

City Council Meeting

Monday, April 20, 2026 6:00 PM

Agenda

Pledge of Allegiance

1 Approve or Amend Agenda

2 Sheriff's Report

3 Consent Agenda

Those items on the Council Agenda which are considered routine or noncontroversial are included as part of the Consent Agenda. Unless a Councilmember specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed at the end of General Business.

3.1 Minutes from the April 6, 2026 City Council meeting

3.2 City Administrator Employment Contract

3.3 City Administrator & Finance Director Office Furniture Replacement

3.4 Accept Quotes and Award Contract to Prior Lake Blacktop for Casey Addition Temporary Overlay

3.5 Accept Quotes for Crack Filling and Seal Coating City Hall Parking Lot and Award Contract to SealTech

3.6 Accept Quotes for Dust Coating and Award Contract to Northern Salt Incorporated

3.7 Accept Quotes for Gravel Hauling and Award Contract to Klingberg Trucking

3.8 Approve Hire of Kelly Saldivar for Permit Technician position

3.9 Resolution 2026-12 Denying a Variance at 19773 Foxfield Drive

3.10 Resolution 2026-13 Denying a Conditional Use Permit at 19773 Foxfield Ave

3.11 Approve Payment of Claims (Bills) and Transfer Requests as Presented.

4 Open Forum

The public forum is intended to afford the public an opportunity to address concerns to the Council. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Council may discuss but will not take formal action on public forum presentations.

5 Presentation(s)

5.1 Scott County Assessor's Office Presentation

6 Public Hearing(s)

7 General Business

- 7.1 Discussion on In-Person Absentee Voting Space
- 7.2 Summary of the April 6, 2026, Closed Session
- 7.3 Discussion of Section 2-5-2 Procedure of Zoning Ordinance
- 7.4 Discussion to Hire Realtor

8 Staff and Council Member Reports

9 Adjourn



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CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Lynda Jirak, Clerk

ITEM TYPE: Minutes

AGENDA SECTION: Consent Agenda

SUBJECT: Minutes from the April 6, 2026 City Council meeting

SUGGESTED ACTION:

ATTACHMENTS:
[4.6.2026 City Council Minutes.docx](#)

Present: Mayor Chris Kostik, Councilmembers Bill Markert, Jay Saterbak, Leroy Schommer and Abe Zanto

Absent: None

Also Present: City Administrator Steve Jelinski, City Attorney Peter Mikhail, City Planner Claire Stickler, Finance Director Sue Iverson, City Engineer Shane Nelson and City Clerk Lynda Jirak

The Mayor called the meeting to order at 6:00 pm.

Pledge of Allegiance

1. Approve or Amend Agenda

Councilmember Schommer requested adding Dust Coating and Gravel Hauling to the agenda. Mayor Kostik added General Business Item 7.5 Dust Coating and Gravel Hauling to the Agenda.

Motion to approve Amended Agenda by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 5-0

2. Sheriff's Report

None.

3. Consent Agenda

Those items on the Council Agenda which are considered routine or noncontroversial are included as part of the Consent Agenda. Unless a Councilmember specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed at the end of General Business.

3.1 Minutes from the March 16, 2026, City Council Meeting

3.2 Approve Plans and Specifications and Authorize Ad for Bids for the 2026 Micro-Surface Project

3.3 Approve Payment of Claims (Bills) and Transfer Requests as Presented

Motion to approve the Consent Agenda by Councilmember Zanto

Second: Councilmember Markert

Motion passes 5-0

4. Open Forum

The public forum is intended to afford the public an opportunity to address concerns to the Council. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Council may discuss but will not take formal action on public forum presentations.

Tim Conroy, 17215 Johanna Drive, addressed the Council to inquire whether the roadway from Casey Parkway to Johanna Drive is scheduled for resurfacing this year. Mr. Conroy also commented on the proposed sewer and water improvements, expressing a desire to explore more cost-effective options and to slow the process.



Don Drake, 19780 Foxfield Drive, addressed the Council regarding concerns related to the variance request for Foxfield Drive.

Tim Paine, 6265 Broadview Drive, addressed the Council regarding the variance request for Foxfield Drive on the agenda.

Steve Degroote, 19061 Margaret Lane, addressed the Council regarding concerns related to the variance request for Foxfield Drive.

5. Presentation(s)

None.

6. Public Hearing(s)

None.

7. General Business

7.1 SCALE Health Insurance Pool Participation

City Administrator Jelinski provided an overview of the feasibility study results regarding participation in the SCALE Health Insurance Pool Participation. He outlined the potential impacts and benefits to the City of Credit River and noted that the Council will need to decide whether to proceed to the next phase, which includes obtaining market quotes and finalizing the Consortium governance structure.

Following Council discussion, the Council supported moving forward with participation in the SCALE Health Insurance Pool Participation at this time.

Motion to have Staff move forward with the SCALE Health Insurance Pool Participation by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 5-0

7.2 19773 Foxfield Drive Variance Application

City Planner Stickler presented a variance request from Section 4-3-9 (Accessory Buildings and Structures) to allow a detached garage that exceeds the 20-foot maximum height requirement. It was noted that the City had previously permitted the detached garage in error. A Public Hearing was held on this variance application on March 19, 2026 and the Planning Commission recommended approval of the variance 4-1.

Mayor Kostik requested clarification from Staff regarding the ordinance provisions for height measurement.

Councilmember Saterbak stated his opinion that none of the eight variance criteria had been met. He further expressed concern that variances should be granted only in rare circumstances and cautioned against setting a precedent or addressing an error through a variance after the fact.

Councilmember Markert concurred with Councilmember Saterbak, stating that the request did not demonstrate a practical difficulty and that approval would set an undesirable precedent.



Mayor Kostik expressed concern regarding the situation and noted the importance of ensuring consistency and accuracy in application of City regulations, emphasizing that the outcome was unfavorable for all parties involved.

City Attorney Mikhail reminded the Council that the proposed findings included in the packet support approval; therefore, if a motion to deny is made, the motion must include the stated reasons for denial.

Following discussion, Council consensus was not in support of the variance request.

Motion to deny the variance application for 19773 Foxfield Drive, finding that the application does not meet the ordinance criteria for variance approval by Councilmember Saterbak

Second: Councilmember Markert

Motion passes 5-0

7.3 19773 Foxfield Drive Conditional Use Permit Application

City Planner Stickler presented a request from the applicant to approve a Conditional Use Permit (CUP) under Section 4-3-9(2)(c) to allow an existing detached accessory structure to exceed the height of the principal dwelling. The structure was permitted in error and constructed at a building height of 24 feet exceeding the height of the home. The Planning Commission held a Public Hearing on this CUP on March 19, 2026 and recommended approval of the CUP with conditions on a 5-0 vote.

City Attorney Mikhail advised that if a proposal does not comply with established height requirements and no variance is granted, the CUP must be denied. He further noted that any motion for denial must include a stated reason.

Following a brief discussion, Council consensus was not in support of the Conditional Use Permit.

Motion to deny the Conditional Use Permit Application due to denial of variance for 19773 Foxfield Drive by Councilmember Markert

Second: Councilmember Zanto

Motion passes 5-0

7.4 Municipal Sewer and Water Planning and Risk Assessment

Councilmember Markert presented a packet for Council discussion regarding how the City may wish to proceed with the planning and establishing a timeline for construction of municipal sewer and water in Credit River. He noted that the comments and recommendations included in the presentation were his own and were provided for discussion purposes only.

Councilmembers and Staff engaged in discussion regarding municipal sewer and water planning and risk assessment. Topics included evaluating system needs, assessing end-of-life considerations for existing sewer and water infrastructure and identifying gaps in available data, including the lack of a comprehensive well database. Council acknowledged that multiple issues and future needs remain to be addressed and discussed the importance of developing policies and exploring various funding sources.

Councilmember Markert mentioned he would provide a list of priority items for further discussion to allow Staff to continue advancing this discussion.



7.5 Dust Coating and Gravel Hauling

Councilmember Schommer noted that dust coating and gravel hauling will be forthcoming and that proposals are needed. He further stated that while the City typically requires two quotes for such services, only one company is available to provide this work.

Motion to direct Staff to acquire quotes for Dust Coating and Gravel Hauling by Councilmember Saterbak

Councilmember Zanto noted that under the City's By-Laws, Council is unable to make a motion for this item.

Motion to suspend the by-laws for this item at this meeting to get approval of Dust Coating and Gravel Hauling quotes by Councilmember Saterbak

Second: Councilmember Markert

Motion passes 5-0

Motion to direct Staff to obtain quotes on Dust Coating and Gravel Hauling by Councilmember Saterbak

Second: Councilmember Markert

Motion passes 5-0

8. Staff and Council Member Reports

8.1 2026 Recycle Day

City Administrator Jelinski informed Councilmembers that the City of Savage will be hosting the 2026 Recycle Day on May 2, 2026 from 8:00 am to 12:00 pm at the Savage Public Works Building, and the event is open to Credit River residents.

City Engineer Nelson reported that crack filling services is currently being solicited for quotes.

City Clerk Jirak noted that discussion for absentee voting space at City Hall will be included on the agenda for the next City Council meeting and encouraged Councilmembers to prepare their thoughts in advance.

Motion to suspend the regular City Council meeting and take a recess for the Closed Session at 8:12 pm by Councilmember Zanto

Second: Councilmember Schommer

Motion passes 5-0

Closed Session

Closed meeting pursuant to Minnesota Statute Section 13D.05, Subd. 3(a) to conduct the performance evaluation of City Administrator Jelinski.

Motion to open the closed meeting at 8:22 pm by Councilmember Saterbak

Second: Councilmember Schommer

Motion passes 5-0

Motion to close the closed meeting at 8:52 pm by Councilmember Zanto

Second: Councilmember Schommer

Motion passes 5-0



9. Adjourn

**Motion to Adjourn, by Councilmember Zanto
Second: Councilmember Schommer
Motion passes 5-0**

Meeting adjourned at 8:53 pm.

Recorded by:

Approved by:

Lynda Jirak, City Clerk

Chris Kostik, Mayor





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CITY COUNCIL AGENDA ITEM REPORT

DATE:	April 20, 2026
SUBMITTED BY:	City Admin,City Council
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	City Administrator Employment Contract
BACKGROUND:	During Closed Session at the City Council meeting on April 6th, Council met to discuss the City Administrator's performance evaluation. Included in the performance evaluation was a discussion about a salary increase. Council agreed to a 1% salary increase retroactive to 1/1/2026, which along with the 3% COLA increase on 1/1/2026, makes the City Administrator's annual salary \$135,239. The 6 month review language was removed and an annual performance evaluation was left in the contract. All other contract language remained the same. City Attorney Mikhail's office revised the contract on behalf of the City.
FINANCIAL IMPACT:	\$1,339.00 non budgeted this year.
SUGGESTED ACTION:	Approve City Administrator Employment Contract
ALTERNATIVES:	Don't approve the contract Approve the contract with a different amount
ATTACHMENTS:	DOCSOPEN-#1089698-v1-First_Amendment_to_Employment_Agreement.DOCX DOCSOPEN-#1089698-v2-First_Amendment_to_Employment_Agreement.DOCX

FIRST AMENDMENT TO EMPLOYMENT AGREEMENT

This First Amendment to the City Administrator's Employment Agreement is entered into between the City of Credit River, a Minnesota municipal corporation (the "City" or "Employer"), and Steven Devine-Jelinski ("Employee"), as of April __, 2026.

RECITALS

- A. The parties previously entered into an employment agreement (the "Agreement") dated March 7, 2025; and
- B. The Credit River City Council conducted a performance evaluation of Employee on April 6, 2026, and desires to make certain changes to Employee's compensation.

NOW, THEREFORE, the parties mutually agree to amend the Agreement as follows:

3. SALARY. Employer shall pay Employee an annualized salary of ~~\$130,000 per year~~ \$135,239, which reflects a 3% cost of living increase and an additional 1% salary increase. ~~The starting date shall be March 31st, 2025.~~ Employer and Employee agree that ~~an initial~~ performance review will be conducted ~~on Employee after six (6) months and~~ annually thereafter. The Employee shall be paid on dates as outlined in the City's Personnel Policy and consistent with other full-time employees. The Employer agrees to consider an increase in compensation to the Employee after one year of employment dependent upon the results of the annual performance evaluation.

The Employee's salary adjustment outlined above is effective on January 1, 2026.

All other provisions in the Agreement shall remain in full force and effect.

CITY OF CREDIT RIVER

EMPLOYEE:

BY: _____
Chris Kostik, Its Mayor

Steven Devine-Jelinski

DATE: _____

DATE: _____

FIRST AMENDMENT TO EMPLOYMENT AGREEMENT

This First Amendment to the City Administrator's Employment Agreement is entered into between the City of Credit River, a Minnesota municipal corporation (the "City" or "Employer"), and Steven Devine-Jelinski ("Employee"), as of April ___, 2026.

RECITALS

- A. The parties previously entered into an employment agreement (the "Agreement") dated March 7, 2025; and
- B. The Credit River City Council conducted a performance evaluation of Employee on April 6, 2026, and desires to make certain changes to Employee's compensation.

NOW, THEREFORE, the parties mutually agree to amend the Agreement as follows:

3. **SALARY.** Employer shall pay Employee an annual salary of \$135,239, which reflects a 3% cost of living increase and an additional 1% salary increase. Employer and Employee agree that a performance review will be conducted annually. The Employee shall be paid on dates as outlined in the City's Personnel Policy and consistent with other full-time employees. The Employer agrees to consider an increase in compensation to the Employee after one year of employment dependent upon the results of the annual performance evaluation.

The Employee's salary adjustment outlined above is effective on January 1, 2026.

All other provisions in the Agreement shall remain in full force and effect.

CITY OF CREDIT RIVER

EMPLOYEE:

BY: _____

Chris Kostik, Its Mayor

Steven Devine-Jelinski

DATE: _____

DATE: _____



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CITY COUNCIL AGENDA ITEM REPORT

DATE:	April 20, 2026
SUBMITTED BY:	City Admin,Administrator
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	City Administrator & Finance Director Office Furniture Replacement
BACKGROUND:	Looking to update aging office furniture for the City Administrator and Finance Director as they are being held together with tape and splintering and wrecking clothes. Funds are in Capital Funds and must be approved by Council.
FINANCIAL IMPACT:	Not to exceed \$7,500
SUGGESTED ACTION:	Approve City Administrator & Finance Director Office Furniture Replacement in the amount not to exceed \$7,500
ALTERNATIVES:	Not approve request Approve request for a different amount
ATTACHMENTS:	



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Shane Nelson,Engineer

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: Accept Quotes and Award Contract to Prior Lake Blacktop for Casey Addition Temporary Overlay

BACKGROUND: The City requested Quotes for Phase 3 of the Casey Addition Overlay. This includes Casey Parkway (west of John Deere Drive), Johanna Drive, and Casey Ct cul-de-sac. The RFQ is attached for reference.

Three Quotes were received, as follows:

Prior Lake Blacktop	\$66,764.00
Northwest Total Site	\$72,841,40
McNamara Contracting	\$75,240.00

We therefore recommend that the City award the project to Prior Lake Blacktop.

FINANCIAL IMPACT: This is a unit price contract and final payment will be made based on actual units of work performed. The estimated cost based on the lowest Quote is \$66,764.00.

SUGGESTED ACTION: Award the project to Prior Lake Blacktop

ALTERNATIVES: Since this project is under the threshold for requiring competitive bids, the City may award the project to one of the other Contractors at its discretion.

ATTACHMENTS:

- [2026 CASEY OVERLAY RFQ.pdf](#)
- [Prior Lake Blacktop Quote.pdf](#)
- [Northwest Quote.pdf](#)
- [McNamara Quote.pdf](#)
- [2026 Casey Overlay Quote Tab.pdf](#)

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR BITUMINOUS OVERLAY

I. INTRODUCTION

The City of Credit River, Scott County, Minnesota is soliciting Quotes for a contract to have an independent third party provide bituminous overlay services on Casey Ct cul-de-sac, Casey Pkwy (West of John Deere Dr), and Johanna Dr. Please see the attached exhibit for further information.

The pavement on the roads is in poor condition, and the City is interested in constructing a bituminous overlay on the roads to extend their life. The length of the Casey Court cul-de-sac is approximately 100 feet, the length of Casey Parkway is approximately 1060 feet, and the length of Johanna Drive (including the cul-de-sac) is approximately 790 feet. The width of the roads is about 24 feet but may vary slightly.

One copy of the Quote must be submitted. The Quote must be submitted by **5:00 pm on Tuesday, April 14, 2026**, in order to be considered. Quotes may be mailed, delivered, faxed, or emailed. All Quotes are to be made to:

City of Credit River
18985 Meadow View Blvd
Prior Lake, MN 55372

Attn: Shane Nelson, City Engineer
Phone: 763-852-0479
Email: shanen@haa-inc.com

II. GENERAL REQUIREMENTS

1. The Contractor shall furnish all labor, tools, materials, equipment and supervision necessary for the performance of all operations.
2. The contractor shall provide a Certificate of Insurance.
3. Once bituminous is removed, the patching must be completed the same day.
4. The Contractor shall provide a Unit Price Quotation to the Township for providing bituminous patching services as specified herein.
5. This project will require Performance and Payment Bonds.

III. BITUMINOUS OVERLAY

1. In general, provide a 6-8 foot taper mill, 1.5" deep at edge of pavement tapering to 0" – see attached Typical Section. The taper mill can be omitted in areas of significant pavement cracking if Contractor determines milling would be detrimental to existing pavement.
2. Mill both ends (full width) at the match points to provide a smooth transition.
3. Sweep and clean area to be paved.
4. Apply tack coat over existing bituminous surface after milling and prior to placement of bituminous pavement. Tack shall be applied at a rate of 0.06 to 0.09 gallons per square yard.
5. Construct and compact bituminous pavement to a minimum thickness of 1.5" over the project area. Place and compact SPWEA240B bituminous mixture in accordance with Mn/DOT specification 2360.

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR BITUMINOUS OVERLAY

6. The contractor shall provide all traffic control in conformance with the MN MUTCD. At a minimum, this will require "Road Work Ahead" signs on either side of the work location and may require flagging of traffic around the work area.
7. Once paving activities have been completed, gravel driveways will need additional class 5 to provide a "ramp" up to the new bituminous overlay surface. Contractor is to match the existing material to the best of their ability and as directed by the Engineer.

IV. QUANTITIES AND PAYMENT

1. Paving quantities will be measured by the Ton for the bituminous pavement. The Contractor shall provide load tickets to the City.
2. All milling will be measured by the Square Yard and total milling performed will be paid at the Contract Unit Price.
3. Quantities for the bituminous tack will be measured by the Gallon.
4. Class 5 quantities will be paid by the Ton and should match the existing driveway material.
5. Traffic control will be incidental to the project, and no measurement will be made.

V. SCHEDULE

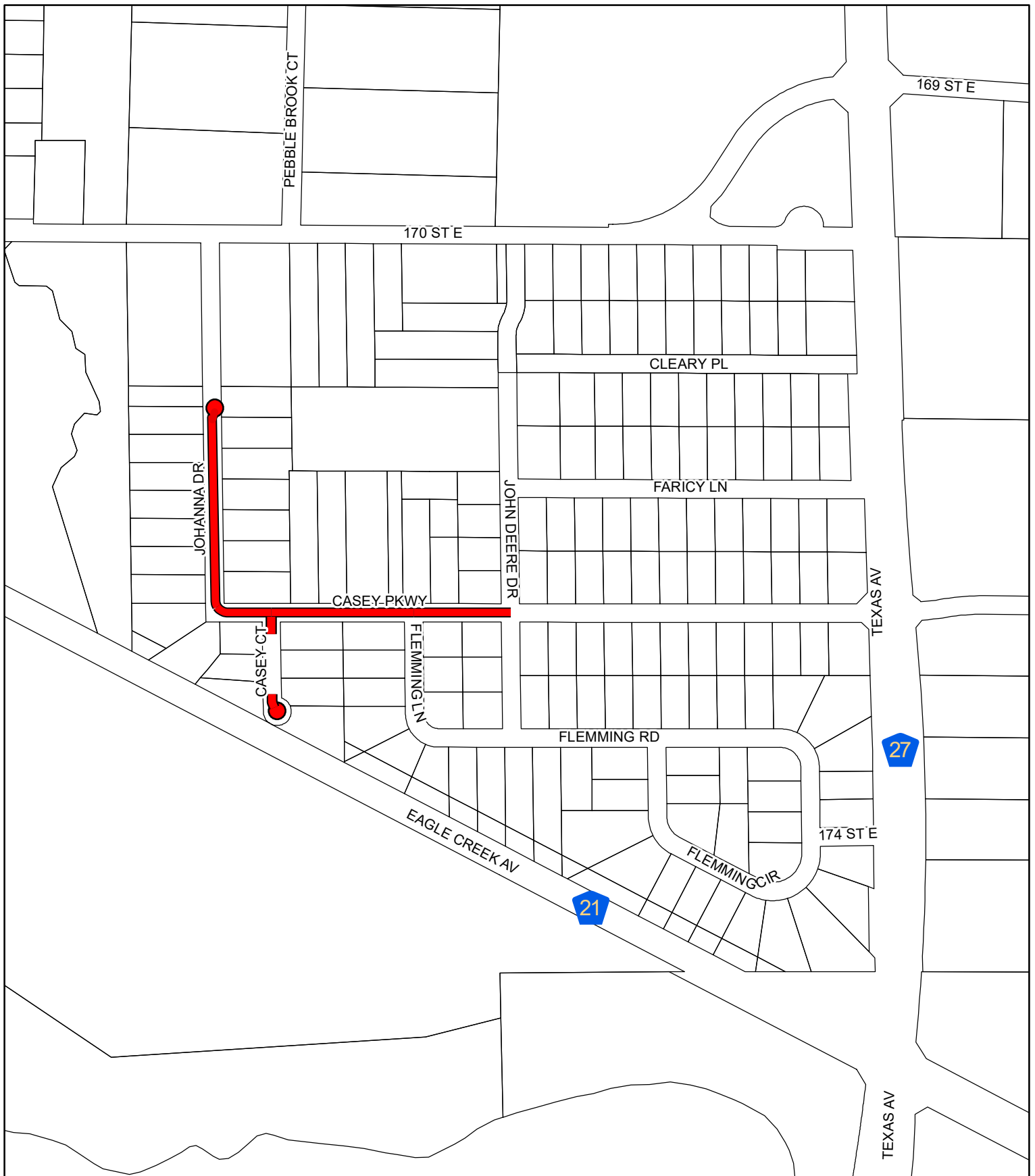
1. The successful Contractor will be notified on or about April 21st, 2026
2. The Contractor shall submit their proposed schedule in which the work can be completed. Contractor is expected to submit a schedule that will be adhered to.
3. The City will select the successful Contractor on the basis of cost and schedule.
4. Once the Contractor begins work, they shall work diligently to complete the project until it is finished. In no case shall the Contractor begin the work and not finish within a reasonable time frame.

Date: March 26, 2026

By:


Shane Nelson, City Engineer

Attached : Typical Section
Location Exhibit
Quote Form



Legend

— Project Location

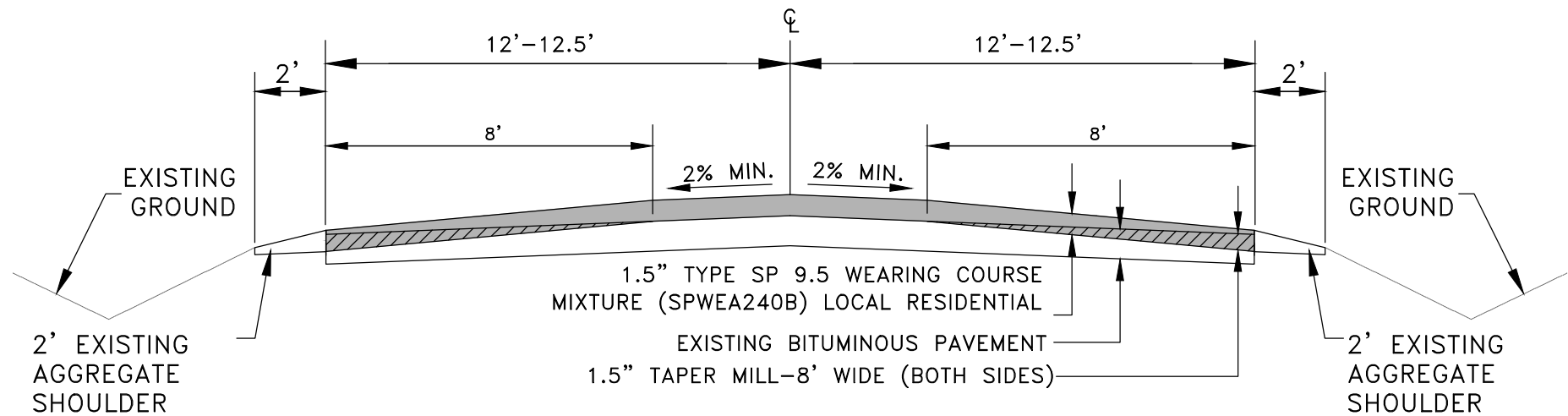
0 250 500 1,000 Feet

PROJECT LOCATION MAP

2026 OVERLAY PROJECT

CASEY PKWY, JOHANNA DR & CASEY CT





Hakanson Anderson
 Civil Engineers and Land Surveyors
 3601 Thurston Ave., Anoka, Minnesota 55303
 763-427-5860 FAX 763-427-0520
 www.hakanson-anderson.com

CITY OF CREDIT RIVER OVERLAY STREET SECTION

K:\MUNICIPAL\CT905 - TYPICAL SECTIONS\CT905_TYPICAL_SECTIONS.DWG (Overlay - rural taper mill)

QUOTE FORM
CITY OF CREDIT RIVER
BITUMINOUS OVERLAY
Casey Ct cul-de-sac, Casey Pkwy (West of John Deere Dr), and Johanna Dr

QUOTE SCHEDULE

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Extension
1	Mobilization	LS	1	\$	\$
2	Aggregate Base Class 5	TON	20	\$	\$
3	Mill Bituminous Pavement	SY	3500	\$	\$
4	Bituminous material for Tack Coat CSS-1 or CSS-1h	GAL	360	\$	\$
5	Type SP 9.5 Wearing Course Mixture (2,B)	TON	640	\$	\$

TOTAL QUOTE \$ _____

SCHEDULE - The work can be completed by: _____

(Name of Contractor)

(Legal Address)

By: _____
(Signature)

(Title)

QUOTE FORM
CITY OF CREDIT RIVER
BITUMINOUS OVERLAY
Casey Ct cul-de-sac, Casey Pkwy (West of John Deere Dr), and Johanna Dr

QUOTE SCHEDULE

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Extension
1	Mobilization	LS	1	\$ 1,002.00	\$ 1,002.00
2	Aggregate Base Class 5	TON	20	\$ 51.60	\$ 1,032.00
3	Mill Bituminous Pavement	SY	3500	\$ 3.54	\$ 12,390.00
4	Bituminous material for Tack Coat CSS-1 or CSS-1h	GAL	360	\$ 5.30	\$ 1,908.00
5	Type SP 9.5 Wearing Course Mixture (2,B)	TON	640	\$ 78.80	\$ 50,432.00

TOTAL QUOTE

\$ 66,764.00

SCHEDULE - The work can be completed by: 04/30/2026 depending on weather

Prior Lake Blacktop, Inc.

(Name of Contractor)

P.O. Box 1271

Prior Lake, MN 55372

(Legal Address)

By:

(Signature)

James A. Sexe, President

(Title)

**QUOTE FORM
CITY OF CREDIT RIVER
BITUMINOUS OVERLAY**

Casey Ct cul-de-sac, Casey Pkwy (West of John Deere Dr), and Johanna Dr

QUOTE SCHEDULE

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Extension
1	Mobilization	LS	1	\$ 5400. ⁰⁰	\$ 6400. ⁰⁰
2	Aggregate Base Class 5	TON	20	\$ 30. ⁰⁰	\$ 600. ⁰⁰
3	Mill Bituminous Pavement	SY	3500	\$ 1. ⁸⁵	\$ 6475. ⁰⁰
4	Bituminous material for Tack Coat CSS-1 or CSS-1h	GAL	360	\$ 4. ⁰⁰	\$ 1440. ⁰⁰
5	Type SP 9.5 Wearing Course Mixture (2,B)	TON	640	\$ 90. ⁵¹	\$ 57,926. ⁴⁰

TOTAL QUOTE

\$ 72,841.⁴⁰

SCHEDULE - The work can be completed by: _____

Northwest
(Name of Contractor)

1451 Staycock Road
Shakopee MN 55379

(Legal Address)

By: Northwest
(Signature)

Estimator/PM
(Title)

**QUOTE FORM
CITY OF CREDIT RIVER
BITUMINOUS OVERLAY**

Casey Ct cul-de-sac, Casey Pkwy (West of John Deere Dr), and Johanna Dr

QUOTE SCHEDULE

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Extension
1	Mobilization	LS	1	\$ 8,000.00	\$ 8,000.00
2	Aggregate Base Class 5	TON	20	\$ 50.00	\$ 1,000.00
3	Mill Bituminous Pavement	SY	3500	\$ 2.00	\$ 7,000.00
4	Bituminous material for Tack Coat CSS-1 or CSS-1h	GAL	360	\$ 1.00	\$ 360.00
5	Type SP 9.5 Wearing Course Mixture (2,B)	TON	640	\$ 92.00	\$ 58,880.00

TOTAL QUOTE

\$ 75,240.00

SCHEDULE - The work can be completed by: August 28th, 2026

McNamara Contracting Inc
(Name of Contractor)

116700 CHIPPENDALE AVE
ROSEMONT, MN 55068

(Legal Address)

By: 
(Signature) Jake Wetzel

PROJECT MANAGER / ESTIMATOR
(Title)



McNamara Contracting, Inc.

16700 Chippendale Avenue
 Rosemount, MN 55068
 Phone: 651.322.5500 Fax: 651.322.5550
www.mcnamaracontracting.com

To: City Of Credit River	Contact:
Address: Credit River, MN	Phone:
	Fax:
Project Name: Credit River 2026 Casey Addition Overlay	Bid Number:
Project Location:	Bid Date: 4/14/2026
Addendum #: -	

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
01	Mobilization	1.00	LS	\$8,000.00	\$8,000.00
02	Aggregate Base Class 5	20.00	TON	\$50.00	\$1,000.00
03	Mill Bituminous Pavement	3,500.00	SY	\$2.00	\$7,000.00
04	Bituinous Material For Tack Coat	360.00	GAL	\$1.00	\$360.00
05	Type SP 9.5 Wearing Course Mixture (2,B)	640.00	TON	\$92.00	\$58,880.00

Total Bid Price: \$75,240.00

Payment Terms:

Payment due within 10 days after payment is made by Owner or within 30 days of invoice; whichever is sooner

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

McNamara Contracting, Inc.

Authorized Signature: _____

Estimator: Jake Wetzel

612.207.7881 jacobw@mcnamaracontracting.com

QUOTE TABULATION
CITY OF CREDIT RIVER
2026 CASEY ADDITION OVERLAY

Quotes received on or before April 14th, 2026
There were three (3) Quotes received, as shown herein

BASE QUOTE				Prior Lake Blacktop		Northwest Total Site		McNamara Contracting	
ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	MOBILIZATION	1	LS	\$ 1,002.00	\$ 1,002.00	\$ 6,400.00	\$ 6,400.00	\$ 8,000.00	\$ 8,000.00
2	AGGREGATE BASE CLASS 5	20	TON	\$ 51.60	\$ 1,032.00	\$ 30.00	\$ 600.00	\$ 50.00	\$ 1,000.00
3	TAPER MILL BITUMINOUS PAVEMENT	3500	SY	\$ 3.54	\$ 12,390.00	\$ 1.85	\$ 6,475.00	\$ 2.00	\$ 7,000.00
4	BITUMINOUS MATERIAL FOR TACK COAT CSS-1 or CSS-1h	360	GAL	\$ 5.30	\$ 1,908.00	\$ 4.00	\$ 1,440.00	\$ 1.00	\$ 360.00
5	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	640	TON	\$ 78.80	\$ 50,432.00	\$ 90.51	\$ 57,926.40	\$ 92.00	\$ 58,880.00
TOTAL BASE QUOTE				\$ 66,764.00		\$ 72,841.40		\$ 75,240.00	



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Shane Nelson,Engineer

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: Accept Quotes for Crack Filling and Seal Coating City Hall Parking Lot and Award Contract to SealTech

BACKGROUND: City staff has solicited Quotes for our annual Crack Filling project and Seal Coating and re-striping of the City Hall parking lot. A copy of the RFQ is attached for reference.

Two Quotes were received, as follows:

SealTech Inc.	\$67,829.00
Gopher State Sealcoat, Inc.	\$68,220.97

Both companies have successfully completed numerous projects for the City. We therefore recommend that the City award the project to SealTech, Inc.

FINANCIAL IMPACT: This is a unit price contract and final payment will be based upon actual units of work performed. The total estimated value of this contract is \$67,329.00

SUGGESTED ACTION: Award the project to Seal Tech

ALTERNATIVES: 1. Award the project to Gopher State Sealcoat, with a slightly higher total Quote

- ATTACHMENTS:**
- [RFQ Pavement Maintenance.pdf](#)
 - [SealTech Quote.pdf](#)
 - [Gopher State Quote.pdf](#)
 - [CT905 Pavement Maintenance Quote Tab.pdf](#)

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR PAVEMENT MAINTENANCE

I. INTRODUCTION

The City of Credit River, Scott County, Minnesota is soliciting Quotes for a contract to have an independent third party provide pavement maintenance services for the City on the following roads: (see attached exhibit).

One copy of the Quote must be submitted. Quotes may be mailed, delivered, or emailed. All Quotes are to be made to:

Attn: Luke Buchholz, Project Representative c/o Hakanson Anderson 3601 Thurston Avenue Anoka, MN 55303	Phone: 218-770-2215 Email: lukeb@haa-inc.com
---	---

II. GENERAL REQUIREMENTS

1. The Contractor shall furnish all labor, tools, materials, equipment and supervision necessary for the performance of all operations.
2. The contractor shall provide proof of insurance and name Hakanson Anderson Associates, Inc and City of Credit River as additional insured.
3. The contractor shall provide all traffic control in conformance with the MN MUTCD. No traffic will be allowed on the sealed cracks until the material has set up sufficiently or has been blotted to prevent tracking.
4. The Contractor shall provide a unit price quotation to the City per the table in note 8 and specified herein.
5. This project will require performance and payment bonds, acceptable to city attorney.

III. ROUT AND SEAL

1. Cracks shall be mechanically routed to a depth of $\frac{3}{4}$ " and a width of $\frac{3}{4}$ ". Routing equipment must be capable of following a random crack in asphalt pavement.
2. All loose and foreign material, vegetation, and moisture shall be removed and the crack shall be cleaned with compressed air at approximately 100 psi.
3. A heat lance with tip temperature of approximately 2200 degrees Fahrenheit must be used for every crack immediately after or concurrent with cleaning.
4. The crack filling operation must follow immediately after the crack has been heated (melter shall not exceed 50 feet in distance from the heat lance).
5. Crack filling material must conform to ASTM D3405 or Mn/DOT 3723 for hot poured, elastic joint sealant.
6. Application equipment shall consist of a double jacketed kettle equipped with an agitator and a squeegee (shoe) to strike off the sealant as it is placed.
7. All cracks shall be over banded with a 4" wide banding applicator.

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR PAVEMENT MAINTENANCE

IV. BLOW AND GO

1. Cracks that have been previously filled and are showing failure or have sagged will be repaired with the blow and go procedure.
2. Cracks will be cleaned of all debris, vegetation, and moisture using compressed air and a heat lance.
3. Cracks will be filled and over banded using ASTM D3405 or Mn/DOT 3723 hot poured, elastic joint sealant.

V. POLY FLEX PATCH OF EXISTING DEPRESSED CRACKS

1. Approximately 100 transverse cracks were located and marked with a white X.
2. Cracks shall be cleaned of all debris, vegetation, and moisture using compressed air and a heat lance.
3. Cracks will be filled with a poly fiber sealant (Deery 402 or equal) using a wand applicator. A Certificate of Compliance shall be submitted before any work.
4. Squeegee sealant tight to pavement surface **leveling** the depression caused by the crack.
5. Following application of sealant, immediately apply clean ¼” trap rock.
6. Keep traffic off until sealant has cured. Contractor is responsible for any damage due to traffic driving on sealant too early.

VI. BITUMINOUS PAVEMENT PATCH

1. There are 2 rectangular areas marked for a 1 ½” mill and patch in the City Hall parking lot. Milling and disposal of milling material shall be incidental to item 3- “Bituminous Patching” in the payment schedule.
2. Place bituminous mixture type 9.5 SPWEA240B in one lift matching existing adjacent pavement surface.
3. Use mechanical compaction methods.
4. All work shall be paid as item 3 - “Bituminous Patching”.

VII. POLYMER-MODIFIED MASTERSEAL ULTRA PAVEMENT SEALER

1. Pavement surface must be clean and free from loose material and dirt. Oil stains should be cleaned and primed.
2. PMM Ultra pavement sealer (or equal) shall be applied in a 1-coat spray on application rate of 40 sq. ft. per gallon with a silica sand pre-mix of 3 lbs. per gallon. Use #10 nozzle.
3. Equipment shall have continuous agitation or mixing capabilities throughout the application process. Hand squeegees and brushes shall be used to cut in around edges of concrete curbing. Any sealant splashed on concrete must be cleaned off.

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR PAVEMENT MAINTENANCE

4. Spray with slight overlap but avoid pocking or puddling of material.
5. Do not apply sealant if rain is imminent or forecasted within 24 hours of application. Preferably schedule work on a sunny day and between the hours of 9am to 4pm.
6. Allow sealant to dry for 24-36 hours prior to opening to traffic.

VIII. STRIPING

1. Contractor responsible for layout.
2. 4 handicap symbols assumed to be 3.53 sq ft each.
3. Conform to MnDOT Specification 2582.

IX. QUANTITIES AND PAYMENT

1. Payment will be made in accordance with the schedule set forth below.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	ROUTE AND SEAL/BLOW & GO	1	LUMP SUM		
2	POLY FLEX PATCH	2400	LIN FT		
3	BITUMINOUS PATCH	25	SQ YD		
4	SEAL COAT	22,480	SQ FT		
5	4" SOLID LINE EPOXY	1180	LIN FT		
6	PAVEMENT MESSAGE EPOXY	14.12	SQ FT		
7	TRAFFIC CONTROL	1	LUMP SUM		

X. SCHEDULE

1. Quotes due April 13, 2026 @ 4pm .
2. City Council considers quotes April 20, 2026.
3. The work must be completed by June 27, 2026.
4. The Contractor must contact Luke Buchholz, 218-770-2215, 48 hours prior to the commencement of any work.
5. Work within the City Hall parking lot must be coordinated to occur on days in which they are not open to the public.

Date: March 27, 2026

By:


Shane Nelson, City Engineer

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR PAVEMENT MAINTENANCE

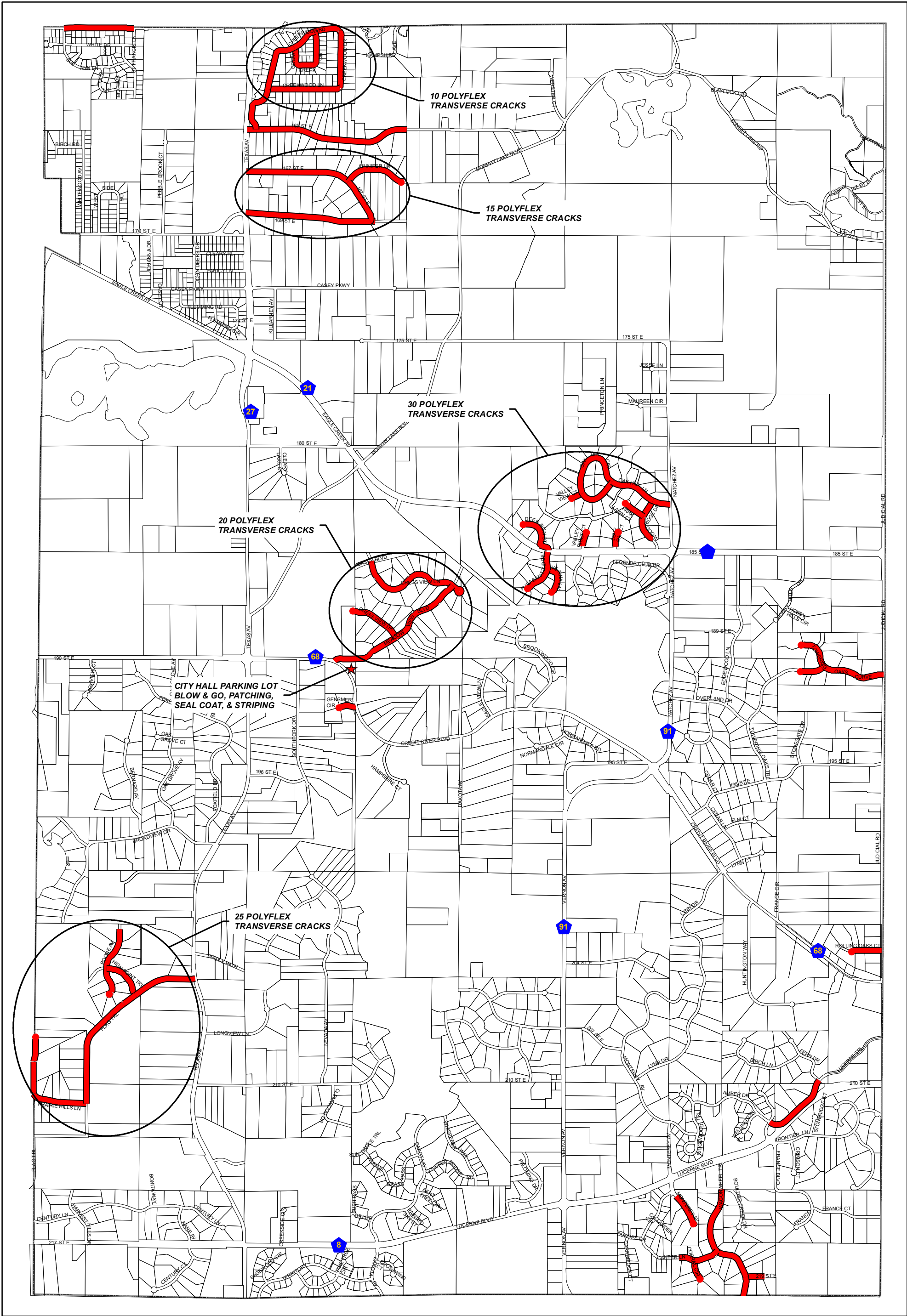
Contact Information:

Shane Nelson, P.E.
Hakanson Anderson
3601 Thurston Ave
Anoka, MN 55303

Phone: 763-852-0479
Email: shanen@haa-inc.com

Luke Buchholz, Project Representative
Hakanson Anderson
3601 Thurston Ave
Anoka, MN 55303

Phone: 218-770-2215
Email: lukeb@haa-inc.com



CITY OF
CREDIT RIVER



Legend

- ROUTE & SEAL / BLOW & GO (3/4" X 3/4" ROUTE)
- CITY HALL PARKING LOT
BLOW & GO, PATCHING, SEAL COAT, & STRIPING



PROJECT LOCATION MAP
2026 PAVEMENT MAINTENANCE
PROJECT

CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA

Seal Tech, Inc
743 Pioneer Trl SE
Cambridge, MN
55008
651-341-5775

REQUEST FOR QUOTES FOR PAVEMENT MAINTENANCE

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IX. QUANTITIES AND PAYMENT

1. Payment will be made in accordance with the schedule set forth below.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	ROUTE AND SEAL/BLOW & GO	1	LUMP SUM	50,100	50,100
2	POLY FLEX PATCH	2400	LIN FT	2.80	6,720
3	BITUMINOUS PATCH	25	SQ YD	104	2,600
4	SEAL COAT	22,480	SQ FT	.16	3,596
5	4" SOLID LINE EPOXY	1180	LIN FT	3.80	4,484
6	PAVEMENT MESSAGE EPOXY	14.12	SQ FT	23.30	329
7	TRAFFIC CONTROL	1	LUMP SUM	0	0

X. SCHEDULE

1. Quotes due April 13, 2026 @ 4pm .
2. City Council considers quotes April 20, 2026.
3. The work must be completed by June 27, 2026.
4. The Contractor must contact Luke Buchholz, 218-770-2215, 48 hours prior to the commencement of any work.
5. Work within the City Hall parking lot must be coordinated to occur on days in which they are not open to the public.

Date: March 27, 2026

By:

Shane Nelson, City Engineer

**CITY OF CREDIT RIVER
SCOTT COUNTY, MINNESOTA**

REQUEST FOR QUOTES FOR PAVEMENT MAINTENANCE

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3. Conform to MnDOT Specification 2582.

IX. QUANTITIES AND PAYMENT

1. Payment will be made in accordance with the schedule set forth below.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	ROUTE AND SEAL/BLOW & GO	1	LUMP SUM		\$45304.33
2	POLY FLEX PATCH	2400	LIN FT	\$5.00	\$12000.00
3	BITUMINOUS PATCH	25	SQ YD	\$58.14	\$1453.50
4	SEAL COAT	22,480	SQ FT	\$.179	\$4023.92
5	4" SOLID LINE EPOXY	1180	LIN FT	\$3.36	\$3964.80
6	PAVEMENT MESSAGE EPOXY	14.12	SQ FT	\$33.60	\$474.43
7	TRAFFIC CONTROL	1	LUMP SUM		\$1000.00

X. SCHEDULE

1. Quotes due April 13, 2026 @ 4pm .
2. City Council considers quotes April 20, 2026.
3. The work must be completed by June 27, 2026.
4. The Contractor must contact Luke Buchholz, 218-770-2215, 48 hours prior to the commencement of any work.
5. Work within the City Hall parking lot must be coordinated to occur on days in which they are not open to the public.

Date: March 27, 2026

By: _____

Shane Nelson, City Engineer



Proposal

Gopher State Sealcoat, Inc.

12519 Rhode Island Ave
Savage, MN 55378
952-931-9188
www.GSSeal.com

Account # 8286
Estimate # 29081
Estimate Date 4/8/2026
Terms NET10
Valid Thru 5/8/2026
Estimator Craig Olson

Proposal Submitted To:

Luke Buchholz
Hakanson Anderson
3601 Thurston Ave
Anoka, MN 55303

Installation Site:

City of Credit River
Various Streets per map
Credit River, MN

Work #	Mobile #	Email Address
	(218) 770-2215	lukeb@haa-inc.com

Description	Total Price
Various Streets per map:	\$0.00
Crack Sealing: Rout and Seal/Blow and Go: per specs provided: Rout unfilled cracks 1/4" or larger to 3/4" x 3/4", except in alligatored areas. Clean out cracks with Heat lance. Seal cracks with Wand and shoe using MnDOT spec #3723 hot pour rubberized crackfiller. Touch up old cracks. Apply barrier paper as needed. Some settling of material will occur after cooling. Bid Lump sum.	\$45,304.32
Poly Flex Patching: 2400 linear feet: Specs provided: Clean, heat lance, and fill marked cracks with a hot-applied Deery 402 or equal poly fiber crackfiller with a wand. Use a squeegee/shoe for leveling and a tight finish. Shoe size will vary based upon the size of the crack, 8-12". Apply 1/4" traprock to surface immediately. Some minor settling of material will occur. 2400 linear feet @ \$5.00 per linear foot = \$12000.00	\$12,000.00
Asphalt Mill Patchwork: per Specs: Mill approximately 25 square yards in 2 areas to a depth of 1.5". Clean, tackcoat and install compacted MnDOT specification hot asphalt wear course mix to repair same areas. 25 sy @ \$58.14 per sy= \$1453.50	\$1,453.50
Asphalt Emulsion Sealcoat: Power clean asphalt surface. Prime bad oil spots as directed. Apply Sealmaster PMM sealer fortified with 3 pounds of sand per gallon, at a rate of 40 Square feet per gallon. 22480 SF @ \$.179 per SF= \$4023.92 Please note: vehicles must be cleared, and sprinklers turned off for 24 hours prior to and following project completion.	\$4,023.92



Proposal

Gopher State Sealcoat, Inc.

12519 Rhode Island Ave
Savage, MN 55378
952-931-9188
www.GSSeal.com

Account # 8286
Estimate # 29081
Estimate Date 4/8/2026
Terms NET10
Valid Thru 5/8/2026
Estimator Craig Olson

Description	Total Price
Striping: 4" Solid line Epoxy paint: Restripe lot with current layout. 1180 linear feet @ \$3.36 per LF= \$3964.80	\$3,964.80
Striping: Pavement message Epoxy: 14.12 SF @ \$33.60 per SF= \$474.43	\$474.43
Traffic Control: lump sum:	\$1,000.00
NOTE: Work to be completed by June 27, 2026.	\$0.00

Estimate Total \$68,220.97

We propose to furnish material and labor, complete in accordance with the above specifications, for the sum and terms outlined above. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Property owner is responsible for all permits and fees.

PROPOSAL SUBMITTED BY:

Craig Olson

4-8-26

Authorized Signature

Print Name

Date

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and hereby accepted.
You are authorized to complete this contract as specified. Payment will be made as outlined.

Authorized Signature

Print Name

Date

**QUOTE TABULATION
CITY OF CREDIT RIVER
2026 Pavement Maintenance Project**

Quotes recieved, Monday, April 13, 2026.
There were 2 quotes received, as shown herein.

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		Seal Tech, Inc.		Gopher State Sealcoat, Inc.	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
1	ROUTE AND SEAL / BLOW AND GO	1	LUMP SUM	\$50,100.00	\$50,100.00	\$45,304.32	\$45,304.32
2	POLY FLEX PATCH	2,400	LIN FT	\$2.80	\$6,720.00	\$5.00	\$12,000.00
3	BITUMINOUS PATCH	25	SQ YD	\$104.00	\$2,600.00	\$58.14	\$1,453.50
4	SEAL COAT	22,480	SQ FT	\$0.16	\$3,596.00	\$0.179	\$4,023.92
5	4" SOLID LINE EPOXY	1,180	LIN FT	\$3.80	\$4,484.00	\$3.36	\$3,964.80
6	PAVEMENT MESSAGE EPOXY	14.12	SQ YD	\$23.30	\$329.00	\$33.60	\$474.43
7	TRAFFIC CONTROL	1	LUMP SUM	\$0.00	\$0.00	\$1,000.00	\$1,000.00
Total Summary of Quotes:					\$67,829.00		\$68,220.97



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	April 20, 2026
SUBMITTED BY:	City Admin,Administrator
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	Accept Quotes for Dust Coating and Award Contract to Northern Salt Incorporated
BACKGROUND:	Councilmember Schommer asked Council to have staff seek bids for dust coating. Staff was able to get two bids. The first was from Northern Salt Incorporated for \$1.54/gallon. The other was from EnviroTech for \$1.79/gallon. Staff recommendation is to approve the Northern Salt Incorporated quote.
SUGGESTED ACTION:	Approve Quote from Northern Salt Incorporated for Dust Coating
ATTACHMENTS:	Credit River 2026.pdf Credit River Township Dust 2026.pdf



Northern Salt
INCORPORATED

April 14th, 2026

City Credit River, MN
18985 Meadow View Boulevard,
Prior Lake MN, 55372
cityadmin@creditrivier-mn.gov
952-440-5514
612-357-4172

Northern Salt submits a bid for the 2026 dust control season for 38% Calcium Chloride of \$1.54 per gallon applied by Northern Salt as per directed by Credit River personnel.

Bid is based upon an estimated 21,000-gallons application with a spray truck and nurse tanker.

Typical application rate with 38% calcium chloride is .27 gallons per square yard, but that is also the discretion of the board.

Please let me know if you have any further questions. Thank you.

Regards,

Tammy Kmetz



Northern Salt
INCORPORATED

Tammy Kmetz | Controller

tammy@northernsalt.com Cell: 651-363-2787

Northern Salt, Inc. | PO Box 1028 | Forest Lake, MN 55025



PO Box 5512 • Denver, CO 80217

For Inquiries:
West Region • 509-936-7102
Rocky Mtn Region • 800-577-5346
Midwest Region • 800-881-5848
ETS East • 877-664-3401

Quotation

Quotation Date:	Date Printed:	Expiration Date:
4/16/26	4/16/26	9/30/26
Quotation Number:	Revision No:	Customer Number:
S9649	1	13960
Your Reference:	Our Reference:	
Accounts	John Johansen	

Delivery Address:
Credit River Township
18985 Meadow View Blvd.
Prior Lake MN 55372

Document Address:
Credit River Township
18985 Meadow View Blvd.
Prior Lake MN 55372

Product Application
Length in Feet:
Width in Feet:
Rate in Gallons:

Wanted Delivery Date:

Water Application

Payment Terms:

EnviroTech: N
Rate:
Gallons Required:

30 Days Net

Label Note:

Full trucks applied Credit River Twp

Del	Description	Qty	Unit	Price/Unit	Disc. %	Net Amount	Gross Amount
1	Calcium Chloride 38% - Applied	20,000	gal	1.79	0.00%	35,800.00	35,800.00

Net Total: 35,800.00

Gross Total 35,800.00

Disclaimer: No warranty is conveyed concerning this product, be it expressed or implied. This includes but is not limited to a warranty of merchantability or fitness for a particular purpose. Product performance may vary depending on road conditions, traffic counts, weather and other related factors.



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: City Admin,Administrator

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: Accept Quotes for Gravel Hauling and Award Contract to Klingberg Trucking

BACKGROUND: Councilmember Schommer asked Council to have staff seek bids for gravel hauling. Staff was able to get two bids. The first was from Kraemer Mining & Materials for \$27.30/ton. The other was from Klingberg Trucking for \$8.95/ton. Staff recommendation is to approve the Klingberg Trucking quote.

SUGGESTED ACTION: Approve Quote for Klingberg Trucking for Gravel Hauling

ATTACHMENTS:
[Credit River Gravel Hauling 2026.docx](#)
[Q-3534 City of Credit River.pdf](#)



ATTN	Steve Jelinski	From	Nick King
Phone	952-440-5617	Date	4-16-26
FAX		Pages	
Company	Credit River	Regarding	End Dump
Email:		cityadmin@creditrivier-mn.gov	

18105 Dairy Lane Jordan,MN 55352
 PH 952-233-2718 Fax 952-233-2719
 Website: klingbergtrucking.com
 Email: klingbergtrucking@gmail.com

Gravel Hauling
 \$8.95 per ton

QUOTE: Q-3534

Date: 04-16-2026

Expiration date: 06-15-2026

CUSTOMER:

Attention:

PROJECT NAME:

City of Credit River

8031 Credit River Blvd

Prior Lake, 55372

PLANT NAME:

BURNSVILLE AGGREGATE DIV.

Product	Quantity	Picked up unit price	Delivered unit price	Delivered unit price incl. tax
304 - 1" MINUS (CLASS 5) <i>100% Crushed Quarry Stone</i>	24 T	\$17.95	\$27.30	\$29.59

TERMS & CONDITIONS

- This is not a binding contract. Kraemer Mining and Material reserves the right to make changes at any time. All products are subject to availability.
- Total delivered price is based on full load deliveries of 24 tons and includes all applicable taxes.
- Total FOB price includes Aggregate Tax only.
- All Kraemer quotes will be subject to a fuel surcharge.
- For full loads straight truck deliveries add \$ 1.50 to the total price.
- Quoted materials are by the ton, a ton equals 2000 lbs.
- This quote is based upon purchase during regular business hours, Monday through Friday.
- Truck time on job sites beyond 10 minutes per load will be billed at \$ 130.00 per hour on end dumps, trailers, or belly dumps and \$ 120.00 per hour for tandems.
- KMM is not responsible for interruptions of supply due to circumstances out of our control.
- All trucking is based upon availability and does not include any specific wages.
- Prices do not include tonnage carry over beyond January 1st, 2027.
- Buyer agrees to use product purchased at above rates for the project(s) listed above only.
- Quote number must be presented at time of sale to receive these prices.
- This quote becomes valid when signed and returned within 60 days of bid.
- Kraemer Mining & Materials, Inc. (KMM) terms are net 30 days. Any account beyond 30 days will be subject to applicable finance charges.
- Material quoted meet specifications indicated, not specifications designated for this project.
- MnDot Class 5 material is not warranted if on site quality control procedures are not followed as outlined in MnDot base and grading manual.

QUOTED BY: Bret Wang

DIRECT: 9522241714

MOBILE: 7157601647

FAX:

EMAIL: bwang@kraemermmm.com

APPROXIMATE START DATE: _____

CUSTOMER JOB/PROJECT NUMBER: _____

JOB AWARDED BY/SIGNATURE: _____



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	April 20, 2026
SUBMITTED BY:	City Admin,Administrator
ITEM TYPE:	Agenda Report
AGENDA SECTION:	Consent Agenda
SUBJECT:	Approve Hire of Kelly Saldivar for Permit Technician position
BACKGROUND:	The hiring committee (Mayor Kostik, Councilmember Zanto, and Administrator Jelinski) met and interviewed 3 candidates for the Permit Tech position on April 7th and 10th. There were a total of 24 candidates that applied for the position. The Committee is recommending the Council extend an offer of employment to Kelly Saldivar for the position of Permit technician. Ms. Saldivar comes from the private sector, working with contractors - both building and landscaping - and has worked with many municipalities through the permitting process. She brings a unique perspective coming from the "other side" of the permitting process. The hiring committee believes that she will be a valuable asset to the City staff and bring unique insight to the planning department. Ms. Saldivar has a high level of attention to detail that will be vital to the permitting processes. Ms. Saldivar is also a Credit River resident who has recently moved back to the community after being away for a few years. She is excited to be back in the community where she grew up and work close to home! Kelly has been offered and conditionally accepted, upon Council approval, \$30.00/hr. based on her experience. (Council has budgeted this position at \$31.25). PTO and other city benefits are offered as first year employee consistent in the Employee Handbook.
SUGGESTED ACTION:	Approve Hiring of Kelly Saldivar for Permit Technician position
ALTERNATIVES:	Not offer Ms. Saldivar the position Offer the position to one of the other candidates
ATTACHMENTS:	Kelly Saldivar - Conditional Offer.pdf



18985 Meadow View Blvd Prior Lake, MN 55372

April 14, 2026

Ms. Kelly Saldivar
Lakeville, MN

Re: Conditional Offer of Employment – Permit Technician (FT)

Dear Kelly:

I am pleased to relate this conditional employment offer to you for the position of Permit Technician. This offer is contingent upon your successful passage of a Criminal Background Check. We are looking forward to having you join our staff and hope you will find the position to be a rewarding and challenging experience.

Wages. This position is classified as full-time hourly, non-exempt (overtime eligible). Your starting wage will be \$30.00/hour.

Starting Date. Your first day of work will be Monday, May 4, 2026.

Work Hours. The normal workday is from 8:00 – 4:30 Monday – Friday - on-site. The Permit Technician's schedule is expected to work an average of 40 hours per week. Attendance at Planning Commission's meetings, typically on the third Thursday of the month at 6:00 pm is part of the position. Some limited remote work may be possible and must be arranged with the City Administrator.

Overtime. Employees are eligible for overtime compensation at a rate of 1.5 times your hourly wage for hours worked more than 8 in a workday. Any overtime must be coordinated and approved in advance with the City Administrator.

Pay Period. The city has 26 pay periods in a year. Our work week runs Sunday – Saturday. Your first pay period and pay date will be provided when a starting date has been confirmed.

Probation. Your initial probationary period is six months in duration. We will work with you during this period and a review will be provided at the six month mark. Continued employment with the City of Credit River is contingent upon continually meeting the standards of your position. The full City Job Description is attached.

Benefits/PTO. You will accrue PTO in accordance with the City's personnel policies as an employee beginning their first year with the City, which is 168 hours (21 days of PTO).

Personnel Policies. See the City's Personnel Policy – attached.

Pension. Enrollment in the Public Employees Retirement Association (PERA) Coordinated Plan is automatic. Currently the City's contribution rate is 7.5% and the employees' rate is 6.5% - is subject to change as required by Law.

At-will: The City of Credit River is an at-will employer.

Payroll Deductions. The city will make the following payroll deductions; required federal and state withholdings, required PERA contributions, insurance premiums for elected policies, voluntary contributions to deferred compensation plans.

We will meet on your first day to provide you with helpful information, to answer your questions, and to complete some necessary paperwork. It is your responsibility to present documents to verify your eligibility to work in the United States per the list provided on the I-9 documents. You can find a list of these documents at <http://www.uscis.gov/files/form/I-9.pdf> If you have any questions regarding the position or the salary and benefits package, please contact me at 612-357-4172 or cityadmin@creditriver-mn.gov.

If you are in agreement with the terms as stated above, please return a signed copy of this letter to me as soon as possible.

We are looking forward to having you join the city staff!

Sincerely,

Steve Jelinski
City Administrator

By signing below, I acknowledge I have received the foregoing information regarding my employment offer, its requirements and related pay and benefits provided in accordance with Minnesota Statutes Sec. 181.032. I understand that Credit River employment is not for a specific term and can be terminated by me or by Credit River at any time for any reason, with or without cause.

Kelly Saldivar
Name

4/15/26
Date



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Claire Stickler, Planning

ITEM TYPE: Resolution

AGENDA SECTION: Consent Agenda

SUBJECT: Resolution 2026-12 Denying a Variance at 19773 Foxfield Drive

BACKGROUND: The City Council denied the application at the April 6th regular City Council meeting. This is the associated resolution for the motion.

SUGGESTED ACTION: Approve Resolution 2026-12 Denying a Variance at 19773 Foxfield Drive

ATTACHMENTS:
[Resolution 2026-12 Foxfield Variance.pdf](#)

**CITY OF CREDIT RIVER
SCOTT COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2026-12

**A RESOLUTION DENYING A HEIGHT VARIANCE FOR AN ACCESSORY
STRUCTURE AT 19773 FOXFIELD DRIVE**

WHEREAS, the City of Credit River is a Minnesota Municipal Corporation, duly organized and authorized to conduct its affairs under the laws of the State of Minnesota; and

WHEREAS, the City of Credit River received a variance application from Country Joe Homes for an after-the-fact height variance from Section 4-3-9 of the Credit River City Code to allow a height taller than the required 20.

WHEREAS, the Credit River Planning Commission held a public hearing on March 19th 2026, reviewed the application, testimony, exhibits, and other evidence presented, and recommended approval of the variance request based on the findings of fact;

WHEREAS, the Planning Commission recommended approval of the variance with conditions; and

WHEREAS, the City Council has considered the proposed application for a variance application and it makes the following *findings of fact*:

1. Variances shall only be permitted when the applicant demonstrates by factual presentation that all of the following circumstances exist, as outlined in Minn. Stat. § 462.357, subd. 6:
 - a. “The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.”
 - i. A detached garage is a permitted accessory use in the RR District; however, such structures are limited to a maximum building height of 20 feet.
 - ii. The property can be reasonably used in compliance with the zoning ordinance through the construction of a conforming accessory structure.
 - iii. The request for additional height is based on the applicant’s desire to incorporate additional interior space (e.g., mezzanine storage), which is a design preference rather than a necessity for reasonable use of the property “The plight of the landowner is due to circumstances unique to the property not created by the landowner.”

- b. “The plight of the landowner is due to circumstances unique to the property not created by the landowner.”
 - i. While the property contains certain constraints, including setbacks, septic locations, topography, and environmental features, these conditions do not prevent the construction of a conforming accessory structure.
 - ii. The need for the variance is primarily the result of the construction of a structure that exceeds ordinance limitations and the issuance of a building permit in error, which does not constitute a unique circumstance under Minnesota law.
 - iii. The circumstances leading to the variance request are not unique to the property but are instead related to design and permitting factors.
 - c. “The variance, if granted, will not alter the essential character of the locality.”
 - i. The zoning ordinance establishes a maximum height of 20 feet for accessory structures in this district to maintain consistency and compatibility among properties.
 - ii. Granting the variance to allow a structure exceeding the maximum permitted height would be inconsistent with the standards applied to other properties and may alter the essential character of the locality.
- 2. The issuance of a building permit in error does not create a legal right to a variance.
 - 3. Property owners remain responsible for ensuring compliance with all zoning regulations regardless of permitting errors.
 - 4. The requested variance is not demonstrated to be the minimum necessary to alleviate a practical difficulty, as compliant design alternatives exist.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Credit River, Minnesota, that the variance request is denied:

Adopted and approved by the City Council of the City of Credit River on a vote of ____ ayes and ____ nays effective on the 20th day of April, 2026

Approved:

Chris Kostik, Mayor

Attested:

Steve Jelinski, City Administrator



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Claire Stickler,Planning

ITEM TYPE: Resolution

AGENDA SECTION: Consent Agenda

SUBJECT: Resolution 2026-13 Denying a Conditional Use Permit at 19773 Foxfield Ave

BACKGROUND: The City Council denied the application at the April 6th regular City Council meeting. This is the associated resolution for the motion.

SUGGESTED ACTION: Approve Resolution 2026-13 Denying a Conditional Use Permit at 19773 Foxfield Ave

ATTACHMENTS:
[Resolution 2026-13 Foxfield CUP.pdf](#)

**CITY OF CREDIT RIVER
SCOTT COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2026-13

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AN ACCESSORY
STRUCTURE THAT IS TALLER THAN THE PRINCIPAL STRUCTURE**

WHEREAS, the City of Credit River is a Minnesota Municipal Corporation, duly organized and authorized to conduct its affairs under the laws of the State of Minnesota; and

WHEREAS, the City of Credit River received a conditional use permit application from Country Joe Homes to allow for an accessory structure to be taller than the principal structure.

WHEREAS, the Credit River Planning Commission held a public hearing on March 19th 2026, reviewed the application, testimony, exhibits, and other evidence presented, and recommended approval of the conditional use permit request;

WHEREAS, the Planning Commission recommends approval of the conditional use permit with a conditions; and

WHEREAS, the City Council has considered the proposed application for a conditional use permit application and it makes the following *findings of fact*:

The proposed accessory structure is located in the RR zoning district where accessory structures are permitted; however, such structures must comply with all applicable zoning standards, including height limitations.

1. The subject accessory structure exceeds the height of the principal dwelling and does not comply with the requirements of Section 4-3-9 of the City Code.
2. Because the structure does not comply with the applicable zoning standards, the proposed conditional use is not consistent with the intent and requirements of the zoning ordinance.
3. Compliance with zoning standards is necessary to ensure compatibility with surrounding properties and to maintain the established character of the area.
4. The Comprehensive Plan supports orderly development in accordance with adopted zoning regulations, and a structure that exceeds height limitations is not consistent with those policies.
5. The fact that the structure was permitted in error does not justify approval of a conditional use permit, and property owners are responsible for ensuring compliance with all applicable regulations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Credit River, Minnesota, that the conditional use permit request is denied

Adopted and approved by the City Council of the City of Credit River on a vote of ____ ayes and ____ nays effective on the 6th day of April, 2026

Approved:

Chris Kostik, Mayor

Attested:

Steve Jelinski, City Administrator



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Sue Iverson, Finance

ITEM TYPE: Agenda Report

AGENDA SECTION: Consent Agenda

SUBJECT: Approve Payment of Claims (Bills) and Transfer Requests as Presented.

SUGGESTED ACTION: Approve Claims for Payments and Transfer Requests - See Attached.

ATTACHMENTS:
[Check Detail Register 4.20.26.pdf](#)
[20260415141708391.pdf](#)

CITY OF CREDIT RIVER

04/15/26 1:41 PM

Page 1

***Check Detail Register©**

Batch: 04-15-26 AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Anchor Bank					
13083	04/20/26	ABDO LLP			
G 100-20200		Accounts Payable	\$1,530.00	522082	1099 and 1096 work
		Total	\$1,530.00		
13084	04/20/26	AMAZON CAPITAL SERVICES			
G 100-20200		Accounts Payable	\$51.84	1PCC-FVCT-	staples, files, post its
G 100-20200		Accounts Payable	\$9.99	1PCC-FVCT-	office caddy for storage
		Total	\$61.83		
13085	04/20/26	BANYON DATA SYSTEMS			
G 100-20200		Accounts Payable	\$475.00	00167686	UB/POS, FA, PAYROLL trainings
		Total	\$475.00		
13086	04/20/26	COLLINS TREE CARE, INC			
G 100-20200		Accounts Payable	\$3,800.00	11053	Cedar Ln, Lynn Ct, Lynn Dr, Territory, Birch Ln
		Total	\$3,800.00		
13087	04/20/26	Earl F. Andersen			
G 100-20200		Accounts Payable	\$89.10	0142332-IN	sign- weight limit 5 tons
		Total	\$89.10		
13088	04/20/26	ECM PUBLISHERS INC			
G 100-20200		Accounts Payable	\$37.00	1093926	Apr 16 PH- Sect 10 & 30 Amend
		Total	\$37.00		
13089	04/20/26	FINANCE & COMMERCE, INC.			
G 100-20200		Accounts Payable	\$134.20	745861571	mircosurfacing bid notice
		Total	\$134.20		
13090	04/20/26	KENNEDY & GRAVEN, CHARTERED			
G 800-20200		Accounts Payable	\$114.00	192579	Yellowstone 3rd Addition
G 100-20200		Accounts Payable	\$2,186.00	192579	general legal fees
G 800-20200		Accounts Payable	\$28.50	192579	The Ranch of Credit River
G 100-20200		Accounts Payable	\$1,080.00	192579	Planning
G 100-20200		Accounts Payable	\$80.00	192579	Public Works
G 100-20200		Accounts Payable	\$110.00	192579	litigation- Mesenbrink
G 800-20200		Accounts Payable	\$28.50	192579	Yellowstone 2nd Addition
G 100-20200		Accounts Payable	\$663.00	192579	Simonette variance
G 800-20200		Accounts Payable	\$256.50	192579	Cardinal Pass 2nd Additon
G 100-20200		Accounts Payable	\$28.50	192579	Casey variance
G 800-20200		Accounts Payable	\$28.50	192579	Lakes Estate 2nd
		Total	\$4,603.50		
13091	04/20/26	LEROY SCHOMMER			
G 100-20200		Accounts Payable	\$450.00	2026-2	driveway inspections
		Total	\$450.00		
13092	04/20/26	MARKS BOBCAT SERVICE, INC.			
G 604-20200		Accounts Payable	\$140.00	09557	SP sewer system driveway
G 601-20200		Accounts Payable	\$140.00	09557	MH sewer system driveway

CITY OF CREDIT RIVER

04/15/26 1:41 PM

Page 2

***Check Detail Register©**

Batch: 04-15-26 AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 602-20200		Accounts Payable	\$140.00	09557	Territory sewer system driveway
G 603-20200		Accounts Payable	\$140.00	09557	Stonebridge sewer system driveway
G 100-20200		Accounts Payable	\$375.00	09557	plowing at city hall
		Total	\$935.00		
13093	04/20/26	MORE IT			
G 100-20200		Accounts Payable	\$40.16	600-8867	tax on office equipment
G 100-20200		Accounts Payable	\$20.00	600-8867	misc cables, sipties, etc
G 100-20200		Accounts Payable	\$275.00	600-8867	POE switch
G 100-20200		Accounts Payable	\$829.98	600-8867	Standard tech labor
G 100-20200		Accounts Payable	\$150.00	600-8867	router
		Total	\$1,315.14		
13094	04/20/26	VERIZON WIRELESS			
G 100-20200		Accounts Payable	\$38.39	6140036163	finance director cell phone
G 100-20200		Accounts Payable	\$38.39	6140036163	city admin cell phone
		Total	\$76.78		
13095	04/20/26	WH SECURITY			
G 100-20200		Accounts Payable	\$39.99	April2026	city hall security
		Total	\$39.99		
		10100	\$13,547.54		

Fund Summary

10100 Anchor Bank

100 GENERAL FUND	\$12,531.54
601 MONTEREY HEIGHTS SSD	\$140.00
602 TERRITORY SSD	\$140.00
603 STONEBRIDGE SSD	\$140.00
604 SOUTH PASSAGE SSD	\$140.00
800 DEVELOPER ESCROW ACCOUNT	\$456.00
	\$13,547.54

I approve the above Claims for payment

Susan Iverson _____ Date: _____



Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: City Admin, Administrator

ITEM TYPE: Agenda Report

AGENDA SECTION: Presentation(s)

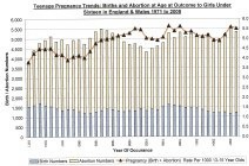
SUBJECT: Scott County Assessor's Office Presentation

SUGGESTED ACTION:

ATTACHMENTS:
[Credit River Assessment Update Presentation 2026.pptx](#)

Agenda

1



Market Update

2



Changes for 2026 Assessment

3



Appeal and Relief Options

Agenda

1



Market Update

2



Changes for
2026 Assessment

3

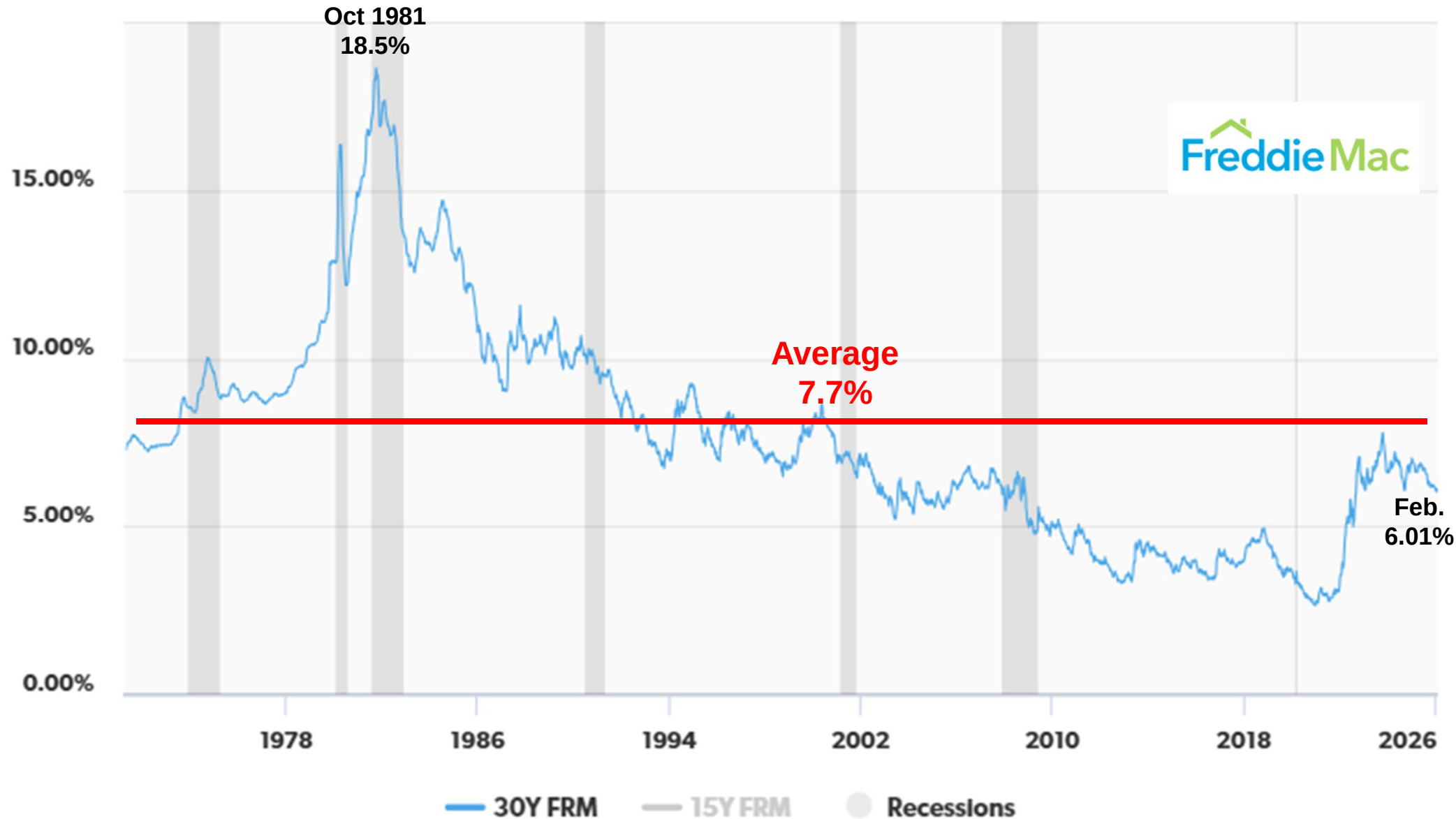


Appeal and
Relief Options

30-Year Fixed Rate Has Fluctuated Between Roughly 6-7%



Current Rate Lower than the Average of 7.7%, Since 1971



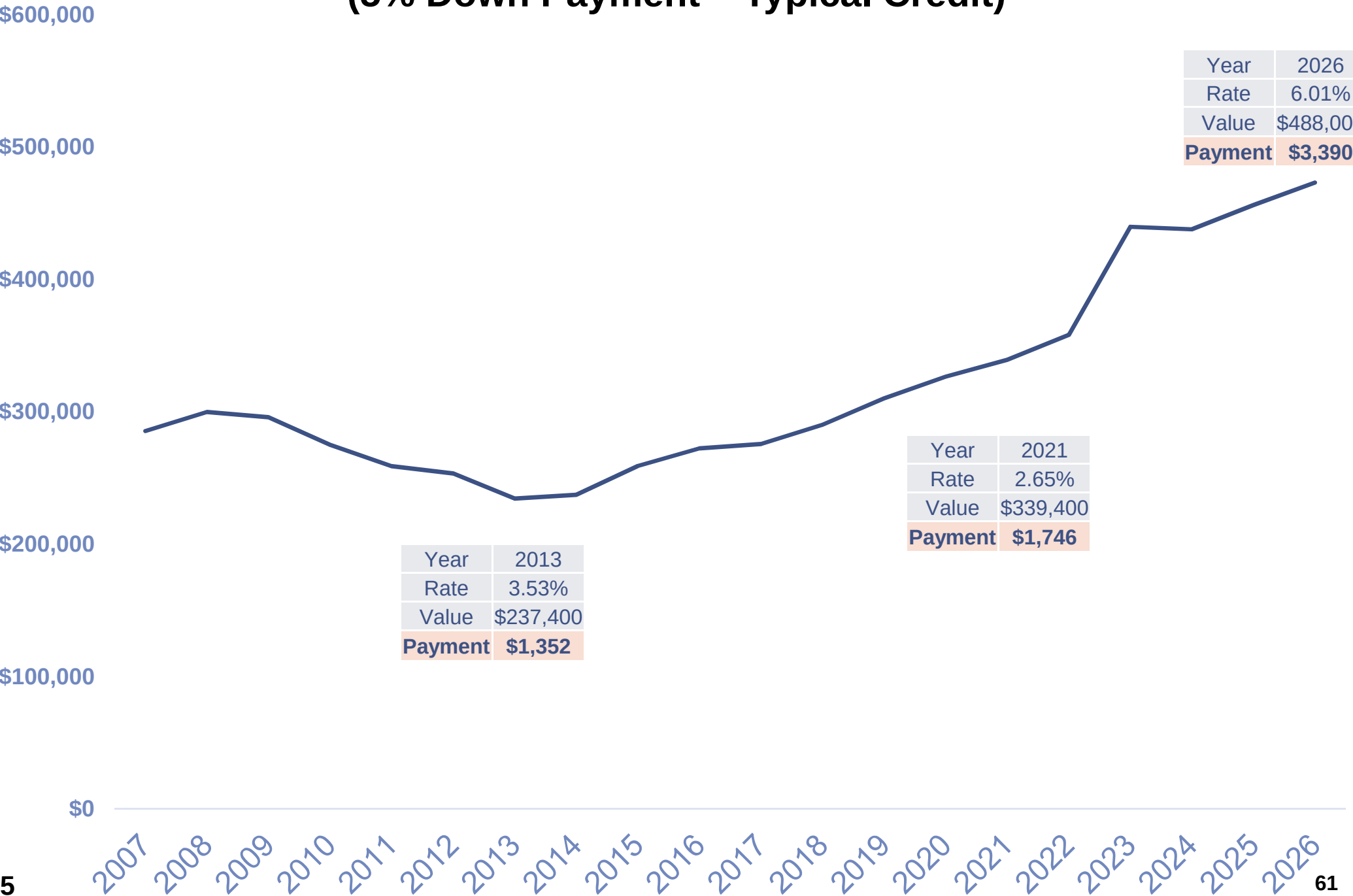
Average-Valued Home - Payment Impact

(5% Down Payment – Typical Credit)

Year	2026
Rate	6.01%
Value	\$488,000
Payment	\$3,390

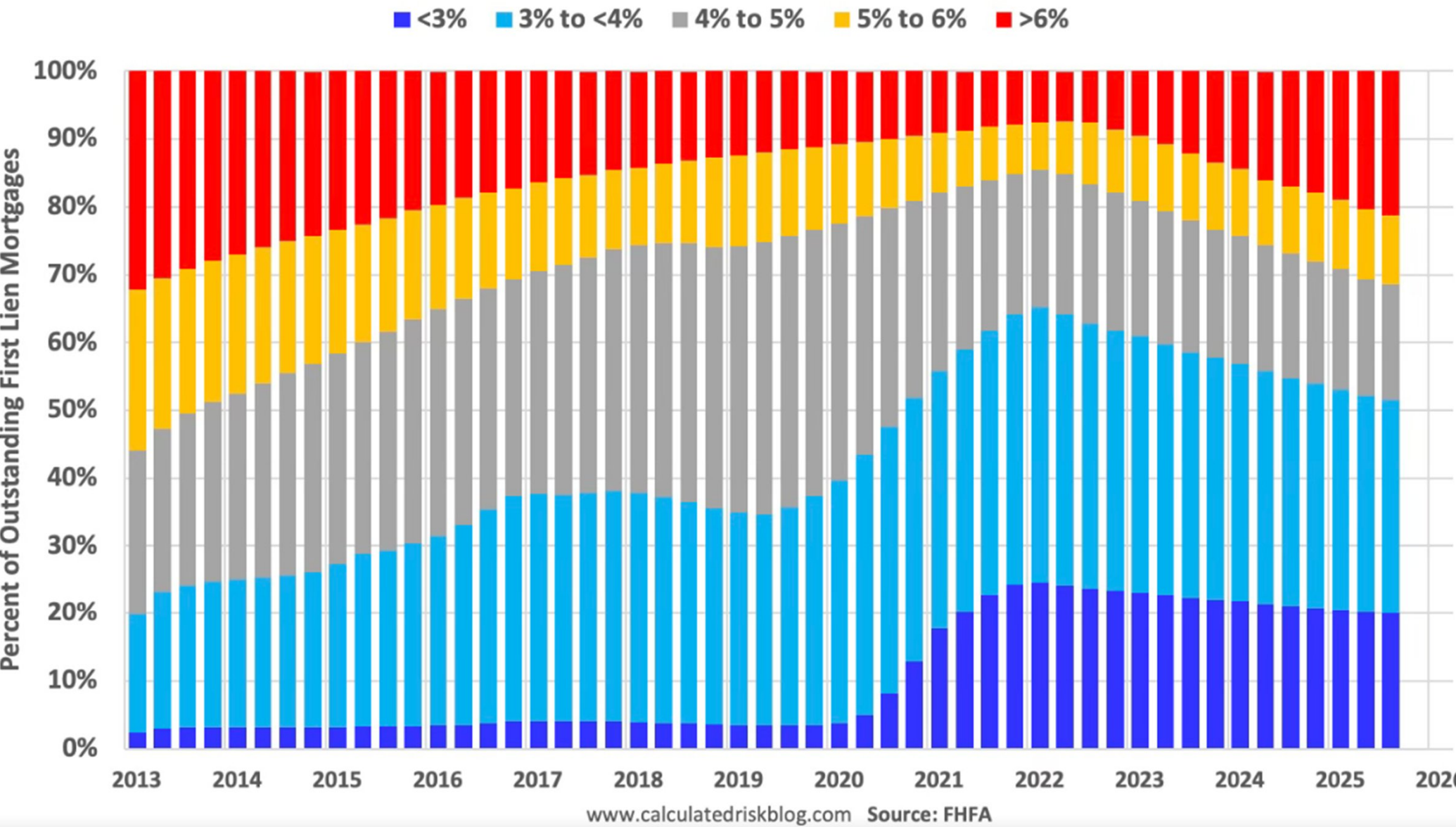
Year	2021
Rate	2.65%
Value	\$339,400
Payment	\$1,746

Year	2013
Rate	3.53%
Value	\$237,400
Payment	\$1,352

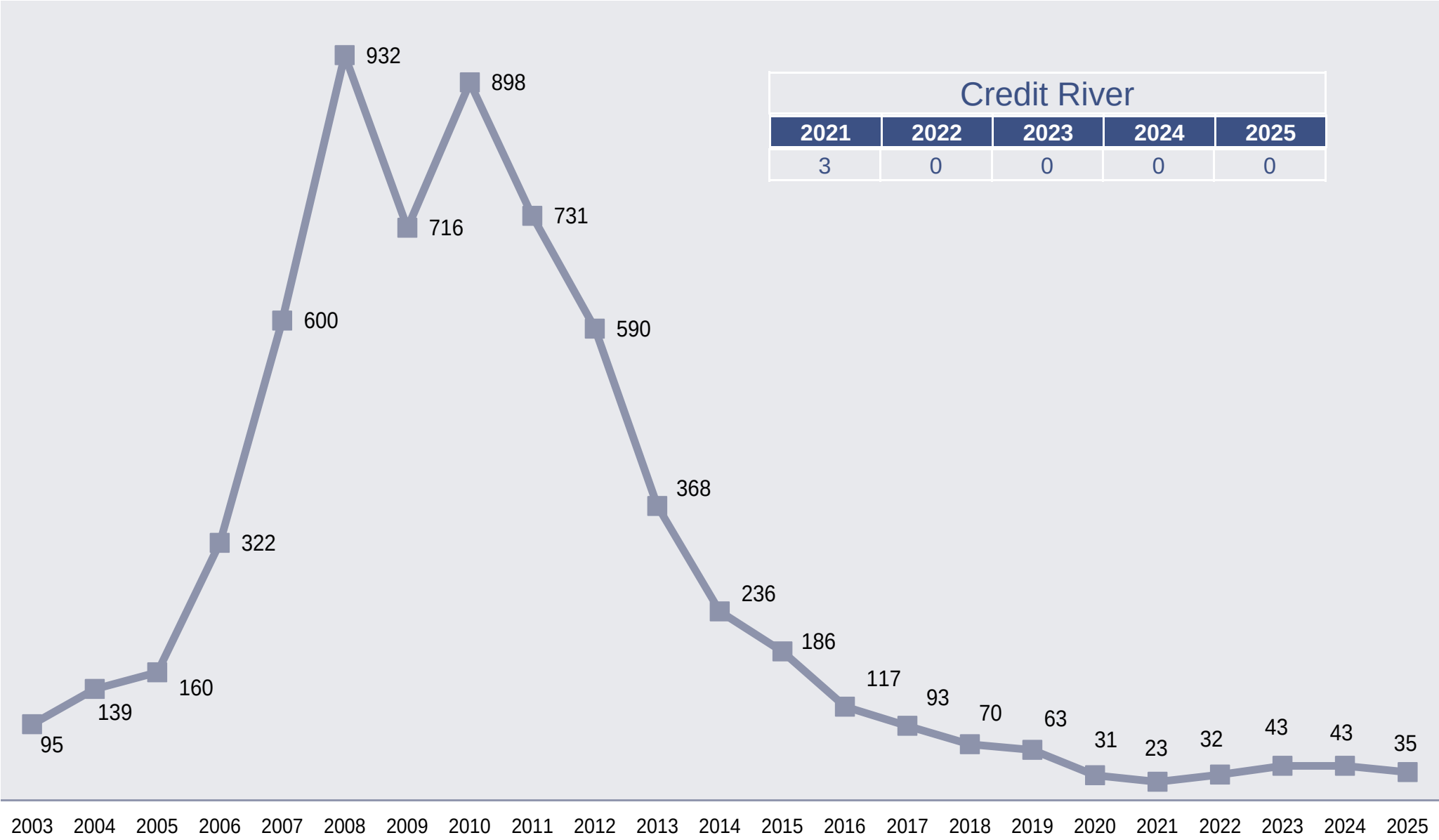


“Is the lock-in effect loosening its grip on housing? Realtor.com thinks so”
–HousingWire.com (January 14, 2026)

Percent of Closed-End, First-Lien Mortgages Outstanding by Interest Rate

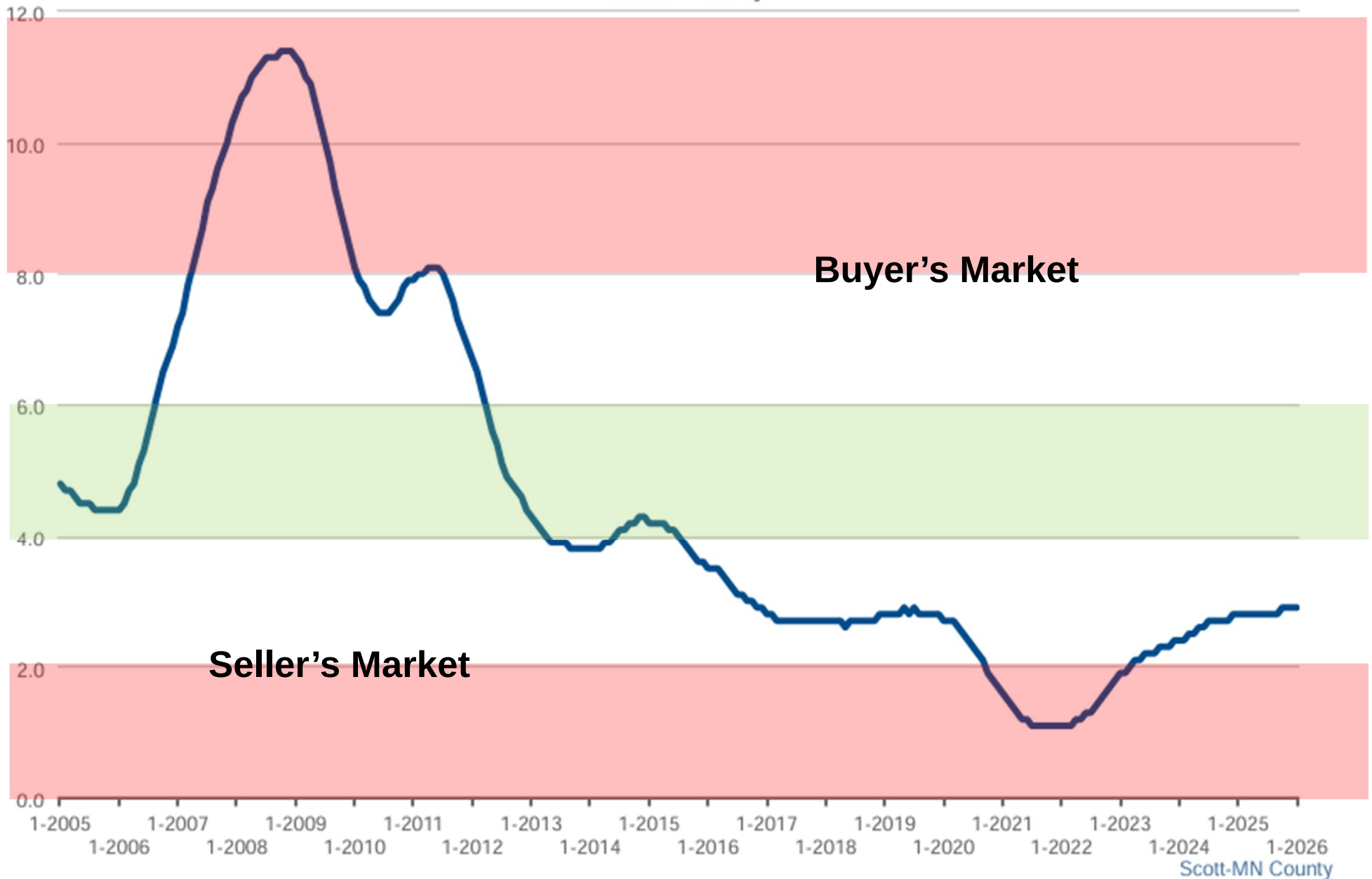


Foreclosure Filings Still Low



Months Supply of Homes for Sale

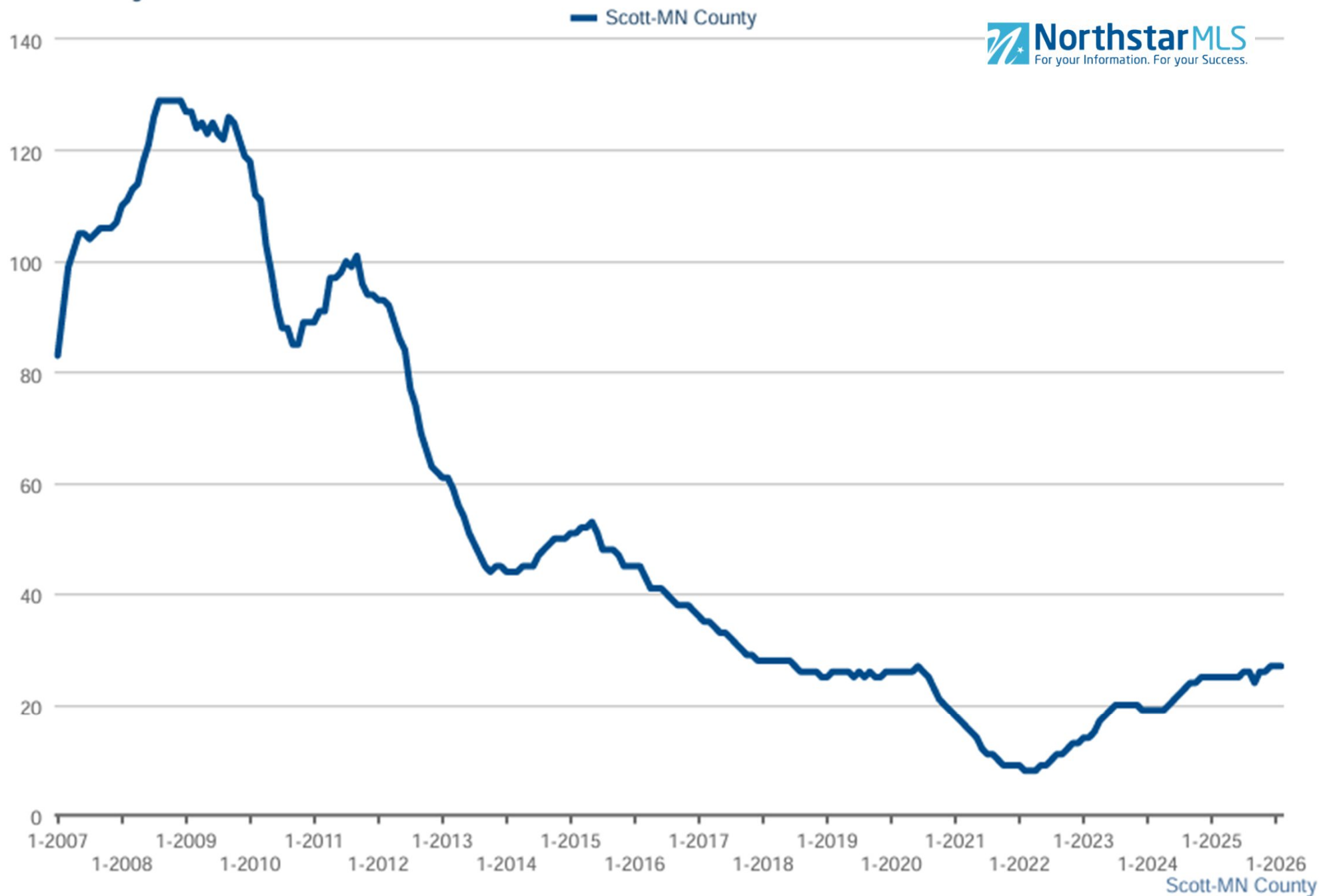
— Scott-MN County



Each data point is 12 months of activity. Data is from February 27, 2026.

All data from NorthstarMLS. Data deemed reliable but not guaranteed. InfoSparks © 2026 ShowingTime Plus, LLC.

Median Days on Market



Each data point is 12 months of activity. Data is from March 2, 2026.

All data from NorthstarMLS. Data deemed reliable but not guaranteed. InfoSparks © 2026 ShowingTime Plus, LLC.

Agenda

1



Market Update

2



Changes for
2026 Assessment

3



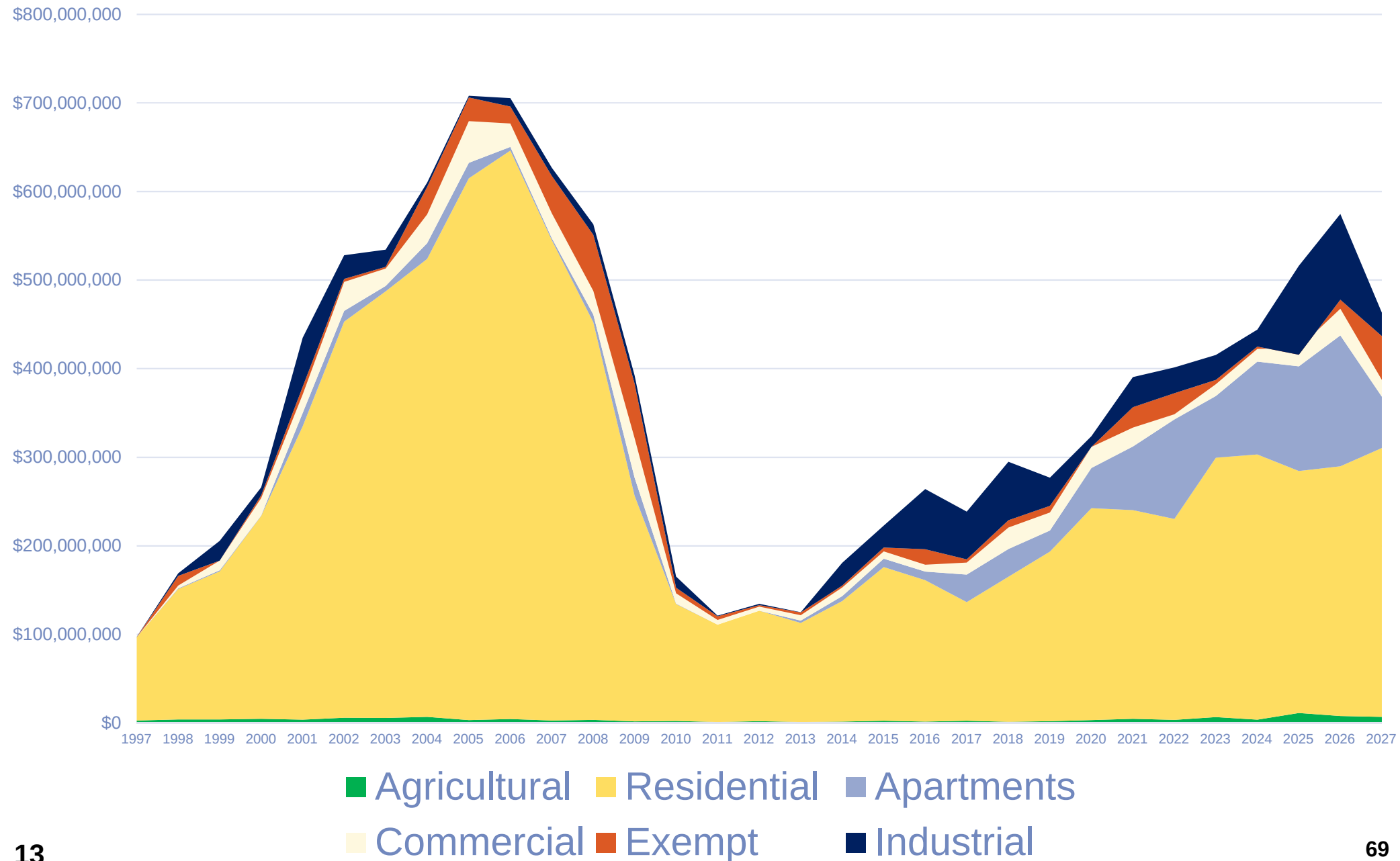
Appeal and
Relief Options

Value Added due to New Construction

Construction Year	2024 (<i>p2026</i>)	2025 (<i>p2027</i>)	% CHG
Agricultural	\$8,026,300	\$6,862,100	-15%
Residential	\$281,814,300	\$303,683,455	+8%
Apartment	\$147,798,200	\$57,896,620	-61%
Commercial	\$30,120,400	\$19,127,100	-36%
Industrial	\$96,861,400	\$26,466,000	-73%
Total	\$564,620,600	\$414,035,275	-27%

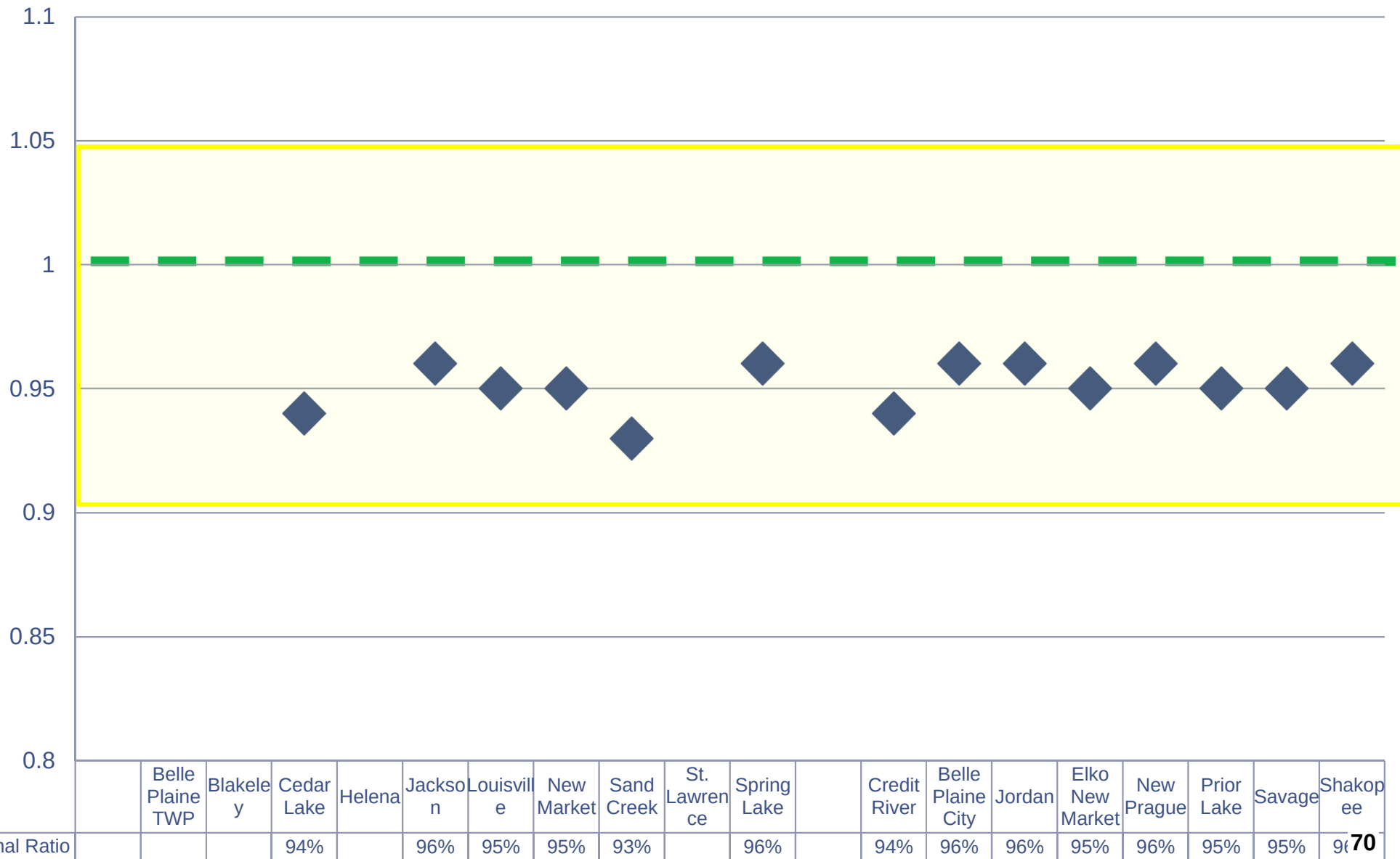
Jurisdiction	2024 New Construction	2025 New Construction	1/2/2026 Non-Exempt Value	2025 New Construction as % of 2026 Value	
BELLE PLAINE TWP	\$1,868,800	\$2,204,900	\$412,119,700	0.5%	
BLAKELEY	\$1,203,700	\$498,800	\$212,879,400	0.2%	
CEDAR LAKE	\$6,273,800	\$7,336,400	\$984,779,100	0.7%	
CREDIT RIVER	\$20,606,500	\$38,197,100	\$1,819,428,100	2.1%	
HELENA	\$3,157,400	\$4,487,955	\$614,501,400	0.7%	
JACKSON	\$351,500	\$1,343,000	\$266,917,500	0.5%	
LOUISVILLE	\$3,406,100	\$5,108,000	\$527,823,100	1.0%	
NEW MARKET	\$22,574,700	\$9,139,100	\$1,221,999,700	0.7%	
SAND CREEK	\$799,900	\$4,398,800	\$526,775,900	0.8%	
ST LAWRENCE	-\$378,700	\$1,319,100	\$173,614,700	0.8%	
SPRING LAKE	\$21,905,000	\$20,733,300	\$1,215,498,500	1.7%	
BELLE PLAINE CITY	\$8,829,200	\$26,311,720	\$1,008,297,400	2.6%	
JORDAN	\$21,308,500	\$19,714,400	\$922,120,300	2.1%	
ELKO NEW MARKET	\$52,091,200	\$29,060,100	\$830,995,500	3.5%	
NEW PRAGUE	\$7,167,700	\$4,750,700	\$676,876,300	0.7%	
PRIOR LAKE	\$102,561,100	\$41,038,900	\$6,299,405,000	0.7%	
SAVAGE	\$23,430,100	\$32,338,700	\$5,796,492,500	0.6%	
SHAKOPEE	\$267,464,100	\$166,054,300	\$9,210,760,700	1.8%	
Non-Exempt Value Totals	\$564,620,600	\$414,035,275	\$32,721,284,800	1.3%	68

Countywide Value Added due to New Construction

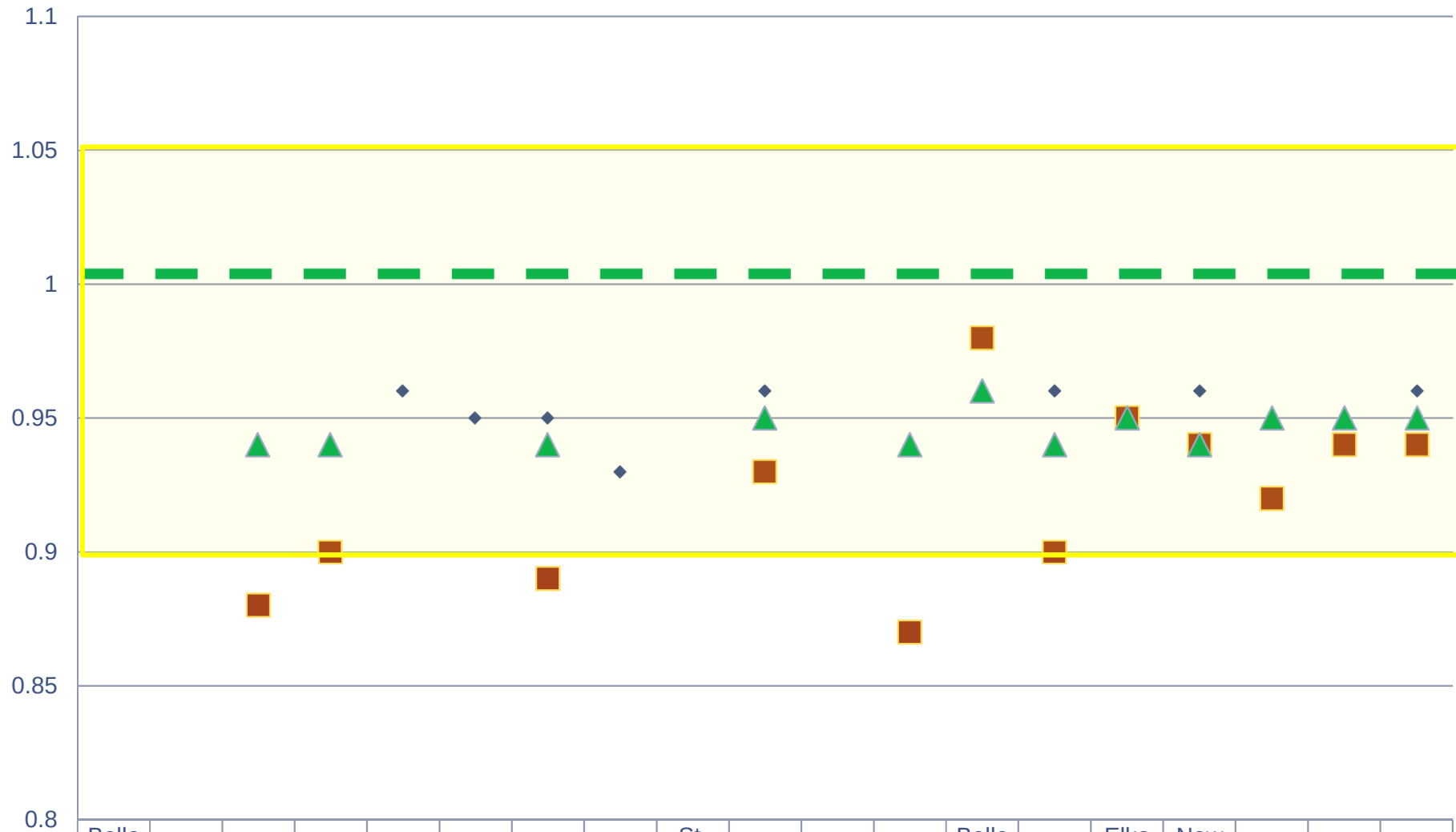


Last Year

MDOR Final 2025 Residential Ratios



MDOR “going in” 2026 and *projected* final Residential Ratios



◆ 2025 Final Ratio			94%		96%	95%	95%	93%		96%		94%	96%	96%	95%	96%	95%	95%	96%
■ 2026 Going In			88%	90%			89%			93%		87%	98%	90%	95%	94%	92%	94%	94%
▲ 2026 Estimated Final			94%	94%			94%			95%		94%	96%	94%	95%	94%	95%	95%	95%

What happens if out of compliance with MDOR standards?

Appendix A • Summary of State Board Orders

State Board Orders by County for 2025 Assessment Year

County	Assessment District	Class	Percent Increase	Percent Decrease
Becker	Township of Savannah	Residential and Seasonal Residential Recreational Non-Commercial- Land and Structures		5%
Mahnomen	Countywide	2b Rural Vacant- Land Only	10%	
Otter Tail	Countywide	2b Rural Vacant- Land Only	5%	
Pennington	City of Thief River Falls	Commercial- Land and Structures	10%	
	Township of Norden	Residential and Seasonal Residential Recreational Non-Commercial- Land and Structures	5%	

State Board of Equalization History

Assessment Year	Counties Impacted	Board Orders	Value Change Range	Scott County
2025	4	5	+5 to +10%	0
2024	8	18	+5 to +20%	0
2023	13	33	-10% to +115%	0
2022	13	41	-10% to +20%	0
2021	5	10	-10% to +15%	0
2020	13	24	+5% to +15%	0
2019	8	8	-5% to +10%	0
2018	13	26	-20% to +20%	0
2017	15	23	-5% to +10%	0
2016	13	24	-5% to +15%	0
2015	18	32	-15% to +10%	0
2014	24	66	-10% to +10%	0
2013	1	1	-15%	0
2012	2	4	-5% to +10%	0
2011	10	36	-40% to +10%	0
2010	10	15	-15% to +15%	0
2009	13	32	-5% to +15%	0
2008	31	107	-5% to +40%	0
2007	31	161	-5% to +40%	0
2006	30	122	-15% to +25%	2

Scott *2006	Townships of: Louisville	Residential Land Only	+5
	Spring Lake	Residential Land Only	+5

Becker County Property Tax Increase

Detroit Lakes, MN, USA / Lakes Area Radio

[Trish Johnson](#)

Jun 26, 2024 | 6:47 AM

Attention, Becker County residents: If you own rural vacant land or agricultural land-only property, brace yourselves for a tax increase next year. The Minnesota State Board of Equalization has mandated significant hikes in property values to ensure they align with state requirements. Here's what you need to know:

- **Rural Vacant Land**: Countywide, the market value of rural vacant land is set to increase by 20%.
- **Agricultural Property (Land Only)**: These properties will see a 10% rise in market value.
- **Specific Townships**:
 - In **Two Inlets Township**, residential land and structures on-water, and seasonal residential recreational non-commercial land and structures on water, will both see a 10% increase.
 - **Audubon, Cormorant, and Erie Townships** will each experience a 5% hike in the values of residential land and structures, as well as seasonal residential recreational non-commercial land and structures on water.

The state stepped in after former Becker County Assessor Tony Vigen didn't adjust property values sufficiently to meet the required 90-105% of the sales price of similar properties. As a result, these adjustments are now necessary and non-negotiable for 2024 tax assessments.

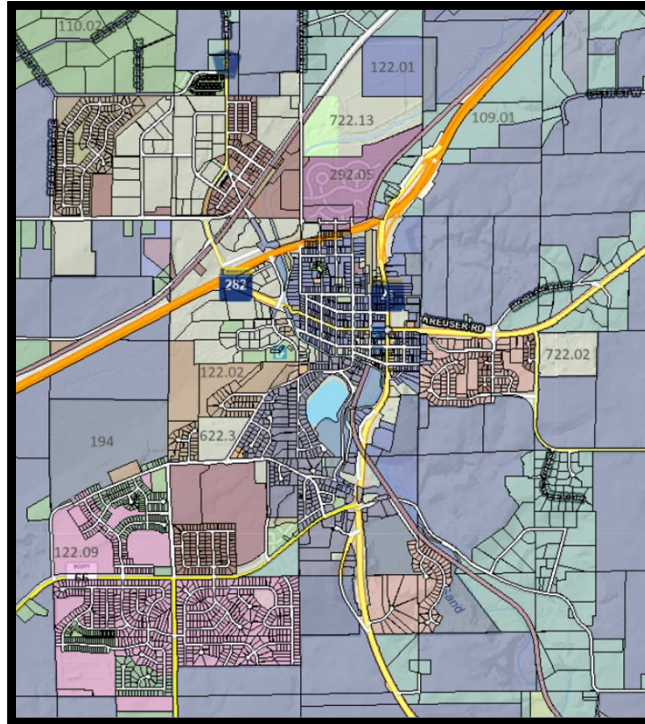
The updated tax assessments will be addressed at the county's truth-in-taxation hearing in December. For more detailed information, visit the Becker County parcel information website [\[47↑source\]](#) [\[48↑source\]](#) .

Average Residential Home Values

Jurisdiction	Average Value	% CHG	Homes
BP TWP	\$571,100	1.6%	215
Blakeley	\$468,700	0.0%	109
Cedar Lake	\$720,100	5.2%	1,003
Credit River	\$835,000	6.1%	1,966
Helena	\$623,000	2.8%	555
Jackson	\$667,400	4.2%	207
Louisville	\$693,700	5.0%	412
New Market	\$720,700	4.2%	1,206
Sand Creek	\$551,200	7.2%	417
St. Lawrence	\$599,500	7.8%	150
Spring Lake	\$731,000	4.2%	1,330
BP City	\$327,400	-0.1%	2,327
Jordan	\$371,000	4.4%	1,956
Elko New Market	\$416,700	-0.3%	1,715
New Prague	\$344,400	1.1%	1,510
Prior Lake	\$563,400	3.9%	9,771
Savage	\$447,700	1.9%	10,306
Shakopee	\$402,700	3.0%	13,544
COUNTY	\$488,000	3.1%	48,699

Market Areas

We further stratify
by neighborhood,
style, era, etc.



1 County

18 Jurisdictions

Residential
Neighborhoods

Agenda

1



Market Update

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Changes for
2026 Assessment

3



**Appeal and
Relief Options**

Homeowner Online Information Review

<https://gis.co.scott.mn.us/sg3>

Property ID - 220760050
1017 PROSPECT POINTE RD Jordan, MN 55352



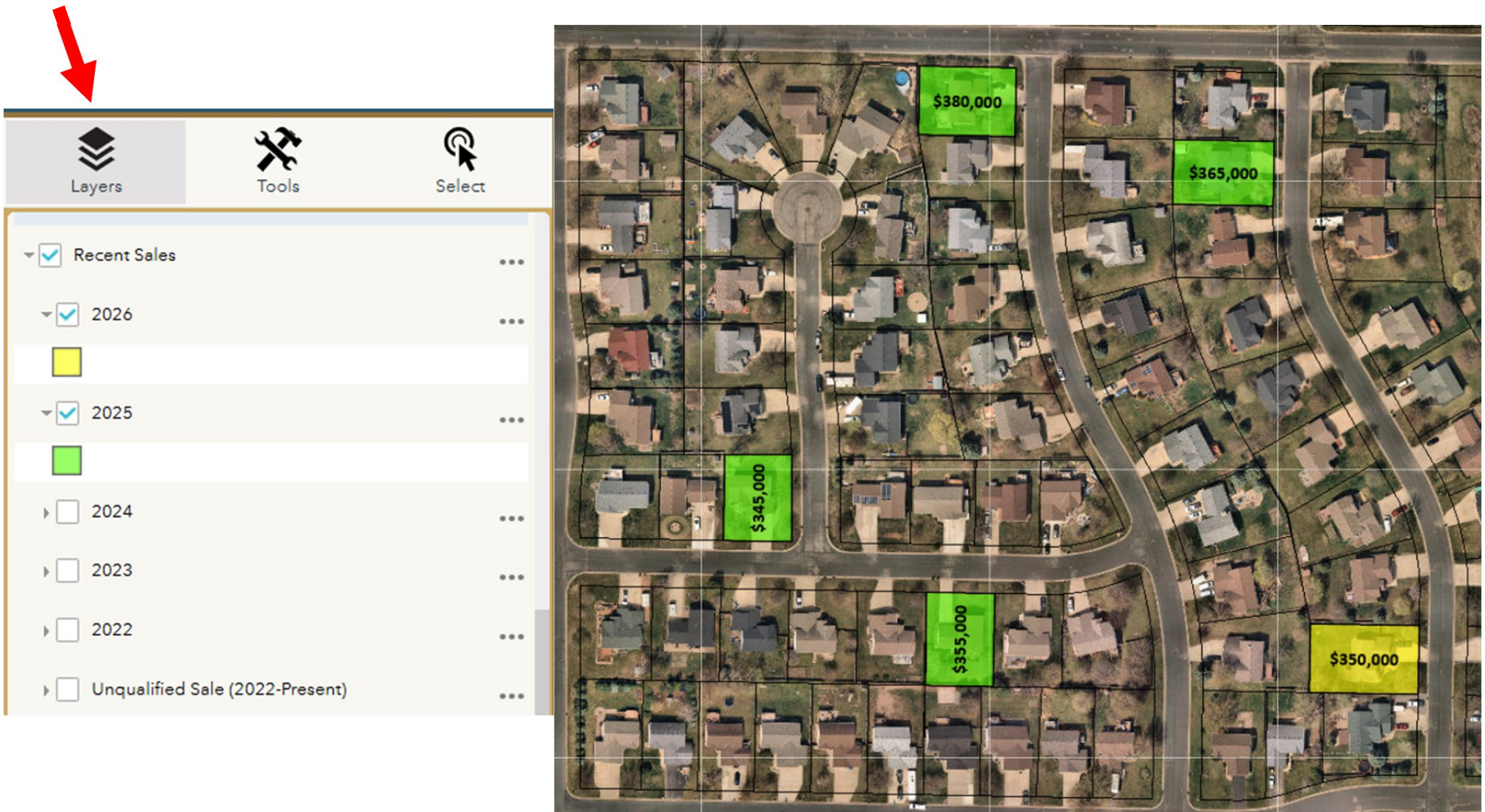
[Property Report Card](#)

[Is this your property? Submit corrections here!](#)



Scott County GIS Recent Sales Layer

<https://gis.co.scott.mn.us/sg3>



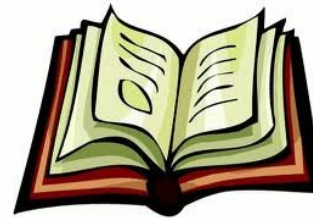
Appeal Options

1.



Informal
Happening Now
talk to the appraiser

2.



Open Book
May 6th
semi-formal
at assessor office

3.



Special Board of
Appeal and
Equalization
June

4.

Tax Court
Can skip all
previous steps
By April 30 of year
taxes are due



There are two types of Homestead Credit Refund:

- A **regular refund** based on your income and property taxes
- A **special refund** based on how much your property tax increased
- You may qualify for one or both of these refunds.

TYPE OF REFUND	REQUIREMENTS TO CLAIM THE REFUND
Regular	• You owned and lived in your home on January 2, 2026 • Your household income for 2025 was less than \$142,490
Special	• You owned and lived in the same home on January 2, 2025, and on January 2, 2026 • Your home's net property tax increased by more than 12% from 2025 to 2026 • The net property tax increase was at least \$100 • The increase was not because of improvements you made to the property

Thank you!

Questions?





Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE:	April 20, 2026
SUBMITTED BY:	Lynda Jirak,Clerk
ITEM TYPE:	Agenda Report
AGENDA SECTION:	General Business
SUBJECT:	Discussion on In-Person Absentee Voting Space
BACKGROUND:	Per statute, the County Auditor has the authority to delegate in-person absentee voting responsibilities to cities. In late 2019, Scott County met with all cities at a SCALE meeting to outline a transition plan for absentee voting. under this plan, cities assumed responsibility for in-person absentee voting (with implementation beginning in either 2020 or 2022 at each city's discretion), while the County retained responsibility for absentee voting conducted by mail. As Credit River was not yet incorporated at that time, the City was not part of those initial discussions. The transition was driven by a significant increase in absentee voting following the implementation of no-excuse absentee voting in 2014. In 202, approximately 53% of voters cast ballots absentee. While that percentage declined following the COVID-19 pandemic, absentee voting increased again to approximately 40% in 2024. the County has indicated that it does not have the staffing capacity to manage this volume, and decentralizing in-person absentee voting improves service to residents by eliminating the need to travel across the County. Per statue, the County Auditor must designate polling places at least 14 weeks (98 days) prior to an election and notify the Secretary of State at that time. For the 2026 election cycle, this deadline is May 5, 2026. Staff is capable of administering absentee voting at City Hall is not seeking for Scott County to assume this responsibility. Discussion: Staff is seeking to discuss options with the City Council to determine how City Hall can best accommodate in-person absentee voting.

Ideally, the space would consist of a secure, dedicated room that can be opened during voting hours and closed and locked when not in use.

Given the limited space available at City Hall, it is important to consider the following required specifications:

- The designated voting space must be fully compliant with the Americans with Disabilities Act (ADA), including accessible entrances, pathways, and voting equipment.
- Election ballots must be stored in an organized and secured manner behind two locked doors (a locked cabinet is considered a locked door). Ideally, all election equipment, including the tabulator, should be housed in a locked room when not in use.
- The ballot tabulator should remain in a fixed location whenever possible, as replacement costs are approximately \$10,000. Frequent setup and breakdown for absentee voting could increase the risk of damage or operational issues.
- A minimum of six (6) feet of clearance is required around the tabulator, with access limited to the voter depositing their ballot.
- The space should accommodate a minimum of two (2) voting booths, as well as an assistive voting device integrated with the tabulator.
- A workstation must be available for a least two (2) election judges, including space for a computer, printer, and all necessary election supplies, including ballots.
- Adequate space must be provided for a voter to stand near election judges during the application and check-in process while maintaining privacy and accessibility.
- The layout must allow sufficient room for voters to move through the process efficiently without congestion, including space for waiting and queuing as needed.
- This space can be set up temporarily for absentee voting only.

FINANCIAL IMPACT:

Financial impact depends on discussion.

SUGGESTED ACTION:

Staff is seeking discussion and direction on providing a properly sized, secure, and accessible space essential to administering elections effectively and in compliance with statutory requirements.

ATTACHMENTS:



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CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: Chris Kostik, City Council

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Summary of the April 6, 2026, Closed Session

BACKGROUND: The City Council held a closed session pursuant to Minnesota Statutes 13D.05 Subd. 3(a) at the April 6, 2026, Council meeting to conduct a performance evaluation of the City Administrator. Pursuant to statute a summary of the closed meeting is to be provided at the next meeting.

SUGGESTED ACTION:

ATTACHMENTS:



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CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: City Admin,City Council

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Discussion of Section 2-5-2 Procedure of Zoning Ordinance

BACKGROUND: Requested by Councilmember Markert:

I believe the Council should review “Section 2-5-2 Procedure” of our zoning ordinance and consider whether we need to supplement it with a specific process for when there is no resident application for amending zoning ordinance text. The current procedures in this section of the ordinance speaks essentially to when the City receives an application from a resident.

SUGGESTED ACTION:

ATTACHMENTS:

[Draft Process - City Staff Initiated Zoning Change Proposals.docx](#)

[Section 2.5.2 Procedure.pdf](#)

In order to ensure City Staff initiated text amendments to the City's zoning ordinances aligns with City Council priorities and prevents wasting resources on staff work and cost of holding a public hearing that the City Council may have no interest in pursuing, the following process shall be followed:

Step 1 – Preliminary Proposal (City Administrator or a Council Member Brings Idea to Council)

The City Administrator or his delegate (e.g., City Planner) introduces the concept of the proposed text amendment / zoning ordinance change to the City Council to gauge support and receive authorization to proceed with a formal review.

Step 2 - Public Hearing (Planning Commission):

Once the City Council acknowledges its intent to proceed with a formal review, the proposal goes to the Planning Commission, which conducts a formal public hearing, reviews the proposed amendment, and makes a formal recommendation to the City Council.

Step 3 - Final Decision (City Council): The Planning Commission's recommendation is presented to the City Council, which considers the recommendation and makes the final decisions / votes on adoption or not adoption of the proposed change.

2-5-2 Procedure

1. An amendment to the text of the Ordinance or Zoning Map may be initiated by the City Council, the Planning Commission, or by application of a property owner. Any amendment not initiated by the Planning Commission shall be referred to the Planning Commission for review and may not be acted upon by the City Council until it has received the Planning Commission recommendation.
2. Pre-Application Meeting. Prior to submission of a zoning amendment application, the property owner may submit a concept plan and meet with the Zoning Administrator to discuss the zoning amendment application. Through the pre-application, the Zoning Administrator will summarize the informational requirements and issues related to the specific zoning amendment request.
3. The property owner applying for a zoning amendment shall submit to the Zoning Administrator a completed zoning amendment application, and provide all other information required by the Zoning Administrator. The application shall be completed when the applicant has complied with the following requirements:
 - a. A written and/or graphic description of the zoning amendment request including an explanation of compliance with Section 2-5-1 of this Ordinance. The application shall include a site plan consistent with Section 2-10-3 of this Ordinance.
 - b. Supporting information described by the Zoning Administrator during the pre-application meeting or as required in other sections of this Ordinance.
 - c. Applications must be accompanied by a fee established by the City Council.
4. The Zoning Administrator, upon receipt of the application, shall notify the applicant in writing within fifteen (15) business days or as amended by Minnesota Statutes Chapter 15.99 if the application is found to be incomplete.
5. Upon receipt of a complete application, the Zoning Administrator shall prepare a report and refer the application to the Planning Commission for consideration.
6. A public hearing on the application shall be held by the Planning Commission after the completed request for the zoning amendment has been received. Notice of said hearing shall be published in the official newspaper as designated by the City Council. Written notice of public hearings on the proposed amendment shall be sent at least ten (10) days before the hearing date. Property owners of record within three hundred fifty (350) feet of the subject property shall be notified in writing. Timing of the mailed notice shall be the same as that for the published notice. The failure to give mailed notice to individual property owners or defects in the notice shall not invalidate the proceedings, provided a bona fide attempt to comply has been made.

7. The applicant or his representative shall appear before the Planning Commission in order to answer questions concerning the proposed amendment request.
8. The Planning Commission and Zoning Administrator shall have the authority to request additional information from the applicant concerning a zoning amendment. Said information is to be declared necessary to establish performance conditions in relation to all pertinent sections of this Ordinance. Failure of the applicant to supply all necessary supportive information may be grounds for denial of the request.
9. Following the hearing, the Planning Commission shall make a report to the City Council recommending approval, modified approval or disapproval of the proposed amendment.
10. The City Council must take action on a completed application following referral by the Planning Commission within the time permitted by Minnesota Statutes 15.99, as amended. The person making the application shall be notified of the action taken.
11. No application of a property owner for an amendment to the text of this Ordinance or the Zoning Map shall be considered by the Planning Commission within a one (1) year period following denial of such request, except the Planning Commission may permit a new application, if in the opinion of the Planning Commission, new evidence or a change of circumstances warrant it.

2-6 CONDITIONAL USE PERMITS

2-6-1 Criteria for Granting Conditional Use Permits

Conditional uses may be approved, by the City Council, upon a showing by the applicant that standards and criteria stated in the Ordinance will be satisfied. Such standards and criteria shall include both general requirements for all conditional uses and, insofar as practicable, requirements specific to each designated conditional use. In granting a conditional use permit, the City Council shall consider the effect of the proposed use upon the health, safety, and general welfare of occupants of surrounding lands. Among other things, the Planning Commission and City Council shall make the following findings where applicable:

1. The use will not create an excessive burden on public facilities and utilities which serve or are proposed to serve the area.
2. The use will be sufficiently compatible with, or separated by sufficient distance from, or screened from adjacent agricultural or residential land uses so that there will be no deterrence to the use or development of adjacent land and uses.



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CITY COUNCIL AGENDA ITEM REPORT

DATE: April 20, 2026

SUBMITTED BY: City Admin, City Council

ITEM TYPE: Agenda Report

AGENDA SECTION: General Business

SUBJECT: Discussion to Hire Realtor

BACKGROUND: Requested by Councilmember Schommer:

Councilmember Schommer is asking the Council to discuss having staff draft an RFP to hire a realtor to begin looking for property for a future City Hall site location.

SUGGESTED ACTION: Discussion item

ATTACHMENTS: