



City Council

Monday, May 5, 2025

6:30 PM

Elk River City Hall

Regular Meeting & Work Session Agenda

- Regular meeting in Council Chambers
- Work Session meeting in Upper Town Conference Room immediately following regular meeting

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. 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 April 16, 2025, Board of Appeal Minutes

4.2 April 21, 2025 Minutes

4.3 Check Register

4.4 Resolution 25-21 Accepting a Bench Donation

4.5 Resolution 25-20: Premises Permit for Elk River Lions Club

4.6 Athletic Facilities Emergency Action Plan

4.7 Resolution 25-22: Summary Publication of Ordinance 25-05

5. OPEN FORUM

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

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 Proclamation: Recognizing K9 Duke for his Service

6.2 Proclamation: Designating Kevin Heldt Day

6.3 National Pollutant Discharge Elimination System (NPDES) Annual Report

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 Ordinance Amendment 25-06: City-Owned Advertising Signs

8. GENERAL BUSINESS

Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

8.1 Yale Court and Line Avenue Realignment Project

8.2 Ordinance 25-07: Multipurpose Facility Advisory Commission Membership

8.3 Discuss Work Session Items

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

10. MOTION TO ADJOURN REGULAR MEETING

11. 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.

11.1 Discuss Possible CUP Revocation: Carnova

11.2 2024-2025 Snow Event Recap

11.3 Pinewood Contract for Deed Amendment Consideration

12. MOTION TO ADJOURN

The Elk River Vision

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





**Meeting of the City Council
as the Board of Appeal and Equalization
Held at the Elk River City Hall
Wednesday, April 16, 2025**

Members Present: Mayor Dietz, Councilmembers Cory Grupa, J. Brian Calva, and Mike Beyer

Members Absent: Councilmember Jennifer Wagner

Staff Present: City Clerk Tina Allard and Deputy City Clerk Jolene Richter

Also Present: County Assessor Michelle Moen and Residential Appraiser Bill Holker

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. SHERBURNE COUNTY ASSESSOR'S REPORT

Ms. Moen reviewed her report and discussed the assessment procedures. She stated the initial median ratio was 93.3% for residential and seasonals, and it's now at 93.6%. She noted they are required to be between 90% and 105%, and she likes to have the ratio at about 95%, but felt 93.6% is still a good number as the market is currently very stable. She stated mini-storage facilities increased approximately 20% this year, and it's a market that is still going strong. Ms. Moen stated Elk River has minimal agricultural land; noting the east side of the county is not as much of a premium as it is in Haven, Santiago, Palmer, and Clear Lake Townships. She stated the overall increase in agricultural land was about 30%; whereas in Elk River it was approximately 10-20%.

3.1 City Staff Report

4. HEAR APPEALS SUBMITTED BY ATTENDEES

Marlene Sanudo

75-00410-0620

1504 5th Street

Ms. Sanudo expressed concerns about the 2025 value of her rental property and submitted an estate appraisal, dated August 29, 2024. She stated the county value is \$211,800, and the appraisal came in at \$188,000, which is a difference of \$23,000.

Ms. Moen stated they can legally only look at the 2026 values and noted her value for 2026 dropped to \$210,600. Ms. Moen stated they have not had a chance to review the appraisal, also noting that an estate appraisal is not considered a market appraisal, which they are required to utilize. She further

stated they would need to look at comparable sales in the area.

Moved by Councilmember Beyer and seconded by Councilmember Calva to vote no change. Motion carried 5-0.

Marlene Sanudo
75-00405-1920
318 Irving Avenue

Ms. Sanudo stated that the value of her rental property, according to the county, is at \$181,000 for her 2025 tax statement, with a difference of \$8,100 compared to her appraisal.

Ms. Moen noted this property had also been reduced by about \$1,000 for the year 2026 estimated value.

Moved by Councilmember Beyer and seconded by Councilmember Grupa to vote no change. Motion carried 5-0.

David Peterzen
75-00690-0126
19677 Ironton Circle

Mr. Peterzen stated he was looking to put his house on the market. He stated the realtor showed him about 15 different comparable sales, which were all less than his appraised value. He feels the estimated value is about \$60,000 above what it should be.

Ms. Moen stated this property was part of the reassessment scheduled back in September. Mr. Peterzen stated the assessor was out on his property about six weeks ago and recommended no change. Staff had not been able to review the comparable sales.

Moved by Councilmember Grupa and seconded by Councilmember Beyer to vote no change. Motion carried 5-0.

4.1 Sign-In

5. HEAR MISC. APPEALS BY COUNTY
There were no miscellaneous appeals.

6. ESTABLISH RECONVENE DATE
No reconvene date is needed.

7. MOTION TO EITHER RECESS OR ADJOURN

Moved by Councilmember Grupa and seconded by Councilmember Calva to adjourn the meeting of City Council. Motion Carried 4-0.

The meeting adjourned at 6:30 p.m.

Minutes prepared by City Clerk Tina Allard.

John J. Dietz, Mayor

Tina Allard, City Clerk



Request for Action

To
City Council

Item Number
4.2

Meeting Date
May 5, 2025

Prepared By

Item Description
April 21, 2025 Minutes

Reviewed by
Cal Portner
Tina Allard

Action Requested

Background/Discussion

Financial Impact

Mission/Policy/Goal

Explain how this meets the city's mission, current policies and/or council goals

Attachments

- I. Minutes 04-21-2025

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**Meeting of the City Council
Held at the Elk River City Hall
Monday, April 21, 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, City Attorney Jack Brooksbank, Business Services Director/Assistant City Administrator Joe Stremcha, Public Works Director/Chief Engineer Justin Femrite, Community Development Director Zack Carlton, and Records Specialist Katie Porath

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:01 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

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

4. CONSENT AGENDA

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

4.1 April 7, 2025, Minutes

4.2 Check Register

4.3 Resolution 25-14: Purchase Agreement 25-05 for Parcel 75-00131-2100

4.4 2025 Ford F-550 Street Division Chipper and Patch Tow Vehicle Replacement

4.5 2025 Mack Plow Truck Replacement

4.6 Resolution 25-15: Summary Publication of Ordinance 25-02

5. OPEN FORUM

5.1 Open Forum

Eric Lucero, Minnesota State Senator, gave an overview of upcoming legislative initiatives. He serves on the education, finance, elections, and housing committees.

Mayor Dietz asked if there was a bill for local sales tax. Senator Lucero responded that he was not on the tax committee and wasn't aware of this bill.

Councilmember Calva asked about less expensive options for the Capstone development's access onto Highway 10. Senator Lucero stated that the decision would be under the jurisdiction of the transportation committee.

Senator Lucero shared his contact information sen.eric.lucero@mnsenate.gov.

Jenny Erickson, Elk River, stated ISD #728 school district intends to get rid of the Little Theater. She is asking for non-financial support from the council to preserve the theater. She distributed a signed petition and letters from those impacted.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

Mayor Dietz presented the April Volunteer of the Month award to Carol Scheffler. He highlighted the following:

- Helped start a free monthly community meal four years ago at Emmanuel Lutheran Church, serving more than 300 on the second Sunday of each month.
- Plans the meals, purchases the food, does the set-up and prep cook, lines up the volunteers, and does the cleanup for the monthly meals.
- President of the Women's Missionary League at her church.
- Past Sunday school and confirmation teacher.
- Periodically volunteers at Feed My Starving Children.
- Regular blood donor to the American Red Cross.

6.2 Heritage Preservation Commission Annual Update

Commission Chair Lance Lindberg gave an update on the Heritage Preservation Commission. Recent accomplishments include videos by current and former commissioners Zack Griffiths and Tony Mauren, discussions on interpretive kiosks for the water tower, Bailey Point, and the Handke Pit, a booth at the Farmer's Market, working with the Chamber of Commerce on History Days, as well as sending a commission member to the Preserve Minnesota Conference.

7. PUBLIC HEARINGS

7.1 Resolution 25-16: Plat of Elk Hills Second Addition, 841 Line Ave, All Day Companies

The staff report was presented.

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

Moved by Councilmember Calva and seconded by Councilmember Grupa to approve the preliminary plat of Elk Hills Second Addition, subject to the following conditions:

- 1. The wetland boundary is to be updated upon receiving formal approval of the delineated boundary. The boundary shown on the plat must reflect the TEP approval.**
- 2. Any development of Lot 2 will require connection to city utilities.**
- 3. The street name along the west lot line must be updated to Line Avenue.**

Motion carried 5-0.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to adopt Resolution 25-16 approving the final plat of Elk Hills Second addition, subject to the condition that Park Dedication shall be paid for one lot at the applicable rate when the plat is released for recording. Motion carried 5-0.

7.2 Resolution 25-17: Plat of Ridgewood Hills Second Addition, 10038 215th Ave, Greg Petersen

The staff report was presented.

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

Mayor Dietz asked if the plan was to build a group home. Mr. Carlton explained that these motions do not approve building a group home.

Councilmember Grupa asked if it would increase traffic enough to add a stop sign.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve, by motion, the preliminary plat of Ridgewood Hills Second Addition. Motion carried 5-0.

Moved by Councilmember Grupa and seconded by Councilmember Calva to adopt Resolution 25-17 approving the final plat of Ridgewood Hills Second Additions with the following Conditions:

- 1. Park Dedication Fees shall be paid for one dwelling unit at the rate applicable when the subdivision is released for recording.**
- 2. The developer shall extend 215th Ave to the western end of the plat. The road shall end at a cul-de-sac, built to city standards.**
- 3. Council approval of a Development Agreement outlining the responsibilities of the developer.**
- 4. A Letter of Credit shall be provided to the city in the amount of 100% of the costs of the public improvements.**

5. 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. Motion carried 5-0.

7.3 Resolution 25-18 Easement Vacation and Resolution 25-19 Plat: Carlson Meadow, PID 75-00784-0120, City of Elk River

The staff report was presented.

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

Moved by Councilmember Beyer and seconded by Councilmember Wagner to adopt Resolution 25-18 vacating the drainage and utility easements on Lot 2, Block 2, MISSISSIPPI RIDGE, and Lot 1, Block 1, MISSISSIPPI RIDGE SECOND ADDITION, subject to the condition that the plat of Carlson Meadow be recorded simultaneously. Motion carried 5-0.

Moved by Councilmember Grupa and seconded by Councilmember Calva to adopt Resolution 25-19 approving the final plat of Carlson Meadow. Motion carried 5-0.

8. GENERAL BUSINESS

8.1 Corridors of Commerce Readiness Advancement Solicitation

The staff report was presented.

Mayor Dietz asked if the plan was final or if changes could be made at a later date, particularly to the access restrictions. Mr. Femrite stated that changes can be made.

Councilmember Wagner asked for clarification on the area being included in the application.

Moved by Councilmember Beyer and seconded by Councilmember Wagner to approve the Corridors of Commerce Readiness Application. Motion carried 5-0.

9. MOTION TO ADJOURN REGULAR MEETING

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

The regular meeting adjourned at 6:48 p.m. Mayor Dietz called the work session to order at 6:54 p.m.

10. WORK SESSION

10.1 Multipurpose Facility Advisory Commission Ordinance Amendments

Mr. Stremcha stated that the Multipurpose Facility Advisory Commission met on April 7, 2025, and discussed changes to their commission reflected in ordinance amendment recommendations.

The Council agreed that the commission should receive budget amounts from Mr. Stremcha, give feedback on the proposed pricing changes, and provide information to the Council.

Mr. Portner added that there should be some changes to the wording of Item I regarding the commission reviewing their value statement and mission statement annually.

10.2 Concord Street Lake Access

Mayor Dietz explained to the Council that the city owns an easement for access to Lake Orono off of Concord Street. If the brush could be cleared and signage made, the easement could be used to launch non-motorized boats onto the lake.

Mr. Carlton will work with property owners who are encroaching on the property. Mr. Femrite will work with Public Works staff to get the brush cleared. Since the neighbor is currently maintaining the grass strip, it was decided not to put in a formal trail at this time.

10.3 Elk River High School Little Theater Status

Mayor Dietz reviewed some of the history of the Little Theater. When the original discussion took place in 2001, the Zabee Theater was not in existence, and the Elk River theater group was larger and more involved.

Councilmember Calva asked if we could prove that we don't own it. City Attorney Brooksbank stated that, without a written document, we have no proof that we own the Little Theater.

Mayor Dietz said ISD #728 indicated there was a maximum of three years before major renovations needed to be made, and the school district does not intend for it to remain a theater. Use of the space has not yet been decided.

The Council agreed that they appreciate having the theater and hope everything works out, but saving the theater was beyond the city's financial purview.

10.4 Sister City International Program

Councilmember Calva gave information on the city of Kryvyi Rih in Ukraine.

Mr. Portner stated the city would not need to be a formal member of Sister City International to be involved.

The Council asked for additional information.

10.5 Mississippi Road Trail Easement

Mr. Femrite gave an update on the missing pieces of the trail to the east. City Attorney Brooksbank described the condemnation process and the price being asked by the property owners versus that

offered by the city.

Councilmember Wagner stated that the point of the trail was for safety, as County Road 30 is a dangerous road to walk on.

Mayor Dietz asked if the city gave them their asking price, could other property owners come back and ask for a higher amount? City Attorney Brooksbank stated they could not ask for a higher price if they had already signed.

The Council agreed to stop the trail at Concord Street.

Mr. Femrite added that it is still a goal and desire for a future connection. The city may have another opportunity if Sherburne County works on that section of the road.

11. MOTION TO ADJOURN

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

The meeting adjourned at 7:44 p.m.

12. CLOSED MEETING - CITY OF ELK RIVER V. JOSEPH JOHN, CASE NO. 71-CV-24-1083

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

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

Others Present: City Attorney Jack Brooksbank, Campbell Knutson

Mayor Dietz called the closed meeting to order at 7:45 p.m.

Mayor Dietz read the following statement:

12.1 Statement to be read by the Mayor:

"The City Council will be holding a closed meeting pursuant to MN Statute Section 13D.05, Subdivision 3(b) for a confidential attorney-client privileged discussion related to strategy in the matter of City of Elk River v. Joseph John, Case No. 71-CV-24-1083."

12.2 Motion Calling Closed Meeting

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

12.3 Hold Closed Meeting

12.4 Motion to Adjourn Closed Meeting

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

The meeting adjourned at 8:14 p.m.

Minutes prepared by Katie Porath.

13. INFORMATION

13.1 March Financial Reports

13.2 Investment Report - 1st quarter

John J. Dietz, Mayor

Tina Allard, City Clerk



Request for Action

To
City Council

Item Number
4.3

Meeting Date
May 5, 2025

Prepared By
Amy Stangler, Accounting Clerk

Item Description
Check Register

Reviewed by
Lori Stich
Joe Stremcha
Cal Portner
Tina Allard

Action Requested
Approve, by motion, the check registers for the period ending May 5, 2025.

Background/Discussion
The details for the period ending May 5, 2025, are attached to this request for action.

Total for All Funds	\$755,763.71
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Financial Impact
N/A

Mission/Policy/Goal
N/A

- Attachments**
1. 4.3 at1 Check Register
 2. 4.3 at2 Check Register
 3. 4.3 at3 Check Register - Taxes

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Report Criteria:

Invoice Detail.GL account (3 Characters) = {<>} "920"

Invoice Detail.GL account (3 Characters) = {<>} "910"

Invoice Detail.Created by = {<>} "jdengerud"

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
ASPEN MILLS						
101						
352814	1	UNIFORMS - BENTZEN	Invoice	04/21/2025	95.92	101-4-2320-4217
101						
353081	1	UNIFORMS - COWLEY	Invoice	04/24/2025	36.00	101-4-2130-4217
Total 10749 ASPEN MILLS:					131.92	
DON BIRDSALL						
101						
04212025	1	REIMB CHIEFS CONF - BIRDSALL	Invoice	04/21/2025	150.00	101-4-2130-4331
Total 12212 DON BIRDSALL:					150.00	
E H RENNER & SONS						
602						
8800	1	WELL SEALING	Invoice	04/21/2025	1,135.50	602-4-9020-4404
Total 31025 E H RENNER & SONS:					1,135.50	
GOVERNMENT FINANCE OFFICE						
101						
54261001-2025	1	GFOA MEMBERSHIP RENEWAL	Invoice	04/22/2025	225.00	101-4-1310-4433
Total 19525 GOVERNMENT FINANCE OFFICE:					225.00	
HUBBARD ELECTRIC						
101						
20250429-6594	1	ELECTRICAL WORK AT LIONS PARK	Invoice	04/29/2025	1,696.56	101-4-5110-4409
Total 13803 HUBBARD ELECTRIC:					1,696.56	
JEFFERSON FIRE & SAFETY,						
101						
IN325949	1	EQUIPMENT MAINT	Invoice	04/15/2025	2,822.50	101-4-2320-4404
Total 22656 JEFFERSON FIRE & SAFETY,:					2,822.50	
MEDICINE LAKE TOURS						
101						
4-23-25 MLT	1	SCANDIA AREA TRIP 5/15/25	Invoice	04/23/2025	2,047.00	101-4-5510-4409
Total 13038 MEDICINE LAKE TOURS:					2,047.00	
NORTHLAND PETROLEUM SERVI						
101						
25940	1	REPAIR AT PUMPS	Invoice	04/22/2025	309.10	101-4-3120-4409
Total 28425 NORTHLAND PETROLEUM SERVI:					309.10	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
PACE ANALYTICAL SERVICES						
602						
25122611	1	GRIT/RAG ANALYSIS	Invoice	04/15/2025	1,145.75	602-4-9020-4319
Total 29050 PACE ANALYTICAL SERVICES:					1,145.75	
PRINCETON RENTAL INC						
101						
1-572001	1	WEED WHIP PARTS	Invoice	04/17/2025	126.84	101-4-5110-4221
101						
1-572001	2	RENTAL - TILLER	Invoice	04/17/2025	110.64	101-4-5110-4415
Total 10469 PRINCETON RENTAL INC:					237.48	
RIHM KENWORTH						
602						
3151926G	1	PARTS #557	Invoice	04/29/2025	1,782.19	602-4-9020-4404
Total 14051 RIHM KENWORTH:					1,782.19	
TAHO SPORTSWEAR, INC.						
101						
25TS01436	1	UNIFORMS - FARMERS MARKET	Invoice	04/26/2025	235.00	101-4-5230-4219
Total 33816 TAHO SPORTSWEAR, INC.:					235.00	
TWIN CITY FILTER SERVICE						
101						
775471-IN	1	HEPA FILTERS	Invoice	04/16/2025	753.40	101-4-3120-4219
Total 34920 TWIN CITY FILTER SERVICE:					753.40	
WINE MERCHANTS						
603						
7516739	1	WINE	Invoice	04/25/2025	128.00	603-4-9111-4253
603						
7516739	2	FREIGHT	Invoice	04/25/2025	1.72	603-4-9111-4332
Total 36425 WINE MERCHANTS:					129.72	
ADVANCE AUTO PARTS						
101						
6313511360306	1	PARTS #507	Invoice	04/23/2025	129.99	101-4-2190-4219
101						
6313511360308	1	SHOP SUPPLIES-CHERRY BOMB	Invoice	04/23/2025	79.96	101-4-3150-4219
101						
6313511860449	1	PARTS #36	Invoice	04/28/2025	193.97	101-4-3150-4221
Total 10168 ADVANCE AUTO PARTS:					403.92	
AID ELECTRIC CORPORATION						
290						
82259	1	FIELD HOUSE ELECTRICAL IMPROV	Invoice	04/15/2025	1,960.00	290-4-1350-4409
Total 10373 AID ELECTRIC CORPORATION:					1,960.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
AMANDA SABOURIN						
101						
353	1	ART CLASS 4/25/25	Invoice	04/23/2025	234.00	101-4-5510-4409
Total 10056 AMANDA SABOURIN:					234.00	
AMAZON CAPITAL SERVICES						
101						
13R4-49LN-7QHF	1	SUPPLIES	Invoice	04/29/2025	8.49	101-4-5210-4219
602						
14XQ-QKR3-XKLD	1	LAB SUPPLIES	Invoice	04/14/2025	781.78	602-4-9020-4219
101						
1679-19CJ-9YKR	1	SUPPLIES - FRAMES	Invoice	04/18/2025	1,491.61	101-4-2320-4219
101						
169L-CJGT-971V	1	ID BADGE LANYARDS	Invoice	04/11/2025	26.97	101-4-1220-4201
101						
16TN-LX6G-DCVH	1	EXIT LIGHT BATTERIES	Invoice	04/25/2025	91.98	101-4-5110-4219
602						
179T-TD4M-HX19	1	SHOP SUPPLIES	Invoice	04/24/2025	40.00	602-4-9020-4219
602						
17P3-4RJX-4MQJ	1	SUPPLIES - CRIMPING TOOL	Invoice	04/30/2025	89.99	602-4-9020-4219
101						
19CG-39NQ-1QLT	1	ADOPT A PARK SUPPLIES	Invoice	04/17/2025	67.96	101-4-5220-4219
602						
19WK-M3HY-HTQG	1	RETURN CREDIT	Invoice	04/12/2025	16.99-	602-4-9020-4219
101						
1C1P-Y91T-HFLV	1	COMPUTER PRINTER CARTRIDGE	Invoice	04/22/2025	69.88	101-4-2110-4201
101						
1C1P-Y91T-QFHK	1	SUPPLIES - PLANNER	Invoice	04/23/2025	9.79	101-4-5210-4219
101						
1DJM-HF3J-MQ3K	1	COMMUNITY GARDEN KEY RINGS	Invoice	04/16/2025	7.00	101-4-5220-4219
101						
1GVH-X7NM-4KTD	1	STORY STROLL SUPPLIES	Invoice	04/24/2025	33.27	101-4-5220-4219
101						
1H9Y-TWYY-4CYH	1	TRAINING SUPPLIES	Invoice	04/22/2025	49.95	101-4-2120-4219
602						
1HNT-V1XV-JTJJ	1	SUPPLIES	Invoice	04/15/2025	34.58	602-4-9020-4219
101						
1JH9-H4PX-CDTW	1	USB CABLES	Invoice	04/22/2025	76.00	101-4-1350-4219
101						
1LL6-7DT9-9JX1	1	TRAINING EQUIPMENT	Invoice	04/11/2025	99.90	101-4-2120-4219
602						
1M1R-QW7V-H3JG	1	SUPPLIES	Invoice	04/22/2025	154.98	602-4-9020-4219
602						
1MTV-PVVH-H9FX	1	SLIDING CARGO TRAY	Invoice	04/11/2025	515.61	602-4-9020-4219
101						
1N69-L7N9-KQHL	1	PROGRAM SUPPLIES	Invoice	04/23/2025	66.35	101-4-5510-4219
101						
1NHR-MYCQ-4XRT	1	SPILL KIT	Invoice	04/24/2025	184.74	101-4-3120-4219
602						
1P6M-XCY6-JPKP	1	SUPPLIES	Invoice	04/24/2025	15.38	602-4-9020-4219
101						
1PTK-FG6P-FJNV	1	RETURN CREDIT - ID BADGE LANYA	Invoice	04/19/2025	17.98-	101-4-1220-4201
602						
1QHP-4NM9-14HR	1	RETURN CREDIT	Invoice	04/14/2025	14.79-	602-4-9020-4219
602						
1QLN-HL96-1CGN	1	SUPPLIES	Invoice	04/14/2025	51.98	602-4-9020-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
602						
1RC6-D9X4-3LJF	1	LATCH KIT	Invoice	04/17/2025	13.09	602-4-9020-4219
221						
1W9T-RJWW-3MC4	1	KITCHEN TIMER	Invoice	04/29/2025	45.59	221-4-5430-4219
101						
1WF6-PKFR-9GGK	1	SUPPLIES	Invoice	04/29/2025	3.17	101-4-1120-4201
101						
1WF6-PKFR-9GGK	2	SUPPLIES	Invoice	04/29/2025	12.68	101-4-1210-4201
101						
1WF6-PKFR-9GGK	3	SUPPLIES	Invoice	04/29/2025	3.17	101-4-1220-4201
101						
1WF6-PKFR-9GGK	4	SUPPLIES	Invoice	04/29/2025	3.17	101-4-1310-4201
101						
1WF6-PKFR-9GGK	5	SUPPLIES	Invoice	04/29/2025	5.70	101-4-1500-4201
101						
1WF6-PKFR-9GGK	6	SUPPLIES	Invoice	04/29/2025	6.34	101-4-1510-4201
101						
1WF6-PKFR-9GGK	7	SUPPLIES	Invoice	04/29/2025	5.70	101-4-2410-4201
101						
1WF6-PKFR-9GGK	8	SUPPLIES	Invoice	04/29/2025	5.70	101-4-2440-4219
101						
1WF6-PKFR-9GGK	9	SUPPLIES	Invoice	04/29/2025	6.34	101-4-3300-4201
101						
1WF6-PKFR-9GGK	10	SUPPLIES	Invoice	04/29/2025	7.61	101-4-5210-4219
101						
1WF6-PKFR-9GGK	11	SUPPLIES-EDA	Invoice	04/29/2025	3.80	101-4-6210-4440
602						
1Y96-F6K7-WKHG	1	RESTROOM SIGNS	Invoice	04/21/2025	55.90	602-4-9020-4219
Total 13706 AMAZON CAPITAL SERVICES:					4,096.39	
AMERICAN BUSINESS FORMS INC						
101						
INV08087642	1	RIVERFRONT CONCERT MAGNETS	Invoice	04/16/2025	529.04	101-4-5210-4349
Total 15235 AMERICAN BUSINESS FORMS INC:					529.04	
ARTISAN BEER COMPANY						
603						
3761888	1	BEER	Invoice	04/23/2025	100.00	603-4-9111-4252
603						
3761889	1	THC PRODUCTS	Invoice	04/23/2025	386.00	603-4-9111-4256
603						
3761890	1	BEER	Invoice	04/23/2025	236.30	603-4-9151-4252
603						
3763533	1	BEER	Invoice	04/30/2025	276.95	603-4-9151-4252
603						
3763534	1	THC PRODUCTS	Invoice	04/30/2025	68.60	603-4-9151-4256
603						
419477	1	BEER CREDIT	Invoice	04/10/2025	16.92-	603-4-9111-4252
603						
420774	1	BEER CREDIT	Invoice	04/25/2025	46.20-	603-4-9151-4252
Total 12167 ARTISAN BEER COMPANY:					1,004.73	
ATLAS STAFFING, INC						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
698781	1	TEMP STAFF - FACILITIES MAINT	Invoice	04/13/2025	504.00	101-4-1600-4409
101						
698812	1	TEMP STAFF - FACILITIES MAINT	Invoice	04/20/2025	548.10	101-4-1600-4409
Total 52380 ATLAS STAFFING, INC:					1,052.10	
ATT LLC						
101						
S28829	1	BBALL WINNER SHIRTS	Invoice	04/22/2025	163.00	101-4-5220-4219
101						
S28856	1	VB REC LEAGUE WINNER SHIRTS	Invoice	04/28/2025	181.00	101-4-5220-4219
Total 15332 ATT LLC:					344.00	
BEACON ATHLETICS, LLC						
101						
610052-IN	1	BALLFIELD SUPPLIES	Invoice	04/16/2025	325.00	101-4-5110-4219
101						
611225-IN	1	FIELD CHALKER	Invoice	04/28/2025	615.99	101-4-5110-4219
Total 11625 BEACON ATHLETICS, LLC:					940.99	
BERNICK'S						
603						
10346715	1	POP	Invoice	04/23/2025	66.58	603-4-9111-4255
603						
10346716	1	THC PRODUCTS	Invoice	04/23/2025	81.00	603-4-9111-4256
603						
10346717	1	BEER	Invoice	04/23/2025	2,005.30	603-4-9111-4252
603						
10346718	1	POP/MISC	Invoice	04/23/2025	203.54	603-4-9151-4255
603						
10346719	1	THC PRODUCTS	Invoice	04/23/2025	162.00	603-4-9151-4256
603						
10346720	1	BEER	Invoice	04/23/2025	1,351.30	603-4-9151-4252
603						
10346721	1	BEER CREDIT	Invoice	04/23/2025	16.90-	603-4-9151-4252
603						
10349615	1	POP/MISC	Invoice	04/30/2025	73.92	603-4-9151-4255
603						
10349616	1	THC PRODUCTS	Invoice	04/30/2025	80.50	603-4-9151-4256
603						
10349617	1	BEER	Invoice	04/30/2025	345.30	603-4-9151-4252
603						
10349618	1	BEER CREDIT	Invoice	04/30/2025	95.00-	603-4-9151-4252
Total 11950 BERNICK'S:					4,257.54	
BERRY COFFEE COMPANY						
101						
1054453	1	COFFEE FILTER	Invoice	04/28/2025	76.00	101-4-1600-4219
101						
1057124	1	COFFEE	Invoice	04/28/2025	126.81	101-4-5510-4219
101						
1057216	1	COFFEE - CITY HALL	Invoice	04/28/2025	48.81	101-4-1600-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
1057244	1	COFFEE - PD	Invoice	04/28/2025	347.70	101-4-2190-4219
Total 11959 BERRY COFFEE COMPANY:					599.32	
BLACKHAWK PEST CONTROL, LLC						
221						
50505	1	PEST CONTROL-FTCENTER	Invoice	03/24/2025	125.00	221-4-5400-4401
221						
50611	1	PEST CONTROL-FTCENTER	Invoice	04/28/2025	125.00	221-4-5400-4401
101						
50612	1	PEST CONTROL - CITY HALL	Invoice	04/28/2025	125.00	101-4-1600-4401
101						
50613	1	PEST CONTROL - PUBLIC SAFETY	Invoice	04/28/2025	130.00	101-4-2190-4401
211						
50614	1	PEST CONTROL-LIBRARY	Invoice	04/28/2025	82.50	211-4-5600-4401
Total 14717 BLACKHAWK PEST CONTROL, LLC:					587.50	
BLAINE LOCK & SAFE, INC						
101						
40617	1	KEYS/LOCKS	Invoice	04/14/2025	354.00	101-4-2330-4404
101						
40693	1	SUPPLIES - COMMUNITY GARDEN	Invoice	04/28/2025	274.00	101-4-5110-4219
Total 12256 BLAINE LOCK & SAFE, INC:					628.00	
BOLTON & MENK, INC						
401						
360268	1	2025 STREET IMPROVEMENTS	Invoice	04/10/2025	13,519.00	401-4-8080-4303
403						
360269	1	LINE AVE CUL-DE-SAC	Invoice	04/10/2025	14,795.00	403-4-8440-4303
406						
360270	1	MEADOWWOODS VILLAGE - SEWER	Invoice	04/10/2025	14,158.50	406-4-8050-4303
225						
360271	1	MEGA LOOP TRAIL IMPROVMENTS	Invoice	04/10/2025	1,182.50	225-4-8546-4303
406						
360272	1	ROLLING HILLS SEWER EXT	Invoice	04/10/2025	2,855.50	406-4-8040-4303
403						
360289	1	YALE STREET EXTENSION	Invoice	04/10/2025	19,035.50	403-4-8440-4303
Total 11019 BOLTON & MENK, INC:					65,546.00	
BOND TRUST SERVICES CORPORATION						
343						
95376	1	SALES TAX REV BONDS 2019A - AGE	Invoice	04/17/2025	475.00	343-4-7000-4621
Total 52260 BOND TRUST SERVICES CORPORATION:					475.00	
BREAKTHRU BEVERAGE MINNESOTA						
603						
120986444	1	LIQUOR	Invoice	04/16/2025	514.00	603-4-9151-4251
603						
120986444	2	FREIGHT	Invoice	04/16/2025	7.25	603-4-9151-4332
603						
120986445	1	WINE	Invoice	04/16/2025	88.00	603-4-9151-4253

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
120986445	2	FREIGHT	Invoice	04/16/2025	1.45	603-4-9151-4332
603						
120987159	1	BEER	Invoice	04/16/2025	292.50	603-4-9151-4252
603						
121116971	1	WINE	Invoice	04/24/2025	248.00	603-4-9151-4253
603						
121116971	2	FREIGHT	Invoice	04/24/2025	4.35	603-4-9151-4332
603						
121120301	1	LIQUOR	Invoice	04/24/2025	1,062.66	603-4-9151-4251
603						
121120301	2	FREIGHT	Invoice	04/24/2025	20.41	603-4-9151-4332
603						
121120302	1	POP/MISC	Invoice	04/24/2025	219.85	603-4-9151-4255
603						
121120302	2	FREIGHT	Invoice	04/24/2025	7.25	603-4-9151-4332
603						
121120303	1	LIQUOR	Invoice	04/24/2025	744.60	603-4-9151-4251
603						
121120303	2	FREIGHT	Invoice	04/24/2025	7.25	603-4-9151-4332
Total 8002 BREAKTHRU BEVERAGE MINNESOTA:					3,217.57	
603						
120986561	1	LIQUOR	Invoice	04/16/2025	5,686.29	603-4-9111-4251
603						
120986561	2	FREIGHT	Invoice	04/16/2025	71.05	603-4-9111-4332
603						
120986562	1	POP/MISC	Invoice	04/16/2025	26.05	603-4-9111-4255
603						
120986562	2	FREIGHT	Invoice	04/16/2025	1.45	603-4-9111-4332
603						
120986563	1	WINE	Invoice	04/16/2025	1,080.00	603-4-9111-4253
603						
120986563	2	FREIGHT	Invoice	04/16/2025	14.50	603-4-9111-4332
603						
121116973	1	FREIGHT	Invoice	04/24/2025	4.35	603-4-9111-4332
603						
121120405	1	LIQUOR	Invoice	04/24/2025	5,662.00	603-4-9111-4251
603						
121120405	2	FREIGHT	Invoice	04/24/2025	60.90	603-4-9111-4332
603						
121120406	1	WINE	Invoice	04/24/2025	1,000.00	603-4-9111-4253
603						
121120406	2	FREIGHT	Invoice	04/24/2025	14.50	603-4-9111-4332
603						
121120407	1	LIQUOR	Invoice	04/24/2025	530.58	603-4-9111-4251
603						
121120407	2	FREIGHT	Invoice	04/24/2025	2.78	603-4-9111-4332
603						
121121943	1	BEER	Invoice	04/24/2025	255.00	603-4-9111-4252
Total 12893 BREAKTHRU BEVERAGE MINNESOTA:					14,409.45	
C & L DISTRIBUTING CO						
603						
1839001280	1	BEER CREDIT	Invoice	04/16/2025	497.46-	603-4-9151-4252

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
1839001281	1	LIQUOR CREDIT	Invoice	04/16/2025	15.00-	603-4-9151-4251
603						
2087322	1	BEER	Invoice	04/16/2025	5,564.75	603-4-9151-4252
603						
2089500	1	BEER CREDIT	Invoice	04/23/2025	173.68-	603-4-9151-4252
603						
2090848	1	BEER	Invoice	04/23/2025	7,351.70	603-4-9151-4252
Total 8003 C & L DISTRIBUTING CO:					12,230.31	
603						
1839001282	1	BEER	Invoice	04/16/2025	357.88	603-4-9111-4252
603						
1839001283	1	BEER CREDIT	Invoice	04/16/2025	197.23-	603-4-9111-4252
603						
1839001290	1	BEER CREDIT	Invoice	04/23/2025	155.51-	603-4-9111-4252
603						
2088070	1	BEER	Invoice	04/16/2025	6,078.85	603-4-9111-4252
603						
2088594	1	BEER	Invoice	04/16/2025	1,233.30	603-4-9111-4252
603						
2089833	1	BEER	Invoice	04/21/2025	4,547.20	603-4-9111-4252
603						
2089838	1	THC PRODUCTS	Invoice	04/18/2025	69.00	603-4-9111-4256
603						
2092192	1	LIQUOR	Invoice	04/23/2025	47.50	603-4-9111-4251
603						
2092193	1	POP/MISC	Invoice	04/23/2025	15.00	603-4-9111-4255
603						
2092194	1	THC PRODUCTS	Invoice	04/23/2025	795.00	603-4-9111-4256
603						
2092195	1	BEER	Invoice	04/23/2025	6,648.50	603-4-9111-4252
603						
2093231	1	WINE	Invoice	04/28/2025	465.80	603-4-9111-4253
603						
2093232	1	BEER	Invoice	04/28/2025	9,085.25	603-4-9111-4252
603						
2616000703	1	BEER CREDIT	Invoice	04/21/2025	20.30-	603-4-9111-4252
603						
2616000716	1	BEER CREDIT	Invoice	04/28/2025	29.85-	603-4-9111-4252
Total 13375 C & L DISTRIBUTING CO:					28,940.39	
CENTRAL HYDRAULICS						
101						
644088	1	PARTS - SHOP	Invoice	04/09/2025	91.13	101-4-3150-4219
Total 11058 CENTRAL HYDRAULICS:					91.13	
CHARTER COMMUNICATIONS						
602						
175341701 APR 25	1	PHONE LINE & TV CHGS-WW	Invoice	04/14/2025	165.80	602-4-9010-4321
Total 13954 CHARTER COMMUNICATIONS:					165.80	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
CINTAS CORPORATION LOC 470						
602						
4227533042	1	UNIFORMS RENTAL/CLEANING	Invoice	04/16/2025	159.82	602-4-9020-4417
603						
4227828455	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	04/18/2025	52.78	603-4-9152-4404
603						
4227828644	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	04/18/2025	47.35	603-4-9152-4404
602						
4228260248	1	UNIFORMS RENTAL/CLEANING	Invoice	04/23/2025	149.65	602-4-9020-4417
603						
4228594547	1	MATS, TOWELS, SCRAPER, MOPS	Invoice	04/25/2025	47.35	603-4-9152-4404
Total 14080 CINTAS CORPORATION LOC 470:					456.95	
CORNERSTONE AUTO						
101						
16458700/1	1	SQUAD 619 REPAIR	Invoice	04/23/2025	115.25	101-4-2120-4404
Total 11047 CORNERSTONE AUTO:					115.25	
CYBER ADVISORS, INC.						
101						
131889	1	3CX SUPPORT	Invoice	04/21/2025	562.50	101-4-1350-4319
Total 15723 CYBER ADVISORS, INC.:					562.50	
DACOTAH PAPER CO						
101						
22993	1	DOOR STOPS	Invoice	04/17/2025	38.56	101-4-2190-4219
101						
24792	1	SAFETY SIGNS-CLOSED FOR CLEAN	Invoice	04/22/2025	232.14	101-4-5110-4219
101						
25377	1	SUPPLIES	Invoice	04/22/2025	70.48	101-4-2190-4219
101						
25378	1	CLEANING SUPPLIES	Invoice	04/22/2025	390.16	101-4-5110-4219
221						
26472	1	HAND SOAP	Invoice	04/24/2025	220.15	221-4-5400-4219
Total 15887 DACOTAH PAPER CO:					951.49	
DAHLHEIMER BEVERAGE, LLC						
603						
2448423	1	BEER	Invoice	04/17/2025	56.00	603-4-9151-4252
603						
2448424	1	THC PRODUCTS	Invoice	04/17/2025	88.00	603-4-9151-4256
603						
2448425	1	BEER	Invoice	04/17/2025	3,664.35	603-4-9151-4252
603						
2448506	1	LIQUOR CREDIT	Invoice	04/16/2025	107.33-	603-4-9151-4251
603						
2448513	1	BEER CREDIT	Invoice	04/16/2025	45.00-	603-4-9151-4252
603						
2450457	1	THC PRODUCTS	Invoice	04/21/2025	88.00	603-4-9151-4256
603						
2450458	1	BEER	Invoice	04/21/2025	8,073.35	603-4-9151-4252
603						
2453328	1	THC PRODUCTS	Invoice	04/24/2025	173.00	603-4-9151-4256

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2453329	1	BEER	Invoice	04/24/2025	2,058.10	603-4-9151-4252
603						
2453401	1	BEER	Invoice	04/24/2025	28.80	603-4-9151-4252
603						
2455537	1	LIQUOR	Invoice	04/28/2025	154.50	603-4-9151-4251
603						
2455538	1	BEER	Invoice	04/28/2025	11,444.22	603-4-9151-4252
603						
2455974	1	BEER CREDIT	Invoice	04/25/2025	49.80-	603-4-9151-4252
603						
2455976	1	THC PRODUCTS	Invoice	04/25/2025	2.00-	603-4-9151-4256
Total 8005 DAHLHEIMER BEVERAGE, LLC:					25,624.19	
603						
2447758	1	THC PRODUCTS	Invoice	04/17/2025	696.00	603-4-9111-4256
603						
2447759	1	BEER	Invoice	04/17/2025	6,025.00	603-4-9111-4252
603						
2448503	1	BEER CREDIT	Invoice	04/16/2025	75.00-	603-4-9111-4252
603						
2450122	1	THC PRODUCTS	Invoice	04/21/2025	410.00	603-4-9111-4256
603						
2450123	1	BEER	Invoice	04/21/2025	20,871.63	603-4-9111-4252
603						
2453395	1	THC PRODUCTS	Invoice	04/24/2025	349.00	603-4-9111-4256
603						
2453396	1	BEER	Invoice	04/24/2025	4,126.35	603-4-9111-4252
603						
2455618	1	BEER	Invoice	04/28/2025	12,282.20	603-4-9111-4252
Total 15900 DAHLHEIMER BEVERAGE, LLC:					44,685.18	
DAVID KUHNLY						
101						
4-21-25 DK	1	REIMB TRAVEL EXP-D KUHNLY	Invoice	04/21/2025	150.00	101-4-2110-4331
Total 52383 DAVID KUHNLY:					150.00	
DAVID WISNIESKI OFFICIALS						
101						
25002	1	SOFTBALL UMPIRES	Invoice	04/22/2025	6,930.00	101-4-5220-4409
Total 15247 DAVID WISNIESKI OFFICIALS:					6,930.00	
DEANO'S COLLISION SPEC INC						
291						
67446	1	REPAIR SQUAD #626 - CLAIM CA426	Invoice	04/07/2025	1,289.90	291-4-7000-4404
Total 16050 DEANO'S COLLISION SPEC INC:					1,289.90	
E C M PUBLISHERS INC						
101						
1043906	1	RECRUITING POSTCARDS	Invoice	04/10/2025	2,115.00	101-4-2310-4359
228						
1044050	1	CLEANUP DAY ADS	Invoice	04/13/2025	565.00	228-4-7000-4359

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
1044833	1	PH NOTICE - MSP RIDGE SECOND E	Invoice	04/19/2025	172.00	101-4-1510-4359
101						
1045018	1	JOB AD - STREET MAINT OPERATOR	Invoice	04/20/2025	65.40	101-4-3120-4219
Total 17000 E C M PUBLISHERS INC:					2,917.40	
ELK RIVER MUNICIPAL UTILITIES						
221						
4-17-25 ERMU	1	WATER/ELECTRIC/SEWER/STMWTR	Invoice	04/17/2025	23,785.04	221-4-5400-4389
101						
4-17-25 ERMU	2	WATER/ELECTRIC/SEWER/STMWTR	Invoice	04/17/2025	3,399.21	101-4-3120-4389
101						
4-17-25 ERMU	3	WATER/ELECTRIC	Invoice	04/17/2025	432.91	101-4-5110-4389
602						
4-17-25 ERMU	4	ELECTRIC	Invoice	04/17/2025	1,005.07	602-4-9050-4389
101						
4-17-25 ERMU	5	ELECTRIC	Invoice	04/17/2025	288.74	101-4-2330-4389
101						
4-17-25 ERMU	6	ELECTRIC	Invoice	04/17/2025	64.39	101-4-2190-4389
101						
4-17-25 ERMU	7	ELECTRIC	Invoice	04/17/2025	33.61	101-4-5110-4389
603						
4-24-25 ERMU	1	WATER/ELECTRIC	Invoice	04/24/2025	2,190.42	603-4-9112-4389
101						
4-24-25 ERMU	2	WATER/ELECTRIC	Invoice	04/24/2025	447.20	101-4-5110-4389
602						
4-24-25 ERMU	3	ELECTRIC	Invoice	04/24/2025	712.13	602-4-9050-4389
101						
4-24-25 ERMU	4	ELECTRIC	Invoice	04/24/2025	172.46	101-4-2330-4389
101						
4-24-25 ERMU	5	ELECTRIC	Invoice	04/24/2025	1,217.74	101-4-2310-4389
Total 17700 ELK RIVER MUNICIPAL UTILITIES:					33,748.92	
FASTENAL COMPANY						
101						
MNELK141875	1	SUPPLIES - VENDING	Invoice	04/18/2025	51.54	101-4-1600-4219
101						
MNELK141875	2	SUPPLIES - VENDING	Invoice	04/18/2025	225.49	101-4-5110-4219
101						
MNELK141875	3	SUPPLIES - VENDING	Invoice	04/18/2025	260.55	101-4-3120-4219
101						
MNELK141954	1	SUPPLIES - VENDING	Invoice	04/25/2025	273.22	101-4-3120-4219
101						
MNELK141954	2	SUPPLIES - VENDING	Invoice	04/25/2025	38.58	101-4-3150-4219
101						
MNELK141954	3	SUPPLIES - VENDING	Invoice	04/25/2025	41.25	101-4-5110-4219
Total 18453 FASTENAL COMPANY:					890.63	
FLEETPRIDE						
101						
125166604	1	PARTS	Invoice	04/22/2025	138.55	101-4-3150-4219
101						
125166681	1	SUPPLIES-SHOP STOCK	Invoice	04/22/2025	10.14	101-4-3150-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
125196747	1	SUPPLIES-SHOP STOCK	Invoice	04/23/2025	16.40	101-4-3150-4219
101						
125360178	1	PARTS	Invoice	04/29/2025	62.99	101-4-2320-4221
Total 11711 FLEETPRIDE:					228.08	
GERTENS						
101						
6584/11	1	SUPPLIES	Invoice	04/24/2025	91.94	101-4-3120-4219
Total 13257 GERTENS:					91.94	
GLOBAL RESERVE LLC - GRD						
603						
ORD-16366	1	THC PRODUCTS	Invoice	04/17/2025	336.00	603-4-9151-4256
603						
ORD-16388	1	THC PRODUCTS	Invoice	04/21/2025	584.00	603-4-9111-4256
Total 15311 GLOBAL RESERVE LLC - GRD:					920.00	
GRAINGER						
602						
9483196771	1	SUPPLIES - STRAINERS	Invoice	04/23/2025	78.07	602-4-9020-4219
101						
9483220126	1	FILTER CARTRIDGE-WATER COOLE	Invoice	04/23/2025	188.30	101-4-2190-4219
602						
9486400006	1	SUPPLIES - STRAINERS	Invoice	04/25/2025	78.07	602-4-9020-4219
Total 20300 GRAINGER:					344.44	
GRANITE CITY JOBBING CO						
603						
450308	1	POP/MISC CREDIT	Invoice	04/18/2025	4.52-	603-4-9151-4255
603						
450585	1	THC PRODUCTS CREDIT	Invoice	04/18/2025	110.00-	603-4-9111-4256
603						
450649	1	POP/MISC	Invoice	04/18/2025	1,094.67	603-4-9111-4255
603						
450649	2	FREIGHT	Invoice	04/18/2025	5.00	603-4-9111-4332
603						
450649	3	SUPPLIES-BAGS	Invoice	04/18/2025	96.66	603-4-9112-4219
603						
450650	1	POP/MISC	Invoice	04/18/2025	574.82	603-4-9151-4255
603						
450650	2	SUPPLIES	Invoice	04/18/2025	32.57	603-4-9152-4219
603						
450650	3	FREIGHT	Invoice	04/18/2025	5.00	603-4-9151-4332
603						
451970	1	POP/MISC	Invoice	04/25/2025	866.43	603-4-9151-4255
603						
451970	2	SUPPLIES	Invoice	04/25/2025	39.09	603-4-9152-4219
603						
451970	3	FREIGHT	Invoice	04/25/2025	5.00	603-4-9151-4332
Total 10654 GRANITE CITY JOBBING CO:					2,604.72	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
HACH COMPANY						
602						
14471216	1	PHOSPHAX KIT	Invoice	04/24/2025	1,285.00	602-4-9020-4219
Total 20800 HACH COMPANY:					1,285.00	
HAWKINS, INC.						
602						
7036904	1	CHLORINE & SULFER DIOXIDE	Invoice	04/15/2025	70.00	602-4-9020-4219
602						
7043311	1	CHLORINE CYLINDERS	Invoice	04/17/2025	1,975.60	602-4-9020-4219
Total 21053 HAWKINS, INC.:					2,045.60	
HEARTLAND TIRE, INC.						
101						
9046236	1	TIRES - POLICE	Invoice	04/11/2025	1,410.00	101-4-2120-4221
Total 14883 HEARTLAND TIRE, INC.:					1,410.00	
HILDI INC						
101						
17013	1	ACTUARIAL VALUATION 2025/2026 -	Invoice	04/24/2025	3,850.00	101-4-1310-4319
Total 11476 HILDI INC:					3,850.00	
HOISINGTON KOEGLER GROUP INC						
440						
23-001-14	1	PROF SVCS-ER PARK MASTER PLA	Invoice	04/18/2025	369.42	440-4-5110-4319
Total 21475 HOISINGTON KOEGLER GROUP INC:					369.42	
HOME DEPOT CREDIT SERVICES						
101						
15831	1	SUPPLIES	Invoice	04/21/2025	16.94	101-4-5110-4219
Total 21600 HOME DEPOT CREDIT SERVICES:					16.94	
INK WIZARDS						
101						
11632	1	STAFF T-SHIRTS	Invoice	04/29/2025	67.00	101-4-1600-4217
Total 22250 INK WIZARDS:					67.00	
ISD 728-COMMUNITY EDUCATION						
221						
4/16/2025	1	ADVERTISING - COMMUNITY ED GUI	Invoice	04/16/2025	1,470.00	221-4-5400-4349
Total 21985 ISD 728-COMMUNITY EDUCATION:					1,470.00	
JOHNSON BROS LIQUOR						
221						
2663009 CR	1	POP/MISC CREDIT	Invoice	11/07/2024	55.38-	221-4-5430-4259
603						
2771707	1	LIQUOR	Invoice	04/21/2025	5,244.00	603-4-9111-4251
603						
2771707	2	FREIGHT	Invoice	04/21/2025	86.00	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2773478	1	LIQUOR	Invoice	04/23/2025	1,080.00	603-4-9151-4251
603						
2773478	2	FREIGHT	Invoice	04/23/2025	6.88	603-4-9151-4332
603						
2773479	1	LIQUOR	Invoice	04/23/2025	2,226.86	603-4-9111-4251
603						
2773479	2	FREIGHT	Invoice	04/23/2025	22.18	603-4-9111-4332
603						
2773480	1	WINE	Invoice	04/23/2025	2,433.40	603-4-9111-4253
603						
2773480	2	FREIGHT	Invoice	04/23/2025	40.42	603-4-9111-4332
603						
2773481	1	LIQUOR	Invoice	04/23/2025	3,794.72	603-4-9111-4251
603						
2773481	2	FREIGHT	Invoice	04/23/2025	38.70	603-4-9111-4332
603						
2773482	1	LIQUOR	Invoice	04/23/2025	1,598.00	603-4-9151-4251
603						
2773482	2	FREIGHT	Invoice	04/23/2025	16.34	603-4-9151-4332
603						
2773483	1	WINE	Invoice	04/23/2025	2,196.17	603-4-9151-4253
603						
2773483	2	FREIGHT	Invoice	04/23/2025	77.69	603-4-9151-4332
603						
2773484	1	THC PRODUCTS	Invoice	04/23/2025	342.60	603-4-9151-4256
603						
2773485	1	LIQUOR	Invoice	04/23/2025	1,265.00	603-4-9151-4251
603						
2773485	2	FREIGHT	Invoice	04/23/2025	15.48	603-4-9151-4332
Total 22775 JOHNSON BROS LIQUOR:					20,429.06	
KENNEDY & GRAVEN CHARTERED						
245						
186039	1	LEGAL SERVICES - BRIGGS/DELTA T	Invoice	01/21/2025	129.00	245-4-6210-4319
Total 23007 KENNEDY & GRAVEN CHARTERED:					129.00	
KROMER PRO LLC						
101						
582374	1	PARTS - FIELD PAINTER	Invoice	04/23/2025	343.63	101-4-5110-4221
Total 14417 KROMER PRO LLC:					343.63	
M T I DISTRIBUTING INC						
101						
1466441-03	1	PARTS #723,724,725	Invoice	04/18/2025	439.58	101-4-5110-4221
Total 24475 M T I DISTRIBUTING INC:					439.58	
MARCO HOLDINGS LLC						
101						
INV13789797	1	MARCO SUPPORT	Invoice	04/24/2025	57.50	101-4-1350-4319
101						
INV13799957	1	ACE365	Invoice	04/26/2025	6,310.00	101-4-1350-4404

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
INV13805679	1	OFFICE 365 LICENSES	Invoice	04/28/2025	4,731.50	101-4-1350-4404
Total 24714 MARCO HOLDINGS LLC:					11,099.00	
MARCO TECHNOLOGIES LLC						
101						
554402545	1	COPIER LEASE/MAINT	Invoice	04/26/2025	2,003.82	101-4-1350-4404
221						
554402545	2	COPIER LEASE/MAINT	Invoice	04/26/2025	658.17	221-4-5400-4415
602						
554402545	3	COPIER LEASE/MAINT	Invoice	04/26/2025	510.02	602-4-9010-4404
603						
554402545	4	COPIER LEASE/MAINT	Invoice	04/26/2025	212.59	603-4-9152-4404
603						
554402545	5	COPIER LEASE/MAINT	Invoice	04/26/2025	212.59	603-4-9112-4404
Total 12332 MARCO TECHNOLOGIES LLC:					3,597.19	
MAVERICK BEVERAGE CO MN LLC						
603						
INV1575052	1	WINE	Invoice	04/17/2025	194.49	603-4-9111-4253
603						
INV1575052	2	LIQUOR	Invoice	04/17/2025	930.00	603-4-9111-4251
Total 14588 MAVERICK BEVERAGE CO MN LLC:					1,124.49	
METRO PRODUCTS LLC						
101						
185827	1	SUPPLIES	Invoice	04/16/2025	34.62	101-4-3120-4219
101						
185827	2	SUPPLIES	Invoice	04/16/2025	34.62	101-4-3150-4219
101						
185827	3	SUPPLIES	Invoice	04/16/2025	34.62	101-4-5110-4219
Total 52382 METRO PRODUCTS LLC:					103.86	
MITCHELL REPAIR INFO CO LLC						
101						
32578377	1	SOFTWARE	Invoice	04/17/2025	3,180.00	101-4-3150-4409
Total 27017 MITCHELL REPAIR INFO CO LLC:					3,180.00	
MULTI SERVICE TECHNOLOGY						
602						
167478 / 849CA525	1	SUPPLIES	Invoice	04/14/2025	499.99	602-4-9020-4219
Total 15178 MULTI SERVICE TECHNOLOGY:					499.99	
NAPA OF ELK RIVER, LLC						
101						
289618	1	BELTS	Invoice	04/16/2025	114.36	101-4-2190-4219
211						
289619	1	BELTS	Invoice	04/16/2025	22.16	211-4-5600-4219
101						
289620	1	BELTS	Invoice	04/16/2025	46.77	101-4-1600-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
289621	1	BELTS	Invoice	04/16/2025	89.06	101-4-3120-4219
101						
289622	1	BELTS	Invoice	04/16/2025	41.16	101-4-2310-4219
Total 52338 NAPA OF ELK RIVER, LLC:					313.51	
PAUSTIS WINE COMPANY						
603						
264078	1	WINE	Invoice	04/24/2025	263.00	603-4-9111-4253
603						
264078	2	FREIGHT	Invoice	04/24/2025	10.00	603-4-9111-4332
Total 29251 PAUSTIS WINE COMPANY:					273.00	
PHILLIPS WINE & SPIRITS CO						
221						
547651	1	WINE CREDIT	Invoice	04/17/2025	67.69-	221-4-5430-4253
221						
6958763	1	WINE	Invoice	04/11/2025	66.10	221-4-5430-4253
221						
6958763	2	MISC BAR/DELIVERY	Invoice	04/11/2025	33.27	221-4-5430-4255
221						
6959676	1	WINE	Invoice	04/15/2025	92.59	221-4-5430-4253
603						
6964388	1	WINE	Invoice	04/23/2025	52.00	603-4-9111-4253
603						
6964388	2	FREIGHT	Invoice	04/23/2025	1.72	603-4-9111-4332
603						
6966341	1	WINE	Invoice	04/25/2025	102.90	603-4-9151-4253
603						
6966341	2	FREIGHT	Invoice	04/25/2025	3.44	603-4-9151-4332
603						
6966342	1	LIQUOR	Invoice	04/25/2025	1,219.85	603-4-9111-4251
603						
6966342	2	FREIGHT	Invoice	04/25/2025	25.80	603-4-9111-4332
603						
6966343	1	WINE	Invoice	04/25/2025	772.15	603-4-9111-4253
603						
6966343	2	FREIGHT	Invoice	04/25/2025	29.24	603-4-9111-4332
603						
6966344	1	LIQUOR	Invoice	04/25/2025	4,413.41	603-4-9151-4251
603						
6966344	2	FREIGHT	Invoice	04/25/2025	100.62	603-4-9151-4332
603						
6966345	1	WINE	Invoice	04/25/2025	849.50	603-4-9151-4253
603						
6966345	2	FREIGHT	Invoice	04/25/2025	24.08	603-4-9151-4332
603						
6966346	1	POP/MISC	Invoice	04/25/2025	395.30	603-4-9151-4255
603						
6966346	2	FREIGHT	Invoice	04/25/2025	15.26	603-4-9151-4332
Total 29665 PHILLIPS WINE & SPIRITS CO:					8,129.54	
PLAISTED COMPANIES INC						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
221						
799995	1	LANDSCAPE MULCH	Invoice	04/23/2025	359.80	221-4-5400-4219
221						
80075	1	LANDSCAPE MULCH	Invoice	04/24/2025	269.85	221-4-5400-4219
101						
92210	1	EROSION CONTROL MATS	Invoice	04/24/2025	150.00	101-4-3120-4219
Total 29845 PLAISTED COMPANIES INC:					779.65	
PLAN IT SOFTWARE LLC						
101						
PLAN-2012	1	CIP SOFTWARE LICENSE/SUPPORT	Invoice	04/21/2025	3,500.00	101-4-1310-4404
Total 14962 PLAN IT SOFTWARE LLC:					3,500.00	
PRECISE MRM LLC						
101						
IN200-2004998	1	5MB FLAT DATA PLAN	Invoice	04/21/2025	456.00	101-4-3130-4219
Total 11804 PRECISE MRM LLC:					456.00	
QUICKSCORES LLC						
101						
250920	1	QUICKSCORES-SOFTBALL	Invoice	04/28/2025	98.00	101-4-5220-4409
Total 12654 QUICKSCORES LLC:					98.00	
RALPHIE'S MINNOCO						
101						
1020127	1	NON-OXY FUEL	Invoice	04/12/2025	14.30	101-4-2320-4212
Total 13175 RALPHIE'S MINNOCO:					14.30	
RED BULL DISTRIBUTION COM						
603						
2025220979	1	POP/MISC	Invoice	04/22/2025	129.69	603-4-9111-4255
Total 12944 RED BULL DISTRIBUTION COM:					129.69	
SAFETYFIRST SPECIALTY CON						
101						
9750	1	WOOD CHIPS FOR PLAYGROUND	Invoice	04/16/2025	3,370.50	101-4-5110-4219
Total 15127 SAFETYFIRST SPECIALTY CON:					3,370.50	
SHAMROCK GROUP INC						
603						
122-00037	1	ICE	Invoice	04/14/2025	111.12	603-4-9111-4255
603						
122-00074	1	ICE	Invoice	04/21/2025	101.77	603-4-9151-4255
Total 12909 SHAMROCK GROUP INC:					212.89	
SHERWIN-WILLIAMS						
101						
5425-1	1	SUPPLIES - PAINT	Invoice	04/17/2025	105.18	101-4-5110-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
5436-8	1	SUPPLIES - PAINT	Invoice	04/17/2025	84.88	101-4-5110-4219
Total 32280 SHERWIN-WILLIAMS:					190.06	
SOUTHERN GLAZER'S WINE & SPIRITS OF MN						
603						
2612853	1	FREIGHT	Invoice	04/17/2025	3.20	603-4-9151-4332
603						
2612854	1	LIQUOR	Invoice	04/17/2025	2,252.63	603-4-9151-4251
603						
2612854	2	FREIGHT	Invoice	04/17/2025	28.37	603-4-9151-4332
603						
2612855	1	WINE	Invoice	04/17/2025	466.52	603-4-9151-4253
603						
2612855	2	FREIGHT	Invoice	04/17/2025	8.96	603-4-9151-4332
603						
2615530	1	FREIGHT	Invoice	04/24/2025	7.68	603-4-9151-4332
603						
2615531	1	LIQUOR	Invoice	04/24/2025	5,239.23	603-4-9151-4251
603						
2615531	2	FREIGHT	Invoice	04/24/2025	52.26	603-4-9151-4332
603						
2615532	1	WINE	Invoice	04/24/2025	780.28	603-4-9151-4253
603						
2615532	2	FREIGHT	Invoice	04/24/2025	15.36	603-4-9151-4332
Total 8000 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					8,854.49	
603						
2612849	1	FREIGHT	Invoice	04/17/2025	1.25	603-4-9111-4332
603						
2612850	1	WINE	Invoice	04/17/2025	1,625.77	603-4-9111-4253
603						
2612850	2	FREIGHT	Invoice	04/17/2025	27.71	603-4-9111-4332
603						
2612851	1	FREIGHT	Invoice	04/17/2025	4.37	603-4-9111-4332
603						
2612852	1	LIQUOR	Invoice	04/17/2025	2,598.78	603-4-9111-4251
603						
2612852	2	FREIGHT	Invoice	04/17/2025	24.17	603-4-9111-4332
603						
2615523	1	FREIGHT	Invoice	04/24/2025	3.75	603-4-9111-4332
603						
2615524	1	LIQUOR	Invoice	04/24/2025	26.83	603-4-9111-4251
603						
2615524	2	FREIGHT	Invoice	04/24/2025	.10	603-4-9111-4332
603						
2615525	1	LIQUOR	Invoice	04/24/2025	1,214.60	603-4-9111-4251
603						
2615525	2	FREIGHT	Invoice	04/24/2025	12.50	603-4-9111-4332
603						
2615526	1	FREIGHT	Invoice	04/24/2025	3.75	603-4-9111-4332
603						
2615527	1	LIQUOR	Invoice	04/24/2025	10,507.28	603-4-9111-4251
603						
2615527	2	FREIGHT	Invoice	04/24/2025	89.17	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2615528	1	WINE	Invoice	04/24/2025	904.88	603-4-9111-4253
603						
2615528	2	FREIGHT	Invoice	04/24/2025	15.00	603-4-9111-4332
603						
2615529	1	FREIGHT	Invoice	04/24/2025	7.50	603-4-9111-4332
Total 11314 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					17,067.41	
SPEEDCUTTERS OUTDOOR MAINT LLC						
101						
28538	1	MOWING & FERTILIZER - PS	Invoice	04/22/2025	760.88	101-4-2190-4401
101						
28538	2	MOWING & FERTILIZER - PW	Invoice	04/22/2025	1,544.17	101-4-5110-4409
101						
28538	3	MOWING & FERTILIZER - FS1	Invoice	04/22/2025	244.85	101-4-2310-4401
101						
28538	4	MOWING & FERTILIZER - RIVERS ED	Invoice	04/22/2025	314.47	101-4-5110-4409
101						
28538	5	MOWING & FERTILIZER - FS3	Invoice	04/22/2025	759.35	101-4-2310-4401
101						
28538	6	MOWING & FERTILIZER - CITY HALL	Invoice	04/22/2025	589.94	101-4-1600-4401
211						
28538	7	MOWING & FERTILIZER - LIBRARY	Invoice	04/22/2025	654.57	211-4-5600-4409
101						
28538	8	MOWING & FERTILIZER - JACKSON	Invoice	04/22/2025	244.86	101-4-1600-4401
603						
28539	1	MOWING & FERTILIZER-APR	Invoice	04/22/2025	576.02	603-4-9112-4404
603						
28539	2	MOWING & FERTILIZER-APR	Invoice	04/22/2025	565.08	603-4-9152-4404
Total 11661 SPEEDCUTTERS OUTDOOR MAINT LLC:					6,254.19	
STREICHER'S						
101						
CM302174	1	EQUIPMENT CREDIT	Invoice	03/13/2025	49.99-	101-4-2120-4219
101						
CM302180	1	EQUIPMENT CREDIT	Invoice	03/13/2025	150.99-	101-4-2120-4219
101						
I1750622	1	SWAT UNIFORMS	Invoice	03/11/2025	99.00	101-4-2120-4219
101						
I1751229	1	UNIFORMS - MCKERNAN	Invoice	03/14/2025	10.00	101-4-2110-4217
101						
I1751627	1	WEAPONS CLEANING SUPPLIES	Invoice	03/17/2025	59.96	101-4-2120-4219
101						
I1758147	1	INITIAL ISSUE - NEW OFFICERS	Invoice	04/22/2025	1,490.00	101-4-2120-4217
101						
I1758300	1	INITIAL ISSUE - NEW OFFICER	Invoice	04/23/2025	740.00	101-4-2120-4217
Total 33300 STREICHER'S:					2,197.98	
STREICHER'S INC						
101						
CM300305	1	UNIFORMS - BIRDSALL CREDIT	Invoice	08/09/2024	135.00-	101-4-2130-4217
101						
CM300500	1	UNIFORMS - BIRDSALL CREDIT	Invoice	09/06/2024	110.00-	101-4-2130-4217

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
CM301369	1	UNIFORMS - ZABEE CREDIT	Invoice	12/16/2024	69.99-	101-4-2150-4217
101						
CM302184	1	UNIFORMS - MCKERNAN CREDIT	Invoice	03/14/2025	295.00-	101-4-2110-4217
101						
I1757463	1	UNIFORMS - WINDELS	Invoice	04/17/2025	177.97	101-4-2120-4217
101						
I1757465	1	UNIFORMS - BEBEAU	Invoice	04/17/2025	246.93	101-4-2120-4217
101						
I1757468	1	UNIFORMS - BALABON	Invoice	04/17/2025	217.92	101-4-2130-4217
Total 52346 STREICHER'S INC:					32.83	
SUNBELT RENTALS INC						
101						
167729764-0001	1	CONCRETE PLANER RENTAL	Invoice	04/16/2025	287.49	101-4-5110-4415
101						
167815244-0001	1	CONCRETE GRINDER RENTAL	Invoice	04/17/2025	235.81	101-4-5110-4415
Total 13604 SUNBELT RENTALS INC:					523.30	
SUSAN D COLLINS						
101						
4-23-25 SC	1	INSTRUCTOR FEE	Invoice	04/23/2025	156.00	101-4-5510-4409
Total 15209 SUSAN D COLLINS:					156.00	
SUSAN MONTAGUE						
101						
4-30-25 SM	1	INSTRUCTOR FEE - APR	Invoice	04/30/2025	120.00	101-4-5510-4409
Total 14562 SUSAN MONTAGUE:					120.00	
SYMBOL ARTS						
290						
528031	1	NEW HARD BADGE SEAL - STATE M	Invoice	04/16/2025	180.00	290-4-2330-4219
Total 33601 SYMBOL ARTS:					180.00	
THE AMERICAN BOTTLING CO						
603						
4851000406	1	POP/MISC	Invoice	04/29/2025	243.58	603-4-9151-4255
Total 10415 THE AMERICAN BOTTLING CO:					243.58	
TROJAN TECHNOLOGIES CORP						
602						
200/50002115	1	LAMPS	Invoice	04/11/2025	11,754.07	602-4-9020-4219
602						
200/50002169	1	FREIGHT FOR LAMPS	Invoice	04/14/2025	709.00	602-4-9020-4219
Total 52374 TROJAN TECHNOLOGIES CORP:					12,463.07	
US AUTOFORCE						
101						
INV0008726379	1	TIRES #705	Invoice	04/29/2025	447.00	101-4-5110-4221

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 35560 US AUTOFORCE:					447.00	
UTILITY CONSULTANTS, INC						
602						
123672	1	SAMPLE TESTING	Invoice	04/25/2025	1,870.99	602-4-9020-4319
Total 35571 UTILITY CONSULTANTS, INC:					1,870.99	
VESSCO, INC.						
602						
97259	1	SUPPLIES	Invoice	04/15/2025	905.08	602-4-9020-4219
Total 35691 VESSCO, INC.:					905.08	
VIKING COCA-COLA CO						
603						
3658487	1	POP/MISC	Invoice	04/18/2025	576.30	603-4-9151-4255
603						
3658559	1	POP	Invoice	04/25/2025	885.30	603-4-9111-4255
Total 35725 VIKING COCA-COLA CO:					1,461.60	
VINOCOPIA						
603						
371482-IN	1	LIQUOR	Invoice	04/22/2025	126.50	603-4-9111-4251
603						
371584-IN	1	LIQUOR	Invoice	04/23/2025	1,657.00	603-4-9151-4251
603						
371584-IN	2	WINE	Invoice	04/23/2025	96.00	603-4-9151-4253
603						
371584-IN	3	FREIGHT	Invoice	04/23/2025	25.50	603-4-9151-4332
603						
371656-IN	1	LIQUOR	Invoice	04/23/2025	1,033.00	603-4-9111-4251
603						
371656-IN	2	WINE	Invoice	04/23/2025	256.00	603-4-9111-4253
603						
371656-IN	3	POP/MISC	Invoice	04/23/2025	240.00	603-4-9111-4255
603						
371656-IN	4	FREIGHT	Invoice	04/23/2025	35.00	603-4-9111-4332
603						
371891-IN	1	LIQUOR	Invoice	04/29/2025	300.00	603-4-9151-4251
603						
371891-IN	2	FREIGHT	Invoice	04/29/2025	2.50	603-4-9151-4332
603						
371974-IN	1	LIQUOR	Invoice	04/29/2025	609.00	603-4-9151-4251
Total 35763 VINOCOPIA:					4,380.50	
WASTE MANAGEMENT						
605						
49588-1706-8	1	APR GARBAGE TIPPING FEES 4/1-4/	Invoice	04/16/2025	23,259.32	605-4-9210-4384
Total 36033 WASTE MANAGEMENT:					23,259.32	
WATER LABORATORIES						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
97015	1	LAB FEES	Invoice	04/22/2025	70.00	101-4-5110-4409
101						
97016	1	LAB FEES - PT COMPLEX	Invoice	04/22/2025	35.00	101-4-5110-4409
Total 36050 WATER LABORATORIES:					105.00	
WINEBOW						
603						
MN00164890	1	LIQUOR	Invoice	04/18/2025	171.00	603-4-9111-4251
603						
MN00164890	2	WINE	Invoice	04/18/2025	480.00	603-4-9111-4253
Total 14002 WINEBOW:					651.00	
WSB & ASSOCIATES INC						
101						
R-027067-000 - 3	1	MAR 2025 WCA SERVICES	Invoice	04/30/2025	1,002.00	101-4-2440-4409
Total 11334 WSB & ASSOCIATES INC:					1,002.00	
YALE MECHANICAL LLC						
101						
268345	1	HVAC MAINT	Invoice	04/24/2025	1,895.75	101-4-1600-4401
Total 36620 YALE MECHANICAL LLC:					1,895.75	
Z & M ENTERPRISE, LLC						
602						
1408	1	QUARTZ SLEEVE	Invoice	04/21/2025	1,022.12	602-4-9020-4219
Total 15176 Z & M ENTERPRISE, LLC:					1,022.12	
ZIEGLER INC						
101						
IN001879074	1	PARTS #700	Invoice	04/17/2025	1,414.45	101-4-5110-4221
410						
IN001898395	1	CAT 255 TRACK LOADER	Invoice	04/29/2025	72,004.00	410-4-5110-4560
Total 36900 ZIEGLER INC:					73,418.45	
Total :					504,464.45	
Grand Totals:					504,464.45	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-1120-4201	3.17	.00	3.17
101-4-1210-4201	12.68	.00	12.68
101-4-1220-4201	30.14	17.98-	12.16
101-4-1310-4201	3.17	.00	3.17
101-4-1310-4319	3,850.00	.00	3,850.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-1310-4404	3,500.00	.00	3,500.00
101-4-1310-4433	225.00	.00	225.00
101-4-1350-4219	76.00	.00	76.00
101-4-1350-4319	620.00	.00	620.00
101-4-1350-4404	13,045.32	.00	13,045.32
101-4-1500-4201	5.70	.00	5.70
101-4-1510-4201	6.34	.00	6.34
101-4-1510-4359	172.00	.00	172.00
101-4-1600-4217	67.00	.00	67.00
101-4-1600-4219	223.12	.00	223.12
101-4-1600-4401	2,855.55	.00	2,855.55
101-4-1600-4409	1,052.10	.00	1,052.10
101-4-2110-4201	69.88	.00	69.88
101-4-2110-4217	10.00	295.00-	285.00-
101-4-2110-4331	150.00	.00	150.00
101-4-2120-4217	2,654.90	.00	2,654.90
101-4-2120-4219	308.81	200.98-	107.83
101-4-2120-4221	1,410.00	.00	1,410.00
101-4-2120-4404	115.25	.00	115.25
101-4-2130-4217	253.92	245.00-	8.92
101-4-2130-4331	150.00	.00	150.00
101-4-2150-4217	.00	69.99-	69.99-
101-4-2190-4219	889.39	.00	889.39
101-4-2190-4389	64.39	.00	64.39
101-4-2190-4401	890.88	.00	890.88
101-4-2310-4219	41.16	.00	41.16
101-4-2310-4359	2,115.00	.00	2,115.00
101-4-2310-4389	1,217.74	.00	1,217.74
101-4-2310-4401	1,004.20	.00	1,004.20
101-4-2320-4212	14.30	.00	14.30
101-4-2320-4217	95.92	.00	95.92
101-4-2320-4219	1,491.61	.00	1,491.61
101-4-2320-4221	62.99	.00	62.99
101-4-2320-4404	2,822.50	.00	2,822.50
101-4-2330-4389	461.20	.00	461.20
101-4-2330-4404	354.00	.00	354.00
101-4-2410-4201	5.70	.00	5.70
101-4-2440-4219	5.70	.00	5.70
101-4-2440-4409	1,002.00	.00	1,002.00
101-4-3120-4219	1,902.93	.00	1,902.93
101-4-3120-4389	3,399.21	.00	3,399.21
101-4-3120-4409	309.10	.00	309.10
101-4-3130-4219	456.00	.00	456.00
101-4-3150-4219	409.38	.00	409.38
101-4-3150-4221	193.97	.00	193.97
101-4-3150-4409	3,180.00	.00	3,180.00
101-4-3300-4201	6.34	.00	6.34
101-4-5110-4219	5,808.13	.00	5,808.13
101-4-5110-4221	2,771.50	.00	2,771.50
101-4-5110-4389	913.72	.00	913.72
101-4-5110-4409	3,660.20	.00	3,660.20
101-4-5110-4415	633.94	.00	633.94
101-4-5210-4219	25.89	.00	25.89
101-4-5210-4349	529.04	.00	529.04
101-4-5220-4219	452.23	.00	452.23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-5220-4409	7,028.00	.00	7,028.00
101-4-5230-4219	235.00	.00	235.00
101-4-5510-4219	193.16	.00	193.16
101-4-5510-4409	2,557.00	.00	2,557.00
101-4-6210-4440	3.80	.00	3.80
211-4-5600-4219	22.16	.00	22.16
211-4-5600-4401	82.50	.00	82.50
211-4-5600-4409	654.57	.00	654.57
221-4-5400-4219	849.80	.00	849.80
221-4-5400-4349	1,470.00	.00	1,470.00
221-4-5400-4389	23,785.04	.00	23,785.04
221-4-5400-4401	250.00	.00	250.00
221-4-5400-4415	658.17	.00	658.17
221-4-5430-4219	45.59	.00	45.59
221-4-5430-4253	158.69	67.69-	91.00
221-4-5430-4255	33.27	.00	33.27
221-4-5430-4259	.00	55.38-	55.38-
225-4-8546-4303	1,182.50	.00	1,182.50
228-4-7000-4359	565.00	.00	565.00
245-4-6210-4319	129.00	.00	129.00
290-4-1350-4409	1,960.00	.00	1,960.00
290-4-2330-4219	180.00	.00	180.00
291-4-7000-4404	1,289.90	.00	1,289.90
343-4-7000-4621	475.00	.00	475.00
401-4-8080-4303	13,519.00	.00	13,519.00
403-4-8440-4303	33,830.50	.00	33,830.50
406-4-8040-4303	2,855.50	.00	2,855.50
406-4-8050-4303	14,158.50	.00	14,158.50
410-4-5110-4560	72,004.00	.00	72,004.00
440-4-5110-4319	369.42	.00	369.42
602-4-9010-4321	165.80	.00	165.80
602-4-9010-4404	510.02	.00	510.02
602-4-9020-4219	20,130.29	31.78-	20,098.51
602-4-9020-4319	3,016.74	.00	3,016.74
602-4-9020-4404	2,917.69	.00	2,917.69
602-4-9020-4417	309.47	.00	309.47
602-4-9050-4389	1,717.20	.00	1,717.20
603-4-9111-4251	41,019.79	.00	41,019.79
603-4-9111-4252	73,616.46	494.81-	73,121.65
603-4-9111-4253	9,655.49	.00	9,655.49
603-4-9111-4255	2,568.41	.00	2,568.41
603-4-9111-4256	3,370.00	110.00-	3,260.00
603-4-9111-4332	654.58	.00	654.58
603-4-9112-4219	96.66	.00	96.66
603-4-9112-4389	2,190.42	.00	2,190.42
603-4-9112-4404	788.61	.00	788.61
603-4-9151-4251	20,890.03	122.33-	20,767.70
603-4-9151-4252	40,743.62	924.04-	39,819.58
603-4-9151-4253	4,827.37	.00	4,827.37
603-4-9151-4255	3,255.51	4.52-	3,250.99
603-4-9151-4256	1,338.70	2.00-	1,336.70
603-4-9151-4332	461.58	.00	461.58
603-4-9152-4219	71.66	.00	71.66
603-4-9152-4404	925.15	.00	925.15
605-4-9210-4384	23,259.32	.00	23,259.32

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
Grand Totals:	507,105.95	2,641.50-	504,464.45

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
00/00	507,105.95	2,641.50-	504,464.45
Grand Totals:	507,105.95	2,641.50-	504,464.45

Report Criteria:

Invoice Detail.GL account (3 Characters) = {<>} "920"

Invoice Detail.GL account (3 Characters) = {<>} "910"

Invoice Detail.Created by = {<>} "jdengerud"

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Bank.Bank number = 1

[Report].Invoice GL Account = {<>} "1012040"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
129632										
04/25	04/23/2025	129632	36550	WORLD CLASS AUTO BODY INC	61796	291-4-7000-4404	.00	7,060.72-	7,060.72- V	1
Total 129632:							.00	7,060.72-		
129776										
04/25	04/23/2025	129776	14662	ARVIG	3097643 MAR	602-4-9010-4321	.00	193.04	193.04	1
Total 129776:							.00	193.04		
129777										
04/25	04/23/2025	129777	14628	ASSA ABLOY	SEI 1851799	603-4-9112-4404	.00	848.48	848.48	1
Total 129777:							.00	848.48		
129778										
04/25	04/23/2025	129778	21090	CORE & MAIN LP	W720877	602-4-9020-4219	.00	404.43	404.43	1
Total 129778:							.00	404.43		
129779										
04/25	04/23/2025	129779	13583	MINNESOTA AMATEUR SOFTBALL	8277	101-4-5220-4409	.00	350.00	350.00	1
Total 129779:							.00	350.00		
129780										
04/25	04/23/2025	129780	11240	RED FLINT SAND & GRAVEL LLC	INV167578	602-4-9020-4219	.00	4,019.00	4,019.00	1
Total 129780:							.00	4,019.00		
129781										
04/25	04/23/2025	129781	32170	SHERBURNE CO ABSTRACT & TITLE	042225 - Mah	225-4-5110-4510	.00	8,000.00	8,000.00	1

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 129781:							.00		8,000.00	
129782										
04/25	04/23/2025	129782	36550	WORLD CLASS AUTO BODY INC	61796	291-4-7000-4404	.00	7,060.72	7,060.72	1
Total 129782:							.00		7,060.72	
129783										
04/25	04/28/2025	129783	12615	BSN SPORTS	929555982	101-4-5110-4219	.00	235.99	235.99	1
Total 129783:							.00		235.99	
129784										
04/25	04/28/2025	129784	14425	COLLINS BROTHERS TOWING	120052	290-4-2350-4409	.00	600.00	600.00	1
Total 129784:							.00		600.00	
129785										
04/25	04/28/2025	129785	22775	JOHNSON BROS LIQUOR	130552	603-4-9151-4251	.00	209.76-	209.76-	1
04/25	04/28/2025	129785	22775	JOHNSON BROS LIQUOR	130908	603-4-9151-4332	.00	426.40-	426.40-	1
04/25	04/28/2025	129785	22775	JOHNSON BROS LIQUOR	2763439	603-4-9151-4332	.00	5,543.20	5,543.20	1
Total 129785:							.00		4,907.04	
129786										
04/25	04/28/2025	129786	27235	MOTOROLA	8282047885	101-4-2320-4219	.00	504.66	504.66	1
Total 129786:							.00		504.66	
129787										
04/25	04/28/2025	129787	15124	PITNEY BOWES BANK INC	#53337234 - 4	101-4-5510-4322	.00	3,000.00	3,000.00	1
Total 129787:							.00		3,000.00	
129788										
04/25	04/28/2025	129788	12551	SYSCO MINNESOTA INC	547852618	221-4-5430-4259	.00	1,645.18	1,645.18	1

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 129788:							.00		1,645.18	
129789										
04/25	04/28/2025	129789	13946	T-MOBILE	965639928 04	101-4-5210-4321	.00	995.84	995.84	1
Total 129789:							.00		995.84	
1007962										
04/25	04/25/2025	1007962	12256	BLAINE LOCK & SAFE, INC	33095-TAX	603-4-9152-4404	.00	18.28	18.28	1
Total 1007962:							.00		18.28	
1007963										
04/25	04/25/2025	1007963	12307	CORNERSTONE CHEVROLET	5101232	101-4-2320-4221	.00	80.64	80.64	1
Total 1007963:							.00		80.64	
1007964										
04/25	04/25/2025	1007964	17701	ELK RIVER MUNICIPAL UTILITIES	2350	291-4-2340-4331	.00	6,259.50	6,259.50	1
Total 1007964:							.00		6,259.50	
1007965										
04/25	04/25/2025	1007965	10654	GRANITE CITY JOBBING CO	448173	603-4-9151-4332	.00	577.22	577.22	1
Total 1007965:							.00		577.22	
1007966										
04/25	04/25/2025	1007966	15055	LEAST SERVICES/COUNSELING	1675	101-4-2110-4319	.00	330.00	330.00	1
Total 1007966:							.00		330.00	
1007967										
04/25	04/25/2025	1007967	24575	MACQUEEN EQUIPMENT LLC	E02216	602-4-9020-4560	.00	134,243.00	134,243.00	1
Total 1007967:							.00		134,243.00	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
1007968										
04/25	04/25/2025	1007968	35313	UNITED PARCEL SERVICE	6A85E7155	101-4-2110-4322	.00	39.19	39.19	1
Total 1007968:							.00		39.19	
1007969										
04/25	04/29/2025	1007969	31496	S R F CONSULTING GROUP IN	17224.00 - 17	290-4-2330-4319	.00	6,025.39	6,025.39	1
Total 1007969:							.00		6,025.39	
1007970										
04/25	04/29/2025	1007970	35549	THE UPS STORE #5093	8029 - 4-14-25	602-4-9010-4322	.00	48.47	48.47	1
Total 1007970:							.00		48.47	
1007971										
04/25	04/29/2025	1007971	11334	WSB & ASSOCIATES INC	R-028191-000	821-2200	.00	2,967.50	2,967.50	1
Total 1007971:							.00		2,967.50	
Grand Totals:							.00		176,292.85	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101-2020	.00	5,297.69-	5,297.69-
101-4-1110-4321	67.24	.00	67.24
101-4-1110-4322	.70	.00	.70
101-4-1120-4321	34.63	.00	34.63
101-4-1210-4322	21.23	.00	21.23
101-4-1220-4322	51.53	.00	51.53
101-4-1310-4322	1,269.73	.00	1,269.73
101-4-1510-4322	505.12	.00	505.12
101-4-1600-4321	108.94	.00	108.94
101-4-2110-4319	330.00	.00	330.00
101-4-2110-4321	114.80	.00	114.80

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
101-4-2110-4322	815.31	.00	815.31
101-4-2310-4322	29.29	.00	29.29
101-4-2320-4219	504.66	.00	504.66
101-4-2320-4221	80.64	.00	80.64
101-4-2410-4321	57.81	.00	57.81
101-4-2410-4322	11.24	.00	11.24
101-4-2420-4321	44.04	.00	44.04
101-4-2420-4322	143.65	.00	143.65
101-4-2440-4322	5.41	.00	5.41
101-4-3120-4321	74.31	.00	74.31
101-4-3120-4322	71.41	.00	71.41
101-4-3150-4321	24.77	.00	24.77
101-4-3300-4321	19.27	.00	19.27
101-4-3300-4322	.70	.00	.70
101-4-5110-4219	235.99	.00	235.99
101-4-5110-4321	59.40	.00	59.40
101-4-5210-4321	154.91	.00	154.91
101-4-5210-4322	76.36	.00	76.36
101-4-5220-4409	350.00	.00	350.00
101-4-5510-4321	24.77	.00	24.77
101-4-5510-4322	9.13	.00	9.13
101-4-6210-4322	.70	.00	.70
221-2020	.00	1,745.78-	1,745.78-
221-4-5400-4321	79.24	.00	79.24
221-4-5400-4322	21.36	.00	21.36
221-4-5430-4259	1,645.18	.00	1,645.18
225-2020	.00	8,000.00-	8,000.00-
225-4-5110-4510	8,000.00	.00	8,000.00
290-2020	.00	6,625.39-	6,625.39-
290-4-2330-4319	6,025.39	.00	6,025.39
290-4-2350-4409	600.00	.00	600.00
291-2020	7,060.72	13,320.22-	6,259.50-
291-4-2340-4331	6,259.50	.00	6,259.50
291-4-7000-4404	7,060.72	7,060.72-	.00
602-2020	.00	139,017.27-	139,017.27-
602-4-9010-4321	296.05	.00	296.05
602-4-9010-4322	54.79	.00	54.79
602-4-9020-4219	4,423.43	.00	4,423.43
602-4-9020-4560	134,243.00	.00	134,243.00
603-2020	636.16	7,015.88-	6,379.72-

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
603-4-9112-4404	848.48	.00	848.48
603-4-9151-4251	5,453.76	629.28-	4,824.48
603-4-9151-4255	539.65	.00	539.65
603-4-9151-4332	94.44	6.88-	87.56
603-4-9152-4219	32.57	.00	32.57
603-4-9152-4321	28.70	.00	28.70
603-4-9152-4404	18.28	.00	18.28
821-2020	.00	2,967.50-	2,967.50-
821-2200	2,967.50	.00	2,967.50
Grand Totals:	191,686.61	191,686.61-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

M = Manual Check, V = Void Check

Report Criteria:

Report type: Invoice detail

Vendor.Vendor number = 26275, 26300

Check.Type = {<>} "Adjustment"

Bank.Bank number = 1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
421202520										
04/25	04/21/2025	421202520	26275	MN DEPT OF REVENUE	MAR 25 FUEL	101-4-3120-4212	.00	475.41	475.41	1
Total 421202520:							.00		475.41	
421202521										
04/25	04/21/2025	421202521	26300	MN DEPT. OF REVENUE	MAR 25 SALE	603-4-9152-4404	.00	74,531.00	74,531.00	1
Total 421202521:							.00		74,531.00	
Grand Totals:							.00		75,006.41	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101-2020	.00	1,801.91-	1,801.91-
101-2080	1,334.87	.00	1,334.87
101-3-0000-3417	.78	.00	.78
101-4-3120-4212	466.26	.00	466.26
221-2020	.00	5,731.45-	5,731.45-
221-2080	5,731.45	.00	5,731.45
602-2020	.00	9.15-	9.15-
602-4-9050-4212	9.15	.00	9.15
603-2020	.00	67,463.90-	67,463.90-
603-2080	67,382.59	.00	67,382.59
603-4-9112-4219	11.97	.00	11.97
603-4-9112-4404	41.03	.00	41.03
603-4-9152-4219	.53	.00	.53
603-4-9152-4404	27.78	.00	27.78

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
Grand Totals:	75,006.41	75,006.41-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Vendor.Vendor number = 26275, 26300

Check.Type = {<>} "Adjustment"

Bank.Bank number = 1



Request for Action

To
City Council

Item Number
4.4

Meeting Date
May 5, 2025

Prepared By
Lindsay Brandner, Senior Administrative Assistant

Item Description
Resolution 25-21 Accepting a Bench Donation

Reviewed by
David Kuhnly
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 25-21 acknowledging the donation of a bench to the Police Department in remembrance of former Officer Todd Besser.

Background/Discussion

Former Elk River Police officer Todd Besser tragically lost his life on May 9, 2015. The police department plans to present a bench donated by Stoneworks Architectural Precast during a 10th anniversary memorial for Officer Besser on May 18, 2025. The bench will be displayed at the police department.

Financial Impact

This is a donation and not part of a capital improvement project. Future replacement should be based off of the City's donation policy.

Mission/Policy/Goal

Elk River Mission Statement

Attachments

- I. Resolution: Bench Donation

The Elk River Vision

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



**City of Elk River
City Council**

Resolution 25-_____

**A Resolution of the City Council of the City of Elk River Accepting a Bench
Donation from Stoneworks Architectural Precast**

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

WHEREAS, the City of Elk River received a bench donation from Stoneworks Architectural Precast with the intent it be used by the Police Department at their facility; and

WHEREAS, The bench will serve as a remembrance to former Elk River Police Department Officer, Todd Besser, who passed away May 9, 2015; and

WHEREAS, The bench will be presented at a 10-year anniversary memorial service on May 18, 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council, by at least four-fifths vote, to acknowledge the support and commend Stoneworks Architectural Precast for their donation.

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

_____ and the following against:
_____, whereupon said resolution was declared duly passed and adopted.

The following members were present:

_____ and the following absent:

Passed and adopted this 5th day of May 2025.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk





Request for Action

To
City Council

Item Number
4.5

Meeting Date
May 5, 2025

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Resolution 25-20: Premises Permit for Elk River
Lions Club

Reviewed by
Cal Portner
Tina Allard

Action Requested
Adopt, by motion, Resolution 25-20 approving a premises permit for the Elk River Lions Club.

Background/Discussion
The Elk River Lions Club applied to conduct gambling at Muddy Cow, 13479 Business Center Drive.

The Gambling Control Board requires the local unit of government where the premises are located to approve the request by resolution before the applicant can submit their application to the Gambling Control Board.

Financial Impact
NA

Mission/Policy/Goal
Elk River Mission

Attachments
I. Resolution: Lions Club Premises Permit

The Elk River Vision

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



**City of Elk River
City Council**

Resolution 25-20

A Resolution of the City Council of the City of Elk River Approving Premises Permit

WHEREAS, the City Council of the City of Elk River allows gambling licenses to be issued within the city.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows: the request by Elk River Lions Club for a premises permit at Muddy Cow, 13479 Business Center Drive, is hereby approved.

Passed and adopted this 5th day of May 2025.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk





Request for Action

To
City Council

Item Number
4.6

Meeting Date
May 5, 2025

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

Item Description
Athletic Facilities Emergency Action Plan

Reviewed by
Jeff Shelby
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the Emergency Action Plan (EAP) for the athletic facilities as recommended by the Parks and Recreation Commission.

Background/Discussion

Staff determined the need to develop an EAP for our outdoor athletic facilities. Recreation Coordinator Warren Ellingworth developed the plan and sought feedback from our public safety officials and Commissioner Stewart, who has a background in developing these plans.

The Parks and Recreation Commission reviewed the plan during their April 9 Regular Meeting and recommended a few additions regarding lightning observations.

Financial Impact
N/A

Mission/Policy/Goal
Meet changing needs - agile

Attachments
I. Athletic Facility EAP

The Elk River Vision

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



City of Elk River Parks and Recreation Department

Athletic Facilities Emergency Action Plan

Approved: Commission: April 9, 2025

City Council: April 21, 2025

Purpose

The purpose of an Emergency Action Plan is to provide the users of this facility guidance in the event of an emergency. This Emergency Action Plan describes the initial responsibilities and actions to be taken by the users on site until the appropriate public safety or city responders take over.

While it is impossible to provide specific information for all situations, there is no guarantee implied by this plan that a perfect response to emergency incidents will be practical or possible. Therefore, this plan is a guide for users to familiarize themselves with basic emergency planning, response, and evaluation.

In the event of a medical or fire emergency, dial 911.

In the event of severe weather, seek shelter immediately.

Emergency Notification-CodeRED

CodeRED is an automated notification system the city uses to call residents with a recorded message. CodeRED can reach Elk River residents by residential phone, business phone, or cell phone. It will make three attempts to contact citizens and will leave messages in voicemail boxes and on answering machines. Emergency managers can send a message to the entire city or to a selected area.

What is CodeRED used for?

CodeRED alerts are issued for a variety of situations, including natural disasters, terrorism threats, gas leaks, snow emergencies and severe weather, water contamination, chemical spills, missing child alerts, tornado's, flash flooding, etc.

Sign up today

The only way to be sure your information is entered into the CodeRED system is to sign up for the notifications. To include your contact information in the CodeRED system, go to the City of Elk River website and type in CodeRed. You will be asked to provide your phone number and home address so that notifications made only to selected neighborhoods are accurate. Your information will only be used for CodeRED notification purposes. If you are unable to sign up online, call 763-635-1000.



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Medical Emergency

Response to any illness, injury, accident situation:

1. First person at the scene will (provided the scene is safe):
 - a. Check injured person(s) to assess level of injury and secure the scene.
 - b. If severe or life threatening: **Dial 911.**
 - c. Identify yourself to the dispatcher.
 - d. Location of this facility. (See Appendix)
 - e. Share as much information as possible with dispatcher:
 - i. Time of injury/illness
 - ii. History and/or mechanism of injury or illness if known (what happened)
 - iii. Suspected injury or illness
 - iv. Injured person's present condition (level of consciousness, breathing, etc.)
 - v. Status of current medical assistance (CPR/1st Aid/AED certified)
 - vi. Specific location of injured or ill person. (Which field)
 - f. Allow the dispatcher to hang up first.
 - g. If possible, send someone to meet the ambulance.
 - h. Begin emergency care if needed.
 - i. If the injured person is under 18, contact the parent(s)/legal guardian immediately.
 - j. Notify Sports Coordinator of the incident.

Severe Weather

1. It is the responsibility of the organization reserving the fields to have a designated individual in charge of the complex for each tournament to monitor the weather conditions. (Tournament Director) For non-tournaments, it is the coaches of the home team to monitor the weather during practices or games.
2. **Severe Thunderstorm or Tornado Watch**
 - a. Notify coaches and umpires on all fields of the potential threat. Inform them to be alert for rapidly changing weather conditions.
 - b. Inform all spectators at each field of the potential threat and to be alert for rapidly changing weather conditions.
3. **Severe Thunderstorm or Tornado Warning**
 - a. When a severe thunderstorm or tornado warning is issued, heavy rain, hail, or damaging winds can be expected. Funnel clouds may also be spotted.
 - b. When a warning is issued, all game play must be suspended immediately.
 - i. All players, coaches, spectators, and umpires should get to a safe location until all clear is given.
4. **Lightning**
 - a. When lightning is observed, all practice/game play shall be suspended for 30 minutes and all players, coaches, spectators, and game officials should seek shelter.
 - i. Everyone should wait at least 30 minutes after the last flash of lightning or sound of thunder before returning to the field or activity.
5. **All-Clear**
 - a. Once the “All-Clear” has been issued by the National Weather service, event organizers and coaches should:
 - i. Assess and contact emergency services as needed. (Fire, Medical, etc.)
 - ii. Assess damage to facilities/fields. It is not safe to enter severely damaged or demolished buildings.
 - iii. Report all damage to the Park Foreman and Sports Coordinator
 1. The Park Foreman will determine if the facility is deemed safe to resume play or not.

Emergency Evacuation Procedures

It is important to familiarize yourself with the location of the exits of each athletic complex. Regularly review the routes to ensure everyone is prepared to respond effectively in the event of an emergency. The following are steps for evacuating an athletic complex.

1. Calmly notify game officials, coaches, and spectators at each field about the mandatory evacuation.
2. Cease all work and games and leave the facility at the nearest exit, immediately.
3. If possible, assist persons with disabilities, injuries, or elderly.
4. Move quickly, but calmly out of the complex.

Active Shooter/Hostile Event

When an active shooter/hostile event is in or near the complex, quickly determine the most reasonable ways to protect your own life. Remember that visitors are likely to follow the lead of employees or volunteers during an active shooter situation.

Because active shooter/hostile event situations are often over before law enforcement arrives on the scene, the individual must be prepared both mentally and physically to deal with an active shooter/hostile event situation. Rapid notification of these events is critical to ensure a timely law enforcement response. While keeping safety in mind, rapid reporting should be done as soon as possible.

Staff should consider the following guidance, in order, when responding to such a threat:

1. **RUN** and escape, if possible.
 - Getting away from the shooter or shooters is the top priority.
 - Leave your belongings behind and get away.
 - Help others escape, if possible, but evacuate regardless of whether others agree to follow.
 - Warn and prevent individuals from entering an area where the active shooter may be.
 - Call 911 when you are safe.
 - If placing a voice call to 9-1-1 is not safe, then consider texting 9-1-1 from a cellular phone.

Information to provide to law enforcement or 9-1-1 operator:

- Location of the active shooter/active attacker
- Number of shooters/attackers, if more than one
- Identification of the attacker if it is known.
- Physical description of shooter(s)/attacker(s)
- Number and type of weapons held by the shooter(s)/attacker(s)
- Number of potential victims at the location

2. **HIDE** if escape is not possible.
 - Get out of the shooter's view and stay very quiet.
 - Silence all electronic devices and make sure they will not vibrate.
 - Lock and block doors, close blinds, and turn off lights. (If applicable)
 - Do not hide in groups- spread out or hide separately to make it more difficult for the shooter.
 - Try to communicate with police silently. Use text message or social media to tag your location or put a sign in a window.
 - Stay in place until law enforcement gives you all clear. Your hiding place should be out of the shooter's view and provide protection if shots are fired in your direction.

3. **FIGHT** as an absolute last resort.
 - Commit to your actions and act as aggressively as possible against the shooter.
 - Recruit others to ambush the shooter with makeshift weapons like chairs, fire extinguishers, scissors, baseballs, etc.
 - Be prepared to cause severe or lethal injury to the shooter.
 - Throw items and improvise weapons to distract and disarm the shooter.

AFTER AN ACTIVE SHOOTER/HOSTILE EVENT

- Follow law enforcement instructions and evacuate in the direction they come from, unless otherwise instructed.
- Keep hands visible and empty.
- Know that law enforcement's first task is to end the incident, and they may have to pass injured along the way.
- Officers may be armed with rifles, shotguns, and/or handguns and may use pepper spray or tear gas to control the situation.
- Officers will shout commands and may push individuals to the ground for their safety.
- Take care of yourself first, and then you may be able to help the wounded before first responders arrive.
- If the injured are in immediate danger, help get them to safety.
- While you wait for first responders to arrive, provide first aid. Apply direct pressure to wounded areas and use tourniquets if you have been trained to do so.
- Turn wounded people onto their sides if they are unconscious and keep them warm.
- Consider seeking professional help for you and your family to cope with the long-term effects of the trauma.

KEY ACTIONS DURING A HOSTAGE SITUATION

Hostage situations are incredibly stressful scenarios. The following items outline some considerations in the rare event that such a situation presents itself at a facility.

- Be patient. Avoid drastic action.
- The initial 45 minutes are the most dangerous. Follow instructions and be alert. The captor is often emotionally unstable. Do not make mistakes that could jeopardize your well-being.
- Do not speak unless spoken to and then only when necessary. Do not talk down to the captor, who may be agitated. Avoid appearing hostile.
- Always maintain eye contact with the captor, if possible, but do not stare. Treat the captor respectfully.
- Comply with instructions as best you can and avoid arguments.
- Be observant. You may be released or have an opportunity to escape. The personal safety of others may depend on your memory.
- If medications, first aid, or restroom privileges are needed by anyone, say so.

Bomb Threats/Suspicious Bag

If you notice a suspicious bag or a bag sitting unattended for an extended period, follow the steps for a suspected bomb discovery below.

If a suspected bomb is discovered:

1. Do not use radios or cell phones in the area (they may activate the bomb)
2. Evacuate the area at least 500 feet in all directions.
3. Call 911.
4. Do not move, touch, or handle the suspected bomb or anything that looks suspicious.
5. Control access until the police have taken over.

Telephone Threats

While this is an unlikely scenario, we want to ensure facility users are familiar with this procedure.

1. Keep the caller on the line as long as possible to increase the chances of the call being traced.
2. Attempt to get the following information from the caller:
 - a. Time/date the bomb is set to explode.
 - b. Size/Shape of the bomb.
 - c. Exact location of the bomb.
 - d. Why was the bomb placed there? Is there more than one?
3. Note everything about the caller and background noises:
 - a. Voice- accent, deep, stutters, etc.?
 - b. Male or Female
 - c. Do they sound younger or older?
 - d. Background noise- Music, people, cars, trains, buses, etc.
 - e. Do not hang up.
 - f. Call 911 from another phone and by another person, if possible.
 - i. Identify yourself, location, type of emergency.
 - ii. Give the dispatcher as much information about the incident.
 - iii. If possible, give the phone number the threat was made from.
 - g. Notify all coaches and umpires by personal contact.
 - i. Do not use cell phones/radios as they may activate the bomb.
 - h. Evacuate the facility at least 500 feet.
 - i. Remember to stay calm.
 - i. Do not touch anything that looks unusual.
 - j. Notify everyone once the bomb threat is over.
 - k. Write down everything you remember about the bomb threat phone conversation immediately after, when it is safe to do so.

Heat/Air Quality Index

The purpose of this section is to increase awareness of the health and safety risks associated with high heat and humid weather conditions. The potential for injuries has statistically shown to increase during high-heat periods. It lowers mental alertness and physical performance, promotes irritability, anger, and other emotional states that may cause athletes, coaches, or spectators to overlook safety procedures.

It is the responsibility of the organization and its coaches to make the decision on whether to practice or play based on the heat and humidity. The heat index is referred to as the “apparent temperature,” that is a measure of how humidity acts with elevated temperatures to reduce the body’s ability to cool itself.

Apparent Temperature (Degrees F)	Danger Category	Explanation
80 – 90 Degrees	Caution	► Fatigue possible with prolonged exposure & physical activity.
90 – 105 Degrees	Extreme Caution	► Sunstroke, heat cramps & heat exhaustion possible with prolonged exposure & physical activity.
105 – 130 Degrees	Danger	► Sunstroke, heat cramps or heat exhaustion likely ► Heatstroke possible
130+ Degrees	Extreme Danger	► Heatstroke or sunstroke is imminent.

Air Quality Index (AQI)

The AQI is the EPA’s tool for communicating outdoor air quality and health. The AQI included six color-coded categories, each corresponding to a range of index values. The higher the AQI, the greater the level of air pollution and the greater the health concern.

AQI Basics for Ozone and Particle Pollution

Daily AQI Color	Levels of Concern	Values of Index	Description of Air Quality
Green	Good	0 to 50	Air quality is satisfactory, and air pollution poses little or no risk.
Yellow	Moderate	51 to 100	Air quality is acceptable. However, there may be a risk for some people, particularly those who are unusually sensitive to air pollution.
Orange	Unhealthy for Sensitive Groups	101 to 150	Members of sensitive groups may experience health effects. The general public is less likely to be affected.
Red	Unhealthy	151 to 200	Some members of the general public may experience health effects; members of sensitive groups may experience more serious health effects.
Purple	Very Unhealthy	201 to 300	Health alert: The risk of health effects is increased for everyone.
Maroon	Hazardous	301 and higher	Health warning of emergency conditions: everyone is more likely to be affected.

Abducted/Missing Persons

Each organization will inform their coaches and other on-site volunteers to be aware of what to do in the event someone is either abducted or has gone missing from their parent/guardian while at their athletic facility event.

1. The first person who is made aware of a potential abduction/missing person shall notify all coaches or event organizers immediately.
2. Get a good description of the missing person so you know what to look for.
 - a. Name of missing person.
 - b. Age, height, weight, race, hair color.
 - c. Clothing (be as specific as possible)
 - d. Any other pertinent identifying characteristics.
 - e. Use a photograph if available.
3. Anyone assisting in the search shall meet at a designated location.
 - a. See Exhibit A-D for specific site.
4. Head Coach or Event Organizer shall **call 911**.
5. Provide as much information as possible to the dispatcher.
 - a. Note: A parent or guardian responsible for the missing person must be present when the call is made to 911 and a missing person report must be filed.
6. Follow the directions given by the police officers and assist them as needed.
7. Stay with the family/friends of the missing person.
8. Head Coach or Event Organizer will notify everyone involved in the search once the person has been found.

Fire Emergency

1. Call 911 from a safe location.
2. Identify yourself, your location, and what is on fire.
3. Evacuate all volunteers, coaches, and spectators to a safe distance from the fire.
4. If possible, use fire extinguishers or other appropriate means to knock down small fires, **but only if it is safe to do so**, until the fire department arrives.
5. Ensure fire lanes are open for quick and easy access for the fire department.
6. Event organizer and coaches should ensure that all volunteers and umpires are safe. Meet at the safe location established in Exhibit A-D.
7. Notify Sports Coordinator and Parks Foreman.
 - a. Once the fire is resolved, they will work with the fire department to determine if any games are able to resume.

Exhibit A

Plants and Things Recreation Complex

Facility Address: 9950 165th Ave NW, Elk River, MN 55330

The AED is located on the concession stand facing the playground.

Severe Thunderstorm or Tornado Warning Safe Locations

- Since this is an outdoor facility, the following are determined to be the safest locations:
 - **Personal Vehicle**
 - **The concession stand**- limited space to be a true safe location.
 - **Bathroom building in between field 1 and 4**- Very limited space.
 - **Storage Garage in between field 1 and 2**- Very limited space.

Abducted/Missing Person

- The designated place to assemble searchers:
 - Fields 1-4: Concession Stand
 - Fields 5-6: Under the picnic shelter in between the fields.
 - Football/Soccer: At the West entrance.

Fire Emergency

- The designated place to meet to ensure coach/umpire/volunteer safety:
 - Fields 1-4: Under the picnic shelter in between fields 2 and 3.
 - Fields 5-6: Under the picnic shelter in between the fields.
 - Football/Soccer: At the West entrance.



- | | |
|--|---|
| ● AED | ● Abducted/Missing Person Meet-Up |
| ● Storm Safe Locations | ● Fire-Safe Meet-Up |

Exhibit B

Dave Anderson Athletic Complex

Facility Address: 13300 Business Center Drive NW, Elk River, MN 55330

The AED is located inside the concession stand.

Severe Thunderstorm or Tornado Warning Safe Locations

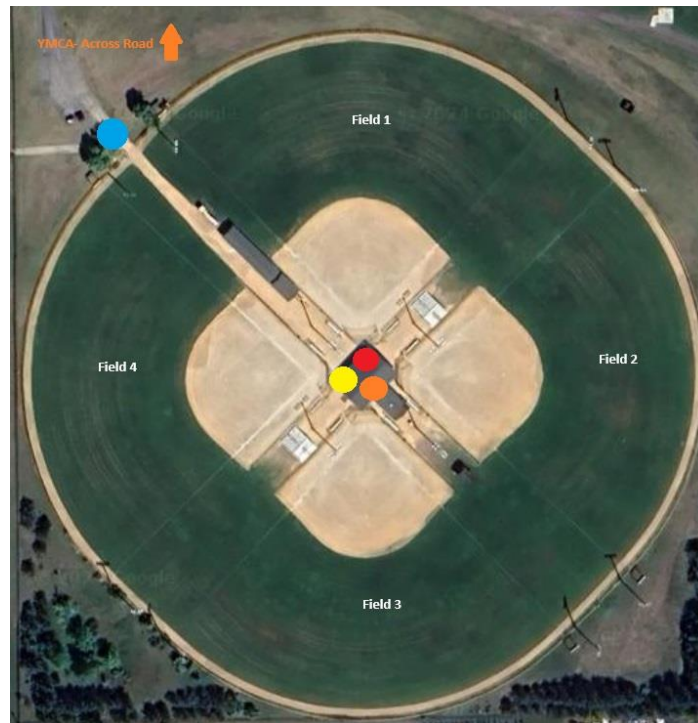
- Since this is an outdoor facility, the following are determined to be the safest locations:
 - Across the street at the YMCA.
 - Personal Vehicle
 - The concession stand- limited space to be a true safe location.

Abducted/Missing Person

- The designated place to assemble searchers:
 - Concession Stand

Fire Emergency

- The designated place to meet to ensure coach/umpire/volunteer safety:
 - Main gate entrance.



- | | |
|--|---|
| ● AED | ● Abducted/Missing Person Meet-Up |
| ● Storm Safe Locations | ● Fire-Safe Meet-Up |

Exhibit C

Lion John Weicht Park

Facility Address: 1104 Lions Park Drive, Elk River, MN 55330

The AED is located inside the concession stand.

Severe Thunderstorm or Tornado Warning Safe Locations

- Since this is an outdoor facility, the following are determined to be the safest locations:
 - Across the street at the Furniture and Things Community Event Center.
 - Personal Vehicle
 - The concession stand- limited space to be a true safe location.
 - Permanent Bathroom Building- limited space to be a true safe location.

Abducted/Missing Person

- The designated place to assemble searchers:
 - Small picnic shelter near concession stand.

Fire Emergency

- The designated place to meet to ensure coach/umpire/volunteer safety:
 - Park Map Kiosk near loading/unloading zone.



- | | |
|--|---|
| ● AED | ● Abducted/Missing Person Meet-Up |
| ● Storm Safe Locations | ● Fire-Safe Meet-Up |

Exhibit D

Facility Address: 999 Proctor Ave, Elk River, MN 55330

Severe Thunderstorm or Tornado Warning Safe Locations

- ### Abducted/Missing Person

- ## Fire Emergency

-

- 17



Request for Action

To
City Council

Item Number
4.7

Meeting Date
May 5, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Resolution 25-22: Summary Publication of
Ordinance 25-05

Reviewed by
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 25-22 approving the summary publication of Ordinance 25-05, which outlines the development standards for the Oakwater Ridge Planned Unit Development.

Background/Discussion

On April 7, 2025, the City Council adopted Ordinance 25-05 establishing the development standards for the Oakwater Ridge PUD. The ordinance includes permitted uses, minimum lot sizes and setbacks, landscaping standards, and references the approved PUD development plans.

Summary publication is permitted under State Statute 412.191 sub 4 in the case of lengthy ordinances. The attached resolution provides a summary of the ordinance and informs the public as to where the full text of the ordinance can be reviewed.

Financial Impact

The publication costs will be charged to the applicant's escrow.

Mission/Policy/Goal

Responsible for every dollar - good stewards.

Attachments

1. Summary Resolution for OA 25-05
2. Oakwater Ridge PUD Ordinance
3. Oakwater Ridge Master PUD Exhibits dated April 7, 2025

The Elk River Vision

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





Resolution 25-22

A Resolution Approving Notice of Summary Publication of Ordinance No. 25-05, of the City of Elk River, Minnesota, City Code

WHEREAS, on April 7, 2025, the Elk River City Council adopted Ordinance No. 25-05 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. 25-05; and

WHEREAS, a copy of the full text of Ordinance No. 25-05 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. 25-05.

Public Notice

During their April 7, 2025, meeting, the City Council adopted Ordinance No. 25-05, an ordinance amending Chapter 30, Division 9, entitled “Other Nonoverlay Districts”.

In summary, Ordinance No. 25-05 makes the following changes to the aforementioned sections of the city code:

1. Establishes the development standards for the Oakwater Ridge residential subdivision – including the minimum setbacks, lot sizes, allowed uses, and architectural standards.
2. Identifies the approved development plans as those dated April 7, 2025.

Passed and adopted by the City Council of the City of Elk River this 5th day of May, 2025.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk



Ordinance 25 - 05

An Ordinance Amending Chapter, 30, Division 9, Other Non-overlay 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 Non-overlay Districts**, of the City of Elk River Code of Ordinances shall be amended to add the following Subdivision and Section:

Section 30-1604. – Oakwater Ridge

- (a) Legal Description. The following described property located within the City of Elk River, Sherburne County, Minnesota is hereby zoned PUD, Planned Unit Development:

That part of the following described parcels:

Those parts of the West Half of the Northeast Quarter and the Southeast Quarter of the Northeast Quarter, all in Section 14, Township 32, Range 26, Sherburne County, Minnesota, which lies Southwesterly of the Southwesterly Right of Way line of U.S. Highway No. 10 and Northwesterly of the Northwesterly Right of Way line of Kelley Farm Road N.W., both Right of Way lines per the recorded plat of Minnesota Department of Transportation Monumentation Plat 71-M2

AND

Government Lot 1, Section 11, Township 32, Range 26, Sherburne County, Minnesota

AND

Southeast Quarter of Southwest Quarter, Section 11, Township 32, Range 26, Sherburne County, Minnesota

AND

Government Lot 3; Government Lot 4; and that part of the Northeast Quarter of the Northwest Quarter, all in Section 14, Township 32, Range 26, Sherburne County, Minnesota, which lies Southwesterly of the Southwesterly Right of Way line of U.S. Highway No. 10 per the recorded plat of Minnesota Department of Transportation Monumentation Plat 71-M2

Which lies southwesterly and southerly of the following described line and its southeasterly and northwesterly extensions:

Commencing at the East Quarter corner of Section 14, Township 32, Range 26; thence North 89 degrees 22 minutes 02 seconds West, assumed bearing, along the South line of the Northeast Quarter of said Section 14, a distance of 386.11 feet; thence North 22 degrees 56 minutes 43 seconds East, 210.03 feet to the point of beginning of said line to be described; thence North 48 degrees 37 minutes 16 seconds West, 1115.25 feet; thence northwesterly 684.15 feet along a tangential curve, concave to the Northeast, having a radius of 22972.93 feet and a central angle of 01 degree 42 minutes 23 seconds; thence North 46 degrees 54 minutes 53 seconds West, tangent to the last described curve, 878.66 feet; thence northwesterly 1018.51 feet, along a tangential curve, concave to the Northeast, having a radius of 7846.18 feet and a central angle of 07 degrees 26 minutes 15 seconds; thence North 39 degrees 28 minutes 38 seconds West, tangent to the last described curve, 317.40 feet; thence northwesterly 157.33 feet along a tangential curve, concave to the Southwest, having a radius of 267.00 feet and a central angle of 33 degrees 45 minutes 42 seconds; thence North 73 degrees 14 minutes 20 seconds West, tangent to the last described curve, 59.05 feet; thence northwesterly 196.22 feet, along a tangential curve, concave to the Northeast, having a radius of 333.00 feet and a central angle of 33 degrees 45 minutes 42 seconds; thence North 39 degrees 28 minutes 38 seconds West, tangent to the last described curve, 305.98 feet; thence North 89 degrees 53 minutes 25 seconds West, 312.85 feet; thence North 58 degrees 18 minutes 20 seconds West, 92.34 feet; thence North 25 degrees 31 minutes 23 seconds West, 236.52 feet; thence North 89 degrees 55 minutes 44 seconds West, 89.41 feet; thence westerly 34.42 feet, along a tangential curve, concave to the South, having a radius of 303.00 feet and a central angle of 06 degrees 30 minutes 34 seconds; thence North 33 degrees 53 minutes 06 seconds West, not tangent to the last described curve, 372.53 feet to the North line of said Government Lot 1 and said line there terminating.

(b) PUD Development Standards. The property shall be subject to the following standards.

(1) Uses

a. Permitted Uses

1. Residential, single family.
2. Residential facilities (one to six persons).
3. 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

1. Accessory dwelling units
2. Residential occupations.
3. Structures, accessory.
4. Towers (less than 60 feet in height).
5. Signs (as permitted in section 30-851 et seq.).

c. Conditional Uses

1. Kennels, private

(2) Lot Size

a. The PUD permits lot sizes as follows:

<u>Lot Type</u>	<u>Unit Count</u>	<u>Minimum Lot Width</u>	<u>Minimum Lot Depth</u>	<u>Typical Lot Area</u>
<u>Min. 50' Single-Family Lots</u>	<u>170</u>	<u>50' - 0"</u>	<u>130' - 0"</u>	<u>6,760 SF</u>
<u>Min. 65' Single-family Lots</u>	<u>293</u>	<u>65' - 0"</u>	<u>130' - 0"</u>	<u>7,800 SF</u>
<u>Min. 75' Single-family Lots</u>	<u>48</u>	<u>75' - 0"</u>	<u>130' - 0"</u>	<u>10,000 SF</u>
<u>Min. 100' Single-Family Lots</u>	<u>20</u>	<u>100' - 0"</u>	<u>130' - 0"</u>	<u>20,000 SF</u>

(3) Setbacks

a. Single Family Lots

1. Primary Structures

<u>50' and 65' Wide Lots</u>	
<u>Front Setback</u>	<u>25' - 0"</u>
<u>Side Setback</u>	<u>7' - 6"</u>
<u>Rear Setback</u>	<u>30' - 0"</u>
<u>Corner Front Setback</u>	<u>25' - 0"</u>

<u>75' Wide Lots</u>	
<u>Front Setback</u>	<u>30' - 0"</u>
<u>Side Setback</u>	<u>7' - 6"</u>
<u>Rear Setback</u>	<u>30' - 0"</u>
<u>Corner Front Setback</u>	<u>30' - 0"</u>
<u>100' Wide Lots</u>	
<u>Front Setback</u>	<u>30' - 0"</u>
<u>Side Setback</u>	<u>10' - 0"</u>
<u>Rear Setback</u>	<u>30' - 0"</u>
<u>Corner Front Setback</u>	<u>30' - 0"</u>

2. Accessory Structures

<u>Front Setback</u>	<u>Same as Principal Structure</u>
<u>Side Setback</u>	<u>5' - 0"</u>
<u>Rear Setback</u>	<u>5' - 0"</u>
<u>Corner Front Setback</u>	<u>Same as Principal Structure</u>

3. All properties are limited to two detached structures.
4. Total garage space (attached and detached) shall be limited to 1,200 SF.
5. All other setbacks shall be consistent with the relevant section of the city code.

(4) Additional Design Standards:

- a. Driveways width is established in the table below, and is measured at the curb line

	<u>50' Lot Width</u>	<u>65' Lot Width</u>	<u>75' Lot Width</u>	<u>100' Lot Width</u>
<u>Driveway Width</u>	<u>16 feet</u>	<u>20 feet</u>	<u>30 feet</u>	<u>30 feet</u>

- b. Driveways must be setback 5'-0" from side property lines.
- c. Attached garages must be at least 440 square feet in size (20 x 22).
- d. Internal monotony code
 1. Homes shall not repeat the same front elevation and primary exterior color combination within the block described below.
 - i. A block for the purposes of applying the monotony code includes the two adjacent homes on the same side of the street, and the three closest homes across the street.
- e. Landscape Requirements
 1. Lots 65-feet and wider must include two trees in front yard. One tree must be an overstory tree, and the second can be ornamental, evergreen or overstory.
 2. The 50-foot parcels must plant at least one overstory tree in the front yard.
- f. Properties within the Wild and Scenic River district must comply with standards described in city code, beginning with Sec. 30-2071.
 1. Riparian lots will be permitted a dock in accordance with state regulations.

- (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 – Elk River Specht Farm Master PUD Exhibits updated in accordance with City Council action on April 7, 2025.

SECTION 2. 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 7th day of April, 2025.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk

OAKWATER RIDGE

Elk River, MN

CAPSTONE
— H O M E S —



PLANNED UNIT DEVELOPMENT

April 7th, 2025

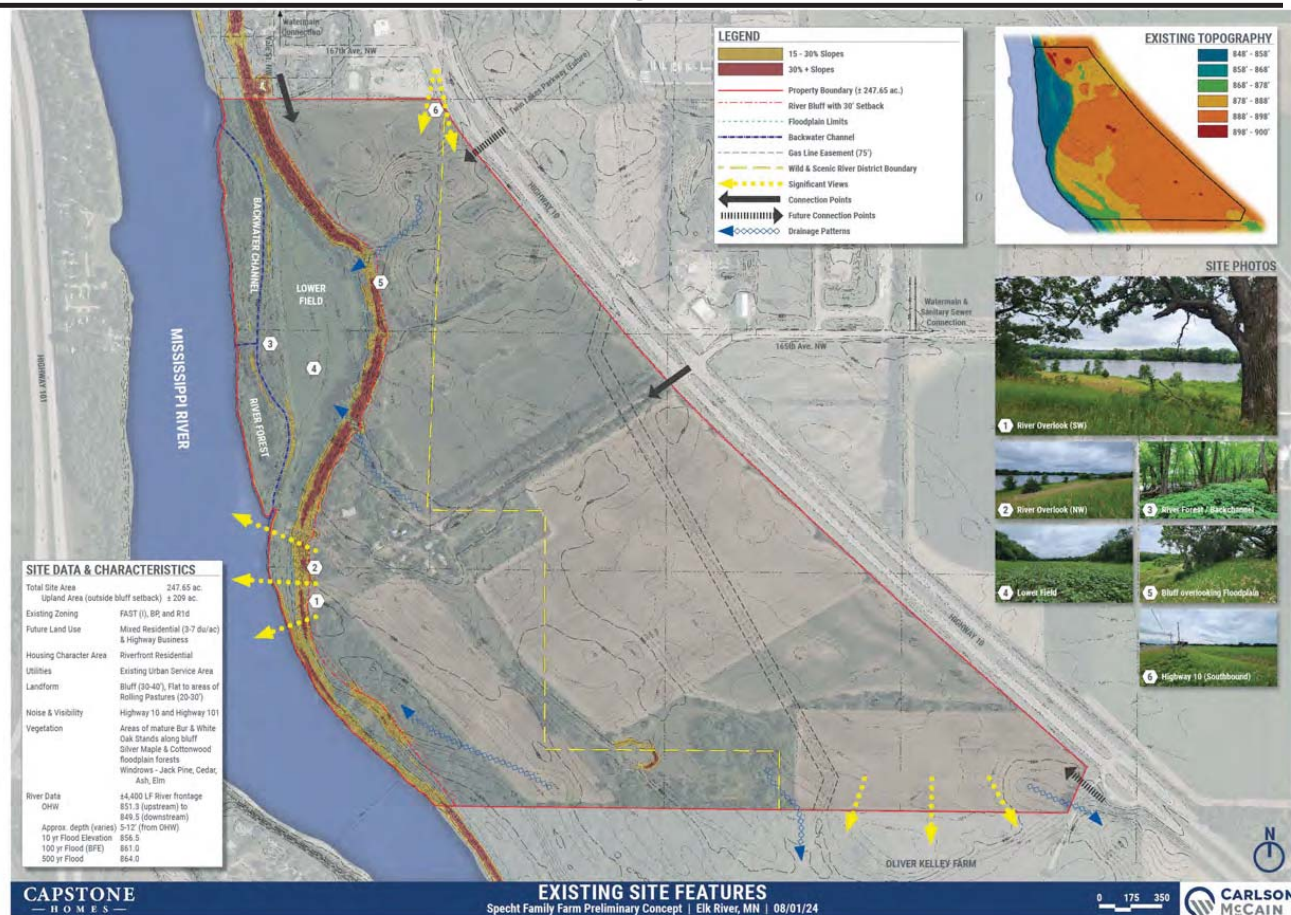
Project Narrative

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

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

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

Existing Conditions



CAPSTONE
— HOMES —

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

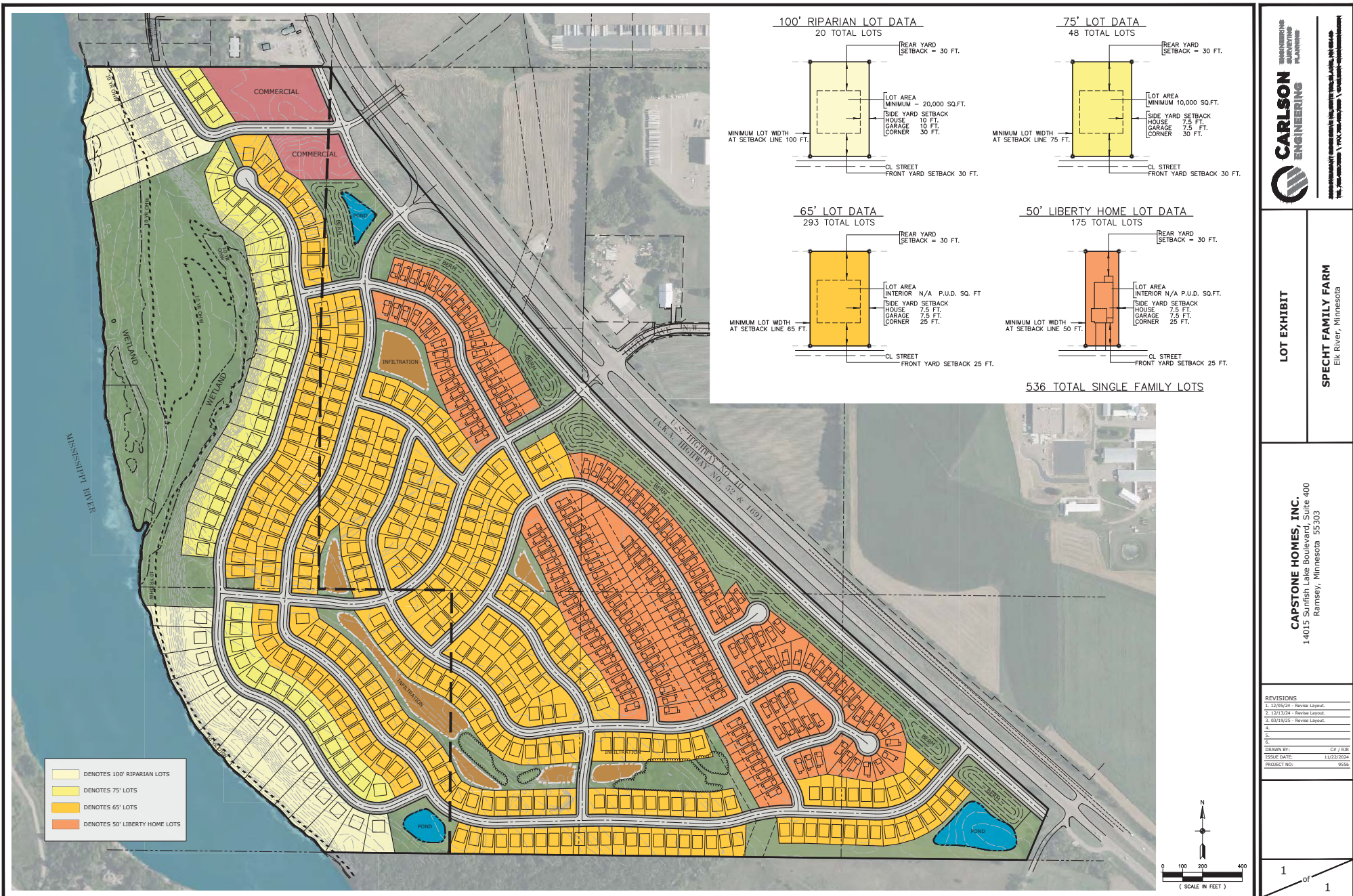
Carlson
McCain
ENVIRONMENTAL • ENGINEERING • SURVEYING

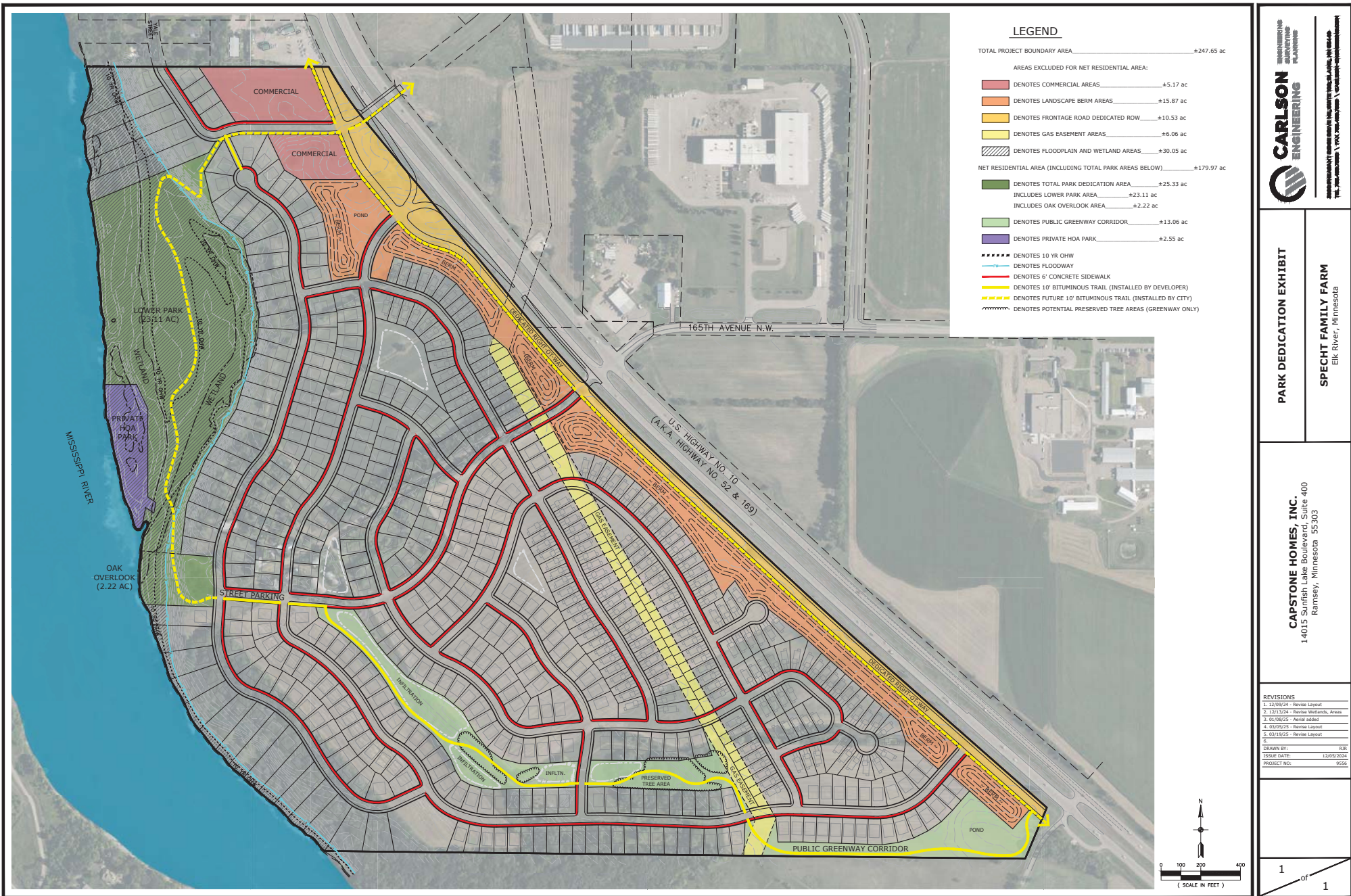
3890 Pheasant Ridge Dr. NE, Ste 100
Blaine, MN 55449

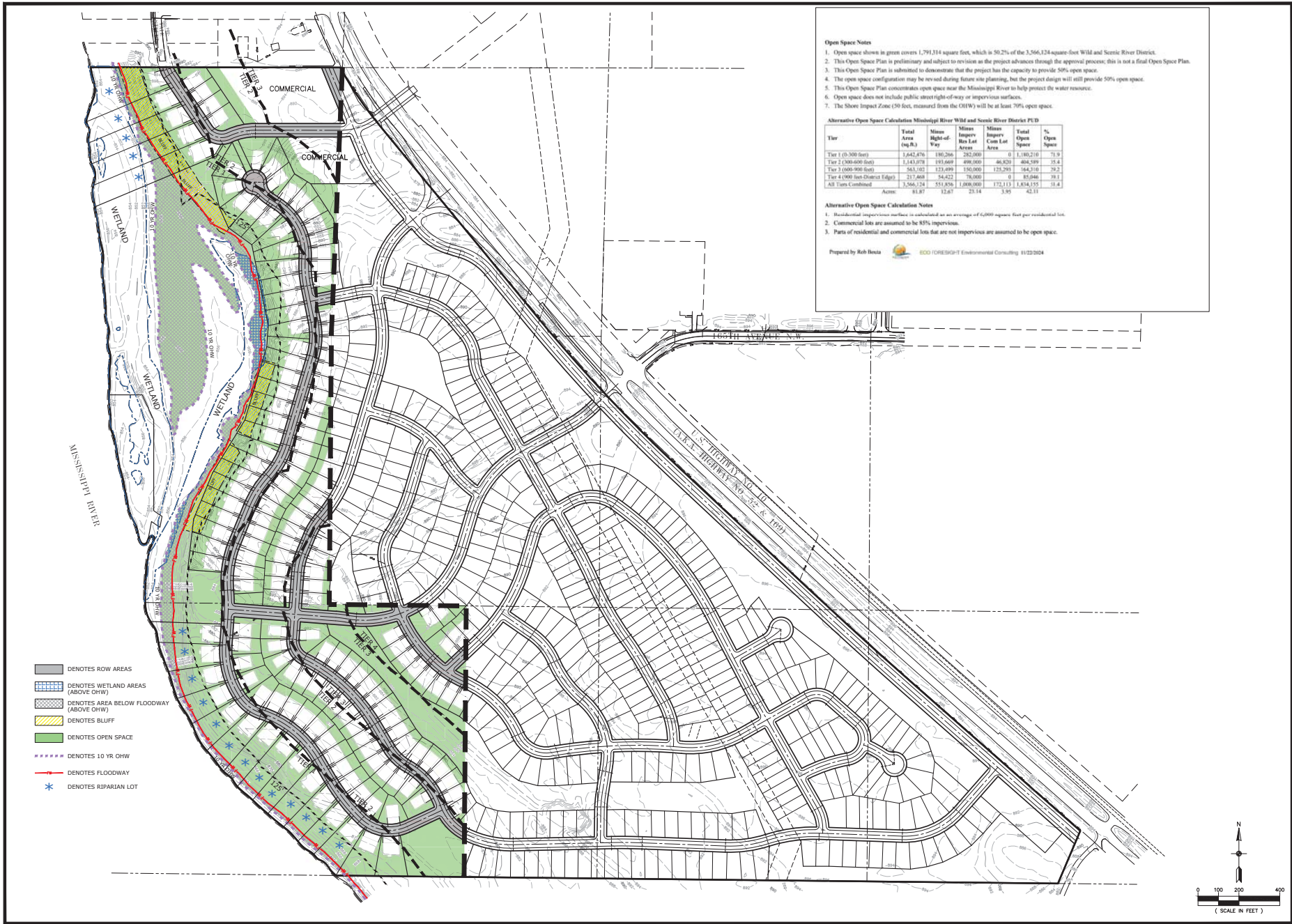
KJOLHAUG ENVIRONMENTAL
SERVICES COMPANY

2500 Shadywood Road, Ste 130
Orono, MN 55331









Open Space Notes

1. Open space shown in green covers 1,791,314 square feet, which is 50.2% of the 3,566,324 square-foot Wild and Scenic River District.
2. This Open Space Plan is preliminary and subject to revision as the project advances through the approval process; this is not a final Open Space Plan.
3. This Open Space Plan is submitted to demonstrate that the project has the capacity to provide 50% open space.
4. The open space configuration may be revised during future site planning, but the project design will still provide 50% open space.
5. This Open Space Plan concentrates open space near the Mississippi River to help protect the water resource.
6. Open space does not include public street right-of-way or impervious surfaces.
7. The 100-foot Impact Zone (100 IZ), measured from the OHW, will be at least 70% open space.

Alternative Open Space Calculation Mississippi River Wild and Scenic River District PUD

Tier	Total Area (sq ft)	Minus Right-of-Way	Minus Impervious Area	Minus Impervious Core Area	Total Open Space	% Open Space
Tier 1 (0-300 feet)	1,642,876	180,266	282,000	0	1,180,610	71.9
Tier 2 (300-600 feet)	1,143,078	193,669	498,000	46,829	404,580	35.4
Tier 3 (600-900 feet)	563,102	123,499	150,000	125,203	164,310	29.2
Tier 4 (900 feet District Edge)	217,468	54,822	78,000	0	84,646	39.1
All Tiers Combined	3,566,524	551,256	1,008,000	172,132	1,835,136	51.5
Average	81.87	12.67	21.14	3.95	42.11	

Alternative Open Space Calculation Notes

1. Residential impervious surface is calculated as an average of 4,000 square feet per residential lot.
2. Commercial lots are assumed to be 85% impervious.
3. Parts of residential and commercial lots that are not impervious are assumed to be open space.

Prepared by Rob Bonta



ECHO CONSULTING Environmental Consulting 11/23/2024

REVISIONS

1.	03/21/2025 Revised layout.	
2.		
3.		
4.		
5.		
6.		
DRAWN BY:	CF	
ISSUE DATE:	11/22/2024	
PROJECT NO.:	8056	



Mississippi River Wild and Scenic River District FLD Density Evaluation										
Tier	Project Area					Allowed FLD Density				
	Total Area (sq. ft.)	Avoidance (sq. ft.)	Effluents (sq. ft.)	Not Suitable Area (sq. ft.)	Minimum Dist. Per Unit	Base Density (sq. ft.)	Density Multiplier	Density With Multiplier	Density With Transfer	Unit Transfer
Tier 1 (40,000 acres) Riparian	606,293	0	53,290	553,003	20,000	27.2	1.5	41.5	5.1	17
Tier 2 (100,000 acres) Riparian	1,413,078	80,931	10,000	1,332,147	20,000	13.6	2.0	27.2	3.4	23
Tier 2 (1,000,000 acres)	1,143,078	0	0	1,143,078	10,000	11.2	2.8	22.8	3.5	8
Tier 3 (400,000 acres)	563,012	0	0	563,012	10,000	5.6	2.0	11.2	2.7	3
Tier 4 (900,000 acres) Forest	1,413,078	0	0	1,413,078	10,000	11.2	2.0	22.4	3.9	10
Tier 4 (900,000 acres) Forest	3,566,124	493,787	100,000	3,372,337	30,000	11.9	2.0	23.8	4.0	19

- The FEMA 10-year flood elevation was fit to topography field surveyed by Carlton McCain and used as the OHW line.
- The FEMA 100-year flood elevation was fit to topography field surveyed by Carlton McCain and used as the Floodway boundary.
- Bluffs were delineated according to the definition contained in the City of Elver River Zoning Ordinance (at least 30% slope rising to at least 15 feet at the OHW).
- River line shows structure setbacks of 125 feet from the OHW and 30 feet from the top of bluff; all riparian lots are at least 100 feet wide at the OHW.
- Impervious surface coverage of riparian lots will not exceed 25% of the lot area.
- For nonriparian lots, the post-development 5-year frequency event peak discharge rate will be no greater than the 5-year historic undeveloped peak discharge rate.

Prepared by Rob Huxta ECO-CONSULT Environmental Consulting 11/23/2015

**CARLSON
ENGINEERING**
ENGINEERING \ SURVEYING \ PLANNING

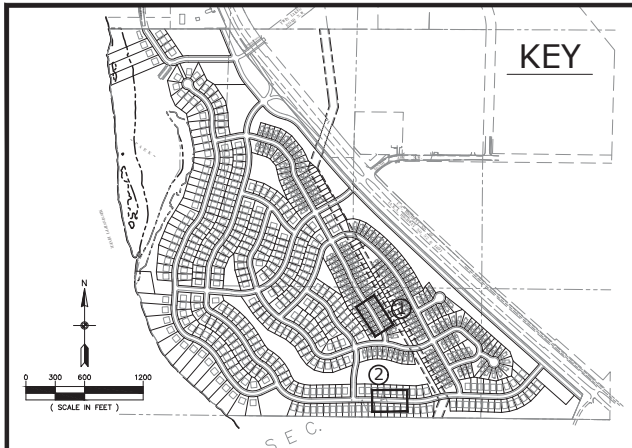
**WILD AND SCENIC RIVER DISTRICT
PUD DENSITY EXHIBIT**

SPECHT FAMILY FARM
Elk River, Minnesota

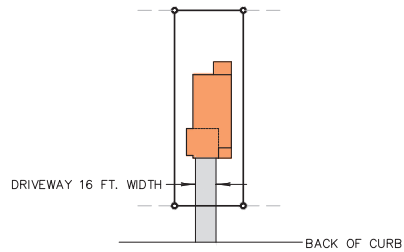
CAPSTONE HOMES, INC.
4015 Sunfish Lake Boulevard, Suite 400
Ramsey, Minnesota 55303

REVISIONS	
1.	11/12/2024 Revise layout.
2.	11/22/2024 Revise layout.
3.	03/21/2025 Revise layout.
4.	
5.	
6.	
DRAWN BY:	
ISSUE DATE:	10/25/2024
PROJECT NO:	95

1 of 1

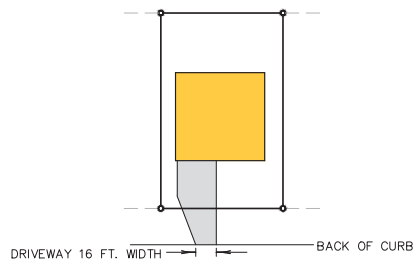


① 50' LIBERTY HOME LOT (NOT TO SCALE)

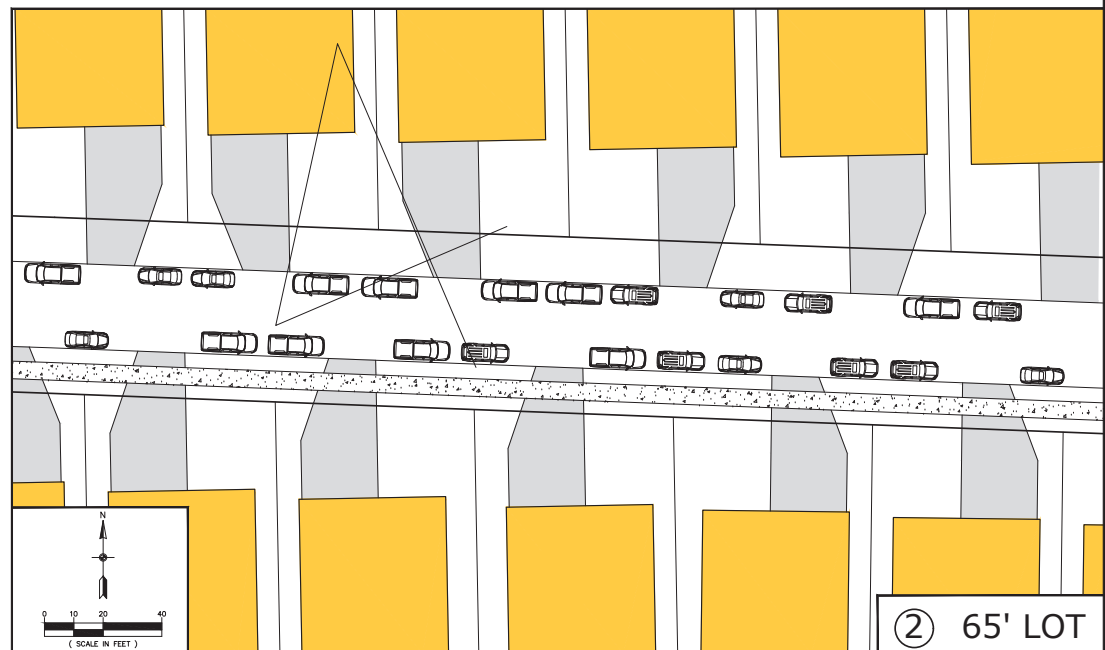
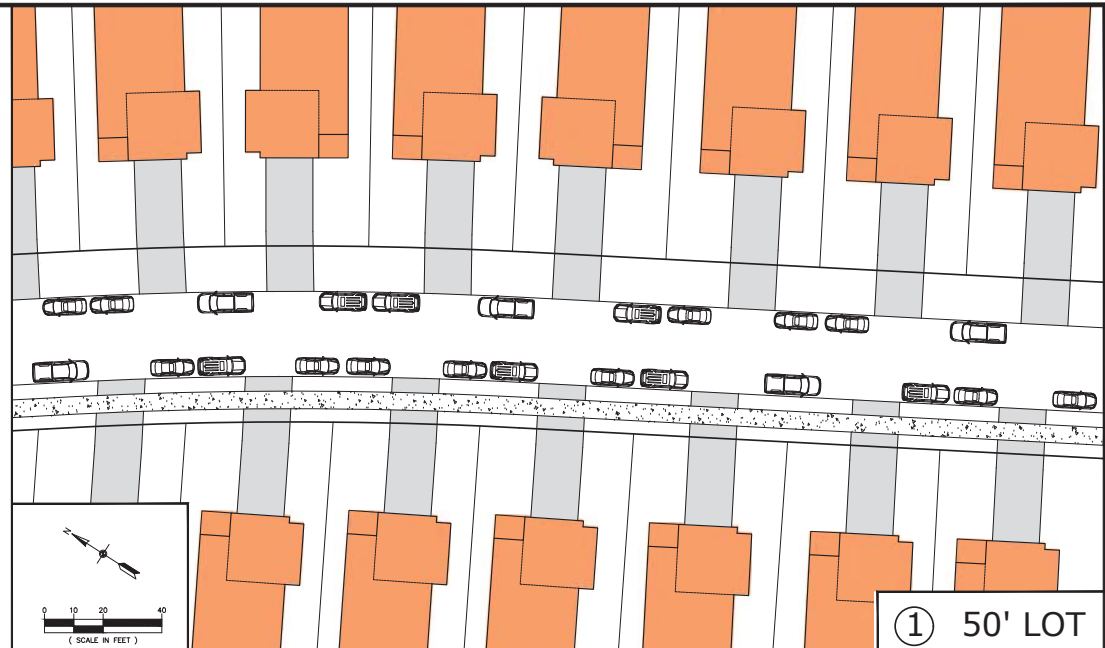


NOTE: MAXIMUM DRIVEWAY WIDTH FOR 50' LOTS IS 16' AT THE BACK OF CURB

② 65' LOT (NOT TO SCALE)



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



PARKING EXHIBIT

SPECHT FAMILY FARM
Elk River, Minnesota

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

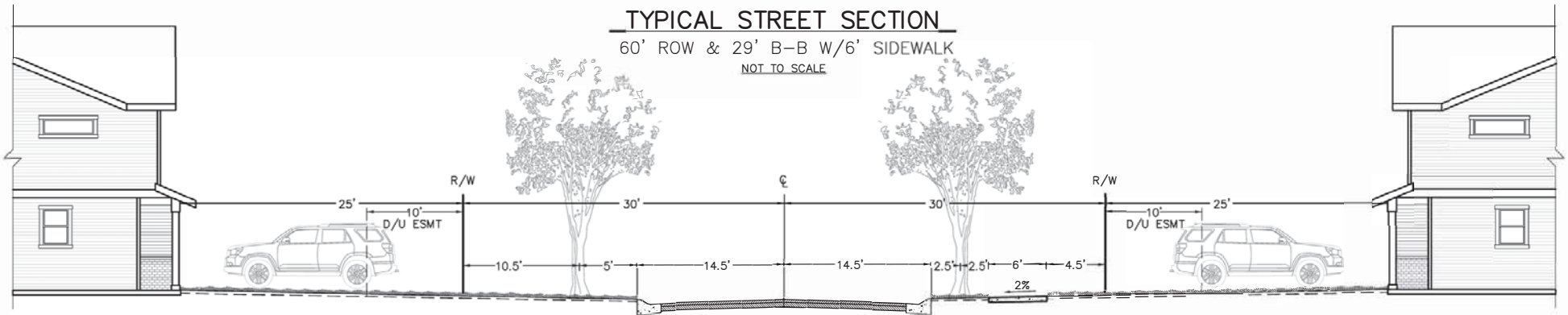
REVISIONS	
1.	12/13/24 - Add Max Day Width Notes
2.	
3.	
4.	
5.	
6.	
DRAWN BY:	ADG
ISSUE DATE:	12/15/2024
PROJECT NO.:	8056

1 of 1

TYPICAL STREET SECTION

60' ROW & 29' B-B W/6' SIDEWALK

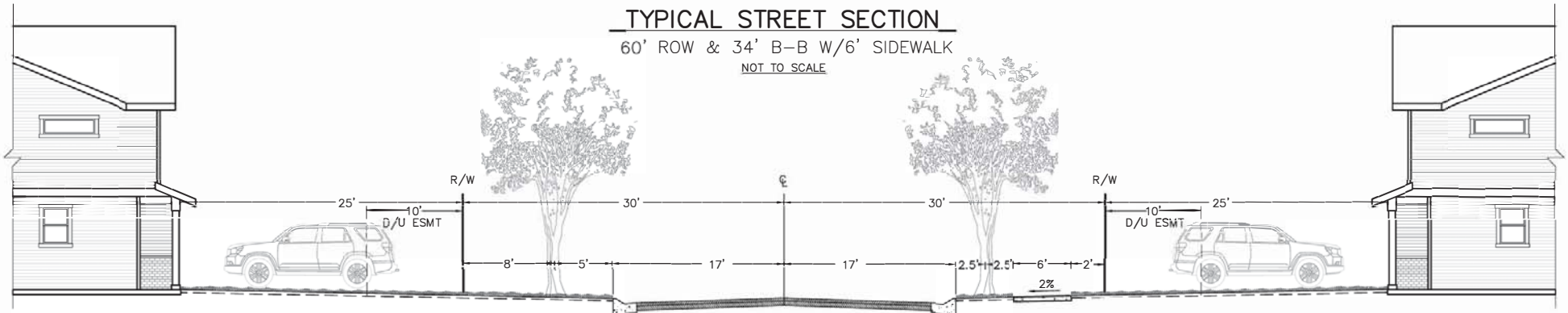
NOT TO SCALE



TYPICAL STREET SECTION

60' ROW & 34' B-B W/6' SIDEWALK

NOT TO SCALE



ENGINEERING
SURVEYING
ENVIRONMENTAL

3280 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.488.7500
FAX 763.488.7500
CARLSONMCCAIN.COM

Revisions:
1.

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

SPECHT FAMILY FARM
Elk River, Minnesota

TYPICAL STREET SECTIONS

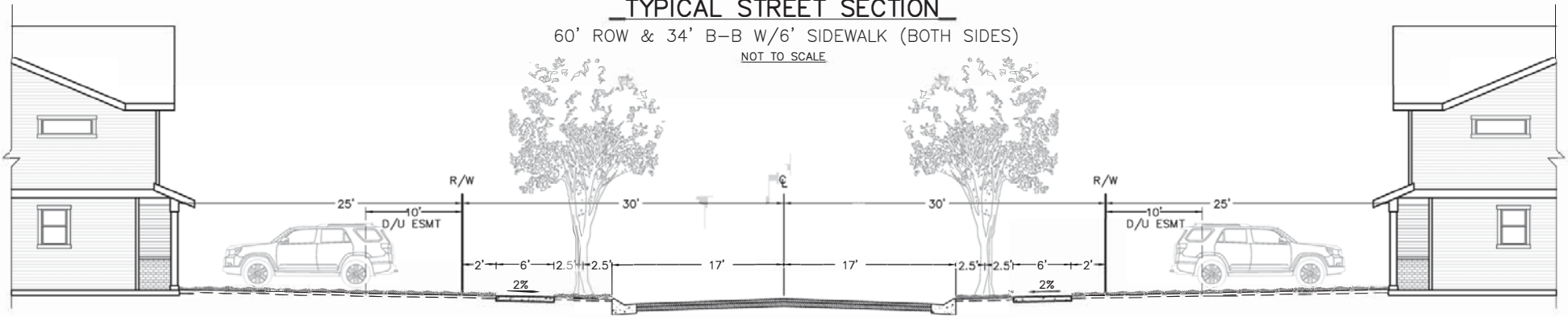
1
of
2

#9556

TYPICAL STREET SECTION

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

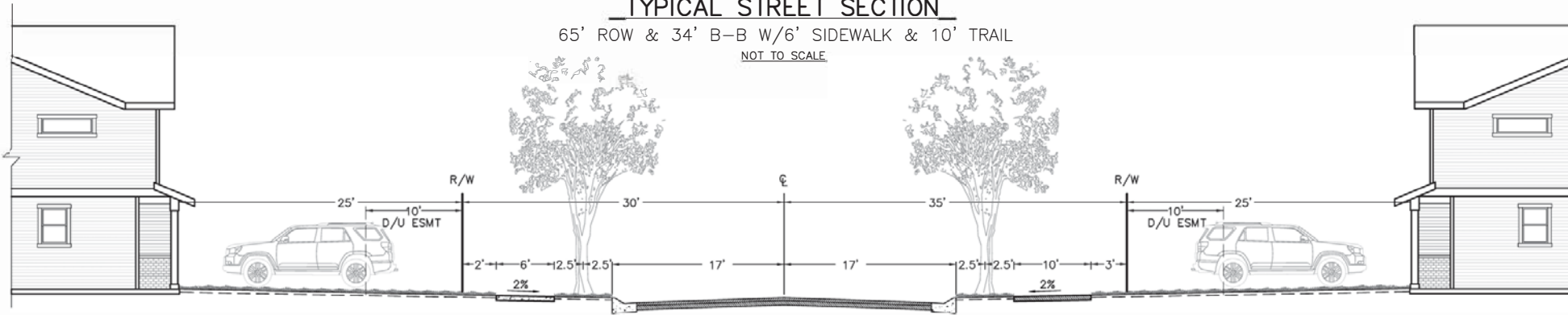
NOT TO SCALE



TYPICAL STREET SECTION

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

NOT TO SCALE



12/02/24

CARLSON MCCAIN

ENGINEERING
SURVEYING
ENVIRONMENTAL

3880 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.488.7500
FAX 763.488.7500
CARLSONMCCAIN.COM

Revisions:

1.

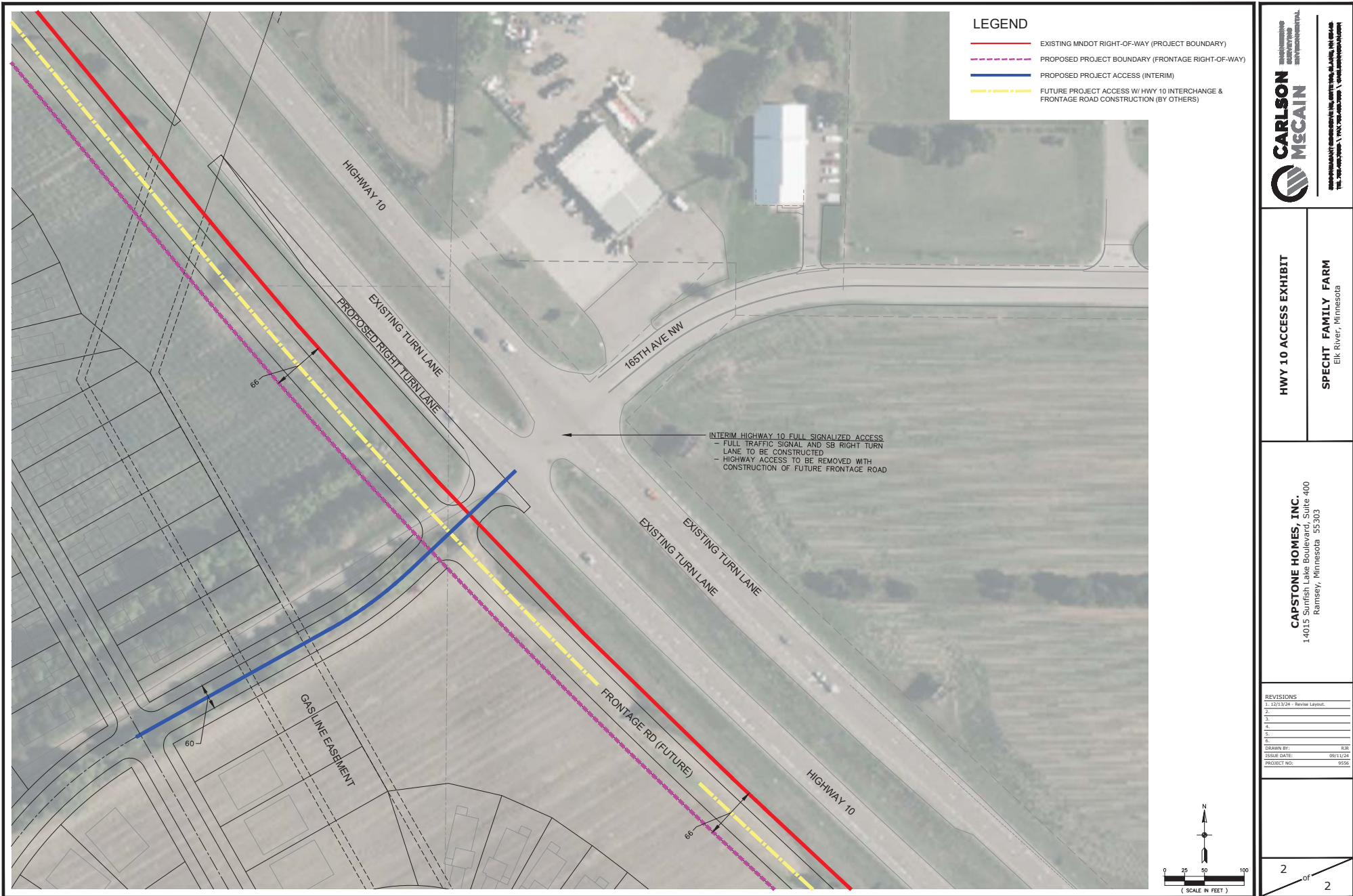
CAPSTONE HOMES, INC.
14015 Sunfish Lake Blvd. NW, Suite 400
Ramsey, MN 55303

SPECHT FAMILY FARM
Elk River, Minnesota

TYPICAL STREET SECTIONS

2 of 2

#9556





Request for Action

To
City Council

Item Number
6.1

Meeting Date
May 5, 2025

Prepared By
Lindsay Brandner, Senior Administrative Assistant

Item Description
Proclamation: Recognizing K9 Duke for his Service

Reviewed by
David Kuhnly
Cal Portner
Tina Allard

Action Requested

1. Mayor Dietz is asked to read a proclamation recognizing K9 Duke for his service to the community.
2. Adopt, by motion, the proclamation.

Background/Discussion

K9 Duke entered service with the Elk River Police Department in June 2018.

During his seven years with the department, he earned numerous awards and aided in various law enforcement incidents.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
I. Proclamation: K9 Duke

The Elk River Vision

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



Proclamation

Recognizing K9 Duke for his Service in the City of Elk River, Minnesota

WHEREAS, K9 Duke has served the community with dedication as a valuable member of our law enforcement team since June 2018; and

WHEREAS, K9 Duke has played an integral role in enhancing public safety, contributing to the apprehension of suspects, detection of narcotics, and search and rescue efforts; and

WHEREAS, the partnership between K9 Duke and his handler, Officer Kevin Heldt has been a positive example of the dedication and teamwork essential to effective law enforcement; and

WHEREAS, it is fitting and appropriate to recognize the outstanding service of K9 Duke and express our gratitude for the important role that our K9 officers play in maintaining the safety and security of our community;

NOW, THEREFORE, BE IT RESOLVED, that I, John J. Dietz, Mayor, do hereby proclaim our deepest appreciation for K9 Duke and Officer Kevin Heldt for their commitment to protecting and serving our community, and for their outstanding contributions to law enforcement.


John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk

Date



Request for Action

To
City Council

Item Number
6.2

Meeting Date
May 5, 2025

Prepared By
Lindsay Brandner, Senior Administrative Assistant

Item Description
Proclamation: Designating Kevin Heldt Day

Reviewed by
David Kuhnly
Cal Portner

Action Requested

1. Mayor Dietz is asked to read the proclamation designating May 30, 2025, as Officer Kevin Heldt Day in the City of Elk River.
2. Adopt, by motion, the proclamation.

Background/Discussion

Officer Kevin Heldt will retire from the police department on May 30. He started his career in Webster City, Iowa, on October 1, 1996, and joined the Elk River Police Department on July 14, 2003. In 2018, he became the handler for K9 Duke.

Officer Heldt's service is much appreciated, and we wish him a happy retirement.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
I. Proclamation: Heldt Day

The Elk River Vision

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



PROCLAMATION

WHEREAS, Kevin J Heldt has retired from the Police Department after 21+ years of service; and

WHEREAS, Kevin has earned the respect and friendship of his peers, co-workers, and the Elk River community; and

WHEREAS, For his dedicated service, the City Council extends their sincere appreciation to Kevin and wish him a long, happy, and healthy retirement!

THEREFORE, I, John J. Dietz, Mayor of the City of Elk River, do hereby proclaim Friday, May 30, 2025 as Kevin J Heldt Day, in recognition and appreciation of the loyal and professional service provided by Kevin.





Request for Action

To
City Council

Item Number
6.3

Meeting Date
May 5, 2025

Prepared By
Ryan Sandhoefner, Engineering Project Manager

Item Description
National Pollutant Discharge Elimination System (NPDES) Annual Report

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Receive information and solicit public feedback.

Background/Discussion

The city is regulated as a Municipal Separate Storm Sewer System (MS4) under the National Pollutant Discharge Elimination System (NPDES) by the Minnesota Pollution Control Agency (MPCA). The new permit was reissued in October 2021 and runs on a five-year cycle. A new permit is expected to be released within the next year.

The permit prescribes goals in the following categories: Public Education and Outreach; Public Participation and Involvement; Illicit Discharge Detection and Elimination; Construction Site Runoff Control; and Pollution Prevention and Good Housekeeping. The city is required to hold an annual public hearing to receive feedback on the stormwater program. The following goals were met by the city in 2024:

- Continued to investigate potential sources of illicit discharge.
- Updated communication materials for both online and in-person.
- Created a concise training schedule for all required departments.
- Maintain, repair, and upgrade old infrastructure with street improvements.

Financial Impact
N/A

Mission/Policy/Goal
Work with citizens to achieve goals.

Attachments
None

The Elk River Vision

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



Request for Action

To
City Council

Item Number
7.1

Meeting Date
May 5, 2025

Prepared By
Zack Carlton, Community Development Director

Item Description
Ordinance Amendment 25-06: City-Owned
Advertising Signs

Reviewed by
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, an ordinance amending Sec. 30-867 to allow government-owned off-premises advertising signs.

Background/Discussion

City staff has been working with the city attorney to find a solution within our existing ordinance that would allow the city to place a sign advertising events and activities at the Furniture and Things Community Event Center. The ordinance classifies any sign not on the same property promoting actions/activities as an off-premise advertising sign - essentially a billboard.

Billboards generally advertise off-premises businesses for a fee and operate as a for-profit venture. They are also meant to be seen from a long distance away, which leads to their large size and configuration, and preferred location along major highways.

The proposed ordinance would allow off-premises signs that advertise activities at government facilities. The draft ordinance also limits the sign size to 10 feet tall and 100 square feet. The ordinance is also written to limit the scope by linking the sign to a facility that does not have direct access to a public street.

Planning Commission

The Planning Commission held a public hearing on April 22, 2025. No one spoke during the hearing, and no comments were received for or against the proposed amendment.

The Commission unanimously recommended approval of the amendment, but included a comment that the ordinance should limit the advertising to the specific facility it is associated with. However, the city attorney does not recommend including this language as it would express a preference for specific content. A limitation is not included in the proposed amendment, but as the city will operate the sign, the Council can choose what messages are included on a sign.

Financial Impact

Publication Costs

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Mission/Policy/Goal

Meet changing needs - agile

Attachments

I. Ordinance Amendment Document



Ordinance 25-06

An Ordinance Amending Chapter, 30, Sec. 30-867, 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 § 30-867 (h), District regulations. of the City of Elk River Code of Ordinances shall be amended to read as follows:

(h) *Government operated off-premises advertising signs. Government facilities that do not abut a public street are permitted one off-premises sign.*

(1) *The government operated sign does not count as signage otherwise permitted on the subject property.*

(2) *Sign size is limited to 10-feet tall and 100 square feet.*

(i) ~~(h)~~ *Temporary signs.* One on-premises temporary sign per property may be installed, as allowed by the city administrator or their designee. Temporary signs are also subject to the following:

- (1) Signs may not be displayed for more than a total of 90 days per calendar year, per property. A single permit shall not exceed 30 consecutive days.
- (2) Signs may not be displayed without a permit. Each permit must indicate the number of days and the dates the sign is to be displayed. A fee at a level established by ordinance adopted by the city council is required. Unless exempt as indicated in subsection (5), a citation will be issued to the property owner if the sign is placed on an unapproved surface and/or was erected past the date removed, as indicated on the permit.
- (3) Maximum sign area shall be limited to 56 square feet and signs shall not exceed nine feet in height. Lettering shall not extend beyond the edges of the sign.
- (4) Signs must be located on the property of the business and the advertising message must only relate to business conducted on that premises, except that nonprofit or charitable organizations as defined by Internal Revenue Code section 501(C)(3) may have off-premises signs for their fundraising activities, provided they obtain written permission from the property owner. Nonprofit organizations shall be limited to three signs per event and the signs shall not exceed the number of days allowed in subsection (h)(1) of this section. If an event is advertised for more than 30 days, it shall count toward that property's 90-day limit for temporary signage.

- (5) Temporary signs may not be placed in any right-of-way, and must be located on an approved surface; not including sidewalks, fire lanes, and/or circulation drive lanes. Approved surfaces include: asphalt, concrete, and class 5 or crushed concrete compacted to a dust free surface. If an approved surface is not located in a front yard or is more than ten feet from the front property line, the sign may be located in a landscaped area and shall be setback ten feet from property lines. The landscaped area around the temporary sign must continue to be maintained while the sign is in place.
- (6) Only signs for the community events listed in subsection 38-383(6) may be placed on city property.
- (7) For purposes of this section, City of Elk River property leased to other entities shall not be considered city property.
- (8) Signs must not be unsafe or dangerous and must be securely anchored.

SECTION 2. 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 5th day of May, 2025.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk



Request for Action

To
City Council

Item Number
8.1

Meeting Date
May 5, 2025

Prepared By
Ryan Sandhoefner, Engineering Project Manager

Item Description
Yale Court and Line Avenue Realignment Project

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the final plans for the Yale Court and Line Avenue Realignment Project and authorization to advertise it for bid.

Background/Discussion

The Yale Court and Line Avenue Realignment improvements were slated for post-169 *Redefine* to increase mobility and safety, and trend toward long-term transportation goals. The Yale Court extension connects the existing Yale Court approximately 350' south to 170th Avenue. This provides direct access to a signalized intersection for over 30 homes and businesses while also improving frontage connections along the TH 10/169 corridor.

The Line Avenue Realignment portion proposes the addition of a cul-de-sac to Line Avenue directly north of 184th Circle. Dodge Ave will then run continuously with 5th Street and connect to the existing roundabout on Twin Lakes Road. Sidewalk connections will also be constructed to improve pedestrian mobility in the area.

Financial Impact

Funding will be from our State Aid Construction Account as detailed in the CIP. Final dollar amounts will be determined upon bid opening.

Mission/Policy/Goal

Improve citizen quality of life.

Attachments

1. Project Map
2. Yale Court Extension
3. Line Avenue Improvements

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MINNESOTA DEPARTMENT OF TRANSPORTATION
CITY OF ELK RIVER, MINNESOTA
YALE COURT AND LINE AVENUE REALIGNMENTS

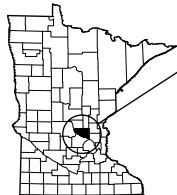
DESIGN DESIGNATION	LINE AVENUE NW
STA. 15+52.68 TO STA. 19+31.83 & STA. 37+04.37 TO STA. 40+78.34	
FUNTIONAL CLASSIFICATION	MINOR COLLECTOR
R-VALUE	30
ΣN-18	1,115,000
NO. & WIDTH OF TRAFFIC LANES	2 & 12 ft
NO. & WIDTH OF PARKING LANES	NA
ADT (PRESENT YEAR) 2025	9,240
ADT (PROJECTED YEAR) 2045	11,300
HCA DT (PROJECTED YEAR) 2045	3.83%
DESIGN SPEED	30 mph
DESIGN LOAD	10 ton
DESIGN SPEED FOR ROADWAY BASED ON ON <u>STOPPING SIGHT</u> DISTANCE:	
HEIGHT OF EYE = <u>3.5</u> FT	
HEIGHT OF OBJECT = <u>2.0</u> FT	

DESIGN DESIGNATION	DODGE AVE NW
STA. 5+11.63 TO STA. 6+40.76	
FUNTIONAL CLASSIFICATION	LOCAL
R-VALUE	30
ΣN-18	569,000
NO. & WIDTH OF TRAFFIC LANES	2 & 12 ft
NO. & WIDTH OF PARKING LANES	NA
ADT (PRESENT YEAR) 2025	4,950
ADT (PROJECTED YEAR) 2045	5,540
HCA DT (PROJECTED YEAR) 2045	3.83%
DESIGN SPEED	30 mph
DESIGN LOAD	10 ton
DESIGN SPEED NOT ACHIEVED AT: STA. 5+19.18 TO STA. 6+40.76	
DESIGN SPEED FOR ROADWAY BASED ON ON <u>STOPPING SIGHT</u> DISTANCE:	
HEIGHT OF EYE = <u>3.5</u> FT	
HEIGHT OF OBJECT = <u>2.0</u> FT	

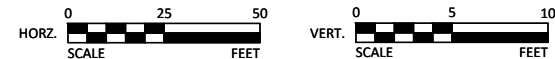
THIS PROJECT HAS BEEN GRANTED A VARIANCE FROM MINNESOTA
RULE 8820.9936, DATED NOVEMBER 2017, SO AS TO PERMIT 25
MPH HORIZONTAL CURVE SPEED IN LIEU OF THE REQUIRED 30 MPH
HORIZONTAL CURVE SPEED. THE VARIANCE WAS SIGNED BY
KRISTINE ELWOOD ON 08/20/2024

LINE AVENUE NW (SAP 204-136-002)			
GROSS LENGTH	753.12	FEET	0.143 MILES
NET LENGTH	753.12	FEET	0.143 MILES

YALE COURT (SAP 204-143-001)			
GROSS LENGTH	560.69	FEET	0.106 MILES
NET LENGTH	560.69	FEET	0.106 MILES



CITY: ELK RIVER
COUNTY: SHERBURNE
DISTRICT: 3

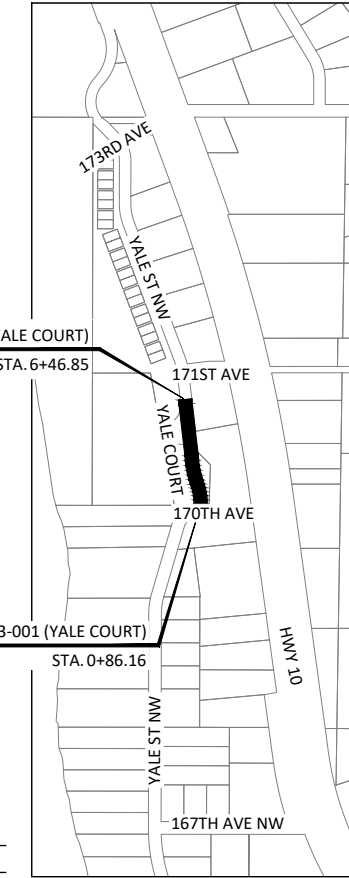
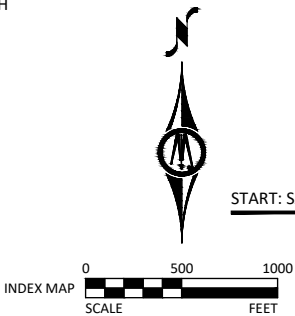


TYPICAL PLAN SCALE UNLESS OTHERWISE NOTED:

DESIGN DESIGNATION	YALE COURT
STA. 0+86.16 TO STA. 6+46.85	
FUNTIONAL CLASSIFICATION	MINOR COLLECTOR
R-VALUE	30
ΣN-18	220,000
NO. & WIDTH OF TRAFFIC LANES	2 & 11 ft
NO. & WIDTH OF PARKING LANES	2 & 8.33 ft
ADT (PRESENT YEAR) 2025	950
ADT (PROJECTED YEAR) 2045	1,410
DESIGN SPEED	30 mph
DESIGN LOAD	9 ton
DESIGN SPEED FOR ROADWAY BASED ON ON <u>STOPPING SIGHT</u> DISTANCE:	
HEIGHT OF EYE = <u>3.5</u> FT	
HEIGHT OF OBJECT = <u>2.0</u> FT	

DESIGN DESIGNATION	5TH STREET NW
STA. 6+40.76 TO STA. 15+52.68	
FUNTIONAL CLASSIFICATION	LOCAL
R-VALUE	30
ΣN-18	637,000
NO. & WIDTH OF TRAFFIC LANES	2 & 12 ft
NO. & WIDTH OF PARKING LANES	NA
ADT (PRESENT YEAR) 2025	5,390
ADT (PROJECTED YEAR) 2045	6,340
HCA DT (PROJECTED YEAR) 2045	3.83%
DESIGN SPEED	30 mph
DESIGN LOAD	10 ton
DESIGN SPEED NOT ACHIEVED AT: STA. 6+40.76 TO STA. 7+62.35	
DESIGN SPEED FOR ROADWAY BASED ON ON <u>STOPPING SIGHT</u> DISTANCE:	
HEIGHT OF EYE = <u>3.5</u> FT	
HEIGHT OF OBJECT = <u>2.0</u> FT	

VICINITY MAP

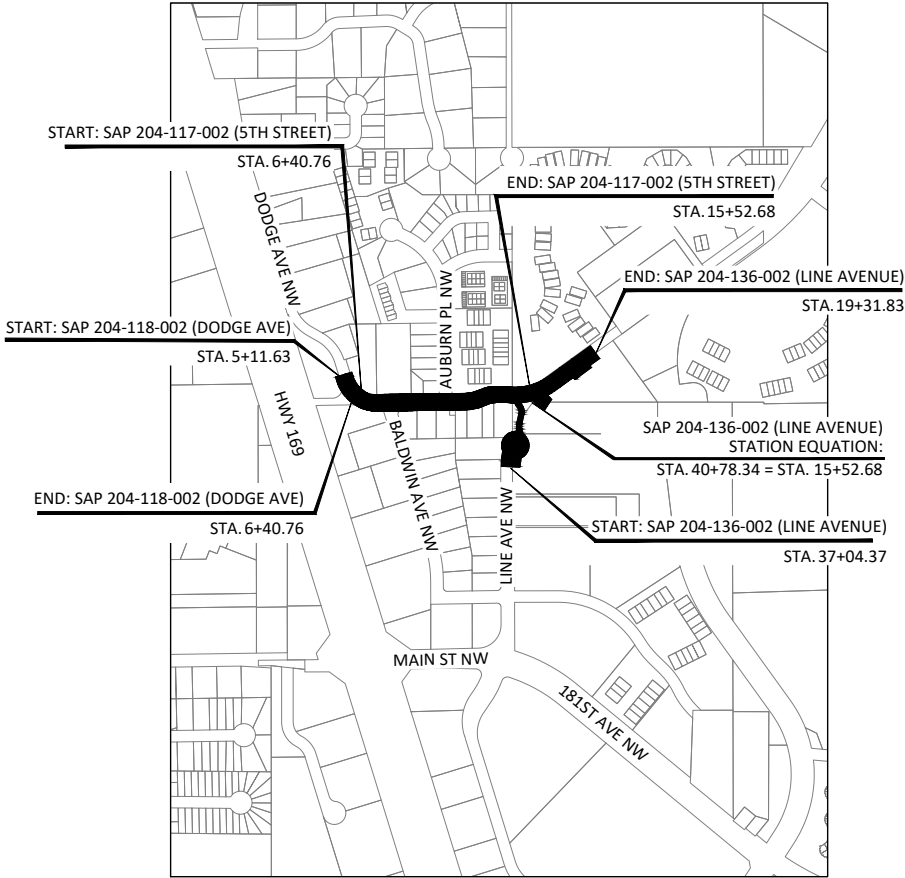


SAP	204-118-002	LOCATED ON	DODGE AVENUE NW	FROM	150' N OF 5TH STREET NW	TO	5TH STREET NW	(GEOGRAPHICAL DESCRIPTION)
SAP	204-117-002	LOCATED ON	5TH STREET NW	FROM	2500' S & 825' W OF THE NE COR OF S34, T33, R26	TO	2640' S & 800' W OF THE NE COR OF S34, T33, R26	(LEGAL DESCRIPTION)
SAP	204-136-002	LOCATED ON	LINE AVENUE NW	FROM	2640'S & 800' W OF THE NE COR OF S34, T33, R26	TO	2610' S & 100' E OF NW COR OF S35, T33, R26	
SAP	204-143-001	LOCATED ON	YALE COURT	FROM	2950' S & 20' W OF THE NE COR OF S34, T33, R26	TO	130' SE OF XAVIER CIRCLE	
				FROM	150' S 171ST AVE NW	TO	2450' S & 425' E OF THE NW COR OF S35, T33, R26	
				FROM	1450' S & 450' E OF THE NW COR OF S11, T32, R26	TO	170TH AVE NW	
							2050' S & 550' E OF THE NW COR OF S11, T32, R26	

DODGE AVE NW (SAP 204-118-002)				5TH STREET NW (SAP 204-117-002)			
GROSS LENGTH	129.13	FEET	0.024 MILES	GROSS LENGTH	911.92	FEET	0.173 MILES
NET LENGTH	129.13	FEET	0.024 MILES	NET LENGTH	911.92	FEET	0.173 MILES

STATION EQUATIONS

LINE AVENUE NW STA. 40+78.34 BK = STA. 15+52.68 AH



BM=912.47
TOP NUT HYDRANT
12+80
5TH AVENUE

PROJECT DATUM: SHERBURNE COUNTY

HORIZONTAL: NAD 83 (1986)
VERTICAL: NAVD88

RECORD DRAWING INFORMATION

OBSERVER:
CONTRACTOR:
DATE:

DESIGNED	NO.	ISSUED FOR	DATE
JWC			
DRAWN			
SMI			
CHECKED			
JWC			
CLIENT PROJ. NO.			
0R1.133186			

MINN. PROJ. NO. _____

--- GOVERNING SPECIFICATIONS ---
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
"STANDARD SPECIFICATION FOR CONSTRUCTION" AND THE "SUPPLEMENTAL SPECIFICATIONS" DATED
SEPTEMBER 2022 SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM AND BE INSTALLED IN
ACCORDANCE WITH THE LATEST "MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES"
(MN MUTCD) AND PART VI, THE LATEST "FIELD MANUAL" FOR TEMPORARY TRAFFIC CONTROL
DEVICES.

TRAFFIC CONTROL LAYOUT FOR EACH "INSTALLATION LOCATION" SHALL MEET THE REQUIREMENTS
OF THE CURRENT EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES
(MMUTCD), INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET NUMBER	SHEET TITLE
1	TITLE SHEET
2	LEGEND
3	GENERAL CONSTRUCTION NOTES
4	STATEMENT OF ESTIMATED QUANTITIES & EARTHWORK SUMMARY

5	TYPICAL SECTIONS
6-7	DETAILS
8	DETAILS & MNDOT STANDARD PLATES
9-14	MNDOT PEDESTRIAN CURB RAMP DETAILS
15	YALE COURT - EXISTING CONDITIONS & REMOVALS
16-17	LINE AVE - EXISTING CONDITIONS & REMOVALS
18	YALE COURT - ALIGNMENT PLAN
19	LINE AVE - ALIGNMENT PLAN
20-22	YALE COURT - STORM WATER POLLUTION PREVENTION PLAN
23-25	LINE AVE - STORMWATER POLLUTION PREVENTION PLAN
26	YALE COURT - EROSION CONTROL
27-28	LINE AVE - EROSION CONTROL
29	YALE COURT - STORM & WATER PLAN & PROFILE
30	LINE AVE - STORM SEWER
31	YALE COURT - STREET PLAN & PROFILE
32-35	LINE AVE - STREET PLAN & PROFILE
36	YALE COURT - INTERSECTION DETAILS
37-38	LINE AVE - INTERSECTION DETAILS
39	YALE COURT - SIGNAGE & STRIPING PLAN
40-41	LINE AVE - SIGNAGE & STRIPING PLAN
42-43	YALE COURT - CROSS SECTIONS
44-46	LINE AVE - CROSS SECTIONS

THIS PLAN SET CONTAINS 46 SHEETS.

Jason W. Cook, P.E.
Design Engineer: 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.

Date 04/29/2025 License Number 47541

Approved: City of Elk River Engineer Date _____

District State Aid Engineer:
Reviewed for compliance with State Aid Rules/Policy Date _____

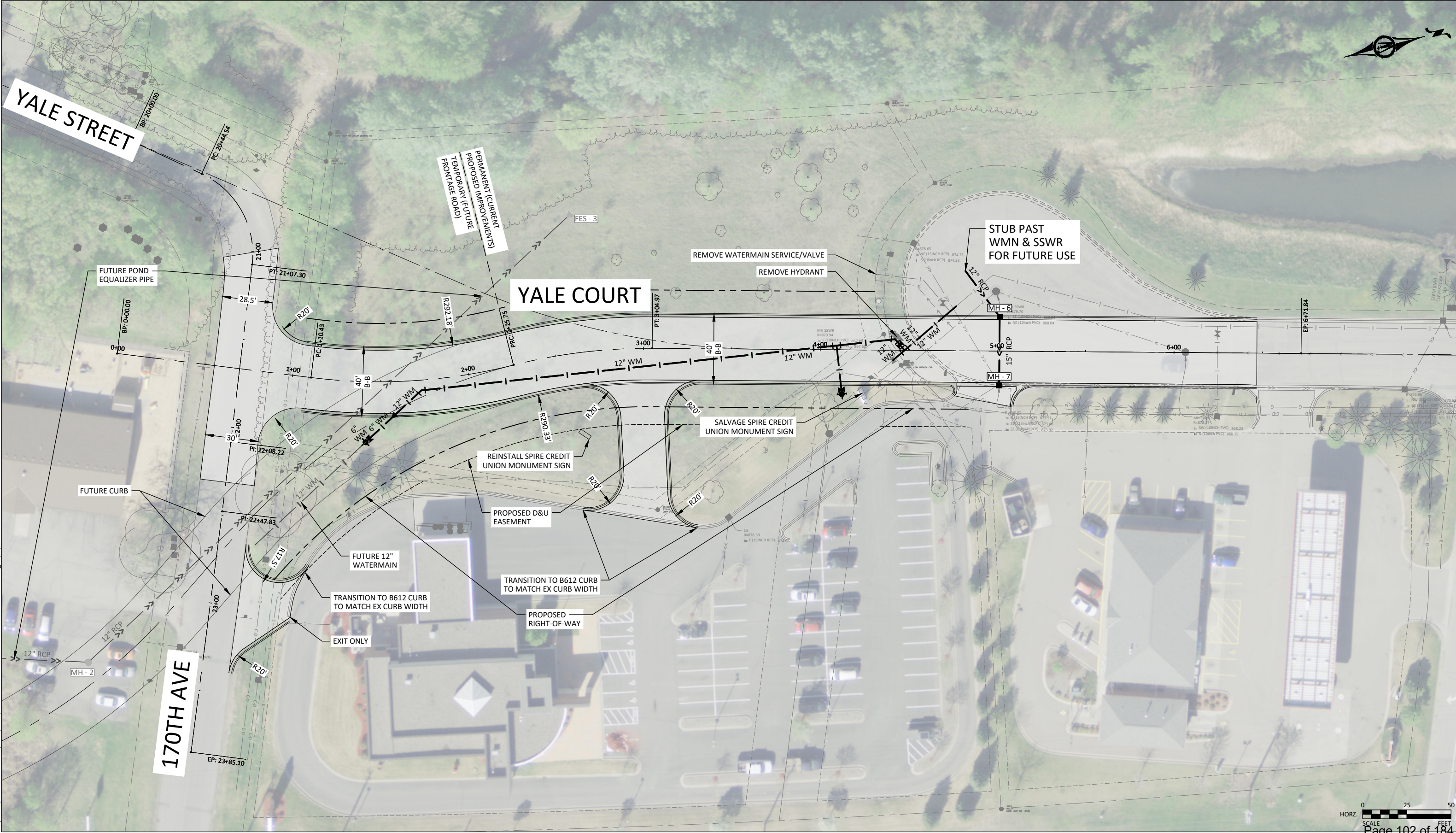
Approved for State Aid Funding: State Aid Engineer Date _____

CITY OF ELK RIVER, MINNESOTA

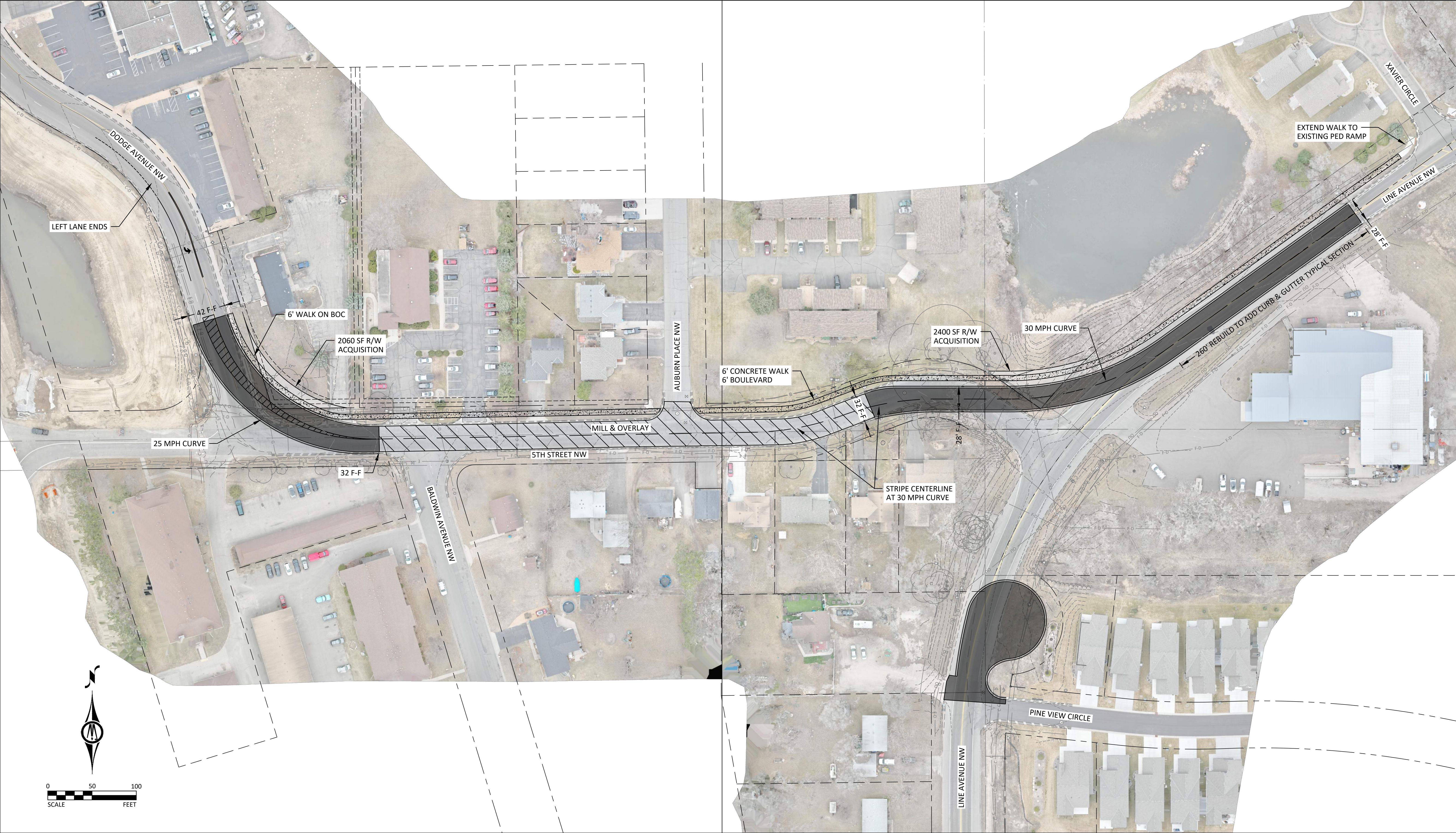
YALE COURT AND LINE AVENUE REALIGNMENTS

STATE AID PROJECT NO. 204-117-002, 204-118-002, 204-136-002, 204-143-001

SHEET
1
OF
46



H:\ELKR\24X135752000\CAD\C3D\FGR-135752-CREDIT UNION CHANGES.dwg 2/7/2025 1:20:00 PM





Request for Action

To
City Council

Item Number
8.2

Meeting Date
May 5, 2025

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

Item Description
Ordinance 25-07: Multipurpose Facility Advisory
Commission Membership

Reviewed by
Katie Harstad
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Ordinance 25-07, regarding membership and duties of the Community Event Center Commission.

Background/Discussion

The Multipurpose Facility Advisory Commission discussed the ordinance during their regular meeting on April 7, 2025, following the City Council Joint Session.

Motion by Vice Chair Kotzian and seconded by Commissioner Hecker to recommend the following changes to the Council:

- Change the name of the commission to the Community Event Center Commission, thereby changing any instances in the ordinance referencing the Multipurpose Facility Advisory Commission.
- Remove the verbal annual report from “powers and duties.”
- Remove “The commission shall meet at least three times each year”, meeting requirement.
- Revise membership to consist of five voting members:
 - One member of the Senior Activity Center
 - One sitting member of the City Council
 - Three at-large members modeled after the parks and recreation structure, with members appointed by the city council. It is expected that a preference be given to city residents, but residency by itself shall not be disqualified.

Motion carried 5-0.

With the removal of the association designation and fully at-large membership sans the senior center representative, we could find a situation where a number or even a majority of members are not Elk River residents. Staff added the following to the ordinance for your consideration on May 5: “Representatives may be nonresidents of the city, but there shall be no more than one nonresident of the city serving on the commission at any one time.”

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Association representatives will be removed from the commission, and those currently serving will need to be reappointed as at-large representatives. MFAC representatives Kotzian and Walker are both non-residents.

Financial Impact

None.

Mission/Policy/Goal

Appropriately govern in an ever-changing environment and work with citizens to achieve goals.

Attachments

I. Draft Ordinance



Ordinance 25-07

An Ordinance Amending Chapter 2, Division 4, Multipurpose Facility Advisory Commission 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 §2-250. Established of the City of Elk River Code of Ordinances shall be amended as follows:-

There is hereby continued, as heretofore created, a ~~multipurpose facility advisory~~community event center commission.

SECTION 2. That §2-251. Membership of the City of Elk River Code of Ordinances shall be amended as follows:

The commission shall consist of ~~nine~~five members appointed by the council to include:

- (1) A city resident and member in good standing of the Elk River senior center.
- (2) ~~Two members in good standing representing turf use associations, which use the facility, including:~~
 - a. ~~Elk River Youth Football Association.~~
 - b. ~~Elk River Youth Baseball Association.~~
 - c. ~~Elk River Youth Softball Association.~~
 - d. ~~Elk River Youth Lacrosse Association.~~
 - e. ~~Elk River Flag Football Association.~~
- (3) ~~Two members in good standing representing ice use associations, which use the facility, including one each from:~~
 - a. ~~Elk River Youth Hockey Association.~~
 - b. ~~Elk River Figure Skating Club.~~
- (4) A sitting member of the city council.
- (5) ~~A designee of ISD #728. The school district may have a proxy representative in case of absence of the appointed designee. The proxy's name shall be provided to the staff liaison prior to a meeting. The proxy representative does have voting rights.~~
- (6) ~~Two~~Three at-large residents of the community with preference given to city residents, but residency by itself shall not be disqualified.~~no affiliation to the former organizations for at least five years.~~

Representatives ~~of the ice and turf use associations and the ISD #728 designee~~ may be nonresidents of the city, but there shall be no more than ~~three~~one nonresidents of the city serving on the commission at any one time.

SECTION 3. That §2- 252. Purpose of the City of Elk River Code of Ordinances shall be amended as follows:

The commission shall set goals and expectations for the community use and enjoyment of the ~~multipurpose facility~~community event center. The commission shall seek community input regarding the use and development of the facility and make recommendations to the city council to protect and preserve the facility as an asset to the community. The commission shall recommend an operational budget and capital plan that meets or exceeds the goals, values, and vision of the facility.

SECTION 4. That §2- 253. Powers and Duties of the City of Elk River Code of Ordinances shall be amended as follows:

The ~~multipurpose facility advisory commissions~~community event center commission authority shall include, but not be limited to, the study and recommendation to the city council on the following:

- (1) ~~Develop a value statement and a mission statement for the commission.~~ Review the value and mission ~~each~~ statement annually and amend as so desired.
- (2) Serves as a conduit to the public to gain feedback on the effectiveness of the facility and services provided. Holds at least one annual public hearing to receive community comments regarding the operation, use, and future development of the facility.
- (3) Develop ~~and provide a verbal~~an annual report on the outcomes and activities of the facility to the city council.
- (4) The commission shall review facility rental rates annually and recommend a fee schedule to the city council for incorporation into the annual budget.
- (5) The commission shall recommend a budget that balances facility revenue and expenses. The budget will include projected revenue, expenses, transfers, and capital improvements. The budget shall be completed no later than November 1 of each year.
- (6) The commission shall annually provide a draft capital improvement plan to the city council that includes capital replacements, repairs, and additions. The plan shall project improvements over a rolling ten-year period. The capital plan shall be completed no later than ~~September 4~~November 1 of each year.
- (7) The commission shall review and recommend operational policies for the facility and review all policies at a minimum every two years.

SECTION 5. That §2- 254. Meetings of the City of Elk River Code of Ordinances shall be amended as follows:

The commission shall meet regularly ~~at least three times each calendar year~~ at such time and place as established per their bylaws. The sitting council member ~~and the designee from ISD #728~~ are excluded from holding chair or vice chair positions.

SECTION 6. 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 5th day of May, 2025.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk



Request for Action

To
City Council

Item Number
8.3

Meeting Date
May 5, 2025

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Discuss Work Session Items

Reviewed by
Cal Portner
Tina Allard

Action Requested

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

Background/Discussion

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

Proposed work session topics are as follows:

- Fire Station I Facility Funding
- Public Safety Grant Expenditure update
- Review of zoning north of 197th Ave and gravel mining area following Highway 169 construction
- Update of traffic light timing along Highway 169

Financial Impact
N/A

Mission/Policy/Goal
Responsibly grow, meet changing needs (agile), and ethical, efficient, and responsible.

Attachments
None

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Request for Action

To
City Council

Item Number
9.1

Meeting Date
May 5, 2025

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Council Liaison Updates

Reviewed by
Cal Portner
Tina Allard

Action Requested
Councilmembers to provide liaison updates.

Background/Discussion

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

- **Community Event Center Commission** – CM Beyer
- **Heritage Preservation Commission** – CM Calva
- **Parks and Recreation Commission** – CM Grupa
- **Planning Commission** – CM Wagner
- **Housing and Redevelopment Authority** - Mayor Dietz
- **Utilities Commission** – Mayor Dietz
- **Region 7W** – Mayor Dietz

Other Committees, Commissions, etc.

Financial Impact
None

Mission/Policy/Goal
Elk River Mission

Attachments
None

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Request for Action

To
City Council

Item Number
11.1

Meeting Date
May 5, 2025

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Discuss Possible CUP Revocation: Carnova

Reviewed by
Zack Carlton
Cal Portner
Tina Allard

Action Requested

Provide staff direction on further extending the deadline or begin the formal revocation process for the CUP.

Background/Discussion

Conditional Use Permit (CU 23-02) was approved on April 3, 2023, with specific conditions regulating the storage of damaged or inoperable vehicles on the property. One of the conditions explicitly requires that such vehicles be stored only within the building or within a designated, fenced storage area limited to 900 square feet.

Summary of Compliance Issues:

- **First Violation Notification:**

A notification letter was issued on **February 11, 2025**, documenting that damaged vehicles were not being stored within the approved 900-square-foot fenced area. Instead, they were observed stored across a substantial portion of the property, in some areas stacked up to three vehicles deep.

First Deadline to Comply: March 7, 2025

- **Second Violation Notification:**

A follow-up letter was sent on **March 5, 2025**, reiterating that multiple violations of the CUP conditions that remained unresolved. The letter advised that continued non-compliance could impact the ability to maintain operations under the existing CUP.

Revised Deadline to Comply: April 7, 2025

- **Request for Extension:**

The applicant's attorney requested an additional 60-day extension. City staff expressed that compliance remains a priority, and such an extension is not feasible. However, in an effort to support voluntary compliance, the city granted **a third and final extension through April 30, 2025**.

Despite the final extension, staff's review of the site indicates that a substantial number of vehicles continue to be stored outside the approved storage area. Given the ongoing non-compliance, staff informed the applicant

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that an agenda item will be included on the May 5, 2025, City Council meeting to discuss possible revocation of CUP 23-02.

The property owner and the applicant (tenant) are currently engaged in a legal dispute concerning the lease. The applicant has informed the city that a temporary injunction has been issued against the property owner, pending the court's resolution of the matter.

Please note that while a temporary injunction involving the property owner and tenant may be in effect, it does not prevent the city from proceeding with the CUP revocation process.

Financial Impact

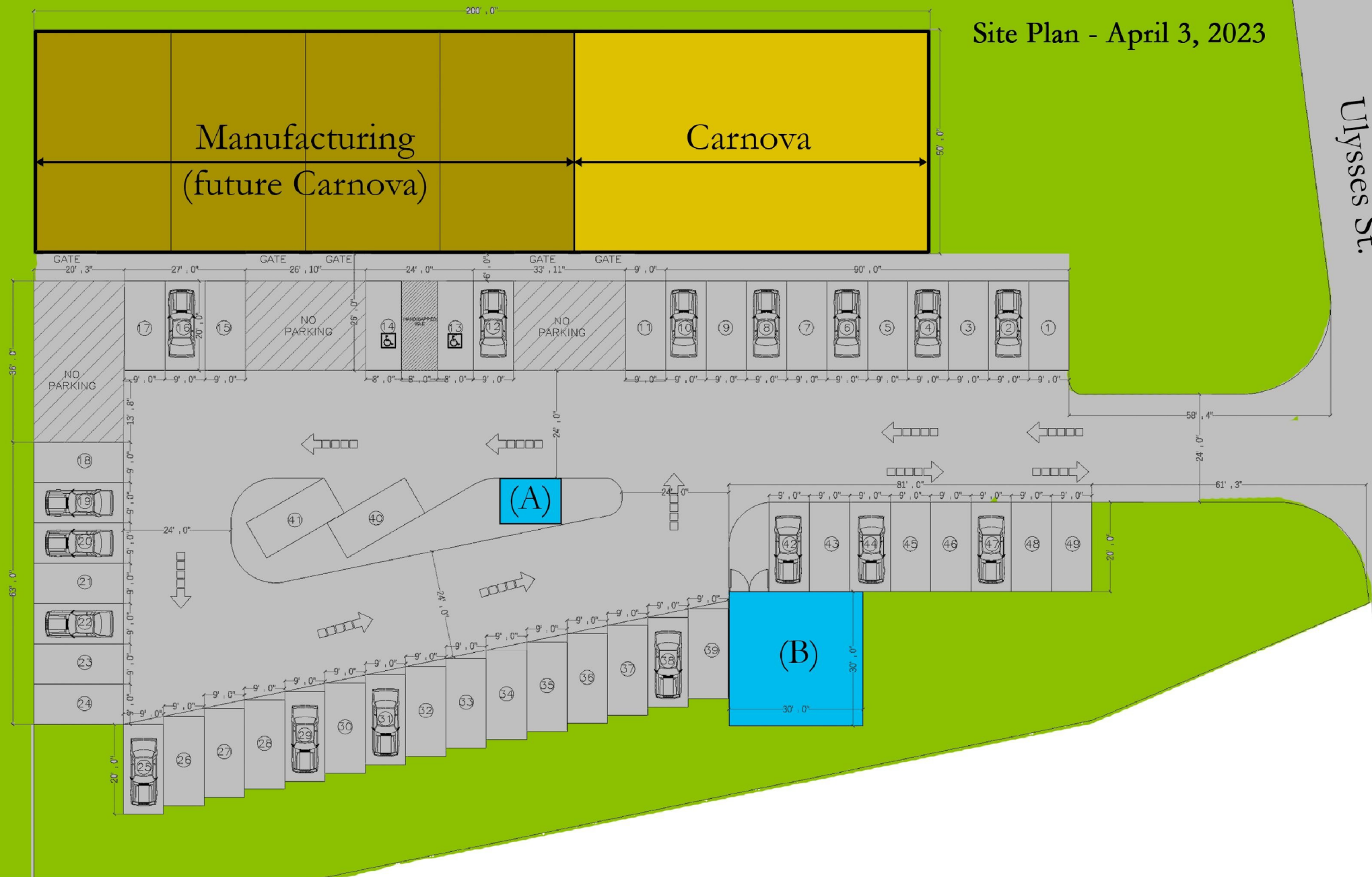
None

Mission/Policy/Goal

Appropriately govern in an ever-changing environment.

Attachments

1. Approved Site Plan - April 3, 2023
2. Aerial Photo 2024
3. Site Images 5-1-2025
4. Violation Letter dated 2-11-2025
5. Violation Letter dated 3-5-2025
6. CU 23-02 Recorded Document
7. Applicants Extension Email
8. Section 30-659 Revocation



- (A) Dumpster screened with a six-foot-tall 100% opaque fence with the gate closed when not in use.
- (B) Damaged vehicle storage - shall not exceed 900 square feet, be screened with a six-foot-tall 100% opaque fence, be paved with an approved surface, and meet setbacks

2024

75-00457-0130















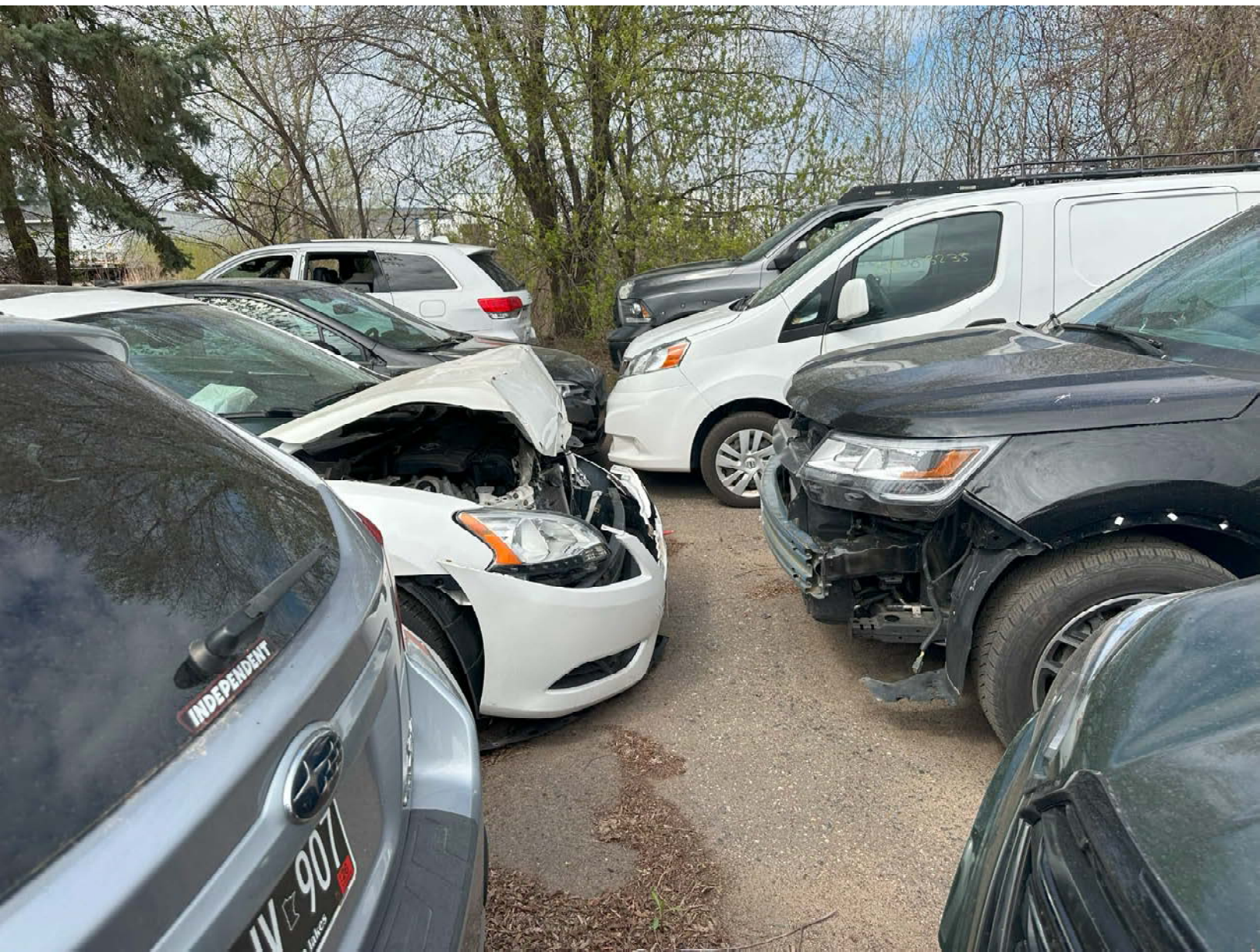










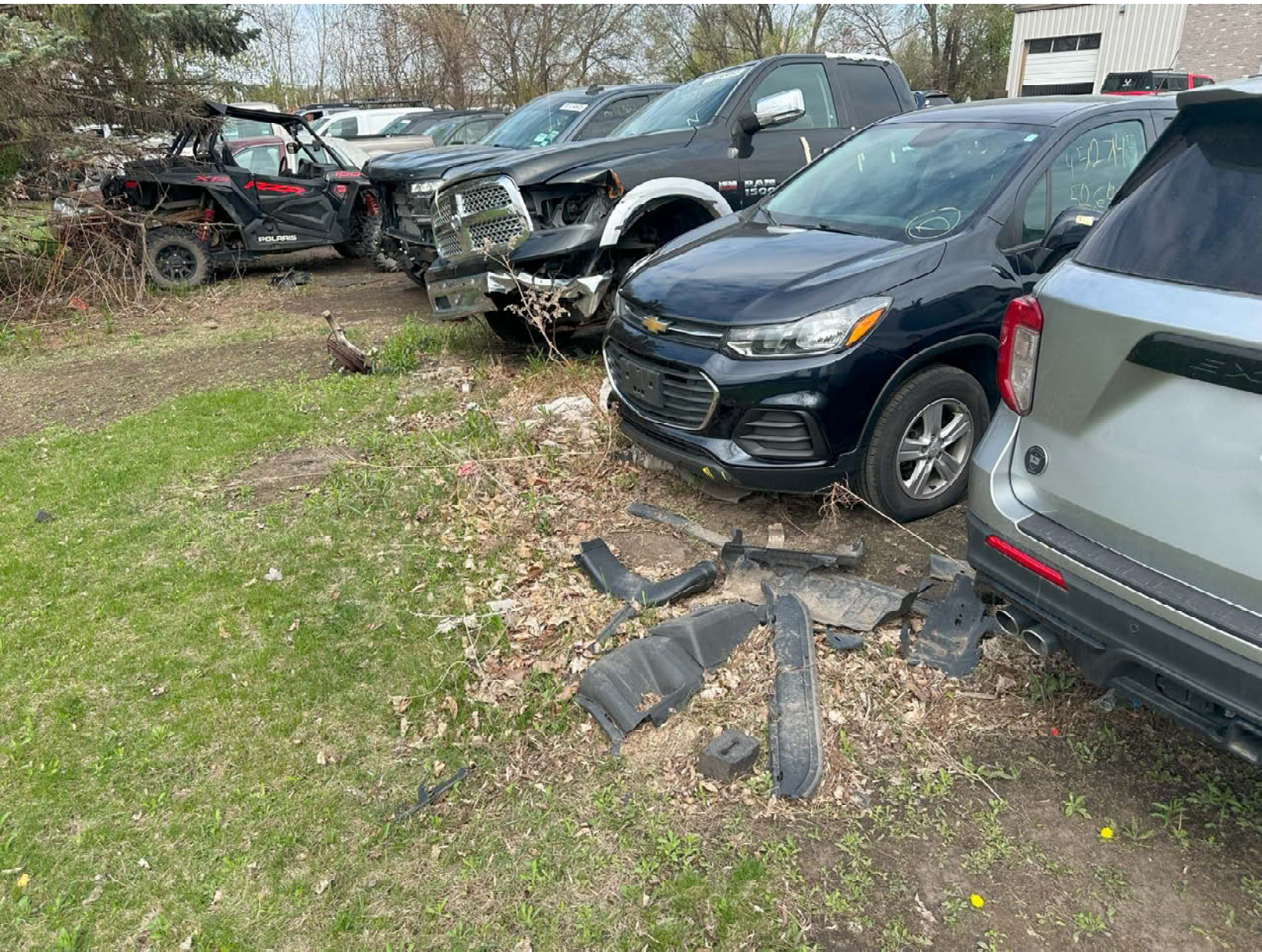














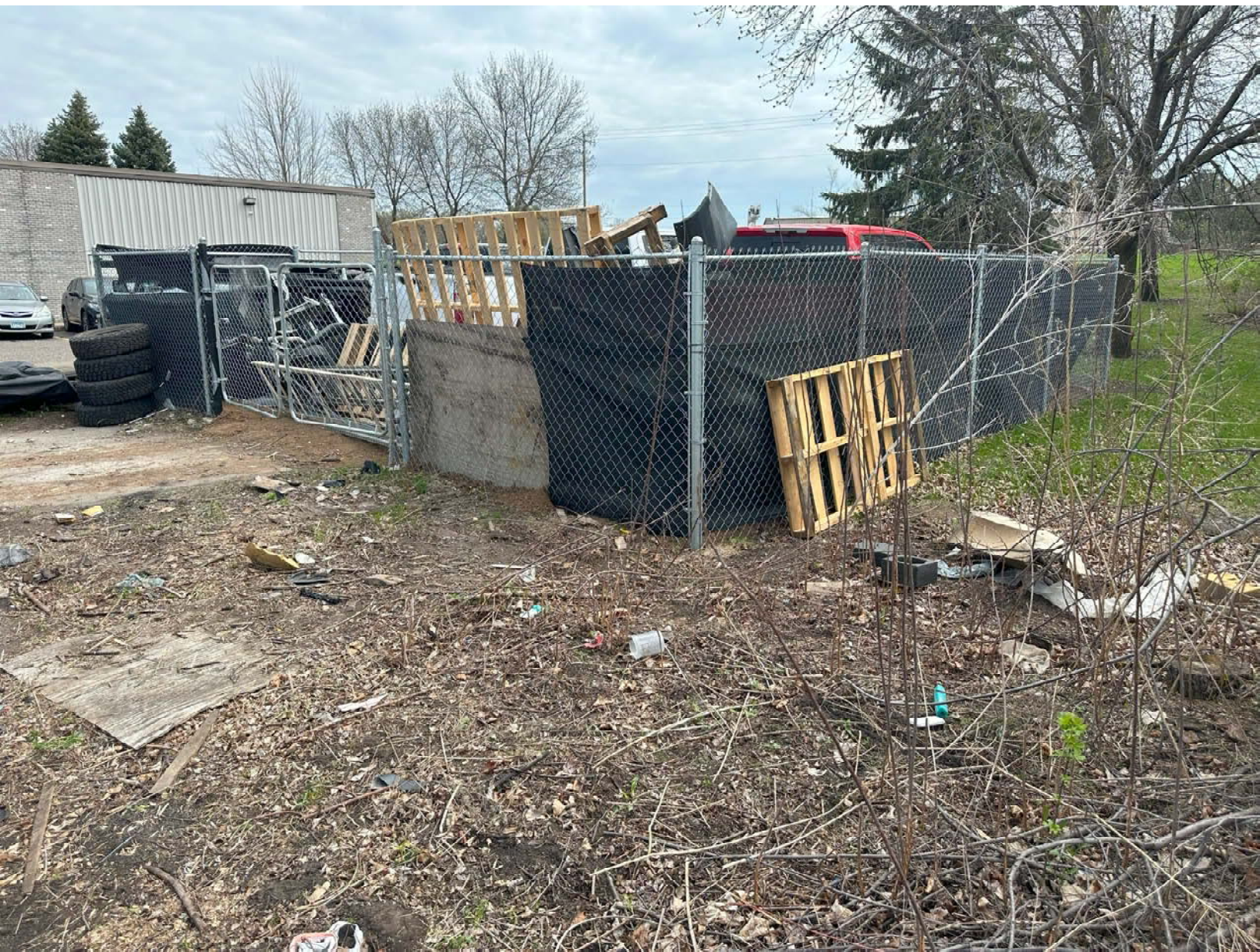




































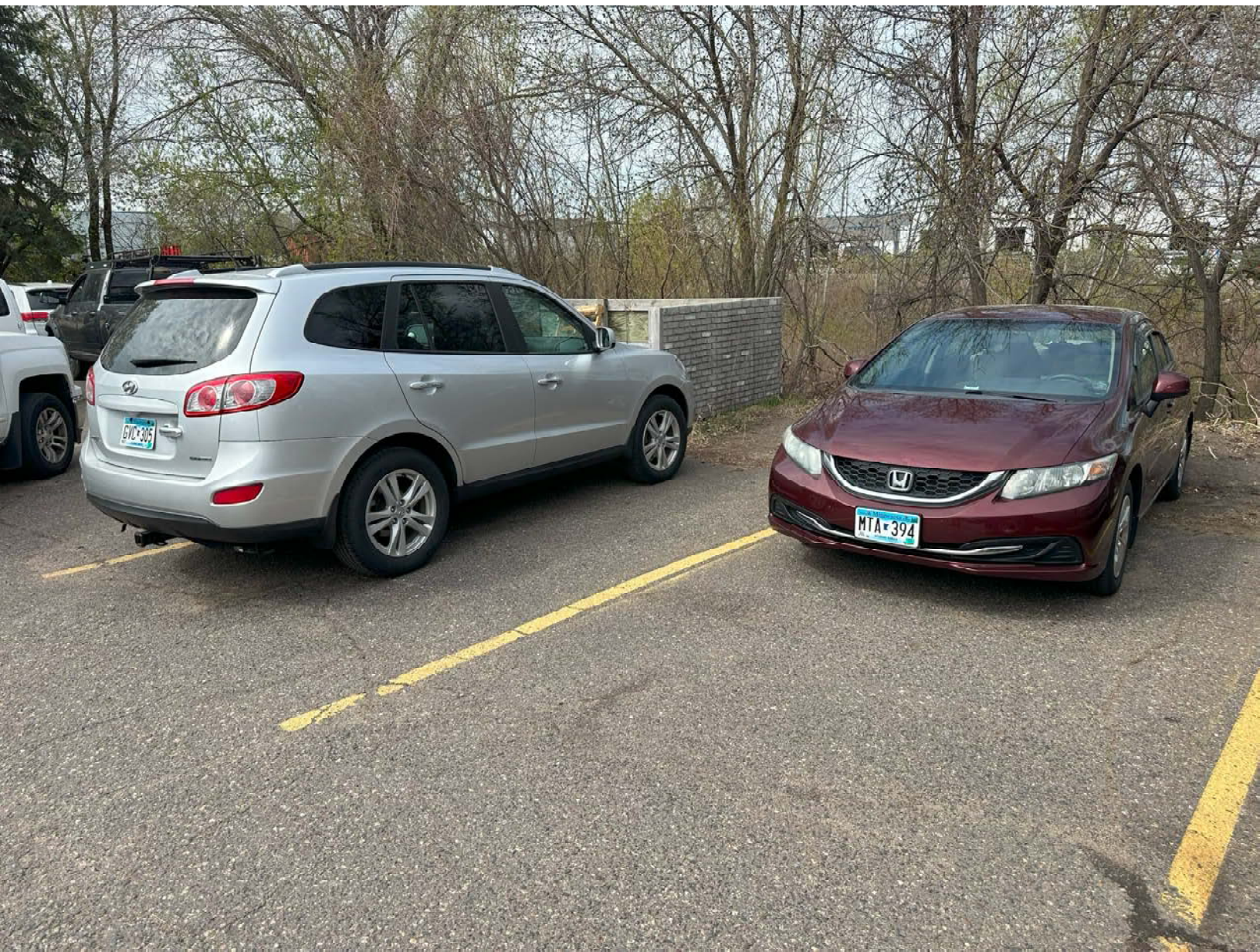
















February 11, 2025

Omar Alnuaimi
17242 Ulysses St NW Suite A
Elk River, MN 55330

☑ Sent via email to carnova.auto1@gmail.com

Dear Mr. Alnuaimi,

City staff complete periodic compliance checks on businesses operating under a Conditional Use Permit (CUP). Upon inspecting the property associated with your CUP, we have identified several violations of the approved conditions. These outstanding issues must be addressed to ensure compliance and allow your operation to continue.

Attached, you will find the approved CUP site plan dated April 3, 2023. Additionally, the attached aerial image and photos taken on January 29, 2025, indicate that damaged vehicle storage is not confined to the approved 900-square-foot fenced area. Instead, vehicles are being stored across a significant portion of the property, in some areas up to three vehicles deep. Furthermore, the designated parking areas, drive-through lanes, and required dumpster enclosure, as outlined in the approved CUP site plan, have not been properly maintained or installed.

Please address these violations of the CUP by ensuring all damaged vehicles are stored within the building, the fenced-in area, or removed from the property by March 7, 2025. Additionally, the parking and drive areas should be opened to function as intended.

Failure to comply by this deadline may result in the matter being referred to the City Council for consideration of a potential revocation of your CUP.

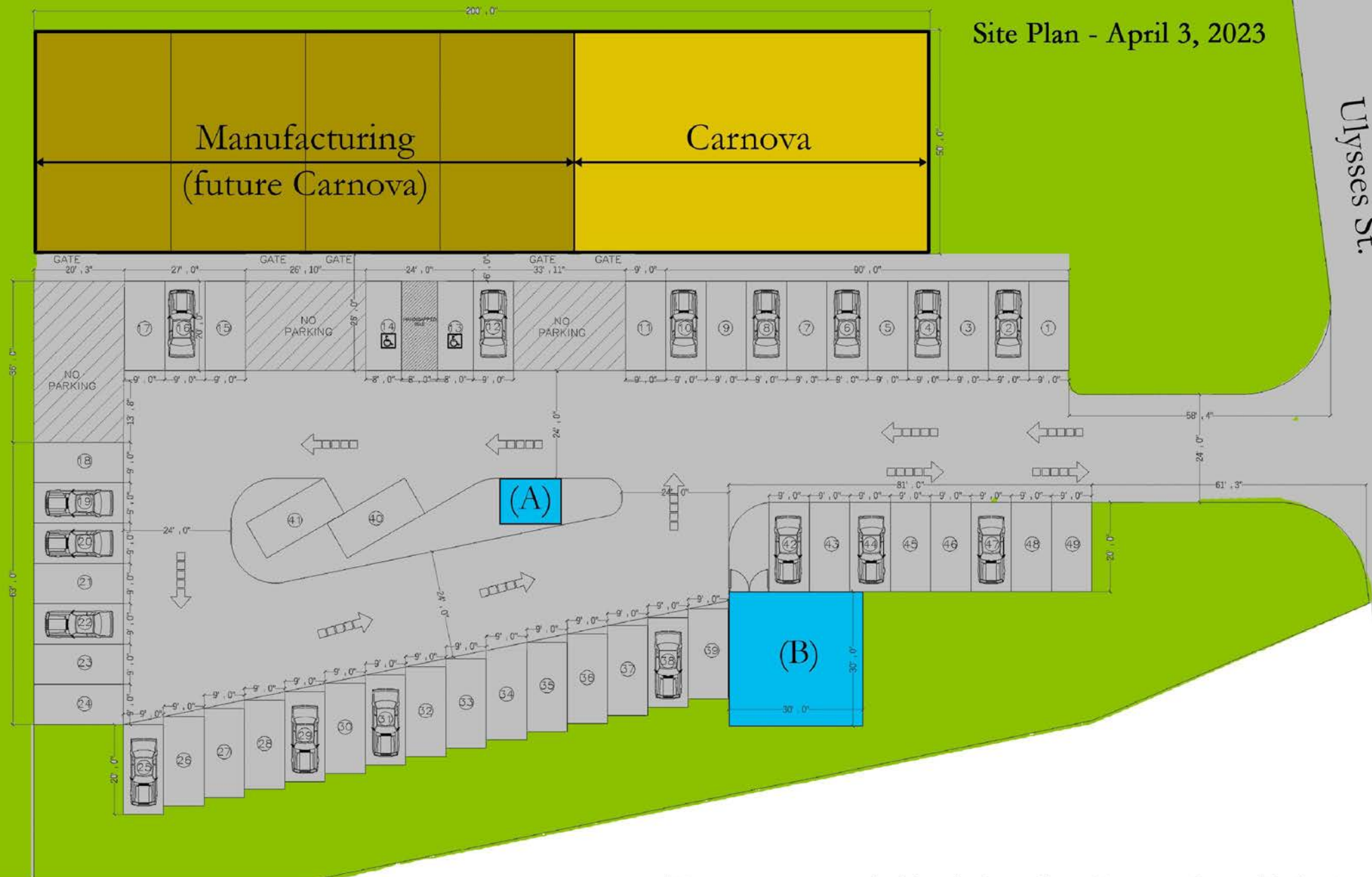
We appreciate your prompt attention to this matter and please let me know if you have any questions.

Sincerely,

Chris Leeseberg
Senior Planner
763.635.1033

13065 Orono Parkway
Elk River, MN 55330
763.635.1000
ElkRiverMN.gov





- (A) Dumpster screened with a six-foot-tall 100% opaque fence with the gate closed when not in use.
- (B) Damaged vehicle storage - shall not exceed 900 square feet, be screened with a six-foot-tall 100% opaque fence, be paved with an approved surface, and meet setbacks

75-00457-0130





















March 5, 2025

Omar Alnuaimi
17242 Ulysses St NW Suite A
Elk River, MN 55330

☑ Sent via email to carnova.auto1@gmail.com

Dear Mr. Alnuaimi,

Thank you for your receipt of the certified letter dated February 11, 2025, on February 21, 2025. As outlined in the letter, several violations of the approved conditions of your Conditional Use Permit (CUP) were identified. These issues must be resolved to maintain compliance with the CUP and allow your operations to continue. The deadline to address these violations is March 7, 2025.

On Friday, February 28, 2025, we became aware of the temporary injunction between SBC Holding, LLC, and yourself. Please note that while this injunction pertains to the property owner and tenant, it does not prevent the city from proceeding with a CUP revocation process.

Could you provide an update on your progress in ensuring that all damaged vehicles are either stored within the building, placed in the fenced-in area, or removed from the property?

Additionally, we are scheduling an agenda item for the April 7, 2025, City Council meeting to seek direction regarding the potential revocation of your CUP should the property not be brought into compliance by the deadline.

Please provide an update at your earliest convenience.

Sincerely,

Chris Leeseberg
Senior Planner
763.635.1033

13065 Orono Parkway
Elk River, MN 55330
763.635.1000
ElkRiverMN.gov



Office of the County Recorder
Sherburne County, MN
Doc. No. 963130

Certified, filed, and or recorded on
October 26, 2023 10:30 AM

Michelle Ashe, County Recorder
By SD Deputy
Fees: \$46.00



963130

CITY OF ELK RIVER
SHERBURNE COUNTY

CONDITIONAL USE PERMIT

Case No. CU 23-02

Permit. Subject to the terms and conditions set forth herein, the City of Elk River hereby grants a Conditional Use Permit ("Permit") as requested by Omar Alnuaimi with Carnova LLC for the following use:

Conditional Use Permit allowing vehicle sales and service at 17242 Ulysses St. NW

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

Lot 3, Block 1, Rail 10, Sherburne County, Minnesota

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

SBC Holding LLC, owner

Conditions. The Permit is issued with the following conditions to satisfy the standards set forth in Section 30-654:

1. **Approve, by motion, the Conditional Use Permit (CUP) with the following conditions:**
 1. **The CUP shall not be recorded until all conditions have been completed.**
 2. **The authorized additional uses (repairs, body shop, and expanded sales area) shall not begin until the CUP is recorded.**
 3. **An amendment to this CUP will be required for future changes/ additions not shown on the site plan dated April 3, 2023.**
 4. **The applicant and/or property owner must apply for all required commercial building, electrical, plumbing, and/or mechanical permits before any associated activities can occur.**
 5. **A code analysis finding building code compliance for the areas approved for use under this CUP shall be prepared by an appropriate registered professional. Areas to be utilized in the future will also be required to provide this analysis.**
 6. **The number of motor vehicle sales dealers shall be limited to four (4) as other parking needs/requirements allow.**

7. No more than 5 “for sale” vehicles per dealer may be displayed on the subject property.
8. All motor vehicle repairs, bodywork, or detailing shall only occur inside the building.
9. Exterior doors shall be closed while any motor vehicle repair, body work, or detailing occurs.
10. The dumpster area shall be screened with a six-foot-tall 100% opaque fence with the gate closed when not in use.
11. The damaged vehicle storage area shall not exceed 900 square feet, must be screened with a six-foot-tall 100% opaque fence, must be paved with an approved surface, and shall meet all setbacks.
12. No outdoor storage of damaged or inoperable vehicles shall be allowed until the required screening and paving are installed.
13. The storage of damaged or inoperable vehicles shall only be allowed inside of the building or within the damaged vehicle fenced storage area.
14. Paints, chemicals, or other hazardous materials shall be handled and disposed of in accordance with the Minnesota Pollution Control Agency (MPCA).
15. The applicant and/or property owner shall ensure any vehicle stored outside does not leak fuels or other hazardous materials onto the ground or into the stormwater pond to the west of the parking lot.
16. Parking stalls shall be striped in accordance with City Ordinance, Section 30-892 by May 31, 2023.

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.

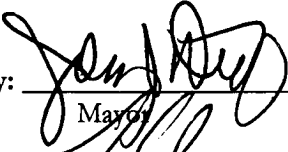
Lapse. If within two (2) years of the issuance of the Permit the proposed work described in a conditional use permit has not been substantially completed, the permit shall expire and become void, except that the council may, following recommendation of the planning commission, extend the permit for an 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.

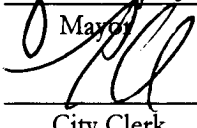
Criminal Penalty. Both the owner and any occupant of the Subject Property are responsible for compliance with the permit. Violation of the terms of the Permit is a criminal misdemeanor.

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

Dated: April 3, 2023

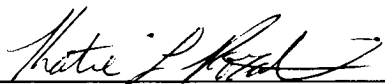
CITY OF ELK RIVER

By: 
Mayor

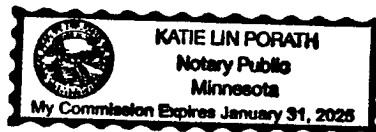
By: 
City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF SHERBURNE)

The foregoing instrument was acknowledged before me this 2 day of October, 2023, 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
Elk River, MN 55330
763-635-1032



Chris Leeseberg

From: Chris Leeseberg
Sent: Monday, March 31, 2025 11:10 AM
To: omar alnuaimi
Cc: nmehra@mehralaw.com; Jennifer Green; Jared Shepherd
Subject: RE: Automatic reply: Extending the CUP remedy date

Omar,

We received an email from Nand Mehra requesting a 60-day extension for your CUP violations. Since the city has already granted one extension and prioritizes compliance, a 60-day extension is not feasible. However, the city will grant one more extension until April 30, 2025.

Additionally, we are extending the City Council agenda item to May 5, 2025, where we will seek direction regarding the potential revocation of your CUP should the property not be brought into compliance by the deadline.

Please let me know if you have any questions.

Thank you

Chris Leeseberg

City of Elk River – Senior Planner

13065 Orono Parkway, Elk River, MN 55330

763.635.1033 ElkRiverMN.gov

From: nmehra@mehralaw.com <nmehra@mehralaw.com>
Sent: Wednesday, March 26, 2025 6:55 PM
To: Chris Leeseberg <CLEeseberg@ElkRiverMN.gov>
Subject: Fwd: Automatic reply: Extending the CUP remedy date

Hi Chris-

My name is Nand Mehra. I am attorney for Omar Alnuaimi. After a conversation with Jared Shepherd, City's attorney, I sent the email below today. Apparently he is out of town and we need help on this matter prior to his return.

As I described in the email, Mr. Alnuaimi is going to need more time to remedy the requested city CUP compliance. We are respectfully requesting a 60 day extension.

Thank you for understanding and consideration.

Best,
Nand Mehra

Begin forwarded message:

From: Jared ShepherdJShepherd@ck-law.com>
Date: March 26, 2025 at 6:28:59 PM CDT

Sec. 30-659. Revocation.

- (a) In addition to the remedies otherwise provided for in this ordinance, failure to comply with the conditions set forth in the approval of a conditional use permit may result in revocation of the permit by the city.
- (b) The revocation process shall be as follows:
 - (1) If the city administrator or the city council determines that cause exists to find noncompliance with the terms of a conditional use permit, the city council may direct that a hearing be scheduled before the city council to receive testimony and evidence, to establish findings, and to determine whether the conditional use permit shall be revoked.
 - (2) The owner of the property on which the conditional use is located, and, if known to the city, the owner or operator of the conditional use, shall be notified of the hearing by personal delivery or certified mail, no less than ten days before the hearing. The notice of hearing shall include a summary of the alleged noncompliance of the conditional use permit.
 - (3) At the hearing, the city council shall receive testimony and evidence from the public and the city staff regarding the compliance or noncompliance of the use with the conditional use permit. The property owner and the owner or operator of the conditional use shall have an opportunity to testify and present evidence.
 - (4) At the conclusion of the public hearing the city council may continue the revocation to a future date or make its findings and determination.
 - (5) If the city council determines that the conditions of the conditional use permit have not been met, it may order revocation of the conditional use permit effective on such date as it shall determine.
 - (6) Revocation of a conditional use permit shall not be ordered unless the city council has made findings in writing or on the record of the council proceedings that there have been one or more violations of one or more conditions of the conditional use permit.
 - (7) Revocation of a conditional use permit shall be a final action of the city council, appealable only to district court, as provided by law.

(Ord. No. 00-05, § 1(900.42(8)), 3-20-2000)



Request for Action

To
City Council

Item Number
11.2

Meeting Date
May 5, 2025

Prepared By
Justin Femrite, Public Works Director/Chief Engineer

Item Description
2024-2025 Snow Event Recap

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested
Recap last snow season and discuss any desired policy changes.

Background/Discussion
Staff will provide a recap of the 2024-2025 snow and ice season efforts.

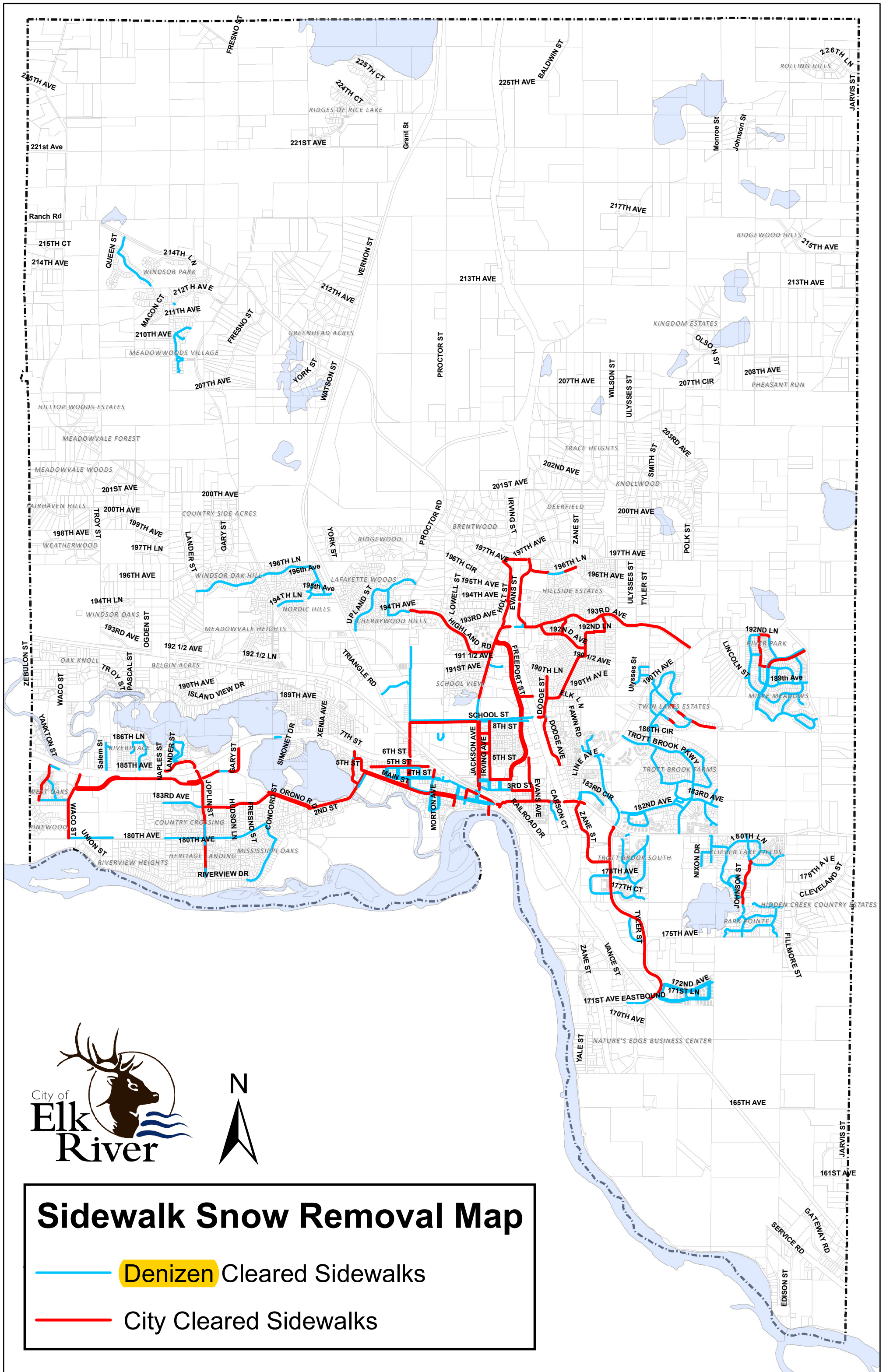
Financial Impact
NA

Mission/Policy/Goal
Help, not hinder citizen quality of life

- Attachments**
1. Sidewalk Plow Route (Last Updated August 2023)
 2. Snow and Ice Control Policy (Last Updated August 2023)

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



City of
**Elk
River**

**Snow & Ice
Control Policy
08.21.2023**

Snow & Ice Control Policy

Forward

The purpose of snow/ice control is to provide for the safety and mobility of the public during periods of heavy snowfall, accumulation and icy conditions. Planned levels of service and existing capabilities of the city must be carefully correlated with operational costs and expected benefits. It is the responsibility of the Public Works Department to provide a level of snow and ice control consistent with the City of Elk River's approved level of service and corresponding funding.

This policy provides for the planned and orderly control of snow/ice on city-maintained streets, alleys, walks, parking lots and some trails during periods of inclement weather. Operations are performed and coordinated by Streets and Parks personnel, with assistance from other divisions as needed. A planned, coordinated approach is essential to ensure effective and efficient response to snow and ice conditions. Unplanned, reactive responses to localized conditions conflict with and inhibit an effective approach to citywide snow/ice events.

This policy is also a summary of procedures and policies of the city as they relate to snow and ice control operations.

Snow control is hazardous, tiring, and stressful, often not fully understood by the public. Operations are performed frequently at night and often require crews to work arduous hours, on weekends, and holidays.

Introduction

The entire community has a role in keeping Elk River safe for winter travel. The city assumes the responsibility for control of snow and ice on city-maintained streets, alleys, walks, parking lots and trails, while property owners are responsible for private streets, parking lots, alleys, and sidewalks abutting their property. Reasonable ice and snow control is necessary to ensure all transportation pathways function as well as possible under even the most extreme weather conditions for routine travel and emergency services. The city will provide such control in as safe and cost-effective manner as practical, keeping in mind safety, budget, personnel, and environmental concerns. The city will use a combination of city employees, equipment, and may also utilize private contractors if needed.

This policy will be enforced equally throughout the City of Elk River.

Policy

Decision to Begin Operations

The Street and Park Superintendent or designee(s) will decide when to begin snow and/or ice control operations. The criteria for that decision will include:

- Reasonable threat of inclement weather predicted to occur within 24 hours.
- Storm conditions that warrant pre-treatment with salt or brine solution.
- Snow accumulation or as road conditions warrant (drifting, icing, etc.).
- Time of snowfall.
- Forecasted temperatures post snow event.

Use of Salt and Sand

The city may use salt, salt brine, sand, or a mixture thereof when there is hazardous ice or other conditions that warrant their use. Application will follow the same priorities followed for snow and ice control set forth

in the “Snow and Ice Control Priorities” section. The city is concerned about the effect of such chemicals on the environment and will limit their use for that reason. Application of sand/salt will be limited on lower volume streets. The Street and Park Superintendent or designee(s) shall determine when conditions warrant the application of sand and/or salt, and what mixture is appropriate for the conditions.

Snow Removal

Snow removal operations shall be performed on streets, alleys, walks, parking lots and trails maintained by the city. Snow removal priority and scheduling shall be based on needs and conditions and shall be determined by the Street and Park Superintendent or designee(s).

Method of Snow Removal

Snow will be plowed in a manner minimizing traffic obstructions. The center of the roadway will be plowed first. The discharge shall go onto the boulevard area of the street and minimize or reduce snow stack upon walkways, where practical.

Weather Conditions/Suspension of Operations

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of city employees and equipment. Factors that may delay snow and ice control operations include severe cold, significant winds, limited visibility, or damaged equipment.

Generally, operations shall continue until all roads are passable. Widening and clean-up operations may continue immediately or on the following regularly scheduled workday depending upon conditions and circumstances. The safety of the plow operators and the public is essential. Therefore, snow operations may be suspended temporarily to allow personnel adequate time for rest. There may be instances when this is not possible depending on storm conditions and other circumstances. Operations may also be suspended during periods of limited visibility. Any decision to suspend operations shall be made by the Street and Park Superintendent or designee(s) and shall be based on the conditions of the storm. The city will still provide access for emergency fire, police, medical and utility services during a major snow or ice storm.

Snow and Ice Control Priorities

City streets are classified by street function, traffic volume, and importance to the welfare of the community. Streets are prioritized to clear major travel routes first, allowing full access for public safety vehicles.

- Priority 1 - Main Arterials. High-volume streets that must be clear to provide access for emergency, fire, police, and medical services.
- Priority 2 - Secondary Arterials. All other streets that connect major sections of the city.
- Priority 3 - Residential Streets. Third priority streets are lower volume residential streets.
- Priority 4 - Cul-de-sacs. (Priority 4)
- Priority 5 – Alleys. The lowest priority. Plowed after arterials and residential streets are cleared.

Downtown snow removal (including parking lots) commences between 2:00 a.m. and 6:00 a.m. depending on the severity of the event. Downtown businesses are responsible for removing snow from the front of their establishments within 24 hours after the snowfall.

Sidewalks, Trails, City Operated Facilities, and Outdoor Ice Rinks

The City Council designates sidewalks and trails that are plowed by the city. Clearing of non-designated city sidewalks is the responsibility of the property owner.

City sidewalks, trails, city operated facilities and city outdoor ice rinks are classified based on traffic, use and the importance to the welfare of the community. These facilities are prioritized to clear school routes and

public facilities first. This allows for safety to the public and employees of city operated facilities as well as to pedestrians in high traffic corridors.

- Priority 1 - School Routes and Downtown Sidewalks. Sidewalks and trails to school campuses and downtown businesses shall be cleared to provide safe pedestrian access.
- Priority 2 – City-operated Facilities. Prioritized based on traffic volume and scheduled operations. Order of precedence: Public Safety Campuses, City Hall, Public Works Facility, library, liquor stores, and rental facilities.
- Priority 3 - Trails, Sidewalks, Park Parking Lots. Non-school routes designated for snow removal and parking lots supporting park facilities.
- Priority 4 - Ice Rinks. The lowest priority and will be cleared of snow and resurfaced once all other snow removal operations are complete, generally on day two following a snowfall.

Driveways

It is unlawful to deposit snow on public roadways per Minnesota Highway Traffic Regulations:

State Statute 160.2715 Subd (5): Misdemeanors: It shall be unlawful to obstruct any public street or highway or to deposit any snow or ice thereon; and, 169.42 Subd (1): Littering: No person shall throw, deposit, place, or dump upon any street or highway any snow, ice, etc.

Residents and contracted snow removal companies observed doing such activities are subject to a citation according to the statute.

Minimal Levels of Service

The following are the minimum levels of service which can be anticipated. The city will attempt to achieve better results where possible.

Streets

- Snow removal and/or sanding operations shall begin when snow accumulation or icing occurs on Priority 1 and Priority 2 streets and shall continue periodically throughout the duration of the snowfall. The intention is to keep these routes open to traffic during a storm; however, it may not be possible to keep them snow or ice free.
- All priority 1 and priority 2 streets shall be open to traffic (two lanes) within 24 hours after the snowfall subsides.
- All remaining public streets shall be open to traffic (one lane) within 36 hours after the snowfall subsides.
- All public alleys and cul-de-sacs shall be opened and made passable within 48 hours after the snowfall subsides.

Sidewalks, Trails, City Operated Facilities, and Outdoor Ice Rinks

- Snow removal and/or sanding operations shall begin when snow accumulation or icing occurs on Priority 1 and Priority 2 sidewalks, trails, and city-operated facilities; and shall continue periodically throughout the duration of the snowfall. The intention is to keep these facilities open to pedestrian and vehicular traffic during a storm; however, it may not be possible to keep them snow or ice free.
- All Priority 1 and Priority 2 sidewalks, trails, and city-operated facilities shall be open to traffic within 24 hours after the snowfall subsides.
- All Priority 3 sidewalks and trails shall be open to pedestrian traffic within 48 hours after the snowfall subsides.
- All Priority 4 outdoor ice rinks shall be cleared of snow and resurfaced as manpower and equipment are available, generally within 48 hours after snowfall subsides. Priority for outdoor ice rinks shall be

the Handke Pit, Spectrum Rink, then designated neighborhood ice rinks.

- Should a subsequent snowfall occur within the minimum times of service listed, that snowfall shall become the snowfall referred to in this policy.

Items in the Public Right of Way

Mailboxes

The city does not assume liability for mailbox damage caused only by snow windrows. The city will assume liability for mailbox damage if the Street and Park Superintendent or their designee determines that a plow unit made direct contact.

Residents must inform the city of mailbox damage within 48 hours after the completion of the snow event. Staff shall investigate each complaint and determine if the mailbox was hit by city equipment. If so, the city will install a temporary mailbox until the property owner installs a permanent replacement or 4-months has passed (whichever comes first).

The city will reimburse up to \$150 to replace the mailbox; purchase and installation of the mailbox is the responsibility of the property owner. Cluster mailboxes may be reimbursed at a rate of \$150 per mailbox up to a maximum of \$500, whichever is the lesser amount. Mailbox structures in the public right-of-way shall be constructed of break-away materials and be installed according to the U.S. Postal Service construction standards which can be found at <https://www.usps.com/manage/mailboxes.htm>

Trash Containers

Trash and recycling containers shall be placed behind the curb to ensure they are clear of passing snowplows and resulting windrows. Do not place trash and recycling containers in the street as this prevents plow trucks from clearing public right-of-way curb to curb and may result in road hazards to motorists. The city is not responsible for tipped over or damaged trash or recycling containers.

Sod Damage

Sod damaged by city equipment will be repaired the following spring either by city crews using black dirt and seed; or by the property owner if they elect to do the repair using commercial sod. The city will provide the property owner with the sod required to cover the damaged area. The property owner is responsible for installation and maintenance of the sod to ensure establishment. Requests for sod damage repair must be received by the city by May 1st or no more than 30-days after the last plowable snow event of the season, whichever comes first.

Landscaping, Irrigation Systems and Fences

The city is not liable for damage to privately installed landscaping, irrigation systems or fencing (visible or buried) within the public right-of-way. Permanent features such as boulders, retaining walls, rock or wood mulch, edging, lighting, vegetation, fences, etc. placed within the public right-of-way may be damaged during snow plowing operations including hauling of snow from boulevards. Landscaping within the public right-of-way may be a hazard to motorists experiencing a lane departure event. Additionally, landscaping within the right-of-way is a hazard to city staff and equipment when pushing back or hauling snow from boulevards as these items may become buried under the snow making them difficult to identify.

Conditions Which May Impact Policy Goals

- Vehicles disabled in deep snow.
- Weather so severe as to cause crews to be called in from the street, i.e., whiteout conditions.

- Equipment rendered inadequate by the depths of the snow or drifts, refueling, refilling material spreaders, installing new plow cutting edges, and routine maintenance.
- Illegally parked, parked, or stalled vehicles that restrict or prevent access; those streets, walks and pathways will be assigned to lower priority, as available.
- Unforeseen emergencies.
- Equipment breakdown.

Snow Plowing Procedures

The Public Works Department shall maintain a snow and ice control procedures manual.

Snow and Ice Control Policy Policy History

Adopted by:	On (date)	Item #



Request for Action

To
City Council

Item Number
11.3

Meeting Date
May 5, 2025

Prepared By
Cal Portner, City Administrator

Item Description
Pinewood Contract for Deed Amendment
Consideration

Reviewed by
Cal Portner
Tina Allard

Action Requested
Discuss and provide staff direction.

Background/Discussion

The City of Elk River sold Pinewood Golf Course to Jennifer Abrahamson d/b/a Baer Necessities, LLC in August of 2021. The sale was a contract for deed with 15 equal payments and 4% interest over the life of the agreement.

Recently, Pinewood was vandalized which may place its interim operation into question while the damage is repaired.

Mayor Dietz has been in contact with Ms. Abrahamson. She has not asked for assistance at this time; however, the city may wish to prepare to assist as it is still the deedholder.

While there may not be public purpose to provide direct financial incentives, an option could be to amend the contract for deed to extend the payment schedule and delay the next annual payment which is due in July of this year.

Financial Impact
N/A

Mission/Policy/Goal
Mission Statement

Attachments
None

The Elk River Vision

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

