



City Council

Tuesday, September 2, 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 August 18, 2025, Minutes

4.2 Check Register

4.3 Resolution 25-45 approving Joint Powers Agreement between the Minnesota Bureau of Criminal Apprehension and the City of Elk River Prosecutor's Office, Agreements 25-18 and 25-19.

4.4 Agreement 25-20 approving Joint Powers Agreement for Traffic Safety Vehicle Program Among the Cities of Elk River, Big Lake, Becker, and the County of Sherburne.

4.5 Severance Agreement and Waiver of Claims

4.6 Approve Sale of Temporary and Permanent Easement to Sherburne County, Minnesota

4.7 Accept Quote for Dredging of Municipal Pond

4.8 Temporary On-Sale Liquor License: Davis-Darrow-Meyer American Legion Post 112

4.9 Employee Termination

5. OPEN FORUM

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

6. PRESENTATIONS, AWARDS, AND RECOGNITION

7. PUBLIC HEARINGS

An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.

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 Discuss Work Session Items

8.2 Public Safety Aid for Community Engagement Items

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

10. MOTION TO ADJOURN

The Elk River Vision

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





**Meeting of the City Council
Held at the Elk River City Hall
Monday, August 18, 2025**

Members Present: Acting Mayor Cory Grupa, Councilmembers J. Brian Calva, Mike Beyer, and Jennifer Wagner

Members Absent: Mayor John Dietz (due to Elk River Municipal Utilities Conference)

Staff Present: City Administrator Cal Portner, City Attorney Jared Shepherd, Senior Planner Chris Leeseberg, Business Services Director/Assistant City Administrator Joe Stremcha, Community Development Director Zack Carlton, Senior Communications Coordinator Starr Sorheim, Engineering Project Manager Ryan Sandhoefner, FT Center Manager Katie Harstad, FT Center Assistant Manager Jennifer Katke, and City Clerk Tina Allard

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. CONSIDER AGENDA

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the agenda. Motion Carried 4-0.

4. CONSENT AGENDA

Moved by Councilmember Beyer and seconded by Councilmember Wagner to approve the following consent items as outlined in their respective staff reports. Motion Carried 4-0.

4.1 August 4, 2025, Minutes

4.2 Check Register

4.3 Hire Part-time Community Service Officer

4.4 Hire Paid On-Call Firefighters

4.5 Professional Engineering Services for the Downtown Reconstruction Project

5. OPEN FORUM

No one appeared for open forum.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 Introduction of New Employee

Multimedia Specialist Amanda Plude discussed her background and thanked the Council for the opportunity to work with the city.

6.2 City of Elk River Volunteer of the Month

Acting Mayor Grupa presented the August Volunteer of the Month award to Katie Harstad. He highlighted the following:

- Chair of Taste of Elk River for Elk River Rotary Club
- Marketing Chair for Otsego Lions Club
- Park and Road clean up for Otsego Lions and Elk River Rotary
- Named Chamber's Young Professional of the Year 2022
- Volunteer for ISD 728 in various capacities

6.3 Communications Awards

Ms. Sorheim highlighted the top awards received for two city communication initiatives: Highway 169 Ribbon Cutting and the Play My Way Campaign. She reviewed the projects and highlighted the team members who made the projects a success.

7. PUBLIC HEARINGS

7.1 Conditional Use Permit: Amend CU 23-02 to allow vehicle repair and storage, Skyline Motors and Collision - 17242 Ulysses St NW

The staff report was presented.

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

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

- I. A code analysis finding building code compliance for the areas approved for use under this CUP shall be prepared by an appropriate registered professional.**

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2. **Fencing shall be installed as shown on the Staff Site Plan dated 8-18-2025.**
 3. **The parking lot shall be striped to city requirements for the stalls shown on the Staff Site Plan dated 8-18-2025.**
 4. **Five signs shall be installed indicating “For Sale” vehicles as shown on the Staff Site Plan dated 8-18-2025.**
 5. **The Conditional Use Permit shall not be recorded until all conditions have been completed.**
 6. **The number of motor vehicle sales dealers shall be limited to one (1).**
 7. **No more than 5 “for sale” vehicles may be displayed on the subject property.**
 8. **All motor vehicle repairs, body work, 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 damaged vehicle storage area shall be limited to the area identified on the Staff Site Plan dated 8-18-2025.**
 11. **Conditions 1-4 must be completed by October 15, 2025, or the CUP will be brought to the City Council on November 3, 2025, to discuss revocation.**
 12. **An amendment to this Conditional Use Permit (CUP) will be required for future changes/additions not shown on the Staff Site Plan dated 8-18-2025.**
 13. **Conditional Use Permit CU 23-02 shall become void.**

Motion Carried 4-0.

7.2 Interim Use Permit: Residential Occupation, Robert Kendrick - 11473 199th Ave NW

The staff report was presented.

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

Moved by Councilmember Beyer and seconded by Councilmember Calva to approve the Interim Use Permit with the following conditions:

1. **All openings to the accessory structure shall be closed when the business is in operation.**
2. **There shall be no outdoor storage of any business products or equipment.**
3. **The building must meet all commercial building requirements.**
4. **There shall be no customers/retail sales on site.**
5. **The IUP will expire upon the sale of the property.**

Motion Carried 4-0.

7.3 Resolution 25-44: Land Use Amendment, Business Park (BP) to Mixed Residential (MR) - City of Elk River

The staff report was presented.

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

Moved by Councilmember Beyer and seconded by Councilmember Calva to adopt Resolution 25-44 amending the Comprehensive Plan, changing the land use for certain parcels from Highway Business to Mixed Residential. Motion Carried 4-0.

7.4 Ordinance 25-13: Zone Change, Business Park (BP) to Highway Commercial (C3) and Single Family Residential (R1c) - City of Elk River

The staff report was presented.

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

Moved by Councilmember Beyer and seconded by Councilmember Wagner to adopt Ordinance 25-13 rezoning certain properties from Business Park (BP) to Highway Commercial (C3) and Single Family Residential (R1c), as shown on the existing and proposed exhibit. Motion Carried 4-0.

7.5 Conditional Use Permit: Renewable Natural Gas Facility, Elk River Landfill/Waste Management - 22460 Highway 169

The staff report was presented.

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

The Council asked how long the site would produce gas and if there would be any odor. Mike Miller, Senior District Manager - Waste Management, stated it would produce gas for 30 years after the site is capped, and the odor would be minimal as this type of installation should harvest the gas to send and sell it offsite.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the Conditional Use Permit for a renewable natural gas processing facility on the Elk River Landfill site, subject to the following conditions:

- 1. Waste Management must receive all required land use and zoning approvals from Sherburne County for the portion of the operation within their jurisdiction.**
- 2. Approval of the associated variance (V 25-10) approving a zero-foot lot line setback.**
- 3. Any work within MnDOT right-of-way, including underground utility work, will require additional permitting from the state.**
- 4. Utility work within the city's right-of-way requires separate permitting and is in addition to all commercial building permit requirements.**

Motion Carried 4-0.

8. GENERAL BUSINESS

8.1 Essential Services Facility: Renewable Natural Gas Operation, Minnesota Municipal Power Agency
- PID 75-00102-2000

The staff report was presented.

Moved by Councilmember Calva and seconded by Councilmember Beyer to approve the essential services facility proposed by the Minnesota Municipal Power Agency. Motion Carried 4-0.

8.2 Communications Policy and Procedure Updates

The staff report was presented. Ms. Sorheim discussed the Department of Justice's WCAG standards for online accessibility, artificial intelligence, and First Amendment rights on social media.

Moved by Councilmember Wagner and seconded by Councilmember Beyer to accept the Communications Policies and Procedures. Motion Carried 4-0.

8.3 Agreement 25-17: FT Center Field House Naming Rights

The staff report was presented. Ms. Katke highlighted the sponsorship partnership with Rinks and Links and introduced Sam Tukey.

The Council congratulated Rinks and Links on their new venture, noting it will be a positive program for our community.

Moved by Councilmember Beyer and seconded by Councilmember Wagner to approve Agreement 25-17 for Elk River Community Event Center Facility Field House Naming Rights. Motion Carried 4-0.

9. MOTION TO ADJOURN REGULAR MEETING

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

The meeting adjourned at 6:44 p.m.

10. WORK SESSION

Pursuant to due call and notice thereof, the meeting was called to order at 6:46 p.m.

10.1 Traffic Control Configuration at 193rd/Evans and Elk Hills/Dodge

The staff report was presented.

The Council agreed that some type of improvement is needed at these intersections. Councilmember Wagner stated it can be confusing for drivers to know when to move through a 3-way intersection after all the traffic flows through from the non-sign-controlled direction. She stated she would be okay with a roundabout at the Dodge Avenue intersection. Councilmember Calva expressed concerns about the school season and how it may affect traffic patterns. Councilmember Grupa stated he is not a fan of

the 3-way intersection. The Council discussed the various options available and traffic pattern scenarios.

The Council's consensus is to direct staff to provide data on roundabout costs and design options before making any other changes.

II. MOTION TO ADJOURN

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

The meeting adjourned at 7:07 p.m.

Minutes prepared by Tina Allard.

12. INFORMATION

12.1 Investment report - 2nd quarter

12.2 June Financial Reports

12.3 July Financial Reports

John J. Dietz, Mayor

Tina Allard, City Clerk



Request for Action

To
City Council

Item Number
4.2

Meeting Date
September 2, 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 September 2, 2025.

Background/Discussion

The details for the period ending September 2, 2025, are attached to this request for action.

Total for All Funds	\$824,669.34
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Financial Impact
N/A

Mission/Policy/Goal
N/A

Attachments

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

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

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
A T & T						
101						
579498	1	SUBPOENA FEES #25010894	Invoice	08/13/2025	95.00	101-4-2130-4319
Total 13710 A T & T:					95.00	
ASPEN MILLS						
101						
359482	1	UNIFORMS - MOEHLE	Invoice	08/18/2025	465.80	101-4-2320-4217
101						
359494	1	UNIFORMS - WOOD	Invoice	08/18/2025	218.40	101-4-2150-4217
101						
359500	1	UNIFORMS - SCHWARTZ	Invoice	08/18/2025	632.77	101-4-2320-4217
101						
359836	1	UNIFORMS - HARFF	Invoice	08/22/2025	535.10	101-4-2320-4217
101						
359837	1	UNIFORMS - SAULTER	Invoice	08/22/2025	415.82	101-4-2320-4217
Total 10749 ASPEN MILLS:					2,267.89	
CITY OF MONTICELLO						
101						
42793	1	ANIMAL CONTROL CHARGES JUN/J	Invoice	08/13/2025	416.00	101-4-2150-4409
Total 27050 CITY OF MONTICELLO:					416.00	
JAY E GRAMMOND						
101						
8-13-25 / 9/10/25	1	PRESENTER FEE 9/10/25	Invoice	08/13/2025	200.00	101-4-5510-4409
Total 14454 JAY E GRAMMOND:					200.00	
PRINCETON RENTAL INC						
101						
1-576737	1	WEED WHIP AND POLE PRUNER	Invoice	08/14/2025	512.98	101-4-5110-4219
101						
1-576749	1	SUPPLIES-BATTERY/CHARGER	Invoice	08/14/2025	539.98	101-4-5110-4219
Total 10469 PRINCETON RENTAL INC:					1,052.96	
STANDARD SPRING PARTS						
101						
410795	1	PARTS #U0010	Invoice	08/19/2025	738.90	101-4-3150-4221
Total 14542 STANDARD SPRING PARTS:					738.90	
STEP SAVER INC						
101						
186324	1	BULK SALT -- CITY HALL	Invoice	08/05/2025	181.50	101-4-1600-4219
101						
186972	1	BULK SALT -- POLICE DEPARTMENT	Invoice	08/11/2025	90.00	101-4-2190-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 13048 STEP SAVER INC:					271.50	
ZARNOTH BRUSH WORKS						
101						
203250-IN	1	SWEeper GUTTER BROOMS	Invoice	08/13/2025	3,290.00	101-4-3120-4221
Total 36750 ZARNOTH BRUSH WORKS:					3,290.00	
ADVANCE AUTO PARTS						
101						
6313522765432	1	PARTS	Invoice	08/15/2025	126.82	101-4-3120-4221
Total 10168 ADVANCE AUTO PARTS:					126.82	
AID ELECTRIC CORPORATION						
221						
1203169	1	LIGHT SWITCH FOR MAIN OFFICE T	Invoice	08/20/2025	1,850.00	221-4-5400-4219
101						
1203180	1	GATE REPAIR	Invoice	08/20/2025	313.86	101-4-3120-4401
Total 10373 AID ELECTRIC CORPORATION:					2,163.86	
AMAZON CAPITAL SERVICES						
221						
11TP-FNT4-RFG4	1	LABEL MAKER TAPE	Invoice	08/19/2025	13.99	221-4-5430-4219
101						
13H4-M4LC-JQQD	1	BIOMETRIC SCREENING INCENTIVE	Invoice	08/18/2025	32.79	101-4-1220-4201
602						
163W-FVQ9-M964	1	SUPPLIES	Invoice	08/12/2025	16.58	602-4-9020-4219
221						
1FFY-FWHX-7N6L	1	CARD READER FOR CAMERA	Invoice	08/14/2025	6.64	221-4-5400-4219
101						
1FJY-J71X-PJNP	1	FARMERS MARKET SUPPLIES	Invoice	08/19/2025	14.42	101-4-5230-4219
101						
1FYT-FJGM-TGHN	1	SHOP TOOL	Invoice	08/19/2025	59.00	101-4-3150-4219
221						
1HX3-7CRF-QXNL	1	9V BATTERIES	Invoice	08/19/2025	29.33	221-4-5400-4219
101						
1K1K-PRMF-7THG	1	CONCERT SUPPLIES	Invoice	08/14/2025	22.98	101-4-5220-4219
602						
1MP6-XXRL-6JL9	1	SUPPLIES	Invoice	08/18/2025	276.41	602-4-9020-4219
101						
1NTK-4WHW-JY6G	1	FIREFIGHTER TRAINING BINDERS	Invoice	08/18/2025	42.99	101-4-2320-4331
101						
1QK7-PH7R-7R6W	1	COFFEE	Invoice	08/20/2025	38.20	101-4-1600-4219
101						
1QNR-6PPT-17CK	1	SCREEN PROTECTORS/PHONE CAS	Invoice	08/21/2025	116.22	101-4-1350-4219
605						
1TKP-CPMV-4YPT	1	FARMERS MARKET TOTE BAGS	Invoice	08/13/2025	49.99	605-4-9210-4219
101						
1TTD-46F4-1XFP	1	DRONE BATTERIES	Invoice	08/07/2025	32.69	101-4-2120-4219
604						
1TWH-LNK3-1NR1	1	SUPPLIES	Invoice	08/13/2025	49.98	604-4-9410-4219
101						
1W1Q-RKT7-PM1N	1	BATTERIES	Invoice	08/12/2025	14.97	101-4-1120-4201

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
1YT7-FQ9R-6LW6	1	SUPPLIES	Invoice	08/14/2025	133.97	101-4-5510-4219
Total 13706 AMAZON CAPITAL SERVICES:					951.15	
AMERICAN ENG TESTING, INC						
607						
INV-276702	1	POND SEDIMENT TESTING	Invoice	08/20/2025	1,525.00	607-4-9310-4409
Total 10427 AMERICAN ENG TESTING, INC:					1,525.00	
ARTISAN BEER COMPANY						
603						
3789168	1	BEER	Invoice	08/13/2025	558.40	603-4-9111-4252
603						
3790832	1	BEER	Invoice	08/20/2025	338.65	603-4-9151-4252
603						
3790833	1	THC PRODUCTS	Invoice	08/20/2025	68.60	603-4-9151-4256
Total 12167 ARTISAN BEER COMPANY:					965.65	
ASCEND LEARNING HOLDINGS LLC						
290						
1154968	1	ACADEMY BOOKS	Invoice	08/11/2025	5,013.15	290-4-2350-4219
Total 14964 ASCEND LEARNING HOLDINGS LLC:					5,013.15	
ATLAS STAFFING, INC						
101						
699387	1	TEMP STAFF - FRONT DESK	Invoice	08/10/2025	402.50	101-4-1210-4409
Total 52380 ATLAS STAFFING, INC:					402.50	
AXON ENTERPRISE, INC.						
101						
INUS369082	1	AXON AIR DATA LIC & TRAINING - 20	Invoice	08/15/2025	4,618.68	101-4-2120-4404
Total 13529 AXON ENTERPRISE, INC.:					4,618.68	
BECKER ARENA PRODUCTS INC						
221						
616922	1	LEXAN FOR DASHBOARD ADS	Invoice	08/19/2025	2,276.16	221-4-5400-4219
221						
616937	1	NEW THRESHOLD CORNERSTONE	Invoice	08/20/2025	397.05	221-4-5400-4219
Total 11700 BECKER ARENA PRODUCTS INC:					2,673.21	
BELLBOY CORP BAR SUPPLY						
603						
110139800	1	SUPPLIES	Invoice	08/19/2025	71.00	603-4-9112-4219
603						
110139800	2	FREIGHT	Invoice	08/19/2025	2.88	603-4-9111-4332
Total 11810 BELLBOY CORP BAR SUPPLY:					73.88	
BELLBOY CORPORATION						

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
208577800	1	LIQUOR	Invoice	08/19/2025	498.74	603-4-9111-4251
603						
208577800	2	FREIGHT	Invoice	08/19/2025	11.55	603-4-9111-4332
Total 11800 BELLBOY CORPORATION:					510.29	
BERNICK'S						
603						
10390327	1	POP/MISC	Invoice	08/13/2025	166.58	603-4-9151-4255
603						
10390328	1	BEER	Invoice	08/13/2025	2,488.55	603-4-9151-4252
603						
10390329	1	BEER CREDIT	Invoice	08/13/2025	6.88-	603-4-9151-4252
603						
10393220	1	POP	Invoice	08/20/2025	114.02	603-4-9111-4255
603						
10393221	1	THC PRODUCTS	Invoice	08/20/2025	161.50	603-4-9111-4256
603						
10393222	1	BEER	Invoice	08/20/2025	2,488.00	603-4-9111-4252
603						
10393223	1	BEER CREDIT	Invoice	08/20/2025	28.00-	603-4-9111-4252
603						
10393224	1	POP/MISC	Invoice	08/20/2025	16.44	603-4-9151-4255
603						
10393225	1	THC PRODUCTS	Invoice	08/20/2025	211.50	603-4-9151-4256
603						
10393226	1	BEER	Invoice	08/20/2025	1,913.05	603-4-9151-4252
221						
I76190	1	CO2 TANKS	Invoice	08/14/2025	193.68	221-4-5430-4259
Total 11950 BERNICK'S:					7,718.44	
BERRY COFFEE COMPANY						
101						
1073897	1	COFFEE	Invoice	08/18/2025	137.81	101-4-5510-4219
101						
1074002	1	COFFEE - PD	Invoice	08/18/2025	357.03	101-4-2190-4219
101						
1074022	1	COFFEE - PD	Invoice	08/19/2025	181.08	101-4-2190-4219
101						
1074025	1	COFFEE	Invoice	08/18/2025	53.92	101-4-3120-4219
101						
1074458	1	COFFEE - CITY HALL	Invoice	08/20/2025	116.86	101-4-1600-4219
Total 11959 BERRY COFFEE COMPANY:					846.70	
BLAINE LOCK & SAFE, INC						
101						
33693	1	LIQUOR IT CLOSET ADJUSTMENTS	Invoice	08/12/2025	398.75	101-4-1350-4404
Total 12256 BLAINE LOCK & SAFE, INC:					398.75	
BOLTON & MENK, INC						
401						
370648	1	2023 STREET IMPROVEMENTS	Invoice	08/15/2025	75.00	401-4-8080-4303

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
401						
370649	1	2025 STREET IMPROVEMENTS	Invoice	08/15/2025	31,462.50	401-4-8080-4303
406						
370656	1	MEADOWWOODS VILLAGE - SEWER	Invoice	08/15/2025	7,618.00	406-4-8050-4303
225						
370657	1	MEGA LOOP TRAIL IMPROVMENTS	Invoice	08/15/2025	5,738.71	225-4-8546-4303
406						
370658	1	ROLLING HILLS SEWER EXT	Invoice	08/15/2025	965.50	406-4-8040-4303
403						
370659	1	YALE STREET EXTENSION	Invoice	08/15/2025	9,122.84	403-4-8440-4303
403						
371477	1	LINE AVE CUL-DE-SAC	Invoice	08/15/2025	14,834.96	403-4-8440-4303
Total 11019 BOLTON & MENK, INC:					69,817.51	
BREAKTHRU BEVERAGE MINNESOTA						
603						
122838359	1	WINE	Invoice	08/14/2025	96.00	603-4-9151-4253
603						
122838359	2	FREIGHT	Invoice	08/14/2025	1.45	603-4-9151-4332
603						
122845153	1	LIQUOR	Invoice	08/14/2025	100.00	603-4-9151-4251
603						
122845263	1	LIQUOR	Invoice	08/14/2025	2,551.35	603-4-9151-4251
603						
122845263	2	FREIGHT	Invoice	08/14/2025	29.00	603-4-9151-4332
603						
122845264	1	POP/MISC	Invoice	08/14/2025	20.00	603-4-9151-4255
603						
122845264	2	FREIGHT	Invoice	08/14/2025	1.45	603-4-9151-4332
603						
122950517	1	LIQUOR	Invoice	08/21/2025	801.00	603-4-9151-4251
603						
122950517	2	FREIGHT	Invoice	08/21/2025	18.85	603-4-9151-4332
603						
413822388	1	LIQUOR CREDIT	Invoice	08/04/2025	5.18-	603-4-9151-4251
603						
413822388	2	FREIGHT CREDIT	Invoice	08/04/2025	.06-	603-4-9151-4332
Total 8002 BREAKTHRU BEVERAGE MINNESOTA:					3,613.86	
603						
122845453	1	POP/MISC	Invoice	08/14/2025	26.00	603-4-9111-4255
603						
122845453	2	FREIGHT	Invoice	08/14/2025	2.90	603-4-9111-4332
603						
122845454	1	LIQUOR	Invoice	08/14/2025	3,142.46	603-4-9111-4251
603						
122845454	2	FREIGHT	Invoice	08/14/2025	59.45	603-4-9111-4332
603						
122845455	1	WINE	Invoice	08/14/2025	808.00	603-4-9111-4253
603						
122845455	2	FREIGHT	Invoice	08/14/2025	10.15	603-4-9111-4332
603						
122950697	1	LIQUOR	Invoice	08/21/2025	3,214.20	603-4-9111-4251
603						
122950697	2	FREIGHT	Invoice	08/21/2025	53.65	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
122950698	1	WINE	Invoice	08/21/2025	88.00	603-4-9111-4253
603						
122950698	2	FREIGHT	Invoice	08/21/2025	1.45	603-4-9111-4332
Total 12893 BREAKTHRU BEVERAGE MINNESOTA:					7,406.26	
C & L DISTRIBUTING CO						
603						
1839001426	1	THC PROCUCTS	Invoice	08/20/2025	345.00	603-4-9151-4256
603						
1839001427	1	BEER CREDIT	Invoice	08/20/2025	9.71-	603-4-9151-4252
603						
2146555 - correction	1	BEER CREDIT	Invoice	08/19/2025	17.39-	603-4-9151-4252
603						
2146555 - correction	2	POP/MISC	Invoice	08/19/2025	82.67-	603-4-9151-4255
603						
2154632	1	LIQUOR	Invoice	08/13/2025	1,225.35	603-4-9151-4251
603						
2154635	1	BEER CREDIT	Invoice	08/13/2025	112.20-	603-4-9151-4252
603						
2154636	1	BEER	Invoice	08/13/2025	6,248.95	603-4-9151-4252
603						
2158744	1	BEER	Invoice	08/20/2025	4,367.95	603-4-9151-4252
603						
2160007	1	LIQUOR	Invoice	08/20/2025	2,991.80	603-4-9151-4251
Total 8003 C & L DISTRIBUTING CO:					14,957.08	
603						
1839001418	1	BEER CREDIT	Invoice	08/13/2025	26.82-	603-4-9111-4252
603						
1839001419	1	BEER CREDIT	Invoice	08/13/2025	35.60-	603-4-9111-4252
603						
1839001428	1	BEER CREDIT	Invoice	08/20/2025	33.93-	603-4-9111-4252
603						
2140057 CREDIT	1	LIQUOR CREDIT	Invoice	07/16/2025	9.10-	603-4-9111-4251
603						
2156254	1	LIQUOR	Invoice	08/13/2025	3,345.65	603-4-9111-4251
603						
2156255	1	BEER	Invoice	08/13/2025	6,608.95	603-4-9111-4252
603						
2157462	1	LIQUOR	Invoice	08/18/2025	94.57	603-4-9111-4251
603						
2157472	1	BEER	Invoice	08/18/2025	1,049.25	603-4-9111-4252
603						
2159556	1	THC PRODUCTS	Invoice	08/20/2025	497.00	603-4-9111-4256
603						
2159557	1	LIQUOR	Invoice	08/20/2025	5,867.95	603-4-9111-4251
603						
2159557	2	WINE	Invoice	08/20/2025	616.00	603-4-9111-4253
603						
2159558	1	BEER	Invoice	08/20/2025	9,559.00	603-4-9111-4252
603						
2159558	2	POP/MISC	Invoice	08/20/2025	66.00	603-4-9111-4255
603						
2161509	1	LIQUOR	Invoice	08/22/2025	768.00	603-4-9111-4251

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2161582	1	BEER	Invoice	08/25/2025	1,564.80	603-4-9111-4252
603						
2616000835	1	BEER CREDIT	Invoice	08/18/2025	130.35-	603-4-9111-4252
603						
2616000843	1	BEER CREDIT	Invoice	08/25/2025	30.00-	603-4-9111-4252
Total 13375 C & L DISTRIBUTING CO:					29,771.37	
CAL PORTNER						
101						
8-25-25 CP	1	REIMB AIRFARE-ICMA CONF	Invoice	08/25/2025	337.96	101-4-1210-4331
Total 11583 CAL PORTNER:					337.96	
CHARTER COMMUNICATIONS						
101						
175341301 AUG 25	1	ERMU INTERNET	Invoice	08/07/2025	190.00	101-4-1350-4321
101						
175341301 AUG 25	2	VIDEO SERVICES-CH	Invoice	08/07/2025	43.96	101-4-1600-4321
101						
175341301 AUG 25	3	PHONE LINE ELEVATOR-CITY HALL	Invoice	08/07/2025	40.00	101-4-1600-4389
101						
175341301 AUG 25	4	PHONE LINE ELEVATOR-CITY HALL	Invoice	08/07/2025	40.00	101-4-1600-4389
101						
175341301 AUG 25	5	VIDEO SERVICES/BACKUP INTERNE	Invoice	08/07/2025	98.53	101-4-2110-4321
101						
175341301 AUG 25	6	PHONE LINE ELEVATORS-PBL SAFE	Invoice	08/07/2025	80.00	101-4-2190-4389
101						
175341301 AUG 25	7	PHONE LINE ELEVATOR-PBL SAFE	Invoice	08/07/2025	40.00	101-4-2190-4389
101						
175341301 AUG 25	8	INTERNET, PHONE, VIDEO-FS #3	Invoice	08/07/2025	347.92	101-4-2310-4321
101						
175341301 AUG 25	9	VIDEO SERVICES-FS #1	Invoice	08/07/2025	35.97	101-4-2310-4321
101						
175341301 AUG 25	10	VIDEO SERVICES-EMERGENCY	Invoice	08/07/2025	41.82	101-4-2330-4389
101						
175341301 AUG 25	11	PHONE LINES, FIRE ALARM, TV SVC	Invoice	08/07/2025	80.00	101-4-3120-4321
101						
175341301 AUG 25	12	TV SERVICE-PW	Invoice	08/07/2025	15.70	101-4-3120-4321
101						
175341301 AUG 25	13	EMERG BUTTONS-ORONO & RIVER	Invoice	08/07/2025	80.00	101-4-5110-4389
221						
175341301 AUG 25	14	INTERNET, PHONE, VIDEO-FT CENT	Invoice	08/07/2025	583.82	221-4-5400-4321
603						
175341301 AUG 25	15	PHONE LINE CHGS-NORTHBOUND	Invoice	08/07/2025	40.00	603-4-9112-4321
602						
175341701 AUG 25	1	PHONE LINE & TV CHGS-WW	Invoice	08/14/2025	165.80	602-4-9010-4321
Total 13954 CHARTER COMMUNICATIONS:					1,923.52	
CINTAS CORPORATION LOC 470						
602						
4240271135	1	UNIFORM RENTAL/CLEANING	Invoice	08/15/2025	157.02	602-4-9020-4417
603						
4240271499	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	08/15/2025	52.31	603-4-9112-4404

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
4240279170	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	08/15/2025	47.02	603-4-9152-4404
602						
4241013768	1	UNIFORM RENTAL/CLEANING	Invoice	08/22/2025	165.90	602-4-9020-4417
603						
4241014226	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	08/22/2025	52.31	603-4-9112-4404
603						
4241020576	1	MATS, TOWELS, SCRAPERS, MOPS	Invoice	08/22/2025	47.02	603-4-9152-4404
Total 14080 CINTAS CORPORATION LOC 470:					521.58	
CORE & MAIN LP						
602						
X556590	1	SUPPLIES	Invoice	08/18/2025	292.19	602-4-9020-4219
Total 21090 CORE & MAIN LP:					292.19	
CRYSTAL SPRINGS ICE						
603						
3-501211	1	ICE	Invoice	08/12/2025	239.75	603-4-9151-4255
603						
3-501211	2	FREIGHT	Invoice	08/12/2025	4.00	603-4-9151-4332
603						
3-501254	1	ICE	Invoice	08/15/2025	59.36	603-4-9111-4255
603						
3-501254	2	FREIGHT	Invoice	08/15/2025	4.00	603-4-9111-4332
603						
3-501288	1	ICE	Invoice	08/19/2025	111.59	603-4-9111-4255
603						
3-501288	2	FREIGHT	Invoice	08/19/2025	4.00	603-4-9111-4332
603						
3-501293	1	ICE	Invoice	08/19/2025	160.88	603-4-9151-4255
603						
3-501293	2	FREIGHT	Invoice	08/19/2025	4.00	603-4-9151-4332
603						
3-501332	1	ICE	Invoice	08/22/2025	102.80	603-4-9111-4255
603						
3-501332	2	FREIGHT	Invoice	08/22/2025	4.00	603-4-9111-4332
Total 52407 CRYSTAL SPRINGS ICE:					694.38	
CUB FOODS						
101						
4-140487	1	HOSTED DRONE TRAINING	Invoice	07/22/2025	46.13	101-4-2110-4331
Total 15550 CUB FOODS:					46.13	
DACOTAH PAPER CO						
101						
10537	1	SUPPLIES - MOP	Invoice	08/21/2025	18.99	101-4-1600-4219
221						
10538	1	TOILET TISSUE	Invoice	08/21/2025	259.48	221-4-5400-4219
221						
51928	1	FOOD CONTAINERS/TOWELS	Invoice	06/12/2025	211.63	221-4-5430-4219
101						
81050	1	PROGRAM SUPPLIES - CUPS	Invoice	08/12/2025	66.64	101-4-5510-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
211						
84244	1	GLOVES/CAN LINERS/TOILET TISSU	Invoice	08/19/2025	255.02	211-4-5600-4219
101						
84245	1	SUPPLIES	Invoice	08/19/2025	1,662.21	101-4-1600-4219
Total 15887 DACOTAH PAPER CO:					2,473.97	
DAHLHEIMER BEVERAGE, LLC						
603						
2030-00004	1	BEER CREDIT	Invoice	07/10/2025	30.00-	603-4-9151-4252
603						
2030-00011	1	BEER CREDIT	Invoice	07/28/2025	30.00-	603-4-9151-4252
603						
2545215	1	BEER	Invoice	08/14/2025	2,475.40	603-4-9151-4252
603						
2547506	1	THC PRODUCTS	Invoice	08/14/2025	88.00	603-4-9151-4256
603						
2548059	1	BEER	Invoice	08/14/2025	60.00	603-4-9151-4252
603						
2548059	2	POP/MISC	Invoice	08/14/2025	30.00	603-4-9151-4255
603						
2550193	1	BEER	Invoice	08/18/2025	5,727.30	603-4-9151-4252
603						
2550194	1	LIQUOR	Invoice	08/18/2025	5,855.40	603-4-9151-4251
603						
2553268	1	BEER	Invoice	08/21/2025	4,414.95	603-4-9151-4252
603						
2556338	1	LIQUOR	Invoice	08/25/2025	246.25	603-4-9151-4251
603						
2556339	1	BEER	Invoice	08/25/2025	9,294.20	603-4-9151-4252
Total 8005 DAHLHEIMER BEVERAGE, LLC:					28,131.50	
221						
2548107	1	BEER	Invoice	08/14/2025	3,785.50	221-4-5430-4252
221						
2548107	2	LIQUOR	Invoice	08/14/2025	505.50	221-4-5430-4251
Total 15366 DAHLHEIMER BEVERAGE, LLC:					4,291.00	
603						
2547203	1	BEER	Invoice	08/14/2025	4,295.90	603-4-9111-4252
603						
2548024	1	THC PRODUCTS	Invoice	08/14/2025	1,390.00	603-4-9111-4256
603						
2550209	1	BEER	Invoice	08/18/2025	24,070.35	603-4-9111-4252
603						
2550209	2	LIQUOR	Invoice	08/18/2025	10,660.00	603-4-9111-4251
603						
2553175	1	BEER	Invoice	08/21/2025	4,823.76	603-4-9111-4252
603						
2553452	1	THC PRODUCTS	Invoice	08/21/2025	230.00	603-4-9111-4256
603						
2556344	1	THC PRODUCTS	Invoice	08/25/2025	234.00	603-4-9111-4256
603						
2556345	1	BEER	Invoice	08/25/2025	12,106.10	603-4-9111-4252

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 15900 DAHLHEIMER BEVERAGE, LLC:					57,810.11	
DAVID WISNIESKI OFFICIALS						
101 250019	1	SOFTBALL UMPIRES	Invoice	08/18/2025	2,700.00	101-4-5220-4409
Total 15247 DAVID WISNIESKI OFFICIALS:					2,700.00	
DELL MARKETING, L P						
411 10831647210	1	DELL LAPTOPS	Invoice	08/19/2025	4,390.92	411-4-1350-4219
Total 16250 DELL MARKETING, L P:					4,390.92	
DIAMOND VOGEL INC						
101 813172708	1	SUPPLIES-PAINT	Invoice	08/25/2025	698.00	101-4-3120-4219
Total 16350 DIAMOND VOGEL INC:					698.00	
E C M PUBLISHERS INC						
101 1060850	1	OA NOTICE - SEPTIC ORDINANCE U	Invoice	08/09/2025	180.60	101-4-1510-4359
101 1061007	1	JOB AD - SR CNTR ASST	Invoice	08/10/2025	67.40	101-4-5510-4219
101 1061607	1	PH NOTICE - BRIGGS APARTMENT P	Invoice	08/16/2025	129.00	101-4-1510-4359
101 1061608	1	PH NOTICE - HEMMER PLAT AND VA	Invoice	08/16/2025	129.00	101-4-1510-4359
101 1061609	1	PH NOTICE - LIASHKOVICH CUP CU	Invoice	08/16/2025	120.40	101-4-1510-4359
101 1061610	1	PH NOTICE - BELDE V25-13	Invoice	08/16/2025	120.40	101-4-1510-4359
101 1061775	1	JOB AD - SEC/REC PT	Invoice	08/17/2025	67.40	101-4-1210-4319
Total 17000 E C M PUBLISHERS INC:					814.20	
EHLERS & ASSOCIATES, INC						
462 102365	1	TIF REPORTING - TIF 22	Invoice	08/11/2025	1,560.25	462-4-7000-4319
464 102365	2	TIF REPORTING - TIF 24	Invoice	08/11/2025	967.75	464-4-7000-4319
465 102365	3	TIF REPORTING - TIF 25	Invoice	08/11/2025	967.75	465-4-7000-4319
466 102365	4	TIF REPORTING - TIF 26	Invoice	08/11/2025	967.75	466-4-7000-4319
467 102365	5	TIF REPORTING - TIF 27	Invoice	08/11/2025	967.75	467-4-7000-4319
469 102365	6	TIF REPORTING - TIF 29	Invoice	08/11/2025	197.50	469-4-7000-4319
462 102475	1	TIF ADMIN - TIF 22	Invoice	08/11/2025	147.50	462-4-7000-4319
465 102475	2	TIF ADMIN - TIF 25	Invoice	08/11/2025	147.50	465-4-7000-4319

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
466						
102475	3	TIF ADMIN - TIF 26	Invoice	08/11/2025	147.50	466-4-7000-4319
467						
102475	4	TIF ADMIN - TIF 27	Invoice	08/11/2025	147.50	467-4-7000-4319
Total 17287 EHLERS & ASSOCIATES, INC:					6,218.75	
ELK RIVER MUNICIPAL UTILITIES						
101						
8-13-25 ERMU	1	WATER/ELECTRIC/SEWER/STMWTR	Invoice	08/13/2025	8,372.27	101-4-1600-4389
101						
8-13-25 ERMU	2	ELECTRIC	Invoice	08/13/2025	64.15	101-4-2190-4389
101						
8-13-25 ERMU	3	WATER/ELECTRIC/SEWER	Invoice	08/13/2025	9,564.85	101-4-2190-4389
101						
8-13-25 ERMU	4	WATER/ELECTRIC/SEWER	Invoice	08/13/2025	1,371.50	101-4-2310-4389
101						
8-13-25 ERMU	5	ELECTRIC	Invoice	08/13/2025	79.23	101-4-2330-4389
101						
8-13-25 ERMU	6	ELECTRIC	Invoice	08/13/2025	57.00	101-4-3120-4389
101						
8-13-25 ERMU	7	ELECTRIC	Invoice	08/13/2025	32.62	101-4-3120-4389
101						
8-13-25 ERMU	8	WATER/ELECTRIC	Invoice	08/13/2025	3,318.95	101-4-5110-4389
101						
8-13-25 ERMU	9	ELECTRIC	Invoice	08/13/2025	557.73	101-4-5110-4389
101						
8-13-25 ERMU	10	WATER/SEWER	Invoice	08/13/2025	1,550.39	101-4-5110-4389
211						
8-13-25 ERMU	11	WATER/ELECTRIC/SEWER	Invoice	08/13/2025	3,766.69	211-4-5600-4389
602						
8-13-25 ERMU	12	WATER/ELECTRIC	Invoice	08/13/2025	37,899.50	602-4-9020-4389
602						
8-13-25 ERMU	13	ELECTRIC	Invoice	08/13/2025	4,461.92	602-4-9050-4389
603						
8-13-25 ERMU	14	WATER/ELECTRIC/SEWER/STMWTR	Invoice	08/13/2025	3,642.49	603-4-9152-4389
Total 17700 ELK RIVER MUNICIPAL UTILITIES:					74,739.29	
101						
8-20-2025 ERMU	1	BRADFORD PK WAC	Invoice	08/20/2025	44,070.00	101-3-0000-3625
Total 17701 ELK RIVER MUNICIPAL UTILITIES:					44,070.00	
ELK RIVER WINLECTRIC						
602						
417065 01	1	FUSES	Invoice	08/12/2025	49.76	602-4-9020-4219
Total 17890 ELK RIVER WINLECTRIC:					49.76	
EMPIRE ENDEAVORS LLC						
101						
2 9/11/25	1	FARMERS MARKET MUSIC 09/11/202	Invoice	02/11/2025	175.00	101-4-5230-4409
Total 15266 EMPIRE ENDEAVORS LLC:					175.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
FASTENAL COMPANY						
101 MNELK143385	1	SUPPLIES - VENDING	Invoice	08/08/2025	180.54	101-4-3120-4219
101 MNELK143385	2	SUPPLIES - VENDING	Invoice	08/08/2025	213.41	101-4-5110-4219
101 MNELK143385	3	SUPPLIES - VENDING	Invoice	08/08/2025	49.53	101-4-1600-4219
101 MNELK143480	1	SUPPLIES - VENDING	Invoice	08/15/2025	184.90	101-4-3120-4219
101 MNELK143533	1	SUPPLIES - VENDING	Invoice	08/22/2025	7.35	101-4-1600-4219
101 MNELK143533	2	SUPPLIES - VENDING	Invoice	08/22/2025	2.94	101-4-5110-4219
101 MNELK143533	3	SUPPLIES - VENDING	Invoice	08/22/2025	2.94	101-4-3120-4219
Total 18453 FASTENAL COMPANY:					641.61	
GLOBAL RESERVE LLC - GRD						
603 ORD-19084	1	THC PRODUCTS	Invoice	08/15/2025	498.00	603-4-9151-4256
Total 15311 GLOBAL RESERVE LLC - GRD:					498.00	
GRAINGER						
101 9612803693	1	ADA COMPLIANT RAMP	Invoice	08/19/2025	144.04	101-4-5110-4219
Total 20300 GRAINGER:					144.04	
GRANITE CITY JOBBING CO						
603 474901	1	POP/MISC	Invoice	08/15/2025	895.23	603-4-9111-4255
603 474901	2	SUPPLIES	Invoice	08/15/2025	32.57	603-4-9112-4219
603 474901	3	FREIGHT	Invoice	08/15/2025	5.00	603-4-9111-4332
603 474916	1	SUPPLIES	Invoice	08/15/2025	100.48	603-4-9152-4219
603 474916	2	POP/MISC	Invoice	08/15/2025	583.95	603-4-9151-4255
603 474916	3	FREIGHT	Invoice	08/15/2025	5.00	603-4-9151-4332
603 476731	1	POP/MISC	Invoice	08/22/2025	1,215.44	603-4-9111-4255
603 476731	2	FREIGHT	Invoice	08/22/2025	5.00	603-4-9111-4332
603 476731	3	SUPPLIES	Invoice	08/22/2025	155.35	603-4-9112-4219
603 476736	1	FREIGHT	Invoice	08/22/2025	5.00	603-4-9151-4332
603 476736	2	POP/MISC	Invoice	08/22/2025	560.99	603-4-9151-4255
603 476736	3	SUPPLIES	Invoice	08/22/2025	32.57	603-4-9152-4219

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 10654 GRANITE CITY JOBBING CO:					3,596.58	
GUARDIAN FLEET SAFETY LLC						
410						
303015	1	SQUAD 611 SET-UP 2025 CHEVY TAH	Invoice	08/08/2025	24,333.87	410-4-2110-4560
Total 14914 GUARDIAN FLEET SAFETY LLC:					24,333.87	
HAWKINS, INC.						
602						
7168766	1	CHLORINE & SULFER DIOXIDE	Invoice	08/15/2025	30.00	602-4-9020-4219
Total 21053 HAWKINS, INC.:					30.00	
HEARTLAND BUSINESS SYSTEMS, LLC						
290						
817900-H	1	SECURITY CAMERAS - WOODLAND	Invoice	08/12/2025	1,195.34	290-4-1350-4409
101						
821018-H	1	REMOTE ACCESS SOFTWARE	Invoice	08/19/2025	39.00	101-4-1350-4404
101						
821019-H	1	REMOTE ACCESS SOFTWARE	Invoice	08/19/2025	39.00	101-4-1350-4404
221						
821908-H	1	CABLING	Invoice	08/21/2025	180.00	221-4-5400-4219
Total 14882 HEARTLAND BUSINESS SYSTEMS, LLC:					1,453.34	
HEARTLAND TIRE, INC.						
101						
9048388	1	PARTS - TIRES	Invoice	08/12/2025	2,000.52	101-4-3120-4221
101						
9048389	1	PARTS - TIRES	Invoice	08/12/2025	1,860.81	101-4-2120-4221
Total 14883 HEARTLAND TIRE, INC.:					3,861.33	
HOME DEPOT CREDIT SERVICES						
602						
2610931	1	SUPPLIES	Invoice	08/07/2026	26.33	602-4-9020-4219
602						
4611915	1	SUPPLIES	Invoice	08/15/2026	53.04	602-4-9020-4219
101						
5015790	1	SUPPLIES	Invoice	08/14/2026	28.94	101-4-5110-4219
101						
6023645	1	SUPPLIES	Invoice	08/13/2026	228.00	101-4-1600-4219
101						
8023608	1	CAMP CABINET FOR STORAGE - 525	Invoice	08/11/2026	378.00	101-4-5220-4219
602						
9513415	1	SUPPLIES	Invoice	08/20/2026	92.33	602-4-9020-4219
Total 21600 HOME DEPOT CREDIT SERVICES:					806.64	
HUMERATECH						
101						
250794	1	REPLACE/PROGRAM HEAT PUMP	Invoice	08/13/2025	1,170.76	101-4-2190-4401
Total 11926 HUMERATECH:					1,170.76	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
IMS ALLIANCE						
101						
25-1800	1	PAR TAGS	Invoice	07/17/2025	14.51	101-4-2320-4219
Total 22113 IMS ALLIANCE:					14.51	
INK WIZARDS						
101						
12095	1	UNIFORMS - LITFIN	Invoice	08/19/2025	157.80	101-4-3120-4217
Total 22250 INK WIZARDS:					157.80	
INSIGHT BREWING COMPANY, LLC						
603						
26075	1	BEER	Invoice	08/15/2025	143.28	603-4-9111-4252
603						
26085	1	BEER	Invoice	08/15/2025	127.68	603-4-9151-4252
Total 52377 INSIGHT BREWING COMPANY, LLC:					270.96	
INTERSTATE POWER SYSTEMS						
101						
R001222470: 01	1	GENERATOR MAINT/BATTERY REPL	Invoice	08/21/2025	1,226.20	101-4-2190-4401
101						
R001222472: 01	1	GENERATOR MAINT/BATTERY REPL	Invoice	08/21/2025	724.00	101-4-2310-4401
101						
R001222473: 01	1	GENERATOR MAINT/BATTERY REPL	Invoice	08/21/2025	724.00	101-4-2310-4401
101						
R001222474: 01	1	GENERATOR MAINT/ BLOCK HEATE	Invoice	08/21/2025	926.03	101-4-2310-4401
Total 22415 INTERSTATE POWER SYSTEMS:					3,600.23	
JOHNSON BROS LIQUOR						
603						
145091	1	WINE CREDIT	Invoice	08/07/2025	11.72-	603-4-9111-4253
603						
146514	1	LIQUOR CREDIT	Invoice	08/19/2025	54.00-	603-4-9111-4251
603						
2854647	1	LIQUOR	Invoice	08/13/2025	5,205.80	603-4-9111-4251
603						
2854647	2	FREIGHT	Invoice	08/13/2025	89.61	603-4-9111-4332
603						
2854648	1	WINE	Invoice	08/13/2025	900.00	603-4-9111-4253
603						
2854648	2	FREIGHT	Invoice	08/13/2025	24.94	603-4-9111-4332
603						
2854649	1	POP/MISC	Invoice	08/13/2025	182.75	603-4-9111-4255
603						
2854649	2	FREIGHT	Invoice	08/13/2025	3.06	603-4-9111-4332
603						
2854650	1	LIQUOR	Invoice	08/13/2025	2,412.15	603-4-9151-4251
603						
2854650	2	FREIGHT	Invoice	08/13/2025	15.66	603-4-9151-4332
603						
2854651	1	LIQUOR	Invoice	08/13/2025	3,389.38	603-4-9111-4251
603						
2854651	2	FREIGHT	Invoice	08/13/2025	38.28	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2854652	1	LIQUOR	Invoice	08/13/2025	2,035.50	603-4-9151-4251
603						
2854652	2	FREIGHT	Invoice	08/13/2025	45.24	603-4-9151-4332
603						
2854653	1	WINE	Invoice	08/13/2025	2,284.88	603-4-9151-4253
603						
2854653	2	FREIGHT	Invoice	08/13/2025	54.52	603-4-9151-4332
603						
2854654	1	THC PRODUCTS	Invoice	08/13/2025	507.00	603-4-9151-4256
603						
2858323	1	LIQUOR	Invoice	08/18/2025	159.06	603-4-9111-4251
603						
2858323	2	FREIGHT	Invoice	08/18/2025	3.48	603-4-9111-4332
603						
2858324	1	WINE	Invoice	08/18/2025	1,000.80	603-4-9111-4253
603						
2858324	2	FREIGHT	Invoice	08/18/2025	17.40	603-4-9111-4332
603						
2858346	1	LIQUOR	Invoice	08/18/2025	572.40	603-4-9111-4251
603						
2858346	2	FREIGHT	Invoice	08/18/2025	8.70	603-4-9111-4332
603						
2860162	1	LIQUOR	Invoice	08/20/2025	14,474.99	603-4-9111-4251
603						
2860162	2	FREIGHT	Invoice	08/20/2025	215.06	603-4-9111-4332
603						
2860163	1	WINE	Invoice	08/20/2025	75.85	603-4-9111-4253
603						
2860163	2	FREIGHT	Invoice	08/20/2025	3.92	603-4-9111-4332
603						
2860164	1	POP/MISC	Invoice	08/20/2025	47.95	603-4-9111-4255
603						
2860164	2	FREIGHT	Invoice	08/20/2025	6.96	603-4-9111-4332
603						
2860165	1	THC PRODUCTS	Invoice	08/20/2025	164.40	603-4-9111-4256
603						
2860167	1	FREIGHT	Invoice	08/20/2025	5.22	603-4-9151-4332
603						
2860167	2	LIQUOR	Invoice	08/20/2025	215.50	603-4-9151-4251
603						
2860168	1	FREIGHT	Invoice	08/20/2025	3.48	603-4-9151-4332
603						
2860169	1	LIQUOR	Invoice	08/20/2025	7,271.80	603-4-9111-4251
603						
2860169	2	FREIGHT	Invoice	08/20/2025	42.63	603-4-9111-4332
603						
2860170	1	LIQUOR	Invoice	08/20/2025	6,447.70	603-4-9151-4251
603						
2860170	2	FREIGHT	Invoice	08/20/2025	49.01	603-4-9151-4332
603						
2860171	1	WINE	Invoice	08/20/2025	40.00	603-4-9151-4253
603						
2860171	2	FREIGHT	Invoice	08/20/2025	2.18	603-4-9151-4332
603						
2860172	1	FREIGHT	Invoice	08/20/2025	5.22	603-4-9151-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2860172	2	POP/MISC	Invoice	08/20/2025	40.00	603-4-9151-4255
603						
2860173	1	FREIGHT	Invoice	08/20/2025	12.18	603-4-9151-4332
603						
2860173	2	LIQUOR	Invoice	08/20/2025	971.50	603-4-9151-4251
Total 22775 JOHNSON BROS LIQUOR:					48,980.44	
KIRI A FAUL						
101						
2485	1	EMPLOYMENT EVAL- JOCELYN ECK	Invoice	08/21/2025	665.00	101-4-2110-4319
101						
2485	2	EMPLOYMENT EVAL- NICHOLAS BO	Invoice	08/21/2025	665.00	101-4-2110-4319
101						
2485	3	RESERVE EMPLOYMENT EVAL- ETH	Invoice	08/21/2025	665.00	101-4-2160-4319
Total 14646 KIRI A FAUL:					1,995.00	
KODEX, INC						
101						
DGZHHLAK-0001	1	SUBPOENA FEES - 25012036	Invoice	08/12/2025	45.00	101-4-2130-4319
Total 52464 KODEX, INC:					45.00	
LAKE STATE RECYCLING INC						
101						
80540	1	APPLIANCE RECYCLING	Invoice	08/21/2025	8.74	101-4-1600-4401
Total 13119 LAKE STATE RECYCLING INC:					8.74	
M R P A						
101						
4070	1	MRPA ANNUAL CONFERENCE-WARR	Invoice	08/14/2025	880.00	101-4-5210-4331
Total 24440 M R P A:					880.00	
M T I DISTRIBUTING INC						
101						
1487915-00	1	PARTS #725	Invoice	08/19/2025	129.74	101-4-5110-4221
101						
1489481-00	1	PARTS #728	Invoice	08/12/2025	221.36	101-4-5110-4221
101						
1491038-00	1	PARTS #725	Invoice	08/20/2025	205.61	101-4-5110-4221
Total 24475 M T I DISTRIBUTING INC:					556.71	
MACQUEEN EQUIPMENT, LLC						
101						
P53779	1	MASK BAGS	Invoice	08/25/2025	738.38	101-4-2320-4219
Total 24576 MACQUEEN EQUIPMENT, LLC:					738.38	
MARCO HOLDINGS LLC						
101						
INV14209338	1	VEEAM DATA LICENSES	Invoice	08/18/2025	10,890.00	101-4-1350-4404

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
290						
INV14212124	1	SIMPLIVITY RAM	Invoice	08/19/2025	7,587.37	290-4-1350-4404
101						
INV14212124	2	SIMPLIVITY RAM - ERMU SHARE	Invoice	08/19/2025	7,587.36	101-3-0000-3625
101						
INV14217504	1	CISCO DUO ADV SUBSCRIPTIONS	Invoice	08/20/2025	2,010.00	101-4-1350-4404
101						
INV14237985	1	OFFICE 365 LICENSES	Invoice	08/25/2025	4,760.30	101-4-1350-4404
Total 24714 MARCO HOLDINGS LLC:					32,835.03	
MARTIN MARIETTA MATERIALS						
101						
46787890	1	SUPPLIES - TACK OIL	Invoice	08/13/2025	220.00	101-4-3120-4219
Total 24716 MARTIN MARIETTA MATERIALS:					220.00	
MAVERICK BEVERAGE CO MN LLC						
603						
INV1666187	1	LIQUOR	Invoice	08/13/2025	144.00	603-4-9111-4251
603						
INV1666187	2	WINE	Invoice	08/13/2025	696.00	603-4-9111-4253
603						
INV1666187	3	FREIGHT	Invoice	08/13/2025	28.00	603-4-9111-4332
603						
INV1666188	1	LIQUOR	Invoice	08/13/2025	144.00	603-4-9151-4251
603						
INV1666188	2	WINE	Invoice	08/13/2025	600.00	603-4-9151-4253
603						
INV1666188	3	FREIGHT	Invoice	08/13/2025	24.50	603-4-9151-4332
Total 14588 MAVERICK BEVERAGE CO MN LLC:					1,636.50	
MCKENNA HOFF						
221						
8-20-25 MH	1	LTS REIMBURSEMENT	Invoice	08/20/2025	136.95	221-4-5420-4219
Total 52467 MCKENNA HOFF:					136.95	
MN MUNICIPAL UTILITIES ASSOC						
602						
66934	1	ARCH FLASH ASSESSMENT	Invoice	08/12/2025	8,000.00	602-4-9050-4404
Total 26487 MN MUNICIPAL UTILITIES ASSOC:					8,000.00	
MN STATE FIRE CHIEFS ASN						
101						
9607	1	ANNUAL CONF REG-LIBOR	Invoice	08/25/2025	400.00	101-4-2310-4331
Total 26725 MN STATE FIRE CHIEFS ASN:					400.00	
MONTICELLO SENIOR CENTER						
101						
8-13-2025	1	TEAM POOL TOURNAMENT-AUG 13	Invoice	08/13/2025	48.00	101-4-5510-4409
Total 27070 MONTICELLO SENIOR CENTER:					48.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
NAPA OF ELK RIVER, LLC						
602						
306370	1	SUPPLIES	Invoice	08/21/2025	15.76	602-4-9020-4219
221						
306518	1	GREASE FOR ZAMBONI	Invoice	08/22/2025	50.20	221-4-5400-4219
Total 52338 NAPA OF ELK RIVER, LLC:					65.96	
NATHAN HUNTER						
101						
7-31-25 FM	1	FARMERS MARKET JUN/JUL	Invoice	07/31/2025	46.00	101-4-5230-4219
Total 52469 NATHAN HUNTER:					46.00	
NOTHING BUT HEMP						
603						
4201	1	THC PRODUCTS	Invoice	08/14/2025	912.00	603-4-9111-4256
603						
4202	1	THC PRODUCTS	Invoice	08/14/2025	492.00	603-4-9151-4256
603						
4247	1	THC PRODUCTS	Invoice	08/20/2025	60.00	603-4-9151-4256
Total 15262 NOTHING BUT HEMP:					1,464.00	
NUSS TRUCK & EQUIPMENT						
101						
PSO231788-1	1	PARTS #231	Invoice	08/19/2025	320.56	101-4-3120-4221
101						
PSO231792-1	1	PARTS #231	Invoice	08/20/2025	272.24	101-4-3120-4221
Total 10561 NUSS TRUCK & EQUIPMENT:					592.80	
OMANN BROS INC						
101						
18947*	1	AC FINES MIX	Invoice	08/12/2025	360.90	101-4-3120-4219
101						
18972*	1	AC FINES MIX	Invoice	08/19/2025	180.00	101-4-3120-4219
Total 28850 OMANN BROS INC:					540.90	
OXYGEN SERVICE CO, INC						
101						
8863036	1	SUPPLIES - PROPANE	Invoice	08/19/2025	390.95	101-4-3150-4219
Total 28960 OXYGEN SERVICE CO, INC:					390.95	
PAUSTIS WINE COMPANY						
603						
272834	1	WINE	Invoice	08/13/2025	207.00	603-4-9111-4253
603						
272834	2	FREIGHT	Invoice	08/13/2025	8.00	603-4-9111-4332
603						
272835	1	WINE	Invoice	08/13/2025	568.00	603-4-9151-4253
603						
272835	2	FREIGHT	Invoice	08/13/2025	12.50	603-4-9151-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 29251 PAUSTIS WINE COMPANY:					795.50	
PERFORMANCE FOOD GROUP INC						
221						
660659	1	TASTE OF ER SAMPLES	Invoice	08/12/2025	503.48	221-4-5430-4259
221						
665936	1	CONCESSIONS FOOD	Invoice	08/16/2025	347.82	221-4-5430-4259
221						
666458	1	CONCESSIONS FOOD	Invoice	08/18/2025	276.57	221-4-5430-4259
221						
670105	1	CONCESSIONS FOOD	Invoice	08/20/2025	433.34	221-4-5430-4259
Total 52463 PERFORMANCE FOOD GROUP INC:					1,561.21	
PHILLIPS WINE & SPIRITS CO						
603						
5029076	1	LIQUOR	Invoice	08/15/2025	1,073.48	603-4-9111-4251
603						
5029076	2	FREIGHT	Invoice	08/15/2025	20.88	603-4-9111-4332
603						
5029077	1	WINE	Invoice	08/15/2025	943.50	603-4-9111-4253
603						
5029077	2	FREIGHT	Invoice	08/15/2025	34.80	603-4-9111-4332
603						
5029078	1	POP/MISC	Invoice	08/15/2025	628.38	603-4-9111-4255
603						
5029078	2	FREIGHT	Invoice	08/15/2025	17.40	603-4-9111-4332
603						
5029079	1	LIQUOR	Invoice	08/15/2025	798.55	603-4-9151-4251
603						
5029079	2	FREIGHT	Invoice	08/15/2025	10.44	603-4-9151-4332
603						
5029080	1	WINE	Invoice	08/15/2025	830.45	603-4-9151-4253
603						
5029080	2	FREIGHT	Invoice	08/15/2025	29.58	603-4-9151-4332
603						
5030894	1	LIQUOR	Invoice	08/20/2025	1,278.64	603-4-9111-4251
603						
5030894	2	FREIGHT	Invoice	08/20/2025	29.58	603-4-9111-4332
603						
5030895	1	WINE	Invoice	08/20/2025	1,394.00	603-4-9111-4253
603						
5030895	2	FREIGHT	Invoice	08/20/2025	29.58	603-4-9111-4332
603						
5030896	1	POP/MISC	Invoice	08/20/2025	119.50	603-4-9111-4255
603						
5030896	2	FREIGHT	Invoice	08/20/2025	6.96	603-4-9111-4332
603						
5030897	1	THC PRODUCTS	Invoice	08/20/2025	448.00	603-4-9111-4256
603						
5030898	1	FREIGHT	Invoice	08/20/2025	17.40	603-4-9151-4332
603						
5030898	2	LIQUOR	Invoice	08/20/2025	701.58	603-4-9151-4251
603						
5030899	1	POP/MISC	Invoice	08/20/2025	106.65	603-4-9151-4255

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
5030899	2	FREIGHT	Invoice	08/20/2025	5.22	603-4-9151-4332
603						
556778	1	POP/MISC CREDIT	Invoice	08/07/2025	39.00-	603-4-9111-4255
603						
556778	2	WINE CREDIT	Invoice	08/07/2025	66.56-	603-4-9111-4253
603						
556779	1	POP/MISC CREDIT	Invoice	08/07/2025	18.52-	603-4-9111-4255
603						
556780	1	LIQUOR CREDIT	Invoice	08/07/2025	20.46-	603-4-9111-4251
Total 29665 PHILLIPS WINE & SPIRITS CO:					8,380.03	
PLAISTED COMPANIES INC						
101						
86315	1	SUPPLIES-RED BALL DIAMOND AGG	Invoice	08/11/2025	405.16	101-4-5110-4219
101						
86477	1	SUPPLIES-RED BALL DIAMOND AGG	Invoice	08/12/2025	573.04	101-4-5110-4219
101						
86521	1	SUPPLIES-RED BALL DIAMOND AGG	Invoice	08/13/2025	1,127.48	101-4-5110-4219
101						
86581	1	SUPPLIES-RED BALL DIAMOND AGG	Invoice	08/14/2025	1,144.21	101-4-5110-4219
Total 29845 PLAISTED COMPANIES INC:					3,249.89	
PRYES BREWING COMPANY LLC						
603						
W-104147	1	BEER	Invoice	08/14/2025	116.00	603-4-9151-4252
Total 52318 PRYES BREWING COMPANY LLC:					116.00	
PSIX LLC						
101						
I897493	1	TICKET WRITER PAPER - PATROL	Invoice	08/15/2025	396.64	101-4-2120-4219
Total 11377 PSIX LLC:					396.64	
QUICKSCORES LLC						
101						
251774	1	QUICKSCORES-SOFTBALL	Invoice	08/19/2025	70.00	101-4-5220-4409
221						
251774	2	QUICKSCORES-BREAKAWAY	Invoice	08/19/2025	112.00	221-4-5410-4409
Total 12654 QUICKSCORES LLC:					182.00	
RED BULL DISTRIBUTION COM						
603						
5018305367	1	POP/MISC	Invoice	08/13/2025	278.63	603-4-9151-4255
Total 12944 RED BULL DISTRIBUTION COM:					278.63	
RENAE BRAUN						
101						
7-31-25 FM	1	FARMERS MARKET JUN/JUL	Invoice	07/31/2025	79.00	101-4-5230-4219
Total 52468 RENAE BRAUN:					79.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
RINK-TEC INTERNATIONAL INC						
221						
6268	1	SEMI-ANNUAL MAINTENANCE AGRE	Invoice	08/13/2025	4,326.40	221-4-5400-4401
Total 14686 RINK-TEC INTERNATIONAL INC:					4,326.40	
SCHINDLER ELEVATOR CORP						
603						
7154220481	1	ELEVATOR MAINTENANCE - NB	Invoice	07/21/2025	1,131.54	603-4-9112-4404
Total 31890 SCHINDLER ELEVATOR CORP:					1,131.54	
SHERBURNE CO AUDITOR\TREASURER						
607						
9713	1	2025 DITCH 1 ASSESSMENT	Invoice	08/20/2025	158.90	607-4-9310-4409
Total 32180 SHERBURNE CO AUDITOR\TREASURER:					158.90	
SHERWIN-WILLIAMS						
101						
1361-6	1	SUPPLIES - PAINT	Invoice	08/12/2025	55.45	101-4-2190-4219
101						
1759-1	1	SUPPLIES	Invoice	08/21/2025	8.72	101-4-3120-4219
Total 32280 SHERWIN-WILLIAMS:					64.17	
SOUTHERN GLAZER'S WINE & SPIRITS OF MN						
603						
2658045	1	FREIGHT	Invoice	08/14/2025	2.56	603-4-9151-4332
603						
2658046	1	LIQUOR	Invoice	08/14/2025	1,333.66	603-4-9151-4251
603						
2658046	2	FREIGHT	Invoice	08/14/2025	16.64	603-4-9151-4332
603						
2658047	1	FREIGHT	Invoice	08/14/2025	1.28	603-4-9151-4332
603						
2658048	1	WINE	Invoice	08/14/2025	157.44	603-4-9151-4253
603						
2658048	2	FREIGHT	Invoice	08/14/2025	3.84	603-4-9151-4332
603						
2660596	1	LIQUOR	Invoice	08/21/2025	3,868.00	603-4-9151-4251
603						
2660596	2	FREIGHT	Invoice	08/21/2025	40.85	603-4-9151-4332
603						
2660597	1	WINE	Invoice	08/21/2025	1,449.36	603-4-9151-4253
603						
2660597	2	FREIGHT	Invoice	08/21/2025	24.64	603-4-9151-4332
603						
9654218	1	WINE CREDIT	Invoice	08/12/2025	120.00-	603-4-9151-4253
Total 8000 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					6,778.27	
603						
2658043	1	LIQUOR	Invoice	08/14/2025	9,197.54	603-4-9111-4251
603						
2658043	2	FREIGHT	Invoice	08/14/2025	104.06	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
2658044	1	WINE	Invoice	08/14/2025	622.29	603-4-9111-4253
603						
2658044	2	FREIGHT	Invoice	08/14/2025	12.50	603-4-9111-4332
603						
2660594	1	LIQUOR	Invoice	08/21/2025	4,086.78	603-4-9111-4251
603						
2660594	2	FREIGHT	Invoice	08/21/2025	53.91	603-4-9111-4332
603						
2660595	1	WINE	Invoice	08/21/2025	2,816.66	603-4-9111-4253
603						
2660595	2	FREIGHT	Invoice	08/21/2025	36.76	603-4-9111-4332
603						
9654217	1	WINE CREDIT	Invoice	08/12/2025	132.00-	603-4-9111-4253
603						
9654237	1	WINE CREDIT	Invoice	08/12/2025	24.00-	603-4-9111-4253
Total 11314 SOUTHERN GLAZER'S WINE & SPIRITS OF MN:					16,774.50	
SPEEDCUTTERS OUTDOOR MAINT LLC						
101						
29349	1	MOWING & FERTILIZER - RIVERS ED	Invoice	08/15/2025	404.47	101-4-5110-4409
101						
29349	2	MOWING & FERTILIZER - FIRE STATI	Invoice	08/15/2025	244.86	101-4-2310-4401
101						
29349	3	MOWING & FERTILIZER - PUBLIC SA	Invoice	08/15/2025	760.88	101-4-2190-4401
101						
29349	4	MOWING & FERTILIZER - PUBLIC W	Invoice	08/15/2025	1,544.16	101-4-5110-4409
101						
29349	5	MOWING & FERTILIZER - FIRE STATI	Invoice	08/15/2025	759.35	101-4-2310-4401
101						
29349	6	MOWING & FERTILIZER - CITY HALL	Invoice	08/15/2025	589.94	101-4-1600-4401
101						
29349	7	MOWING & FERTILIZER - JACKSON	Invoice	08/15/2025	244.86	101-4-1600-4401
211						
29349	8	MOWING & FERTILIZER - LIBRARY	Invoice	08/15/2025	654.57	211-4-5600-4409
603						
29360	1	MOWING & FERTILIZER - AUG	Invoice	08/15/2025	565.08	603-4-9152-4404
603						
29360	2	MOWING & FERTILIZER - AUG	Invoice	08/15/2025	576.02	603-4-9112-4404
Total 11661 SPEEDCUTTERS OUTDOOR MAINT LLC:					6,344.19	
STREICHER'S						
101						
I1777473	1	INITIAL ISSUE - NEW OFFICER - BO	Invoice	08/11/2025	3,727.49	101-4-2120-4217
101						
I1777478	1	INITIAL ISSUE - NEW CSO - ECKSTR	Invoice	08/11/2025	2,145.68	101-4-2150-4217
101						
I1777555	1	OFFICER LBV	Invoice	08/11/2025	103.96	101-4-2120-4217
Total 33300 STREICHER'S:					5,977.13	
SUMMER LAKES BEVERAGE LLC						
603						
10477	1	POP/MISC	Invoice	08/16/2025	247.50	603-4-9111-4255

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
Total 14779 SUMMER LAKES BEVERAGE LLC:					247.50	
SUNBELT RENTALS INC						
101						
172782426-0001	1	PORTABLE LIGHT CART RENTAL	Invoice	08/15/2025	552.00	101-4-3120-4415
Total 13604 SUNBELT RENTALS INC:					552.00	
SUPERIOR CAPITAL HOLDINGS						
101						
2508250	1	PAGERS	Invoice	08/14/2025	5,400.00	101-4-2320-4219
Total 15211 SUPERIOR CAPITAL HOLDINGS:					5,400.00	
SUSAN D COLLINS						
101						
8182025 - 8/28/25	1	CARD MAKING CLASS - 8/28/25	Invoice	08/18/2025	192.00	101-4-5510-4409
Total 15209 SUSAN D COLLINS:					192.00	
TEAM LABORATORY CHEMICAL						
602						
INV0048247	1	SUPPLIES - FLUORESCENT GREEN	Invoice	08/18/2025	316.75	602-4-9020-4219
602						
INV0048318	1	MEGA BUGS	Invoice	08/22/2025	1,155.50	602-4-9020-4219
Total 14016 TEAM LABORATORY CHEMICAL:					1,472.25	
TIMOTHY P MCGRAW						
101						
20250915	1	ENTERTAINMENT 9/15/25 - TIM PATRI	Invoice	08/11/2025	225.00	101-4-5510-4409
Total 11245 TIMOTHY P MCGRAW:					225.00	
T-MOBILE						
101						
965639928 0825	1	IPADS	Invoice	08/11/2025	67.24	101-4-1110-4321
101						
965639928 0825	2	CELL PHONE CHGS	Invoice	08/11/2025	34.64	101-4-1120-4321
101						
965639928 0825	3	CELL PHONE CHGS	Invoice	08/11/2025	108.98	101-4-1600-4321
101						
965639928 0825	4	DATA CARDS	Invoice	08/11/2025	114.80	101-4-2110-4321
101						
965639928 0825	5	IPADS	Invoice	08/11/2025	57.81	101-4-2410-4321
101						
965639928 0825	6	IPADS	Invoice	08/11/2025	19.27	101-4-2420-4321
101						
965639928 0825	7	CELL PHONE CHGS	Invoice	08/11/2025	24.78	101-4-2420-4321
101						
965639928 0825	8	CELL PHONE CHGS	Invoice	08/11/2025	74.34	101-4-3120-4321
101						
965639928 0825	9	CELL PHONE CHGS	Invoice	08/11/2025	24.78	101-4-3150-4321
101						
965639928 0825	10	IPADS	Invoice	08/11/2025	19.27	101-4-3300-4321

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
101						
965639928 0825	11	CELL PHONE CHGS	Invoice	08/11/2025	59.42	101-4-5110-4321
101						
965639928 0825	12	CELL PHONE CHGS	Invoice	08/11/2025	49.56	101-4-5210-4321
101						
965639928 0825	13	DATA CARDS	Invoice	08/11/2025	28.70	101-4-5210-4321
101						
965639928 0825	14	HOTSPOTS	Invoice	08/11/2025	76.67	101-4-5210-4321
101						
965639928 0825	15	CELL PHONE CHGS	Invoice	08/11/2025	24.78	101-4-5510-4321
221						
965639928 0825	16	DATA CARD	Invoice	08/11/2025	12.44	221-4-5400-4321
602						
965639928 0825	17	CELL PHONE CHGS	Invoice	08/11/2025	74.34	602-4-9010-4321
602						
965639928 0825	18	DATA CARDS	Invoice	08/11/2025	28.70	602-4-9010-4321
603						
965639928 0825	19	DATA CARDS	Invoice	08/11/2025	28.70	603-4-9152-4321
Total 13946 T-MOBILE:					929.22	
TRANSPORT GRAPHICS						
410						
305351	1	GRAPHICS SQUAD 611	Invoice	08/19/2025	2,741.80	410-4-2110-4560
Total 34604 TRANSPORT GRAPHICS:					2,741.80	
TROJAN TECHNOLOGIES CORP						
602						
200/50005178	1	UV3+ PLUG	Invoice	08/22/2025	600.96	602-4-9020-4219
Total 52374 TROJAN TECHNOLOGIES CORP:					600.96	
UKG INC.						
101						
I01100049210	1	UKG SEPT-NOV & JLY OVRG	Invoice	08/16/2025	18,683.13	101-4-1220-4404
Total 12920 UKG INC.:					18,683.13	
URBAN GROWLER BREWING COMPANY, LLC						
603						
E-40550	1	BEER	Invoice	08/11/2025	172.50	603-4-9151-4252
Total 52364 URBAN GROWLER BREWING COMPANY, LLC:					172.50	
US AUTOFORCE						
101						
INV0010963677	1	PARTS #719	Invoice	08/18/2025	436.28	101-4-5110-4221
Total 35560 US AUTOFORCE:					436.28	
UTILITY CONSULTANTS, INC						
602						
125008	1	SAMPLE TESTING	Invoice	08/22/2025	1,521.76	602-4-9020-4319
Total 35571 UTILITY CONSULTANTS, INC:					1,521.76	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
VESTIS GROUP INC						
221						
2500762804	1	CONCESSIONS - MOPS/LINENS	Invoice	08/21/2025	35.35	221-4-5430-4219
221						
2500762805	1	LOBBY RUGS	Invoice	08/21/2025	53.35	221-4-5400-4219
Total 52462 VESTIS GROUP INC:					88.70	
VIKING COCA-COLA CO						
603						
3742879	1	POP	Invoice	08/15/2025	521.70	603-4-9111-4255
Total 35725 VIKING COCA-COLA CO:					521.70	
VINOCOPIA						
603						
378891-IN	1	LIQUOR	Invoice	08/14/2025	509.50	603-4-9111-4251
603						
378891-IN	2	WINE	Invoice	08/14/2025	288.00	603-4-9111-4253
603						
378891-IN	3	FREIGHT	Invoice	08/14/2025	12.00	603-4-9111-4332
603						
378892-IN	1	WINE	Invoice	08/14/2025	1,752.00	603-4-9151-4253
603						
378892-IN	2	FREIGHT	Invoice	08/14/2025	24.00	603-4-9151-4332
Total 35763 VINOCOPIA:					2,585.50	
WASTE MANAGEMENT CORP SVCS						
605						
49920-1706-3	1	GARBAGE TIPPING FEES 8/05-8/13/2	Invoice	08/19/2025	19,291.26	605-4-9210-4384
Total 36033 WASTE MANAGEMENT CORP SVCS:					19,291.26	
WELLINGTON SECURITY SYSTEMS						
603						
215305	1	ENGINE FEES	Invoice	08/14/2025	15.00	603-4-9112-4404
Total 36198 WELLINGTON SECURITY SYSTEMS:					15.00	
WHITE CAP, LP						
101						
50032808624	1	SUPPLIES - SPRAYER	Invoice	08/11/2025	237.64	101-4-3120-4219
Total 15018 WHITE CAP, LP:					237.64	
WILLIAM BISHOP HOLDINGS INC						
221						
14846	1	REPAIR ICE MACHINE	Invoice	08/18/2025	354.24	221-4-5400-4401
Total 52465 WILLIAM BISHOP HOLDINGS INC:					354.24	
WINE MERCHANTS						
603						
7530101	1	WINE	Invoice	08/13/2025	2,720.60	603-4-9111-4253
603						
7530101	2	FREIGHT	Invoice	08/13/2025	51.63	603-4-9111-4332

Invoice Number	Sequence Number	Description	Type	Invoice Date	Invoice Amount	GL Account Number
603						
7530102	1	WINE	Invoice	08/13/2025	1,140.00	603-4-9151-4253
603						
7530102	2	FREIGHT	Invoice	08/13/2025	22.62	603-4-9151-4332
Total 36425 WINE MERCHANTS:					3,934.85	
WRUCK SEWER & PORTABLE RENTAL						
101						
I29408	1	PORTABLE RENTALS EXTRA WEEK	Invoice	08/19/2025	305.00	101-4-5110-4415
Total 13814 WRUCK SEWER & PORTABLE RENTAL:					305.00	
WSB & ASSOCIATES INC						
821						
R-028191-000-6	1	EAW SERVICES FOR CAPSTONE/SP	Invoice	08/22/2025	2,171.00	821-2200
Total 11334 WSB & ASSOCIATES INC:					2,171.00	
ZIEGLER INC						
101						
IN002026436	1	PARTS #312	Invoice	08/14/2025	299.03	101-4-3120-4221
101						
IN002030802	1	PARTS #311	Invoice	08/19/2025	46.49	101-4-3120-4221
Total 36900 ZIEGLER INC:					345.52	
Total :					652,044.51	
Grand Totals:					652,044.51	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-3-0000-3625	51,657.36	.00	51,657.36
101-4-1110-4321	67.24	.00	67.24
101-4-1120-4201	14.97	.00	14.97
101-4-1120-4321	34.64	.00	34.64
101-4-1210-4319	67.40	.00	67.40
101-4-1210-4331	337.96	.00	337.96
101-4-1210-4409	402.50	.00	402.50
101-4-1220-4201	32.79	.00	32.79
101-4-1220-4404	18,683.13	.00	18,683.13
101-4-1350-4219	116.22	.00	116.22
101-4-1350-4321	190.00	.00	190.00
101-4-1350-4404	18,137.05	.00	18,137.05
101-4-1510-4359	679.40	.00	679.40
101-4-1600-4219	2,302.64	.00	2,302.64
101-4-1600-4321	152.94	.00	152.94
101-4-1600-4389	8,452.27	.00	8,452.27
101-4-1600-4401	843.54	.00	843.54
101-4-2110-4319	1,330.00	.00	1,330.00
101-4-2110-4321	213.33	.00	213.33

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
101-4-2110-4331	46.13	.00	46.13
101-4-2120-4217	3,831.45	.00	3,831.45
101-4-2120-4219	429.33	.00	429.33
101-4-2120-4221	1,860.81	.00	1,860.81
101-4-2120-4404	4,618.68	.00	4,618.68
101-4-2130-4319	140.00	.00	140.00
101-4-2150-4217	2,364.08	.00	2,364.08
101-4-2150-4409	416.00	.00	416.00
101-4-2160-4319	665.00	.00	665.00
101-4-2190-4219	683.56	.00	683.56
101-4-2190-4389	9,749.00	.00	9,749.00
101-4-2190-4401	3,157.84	.00	3,157.84
101-4-2310-4321	383.89	.00	383.89
101-4-2310-4331	400.00	.00	400.00
101-4-2310-4389	1,371.50	.00	1,371.50
101-4-2310-4401	3,378.24	.00	3,378.24
101-4-2320-4217	2,049.49	.00	2,049.49
101-4-2320-4219	6,152.89	.00	6,152.89
101-4-2320-4331	42.99	.00	42.99
101-4-2330-4389	121.05	.00	121.05
101-4-2410-4321	57.81	.00	57.81
101-4-2420-4321	44.05	.00	44.05
101-4-3120-4217	157.80	.00	157.80
101-4-3120-4219	2,127.56	.00	2,127.56
101-4-3120-4221	6,355.66	.00	6,355.66
101-4-3120-4321	170.04	.00	170.04
101-4-3120-4389	89.62	.00	89.62
101-4-3120-4401	313.86	.00	313.86
101-4-3120-4415	552.00	.00	552.00
101-4-3150-4219	449.95	.00	449.95
101-4-3150-4221	738.90	.00	738.90
101-4-3150-4321	24.78	.00	24.78
101-4-3300-4321	19.27	.00	19.27
101-4-5110-4219	4,692.18	.00	4,692.18
101-4-5110-4221	992.99	.00	992.99
101-4-5110-4321	59.42	.00	59.42
101-4-5110-4389	5,507.07	.00	5,507.07
101-4-5110-4409	1,948.63	.00	1,948.63
101-4-5110-4415	305.00	.00	305.00
101-4-5210-4321	154.93	.00	154.93
101-4-5210-4331	880.00	.00	880.00
101-4-5220-4219	400.98	.00	400.98
101-4-5220-4409	2,770.00	.00	2,770.00
101-4-5230-4219	139.42	.00	139.42
101-4-5230-4409	175.00	.00	175.00
101-4-5510-4219	405.82	.00	405.82
101-4-5510-4321	24.78	.00	24.78
101-4-5510-4409	665.00	.00	665.00
211-4-5600-4219	255.02	.00	255.02
211-4-5600-4389	3,766.69	.00	3,766.69
211-4-5600-4409	654.57	.00	654.57
221-4-5400-4219	5,102.21	.00	5,102.21
221-4-5400-4321	596.26	.00	596.26
221-4-5400-4401	4,680.64	.00	4,680.64
221-4-5410-4409	112.00	.00	112.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
221-4-5420-4219	136.95	.00	136.95
221-4-5430-4219	260.97	.00	260.97
221-4-5430-4251	505.50	.00	505.50
221-4-5430-4252	3,785.50	.00	3,785.50
221-4-5430-4259	1,754.89	.00	1,754.89
225-4-8546-4303	5,738.71	.00	5,738.71
290-4-1350-4404	7,587.37	.00	7,587.37
290-4-1350-4409	1,195.34	.00	1,195.34
290-4-2350-4219	5,013.15	.00	5,013.15
401-4-8080-4303	31,537.50	.00	31,537.50
403-4-8440-4303	23,957.80	.00	23,957.80
406-4-8040-4303	965.50	.00	965.50
406-4-8050-4303	7,618.00	.00	7,618.00
410-4-2110-4560	27,075.67	.00	27,075.67
411-4-1350-4219	4,390.92	.00	4,390.92
462-4-7000-4319	1,707.75	.00	1,707.75
464-4-7000-4319	967.75	.00	967.75
465-4-7000-4319	1,115.25	.00	1,115.25
466-4-7000-4319	1,115.25	.00	1,115.25
467-4-7000-4319	1,115.25	.00	1,115.25
469-4-7000-4319	197.50	.00	197.50
602-4-9010-4321	268.84	.00	268.84
602-4-9020-4219	2,925.61	.00	2,925.61
602-4-9020-4319	1,521.76	.00	1,521.76
602-4-9020-4389	37,899.50	.00	37,899.50
602-4-9020-4417	322.92	.00	322.92
602-4-9050-4389	4,461.92	.00	4,461.92
602-4-9050-4404	8,000.00	.00	8,000.00
603-4-9111-4251	74,954.94	83.56-	74,871.38
603-4-9111-4252	67,267.79	284.70-	66,983.09
603-4-9111-4253	13,176.70	234.28-	12,942.42
603-4-9111-4255	4,338.22	57.52-	4,280.70
603-4-9111-4256	4,036.90	.00	4,036.90
603-4-9111-4332	1,064.13	.00	1,064.13
603-4-9112-4219	258.92	.00	258.92
603-4-9112-4321	40.00	.00	40.00
603-4-9112-4404	1,827.18	.00	1,827.18
603-4-9151-4251	32,699.29	5.18-	32,694.11
603-4-9151-4252	37,745.18	206.18-	37,539.00
603-4-9151-4253	8,918.13	120.00-	8,798.13
603-4-9151-4255	2,203.87	82.67-	2,121.20
603-4-9151-4256	2,270.10	.00	2,270.10
603-4-9151-4332	497.53	.06-	497.47
603-4-9152-4219	133.05	.00	133.05
603-4-9152-4321	28.70	.00	28.70
603-4-9152-4389	3,642.49	.00	3,642.49
603-4-9152-4404	659.12	.00	659.12
604-4-9410-4219	49.98	.00	49.98
605-4-9210-4219	49.99	.00	49.99
605-4-9210-4384	19,291.26	.00	19,291.26
607-4-9310-4409	1,683.90	.00	1,683.90
821-2200	2,171.00	.00	2,171.00
Grand Totals:	653,118.66	1,074.15-	652,044.51

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
00/00	653,118.66	1,074.15-	652,044.51
Grand Totals:	653,118.66	1,074.15-	652,044.51

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

Vendor.Vendor number = {<>} 13164 {AND} {<>} 13165 {AND} {<>} 14623

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
130637										
08/25	08/20/2025	130637	34222	3RD LAIR SKATEPARK	CR3072	101-4-5220-4409	.00	75.00	75.00	1
Total 130637:							.00		75.00	
130638										
08/25	08/20/2025	130638	10749	ASPEN MILLS	357181	101-4-2120-4217	.00	72.95	72.95	1
08/25	08/20/2025	130638	10749	ASPEN MILLS	357797	101-4-2150-4217	.00	131.60	131.60	1
Total 130638:							.00		204.55	
130639										
08/25	08/20/2025	130639	11425	BARCO PRODUCTS LLC	INVRCO30870	101-4-5110-4219	.00	7,540.73	7,540.73	1
Total 130639:							.00		7,540.73	
130640										
08/25	08/20/2025	130640	18185	ESS BROTHERS & SONS	FF5531	602-4-9020-4219	.00	870.00	870.00	1
Total 130640:							.00		870.00	
130641										
08/25	08/20/2025	130641	14886	POLYDYNE INC.	1950526	602-4-9020-4219	.00	10,971.00	10,971.00	1
Total 130641:							.00		10,971.00	
130642										
08/25	08/20/2025	130642	14787	SDDI SIGNS	21602	101-4-5110-4409	.00	820.00	820.00	1
Total 130642:							.00		820.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
130643										
08/25	08/20/2025	130643	10866	STAR TRIBUNE	10694366 8-1	101-4-5510-4433	.00	97.66	97.66	1
Total 130643:							.00		97.66	
130644										
08/25	08/20/2025	130644	36602	WRIGHT-HENNEPIN COOP ELEC	72925 - 150-1	101-4-2190-4401	.00	705.00	705.00	1
Total 130644:							.00		705.00	
130645										
08/25	08/20/2025	130645	12917	ANOKA RAMSEY COMM COLLEGE	1301777	101-4-2160-4331	.00	89.95	89.95	1
08/25	08/20/2025	130645	12917	ANOKA RAMSEY COMM COLLEGE	1301778	101-4-2150-4331	.00	89.95	89.95	1
08/25	08/20/2025	130645	12917	ANOKA RAMSEY COMM COLLEGE	1301779	101-4-2150-4331	.00	1,497.00	1,497.00	1
08/25	08/20/2025	130645	12917	ANOKA RAMSEY COMM COLLEGE	1301780	101-4-2120-4331	.00	89.95	89.95	1
Total 130645:							.00		1,766.85	
130646										
08/25	08/20/2025	130646	10762	ASTLEFORD INTERNATIONAL	1P135347	101-4-3120-4219	.00	215.44	215.44	1
Total 130646:							.00		215.44	
130647										
08/25	08/20/2025	130647	11047	CORNERSTONE AUTO	15511195	101-4-2120-4221	.00	12.13	12.13	1
Total 130647:							.00		12.13	
130648										
08/25	08/20/2025	130648	21600	HOME DEPOT CREDIT SERVICES	2821 00051 02	101-4-3120-4219	.00	139.94	139.94	1
08/25	08/20/2025	130648	21600	HOME DEPOT CREDIT SERVICES	3614157	602-4-9020-4219	.00	59.45	59.45	1
08/25	08/20/2025	130648	21600	HOME DEPOT CREDIT SERVICES	5516475	602-4-9020-4219	.00	53.88	53.88	1
Total 130648:							.00		253.27	
130649										
08/25	08/20/2025	130649	24716	MARTIN MARIETTA MATERIALS	46644257	101-4-3120-4219	.00	330.00	330.00	1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
Total 130649:							.00		330.00	
130650										
08/25	08/20/2025	130650	52466	MIS TRAINING INSTITUTE INC	INV122958	101-4-1350-4331	.00	1,797.00	1,797.00	1
Total 130650:							.00		1,797.00	
130651										
08/25	08/20/2025	130651	11916	MOBILE VEHICLE INTEGRATION	25-061347	410-4-2110-4560	.00	150.00	150.00	1
Total 130651:							.00		150.00	
130652										
08/25	08/20/2025	130652	13789	OCCUPATIONAL HEALTH CENTERS	104224490	101-4-3120-4409	.00	89.00	89.00	1
08/25	08/20/2025	130652	13789	OCCUPATIONAL HEALTH CENTERS	104232542	101-4-2310-4319	.00	655.00	655.00	1
08/25	08/20/2025	130652	13789	OCCUPATIONAL HEALTH CENTERS	104240739	101-4-2310-4319	.00	1,101.00	1,101.00	1
Total 130652:							.00		1,845.00	
130653										
08/25	08/20/2025	130653	14954	OFFICE OF MNIT SERVICES	DV25070460	101-4-1350-4404	.00	202.00	202.00	1
Total 130653:							.00		202.00	
130654										
08/25	08/20/2025	130654	28850	OMANN BROS INC	18926*	101-4-3120-4219	.00	90.00	90.00	1
Total 130654:							.00		90.00	
130655										
08/25	08/20/2025	130655	35945	WAL-MART COMMUNITY CARD	8-7-25 WALM	101-4-1220-4201	.00	1,268.49	1,268.49	1
Total 130655:							.00		1,268.49	
1008494										
08/25	08/22/2025	1008494	15366	DAHLHEIMER BEVERAGE, LLC	2514233	221-4-5430-4252	.00	136.05-	136.05-	1
08/25	08/22/2025	1008494	15366	DAHLHEIMER BEVERAGE, LLC	2529241	221-4-5430-4251	.00	4,801.00	4,801.00	1
08/25	08/22/2025	1008494	15366	DAHLHEIMER BEVERAGE, LLC	2533924	221-4-5430-4251	.00	4,196.80-	4,196.80-	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 1008494:							.00		468.15	
1008495										
08/25	08/22/2025	1008495	17000	E C M PUBLISHERS INC	1060312	221-4-5400-4219	.00	60.40	60.40	1
Total 1008495:							.00		60.40	
1008496										
08/25	08/22/2025	1008496	14170	ELECTRONIC DESIGN COMPANY	M128203	221-4-5400-4401	.00	1,105.00	1,105.00	1
Total 1008496:							.00		1,105.00	
1008497										
08/25	08/22/2025	1008497	29816	ELK RIVER PIZZA MAN	256355-1, 2, 3	101-4-2310-4219	.00	511.54	511.54	1
Total 1008497:							.00		511.54	
1008498										
08/25	08/22/2025	1008498	13666	JOHNSON CONTROLS	41605777	290-4-9220-4409	.00	358.40	358.40	1
Total 1008498:							.00		358.40	
1008499										
08/25	08/22/2025	1008499	10407	REPUBLIC SERVICES #899	899-00480684	101-4-1110-4409	.00	31.32	31.32	1
Total 1008499:							.00		31.32	
1008500										
08/25	08/22/2025	1008500	12920	UKG INC.	101100037615	101-4-1220-4404	.00	3,064.64	3,064.64	1
Total 1008500:							.00		3,064.64	
1008501										
08/25	08/22/2025	1008501	36033	WASTE MANAGEMENT	66461-0500-4	602-4-9020-4409	.00	37,121.73	37,121.73	1
Total 1008501:							.00		37,121.73	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
820202520										
08/25	08/20/2025	820202520	26275	MN DEPT OF REVENUE	JUL 25 FUEL	101-4-3120-4212	.00	375.56	375.56	1
Total 820202520:							.00		375.56	
820202521										
08/25	08/20/2025	820202521	26300	MN DEPT. OF REVENUE	JUL 25 SALES	603-4-9152-4404	.00	89,148.00	89,148.00	1
Total 820202521:							.00		89,148.00	
Grand Totals:							.00		161,458.86	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101-2020	.00	20,922.80-	20,922.80-
101-2080	801.82	.00	801.82
101-3-0000-3417	12.80	.00	12.80
101-4-1110-4409	128.88	.00	128.88
101-4-1220-4201	203.48	.00	203.48
101-4-1220-4404	3,064.64	.00	3,064.64
101-4-1350-4331	1,797.00	.00	1,797.00
101-4-1350-4404	202.00	.00	202.00
101-4-2120-4217	72.95	.00	72.95
101-4-2120-4221	12.13	.00	12.13
101-4-2120-4331	588.95	.00	588.95
101-4-2150-4217	131.60	.00	131.60
101-4-2150-4331	588.95	.00	588.95
101-4-2160-4331	588.95	.00	588.95
101-4-2190-4401	705.00	.00	705.00
101-4-2310-4219	511.54	.00	511.54
101-4-2310-4319	1,756.00	.00	1,756.00
101-4-3120-4212	278.38	.00	278.38
101-4-3120-4219	775.38	.00	775.38
101-4-3120-4409	89.00	.00	89.00
101-4-5110-4219	7,540.73	.00	7,540.73

GL Account	Debit	Credit	Proof
101-4-5110-4409	820.00	.00	820.00
101-4-5220-4219	79.96	.00	79.96
101-4-5220-4409	75.00	.00	75.00
101-4-5510-4433	97.66	.00	97.66
221-2020	4,332.85	9,966.48-	5,633.63-
221-2080	3,112.59	.00	3,112.59
221-4-5400-4219	60.40	.00	60.40
221-4-5400-4401	1,105.00	.00	1,105.00
221-4-5430-4251	2,069.00	1,784.40-	284.60
221-4-5430-4252	2,732.00	2,548.45-	183.55
221-4-5430-4259	887.49	.00	887.49
290-2020	.00	358.40-	358.40-
290-4-9220-4409	358.40	.00	358.40
410-2020	.00	150.00-	150.00-
410-4-2110-4560	150.00	.00	150.00
602-2020	.00	49,173.24-	49,173.24-
602-4-9020-4219	11,954.33	.00	11,954.33
602-4-9020-4409	37,121.73	.00	37,121.73
602-4-9050-4212	97.18	.00	97.18
603-2020	.00	85,220.79-	85,220.79-
603-2080	85,153.08	.00	85,153.08
603-4-9112-4219	4.65	.00	4.65
603-4-9112-4404	35.47	.00	35.47
603-4-9152-4219	7.69	.00	7.69
603-4-9152-4404	19.90	.00	19.90
Grand Totals:	170,124.56	170,124.56-	.00

Report Criteria:

Detail report type printed
Vendor.Vendor number = 35099
Check Detail.Created by = "astangler"

Name	Vendor Number	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
US BANK	35099.	7252025 CIT	GREEN FLOWER MEDIA -	1	07/25/2025	249.00	249.00	80720252	08/07/2025
		7252025 CIT	RUNNINGS - SUPPLIES	2	07/25/2025	919.99	919.99	80720252	08/07/2025
		7252025 CIT	TRACTOR SUPPLY - SUP	3	07/25/2025	43.12	43.12	80720252	08/07/2025
		7252025 CIT	SMARTLINK - ORONO/DA	4	07/25/2025	75.00	75.00	80720252	08/07/2025
		7252025 CIT	DIGICERT - MULTI DOMAI	5	07/25/2025	607.00	607.00	80720252	08/07/2025
		7252025 CIT	GOOGLE - GOOGLE WO	6	07/25/2025	36.80	36.80	80720252	08/07/2025
		7252025 CIT	FLOWROUTE - TELEPHO	7	07/25/2025	410.00	410.00	80720252	08/07/2025
		7252025 CIT	SHERBURNE COUNTY F	8	07/25/2025	35.00	35.00	80720252	08/07/2025
		7252025 CIT	PAPA JOHNS - CONCESS	9	07/25/2025	37.70	37.70	80720252	08/07/2025
		7252025 CIT	WALMART - CONCESSIO	10	07/25/2025	143.64	143.64	80720252	08/07/2025
		7252025 CIT	DOMINO'S - CONCESSIO	11	07/25/2025	37.70	37.70	80720252	08/07/2025
		7252025 CIT	GEHL FOODS - SUPPLIE	12	07/25/2025	200.00	200.00	80720252	08/07/2025
		7252025 CIT	ALDI - CONCESSIONS	13	07/25/2025	53.23	53.23	80720252	08/07/2025
		7252025 CIT	CUB - CONCESSIONS	14	07/25/2025	20.93	20.93	80720252	08/07/2025
		7252025 CIT	7SHIFTS - SUPPLIES	15	07/25/2025	97.98	97.98	80720252	08/07/2025
		7252025 CIT	ALDI - CONCESSIONS	16	07/25/2025	39.82	39.82	80720252	08/07/2025
		7252025 CIT	SPARX HOCKEY - SUPPL	17	07/25/2025	464.93	464.93	80720252	08/07/2025
		7252025 CIT	ALDI - CONCESSIONS	18	07/25/2025	38.29	38.29	80720252	08/07/2025
		7252025 CIT	PAPA JOHNS - CONCESS	19	07/25/2025	75.41	75.41	80720252	08/07/2025
		7252025 CIT	ALDI - CONCESSIONS	20	07/25/2025	159.66	159.66	80720252	08/07/2025
		7252025 CIT	GEHL FOODS - SUPPLIE	21	07/25/2025	200.00	200.00	80720252	08/07/2025
		7252025 CIT	ALDI - CONCESSIONS (RI	22	07/25/2025	92.58	92.58	80720252	08/07/2025
		7252025 CIT	CUB - CONCESSIONS (RI	23	07/25/2025	52.28	52.28	80720252	08/07/2025
		7252025 CIT	SUPPLY ONLINE - SUPPL	24	07/25/2025	70.14	70.14	80720252	08/07/2025
		7252025 CIT	MADDENS - CONFERENC	25	07/25/2025	359.22	359.22	80720252	08/07/2025
		7252025 CIT	CSI FORENSIC SUPPLY -	26	07/25/2025	255.29	255.29	80720252	08/07/2025
		7252025 CIT	HAMPTON INN & SUITES	27	07/25/2025	959.30	959.30	80720252	08/07/2025
		7252025 CIT	BCA TRAINING EDUCATI	28	07/25/2025	150.00	150.00	80720252	08/07/2025
		7252025 CIT	U OF M - CONTINUING E	29	07/25/2025	720.00	720.00	80720252	08/07/2025
		7252025 CIT	AUTODESK - AUTO CAD	30	07/25/2025	571.74	571.74	80720252	08/07/2025
		7252025 CIT	ECKBERG LAMMERS - T	31	07/25/2025	99.00	99.00	80720252	08/07/2025
		7252025 CIT	MN ZOO - ZOOMOBILE P	32	07/25/2025	325.00	325.00	80720252	08/07/2025
		7252025 CIT	SLING - SCHEDULING SO	33	07/25/2025	32.69	32.69	80720252	08/07/2025
		7252025 CIT	HARMONY ENTERPRISE	34	07/25/2025	424.64	424.64	80720252	08/07/2025
		7252025 CIT	BCA TRAINING EDUCATI	35	07/25/2025	75.00	75.00	80720252	08/07/2025
		7252025 CIT	INTOXIMETERS - SUPPLI	36	07/25/2025	545.00	545.00	80720252	08/07/2025
		7252025 CIT	PSI EXAMS - DRONE TRA	37	07/25/2025	175.00	175.00	80720252	08/07/2025
		7252025 CIT	ASANA - SUBSCRIPTION	38	07/25/2025	67.45	67.45	80720252	08/07/2025
		7252025 CIT	META - ADS	39	07/25/2025	187.49	187.49	80720252	08/07/2025
		7252025 CIT	META - ADS	40	07/25/2025	23.41	23.41	80720252	08/07/2025
		7252025 CIT	META - ADS	41	07/25/2025	69.91	69.91	80720252	08/07/2025
		7252025 CIT	MN ASSN OF GOVT COM	42	07/25/2025	30.00	30.00	80720252	08/07/2025
		7252025 CIT	MN ASSN OF GOVT COM	43	07/25/2025	120.00	120.00	80720252	08/07/2025
		7252025 CIT	IRRIGATION SUPPLY - PA	44	07/25/2025	62.56	62.56	80720252	08/07/2025
		7252025 CIT	OPE ENGINES - PARTS	45	07/25/2025	150.00	150.00	80720252	08/07/2025
		7252025 CIT	FARMER BOB'S PARTS &	46	07/25/2025	56.36	56.36	80720252	08/07/2025
		7252025 CIT	KOHLER - PARTS	47	07/25/2025	325.17	325.17	80720252	08/07/2025
		7252025 CIT	OPE ENGINES - PARTS	48	07/25/2025	165.00	165.00	80720252	08/07/2025
		7252025 CIT	HOME DEPOT - PARTS	49	07/25/2025	921.60	921.60	80720252	08/07/2025
		7252025 CIT	META ADS - ELK RIVERF	50	07/25/2025	134.94	134.94	80720252	08/07/2025

Name	Vendor Number	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date
Total 35099:						11,165.97	11,165.97		
Grand Totals:						11,165.97	11,165.97		

Report Criteria:

Detail report type printed

Vendor: Vendor number = 35099

Check Detail: Created by = "astangler"



Request for Action

To
City Council

Item Number
4.3

Meeting Date
September 2, 2025

Prepared By
Lindsay Brandner, Senior Administrative Assistant

Item Description
Resolution 25-45 approving Joint Powers Agreement between the Minnesota Bureau of Criminal Apprehension and the City of Elk River Prosecutor's Office, Agreements 25-18 and 25-19.

Reviewed by
David Kuhnly
Cal Portner
Tina Allard

Action Requested

Adopt, by motion, Resolution 25-45 approving Joint Powers Agreement between the Minnesota Bureau of Criminal Apprehension and the City of Elk River Prosecutor's Office, Agreements 25-18 and Agreement 25-19.

Background/Discussion

For the City Prosecutor's Office to access the State Criminal Justice Data Network (CJDN), a signed Joint Powers Agreement (JPA) must be executed.

The JPA gives the city prosecutor access to the necessary systems and networks for eCharging.

The two BCA attachments are agreement renewals and are required by statute.

Financial Impact

None

Mission/Policy/Goal

Elk River Mission Statement

Attachments

1. Elk River PD Master JPA 2025
2. Resolution 2025 - JPA
3. Elk River PD Court Amendment 2025

The Elk River Vision

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





State of Minnesota Joint Powers Agreement

This Agreement is between the State of Minnesota, acting through its Department of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Elk River on behalf of its Police Department ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as "Parties."

Recitals

Under Minn. Stat. § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit political subdivisions as defined under Minn. Stat. § 299C.46, subd. 2 and subd. 2(a). The Governmental Unit is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this Agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized political subdivisions in performing their duties. The Governmental Unit wants to access data in support of its official duties.

The purpose of this Agreement is to create a method by which the Governmental Unit has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective.

2 Agreement Between the Parties

- 2.1 **General Access.** BCA agrees to provide Governmental Unit with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Governmental Unit is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.
- 2.2 **Methods of Access.**

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

 - A. **Direct access** occurs when individual users at the Governmental Unit use the Governmental Unit's equipment to access the BCA's systems and tools. This is generally accomplished by an individual user entering a query into one of BCA's systems or tools.
 - B. **Indirect Access** occurs when individual users at the Governmental Unit go to another Governmental Unit to obtain data and information from BCA's systems and tools. This method of access generally results in the Governmental Unit with indirect access obtaining the needed data and information in a physical format like a paper report.
 - C. **Computer-to-Computer System Interface** occurs when the Governmental Unit's computer exchanges data and information with BCA's computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Governmental Unit employees or contractors may use any of these methods to use BCA's systems and tools as described in this Agreement. Governmental Unit will select a

method of access and can change the methodology following the process in Clause 2.10.

- 2.3 Federal Systems Access.** In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Governmental Unit with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.
- 2.4 Governmental Unit Policies.** Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system, and validation. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at <https://bcanextest.x.state.mn.us/launchpad/>.
- 2.5 Governmental Unit Resources.** To assist Governmental Unit in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at <https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx>. Additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data available at <https://bcanextest.x.state.mn.us/launchpad/cjisdocs/docs.cgi?cmd=FS&ID=795&TYPE=DOCS>.
- 2.6 Access Granted.**
- A. Governmental Unit is granted permission to use all current and future BCA systems and tools for which Governmental Unit is eligible. Eligibility is dependent on Governmental Unit (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Governmental Unit's written request for use of a specific system or tool.
 - B. To facilitate changes in systems and tools, Governmental Unit grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Governmental Unit needs to meet its criminal justice obligations and for which Governmental Unit is eligible.
- 2.7 Future Access.** On written request from the Governmental Unit, BCA also may provide Governmental Unit with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Governmental Unit agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.
- 2.8 Limitations on Access.** BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.
- 2.9 Supersedes Prior Agreements.** This Agreement supersedes any and all prior agreements between the BCA and the Governmental Unit regarding access to and use of systems and tools provided by BCA.
- 2.10 Requirement to Update Information.** The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving the Governmental Unit as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

- 2.11 Transaction Record.** The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Governmental Unit conducted a

particular transaction.

If Governmental Unit uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Governmental Unit's method of access is a computer-to-computer interface as described in Clause 2.2C, the Governmental Unit must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If a Governmental Unit accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Governmental Unit must have a transaction record of all subsequent access to the data that are kept by the Governmental Unit. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

- 2.12 Court Information Access.** Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Governmental Unit if the Governmental Unit completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by the Governmental Unit under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Governmental Unit's access to and/or submission of the Court Records delivered through the BCA systems and tools.
- 2.13 Vendor Personnel Screening.** The BCA will conduct all vendor personnel screening on behalf of Governmental Unit as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Governmental Unit.

3 Payment

The Governmental Unit currently accesses the criminal justice data communications network described in Minn. Stat. §299C.46. The bills are sent annually for a total annual cost of Eleven Thousand Four Hundred Dollars (\$11,400.00).

The Governmental Unit will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is the person below, or her successor:

Name: Diane Bartell, Deputy Superintendent
Address: Minnesota Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Avenue
Saint Paul, MN 55106

Telephone: 651.793.2590
Email Address: Diane.Bartell@state.mn.us

The Governmental Unit's Authorized Representative is the person below, or his/her successor:

Name: David Kuhnly, Chief
Address: 13077 Orono Pkwy
Elk River, MN 55330
Telephone: 763.635.1200
Email Address: dkuhnly@elkrivermn.gov

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 Assignment.** Neither party may assign nor transfer any rights or obligations under this Agreement.
- 5.2 Amendments.** Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.
- 5.3 Waiver.** If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.
- 5.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws, governs the Governmental Unit's liability.

7 Audits

- 7.1** Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

- 7.2** Under applicable state and federal law, the Governmental Unit's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.
- 7.3** If the Governmental Unit accesses federal databases, the Governmental Unit's records are subject to examination by the FBI and BCA; the Governmental Unit will cooperate with FBI and BCA auditors and make any requested data available for review and audit.
- 7.4** If the Governmental Unit accesses state databases, the Governmental Unit's records are subject to examination by the BCA; the Governmental Unit will cooperate with the BCA auditors and make any requested data available for review and audit.
- 7.5** To facilitate the audits required by state and federal law, Governmental Unit is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

- 8.1 BCA and Governmental Unit.** The Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.
- 8.2 Court Records.** If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Governmental Unit comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of Alleged Violations; Sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

- 9.1 Investigation.** The Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Governmental Unit and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.
- 9.2 Sanctions Involving Only BCA Systems and Tools.**
The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Governmental Unit internal discipline processes, including those governed by a collective bargaining agreement.
- 9.2.1** For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Governmental Unit must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Governmental Unit and BCA's determination controls.
- 9.2.2** If BCA determines that Governmental Unit has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.
- 9.3 Sanctions Involving Only Court Data Services**
The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Governmental Unit. As part of the agreement between the Court and

the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Governmental Unit. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Governmental Unit understands that if it has signed the Court Data Services Subscriber Amendment and if Governmental Unit's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Governmental Unit also understands that reinstatement is only at the direction of the Court.

9.3.2 Governmental Unit further agrees that if Governmental Unit believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: Liability; Audits; Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and Venue.

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The Parties indicate their agreement and authority to execute this Agreement by signing below.

1. GOVERNMENTAL UNIT

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____



City of Elk River City Council

Resolution 25-_____

A Resolution of the City of Elk River Approving State of Minnesota Joint Powers Agreements on Behalf of its City Attorney and Police Department

WHEREAS, the City of Elk River on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Elk River on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the City Administrator, Cal Portner, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That the City Attorney, Scott Baumgartner, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
4. That John Dietz, the Mayor for the City of Elk River, and Tina Allard, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and adopted this 2nd day of September 2025.

ATTEST:

Tina Allard, City Clerk

John J. Dietz, Mayor



COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment (“Subscriber Amendment”) is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, (“BCA”) and the City of Elk River on behalf of its Police Department (“Agency”), and by and for the benefit of the State of Minnesota acting through its State Court Administrator’s Office (“Court”) who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract number 264711, of even or prior date, for Agency use of BCA systems and tools (referred to herein as “the CJDN Subscriber Agreement”). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions.** Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **“Authorized Court Data Services”** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA.

b. **“Court Data Services”** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. **“Court Records”** means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

- i. **“Court Case Information”** means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.
- ii. **“Court Confidential Case Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.
- iii. **“Court Confidential Security and Activation Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.
- iv. **“Court Confidential Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. **“DCA”** shall mean the district courts of the state of Minnesota and their respective staff.

e. **“Policies & Notices”** means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber’s use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. **“Rules of Public Access”** means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records* or *Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. **“Court”** shall mean the State of Minnesota, State Court Administrator's Office.

h. **“Subscriber”** shall mean the Agency.

i. **“Subscriber Records”** means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation.** Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection.** Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services.** The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS. Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. LICENSE AND PROTECTION OF PROPRIETARY RIGHTS. During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. Court Data Services Programs. Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. Court Data Services Databases. Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. Marks. Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

d. Restrictions on Duplication, Disclosure, and Use. Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

20. SEVERABILITY. Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____



Request for Action

To
City Council

Item Number
4.4

Meeting Date
September 2, 2025

Prepared By
Lindsay Brandner, Senior Administrative Assistant

Item Description
Agreement 25-20 approving Joint Powers Agreement for Traffic Safety Vehicle Program Among the Cities of Elk River, Big Lake, Becker, and the County of Sherburne.

Reviewed by
David Kuhnly
Cal Portner
Tina Allard

Action Requested

Approve Agreement 25-20 Joint Powers Agreement for Traffic Safety Vehicle Program Among the Cities of Elk River, Big Lake, Becker, and the County of Sherburne.

Background/Discussion

In April 2024, the police department received grant funding to cover the costs of a traffic enforcement vehicle. A component of the grant is to make the traffic vehicle available to the identified agencies in the agreement.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments

- I. Traffic Safety Vehicle Agreement (I)

The Elk River Vision

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

JOINT POWERS AGREEMENT
FOR TRAFFIC SAFETY VEHICLE PROGRAM AMONG
THE CITIES OF ELK RIVER, BIG LAKE, BECKER
AND THE COUNTY OF SHERBURNE

WHEREAS, Minnesota Statutes, Section 471.59 authorizes local governmental units to jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, the City of Elk River (Elk River), City of Big Lake (Big Lake) and City of Becker (Becker) are each a Minnesota municipal corporation and political subdivision of the State of Minnesota and a governmental unit within the meaning of Minnesota Statutes, Section 471.59; and

WHEREAS, the County of Sherburne (County) is a political subdivisions of the State of Minnesota and a governmental unit within the meaning of Minnesota Statutes, section 471.59 and enters into this Agreement on behalf of the Sherburne County Sheriff's Office (SCSO); and

WHEREAS, according to the Minnesota Office of Traffic Safety, "[d]istracted or inattentive driving is when a driver engages in any activity that might distract them from the primary task of driving — and increases their risk of crashing;" and

WHEREAS, pursuant to Minnesota's traffic law (commonly referred to as the "Hands-Free" law), it is illegal for drivers to read, send text messages and emails, or access the internet while the vehicle is in motion or a part of traffic; and

WHEREAS, pursuant to a federal grant program, the Elk River Police Department has received a vehicle (the "Traffic Safety Vehicle") that may be used to enhance the capabilities of police departments to enforce traffic laws and educate Minnesota drivers with respect to traffic laws; and

WHEREAS, Elk River, Big Lake, Becker and County intend to enter into a joint powers agreement to develop a work plan and additional future work plans for the use of the Traffic Safety Vehicle for such capabilities (the "Traffic Safety Vehicle Program"); and

NOW, THEREFORE, in consideration of the mutual promises and benefits that the Parties shall derive from this Agreement, the Parties each hereby enter into this Joint Powers Agreement (the "Agreement").

ARTICLE 1 PURPOSE

The purpose of this Agreement is to define the Traffic Safety Vehicle Program obligations of the Parties.

ARTICLE 2 PARTIES

The parties to this Agreement are Elk River, Big Lake, Becker and County, acting on behalf of the SCSO (together, the “Parties,” or individually, a “Party”).

ARTICLE 3 TERM

This Agreement shall be effective upon approval of the Parties’ respective governing bodies and shall remain in effect until terminated by the Parties or the vehicle service life is complete.

ARTICLE 4 OBLIGATIONS AND RIGHTS OF ELK RIVER

When the Traffic Safety Vehicle is not in use, Elk River shall be responsible for housing and parking the Traffic Safety Vehicle at the Elk River Police Department garage. At the time of any check-out of the Traffic Safety Vehicle, a designated Elk River Police Department employee shall assist any Party with the check-out. Elk River shall produce and make available a form for any Party checking out the vehicle to complete at the time of check-out.

ARTICLE 5 GENERAL OBLIGATIONS AND RIGHTS OF ALL PARTIES

5.1. Cooperation. The Parties agree to cooperate and use their reasonable efforts to ensure prompt implementation of the various provisions of this Agreement and to, in good faith, undertake resolution of any dispute in an equitable and timely manner.

5.2. Compliance with Laws. Each Party shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations in implementing the Traffic Safety Vehicle Program and using the Traffic Safety Vehicle.

5.3. Work Plan. Each Party may check out and use the Traffic Safety Vehicle to enforce traffic laws and educate Minnesota drivers with respect to traffic laws (the “Work Plan”), as follows:

- a. During annual “Toward Zero Death” (or “TZD”) traffic enforcement dates; and
- b. During other annual TZD enforcement dates related to DUI, seat belt, child restraint enforcement; and
- c. For any other dates not listed in this Article V in order to enforce traffic laws and educate Minnesota drivers with respect to traffic laws.

5.4. Use of Traffic Safety Vehicle. Any Party that checks out and uses the Traffic Safety Vehicle shall adhere to the following rules for its check out and use:

- a. Only a peace officer, as licensed by the Minnesota Board of Peace Officer Standards and Training (or “POST”), may check out and use the Traffic Safety Vehicle on behalf of any Party; and
- b. Utilize the Real-time Officer Activity Reporting (“ROAR”) program; and
- c. Complete the form discussed under Article 4 prior to check-out; and
- d. Return the Traffic Safety Vehicle with a full tank of gas; and
- e. Return the Traffic Safety Vehicle in a reasonably clean state and wash the Traffic Safety Vehicle if necessary.

5.5. Damage to Traffic Safety Vehicle. If the Traffic Safety Vehicle is damaged in any Party’s possession, that Party shall be responsible for repairing the vehicle, at its own cost, to its original condition and returning it to Elk River following the repair. If the Traffic Safety Vehicle is unable to be repaired after it is damaged in any Party’s possession, that Party shall pay the actual cash value of the Traffic Safety Vehicle to Elk River.

5.6. Publicity. Each Party may take and disclose photographs or video footage of the Traffic Safety Vehicle for use in news media, publications, print media, promotional materials, social media, television, or websites to highlight the Traffic Safety Vehicle Program. The Parties shall develop a publicity plan to educate the public on the Traffic Safety Vehicle and how it enhances law enforcement’s capabilities to enforce traffic laws and educate Minnesota drivers with respect to traffic laws. The Parties may utilize assistance from the Minnesota Office of Traffic Safety in developing such publicity plan.

5.7. Reporting. Each Party shall informally provide information on the benefits, lessons, and use of the Traffic Safety Vehicle to Sergeant David Windels of the Elk River Police Department, or any other designee of the Elk River Police Department, in order to comply with reporting requirements.

5.8. Additional Work Plans. The Parties may develop and produce additional work plans beyond the completion of the Work Plan.

ARTICLE 6 INSURANCE

Each Party shall maintain property coverage on the Traffic Safety Vehicle for its actual cash value while the Traffic Safety Vehicle is in a Party’s possession. Each Party shall also maintain automobile liability coverage on the Traffic Safety Vehicle in the minimum amount of \$2,000,000 per occurrence, combined single limit, while in a Party’s possession. The coverage of

the party in possession of the Traffic Safety Vehicle shall be primary. If the vehicle cannot be repaired pursuant to Article 5, Section 5.5, any proceeds received by a Party shall be paid to the City of Elk River.

ARTICLE 7 INDEMNIFICATION

Each Party agrees that it shall defend, indemnify and hold harmless each and all other Parties, their officers and employees against any and all liability, loss, costs, damages and expenses which each Party, its officers or employees may hereafter sustain, incur, or be required to pay arising out of each Party's performance or failure to adequately perform its obligations pursuant to this Agreement. Nothing in this Agreement shall be construed as a limitation or waiver by the Parties of any immunities, defenses, or other limitations on liability to which the Parties are entitled by law. The provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466 and other applicable laws govern liability of the Parties. Each Party warrants that it is able to comply with the aforementioned indemnity requirements through an insurance or self-insurance program and that each has minimum coverage consistent with the liability limits contained in Minnesota Statutes, Chapter 466. In the event of any claims or actions filed against any Party, nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual Parties. For purposes of determining total liability for damages, the Parties are considered a single governmental unit pursuant to Minn. Stat. § 471.59 subd. 1a(b).

To the fullest extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, as set forth in Minnesota Statutes, Section 471.59, subdivision 1a (a); provided further that for purposes of that statute, each Party expressly declines responsibility for the acts or omissions of the other Parties. The Parties are not liable for the acts or omissions of the other Parties except to the extent to which they have agreed in writing to be responsible.

ARTICLE 8 AUTHORIZED REPRESENTATIVES

The following named persons are designated the Authorized Representatives of the Parties for purposes of this Agreement. These Authorized Representatives have authority to bind the Party they represent and to consent to modifications, except that each Authorized Representative shall have only the authority specifically or generally granted by their respective governing boards. Notice required to be provided pursuant to this Agreement shall be provided to the following named Authorized Representatives and addresses unless otherwise stated in this Agreement, or an amendment of this Agreement:

For Elk River:

David Kuhnly
Elk River Police Chief
13065 Orono Parkway
Elk River, MN 55330

For Big Lake:

John Kaczmarek,

Big Lake Police Chief
790 Minnesota Avenue, Suite 100
Big Lake, MN 55309

For Becker:

Chris Lindbloom
Becker Police Chief
12060 Sherburne Avenue
Becker, MN 55308

For County/SCSO

Joel Brott
Sherburne County Sheriff
13880 Business Center Drive NW, Suite 100
Elk River, MN 55330

ARTICLE 9 MODIFICATIONS

Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, approved by each Party's governing body, or as delegated by the Parties' respective governing bodies, and signed by the Authorized Representatives, or any delegated authority, of each Party.

ARTICLE 10 TERMINATION

9.1. Termination, Generally. Any Party may terminate this Agreement for any reason by giving 30 days' prior written notice of its intent to terminate to the other Parties. All notices of termination shall be made by certified mail or personal delivery to the Authorized Representative of the other Parties. Termination of this Agreement shall not discharge any liability, responsibility or right of any Party, which arises from the performance of or failure to adequately perform the terms of this Agreement prior to the effective date of termination.

9.2. Termination for Cause. In addition, any Party may terminate this Agreement for cause by giving seven days' prior written notice of its intent to terminate the Agreement to the other Parties. Any such notice to terminate for cause shall specify the circumstances warranting such termination of the Agreement. "Cause" shall mean a material breach of this Agreement and any supplemental agreements or amendments thereto.

ARTICLE 11 MISCELLANEOUS

11.1. Minnesota Law. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to any dispute arising under this Agreement shall take place in the County of Sherburne, State of Minnesota.

11.2. Minnesota Data Practices Law Compliance. The Parties shall comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as it applies to all data provided, created, collected, received, stored, used, maintained, or disseminated under this Agreement.

11.3. Merger. This Agreement is the final expression of the agreement of the Parties and the complete and exclusive statement of the terms agreed upon and shall supersede all prior negotiations, understandings, or agreements.

11.4. Severability. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts that are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to any Party.

11.5. Survivability. The provisions of Article 5, Sections 5.4 – 5.6 (“Damage to Traffic Safety Vehicle,” “Publicity,” and “Reporting”), Article 7 (“Indemnification”), and Article 11, Section 2 (“Minnesota Data Practices Law Compliance”) shall survive the expiration or termination of this Agreement.

11.6. Force Majeure Clause. No Party shall be liable to any other Party for any loss or damage resulting from a delay or failure to perform due to unforeseeable acts or events outside the defaulting Party’s reasonable control, providing the defaulting Party gives notice to the other Parties as soon as possible. Acts and events may include acts of God or nature, including but not limited to acts of terrorism, war, fires, floods, epidemics, acts of civil or military authority, and natural disasters.

11.7. Electronic signatures; Counterparts. This Agreement may be executed in counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic records and are executed electronically (including, without limitation, DocuSign® and AdobeSign®). All executed counterparts shall constitute one agreement, and each counterpart shall be deemed an original.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date(s) indicated below.

[signature pages follow]

Signature Page – Elk River

City of Elk River

By _____
Its Mayor

By _____
Its City Clerk

Signature Page – Big Lake

City of Big Lake

By _____
Its Mayor

By _____
Its City Clerk

Signature Page – Becker

City of Becker

By _____
Its Mayor

By _____
Its City Clerk

Signature Page - County

**County of Sherburne, on behalf of the
Sherburne County Sheriff's Office**

By _____
Its Chair, Sherburne County
Board of Commissioners

By _____
Its County Sheriff

By _____
Its County Administrator



Request for Action

To
City Council

Item Number
4.5

Meeting Date
September 2, 2025

Prepared By
Lauren Whipper, Human Resources Manager

Item Description
Severance Agreement and Waiver of Claims

Reviewed by
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the Separation Agreement and Release with Senior Administrative Assistant Jennifer Green.

Background/Discussion

Jennifer Green's last day with the city was August 4, 2025. As part of the Severance Pay requirements, a release of claims must be executed. We received Ms. Green signed Agreement on August 14, 2025.

Financial Impact

As per the Severance Pay policy.

Mission/Policy/Goal

The Elk River Mission Statement.

Attachments

I. JGreen Agreement

The Elk River Vision

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

SEPARATION AGREEMENT AND RELEASE

1. Separation From Employment and Severance Payment.

I, Jennifer O. Green, (referred to throughout this Separation and Release Agreement in the first person) understand that my last day of employment with the City of Elk River (the "City") will be August 4, 2025, (the "Separation Date"). I understand that City policy ("Severance Pay") provides that I may be eligible to receive a portion of my unused sick leave if I meet the following conditions: 1) I must resign in good standing; 2) I must provide proper written notice of my resignation in accordance with City policy; and 3) I must execute a release of claims. The amount I may be eligible for is determined in accordance with the Severance Pay policy. For purposes of this Agreement, the third condition described above is the "Release Condition"; the first and second conditions are the "Other Conditions."

I understand that in order to be eligible for a portion of my unused sick leave in connection with my separation from employment, I must satisfy the Other Conditions according to their terms and I must satisfy the Release Condition by signing and not rescinding this Separation Agreement and Release ("Agreement"). As of July 26, 2025, the amount of my unused sick and ESST leave is 570.3962 hours and my regular rate of pay at the time I gave notice to resign was \$37.73 per hour. If I satisfy the Release Condition and the Other Conditions, pursuant to the Severance Policy, the portion of my unused sick and ESST leave that I will receive is 65% up to 624 hours. Accordingly, the sum total of the cash payment that I will receive for my unused sick and ESST leave if I satisfy the Release Condition and the Other Conditions will be thirteen thousand nine hundred eighty-eight dollars and sixty-eight cents (\$13,988.68) plus the product of my regular rate of pay and 65% of the number of any ESST hours that I accrue and minus the product of my regular rate of pay and 65% of the number of any sick leave or ESST hours that I use between July 27, 2025, and the Separation Date (the "Severance"). The Severance will be paid on the first pay day following 18 days after I sign and return this Agreement, provided I sign and do not rescind the Agreement.

I understand that the Severance payment will be subject to normal deductions that the City is obligated by law to make, or believes in good faith it is obligated by law to make. No representations as to taxability or tax treatment of the Severance have been made to me by the City. I understand that I will receive the Severance only if I satisfy the Other Conditions and sign this Agreement and do not rescind it within the fifteen (15) calendar days described below under Opportunity to Rescind.

2. No Other Benefits.

I understand that except for the Severance payment described in this Agreement, following the Separation Date I shall receive no other benefits. All my rights under the City's benefit plans shall be governed in accordance with the terms of such plans. I acknowledge receipt of applicable summary plan descriptions relating to such plans. I understand that I will no longer be an employee of the City after the Separation Date, and I hereby relinquish any rights I may have had under the City's employee policies and any contractual rights I may have had under any agreements with the City.

3. Return of Property.

As of the date of my signing of this Agreement, I warrant that I have returned the originals and all copies of all the City files, documents, software, hardware, keys, office equipment, all records and documents related to the City, and all other City property in my possession or under my control. If I find any City property after I sign this Agreement, I will promptly return it.

4. No Further Claim to Compensation.

This Agreement fully and completely satisfies any and all obligations between the City and me that arise out of or relate to my employment, except for my final paycheck to be paid on August 15, 2025, and all payments required under this Agreement to be paid as defined in Paragraph 1. I have no claim to any compensation from the City, in any form, beyond the compensation that is specifically described in Paragraph 1 through 4 of this Agreement.

5. Complete Release.

In return for the Severance payment and other benefits provided herein, which I acknowledge are good and sufficient consideration for all aspects of this Agreement, I, on behalf of myself and all of my past, present and future heirs, executors, administrators, agents, attorneys, insurers, subrogees, lienors, trustees, indemnitors, principals, servants, representatives, employees, partners, predecessors, successors and assigns, hereby release the City, and any of its subsidiaries and affiliated entities, and all of their respective current and former officers, agents, directors, employees, independent contractors, shareholders, attorneys, accountants, insurers, representatives, predecessors, successors and assigns, both individually and in any representative capacity (collectively, the "Released Parties"), from each and every legal claim, demand or grievance of any kind ("Claim"), whether known or unknown, existing at any time up to and including the date I sign this Agreement, including without limitation any claim, demand or grievance in any way arising out of or related to my employment with the City, or my separation of employment with the City.

I understand and agree that this Agreement is a full, final and complete settlement and release of the Released Parties of any and all Claims, whether known or unknown, including but not limited to any Claim I may have under: the federal or any state constitution; Employment Retirement Income Security Act; Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act; the Fair Labor Standards Act; the Equal Pay Act; the Family and Medical Leave Act; the Age Discrimination in Employment Act; the Minnesota Public Employment Labor Relations Act; the Minnesota Veterans Preference Act; the Minnesota Government Data Practices Act; the Minnesota Employment, Wages, Conditions, Hours, and Restrictions Laws (Minn. Stat. Chapter 181); the Minnesota Whistleblower Act; section 176.82 of the Minnesota Worker's Compensation Act; the Minnesota Human Rights Act; the Minnesota Public Employment Labor Relations Act; and any other federal, state, or local government laws, regulations or executive orders governing employment. I further understand and agree that I am releasing any Claim I may have, whether known or unknown, for: payment of compensation or benefits of any kind; fraud or misrepresentation; promissory estoppel; wrongful or constructive discharge; defamation; invasion of privacy; breach of covenant of good faith and fair dealing; reprisal or retaliation; breach of contract; breach of a collective bargaining agreement; unjust

enrichment; negligence; negligent hiring; supervision and retention; intentional or negligent infliction of emotional distress; and any other Claim arising under any law.

I further agree that if any Claim I release in this Agreement is prosecuted in my name before any court or administrative agency, I will waive any benefits I obtain through such prosecution and will not take any award of money or other damages from such Claim.

Notwithstanding the foregoing, this Agreement does not release any rights or claims I may have under the Minnesota Human Rights Act or the Age Discrimination in Employment Act that arise after I sign this Agreement or that arise from acts occurring after I sign this Agreement. Furthermore, this Agreement does not release any post-separation rights I may have under an ERISA welfare benefit or pension plan that are specifically provided for in the applicable plan document or required by law, any rights I may have under any plan subject to Section 409A of the Internal Revenue Code of the United States to the extent the release would cause a violation of Section 409A, or any rights to post-separation benefits continuation under state or federal law. This Agreement also does not prevent me from pursuing any claim to enforce this Agreement, or any right or claim that by law may not be waived.

6. Period for Review and Consideration.

I acknowledge, agree, represent, and warrant that I have been provided twenty-one (21) days in which to consider whether to sign this Agreement. I understand that I may use as much or as little of this twenty-one (21) day period as I wish prior to signing this Agreement. I also understand that upon the expiration of this twenty-one (21) day period, the offer to enter into this Agreement may be revoked if I have not by then accepted it. I also acknowledge that I have been advised by the City to seek advice of an attorney of my choosing and that I have had the opportunity to obtain such advice before I signed this Agreement. I acknowledge that if I sign this Agreement before the twenty-one (21) calendar days have elapsed, I am voluntarily waiving my right to the twenty-one (21) day review period.

7. Opportunity to Rescind Under the ADEA and MHRA.

I recognize that by signing this Agreement I am waiving and releasing any employment discrimination, retaliation, or other claims that he might have under the Age Discrimination in Employment Act ("ADEA"). After I sign this Agreement, I will have seven (7) calendar days to revoke my waiver and release of any claims arising under the ADEA. This right of revocation applies only to claims arising under the ADEA. For a revocation of claims under the ADEA to be effective, it must be personally delivered to Lauren Wipper, City of Elk River, 13065 Orono Parkway, Elk River, Minnesota 55330, or sent by United States certified mail, return receipt requested and postmarked within the 7 day period.

I recognize that by signing this Agreement I am waiving and releasing any employment discrimination and retaliation claims that I might have under the Minnesota Human Rights Act ("MHRA"). Under the MHRA (Minnesota Statutes § 363A.31), I have the right to rescind this release of claims in writing within fifteen (15) calendar days after signing it. This right of rescission applies only to any claims arising under the MHRA. For a rescission of claims arising under the MHRA to be effective, it must be delivered to Lauren Wipper, either personally or by United States mail within the fifteen (15) day period. If delivered by mail, the rescission must be

postmarked within the fifteen (15) day period, properly addressed to Lauren Wipper, City of Elk River, 13065 Orono Parkway, Elk River, Minnesota 55330 and sent by certified mail, return receipt requested.

8. Effect of Rescission of Release of Claims.

If I revoke or rescind any part of the Release of All Claims in this Agreement, paragraph 1 of this Agreement will automatically be rescinded without further action by either party.

9. Non-Disparagement.

I agree not to make any disparaging or negative remarks, either verbally or in writing, regarding the City or any of the City's current or former employees, elected or appointed officials, representatives, or business partners, either individually or in any representative capacity, with regard to acts occurring before the signing of this Agreement.

10. No Admission of Wrongdoing.

Nothing in this Agreement may be construed to be an admission of liability or wrongdoing by, against, or on behalf of the City or me. Any form of wrongdoing or liability is expressly denied by the City and its representatives and by the undersigned and his representatives.

11. Complete Agreement.

I acknowledge and agree that there are no other agreements, covenants, promises, undertakings, or understandings between me and the City except as explicitly set forth in this Agreement and that I have not relied on any statement, representation, or promise of the City, or of any representative or attorney for the City, in executing this Agreement, except as may be set forth explicitly in this Agreement.

No modification of, or addition to, this Agreement shall be effective unless it is in writing and signed by all Parties to this Agreement.

12. Miscellaneous.

I understand that this Agreement is a contract, and that the contract has been agreed upon by the City in Minnesota, and that this Agreement will be construed and interpreted in accordance with the laws of the state of Minnesota. I also understand that if either the City or I believe that this Agreement has been violated or breached in some fashion, that any litigation brought to enforce this Agreement must be brought in the State of Minnesota. I also understand that nothing contained in this Agreement is to be construed by me or anyone else as an admission that the City has violated any local, state or federal law, rule, regulation or principle of common law. In fact, I understand that the City expressly denies any wrongdoing whatsoever in connection with my employment and the termination of my employment.

13. Signature.

I have read this Agreement, know its contents and have signed it as a free and voluntary act having had adequate opportunity to consider its terms. Furthermore,

I HAVE SIGNED THIS AGREEMENT INTENDING TO BE LEGALLY BOUND TO ALL ITS TERMS.

Jennifer O. Green
EMPLOYEE NAME

Date: August 8, 2025

EMPLOYEE SIGNATURE

Date: _____ **THE CITY OF ELK RIVER**

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk

GP:2771993 v1



Request for Action

To
City Council

Item Number
4.6

Meeting Date
September 2, 2025

Prepared By

Item Description
Approve Sale of Temporary and Permanent
Easement to Sherburne County, Minnesota

Reviewed by
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the sale of a temporary and permanent easement to Sherburne County for Construction
Project Number: SP 71-596-011

Background/Discussion

Sherburne County is preparing to begin a County Highway 44 improvement between TH 10 and CSAH 1.

To meet construction standards, they will need the requested temporary and permanent easements. The county has completed an appraisal of the property desired. For the permanent easement, they will need 600 sf, and for the temporary easement, they will need 800 sf of right of way. The appraised price per sf is \$3.51 for a total of \$2,386.00.

State Statute 471.64, subd.1 allows for a sale between governmental entities by council consent.

Financial Impact

The purchase price will net the city \$2,386.00.

Mission/Policy/Goal

Elk River Mission

Attachments

1. TE 4-15-25 RU
2. PE City of Elk River RU
3. Sherburne County Offer to Acquire

The Elk River Vision

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



Temporary Construction Easement

County Project No. SP 071-596-011
PID Number 75-00573-0020
Sherburne County, Minnesota

On this _____ day of _____, 2025.

FOR VALUABLE CONSIDERATION, The City of Elk River, a Minnesota Municipal Corporation, Grantor(s), hereby grant to the County of Sherburne, Grantee, a Political subdivision of the State of Minnesota, a temporary easement over and across real property in Sherburne County, described as follows:

That part of OUTLOT B, MEADOWVALE HEIGHTS SECOND ADDITION, according to the recorded plat thereof, Sherburne County, Minnesota, being further described as follows:

Commencing at the northeast corner of said OUTLOT B, thence south along the east line of said OUTLOT B for 37.75 feet; thence deflecting 90 degrees to the right for 35.00 feet; thence deflecting 90 degrees to the left for 40.00 feet; thence deflecting 90 degrees to the left for 35.00 feet to said east line of OUTLOT B; thence north along said east line for 40.00 feet to the point of beginning and there terminating.

EXCEPT PARCEL 44, SHERBURNE COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 108, according to the recorded plat thereof.

Said temporary construction easement shall be in effect for 12 months from the beginning of the project and end 12 months after that date and agreed upon consideration paid to Grantor for said Temporary Construction Easement.

GRANTOR(S) HEREBY AGREE to allow the grantee to alter the existing grade in the above-described easement area to the extent necessary to properly grade the reconstruction project.

GRANTEE HEREBY AGREES that the easement area shall be restored to its original condition as nearly as possible except for trees, shrubs and gardens. Sod, topsoil, fences, mailboxes, and driveways will be restored.

IN WITNESS WHEREOF, the Grantors have hereunto set their hands the day and year first above written.

STATE OF MINNESOTA }
COUNTY OF SHERBURNE } ss.

Mayor, John J. Dietz

City Clerk, Tina Allard

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Mayor, John J. Dietz and City Clerk, Tina Allard, between The City of Elk River, a Minnesota Municipal Corporation, Grantor(s).

Notary Public

Drafted by:
Sherburne County Public Works
13880 Business Center Drive
Elk River, MN 55330

PERMANENT EASEMENT

This agreement is made between City of Elk River, a Minnesota Municipal Corporation, GRANTOR(S) and the County of Sherburne, a political subdivision of the State of Minnesota, GRANTEE which is effective as of the _____ day of _____, 2025.

PERMANENT EASEMENT

For the agreed upon amount the Grantor(s) hereby convey to the Grantee a perpetual and assignable easement interest and right of way in, over and across the following described land for the location, construction, operation, maintenance, alteration and replacement of road and appurtenances thereto; and other vegetation, structure or obstacles within the limits of the right of way as well as the right to lay, construct, repair, maintain, operate, renew and replace roadway improvements, sanitary sewer and storm drain collections systems, water distribution systems, public utilities (including but not limited to electric power lines, cable lines, telephone lines, natural gas lines and optic fiber lines) and appurtenances. The Grantee shall also have the right within the permanent easement to create, maintain, repair or alter within the right of way pedestrian walkways, bike pathways, recreational or snowmobile trails and other alternative modes of transportation, including but not limited to personal transportation devices. The Grantor(s) recognizes that the Grantee may also use for the purpose of weed control the application of chemicals.

The legal description of this permanent easement is:

Parcel 44, SHERBURNE COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 108 (being a portion of County Highway No. 44) according to the map or plat thereof on file and of record in the office of the Sherburne County Recorder also being a part of the NW 1/4 of the SE1/4 of Section Twenty-nine (29), Township Thirty-Three North (33N), Range Twenty-Six West (26W), all in Sherburne County, Minnesota

This easement granted to the County of Sherburne is subject however to a right of the Grantor(s) to cross over the easement to the existing residence, field, or commercial operation. The Grantor(s) acknowledge that if the use of the property that is being accessed is modified for use, for example, changing from a residential to commercial use or farm field to a residential development will require a permit from the Sherburne County Public Works Department and such access modification shall not be guaranteed due to safety considerations.

Further, this easement is subject to the existing easements on record as of the date of filing of this Agreement with the Sherburne County Recorder/Registrar for public roads and highways, public utilities, railroads and pipelines.

This grant of permanent easement shall run with the land and shall be binding on and shall inure to the benefit of the County of Sherburne and any successors in title of the Grantor(s), their assigns or heirs.

The Grantor(s) understand that the preservation of the clear zone and the lack of obstruction on the easement are critical for the traveling public and the maintenance of the easement by the public entity. Therefore, the Grantor(s) understand that the placement of any obstruction, temporary or permanent in nature is not allowed in the easement. Any obstruction shall be removed immediately by the Grantor(s), its assigns or successors in title. Failure to remove the same shall require removal at the option of the Grantee and the Grantor(s) shall pay the actual cost of such removal.

It is agreed that the conveyance of this easement shall be governed by the laws of the State of Minnesota.

Immediately following the completion of the construction, the Grantee will cause to be removed from the temporary or permanent easement all debris, surplus materials and construction equipment and leave such property in a neat and presentable condition. This may include the necessity to re-establish grass in the road ditch. All surplus excavated earth shall be contoured into the area or removed. The Grantee shall restore the area to smooth contours.

STATE OF MINNESOTA
COUNTY OF SHERBURNE

ss. }

Mayor. John J. Dietz

City Clerk, Tina Allard

The foregoing instrument was acknowledged before me this _____ day of _____, 2025,
By Mayor, John J. Dietz and City Clerk, Tina Allard, Grantor(s).

NOTORIAL STAMP OR SEAL (OR OTHER TITLE OR BANK)

THIS INSTRUMENT WAS DRAFTED BY:
SHERBURNE COUNTY PUBLIC WORKS DEPT.
13880 BUSINESS CENTER DR SUITE 100
ELK RIVER, MN 55330

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL



Sherburne County
Public Works Department
13880 Business Center Drive NW
Elk River, MN 55330
Office : (763)765-3306
Fax : (763)765-3366

OFFER TO ACQUIRE

City of Elk River
13065 Orono Pkwy NW
Elk River, MN 55330

August 13, 2025
Project Number: SP 71-596-011
County Highway CR 44
Location TH 10 to CSAH 1
PIN # 75-00573-0020

As part of the project to improve Sherburne County Highway No. 44 between Trunk Highway 10 (TH 10) and C.S.A.H. No. 1 to required standards, Sherburne County must acquire certain permanent or temporary easements from landowners. The portion that must be acquired from your property is briefly described below and further described on the on the Sherburne County Easement Acquisition Summary and the easement document included with this offer.

Property to be acquired

Brief description: Outlot B, Meadowvale Heights Second Addition

Parcel number: 44

Sherburne County Right of Way Plat No. 108

To acquire the easement, Sherburne County hereby offers **\$2,386.00**, as summarized on the Easement Acquisition Summary included with this offer. This offer is based on the Appraisal Report or Minimum Damage Acquisition Report dated August 12, 2025, a copy of which is also included with this offer. The offer is the total amount payable to all parties who have an interest in the property, including all owners and any mortgage holders or lienholders.

You have a reasonable length of time to consider the County's offer. To aid in your decision, you can obtain your own appraisal. Minnesota law provides that we must reimburse you for the cost of obtaining your own appraisal in an amount up to \$3,000 for most residential properties and when the value of the acquisition is under \$25,000, and up to \$10,000 for larger acquisitions of commercial and other types of properties. If you wish to obtain an appraisal, you will qualify for reimbursement up to *\$3,000/\$10,000 based on the current classification of your property/the estimated acquisition price.*

If you accept the County's offer, the easement will be acquired by direct purchase and the property owners and interest holders will be paid following evidence of good, marketable title to the property. To accept the County's offer, please sign and return the enclosed Easement Acquisition Summary.

If a mutually acceptable acquisition price cannot be agreed on, the property may be acquired in an eminent domain proceeding. More information about the acquisition process and your rights as a property owner can be found in the *Acquisition Information for Property Owners* brochure that we are providing with this offer letter.

We look forward to working with you on the improvement project for Sherburne County Highway No. 44 between Trunk Highway 10 (TH 10) and C.S.A.H. No. 1. If you have any questions about this offer or the acquisition process, please contact Julie Ahlstrand, the Right of Way Agent for Sherburne County directly at (763) 765-3306 or julie.ahlstrand@co.sherburne.mn.us.

ACKNOWLEDGMENT OF RECEIPT OF OFFER

I CERTIFY THAT on _____ day of _____, 2025, I received this *Offer to Acquire* from the Right of Way Agent/Right of Way Specialist. I also acknowledge receiving the Easement Acquisition Summary, the County’s *Appraisal* and the *Acquisition Information for Property Owners* brochure, all of which are enclosed with this offer. **I understand that I am only acknowledging receiving the *Offer*, the appraisal and the brochure at this time and that I have 60 days from the time of receipt of this Offer to Acquire letter to determine whether I and other persons who may have an ownership interest in the property will accept the Offer.**

Landowner:

By: _____

It's: _____



Sherburne County
Public Works Department
13880 Business Center Drive NW
Elk River, Mn 55330
Office: (763)-765-3306
Fax: (763)-765-3366

Sherburne County Easement Acquisition Detail

Project Number SP 71-596-011 Road Number CR 44 Plat Number 108 Parcel Number 44
PIN 75-00573-0020 Description: Outlot B, Meadowvale Heights Second Addition

Parcel Owner(s) Name City of Elk River
Owner Address 13065 Orono Pkwy NW
City, State, Zip Elk River, MN 55330

PERMANENT EASEMENT

278,784 *Sq. Ft of Existing Gross Parcel Area	Price per Sq. Ft.	\$3.51
600 Sq. Ft. Additional Highway Right of Way PE	Additional Right of Way	\$2,106.00
279,384 Sq. Ft. of Highway Right of Way	Sub Total	\$2,106.00

Permanent Easement Damages/Appurtenances

1
2
3

Permanent Easement Damages/Appurtenances Subtotal: \$0.00

TEMPORARY EASEMENT

800 Total Sq. Ft of Highway Right of Way	(800x\$0.35)	Sub Total	\$280.00
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Temporary Easement Damages

Temporary Easement Damages Subtotal: \$280.00

Land Value Permanent Easement (1099S) Total:	\$2,106.00
Permanent Easement Damages/Appurtenance Total:	\$0.00
Additional Compensation Settlement (1099S) Total:	\$0.00
Land Value Temporary Easement Rent (1099M) Total:	\$280.00
Temporary Easement Damages/Appurtenance Total:	

Acquisition Grand Total: **\$2,386.00**

*The County has identified the right-of-way it currently owns for the existing road and appurtenances. The purpose of this portion of the offer is to record a document evidencing title to that existing right-of-way.

I/We accept the above offer as total compensation for the acquisition of the above-described property rights. I/We understand that this offer is the total amount payable to all parties who have an interest in the property, including all owners, and any mortgage holders or lienholders.

Landowner(s)

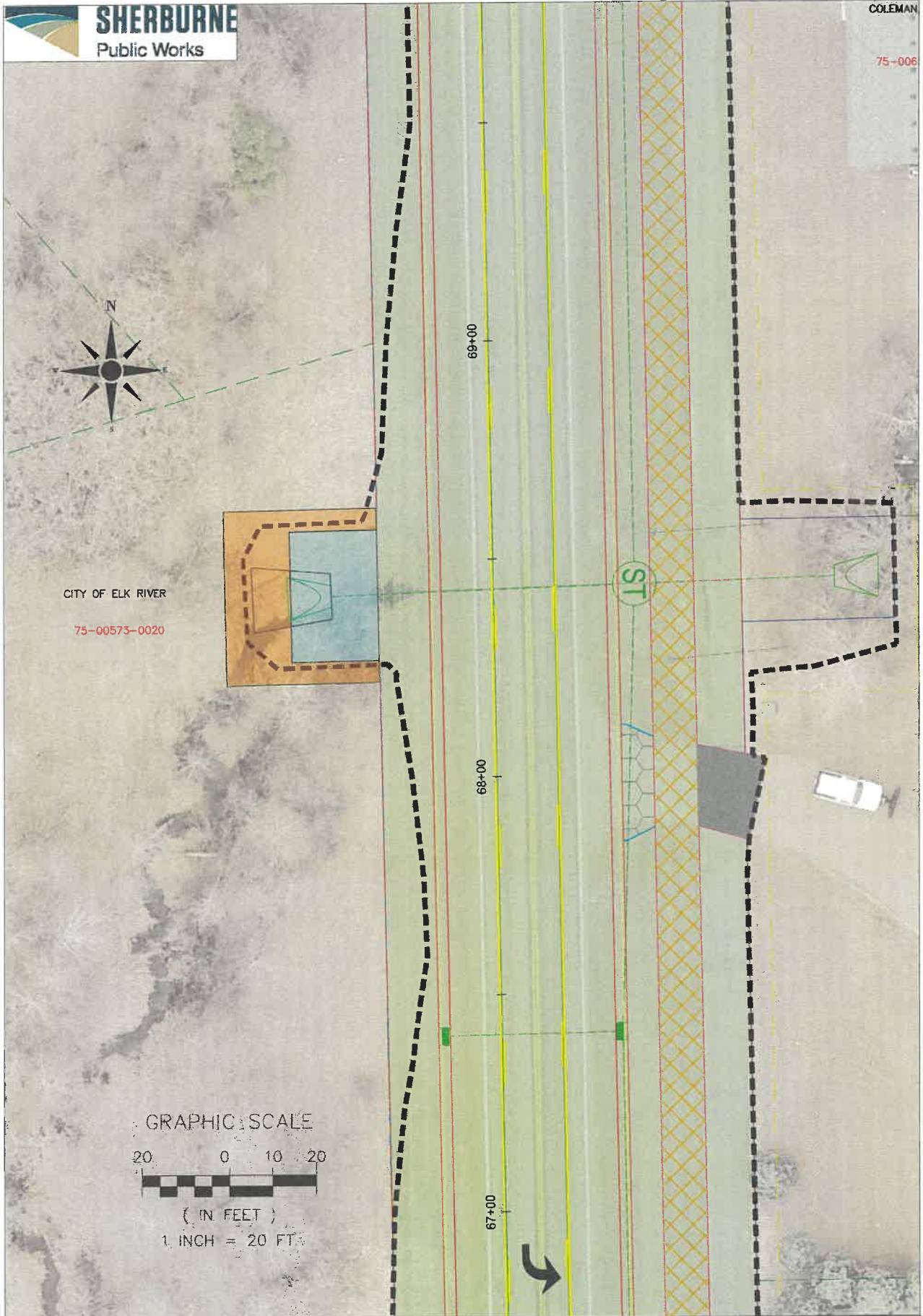
Sherburne County Right-of-Way Agent

Signature: _____

Signature: _____

Date: _____

Date: _____



Drafted by: JMM Approved by: _____ Date: Apr 08, 2025	C.H. No. 44 Proposed Acquisition Right of Way Exhibit Project No. 71-596-011	Parcel 44 Sherburne County Highway Right of Way Plat No. 108	Easement Areas		
			Existing R/W	Proposed P.E.	Proposed T.E.
			N/A	600 SQ FT	800 SQ FT



Request for Action

To
City Council

Item Number
4.7

Meeting Date
September 2, 2025

Prepared By
Ryan Sandhoefner, Engineering Project Manager

Item Description
Agreement 25-21: Accept Quote for Dredging of
Municipal Pond

Reviewed by
Justin Femrite
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the quote and execution of a contract with G&M Outdoor Services to dredge the municipal stormwater pond located at 690 Dodge Avenue NW.

Background/Discussion

The municipal stormwater pond located at 690 Dodge Avenue NW is over 40 years old and in need of maintenance to remove accumulated sediment from the pond bottom.

Staff advertised to several capable contractors and received two quotes. Staff recommends G&M Outdoor Services for this project.

Financial Impact

The quote to perform this work is \$100,217.00, and is budgeted for this year in the Stormwater Fund.

Mission/Policy/Goal

Improve citizen quality of life

Attachments

1. Project Scope - RFQ
2. G&M Outdoor Services Quote

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REQUEST FOR QUOTES (RFQ)

Pond Dredging Services – Municipal Stormwater Pond

City of Elk River

Project Name:

Dredging of Municipal Pond – Approx. 0.45 Acres

Pond Location: **690 DODGE AVE NW ELK RIVER, MN 55330**

Project Overview

The City of Elk River is requesting quotes from qualified contractors for the dredging of one (1) municipal stormwater pond. The pond is approximately 0.45 acres in surface area. The goal of this project is to remove accumulated sediment, restore pond depth and function, and ensure compliance with local and state stormwater standards.

Scope of Work

The selected contractor shall furnish all labor, equipment, materials, permits, and incidentals necessary to perform the following work:

- Mobilization and demobilization
- Sediment excavation and removal from the pond (approx. 0.45 acres in size)
- Dredging is anticipated to occur to a depth of approximately 1.5 to 2 feet, or until the original pond bottom/virgin soils are reached
- Proper dewatering of the pond prior to and during excavation
- Sediment handling, hauling, and disposal in accordance with applicable regulations
- Adherence to sediment reuse guidelines as identified in the attached AET sediment testing report
- Erosion and sediment control throughout the project duration
- Restoration of all disturbed areas, including grading, seeding, and installation of erosion control blanket
- Maintenance of erosion control until 70% vegetation establishment
- Acquisition of all applicable permits required for work

Sediment Testing

Sediment testing has been completed by American Engineering Testing (AET). A summary of results and allowable reuse/disposal options is attached to this RFQ. Contractors shall utilize this report in planning their excavation and disposal methods and include all associated costs in their quote.

Quote Requirements

Contractors shall provide pricing as follows:

- Unit Price per Cubic Yard of sediment removed
- Lump Sum Cost for all other components of the work (mobilization, dewatering, disposal, erosion control, restoration, permitting, etc.)

Additional quote details must include:

- Estimated start and completion dates
- List of any subcontractors to be used
- Confirmation of ability to comply with MPCA Best Management Practices for offsite use of unregulated fill

Selection Criteria

Quotes will be evaluated based on:

- Unit price and total estimated cost
- Demonstrated experience with similar projects
- Proposed project schedule
- Completeness of quote and understanding of scope

Attachments

- AET Sediment Testing Results
- Site Survey

Disclaimers

- The City reserves the right to reject any or all quotes.
- This RFQ does not commit the City to award a contract or pay any costs incurred in preparing a quote.





Request for Action

To
City Council

Item Number
4.8

Meeting Date
September 2, 2025

Prepared By
Jolene Richter, Deputy Clerk

Item Description
Temporary On-Sale Liquor License: Davis-Darrow-Meyer American Legion Post 112

Reviewed by
Cal Portner
Tina Allard

Action Requested

Approve, by motion, a Temporary On-Sale Liquor License to Davis-Darrow-Meyer American Legion Post 112 for October 4, 2025, with the condition that wristband control is required for patrons 21 and older and a recommendation that alcohol should be confined to an area enclosed by a fence with secured, controlled access.

Background/Discussion

Davis-Darrow-Meyer American Legion Post 112 has applied for a Temporary On-Sale Liquor License for their event at the location of 525 Railroad Drive.

Financial Impact
N/A

Mission/Policy/Goal
Elk River Mission

Attachments
None

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Request for Action

To
City Council

Item Number
4.9

Meeting Date
September 2, 2025

Prepared By
Lauren Wipper, Human Resources Manager

Item Description
Employee Termination

Reviewed by
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the employment termination of police officer Patrick Bendel effective September 3, 2025.

Background/Discussion

Three internal investigations were conducted and Mr. Bendel has waived his rights to a Lauderhill Hearing.

Based on the findings in the report, staff recommends the termination of employment for police officer Patrick Bendel.

Financial Impact
None

Mission/Policy/Goal
None

Attachments
None

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Request for Action

To
City Council

Item Number
8.1

Meeting Date
September 2, 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.

The proposed work session topics are as follows:

- Fire Station I Facility Funding (after legislative session)
- Public Safety Grant Expenditure update
- Review of zoning north of 197th Ave and the gravel mining area following Highway 169 construction
- Update of traffic light timing along Highway 169
- City Mission and Vision Review

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
8.2

Meeting Date
September 2, 2025

Prepared By
Lindsay Brandner, Senior Administrative Assistant

Item Description
Public Safety Aid for Community Engagement Items

Reviewed by
David Kuhnly
Cal Portner
Tina Allard

Action Requested

Approve, by motion, the use of Public Safety Aid to purchase community engagement items.

Background/Discussion

The police department has not ordered promotional items in several years and our inventory is depleted. Community engagement is a vital tool in developing relationships within the community and allows the police department to have a positive impact on the community at large.

Promotional items will be handed out at community engagement events, Night to Unite, parades, etc. Additionally, this will enhance the police department's recruitment program by showcasing a community-focused approach and fostering positive interactions that may inspire others to consider a career in public safety.

Financial Impact

\$6,000 to be taken from Public Safety Aid.

Mission/Policy/Goal

Community engagement.

Attachments

- I. Public Safety Aid Guidance LMC

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PUBLIC SAFETY AID MONEY

Eligible and ineligible uses of the aid

The authorizing language in the law provides categories of eligible spending, but the list is not exhaustive. It is also important to note that while legislators expected most of these funds to be used for police and fire expenses, it was intentionally written in a broad way that would allow for other uses as well. The allowable uses named in the new law include:

Eligible Uses:

- Community violence prevention.
- Community intervention programs.
- Community engagement.
- Mental health crisis responses.
- Victim services.
- Training programs.
- First responder wellness.
- Equipment related to fire, rescue, and emergency services.
- Other personnel or equipment costs.

The law also specifically calls out certain uses that are not eligible. Ineligible uses include:

Ineligible uses:

- Employer contribution to the Public Employees Retirement Association Police and Fire Plan if the local unit received police state aid in 2022.
- Any costs associated with alleged wrongdoing or misconduct.
- Purchase of an armored or tactical vehicle or substantially similar vehicle.
- Purchase of tear gas, chemical munitions, or substantially similar items.
- Costs of construction, reconstruction, remodeling, expansion, or improvement of a police station, including related facilities. "Related facilities" includes access roads, lighting, sidewalks, and utility components on or adjacent to the property on which the police station is located that are necessary for access to and use of the building.

MN Statute allowing use of municipal funds:

471.198 EXPENDITURES; NATIONAL NIGHT OUT; LAW ENFORCEMENT COMMUNITY EVENTS.

(a) Any home rule charter or statutory city or any town, county, or school district may spend money for National Night Out events held in the jurisdiction of the local government spending the money.

(b) Any home rule charter or statutory city or any town, county, or school district may spend money for any event or purpose that the governing body determines will foster positive relationships between law enforcement and the community.

(c) Notwithstanding any law or ordinance to the contrary, any home rule charter or statutory city, or any town, county, or school district may, by resolution, authorize officials and staff to solicit contributions for the purposes authorized in paragraphs (a) and (b).



Request for Action

To
City Council

Item Number
9.1

Meeting Date
September 2, 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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2026 City of Elk River General Fund Budget

\$1,449,850 6.5% current increase in General Fund budget for 2026

\$ 850,000 Take proposed Liquor store contribution for 2026 out of the equation

\$2,299,850 11% budget increase for 2026 without liquor contribution

\$ (450,000) Liquor store contribution to 2026 budget

\$ (200,000) Contribution to 2026 budget from General Fund reserves

\$ (250,000) Budget cuts (\$124,000 accountant, \$122,000 Fire Specialist or some other cuts)

\$ (200,000) Prepay 2026 budgeted items with budget savings in 2025

\$1,199,850 5.4% adjusted increase to 2026 budget

How are amounts out of each budget for Equipment Repair/Maintenance determined and where does that money go?

Where is the levy information sheet concerning the levy? We need to be more concerned about the levy increase rather than the general fund increase, although the general fund increase is part of the levy increase calculation.



2026 PRELIMINARY TAX LEVY

Tax Levy	Levied Pay 2023	Levied Pay 2024	Levied Pay 2025	Preliminary Pay 2026
General Fund	\$13,893,000	\$14,917,700	\$15,626,050	\$16,864,450
Library	75,000	79,000	79,000	84,550
General Property Tax Levy	\$13,968,000	\$14,996,700	\$15,705,050	\$16,949,000
<u>Special Levies:</u>				
Debt Service -				
2010A PS Building	-	-	-	-
2020A - PS Building Expansion	606,346	608,709	604,771	600,046
2020B Refunding - PW Building	-	-	-	-
2021A - Fire Station 3/Equip.	389,135	392,023	394,123	387,823
Economic Development Tax Abatement	131,475	139,900	140,239	160,205
Government Building Reserve	-	-	-	-
Total Levy	\$15,094,956	\$16,137,332	\$16,844,183	\$18,097,074
General Fund Change from Previous Year	\$783,700	\$1,024,700	\$708,350	\$1,238,400
Percentage Change from Previous Year	6.0%	7.4%	4.7%	7.9%
Total Dollar Change from Previous Year	\$1,209,256	\$1,042,376	\$706,851	\$1,252,891
% Change	8.7%	6.9%	4.4%	7.4%

*2026 amount \$421,780

*2025 added Beaudry

NTC Value	\$38,101,440	\$42,584,195	\$43,298,194	\$43,298,194
Tax Rate	39.618%	37.895%	38.903%	41.796%
% Increase in NTC	20.6%	11.8%	1.7%	0.0%