Denotes a 1/2 inch by 14 inch iron monument set with a plastic cap marked R.L.S. No. 49138 to be set within one year of the date of recording

Denotes a found 1/2 inch by 14 inch iron monument with a plastic cap marked R.L.S. No. 49138

— W — Denotes Edge of Delineated Wetland per plat of THE VILLAS OF FILLMORE

For the purposes of this plat the East line of Outlot C, THE VILLAS AT FILLMORE is assumed to bear South 02°06'38" West.



RUM RIVER
LAND SURVEYORS + ENGINEERS
505 First Street, Princeton, MN 55371
O - 763.389.4476 RRLSE.com

Resolution 25-____

A Resolution of the City of Elk River Granting Final Plat Approval for The Villas at Fillmore Third Addition Case No. P 25-02

WHEREAS, application has been made for final plat approval, pursuant to Section 30-374 of the Elk River City Code of Ordinances, of the property legally described on attached Exhibit A and hereinafter referred to as "the Property"; and

WHEREAS, the preliminary plat of the Property was approved by the City Council on March 17, 2025; and

WHEREAS, the proposed final plat is consistent with the preliminary plat as approved by the City Council; and

WHEREAS, the proposed final plat complies with each of the conditions set forth by the City Council in its approval of the preliminary plat of the Property.

NOW, THEREFORE, BE IT RESOLVED

1. It is hereby determined by the City Council for the City of Elk River as follows:

   A. The proposed subdivision is consistent with the Chapter of 30 of the City Code of Ordinances and conforms with all of its requirements.

   B. The proposed subdivision is consistent with all applicable general and specialized city, county, and regional plans including, but not limited to, the City's Comprehensive Plan.

   C. The physical characteristics of the site, including, but not limited to, topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and drainage are suitable for the type and density of development and uses contemplated.

   D. The proposed subdivision makes adequate provision for water supply, storm drainage, sewage transportation, erosion control and all other services, facilities and improvements otherwise required herein.

   E. The proposed subdivision will not cause substantial environmental damage.

F. The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.

G. The proposed subdivision will not have an undue or adverse impact on the reasonable development of neighboring land.

2. Final plat approval is hereby granted for the Property, subject to the conditions set forth in attached Exhibit B.

3. The officers of the City are hereby authorized, once the conditions set forth in Exhibit B are met and complied with, to sign the final plat for the Property and to issue a certified copy of this Resolution giving final approval of the plat.

4. The owner of the Property is authorized to record the final plat as required by law and shall file proof of said recording with the City. No building permits will be issued for the Property until the final plat is recorded.

5. This final plat approval shall expire two years from the date of this resolution if the final plat is not recorded within that time.

Passed and adopted this 17th day of March 2025.

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

EXHIBIT A
LEGAL DESCRIPTION

Outlot C, The Villas at Fillmore, Sherburne County, Minnesota

EXHIBIT B

CONDITIONS OF APPROVAL

1. Council approval of a Development Agreement outlining the responsibilities of the developer.
2. Water Availability Charge shall be paid in the amount required by the city when the final plat is released for recording (currently $390/plumbing unit).
3. A Letter of Credit shall be provided to the city in the amount of 100% of the costs of the public improvements.
4. Upon completion of all improvements and acceptance by the city, a security or warranty in a form acceptable to the Public Works Director must be secured.
5. The Development Plan shall be approved by the public works director prior to the issuance of building permits.
6. Staff approval of all site, civil, and landscaping plans.
7. Park dedication shall be paid for six low-density parcels at the rate applicable at the time of recording.
8. Any item or condition found that indicates the site is likely to yield information important to pre-history or history shall be reported to the city immediately. Further, the city reserves the right to stop work authorized in its approval until the site is appropriately investigated and work is authorized.

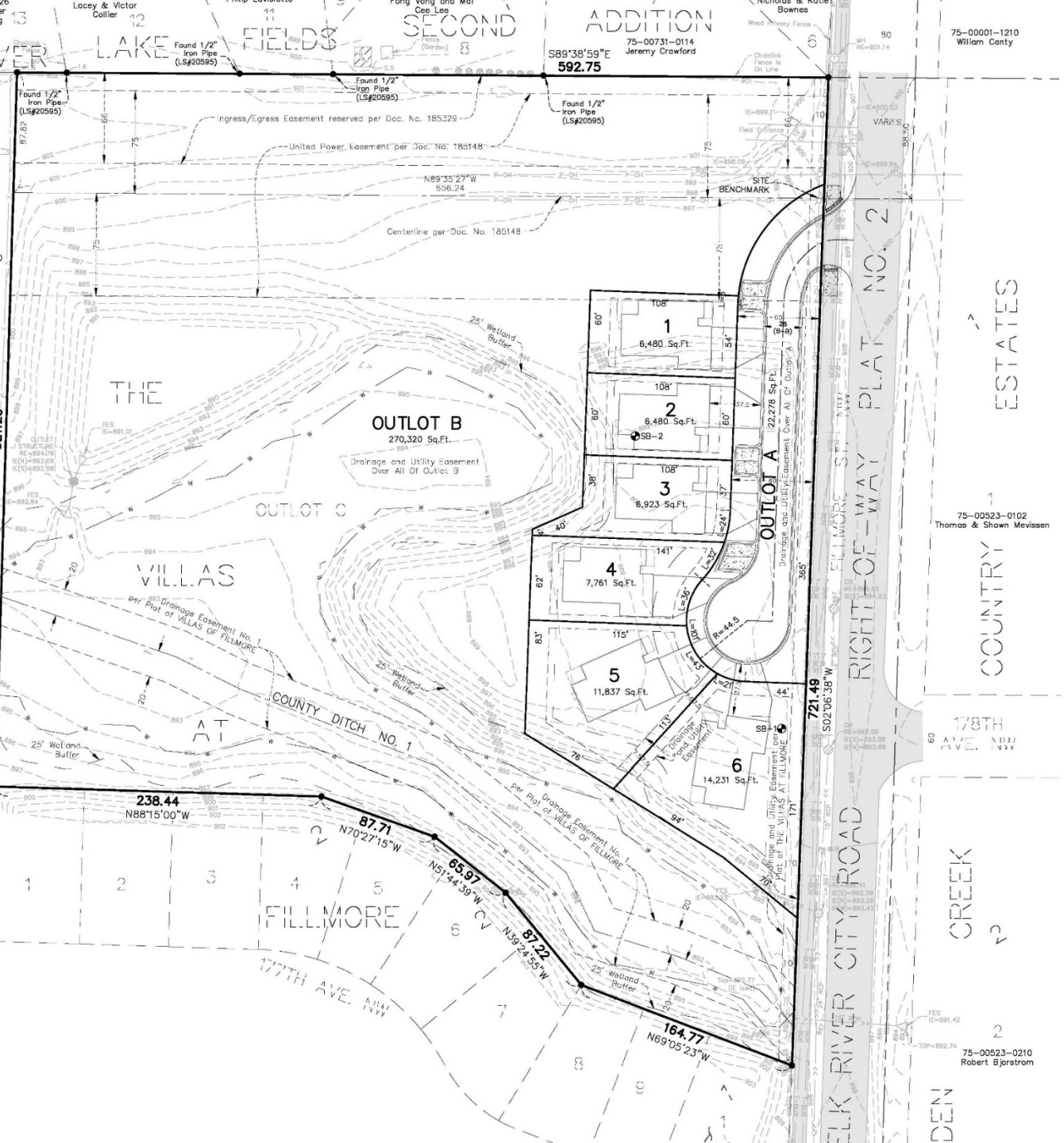
Villas on Fillmore Third

Plat and Ordinance/PUD


SITE
75-00931-0030
75-00523-0102
75-00523-0104
178th Avenue
75-00001-2400
177th Avenue
75-00523-0210
75-00523-
Hoover Street
Fillmore Street
177th Circle
75-00523-0205
75-00523-027

Background

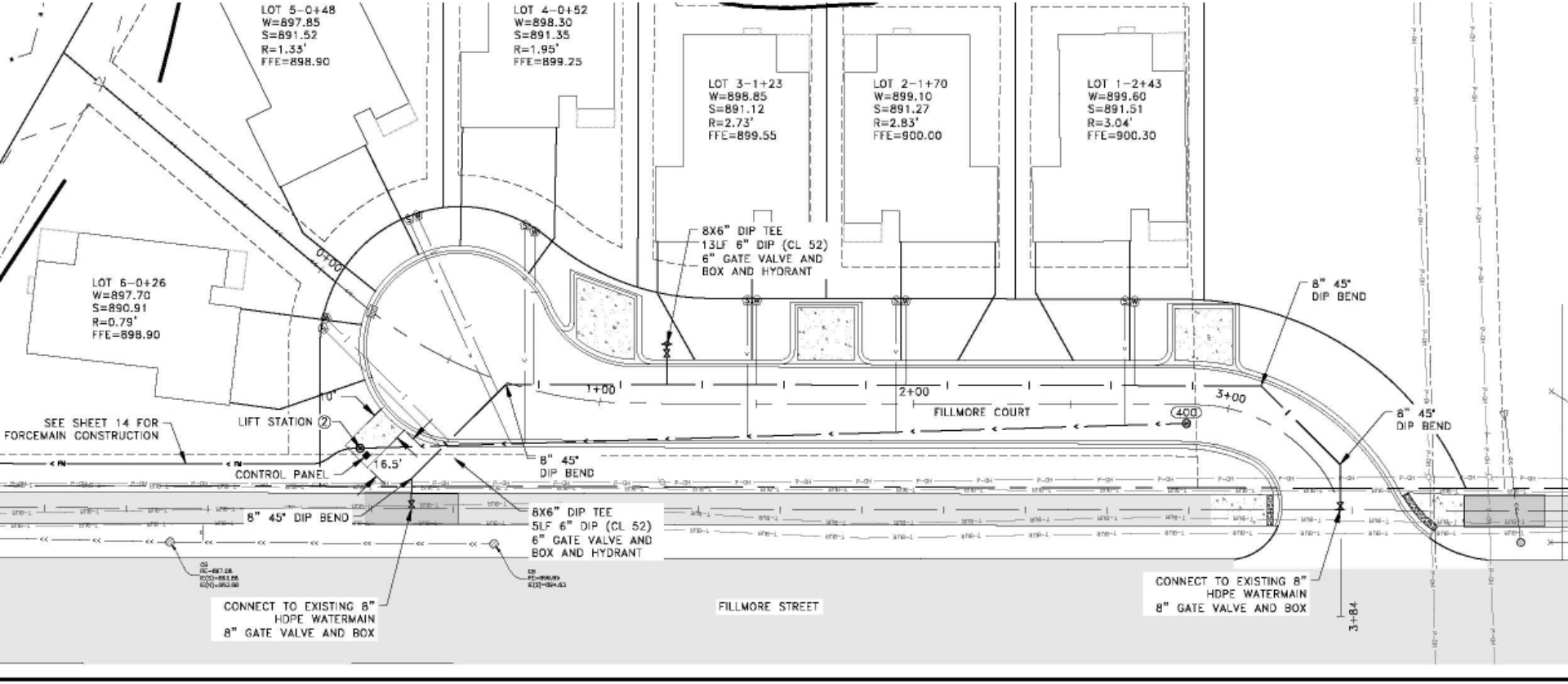
- Plat the third phase of the subdivision
  - 6-lots with a private street
  - 60-foot lots with homes 10-feet apart
  - Narrow developable area due to wetlands
- Property currently zoned PUD
  - Approved with the previous additions
  - PUD standards will be codified into city code
  - Comp Plan supports the residential development
- Served by city services
  - Sanitary requires private lift station
  - Looped water service

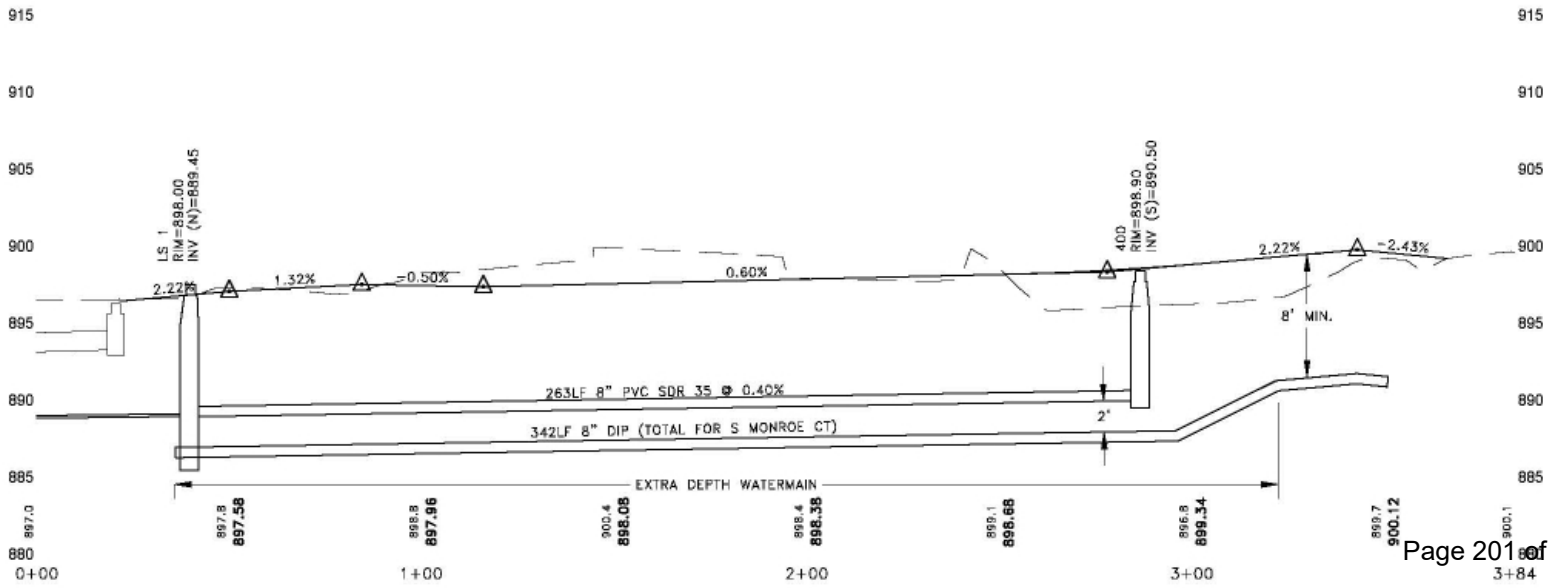


LEGEND

- ● = DENOTES FOUND 1/2" X 14" IRON PIPE WITH PLASTIC CAP MARKED "RLS 49138" UNLESS OTHERWISE NOTED
- 980 = DENOTES EXISTING CONTOUR (1 FOOT INTERVAL)
- = DENOTES BUILDING SETBACK LINE
- = DENOTES 25' WETLAND BUFFER
- W = DENOTES EDGE OF DELINEATED WETLAND PER PLAT OF THE VILLAS AT FILLMORE
- SB1 = DENOTES SOIL BORING BY OTHERS
- = DENOTES SANITARY SEWER LINE
- = DENOTES CATCHBASIN
- = DENOTES FES
- = DENOTES STORM SEWER LINE
- = DENOTES UTILITY POLE
- P-OH = DENOTES OVERHEAD UTILITY LINES
- T-BUR = DENOTES BURIED TELECOMMUNICATIONS
- = DENOTES TELECOMMUNICATIONS MANHOLE
- = DENOTES SIGN
- = DENOTES DECIDUOUS TREE (DIAMETER)
- = DENOTES CONIFEROUS TREE (DIAMETER)
- = SHRUB
- = BITUMINOUS SURFACE
- = CONCRETE SURFACE

Municipality:	City of Elk River	Proposed Building Setbacks:
Existing Zoning:	R1c – Single Family Residential	
Proposed Zoning:	Planned Unit Development	
Road Mileage:	300 LF or 0.06 Miles (Private)	Lot Summary: 6 – Single Fa


LOT 5-0+48
W=897.85
S=891.52
R=1.33'
FFE=898.90
LOT 4-0+52
W=898.30
S=891.35
R=1.95'
FFE=899.25
LOT 3-1+23
W=898.85
S=891.12
R=2.73'
FFE=899.55
LOT 2-1+70
W=899.10
S=891.27
R=2.83'
FFE=900.00
LOT 1-2+43
W=899.60
S=891.51
R=3.04'
FFE=900.30
LOT 6-0+26
W=897.70
S=890.91
R=0.79'
FFE=898.90
8X6" DIP TEE
13LF 6" DIP (CL 52)
6" GATE VALVE AND
BOX AND HYDRANT
8" 45°
DIP BEND
0+00
1+00
2+00
3+00
FILLMORE COURT
400
SEE SHEET 14 FOR
FORCEMAIN CONSTRUCTION
LIFT STATION (2)
10'
16.5'
CONTROL PANEL
8" 45° DIP BEND
8X6" DIP TEE
5LF 6" DIP (CL 52)
6" GATE VALVE AND
BOX AND HYDRANT
CONNECT TO EXISTING 8"
HDPE WATERMAIN
8" GATE VALVE AND BOX
FILLMORE STREET
CONNECT TO EXISTING 8"
HDPE WATERMAIN
8" GATE VALVE AND BOX
3+84


915
910
905
900
895
890
885
880
LS 1
RIM=898.00
INV (N)=889.45
400
RIM=898.90
INV (S)=890.50
2.22%
1.32%
=0.50%
0.60%
2.22%
=2.43%
8' MIN.
263LF 8" PVC SDR 35 @ 0.40%
342LF 8" DIP (TOTAL FOR S MONROE CT)
2'
EXTRA DEPTH WATERMAIN
897.0
897.8
897.58
898.8
897.96
900.4
898.08
898.4
898.38
899.1
898.68
896.8
899.34
899.7
900.12
900.1
0+00
1+00
2+00
3+00
3+84

Planning Commission

- Two residents spoke during PH
  - Private ingress/egress easement
  - Development timing and setbacks
  - Snow removal on private street
- Developer has spoken with both residents

- PC unanimously recommended approval

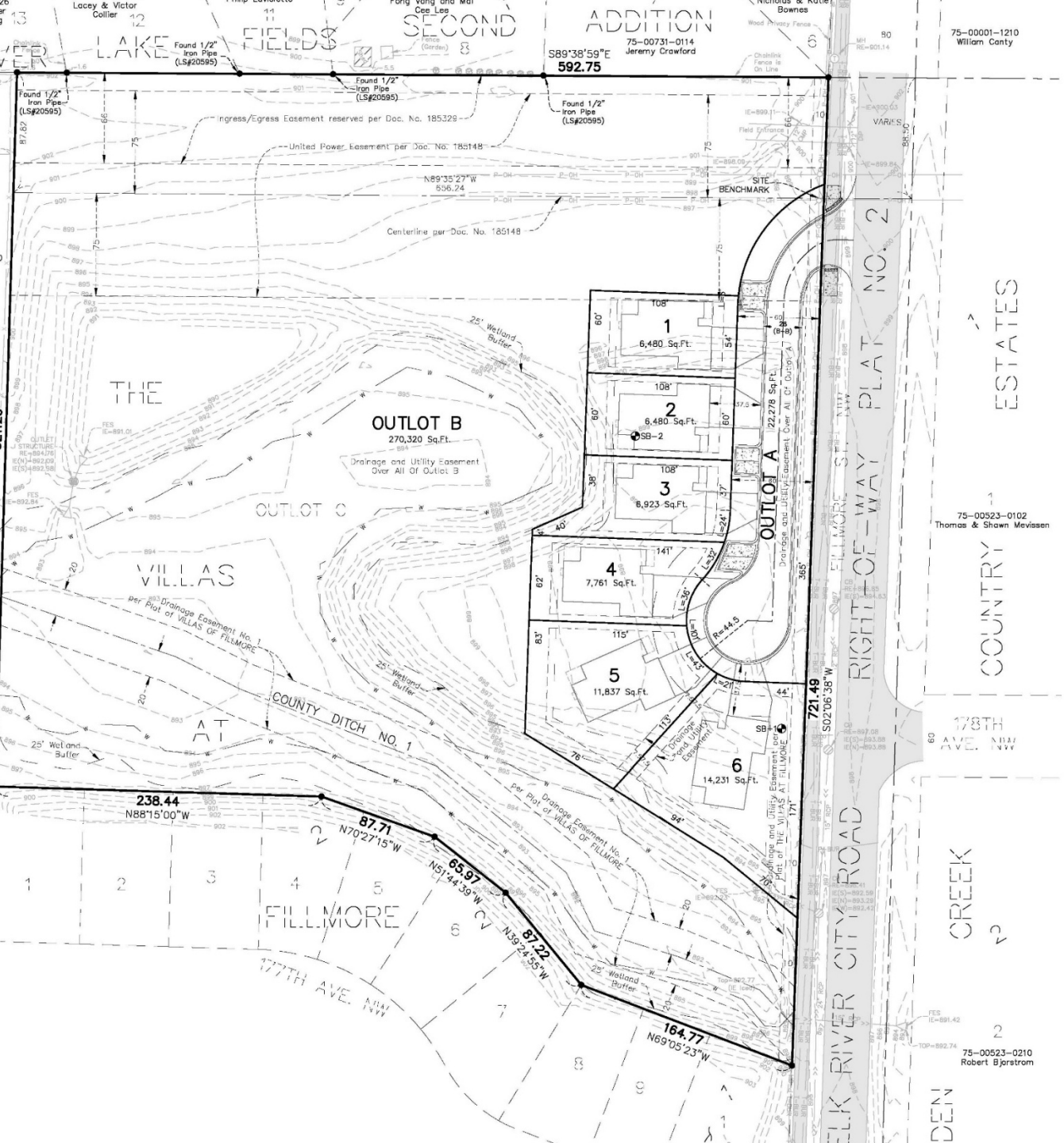
- Developer has no concerns with recommended conditions

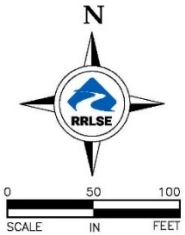
Actions Requested

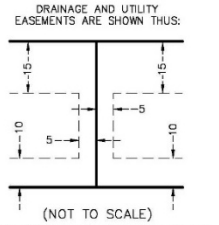
1. Adopt, by motion, the ordinance amendment updating and codifying the PUD for Villas on Fillmore

2. Approve, by motion, the preliminary plat with the conditions noted in the memo.

3. Adopt, by motion, a resolution approving the final plat with the conditions noted in the memo.





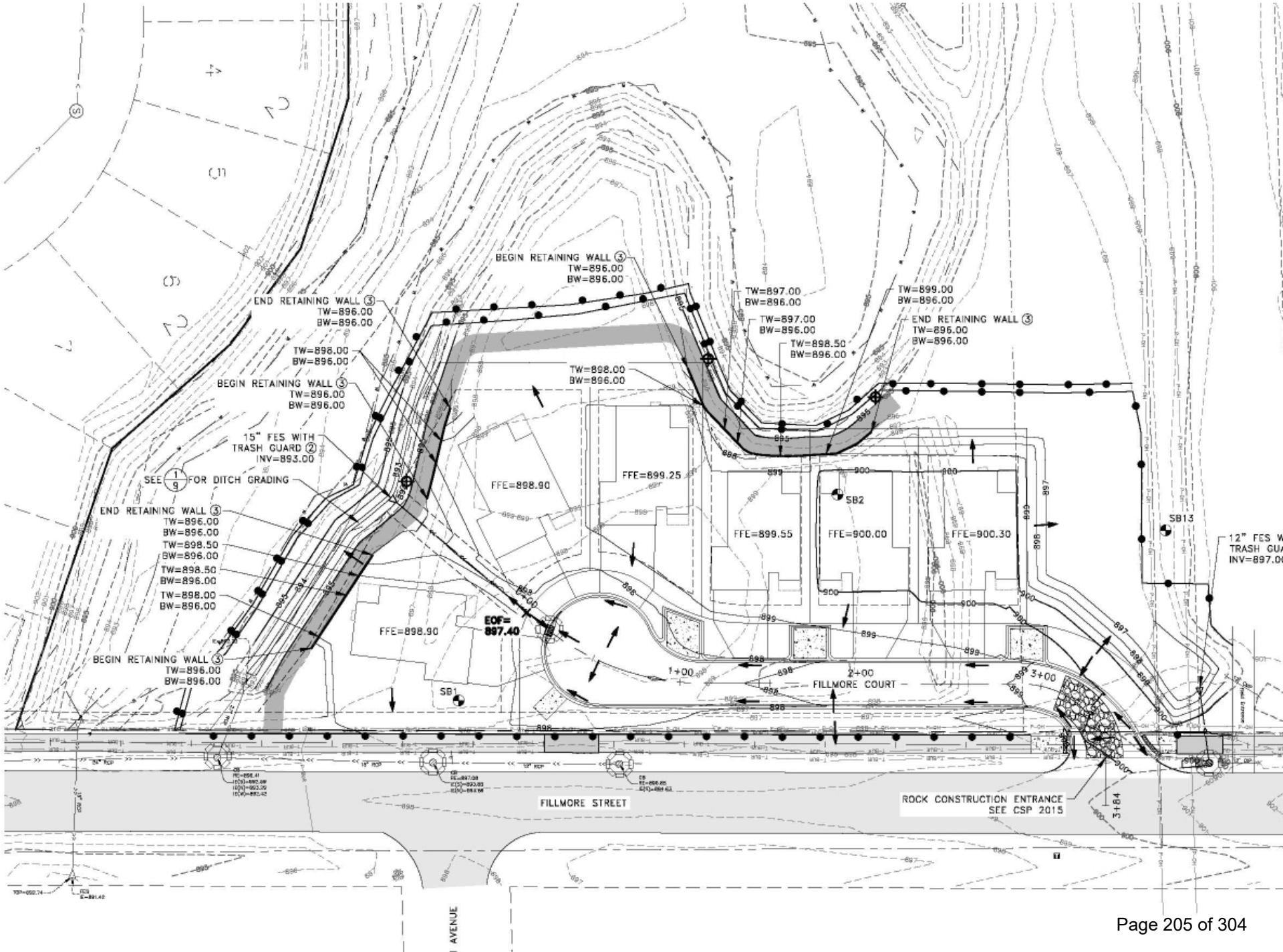


Being 10.00 feet in width and adjoining all right of way lines unless otherwise shown on this plat and being 5.00 feet in width and adjoining all side lot lines unless otherwise shown on this plat and being 15.00 feet in width and adjoining all rear lot lines unless otherwise shown on this plat.

LEGEND

- ● = DENOTES FOUND 1/2" X 14" IRON PIPE WITH PLASTIC CAP MARKED "RLS 49138" UNLESS OTHERWISE NOTED
- 980 = DENOTES EXISTING CONTOUR (1 FOOT INTERVAL)
- = DENOTES BUILDING SETBACK LINE
- = DENOTES 25' WETLAND BUFFER
- W = DENOTES EDGE OF DELINEATED WETLAND PER PLAT OF THE VILLAS AT FILLMORE
- SB1 = DENOTES SOIL BORING BY OTHERS
- = DENOTES SANITARY SEWER LINE
- = DENOTES CATCHBASIN
- = DENOTES FES
- = DENOTES STORM SEWER LINE
- = DENOTES UTILITY POLE
- P-OH = DENOTES OVERHEAD UTILITY LINES
- T-BUR = DENOTES BURIED TELECOMMUNICATIONS
- = DENOTES TELECOMMUNICATIONS MANHOLE
- = DENOTES SIGN
- = DENOTES DECIDUOUS TREE (DIAMETER)
- = DENOTES CONIFEROUS TREE (DIAMETER)
- = SHRUB
- = BITUMINOUS SURFACE
- = CONCRETE SURFACE

Municipality:	City of Elk River	Proposed Building Setbacks:
Existing Zoning:	R1c – Single Family Residential	
Proposed Zoning:	Planned Unit Development	
Road Mileage:	300 LF or 0.06 Miles (Private)	Lot Summary: 6 – Single Fa


BEGIN RETAINING WALL ③
TW=896.00
BW=896.00
END RETAINING WALL ③
TW=896.00
BW=896.00
TW=898.00
BW=896.00
BEGIN RETAINING WALL ③
TW=896.00
BW=896.00
15" FES WITH
TRASH GUARD ②
INV=893.00
SEE 1/9 FOR DITCH GRADING
END RETAINING WALL ③
TW=896.00
BW=896.00
TW=898.50
BW=896.00
TW=898.50
BW=896.00
TW=898.00
BW=896.00
BEGIN RETAINING WALL ③
TW=896.00
BW=896.00
TW=898.00
BW=896.00
TW=897.00
BW=896.00
TW=897.00
BW=896.00
TW=898.50
BW=896.00
TW=899.00
BW=896.00
END RETAINING WALL ③
TW=896.00
BW=896.00
FFE=898.90
FFE=899.25
FFE=899.55
FFE=900.00
FFE=900.30
FFE=898.90
EOF=
897.40
SB1
SB2
SB13
1+00
2+00
3+00
3+84
FILLMORE COURT
FILLMORE STREET
ROCK CONSTRUCTION ENTRANCE
SEE CSP 2015
12" FES W
TRASH GUA
INV=897.0

Request for Action

To
City Council

Item Number
7.4

Meeting Date
March 17, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Ordinance Amendment 25-03: Sign Standards and Codification of the PUD, Elk River Crossing Planned Unit Development, Tractor Supply.
Resolution 25-10 for summary publication of the ordinance.

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested
Adopt Ordinance 25-03 amending the sign standards and codifying the development standards for the Elk River Crossing Planned Unit Development.

Adopt Resolution 25-10 for summary publication of the ordinance.

Background/Discussion
The City Council approved the Planned Unit Development (PUD) for Elk River Crossing in 1999 and several subsequent amendments. The applicant, Tractor Supply, has requested an Ordinance Amendment to update the PUD and allow additional signage for their outdoor garden center. The city code now requires that PUDs be established through an ordinance rather than the Conditional Use Permit (CUP) process. This change improves access to PUD information for property owners and developers while streamlining future amendments.

City staff drafted an ordinance maintaining the current permitted and conditional uses within the PUD, along with the established architectural standards. It is recommended that signage for all freestanding and multi-tenant buildings complies with the Highway Commercial District (C3) Sign Ordinance. However, major tenants (Walmart and Home Depot), will retain the signage allowances specified in the original PUD. Development and entry signs will also remain consistent with the original PUD agreement.

Attached is a graphic illustrating the affected areas, along with the original PUD agreement and amendments.

Planning Commission
No one spoke for or against the request and the Planning Commission unanimously recommended approval.

Financial Impact
None

Mission/Policy/Goal
Simplify city ordinances and policies.
Support the growth and development of the residential community.

Attachments
1. PC Staff Report 2-25-2025
2. Area Signage Exhibit
3. Ordinance
4. Summary Resolution OA 25-03
5. 7.4 Signage ER Crossing 3-17-2025

Request for Action

To
Planning Commission

Item Number
4.4

Meeting Date
February 25, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Ordinance Amendment (PUD): Signage Requirements and Codification, Elk River Crossing Planned Unit Development, Tractor Supply

Reviewed by
Zack Carlton

Action Requested
Recommend, by motion, approval of an ordinance establishing and outlining the development standards for the Elk River Crossing Planned Unit Development and updating the signage standards.

Background/Discussion
The City Council approved the Planned Unit Development (PUD) for Elk River Crossing in 1999 and several subsequent amendments. The applicant, Tractor Supply, has requested an Ordinance Amendment to codify the PUD and allow additional signage for their outdoor garden center. The city code now requires that PUDs be established through an ordinance rather than the Conditional Use Permit (CUP) process. This change enhances access to PUD information for residents and developers while streamlining future amendments.

City staff have drafted an ordinance maintaining the current permitted and conditional uses, along with architectural standards. It is recommended that signage for all freestanding and multi-tenant buildings complies with the Highway Commercial District (C3) Sign Ordinance. However, major tenants (Wal-Mart and Home Depot), will retain the signage allowances specified in the original PUD. Development and Entry signs will also remain consistent with the original PUD agreement.

Attached is a graphic illustrating the affected areas, along with the original PUD agreement and amendments.

Financial Impact
None

Mission/Policy/Goal
Simplify city ordinances and policies.
Support the growth and development of the residential community.

Attachments
1. Ordinance Document - Elk River Crossing
2. Signage Exhibits

3. Sign Site Plan
4. Area Signage Exhibit
5. PUD Agreements and Amendments

Ordinance 25 - ___

An Ordinance Amending Chapter, 30, Division 9, Other Nonoverlay Districts, of the City of Elk River, Minnesota, City Code

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

SECTION 1. That **Chapter 30, Division 9**, **Other Nonoverlay Districts,** of the City of Elk River Code of Ordinances shall be amended to add the following Section:

Section 30-1602. – Elk River Crossing PUD

(a) Legal Description. The following described property located within the City of Elk River, Sherburne County, Minnesota is hereby zoned PUD, Planned Unit Development:

Lot 1, Block 2, ELK RIVER CROSSING, Sherburne County, Minnesota

Lot 2, Block 2, ELK RIVER CROSSING, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING THIRD ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING THIRD ADDITION, Sherburne County, Minnesota

Lot 3, Block 1, ELK RIVER CROSSING THIRD ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING FOURTH ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING FOURTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING FIFTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING SIXTH ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING SIXTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING SEVENTH ADDITION, Sherburne County, Minnesota

Outlot A, ELK RIVER CROSSING SEVENTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING EIGHTH ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING EIGHTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, THE HOME DEPOT ADDITION, Sherburne County, Minnesota

(b) PUD Development Standards. The property shall be subject to the following standards.

(1) Uses.

a. Permitted Uses

1. Convenience stores.
2. Financial institutions.
3. Garden centers, which may include outdoor display.
4. Governmental, business and professional offices.
5. Non-profit clubs, lodges or halls.
6. Personal service establishments.
7. Retail shops and stores.
8. Veterinary clinics.

b. Conditional uses.

1. Amusement and recreation uses.
2. Car washes.
3. Educational uses.
4. Hotel and motels.
5. Licensed day care facilities.
6. Motor vehicle service stations.
7. Motor vehicle specialty shops.
8. On-sale liquor establishments.
9. Restaurants (Class I and II).
10. Retail sale of gasoline.
11. Zero lot line development.

(2) Architectural standards.

a. Facades and exterior walls.

1. The Elk River Crossing development will represent the eastern terminus of the Main Street corridor which connects Highway 169 and the Central Business District. As such, the exterior appearance of the buildings should include elements of buildings found along the corridor and in the Central Business District.

   Facades should be articulated to reduce the massive scale and uniform impersonal appearances of large retail buildings and provide visual interest. Buildings over 100 feet in length should incorporate recesses, off-sets, pilasters or angular forms so that no uninterrupted

length exceeds 50 feet. The wall projection or recess should be a depth of approximately 3% of the length of the uninterrupted building length. Buildings should have architectural features and patterns that provide visual interest at a pedestrian scale. The features should be an integral part of the building fabric, and not be applied trim, graphics or paint. Variations to roof lines and cornice details should also be used to add interest to buildings.

Exterior building materials and colors comprise a significant part of the visual impact of a building. Therefore, they should be aesthetically pleasing and compatible with materials and colors used in the Central Business District and along east Main Street. Facade colors should be subtle, neutral or earth tone colors. The development shall use a consistent palate of materials and colors throughout. Facades of a building which are visible from adjoining properties or public streets shall include certain design elements found on the front facades.

Predominant exterior facade materials should include, but not limited to, one or more of the following:

1. Brick
2. Native stone
3. Tinted, textured, integrally colored concrete masonry units.
4. Stucco
5. Tilt-up concrete panels with exterior facades as referred to in these standards

b. Entryways
    1. Entrances should be clearly defined and visible. They should incorporate devices such as canopies, overhangs, recesses/projections, arcades, raised parapets over the doors, peaked roof forms, display windows, architectural details such as tile works and moldings which are integrated into the building design.

c. Lighting
    1. General site and street lighting (excluding general parking lot lighting) shall be a design that is compatible and connects with the lighting utilized in the Central Business District. It shall be at a pedestrian scale. Wall lighting fixtures shall be consistent with the pedestrian and general site lighting.

General parking lot lighting shall be at a height no greater than 30 feet. Poles and fixtures shall be a design that compliments the street and general site lighting standards and fixtures.

d. Loading Areas, Trash Collection and Outdoor Storage
    1. Loading docks, truck parking, HVAC equipment, and other service functions should be incorporated into the overall design of the building and screened from view of adjoining properties and streets. Trash compactors and dumpsters should be within an enclosure constructed of the same materials and colors as those used in the building. Outdoor areas used for the sale and/or display of seasonal inventory shall be permanently defined and screened with walls and/or fences and landscaping. Outdoor sales and display areas, except for garden centers, shall not exceed 5% of the ground floor area of the building.

e. Canopies
    1. Canopies located over pump islands are allowed provided the architectural design, colors and character of the canopy shall be consistent with the principle building on site. The fascia of the canopy shall not be illuminated. Canopy lighting shall consist of canister spotlights recessed into the canopy. No portion of the light source or fixture may extend below the bottom face of the canopy.

(3) Signage. Signs shall be an integral part of the overall architectural design of a building and the project, rather than contrasting with it. They must consist of materials and design which compliments the architectural elements of the building and project. Signs must not be visually distracting or tend to dominate by means of location, size, color or lighting. All signs shall be internally illuminated.

All freestanding signs shall be setback a minimum of 10 feet from all property lines and shall not obstruct visibility or encroach in any drainage or utility easements.

a. Development Sign
    1. One freestanding development sign identifying Elk River Crossing will be permitted along Highway 169. The sign shall be a monument style sign with a maximum height of 30 feet and a width of 16 feet. The number of tenants allowed on this sign shall be limited to 4. Total sign area shall not exceed 225 square feet and shall not exceed 10 feet in width. The sign shall be constructed of brick, face brick or

colored rock faced block and may include decorative brick and/or decorative glazed block as accents.

b. Entry Signs
    1. Two entry signs shall be allowed, one at the Main Street and Zane Street intersection and one at the Tyler Street and 179th Avenue intersection. These signs shall be a monument style sign with a maximum height of 8 feet and a width of 16 feet. Total sign area shall not exceed 128 square feet. The sign shall be constructed of brick, face brick or colored rock faced block and in may include decorative brick and/or decorative glazed block as accents. These entry signs may identify no more than 4 tenants.

c. Monument Signs for Freestanding Sites
    1. Each of the freestanding buildings within Elk River Crossing will be allowed to have a freestanding sign. The freestanding sign must be a monument style with a maximum height of 10 feet and a maximum area of 100 square feet. The sign shall be constructed of brick or face brick and in may include decorative brick and/or decorative glazed block as accents.

d. Wall Signs for All Sites
    1. All parcels within Elk River Crossing and not specifically mentioned herein shall comply with the City of Elk River High Commercial District Sign Ordinance Section 30-871

e. Wall Signs on North Side of Retail Building (L1, B1 The Home Depot Addition)
    1. Wall signs for the retail building attached to the north side of the proposed home improvement store shall consist of individual letters. Capital letters shall not exceed 36" high, lower-case letters shall not exceed 24" high. Signs shall be for store identity only and shall not be allowed on the rear or side of building. Signs shall not extend closer than 3 or 4 feet from the projected lease line. If the space is leased by a single tenant, sign area shall not exceed 10 percent of the area of the building wall, including doors and windows, to which the sign is to be affixed.

f. Major Tenant Wall Signage (L2, B2 Elk River Crossing & L1, B1 The Home Depot Addition)

1. Total wall sign area for major tenants should not exceed 7% of the front facade of the principal structure and must consist of individually mounted letters and corporate logos. Letters shall not exceed 6 feet in height and logos shall not exceed 10 feet in height. All signage shall be internally illuminated.

g. ~~Other Signs~~
    1. ~~All other signage that may occur within Elk River Crossing and not specifically mentioned herein shall comply with the City of Elk River Sign Ordinance. All requests which are not consistent with conditions, character and intent of the Elk River Crossing PUD may be denied by the City.~~



December 4, 2024

Elk River, MN

ID. ASSOCIATES
BRINGING THE WORLD'S BRANDS TO LIFE
a Philadelphia Sign Company







Notes

-Internally Illuminated Channel Letters With Black Day/ Red Night Faces
-Illuminated With White LEDs
-Logo is Flush Mounted
-Logo Has White Lexan Face With 3M 3630-33 Red Vinyl w/ White Copy
-1" Red Retainer
-6" Deep

THIS DRAWING IS FOR CONCEPTUAL PURPOSES ONLY. DUE TO CONSTRUCTION CONSTRAINTS, SIZES AND/OR LAYOUTS MAY CHANGE SLIGHTLY.

ID. ASSOCIATES
BRINGING THE WORLD'S BRANDS TO LIFE
1771 Industrial Road, Dothan, Alabama 36303
(888) 303-5534 (334) 836-1401
www.idassociatesinc.com

CLIENT: TRACTOR SUPPLY CO	**STORE #:** 610	**REV:** R1 11/14/24 BRC	**REV:**	**REV:**
LOCATION: ELK RIVER, MN	**DATE:** 10/28/24	**REV:** R2 11/15/24 BRC	**REV:**	**REV:**
ACCOUNT REP: DEANNA PAYNE	**DRAWN BY:** BRC	**REV:** R3 12/04/24 BRC	**REV:**	**REV:**
DRAWING NO: TSC - ELK RIVER, MN #610 - SIGN EXHIBIT				

EXHIBIT APPROVED BY:

Underwriters Laboratories Inc.®

SIDE ELEVATION REMOTE CHANNEL LETTERS







Notes

-Internally Illuminated Channel Letters With Black Day/ Red Night Faces
-Illuminated With White LEDs
-Logo is Flush Mounted
-Logo Has White Lexan Face With 3M 3630-33 Red Vinyl w/ White Copy
-1" Red Retainer
-6" Deep

THIS DRAWING IS FOR CONCEPTUAL PURPOSES ONLY. DUE TO CONSTRUCTION CONSTRAINTS, SIZES AND/OR LAYOUTS MAY CHANGE SLIGHTLY.

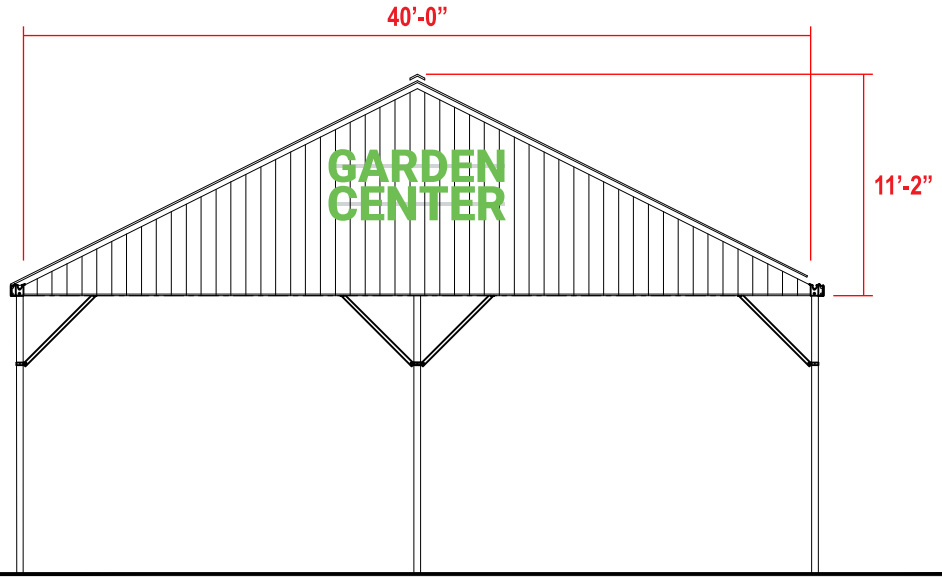
ID. ASSOCIATES
BRINGING THE WORLD'S BRANDS TO LIFE
1771 Industrial Road, Dothan, Alabama 36303
(888) 303-5534 (334) 836-1401
www.idassociatesinc.com

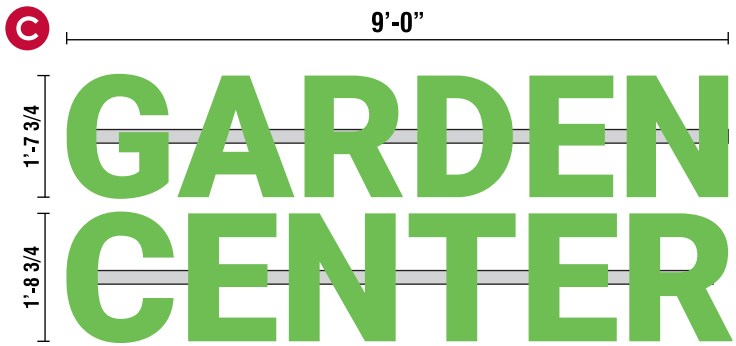
CLIENT: TRACTOR SUPPLY CO	**STORE #:** 610	**REV:** R1 11/14/24 BRC	**REV:**	**REV:**
LOCATION: ELK RIVER, MN	**DATE:** 10/28/24	**REV:** R2 11/15/24 BRC	**REV:**	**REV:**
ACCOUNT REP: DEANNA PAYNE	**DRAWN BY:** BRC	**REV:** R3 12/04/24 BRC	**REV:**	**REV:**
DRAWING NO: TSC - ELK RIVER, MN #610 - SIGN EXHIBIT				

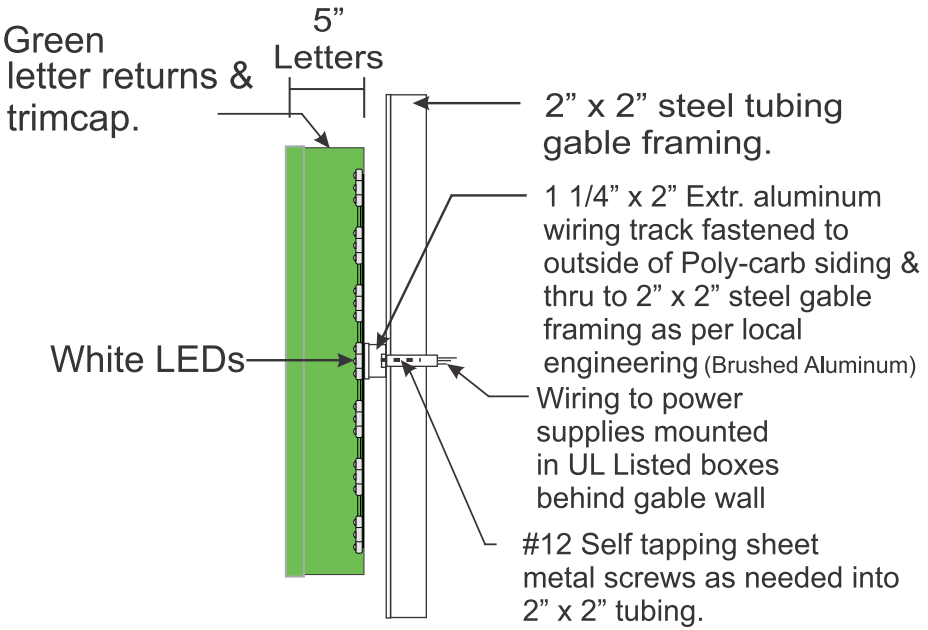
EXHIBIT APPROVED BY:

Underwriters Laboratories Inc.®

GARDEN CENTER CHANNEL LETTERS







THIS DRAWING IS FOR CONCEPTUAL PURPOSES ONLY. DUE TO CONSTRUCTION CONSTRAINTS, SIZES AND/OR LAYOUTS MAY CHANGE SLIGHTLY.

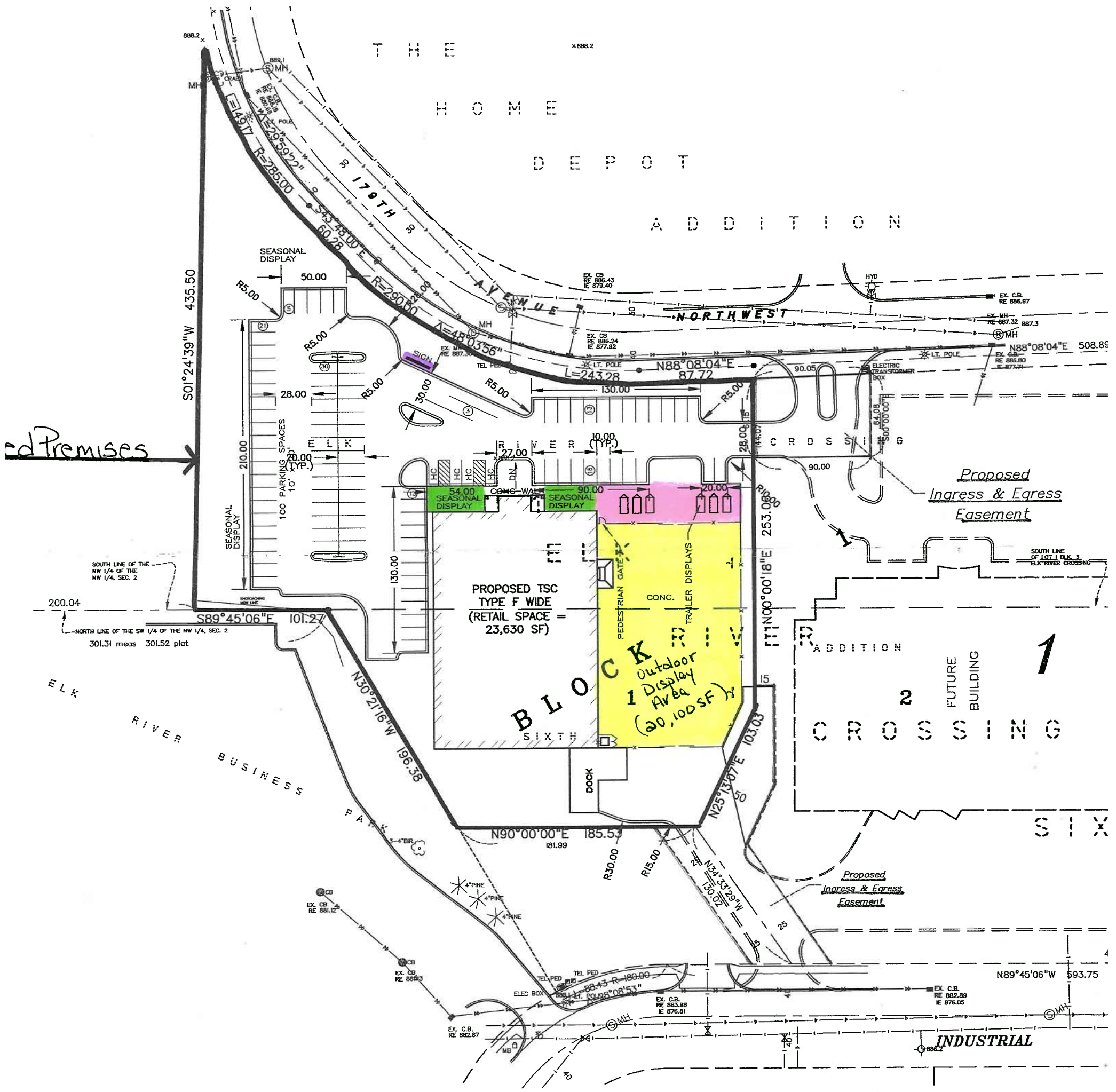
ID. ASSOCIATES
BRINGING THE WORLD'S BRANDS TO LIFE
1771 Industrial Road, Dothan, Alabama 36303
(888) 303-5534 (334) 836-1401
www.idassociatesinc.com

CLIENT: TRACTOR SUPPLY CO	**STORE #:** 610	**REV:** R1 11/14/24 BRC	**REV:**	**REV:**
LOCATION: ELK RIVER, MN	**DATE:** 10/28/24	**REV:** R2 11/15/24 BRC	**REV:**	**REV:**
ACCOUNT REP: DEANNA PAYNE	**DRAWN BY:** BRC	**REV:** R3 12/04/24 BRC	**REV:**	**REV:**
DRAWING NO: TSC - ELK RIVER, MN #610 - SIGN EXHIBIT				

EXHIBIT APPROVED BY:

Underwriters Laboratories Inc.®

ELK RIVER, MN #610



Development Sign Removed
30’ tall x 16’ wide
225 sqft
4 tenants

Main St

Entry Sign #1

Co Rd 12

Highway 169

Zane St

Zane St

Twin Lakes Road

179th Ave

Entry Sign #2

75-00644-0002

75-00644-0235

75-00702-0160

75-00710-6000

75-00404-0126

75-00134-4406

75-00003-1000

75-00003-1200

75-00003-4203

Monument & Wall Signs for Freestanding Sites

Major Tenant Wall Signage

Multi-Tenant Sites

PLANNED UNIT DEVELOPMENT AGREEMENT
ELK RIVER CROSSING

THIS PLANNED UNIT DEVELOPMENT AGREEMENT ("PUD Agreement"), made and entered into this 21st, day of December, 1999, by and between the CITY OF ELK RIVER, a municipal corporation organized under the laws of the State of Minnesota (the "City"); and Associated Investors of Elk River, Inc., a Minnesota corporation, (the "Developer");

WITNESSETH:

WHEREAS, Developer has made application to City for approval of a Conditional Use Permit (the "Conditional Use Permit") to develop a shopping center project (the "Project") as a Planned Unit Development, pursuant to Sections 900.12(15) and 900.42 of the Elk River City Code of Ordinances, on certain property located within the City and described on Exhibit A attached hereto (the "Property"); and

WHEREAS, the City Council of the City of Elk River (the "City Council") adopted Resolution No. 99-___ (attached as Exhibit B hereto) on May 17, 1999, approving the Conditional Use Permit for the Project, subject to a number of conditions; and

WHEREAS, one of the conditions of the approval of the Conditional Use Permit is that Developer enter into a Planned Unit Development Agreement ("PUD Agreement") with City to be approved by the City Council; and

WHEREAS, the purposes of the PUD Agreement are to set forth the standards, uses and procedures for development of the Project as a Planned Unit Development;

NOW, THEREFORE, in consideration of the premises and the mutual promises and conditions hereafter contained, it is hereby agreed as follows:

1. Warranty of Developer - Developer hereby warrants and represents to City, as inducement to City's entering into this PUD Agreement, that:

(a) Developer is the fee owner of that portion of the Property so identified on Exhibit A hereto.

(b) Developer will acquire the remaining parcels located within the Property, as identified on Exhibit A hereto. This PUD Agreement is contingent on Developer acquiring all of the parcels identified as the Property on Exhibit A hereto.

(c) Developer intends, following approval of a final plat of the Property, to sell some parcels within the Property to third parties unrelated to Developer (Third Parties). This PUD Agreement shall be binding on Third Parties.

2. Development - The Project shall be developed in accordance with the plans attached as Exhibit C hereto, as the same may be amended as part of future amendments to the Conditional Use Permit for the Project, subject to obtaining site plan approval for each parcel within the Property as provided by this PUD Agreement:

Exhibit C - Plans:
Site Plan
Landscape Plan
Grading Plan
Setback Plan
Sign Plan
Development Standards, including:
Architectural Theme, including Building Materials

3. Uses -

(a) Permitted Uses - The following uses shall be allowed as permitted uses within the Project, subject to the approval process set forth in paragraph 4:

Governmental, business and professional offices
Retail shops and stores
Personal service establishments
Financial institutions
Non-profit clubs, lodges or halls
Veterinary clinics
Convenience stores
Garden centers, which may include outdoor display

(b) Conditional Uses - The following uses shall be allowed as conditional uses within the Project:

Amusement and recreation uses
Hotel and motels
Licensed day care facilities
Educational uses
Motor vehicle service stations
Motor vehicle specialty shops
Car washes
Restaurants (Class I and II)
On-sale liquor establishments
Retail sale of gasoline
Zero lot line development

4. Approval by City - City hereby approves the Project as shown in the attached exhibits provided, however, that insofar as the exhibits vary from the written terms of this PUD Agreement, the written terms shall govern. This approval is subject to individual site and building plan review and approval as follows:

(01) Site Plan Approval -

(a) Site plan approval shall be required prior to issuance of a building permit for any lot within the Project, both for initial construction and for any subsequent expansion, exterior remodeling of a structure, redevelopment of a site, or substantial revision of an approved site plan.

(b) Each site plan approval request shall be accompanied by such plans and supporting materials as City staff shall require, and shall be reviewed by the Planning Commission and City Council in a public hearing held thereon before approval.

(c) Site plan approval shall be granted only if the City Council finds that the proposed site plan is consistent with the terms and conditions of the Conditional Use Permit for the Project, this PUD Agreement, applicable City Ordinance requirements and all other legal requirements. City reserves the right to refuse approval of an individual site plan if, in the City Council's judgment, this condition is not met.

(d) The City Council may, when approving individual site plans, impose such conditions as it shall deem necessary to insure that the Project complies with the requirements of this PUD Agreement, as amended from time to time, the Conditional Use Permit, as amended from time to time, and the City Code of Ordinances.

(02) Conditional Use Permit Approval - In addition to the site plan approval process set forth above, a conditional use permit shall be applied for and approved, pursuant to the Elk River Zoning Ordinance, for any conditional use in the Project. Each such conditional use shall be considered and acted upon by the City Council pursuant to the standards set forth in the Zoning Ordinance for conditional uses, as well as the standards and requirements set forth in this PUD Agreement and the attachments hereto.

(03) Planned Unit Development Amendment - In addition to site plan approval and conditional use permit approval for individual lots and sites within the Project, any substantial revision to the Plans identified in paragraph 2 of this PUD Agreement and attached as Exhibit C hereto which affects more than one lot or site shall require an amendment, by Conditional Use Permit, of the Planned Unit Development.

5. Public Improvements - Public Improvements for the Project shall be installed and paid for as provided by the terms of the Developer Agreement entered into between Developer and City attached as Exhibit D to this PUD Agreement. Any violation by Developer of the terms of the Developer Agreement shall be a violation of this PUD Agreement, and shall be grounds for City invoking against Developer the remedies provided for by this PUD Agreement, including denial of site plan review or other approval for one or more of the lots in the Project.

6. Maintenance of Project Areas -

(0) Litter Control - Developer and all Third Party owners of lots within the Subdivision shall pick up litter as needed, at least once per month (except during winter weather), from:

( ) all parking and landscaped areas on their property

(a) public rights-of-way adjacent to their property, including the Highway 169 right-of-way east of the northbound lane, the Main Street Right-of-Way South of Main Street, the entire rights-of-way of Tyler Street and Crossing Avenue, and all ponding and wetland areas within the Project.

(1) Maintenance Agreements - Developer shall provide evidence of satisfactory provision for control and maintenance of jointly used or commonly owned parking, drainage and landscaped areas within the Project. Reciprocal parking and access easements and maintenance agreements shall be provided to and approved by the City Attorney prior to the issuance of certificates of occupancy so as to insure satisfactory control, ownership and maintenance. These agreements shall provide that Developers and their successors shall be obligated to maintain all common areas, drainage areas, outlots and landscaping in the Project, including all wetland and ponding areas, in perpetuity.

(2) Enforcement - Failure of Developer or a Third Party to meet its maintenance obligations under this paragraph will be grounds for City to invoke against that party any remedy which City has under this PUD Agreement.

7. Remedies - Should Developer or a Third Party breach any of the terms and conditions of this PUD Agreement, and if such breach is not cured within thirty (30) days after written notice, or if such cure shall reasonably require longer than thirty (30) days to cure within such longer period as shall be reasonably necessary to cure such breach provided Developer or the Third Party commences cure within such thirty (30) day period and diligently proceeds to cure such breach thereafter, City shall have any or all of the following remedies against the party who has breached:

(1) Withhold site plan approval for undeveloped lots;

(2) Withhold issuance of building permits or certificates of occupancy for any structure within the Project;

(3) Halt construction on public improvements not commenced or not completed;

(4) Institute prosecution of Developer or the Third Party under the relevant provisions of the City Zoning Ordinance;

(5) Draw upon any financial security provided the City to assure compliance;

(6) Institute a civil action to compel compliance or recover damages or both.

8. Additional Specific Conditions - The conditions set forth in Resolution No. 99-26 approving the Conditional Use Permit for the Project are specifically incorporated into this PUD Agreement and made a part hereof. Violation of any of the conditions set forth in that Resolution shall be a violation of the terms of this PUD Agreement.

9. General Conditions - If Developer or a Third Party fails to comply with any of the provisions hereof, City may refuse to issue to the Party in breach a building permit or certificate of occupancy for any lot or parcel in the Project. Developer agrees to advise purchasers of any lot or parcel within the Project of the existence of this PUD Agreement, and the obligations and restrictions created herein prior to the completion of a sale. Further, Developer agrees to save and hold City harmless from any and all claims or actions arising from the right to withhold the issuance of such permits and certificates and from other provisions hereof.

10. Binding Effect - The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all Third Parties or other future owners of all or any part of the Project, and shall be deemed covenants running with the land. This agreement shall be placed of record so as to give notice hereof to subsequent purchasers and encumbrances of all or any part of the Project, and all recording fees, if any, shall be paid by Developer.

11. Severable - In the event that any portion of this PUD Agreement shall be held invalid for any reason, the same shall not affect in any respect whatsoever the validity of the remainder of this PUD Agreement.

12. Waiver - Any waiver, whether expressed or implied, by any party or a breach of any provision of this Agreement, will not operate as or be construed to be a waiver of any subsequent breach of this Agreement.

13. Notices - All notices and demands specified herein shall be deemed appropriately and timely given when delivered personally or deposited in the United States Mail to the addresses hereinafter set forth by certified mail (return receipt requested). The addresses of the parties hereto are as follows until changed by written notice given as above:

If to the City at:
City of Elk River
Attn: City Administrator
P.O. Box 490
13065 Orono Parkway
Elk River, Minnesota 55330

If to the Developer at:
Associated Investors Of Elk River, Inc.
Attn: Mathias Fischer
14698 Galaxie Avenue
Apple Valley, MN 55124

With a copy to:
Anthony J. Gleekel, Esq.
Siegel, Brill, Greupner, Duffy & Foster, P.A.
1300 Washington Square
100 Washington Avenue South
Minneapolis, MN 55401

Wal-Mart Stores, Inc.
2001 S.E. 10th St.
Bentonville, Arkansas, 72716
Attention: Mn. Real Estate Mgr.-Store # 90192

Wal-Mart Stores, Inc.
2001 S.E. 10th St.
Bentonville, Arkansas, 72716
Attention: General Counsel – Store # 90192

14. Incorporation by Reference - All plans, special provisions, proposals, specifications and contracts made or to be made pursuant to this PUD Agreement shall be and hereby are made a part of this PUD Agreement by reference as fully as if set forth herein in full.

15. Entire Agreement - This PUD Agreement, together with the exhibits attached hereto, sets forth the entire understanding between the parties, there being no terms, conditions, warranties or representations other than those contained herein, including the exhibits hereto, and no amendments hereto shall be valid unless made in writing and signed by all the parties hereto.

IN WITNESS WHEREOF, the City and Developer have caused this PUD Agreement to be duly executed on the day and year first above written.

CITY OF ELK RIVER

By: Stephanie A. Klinzing
Stephanie A. Klinzing
Its: Mayor

By: Patrick D. Klaers
Patrick D. Klaers
Its: City Administrator

DEVELOPER:

ASSOCIATED INVESTORS OF ELK RIVER, ~~INC~~

By: _____

Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 9 day of December, 1999, by Stephanie A. Klinzing and Patrick D. Klaers, the Mayor and City Administrator, respectively, for the City of Elk River, Minnesota.

ALICE K. HEINECKE
NOTARY PUBLIC-MINNESOTA
SHERBURNE COUNTY
My Commission Expires Jan. 31, 2000

Alice K. Heinecke
Notary Public

STATE OF MINNESOTA)
Hennepin) SS.
COUNTY OF ~~SHERBURNE~~)

The foregoing instrument was acknowledged before me this 21st day of DECEMBER, 1999, by HELVIN AMMON, the SECRETARY of Associated Investors of Elk River, Inc., a Minnesota corporation, on behalf of the corporation.

PAULA HENDRICKSON
Notary Public
Minnesota
My Commission Expires Jan 31 2005

Paula Hendrickson
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Doherty, Rumble & Butler
Professional Association
3500 Fifth Street Towers
150 South Fifth Street
Minneapolis, MN 55402

EXHIBIT A

LEGAL DESCRIPTION

Lots 1-5, inclusive, Block 1, Lots 1-3, inclusive, Block 2, and Lot 1, Block 3, Elk River Crossing

396872

396872

EXHIBIT B

SHERBURNE CO. MINN.
MICHELLE ASHE
BY Chellie DEPUTY

'99 AUG 25 PM 12 25

STATE OF MINNESOTA

COUNTY OF SHERBURNE

CITY OF ELK RIVER

CITY OF ELK RIVER CITY COUNCIL

CONDITIONAL USE PROCEEDINGS

In the matter of: Associated Developers of the Twin Cities, Inc.

Request: Conditional Use Permit for Commercial/Retail Development Project (Elk River Crossing), Case No. CU 99-26

ORDER GRANTING

CONDITIONAL USE

Earl H. Hohlen and Lorraine Hohlen;
James Mevissen, and Delton Warden and Joan Warden, Owners

The above entitled matter came to be heard before the City Council on the 17th day of May, 1999, on a petition for a Conditional Use pursuant to the City of Elk River Zoning Ordinance, for the following described property:

See Attached Exhibit A
(PID #'S 75-002-2200, 75-135-3310, and 75-135-3315)

IT IS ORDERED that a Conditional Use be granted as upon the following conditions or reasons:

1. **A FINAL LANDSCAPE PLAN AND LIGHTING PLAN BE SUBMITTED AND APPROVED BY THE CITY.**
2. **DESIGN GUIDELINES BE ESTABLISHED AND APPROVED BY THE CITY.**
3. **THE PEDESTRIAN ACCESS BETWEEN LOT 2, BLOCK 2 AND LOT 3, BLOCK 2, PARKING LOTS BE 24 FEET.**
4. **THE LANDSCAPED ISLANDS IN THE LOT 2, BLOCK 2, PARKING LOT BE MORE CENTRALLY LOCATED.**

DATED this 17th day of May, 1999.

396872

STATE OF MINNESOTA)
)
COUNTY OF SHERBURNE) ss.
)
CITY OF ELK RIVER)

OFFICE OF CITY PLANNING AND ZONING

CITY OF ELK RIVER

I, Michele McPherson, Director of Planning for the City of Elk River with and in for said City, do hereby certify that I have compared the foregoing copy and Order granting a Conditional Use with the original record thereof preserved in my office, and have found the same to be a true transcript of the whole thereof.

If the proposed work described in a conditional use permit has not been substantially completed within two (2) years after its date of issuance, the permit shall expire and become void except that the Council may, following recommendations of the Planning Commission, extend the permit for an additional period determined by the council on the receipt of a request for a permit extension prior to its expiration. A Conditional Use permit authorizes only the use specified in the permit and shall expire if, for any reason, the authorized use ceases for more than one (1) year.

Michele McPherson
Director of Planning

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Elk River, Minnesota, in the County of Sherburne, in the City of Elk River, on the 9th day of July, 1999.

DRAFTED BY:

City of Elk River
Elk River, Minnesota 55330

Signed before me a NOTARY PUBLIC
this 9th day of July, 1999.

Deborah Kay Huebner

DEBORAH KAY HUEBNER
NOTARY PUBLIC-MINNESOTA
My Commission Expires Jan. 31, 2000

\\elkriver\sys\shrdoc\recordin\cu99-26.doc

Exhibit A

PARCEL 1

The Northwest Quarter of the Northwest Quarter of Section 2, Township 32, Range 26, Sherburne County, Minnesota, EXCEPT that part thereof which lies westerly of a line run parallel with and distant 200 feet easterly of the west line of said Section 2.

PARCEL 3

That part of the Southwest Quarter of the Southwest Quarter of Section 35, Township 33, Range 26, Sherburne County, Minnesota, lying south of County State Aid Highway No. 12, east of the west 200 feet thereof.

PARCEL 4

The west 200 feet of the Southwest Quarter of Section 35, Township 33, Range 26, Sherburne County, Minnesota lying south of road.

PARCEL 5

That part of the Southeast Quarter of the Southeast Quarter of Section 34, Township 33, Range 26, Sherburne County, Minnesota, lying east of Highway 169.

EXHIBIT C

Plans, including:
- Site Plan
- Landscape Plan
- Grading Plan
- Setback Plan
- Sign Plan

Development Standards, including:
- Architectural Theme, including Building Materials

EXHIBIT D

Developer Agreement for Elk River Crossing, has been recorded as document number ____ and is hereby incorporated by reference in this Agreement.

GP:606561 v1

S:\PLANNING\AGREEMTS\ercrpud.doc

DEVELOPMENT STANDARDS

Architectural Character

1. Facades and Exterior Walls

The Elk River Crossing development will represent the eastern terminus of the Main Street corridor which connects Highway 169 and the Central Business District. As such, the exterior appearance of the buildings should include elements of buildings found along the corridor and in the Central Business District.

Facades should be articulated to reduce the massive scale and uniform impersonal appearances of large retail buildings and provide visual interest. Buildings over 100 feet in length should incorporate recesses, off-sets, pilasters or angular forms so that no uninterrupted length exceeds 50 feet. The wall projection or recess should be a depth of approximately 3% of the length of the uninterrupted building length. Buildings should have architectural features and patterns that provide visual interest at a pedestrian scale. The features should be an integral part of the building fabric, and not be applied trim, graphics or paint. Variations to roof lines and cornice details should also be used to add interest to buildings.

Exterior building materials and colors comprise a significant part of the visual impact of a building. Therefore, they should be aesthetically pleasing and compatible with materials and colors used in the Central Business District and along east Main Street. Facade colors should be subtle, neutral or earth tone colors. The development shall use a consistent palate of materials and colors throughout. Facades of a building which are visible from adjoining properties or public streets shall include certain design elements found on the front facades.

Predominant exterior facade materials should include, but not limited to, one or more of the following:

- brick
- native stone
- tinted, textured, integrally colored concrete masonry units.
- stucco
- tilt-up concrete panels with exterior facades as referred to in these standards

Predominant exterior building materials shall not include the following:

- smooth faced concrete block

- smooth faced or raked faced tilt up concrete panels
- prefabricated steel panels.

2. Entryways

Entrances should be clearly defined and visible. They should incorporate devices such as canopies, overhangs, recesses/projections, arcades, raised parapets over the doors, peaked roof forms, display windows, architectural details such as tile works and moldings which are integrated into the building design.

Lighting

General site and street lighting (excluding general parking lot lighting) shall be a design that is compatible and connects with the lighting utilized in the Central Business District. It shall be at a pedestrian scale. Wall lighting fixtures shall be consistent with the pedestrian and general site lighting.

General parking lot lighting shall be at a height no greater than 30 feet. Poles and fixtures shall be a design that compliments the street and general site lighting standards and fixtures.

Loading Areas, Trash Collection and Outdoor Storage

Loading docks, truck parking, HVAC equipment, and other service functions should be incorporated into the overall design of the building and screened from view of adjoining properties and streets. Trash compactors and dumpsters should be within an enclosure constructed of the same materials and colors as those used in the building. Outdoor areas used for the sale and/or display of seasonal inventory shall be permanently defined and screened with walls and/or fences and landscaping. Outdoor sales and display areas, except for garden centers, shall not exceed 5% of the ground floor area of the building.

Canopies

Canopies located over pump islands are allowed provided the architectural design, colors and character of the canopy shall be consistent with the principle building on site. The fascia of the canopy shall not be illuminated. Canopy lighting shall consist of canister spot lights recessed into the canopy. No portion of the light source or fixture may extend below the bottom face of the canopy.

Signage

Signs shall be an integral part of the overall architectural design of a building and the project, rather than contrasting with it. They must consist of materials and design which compliments the architectural elements of the building and project. Signs must not be visually distracting or tend to dominate by means of location, size, color or lighting. All signs shall be internally illuminated.

All freestanding signs shall be setback a minimum of 10 feet from all property lines and shall not obstruct visibility or encroach in any drainage or utility easements.

Development Sign

One freestanding development sign identifying Elk River Crossing will be permitted at the corner of Main Street and Highway 169. The sign shall be a monument style sign with a maximum height of 30 feet and a width of 16 feet. The number of tenants allowed on this sign shall be limited to 4. Total sign area shall not exceed 225 square feet and shall not exceed 10 feet in width. The sign shall be constructed of brick, face brick or colored rock faced block and may include decorative brick and/or decorative glazed block as accents.

Entry Signs

Two entry signs shall be allowed, one at the Main Street and Zane Street intersection and one at the Tyler Street and 179th Avenue intersection. These signs shall be a monument style sign with a maximum height of 8 feet and a width of 16 feet. Total sign area shall not exceed 128 square feet. The sign shall be constructed of brick, face brick or colored rock faced block and in may include decorative brick and/or decorative glazed block as accents. These entry signs may identify no more than 4 tenants.

Monument Signs for Freestanding Sites

Each of the freestanding buildings within Elk River Crossing will be allowed to have a freestanding sign. The freestanding sign must be a monument style with a maximum height of 10 feet and a maximum area of 100 square feet. The sign shall be constructed of brick or face brick and in may include decorative brick and/or decorative glazed block as accents.

Wall Signs for Freestanding Sites

Wall signs for each freestanding building must consist of individual letters and shall not have more than 1 wall sign for each principle building, except that where a principal building abuts 2 or more public streets, 2 wall signs

will be allowed. Awning signs and canopy signs, including canopies over gas pumps, shall be included as wall signs. Awning and canopy signs shall not be illuminated. The sign area shall not exceed seven (7) percent of the area of the building wall, including doors and windows, to which the sign is to be affixed

Wall Signs Retail Building North Side of Home Improvement Store

Wall signs for the retail building attached to the north side of the proposed home improvement store shall consist of individual letters. Capital letters shall not exceed 36" high, lower case letters shall not exceed 24" high. Signs shall be for store identity only and shall not be allowed on the rear or side of building. Signs shall not extend closer than 3 or 4 feet from the projected lease line. If the space is leased by a single tenant, sign area shall not exceed 10 percent of the area of the building wall, including doors and windows, to which the sign is to be affixed

Major Tenant Wall Signage

Total wall sign area for major tenants should not exceed 7% of the front facade of the principle structure and must consist of individually mounted letters and corporate logos. Letters shall not exceed 6 feet in height and logos shall not exceed 10 feet in height. All signage shall be internally illuminated.

Other Signs

All other signage that may occur within Elk River Crossing and not specifically mentioned herein shall comply with the City of Elk River Sign Ordinance. All requests which are not consistent with conditions, character and intent of the Elk River Crossing PUD may be denied by the City.

439633

439633

SHERBURNE CO. MINN.
MICHELLE ASHE
BY _____ DEPUTY

'01 JUN 21 PM 4 27

AMENDMENT NO. 1
to
ELK RIVER CROSSING
PLANNED UNIT DEVELOPMENT AGREEMENT
CITY OF ELK RIVER, SHERBURNE COUNTY, MINNESOTA

THIS AMENDMENT NO. 1 is made as of the 26 day of March, 2001, by and between the CITY OF ELK RIVER, Sherburne County, Minnesota (the City), and Gerald and Angie Koschney, husband and wife.

W I T N E S S E T H:

WHEREAS, on December 21, 1999, the City of Elk River and Elk River Associated Investors, Inc. hereto entered into the Elk River Crossing Planned Unit Development Agreement; and

WHEREAS, Gerald and Angie Koschney purchased Lot 1, Block 1, Elk River Crossing 2nd Addition, and

WHEREAS, on February 20, 2001, the Elk River City Council approved an amendment to allow a third wall sign (2 foot by 8 foot illuminated canopy sign) for Wash-n-Fill located on Lot 1, Block 1, Elk River Crossing 2nd Addition.

NOW, THEREFORE, it is hereby agreed by and between the parties here as follows:

1.) The Elk River Crossing Planned Unit Development Agreement is hereby amended to allow a third wall sign (2 foot by 8 foot illuminated canopy sign) for Wash-n-Fill.

2.) The words, phrases, terms, and conditions used herein shall be interpreted the same as those used in the Elk River Crossing Planned Unit Development Agreement.

3.) All other terms and conditions of the Elk River Crossing Planned Unit Development Agreement, as amended, shall remain in full force and effect and shall be binding upon the parties hereto, except to the extent clearly inconsistent with the terms and conditions of this Amendment No. 1.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be duly executed in their names and on their behalf on or as of the date first above written.

ATTEST:

Patrick D. Klaers

Patrick D. Klaers
Its: City Administrator

CITY OF ELK RIVER

Stephanie Klinzing

Stephanie Klinzing
Its: Mayor

DEVELOPER:

Drafted by:

City of Elk River
13065 Orono Parkway
Elk River MN 55330

By: Liza Robson
Its: president

By:_____
Its:

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 15th day of May, 2001, by Stephanie Klinzing and Patrick D. Klaers, the Mayor and City Administrator, respectively, for the City of Elk River, Minnesota.

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

Deborah Kay Huebner
Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 26th day of March, 2001, by Liza Robson ~~and~~ _____ of Associated Investors of Elk River Inc

Melvin Ammon
Notary Public

MELVIN AMMON
NOTARY PUBLIC-MINNESOTA
My Commission Expires Jan. 31, 2005

S:\PLANNING\AGREEMTS\ercrpudamend1.doc

Office of the County Recorder
Sherburne County, MN
Doc. No. 524246
Certified filed and/or recorded on
10-17-2003 at 04:50
Michelle Ashe, County Recorder
By ~~Deputy~~ Fee: $ 20.00

AMENDMENT NO. 2
to
ELK RIVER CROSSING
PLANNED UNIT DEVELOPMENT AGREEMENT
CITY OF ELK RIVER, SHERBURNE COUNTY, MINNESOTA

THIS AMENDMENT NO. 2 is made as of the 2nd day of September, 2003, by and between the CITY OF ELK RIVER, Sherburne County, Minnesota (the City), and Wash-N-Fill Properties of Minnesota, LLC, a Minnesota Limited Liability Corporation, 3954 Lexington Avenue North, Shoreview, Minnesota 55126.

WITNESSETH:

WHEREAS, on December 21, 1999, the City of Elk River and Elk River Associated Investors, Inc. hereto entered into the Elk River Crossing Planned Unit Development Agreement; which agreement was amended by Amendment No. 1 effective February 20, 2001;

WHEREAS, on March 19, 2001, the Elk River City Council approved an amendment to allow a free-standing monument sign for Jiffy Lube also located on Lot 1, Block 1, Elk River Crossing 2nd Addition; and

WHEREAS, on August 18, 2003, the Elk River City Council approved an amendment to allow two additional wall signs, two additional canopy signs, and an illuminated canopy for the Wash-N-Fill site only.

NOW, THEREFORE, it is hereby agreed by and between the parties here as follows:

1.) The Elk River Crossing Planned Unit Development Agreement is hereby amended to allow a free-standing monument sign for Jiffy Lube also located on Lot 1, Block 1, Elk River Crossings 2nd Addition; and,

to allow two additional wall signs, two additional canopy signs, and an illuminated canopy for the Wash-N-Fill site only.

2.) The words, phrases, terms, and conditions used herein shall be interpreted the same as those used in the Elk River Crossing Planned Unit Development Agreement.

3.) All other terms and conditions of the Elk River Crossing Planned Unit Development Agreement, as amended, shall remain in full force and effect and shall be binding upon the parties hereto, except to the extent clearly inconsistent with the terms and conditions of this Amendment No. 2.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 2 to be duly executed in their names and on their behalf on or as of the date first above written.

ATTEST:

Patrick D. Klaers

Patrick D. Klaers
Its: City Administrator

CITY OF ELK RIVER

Stephanie Klinzing

Stephanie Klinzing
Its: Mayor

DEVELOPER:

Wash-N-Fill Properties of Minnesota, LLC

By: _____
David Kroona

Its: Chief Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 9th day of September, 2003, by Stephanie Klinzing and Patrick D. Klaers, the Mayor and City Administrator, respectively, for the City of Elk River, Minnesota.

Deborah Kay Huebner
Notary Public

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 2nd day of September, 2003, by David Kroona and of Wash-N-Fill Properties of Minnesota, LLC.

Deborah Kay Huebner
Notary Public

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

THIS INSTRUMENT DRAFTED BY:
City of Elk River
13065 Orono Parkway
Elk River, Minnesota 55330

S:\PLANNING\Agreements\ER Cross PUD Amend 2.doc

(03) Indoor and outdoor recreational facilities;

(04) Parking ramps;

(05) Taverns and bars;

(06) Hotels;

(07) Laundromats;

(08) Theatres;

(09) Adult book stores;

(10) Restaurants;

(11) Department stores.

provided that a site plan be submitted to the Planning Commission and Council for review and approval and that signage lettering be consistent with other signage within the Elk River Plaza Planned Development.

2.) The final landscaping of building plans for each lot in Elk River Plaza and Elk River Plaza Second Addition must be submitted for approval by the Elk River City Engineer prior to any construction on any part thereof.

3.) The words, phrases, terms, and conditions used herein shall be interpreted the same as those used in the Elk River Plaza Planned Development Agreement.

4.) All other terms and conditions of the Elk River Plaza Planned Development Agreement, as amended, shall remain in full force and effect and shall be binding upon the parties hereto, except to the extent clearly inconsistent with the terms and conditions of this Amendment No. 2.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 2 to be duly executed in their names and on their behalf on or as of the date first above written.

ATTEST:

Patrick D. Klaers

Patrick Klaers
Its: Clerk-Administrator

CITY OF ELK RIVER:

By: Estelle E. Gunkel
Estelle Gunkel
Its: Mayor

ELK RIVER SHOPPING CENTER
COMPANY

By: SCHERER LIMITED
PARTNERSHIP, Partner

By: _____
Its: General Partner

BARTHEL CONSTRUCTION, INC.

By: _____
Kenneth A. Barthel
Its: President

_____
Kenneth A. Barthel

STATE OF MINNESOTA
ss.
COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this 15 day of December, 1987, by ~~Thomas R. Bublitz and~~ Patrick Klaers and ~~Richard D. Hinkle,~~ Estle E. Dunkel the Clerk-Administrator and Mayor, respectively, of the City of Elk River, on behalf of the City.

Sandra A. Thackeray
Notary Public

SANDRA A. THACKERAY
NOTARY PUBLIC — MINNESOTA
WRIGHT COUNTY
My commission expires 6-1-91

STATE OF MINNESOTA
ss.
COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this 15 day of December, 1987, by Roger H. Scherer, the general partner of Scherer Limited Partnership, a partner of Elk River Shopping Center Company, a Minnesota partnership, on behalf of the partnership.

David L. Wolff
Notary Public

DAVID L. WOLF
Notary Public - Minnesota
Anoka County
My Commission Expires
January 1, 1991

AMENDMENT NO. 3
to
ELK RIVER CROSSING
PLANNED UNIT DEVELOPMENT AGREEMENT
CITY OF ELK RIVER, SHERBURNE COUNTY, MINNESOTA

THIS AMENDMENT NO. 3 is made as of the 23rd day of November, 2004, by and between the CITY OF ELK RIVER, Sherburne County, Minnesota (the City), and Associated Investors of Elk River, Inc./Fischer Sand & Aggregate, LLP.

WITNESSETH:

WHEREAS, on December 21, 1999, the City of Elk River and Elk River Associated Investors, Inc. hereto entered into the Elk River Crossing Planned Unit Development Agreement; which agreement was amended by Amendment No. 1 effective February 20, 2001;

WHEREAS, on March 19, 2001, the Elk River City Council approved an amendment to allow a free-standing monument sign for Jiffy Lube also located on Lot 1, Block 1, Elk River Crossing 2nd Addition; and

WHEREAS, on August 18, 2003, the Elk River City Council approved an amendment to allow two additional wall signs, two additional canopy signs, and an illuminated canopy for the Wash-N-Fill site only; and

WHEREAS, on November 1, 2004, the Elk River City Council approved an amendment to allow an additional five acres into the Planned Unit Development for the construction of a furniture store.

NOW, THEREFORE, it is hereby agreed by and between the parties here as follows

1.) The Elk River Crossing Planned Unit Development Agreement is hereby amended to allow an additional five acres into the Planned Unit Development for the construction of a furniture store.

2.) The words, phrases, terms, and conditions used herein shall be interpreted the same as those used in the Elk River Crossing Planned Unit Development Agreement.

3.) All other terms and conditions of the Elk River Crossing Planned Unit Development Agreement, as amended, shall remain in full force and effect and shall be binding upon the parties hereto, except to the extent clearly inconsistent with the terms and conditions of this Amendment No. 2.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 3 to be duly executed in their names and on their behalf on or as of the date first above written.

ATTEST:

Patrick D. Klaers
Its: City Administrator

CITY OF ELK RIVER

Stephanie Klinzing
Its: Mayor

DEVELOPER:

Associated Investors of Elk River, Inc.

By: _____
Its: VICE PRESIDENT

Fischer Sand & Aggregate, LLP

By: _____
Its: partner

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 23rd day of November, 2004, by Stephanie Klinzing and Patrick D. Klaers, the Mayor and City Administrator, respectively, for the City of Elk River, Minnesota.

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

Deborah Kay Huebner
Notary Public

S:\PLANNING\Agreements\ER Cross PUD Amend 3.doc

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 30TH day of NOVEMBER, 2004, by LIZA ROBSON and of ASSOCIATED INVESTORS OF ELK RIVER, INC.

PETER THIELKE
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 30TH day of NOVEMBER, 2004, by LIZA ROBSON and of FISCHER SAND & AGGREGATE, LLP

PETER THIELKE
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

Notary Public

This instrument was drafted by:

City of Elk River
13065 Orono Parkway
Elk River, MN 55330

Office of the County Recorder
Sherburne County, MN
Doc. No. 572763
Certified filed and/or recorded on
12-16-2004 at 08:00
Michelle Ashe, County Recorder
By Deputy Fee: $ 19.50

STATE OF MINNESOTA

COUNTY OF SHERBURNE

CITY OF ELK RIVER

CITY OF ELK RIVER CITY COUNCIL

CONDITIONAL USE PROCEEDINGS

In the matter of: Associated Investors of Elk River, Inc./Fischer Sand & Aggregate, LLD

Request: Conditional Use Permit to Amend the Planned Unit Development Agreement for Elk River Crossing, Case No. CU 04-33

ORDER GRANTING

CONDITIONAL USE

Associated Investors of Elk River AND Fisher Sand & Aggregate, LLD, Owners

The above entitled matter came to be heard before the City Council on the 1st day of November, 2004, on a petition for a Conditional Use pursuant to the City of Elk River Zoning Ordinance, for the following described property:

Lot 1, Block 3, Elk River Crossing AND
Lot 1, Block 1, Elk River Business Park,
Sherburne County, Minnesota

IT IS ORDERED that a Conditional Use be granted as upon the following conditions or reasons:

1. ALL CONDITIONS OF THE ORIGINAL ELK RIVER CROSSING PUD, INCLUDING THE DESIGN STANDARDS.
2. THE PROPOSED MAXSUN FURNITURE STORE WILL NOT COUNT TOWARD THE BUILD OUT REQUIREMENT STIPULATED IN THE CONTRACT FOR PRIVATE REDEVELOPMENT AND THEREFORE IS INELIGIBLE FOR REIMBURSEMENT TO THE APPLICANT.

See Attached Amendment No. 3 to the Elk River Crossing Planned Unit Development Agreement.

DATED this 1st day of November, 2004.

STATE OF MINNESOTA)
)
COUNTY OF SHERBURNE) ss.

OFFICE OF CITY PLANNING
AND ZONING

ELK RIVER

CITY OF ELK RIVER

I, Michele McPherson, Director of Planning for the City of Elk River with and in for said City, do hereby certify that I have compared the foregoing copy and Order granting a Conditional Use with the original record thereof preserved in my office, and have found the same to be a true transcript of the whole thereof.

If the proposed work described in a conditional use permit has not been substantially completed within two (2) years after its date of issuance, the permit shall expire and become void except that the Council may, following recommendations of the Planning Commission, extend the permit for an additional period determined by the council on the receipt of a request for a permit extension prior to its expiration. A Conditional Use permit authorizes only the use specified in the permit and shall expire if, for any reason, the authorized use ceases for more than one (1) year.

Michele McPherson
Director of Planning

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Elk River, Minnesota, in the County of Sherburne, in the City of Elk River, on the 22nd day of November, 2004.

DRAFTED BY:

City of Elk River
Elk River, Minnesota 55330

Signed before me a NOTARY PUBLIC
this 22nd day of November, 2004.

Deborah Kay Huebner

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2005

S:\PLANNING\Case Files\2004\CU 04-33 ER Crossing 6th\Recording doc.doc

Office of the County Recorder
Sherburne County, MN

Doc. No. 600878

Certified filed and/or recorded on
09-29-2005 at 09:30
Michelle Ashe, County Recorder
By _____ Deputy Fee: $ 46.00

600878

AMENDMENT NO. 4
to
ELK RIVER CROSSING
PLANNED UNIT DEVELOPMENT AGREEMENT
CITY OF ELK RIVER, SHERBURNE COUNTY, MINNESOTA

THIS AMENDMENT NO. 3 is made as of the 20th day of June, 2005, by and between the CITY OF ELK RIVER, Sherburne County, Minnesota (the City), and STM III, LLC.

WITNESSETH:

WHEREAS, on December 21, 1999, the City of Elk River and Elk River Associated Investors, Inc. hereto entered into the Elk River Crossing Planned Unit Development Agreement; which agreement was amended by Amendment No. 1 effective February 20, 2001;

WHEREAS, on March 19, 2001, the Elk River City Council approved an amendment to allow a free-standing monument sign for Jiffy Lube also located on Lot 1, Block 1, Elk River Crossing 2nd Addition; and

WHEREAS, on August 18, 2003, the Elk River City Council approved an amendment to allow two additional wall signs, two additional canopy signs, and an illuminated canopy for the Wash-N-Fill site only; and

WHEREAS, on November 1, 2004, the Elk River City Council approved an amendment to allow an additional five acres into the Planned Unit Development for the construction of a furniture store.

WHEREAS, on June 20, 2005, the Elk River City Council approved an amendment to allow wall signs on the north and south elevations for the interior tenants, three wall signs for the end cap tenants and no freestanding sign.

NOW, THEREFORE, it is hereby agreed by and between the parties here as follows

1.) The Elk River Crossing Planned Unit Development Agreement is hereby amended to allow wall signs on the north and south elevations for the interior tenants, three wall signs for the end cap tenants and no freestanding sign.

2.) The words, phrases, terms, and conditions used herein shall be interpreted the same as those used in the Elk River Crossing Planned Unit Development Agreement.

3.) All other terms and conditions of the Elk River Crossing Planned Unit Development Agreement, as amended, shall remain in full force and effect and shall be binding upon the parties hereto, except to the extent clearly inconsistent with the terms and conditions of this Amendment No. 4.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 4 to be duly executed in their names and on their behalf on or as of the date first above written.

ATTEST:

Patrick D. Klaers

Patrick D. Klaers
Its: City Administrator

CITY OF ELK RIVER

Stephanie Klinzing

Stephanie Klinzing
Its: Mayor

DEVELOPER:

STM III, LLC

By: _____

Its: Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 1st day of July, 2005, by Stephanie Klinzing and Patrick D. Klaers, the Mayor and City Administrator, respectively, for the City of Elk River, Minnesota.

Deborah Kay Huebner

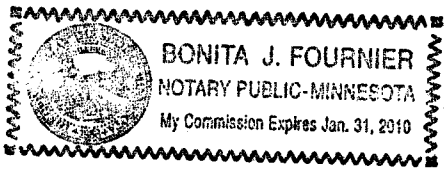
Notary Public

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2010

S:\PLANNING\Agreements\ER Cross PUD Amend 4.doc

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 1st day of July, 2005, by Jay Lutt and _____ of STM LLC.



Bonita J. Fournier
Notary Public

This instrument was drafted by:

City of Elk River
13065 Orono Parkway
Elk River, MN 55330

AMENDMENT NO. 5
TO
ELK RIVER CROSSING
PLANNED UNIT DEVELOPMENT AGREEMENT
CITY OF ELK RIVER, SHERBURNE COUNTY, MINNESOTA

THIS AMENDMENT NO. 5 is made as of the 15th day of September, 2008, by and between the CITY OF ELK RIVER, Sherburne County, Minnesota (the City), and STM Development.

W I T N E S S E T H:

WHEREAS, on December 21, 1999, the City of Elk River and Elk River Associated Investors, Inc. hereto entered into the Elk River Crossing Planned Unit Development Agreement; which agreement was amended by Amendment No. 1 effective February 20, 2001;

WHEREAS, on March 19, 2001, the Elk River City Council approved an amendment to allow a free-standing monument sign for Jiffy Lube also located on Lot 1, Block 1, Elk River Crossing 2nd Addition; and

WHEREAS, on August 18, 2003, the Elk River City Council approved an amendment to allow two additional wall signs, two additional canopy signs, and an illuminated canopy for the Wash-N-Fill site only; and

WHEREAS, on November 1, 2004, the Elk River City Council approved an amendment to allow an additional five acres into the Planned Unit Development for the construction of a furniture store.

WHEREAS, on June 20, 2005, the Elk River City Council approved an amendment to allow wall signs on the north and south elevations for the interior tenants, three wall signs for the end cap tenants and no freestanding sign.

WHEREAS, on September 15, 2008, the Elk River City Council approved an amendment to allow signage on the north side of the retail building (Dollar Tree) that is attached to the Home Depot, as illustrated on the drawings dated July 24, 2008 (attached).

NOW, THEREFORE, it is hereby agreed by and between the parties here as follows

1.) The Elk River Crossing Planned Unit Development Agreement is hereby amended to allow signage on the north side of the retail building (Dollar Tree) that is attached to the Home Depot, as illustrated on the drawings dated July 24, 2008 (attached).

2.) The words, phrases, terms, and conditions used herein shall be interpreted the same as those used in the Elk River Crossing Planned Unit Development Agreement.

3.) All other terms and conditions of the Elk River Crossing Planned Unit Development Agreement, as amended, shall remain in full force and effect and shall be binding upon the parties hereto, except to the extent clearly inconsistent with the terms and conditions of this Amendment No. 5.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 5 to be duly executed in their names and on their behalf on or as of the date first above written.

ATTEST:

Lori Johnson
Its: City Administrator

CITY OF ELK RIVER

Stephanie Klinzing
Its: Mayor

DEVELOPER:

STM Development - RST Property Management

By: Barbara Rolean

Its: Property Manager RST

612 919 4754

OWNER:

Maurice Frank Children's Trust
1625 Virginia Avenue South
Spring Lake Park, MN 55426

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 13th day of October, 2008, by Stephanie Klinzing and Lori Johnson, the Mayor and City Administrator, respectively, for the City of Elk River, Minnesota.

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2010

Deborah Kay Huebner
Notary Public

S:\PLANNING MAIN\Case Files\CUP\CU 08-18 Anchor Sign-Dollar Tree\ER Cross PUD Amend 5.doc

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 2nd day of October, 2008, by Barbara Rounds and _____ of STM Development & BT Property management.

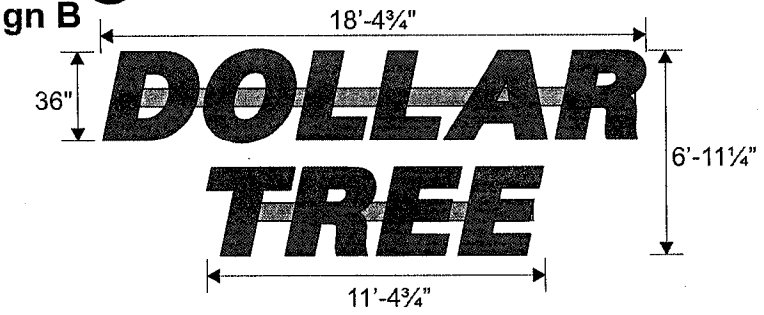
Bonita J Fournier
Notary Public

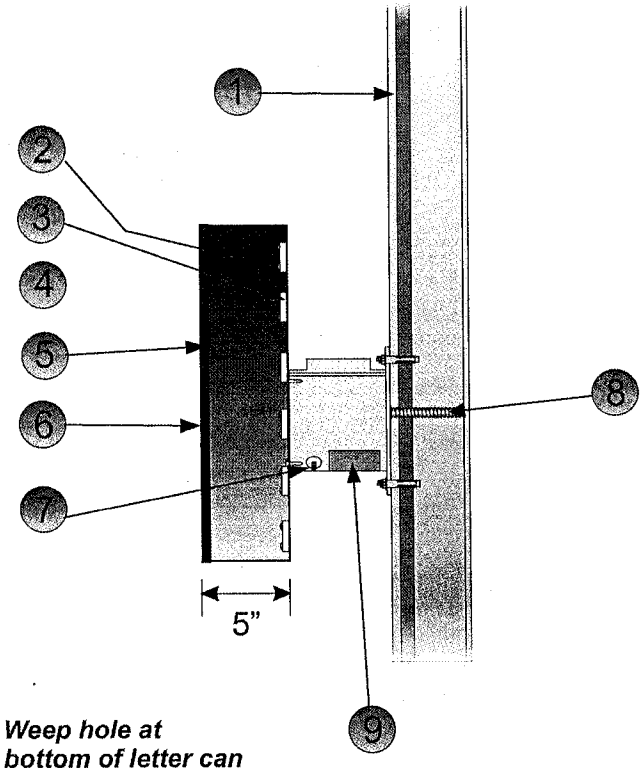
This instrument was drafted by:

City of Elk River
13065 Orono Parkway
Elk River, MN 55330

BONITA J. FOURNIER
NOTARY PUBLIC-MINNESOTA
My Commission Expires Jan. 31, 2010

Sign B



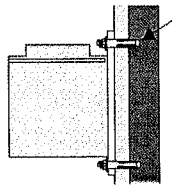


Weep hole at bottom of letter can

Electrical Specifications:

TETRA MAX GREEN LED
(5) PS-12 @ .85 each
Total Amps: 4.25

Mounting Detail:



General Notes:

A. Customers junction box. In compliance w/ NEC 800-21.
B. 20 amp general use disconnect switch as per NEC 380-14a per circuit per NEC 600-21 as per NEC 500-21.
C. UL listed and approved time clock.
D. Primary wiring in NEC approved conduit.
E. Junction box mounted behind fascia or nearby w/ 1/4" x 2½" Lexcon concrete screws.
F. UL external disconnect switch wired to transformer per NEC 600-6

Notes:

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

All signs are U.L. listed

Sign Specifications:

1. Existing Facade: Concrete Block
2. .040 Aluminum bronze letter returns
3. TETRA MAX GREEN LED
4. .065 Aluminum backs (interior of sign can painted white for maximum illumination)
5. .125" x 1" dark bronze trim cap
6. 3/16" white acrylic faces with first surface applied vinyl to be Dollar Tree green
7. Waterproof disconnect switch
8. Primary electrical feed
9. Transformers

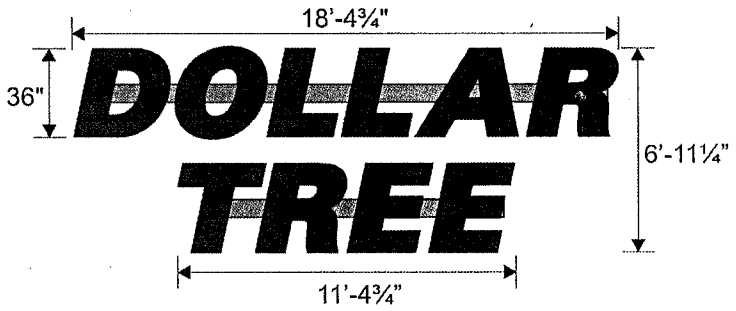
Attachment Detail

Sign B

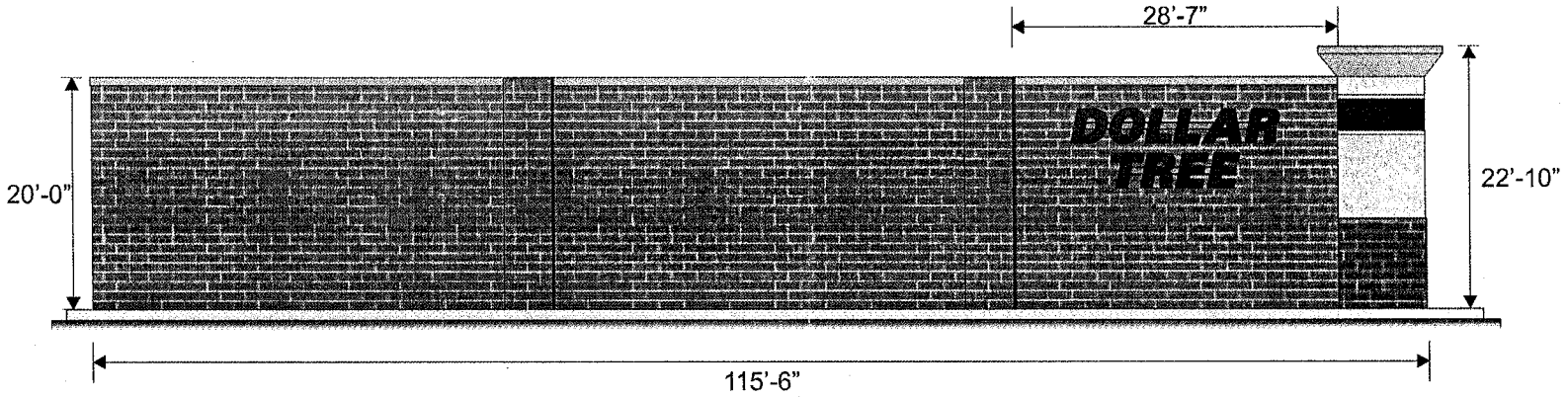
(1) set of 36" internally illuminated channel letters mounted on a raceway painted to match the facade = 128 square feet

Total signage this elevation = 128 square feet

All signs are UL listed



top of sign to grade= 17'-6¼"
bottom of sign to grade= 10'-7"



DATE RECEIVED
7-24-08

Side (North) Elevation
Scale 3/32" = 1'-0"

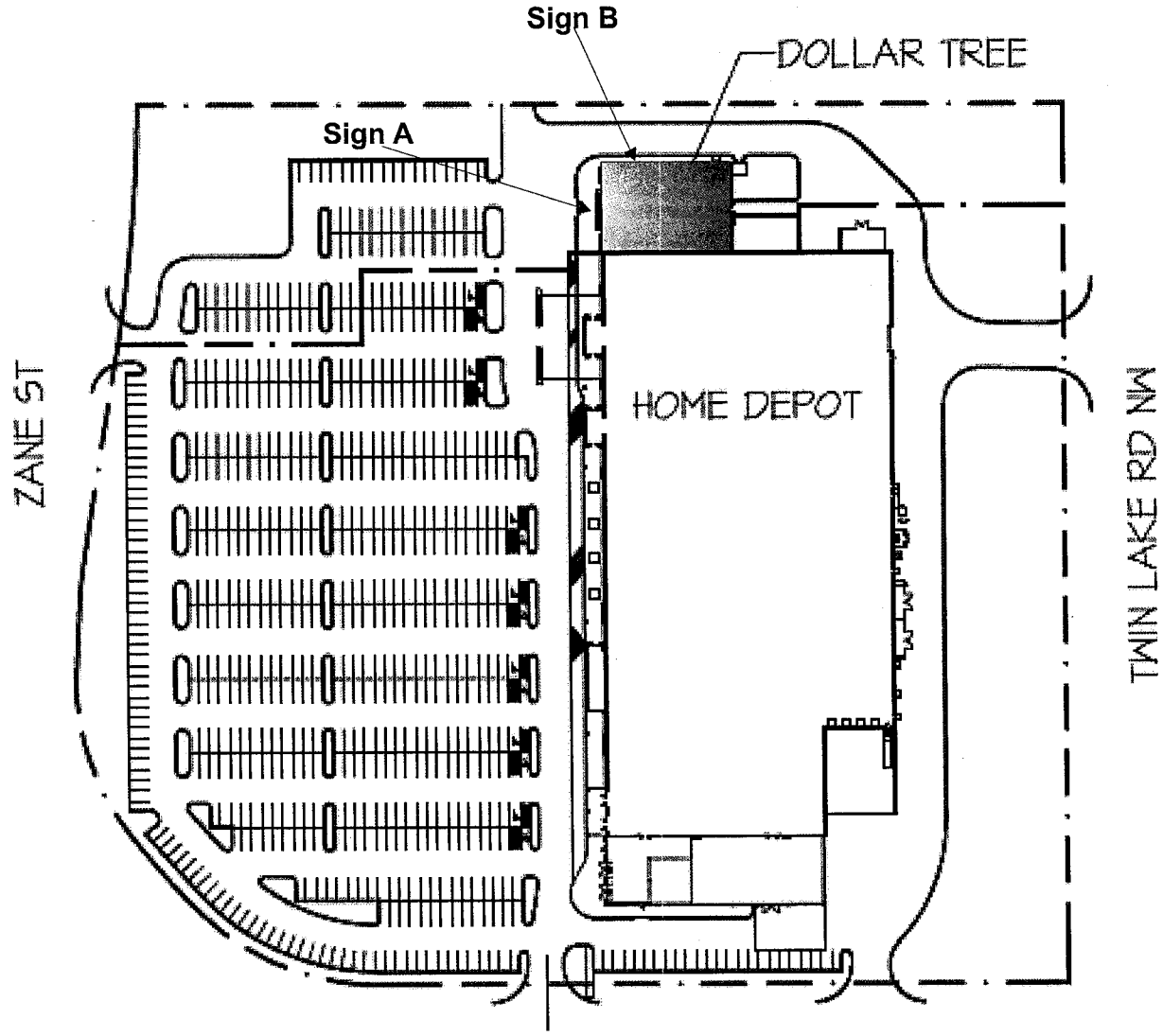
DOLLAR TREE

Dollar Tree # 3852
18011 Zane Street Northwest
Elk River, MN 55330

07/23/08
Drawing by: Darin Houston

AnchorSign
1.800.213.3331

Sign A is existing.



Conceptual Site Plan

DATE RECEIVED
7-24-08

DOLLAR TREE

Dollar Tree # 3852
18011 Zane Street Northwest
Elk River, MN 55330

01/31/08
Drawing by: Darin Houston

AnchorSign
1.800.213.3331

Office of the County Recorder
Sherburne County, MN
Doc. No. 681983
Certified filed and/or recorded on
10-23-2008 at 02:25
Michelle Ashe, County Recorder
By _____ Deputy Fee: $ 46.00

681983

STATE OF MINNESOTA **CITY OF ELK RIVER CITY COUNCIL**

COUNTY OF SHERBURNE **CONDITIONAL USE PROCEEDINGS**

CITY OF ELK RIVER

In the matter of: Anchor Sign, Inc, on behalf of Dollar Tree

Request: Conditional Use Permit to Amend the Planned Unit Development Agreement for Elk River Crossing, Case No. CU 08-18

ORDER GRANTING

CONDITIONAL USE

Maurice Frank Children's Trust, Owners

The above entitled matter came to be heard before the City Council on the 1st day of ~~November, 2004,~~ Sept. 2008 15th on a petition for a Conditional Use pursuant to the City of Elk River Zoning Ordinance, for the following described property:

Lot 1, Block 1, Elk River Crossing Seventh Addition,
Sherburne County, Minnesota

IT IS ORDERED that a Conditional Use be granted as upon the following conditions or reasons:

See Attached Amendment No. 5 to the Elk River Crossing Planned Unit Development Agreement.

DATED this 15th day of September, 2008.

STATE OF MINNESOTA)
)
COUNTY OF SHERBURNE) ss.

OFFICE OF CITY PLANNING
AND ZONING

ELK RIVER

CITY OF ELK RIVER

I, Jeremy Barnhart, Planning Manager for the City of Elk River with and in for said City, do hereby certify that I have compared the foregoing copy and Order granting a Conditional Use with the original record thereof preserved in my office, and have found the same to be a true transcript of the whole thereof.

If the proposed work described in a conditional use permit has not been substantially completed within two (2) years after its date of issuance, the permit shall expire and become void except that the Council may, following recommendations of the Planning Commission, extend the permit for an additional period determined by the council on the receipt of a request for a permit extension prior to its expiration. A Conditional Use permit authorizes only the use specified in the permit and shall expire if, for any reason, the authorized use ceases for more than one (1) year.

Jeremy Barnhart
Planning Manager

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Elk River, Minnesota, in the County of Sherburne, in the City of Elk River, on the 15th day of October, 2008.

DRAFTED BY:

City of Elk River
Elk River, Minnesota 55330

Signed before me a NOTARY PUBLIC
this 15th day of October, 2008.

DEBORAH KAY HUEBNER
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2010

Development Sign Removed
30’ tall x 16’ wide
225 sqft
4 tenants

Main St

Entry Sign #1

Co Rd 12

Highway 169

Zane St

Zane St

Twin Lakes Road

179th Ave

Entry Sign #2

75-00644-0002

75-00644-0235

75-00702-0160

75-00710-6000

75-00404-0126

75-00134-4406

75-00003-1000

75-00003-1200

75-00003-4203

Monument & Wall Signs for Freestanding Sites

Major Tenant Wall Signage

Multi-Tenant Sites

Ordinance 25 - ___

An Ordinance Amending Chapter, 30, Division 9, Other Nonoverlay Districts, of the City of Elk River, Minnesota, City Code

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

SECTION 1. That **Chapter 30, Division 9**, **Other Nonoverlay Districts,** of the City of Elk River Code of Ordinances shall be amended to add the following Section:

Section 30-1603. – Elk River Crossing PUD

(a) Legal Description. The following described property located within the City of Elk River, Sherburne County, Minnesota is hereby zoned PUD, Planned Unit Development:

Lot 1, Block 2, ELK RIVER CROSSING, Sherburne County, Minnesota

Lot 2, Block 2, ELK RIVER CROSSING, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING THIRD ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING THIRD ADDITION, Sherburne County, Minnesota

Lot 3, Block 1, ELK RIVER CROSSING THIRD ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING FOURTH ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING FOURTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING FIFTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING SIXTH ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING SIXTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING SEVENTH ADDITION, Sherburne County, Minnesota

Outlot A, ELK RIVER CROSSING SEVENTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, ELK RIVER CROSSING EIGHTH ADDITION, Sherburne County, Minnesota

Lot 2, Block 1, ELK RIVER CROSSING EIGHTH ADDITION, Sherburne County, Minnesota

Lot 1, Block 1, THE HOME DEPOT ADDITION, Sherburne County, Minnesota

(b) PUD Development Standards. The property shall be subject to the following standards.

(1) Uses.

a. Permitted Uses

1. Convenience stores.
2. Financial institutions.
3. Garden centers, which may include outdoor display.
4. Governmental, business and professional offices.
5. Non-profit clubs, lodges or halls.
6. Personal service establishments.
7. Retail shops and stores.
8. Veterinary clinics.

b. Conditional uses.

1. Amusement and recreation uses.
2. Car washes.
3. Educational uses.
4. Hotel and motels.
5. Licensed day care facilities.
6. Motor vehicle service stations.
7. Motor vehicle specialty shops.
8. On-sale liquor establishments.
9. Restaurants (Class I and II).
10. Retail sale of gasoline.
11. Zero lot line development.

(2) Architectural standards.

a. Facades and exterior walls.

1. The Elk River Crossing development will represent the eastern terminus of the Main Street corridor which connects Highway 169 and the Central Business District. As such, the exterior appearance of the buildings should include elements of buildings found along the corridor and in the Central Business District.

   Facades should be articulated to reduce the massive scale and uniform impersonal appearances of large retail buildings and provide visual interest. Buildings over 100 feet in length should incorporate recesses, off-sets, pilasters or angular forms so that no uninterrupted length exceeds 50 feet. The wall

projection or recess should be a depth of approximately 3% of the length of the uninterrupted building length. Buildings should have architectural features and patterns that provide visual interest at a pedestrian scale. The features should be an integral part of the building fabric, and not be applied trim, graphics or paint. Variations to roof lines and cornice details should also be used to add interest to buildings.

Exterior building materials and colors comprise a significant part of the visual impact of a building. Therefore, they should be aesthetically pleasing and compatible with materials and colors used in the Central Business District and along east Main Street. Facade colors should be subtle, neutral or earth tone colors. The development shall use a consistent palate of materials and colors throughout. Facades of a building which are visible from adjoining properties or public streets shall include certain design elements found on the front facades.

Predominant exterior facade materials should include, but not limited to, one or more of the following:

1. Brick
2. Native stone
3. Tinted, textured, integrally colored concrete masonry units.
4. Stucco
5. Tilt-up concrete panels with exterior facades as referred to in these standards

b. Entryways
   1. Entrances should be clearly defined and visible. They should incorporate devices such as canopies, overhangs, recesses/projections, arcades, raised parapets over the doors, peaked roof forms, display windows, architectural details such as tile works and moldings which are integrated into the building design.

c. Lighting
   1. General site and street lighting (excluding general parking lot lighting) shall be a design that is compatible and connects with the lighting utilized in the Central Business District. It shall be at a pedestrian scale. Wall lighting fixtures shall be consistent with the pedestrian and general site lighting.
   2.
   3. General parking lot lighting shall be at a height no greater than 30 feet. Poles and fixtures shall be a design that compliments the street and general site lighting standards and fixtures.

d. Lighting
   1. General site and street lighting (excluding general parking lot lighting) shall be a design that is compatible and connects with the lighting utilized in the Central Business District. It shall be at a pedestrian scale. Wall lighting fixtures shall be consistent with the pedestrian and general site lighting.

2. General parking lot lighting shall be at a height no greater than 30 feet. Poles and fixtures shall be a design that compliments the street and general site lighting standards and fixtures.

~~Strikethroughs~~ to be removed
Underlines to be added

Resolution 25- ____

A Resolution of the City of Elk River approving notice of summary publication of Ordinance No. 25-__, of the City of Elk River, Minnesota, City Code

WHEREAS, on March 17, 2025, the Elk River City Council adopted Ordinance No. 25-__ amending Chapter 30, Division 9**,** entitled "Other Nonoverlay Districts"; and

WHEREAS, Minnesota Statutes, Section 412.191, Subd. 4 allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the City Council finds that the following summary will clearly inform the public on the intent and effect of Ordinance No. 25-__; and

WHEREAS, a copy of the full text of Ordinance No. 25-__ is available for inspection by any person at the office of the Elk River City Clerk, 13065 Orono Parkway, during regular business hours – 8:00 a.m. to 4:30 p.m., Monday through Friday.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows**:** That the City Council, by at least four-fifths votes, authorizes publication of the title and the following summary of Ordinance No. 25-__.

Public Notice

During their March 17, 2025, meeting, the City Council adopted Ordinance No. 25-__, an ordinance amending Chapter 30, Division 9, entitled "Other Nonoverlay Districts".

In summary, Ordinance No. 25-__ makes the following changes to the aforementioned sections of the city code:

1. Maintaining the current permitted and conditional uses and architectural standards within the Elk River Crossing Planned Unit Development (PUD).
2. All freestanding and multi-tenant buildings will now comply with the Highway Commercial District (C3) Sign Ordinance.
3. Major tenants will retain the signage allowances specified in the original PUD agreement as well as development and entry signs.

Passed and adopted by the City Council of the City of Elk River this 17th day of March, 2025.

John J. Dietz, Mayor

ATTEST:

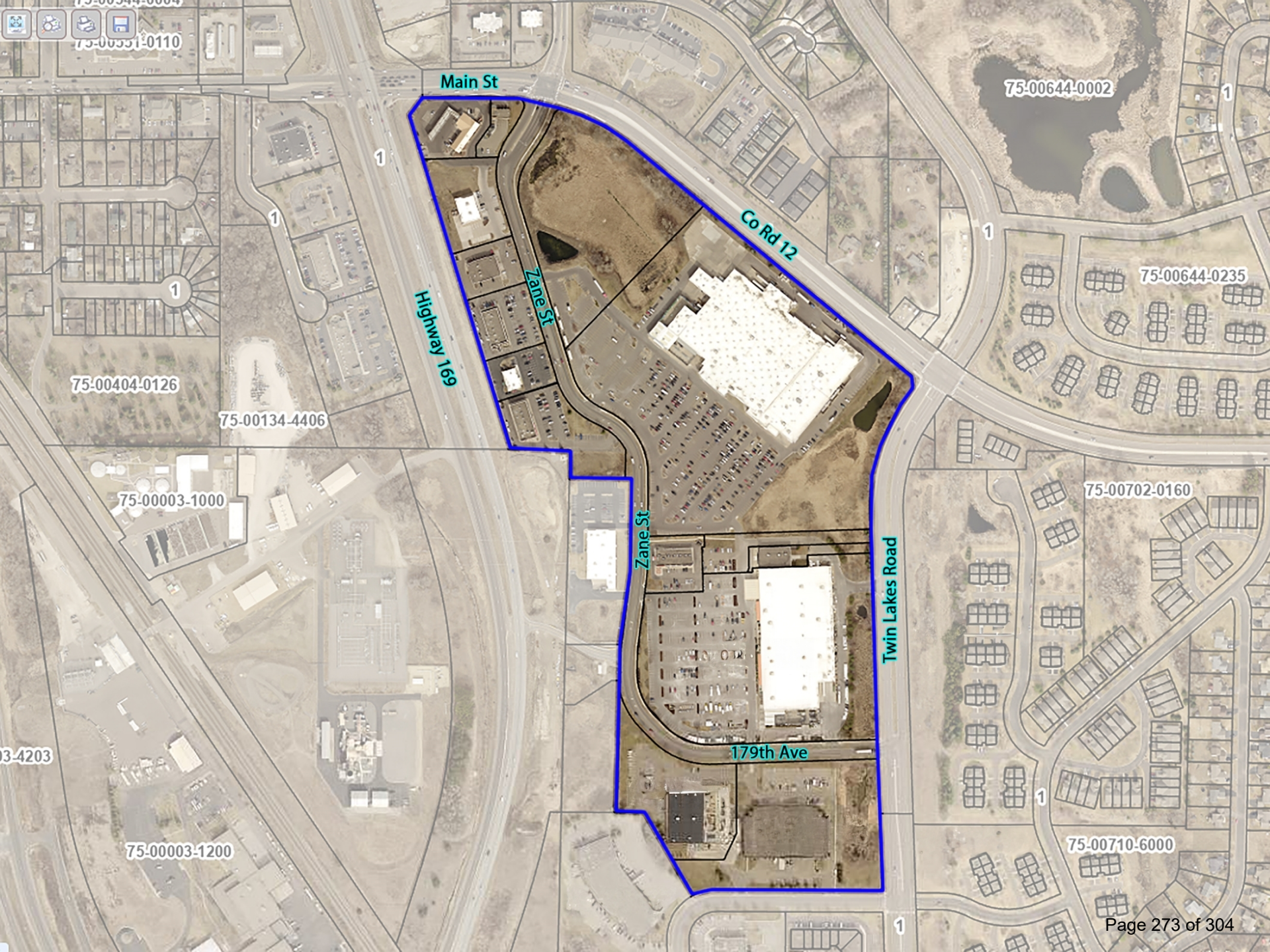
Tina Allard, City Clerk

Tractor Supply Ordinance Amendment

Background

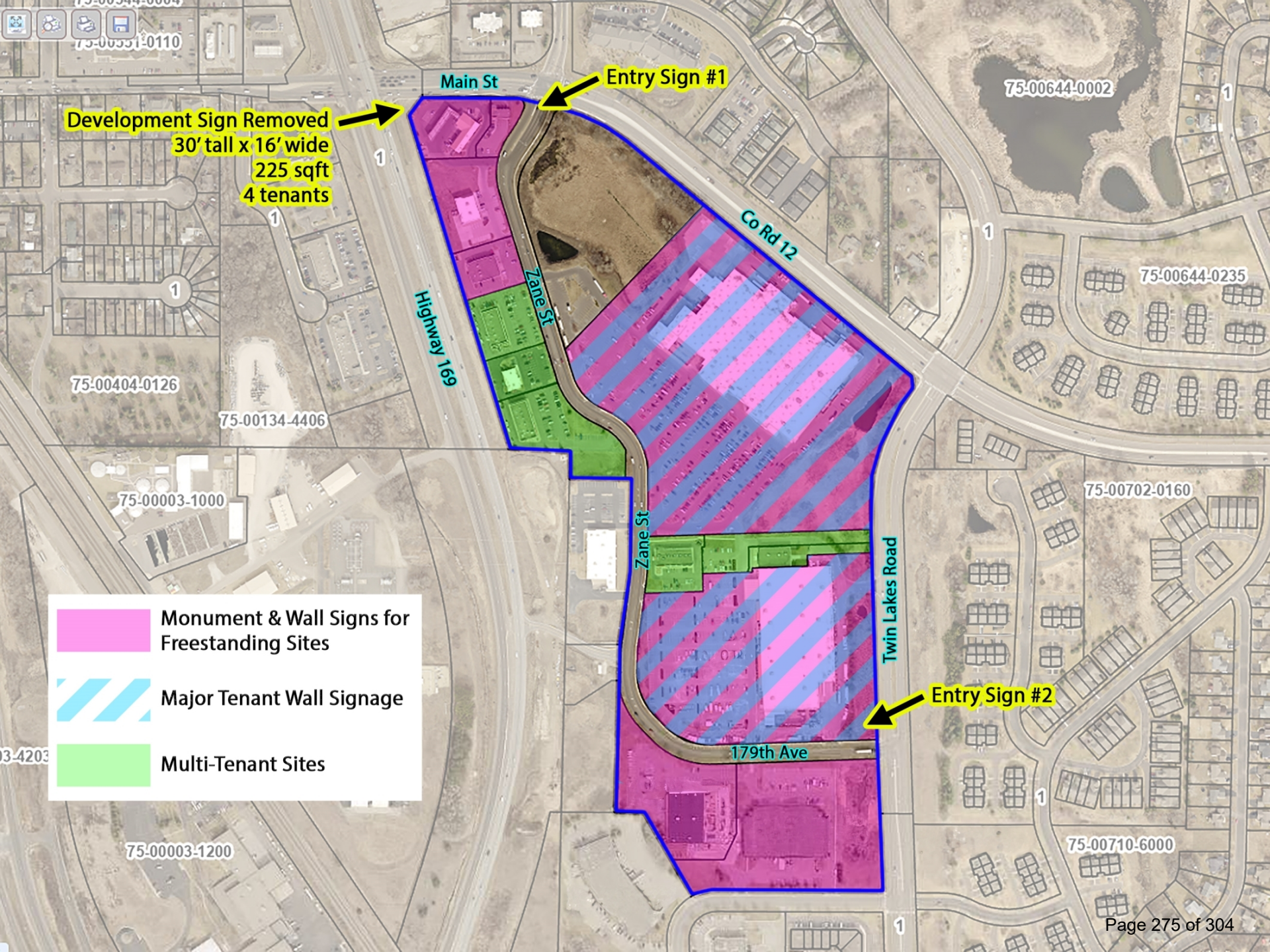
- Elk River Crossing PUD approved 1999
- Tractor Supply requesting OA
  - Allow signage on garden center
- Ordinance drafted:
  - Maintain permitted & conditional uses
  - Architectural standards


75-00652-0105
1
5-00882-0110
179th Avenue
75-00747-0105
SITE
75-00747


Main St
Co Rd 12
Highway 169
Zane St
Zane St
Twin Lakes Road
179th Ave
75-00644-0002
75-00644-0235
75-00404-0126
75-00134-4406
75-00003-1000
75-00702-0160
75-00710-6000
75-00003-1200

Background

- Signage for all freestanding and multi-tenant buildings:
  - Comply with (C3) Sign Ordinance
- Two major tenants
  - Retain the signage allowances specified in the original PUD


Development Sign Removed
30' tall x 16' wide
225 sqft
4 tenants
Main St
Entry Sign #1
Co Rd 12
Highway 169
Zane St
Zane St
Twin Lakes Road
179th Ave
Entry Sign #2
75-00644-0002
75-00644-0235
75-00404-0126
75-00134-4406
75-00003-1000
75-00702-0160
75-00710-6000
75-00003-1200
Monument & Wall Signs for Freestanding Sites
Major Tenant Wall Signage
Multi-Tenant Sites

Planning Commission

- No one spoke for or against the request
- PC unanimously recommended approval

Action Requested

- Adopt Ordinance 25-__ amending the sign standards and codifying the development standards for the Elk River Crossing PUD

- Adopt Resolution 25-__ for summary publication of the ordinance

Request for Action

To
City Council

Item Number
7.5

Meeting Date
March 17, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Land Use Amendment, Zone Change, and Ordinance Amendment: Specht Family Farm Development (PUD), 16330 US Highway 10, Capstone Homes

Reviewed by
Cal Portner
Tina Allard

Action Requested
Open the public hearing, receive public comment, and continue the hearing to April 7, 2025.

Background/Discussion
The applicant, Capstone Homes, continues to work through comments they have received from the city and is preparing updated plans accordingly. The City Council will also hold a work session later in this agenda to discuss the proposal in detail with the applicant.

Financial Impact
None

Mission/Policy/Goal
Support the growth and development of the community.
Responsibly grow.
Opportunity to live, work, and play.

Attachments
None

Request for Action

To
City Council

Item Number
7.6

Meeting Date
March 17, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Resolution 25-11: Easement Vacation for 13566 185th Ave NW, Kwik Trip

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested
Adopt Resolution 25-11 vacating drainage and utility easements subject to the condition that the lot combination is recorded prior to the vacation resolution.

Background/Discussion
The two lots located at 13530 and 13566 185th Avenue, within the Fox Haven Commercial plat, share 5-foot Drainage and Utility Easements along the center property line. These easements are designated specifically for drainage and utility purposes, serving only the two parcels.

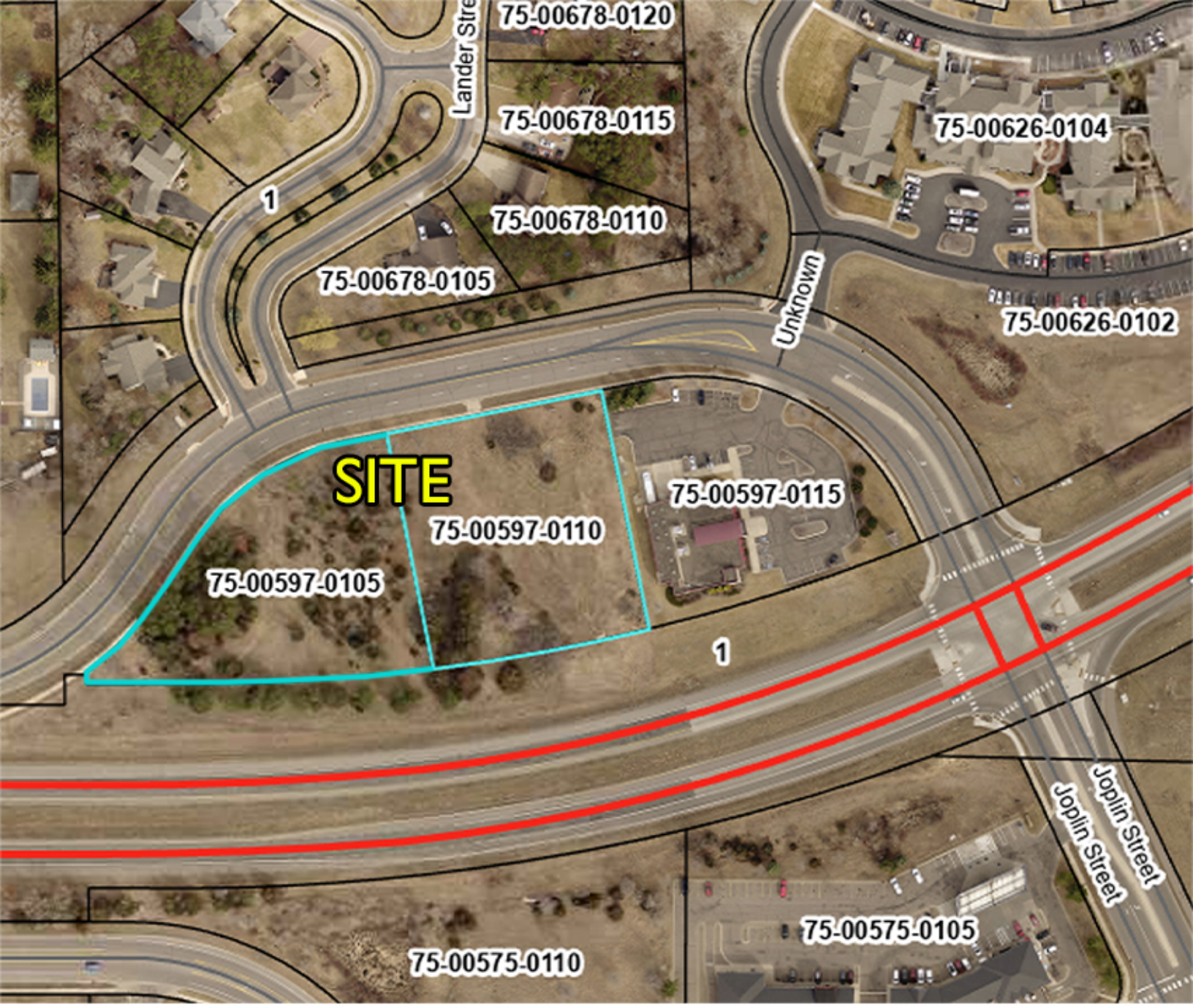
Kwik Trip is requesting to vacate these easements to facilitate the combination of the two lots for their future motor vehicle service station. This review pertains solely to the easement vacation and does not involve the property's intended use, which is permitted under the ordinance.

Staff has no concerns regarding the requested easement vacation, as its removal presents no public benefit concerns and supports the lot combination and development of the site.

Financial Impact
None

Mission/Policy/Goal
Meet changing needs - agile.

Attachments
1. Location Map
2. Vacation Exhibit
3. Resolution
4. 7.6 Kwik Trip 3-17-2025





Project Location Map

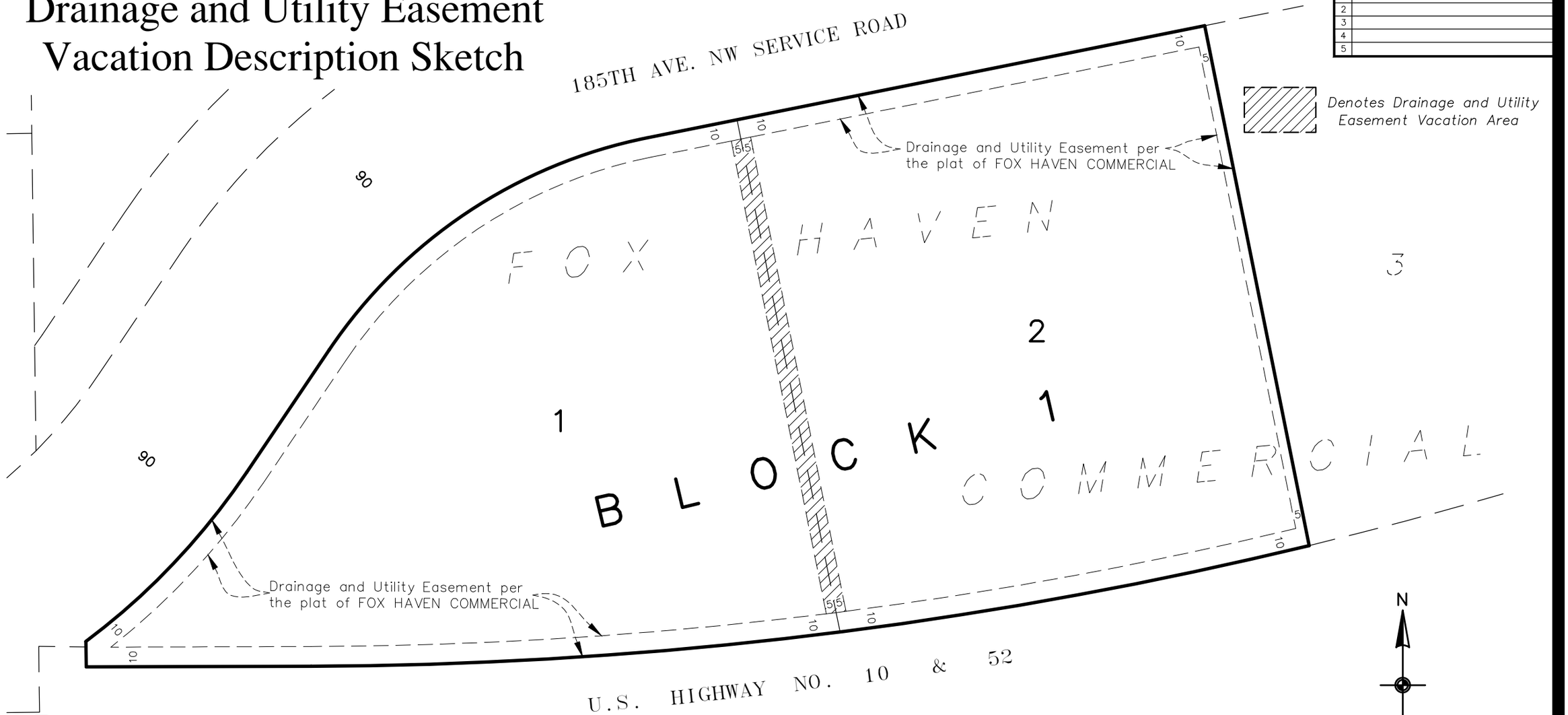
Kwik Trip

Easement Vacation

Case No: EV 25-01

Drainage and Utility Easement Vacation Description Sketch

Revisions:	
1	
2	
3	
4	
5	



CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM

2819 | 11176–vacation description

DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION:

All that part of the drainage and utility easements as created and dedicated in the plat of FOX HAVEN COMMERCIAL, Sherburne County, Minnesota, lying over, under, and across the East 5.00 feet of Lot 1, Block 1, and the West 5.00 feet of Lot 2, Block 1, said plat of FOX HAVEN COMMERCIAL, EXCEPT the North 10.00 feet and the South 10.00 feet of said Lots 1 and 2.

N

GRAPHIC SCALE
0 30 60 120
(IN FEET)
(8.5x14 sheet)

City of Elk River
City Council

Resolution 25-____

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

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

WHEREAS, a public hearing on said petition was held on March 17, 2025, before the City Council of the City of Elk River after published and posted notice had been given, and all persons interested were given an opportunity to be heard at the public hearing; and

WHEREAS, vacation of the drainage and utility easement is appropriate as the adjacent parcels will be combined and easements separating the two parcels are no longer required.

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

1. The petition to vacate the drainage and utility easement, as described in Exhibit A, is hereby granted, based upon the following Findings of Fact:
    A. The Council finds the drainage and utility easement described in Exhibit A is no longer a benefit to the public as the parcels are being combined.
2. Vacation of the drainage and utility easement described in Exhibit A shall be effective at the time of recording of the necessary documents.

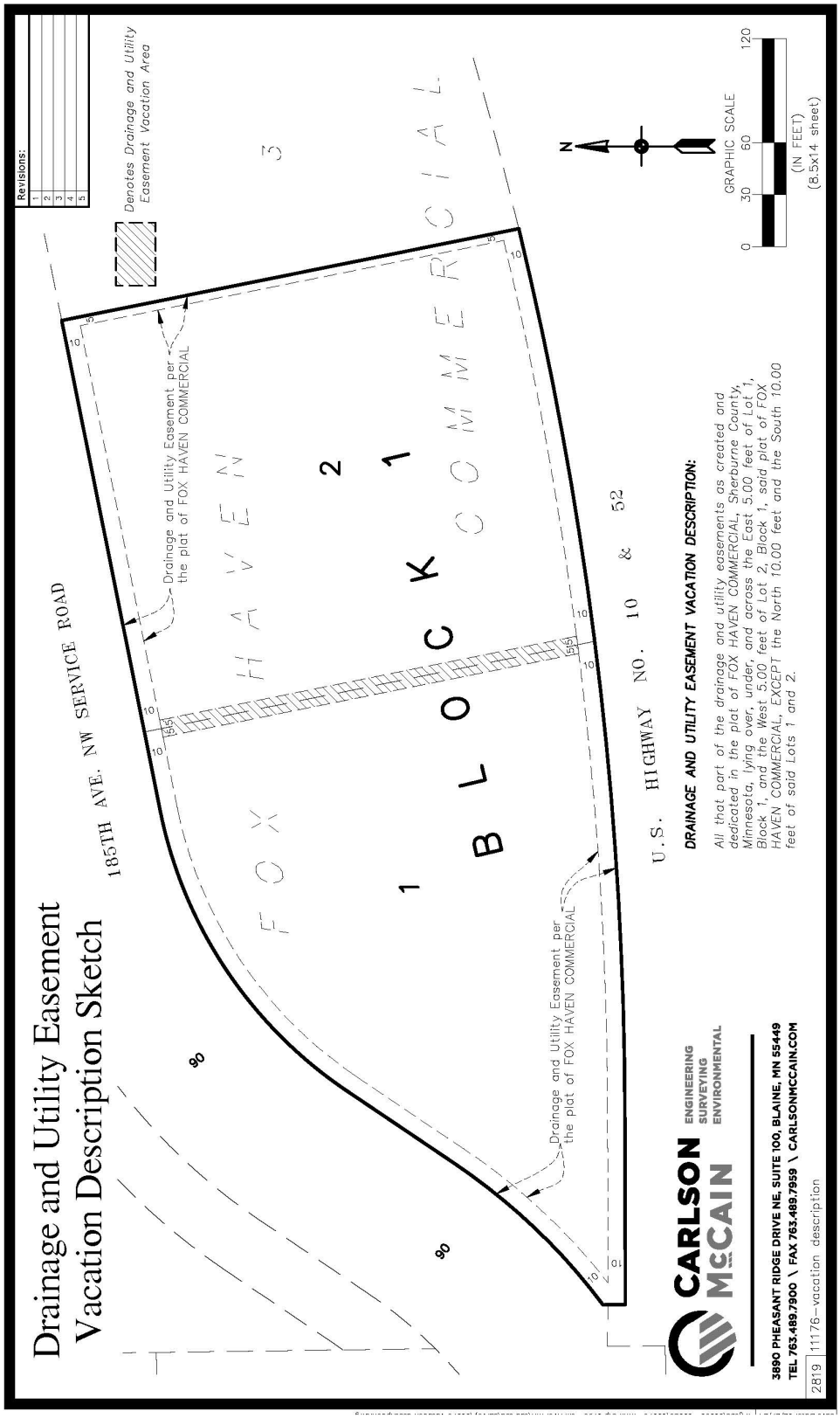
Passed and adopted this 17th day of March 2025.

_____
John J. Dietz, Mayor

ATTEST:

_____
Tina Allard, City Clerk

Exhibit A



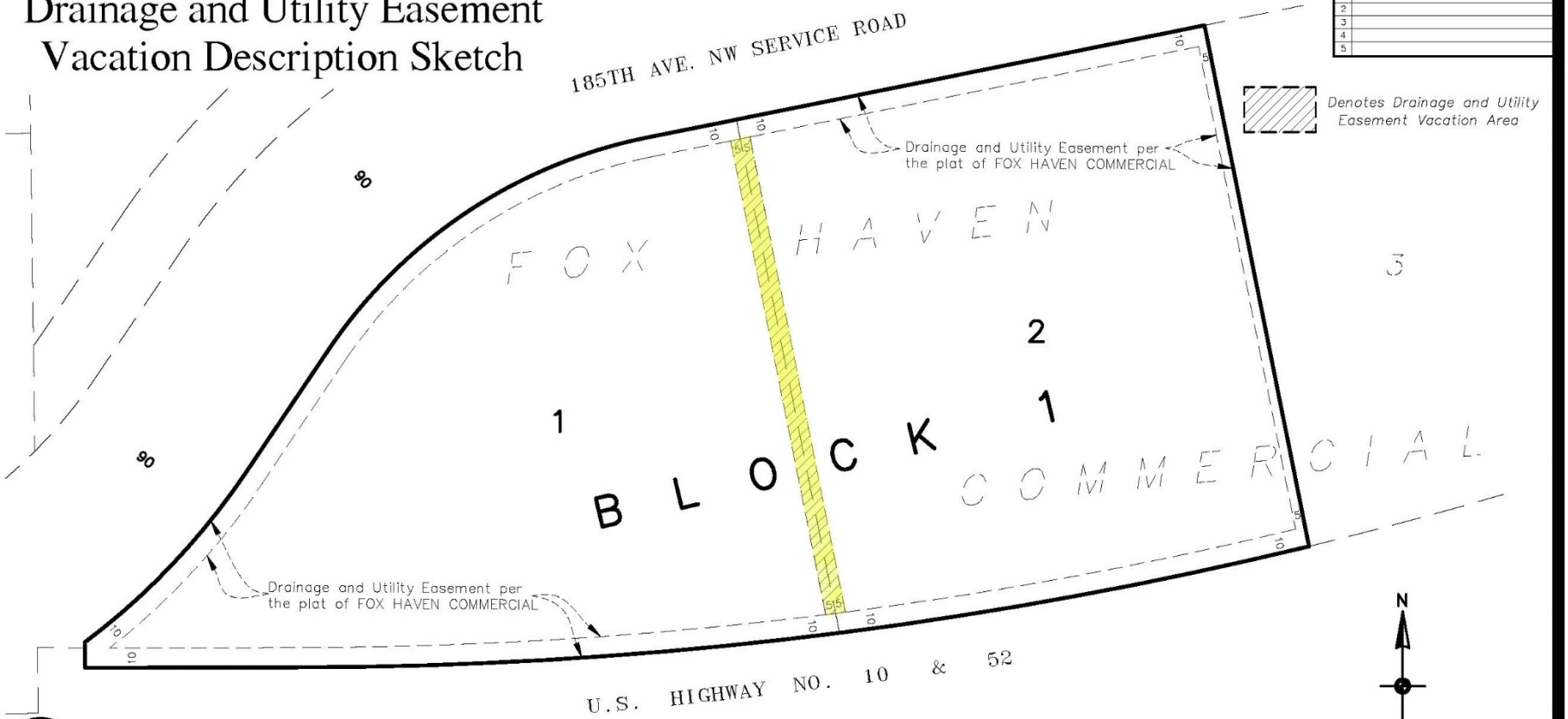
POWERED BY NATURE

Kwik Trip
Easement Vacation

Background

- Easement Vacation
- Two lots share 5-foot drainage/utility easements
- Serves only the two parcels

Drainage and Utility Easement Vacation Description Sketch



Revisions:

1	
2	
3	
4	
5	

Denotes Drainage and Utility Easement Vacation Area

N

GRAPHIC SCALE

0 30 60 120

(IN FEET)

(8.5x14 sheet)

CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449

TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM

2819 | 11176—vacation description

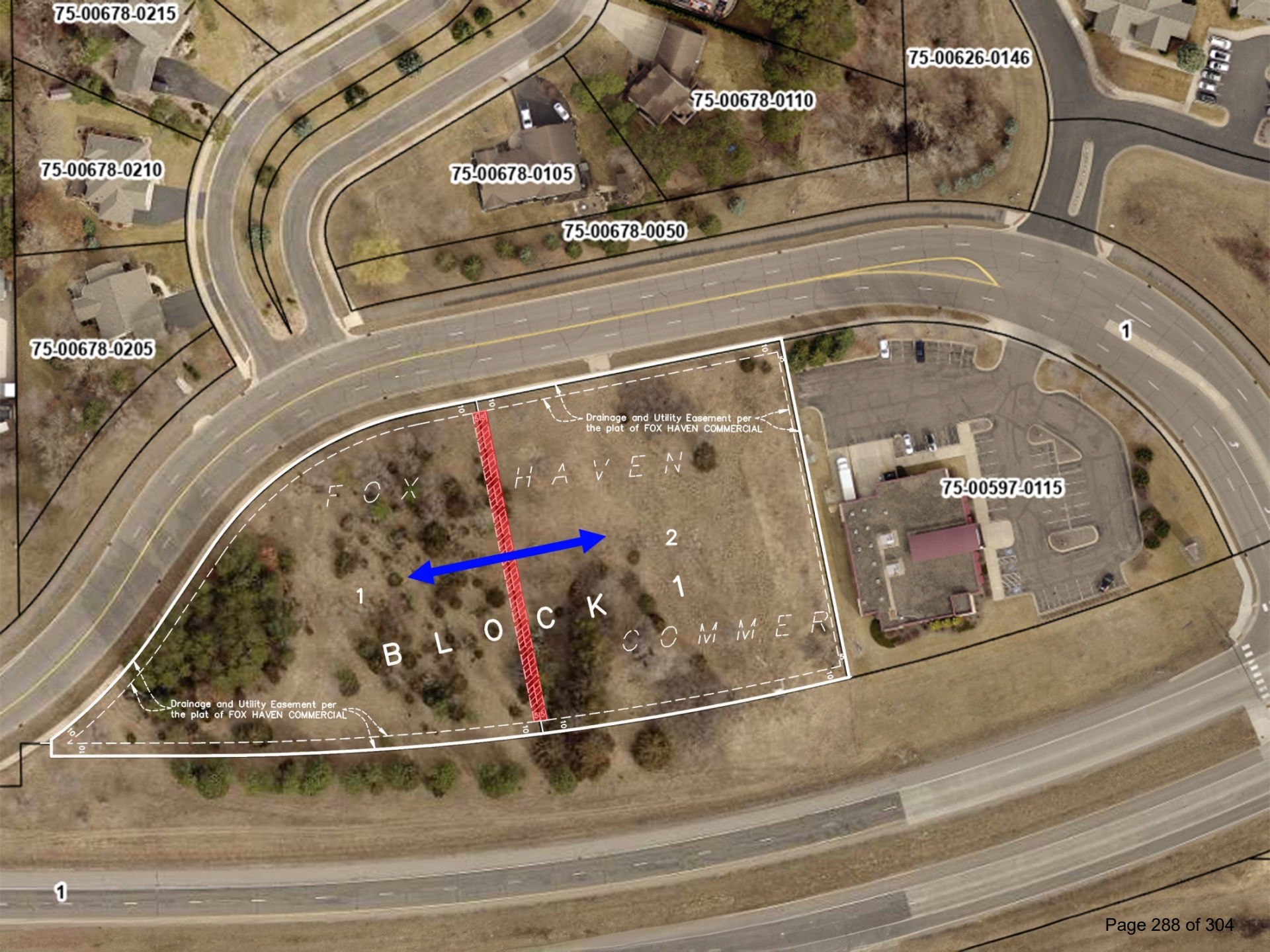
DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION:

All that part of the drainage and utility easements as created and dedicated in the plat of FOX HAVEN COMMERCIAL, Sherburne County, Minnesota, lying over, under, and across the East 5.00 feet of Lot 1, Block 1, and the West 5.00 feet of Lot 2, Block 1, said plat of FOX HAVEN COMMERCIAL, EXCEPT the North 10.00 feet and the South 10.00 feet of said Lots 1 and 2.

City of Elk River

Background

- Facilitate the combination of two parcels
- Future gas station/car wash


75-00678-0215
75-00626-0146
75-00678-0110
75-00678-0210
75-00678-0105
75-00678-0050
75-00678-0205
1
Drainage and Utility Easement per the plat of FOX HAVEN COMMERCIAL
FOX HAVEN
75-00597-0115
2
1
1
BLOCK
COMMER
Drainage and Utility Easement per the plat of FOX HAVEN COMMERCIAL
1

Background

- Tonight's review pertains solely to the EV
- Does not involve the property's intended use
  - Permitted under the ordinance
  - Administratively reviewed
- Staff has no concerns regarding the requested EV
  - Its removal presents no public benefit concerns
  - Supports the lot combination and development of the site

Action Requested

- Adopt Resolution 25-___ vacating drainage and utility easements subject to the condition that the lot combination is recorded prior to the vacation resolution

Request for Action

To
City Council

Item Number
10.1

Meeting Date
March 17, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Specht Farm Development Proposal: Captsone Homes

Reviewed by
Cal Portner
Tina Allard

Action Requested
Review the proposed residential subdivision and provide the applicant with feedback as they continue to develop their plans.

Background/Discussion
City staff continue to meet with Capstone and review their project proposal as they move toward a formal recommendation from the Planning Commission on March 25 and a City Council review on April 7. Two primary topics to review during this meeting include cost-sharing opportunities for the Highway 10/165th Ave intersection improvements and park dedication.

The city engineer has continued to meet with representatives from Capstone and MnDOT regarding the required intersection improvements to serve the main access point for this development. Justin will provide additional background on those conversations and discuss options to support the improvements.

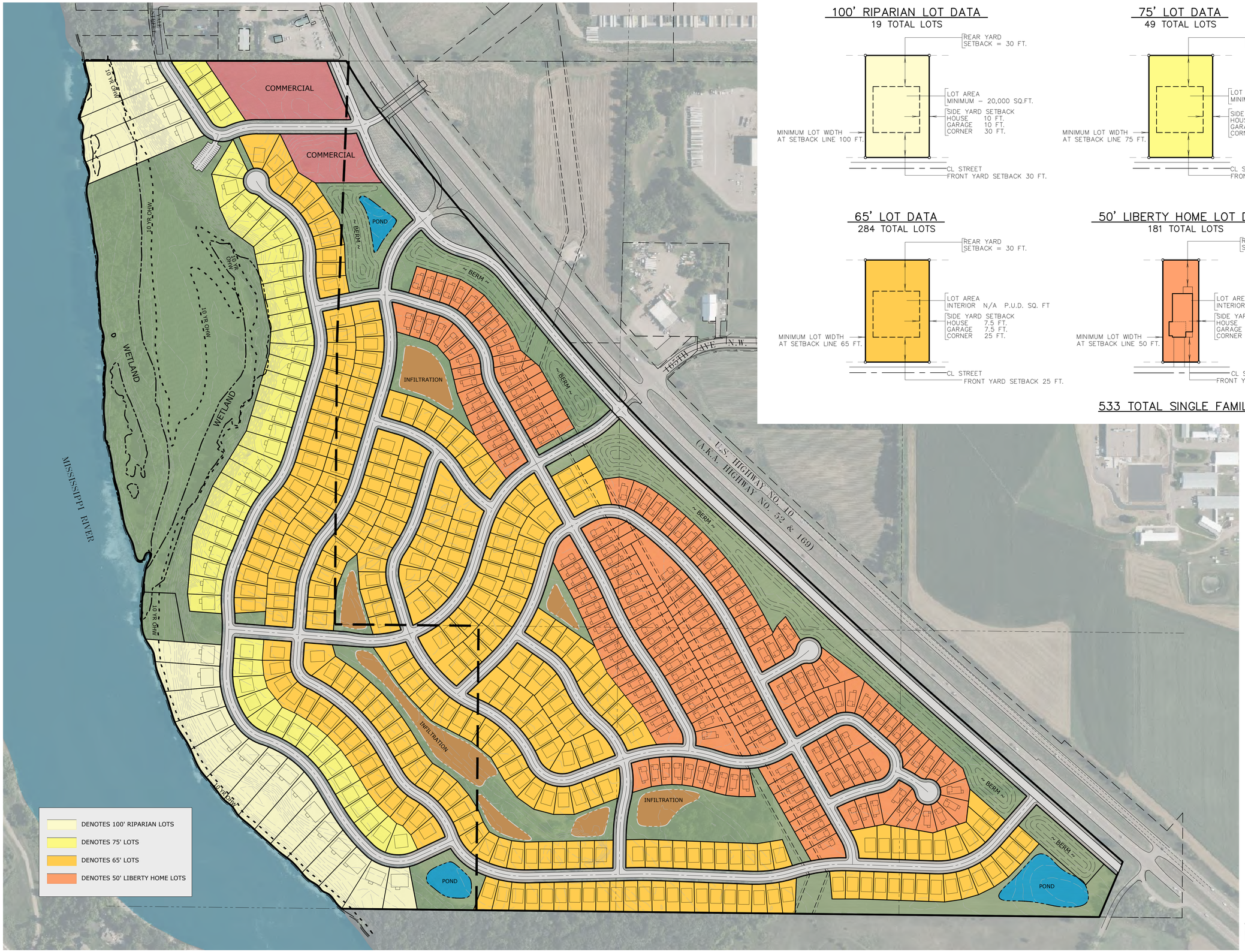
The Park and Recreation Commission met on March 12 to continue their conversation on the park elements within the development. They made the following recommendations. The referenced park exhibit is attached.

- Accept the lower land area of approximately 25 acres (the net area deeded to the city) as park land dedication, giving credit for dedication at a 50% rate, equivalent to approximately 12.5 acres of park land dedication credit.
- Accept approximately 2 acres of park land as shown in the exhibit provided by staff on March 12 with the inclusion of approximately 20 parking stalls paid for by the developer.
- The remainder of park dedication requirements shall be paid in cash at the rate applicable when the plat is released for recording.
- The developer should install the upland trail connections as shown in the exhibit provided by staff on March 12.
- The developer shall pay for the design/engineering specifications for the lowland trail as shown in the exhibit provided by staff on March 12.
- The developer shall maintain the farm field for agriculture with a Roundup-ready crop, preferably soybeans, until the property is deeded to the city.

Financial Impact
None

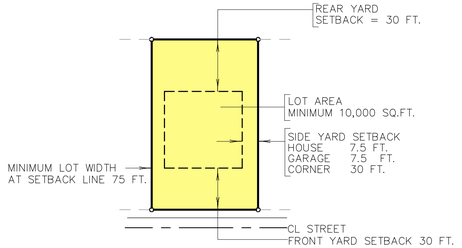
Mission/Policy/Goal
Support the growth and development of the community.
Opportunity to live, work, and play.

Attachments
1. Specht Farm Development Exhibits
2. Specht Farm Park Exhibit



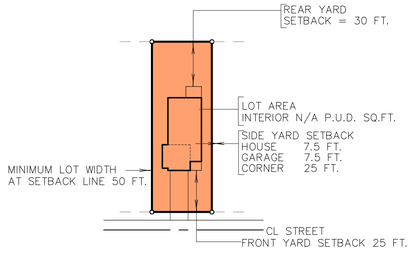
100' RIPARIAN LOT DATA
19 TOTAL LOTS

75' LOT DATA
49 TOTAL LOTS



65' LOT DATA
284 TOTAL LOTS

50' LIBERTY HOME LOT DATA
181 TOTAL LOTS



533 TOTAL SINGLE FAMILY LOTS

CARLSON McCAIN
ENGINEERING SURVEYING ENVIRONMENTAL
3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM

LOT EXHIBIT

SPECHT 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



LEGEND

- DENOTES TOTAL LOWER PARK DEDICATION AREA ±28.07 ac (UPLAND AREA ONLY = ±16.59 ac)
- DENOTES TOTAL GREENWAY PARK DEDICATION AREA ±14.51 ac (UPLAND AREA ONLY = ±9.86 ac)
- DENOTES WETLAND AND STORMWATER AREAS ±16.13 ac
- TOTAL PARK DEDICATION AREA ±42.58 ac
- TOTAL UPLAND PARK DEDICATION CREDIT AREA ±26.45 ac
- DENOTES COMMERCIAL AREAS ±5.17 ac
- DENOTES LANDSCAPE BERM AREAS ±15.87 ac
- DENOTES FRONTAGE ROAD DEDICATED ROW ±10.53 ac
- NET RESIDENTIAL AREA (INCLUDING TOTAL PARK DEDICATION AREAS) ±216.08 ac
- TOTAL PROJECT BOUNDARY AREA ±247.65 ac
- DENOTES 10 YR OHW
- DENOTES FLOODWAY
- DENOTES 6' CONCRETE SIDEWALK
- DENOTES 10' BITUMINOUS TRAIL
- DENOTES FUTURE 10' BITUMINOUS TRAIL
- DENOTES GRAVEL WALKING PATH
- DENOTES POTENTIAL PRESERVED TREE AREAS (GREENWAY ONLY)

PARK DEDICATION CALCULATIONS

CITY OF ELK RIVER PARK CALCULATION 0.0846 x 533 UNITS = 45.01 ac
TOTAL PERCENTAGE OF NET RESIDENTIAL AREA 45.01 ac / 216.08 ac = 20.8%

CAPSTONE TOTAL PARK DEDICATION AREA 42.58 ac
TOTAL PERCENTAGE OF NET RESIDENTIAL AREA 42.58 ac / 216.08 ac = 19.7%

CAPSTONE UPLAND PARK DEDICATION AREA 26.45 ac
TOTAL PERCENTAGE OF NET RESIDENTIAL AREA 26.45 ac / 216.08 ac = 12.2%

CARLSON McCAIN
ENGINEERING SURVEYING ENVIRONMENTAL
3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM

PARK DEDICATION EXHIBIT

SPECHT FAMILY FARM
Elk River, Minnesota

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

REVISIONS
1. 12/09/24 - Revise Layout.
2. 12/13/24 - Revise Wetlands, Areas
3.
4.
5.
6.

DRAWN BY:	RJR
ISSUE DATE:	12/05/2024
PROJECT NO:	9556

1 of 1

Save Date: 12/12/24 / f:\jobs\9541 - 9560\9556 - specht farm - elk river\cad c3d\landscape\concept plan\9556_concept base.dwg

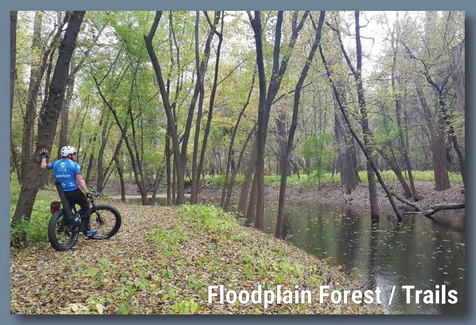
Parking (30)
Disc Golf Course
Pavillion
Play Area
Wetland
10-YR OHW
Open Space
Paved Trail
Wetland
Picnic
Backwater Channel
Floodplain Forest
Floodplain Forest
Backwater Channel
Wetland
HOA Park
HOA Dock
River Overlook
Gravel Trail
Day-Use Dock
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18

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.

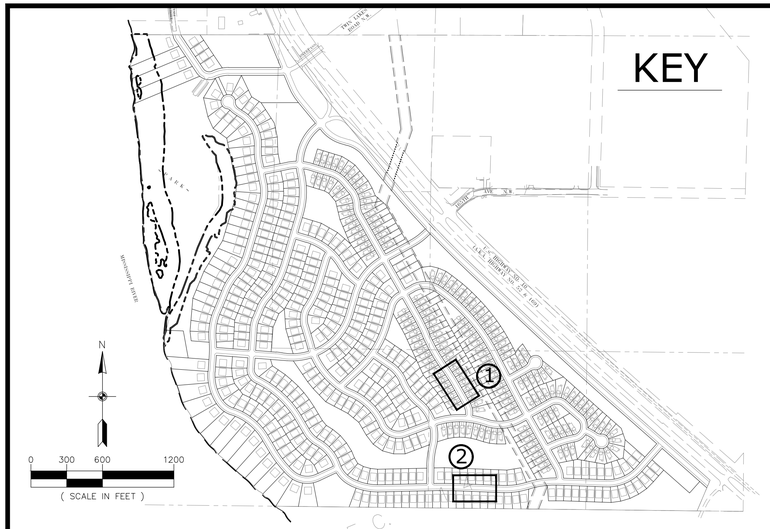
CAPSTONE HOMES

PARK OPPORTUNITIES

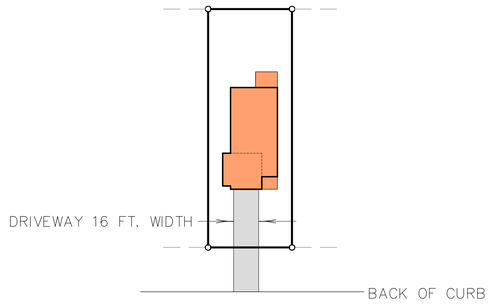
Specht Farms | Elk River, MN | 12/13/24

N 0 80 160

CARLSON McCAIN

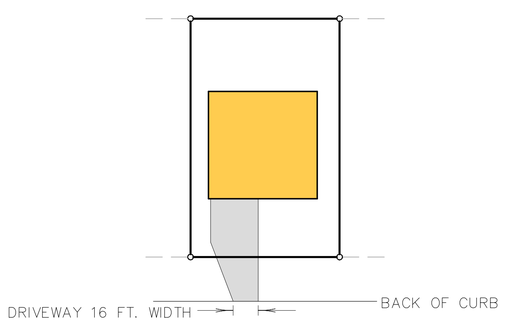


① 50' LIBERTY HOME LOT
(NOT TO SCALE)



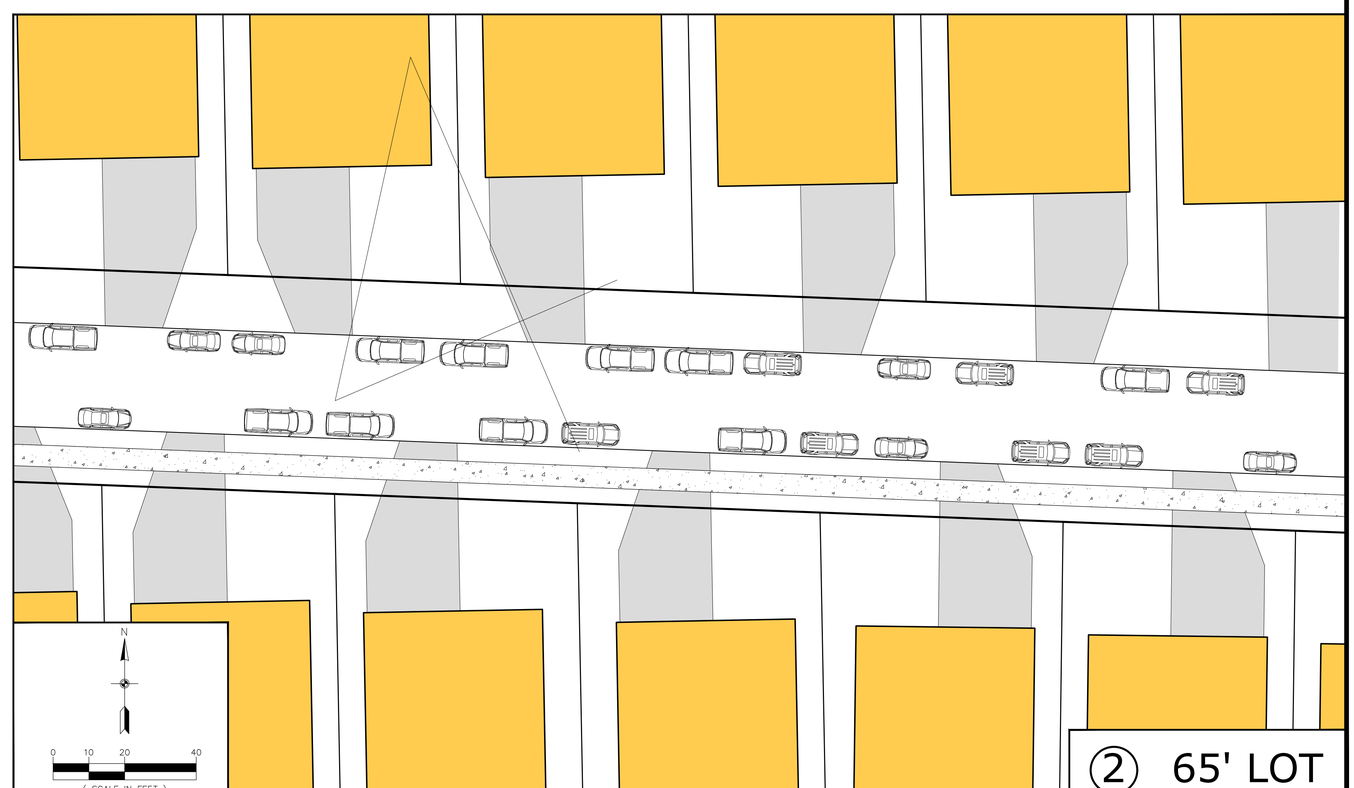
NOTE: MAXIMUM DRIVEWAY WIDTH FOR 50' LOTS IS 16' AT THE BACK OF CURB

② 65' LOT
(NOT TO SCALE)



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





CARLSON McCAIN
ENGINEERING
SURVEYING
ENVIRONMENTAL
3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM

PARKING EXHIBIT

SPECHT 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.
4.
5.
6.

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

1 of 1

Save Date: 12/12/24 f:\jobs\9541 - 9560\9556 - specht farm - elk river\cad c3d\engineering\exhibits\9556_parking exbt.dwg

YALE ST NW

167TH AVE NW

TWIN LAKES PKWY (FUTURE)

GAS LINE EASEMENT

HIGHWAY 10

66

66

500

200

60

SEE SHEET 2

66

60

INTERIM HIGHWAY 10 FULL SIGNALIZED ACCESS
- FULL TRAFFIC SIGNAL AND SB RIGHT TURN LANE TO BE CONSTRUCTED
- HIGHWAY ACCESS TO BE REMOVED WITH CONSTRUCTION OF FUTURE FRONTAGE ROAD

GAS LINE EASEMENT

66

FRONTAGE RD (FUTURE)

HIGHWAY 10

165TH AVE NW

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)

N

0 100 200 400

(SCALE IN FEET)

CARLSON McCAIN
ENGINEERING
SURVEYING
ENVIRONMENTAL

3890 PHEASANT RIDGE DRIVE NE, SUITE 900, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7999 \ CARLSONMCCAIN.COM

HWY 10 ACCESS EXHIBIT

SPECHT FAMILY FARM
Elk River, Minnesota

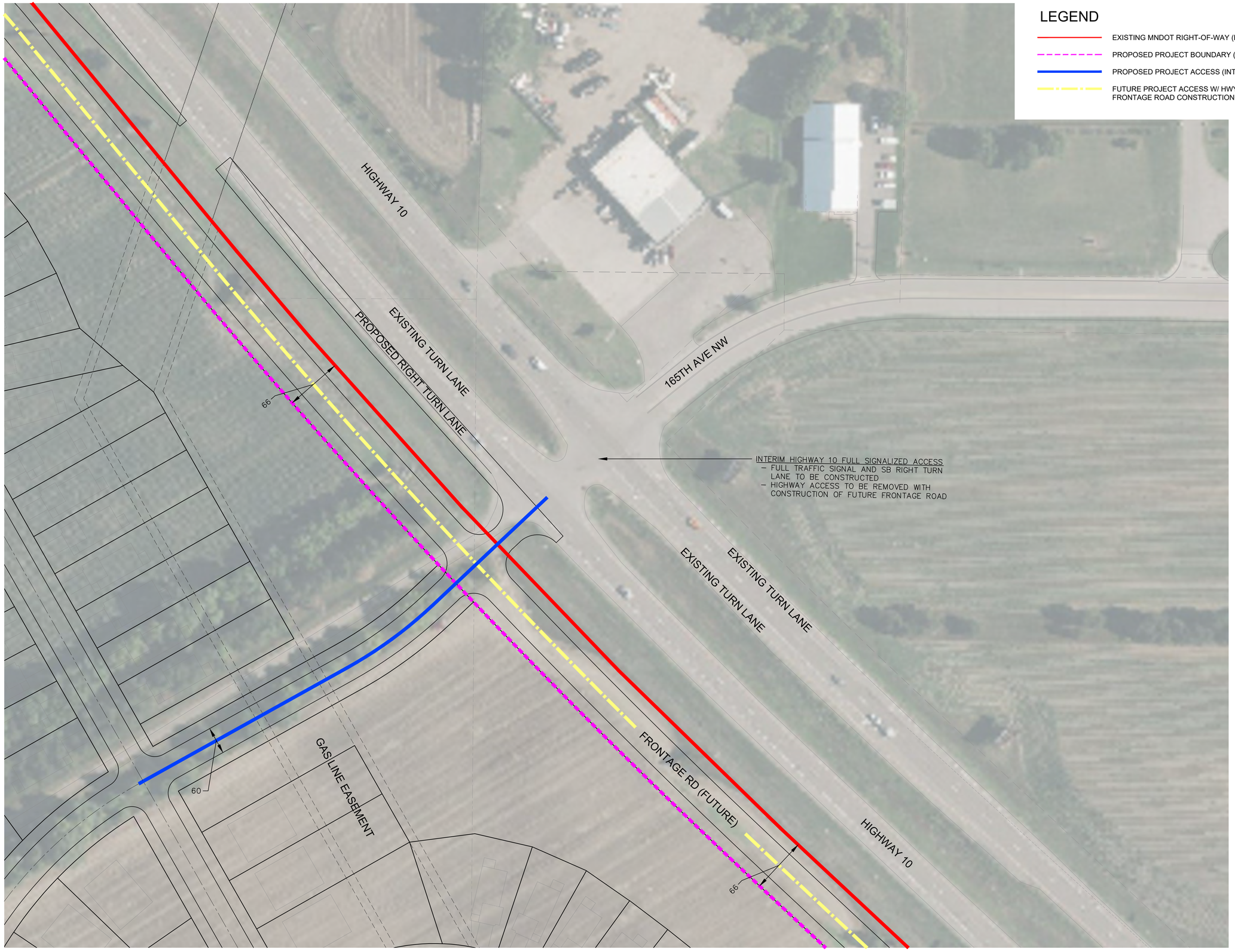
CAPSTONE HOMES, INC.
14015 Sunfish Lake Boulevard, Suite 400
Ramsey, Minnesota 55303

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

Date Plotted: 09/11/24 | User Name: rjohnson | J:\9556\9541 - 9560\9556 - Specht Farm - elk river\civil\9556_access exhibit.dwg



CARLSON McCAIN
ENGINEERING SURVEYING ENVIRONMENTAL
3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449
TEL 763.489.7900 \ FAX 763.489.7959 \ CARLSONMCCAIN.COM

HWY 10 ACCESS EXHIBIT

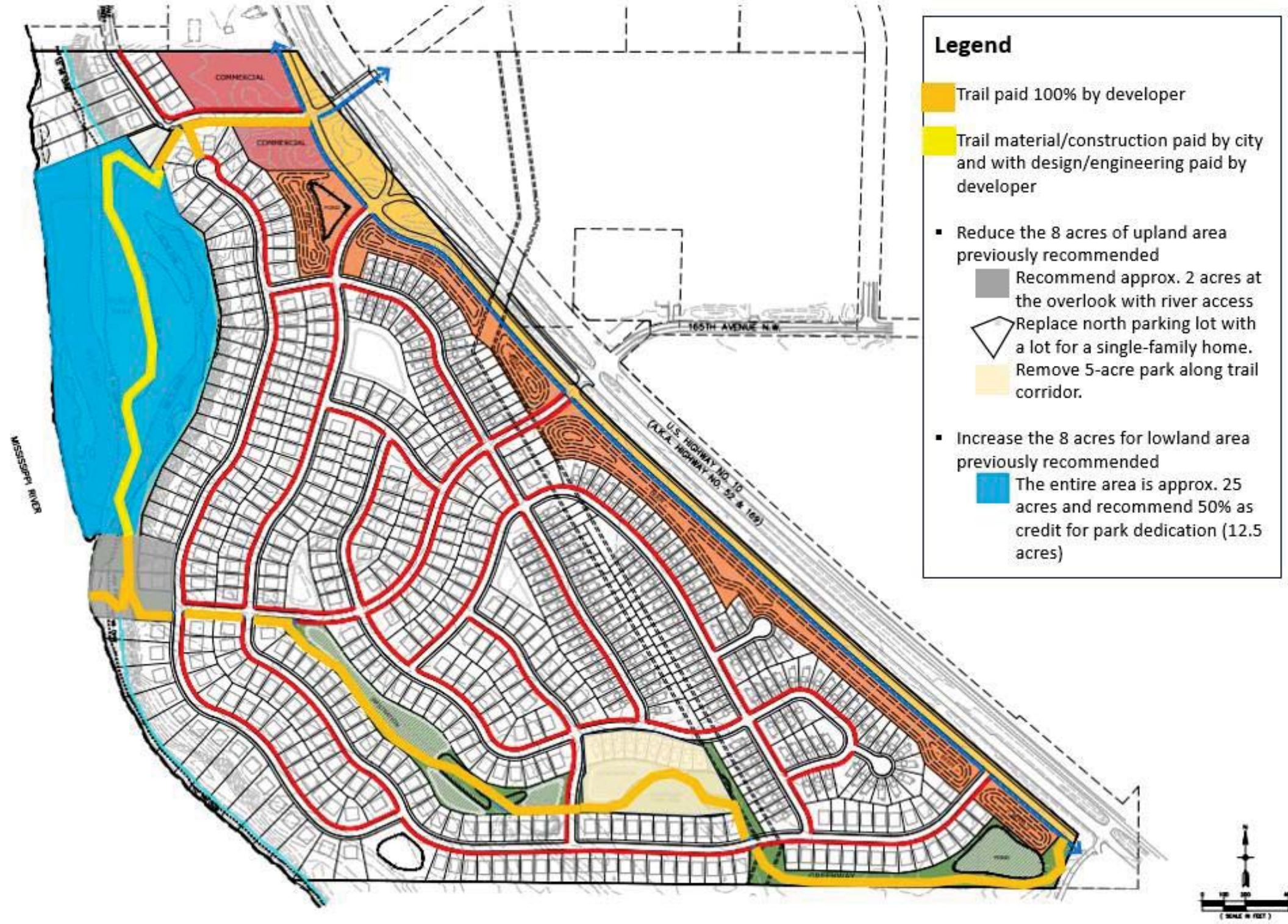
SPECHT FAMILY FARM
Elk River, Minnesota

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

2 of 2


COMMERCIAL
COMMERCIAL
165TH AVENUE N.W.
U.S. HIGHWAY NO. 10
(A.K.A. HIGHWAY NO. 52 & 169)
MISSISSIPPI RIVER
Legend
Trail paid 100% by developer
Trail material/construction paid by city and with design/engineering paid by developer
Reduce the 8 acres of upland area previously recommended
Recommend approx. 2 acres at the overlook with river access
Replace north parking lot with a lot for a single-family home.
Remove 5-acre park along trail corridor.
Increase the 8 acres for lowland area previously recommended
The entire area is approx. 25 acres and recommend 50% as credit for park dedication (12.5 acres)

Request for Action

To
City Council

Item Number
10.2

Meeting Date
March 17, 2025

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

Item Description
Overlook Chef Job Description

Reviewed by
Katie Harstad
Lauren Wipper
Cal Portner
Tina Allard

Action Requested
Discuss the Overlook Chef job description.

Background/Discussion
The Concession Supervisor position has been vacant since December of 2024. Staff recommended reframing this role as Food and Beverage Supervisor in January. This incorporated the expanded service offerings of adult beverages and catering. Community Event Center Manager Katie Harsted has had the opportunity to review key functions of the job over the past three months. An ideal candidate for the position must have strong food preparation experience for events to be successful.

Financial Impact
The position wage will be in accordance with the city's pay equity metrics, not to exceed 7E.

Mission/Policy/Goal
Meet changing needs - agile.

Attachments
1. Overlook Chef Job Description (March 2025)

City of Elk River
Overlook Chef
Position Description

Department/Division:		Immediate Supervisor:
Business Services/Multi-purpose Facility		Community Event Center Manager
Pay Grade:	**FLSA Status:**	**Last Updated:** (date)
7E	Exempt	3/2025
Positions Supervised:		
Café/Concession Worker, Event Worker		

Position Summary

The Overlook Chef is responsible for leading team members to provide exceptional guest service and coordinating operational needs including, but not limited to, food and beverage preparation and supervision of the café, lounge, and catering services.

Essential Functions

1. Performs management of food and beverage service.
   A. Oversees and provides food preparation and beverage service for café, lounge, and catering services for facility renters.
   B. Ensures all food is prepared properly and meets quality and safety standards.
   C. Ensures legal liquor sales.
   D. Maintains inventory and orders replacement supplies and ingredients as necessary.
   E. Creates profitable menus consistent with user groups expectations.
   F. Managing food costs, portion sizes, and waste to meet budget requirements. Analyzes food costs and adjusts menu pricing if necessary.
   G. Works closely with facility management team to align goals, preferences, and changes.
   H. Addresses any issues in areas of supervision including staff conflicts, equipment malfunctions, supply shortages, etc. Resolves problems quickly to ensure that service runs smoothly.

2. Performs supervision.
   A. Assigns duties, evaluates, and documents job performance of team members.
   B. Enforces city cash handling procedures and investigates money or inventory discrepancies.
   C. Trains and monitors team members on all aspects of their jobs such as:
      i. Food preparation, presentation, and portion sizes.
      ii. Maintaining proper par inventory levels throughout shift.
      iii. Safe kitchen equipment operation.
      iv. Cleaning and maintenance of area.
      v. Legal alcohol sales.
      vi. Point-of-sale operation.

3. Coordinates vendor relationships.
   A. Negotiates food procurement pricing and delivery.
   B. Establishes expectations for service needs at the location.

4. Ensures adherence to safeguards for employees and customers.
   A. Ensures all policies, procedures, and practices are followed, including alcohol service compliance, food handling/sanitation guidelines, and general safety policies and procedures.
   B. Maintains the kitchen, equipment, and surrounding areas to conditions that meet city standards and health code regulations.
   C. Facilitates team member food safety trainings.
   D. Maintains a clean and organized kitchen.
   E. Ensures proper storage and handling of food to avoid contamination.

5. Works any open shifts to ensure location is fully operational and city standards pertaining to speed of service and guest satisfaction are met.

6. Performs other essential job duties as directed.
   A. Regular and timely work attendance.
   B. Follows all safety procedures and participates in safety training.
   C. Sets up and takes down chairs, tables, etc., for meetings.
   D. Keeps supervisor informed of important developments to effectively maintain operations.
   E. Takes initiative to perform other duties or assume other responsibilities as time allows.

Required Knowledge, Skills, and Abilities/Minimum Qualifications

- Knowledge of basic food handling, sanitation, and customer service.
- Fluent knowledge with point of sale and scheduling software.
- Knowledge of the use and maintenance of a variety of kitchen equipment.
- Ability to effectively utilize Microsoft Office products, scheduling software, point of sale, and digital display technologies.
- Ability to communicate with employees, co-workers, volunteers, management staff, vendors, and guests in a clear, business-like, effective, and respectful manner.
- Ability to work as a team leader as well as take direction from supervisor.
- Ability to calculate basic math functions (addition, subtraction, multiplication, division, percentages) as they relate to POS cash/credit transactions, cash reconciliation, and product inventory.
- Ability to work well in a team-oriented, fast-paced, event-driven environment.
- Ability to handle cash accurately and responsibly.
- Ability to lift 50 pounds.

Minimum Qualifications

- Valid Minnesota driver's license and good driving record.
- High school diploma or equivalent.
- Five years of food preparation work experience OR degree or certification in culinary or hospitality plus four years of food preparation work experience.
- Current Minnesota Certified Food Protection Manager credential or ability to obtain within the first 30 days of employment.

Preferred Qualifications

- Supervisor experience in a fast-food or catering environment.

This Position Description is not intended to be all-inclusive. It is within the City of Elk River's discretion to assign additional duties and responsibilities or remove duties and responsibilities at any time.

This Position Description does not constitute a Contract of Employment.

Request for Action

To
City Council

Item Number
10.3

Meeting Date
March 17, 2025

Prepared By
Cal Portner, City Administrator

Item Description
Council/Staff Annual Retreat Discussion Items

Reviewed by
Cal Portner
Tina Allard

Action Requested
Discuss and provide staff direction.

Background/Discussion
The 2025 Council/Staff Annual Retreat is scheduled for Monday, April 28, 2025, in the EOC. The retreat typically runs from 1-7 p.m. and is our opportunity to review the status of previous goals, discuss and ensure successful compliance with the city mission and vision statements, and update long-term goals.

We also delve deeper into planning and policy ideas. This meeting is to kick off the planning for the retreat and get topics and agenda items to cover.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Vision and Mission Statements.

Attachments
None