



Regular Meeting
&
Work Session
Agenda

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

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1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE
 3. CONSIDER AGENDA
 4. CONSIDER MINUTES
 - 4.1 09-10-2025 Parks and Recreation Commission Minutes
 5. OPEN FORUM

An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.
 6. PRESENTATIONS, AWARDS, AND RECOGNITION
 - 6.1 Track and Field Day For Dogs at Lion John Weicht Park
 7. ACTION ITEMS
 - 7.1 2026 Rental Fees
 8. DISCUSSION ITEMS
 - 8.1 Electric Bicycles and Devices — Trail Usage
 9. PARKS AND RECREATION MANAGER UPDATE
 - 9.1 Parks and Recreation Manager Update
 10. ANNOUNCEMENTS
 11. MOTION TO ADJOURN REGULAR MEETING
 12. WORK SESSION

Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

 - 12.1 2026 Capital Improvement
 13. MOTION TO ADJOURN

The Elk River Vision

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





**Meeting of the Parks and Recreation
Commission
Held at the Elk River City Hall
Wednesday, September 10, 2025**

Members Present: Chair Dave Anderson, Commissioners Mike Niziolek, Greg Loidolt, Melissa Fermoye, Jill Varty, and Joy Goodwin, Councilmember Cory Grupa

Members Absent: Commissioner Hal Stewart

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

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 06:30 PM.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Moved by Commissioner Loidolt and seconded by Commissioner Varty to approve the September 10, 2025, agenda. Motion carried 6-0.

4. CONSIDER MINUTES

4.1 08-13-2025 Parks and Recreation Commission Minutes

Moved by Commissioner Fermoye and seconded by Commissioner Loidolt to approve August 13, 2025, Parks and Recreation Commission Minutes. Motion carried 6-0.

5. OPEN FORUM

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 Disc Golf - Burr Oak Park

Mr. Shelby presented his report. Mr. Schreder presented his PowerPoint and shared that the last time he was here he requested permission to set up a course and try it out with some friends. However, Minnesota was very busy over the summer with disc golf. The disc golf world championships were held here in July, which he participated in himself. Others that were interested in disc golf from the Elk River area were either competing in tournaments or running them as Directors. Basically, every weekend of the summer had something going on.

Mr. Schreder explained that he has only been able to go out to the park himself. He designed an 18-hole course which was shown in PowerPoint. He said it felt like private property to him. He was out there one time, and the owner of the private drive was out there on a walk with his wife and dog, and they nicely requested that no one park along the driveway. Since the last time he saw them, he sold his truck and has been walking down by the entrance of the park by the road to gain access. He said it is hard to know exactly what to do without an entrance, and it seems so private, so he is not sure if disc

golf can happen there. He said he came up with a challenging but fun disc golf course that would require very little mowing. He also came up with an area that would be good to have the parking lot identified by an orange square. He shared that he hadn't actually shot the distances yet with a range finder. He used GPS, which gave him shorter numbers than he thought, and it was using a disc golf app called UDisc. He entered the coordinates, and then it gave him the distances. He has slowly been going out there and looking at it. He thinks it would be great to have a course there, and it would be a good addition to the community. Mr. Schreder said after the time he was last here, he had a couple of questions. Is buckthorn removal something that the city will work at to remove in this park?

Commissioner Niziolek said it is the unanswered question as they move forward, he thinks. They have a lot of issues in regard to managing natural resources within our parks. He thinks of managing natural resources as something that parallels the activities, so this is something that would not prevent disc golf. It would be something that would be an element in the course. Commissioner Niziolek said, without buckthorn, it is still a course, and it could be a great course. It is an issue that they will struggle with within all their parks over the next decade or so.

Mr. Schreder said that safety is always the number one consideration when designing a course. He reviewed the slides that showed costs for another course that he designed in Otsego pre-covid. He showed photos of examples of what he thought would be good tee pads. He said the tees don't have to be concrete poured but with the soft ground there would need to be class five or gravel underneath. Mr. Schreder said disc golf causes a lot of erosion. He does have three people that would be willing to help out and contribute volunteer time off season. He hopes to continue the discussion of disc golf at Burr Oak.

Commissioner Niziolek said that Mr. Schreder spoke about the erosion issue and one of the things that he was hoping they would gather from the summer is the impact that people would be having. In other words, there would be a couple of tees set up, and they would be able to see what is happening in terms of the erosion element, because this site is really sensitive to erosion, because it is all sand and that is one of his reservations, because he thought eventually it would just be a disc golf course in a sand dune effectively. He asked Mr. Schreder if he had any thoughts in regard to his concerns about the erosion. Mr. Schreder said it is a concern and is at Bunker Hills in Andover right now. He said it is actually called Savannah Dunes Disc Golf Course. Mr. Schreder doesn't actually know what equipment Elk River has and isn't sure about that. Commissioner Niziolek asked Mr. Schreder if he sees that as a potential problem there. Mr. Schreder said personally he doesn't have enough natural resources experience like Commissioner Niziolek has. Personally, he thinks erosion creates a more disc golf feel as far as faster greens and elevation change.

Mr. Schreder said he guessed it is the kind of thing you would just have to find out. Chair Anderson said one of the things that he didn't mention was vegetation removal to create fairways. Mr. Schreder asked Chair Anderson if the lines he showed on the map of the disc golf course look like there would need to be more vegetation removed than just buckthorn removal. Chair Anderson said he doesn't know. Mr. Schreder said disc golf holes can be anywhere from five feet wide, to an open field, even up to 1,000 feet. The holes that he has designed on this course have a few narrow fairways but basically removing the buckthorn would be all that would be needed. He shared that some of the holes would be pretty tight and narrow, but some disc golfers like that. Commissioner Niziolek said that with this particular property he sees shrub removal and red cedar removal as something positive that would happen, but protection of the Burr Oak should be a high priority. He thinks there is plenty of room for vegetation removal on this site to create a nice setting. He doesn't think that would be a hurdle as long as they are protecting large Burr Oak trees.

Commissioner Fermoye asked if there was a driveway on the map up by holes six and seven. Mr. Schreder said he believes it was connected to the house up there. Chair Anderson said it is a field road that they had walked on when they were out there. Mr. Schreder said he used an app on his phone that shows properties, but he isn't sure if holes seven and eight are considered on the property or not. Commissioner Niziolek told him if he went to Sherburne County Beacon, he could get his answer really quick. Chair Anderson said if you google Sherburne County and then type in beacon it will give you a map of the county, but Mr. Shelby could get you one too.

Chair Anderson asked Mr. Shelby and Mr. Stremcha if they were going to get some additional property up by hole seven. If the parking lot ended up on the top, would he just renumber the holes. Mr. Schreder said essentially what he did was create an 18-hole course that flowed well. He said you could have parking down by the entrance to the park as well. Mr. Schreder said he could also do a different layout. Chair Anderson said he has another question for staff. What is the current status of the development? Mr. Shelby said, according to Community Development, he thinks that they are looking at final approval this coming summer 2026. That is also the time that possession and ownership of the access road comes to the City of Elk River. He shared that it is a condition of the final plat approval, and he believes that is what is targeted right now. Chair Anderson asked where people should be parking in the interim. Mr. Shelby said that is a good question and that his understanding is that there was a little friction last weekend with the hunting taking place at the park, so to be on the safe side of things, probably County Rd. 33.

Mr. Shelby said that way there is no conflict in terms of in the past. There was some sort of understanding that it was okay to access the road as long as no cars were not blocking or impeding the road, and he knows they had that conversation at the beginning of the summer, and it seems like that has changed for whatever reason so for the time being he doesn't know if they want to be using that road, but he doesn't have all the details of whatever conversations happened last weekend. Chair Anderson said he thinks Bill is moving, the current owner. He said he isn't the owner; he is renting from the folks that bought it. He asked Mr. Shelby if it would make any sense to have a dialog with the property owner.

Mr. Shelby said potentially, but he thinks there was dialog previously though, too. Mr. Shelby said dialog is always good to try and figure out that understanding, and he thinks potentially when they talked to Josh Baas, the Parks Maintenance Foremen this morning, thinking about what access would look like if they were to get in there this fall and start moving anything, what would the access look like. He said there was some thought to maybe it's going in off of Cty. Rd 33 behind the property that is right where our actual parcel starts, so as to not create any conflict of interest using that access road. He shared he doesn't know. Chair Anderson said it seems to make sense to ask the question. Mr. Shelby said that Mr. Baas was going to speak with the Community Development Department this morning, and he doesn't know the outcome of that conversation.

Commissioner Niziolek said he would discourage the parking along Cty Rd. 33 because it is such a busy road. If they could get something such as a safer parking opportunity it would be great. Chair Anderson said the whole point of this morphing conversation is that they should determine parking and access before they do much of anything and that is what Mr. Baas is doing. Mr. Shelby agreed, and said Mr. Baas' intent is to connect with Mr. Schreder in the next week or so, so they can actually meet out at the park to kind of walk through some different things and talk about things like that as well, so that would be kind of the next step in this process.

Chair Anderson stated, so staff are planning on spending some time doing stuff. He also asked, being there is no money in the budget, how does that work? Mr. Shelby said that in the initial conversations with Mr. Baas was that a lot of this would be done in house in terms of moving land and those kinds of things. It would be a shoulder-season type project. In terms of the tee boxes, he isn't sure they have advanced that far as to what those would look like because a part of the initial discussion was again making sure there wasn't money targeted that they didn't have to spend. He thinks one of the drivers of this was public works seeing this as a shoulder season project that could be done at a very low to no cost. Chair Anderson said, if you don't buy concrete, asked if natural tee boxes are okay.

Mr. Schreder said that generally what he sees is that the granite is down, and then you put a turf tee pad on there, so it stays flat and doesn't get bumpy. Chair Anderson confirmed that it would be on top of granite. Mr. Schreder said that the people he knows that use them are in Clearwater, which used to be Eagle Trace, now has 4-disc golf courses and they use turf tee pads. He said there is a course in East Bethal called Blue Ribbon Pines which has some turf tee pads. Tim Mackey who lives in Elk River had a course designed near East Bethal that also had turf tee pads. He doesn't know if he still has those or what is going on with them. There are resources that he has been talking to about where to find them. Mr. Shelby said this is consistent with some of the things that Mr. Baas had earlier investigated too, in terms of getting them for free, getting them used, whatever the case may be but again keeping cost in mind. Chair Anderson said, So Mr. Baas will put together a budget? Mr. Shelby said he is sure Mr. Baas will put together a budget once we get to that point to see what the actual costs would look like. Chair Anderson said, and then construction starting? Mr. Shelby said that it depends, that's why Mr. Baas would like to go out to Burr Oak with Mr. Schreder and sort of walk and see what they see and talk everything through to what this really looks like. He also thinks the access piece and the parking as suggested tonight is a piece that needs to be ironed out before they start doing anything significant.

Chair Anderson asked Mr. Schreder if once this is built, does he think people will actually golf there, being that he couldn't get anybody to come this year. Mr. Schreder said yes, sand burrs and all. He thinks people will come even though it is kind of early and a very raw piece of property. He thinks the course that gets put in it will go onto the app UDISC and then everybody will look for a course they want to play, and it will be a hit on the map. He thinks it will be busy, and it will bring real disc golf to Elk River. He doesn't want to put down Lions Park, which is great for beginners, but disc golf is growing at a rate that doubles every year. Chair Anderson said without a place to park. Mr. Schreder said there will be cars lined up on County Rd 33. Chair Anderson said that is a bad idea. Commissioner Niziolek said that it is way too busy. He thinks the parking issue has to be ironed out before they can proceed. Mr. Shelby said he agrees which is where they are headed, which is why Mr. Baas wants to go out with Mr. Schreder and see if they can iron those things out before they take any other steps forward.

Chair Anderson asked if it makes any sense to have nine rather than 18 holes to start. Mr. Schreder said it is possible. Chair Anderson asked if no one would show up if it was just nine. Mr. Schreder said that is not necessarily true. It could be the best 9-hole course in the state. It will be the most attractive course in the area. Chair Anderson asked how big the granite pads are. Mr. Schreder said 10 by 15 feet. He said you could put a frame in and pour concrete, but he thinks it would sink there so he thinks they would have to have something underneath it, not that they have that option. He said they could set up two stakes in the ground and that could be the tee which could be dirt. Chair Anderson asked if you could start that way. Mr. Schreder said yes, you could start that way. You could put a four-by-four-foot toe board down and that is the front of the tee.

Chair Anderson asked if they could start that way? He said they would see what Mr. Baas comes back with, because granite is cheap but not free. Mr. Shelby said that one of the things that Mr. Baas took

into consideration initially something like throwing the wood down to be your box, and maybe that's one of the things we start with to keep the costs minimal, and then we look at what usage looks like and if usage dictates improving those things, then we explore doing that. Commissioner Loidolt also said if just starting with a tee box or toe board and the alignment of the hole needs to be changed, it is very easy to do that. You can move your tee box wherever you want, whereas if you put down granite or concrete then you are stuck there. He said then if you are playing out there, if the layout doesn't work, and you wanted to move this box six more feet or 20 more feet this way.

Mr. Schreder said that would be the hardest way to do it. Commissioner Loidolt said that if they get the play in there and get it worn down, then they can figure out what they need from there. Commissioner Loidolt is all in favor of this, but we do have to figure out parking, and he doesn't think up by hole seven is a good spot for parking. Chair Anderson said that would be when there would be houses and streets up there. Commissioner Loidolt said that would be awhile. Chair Anderson said that is what he said is the future parking. That's where he talked about and that is why he brought it up, but not today. Commissioner Niziolek asked if the final plat will come here in the next year or so. Mr. Shelby said that is the expected target because that is when that road would transfer ownership to the city, and he believes summer is what the current tentative plan is, but we all know those things can change. Commissioner Niziolek asked Mr. Shelby if he had heard any conversation about the 45 acres for sale immediately adjacent. Mr. Shelby said no. Chair Anderson said if he remembers right, this is going to be phased development, not all platted at once. Mr. Shelby said if he remembers it right it would be three. Chair Anderson said that a phase next year will have this road.

Chair Anderson asked if there were any other questions. Commissioner Goodwin asked if they went with the turf tees would they have to be stored somewhere? Mr. Schreder said, no, that they generally stay out because the course will be played all winter. He thinks it would be a good winter course to play on.

Commissioner Loidolt said that during warm winter days it is nice to play, he has played when there is low snow cover. Mr. Schreder said that a lot of the golf courses are finally picking up the idea. Chair Anderson said to stay tuned.

7. PARKS AND RECREATION MANAGER UPDATE

7.1 Parks and Recreation Manager Update

Mr. Shelby presented his report and read it word by word.

Mr. Shelby said that one other thing that he wanted to mention, which is not in this update because it has been evolving. Last month they talked again about the park usage survey and the commission recommended the survey that had Orono Park included in it, but after internal discussions across departments, and with communications, it has been determined that the version of the survey that will go out will not include Orono in order to get us a better sense of how those three neighborhood parks are used. He knows that the commission spent a lot of time on that, so he wanted to make sure that they were aware of it and be fully transparent before it is sent out to residents. Mr. Shelby said there is also a link to the survey that can be emailed to them tomorrow morning so they can take a look at it.

Commissioner Niziolek asked if that matters, and will their input be received and taken into account, or is it a done deal? Mr. Shelby said this is a done deal at this point. He shared that input is always taken and accounted for, but at this point, there were multiple conversations about what that should look like and, ultimately, past experience and professional expertise, it was just determined that putting Orono

into that survey was not going to give them the results they needed and that it would muddy the waters.

Chair Anderson stated, so what they say doesn't mean jack. Mr. Shelby said he would say that isn't true. He thinks they take into account all input and opinions, but ultimately, staff has to be the decider as to what things look like when they go out and there were multiple concerns about including Orono in that survey. They always want input and feedback, and sometimes they may need to agree to disagree.

Commissioner Niziolek said that staff should come to their meeting then. Mr. Shelby said that some of the staff were there and some of the concerns were expressed before, but he also doesn't know that they can continue to just kick it back and forth without finally making a decision. Mr. Shelby said, ultimately, staff and Council are the deciders of what goes out. He knows that Council has now seen this version of the survey and is supportive of it. He will always take input and recommendation into any decision-making process, but sometimes decisions are going to be a little bit different from what any of our commissioners would like to see.

Commissioner Niziolek said he is questioning their purpose and the policy that they are setting as a city. He said they were there volunteering their time, spending numerous hours voting, and then they found out that it is a done deal and there was no conversation between staff and the Parks and Recreation Commission. It is a big slap in their face because they are trying to do good things for their community, and they need to have that dialog before they decide.

Mr. Shelby said some of the concerns were put forth in the meeting in July. He thinks they were brought forward and shared, so there was a dialog. He said then when the communications department got involved, they said that they have to get this out and there were two large concerns. One is, if the goal of the survey is to get feedback on the usage of those three small parks, adding Orono muddies those waters. Number two, the confusion that could potentially be provided to citizens in terms of the usage of Orono, and how money is being spent there, is a legitimate concern to staff coming out of the Active Elk River campaign. Again, Mr. Shelby shared that the staff appreciate the time and the effort and the thought that goes into all of this. That isn't what he thinks this is about. He thinks ultimately there is a body of experience on the staff side of the city that decided this version will work better.

Commissioner Niziolek said he thinks that would have been fine had that conversation occurred before they knew it was going out. He said in other words, the door is shut on conversation, staff didn't come back and say this is really what we have to do and explain, and then they move forward after they acknowledge staff's opinions and vote and then pass it on to Council. So, there is a step missing. Commissioner Niziolek said they decided on something, it went to staff, staff changed it and moved forward. He said staff should have brought it back to us, discussed it with us, and then they should have proceeded forward. He said they are very receptive to ideas, but that has to come back, and he knows there would have been a time delay on it but that is an important part of the process. They need to have strong communication between staff, Parks and Recreation Commission, good things are going to happen then. Commissioner Niziolek said now there is a bitter feeling because staff just did something different than the group decided upon as a majority. Chair Anderson asked if it went to Council.

Mr. Stremcha said we respect Commissioner Niziolek's opinion on the matter, totally understand where he is coming from, also recognizing that the commission is there to provide recommendations and feedback, but ultimately, the buck stops with Council. He said staff have shared the survey as part of their weekly communications from staff to Council. Mr. Stremcha said revisions that they had received from the commission's recommendations in August were then discussed with the

communications department, who provided additional feedback, whether it be in the way the questions were asked or whether it was the questions in the menu of selection for the multiple choice so whether it was two to three times a month vs monthly. Those kinds of things that they have experience in communicating with the public are what they then took the recommendation of through a group of professionals who use communication as their full-time career and knowledge and expertise. He said that is what is ultimately helpful in the process as well. It's not to say that you guys don't know what you are talking about. It's we are leveraging what you guys are providing as feedback as the groundwork in helping to formulate an idea but then putting it on to the group of professionals to help finalize the document.

Chair Anderson asked if those two combined recommendations go to the Council and then the Council said this is what they are going to do. Mr. Stremcha said two-fold; one, the Council didn't vote on it, they are not going to vote on every case-by-case decision that staff might make. Mr. Stremcha said it's open-door communication to relay information. The recommendation from the commission was carried up to a certain point. Mr. Stremcha said when the group of professionals within the communications department are the ones fielding the phone calls from the people with questions, comments, and concerns relaying answers to questions such as, well how come my neighborhood got this survey about Orono Park but those across the highway didn't, and not understanding why this zone makes an impact for our survey targeting neighborhood parks. He said the whole conversation revolved around the neighborhood parks having equipment removed from the park. It wasn't anything to do with future improvements in Orono Park. Mr. Stremcha said the spirit of the survey lost its focus by including a regional park. Then the community as a whole, all it takes is one person to take a picture of the survey and say, how come my neighbor got this survey and how come I didn't when I am just as equally concerned about what happens at Orono and how come my voice doesn't matter at Orono. Chair Anderson asked how come our voice doesn't matter? He said this is the first time in almost 40 years that this has happened. He repeated first time, first time. Chair Anderson said we are a recommending body. We fully understand that, but our recommendations go to Council they don't go to staff, and it makes one wonder what they are doing there. He said it really does. Chair Anderson asked staff, "Do they really need them? It doesn't sound like it.

Commissioner Niziolek said that what makes it a little bit more bitter is that the staff had a second shot at this. He said that they didn't see it just once and decide at it. It came back a month later, an opportunity for that presentation and dialog to occur, and he is not saying that this survey isn't going to be great, but a policy that includes everybody, clear relationship, clear discussions is important and he is going to leave it at that. He really hopes he takes that to heart because we are spending a lot of time here, and we really care. We really care. Commissioner Niziolek said this hurts, it is a failure of the policy.

8. ANNOUNCEMENTS

Commissioner Niziolek said that he has one. If anyone would like to come to one of the largest sporting events held in the City of Elk River it will happen immediately before this Park and Recreation Commission meeting in October. They will be hosting the Northwest Suburban Conference Championship, at the wonderful Elk River Golf Club. He said it is an incredible venue, and they will probably have 800 participants and well over 1000 spectators, and he is very grateful to have a community that supports it and have the Elk River Golf Club support this wonderful event. He would highly encourage people to come. He will not make it to the meeting because he will be busy cleaning

up and relaxing after the huge event. Commissioner Niziolek said he is not sure if any of them have been there, he knows Commissioner Varty has been there on numerous occasions. He asked her if it was a big event. Commissioner Varty said it is a big event and even if you don't want to watch the kids run but want to stand outside for a couple of hours and walk around a golf course, it might be a good excuse to get out of work. Chair Anderson said it is a community celebration that is pretty much 100% positive and is really fun. Commissioner Fermoye asked when it started. Commissioner Niziolek asked her to email him, and he said he would send them the schedule.

Commissioner Niziolek said one more thing, he will steal the show. Once again, he would like to shout out the Friends of the Mississippi River for their great contribution to our community with their restoration activities bringing in 100's of 1000s of dollars in grant money that has made a wonderful presence in our town. He said it is an incredible organization doing incredible things for the Houlton property, Bailey Point, and future Camp Cozy project. Incredible group. Positive things to say about that group.

9. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Niziolek and seconded by Commissioner Goodwin to adjourn the regular meeting of the Parks and Recreation Commission at 7:19p.m. Motion carried 6-0.

10. WORK SESSION

10.1 Elk River Parks and Recreation Framework Plan - Introduction

Chair Anderson called the work session to order at 7:25pm

Commissioner Niziolek continued sharing his feelings about not being involved in the changes related to the park survey.

Mr. Stremcha said that this is a completely different story on the formal plan that will last the next decade and is going to have much more of a formalized process than a postcard survey that is going out to our neighborhood parks to focus on what kind of improvements are going to be made at our neighborhood parks. We are not talking about improvements at Orono.

Chair Anderson said that what he put together, ChatGPT, got done in a short amount of time. Commissioner Niziolek said that he would like to make sure they can review this before it goes to City Council. The commissioners discussed where to start. Both Chair Anderson and Commissioner Fermoye provided versions of a rewrite of the Into. Commissioner Fermoye used ChatGPT, Chair Anderson used Perplexity. Mr. Stremcha and Secretary Larson explained that there is a limit per our communications policy on how much ChatGPT can be used.

Chair Anderson said that previously a consultant would do this work.

Commissioner Loidolt said, Let's move on to number three. We just beat that horse. Chair Anderson said no, he wants to start over. He thinks Commissioner Fermoye's version has some compelling changes to the overview. The Commissioners read over two new versions of the introduction. One was put together by Commissioner Fermoye and one was put together by Chair Anderson.

Chair Anderson said that the next two have to stay with an asterisk because Mission and Values and

community profile. The mission will be tied to the city council just as we had it and communication and profile develop with community profile, or community profile develop with communications and consist largely of data provided from multiple sources. So, perplexity just left those out. He doesn't care how they proceed. He really doesn't. Secretary Larson asked Commissioner Fermoye if her version is the overview one or the intro one. Commissioner Fermoye confirmed it was the overview. She said, Let's go with what Commissioner Loidolt said and go with number three. Secretary Larson asked for documentation. What version are they sticking with up until number three? Chair Anderson said they are just talking. Secretary Larson said that she is trying to take minutes on what they are agreeing to. Chair Anderson said they have not agreed to anything.

Commissioner Loidolt said so can they talk about AI and issues they are going to have with governing bodies. How much do they need to change as far as wording is concerned to be able to leave it as a structure like it is. Mr. Stremcha said 50 % plus one. The majority cannot be AI. Commissioner Loidolt said they have work to do. Commissioner Fermoye said so let's start with number three.

Mr. Stremcha said going through Microsoft Word to change synonyms for a word doesn't count. Commissioner Goodwin said she thinks it really needs to reflect the spirit of why they are even doing this work. She thinks they all have the ability to do such a task. It's just arduous, and she thinks they are looking at it as a major chore, and it's a lot of work for the staff, communications and for them as volunteers. Chair Anderson said they aren't getting anywhere. Commissioner Goodwin thinks they are spinning their wheels here. She is putting it out there that, yes, it sucks, it's kind of like a chunky task, it's like, uh, this is a lot but I also think that we are offering a vision to our community, and we are taking their input and putting it into the future of where they live. They have to look at this with an opportunity lense. Saying this matters and when we think about parks, what do we want our parks to look like and feel like, and how do we want them to bring people together in the future? It would be a great opportunity here. Let's put on our big boy pants and big girl panties and do the work. So, number 3, and we will keep the language up until here, and we will take into account the language from the AI that is great but that we cannot use. So, inform program and service delivery. This one says strength and this one says enhance. Does anyone have any preference on the words for number three?

Commissioner Niziolek said inform, program. That sounds a little awkward to him. Commissioner Fermoye said take out inform and just put programming or service delivery. Or take out delivery and put program and service. Commissioner Loidolt said that he likes the word evaluate better than assess. So, evaluate current recreational programs, and he likes the way it ends with residents of all ages and abilities. Youth and seniors covers it.

Commissioner Fermoye asked if Mr. Shelby could add all abilities after seniors. Commissioner Loidolt suggested all age groups. Commissioner Goodwin said that meets the needs of resident's kind of gets at what Commissioner Fermoye is talking about when she says all abilities, and she thinks that they don't need to be incredibly explicit but maybe they can talk about adaptive playgrounds later on. Commissioner Loidolt said that's what ensuring a diverse range of offerings gets covered. Mr. Stremcha asked if it is solely residents or is it the area. He said that a recreational program might have people that live in Ramsey that are signing up for programs in Elk River. They suggested and surrounding area.

Councilmember Grupa asked if they wanted to say surrounding area. Commissioner Goodwin said surrounding area doesn't match, it's not the same. Commissioner Varty said but then aren't they writing this for Elk River. Mr. Stremcha said not necessarily, it is just generic, and the needs of the community are left vague. The Commissioners agreed.

Commissioner Fermoye said manage resources effectively. And I would probably put community input first before the data part. Mr. Shebly said to propose analytics with community input and data. Councilmember Grupa asked Commissioner Fermoye what her reasoning was for that just out of curiosity. She said that just because she thinks it's because if they are talking about community engagement and want the input of the people, she thinks they should focus on community first. That is just her opinion.

Commissioner Loidolt said so establish a basis? Does that make sense? He asked how about establish a foundation. He asked what they thought. Commissioner Fermoye said she liked it because what is a basis? Commissioner Goodwin said that they don't have that yet.

Mr. Shelby asked what Commissioner Loidolt said. He asked what the rest thought. Commissioner Fermoye said, sure. Mr. Shelby said communicate probably plays well with the new city communications policy in terms of making everything compliant with the ADA. There are complaints about language and words that are hard to pronounce. The right change is putting communicate in there rather than articulate.

Commissioner Fermoye asked if we need to document the community engagement process or do we develop a tool, or do we have a tool? Mr. Stremcha said he wanted to go back one and ask do we just want to establish a foundation or do we want to establish and maintain. The commissioners said that it sounds good.

Councilmember Grupa asked Commissioner Niziolek and Chair Anderson if they were going to give input or make them go back? Chair Anderson said they are doing a great job. Commissioner Niziolek said a foundation refers to something that is permanent and nonchanging. Commissioner Goodwin asked about adding a process. Establish and maintain a process for effective resource allocation and grant funding application. Because process talks a little bit more about management and it is a process. Foundation is set in stone. She said they will patch and rework it a few times. Commissioner Fermoye said she looks at it as manage resources, she is having a hard time getting it away from thinking of people or tools or whatever to say, it is a process unless she is missing something. Commissioner Goodwin said she thinks it is referring to effective resource allocation so establish and maintain a process for effective resource allocation and grant funding. So that's not really, the main thing is the effective resource allocation and grant funding. Commissioner Loidolt said get rid of the a and change from process to processes.

Commissioner Nizolek asked: What are you thinking about when you think of resources?
Commissioner Fermoye said people or tools. Commissioner Goodwin said she thinks it is money and asked if that is what they are talking about here. Commissioner Niziolek said it could mean multiple. Commissioner Varty said it could be time, people, it covers a wide range of ideas. Commissioner Niziolek said another resource that hasn't been mentioned is natural resources. Chair Anderson said that it is coming up. Commissioner Niziolek said, "But it is managing resources effectively, so one might jump to the conclusion that resources are natural resources. Commissioner Goodwin said she still thinks that fits within there for effective resource allocation. Chair Anderson said this is financial resources. Commissioner Goodwin asked if this particular point is financial. Commissioner Niziolek said manage financial resources effectively. So, we need to add financial resources. Commissioner Goodwin said, So you are saying there is something lower about natural resources. Commissioner Fermoye said so we put manage financial resources in the header there. Commissioner Varty asked isn't this an overview and don't we want it to be a little more broad? Commissioner Niziolek said what he is doing is making sure that the perception of resources is viewed the same by everybody in the room by asking

the questions about what you think about when you think about resources, and so, one of the things that jumps into mind is natural resources. Chair Anderson said, But if it says financial in front of it, Commissioner Niziolek said, then it's not, but do we want to do that. So, it's a perception of the word. Commissioner Fermoyale said, right, but everybody is going to have a different perception of what resources is. Commissioner Varty said, But if we have a section later on about natural resources, if they have a question here, it will be answered later so she thinks it should be more general now. Commissioner Niziolek said that is fine. The commissioners agreed to take it back out. Commissioner Loidolt said he agrees with Commissioner Varty, and he thinks this is more of a broad statement.

Commissioner Fermoyale said, Alright, #five engage the community. Commissioner Goodwin asked if they were going to move it up or keep it at number five. She asked if anyone else had any feelings about it. Commissioner Goodwin said she thinks they need to start with vision, and then she feels like it should definitely be moved up because it is valuable and necessary. Commissioner Loidolt said that he thinks it should be moved up to number two. Commissioner Fermoyale said to say Community engagement. Commissioner Goodwin said that most of them start with a verb "provide, guide", and we eliminate it from program and service delivery. It should be deliver programs and services. Mr. Stremcha said delivery of programs and services. Mr. Shelby asked if they were talking about moving engaging the community up. Commissioner Fermoyale said she thinks you are right talking about community. This is going to the community, and it is a reference guide for them. Commissioner Loidolt said he thinks it has to be one of the top headers. Commissioner Goodwin said the question she has about all this is are we supposed to come up with the strategic vision, are staff supposed to be coming up with the strategic vision? Is it a collaboration between us, community residents and staff? Who is providing all this? She said, You guys have all these great ideas about what the parks need to look like in the next decade.

Mr. Stremcha said that when we originally planned how this would all frame out, is that for each chapter, each section of the plan, each month, staff would come in with the recommendations that they had seen from other plans and provide that feedback to you, so you would have the data or comps and then weigh in on okay we are talking about introduction section this month and then next month we can move to section two and then section three and so on. So, each month we would be talking about a different section. Commissioner Goodwin said, Okay, so that's based off what other cities have done? Commissioner Goodwin asked if it's looking at our city. We aren't just going to do something because another is doing it. We are thinking about what the long-term plan is for Trott Brook or what is the long-term plan for some of our smaller parks. So, when it comes to engaging the community, what's the process like? She thinks it should mirror how our systems already work. So, like the Play My Way survey you all did, did that come out of an initiative that you did? Mr. Shelby said that it was largely Secretary Larson. Secretary Larson shared that when staff make decisions, they do a lot of research first. For example she spent months researching other cities that did similar things to play my way. By the time staff put things together, we had looked at up to 30 different cities and put so much effort into picking out different things from their websites. Sometimes it's picking out one or two things that each city does, such as community engagement, and then putting them all together and building one that I liked. I then went to our marketing team and regurgitated that to them and explained my vision. They then created a logo and, based off things in my head, they came up with colors etc. and the campaign. We as staff do not' just make up anything. The first version of Play My Way came to fruition from what I consider and tell people what it is like what you do when you pitch an ad for the Superbowl. When you begin on a whiteboard in a room with a bunch of people, you start with version one. By the time that commercial hits the Superbowl, it's version 195, but that is what makes it to such an awesome thing. I want you to know that a lot of effort went into that, and so we do a lot of research. When I sent out the master plan examples to you to review, I sent out 14, but I looked at way more than that. I

dumbed it down to 14 and then I dumbed it down to five. There is a lot of garbage out there too, and we don't give you all of that. Mr. Shelby and I look at a lot of websites out there, and we are shocked at what goes out to the public. We try to get the best of the best, so I just want you to have a little more faith in knowing that we don't just make it up and that we care too and that we put a lot of effort into the research and the stuff that we do too.

Commissioner Goodwin said it shows in the communications that are coming out of the department and the things that they see for fliers and events. They are top-notch, and you can tell that somebody thought really well about what our community is and what our branding is. It is good, and you can tell that somebody didn't just make chicken scratch. Secretary Larson reiterated that the amount of effort it takes to do these things and the research is a lot though, and that is why people hire professionals, because you still get to make the decisions and tweaks, but the professional consultants do a lot of the engagement. She said that's why cities typically do it like Chair Anderson mentioned before, because it takes every chunk of effort and some of it might be better with help just because of the time factor. Commissioner Goodwin said and what it takes you guys away from. She also said so when you think about the process that you just shared, how does that reflect then in the way that we number these things? Commissioner Goodwin said that if we are coming, are we bringing a strategic vision to the community, and then we want engagement, or are we asking them to inform? So, is community engagement number one or is it number two? Mr. Stremcha said he thinks that engagement of the community is a top priority, so having all of your priorities from one to six and ranking them by all means. Commissioner Fermoye said she likes providing a strategic vision and then for engaging with the community to be this is what we see and what we want to do, and then get feedback or whatever and move on. Commissioner Loidolt said number two.

Commissioner Fermoye said that we want community engagement to serve as a tool. Commissioner Loidolt said he did too. Secretary Larson said it might be more like Play My Way, and instead of documenting the comprehensive community engagement, it would be more like gathering the results, or utilizing the results, you are doing comprehensive community engagement and using the results you get as a tool. I am not sure how you guys want to say it. Commissioner Fermoye said that how about that the decisions reflect community input? Mr. Shelby asked where this should go. She said she encourages taking out the whole statement and just put engage the community. Commissioner Fermoye suggested Decisions reflect community input and continue to have communication transparency to the community or transparent conversations. Commissioner Goodwin said, Yeah, something like that. Councilmember Grupa said that he looks at number four and says he hopes they will do that. Commissioner Goodwin asked him to say more, what does he mean by that.

Commissioner Niziolek said two and four have overlap so they can consolidate and make them one. Goodwin asked what he meant. Commissioner Niziolek said because they said resources dealt with financial Commissioner Goodwin said like guide and manage capital expenditures and improvements.

The commissioners agreed there was overlap. Commissioner Niziolek said staff will blend two and four, so let's move on and then they can come back and look at what staff have done to blend 2 and 4 to keep the process moving. He thinks that it would be important. He thinks they are getting a little bit too technical. He thinks they just have to verbalize our thoughts and ideas, let staff tweak it, come back, and share it with us and then proceed on because this is going to take way too long if we don't do it that way.

Chair Anderson asked, so we don't think community engagement is its own thing. The other commissioners said yes it would be. Mr. Shelby said it would be number two. Chair Anderson asked if

there will still be managing resources effectively? Commissioner Niziolek said it would probably be lumped with number two because guiding capital expenditures and improvements deals with. Commissioner Fermoyle said, "Number three," you mean. Commissioner Goodwin said the new number three.

Commissioner Niziolek said he feels that number six stands by itself. Commissioner Goodwin asked to do what? Commissioner Niziolek said, partner collaboration. He said we have all kinds of youth leagues, organizations, we've got all kinds of potential partners to work with, and we need to focus on developing that relationship with those partners and making it stronger, so we have a more vibrant community. We cannot ignore them. We must as a community find them. Commissioner Goodwin suggested grow partner collaboration. She thinks that is what Commissioner Niziolek is saying. Chair Anderson said to also define it. Commissioner Goodwin said they do after the heading, and these are in here and she thinks it is really well written in yours. Mr. Stremcha said to work with non-profit and community organizations to improve city assets. Chair Anderson said it is not only to improve, but you also have the disc golf for example that you are creating. Mr. Stremcha said you could also look at it as improving the city asset of Burr Oak Park. Mike said he thinks city assets works well, and creating a disc golf course at Burr Oak Park is improving Burr Oak Park.

Commissioner Goodwin said that she thinks it also benefits baseball improvements, that isn't just something that improves the city, it contributes to the baseball program. Commissioner Goodwin asked if collaboration is enough, that word, because it looks like it is to improve city assets but to also be an asset to the residents or visitors. Commissioner Fermoyle asked if they should add schools too? Mr. Stremcha said it's a city asset, so, like the Plants and Things Recreation Complex they are referring to is a city asset, so if we are trying to work together with partners to improve that site, it is a city asset. Mr. Stremcha said having us influencing the schools' assets doesn't necessarily equate in the same way. Our focus is to focus on our stuff and for the school board to focus on school stuff. Commissioner Niziolek said that there is overlap between what the schools are doing and what the city is doing. For example, the playgrounds have to be looked at, the playgrounds on city property and the ball fields on city property, the ball fields on school district property. We have to look at all of them to make good decisions as a city about our property.

Mr. Stremcha said that, if we have a park next to a school, and we are talking about how to improve that park, if there is a park next door to a school, we don't have to improve our park to the same level or degree of assets that are near or duplicated. Commissioner Varty said, "isn't that where collaboration comes in? Mr. Stremcha said correct. Commissioner Varty said then, "we don't have to say anything else because we have who we are working with and what our goal is. Doesn't that cover everything? Mr. Stremcha said he thinks so. Chair Anderson asked if user groups and community organizations are the same. He said user groups are very significant. Commissioner Niziolek said yes, that he thought they were the same. Chair Anderson said he thinks they should have their own words. Mr. Stremcha said a baseball group is a user group, but they are also a community organization.

Commissioner Goodwin asked about Sherburne County and that we partnership with them, so what are they considered, an organization or a non-profit? She said this can be general and that they can talk about that later. Commissioner Niziolek said that it is an important relationship that the city must develop with the County and vice versa. Chair Anderson said overlapping jurisdictions.

Mr. Stremcha said, work with non-profits, government entities and community organizations.

Commissioner Fermoyle said, Okay, next paragraph: Planning process. She thinks they should just leave

it after a multi-phase process. Chair Anderson said this is a very thorough and painstaking process. Commissioner Fermoyle said that she thinks they should remove the "spanning 12 months." Commissioner Varty said that she doesn't like the word data. Neither did Commissioners Varty and Loidolt.

The commissioners agreed to change to community-focused and information-driven. Councilmember Grupa said that he hoped that each citizen should know that every staff member at City Hall, commission and council should know that everyone is working in the best interests of what the community would want and need.

Mr. Stremcha asked if they wanted these bullet items under the Major Phases? Commissioner Goodwin asked if the different phases of the process should be numbered. Councilmember Grupa said if staff recommend that we use bullets, they will use bullets. Commissioner Fermoyle said to change ensured to ensures and take out the s and the word that. Commissioner Goodwin said she likes the way that the statement reads.

Commissioner Nizolek said that something he thinks is missing here is this document should be constantly evolving in that they shouldn't be doing this once every 10 years, it should be tweaked and changed frequently so it evolves with the change and time and the community. We are creating this document, and why are we saying that it is going to last for 10 years? This should be a working document, and it should evolve. He said it is the big next step to creating a great plan. Most communities do this every 10 to 15 years. Why aren't they creating a document that evolves? If things don't evolve, they go extinct.

Commissioner Goodwin said that, yes, this will go extinct because the previous one is done now, all the initiatives have been done now. It is kind of like a checklist. Chair Anderson said that you would have to have a small portion that you modify, you couldn't modify the whole thing.

Commissioner Goodwin said they would need to have updated data, and then it would need to reflect updates in these areas regularly as you make changes. Chair Anderson said that this will be stated somewhere here that it is opportunity-driven, whether it is land acquisition or recreational opportunities. Things are going to happen that they won't be able to plan for.

II. MOTION TO ADJOURN

Moved by Commissioner Loidolt and seconded by Commissioner Goodwin to adjourn the work session of the Parks and Recreation Commission at 8:23p.m. Motion carried 6-0.



Dave Anderson, Chair



Tina Allard, City Clerk



Request for Action

To
Parks and Recreation Commission

Item Number
6.1

Meeting Date
October 8, 2025

Prepared By
Karen Wingard, Farmer's Market/Event Coordinator

Item Description
Track and Field Day For Dogs at Lion John Weicht Park

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Approve, by motion, the Track and Field Day for Dogs at Lion John Weicht Park on Sunday, October 26, 2025.

Background/Discussion

Zoe Johnson, a Spectrum High School student, will present a proposal to hold the Track and Field Day for Dogs at Lion John Weicht Park to benefit Ruff Start Rescue on Sunday, October 26, 2025.

Financial Impact

None.

Mission/Policy/Goal

Help, not hinder citizen quality of life.

Attachments

None

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





Request for Action

To
Parks and Recreation Commission

Item Number
7.1

Meeting Date
October 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
2026 Rental Fees

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Approve, by motion, a recommendation to the city council to set shelter/pavilion rental fees for 2026 as presented.

Background/Discussion

Staff is recommending an increase on several shelter rentals based on:

- Increasing utilization
- Increasing staff, cleaning, and maintenance expenses
- Area market comparisons

Financial Impact

Increased rental revenue to offset costs associated with usage.

Mission/Policy/Goal

Responsible for every dollar - good stewards.

Attachments

- I. 2026 Proposed Fees - Outdoor Facility Use Form

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Outdoor Facility Use Application

This form and the appropriate fee must be completed and submitted a minimum of 14 days prior to the requested date. Payment must be made by the individual or group renting the facility. If there is no scheduling or policy conflict pertaining to the date and facility requested, a reservation will be issued.

Please note that some requests may involve city Parks and Recreation Commission review and must be submitted a minimum of 60 days prior to the event. All applicable city, county, and state ordinances and policies must be followed. VISA, MasterCard, and Discover are accepted.

Facility

Type of Facility
 Not all facilities are available at all park locations. Please ask if unsure.

- Shelter (please specify park)
- Pavilion (Lion John Weicht Park, Orono Park, or Woodland Trails Regional Park)
- Handke East Hockey Rink
- Park***
- River's Edge Commons (Wedding Rental Only)

Location Requested - Please be specific

First Choice _____ Second Choice _____

Event

Day _____ Date(s) _____ Times _____

Note: The rental times must include time for set-up, decorating, and cleaning of the facility.

Activity _____ Number of People _____

Equipment group will bring _____

Needs/Requests from the City (please confirm availability upon rental) _____

Renter

Individual Responsible _____ Sponsoring Group _____

Renter's Date of Birth (required) _____

Address _____

Phone # _____ Email _____ Fax # _____

The applicant is responsible and must be on site at all times during this event. By signing below, you agree to follow all applicable state, county, and city ordinances and policies. You understand that the fees are non-refundable unless this request is not granted or is cancelled by the City of Elk River.

Signature _____ Date _____

See back for fee information.

	2-hour Minimum	6-hour Maximum	Damage Deposit	Capacity
Rivers Edge Commons*	\$150	\$50/Hourly	\$250	400

	Resident	Non-Resident	Capacity
Lion John Weicht Park Shelters 1-4	\$50	\$70	50
Orono Park Shelter 1	\$55	\$75	50
Orono Park Shelter 2	\$55 \$65	\$75 \$85	100
Orono Park Shelter 3	\$90 \$100	\$120 \$130	100
Handke East Hockey Rink**	\$25	\$45	

	Resident		Non-Resident		Damage Deposit	Capacity
	2-hour Minimum	Additional Hourly Rate	2-hour Minimum	Additional Hourly Rate		
Lion John Weicht Park Pavilion with Servery	\$75	\$20	\$105	\$25	\$250	100
Lion John Weicht Park Pavilion, Servery, and Concessions	\$95	\$20	\$125	\$25	\$250	100
Orono Park Pavilion	\$80 \$90	\$20	\$115 \$125	\$25	NA	75
Woodland Trails Regional Park Pavilion	\$55 \$65	\$15	\$75 \$85	\$25	\$100	50

	Resident				Non-Resident			
	Weekdays Mon - Thur		Weekends Fri - Sun		Weekdays Mon - Thur		Weekends Fri - Sun	
	2-hour Minimum	Add'l Hourly Rate	2-hour Minimum	Add'l Hourly Rate	2-hour Minimum	Add'l Hourly Rate	2-hour Minimum	Add'l Hourly Rate
Trott Brook Barn	\$50 \$60	\$20	\$60 \$70	\$20	\$70 \$80	\$25	\$80 \$90	\$25
Damage Deposit	\$100							
Capacity	60							

All Facility Fees: **\$10 change fee**
\$10 cancellation fee if more than 14 days before event
No refunds for cancellations 14 days prior to event

*Upper Plaza of Rivers Edge Commons Park will remain open to the public.

**Evening team practice times available are 5:30-7:30 p.m. or 7:30-9:30 p.m. No refunds due to weather.

Parks***

Fees set by the Parks and Recreation Commission for minor and major park use.

During minor or major park use please: No permanent markings on trails. Additional fees may apply based on expenses associated with the event such as toilet cleanings and garbage pick-up.



Request for Action

To
Parks and Recreation Commission

Item Number
8.1

Meeting Date
October 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
Electric Bicycles and Devices — Trail Usage

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Discuss e-bikes and motorized personal devices on trails within city limits.

Background/Discussion

Members of the community have expressed concerns about the usage of both e-bikes and other electric and motorized personal devices on trails within the city. Most cities in the state have seen increased e-bike usage within the last year. The city council is considering e-bike usage on city sidewalks.

Currently, the state of Minnesota allows all three classes of e-bikes on all paved trails. E-bikes are subject to any trail speed limits, like ordinary bikes. Under state laws, an e-bike must have pedals, a motor under 750 watts, and operate at speeds under 28 mph. Users must be at least 15 years old to operate an e-bike and adhere to the same traffic laws as traditional bicycles. Cities and local authorities have the ability to regulate e-bike use further if deemed necessary. Those regulations generally come in the form of speed limits or location restrictions.

The Sherburne County Park and Trail Advisory Committee recently recommended an ordinance amendment prohibiting the use of a bicycle in excess of 20 mph, as well as the use of a motorized bicycle that is not an electric assisted bicycle. The Sherburne County Board of Commissioners formally adopted the recommendation and amended their ordinance to reflect the recommendation.

Financial Impact

None.

Mission/Policy/Goal

Meet changing needs - agile.

Attachments

1. Electric Bicycles and Devices - Commission Presentation
2. Sherburne County - Park Regulations Ordinance (PDF)
3. Monticello Ordinance Change

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Electric Bicycles

- An e-bike is a bicycle with two or three wheels, a seat, fully operable pedals, and an electric motor of 750 watts or less
- In Minnesota, e-bikes are not considered motorized vehicles and are regulated as bicycles
- There are three classes of e-bikes:
 - Class 1 – Pedal assisted. No assistance without pedaling. Top speed 20 MPH
 - Class 2 – Throttle assisted. Can be ridden without pedaling. Top speed 20 MPH
 - Class 3 – Pedal assisted. No assistance without pedaling. Top speed 28 MPH
- Operators must be at least 15 years old
- There are no distinguishing features that allow for easy, visual identification between classes

Types of E-Bikes



Class 1

- 20 MPH
- Pedal Assisted
- No Electric Motor Assistance without Pedaling



Class 2

- 20 MPH
- Throttle Assisted
- Can Be Ridden Without Pedaling



Class 3

- 28 MPH
- Pedal Assisted
- No Electric Motor Assistance without Pedaling

Photos from eBikes.org

Electric Personal Assistive Mobility Devices

- The state of Minnesota defines an electric personal assistive mobility device (EPAMD) as a device with two non-tandem wheels that is self-balancing, transports not more than one person, and uses an electric propulsion system to limit its maximum speed to 15 MPH on a flat surface
- Examples of EPAMDs are Segways, hoverboards, and electric skateboards
- These devices are legal in Minnesota on paved trails or wherever pedestrians are allowed

Motorized Foot Scooters

- A motorized foot scooter is defined as a device with handlebars and no more than two wheels with a diameter of 12 inches or less and cannot exceed 15 MPH on a flat surface
- No person under the age of 12 may operate a motorized foot scooter
- No person under the age of 18 may operate a motorized foot scooter without a safety helmet
- Motorized foot scooters may not be operated on sidewalks

TRAILS ARE FOR:



E-bikes are allowed per AR Code § 27-51-1702 (2024). E-bikes must be equipped with fully operable pedals and an electric motor of less than 750 watts and must be a Class 1, Class 2, or Class 3 E-bike.

NOT ALLOWED ON TRAILS:



Gas powered vehicles, electric vehicles over 750 watts, vehicles comparable in size to a golf cart or larger, beasts of burden, or vehicle parking are not permitted.



Key Points

- The City of Elk River does not currently have any ordinance that deviates from the state statutes that govern the use of electric bicycles, EPAMDs, or motorized foot scooters.
- The Sherburne County Commissioners recently established an ordinance on the county's parks and trails that limits all bicycles to 20 MPH and prohibits the use of any motorized bicycle that is not an electric assisted bicycle.
- The City of Monticello recently amended their ordinance to prohibit Class 3 e-bikes on trails when their motors are engaged, while also prohibiting scooters, hoverboards, Segways and similar devices from playgrounds within city limits.

Potential Recommendations

- Limiting all classes of electric bicycles to 20 MPH on paved trails
- Prohibit the use of motorcycles, off-road motorcycles, and any motorized bicycle that is not an electric assisted bicycle on public trails (paved and green) within city limits
- Prohibit the use of all motorized devices on paved and green trails and provide a stipulation excepting electric bicycles

These are only suggestions, based on what other cities and counties have done to regulate usage. The commission is free to consider any ideas deemed applicable to Elk River.

**Sherburne County
Park Regulations Ordinance
ORD - 270**

Notice of Enactment: The Sherburne County Board of Commissioners hereby ordains an amended Sherburne County Park Regulations Ordinance. The amendment to the Ordinance adds or modifies definitions for electric assisted bicycle, electric personal assistive mobility device, and vehicle. It prohibits in Sherburne County owned parks and trails the use of a bicycle in excess of 20 mph, the operation of a motorized bicycle that is not an electric assisted bicycle, the use of an electric personal assistive mobility device except on designated paved trails, or in a reckless or careless manner, or at an unsafe speed, and requires responsible operation. It sets a \$50 fine for petty misdemeanor offenses including prohibited smoking and prohibited use of cannabis or hemp. The amendments to this Ordinance are effective on August 5, 2025. This is a summary of the amended Ordinance. The full Ordinance is on file with the Sherburne County Auditor/Treasurer, 13880 Business Center Drive, Elk River, MN 55330 (M-F; 8-4:30).

This Ordinance was passed by the Sherburne County Board of Commissioners on the 5th day of August 2025 and duly filed with the Sherburne County Auditor/Treasurer.

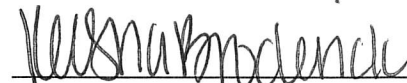
Sherburne County Board of Commissioners



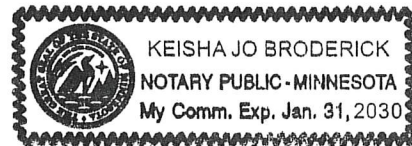
Gary Gray, Sherburne County Board Chair



This foregoing instrument was acknowledged
Before me this 11 day of August, 2025.



Signature of person taking acknowledgement



Office of the County Recorder
Sherburne County, MN
Doc. No. **987711**

Certified, filed, and or recorded on
September 8, 2025 3:40 PM

Michelle Ashe, County Recorder
By BMB Deputy
Fees: \$0.00



987711

SHERBURNE COUNTY
PARK

REGULATIONS

**AN ORDINANCE GOVERNING PARKS UNDER THE
JURISDICTION OF THE
SHERBURNE COUNTY BOARD OF COMMISSIONERS**

SHERBURNE COUNTY GOVERNMENT CENTER • 13880 BUSINESS CENTER DRIVE, SUITE
100 • ELK RIVER, MN 55330

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THE COUNTY BOARD OF SHERBURNE COUNTY HEREBY ORDAINS:

SECTION 1: PURPOSE

The purpose of this Ordinance, which is enacted pursuant to Minnesota Statutes, is to secure the quiet, orderly and suitable use and enjoyment of public park reserves, county recreation areas, county-wide trail systems, wildlife sanctuaries, forest, historical sites, waysides and public access to lakes, rivers and streams in parks established by Sherburne County in the State of Minnesota, and to further the safety, health, comfort and welfare of all persons in the use thereof.

SECTION 2: JURISDICTION

This Ordinance shall apply to all Sherburne County Parks and Trails owned by the County.

SECTION 3: DEFINITIONS

For the purpose of this Ordinance, the terms defined in this section shall have the meanings given them in this section.

“All times” means 24 hours a day, seven days a week.

“Alcoholic Beverage” means any intoxicating beverage as defined by Minnesota Statutes and includes, but is not limited to, intoxicating liquor, strong beer, 3.2 beer, and wine.

“Cannabis Flower” shall have the same meaning as defined in Minn. Stat. §342.01, subd. 16, as amended from time to time.

“Cannabis Products” shall have the same meaning as defined in Minn. Stat. §342.01, subd. 20, as amended from time to time.

“Controlled Substance” means any substance defined as a controlled substance by Minnesota Statutes Chapter 152, or by other statutes or Federal law or regulations.

“Electric-assisted bicycle” shall have the same meaning as defined in Minn. Stat. § 169.011, subd. 27, as amended from time to time; specifically, it includes a bicycle with two or three wheels, a seat, operable pedals, a battery or electric drive system, and electric motor with a power output of not more than 750 watts, among other statutory

requirements.

“Electric Personal Assistive Mobility Device” shall have the same meaning as defined in Minn. Stat. § 169.011, subd. 26, as amended from time to time: specifically, it includes a self-balancing device with two nontandem wheels, designed to transport not more than one person, and operated by an electric propulsion system that limits the maximum speed of the device to 15 miles per hour.

“Electronic delivery device” means any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of aerosol or vapor from the product. The term includes, but is not limited to, devices manufactured, distributed, marketed or sold as e-cigarettes, e-cigars, e-pipes, vape pens, or e-hookah. It does not include any product that has been approved or certified by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.

“Fireworks” means any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation and includes blank cartridges, toy cannons, and toy canes in which explosives are used, the types of balloons which require fire underneath to propel them, firecrackers, torpedoes, skyrockets, Roman candles, daygo bombs, sparkler, or other fireworks of like construction and any fireworks containing any explosive or inflammable compound, or any tablets or other device containing any explosive substance and commonly used as firework. Fireworks also include any fireworks that contain pyrotechnic or flash powder, gunpowder, black powder or any other explosive compound constructed to produce detonation or deflagration.

“Hemp-derived consumer products” shall have the same meaning as defined in Minn. Stat. §342.01, subd. 37, as amended from time to time.

“Lower-potency hemp edibles” shall have the same meaning as defined in Minn. Stat. §342.01, subd. 50, as amended from time to time.

“Motorized Recreational Vehicles” means any self-propelled, off-the-road, or all terrain conveyance, including but not limited to, a snowmobile, mini-bike, amphibious vehicle, motorcycle, go-cart, trailbike or dune buggy.

“Motorized bicycle” shall have the same meaning as defined in Minn. Stat. § 169.011, subd. 45, as amended from time to time.

“Park” means any government owned land or water area above the OHW mark, and all facilities thereon, established as a park by Sherburne County pursuant to its authority

under Minnesota Statutes.

“Park Director” means the person designated by the County Board to serve as the chief administrative officer of the Sherburne County Park System or his/her designee and/or the person designated by the County Board of Commissioners with the responsibility for the operation and management of a particular park or parks.

“Park Visitor” means any person, firm, partnership, association, corporation, governmental unit, company or organization of any kind within a park.

“Recreational areas” means all facilities, parks, trails, open space, and other property owned, leased, rented, contracted, used, or controlled by Sherburne County for parks and recreational purposes. The term includes, but is not limited to, restrooms, spectator and concession areas, playgrounds, athletic fields, beaches, and aquatic areas.

“Sherburne County Parks” means the park organization or system in Sherburne County as set forth in the Sherburne County Parks, Trails, and Open Space Plan (2005) and any amendments thereto.

“Smoke or smoking” means inhaling or exhaling smoke from any lighted or heated cigar, cigarette, pipe, or any other tobacco or plant product, or inhaling or exhaling aerosol or vapor from any electronic delivery device. Smoking includes being in possession of a lighted or heated cigar cigarette, pipe, or any other tobacco or plant product intended for inhalation, or an electronic delivery device that is turned on or otherwise activated.

“Tobacco or tobacco product” means any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product including but not limited to cigarettes; cigars and other smoking tobacco; snuff and other chewing tobacco; electronic delivery devices; and any other kinds and forms of tobacco. The term excludes any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

“Tobacco use” means the act of smoking, the use of smokeless tobacco, or the use of any other tobacco product in any form.

“Trails” means a route or path along a series of paths or roads which has been marked for a particular recreational purpose as set forth in the Sherburne County Parks, trails and Open Space Plan (2005 as amended).

“Vehicle” means any motorized, self-propelled, animal-drawn, or human powered

conveyance of persons or things; including, but not limited to: golf carts, motorized bicycles, motorized foot scooters, one-wheeled electric skateboards or hoverboards, motorized vehicles such as all-terrain vehicles "side-by-sides", snowmobiles, or off-highway vehicles.

"Weapon" means any device, including, but not limited to, firearms, pistols, bows and arrows, slings, and spring guns, pellet or BB guns, paint guns, and electronic weapons, from which a shot or projectile of any type is discharged or propelled by means of an explosive, gas, compressed air, or other means. An electronic weapon means a portable device which is designed, used, or intended to be used, offensively or defensively, to immobilize or incapacitate persons by the use of an electric current.

"Wildlife" means all living creatures, not humans, wild by nature, endowed with sensation and power or voluntary motion, including quadrupeds, mammals, birds, fish, amphibians, reptiles, crustaceans and mollusks.

SECTION 4: REGULATIONS OF GENERAL CONDUCT

A. Possession and Use of Alcohol and Controlled Substances.

It shall be unlawful for any person within a Park or on a Trail to: serve, sell, possess or consume any non-prescription controlled substance; or serve, sell, possess or consume any alcoholic beverage.

B. Nuisance.

It shall be unlawful for any person within a Park or on a Trail to: use loudspeakers or other amplifying systems in a park without written permission of the Public Works Director; or, urinate/defecate in any park except at designated restroom or portable restroom facilities.

C. Littering – Release or Foreign Substance.

It shall be unlawful for any person within a Park or on a Trail to: deposit, scatter, drop or abandon in a park any bottles, cans, broken glass, sewage, waste, or other material, except in receptacles provided for such purposes. Said waste receptacles are to be used only by park visitors for such waste as are created during use of the park for recreational activities. Other use of said waste receptacles is a violation of this Ordinance.

D. Fires.

It shall be unlawful for any person within a Park or on a Trail to: start a fire in a park, except in a designated area, such as a fireplace or fire ring; leave a fire unattended or fail to fully extinguish a fire; or, drop, throw, otherwise leave unattended in a park, lighted matches, burning cigars, cigarettes, tobacco, paper, or other combustible material.

E. Fireworks.

It shall be unlawful for any person within a Park or on a Trail to: possess, carry, light, or discharge fireworks of any kind.

F. Possession and Use of Weapons.

It shall be unlawful for any person within a Park or on a Trail to: discharge any weapon, including bow and arrow; or conduct any form of hunting of wildlife or game. The County reserves the right to issue permits for a hunt for the purpose of control of a defined animal population or to allow trapping to open water channels.

G. Commercial Use – Public Meetings and Assemblies.

The parks shall be used solely for use and enjoyment of families and residents. There shall be no use of the parks for business or commercial enterprise or service. Any gathering that has greater than 25 persons shall need a permit from the Park Director. The permit shall designate the area, date, time and general description of the functions allowed for the gathering.

H. Pets.

It shall be unlawful for any person to: bring a dog, cat, or other animal into a Park or on a Trail unless caged, kept on a leash not more than six feet in length or under the control of person by tether; tether any animal or pet to a tree or other plant within a Park or Trail; permit any dog, cat, or other animal to enter a beach area, nature center area, refuge area, picnic area, park building, or other unauthorized area within a park or into any park where their presence is prohibited. A service animal and law enforcement animal is exempt; permit a dog, cat, or other animal to disturb, harass, or interfere with any park visitor, a park visitor's property, a park visitor's animal or any county employee; to release an animal into the lands or waters in the Park or Trail that is not indigenous to the area; or, to allow an animal to defecate/urinate in the Park or on the Trail in an unauthorized area. Dog handlers shall clean up and properly dispose of any excrement.

I. Designated Trail Use

It shall be unlawful for any person to use trails that are not designated for a particular use.

No person shall ride or operate any vehicle on a trail in a reckless or careless manner, or at speed faster than is reasonable and safe with regard to the safety of the operator and other persons in the immediate area.

No trail shall be used by a person on any vehicle at a speed in excess of 20 miles per hour, unless otherwise posted.

J. Smoking Prohibited.

By way of this Ordinance, tobacco use and use of an electronic delivery device are prohibited at all times in the Park or on the Trail.

It is not a violation of this Ordinance for an individual Native American to use tobacco in or on recreational areas as part of a Native American spiritual or cultural ceremony. Use of tobacco in a planned group Native American ceremony requires prior approval from the Sherburne County Park Director.

K. Use of Cannabis and Hemp Prohibited.

It shall be unlawful for any person to use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in Sherburne County Parks and Trails.

This clause is adopted pursuant to the authorization contained in Minn. Stat. Ch. 342 and Minn. Stat. § 152.0263, subd. 5.

The possession or transportation of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products is separate and distinct from their use. Possession or transportation of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products are permitted or prohibited as set forth in Minnesota State Statutes.

SECTION 5: REGULATIONS FOR PROTECTION OF NATURAL RESOURCES AND WILDLIFE.

It shall be unlawful for any person within a Park or on a Trail to: injure, destroy, or remove any tree, flower, shrub, plant, rock, soil, or mineral in a park; kill, trap, hunt, pursue, or in any manner disturb or cause to be disturbed, any species of wildlife

within a park except as provided for in Section 4 (F); remove any wildlife, living or dead, from a park, and any wildlife so removed or taken contrary to the provisions of this Ordinance or any laws of the State of Minnesota shall be considered contraband and subject to seizure and confiscation; or, release within a Park or Trail any plant, chemical, or other agent intentionally harmful to the vegetation or wildlife of the park.

SECTION 6: REGULATIONS OF RECREATIONAL ACTIVITIES.

For each and all recreational activities conducted in Parks and on Trails, the activity is done at the users own risk.

A. Camping.

It shall be unlawful for any person to: camp on any Trail; Camp in a Park; discharge water or any other wastes in a Park or on a Trail except into designated containers, drains or dumping stations; or, dig trenches or make any other excavations in a Park or on a Trail.

B. Swimming.

It shall be unlawful for any person to: violate hours posted for swimming in a designated swim area.

All persons are notified that if there are no lifeguards stationed at designated swim areas, they swim at their own risk.

C. Boating.

It shall be unlawful for any person to: launch or land any boat, yacht, canoe, raft or other watercraft upon any water, lagoon, lake, pond or slough within a park except at locations designated for that purpose; leave unattended any boat or other watercraft except in areas designated for that purpose; operate any watercraft in a designated swimming area; or, fail to drain boats or water vessels in accordance with MN State Law.

D. Fishing.

It shall be unlawful for any person to: fish in an area designated as a no fishing area; or leave, store, abandon, or otherwise cause to remain in the Park or on the Trail, any fish house, dark house, portable shelter, or other structure. Any such structure left in the Park or on the Trail will be confiscated and/or destroyed.

E. Horseback Riding.

It shall be unlawful for any person within a Park or on a Trail: to ride, lead, or permit a horse except in designated riding areas or trails during posted or designated hours; or, to ride a horse in a reckless manner or to likely endanger the safety or property of any park visitor, County employees or the rider.

F. Dogsledding, Horse sledding and use of Sleighs.

It shall be unlawful for any person to: dogsled, horse sled or use sleighs in the Park or Trail unless done in locations designated for that use or as permitted by the Public Works Director for a County authorized event.

G. Bicycling.

It shall be unlawful for any person in the Park or on a Trail to: operate a bicycle except on designated bikeways and roadways; operate a mountain bike or similar cycle except on designated bike trails and roadways; or, ride or operate a bicycle in a reckless or careless manner, or at speed faster than is reasonable and safe with regard to the safety of the operator and other persons in the immediate area; or ride or operate a bicycle in excess of 20 miles per hour; or operate a motorized bicycle (not including an electric- assisted bicycle). On all permitted bicycle types riders shall be responsible to ride on the right hand side as the conditions allow of the trail or roadway. Failure to do so will allow law enforcement or county employees to require the individual to be removed from the Park and/or Trail.

H. Electric personal assistive mobility devices

It shall be unlawful for any person to operate an electric personal assistive mobility device except on designated trails; or operate said device in a reckless or careless manner, or at a speed faster than is reasonably safe with regard to the safety of the operator and other persons in the immediate area. Users shall be responsible to ride on the right-hand side of the bikeway, multi-use path, or trail, yield to pedestrians and slower trail users, and give an audible signal if passing.

I. Roller Skating/Rollerblading.

It shall be unlawful for any person to: roller skate or rollerblade in a Park or Trail unless the area is designated for the use; or, roller skate or rollerblade in a park in a reckless or careless manner, or at a speed faster than is reasonable and safe with regard to the safety of the operator and other persons in the immediate area.

J. Winter Activities.

It shall be unlawful for any person to: skate, sled, coast, snowshoe, or ski in a Park or on a Trail except at such times and at such places as may be designated therefor.

K. Use of Motorized Recreation Vehicles.

It shall be unlawful for any person to: operate a motorized recreation vehicle within a Park or on a Trail, except in designated areas. Operation in designated areas must comply with posted hours and speeds. This shall not apply to law enforcement or Public Works personnel.

L. Use of Aircraft.

It shall be unlawful for any person within the Park or on the Trail to: use any land within a Park or Trail for a starting or landing field for aircraft, drone, hot air balloons, parachutes, or UAS (Unmanned Aircraft System), which includes but is not limited to, model aircraft and model rockets; or, Start, fly, or use any fuel powered model aircraft, drone, model rocket, UAS (Unmanned Aircraft System, or like-powered toy or model, in a Park or on a Trail.

Law enforcement and Public Works personnel are exempted from this provision. The Sherburne County Sheriff or his designee shall have the authority to grant an exemption to this provision. The Sherburne County Park Director may issue a permit to allow the use of aircraft if in his sole discretion it is necessary for the administration of the Parks and Trails or for special demonstration projects. All use of aircraft shall comply with Federal Aviation Administration requirements.

SECTION 7: REGULATIONS OF VEHICLES.

A. Operation.

It shall be unlawful for any person to: operate any vehicle within a Park or Trail except upon roadways, parking areas, or other designated locations thereof; or, operate a vehicle in a Park at a speed in excess of posted speed limits.

B. Parking.

It shall be unlawful for any person to: park or leave a vehicle standing within a Park or Trail except in a designated parking area; or, Park or leave a vehicle standing within a Park or Trail after posted closing hours.

C. Wash and Repair.

It shall be unlawful for any person to: wash, polish, grease, change oil or repair any vehicle in a Park or Trail.

Section 7 shall not apply to law enforcement personnel, emergency services personnel, or county maintenance personnel when acting within the scope of their job duties.

SECTION 8: PARK AND TRAIL OPERATION.

A. Hours of Operation.

Parks and Trails shall be open to the public daily from 6:00 a.m. until one-half hour after sunset. It shall be unlawful for a person to enter or remain in a park or on a Trail at any other time.

Any Park, Trail or portion thereof may be declared closed to the public by the Public Works Director, by the Sherburne County Board of Commissioners, or by the Sherburne County Sheriff, at any time, and for any interval of time, for the protection of park property, for the protection of the public health, safety, or welfare, or as the Public Works Director, Sherburne County Board of Commissioners, or Sherburne County Sheriff shall find reasonably necessary.

B. Permits.

A person may be granted a permit by the Sherburne County Parks Director or is/her authorized representative for special uses or activities within a Park or Trail, or for temporary exclusive use of a reserved space within a Park ("Special Use Permit"). Permits shall be required for any entertainment, tournament, exhibition, or any other special use or gathering which can reasonably be expected to involve 25 or more persons. In issuance of the Permit, the Public Works Director shall take the following into consideration: conflicts of the requested use with the permitted use of the site; the number of persons expected to be in attendance and the ability of the site to accommodate the number of persons in attendance; ability to provide adequate security; the proximity of bathroom facilities for the crowd; adequate parking; waste disposal; and other safety considerations. The determination on the issuance of the Special Use Permit lies with the Public Works Director.

The Park Director or his/her authorized representative may impose conditions upon use in connection with the granting of any permit. Any person who is using a Park or Trail in accordance with any permit that has been granted, shall comply with the conditions of said permit.

It shall be unlawful for a person to violate any condition of a permit.

The Park Director, for Special Use permits involving 25 or more persons, may require insurance for the activity, a damage and clean up deposit, and other protections as is necessary to ensure public health, safety and welfare of the public.

The terms of the Special Use Permit shall provide for the name of the applicant and contact information, the event date(s) start and end times, the necessary set up time, the type of gathering and any product transportation, temporary shelter, evacuation in the event of a storm, sanitation facilities for the number of persons projected to attend, adequate security for the event, proper disposal of all waste streams; proper licensure for any activity (i.e., food vendors), noise control; clean up from the event, required insurance for holding of the event and to mitigate any damage to the facilities or grounds; use of generators/electricity, signage for the event, parking and other information requested to ensure the health and safety of all persons attending.

Any permit may be denied for: failure to provide the foregoing information; failure to pay the required fee; failure to provide insurance coverage; an incomplete application; provision of false information on the application or the Parks Director or his designee; or, the inability to provide for the safety, health and welfare of persons who would be attending the proposed event (i.e., lack of sanitary facilities, inadequate parking, inability to provide for noise control).

Any permit may be revoked on the following conditions:

- 1) Failure to comply with the terms of the permit or the plan submitted for the event;
- 2) False information on the application or provided to the Park Director;
- 3) Failure to comply with the Park Ordinance, county, state or federal law;
- 4) Destruction of Park and Trail property, county owned property or property of another visitor as a result of the event;
- 5) The permittee or the person(s) who are in the parks as a result of the granting of a permit act in a manner that is disorderly or threatening to self or others;
- 6) If, in the opinion of the Sheriff or his designee, there is inadequate resources to provide for the health, safety and welfare of persons attending the proposed event; or,
- 7) Failure to pay the required fees or provide insurance as required.

C. Park Fees.

No permit shall issue until the fee for the same has been paid.

D. Liability.

The County of Sherburne and Sherburne County Parks shall not be liable for any loss, damage, or injury to property or persons sustained by any Park or Trail visitor.

SECTION 9: ENFORCEMENT AND PENALTIES.

A. Enforcement.

The Sherburne County Board of Commissioners shall have the right to issue administrative rules for the purpose of administering this Ordinance.

The Sherburne County Sheriff's Office, other peace officers, DNR Conservation Officers, and designated Sherburne County Parks employees, shall have the authority to enforce the provisions of this Ordinance and may eject or trespass from a Park or Trail any persons acting in violation of this Ordinance or the permit issued. Further, law enforcement or County employees have the authority to trespass park visitors if they are harassing, threatening, or interfering with another visitor, another visitor's property or a county employee in the exercise of their duties.

Nothing in this Ordinance shall prevent Sherburne County Parks employees from performing their assigned duties.

B. Penalties.

A person guilty of violating any provision of this Ordinance shall be guilty of a misdemeanor and punished according to law, except that a violation of Sections 4.J (Smoking Prohibited) or 4.K. (Use of Cannabis and Hemp Prohibited) of this Ordinance shall be a petty misdemeanor and punished according to law with violators subject to a \$50.00 fine

In the event of a violation or a threatened violation of this Ordinance or a permit issued pursuant to this Ordinance, The Public Works Director, the County Board or its individual members, in addition to any other remedy, may institute appropriate actions or proceedings to prevent, restrain, correct or abate the violations or threatened violations and it is the duty of the County Attorney to institute such action.

The Public Works Director shall have the ability to revoke a permit or deny the permit as set forth herein. The applicant may appeal the denial or revocation of a permit to the County Board by submitting the appeal in writing to the County Administrator within ten calendar days of the notice of the revocation or denial. The county board shall then fix a time and place for the hearing and give notice to the applicant of the hearing. The county board may request the matter be first heard by an Administrative Law Judge with a recommendation

to the County Board. The County Board after hearing and notice shall render a decision and notify the applicant/permittee of the same in writing delivered by first class mail to the last known address of the applicant/permittee.

SECTION 10: SEVERABILITY – REPEAL OF PRIOR ORDINANCES

A. Severability.

The provisions of this Ordinance shall be deemed to be severable. The invalidity or unenforceability of any provision shall not affect the validity or enforceability of any other provision of this Ordinance.

B. Repeal of Prior Ordinances.

Upon enactment of this Ordinance, pre-existing Parks Ordinances are hereby repealed.

SECTION 11: EFFECTIVE DATE.

This Ordinance shall be effective upon passage and shall be published as required by law.

Approved and adopted by the Sherburne County Board of Commissioners this 5th day of August in the year of 2025.

Sherburne County Board of Commissioners



Gary Gray, Sherburne County Board Chair

Attested by: 
Bruce Messelt, Sherburne County Administrator

This ordinance's publication date was _____.

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA) ss
COUNTY OF SHERBURNE

I do solemnly swear that the notice, as per the proof, was published in the edition of the

Star News

with the known office of issue being located in the county of:

SHERBURNE

with additional circulation in the counties of: WRIGHT

and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 09/06/2025 and the last insertion being on 09/06/2025.

MORTGAGE FORECLOSURE NOTICES

Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By: *Bella Schmidt*
Designated Agent

Subscribed and sworn to or affirmed before me on 09/06/2025.

Lori Lynn Peterson
Notary Public



Rate Information:
(1) Lowest classified rate paid by commercial users for comparable space:
\$27.40 per column inch

Ad ID 1489523

**SHERBURNE COUNTY
PARK REGULATIONS
ORDINANCE
ORD - 270**

Notice of Enactment: The Sherburne County Board of Commissioners hereby ordains an amended Sherburne County Park Regulations Ordinance. The amendment to the Ordinance adds or modifies definitions for electric assisted bicycle, electric personal assistive mobility device, and vehicle. It prohibits in Sherburne County owned parks and trails the use of a bicycle in excess of 20 mph, the operation of a motorized bicycle that is not an electric assisted bicycle, the use of an electric personal assistive mobility device except on designated paved trails, or in a reckless or careless manner, or at an unsafe speed, and requires responsible operation. It sets a \$50 fine for patently misdemeanor offenses including prohibited smoking and prohibited use of cannabis or hemp. The amendments to this Ordinance are effective on August 5, 2025. This is a summary of the amended Ordinance. The full Ordinance is on file with the Sherburne County Auditor/Treasurer, 13880 Business Center Drive, Elk River, MN 55330 (M-F, 8-4:30).

This Ordinance was passed by the Sherburne County Board of Commissioners on the 5th day of August 2025 and duly filed with the Sherburne County Auditor/Treasurer.

Sherburne County Board of Commissioners

Published in the
Star News
September 6, 2025
1489523

https://www.hometownsource.com/elk_river_star_news/monticello-sets-new-ground-rules-for-e-bikes-scooters/article_5acb896b-49da-4298-9163-0281c324c07d.html

FEATURED

Monticello sets new ground rules for e-bikes, scooters

Lauren Flaum Monticello Times

Sep 28, 2025



Young riders test out their motorized wheels on the sidewalk along School Boulevard. City officials this month moved to “pump the brakes” on e-bike use, setting age limits and speed restrictions.

Lauren Flaum / Monticello Times

Monticello officials are putting the brakes on fast-moving e-bikes, approving new rules Sept. 8 to slow speeds and steer scooters and other micromobility devices — like e-scooters, Segways, hoverboards and skateboards — off city trails and highways.

Monticello's newly passed ordinance updates city code to recognize the three classes of e-bikes defined under state law, sets limits on their operation — and prohibits anyone under 15 from riding them within city limits.

Class 1 and Class 2 e-bikes — capped at 20 mph under state law — may continue to operate where bicycles are allowed, but Class 3 e-bikes, which can assist riders up to 28 mph, are now barred from bicycle paths, trails and shared-use facilities when their motors are engaged.

Types of E-Bikes



Class 1

- 20 MPH
- Pedal Assisted
- No Electric Motor Assistance without Pedaling



Class 2

- 20 MPH
- Throttle Assisted
- Can Be Ridden Without Pedaling



Class 3

- 28 MPH
- Pedal Assisted
- No Electric Motor Assistance without Pedaling

Photos from eBikes.org

Courtesy City of Monticello

Parks, Arts & Recreation Director Tom Pawelk said the intent is to balance accessibility with safety amid the recent influx of these wheeled wonders.

“Residents and the Wright County Sheriff’s Office have observed e-bikes operating at high speeds and in ways that create safety hazards,” he said. “We want to allow responsible use while limiting unsafe and destructive uses.”

The ordinance also prohibits scooters, hoverboards, Segways and similar devices from state highways and playgrounds within city limits. Motorcycles, motorized bicycles and off-highway motorcycles, even those with electric motors, are prohibited from public trails, sidewalks and park areas.

Council member Kip Christianson pressed for clarity on which roadways apply, asking whether County Road 39 counts as a trunk highway. Pawelk clarified that the ordinance only restricts state trunk highways, not county roads, unless otherwise specified by law.

Council member Charlotte Gabler asked how the rules apply in neighborhoods with empty, open lots. Pawelk said residents can't ride across them without permission from the property owner. "If they're riding them from their house to that spot, no," he said. "It's a no-no too."

Council member Tracy Hinz raised questions about enforcement. "We also need to outline what happens if someone is cited," she said.

City Clerk Jennifer Schreiber explained that violations will be handled by the Wright County Sheriff's Office, much like other city ordinances.

"It would be the same as any other violation of our ordinances, whether it be ATV or something else," Schreiber said. "I'm assuming (it's) a misdemeanor, but I don't know the exact amount. We do have administrative fines in our code. If there is a fine given out, it goes to the county."

Pawelk said the issue of e-bikes grew all spring and summer despite repeated warnings, and the city will need to step up education as well as enforcement.

"We can start our own social media campaign with our communications [team] and really build on what's right and what's wrong," he said. "So parents aren't buying a \$1,500, \$2,000 e-moto because the kid thinks it's cool and then it's not allowed on our system. That's not what we want – we want to try to help as much as possible."

The council voted unanimously for the measure, with the ordinance going into effect immediately.

What the ordinance says

Age limit: No one under 15 may operate an e-bike in Monticello

Speed classes: Class 1 & 2 (20 mph max) allowed where traditional bikes are; Class 3 (28 mph assist) barred from trails/paths

Where you can't ride: Scooters, hoverboards, Segways and similar devices banned from state highways and playgrounds

Motorcycles & dirt bikes: Even electric ones prohibited on trails, sidewalks and parks

Vacant lots: Riders need permission from the property owner

Enforcement: Wright County Sheriff's Office issues citations; fines go to county

laurenflaum



Memorandum

To: Parks and Recreation Commission

From: Jeff Shelby, Parks and Recreation Manager

Date: October 8, 2025

Subject: Parks and Recreation Staff Report

Senior Activity Center

We currently have 557 members and we average 75 visitors per day. Popular September programs include a free art class sponsored by Rum River Art Center, a card making class, the monthly pool tournament with Monticello, music event with Tim Patrick, and a day trip to RedHead Creamery. We have hired Lani McClurg as the new Senior Activity Center Assistant and her first day was October 7. Memberships for 2026 will go on sale at the end of October.

Events

Rivers Edge Commons Park is decorated for fall and made possible through the collaboration between our department, DERBA, and generous donations from Spikes. The fall scene will remain up through November 4. Downtown Trick or Treating will take place on Friday, October 24 from 2 – 6 p.m.

The final dog event of the season is scheduled for Tuesday October 14. All dog events have seen steady attendance, and we appreciate the sponsorship from Spikes and Chuck and Dons to make these possible. The last outdoor market of the season will be tomorrow from 3:00 – 6:00 p.m. There will be a 3-week break before the market heads indoors to the YMCA on the first Thursday of the month beginning November 6.

Sports/Programs

The men's softball league is done for the year. Women's volleyball is off to a great start with many competitive matches. Planning for winter activities is ongoing, along with new summer program ideas. More details to come soon!

Fields

We just wrapped up our busy softball/baseball tournament schedule for the season this past weekend. While there will still be a few games, the only remaining field use for 2025 is flag

football until the 19th and youth football until November. The fields have been used steadily since mid-April.

Warren and Josh are working on a list of projects for the fields for the 2026 season. We recently met with youth baseball about some items on their wish list and have narrowed them down by priority. Once cost estimates come back, we will make a plan to accomplish them.

Rivers Edge

The Carlson family plaque at Rivers Edge was damaged earlier this year. The plaque has now been replaced.

PT Complex

Earlier this year, the shade structure for the playground equipment at PT Complex was determined to be in need of repair. Staff worked with the contractor to arrive at a solution and that work will now be completed this fall and the shade structure will be back in place as designed next spring.



Request for Action

To
Parks and Recreation Commission

Item Number
12.1

Meeting Date
October 8, 2025

Prepared By
Jeff Shelby, Recreation Manager

Item Description
2026 Capital Improvement

Reviewed by
Jeff Shelby
Joe Stremcha

Action Requested

Discuss potential park improvements and associated costs for 2026.

Background/Discussion

2026 Capital Improvement Projects using the Park Improvement Fund Include:

- Kliever Lakes Basketball Court - \$50,000.00
- Ridgewood Basketball Court - \$30,000.00
- Turf Tank Lease - \$16,000.00

There are no 2026 projects planned using the Park Dedication Fund.

Attached are the spreadsheets from last year's CIP discussion. Ridgewood and Kliever Lake Fields were originally planned for 2025, but then put on hold subject to the completion of the Recreation Framework Plan findings. The Deerfield Hill basketball courts are in progress.

Financial Impact

Expenses vary based on individual projects.

Mission/Policy/Goal

Responsible for every dollar - good stewards.

Attachments

1. Special Commission Mtg - Worksheet - PIF - Revised With Commission Recommendations
2. Special Commission Mtg - Worksheet - PDF - Revised With Commission Recommendations

The Elk River Vision

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



City of Elk River
Park Improvement Fund

2025 Estimate	<u>Commission Notes</u>		2025 Recommended Estimate
Cash Balance - Beginning	\$390,121.00	Balance reduced to reflect cost for Trott Brook and Lions	Cash Balance - Beginning \$165,121.00
Revenues:			Revenues:
Interest Income	\$6,000.00		Interest Income \$6,000.00
Lacrosse - Oak Knoll Lights	\$4,450.00		Lacrosse - Oak Knoll Lights \$4,450.00
Sponsorships	\$38,750.00		Sponsorships \$38,750.00
Transfer In - Liquor Fund	\$250,000.00		Transfer In - Liquor Fund \$250,000.00
Total Revenues	\$299,200.00		Total Revenues \$299,200.00
Expenditures:			Expenditures:
Parks and Recreation Master Plan	\$100,000.00	Half in 2025, half in 2026	Parks and Recreation Master Plan \$50,000.00
WHHCA FMR Partnership	\$6,250.00		WHHCA FMR Partnership \$6,250.00
PT Complex	\$35,000.00	Backstops on all fields, as well as items prioritized by user groups.	PT Complex \$35,000.00
Ridgewood basketball court	\$30,000.00	Commission recommends no maintenance.	Ridgewood basketball court \$0.00
Kliever Lake fields - basketball court	\$50,000.00	Commission recommends improvements.	Kliever Lake fields \$50,000.00
Misc Projects	\$10,000.00		Misc Projects \$10,000.00
Parks Equipment Replacement			Parks Equipment Replacement
Country Crossings playground	\$150,000.00	Commission recommends removing equipment, obtaining community feedback	Country Crossings playground \$0.00
Deerfield Hill Park basketball court	\$50,000.00		Deerfield Hill Park basketball court \$50,000.00
Ridgewood basketball court	\$30,000.00	This item is listed above as a separate item, so does not need to be here.	Ridgewood basketball court \$0.00
Trott Brook Farms Park parking lot	\$20,000.00	Parking area was resurfaced in 2024, so does not need to be included in 2025.	Trott Brook Farms Park parking lot \$0.00
Woodland Trails Nature Play area	\$75,000.00	Staff does not believe this is a priority for 2025.	Woodland Trails Nature Play area \$0.00
Total	\$556,250.00		Total \$201,250.00
Revenues over/(under) Expenditures	(\$257,050.00)		Revenues over/(under) Expenditures \$97,950.00
Cash Balance - Ending	\$133,071.00		Cash Balance - Ending \$263,071.00

City of Elk River
Park Dedication Fund

2025 Estimate	<u>Commission Notes</u>		2025 Potential Revised Estimate
Cash Balance - Beginning	\$1,017,386.00		Cash Balance - Beginning
			\$1,017,386.00
Revenues:			
Park dedication	\$150,000.00		Park dedication
Sale of Property - Pinewood CD	\$28,780.00		Sale of Property - Pinewood CD
Interest	\$18,000.00		Interest
Total Revenues	\$196,780.00		Total Revenues
			\$196,780.00
Expenditures:			
County Projects - cost share	\$275,000.00		County Projects - cost share
Hillside Parking Lot	\$250,000.00	Commission does not recommend this as a priority for 2025.	Hillside Parking Lot
Highway 10 Trail	\$200,000.00	Commission does not recommend this as a priority for 2025.	Highway 10 Trail
Jackson Street Water Tower Park	\$25,000.00	Commission asks for discussion prior to spend.	Jackson Street Water Tower Park
Total	\$750,000.00	Commission is exploring potential purchase and addition to Camp Cozy	Total
			\$400,000.00
Revenues over/(under) Expenditures	(\$553,220.00)		Revenues over/(under) Expenditures
			(\$203,220.00)
Cash Balance - Ending	\$464,166.00		Cash Balance - Ending
			\$814,166.00