



Heritage Preservation Commission

Regular Meeting

Thursday, May 15, 2025
6:00 p.m.
Elk River City Hall

- Meeting in Upper Town Conference Room
-

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSIDER MINUTES

4.1 March 20, 2025, Meeting Minutes

5. GENERAL BUSINESS

General action items in which the commission receives information from city staff or consultants and after deliberation acts on the item under consideration. General Business items are not opportunities to receive or provide public input. However, the commission may, at its sole discretion, solicit public feedback.

5.1 Historic Interpretive Site (Water Tower Park)

5.2 Downtown Small Area Plan 2024

5.3 Other Business

6. MOTION TO ADJOURN

Meeting Protocol

- No sidebar discussions
- No interruptions
- State your concern
- Ensure you understand
- Don't take things personally
- Adhere to time limits
- Come prepared
- Ensure all are heard



**Meeting of the Elk River
Heritage Preservation Commission
Held at the Elk River City Hall
Thursday, March 20, 2025**

Members Present: Chair Lance Lindberg, Commissioners Linda Campbell, Jayne Dietz, Zachary Griffiths, and Gavin Tuckey

Members Absent: None

Council Liaison Absent: Councilmember J. Brian Calva

Staff Present: Community Development Director Zack Carlton

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the Elk River Heritage Preservation Commission was called to order at 6:00 p.m. by Chair Lindberg.

2. Pledge of Allegiance

Chair Lindberg led the commission in the Pledge of Allegiance.

3. Consider Agenda

Moved by Commissioner Griffiths and seconded by Commissioner Dietz to approve the March 20, 2025, Heritage Preservation Commission agenda.

Motion carried 5-0.

4. Consider Minutes

Moved by Commissioner Campbell and seconded by Commissioner Griffiths to approve the January 16, 2025, Heritage Preservation Commission minutes.

Motion carried 5-0.

5.1 Historic Interpretive Site (Water Tower Park)

Mr. Carlton stated the Request for Proposals (RFP) document is being prepared and asked the members of the HPC for their input in finalizing the Project Overview and Scope of Services portions of the RFP. The commissioners discussed and provided input. Mr. Carlton asked them to consider what content and historical elements they could consider for the site. When the consultant is hired, he will invite them to the next available meeting to formulate the member's thoughts and ideas as well as the vision of the site.

5.2 Downtown Small Area Plan 2024

Chair Lindberg provided an update and timeline for the downtown small area plan and while plans may propose new construction, he reminded the commission that the historic components of the downtown area will remain, keeping the original downtown buildings. He stated this 20-year plan will be presented at a

future open house in April and will outline all the varying options for the public to consider and provide feedback.

Mr. Carlton stated the plan does propose redevelopment of the church building, and he has spoken to the pastor at the church. He explained to the pastor that the city is not proposing to purchase any building at this time but rather, should the church decide to change locations in the future, the city would consider redevelopment at that time. The King Avenue parking lot would probably be an area that would see some changes in the nearer future. He stated the goals would be to create an area to bring people in and encourage them to stay for longer time periods. The major area of redevelopment would take place on Railroad Drive and plan incorporates a few different design plans. The last component of the plan to envision a link over Highway 10 to tie the areas on either side is the grade separated bridge or a tunnel.

The commissioners asked further questions regarding some of the proposed redevelopment.

5.3 Other Business

Mr. Carlton asked if the commissioners would be interested in attending a Thursday Farmers Market event to promote the HPC. Suggestions would be to do Plinko trivia, explain the future water tower park project, and other relevant ideas. The commission landed on July 31 as the date to attend the Farmers Market and Mr. Carlton will confirm the date with Parks and Recreation staff.

Mr. Carlton asked about advertising a walking tour during the summer months. Chair Lindberg stated it was best to have smaller groups and they seem to work better as it invites better conversations. Mr. Carlton will work with Chair Lindberg setting up some walking tour dates.

The Preserve Minnesota Annual Conference is scheduled for September 10-12 in New Ulm. Commissioners Campbell and Griffiths expressed interest in attending.

Mr. Carlton updated the commission members with details about the proposed Capstone housing development on the Specht Farm, a 500+ residential housing development.

Commissioner Dietz suggested the downtown hitching posts be installed at the water tower park.

The HPC discussed the population records on Wikipedia.

Chair Lindberg left the meeting at 7:15 p.m.

6. Adjournment

Moved by Commissioner Campbell and seconded by Commissioner Dietz to adjourn the meeting of the Heritage Preservation Commission.

Motion carried 4-0.

The meeting adjourned at 7:20 p.m.

Minutes prepared by Jennifer Green.

Lance Lindberg, Chair

Tina Allard, City Clerk

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